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Teaching Effectively - Learning Successfully


Boyd Brown, Ed.D.
Superintendent of Schools

Kirby Eisenhauer
Associate Superintendent
for Instructional Support

Carl Fox
Purchasing Manager

April 11, 2018

To: Board of Trustees

From: Kirby Eisenhauer 
Associate Superintendent for Instructional Support

Re: **Award for New Lunchroom Tables for Twin Spruce Jr. High School**

The following bids were received:

Bidder	Total for 22 Tables
Office Shop Inc.	\$25,575.00
Source Office & Technology	\$23,540.00
TOP Office Products, Inc.	\$24,354.00
Wyoming Office Products & Interiors	\$25,432.00

Note: Needed to replace existing older lunch tables. TOP Office is granted a 5% preference for being an in state vendor.

Source of Funds: General Fund.

Recommendation: Award to TOP Office Products in the amount of \$ 24,354.00.