

# 7145 West Tidwell Road ~ Houston, Texas 77092 (713)-462-7708 www.esc4.net

### NOTICE TO OFFEROR

Solicitation Number 19-05

Request for Proposal ("RFP") by

Region 4 Education Service Center ("ESC")

for Educational School Supplies

SUBMITTAL DEADLINE: Thursday, January 24, 2019, 2:00 PM CENTRAL TIME

Questions regarding this RFP must be submitted in writing to Crystal Wallace, Business Operations Specialist, at <a href="mailto:questions@esc4.net">questions@esc4.net</a> or (713)-744-8189 no later than Thursday, December 20, 2018. All questions and answers will be posted to <a href="http://www.esc4.net/services/purchasing/region-4-nipa-solicitations">http://www.esc4.net/services/purchasing/region-4-nipa-solicitations</a>. Offerors are responsible for viewing the website to review all questions and answers prior to submitting proposals. Oral communications concerning this RFP shall not be binding and shall in no way excuse an Offeror of the obligations set forth in this proposal.

Proposals must be sealed, prominently marked with the RFP solicitation number, RFP title, RFP opening time/date and name of Offeror. Submissions must be received by the Region 4 ESC office at: 7145 West Tidwell Road, Houston, TX 77092 no later than 2:00 pm CT. Proposals received prior to the submittal deadline will be time-stamped upon receipt and kept secure and unopened. At the submittal deadline, Region 4 ESC will collect all proposals received before the deadline in the room designated for the proposal opening. Proposals will be opened and recorded publicly. Any proposal received later than the specified time, whether delivered in person, courier or mailed, will not be considered. Late proposals will be returned to sender unopened.

### NON-MANDATORY PRE-PROPOSAL CONFERENCE

Offerors are strongly encouraged, but not required to participate in a pre-proposal conference with the Business Operations Specialist, which will be held on December 18, 2018 at 11:00 am in the Region 4 ESC offices located at 7145 West Tidwell Road, Houston Texas 77092. To attend the conference, potential Offeror must notify Crystal Wallace, Business Operations Specialist, at <a href="mailto:cwallace@esc4.net">cwallace@esc4.net</a>, by December 17, 2018. Offeror's who are unable to attend in person but would like to call in must also send an email to request call in instructions. The purpose of this conference is to clarify the contents of this RFP in order to prevent any misunderstanding of Region 4 ESC's position. Any doubt as to the requirements of this RFP or any apparent omission or discrepancy should be presented to Region 4 ESC at this conference. Region 4 ESC will then determine the appropriate action necessary, if any, and may issue a written addendum to the RFP. Oral statements or instructions will not constitute an addendum to this RFP.

Publication Date: December 5, 2018

#### I. SCOPE OF WORK

Region 4 Education Service Center ("Region 4 ESC") requests proposals from qualified suppliers with the intent to enter into a Contract for Educational School Supplies. Region 4 ESC is seeking a provider that has the depth, breadth and quality of resources necessary to complete all phases of the Contract. Awarded Offeror(s) shall deliver products and services under the terms of this agreement. While this solicitation specifically covers Educational School Supplies, each awarded Offeror may offer their complete product and service offering, or balance of line. Region 4 ESC reserves the right to accept or reject any or all balance of line items offered.

Region 4 ESC is an education service center established by the Texas Legislature in 1967 to assist school districts and charter schools in improving efficiencies. Region 4 ESC directly serves a seven-county area comprised of 48 public school districts and 34 open-enrollment charter schools, representing more than 1.2 million students, 95,000 educators and 1,500 campuses. Through cooperative contracts, Region 4 ESC extends the opportunity to operate more efficiently and economically to agencies nationwide through National IPA (see below).

The Contract is based on the need to provide the economic benefits of volume purchasing and reduction in administrative costs through cooperative purchasing to schools and other participants. Although the awarded Offeror(s) may restrict sales to certain public units (for example, state agencies or local government units), any proposal that prohibits sales from being made to public school districts may not be considered. Sales without restriction are preferred. These types of contracts are commonly referred to as being "piggyback-able."

### NATIONAL CONTRACT

Region 4 ESC, as the Principal Procurement Agency, defined in APPENDIX D, has partnered with OMNIA Partners to make the resultant contract (also known as the "Master Agreement" in materials distributed by OMNIA Partners) from this solicitation available to other public agencies nationally, including state and local governmental entities, public and private primary, secondary and higher education entities, non-profit entities, and agencies for the public benefit ("Public Agencies"), through OMNIA Partners' cooperative purchasing program. The Region 4 ESC is acting as the contracting agency for any other Public Agency that elects to utilize the resulting Master Agreement. Use of the Master Agreement by any Public Agency is preceded by their registration with OMNIA Partners (a "Participating Public Agency"). APPENDIX D contains additional information about OMNIA Partners and the cooperative purchasing agreement.

OMNIA Partners is the largest and most experienced purchasing organization for public and private sector procurement. Through the economies of scale created by OMNIA Partners' public sector subsidiaries, National IPA and U.S. Communities, our participants now have access to more competitively solicited and publicly awarded cooperative agreements. The lead agency contracting process continues to be the foundation on which we operate. OMNIA Partners is proud to offer more value and resources to state and local government, higher education, K-12 education and non-profits.

OMNIA Partners provides shared services and supply chain optimization to government, education and the private sector. As a channel partner with Vizient (formally, Novation), OMNIA Partners leverages over \$100 billion in annual supply spend to command the best prices for products and services. With corporate, pricing and sales commitments from the

Supplier, OMNIA Partners provides marketing and administrative support for the Supplier that directly promotes the Supplier's products and services to Participating Public Agencies though multiple channels, each designed to promote specific products and services to Public Agencies on a national basis. Public Agencies benefit from pricing based on aggregate spend and the convenience of a contract that has already been advertised and publicly competed. The Supplier benefits from a contract that allows Participating Public Agencies to directly purchase goods and services without the Supplier's need to respond to additional competitive solicitations. As such, the Supplier must be able to accommodate a nationwide demand for services and to fulfill obligations as a nationwide Supplier and respond to the OMNIA Partners documents (APPENDIX D).

While no minimum volume is guaranteed to the Supplier, the estimated annual volume Educational School Supplies purchased under the Master Agreement through OMNIA Partners Public Sector is approximately \$75M. This projection is based on the current annual volumes among the Region 4 ESC, other Participating Public Agencies anticipated to utilize the resulting Master Agreement to be made available to them through OMNIA Partners, and volume growth into other Public Agencies through a coordinated marketing approach between the Supplier and OMNIA Partners.

### **Scope of Products and Services**

It is the intention of Region 4 ESC to establish a contract with Offeror(s) for a complete and comprehensive line of Educational School Supplies. Offerors are encouraged to propose their complete catalog, products and services including but not limited to the following categories:

- > School Supplies: General school supplies shall include, but not be limited to
  - School supply consumables
  - Paper
  - Toner
  - Office supplies
  - Writing instruments
  - Art supplies
- > Educational Supplies: Educational Supplies shall include, but not be limited to
  - o IT peripherals
  - School equipment
  - Physical education supplies
  - Educational technology
  - Class room resources/supplies

- Lesson plans and curriculums
- Special needs supplies
- Math supplies
- Science supplies and equipment
- Educational consumables.
- Other applicable products and service solutions:
  - This includes Private Label that are equal to or superior to the originally manufacturer product
  - School and classroom Safety and Security training, supplies, and services
  - Bus and Crosswalk Safety and Security training, supplies, and services
  - o On-site and online Professional Development Services, including webinars
  - Supplemental Curriculum programs, resources, products, services and supplies
  - Other education related services

### **Customer Support**

Contractor shall provide timely and accurate technical advice and sales support to Region 4 ESC staff and Participating Agencies. Contractor shall respond to such requests within one (1) working day after receipt of the request.

Region 4 ESC desires a Contract that includes an auditable pricing program (no-cost plus models). Using the proposed pricing program, offerors will submit line item pricing on the National Market Basket, Appendix E. At the Offeror's discretion, the pricing program may include customized market baskets, non-core items, rebate incentives, volume tier incentives, promotional pricing.

Awarded contracts shall be effective June 1, 2019. To allow time to transition from any current contracts, contracts previously awarded for this category shall remain in place throughout their contract term.

# II. CALENDAR OF EVENTS (ALL DATES ARE TENTATIVE AND SUBJECT TO CHANGE):

EventDateIssue RFPThursday, December 5, 2018Pre-proposal ConferenceTuesday, December 18, 2018Deadline for receipt of questions via emailThursday, December 20, 2018Issue Addenda (if required)TBDProposal Due DateThursday, January 24, 2019Approval from Region 4 ESCApril 23, 2019

### III. INSTRUCTIONS TO OFFERORS

1. Key Definitions

Contract: The legal agreement executed between Region 4 ESC and the awarded Offeror.

A draft of the Contract is provided as Appendix A.

Contractor: Any provider or seller of goods or services who, as a result of the competitive

solicitation process, is awarded a Contract by Region 4 ESC.

Days: calendar days

**Offeror:** A supplier submitting a proposal in response to a solicitation.

- 2. <u>Inquiries and Discrepancies</u>: Questions regarding this solicitation must be submitted in writing to Crystal Wallace, Business Operations Specialist, at <u>questions@esc4.net</u> or (713)-744-8189 no later than Thursday, December 20, 2018. All questions and answers will be posted to <a href="http://www.esc4.net/services/purchasing/region-4-nipa-solicitations">http://www.esc4.net/services/purchasing/region-4-nipa-solicitations</a>. Offerors are responsible for viewing the website to review all questions and answers prior to submitting proposals. Oral communications concerning this RFP shall not be binding and shall in no way excuse an Offeror of the obligations set forth in this proposal.
- 3. Restricted and Prohibited Communications with Region 4 ESC: During the period between the date Region 4 ESC issues this RFP and the selection of the Contractor by Region 4 ESC, if any, Offerors shall restrict all contact with Region 4 ESC and direct all questions regarding this RFP, including questions regarding terms and conditions, only to the individual identified above in section "Inquiries and Discrepancies" in the specified manner. Do not contact members of the Board of Directors, other employees of Region 4 ESC or any of Region 4 ESC's agents or administrators. Contact with any of these prohibited individuals after issuance of this RFP and before selection is made, may result in disqualification of the Offeror.

The communications prohibition shall terminate when the Contract is recommended by the administration, considered by the Board of Directors at a noticed public meeting, and the Contract has been awarded. In the event the Board of Directors refers the recommendation back to staff for reconsideration, the communications prohibition shall continue. Additionally, during the time period between the award of the Contract by the Board of Directors and the execution of the Contract, Offerors shall not engage in any prohibited communications as described in this section.

Prohibited communications includes direct contact, discussion, or promotion of any Offeror's response with any member of Region 4 ESC's Board of Directors or employees except for communications with Region 4 ESC's designated representative as set forth in this RFP and only in the course of inquiries, briefings, interviews, or presentations. This prohibition is intended to create a level playing field for all potential Offerors, assure that decisions are made in public, and to protect the integrity of the RFP process. Except as provided in the above stated exceptions, the following communications regarding this RFP are prohibited:

- Communications between a potential Offeror, Offeror, their lobbyist or consultant and any member of Region 4 ESC's Board of Directors;
- Communications between any Region 4 ESC Director and any member of a selection or evaluation committee; and
- Communications between any Region 4 ESC Director and administrator or employee.

The communications prohibition shall not apply to the following:

- Communications with Region 4 ESC's purchasing staff specifically named and authorized to conduct and receive such communications under this RFP or upon the request of Region 4 ESC, with Region 4 ESC's legal counsel; and
- Presentations made to the Board of Directors during any duly noticed public meeting.

Nothing contained herein shall prohibit any person or entity from publicly addressing Region 4 ESC's Board of Directors during any duly noticed public meeting, in accordance with applicable Board policies, on a matter other than this RFP or in connection with a presentation requested by Region 4 ESC's representatives.

- 4. <u>Current products</u>: Proposals shall be for new materials and equipment in current production and marketed to the general public, education and government agencies at the time the proposal is submitted.
- 5. <u>Proposal Format:</u> Proposals must contain two (2) bound and signed original copies of the solicitation, and two (2) electronic copies on flash drives shall be provided. Offeror must also submit two (2) electronic proposals free of propriety information to be posted, if awarded a Contract.

Only sealed responses will be accepted. Faxed or electronically transmitted responses will not be accepted. Sealed responses may be submitted on any or all items, unless stated otherwise.

Responses must be provided in a three-ring binder or report cover using 8.5 x 11 paper clearly identified with the name of the Offeror's company and the solicitation name and number on both the outside front cover and vertical spine.

Tabs should be used to separate the proposal into sections. The following items identified must be included behind the tabs listed below. Each section should contain both the section of the RFP referenced and the Offeror's response to that section. Offerors failing to organize in the manner listed may be considered non-responsive and may not be evaluated.

### 6. Binder Tabs:

Tab 1 – Draft Contract and Offer and Contract Signature Form (Appendix A)

a. Terms and Conditions Acceptance Form (Appendix B)

Tab 2 – Products/Pricing

a. National Market Basket (Appendix E)

Tab 3 – Performance Capability

Tab 4 – Qualification and Experience

a. References

Tab 5 – Value Add

Tab 8 – Additional Required Documents (Appendix C)

- a. Acknowledgment and Acceptance of Region 4 ESC's Open Records Policy (Appendix C, Doc #1)
- b. Antitrust Certification Statement (Tex. Government Code § 2155.005) (Appendix C, Doc #2)
- c. Implementation of House Bill 1295 Certificate of Interested Parties (Form 1295) (Appendix C, Doc #3)
- d. Texas Government Code 2270 Verification Form (Appendix C, Doc #4)

Tab 9 – National IPA Response to a National Program (Appendix D, Exhibits A, F and G)

- 7. <u>Additional Agreements</u>: If an Offeror requires additional agreements, a copy of the proposed agreement must be included with the proposal.
- 8. Open Records Policy: Proposals submitted in response to this RFP become a matter of public record subject to release after Contracts are executed. If an Offeror believes its response, or parts of its response, may be exempt from disclosure, the Offeror must specify page-by-page and line-by-line the parts of the response, which it believes, are exempt. In addition, the Offeror must specify which exception(s) are applicable and provide detailed reasons to substantiate the exception(s). Offeror must provide this information on the "Acknowledgement and Acceptance of Region 4 ESC's Open Records Policy" (Appendix C, Doc #1). Any unmarked information will be considered public information and released, if requested under the Public Information Act. Price is not confidential and will not be withheld.

The determination of whether information is confidential and not subject to disclosure is the duty of the Office of Attorney General (OAG). Region 4 ESC must provide the OAG sufficient information to render an opinion and therefore, vague and general claims to confidentiality by the Offeror are not acceptable. Region 4 ESC must comply with the opinions of the OAG. Region 4 ESC assumes no responsibility for asserting legal arguments on behalf of any Offeror or Contractor. Offeror is advised to consult with their legal counsel concerning disclosure issues resulting from this procurement process and to take precautions to safeguard trade secrets and other proprietary information. After completion of award, these documents will be available for public inspection.

- 9. Disclosures: By signing the Offer and Contract Signature Form, Offeror affirms:
  - a) Offeror has not given, offered to give, nor intends to give at any time hereafter any economic opportunity, future employment, gift, loan, gratuity, special discount, trip, favor or service to a public servant in connection with this proposal and any subsequent Contract.
    - Offerors must include a complete description of any and all relationships that might be considered a conflict of interest in doing business with Region 4 ESC.
  - b) To the best of Offeror's knowledge, the proposal has been arrived at independently, and is submitted without collusion with anyone to obtain information or gain any favoritism that would in any way limit competition or give an unfair advantage over other Offerors or potential Offerors in the award of a Contract resulting from this RFP.

- c) Offeror is not currently delinquent in the payment of any franchise taxes.
- d) The individual signing the submittal is an authorized agent for the Offeror and has the authority to bind the Offeror to the Contract.
- 10. <u>Waiver</u>: By submitting a proposal, Offeror expressly agrees to waive any claim it has or may have against Region 4 ESC, its directors, officers, its trustees, or agents arising out of or in connection with (1) the administration, evaluation, recommendation of any proposal; (2) any requirements under the solicitation, proposal package, or related documents; (3) the rejection of any proposal or any part of any proposal; and/or (4) the award of a Contract, if any.
  - Region 4 ESC shall not be responsible or liable for any costs incurred by Offerors or the successful Offeror in connection with responding to the RFP, preparing for oral presentations, preparing and submitting a proposal, entering or negotiating the terms of a Contract, or any other expenses incurred by an Offeror. The Offeror is wholly responsible for any such costs and expenses and shall not be reimbursed in any manner by Region 4 ESC.
- 11. Conditions of Submitting Proposal: Submission of a proposal confers no right on an Offeror to an award or Contract. Region 4 ESC, in its sole discretion and for any reason or no reason, reserves the rights to reject any or all proposals, accept only a part of any proposal, accept the proposal deemed most advantageous to Region 4 ESC, and waive any technicalities. The issuance of this RFP does not obligate Region 4 ESC to make an award or negotiate or execute a Contract. Prior to submission due date and time, Region 4 ESC reserves the right to amend the terms and provisions of the RFP, extend the deadline for submission of proposals, or withdraw the RFP entirely for any reason solely at Region 4 ESC's discretion. A proposal may be rejected if it fails to meet any requirement of this RFP.
- 12. <u>Mailing of Proposals:</u> All proposals submitted in response to the solicitation must be clearly identified as listed below with the solicitation number, title, name and address of the company responding. All packages must be clearly identified as listed below, sealed and delivered to the Region 4 ESC office no later than the submittal deadline assigned for this solicitation.

