Financial Affairs Richard H. Hinds, Chief Financial Officer

SUBJECT: RENEW BID NO. 001-AA06 - PAPER: MULTIPURPOSE XEROGRAPHIC I

The purpose of this bid, opened on July 13, 2000, was to establish a contract, to purchase, at firm unit prices, quantities, as may be required, of xerographic paper, for Stores and Mail Distribution stock. A recommendation will be presented to the Board prior to its meeting of September 12, 2001.

RHH/ag