



Materials Management
Purchasing Department
101 Old Venice Road, Osprey, FL 34229
Phone 941-486-2183 ▪ Fax 941-486-2188
SarasotaCountySchools.net

MEMORANDUM

TO: Members of the School Board
Dr. Brennan Asplen III, Superintendent
Mitsi Corcoran, Assistant Superintendent Chief Financial Officer

FROM: Tracy Brizendine, Director of Materials Management

**TITLE: APPROVAL TO AWARD BID #22-0062 FOR CARBONLESS,
SPECIALTY PAPER & SUPPLIES**

Bids to provide 'Carbonless, Specialty Paper & Supplies' were received from two vendors on November 30, 2021. The bids of Mac Papers & Packaging, and Quill LLC were the best low bids meeting the advertised specifications. Reasons for not selecting the apparent low bid are included with the bid tabulation. This bid is for a period of one year with an option to renew for two additional one-year periods. The funds for these purchases are contained in the budget allocated to the Materials Management Department.

Requested by:
Tracy Brizendine
David Chappell

"Failure to file a protest within the time prescribed in Section 120.57(3), Florida Statutes, or failure to post the protest bond or other security required by law within the time allowed for filing a bond shall constitute a waiver of proceedings under Chapter 120, Florida Statutes."

Posting Date: 1/11/22

Financial Impact:

Not to exceed:
\$560,000.00

Recommended Motion: That the bids of Mac Papers & Packaging, and Quill LLC for 'Carbonless, Specialty Paper & Supplies' in an amount not to exceed \$560,000.00 be approved as presented.

THE SCHOOL BOARD OF SARASOTA COUNTY, FLORIDA

Tabulation for Carbonless, Specialty Paper, and Supplies- Bid #22-0062

Opened November 30, 2021 at 1:00 p.m.

The School Board of Sarasota County, Florida, intends to establish firm fixed pricing for a period of one (1) year for the supply and delivery of carbonless, specialty paper, and supplies ordered on an 'as needed' basis used by the Print Services.					Mac Papers & Packaging	Quill LLC
No.	Description	Size	Unit (one M = 1000 Sheets)	Total Units Approximate Annual Usage	Unit Price	Unit Price
CARBONLESS PAPER						
1	2-part, 20 Heavy Weight, Carbonless Stock Paper. Black Print. NCR Superior or Excel	8-1/2 x 11	Price/M	380	\$18.60	\$191.71
	Brand and stock number bid:					NCR 040686
2	8-1/2 x 11, 3-part, 20 Heavy Weight, Carbonless Stock Paper. Black Print. NCR Superior or Excel	8-1/2 x 11	Price/M Reverse	140	\$21.20	\$210.11
		8-1/2 x 11	Price/M Straight/Forward	575	\$21.20	
	Brand and stock number bid:					NCR 040684
3	8-1/2 x 11, 4-part, 20 Heavy Weight, Carbonless Stock Paper. Black Print. NCR Superior or Excel	8-1/2 x 11	Price/M Reverse	65	\$22.45	
		8-1/2 x 11	Price/M Straight/Forward	70	\$22.45	
	Brand and stock number bid:					
4	8-1/2 x 11, 5-part, 20 Heavy Weight, Carbonless Stock Paper. Black Print. NCR Superior or Excel	8-1/2 x 11	Price/M Reverse	10	\$23.05	
		8-1/2 x 11	Price/M Straight/Forward	0	\$23.05	
	Brand and stock number bid:					
5	8-1/2 x 14, 2-part, 20 Heavy Weight, Carbonless Stock Paper. Black Print. NCR Superior or Excel	8-1/2 x 14	Price/M	5	\$23.80	
	Brand and model number bid:					
6	8-1/2 x 14, 3-part, 20 Heavy Weight, Carbonless Stock Paper. Black Print. NCR Superior or Excel	8-1/2 x 14	Price/M Reverse	15	\$26.90	
		8-1/2 x 14 REJECTED	Price/M Straight/Forward	5		
	Brand and stock number bid:					
7	8-1/2 x 14, 4-part, 20 Heavy Weight, Carbonless Stock Paper. Black Print. NCR Superior or Excel	8-1/2 x 14	Price/M Reverse	5	\$28.75	
		8-1/2 x 14	Price/M Straight/Forward	0	\$28.75	
	Brand and stock number bid:					

