

Office Paper Bid

Background

Printers and copiers in Alameda County facilities are stocked with post-consumer recycled content papers. The manufacturing of these products uses fewer natural resources (wood, water, and energy), reduces pollution and greenhouse gas emissions, and helps support markets for paper recycling programs. Specifying post-consumer recycled content paper consistent with the [federal government standards](#) ensures that the County can meet its 'buy recycled' mandates under the voter approved Waste Reduction and Recycling Act of Alameda County (1990). All County Agencies are required to buy their office paper off this contract, which helps ensure we are consistently buying recycled content office paper.

Bid Details

Bid Type: Request for Quotation (RFQ)

Bid Number: 10252/DO/06

Contract Start Date: February 1, 2007

Contract Duration: Three years with the option of two one-year renewals (extend to June 30, 2012)

Products Awarded: Multi-purpose office paper of various sizes and colors

Vendor: Give Something Back, (800) 261-2619

Pricing: See page 5 of this document

More Information: For more information, or to request a copy of the bid, contract or award summary, call the Alameda County General Services Agency Purchasing Department at (510) 208-9623.

Disclaimer

This document provides an excerpt of the environmental specifications from this bid. It is compiled from the original bid and all addendums issued during the procurement process. It may not include all of the product or service specifications, e.g., those unrelated to environmentally preferable purchasing. It is provided for informational purposes only. Agencies interested in evaluating this bid for a piggybacking opportunity should obtain a full copy of the bid and other relevant documents as they require.

Environmental Specifications Excerpt: RFQ No. 10252/DO/06

II. STATEMENT OF WORK

A. INTENT

It is the intent of these specifications, terms and conditions to describe the County's requirements for multipurpose office paper used by all County departments and offset, carbonless and specialty papers used mainly but not exclusively by the County's Printing Services department. Two separate bid forms are provided for these two categories. Bidders may bid one or both categories. A significant difference between the two categories is the amount of delivery locations that will be serviced by the awarded vendor(s). The multipurpose office paper category requires delivery of paper products to any of 570 potential locations. The offset, carbonless and specialty papers category delivery requirements are limited to mainly the

County's Printing Services facility in San Leandro, and potentially a few other locations throughout the County.

It is also the intent of these specifications, terms and conditions to procure the most environmentally preferable products with equivalent or higher performance and at equal or lower cost than traditional products. Specific requirements from the County's Resource Conservation & Recycling Program related to this Bid are included in the appropriate Bid sections.

C. SPECIFIC REQUIREMENTS

4. PAPER SPECIFICATIONS:

a. All recycled and virgin paper shall conform to the following criteria:

- i. Be free of groundwood content and unbleached pulp;
- ii. Have a PH value of 7.0. or be acid free; and
- iii. All xerographic papers should have a document life of 100+ years.

Upon request, a statement on letterhead from the mill, signed by an official of the company verifying that any and all papers being bid on, comply with the requirements as stated above will be provided to the County. FAILURE TO PROVIDE THIS MAY RESULT IN THE MILL BRAND BEING REJECTED.

All papers must produce sharp, clear, clean and legible copy. All offset paper must be minimum number 4 grade, as listed in trade journals, such as Walden's Paper Catalog.

- b. **PACKAGING:** All paper must be cut and ream wrapped at the mill in moisture proof paper or box, with a printed label attached setting forth the mill brand, kind of paper, weight, and number of sheets therein.
- c. **WEIGHT TOLERANCE:** Any variations above or below the basic weight specified shall not exceed 5% (+-).
- d. **COUNT:** "Mill Count" 500 sheets per ream shall be accurate for all grades of paper. Verification of mill count will be made by the receiving agency and deliveries may be rejected for inaccurate count. Shortages will be deducted in case the delivery is accepted.
- e. **CURL:** Excess Curl is one of the most common paper problems in printing systems, and a very frequent cause of paper jams. Paper shall lie flat before and after processing through a high speed copier or laser printer with either no tendency to curl or with a curl which can be overcome under reasonable working conditions.
- f. **LATENT DEFECTS:** If latent defects should be discovered after the material has been accepted, the contractor shall be required to replace the defective material without cost to the County.

