



Agenda Item Details

Meeting June 24, 2024 – Board Meeting

Subject Approve the Contract Award to Southeastern Paper Group, for the Purchase of Paper Products and Supplies

Type Action

Background and Rationale: A competitive solicitation process was completed for the School Nutrition Program for the purchase and direct delivery of paper products and supplies to all schools of the Muscogee County School District. Invitation to Bid #24-017 was emailed to thirty-two vendors and posted to the Muscogee County School District (MCSD) website and the Georgia Procurement Registry website on March 22, 2024. The Purchasing Department received proposals from five vendors:

- 11400, Inc.
- Devi Enterprises LLC (dba) Head to Heels Safety Supplies
- Imperial Dade (formerly COPACO, Inc.)
- Nottage, LLC
- Southeastern Paper Group

A vendor contact summary is shown below and a bid summary is attached.

The Board is asked to approve the contract award to Southeastern Paper Group for the purchase of paper products and supplies. The contract is awarded to the vendor offering the highest quantity of items at the lowest delivered prices. The contract term is for one-year effective July 1, 2024 through June 30, 2025, with the option to renew for two additional years.

Budgetary Impact: \$875,000 (Pending Approval of FY2025 Budget)

Funding for this purchase will be expended from:

Department	Account	Account Description	Amount
School Nutrition Program	SNP9600310 – 56100	School Nutrition Program – Purchased Food	\$875,000
TOTAL			\$875,000

Budgeted: X Yes
 No (Board approval is authorization to establish funding for this item in the Budget.)

Liaison Administrator(s): Travis Anderson, Kelli McKenzie, and Janice Bloodworth

Superintendent's Recommendation: The Superintendent recommends that the Board approves the contract award to Southeastern Paper Group for the purchase of paper products and supplies.

Vendor Contact Summary		
Vendor	Contact Method	Response
5 Star Enterprise, Inc.	Email	No response
11400, Inc.	Website	Bid received
ACC Distributors, Inc.	Email	No bid
AlSCO, Inc.	Email	No response
Ben E Keith Co	Email	No response
Brown & Brown Global Solutions	Email	No response
Business Transformation Company Inc	Email	No response
Central Poly Corp	Email	No bid
Dade Paper	Email	No response
Daxwell	Email	No response
Devi Enterprises LLC, dba Head to Heels Safety Supplies	Email	Bid received
Hawk	Email	No response
Henderson Chemical Co.	Email	No response
Hill Mfg. Co.	Email	No bid
Imperial Dade (formerly COPACO Inc.)	Email	Bid received
Interboro Packaging Corporation	Email	No Bid
Modern Imaging Solutions	Email	No response
Montessori Services	Email	No response
My Central Supply	Email	No response
National Chemical Laboratories, Inc.	Email	No response
Nottage, LLC	Website	Bid received
ParPak	Email	No response
Quill.com	Email	No response
School Specialty	Email	No response
SouthEast LINK	Email	No response
Southeastern Paper Group	Website	Bid received
Specialty Products Company	Email	No response
United Facilities Services, Inc	Email	No response
Veritiv Operating Company	Email	No response
Wallace Packaging	Email	No response
WOW Plastics, Inc.	Email	No response
Zim International	Email	No response