



Board of Education of Cecil County  
Elkton, Maryland

### Agenda Item Details

Meeting Dec 10, 2018 - Board of Education of Cecil County Annual Organization Meeting

Category 5. New Business

Subject 5.14 Bid #19-05 Copy Paper

Type Action

Recommended Action Superintendent's Recommendation: I recommend that the Board of Education of Cecil County approve a contract for CCPS Bid # 19-05: Copy Paper, to the lowest responsive and responsible bidder which is W.B. Mason for a total amount of \$459,838 for the entire cooperative bid award. The Cecil County Public Schools only portion, is an estimated annual contract amount of \$230,266.

Bids were opened in the Business Service Conference Room of Cecil County Public Schools on November 5, 2018, at 2:00 p.m., for Bid# 19-05: Copy Paper. A Notice to Bidders was posted on the eMaryland Marketplace bidding board October 23, 2018, with email notifications sent to 146 prospective bidders. On October 24, 2018, five (5) bidders were sent a Notice to Bidders by CCPS email. The Intent of this bid is to establish a contract with a qualified supplier at firm prices for the handling and delivery to schools of copy paper. The initial one-year contract period will begin on January 1, 2019, and end on December 31, 2019. One (1) additional one-year contract renewal period is possible pending funding, satisfactory performance, and pricing.

Three (3) bidders submitted pricing for various types of copy paper. The Purchasing Department recommends that the Board of Education of Cecil County approve a contract to the bidder meeting the required specifications. The lowest responsive and responsible bidder is W.B. Mason for a total amount of \$459,838 for the entire cooperative bid award. The Cecil County Public Schools portion only, is an estimated annual contract amount of \$230,266.

The following entities within Maryland have the option to order from this contract:

1. Cecil County Public Schools
2. Queen Anne's County Public Schools
3. Kent County Public Schools
4. Eastern Shore Educational Consortium
5. Any Cecil, Kent or Queen Anne's County government or college jurisdiction
6. Any other Maryland government agency or jurisdiction, if agreed to by the award bidder(s).

Bids responses were received from the following:

1. W.B. Mason Co., Inc., Newark, DE
2. B.W. Wilson, Baltimore, MD
3. Strategic Alliances Group, Inc., Havre de Grace, MD

Persons in attendance at the bid opening were:

1. J. Brian Hanley – B.W. Wilson
2. Richard Raulie – Cecil County Public Schools
3. Kay Porter – Cecil County Public Schools
4. Daniela Dunlap – Cecil County Public Schools

**Motion & Voting**

Superintendent's Recommendation: I recommend that the Board of Education of Cecil County approve a contract for CCPS Bid # 19-05: Copy Paper, to the lowest responsive and responsible bidder which is W.B. Mason for a total amount of \$459,838 for the entire cooperative bid award. The Cecil County Public Schools only portion, is an estimated annual contract amount of \$230,266.

Motion by William H Malesh, second by James K Fazzino.

Final Resolution: Motion Passed

Aye: James K Fazzino, William H Malesh, William C Manlove, Kayla M Russell, Diana B Hawley, Christine L Stephens