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No.	Description	Size	Unit (one M = 1000 Sheets)	Total Units Approximate Annual Usage	Unit Price	Unit Price
OTHER PAPER AND SUPPLIES						
8	Business Card Boxes, Rigid	6.5 x 3.6 x 2	Case/100 Boxes	3	\$109.62	\$405.00
	Brand and stock number bid:					Jam paper 379204JAM
9	Chipboard	8.5 x 11	Box/963 Sheets	11	\$37.35	
	Brand and stock number bid:					
	Number of sheet per box:					
10	Chipboard REJECT	8.5 x 14	Box/756 Sheets	1		
	Brand and stock number bid:					
	Number of sheet per box:					
11	Copier Tabs, Straight Collated, 90 Index: Drilled REJECT	1/5 cut	Case/1250 Sheets	6		\$2,037.50
	Brand and stock number bid:					Oxford 2657172
12	Copier Tabs, Straight Collated, 90 Index: Not Drilled REJECT	1/5 cut	Case/1250 Sheets	6		
	Brand and stock number bid:					
13	Accent Opaque Digital White 80lb Text	8.5 X 10	Case	10	\$86.02	
		11 X 17	Case	10	\$55.93	\$139.99
	Brand and stock number bid: _____ and # _____					Accent 40557LMP
14	Envelope, 24, 25% Cotton Bond, Light Cockle: Ivory REJECT	10	Price/M	6		
	Brand and model number bid:					
15	Envelope, 24, 25% Cotton Bond, Light Cockle: White	10	Price/M	65	\$88.04	
	Brand and stock number bid:				Capital Bono 088321	
16	Envelope, 24, Catalog: Brown Kraft	6 x 9	Price/M	6	<u>\$67.50</u>	\$44.86
	Brand and model number bid:				81610	Quill OE6928

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17	Envelope, 24, Catalog: White	6 x 9	Price/M	25	\$50.85	\$88.60
	Brand and stock number bid:				81760	Quality Park 813434
18	Envelope, 24, Catalog: White	9 x 12	Price/M	5	\$69.50	\$52.52
	Brand and stock number bid:				82110	Quill OE91224W
19	Envelope, 24, Catalog: White	10 x 13	Price/M	5	\$89.50	\$224.06
	Brand and stock number bid:				83610	Jam papers 367153JAM
No.	Description	Size	Unit (one M = 1000 Sheets)	Total Units Approximate Annual Usage	Unit Price	Unit Price
20	Envelope, 24, White Wove, Side Seam: Regular	9	Price/M	4	\$21.65	\$43.72
	Brand and stock number bid:				82205	Quill BE6924
OTHER PAPER AND SUPPLIES						
21	Envelope, 24, White Wove, Side Seam: Regular	10	Price/M	150	\$21.65	\$232.50
	Brand and model number bid:				Mac Env 083445	Quality Park 901456
22	Envelope, 24, White Wove, Side Seam: Window	10	Price/M	65	\$25.25	\$70.02
	Brand and stock number bid:				Mac Env 083675	Lux 2146616LUX
23	Envelope, 24, Linen, Ivory	10	Price/M	6	\$70.60	
	Brand and stock number bid:				Royal Linen 086755	
24	Envelope, Announcement: White	5.5 Bar	Price/M	6	\$58.65	\$73.73
	Brand and stock number bid:				Waverly Hall 087432	Jam Paper 366221JAM
25	Fanapart Padding Adhesive (1 gallon)	N/A	Price/Gallon	10	\$139.30	
	Brand and stock number bid:				Fan Apart 101360	
26	Labels: Product numbers are Avery brand, alternate brands are acceptable.	5160	Box/100 Sheets	4	\$46.50 (091245)	\$17.62
		5164	Box/100 Sheets	6	\$66.75 (091285)	\$19.79
		5577	Box/100 Sheets	4		
	Brand/stock number for Product 5160 bid:			Unit	Avery 091245	Avery 209882
	Brand/stock number for Product 5164 bid:			Unit	Avery 091285	Avery 260265
Brand/stock number for Product 5577 bid:			Unit			

