Financial Affairs
Richard H. Hinds, Chief Financial Officer

SUBJECT: PARTIAL AWARD BID NO. 079-AA03 - CAFETERIA PAPER AND PLASTIC SUPPLIES

The purpose of this bid, opened on March 8, 2001, is to establish a contract, to purchase, at firm unit prices, quantities, as may be required, of cafeteria paper and plastic supplies, for Stores and Mail Distribution stock. A recommendation will be presented to the Board prior to its meeting of June 20, 2001.

RHH/lja