From	
Company	
Address	
City, State, Zip	
Solicitation Name and Number	Due Date and Time

- 13. <u>Amendment of Proposal</u>: A proposal may be amended prior to the time of opening by submitting a sealed letter to the location indicated on the front page of this solicitation.
- 14. Withdrawal of Proposals: Withdrawal of proposals prior to the opening date will be permitted by a written letter or electronic mail from the Offeror. Telephonic or oral withdrawals shall not be considered. After the opening date, consideration may be given in cases where Offeror advises that it made a clerical error that is substantially lower than it intended. In such case, Offeror must provide written notice of their desire to withdraw, along with supporting documents, within 3 business days of receiving the acceptance letter or of being requested by Region 4 ESC for clarification of the proposal, whichever is later. Any Contract entered into

- prior to Region 4 ESC receiving notice must be honored. No Offeror should assume their withdrawal request has been accepted unless, and until, they receive written acknowledgment and acceptance of their proposal withdrawal.
- 15. Offer and Acceptance Period: In order to allow for an adequate evaluation, Region 4 ESC requires a proposal in response to this RFP to be valid and irrevocable for one-hundred twenty (120) days after the proposal due date and time.
- 16. <u>Non-Responsive Proposals</u>: All proposals will be reviewed for responsiveness to the material requirements of the solicitation. A proposal that is not materially responsive shall not be eligible for further consideration for award of the Contract, and the Offeror shall receive notice of the non-award of its proposal.
- 17. <u>Discussions</u>: Region 4 ESC reserves the right to conduct discussions with Offerors for the purpose of eliminating minor irregularities, informalities, or apparent clerical mistakes in the proposal in order to clarify a proposal and assure full understanding of, and responsiveness to, the RFP requirements.
- 18. <u>Negotiations</u>: In the event Region 4 ESC decides to conduct negotiations, exclusive or concurrent negotiations may be conducted with Offerors reasonably susceptible for award. During the course of negotiations, no Offeror's proposal, including pricing, shall be revealed to any other Offeror or to any other person who is not involved with the evaluation process. Exclusive or concurrent negotiations shall not constitute a Contract award, nor shall it confer any property rights to the successful Offeror. In the event Region 4 ESC deems negotiations are not progressing, Region 4 ESC may formally terminate these negotiations and may enter into subsequent exclusive or concurrent negotiations with the next most qualified Offeror(s).
- 19. <u>Best and Final Offer</u>: Region 4 ESC, in its sole discretion, may request Offerors reasonably susceptible for award to submit a Best and Final Offer. Offerors must submit their Best and Final Offers in writing. If an Offeror does not respond to the request for a Best and Final Offer, that Offeror's most recent prior submission will be considered its Best and Final Offer.
- 20. Specifications: When a solicitation contains a specification that states no substitutions, no deviation from this requirement will be permitted. Offeror must comply with the true intent of the specifications and drawings and not take advantage of any unintentional error or omission. In cases where no type and kind of product is specified, specifications have been developed to indicate minimal standards as to the usage, materials, and contents based on the needs of the members. References to manufacturer's specifications ("Design Guides"), when used by Region 4 ESC, are to be considered informative to give the Offeror information as to the general style, type and kind requested. Responses proposing goods, materials or equipment regularly produced by a reputable manufacturer shall be evaluated by Region 4 ESC which will, in its sole discretion, determine whether such proposed goods, materials or equipment are substantially equivalent to the Design Guides, considering quality, workmanship, economy of operation, and suitability for the purpose intended. Offerors should include all documentation required to evaluate whether or not their proposed goods, materials or equipment are substantially equivalent to the Design Guides.
- 21. Quality of Materials or Services: Offeror shall state the brand name and number of the materials being provided. If none is indicated, it is understood that the Offeror is proposing the exact brand name and number specified or mentioned in the solicitation. However, unless specifically stated otherwise, comparable substitutions will be permitted in cases where the

- material is equal to that specified, considering quality, workmanship, economy of operation and suitability for the purpose intended.
- 22. <u>Samples</u>: Upon request, samples shall be furnished, free of cost, within seven (7) days after receiving notice of such request. By submitting the proposal Offeror certifies that all materials conform to all applicable requirements of this solicitation and of those required by law. Offeror agrees to bear the costs for laboratory testing, if results show the sample does not comply with solicitation requirements. Submissions may no longer be considered for failing to submit samples as requested.
- 23. Formation of Contract: A response to this solicitation is an offer to contract with Region 4 ESC based upon the terms, conditions, scope of work, and specifications contained in this request. A solicitation does not become a Contract until it is awarded by Region 4 ESC. A Contract is formed when Region 4 ESC's board signs the Offer and Contract Signature Form. The signed Offer and Contract Signature Form provided with the RFP response eliminates the need for a formal signing process.
- 24. <u>Multiple Awards</u>: Region 4 ESC reserves the right to award Contract(s) to multiple Offerors. The decision to award multiple Contracts, award only one Contract, or to make no awards rests solely with Region 4 ESC.
- 25. <u>Non-Exclusive</u>: Any Contract resulting from this solicitation shall be awarded with the understanding and agreement it is for the sole convenience and benefit of Region 4 ESC. Region 4 ESC reserves the right to obtain like goods and services from other sources.
- 26. <u>Protest Procedure</u>: Any protest of an award or proposed award must be filed in writing within ten (10) days from the date of the official award notification and must be received by 5:00 pm Central Time. No protest shall lie for a claim that the selected Offeror is not a responsible Offeror. Protests shall be filed with Robert Zingelmann, Chief Financial Officer, Finance and Operations Services, and sent to the Region 4 ESC office at: 7145 West Tidwell Road, Houston, TX 77092. Protests shall include the following:
  - a) Name, address and telephone number of protester:
  - b) Original signature of protester or its representative;
  - c) Identification of the solicitation by RFP number;
  - d) Detailed statement of legal and factual grounds including copies of relevant documents; and
  - e) the form of relief requested.

Any protest review and action shall be considered final with no further formalities being considered.

### IV. EVALUATION PROCESS AND CRITERIA

- A committee will review and evaluate all responses and make a recommendation for award
  of Contract(s). The recommendation for Contract awards will be based on the predetermined
  criteria factors outlined in this section, where each factor is assigned a point value based on
  its importance. In evaluating the responses, the following predetermined criteria is considered:
  - a) Products/Pricing (40 Points)
  - b) Performance Capability (30 Points)
  - c) Qualification and Experience (20 Points)
  - d) Value Add (10 Points)
- 2. Offeror's proposal should, at a minimum, include the following for Region 4 ESC's evaluation:

### a) Products/Pricing

- Describe Offeror's products and services Offeror proposes to be available under a resultant contract.
  - Provided price lists may be used to establish the extent of product lines, services, warranties, etc. that are available from Offeror and the pricing per item.
  - ii. Clearly identify pricing for any associated fees such as returns, installations, special or customized orders, maintenance fees, reporting, training, etc.
  - iii. Offerors should provide their pricing structure which may include category discounts, a core list, and non-core items. Include category discounts on Appendix E, Category Discounts tab, and core list pricing on Appendix E, Core List Items tab.
- ii. General and Market Basket Pricing.
  - i. General Pricing. Offerors shall provide pricing based on a discount from a verifiable price list or catalog, or fixed price, or a combination of both with indefinite quantities. Multiple percentage discounts are acceptable if, where different percentage discounts apply, different percentages are specified. Additional pricing and/or discounts may be included. Products and services proposed are to be priced separately with all ineligible items identified. Offerors may elect to limit their proposals to any category or categories. Region 4 ESC requests pricing be submitted as not to exceed pricing. Unlike fixed pricing, the Contractor can adjust submitted pricing lower if needed but, cannot exceed original pricing submitted. Contractor must allow for lower pricing to be available for similar product and service purchases. Cost plus pricing as a primary pricing structure is not acceptable
    - 1. Include an electronic copy or a link to the catalog or verifiable price list from which discount, or fixed price, is calculated. Electronic price lists must contain the following: (if applicable)
      - Manufacturer part #
      - Offeror's Part # (if different from manufacturer part #)

- Description
- List Price and Net Price
- Net price to Region 4 ESC (including freight)

Media submitted for price list must include the Offerors' company name, name of the solicitation, and date on a Flash Drive (i.e. Pin or Jump Drives).

- Using the pricing structure, the Offeror proposes above, provide the net price for the items listed on the National Market Basket, Appendix E
- iii. Customized Market Baskets. In addition to the National Market Basket, Offerors may provide customized market baskets to participating agencies.
  - i. Describe Offeror's ability to provide customized market baskets to participating agencies.
  - ii. Describe any limitations to customized market baskets (number of items, excluded categories, agency size limitations, etc.).
  - iii. How frequently does Offeror propose to update customized market baskets?
- iv. Is pricing available for all products and services?
- v. Describe any minimums order quantities or fess.
- vi. Describe any shipping and delivery charges, include standard delivery (preferred ship is 48 hours or less), shipments outside Continental USA, truckload and delivery areas.
- vii. Provide pricing for warranties on all products and services.
- viii. Describe any return and restocking fees.
- ix. Describe any additional discounts or rebates available. Additional discounts or rebates may be offered for large quantity orders, single ship to location, growth, annual spend, guaranteed quantity, etc.
- x. Describe how customers verify they are receiving Contract pricing.
- xi. Describe payment methods offered.
- xii. Propose the frequency of updates to the Offeror's pricing structure. Describe any proposed indices to guide price adjustments. If offering a catalog contract with discounts by category, while changes in individual pricing may change, the category discounts should not change over the term of the Contract.
- xiii. Describe how future product introductions will be priced and align with Contract pricing proposed.
- xiv. Provide any additional information relevant to this section.

### b) Performance Capability

i. Include a detailed response to Appendix D, Exhibit A, National IPA Response for National Cooperative Contract. Responses should highlight experience, demonstrate a strong national presence, describe how Offeror will educate its national sales force about the Contract, describe how products and services will

- be distributed nationwide, include a plan for marketing the products and services nationwide, and describe how volume will be tracked and reported to National IPA.
- ii. The successful Offeror will be required to sign Appendix D, Exhibit B, National IPA Administration Agreement prior to Contract award. Offerors should have any reviews required to sign the document prior to submitting a response. Offeror's response should include any proposed exceptions to the National IPA Administration Agreement on Appendix B, Terms and Conditions Acceptance Form.
- iii. Include completed Appendix D, Exhibits F and G.
- iv. Describe Offeror's ability and experience with E-Commerce and web-based procurement providers such as ESM, Jaggaer, Coupa, Workday, Lawson oracle, SAP, Peoplesoft, and all others your company has successfully interfaced with. Describe electronic online catalogue, Punch-Out Programs, purchasing authorization limits, storefront, etc.
- v. Describe how Offeror responds to emergency orders.
- vi. What is Offeror's average Fill Rate?
- vii. What is Offeror's average on time delivery rate? Describe Offeror's history of meeting the shipping and delivery timelines.
- viii. Describe Offeror's return and restocking policy.
- ix. Describe Offeror's ability to meet service and warranty needs.
- x. Describe Offeror's customer service/problem resolution process. Include hours of operation, number of services, etc.
- xi. Describe Offeror's invoicing process.
- xii. Describe Offeror's contract implementation/customer transition plan.
- xiii. Describe the financial condition of Offeror.
- xiv. Provide a website link in order to review website ease of use, availability, and capabilities related to ordering, returns and reporting. Describe the website's capabilities and functionality.
- xv. Describe the Offeror's safety record.
- xvi. Describe Offeror's reporting capabilities. Provide samples of reports available and if there are any fees associated with the reports.
- xvii. Describe Offeror's green or sustainability program. What type of reporting or reviews are available to participating agencies?
- xviii. Describe Offeror's social diversity initiatives. Include participating agencies ability to receive Tier 1 and Tier 2 credit utilizing the Master Agreement.
- xix. Provide any additional information relevant to this section.

### c) Qualification and Experience

- i. Provide a brief history of the Offeror, including year it was established and corporate office location.
- ii. Describe how Offeror ensures contract compliance.
- iii. What measures does Offeror take to ensure all products are authentic and not counterfeit?
- iv. Describe Offeror's reputation in the marketplace.

- v. Describe Offeror's reputation of products and services in the marketplace.
- vi. Describe the experience and qualification of key employees.
- vii. Describe Offeror's experience working with the government sector.
- viii. Describe past litigation, bankruptcy, reorganization, state investigations of entity or current officers and directors.
- ix. Provide a minimum of 5 customer references relating to the products and services within this RFP. Include entity name, contact name and title, contact phone and email, city, state, years serviced, description of services and annual volume.
- x. Provide any additional information relevant to this section.

### d) Value Add

- i. Provide any additional information related to products and services Offeror proposes to enhance and add value to the Contract.
- ii. Furniture can be included as a value add item and can include, but not be limited to: desks, chairs, conference tables, filing cabinets and bookshelves, and include installation and special orders.
- 3. <u>Competitive Range</u>: It may be necessary to establish a competitive range. Factors from the predetermined criteria will be used to make this determination. Responses not in the competitive range will not receive further award consideration. Region 4 ESC may determine establishing a competitive range is not necessary.
- 4. <u>Past Performance</u>: An Offeror's past performance and actions are relevant in determining whether or not the Offeror is likely to provide quality goods and services; the administrative aspects of performance; the Offeror's history of reasonable and cooperative behavior and commitment to customer satisfaction; and generally, the Offeror's businesslike concern for the interests of the customer may be taken into consideration when evaluating proposals, although not specifically mentioned in the RFP.
- 5. <u>Additional Investigations</u>: Region 4 ESC reserves the right to make such additional investigations as it deems necessary to establish the capability of any Offeror.

### APPENDIX A

### **DRAFT CONTRACT**

This Contract ("Contract") is made as	of, 20	1X by and	between		
· ,	("Contractor") and	Region 4	Fducation	Service	Center
("Region 4 ESC") for the purchase of I	Èducational Śchool	Supplies (	"the products	s and ser	vices").

### RECITALS

WHEREAS, Region 4 ESC issued Request for Proposals number RFP #19-05 for Educational School Supplies ("RFP"), to which Contractor provided a response ("Proposal"); and

WHEREAS, Region 4 ESC selected Contractor's Proposal and wishes to engage Contractor in providing the services/materials described in the RFP and Proposal;

WHEREAS, both parties agree and understand the following pages will constitute the Contract between the Contractor and Region 4 ESC, having its principal place of business at 7145 West Tidwell Road, Houston, TX 77092.

WHEREAS, Contractor included, in writing, any required exceptions or deviations from these terms, conditions, and specifications; and it is further understood that, if agreed to by Region 4 ESC, said exceptions or deviations are incorporated into the Contract.

WHEREAS, this Contract consists of the provisions set forth below, including provisions of all attachments referenced herein. In the event of a conflict between the provisions set forth below and those contained in any attachment, the provisions set forth below shall control.

WHEREAS, the Contract will provide that any state and local governmental entities, public and private primary, secondary and higher education entities, non-profit entities, and agencies for the public benefit ("Public Agencies") may purchase products and services at prices indicated in the Contract upon the Public Agency's registration with National IPA.

