

# District School Board of Pasco County

## Bid Recommendation

<b>Bid Title</b>	<b>Paper Products – Warehouse Stock- Part I</b>		<b>Number of Vendors Notified</b>	<b>297</b>
<b>Bid Number</b>	<b>08-004-MK</b>		<b>Number of Bids Distributed</b>	<b>58</b>
<b>Date Solicited</b>	<b>11/17/06</b>		<b>Number of Formal “No Bid” Responses</b>	<b>7</b>
<b>Date Opened</b>	<b>1/11/07</b>		<b>Number of Vendors Bidding</b>	<b>19</b>
<b>Date Board Presentation</b>	<b>2/20/07</b>		<b>Funding Source</b>	<b>110 General</b>
<b>Total Savings</b>	<b>Estimated Savings \$98,612.00</b>		<b>Grand Total of Bid</b>	<b>Estimated Total \$848,623.00</b>

**Recommendation:**

Recommend acceptance of bids as noted on the attached tabulation sheet as lowest and best bid meeting written specifications.

**Term of Contract:**

This is an annual purchase for paper products to be stocked in the central warehouse for use throughout the District.

**Notations and Exceptions**

In most cases, paper was bid in two groups per category recycled content and non-recycled. (i.e., Group I Drawing Paper – Non-Recycled and Group I-A Drawing paper – Recycled content). Any group denoted with an “A” after the group refers to a recycled content product. Bidders were advised only one group would be awarded based upon costs. Where recycled products are recommended for award, recycled bids were within the 10% price variance (price preference), met minimum specified recycled content, provided required samples, and were lower in price than the non-recycled products being bid.

Bid submitted by Prentke Romich Company was disqualified, vendor did not sign the bid document as required.

Offers from the vendors listed herein are the only offers received timely as of the above opening date and time. All other offers submitted in response to this solicitation, if any, are hereby rejected as late.

**Bids Evaluated By:**

District employees: Eddie Flicker, District Custodial Services Coordinator, Rich Lenahan, Office Machine Repair I, Jerry Maciaszek, Graphic Services Manager, Linda Barnekov, Michelle Bolin, Kristen Goodman, Amber Robinson, Elizabeth Supeau, and Lorrie Sybert.

**Bids Prepared By:**

Mina Kaeding, CPPB, Buyer

**Reviewed and Authorized By:**

Kendra Goodman, CPPB, Purchasing Agent

**Group I and IA (Drawing Paper):** Still being evaluated – will forward to a later Board meeting.

**Group II and IIA (Xerographic Paper):** Reject – Request permission to order from State Contract #645-120-04-1 with Mac Paper in the amount of \$480,736.40 for recycled as pricing is considerably less than bids received for recycled paper.

**Group IV and IVA (Practice Paper):** Still being evaluated – will forward to a later Board meeting.

**Group V and VA (Construction Paper):** Still being evaluated - will forwarded to a later Board meeting.

**Group VI and VIA (Railroad Board):** Still being evaluated - will forwarded to a later Board meeting.

**Group VII and VIIA (Index Cards):** Recommend award to AFP Industries. Lower bids from Pyramid School Products and Standard Stationary did not send samples for testing purposes as specified in bid documents and therefore could not be considered.

**Group VIII and VIIIA (Clasp Envelopes):** Recommend award to Pyramid School Products as lowest and best bid meeting written specifications and testing criteria.

**Group IX and IXA (File Folders, Manilla):** Recommend bid from Windtree Enterprises as lowest and best bid meeting written specifications and testing criteria.

**Group X and XA (Office Pads):** Recommend award to AFP Industries. Lower bids from Pyramid School Products, Bye-Mo'r and Standard Stationary did not send samples for testing purposes as specified in bid documents and therefore could not be considered.

**Group XI and XIA (Adding Machine Tape):** Recommend award to Apex Office Products as lowest and best bid meeting written specifications and testing criteria.

**Group XII, Item JS-19 and JS-19A (Toilet Tissue):** Recommend award to E & R Industrial Sales Inc. as lowest and best bid meeting written specifications and testing criteria.

**Group XII and XIIA , Item JS-20 and JS-20A (Single-fold Towels):** Recommend award to Peninsular Paper Co. as lowest and best bid meeting written specifications and testing criteria.

**Group XII, Item JS-21 and JS-21A (Multifold Towels):** Recommend award to Peninsular Paper Co. as lowest and best bid meeting written specifications and testing criteria.

**Group XV and XVA (Art Tissue Paper Assorted Colors):** Still being evaluated – will forward to a later Board meeting.

**Group XVI and XVIA (File Folders Assorted Colors):** Recommend acceptance of bid from AFP Industries as lowest and best bid meeting written specifications and testing criteria.

**Group XVII and XVIIA Item PP-6 (Miscellaneous Paper Products):** Recommend acceptance of bid from Pride Enterprises. Lower bid from Pyramid School Products not user friendly, harder to put together and Apex did not send a sample for testing purposes as specified in bid documents and therefore could not be considered.

**Group XVII XVIIA Item PP-44 (Miscellaneous Paper Products):** Reject –all bids. Paper jammed when sampled and green coloring was determined too light by IT. Will purchase using competitive quotes.

**Group XVII and VIIA Item PP-68 (Miscellaneous Paper Products):** Reject –all bids. Paper jammed when sampled and green coloring was determined too light by IT. Will purchase using competitive quotes.

DATE/TIME: