


**SWEET HOME CENTRAL SCHOOL DISTRICT
OF AMHERST AND TONAWANDA**

M E M O R A N D U M

TO: Michael V. Ginestre, Superintendent of Schools

FROM: Donald G. Feldmann, Assistant Superintendent for Finance & Plant Services 

DATE: March 2, 2026

RE: Commercial Printing of 2026-27 District Envelopes, Forms, Specialty Paper & Other Miscellaneous Items Bid 2026-27-14

Background:

Bid specifications for the Commercial Printing of the 2026-27 District Envelopes, Forms, Specialty Paper & Other Miscellaneous Items were developed by my office with the help of Mrs. Ariel Carlino. The bid listed twenty-eight (28) items or categories for pricing. Bid packets were sent to twenty-three (23) vendors. Please see attached bid tabulation for the breakdown of pricing by the various vendors.

After being posted in the Amherst Bee, bids were received from ten (10) vendors.

Bid Tabulation:

Below is a summary of the current bid results:

Vendor	# of Items Bid	Total Bid Amount
Checkomatic Inc.	4	\$2,161.75
Concept Print	23	\$17,175.00
Courier Printing Corp.	11	\$11,520.00
Indiana Printing & Publishing Co.	20	\$15,431.70
Orffeo Printing	26	\$13,522.00
Print Plus	15	\$12,445.43
Quill	4	\$2,817.95
Ridgewood Press	20	\$9,735.00
DataMation Printing & Graphics	No Remark	No Remark
G&M Enterprises	No Remark	No Remark

Bid Recommendation:

The bid award was broken down by categories of items (envelopes, forms and other) to make it easier for ordering items.

I recommend that the Commercial Printing of the 2026-27 District Envelopes, Forms, Specialty Paper & Other Miscellaneous Items in the amount of **\$14,353.09** be split between the vendors listed below. This award represents a cost **increase of \$1,442.09** from the 2025-26 school year bid.

Vendor	# of Items Awarded	Total Bid Amount
Concept Print	1	\$398.00
Indiana Printing & Publishing Co.	1	\$738.29
Orffeo Printing	21	\$12,423.00
Quill	1	\$67.80
Ridgewood Press	4	\$726.00
TOTAL Award	28	\$14,353.09