

MANCHESTER PUBLIC SCHOOLS
45 NORTH SCHOOL STREET
MANCHESTER, CT 06042

RFP #026-002 – Food Services Paper Products

ADDENDUM #1
May 14, 2025

Please note responses to questions concerning the RFP.

1. Can you please provide the bid tabulation (a complete recap) from the previous bid indicating the award pricing per item and winning vendor? - [The bid tabulation for the previous RFP is attached.](#)
2. Is Simplepack SP14 Trays or Equivalent the correct manufacturer number? – [This is the correct number. Simplepack has been having production issues with the SP14 and has been subbing us with an equivalent. This is a flat paper lunch tray with no lid.](#)
3. Is there a specific Dixie Smartstock Refill series used by Manchester Public Schools? – [The smartstock series used by Manchester Public Schools is Series B, medium weight.](#)
4. If an alternate item is offered for the Dixie Smartstock, would dispensers need to be provided? - [If an alternate item is not compatible with the Series B, medium weight, dispensers would be needed.](#)
5. How often are glove orders placed? How many cases are generally ordered at one time? What is the annual usage? – [Orders are placed weekly, not all schools will have an order each week. Schools generally order one case each of the sizes needed at the time. Annual glove usage is listed below.](#)

[Small – 15 cases](#)
[Medium – 65 cases](#)
[Large – 100 cases](#)
[Extra Large – 65 cases](#)

6. How many delivery locations are there? – [There are 14 delivery locations and all locations order gloves.](#)

Please acknowledge this addendum within your proposal.

End of Addendum #1.

2025-2026 Paper Analysis

Vendor Name: Mansfield Paper Simplepack United Services Paper WB Mason								
ITEM	Pack Size	Price	Pack Size	Price	Pack Size	Price	Pack Size	Price
FOOD WRAPS/BAGS								
12" X 2000 Clear Plastic Wrap – Heavy Duty	roll	\$ 9.96			roll	\$15.38	roll	\$10.81
16 x 24 Grease Resistant Pan Liners (Parchment Paper)	1000	\$ 45.12					1000	\$51.68
18" x 2000 Clear Plastic Wrap - Heavy Duty	roll	\$ 14.49					roll	\$16.08
18" x 500 Standard Foil – Heavy Duty	roll	\$ 32.62					roll	\$26.16
Clear Sandwich Bags	3000	\$ 14.89					2000	\$ 8.27
Foil Sheets Lg. 12x10.75	2400	\$ 68.38					3000	\$65.13
Foil Sheets Sm. 9x10.75	3000	\$ 70.65					3000	\$48.00
34x18 Hotel Deep Pan Liners	100	\$ 66.59					200	\$98.06
5 lb Paper Lunch Bags (500/pkg)	500	\$ 13.88					500	\$10.97
Plastic Food Storage Bag 10 x 8 x 24	250	\$ 17.65					500	\$21.33
PLATES/TRAYS/FOOD CONTAINERS								
6" White Paper Plate	1000	\$ 14.40			1000	\$22.86	1000	\$11.74
9" White Paper Plate	1200	\$ 27.00			1000	\$31.74	1000	\$20.59
Simplepack SP01WC or Eq	720	\$ 87.00	1200	\$120.00				
Simplepack SP02WC or Eq	500	\$ 72.00	500	\$ 95.00				
Simplepack CMP2 or Eq	300	\$ 86.00	300	\$108.00				
Simplepack SP18WC or Eq	500	\$102.00	500	\$130.00				
Simplepack SP14 Trays or Eq	500	\$115.00	500	\$ 75.00				
SP3CMPW	300	\$122.00	300	\$120.00				
CUPS/SOUFFLES								
2 oz. Paper Souffle Cup	5000	\$ 48.60					5000	\$90.45
8 oz Paper Cup	1000	\$ 35.95					1000	\$30.18
STRAWS/UTENSILS/GLOVES								
Dixie Smart Stock Cutlery Refills, Fork, Medium Weight	960	\$ 27.26			960	\$45.11	960	\$41.26
Dixie Smart Stock Cutlery Refills, Knife, Medium Weight	960	\$ 27.26			960	\$45.11	960	\$41.26
Dixie Smart Stock Cutlery Refills, Spoon, Medium Weight	960	\$ 27.26			960	\$45.11	960	\$41.26
Express Nap DC906E	6000	\$ 35.95					6000	\$21.47
PF Vinyl Food Service Gloves, Large	1000	\$ 18.75			1000	\$19.20	1000	\$18.18
PF Vinyl Food Service Gloves, Medium	1000	\$ 18.75			1000	\$19.20	1000	\$18.18
PF Vinyl Food Service Gloves, Small	1000	\$ 18.75			1000	\$19.20	1000	\$18.18
Plastic - Forks, Medium Weight	1000	\$ 6.75			1000	\$ 9.49	1000	\$ 6.33
Plastic - Knives, Medium Weight	1000	\$ 6.75			1000	\$ 9.49	1000	\$ 5.96
Plastic - Spoon, Med. Weight	1000	\$ 6.75			1000	\$ 9.49	1000	\$ 5.80
Straws, Individually Wrapped – 5.75"	12000	\$ 45.20			12000	\$42.30	12000	\$29.57
Straws, Individually Wrapped Paper Milk Straws - 5.75"	6000	\$ 65.72					6000	\$60.40
Tall fold Napkins	10000	\$ 26.50			10000	\$42.63	10000	\$35.47
CLEANING SUPPLIES								
Alcohol Wipes	1000	\$ 36.53					200	\$ 3.30
Bleach	6-1 gal	\$ 21.25					6	\$18.78
Hotel Size Brillo	120	\$ 38.87					120	\$31.36
17x20 Terry Towel 12/cs	12	\$ 13.44					12	\$ 8.75
Disposable Towels	200	\$ 19.45					200	\$17.03
Scrubbies	72	\$ 39.55					20	\$ 5.03