



# COLLIN COUNTY

Office of the Purchasing Agent  
2300 Bloomdale Road  
Suite 3160  
McKinney, Texas 75071  
[www.collincountytx.gov](http://www.collincountytx.gov)

TO: Honorable Commissioners' Court

FROM: Purchasing Department

SUBJECT: Contract Award Data

COOP Quote No.: 2021-089

COOP Quote Title: Copy Paper

389 Bidders were notified through Collin County eBid

35 Bidders viewed the Coop Quote through Collin County eBid

12 Bidders responded:

Contract Paper Group Inc.  
Dream Ranch Office Supplies (Dream Ranch LLC)  
Empire Paper  
HiTouch Business Services  
Liberty Paper (DD Office Products)  
Lighthouse for the Blind of Fort Worth  
OCOP Express (Oak Cliff Office Supply & Printing)  
Quill Corporation  
Suspended Royalty LLC  
The Colonna Group LLC  
Veritiv  
Western-BRW Paper Company

Coop Quote No. 2021-089 is recommended to the following as the lowest and best bidders as determined by the Purchasing Department and Support Services:

Bidder	Cooperative Contract	Awarded Line(s)
DD Office Products, Inc. dba Liberty Paper	BuyBoard 615-20	2
Western-BRW Paper Co.	TIPS 181202	1, 3, 4

Line #	Description	QTY	UOM	Contract Paper Group Inc.		Liberty Paper (D D Office Products)		Western-BRW Paper Company		OCDP Express OAK CLIFF OFFICE SUPPLY & PRINTING)		Lighthouse for the Blind of Fort Worth		Quill Corporation		Dream Ranch Office Supplies (Dream Ranch LLC)		Empire Paper	
				Total Price	Unit	Total Price	Unit	Total Price	Unit	Total Price	Unit	Total Price	Unit	Total Price	Unit	Total Price	Unit	Total Price	Unit
1	8 1/2"x11" Multi-purpose Copy Paper, delivered by the truckload, ordered on an as-needed basis	3360	case	\$23.14	\$77,750.40	\$23.60	\$79,296.00	\$23.00	\$77,280.00	\$26.10	\$87,696.00	\$27.00	\$90,720.00	\$26.99	\$90,686.40	\$35.00	\$117,600.00	\$44.85	\$150,696.00
2	8 1/2"x11" Multi-purpose Copy Paper, delivered by the pallet, ordered on an as-needed basis	1240	case	\$26.97	\$33,442.80	\$26.80	\$33,232.00	\$27.50	\$34,100.00	\$27.50	\$34,100.00	\$28.90	\$35,836.00	\$28.99	\$35,947.60	\$35.00	\$43,400.00	\$44.85	\$55,614.00
3	8 1/2"x14" Multi-purpose Copy Paper, ordered on an as-needed basis	33	case	No Bid		No Bid		\$41.60	\$1,372.80	\$55.69	\$1,837.77	\$47.40	\$1,564.20	\$49.19	\$1,623.27	\$60.00	\$1,980.00	\$64.19	\$2,118.27
4	11"x17" Multi-purpose Copy Paper, ordered on an as-needed basis	9	case	No Bid		No Bid		\$30.25	\$272.25	\$43.75	\$393.75	\$37.40	\$386.60	\$40.94	\$368.46	\$48.50	\$436.50	\$50.49	\$454.41
Line Notes:				Cooperative Contract Number		Buyboard 615-20		TIPS 181202		TIPS 181202		TXMAS 645-S1		OMNIA R190304		Buyboard 615-20		Buyboard 615-20	

1. Dock delivery of full truckloads.

1. 5 Pallet minimum order for all pricing  
1. 720221 Quill Brand 8.5" x 11" Copy Paper 20 lbs., 92 Brightness, Truckload (720222) - 4 truckloads

3. 5 pallet minimum order on all pricing

4. 5 pallet minimum order on all pricing

1. SPR06120

4. SPR00812

Non-responsive vendors: Veritiv, Suspended Royalty LLC, The Colonna Group LLC, HITouch Business Services

11/20/2020 - DRAFT UNTIL AWARD



# COLLIN COUNTY

Office of the Purchasing Agent  
2300 Bloomdale Road  
Suite 3160  
McKinney, Texas 75071  
[www.collincountytexas.gov](http://www.collincountytexas.gov)

December 29, 2020

DD Office Products, Inc. dba Liberty Paper  
PO Box 58026  
Los Angeles, CA, 90058

RE: Award of 2021-089, Copy Paper

Dear Cindy Flores;

Collin County has awarded line item # 2 as part of the above referenced quote to your company per Court Order No. (CO#). It is understood all terms, conditions and prices will be held firm as per your response to the quote. This is an annual fixed price contract for the purchase of Copy Paper for the County. The contract term begins on the date of award and continues through and including January 25, 2022. The County will have the right and option to extend the term of the contract for two (2) additional one (1) year periods upon the same terms and conditions. The County will also have the right and option to terminate the contract upon thirty (30) days written notice.

