BIBB COUNTY SCHOOL DISTRICT

Dr. Dan A. Sims, Superintendent

ACTION MEMORANDUM

To: Board of Public Education for Bibb County ("Board")
Dr. Dan A. Sims, Superintendent

From: Donnika Turner, Interim Executive Director of School Nutrition
Dr. Elaine M. Wilson, Executive Director of Procurement

Subject: FY 2027 – School Nutrition Paper Contract

Summary

The School Nutrition Department is seeking Board approval to issue purchase orders on an as-needed basis for purchasing school nutrition food service paper products for the fiscal year 2026-2027. This will be the second year under RFP 25-036 if approved.

Background

Under District Policy DJEAA, Board approval is required for contracts of more than $150,000. In May 2025, the Procurement Department issued solicitation RFP 25-036 for School Nutrition paper products to support school nutrition student meal service. Several contractors were approved for the award in prior years. In our efforts to streamline processes and reduce costs, one vendor will be awarded RFP 25-036.

The Board approved $1,400,000 for Paper and Chemicals for FY2026. The projected expenditure for paper for FY2027 is approximately $480,000.00.

The recommended awardee is listed below:

Paper	
Vendor	**FY 2027**
Southeastern Paper Group	$480,000.00

Recommendation

It is recommended that the Bibb County Board of Education approves the award to the listed vendor for school nutrition food service paper items on an as-needed basis in the amount not to exceed $480,000.00 for FY2027. These funds will come from the School Nutrition Budget.

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ACTION MEMORANDUM

Superintendent's Approval

Superintendent's Signature	Approved / Not Approved
Dr. Dan A. Sims	Approved