- g. HOLES: Punched holes should be free from dust or residual paper.
- h. COLORS: A color swatch must be provided with your bid. Color swatches must also be provided to agencies or departments upon request.
- i. SURFACE: Shall be free from lint, fuzz, wrinkles, waviness, folds, holes, tears, or other detrimental defects.
- j. SIZE AND TRIM: Paper shall be furnished in the size(s) ordered and shall be flat, trimmed square on four sides with clean smooth edges, and evenly jogged. A tolerance of +/-1 mm (1/32 inch) shall be allowed for sheets 8-1/2 by 14 inches (216 by 356 mm) or less. Successive sheets within any package shall not differ from each other by more than 1/32 inch (1 mm). Paper shall be considered square if the variation does not exceed 1/32 inch (1 mm).
- k. PERFORMANCE: A major component of paper performance is runability, which is the ability to be processed without interruption, while producing a print of acceptable quality. Shipments of any qualified products shall perform satisfactorily on laser printers and high speed xerographic equipment. There shall not be more than one paper-caused-jam or one document with unacceptable image quality due to the paper per 5,000 continuous-copy run at atmospheric conditions of 21+/-5.5 °C and 50 +/-20 percent relative humidity.
- l. For Category I, "Multipurpose Office Paper," all papers bid MUST meet the minimum Federal Comprehensive Procurement Guidelines (CPG) for post-consumer recycled content as outlined in the "Buy-Recycled Series for Paper Products." The minimum post-consumer recycled content for Category I products is 30 percent. The CPG standards can be found at www.epa.gov/cpg/products.htm. Additionally, all papers in Category I MUST meet weight, color or white, and brightness as specified in Exhibit B and MUST meet acceptable standards for opacity-limited show-through for two-side copying.
- m. For Category II, "Offset, Carbonless and Specialty Papers," all offset and carbonless papers that meet or exceed the CPG standards for post-consumer recycled content will receive a five percent price preference in the bid evaluation process. Other specialty papers in this category that are bid MUST meet the minimum post-consumer recycled content as outlined in Exhibit B.
- n. For Categories I and II, all papers bid must meet certain standards for whitening technology. All papers, whether manufactured in the U.S. or offshore, MUST comply with the U.S. EPA standards of manufacturing without elemental chlorine. Bidders should not bid or supply paper at any point during the course of the contract that is whitened with elemental chlorine.
- o. For each product bid, Bidders should respond in Exhibit B as to whether the whitening process is Elemental Chlorine Free (ECF) or Process Chlorine Free (PCF). ECF whitening utilizes chlorine derivatives such as chlorine dioxide whereas PCF utilizes non-chlorinated whitening agents. Bidders may provide additional information on efforts made during the manufacturing process to reduce the usage of chlorine derivatives during the whitening

process. The table below summarizes specifications on post-consumer recycled content and whitening technology. See Exhibit B for additional information

Environmental Specification Summary Table

Item	Notes	Specification	Whitening Technology
Category I: Multi-purpose office paper	Business papers such as bond, electrostatic, copy, duplicator, and reproduction	CPG Standard of minimum 30% post-consumer recycled content	ECF or PCF
Category II: Offset	Used for commercial printing, direct mail, technical documents, and manuals	5% price preference for papers with 30% or greater post-consumer recycled content	ECF or PCF
Category II: Carbonless	Used for multiple-impact copy forms	5% price preference for papers with 30% or greater post-consumer recycled content	ECF or PCF
Category II: Specialty Papers	Business papers such as bond, electrostatic, copy, duplicator, and reproduction	CPG Standard or other as noted in Exhibit B	ECF or PCF

Contract Pricing

This information is provided for informational purposes only and is current as of the contract start date listed in this document or otherwise stated in the following pages. Alameda County does not guarantee pricing or that you will be able to piggyback on any contract. If your agency wishes to piggyback, contact the vendor directly and work with your legal counsel to establish a separate contract apart from Alameda County.

- Pricing follows on next page -

Alameda County GSA
Office Paper Contract
Give Something Back Price Sheet
Pricing effective as of 2/2/2011

REVISED EXHIBIT B PAYMENT TERMS

1. Except as expressly modified by this Exhibit B, all of the terms and conditions of the original Exhibit B – Payment Terms remain in full force and effect.
2. Contractor shall invoice the County for products received by the Count and in accordance with the following pricing schedule:

