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8-1-11

North Colonie Central School District  
91 Fiddlers Lane  
Latham, New York 12110-5349

To: D. Joseph Corr, Superintendent of Schools

From: Thomas J. Rybaltowski, Interim Purchasing Agent 

Re: Sheet Music Bid

Date: July 26, 2011

Sealed bids duly advertised were opened on July 22, 2011, for sheet music. Seven (7) vendors were solicited; six (6) responded with bids. The District budgeted approximately \$47,000 for sheet music purchases during the 2011-12 school year.

Sheet music pricing is typically quoted on a percent-off publishers' list price. Vendors offer different discounts depending on publisher, or type of music (such as Band/Orchestra, Choral or method books).

The results of the bid are as follows:

School Music Service	37% off *
Sam Ash Educational Services	10 - 35% off
University Music Service	0 - 25% off
Northeast Music Inc.	5 - 21% off
Schenectady VanCurler Music	15% off
Washington Music Center	0 - 25% off

\*Small or obscure publishers may not receive 37% discount. We will be informed of available discount before order is placed. It is expected that the vast majority of purchases will be made with School Music Services.

Individual purchase orders will be awarded to the vendor offering the best discount on each piece of sheet music, which will be determined at the time of ordering.

I recommend the Board approve all six vendors to provide sheet music using this method.

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