



STATE OF CALIFORNIA
FRANCHISE TAX BOARD
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JOHN CHIANG
Chair

BETTY T. YEE
Member

MICHAEL C. GENEST
Member

MEMORANDUM

To: Selvi Stanislaus

June 8, 2007

From: Lisa Garrison

Subject: Board Approval for Contract Exceeding \$1 Million

This memorandum provides information for your notification to the Board pursuant to the Board's resolution requiring approval for purchases exceeding \$1 million.

Roll Paper Contract

This proposal requests approval for a three-year contract for roll paper needed for the daily printing of billing notices to the taxpayers. The Franchise Tax Board will issue a purchase estimate to the Department of General Services in order for them to conduct a competitive bid. The estimated annual cost for this agreement is \$400,000, for a total of \$1,200,000 over three years. The contract will be awarded in September 2007.

If you have any questions regarding the above item, please contact me at 845-4912.

A handwritten signature in cursive script that reads "Lisa Ann Garrison".

Director
Financial Management Bureau

Cc: Michelle Fallon
Geoff Way
Cathy Cleek