



QUANA BILLADO
Purchasing Manager
622 N Kellogg St.
Kennewick, WA 99336
(509) 222-5074 | quana.billado@ksd.org | ksd.org

DATE: August 14, 2023
TO: Vic Roberts, Executive Director
FROM: Quana Billado, Purchasing Manager
RE: Bid Award: Custodial Paper 2023 - 2024

Each year the purchasing department requests proposals for the district's custodial paper needs. The Custodial Paper Bid was mailed July 24, 2023, and publicly opened on August 11, 2023, at 2:00pm. Bid proposals have been tabulated and reviewed.

PAPER TOWELS				TOILET TISSUE			
Vendor Name	Qty	Price	Total Price	Qty	Price	Total Price	Total Bid
Central Poly	3120	55.00	171,600.00	1300	66.00	85,800.00	\$257,400.00
Complete Office	3120	23.35	72,852.00	1300	39.70	51,610.00	\$124,462.00
Crown Paper	3120	27.50	85,800.00	1300	45.75	59,475.00	\$145,275.00
HD Supply	3120	24.87	77,594.40	1300	42.06	54,678.00	\$132,272.40
SourceOne Supply	3120	19.73	61,557.60	1300	46.96	61,048.00	\$122,605.60
WCP Solutions	3120	23.23	72,477.60	1300	35.66	46,358.00	\$118,835.60

WCP Solutions met all district specifications and had the lowest bid total of **\$118,835.60**. It is the recommendation of the Purchasing Department to award WCP Solutions the Custodial Paper BID for the 2023-2024 school year.

Recommendation: Approve

**KENNEWICK SCHOOL DISTRICT
2023 - 2024 CUSTODIAL PAPER BID**

PAPER TOWELS				TOILET TISSUE				
Vendor Name	Qty	Price	Total Price	Qty	Price	Brand	Total Price	Total Bid
Central Poly	3120	55.00	171,600.00	1300	66.00	Marcal #P728N / Resolute #235	85,800.00	\$257,400.00
Complete Office	3120	23.35	72,852.00	1300	39.70	APC EK8016-6 / APC SB2	51,610.00	\$124,462.00
Crown Paper	3120	27.50	85,800.00	1300	45.75	TORK RK8002 / TORK TM1616S	59,475.00	\$145,275.00
HD Supply	3120	24.87	77,594.40	1300	42.06	Renown: REN06004-WB / 309116312	54,678.00	\$132,272.40
SourceOne Supply	3120	19.73	61,557.60	1300	46.96	Morcon R6800 / Solaris 21724	61,048.00	\$122,605.60
WCP Solutions	3120	23.23	72,477.60	1300	35.66	TORK RK8002 / TORK TM1616S	46,358.00	\$118,835.60