Item #	Description	Min Qty	Std UOM	Price	GSB Item ID	Code
404	Cpy Papr, 8 1/2"X11" 35% PC Content 92BR	1	CS	\$34.93	GSBRCY8511	PAPR1
404	Cpy Papr, 8 1/2"X11" 35% PC Content 92BR	40	CS	\$33.71	GSBRCY8511	PAPR1
405	Cpy Papr, 3-Hole, 8.5X11" 20#, 104BR 30% PC	1	CS	\$38.47	GSB054901P	PAPR1
405	Cpy Papr, 3-Hole, 8.5X11" 20#, 104BR 30% PC	40	CS	\$36.39	GSB054901P	PAPR1
406	Recycled Copy Paper, 8 1/2" x 14", 20 Lb., 104 BR, PC 30%	1	CS	\$48.26	GSB054904	PAPR1
406	Recycled Copy Paper, 8 1/2" x 14", 20 Lb., 104 BR, PC 30%	30	CS	\$46.38	GSB054904	PAPR1
407	Paper Laser-Eviron Preferable 8.5X14, 24#, 96BR, 30% PC	1	RM	\$8.60	HAM104612	PAPR1
408	Color Copy Presentation Ppr, 8.5X14, 24#, 96br, 30%PC	1	CS	\$58.90	GSB054924	PAPR1
409	Recy Copy P, 11" x 17", 20 Lb., 104 Br, Cs Of 5 Rms, 35% PC	1	CS	\$38.16	GSB054907	PAPR1
409	Recy Copy P, 11" x 17", 20 Lb., 104 Br, Cs Of 5 Rms, 35% PC	40	CS	\$36.39	GSB054907	PAPR1
410	3-Hole Punched, 8 1/2" x 11", 20 Lb., 98 Brightness	1	CS	\$42.67	UNV95230	PAPR1
411	Rever/Strght, 2-Part Crbnless Xerogr, 8 1/2" x 11", Wh/Canar	1	CS	\$149.50	XER3R12420	PAPR1
412	Strgt, 2-Part Crbnlss Xero, 8 1/2" x 11", White/Pink,	1	CS	\$149.50	XER3R12421	PAPR1
413	Rev/Strght, 4-Prt Crbnlss Xe, 8 1/2" x 11, Wh/Cy/PK/Gd	1	CS	\$173.00	XER3R12430	PAPR1
414	Hvywht Cpy, 8.5 x 11, 28, 115 b, 8rms/cs	1	CS	\$7.20	UNV96242	PAPR1
415	Contin 2 part, stnd perforation, carbless, NCR	1	CS	\$33.83	XPD57016	PAPR1
416	Comp Papr, 1-part, cont frm, wht, 9.5X11	1	CS	\$23.85	UNV15807	PAPR1
417	6 h, (3 top/3bottom) 7/16" MargPerfs, 12 X 8.5, 18#	1	CS	\$28.36	ENT120088	PAPR1
418	CompPpr, 1-Part, 20 Lb., 14 7/8" x 11", 1/2" Grn Bar	1	CS	\$44.00	UNV15852	PAPR1
419	CompP, 1 Part, 20 Lb., 14 7/8" x 11", Non-Perf	1	CS	\$47.00	UNV15865	PAPR1
420	Comp Ppr, 2 Parts, 15 Lb., 9 1/2" x 11", Std Perf, CarbLess	1	CS	\$44.95	UNV15703	PAPR1