- 1) <u>Term of agreement.</u> The Contract is for a period of three (3) years. Region 4 ESC shall have the right to renew the Contract for two (2) additional one-year periods or portions thereof. Region 4 ESC shall review the Contract prior to the renewal date and notify the Contractor of Region 4 ESC's intent renew the Contract. Contractor may elect not to renew by providing three hundred sixty-five days' notice to Region 4 ESC.
- 2) <u>Scope</u>: Contractor shall perform all duties, responsibilities and obligations, set forth in this agreement, and described in the RFP, incorporated herein by reference as though fully set forth herein.
- 3) <u>Form of Contract</u>. The form of Contract shall be the RFP, the Offeror's proposal and Best and Final Offer(s).
- 4) Order of Precedence. In the event of a conflict in the provisions of the Contract as accepted by Region 4 ESC, the following order of precedence shall prevail:
  - i. This Contract
  - ii. Offeror's Best and Final Offer

- iii. Offeror's proposal
- iv. RFP and any addenda
- 5) <u>Commencement of Work</u>. The Contractor is cautioned not to commence any billable work or provide any material or service under this Contract until Contractor receives a purchase order for such work or is otherwise directed to do so in writing by Region 4 ESC.
- 6) <u>Entire Agreement (Parol evidence)</u>. The Contract, as specified above, represents the final written expression of agreement. All agreements are contained herein and no other agreements or representations that materially alter it are acceptable.
- 7) <u>Assignment of Contract</u>. No assignment of Contract may be made without the prior written approval of Region 4 ESC. Contractor is required to notify Region 4 ESC when any material change in operations is made (i.e. bankruptcy, change of ownership, merger, etc.).
- 8) Novation. If Contractor sells or transfers all assets or the entire portion of the assets used to perform this Contract, a successor in interest must guarantee to perform all obligations under this Contract. Region 4 ESC reserves the right to accept or reject any new party. A change of name agreement will not change the contractual obligations of Contractor.
- 9) <u>Contract Alterations</u>. No alterations to the terms of this Contract shall be valid or binding unless authorized and signed by Region 4 ESC.
- 10) Adding Authorized Distributors/Dealers. Contractor is prohibited from authorizing additional distributors or dealers, other than those identified at the time of submitting their proposal, to sell under the Contract without notification and prior written approval from Region 4 ESC. Contractor must notify Region 4 ESC each time it wishes to add an authorized distributor or dealer. Purchase orders and payment can only be made to the Contractor unless otherwise approved by Region 4 ESC. Pricing provided to members by added distributors or dealers must also be less than or equal to the Contractor's pricing.

### 11) TERMINATION OF CONTRACT

- a) <u>Cancellation for Non-Performance or Contractor Deficiency</u>. Region 4 ESC may terminate the Contract if purchase volume is determined to be low volume in any 12-month period. Region 4 ESC reserves the right to cancel the whole or any part of this Contract due to failure by Contractor to carry out any obligation, term or condition of the contract. Region 4 ESC may issue a written deficiency notice to Contractor for acting or failing to act in any of the following:
  - i. Providing material that does not meet the specifications of the Contract;
  - ii. Providing work or material was not awarded under the Contract;
  - iii. Failing to adequately perform the services set forth in the scope of work and specifications;
  - iv. Failing to complete required work or furnish required materials within a reasonable amount of time;
  - v. Failing to make progress in performance of the Contract or giving Region 4 ESC reason to believe Contractor will not or cannot perform the requirements of the Contract; or
  - vi. Performing work or providing services under the Contract prior to receiving an authorized purchase order.

Upon receipt of a written deficiency notice, Contractor shall have ten (10) days to provide a satisfactory response to Region 4 ESC. Failure to adequately address all issues of concern may result in Contract cancellation. Upon cancellation under this paragraph, all goods, materials, work, documents, data and reports prepared by Contractor under the Contract shall immediately become the property of Region 4 ESC.

- b) Termination for Cause. If, for any reason, Contractor fails to fulfill its obligation in a timely manner, or Contractor violates any of the covenants, agreements, or stipulations of this Contract Region 4 ESC reserves the right to terminate the Contract immediately and pursue all other applicable remedies afforded by law. Such termination shall be effective by delivery of notice, to the Contractor, specifying the effective date of termination. In such event, all documents, data, studies, surveys, drawings, maps, models and reports prepared by Contractor will become the property of the Region 4 ESC. If such event does occur, Contractor will be entitled to receive just and equitable compensation for the satisfactory work completed on such documents.
- c) <u>Delivery/Service Failures</u>. Failure to deliver goods or services within the time specified, or within a reasonable time period as interpreted by the purchasing agent or failure to make replacements or corrections of rejected articles/services when so requested shall constitute grounds for the Contract to be terminated. In the event Region 4 ESC must purchase in an open market, Contractor agrees to reimburse Region 4 ESC, within a reasonable time period, for all expenses incurred.
- d) Force Majeure. If by reason of Force Majeure, either party hereto shall be rendered unable wholly or in part to carry out its obligations under this Agreement then such party shall give notice and full particulars of Force Majeure in writing to the other party within a reasonable time after occurrence of the event or cause relied upon, and the obligation of the party giving such notice, so far as it is affected by such Force Majeure, shall be suspended during the continuance of the inability then claimed, except as hereinafter provided, but for no longer period, and such party shall endeavor to remove or overcome such inability with all reasonable dispatch.
  - The term Force Majeure as employed herein, shall mean acts of God, strikes, lockouts, or other industrial disturbances, act of public enemy, orders of any kind of government of the United States or the State of Texas or any civil or military authority; insurrections; riots; epidemics; landslides; lighting; earthquake; fires; hurricanes; storms; floods; washouts; droughts; arrests; restraint of government and people; civil disturbances; explosions, breakage or accidents to machinery, pipelines or canals, or other causes not reasonably within the control of the party claiming such inability. It is understood and agreed that the settlement of strikes and lockouts shall be entirely within the discretion of the party having the difficulty, and that the above requirement that any Force Majeure shall be remedied with all reasonable dispatch shall not require the settlement of strikes and lockouts by acceding to the demands of the opposing party or parties when such settlement is unfavorable in the judgment of the party having the difficulty.
- e) <u>Standard Cancellation</u>. Region 4 ESC may cancel this Contract in whole or in part by providing written notice. The cancellation will take effect 30 business days after the other party receives the notice of cancellation. After the 30th business day all work will cease following completion of final purchase order.
- 12) <u>Licenses</u>. Contractor shall maintain in current status all federal, state and local licenses, bonds and permits required for the operation of the business conducted by Contractor. Contractor shall remain fully informed of and in compliance with all ordinances and regulations pertaining to the lawful provision of services under the Contract. Region 4 ESC reserves the right to stop work and/or cancel the Contract if Contractor's license(s) expire, lapse, are suspended or terminated.

- 13) <u>Survival Clause</u>. All applicable software license agreements, warranties or service agreements that are entered into between Contractor and Region 4 ESC under the terms and conditions of the Contract shall survive the expiration or termination of the Contract. All Purchase Orders issued and accepted by Contractor shall survive expiration or termination of the Contract.
- 14) <u>Delivery</u>. Conforming product shall be shipped within 7 days of receipt of Purchase Order. If delivery is not or cannot be made within this time period, the Contractor must receive authorization for the delayed delivery. The order may be canceled if the estimated shipping time is not acceptable. All deliveries shall be freight prepaid, F.O.B. Destination and shall be included in all pricing offered unless otherwise clearly stated in writing.
- 15) <u>Inspection & Acceptance</u>. If defective or incorrect material is delivered, Region 4 ESC may make the determination to return the material to the Contractor at no cost to Region 4 ESC. The Contractor agrees to pay all shipping costs for the return shipment. Contractor shall be responsible for arranging the return of the defective or incorrect material.
- 16) <u>Payments</u>. Payment shall be made after satisfactory performance, in accordance with all provisions thereof, and upon receipt of a properly completed invoice.
- 17) Price Adjustments. Should it become necessary or proper during the term of this Contract to make any change in design or any alterations that will increase price, Region 4 ESC must be notified immediately. Price increases must be approved by Region 4 ESC and no payment for additional materials or services, beyond the amount stipulated in the Contract shall be paid without prior approval. All price increases must be supported by manufacturer documentation, or a formal cost justification letter. Contractor must honor previous prices for thirty (30) days after approval and written notification from Region 4 ESC. It is the Contractor's responsibility to keep all pricing up to date and on file with Region 4 ESC. All price changes must be provided to Region 4 ESC, using the same format as was provided and accepted in the Contractor's proposal.

Price reductions may be offered at any time during Contract. Special, time-limited reductions are permissible under the following conditions: 1) reduction is available to all users equally; 2) reduction is for a specific period, normally not less than thirty (30) days; and 3) original price is not exceeded after the time-limit. Contractor shall offer Region 4 ESC any published price reduction during the Contract term.

18) Audit Rights. Contractor shall, at its sole expense, maintain appropriate due diligence of all purchases made by Region 4 ESC and any entity that utilizes this Contract. Region 4 ESC reserves the right to audit the accounting for a period of three (3) years from the time such purchases are made. This audit right shall survive termination of this Agreement for a period of one (1) year from the effective date of termination. Region 4 ESC shall have the authority to conduct random audits of Contractor's pricing at Region 4 ESC's sole cost and expense. Notwithstanding the foregoing, in the event that Region 4 ESC is made aware of any pricing being offered that is materially inconsistent with the pricing under this agreement, Region 4 ESC shall have the ability to conduct an extensive audit of Contractor's pricing at Contractor's sole cost and expense. Region 4 ESC may conduct the audit internally or may engage a third-party auditing firm. In the event of an audit, the requested materials shall be provided in the format and at the location designated by Region 4 ESC.

- 19) <u>Discontinued Products</u>. If a product or model is discontinued by the manufacturer, Contractor may substitute a new product or model if the replacement product meets or exceeds the specifications and performance of the discontinued model and if the discount is the same or greater than the discontinued model.
- 20) New Products/Services. New products and/or services that meet the scope of work may be added to the Contract. Pricing shall be equivalent to the percentage discount for other products. Contractor may replace or add product lines if the line is replacing or supplementing products, is equal or superior to the original products, is discounted similarly or greater than the original discount, and if the products meet the requirements of the Contract. No products and/or services may be added to avoid competitive procurement requirements. Region 4 ESC may require additions to be submitted with documentation from Members demonstrating an interest in, or a potential requirement for, the new product or service. Region 4 ESC may reject any additions without cause.
- 21) Options. Optional equipment for products under Contract may be added to the Contract at the time they become available under the following conditions: 1) the option is priced at a discount similar to other options; 2) the option is an enhancement to the unit that improves performance or reliability.
- 22) <u>Warranty Conditions</u>. All supplies, equipment and services shall include manufacturer's minimum standard warranty and one (1) year labor warranty unless otherwise agreed to in writing.
- 23) <u>Site Cleanup</u>. Contractor shall clean up and remove all debris and rubbish resulting from their work as required or directed. Upon completion of the work, the premises shall be left in good repair and an orderly, neat, clean, safe and unobstructed condition.
- 24) <u>Site Preparation.</u> Contractor shall not begin a project for which the site has not been prepared, unless Contractor does the preparation work at no cost, or until Region 4 ESC includes the cost of site preparation in a purchase order. Site preparation includes, but is not limited to: moving furniture, installing wiring for networks or power, and similar pre-installation requirements.
- 25) Registered Sex Offender Restrictions. For work to be performed at schools, Contractor agrees no employee or employee of a subcontractor who has been adjudicated to be a registered sex offender will perform work at any time when students are or are reasonably expected to be present. Contractor agrees a violation of this condition shall be considered a material breach and may result in the cancellation of the purchase order at Region 4 ESC's discretion. Contractor must identify any additional costs associated with compliance of this term. If no costs are specified, compliance with this term will be provided at no additional charge.
- 26) <u>Safety measures.</u> Contractor shall take all reasonable precautions for the safety of employees on the worksite and shall erect and properly maintain all necessary safeguards for protection of workers and the public. Contractor shall post warning signs against all hazards created by its operation and work in progress. Proper precautions shall be taken pursuant to state law and standard practices to protect workers, general public and existing structures from injury or damage.
- 27) <u>Smoking</u>. Persons working under the Contract shall adhere to local smoking policies. Smoking will only be permitted in posted areas or off premises.

- 28) Stored materials. Upon prior written agreement between the Contractor and Region 4 ESC, payment may be made for materials not incorporated in the work but delivered and suitably stored at the site or some other location, for installation at a later date. An inventory of the stored materials must be provided to Region 4 ESC prior to payment. Such materials must be stored and protected in a secure location and be insured for their full value by the Contractor against loss and damage. Contractor agrees to provide proof of coverage and additionally insured upon request. Additionally, if stored offsite, the materials must also be clearly identified as property of Region 4 ESC and be separated from other materials. Region 4 ESC must be allowed reasonable opportunity to inspect and take inventory of stored materials, on or offsite, as necessary. Until final acceptance by Region 4 ESC, it shall be the Contractor's responsibility to protect all materials and equipment. Contractor warrants and guarantees that title for all work, materials and equipment shall pass to Region 4 ESC upon final acceptance.
- 29) <u>Funding Out Clause.</u> A Contract for the acquisition, including lease, of real or personal property is a commitment of Region 4 ESC's current revenue only. Region 4 ESC retains the right to terminate the Contract at the expiration of each budget period during the term of the Contract and is conditioned on a best effort attempt by Region 4 ESC to obtain appropriate funds for payment of the contract.
- 30) Indemnity. Contractor shall protect, indemnify, and hold harmless both Region 4 ESC and its administrators, employees and agents against all claims, damages, losses and expenses arising out of or resulting from the actions of the Contractor, Contractor employees or subcontractors in the preparation of the solicitation and the later execution of the Contract. Any litigation involving either Region 4 ESC, its administrators and employees and agents will be in Harris County, Texas.
- 31) <u>Marketing</u>. Contractor agrees to allow Region 4 ESC to use their name and logo within website, marketing materials and advertisement. Any use of Region 4 ESC name and logo or any form of publicity, inclusive of press releases, regarding this Contract by Contractor must have prior approval from Region 4 ESC.
- 32) <u>Certificates of Insurance</u>. Certificates of insurance shall be delivered to the Region 4 ESC prior to commencement of work. The Contractor shall give Region 4 ESC a minimum of ten (10) days' notice prior to any modifications or cancellation of policies. The Contractor shall require all subcontractors performing any work to maintain coverage as specified.
- 33) <u>Legal Obligations</u>. It is Contractor's responsibility to be aware of and comply with all local, state, and federal laws governing the sale of products/services and shall comply with all laws while fulfilling the Contract. Applicable laws and regulation must be followed even if not specifically identified herein.

### **OFFER AND CONTRACT SIGNATURE FORM**

The undersigned hereby offers and, if awarded, agrees to furnish goods and/or services in strict compliance with the terms, specifications and conditions at the prices proposed within response unless noted in writing.

Company Name			
D: ( IN			
Tillo			
Authorized signature			
Accepted by Region 4 ESC:			
Contract No.	_		
		to	
Region 4 ESC Authorized Board Member			Date
Print Name			
Region 4 ESC Authorized Boa	ard Member		 Date
Print Name			

### Appendix B

### TERMS & CONDITIONS ACCEPTANCE FORM

Signature on the Offer and Contract Signature form certifies complete acceptance of the terms and conditions in this solicitation and draft Contract except as noted below with proposed substitute language (additional pages may be attached, if necessary). The provisions of the RFP cannot be modified without the express written approval of Region 4 ESC. If a proposal is returned with modifications to the draft Contract provisions that are not expressly approved in writing by Region 4 ESC, the Contract provisions contained in the RFP shall prevail.

# Check one of the following responses:

Offeror takes no exceptions to the terms and conditions of the RFP and draft Contract.
(Note: If none are listed below, it is understood that no exceptions/deviations are taken.)
Offeror takes the following exceptions to the RFP and draft Contract. All exceptions must be clearly explained, reference the corresponding term to which Offeror is taking exception and clearly state any proposed modified language, proposed additional terms to the RFP and draft Contract must be included:

(Note: Unacceptable exceptions may remove Offeror's proposal from consideration for award. Region 4 ESC shall be the sole judge on the acceptance of exceptions and modifications and the decision shall be final.)

Section/Page	Term, Condition, or Specification	Exception/Proposed Modification	Accepted (For Region 4 ESC's use)

### <u>Appendix C</u> <u>ADDITIONAL REQUIRED DOCUMENTS</u>

DOC #1	Acknowledgment and Acceptance of Region 4 ESC's Open Records Policy
DOC #2	Antitrust Certification Statements (Tex. Government Code § 2155.005)
DOC #3	Implementation of House Bill 1295 Certificate of Interested Parties (Form 1295)
DOC #4	Texas Government Code 2270 Verification Form

Date

# ACKNOWLEDGMENT AND ACCEPTANCE OF REGION 4 ESC's OPEN RECORDS POLICY

### **OPEN RECORDS POLICY**

All proposals, information and documents submitted are subject to the Public Information Act requirements governed by the State of Texas once a Contract(s) is executed. If an Offeror believes its response, or parts of its response, may be exempted from disclosure, the Offeror must specify page-by-page and line-by-line the parts of the response, which it believes, are exempt and include detailed reasons to substantiate the exemption. Price is not confidential and will not be withheld. Any unmarked information will be considered public information and released, if requested under the Public Information Act.

The determination of whether information is confidential and not subject to disclosure is the duty of the Office of Attorney General (OAG). Region 4 ESC must provide the OAG sufficient information to render an opinion and therefore, vague and general claims to confidentiality by the Offeror are not acceptable. Region 4 ESC must comply with the opinions of the OAG. Region 4 ESC assumes no responsibility for asserting legal arguments on behalf of any Offeror. Offeror is advised to consult with their legal counsel concerning disclosure issues resulting from this procurement process and to take precautions to safeguard trade secrets and other proprietary information.

