

ITB AWARD RECOMMENDATION / INTENT TO AWARD

Individual item(s) award

Procurement Specialist:

Richard Ewell *RE*

Date:

07/29/14

ITB #:

752-11464

Item/Service:

Item# 1-20, 22-27, 30-35 Cut Paper

Attached are apparent low bid(s) and a tabulation for subject items/services requisitioned by the department.

RECOMMENDATION:

A. Which bid is recommended for Award?

MAC Papers

B. Does this meet specifications as per the department's request and as advertised?

YES



NO



If No, is the variance considered:

MINOR

or

MAJOR

Explain:

C. Is the recommendation the lowest bid received?

YES



NO



D. List the bids that are low but DO NOT meet specifications and list reasons why each does not meet specifications; attach a memorandum of explanation to this form if necessary.

(attach an additional sheet if further comment or explanation is required)

SIGNATURE

[Signature]
Director of Finance or designee

DATE

8/5/2014

08/06/14

THIS FORM MUST BE COMPLETED FOR ALL AWARD RECOMMENDATIONS OF \$10,000 AND ABOVE.

Posted 8/06/14

Over \$10,000

YES



NO

