



September 1, 2026

TO THE HONORABLE MEMBERS OF THE SCHOOL COMMITTEE:

CONTRACT: Food Service Paper Products

## RECOMMENDATION:

That the School Committee approve a contract with the following vendor, funds to be provided in accordance with the budget reference listed below. Procurement procedures for this purchase have complied with Chapter 30B of the laws of the Commonwealth of Massachusetts.

| <u>Contractor</u>                                                         | <u>Period of Contract</u> | <u>Amount</u> |
|---------------------------------------------------------------------------|---------------------------|---------------|
| Mansfield Paper Company<br>380 Union Street<br>West Springfield, MA 01090 | 7/1/26 - 6/30/27          | \$100,000.00  |

DESCRIPTION: This contract is for the Food Services Department purchases of food service paper products for the entire CPS district.

## ADDITIONAL INFORMATION:

Mansfield Paper Company was the lowest bidder using the Massachusetts Buying Group Bid. The Massachusetts Buying Group facilitates a streamlined bid process and collective volume purchasing for participating school districts throughout the state to ensure the best possible pricing.

SUPPORTING DATA, RULES OF THE SCHOOL COMMITTEE: Chapter III, Section 12..." motions calling for the appropriation or expenditure of money I require the affirmative vote of four members."

## BUDGET REFERENCE:

| Fund  |                          | Account |                      | Dept.  |                 | Project |                                |
|-------|--------------------------|---------|----------------------|--------|-----------------|---------|--------------------------------|
| 24100 | School<br>Revolving Fund | 54903   | Non-food<br>Supplies | 882730 | Food<br>Service | SC00402 | Food Service<br>Revolving fund |

Respectfully Submitted,

David Murphy  
Superintendent of Schools