Signature below certifies complete acceptance of Region 4 ESC's Open Records Policy, except as noted below (additional pages may be attached, if necessary).

Check one of the following responses to the Acknowledgment and Acceptance of Region 4 ESC's Open Records Policy below:

We acknowledge Region 4 ESC's Open Records Policy and declare that no information submitted with this proposal, or any part of our proposal, is exempt from disclosure under

	the Public Information Act.
	We declare the following information to be a trade secret or proprietary and exempt from disclosure under the Public Information Act.
believe exemp secret in stric	Offeror must specify page-by-page and line-by-line the parts of the response, which it es, are exempt. In addition, Offeror must include detailed reasons to substantiate the ption(s). Price is not confident and will not be withheld. All information believed to be a trade to or proprietary must be listed. It is further understood that failure to identify such information, accordance with the instructions, will result in that information being considered public nation and released, if requested under the Public Information Act.)

Authorized Signature & Title

# ANTITRUST CERTIFICATION STATEMENTS (Tex. Government Code § 2155.005)

Attorney General Form

I affirm under penalty of perjury of the laws of the State of Texas that:

- 1. I am duly authorized to execute this Contract on my own behalf or on behalf of the company, corporation, firm, partnership or individual (Company) listed below;
- 2. In connection with this proposal, neither I nor any representative of the Company has violated any provision of the Texas Free Enterprise and Antitrust Act, Tex. Bus. & Comm. Code Chapter 15;
- 3. In connection with this proposal, neither I nor any representative of the Company has violated any federal antitrust law; and
- 4. Neither I nor any representative of the Company has directly or indirectly communicated any of the contents of this proposal to a competitor of the Company or any other company, corporation, firm, partnership or individual engaged in the same line of business as the Company.

Company	Contact	
		Signature
		Printed Name
Address		Position with Company
	Official Authorizing Proposal	
		Signature
		Printed Name
Phone		
		Position with Company
Fax		

### Implementation of House Bill 1295

### **Certificate of Interested Parties (Form 1295):**

In 2015, the Texas Legislature adopted House Bill 1295, which added section 2252.908 of the Government Code. The law states that a governmental entity or state agency may not enter into certain contracts with a business entity unless the business entity submits a disclosure of interested parties to the governmental entity or state agency at the time the business entity submits the signed contract to the governmental entity or state agency. The law applies only to a contract of a governmental entity or state agency that either (1) requires an action or vote by the governing body of the entity or agency before the contract may be signed or (2) has a value of at least \$1 million. The disclosure requirement applies to a contract entered into on or after January 1, 2016.

The Texas Ethics Commission was required to adopt rules necessary to implement that law, prescribe the disclosure of interested parties form, and post a copy of the form on the commission's website. The commission adopted the Certificate of Interested Parties form (Form 1295) on October 5, 2015. The commission also adopted new rules (Chapter 46) on November 30, 2015, to implement the law. The commission does not have any additional authority to enforce or interpret House Bill 1295.

### Filing Process:

Staring on January 1, 2016, the commission will make available on its website a new filing application that must be used to file Form 1295. A business entity must use the application to enter the required information on Form 1295 and print a copy of the completed form, which will include a certification of filing that will contain a unique certification number. An authorized agent of the business entity must sign the printed copy of the form and have the form notarized. The completed Form 1295 with the certification of filing must be filed with the governmental body or state agency with which the business entity is entering into the contract.

The governmental entity or state agency must notify the commission, using the commission's filing application, of the receipt of the filed Form 1295 with the certification of filing not later than the 30th day after the date the contract binds all parties to the contract. The commission will post the completed Form 1295 to its website within seven business days after receiving notice from the governmental entity or state agency.

Information regarding how to use the filing application will be available on this site starting on January 1, 2016.

https://www.ethics.state.tx.us/whatsnew/elf\_info\_form1295.htm

Last Revision: February 16, 2016

### **Texas Government Code 2270 Verification Form**

House Bill 89 (85R Legislative Session), which adds Chapter 2270 to the Texas Government Code, provides that a governmental entity may not enter into a contract with a company without verification that the contracting vendor does not and will not boycott Israel during the term of the contract.

Furthermore, Senate Bill 252 (85R Legislative Session), which amends C Texas Government Code to add Subchapter F, prohibits contracting with a cobusiness with Iran, Sudan or a foreign terrorist organization identified on a Texas Comptroller.	ompany	/ engaged ir
I,, as representative of	an	authorized
engaged by	, а	contracto
Insert Name of Company		
Region 4 Education Service Center, 7145 West Tidwell Road, Houston, TX 7 writing that the above-named company affirms that it (1) does not boycott Israboycott Israel during the term of this contract, or any contract with the algovernmental entity in the future.	ael; an	d (2) will no
Also, our company is not listed on and we do not do business with compar Texas Comptroller of Public Accounts list of Designated Foreign Terrorists Cat <a href="https://comptroller.texas.gov/purchasing/docs/foreign-terrorist.pdf">https://comptroller.texas.gov/purchasing/docs/foreign-terrorist.pdf</a> .		
I further affirm that if our company's position on this issue is reversed and the longer valid, that the above-named Texas governmental entity will be notified (1) business day and we understand that our company's failure to affirm a requirements of Texas Government Code 2270 et seq. shall be grounds for termination without penalty to the above-named Texas governmental entity.	in writin nd com	ng within one oply with the
I swear and affirm that the above is true and correct.		
Signature of Named Authorized Company Representative		Date

Form Revised 10/27/201

### Appendix D



### **Requirements for National Cooperative Contract**

### To be Administered by

### **OMNIA Partners**

The following documents are used in evaluating and administering national cooperative contracts and are included for Supplier's review and response.

### OMNIA Partners Exhibit A – RESPONSE FOR NATIONAL COOPERATIVE CONTRACT

OMNIA Partners Exhibit B – ADMINISTRATION AGREEMENT, EXAMPLE

OMNIA Partners Exhibit C – MASTER INTERGOVERNMENTAL COOPERATIVE PURCHASING

AGREEMENT, EXAMPLE

OMNIA Partners Exhibit D – PRINCIPAL PROCUREMENT AGENCY CERTIFICATE, EXAMPLE

OMNIA Partners Exhibit E – CONTRACT SALES REPORTING TEMPLATE

OMNIA Partners Exhibit F – FEDERAL FUNDS CERTIFICATIONS

OMNIA Partners Exhibit G – NEW JERSEY BUSINESS COMPLIANCE

OMNIA Partners Exhibit H – ADVERTISING COMPLIANCE REQUIREMENT

#### **OMNIA PARTNERS EXHIBITS**

#### EXHIBIT A- RESPONSE FOR NATIONAL COOPERATIVE CONTRACT

### 1.0 Scope of National Cooperative Contract

Capitalized terms not otherwise defined herein shall have the meanings given to them in the Master Agreement or in the Administration Agreement between Supplier and OMNIA Partners.

### 1.1 Requirement

REGION 4 ESC (hereinafter defined and referred to as "Principal Procurement Agency"), on behalf of itself and the National Intergovernmental Purchasing Alliance Company, a Delaware corporation d/b/a OMNIA Partners Public Sector ("OMNIA Partners"), is requesting proposals for Educational School Supplies. The intent of this Request for Proposal is any contract between Principal Procurement Agency and Supplier resulting from this Request for Proposal ("Master Agreement") be made available to other public agencies nationally, including state and local governmental entities, public and private primary, secondary and higher education entities, nonprofit entities, and agencies for the public benefit ("Public Agencies"), through OMNIA Partners' cooperative purchasing program. The Principal Procurement Agency has executed a Principal Procurement Agency Certificate with OMNIA Partners, an example of which is included as Exhibit D, and has agreed to pursue the Master Agreement. Use of the Master Agreement by any Public Agency is preceded by their registration with OMNIA Partners as a Participating Public Agency in OMNIA Partners' cooperative purchasing program. Registration with OMNIA Partners as a Participating Public Agency is accomplished by Public Agencies entering into a Master Intergovernmental Cooperative Purchasing Agreement, an example of which is attached as Exhibit C. The terms and pricing established in the resulting Master Agreement between the Supplier and the Principal Procurement Agency will be the same as that available to Participating Public Agencies through OMNIA Partners.

All transactions, purchase orders, invoices, payments etc., will occur directly between the Supplier and each Participating Public Agency individually, and neither OMNIA Partners, any Principal Procurement Agency nor any Participating Public Agency, including their respective agents, directors, employees or representatives, shall be liable to Supplier for any acts, liabilities, damages, etc., incurred by any other Participating Public Agency. Supplier is responsible for knowing the tax laws in each state.

This Exhibit A defines the expectations for qualifying Suppliers based on OMNIA Partners' requirements to market the resulting Master Agreement nationally to Public Agencies. Each section in this Exhibit A refers to the capabilities, requirements, obligations, and prohibitions of competing Suppliers on a national level in order to serve Participating Public Agencies through OMNIA Partners.

These requirements are incorporated into and are considered an integral part of this RFP. OMNIA Partners reserves the right to determine whether or not to make the Master Agreement awarded by the Principal Procurement Agency available to Participating Public Agencies, in its sole and absolute discretion, and any party submitting a response to this RFP acknowledges that any award by the Principal

Procurement Agency does not obligate OMNIA Partners to make the Master Agreement available to Participating Procurement Agencies.

### 1.2 Marketing, Sales and Administrative Support

During the term of the Master Agreement OMNIA Partners intends to provide marketing, sales and administrative support for Supplier pursuant to this section that directly promotes the Supplier's products and services to Participating Public Agencies through multiple channels, each designed to promote specific products and services to Public Agencies on a national basis.

The OMNIA Partners marketing team will work in conjunction with Supplier to promote the Master Agreement to both existing Participating Public Agencies and prospective Public Agencies through channels that may include:

- A. Marketing collateral (print, electronic, email, presentations)
- B. Website
- C. Trade shows/conferences/meetings
- D. Advertising
- E. Social Media

The OMNIA Partners sales teams will work in conjunction with Supplier to promote the Master Agreement to both existing Participating Public Agencies and prospective Public Agencies through initiatives that may include:

- A. Individual sales calls
- B. Joint sales calls
- C. Communications/customer service
- D. Training sessions for Public Agency teams
- E. Training sessions for Supplier teams

The OMNIA Partners contracting teams may work in conjunction with Supplier to promote the Master Agreement to both existing Participating Public Agencies and prospective Public Agencies through:

- A. Serving as the subject matter expert for questions regarding joint powers authority and state statutes and regulations for cooperative purchasing
- B. Training sessions for Public Agency teams
- C. Training sessions for Supplier teams
- D. Regular business reviews to monitor program success
- E. General contract administration

Suppliers are required to pay an administrative fee of 3% of the greater of the Contract Sales under the Master Agreement and Guaranteed Contract Sales under this Request for Proposal. Supplier will be required to execute the OMNIA Partners Administration Agreement (Exhibit B).

#### 1.3 Estimated Volume

The dollar volume purchased under the Master Agreement is estimated to be approximately \$75M annually. While no minimum volume is guaranteed to Supplier, the estimated annual volume is projected based on the current annual volumes among the Principal Procurement Agency, other Participating Public Agencies that are anticipated to utilize the resulting Master Agreement to be made available to them through OMNIA Partners, and volume growth into other Public Agencies through a coordinated marketing approach between Supplier and OMNIA Partners.

#### 1.4 Award Basis

The basis of any contract award resulting from this RFP made by Principal Procurement Agency will, at OMNIA Partners option, be the basis of award on a national level through OMNIA Partners. If multiple Suppliers are awarded by Principal Procurement Agency under the Master Agreement, those same Suppliers will be required to extend the Master Agreement to Participating Public Agencies through OMNIA Partners. Utilization of the Master Agreement by Participating Public Agencies will be at the discretion of the individual Participating Public Agency. Certain terms of the Master Agreement specifically applicable to the Principal Procurement Agency are subject to modification for each Participating Public Agency as Supplier, such Participating Public Agency and OMNIA Partners shall agree. Participating Agencies may request to enter into a separate supplemental agreement to further define the level of service requirements over and above the minimum defined in the Master Agreement (i.e. invoice requirements, order requirements, specialized delivery, diversity requirements such as minority and woman owned businesses, historically underutilized business, governing law, etc.). It shall be the responsibility of the Supplier to comply, when applicable, with the prevailing wage legislation in effect in the jurisdiction of the Participating Agency. It shall further be the responsibility of the Supplier to monitor the prevailing wage rates as established by the appropriate department of labor for any increase in rates during the term of this contract and adjust wage rates accordingly. Any supplemental agreement developed as a result of the Master Agreement is exclusively between the Participating Agency and the Supplier (Contract Sales are reported to OMNIA Partners).

### 1.5 Objectives of Cooperative Program

This RFP is intended to achieve the following objectives regarding availability through OMNIA Partners' cooperative program:

- A. Provide a comprehensive competitively solicited and awarded national agreement offering the Products covered by this solicitation to Participating Public Agencies;
- B. Establish the Master Agreement as the Supplier's primary go to market strategy to Public Agencies nationwide;
- C. Achieve cost savings for Supplier and Public Agencies through a single solicitation process that will reduce the Supplier's need to respond to multiple solicitations and Public Agencies need to conduct their own solicitation process;
- D. Combine the aggregate purchasing volumes of Participating Public Agencies to achieve cost effective pricing.

### 2.0 Representations and Covenants

As a condition to Supplier entering into the Master Agreement, which would be available to all Public Agencies, Supplier must make certain representations, warranties and covenants to both the Principal Procurement Agency and OMNIA Partners designed to ensure the success of the Master Agreement for all Participating Public Agencies as well as the Supplier.

### 2.1 Corporate Commitment

Supplier commits that (1) the Master Agreement has received all necessary corporate authorizations and support of the Supplier's executive management, (2) the Master Agreement is Supplier's primary "go to market" strategy for Public Agencies, (3) the Master Agreement will be promoted to all Public Agencies, including any existing customers, and Supplier will transition existing customers, upon their request, to the Master Agreement, and (4) that the Supplier has read and agrees to the terms and conditions of the Administration Agreement with OMNIA Partners and will execute such agreement concurrent with and as a condition of its execution of the Master Agreement with the Principal Procurement Agency. Supplier will identify an executive corporate sponsor and a separate national account manager within the RFP response that will be responsible for the overall management of the Master Agreement.

### 2.2 Pricing Commitment

Supplier commits the not-to-exceed pricing provided under the Master Agreement pricing is its lowest available (net to buyer) to Public Agencies nationwide and further commits that if a Participating Public Agency is eligible for lower pricing through a national, state, regional or local or cooperative contract, the Supplier will match such lower pricing to that Participating Public Agency under the Master Agreement.

### 2.3 Sales Commitment

Supplier commits to aggressively market the Master Agreement as its go to market strategy in this defined sector and that its sales force will be trained, engaged and committed to offering the Master Agreement to Public Agencies through OMNIA Partners nationwide. Supplier commits that all Master Agreement sales will be accurately and timely reported to OMNIA Partners in accordance with the OMNIA Partners Administration Agreement. Supplier also commits its sales force will be compensated, including sales incentives, for sales to Public Agencies under the Master Agreement in a consistent or better manner compared to sales to Public Agencies if the Supplier were not awarded the Master Agreement.

### 3.0 SUPPLIER RESPONSE

Supplier must supply the following information in order for the Principal Procurement Agency to determine Supplier's qualifications to extend the resulting Master Agreement to Participating Public Agencies through OMNIA Partners.

### 3.1 Company

- A. Brief history and description of Supplier.
- B. Total number and location of sales persons employed by Supplier.
- C. Number and location of support centers (if applicable) and location of corporate office.

#### OMNIA PARTNERS EXHIBITS

#### **EXHIBIT A- RESPONSE FOR NATIONAL COOPERATIVE CONTRACT**

- D. Annual sales for the three previous fiscal years.
- E. Submit FEIN and Dunn & Bradstreet report.
- F. Describe any green or environmental initiatives or policies.
- G. Describe any diversity programs or partners supplier does business with and how Participating Agencies may use diverse partners through the Master Agreement. Indicate how, if at all, pricing changes when using the diversity program.
- H. Describe any historically underutilized business certifications supplier holds and the certifying agency. This may include business enterprises such as minority and women owned, small or disadvantaged, disable veterans, etc.
- I. Describe how supplier differentiates itself from its competitors.
- J. Describe any present or past litigation, bankruptcy or reorganization involving supplier.
- K. Felony Conviction Notice: Indicate if the supplier
  - a. is a publicly held corporation and this reporting requirement is not applicable;
  - is not owned or operated by anyone who has been convicted of a felony;
     or
  - c. is owned or operated by and individual(s) who has been convicted of a felony and provide the names and convictions.
- L. Describe any debarment or suspension actions taken against supplier

### 3.2 Distribution, Logistics

- A. Describe the full line of products and services offered by supplier.
- B. Describe how supplier proposes to distribute the products/service nationwide. Include any states where products and services will not be offered under the Master Agreement, including U.S. Territories and Outlying Areas.
- C. Identify all other companies that will be involved in processing, handling or shipping the products/service to the end user.
- D. Provide the number, size and location of Supplier's distribution facilities, warehouses and retail network as applicable.

