

Office of the Superintendent of Schools
MONTGOMERY COUNTY PUBLIC SCHOOLS
Rockville, Maryland

March 18, 2025

MEMORANDUM

To: Members of the Board of Education

From: Thomas W. Taylor, Superintendent of Schools

Subject: Contract Approval for Bid No. 4121.21 Office Papers, Virgin and Recycled—Extension

[] Information [X] Action

Superintendent Recommendation:

The superintendent recommends that the Board of Education approve Bid No. 4121.21, Office Papers, Virgin and Recycled—Extension.

This is a request to exercise the first of four available annual extensions to multiple awardees under Bid No. 4121.21, Office Papers, Virgin and Recycled, for the purchase of office paper. It is recommended that the Board of Education approve this contract extension for one year through March 19, 2026.

WHEREAS, Funds have been budgeted in the amount of \$2,296,871 for the purchase of Office Papers, Virgin and Recycled through Bid No. 4121.21; now therefore be it

Resolved, That having been duly advertised, the following contracts be awarded to the most responsive and responsible bidders, meeting specifications as follows:

4121.21 Office Papers, Virgin and Recycled —Extension
Responsible Office: Office of District Operations—Department of Materials and Management
Procurement Authority: Annotated Code of Maryland, Education Article §5-112 and Montgomery County Public Schools Regulation DJA-RA, *Procurement of Equipment, Supplies, and Services*
Awardees (See note on page 2):
B.W. Wilson Paper Company, Inv., Richmond, Virginia,
Local Affiliate, Baltimore, Maryland
Staples, Inc., Philadelphia, Pennsylvania

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W.B. Mason, Co., Inc., Atlanta, Georgia,
Local Affiliate, Columbia, Maryland
Total

\$2,296,871

Note: Contract amounts will be based on individual requirements.

TWT:IAW:RR:amd