This is a notification only, purchase orders will be issued on an as needed basis. The delivery address for orders will be printed on each purchase order issued.

Per Article 3.0 of the specifications, please submit your insurance certificate indicating the required coverage within ten (10) days.

A purchase order is required for all products or services ordered. Do not deliver any products or perform any services without a purchase order.

Invoices should be e-mailed to the Collin County Auditor's office at [accountspayable@collincountytexas.gov](mailto:accountspayable@collincountytexas.gov) and to the department contact, David Dobecka, at [ddobecka@co.collin.tx.us](mailto:ddobecka@co.collin.tx.us). Please ensure that the appropriate purchase order number is on all invoices.

Please acknowledge receipt of this letter, as indicated below, and e-mail it to Hunter Alley at [halley@co.collin.tx.us](mailto:halley@co.collin.tx.us) or fax to 972-548-4694.

NAME

DATE

SIGNATURE

TITLE

Thank you for your interest in serving our needs. We look forward to a successful business relationship. If you have any further questions, please contact me at 972-548-4117 or [halley@co.collin.tx.us](mailto:halley@co.collin.tx.us).

Sincerely,

Hunter Alley  
Buyer II

Copy to:  
File



# COLLIN COUNTY

Office of the Purchasing Agent  
2300 Bloomdale Road  
Suite 3160  
McKinney, Texas 75071  
[www.collincountytx.gov](http://www.collincountytx.gov)

December 29, 2020

Western-BRW Paper Co.  
1800 Kelly Blvd.  
Carrollton, TX, 75006

RE: Award of 2021-089, Copy Paper

Dear Shannon Rowe;

Collin County has awarded line items # 1, 3, and 4 as part of the above referenced quote to your company per Court Order No. (CO#). It is understood all terms, conditions and prices will be held firm as per your response to the quote. This is an annual fixed price contract for the purchase of Copy Paper for the County. The contract term begins on the date of award and continues through and including January 25, 2022. The County will have the right and option to extend the term of the contract for two (2) additional one (1) year periods upon the same terms and conditions. The County will also have the right and option to terminate the contract upon thirty (30) days written notice.

This is a notification only, purchase orders will be issued on an as needed basis. The delivery address for orders will be printed on each purchase order issued.

Per Article 3.0 of the specifications, please submit your insurance certificate indicating the required coverage within ten (10) days.

A purchase order is required for all products or services ordered. Do not deliver any products or perform any services without a purchase order.

Invoices should be e-mailed to the Collin County Auditor's office at [accountspayable@collincountytx.gov](mailto:accountspayable@collincountytx.gov) and to the department contact, David Dobecka, at [ddobecka@co.collin.tx.us](mailto:ddobecka@co.collin.tx.us). Please ensure that the appropriate purchase order number is on all invoices.

Please acknowledge receipt of this letter, as indicated below, and e-mail it to Hunter Alley at [halley@co.collin.tx.us](mailto:halley@co.collin.tx.us) or fax to 972-548-4694.

\_\_\_\_\_  
NAME

\_\_\_\_\_  
DATE

\_\_\_\_\_  
SIGNATURE

\_\_\_\_\_  
TITLE

Thank you for your interest in serving our needs. We look forward to a successful business relationship. If you have any further questions, please contact me at 972-548-4117 or [halley@co.collin.tx.us](mailto:halley@co.collin.tx.us).

Sincerely,

Hunter Alley  
Buyer II

Copy to:  
File



**COLLIN COUNTY**

Office of the Purchasing Agent  
2300 Bloomdale Road  
Suite 3160  
McKinney, Texas 75071  
[www.collincountytx.gov](http://www.collincountytx.gov)

## CHAPTER 2252 CERTIFICATION

As a representative of the Purchasing Agent for Collin County, Texas, pursuant to Texas Government Code, Chapter 2252, Section 2252.152 and Section 2252.153, I certify that I did review the website of the Comptroller of the State of Texas concerning the listing of companies that is identified under Section 806.051, Section 807.051 or Section 2253.253 and I have ascertained that the below-named company is not contained on said listing of companies which do business with Iran, Sudan or any Foreign Terrorist Organization.