### 3.3 Marketing and Sales

- A. Provide a detailed ninety-day plan beginning from award date of the Master Agreement describing the strategy to immediately implement the Master Agreement as supplier's primary go to market strategy for Public Agencies to supplier's teams nationwide, to include, but not limited to:
  - i. Executive leadership endorsement and sponsorship of the award as the public sector go-to-market strategy within first 10 days
  - ii. Training and education of Supplier's national sales force with participation from the Supplier's executive leadership, along with the OMNIA Partners team within first 90 days
- B. Provide a detailed ninety-day plan beginning from award date of the Master Agreement describing the strategy to market the Master Agreement to current Participating Public Agencies, existing Public Agency customers of Supplier, as well as to prospective Public Agencies nationwide immediately upon award, to include, but not limited to:
  - i. Creation and distribution of a co-branded press release to trade publications
  - ii. Announcement, contract details and contact information published on the Supplier's website within first 90 days.

- iii. Design, publication and distribution of co-branded marketing materials within first 90 days
- iv. Commitment to attendance and participation with OMNIA Partners at national (i.e. NIGP Annual Forum, NPI Conference, etc.), regional (i.e. Regional NIGP Chapter Meetings, Regional Cooperative Summits, etc.) and supplier-specific trade shows, conferences and meetings throughout the term of the Master Agreement
- v. Commitment to attend, exhibit and participate at the NIGP Annual Forum in an area reserved by OMNIA Partners for partner suppliers. Booth space will be purchased and staffed by Supplier. In addition, Supplier commits to provide reasonable assistance to the overall promotion and marketing efforts for the NIGP Annual Forum, as directed by OMNIA Partners.
- vi. Design and publication of national and regional advertising in trade publications throughout the term of the Master Agreement
- vii. Ongoing marketing and promotion of the Master Agreement throughout its term (case studies, collateral pieces, presentations, promotions, etc.)
- viii. Dedicated OMNIA Partners internet web-based homepage on Supplier's website with:
  - OMNIA Partners standard logo;
  - Copy of original Request for Proposal;
  - Copy of contract and amendments between Principal Procurement Agency and Supplier;
  - Summary of Products and pricing;
  - Marketing Materials
  - Electronic link to OMNIA Partners' website including the online registration page;
  - A dedicated toll-free number and email address for OMNIA Partners
- C. Describe how Supplier will transition any existing Public Agency customers' accounts to the Master Agreement available nationally through OMNIA Partners. Include a list of current cooperative contracts (regional and national) Supplier holds and describe how the Master Agreement will be positioned among the other cooperative agreements.
- D. Acknowledge Supplier agrees to provide its logo(s) to OMNIA Partners and agrees to provide permission for reproduction of such logo in marketing communications and promotions. Acknowledge that use of OMNIA Partners logo will require permission for reproduction, as well.
- E. Confirm Supplier will be proactive in direct sales of Supplier's goods and services to Public Agencies nationwide and the timely follow up to leads established by OMNIA Partners. All sales materials are to use the OMNIA Partners logo. At a minimum, the Supplier's sales initiatives should communicate:
  - i. Master Agreement was competitively solicited and publicly awarded by a Principal Procurement Agency
  - ii. Best government pricing
  - iii. No cost to participate
  - iv. Non-exclusive contract

- F. Confirm Supplier will train its national sales force on the Master Agreement. At a minimum, sales training should include:
  - i. Key features of Master Agreement
  - ii. Working knowledge of the solicitation process
  - iii. Awareness of the range of Public Agencies that can utilize the Master Agreement through OMNIA Partners
  - iv. Knowledge of benefits of the use of cooperative contracts
- G. Provide the name, title, email and phone number for the person(s), who will be responsible for:
  - i. Executive Support
  - ii. Marketing
  - iii. Sales
  - iv. Sales Support
  - v. Financial Reporting
  - vi. Accounts Payable
  - vii. Contracts
- H. Describe in detail how Supplier's national sales force is structured, including contact information for the highest-level executive in charge of the sales team.
- I. Explain in detail how the sales teams will work with the OMNIA Partners team to implement, grow and service the national program.
- J. Explain in detail how Supplier will manage the overall national program throughout the term of the Master Agreement, including ongoing coordination of marketing and sales efforts, timely new Participating Public Agency account set-up, timely contract administration, etc.
- K. State the amount of Supplier's Public Agency sales for the previous fiscal year. Provide a list of Supplier's top 10 Public Agency customers, the total purchases for each for the previous fiscal year along with a key contact for each.
- L. Describe Supplier's information systems capabilities and limitations regarding order management through receipt of payment, including description of multiple platforms that may be used for any of these functions.
- M. Provide the Contract Sales (as defined in Section 10 of the OMNIA Partners Administration Agreement) that Supplier will guarantee each year under the Master Agreement for the initial three years of the Master Agreement ("Guaranteed Contract Sales").

\$ 00 in year one
\$ 00 in year two
\$ 00 in year three

To the extent Supplier guarantees minimum Contract Sales, the administration fee shall be calculated based on the greater of the actual Contract Sales and the Guaranteed Contract Sales.

N. Even though it is anticipated many Public Agencies will be able to utilize the Master Agreement without further formal solicitation, there may be circumstances

where Public Agencies will issue their own solicitations. The following options are available when responding to a solicitation for Products covered under the Master Agreement.

- i. Respond with Master Agreement pricing (Contract Sales reported to OMNIA Partners).
- ii. If competitive conditions require pricing lower than the standard Master Agreement not-to-exceed pricing, Supplier may respond with lower pricing through the Master Agreement. If Supplier is awarded the contract, the sales are reported as Contract Sales to OMNIA Partners under the Master Agreement.
- iii. Respond with pricing higher than Master Agreement only in the unlikely event that the Public Agency refuses to utilize Master Agreement (Contract Sales are not reported to OMNIA Partners).
- iv. If alternative or multiple proposals are permitted, respond with pricing higher than Master Agreement, and include Master Agreement as the alternate or additional proposal.

Detail Supplier's strategies under these options when responding to a solicitation.

## OMNIA PARTNERS EXHIBITS EXHIBIT B- ADMINISTRATION AGREEMENT, EXAMPLE



### **ADMINISTRATION AGREEMENT**

THIS ADMINISTRATION AGREEMENT (this "Agreement") is made this day of 20, between National Intergovernmental Purchasing Alliance Company, a Delawar corporation d/b/a OMNIA Partners Public Sector ("OMNIA Partners"), and ("Supplier").	re
RECITALS	
WHEREAS, the (the "Principal Procurement Agency") has entered into a Master Agreement dated, Agreement No, by and between the Principal Procurement Agency and Supplier, (as may be amended from time to time is accordance with the terms thereof, the "Master Agreement"), as attached hereto as <a href="Exhibit A">Exhibit A</a> and incorporated herein by reference as though fully set forth herein, for the purchase of the "Product");	nd
WHEREAS, said Master Agreement provides that any or all public agencies, including state and local governmental entities, public and private primary, secondary and higher education entities, non-profit entities, and agencies for the public benefit (collectively, "Public Agencies" that register (either via registration on the OMNIA Partners website or execution of a Master Intergovernmental Cooperative Purchasing Agreement, attached hereto as <a href="Exhibit B">Exhibit B</a> ) (each hereinafter referred to as a "Participating Public Agency") may purchase Product at prices state in the Master Agreement;	on '), er h,
WHEREAS, Participating Public Agencies may access the Master Agreement which offered through OMNIA Partners to Public Agencies;	is
<b>WHEREAS</b> , OMNIA Partners serves as the contract administrator of the Master Agreement on behalf of Principal Procurement Agency;	nt

**NOW, THEREFORE**, in consideration of the payments to be made hereunder and the mutual covenants contained in this Agreement, OMNIA Partners and Supplier hereby agree as follows:

and conditions governing the relationship between OMNIA Partners and Supplier.

WHEREAS, Principal Procurement Agency desires OMNIA Partners to proceed with

WHEREAS, OMNIA Partners and Supplier desire to enter into this Agreement to make available the Master Agreement to Participating Public Agencies and to set forth certain terms

administration of the Master Agreement; and

#### **DEFINITIONS**

1. Capitalized terms used in this Agreement and not otherwise defined herein shall have the meanings given to them in the Master Agreement.

### **TERMS AND CONDITIONS**

- 2. The Master Agreement and the terms and conditions contained therein shall apply to this Agreement except as expressly changed or modified by this Agreement. Supplier acknowledges and agrees that the covenants and agreements of Supplier set forth in the solicitation and Supplier's response thereto resulting in the Master Agreement are incorporated herein and are an integral part hereof.
- 3. OMNIA Partners shall be afforded all of the rights, privileges and indemnifications afforded to Principal Procurement Agency by or from Supplier under the Master Agreement, and such rights, privileges and indemnifications shall accrue and apply with equal effect to OMNIA Partners, its agents, employees, directors, and representatives under this Agreement including, but not limited to, Supplier's obligation to obtain appropriate insurance.
- 4. OMNIA Partners shall perform all of its duties, responsibilities and obligations as contract administrator of the Master Agreement on behalf of Principal Procurement Agency as set forth herein, and Supplier hereby acknowledges and agrees that all duties, responsibilities and obligations will be undertaken by OMNIA Partners solely in its capacity as the contract administrator under the Master Agreement.
- 5. With respect to any purchases by Principal Procurement Agency or any Participating Public Agency pursuant to the Master Agreement, OMNIA Partners shall not be: (i) construed as a dealer, re-marketer, representative, partner or agent of any type of the Supplier, Principal Procurement Agency or any Participating Public Agency; (ii) obligated, liable or responsible for any order for Product made by Principal Procurement Agency or any Participating Public Agency or any employee thereof under the Master Agreement or for any payment required to be made with respect to such order for Product; and (iii) obligated, liable or responsible for any failure by Principal Procurement Agency or any Participating Public Agency to comply with procedures or requirements of applicable law or the Master Agreement or to obtain the due authorization and approval necessary to purchase under the Master Agreement. OMNIA Partners makes no representation or guaranty with respect to any minimum purchases by Principal Procurement Agency or any Participating Public Agency or any employee thereof under this Agreement or the Master Agreement.
- 6. OMNIA Partners shall not be responsible for Supplier's performance under the Master Agreement, and Supplier shall hold OMNIA Partners harmless from any liability that may arise from the acts or omissions of Supplier in connection with the Master Agreement.
- 7. WITHOUT LIMITING THE GENERALITY OF THE FOREGOING, OMNIA PARTNERS EXPRESSLY DISCLAIMS ALL EXPRESS OR IMPLIED REPRESENTATIONS AND WARRANTIES REGARDING OMNIA PARTNERS' PERFORMANCE AS A CONTRACT ADMINISTRATOR OF THE MASTER AGREEMENT. OMNIA PARTNERS SHALL NOT BE LIABLE IN ANY WAY FOR ANY SPECIAL, INCIDENTAL, INDIRECT, CONSEQUENTIAL, EXEMPLARY, PUNITIVE, OR RELIANCE DAMAGES, EVEN IF OMNIA PARTNERS IS ADVISED OF THE POSSIBILITY OF SUCH DAMAGES.

### **TERM OF AGREEMENT; TERMINATION**

- 8. This Agreement shall be in effect so long as the Master Agreement remains in effect, provided, however, that the provisions of Sections 3-8 and 12-23, hereof and the indemnifications afforded by the Supplier to OMNIA Partners in the Master Agreement, to the extent such provisions survive any expiration or termination of the Master Agreement, shall survive the expiration or termination of this Agreement.
- 9. Supplier's failure to maintain its covenants and commitments contained in this Agreement or any action of the Supplier which gives rise to a right by Principal Procurement Agency to terminate the Master Agreement shall constitute a material breach of this Agreement. If such breach is not cured within thirty (30) days of written notice to Supplier, in addition to any and all remedies available at law or equity, OMNIA Partners shall have the right to terminate this Agreement, at OMNIA Partners' sole discretion. Notwithstanding anything contained herein to the contrary, this Agreement shall terminate on the date of the termination or expiration of the Master Agreement.

### NATIONAL PROMOTION

- OMNIA Partners and Supplier shall publicize and promote the availability of the 10. Master Agreement's products and services to Public Agencies and such agencies' employees. Supplier shall require each Public Agency to register its participation in the OMNIA Partners program either registering on the OMNIA Partners by website (www.omniapartners.com/publicsector), or executing a Master Intergovernmental Cooperative Purchasing Agreement prior to processing the Participating Public Agency's first sales order. Upon request, Supplier shall make available to interested Public Agencies a copy of the Master Agreement and such price lists or guotes as may be necessary for such Public Agencies to evaluate potential purchases.
- Supplier shall provide such marketing and administrative support as set forth in the 11. solicitation resulting in the Master Agreement, including assisting in development of marketing materials as reasonably requested by Principal Procurement Agency and OMNIA Partners. Supplier shall be responsible for obtaining permission or license of use and payment of any license fees for all content and images Supplier provides to OMNIA Partners or posts on the OMNIA Partners website. Supplier shall indemnify, defend and hold harmless OMNIA Partners for use of all such content and images including copyright infringement claims. Supplier and OMNIA Partners each hereby grant to the other party a limited, revocable, non-transferable, nonsublicensable right to use such party's logo (each, the "Logo") solely for use in marketing the Master Agreement. Each party shall provide the other party with the standard terms of use of such party's Logo, and such party shall comply with such terms in all material respects. Both parties shall obtain approval from the other party prior to use of such party's Logo. Notwithstanding the foregoing, the parties understand and agree that except as provided herein neither party shall have any right, title or interest in the other party's Logo. Upon termination of this Agreement, each party shall immediately cease use of the other party's Logo.

### **ADMINISTRATIVE FEE, REPORTING & PAYMENT**

12. An "Administrative Fee" shall be defined and due to OMNIA Partners from Supplier in the amount of \_\_ percent (\_\_%) ("Administrative Fee Percentage") multiplied by the total purchase amount paid to Supplier, less refunds, credits on returns, rebates and discounts, for the sale of products and/or services to Principal Procurement Agency and Participating Public Agencies pursuant to the Master Agreement (as amended from time to time and including any renewal thereof) ("Contract Sales"). From time to time the parties may mutually agree in writing

to a lower Administrative Fee Percentage for a specifically identified Participating Public Agency's Contract Sales.

- 13. Supplier shall provide OMNIA Partners with an electronic accounting report monthly, in the format prescribed by OMNIA Partners, summarizing all Contract Sales for each calendar month. The Contract Sales reporting format is provided as <a href="Exhibit C">Exhibit C</a> ("Contract Sales Report"), attached hereto and incorporated herein by reference. Contract Sales Reports for each calendar month shall be provided by Supplier to OMNIA Partners by the 10<sup>th</sup> day of the following month. Failure to provide a Contract Sales Report within the time and manner specified herein shall constitute a material breach of this Agreement and if not cured within thirty (30) days of written notice to Supplier shall be deemed a cause for termination of the Master Agreement, at Principal Procurement Agency's sole discretion, and/or this Agreement, at OMNIA Partners' sole discretion.
- 14. Administrative Fee payments are to be paid by Supplier to OMNIA Partners at the frequency and on the due date stated in Section 13, above, for Supplier's submission of corresponding Contract Sales Reports. Administrative Fee payments are to be made via Automated Clearing House (ACH) to the OMNIA Partners designated financial institution identified in <a href="Exhibit D">Exhibit D</a>. Failure to provide a payment of the Administrative Fee within the time and manner specified herein shall constitute a material breach of this Agreement and if not cured within thirty (30) days of written notice to Supplier shall be deemed a cause for termination of the Master Agreement, at Principal Procurement Agency's sole discretion, and/or this Agreement, at OMNIA Partners' sole discretion. All Administrative Fees not paid when due shall bear interest at a rate equal to the lesser of one and one-half percent (1 1/2%) per month or the maximum rate permitted by law until paid in full.
- 15. Supplier shall maintain an accounting of all purchases made by Participating Public Agencies under the Master Agreement. OMNIA Partners, or its designee, in OMNIA Partners' sole discretion, reserves the right to compare Participating Public Agency records with Contract Sales Reports submitted by Supplier for a period of four (4) years from the date OMNIA Partners receives such report. In addition, OMNIA Partners may engage a third party to conduct an independent audit of Supplier's monthly reports. In the event of such an audit, Supplier shall provide all materials reasonably requested relating to such audit by OMNIA Partners at the location designated by OMNIA Partners. In the event an underreporting of Contract Sales and a resulting underpayment of Administrative Fees is revealed, OMNIA Partners will notify the Supplier in writing. Supplier will have thirty (30) days from the date of such notice to resolve the discrepancy to OMNIA Partners' reasonable satisfaction, including payment of any Administrative Fees due and owing, together with interest thereon in accordance with Section 13, and reimbursement of OMNIA Partners' costs and expenses related to such audit.

