



MEMORANDUM

DATE: April 21, 2020
TO: Dr. Mary Ann Ranells, Superintendent
Board of Trustees
FROM: Cathy Wright, Purchasing Assistant
RE: BID #010302: Paper Goods

An invitation to bid for the Paper Goods for School Nutrition Services was distributed and advertised according to Idaho code 67-2806 and District policy 802.50. Bid packets were available via the Internet and sent to local known vendors.

The bid results are as follows:

Gem State Paper	\$233,362.57
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On February 19, 2020, this bid was publicly advertised, made available online, broadcast to all members of the Idaho Small Business Development Council and emailed directly to Gem State Paper, Brady Industries, Sysco and West Coast Paper, yet we received only a single response.

It is our recommendation that the bid for Paper Goods for School Nutrition Services be awarded to Gem State Paper for the 2020-2021 school year in the amount of \$233,362.57.

Thank you.