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27	Parchment 60 TEXT, Assorted Colors	8.5 x 11	Price/M	10	\$31.60	
	Brand and stock number bid:				Astro Pallet	
28	Parchment 65 COVER, Assorted Colors	8.5 x 11	Price/M	2	\$62.60	
	Brand and stock number bid:				Astro Pallet	
OTHER PAPER AND SUPPLIES						
No.	Description	Size	Unit (one M = 1000 Sheets)	Total Units Approximate Annual Usage	Unit Price	Unit Price
29	Shrink Wrap, 70 Gauge or Better	18" x 2620'	Price/Roll	24	\$325.90	
	Brand and stock number bid:				CT306 350502	
30	White Padding Glue	N/A	Gallon	8	\$27.50	
	Brand and stock number bid:				Mac Pad 101340	
31	20 Bond, Assorted Colors	11 x 17	Price/M	5	\$33.35	
	Brand and stock number bid:				Earth Choice	
32	25% Cotton Bond, 24 Light Cockle: Ivory REJECT	8.5 x 11	Price/M	4	N/A	
	Brand and stock number bid:					
33	25% Cotton Bond, 24 Light Cockle: White	8.5 x 11	Price/M	45	\$40.60	\$64.20
	Brand and stock number bid:				Capital Bond 068550	Neenha Paper 194650LMP
34	60 Offset, White	8.5 x 11	Price/M	80	\$16.18	
	Brand and stock number bid:				Husky Offset 065950	
35	60 Offset, White	11 x 17	Price/M	30	\$34.35	
	Brand and stock number bid:				Husky 065990	
36	65 Cover, White	11 x 17	Price/M	5	\$56.75	
	Brand and stock number bid:				Accent 068617	

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37	80 Cover, White	8.5 x 11	Price/M	10	\$33.50	\$238.92
	Brand and stock number bid:				Accent 068607	Jam paper 263197JAM
38	67 Vellum Bristol, Gray	8.5 x 11	Price/M	3	\$25.25	\$108.24
	Brand and stock number bid:				Springhill 063071	Springhill 195021LMP
39	67 Vellum Bristol, Colors	11 x 17	Price/M	5	\$52.75	
	Brand and stock number bid:					
40	67 Vellum Bristol, White	11 x 17	Price/M	6	\$50.52	\$148.64
	Brand and stock number bid:				Springhill	Springhill 195015LMP
41	70 Linen Text, White REJECT	11 x 17	Price/M	5	Call for availability	
	Brand and stock number bid:					
42	88 Cover, Bristol Wove, Bright White	8.5 x 11	Price/M	4		\$234.84
	Brand and stock number bid:					Jam Papers 263196JAM
No.	Description	Size	Unit (one M = 1000 Sheets)	Total Units Approximate Annual Usage	Unit Price	Unit Price
OTHER PAPER AND SUPPLIES						
43	90 Index, White	8.5 x 11	Price/M	50	\$27.50	\$60.24
		11 x 17	Price/M	5	\$56.40	\$136.17
	Brand and stock number bid:				Springhill	Springhill 40836LMP 41410LMP
44	KP1 Truckload paper, 20lb, 92 bright or Boise K9, 20lb 92 bright or Xerographic, 20lb, 92 bright. Or approved alternate	8 1/2 x 11	Price/M	10,920	\$36.40	\$31.87
	Brand and stock number bid: _____ and # _____				Quick Copy 065960 subject to availability	Quill 720222TL
45	If mininum dollar amount is required for delivery please indicate amount.				\$500.00	

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46	PERCENTAGE DISCOUNT FROM INDIVIDUAL MANUFACTURER'S MSRP - Please indicate the minimum discount available for consumables not listed previously. Our staff will contact the vendor prior to issuance of purchase order to obtain the maximum available discount at the time of order. MSRP must be verifiable prior to issuance of order. A website address with pricing (if available) shall be provided.		
a.	ManufacturerWebsiteDiscount	20% - Mac papers	
b.	ManufacturerWebsiteDiscount		
c.	ManufacturerWebsiteDiscount		
d.	ManufacturerWebsiteDiscount		
	Mininum Dollar Order for Delivery		
Notes		All Prices are subject to mill increase. *Availability/ of all items subject to mill allocation at time of order.	
Contact		Billy Harris	Karrie Szalkowski
Address		8610 East Sligh Avenue	100 Schelter Road
		Tampa, FL 33610	Lincolnshire, IL 60069
Telephone		813-247-3461	800-634-4809
Fax			800-789-2016
Federal ID			04-2896127
E-Mail Address		billy.harris@macpapers.com	bid@quill.com
Recorded by: Samantha Clark		Witnessed by: Kayla Brewster	

THE SCHOOL BOARD OF SARASOTA COUNTY, FLORIDA
Justification for Award to Other Than Low Bidder

Carbonless, Specialty Paper, and Supplies - Bid #22-0062

Opened November 30, 2021 at 1:00 p.m.

Item	Vendor	Description
6	Mac Papers & Packaging and Quill, LLC	Reject, no bids received for 8 1/2 x 14 paper.
10,12,14, 32,41	Mac Papers & Packaging and Quill, LLC	Reject, no bids received.
11	Quill, LLC	Rejected for over budget.