



BIBB COUNTY SCHOOL DISTRICT

Dr. Dan A. Sims, Superintendent

ACTION MEMORANDUM

To: Bibb County Board of Education

From: Elaine M Wilson-Beverly, Executive Director of Procurement
Condus Shuman, Executive Director of School Nutrition

Subject: FY 2025 - Paper and Chemical Contract Renewal

Summary:

The School Nutrition Department is seeking Board approval to issue purchase orders on an as-needed basis for the purchase of chemical and paper products for the fiscal year 2024-2025. If approved this will be the third renewal under RFP 21-030.

Background:

Under District Policy DJEAA, Board approval is required for all contracts more than \$150,000. In fiscal year 2021, the Procurement Department issued solicitation RFP 21- 030. The Board approved and several contractors were approved for the award.

The board approved a total amount of 1,407,935.00 for Paper and Chemical for FY 2024. The projected expenditure for FY 2025 is approximately \$1,506,490.45 which is a 7.00% increase over the prior year.

The Breakdown by awardee is listed below:

Paper and Chemical	
Vendor	FY 2025
ACC	\$175,617.60
Interboro	\$250,458.50
Plastic Connections	\$135,111.20
Southeastern Paper Group	\$590,652.00
Sutherlands	\$354,651.15
Total	\$1,506,490.45

Recommendation:

It is recommended that the Bibb County Board of Education approve the awards to the listed vendors for paper and chemical items on an as needed basis in the amount not to exceed \$1,506,490.45 for FY 2025. These funds will come from the School Nutrition Budget.

Superintendent's Approval:

Superintendent's Signature	Approve/Disapprove
Dr. Dan A. Sims	Approved