### **GENERAL PROVISIONS**

- 16. This Agreement, the Master Agreement and the exhibits referenced herein supersede any and all other agreements, either oral or in writing, between the parties hereto with respect to the subject matter hereto and no other agreement, statement, or promise relating to the subject matter of this Agreement which is not contained or incorporated herein shall be valid or binding. In the event of any conflict between the provisions of this Agreement and the Master Agreement, as between OMNIA Partners and Supplier, the provisions of this Agreement shall prevail.
- 17. If any action at law or in equity is brought to enforce or interpret the provisions of this Agreement or to recover any Administrative Fee and accrued interest, the prevailing party shall be entitled to reasonable attorney's fees and costs in addition to any other relief to which it may be entitled.

- 18. This Agreement and OMNIA Partners' rights and obligations hereunder may be assigned at OMNIA Partners' sole discretion to an affiliate of OMNIA Partners, any purchaser of any or all or substantially all of the assets of OMNIA Partners, or the successor entity as a result of a merger, reorganization, consolidation, conversion or change of control, whether by operation of law or otherwise. Supplier may not assign its obligations hereunder without the prior written consent of OMNIA Partners.
- 19. All written communications given hereunder shall be delivered by first-class mail, postage prepaid, or overnight delivery on receipt to the addresses as set forth below.

### A. OMNIA Partners:

OMNIA Partners Attn: President 840 Crescent Centre Drive Suite 600 Franklin, TN 37067

### B. Supplier:


- 20. If any provision of this Agreement shall be deemed to be, or shall in fact be, illegal, inoperative or unenforceable, the same shall not affect any other provision or provisions herein contained or render the same invalid, inoperative or unenforceable to any extent whatever, and this Agreement will be construed by limiting or invalidating such provision to the minimum extent necessary to make such provision valid, legal and enforceable.
- 21. This Agreement may not be amended, changed, modified, or altered without the prior written consent of the parties hereto, and no provision of this Agreement may be discharged or waived, except by a writing signed by the parties. A waiver of any particular provision will not be deemed a waiver of any other provision, nor will a waiver given on one occasion be deemed to apply to any other occasion.
- 22. This Agreement shall inure to the benefit of and shall be binding upon OMNIA Partners, the Supplier and any respective successor and assign thereto; subject, however, to the limitations contained herein.
- 23. This Agreement will be construed under and governed by the laws of the State of Delaware, excluding its conflicts of law provisions and any action arising out of or related to this Agreement shall be commenced solely and exclusively in the state or federal courts in Williamson County Tennessee.
- 24. This Agreement may be executed in counterparts, each of which is an original but all of which, together, shall constitute but one and the same instrument. The exchange of copies of this Agreement and of signature pages by facsimile, or by .pdf or similar electronic transmission, will constitute effective execution and delivery of this Agreement as to the parties and may be used in lieu of the original Agreement for all purposes. Signatures of the parties transmitted by facsimile, or by .pdf or similar electronic transmission, will be deemed to be their original signatures for any purpose whatsoever.

Signature	<del></del>	Signature
		Sarah Vavra
Name		Name
		Sr. Vice President, Public Sector Contracting
Title		Title
Date		Date

NATIONAL INTERGOVERNMENTAL PURCHASING ALLIANCE COMPANY d/b/a OMNIA Partners Public Sector

[INSERT SUPPLIER ENTITY NAME]

# OMNIA PARTNERS EXHIBITS EXHIBIT C – MASTER INTERGOVERNMENTAL COOPERATIVE PURCHASING AGREEMENT, EXAMPLE

### MASTER INTERGOVERNMENTAL COOPERATIVE PURCHASING AGREEMENT

This Master Intergovernmental Cooperative Purchasing Agreement (this "Agreement") is entered into by and between those certain government agencies that execute a Principal Procurement Agency Certificate ("Principal Procurement Agencies") with National Intergovernmental Purchasing Alliance Company, a Delaware corporation d/b/a OMNIA Partners Public Sector ("OMNIA" **Partners**") to be appended and made a part hereof and such other public agencies ("Participating **Public Agencies**") who register to participate in the cooperative purchasing programs administered by OMNIA Partners and its affiliates and subsidiaries (collectively, the "OMNIA Partners Parties") either registering **Partners** Party website (such bv OMNIA www.omniapartners.com/publicsector or www.nationalipa.org or any successor website), or by executing a copy of this Agreement.

### RECITALS

WHEREAS, after a competitive solicitation and selection process by Principal Procurement Agencies, in compliance with their own policies, procedures, rules and regulations, a number of suppliers have entered into "Master Agreements" (herein so called) to provide a variety of goods, products and services ("Products") to the applicable Principal Procurement Agency and the Participating Public Agencies;

WHEREAS, Master Agreements are made available by Principal Procurement Agencies through the OMNIA Partners Parties and provide that Participating Public Agencies may purchase Products on the same terms, conditions and pricing as the Principal Procurement Agency, subject to any applicable federal and/or local purchasing ordinances and the laws of the State of purchase; and

**WHEREAS**, in addition to Master Agreements, the OMNIA Partners Parties may from time to time offer Participating Public Agencies the opportunity to acquire Products through other group purchasing agreements.

**NOW, THEREFORE**, in consideration of the mutual promises contained in this Agreement, and of the mutual benefits to result, the parties hereby agree as follows:

- 1. Each party will facilitate the cooperative procurement of Products.
- 2. The Participating Public Agencies shall procure Products in accordance with and subject to the relevant federal, state and local statutes, ordinances, rules and regulations that govern Participating Public Agency's procurement practices. The Participating Public Agencies hereby acknowledge and agree that it is the intent of the parties that all provisions of this Agreement and that Principal Procurement Agencies' participation in the program described herein comply with all applicable laws, including but not limited to the requirements of 42 C.F.R. § 1001.952(h), as may be amended from time to time. The Participating Public Agencies further acknowledge and agree that they are solely responsible for their compliance with all applicable "safe harbor" regulations, including but not limited to any and all obligations to fully and accurately report discounts and

incentives.

- 3. The Participating Public Agency represents and warrants that the Participating Public Agency is not a hospital or other healthcare provider and is not purchasing Products on behalf of a hospital or healthcare provider.
- 4. The cooperative use of Master Agreements shall be in accordance with the terms and conditions of the Master Agreements, except as modification of those terms and conditions is otherwise required by applicable federal, state or local law, policies or procedures.
- 5. The Principal Procurement Agencies will make available, upon reasonable request, Master Agreement information which may assist in improving the procurement of Products by the Participating Public Agencies.
- 6. The Participating Public Agency agrees the OMNIA Partners Parties may provide access to group purchasing organization ("GPO") agreements directly or indirectly by enrolling the Participating Public Agency in another GPO's purchasing program, including but not limited to Vizient Source, LLC, Provista, Inc. and other OMNIA Partners affiliates and subsidiaries; provided the purchase of Products through a OMNIA Partners Party or any other GPO shall be at the Participating Public Agency's sole discretion.
- 7. The Participating Public Agencies (each a "<u>Procuring Party</u>") that procure Products through any Master Agreement or GPO Product supply agreement (each a "<u>GPO Contract</u>") will make timely payments to the distributor, manufacturer or other vendor (collectively, "<u>Supplier</u>") for Products received in accordance with the terms and conditions of the Master Agreement or GPO Contract, as applicable. Payment for Products and inspections and acceptance of Products ordered by the Procuring Party shall be the exclusive obligation of such Procuring Party. Disputes between Procuring Party and any Supplier shall be resolved in accordance with the law and venue rules of the State of purchase unless otherwise agreed to by the Procuring Party and Supplier.
- 8. The Procuring Party shall not use this Agreement as a method for obtaining additional concessions or reduced prices for purchase of similar products or services outside of the Master Agreement. Master Agreements may be structured with not-to-exceed pricing, in which cases the Supplier may offer the Procuring Party and the Procuring Party may accept lower pricing or additional concessions for purchase of Products through a Master Agreement.
- 9. The Procuring Party shall be responsible for the ordering of Products under this Agreement. A non-procuring party shall not be liable in any fashion for any violation by a Procuring Party, and, to the extent permitted by applicable law, the Procuring Party shall hold non-procuring party harmless from any liability that may arise from the acts or omissions of the Procuring Party.
- 10. WITHOUT LIMITING THE GENERALITY OF THE FOREGOING, THE OMNIA PARTNERS PARTIES EXPRESSLY DISCLAIM ALL EXPRESS OR IMPLIED REPRESENTATIONS AND WARRANTIES REGARDING ANY PRODUCT, MASTER AGREEMENT AND GPO CONTRACT. THE OMNIA PARTNERS PARTIES SHALL NOT BE

LIABLE IN ANY WAY FOR ANY SPECIAL, INCIDENTAL, INDIRECT, CONSEQUENTIAL, EXEMPLARY, PUNITIVE, OR RELIANCE DAMAGES, EVEN IF THE NATIONAL IPA PARTIES ARE ADVISED OF THE POSSIBILITY OF SUCH DAMAGES. FURTHER, THE PROCURING PARTY ACKNOWLEDGES AND AGREES THAT THE OMNIA PARTNERS PARTIES SHALL HAVE NO LIABILITY FOR ANY ACT OR OMISSION BY A SUPPLIER OR OTHER PARTY UNDER A MASTER AGREEMENT OR GPO CONTRACT.

- 11. This Agreement shall remain in effect until termination by either party giving thirty (30) days' written notice to the other party. The provisions of Paragraphs 6 10 hereof shall survive any such termination.
- 12. This Agreement shall take effect upon (i) execution of the Principal Procurement Agency Certificate, or (ii) the registration on a OMNIA Partners Party website or the execution of this Agreement by a Participating Public Agency, as applicable.

[Insert Participating Public Agency Name]	NATIONAL INTERGOVERNMENTAL PURCHASING ALLIANCE COMPANY d/b/a OMNIA Partners Public Sector
Signature	Signature
	Sarah Vavra
Name	Name
	Sr. Vice President, Public Sector Contracting
Title and Agency Name	Title
Date	Date

## OMNIA PARTNERS EXHIBITS EXHIBIT D – OMNIA PARTNERS PRINCIPAL PROCUREMENT AGENCY CERTIFICATE, EXAMPLE

### PRINCIPAL PROCUREMENT AGENCY CERTIFICATE

In its capacity as a Principal Procurement Agency (as defined below) for National Intergovernmental Purchasing Alliance Company, a Delaware corporation d/b/a OMNIA Partners Public Sector ("OMNIA Partners"), [NAME OF PPA] agrees to pursue Master Agreements for Products as specified in the attached Exhibits to this Principal Procurement Agency Certificate.
I hereby acknowledge, in my capacity as of and on behalf of [NAME OF PPA] ("Principal Procurement Agency"), that I have read and hereby agree to the general terms and conditions set forth in the attached Master Intergovernmental Cooperative Purchasing Agreement regulating the use of the Master Agreements and purchase of Products that from time to time are made available by Principal Procurement Agencies to Participating Public Agencies nationwide through OMNIA Partners.
I understand that the purchase of one or more Products under the provisions of the Master Intergovernmental Cooperative Purchasing Agreement is at the sole and complete discretion of the Participating Public Agency.
Authorized Signature, [PRINCIPAL PROCUREMENT AGENCY]
Signature
Name
Title

Date

## OMNIA PARTNERS EXHIBITS EXHIBIT E – OMNIA PARTNERS CONTRACT SALES REPORTING TEMPLATE

	OMNIA PA								
E	XHIBIT C - CONTRAC				E				
	(to be submitted electro				-4				
	MNIA Partners Co	ntract S	aies ivio	ntniy Kepoi	τ				
Supplier Name: Contract Sales Report Month:									
Contract Sales Report Month.  Contract ID:			1						
Supplier Reporting Contact:									
Title:			1						
Phone:									
Email:									
Participating Agency Name	Address	City	State	Zip Code	Participating Agency # {Assigned by National IPA and provided to Supplier}	Transaction Date (Date of Sale)	Contract Sales for Month (\$)	Admin Fee %	Admin Fee \$
			1						
			1						
			1						
			1						
	-				_				
		ļ	<u> </u>						
						Report Totals			
					Cumulative Co	ontract Sales			

### FEDERAL CERTIFICATIONS

ADDENDUM FOR AGREEMENT FUNDED BY U.S. FEDERAL GRANT

### TO WHOM IT MAY CONCERN:

Participating Agencies may elect to use federal funds to purchase under the Master Agreement. This form should be completed and returned with proposal.

The following certifications and provisions may be required and apply when a Participating Agency expends federal funds for any purchase resulting from this procurement process. Pursuant to 2 C.F.R. § 200.326, all contracts, including small purchases, awarded by the Participating Agency and the Participating Agency's subcontractors shall contain the procurement provisions of Appendix II to Part 200, as applicable.

### APPENDIX II TO 2 CFR PART 200

(A) Contracts for more than the simplified acquisition threshold currently set at \$150,000, which is the inflation adjusted amount determined by the Civilian Agency Acquisition Council and the Defense Acquisition Regulations Council (Councils) as authorized by 41 U.S.C. 1908, must address administrative, contractual, or legal remedies in instances where contractors violate or breach contract terms, and provide for such sanctions and penalties as appropriate.

Pursuant to Federal Rule (A) above, when a Participating Agency expends federal funds, the Participating Agency reserves all rights and privileges under the applicable laws and regulations with respect to this procurement in the event of breach of contract by either party.

Does offeror agree? YES	Initials of Authorized Representative of offeror
(B) Termination for cause and for convenience by the graeffected and the basis for settlement. (All contracts in exce	ntee or subgrantee including the manner by which it will be ess of \$10,000)
right to immediately terminate any agreement in excess of \$5 breach or default of the agreement by Offeror in the event Off within the time specified in the procurement solicitation, contra otherwise perform in accordance with the contract and/or the right to terminate the contract immediately, with written notice sole discretion that it is in the best interest of Participating Ag	
Does offeror agree? YES	Initials of Authorized Representative of offeror

(C) Equal Employment Opportunity. Except as otherwise provided under 41 CFR Part 60, all contracts that meet the definition of "federally assisted construction contract" in 41 CFR Part 60-1.3 must include the equal opportunity clause provided under 41 CFR 60-1.4(b), in accordance with Executive Order 11246, "Equal Employment Opportunity" (30 CFR 12319, 12935, 3 CFR Part, 1964-1965 Comp., p. 339), as amended by Executive Order 11375, "Amending Executive Order 11246 Relating to Equal Employment Opportunity," and implementing regulations at 41 CFR part 60, "Office of Federal Contract Compliance Programs, Equal Employment Opportunity, Department of Labor."

Pursuant to Federal Rule (C) above, when a Participating Agency expends federal funds on any federally assisted construction contract, the equal opportunity clause is incorporated by reference herein.

Does of	teror agree to	abide by	y the above?	YES		_Init	ials	of <i>i</i>	Αu	thorized	Re	present	ative o	t of	tter	10
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(D) Davis-Bacon Act, as amended (40 U.S.C. 3141-3148). When required by Federal program legislation, all prime construction contracts in excess of \$2,000 awarded by non-Federal entities must include a provision for compliance with the Davis-Bacon Act (40 U.S.C. 3141-3144, and 3146-3148) as supplemented by Department of Labor regulations (29 CFR Part 5, "Labor Standards Provisions Applicable to Contracts Covering Federally Financed and Assisted

Construction"). In accordance with the statute, contractors must be required to pay wages to laborers and mechanics at a rate not less than the prevailing wages specified in a wage determination made by the Secretary of Labor. In addition, contractors must be required to pay wages not less than once a week. The non-Federal entity must place a copy of the current prevailing wage determination issued by the Department of Labor in each solicitation. The decision to award a contract or subcontract must be conditioned upon the acceptance of the wage determination. The non - Federal entity must report all suspected or reported violations to the Federal awarding agency. The contracts must also include a provision for compliance with the Copeland "Anti-Kickback" Act (40 U.S.C. 3145), as supplemented by Department of Labor regulations (29 CFR Part 3, "Contractors and Subcontractors on Public Building or Public Work Financed in Whole or in Part by Loans or Grants from the United States"). The Act provides that each contractor or subrecipient must be prohibited from inducing, by any means, any person employed in the construction, completion, or repair of public work, to give up any part of the compensation to which he or she is otherwise entitled. The non-Federal entity must report all suspected or reported violations to the Federal awarding agency.

