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Joe Lauro, CPPO/CPPB
Director

INTEROFFICE MEMO

To: Robert S. LaSala, County Administrator
 From: Joseph Lauro, Director of Purchasing
 Subject: Award of Bid - Towels, Paper - Miscellaneous
 Contract No. 089-0005-B (LN)
 Date: November 12, 2008

RECOMMENDATION: I RECOMMEND THE COUNTY ADMINISTRATOR AWARD THE BID FOR TOWELS, PAPER - MISCELLANEOUS TO:

- DADE PAPER COMPANY, ORLANDO, FLORIDA
- E & R INDUSTRIAL SALES, INC., LARGO, FLORIDA
- PENNINSULAR PAPER COMPANY, TAMPA, FLORIDA
- SOUTHEASTERN PAPER GROUP, BROWNS SUMMITT, NORTH CAROLINA
- UNISOURCE WORLDWIDE, INC., TAMPA, FLORIDA

ON THE BASIS OF BEING THE LOWEST RESPONSIVE, RESPONSIBLE BIDS RECEIVED MEETING SPECIFICATIONS. BIDS ARE ON FILE IN THE PURCHASING DEPARTMENT.

ESTIMATED ANNUAL EXPENDITURE NOT TO EXCEED: \$110,000.00

Funding is provided through each using department's operating budget.

DISCUSSION: This contract is for the annual requirements of miscellaneous paper towels for various Pinellas County departments. Bidders were invited to bid both products made from virgin materials and products with recycled content, where available. As per the attached bid tabulation, both products are recommended for award. This is a twelve (12) month contract with three (3) additional twelve (12) month options of renewal. These options shall be exercised only if all terms and conditions remain the same and the County Administrator or Purchasing Director grants approval.

Contract Period: 10/13/08 THROUGH 10/12/09 N/A – One Time Purchase

Renewal Options: Terms Length of None
 Remaining Each Term
 3 12 Months

Increase Allowances: Renewals allow for price adjustments in an amount not to exceed the average of the Producers Price Index (PPI) Pulp, Paper, and Allied Products, Not Seasonally Adjusted, for the twelve (12) months prior to renewal, or five percent (5%), whichever is less.

Section 2-176 of the Pinellas County Code delegates authority to the County Administrator to award contracts for purchases of goods or services of \$250,000 or less, and the Director of Purchasing for purchases of \$100,000 or less within the budget of the using department.

APPROVED:
 Robert S. LaSala
 County Administrator

Date of Approval: 11.15.08
 Attachments:
 Contract Review
 Tabulation

Bid # 089-0005-B (LN)

	DESCRIPTION	UOM		BRAND	PRICE	Pricing	BPA #
1	Roll Paper Towel Unbleached, 8" x 800 ft Roll	12 Rolls Per Case	Post Consumer Recovered Materials	WAVE	\$39.50	Unisource- (\$19.75 x 2)	229380
			Virgin		\$22.05	Dade Paper Company(Minimum Order \$350.00)	229387
2	C-Fold Paper Towels, Unbleached 10 1/4" x 13 1/4"	2400 Case	Post Consumer Recovered Materials	Georgia Pacific	\$16.22	Penninsular Paper Company	229388
			Virgin		\$17.15	E & R Industrial Sales, Inc.	229389
3	Roll Paper Towel Unbleached, 7 7/8" x 400"	12 Rolls Per Case	Post Consumer Recovered Materials	Georgia Pacific	\$17.55	Penninsular Paper Company	229388
			Virgin		\$17.61	Dade Paper Company(Minimum Order \$350.00)	229387
4	Disposable Paper Reinforced Wipers Unbleached 9.1" x 16.8"	10 boxes of 126 per Case	Post Consumer Recovered Materials	Georgia Pacific	\$25.47	Penninsular Paper Company	229388
			Virgin		\$30.60	E & R Industrial Sales, Inc.	229389
5	Multi-fold Paper Towels Unbleached 9 1/4" x 9 1/2"	4,000 Per Case	Post Consumer Recovered Materials	Georgia Pacific	\$15.48	Penninsular Paper Company	229388
			Virgin		\$17.89	Dade Paper Company(Minimum Order \$350.00)	229387

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