DD Office Products, Inc. dba Liberty Paper  
COMPANY NAME

2021-089  
SOLICITATION NUMBER

### CERTIFICATION CHECK PERFORMED BY:

Hunter Alley  
PRINT NAME

*Hunter Alley*  
SIGNATURE

12/29/2020  
DATE



**COLLIN COUNTY**

Office of the Purchasing Agent  
2300 Bloomdale Road  
Suite 3160  
McKinney, Texas 75071  
[www.collincountytx.gov](http://www.collincountytx.gov)

## CHAPTER 2252 CERTIFICATION

As a representative of the Purchasing Agent for Collin County, Texas, pursuant to Texas Government Code, Chapter 2252, Section 2252.152 and Section 2252.153, I certify that I did review the website of the Comptroller of the State of Texas concerning the listing of companies that is identified under Section 806.051, Section 807.051 or Section 2253.253 and I have ascertained that the below-named company is not contained on said listing of companies which do business with Iran, Sudan or any Foreign Terrorist Organization.

Western-BRW Paper Company  
COMPANY NAME

2021-089  
SOLICITATION NUMBER

### CERTIFICATION CHECK PERFORMED BY:

Hunter Alley  
PRINT NAME

*Hunter Alley*  
SIGNATURE

12/29/2020  
DATE

# CERTIFICATE OF INTERESTED PARTIES

FORM 1295

1 of 1

Complete Nos. 1 - 4 and 6 if there are interested parties.  
Complete Nos. 1, 2, 3, 5, and 6 if there are no interested parties.

## OFFICE USE ONLY CERTIFICATION OF FILING

**1 Name of business entity filing form, and the city, state and country of the business entity's place of business.**

Liberty Paper  
Los Angeles, CA United States

**Certificate Number:**  
2020-701815

**Date Filed:**  
12/29/2020

**2 Name of governmental entity or state agency that is a party to the contract for which the form is being filed.**

Collin County

**Date Acknowledged:**

**3 Provide the identification number used by the governmental entity or state agency to track or identify the contract, and provide a description of the services, goods, or other property to be provided under the contract.**

2021-089  
Copy Paper

4	Name of Interested Party	City, State, Country (place of business)	Nature of interest (check applicable)	
			Controlling	Intermediary

**5 Check only if there is NO Interested Party.**



### 6 UNSWORN DECLARATION

My name is Cindy Flores, and my date of birth is [REDACTED]

My address is [REDACTED] (street), [REDACTED] (city), [REDACTED] (state), [REDACTED] (zip code), [REDACTED] (country)

I declare under penalty of perjury that the foregoing is true and correct.

Executed in Los Angeles County, State of CA, on the 29th day of December 2020  
(month) (year)

*C. Flores*

Signature of authorized agent of contracting business entity  
(Declarant)

# CERTIFICATE OF INTERESTED PARTIES

FORM 1295

1 of 1

Complete Nos. 1 - 4 and 6 if there are interested parties.  
Complete Nos. 1, 2, 3, 5, and 6 if there are no interested parties.

## OFFICE USE ONLY CERTIFICATION OF FILING

1 Name of business entity filing form, and the city, state and country of the business entity's place of business.

OVOL USA (WESTERN-BRW PAPER CO)  
Fort Worth, TX United States

Certificate Number:  
2021-702733

Date Filed:  
01/04/2021

Date Acknowledged:

2 Name of governmental entity or state agency that is a party to the contract for which the form is being filed.

Collin County Purchasing

3 Provide the identification number used by the governmental entity or state agency to track or identify the contract, and provide a description of the services, goods, or other property to be provided under the contract.

2021-089  
Copy Paper

4 Name of Interested Party	City, State, Country (place of business)	Nature of interest (check applicable)	
		Controlling	Intermediary
OVOL USA (WESTERN-BRW PAPER CO)	Carrollton, TX United States	X	

5 Check only if there is NO interested Party. ☐

### 6 UNSWORN DECLARATION

My name is Shannon Rowe and my date of birth is                     

My address is                                                                                                           
(street) (city) (state) (zip code) (country)

I declare under penalty of perjury that the foregoing is true and correct.

Executed in Dallas County, State of Texas on the 5th day of January 2020  
(month) (year)



Signature of authorized agent of contracting business entity  
(Declarant)