, , , , ,	3 3 3
Pursuant to Federal Rule (D) above, when a Participating Agenc contracts and subgrants for construction or repair, offeror will be in	
Does offeror agree? YES	Initials of Authorized Representative of offeror
(E) Contract Work Hours and Safety Standards Act (40 U.S.C the non-Federal entity in excess of \$100,000 that involve the provision for compliance with 40 U.S.C. 3702 and 3704, as su Part 5). Under 40 U.S.C. 3702 of the Act, each contractor must laborer on the basis of a standard work week of 40 hours. V provided that the worker is compensated at a rate of not less hours worked in excess of 40 hours in the work week construction work and provide that no laborer or mechanic m conditions which are unsanitary, hazardous or dangerous. supplies or materials or articles ordinarily available on the op of intelligence.	the employment of mechanics or laborers must include a supplemented by Department of Labor regulations (29 CFR) be required to compute the wages of every mechanic and Work in excess of the standard work week is permissible as than one and a half times the basic rate of pay for all k. The requirements of 40 U.S.C. 3704 are applicable to ust be required to work in surroundings or under working. These requirements do not apply to the purchases of
Pursuant to Federal Rule (E) above, when a Participating Agency compliance with all applicable provisions of the Contract Work Ho all contracts by Participating Agency resulting from this procureme	ours and Safety Standards Act during the term of an award for
Does offeror agree? YES	Initials of Authorized Representative of offeror
(F) Rights to Inventions Made Under a Contract or Agreeme agreement" under 37 CFR §401.2 (a) and the recipient or si business firm or nonprofit organization regarding the si experimental, developmental, or research work under that "comply with the requirements of 37 CFR Part 401, "Rights to Business Firms Under Government Grants, Contracts and Codissued by the awarding agency.	ubrecipient wishes to enter into a contract with a small ubstitution of parties, assignment or performance of "funding agreement," the recipient or subrecipient must o Inventions Made by Nonprofit Organizations and Small
Pursuant to Federal Rule (F) above, when federal funds are expethe term of an award for all contracts by Participating Agency recomply with all applicable requirements as referenced in Federal Rule (F) above, when federal funds are expetitely applicable requirements as referenced in Federal Rule (F) above, when federal funds are expetitely applicable requirements as referenced in Federal Rule (F) above, when federal funds are expetitely applicable requirements as referenced in Federal Rule (F) above, when federal funds are expetitely applicable requirements as referenced in Federal Rule (F) above, when federal funds are expetitely applicable requirements as referenced in Federal Rule (F) above, when federal funds are expetitely applicable requirements as referenced in Federal Rule (F) above, when federal funds are expetitely applicable requirements as referenced in Federal Rule (F) above, when federal funds are expetitely applicable requirements as referenced in Federal Rule (F) above, which is a supplicable requirement of the federal Rule (F) above (F) and (F) are requirements as referenced in Federal Rule (F) above (F) above (F) are requirements as referenced (F) and (F) are requirements as referenced (F) and (F) are requirements as referenced (F) and (F) are requirements as referenced (F) are requirements as requirements as requirements are requirements as requirements are requirements as requirements as requirements as requirements	esulting from this procurement process, the offeror agrees to
Does offeror agree? YES	Initials of Authorized Representative of offeror
(G) Clean Air Act (42 U.S.C. 7401-7671q.) and the Federal amended—Contracts and subgrants of amounts in excess of Federal award to agree to comply with all applicable standard Act (42 U.S.C. 7401-7671q) and the Federal Water Pollution C must be reported to the Federal awarding agency and the (EPA).	\$150,000 must contain a provision that requires the non- ds, orders or regulations issued pursuant to the Clean Air control Act as amended (33 U.S.C. 1251- 1387). Violations

Pursuant to Federal Rule (G) above, when federal funds are expended by the term of an award for all contracts by Participating Agency member agrees to comply with all applicable requirements as referenced in Federa	resulting from this procurement process, the offeror
Does offeror agree? YES	Initials of Authorized Representative of offeror
(H) Debarment and Suspension (Executive Orders 12549 and 12689)—made to parties listed on the government wide exclusions in the Syswith the OMB guidelines at 2 CFR 180 that implement Executive O 12689 (3 CFR part 1989 Comp., p. 235), "Debarment and Suspension debarred, suspended, or otherwise excluded by agencies, as well regulatory authority other than Executive Order 12549.	stem for Award Management (SAM), in accordance orders 12549 (3 CFR part 1986 Comp., p. 189) and n." SAM Exclusions contains the names of parties
Pursuant to Federal Rule (H) above, when federal funds are expended by the term of an award for all contracts by Participating Agency resulting from neither it nor its principals is presently debarred, suspended, proposed for from participation by any federal department or agency.	om this procurement process, the offeror certifies that
Does offeror agree? YES	Initials of Authorized Representative of offeror
(I) Byrd Anti-Lobbying Amendment (31 U.S.C. 1352)—Contractors the must file the required certification. Each tier certifies to the tier appropriated funds to pay any person or organization for influencing of any agency, a member of Congress, officer or employee of Cong connection with obtaining any Federal contract, grant or any other also disclose any lobbying with non-Federal funds that takes place Such disclosures are forwarded from tier to tier up to the non-Federal	above that it will not and has not used Federal g or attempting to influence an officer or employee press, or an employee of a member of Congress in award covered by 31 U.S.C. 1352. Each tier must be in connection with obtaining any Federal award.
Pursuant to Federal Rule (I) above, when federal funds are expended by the term and after the awarded term of an award for all contracts by process, the offeror certifies that it is in compliance with all applicable pusc. C. 1352). The undersigned further certifies that:  (1) No Federal appropriated funds have been paid or will be paid for on bor attempting to influence an officer or employee of any agency, a Memor an employee of a Member of Congress in connection with the awardin the making of a Federal loan, the entering into a cooperative agreement, or modification of a Federal contract, grant, loan, or cooperative agreement (2) If any funds other than Federal appropriated funds have been pattempting to influence an officer or employee of any agency, a Memor an employee of a Member of Congress in connection with this Federal complete and submit Standard Form-LLL, "Disclosure Form to Report Lob (3) The undersigned shall require that the language of this certification sub-awards exceeding \$100,000 in Federal funds at all appropriate tier accordingly.	Participating Agency resulting from this procurement provisions of the Byrd Anti-Lobbying Amendment (31 pehalf of the undersigned, to any person for influencing other of Congress, an officer or employee of congress, and the extension, continuation, renewal, amendment, and the extension, continuation, renewal, amendment, nt.  Deaid or will be paid to any person for influencing or ber of Congress, an officer or employee of congress, grant or cooperative agreement, the undersigned shall obyging", in accordance with its instructions.  The provisions of the Byrd Anti-Lobbying amendment (31) and person for influencing or ber of Congress, an officer or employee of congress, grant or cooperative agreement, the undersigned shall obyging", in accordance with its instructions.
Does offeror agree? YES	Initials of Authorized Representative of offeror
RECORD RETENTION REQUIREMENTS FOR CONTRA	ACTS INVOLVING FEDERAL FUNDS
When federal funds are expended by Participating Agency for any conference that it will comply with the record retention requirements detailed offeror will retain all records as required by 2 CFR § 200.333 for a pubmit final expenditure reports or quarterly or annual financial reports, as	tract resulting from this procurement process, offeror d in 2 CFR § 200.333. The offeror further certifies that period of three years after grantees or subgrantees
Does offeror agree? YES	Initials of Authorized Representative of offeror

### CERTIFICATION OF COMPLIANCE WITH THE ENERGY POLICY AND CONSERVATION ACT

it will comply with the mandatory standards and po	or any contract resulting from this procurement process, offeror certifies that olicies relating to energy efficiency which are contained in the state energy rgy Policy and Conservation Act (42 U.S.C. 6321 et seq.; 49 C.F.R. Part 18).
Does offeror agree? YES	Initials of Authorized Representative of offeror
CERTIFICATION OF CO	MPLIANCE WITH BUY AMERICA PROVISIONS
Administration funds, offeror certifies that its products agrees to provide such certification or applicable wai	way Administration, Federal Railroad Administration, or Federal Transit is comply with all applicable provisions of the Buy America Act and liver with respect to specific products to any Participating Agency upon y America Act must still follow the applicable procurement rules calling
Does offeror agree? YES	Initials of Authorized Representative of offeror
PROCUREMENT OF RECOVERED	D MATERIALS REQUIREMENTS FOR - 2 C.F.R. §200.322
Resource Conservation and Recovery Act. The reguidelines of the Environmental Protection Agency (materials practicable, consistent with maintaining a sa \$10,000 or the value of the quantity acquired du	oly with section 6002 of the Solid Waste Disposal Act, as amended by the equirements of Section 6002 include procuring only items designated in (EPA) at 40 CFR part 247 that contain the highest percentage of recovere atisfactory level of competition, where the purchase price of the item exceeding the preceding fiscal year exceeded \$10,000; procuring solid waste energy and resource recovery; and establishing an affirmative procurementified in the EPA guidelines
Does Vendor agree? YES	Initials of Authorized Representative of Vendor
CERTIFICATION OF	ACCESS TO RECORDS – 2 C.F.R. § 200.336
books, documents, papers and records of offeror the Contract for the purpose of making audits, exami	ency or any of their duly authorized representatives shall have access to an hat are directly pertinent to offeror's discharge of its obligations under th inations, excerpts, and transcriptions. The right also includes timely an bose of interview and discussion relating to such documents.
Does offeror agree? YES	<u> </u>
CERTIFICATION OI	F APPLICABILITY TO SUBCONTRACTORS
Offeror agrees that all contracts it awards pursuant to	the Contract shall be bound by the foregoing terms and conditions.
Does offeror agree? YES	Initials of Authorized Representative of offeror
further acknowledged that offeror certifies compl specifically noted above. eror's Name:	
one Number: Fax N	lumbor
nted Name and Title of Authorized Representative:	
ail Address:	
all Audi 633	
	D .
ture of Authorized Representative:	Date:

#### **NEW JERSEY BUSINESS COMPLIANCE**

Suppliers intending to do business in the State of New Jersey must comply with policies and procedures required under New Jersey statues. All offerors submitting proposals must complete the following forms specific to the State of New Jersey. Completed forms should be submitted with the offeror's response to the RFP. Failure to complete the New Jersey packet will impact OMNIA Partners' ability to promote the Master Agreement in the State of New Jersey.

DOC #1	Ownership Disclosure Form
DOC #2	Non-Collusion Affidavit
DOC #3	Affirmative Action Affidavit
DOC #4	Political Contribution Disclosure Form
DOC #5	Stockholder Disclosure Certification
DOC #6	Certification of Non-Involvement in Prohibited Activities in Iran
DOC #7	New Jersey Business Registration Certificate

New Jersey suppliers are required to comply with the following New Jersey statutes when applicable:

- all anti-discrimination laws, including those contained in N.J.S.A. 10:2-1 through N.J.S.A. 10:2-14, N.J.S.A. 10:5-1, and N.J.S.A. 10:5-31 through 10:5-38;
- Prevailing Wage Act, N.J.S.A. 34:11-56.26, for all contracts within the contemplation of the Act;
- Public Works Contractor Registration Act, N.J.S.A. 34:11-56.26; and
- Bid and Performance Security, as required by the applicable municipal or state statutes.

DOC #1

## OWNERSHIP DISCLOSURE FORM (N.J.S. 52:25-24.2)

Pursuant to the requirements of P.L. 1999, Chapter 440 effective April 17, 2000 (Local Public Contracts Law), the offeror shall complete the form attached to these specifications listing the persons owning 10 percent (10%) or more of the firm presenting the proposal.

Company Name:		
Street:		
City, State, Zip Code:		<u></u>
Complete as appropriate:		
1	, certify that I am the	sole owner of
	, that there are no partners	s and the business is not
incorporated, and the provisio	ons of N.J.S. 52:25-24.2 do not apply.	
1	OR:	
in	, a partner , do hereby certify that the following	uis a list of all individual
nartners who own a 10% or or	reater interest therein. I further certify that	if one (1) or more of the
	or partnership, there is also set forth the	
	or more of that corporation's stock or the	
owning 10% or greater interes		•
	OR:	
1	, an authorized repre	sentative of
	a corporation, do hereby certify that the fol	
	tockholders in the corporation who own 10	
	if one (1) or more of such stockholders is	
	set forth the names and addresses of the	
-	on's stock or the individual partners owning	g a 10% or greater
interest in that partnership.		
(Note: If there are no partner	s or stockholders owning 10% or more	interest, indicate none.)
Name	Address	Interest
I further certify that the statem the best of my knowledge and	nents and information contained herein, are In belief.	e complete and correct to
Date	Authoriz	ed Signature and Title

DOC #2

### **NON-COLLUSION AFFIDAVIT**

Company Name:			
Street:			
City, State, Zip Code:			
State of			
County of			
<i>I</i> ,	of		
theName		City	
in the County of	, S	tate of	
of full age, being duly sworn a	according to law on my oa	th depose and say	that:
I am the	of the firm of		
Title	<b>)</b>	Compar	ny Name
attached proposal, and that offeror has not directly or indotherwise taken any action in proposal, and that all statem correct, and made with full known said proposal and in the state goods, services or public word further warrant that no perspective such contract upon brokerage or contingent fee, of	lirectly entered into any an restraint of free, compete and restraint of free, compete and said provided in said provided and the said in this at the said in this at the said in this at the said in the said in agreement or under an agreement or under	greement, participatitive bidding in control roposal and in this on the truth of the state of th	ted in any collusion, or nection with the above affidavit are true and attements contained in the contract for the said or retained to solicit or mmission, percentage,
selling agencies maintained k	py		
Company Name		Authorized Signat	ture & Title
Subscribed and sworn before	me		
this day of	, 20		
Notary Public of My commission expires	. 20		
,	,		SEAL

Requirements for National Cooperative Contract Page 40 of 73

DOC #3

### AFFIRMATIVE ACTION AFFIDAVIT (P.L. 1975, C.127)

Company Name:
Street:
City, State, Zip Code:
Proposal Certification:
Indicate below company's compliance with New Jersey Affirmative Action regulations. Company proposal will be accepted even if company is not in compliance at this time. No contract and/opurchase order may be issued, however, until all Affirmative Action requirements are met.
Required Affirmative Action Evidence:
Procurement, Professional & Service Contracts (Exhibit A) <u>Vendors must submit with proposal:</u>
1. A photo copy of their Federal Letter of Affirmative Action Plan Approval
OR
A photo copy of their <u>Certificate of Employee Information Report</u> OR
3. A complete Affirmative Action Employee Information Report (AA302)
Public Work – Over \$50,000 Total Project Cost:
A. No approved Federal or New Jersey Affirmative Action Plan. We will complete Report Form
AA201-A upon receipt from the
B. Approved Federal or New Jersey Plan – certificate enclosed
I further certify that the statements and information contained herein, are complete and correct the best of my knowledge and belief.
Authorized Signature and Title

DOC #3, continued

### P.L. 1995, c. 127 (N.J.A.C. 17:27) MANDATORY AFFIRMATIVE ACTION LANGUAGE

## PROCUREMENT, PROFESSIONAL AND SERVICE CONTRACTS

During the performance of this contract, the contractor agrees as follows:

The contractor or subcontractor, where applicable, will not discriminate against any employee or applicant for employment because of age, race, creed, color, national origin, ancestry, marital status, sex, affectional or sexual orientation. The contractor will take affirmative action to ensure that such applicants are recruited and employed, and that employees are treated during employment, without regard to their age, race, creed, color, national origin, ancestry, marital status, sex, affectional or sexual orientation. Such action shall include, but not be limited to the following: employment, upgrading, demotion, or transfer; recruitment or recruitment advertising; layoff or termination; rates of pay or other forms of compensation; and selection for training, including apprenticeship. The contractor agrees to post in conspicuous places, available to employees and applicants for employment, notices to be provided by the Public Agency Compliance Officer setting forth provisions of this non-discrimination clause.

The contractor or subcontractor, where applicable will, in all solicitations or advertisement for employees placed by or on behalf of the contractor, state that all qualified applicants will receive consideration for employment without regard to age, race, creed, color, national origin, ancestry, marital status, sex, affectional or sexual orientation.

The contractor or subcontractor, where applicable, will send to each labor union or representative of workers with which it has a collective bargaining agreement or other contract or understanding, a notice, to be provided by the agency contracting officer advising the labor union or workers' representative of the contractor's commitments under this act and shall post copies of the notice in conspicuous places available to employees and applicants for employment.

The contractor or subcontractor, where applicable, agrees to comply with any regulations promulgated by the Treasurer pursuant to P.L. 1975, c. 127, as amended and supplemented from time to time and the Americans with Disabilities Act.

The contractor or subcontractor agrees to attempt in good faith to employ minority and female workers trade consistent with the applicable county employment goal prescribed by N.J.A.C. 17:27-5.2 promulgated by the Treasurer pursuant to P.L. 1975, C.127, as amended and supplemented from time to time or in accordance with a binding determination of the applicable county employment goals determined by the Affirmative Action Office pursuant to N.J.A.C. 17:27-5.2 promulgated by the Treasurer pursuant to P.L. 1975, C.127, as amended and supplemented from time to time.

