

**IFB #25.0016- OCSPO Copy and Specialty Paper Bid
AWARDED VENDOR INFORMATION SHEET
Contract Term: April 1, 2025 to September 30, 2025**

Vendor Name	Contact Information	Special Ordering Instructions
Millcraft Paper Company	Evan Lankford	Payment Terms: Net 30 days
9010 Rio Nero Dr.	Phone: 586.372.1845	Rebate incentive: N/A
Independence, OH 44131	Fax:	Accepts P-Card with no additional fees
www.millcraft.com	Email: lankforde@millcraft.com	Delivery time: of 72 hours for orders placed by 10:00am
		Regular service turnaround time: N/A
		Internet ordering available please place orders online.
		Delivery charges: \$300.00 minimum order for delivery.
		EXCEPTIONS: 1. Pricing will be as stated in the bid unless price increases come from the manufacturer. 2. Millcraft will supply all increase letters as we receive them. Mill notices come with 20, 30 or 45 day notice of said increases. 3. All price increases are mandatory and not subject to Oakland County Schools Purchasing Department approval. 4. There will be no guaranteed delivery time. Millcraft will do everything in our power to deliver within 72 hours 5. There will be no guarantee that product is available at time of order. 6. Millcraft will incur no fines or penalties due to lack of stock availability or delivery schedule.
Paper Express Inc.	Vicky Gaines	Payment Terms: Net 30 days, discount offered if paid within 10 days
2285 Franklin Rd	Phone: 248.658.4255	Rebate incentive: 10% for Annual purchases between \$250,000 and \$500,000.
Bloomfield Hills, MI 48302	Fax: 248.655.2314	Accepts P-Card with 3% fee.
www.pexpaper.com	Email: vickyg@pexpaper.com	Delivery time: 24 hours for orders placed by 4:00pm
		Regular service turnaround time: 24 hours depending on driver's schedule may be 48 hours.
		NO Internet ordering available
		Delivery charges: 10 carton minimum per delivery location. Orders less than 10 will be accepted with a \$50 per point of delivery charge.
		Pricing: Fixed-Price Contract with Economic Price Adjustments with 10% maximum. Guaranteed for 90 days then monthly updates.
		EXCEPTIONS: 1. Economic price adjustments guaranteed for 90 days then monthly checks to see if adjustments are needed.
Staples Contract & Commercial LLC	Janel Miller	Payment Terms: Net 30 days
500 Staples Dr.	Phone: 248.225.5175	Rebate incentive: N/A
Framingham, MA 01702	Fax: 877.609.7770	Accepts P-Card with no additional fees
www.staplesadvantage.com	Email: janel.miller@staples.com	Delivery time: of 24 hours for orders placed by 4:00pm
		Regular service turnaround time: next day
		Urgent turn-around time: same day by utilization
		Internet ordering available please place orders online.
		Delivery charges: no minimum order.
		Pricing: Fixed-Price Contract with Economic Price Adjustments with 10% maximum
		EXCEPTIONS: As a private company we consider our financials and our customer information confidential. Thus we will not be providing sales and customer information.
Veritiv Operating Company	Debbie Smith	Payment Terms: Net 30 days
4901 Belfort Rd, STE 165	Phone: 904.337.2333	Rebate incentive: N/A
Jacksonville, FL 32256	Fax:	Accepts P-Card with no additional fees
www.veritivcorp.com	Email: PaperTSB@veritivcorp.com	Delivery time: of 72 hours for orders placed by 3:00pm
		Regular service turnaround time: 72 hours.
		Urgent turn-around time: next day
		Internet ordering available please place orders online.
		Delivery charges: \$500.00 minimum order.
		Pricing: Fixed-Price Contract with Economic Price Adjustments with 10% maximum
		EXCEPTIONS: None