421	CompPpr, 1 Part, 18 Lb., 9 1/2" x 11", Clean Edge,	1	CS	\$24.95	UNV15807	PAPR1
422	CmpPapr, 1 Prt, 20 Lb., 9 1/2" x 11", Cln Edge, Bnd, Wht	1	CS	\$24.95	UNV15807	PAPR1
423	Laser Ppr, 24 Lb., 113 Br, 8 1/2" x 11", Rm 500 Shts, 35%PC	1	RM	\$5.66	ELI45002	PAPR1
424	Recy Color Copier Paper, 8 1/2" x 11", 28 Lb., 115 Br, 30%	1	RM	\$6.92	UNV96242	PAPR1
425	Multiprse Colred Ppr, 8 1/2" x 11", 20 Lb., Blu, Rm Of 500	1	RM	\$4.11	UNV11202	PAPR1
426	Fine Linen Paper, 8.5X11, Classisc Laid, 24#, Br White, 30%PC	1	BX	\$25.41	WAU74089	PAPR1
427	Pastels, Blue, 8.5X11, 24 Lb., 89+ Br	1	RM	\$7.15	WAU62321	PAPR1
428	Pastel, Yellow, 8.5X11, 24 Lb., 89+ Br	1	RM	\$7.15	WAU62331	PAPR1
431	Pastel, Ivory, 8.5X11, 24 Lb., 89+ Brightness	1	RM	\$7.15	WAU62351	PAPR1
432	Pastel, Orchid, 8.5X11, 24 Lb., 89+ Br	1	RM	\$7.15	WAU62421	PAPR1
433	Pastel, Pink, 8.5X11, 24 Lb., 89+ Br	1	RM	\$7.15	WAU62361	PAPR1
434	Brights, Colored Paper, Blue, 8.5X11, 24 Lb.	1	RM	\$7.62	WAU22521	PAPR1
435	Brights, Red, 8.5X11, 24 Lb., 89 br	1	RM	\$7.62	WAU22551	PAPR1
436	Brights, Colored, Teal, 24 Lb., 89+ br	1	RM	\$7.62	WAU22479	PAPR1
437	Bright Green, 8.5x11, 24 Lb., 89+ Br	1	RM	\$7.62	WAU22541	PAPR1
438	Brights, 8.5X11, 24#, Salmon,	1	RM	\$7.62	WAU22651	PAPR1
439	Phto-Quality Iket Ppr, 8 1/2" x 11", 28 Lb., 90 Br, 100shts	1	PK	\$21.86	IVR99490	PAPR1
440	PAPER,COPY,ASTRO,LUNAR BLUE	1	RM	\$7.62	WAU22521	PAPR1
441	AstroBri,RE-ENTRY,RED,8.5X11, 24#	1	RM	\$7.62	WAU22551	PAPR1
442	ASTRO GAMMA GREEN, 8.5X11, 24#	1	RM	\$7.62	WAU22541	PAPR1
444	ASTRO,PURPLE, 8.5X11, 24#	1	RM	\$7.62	WAU22671	PAPR1
445	ASTROBRIGHT 8.5X11, 65#, BLUE	1	PK	\$12.00	WAU22721	PAPR1
446	Astrobright, Re-Entry Red,8.5 x 11, 65 lb.	1	PK	\$12.00	WAU22751	PAPR1
447	ASTBRT CVR,GAMMA,GRN, 8.5X11, 65#	1	PK	\$12.00	WAU22741	PAPR1
448	8 1/2" x 11", 20 Lb., Blue, Ream Of 500 Sh	1	RM	\$4.11	UNV11202	PAPR1
449	8 1/2" x 11", 20 Lb., Buff, Ream Of 500 Sh	1	RM	\$4.11	UNV11206	PAPR1
450	8 1/2" x 11", 20 Lb., Yellow, Ream Of 500 Sh	1	RM	\$4.11	UNV11201	PAPR1
451	8 1/2" x 11", 20 Lb., Gray, Ream Of 500 Sheets	1	RM	\$4.11	UNV11209	PAPR1
452	8 1/2" x 11", 20 Lb., Green, Ream Of 500 Sh	1	RM	\$4.11	UNV11203	PAPR1
453	8 1/2" x 11", 20 Lb., Ivory, Ream Of 500 Sh	1	RM	\$4.11	UNV11208	PAPR1
454	8 1/2" x 11", 20 Lb., Pink, Ream Of 500 Sh	1	RM	\$4.11	UNV11204	PAPR1
455	8 1/2" x 11", 20 Lb., Goldenrod, Ream Of 500 Sh	1	RM	\$4.11	UNV11205	PAPR1
456	110-Lb Index Card Stock, White, 8 1/2" x 11	1	RM	\$7.71	WAU49411	PAPR1
457	Ppr, Copier, 8.5X11, Cherry, 20#, PC 30%	1	RM	\$6.30	UNV11221	PAPR1
458	Multipur, Pink, 8 1/2" x 14", 20#	1	RM	\$6.30	UNV11224	PAPR1
459	8 1/2" x 14", 20 Lb., Green, Ream Of 500 Sh	1	RM	\$6.30	UNV11223	PAPR1
460	MP BLU COPY, 8 1/2" x 14", 20 Lb., Rm Of 500	1	RM	\$6.30	UNV11222	PAPR1
461	Multi-purpose office paper 8.5X11, 20# 92 Br, 100% PC	1	CS	\$41.01	GSB100R8511	PAPR1
461	Multi-purpose office paper 8.5X11, 20# 92 Br, 100% PC	40	CS	\$39.20	GSB100R8511	PAPR1

462	Multipurpose Paper 8.5X14, 20#, 92 br, 100% PC	1	CS	\$54.60	GSB054924	PAPR1
462	Multipurpose Paper 8.5X14, 20#, 92 br, 100% PC	30	CS	\$51.89	GSB054924	PAPR1
463	Cpy Papr, 3-Hole, 8.5X11" 20#, 104BR 100% PC	1	CS	\$43.67	GSB054922P	PAPR1
463	Cpy Papr, 3-Hole, 8.5X11" 20#, 104BR 100% PC	40	CS	\$41.59	GSB054922P	PAPR1
464	Recy Copy P, 11" x 17", 20 Lb., 104 Br, Cs Of 5 Rms, 35% PC	1	CS	\$43.67	GSB054925	PAPR1
464	Recy Copy P, 11" x 17", 20 Lb., 104 Br, Cs Of 5 Rms, 35% PC	40	CS	\$41.59	GSB054925	PAPR1

3. Total payment under the terms of this Second Amendment will not exceed the total amount of \$241,796. This cost included all taxes and all other charges.