



**GOVERNING BOARD AGENDA ITEM FORM
AMPHITHEATER UNIFIED SCHOOL DISTRICT NO. 10**

DATE OF MEETING: January 8, 2013

TITLE: Award of Contract for Paper Products Based on Responses to Request for Bid (RFB) 12-0029

BACKGROUND:

Request for Bid (RFB) 12-0029 was mailed to vendors registered with the Purchasing Department providing paper products. The bid required the successful vendor to fill and deliver orders within twenty-four hours of order placement. Two vendors responded, Spicers Paper and Unisource. The Spicers Paper bid offered the lowest cost for all six categories of paper products bid. Please see the attached spreadsheet.

RECOMMENDATION:

The Administration recommends that the Governing Board approve the Award of Contract for Paper Products for Graphics & Printing to Spicers Paper based on their response to Request for Bid (RFB) 12-0029.

INITIATED BY:

Scott Little

Scott Little, Chief Financial Officer

Date: December 20, 2012

Patrick Nelson

Patrick Nelson, Superintendent