The contractor or subcontractor agrees to inform in writing appropriate recruitment agencies in the area, including employment agencies, placement bureaus, colleges, universities, labor unions, that it does not discriminate on the basis of age, creed, color, national origin, ancestry, marital status, sex, affectional or sexual orientation, and that it will discontinue the use of any recruitment agency which engages in direct or indirect discriminatory practices.

The contractor or subcontractor agrees to revise any of it testing procedures, if necessary, to assure that all personnel testing conforms with the principles of job-related testing, as established by the statutes and court decisions of the state of New Jersey and as established by applicable Federal law and applicable Federal court decisions.

The contractor or subcontractor agrees to review all procedures relating to transfer, upgrading, downgrading and lay-off to ensure that all such actions are taken without regard to age, creed, color, national origin, ancestry, marital status, sex, affectional or sexual orientation, and conform with the applicable employment goals, consistent with the statutes and court decisions of the State of New Jersey, and applicable Federal law and applicable Federal court decisions.

The contractor and its subcontractors shall furnish such reports or other documents to the Affirmative Action Office as may be requested by the office from time to time in order to carry out the purposes of these regulations, and public agencies shall furnish such information as may be requested by the Affirmative Action Office for conducting a compliance investigation pursuant to <u>Subchapter 10 of the Administrative</u> Code (NJAC 17:27).

Signature of Procurement Agent	

**DOC #4** 

## C. 271 POLITICAL CONTRIBUTION DISCLOSURE FORM Public Agency Instructions

This page provides guidance to public agencies entering into contracts with business entities that are required to file Political Contribution Disclosure forms with the agency. **It is not intended to be provided to contractors.** What follows are instructions on the use of form local units can provide to contractors that are required to disclose political contributions pursuant to N.J.S.A. 19:44A-20.26 (P.L. 2005, c. 271, s.2). Additional information on the process is available in Local Finance Notice 2006-1 (<a href="http://www.nj.gov/dca/divisions/dlgs/resources/lfns">http://www.nj.gov/dca/divisions/dlgs/resources/lfns</a> 2006.html). Please refer back to these instructions for the appropriate links, as the Local Finance Notices include links that are no longer operational.

- 1. The disclosure is required for all contracts in excess of \$17,500 that are **not awarded** pursuant to a "fair and open" process (N.J.S.A. 19:44A-20.7).
- 2. Due to the potential length of some contractor submissions, the public agency should consider allowing data to be submitted in electronic form (i.e., spreadsheet, pdf file, etc.). Submissions must be kept with the contract documents or in an appropriate computer file and be available for public access. **The form is worded to accept this alternate submission.** The text should be amended if electronic submission will not be allowed.
- 3. The submission must be **received from the contractor and** on file at least 10 days prior to award of the contract. Resolutions of award should reflect that the disclosure has been received and is on file.
- 4. The contractor must disclose contributions made to candidate and party committees covering a wide range of public agencies, including all public agencies that have elected officials in the county of the public agency, state legislative positions, and various state entities. The Division of Local Government Services recommends that contractors be provided a list of the affected agencies. This will assist contractors in determining the campaign and political committees of the officials and candidates affected by the disclosure.
  - a. The Division has prepared model disclosure forms for each county. They can be downloaded from the "County PCD Forms" link on the Pay-to-Play web site at <a href="http://www.nj.gov/dca/divisions/dlgs/programs/lpcl.html#12">http://www.nj.gov/dca/divisions/dlgs/programs/lpcl.html#12</a>. They will be updated from time-to-time as necessary.
  - b. A public agency using these forms should edit them to properly reflect the correct legislative district(s). As the forms are county-based, they list all legislative districts in each county. Districts that do not represent the public agency should be removed from the lists.
  - c. Some contractors may find it easier to provide a single list that covers all contributions, regardless of the county. These submissions are appropriate and should be accepted.
  - d. The form may be used "as-is", subject to edits as described herein.
  - e. The "Contractor Instructions" sheet is intended to be provided with the form. It is recommended that the Instructions and the form be printed on the same piece of paper. The form notes that the Instructions are printed on the back of the form; where that is not the case, the text should be edited accordingly.
  - f. The form is a Word document and can be edited to meet local needs, and posted for download on web sites, used as an e-mail attachment, or provided as a printed document.
- 5. It is recommended that the contractor also complete a "Stockholder Disclosure Certification." This will assist the local unit in its obligation to ensure that contractor did not make any prohibited contributions to the committees listed on the Business Entity Disclosure Certification in the 12 months prior to the contract (See Local Finance Notice 2006-7 for additional information on this obligation at <a href="http://www.nj.gov/dca/divisions/dlgs/resources/lfns\_2006.html">http://www.nj.gov/dca/divisions/dlgs/resources/lfns\_2006.html</a>). A sample Certification form is part of this package and the instruction to complete it is included in the Contractor Instructions. NOTE: This section is not applicable to Boards of Education.

Doc #4, continued

#### C. 271 POLITICAL CONTRIBUTION DISCLOSURE FORM

### **Contractor Instructions**

Business entities (contractors) receiving contracts from a public agency that are NOT awarded pursuant to a "fair and open" process (defined at N.J.S.A. 19:44A-20.7) are subject to the provisions of P.L. 2005, c. 271, s.2 (N.J.S.A. 19:44A-20.26). This law provides that 10 days prior to the award of such a contract, the contractor shall disclose contributions to:

- any State, county, or municipal committee of a political party
- any legislative leadership committee\*
- any continuing political committee (a.k.a., political action committee)
- any candidate committee of a candidate for, or holder of, an elective office:
  - o of the public entity awarding the contract
  - o of that county in which that public entity is located
  - o of another public entity within that county
  - o or of a legislative district in which that public entity is located or, when the public entity is a county, of any legislative district which includes all or part of the county

The disclosure must list reportable contributions to any of the committees that exceed \$300 per election cycle that were made during the 12 months prior to award of the contract. See N.J.S.A. 19:44A-8 and 19:44A-16 for more details on reportable contributions.

N.J.S.A. 19:44A-20.26 itemizes the parties from whom contributions must be disclosed when a business entity is not a natural person. This includes the following:

- individuals with an "interest" ownership or control of more than 10% of the profits or assets of a business entity or 10% of the stock in the case of a business entity that is a corporation for profit
- all principals, partners, officers, or directors of the business entity or their spouses
- any subsidiaries directly or indirectly controlled by the business entity
- IRS Code Section 527 New Jersey based organizations, directly or indirectly controlled by the business entity and filing as continuing political committees, (PACs).

When the business entity is a natural person, "a contribution by that person's spouse or child, residing therewith, shall be deemed to be a contribution by the business entity." [N.J.S.A. 19:44A-20.26(b)] The contributor must be listed on the disclosure.

Any business entity that fails to comply with the disclosure provisions shall be subject to a fine imposed by ELEC in an amount to be determined by the Commission which may be based upon the amount that the business entity failed to report.

The enclosed list of agencies is provided to assist the contractor in identifying those public agencies whose elected official and/or candidate campaign committees are affected by the disclosure requirement. It is the contractor's responsibility to identify the specific committees to which contributions may have been made and need to be disclosed. The disclosed information may exceed the minimum requirement.

The enclosed form, a content-consistent facsimile, or an electronic data file containing the required details (along with a signed cover sheet) may be used as the contractor's submission and is disclosable to the public under the Open Public Records Act.

The contractor must also complete the attached Stockholder Disclosure Certification. This will assist the agency in meeting its obligations under the law. **NOTE: This section does not apply to Board of Education contracts.** 

\* N.J.S.A. 19:44A-3(s): "The term "legislative leadership committee" means a committee established, authorized to be established, or designated by the President of the Senate, the Minority Leader of the Senate, the Speaker of the General Assembly or the Minority Leader of the General Assembly pursuant to section 16 of P.L.1993, c.65 (C.19:44A-10.1) for the purpose of receiving contributions and making expenditures."

## Doc #4, continued

## OMNIA PARTNERS EXHIBITS EXHIBIT G- NEW JERSEY BUSINESS COMPLIANCE

### C. 271 POLITICAL CONTRIBUTION DISCLOSURE FORM

Required Pursuant to N.J.S.A. 19:44A-20.26

This form or its permitted facsimile must be submitted to the local unit no later than 10 days prior to the award of the contract.

Part I – Vendor Infor	mation		
Vendor Name:			
Address:			
City:	State:	Zip:	
The undersigned being autho represents compliance with the Instructions accompanying the	e provisions of <u>N.J.S.A.</u> 19		
Signature	Printed Name	Title	
Part II – Contribution	Disclosure		
reportable political contrib	Pursuant to <u>N.J.S.A.</u> 19:44 <i>F</i> utions (more than \$300 pe tees of the government en	r election cycle) over th	ne 12 months prior to
	is provided in electronic for		
Contributor Name	Recipient Name	Date	Dollar Amount
			\$
Check here if the informa	ation is continued on subse	quent page(s)	

Check here if the information is continued on subsequent page(s)

Requirements for National Cooperative Contract

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## Doc #4, continued

## OMNIA PARTNERS EXHIBITS EXHIBIT G- NEW JERSEY BUSINESS COMPLIANCE

## List of Agencies with Elected Officials Required for Political Contribution Disclosure N.J.S.A. 19:44A-20.26

**County Name:** 

State: Governor, and Legislative Leadership Committees

Legislative District #s:

State Senator and two members of the General Assembly per district.

County:

Freeholders County Clerk Sheriff

{County Executive} Surrogate

Municipalities (Mayor and members of governing body, regardless of title):

USERS SHOULD CREATE THEIR OWN FORM, OR DOWNLOAD FROM THE PAY TO PLAY SECTION OF THE DLGS WEBSITE A COUNTY-BASED, CUSTOMIZABLE FORM.

DOC #5

### STOCKHOLDER DISCLOSURE CERTIFICATION

Name of Business:				
	I certify that the list below contains the names and home addresses of all stockholders holding 10% or more of the issued and outstanding stock of the undersigned.  OR			
I certify that no one st the undersigned.	I certify that no one stockholder owns 10% or more of the issued and outstanding stock of			
Check the box that repre	sents the type of business organization:			
Partnership	Corporation Sole Proprietorship			
Limited Partnership	Limited Liability Corporation Limited Liability Partnership			
Subchapter S Corpora	tion			
Sign and notarize the form	n below, and, if necessary, complete the stockholder list below.			
Stockholders:				
Name:	Name:			
Home Address:	Home Address:			
Name:	Name:			
Home Address:	Home Address:			
Name:	Name:			
Home Address:	Home Address:			
Subscribed and sworn before m	e this day of(Affiant)			
(Notary Public)	()			
	(Print name & title of affiant)			
My Commission expires:	(Corporate Seal)			

DOC #6

### **Certification of Non-Involvement in Prohibited Activities in Iran**

Pursuant to N.J.S.A. 52:32-58, Offerors must certify that neither the Offeror, nor any of its parents, subsidiaries, and/or affiliates (as defined in N.J.S.A. 52:32-56(e) (3)), is listed on the Department of the Treasury's List of Persons or Entities Engaging in Prohibited Investment Activities in Iran and that neither is involved in any of the investment activities set forth in N.J.S.A. 52:32-56(f).

Offerors wishing to do business in New Jersey through this contract must fill out the Certification of Non-Involvement in Prohibited Activities in Iran here: http://www.state.ni.us/humanservices/dfd/info/standard/fdc/disclosure\_investmentact.pdf.

Offerors should submit the above form completed with their proposal.

DOC #7

# NEW JERSEY BUSINESS REGISTRATION CERTIFICATE (N.J.S.A. 52:32-44)

Offerors wishing to do business in New Jersey must submit their State Division of Revenue issued Business Registration Certificate with their proposal here. Failure to do so will disqualify the Offeror from offering products or services in New Jersey through any resulting contract.

http://www.state.nj.us/treasury/revenue/forms/njreg.pdf

## OMNIA PARTNERS EXHIBITS EXHIBIT H- OMNIA PARTNERS ADVERTISING COMPLIANCE REQUIREMENT

Pursuant to certain state notice provisions, including but not limited to Oregon Revised Statutes Chapter 279A.220, the following public agencies and political subdivisions of the referenced public agencies are eligible to register with OMNIA Partners and access the Master Agreement contract award made pursuant to this solicitation, and are hereby given notice of the foregoing request for proposals for purposes of complying with the procedural requirements of said statutes:

### Nationwide:

State of Alabama	State of Hawaii	State of Massachusetts	State of New Mexico	State of South Dakota
State of Alaska	State of Idaho	State of Michigan	State of New York	State of Tennessee
State of Arizona	State of Illinois	State of Minnesota	State of North Carolina	State of Texas
State of Arkansas	State of Indiana	State of Mississippi	State of North Dakota	State of Utah
State of California	State of Iowa	State of Missouri	State of Ohio	State of Vermont
State of Colorado	State of Kansas	State of Montana	State of Oklahoma	State of Virginia
State of Connecticut	State of Kentucky	State of Nebraska	State of Oregon	State of Washington
State of Delaware	State of Louisiana	State of Nevada	State of Pennsylvania	State of West Virginia
State of Florida	State of Maine	State of New Hampshire	State of Rhode Island	State of Wisconsin
State of Georgia	State of Maryland	State of New Jersey	State of South Carolina	State of Wyoming
District of Columbia				-

Lists of political subdivisions and local governments in the above referenced states / districts may be found at <a href="http://www.usa.gov/Agencies/State\_and\_Territories.shtml">http://www.usa.gov/Agencies/State\_and\_Territories.shtml</a> and <a href="https://www.usa.gov/local-governments">https://www.usa.gov/local-governments</a>.

Certain Public Agencies and Political Subdivisions:

CITIES, TOWNS, VILLAGES AND BOROUGHS	CITY OF EUGENE, OR
INCLUDING BUT NOT LIMITED TO:	CITY OF FOREST GROVE, OR
BAKER CITY GOLF COURSE, OR	CITY OF GOLD HILL, OR
CITY OF ADAIR VILLAGE, OR	CITY OF GRANTS PASS, OR
CITY OF ASHLAND, OR	CITY OF GRESHAM, OR
CITY OF AUMSVILLE, OR	CITY OF HILLSBORO, OR
CITY OF AURORA, OR	CITY OF INDEPENDENCE, OR
CITY OF BAKER, OR	CITY AND COUNTY OF HONOLULU, HI
CITY OF BATON ROUGE, LA	CITY OF KENNER, LA
CITY OF BEAVERTON, OR	CITY OF LA GRANDE, OR
CITY OF BEND, OR	CITY OF LAFAYETTE, LA
CITY OF BOARDMAN, OR	CITY OF LAKE CHARLES, OR
CITY OF BONANAZA, OR	CITY OF LEBANON, OR
CITY OF BOSSIER CITY, LA	CITY OF MCMINNVILLE, OR
CITY OF BROOKINGS, OR	CITY OF MEDFORD, OR
CITY OF BURNS, OR	CITY OF METAIRIE, LA
CITY OF CANBY, OR	CITY OF MILL CITY, OR
CITY OF CANYONVILLE, OR	CITY OF MILWAUKIE, OR
CITY OF CLATSKANIE, OR	CITY OF MONROE, LA
CITY OF COBURG, OR	CITY OF MOSIER, OR
CITY OF CONDON, OR	CITY OF NEW ORLEANS, LA
CITY OF COQUILLE, OR	CITY OF NORTH PLAINS, OR
CITY OF CORVALLI, OR	CITY OF OREGON CITY, OR
CITY OF CORVALLIS PARKS AND RECREATION	CITY OF PILOT ROCK, OR
DEPARTMENT, OR	CITY OF PORTLAND, OR
CITY OF COTTAGE GROVE, OR	CITY OF POWERS, OR
CITY OF DONALD, OR	CITY OF PRINEVILLE, OR

CITY OF REDMOND, OR COALVILLE, UT CITY OF REEDSPORT, OR CORINNE, UT CITY OF RIDDLE, OR CORNISH, UT CITY OF ROGUE RIVER, OR COTTONWOOD HEIGHTS, UT CITY OF ROSEBURG, OR DANIEL, UT CITY OF SALEM, OR DELTA, UT CITY OF SANDY, OR DEWEYVILLE, UT CITY OF SCAPPOOSE, OR DRAPER CITY, UT CITY OF SHADY COVE, OR DUCHESNE, UT CITY OF SHERWOOD, OR EAGLE MOUNTAIN, UT CITY OF SHREVEPORT, LA EAST CARBON, UT CITY OF SILVERTON, OR ELK RIDGE, UT CITY OF SPRINGFIELD, OR ELMO, UT CITY OF ST. HELENS, OR ELSINORE, UT CITY OF ST. PAUL, OR ELWOOD, UT CITY OF SULPHUR, LA EMERY, UT CITY OF TIGARD, OR ENOCH, UT CITY OF TROUTDALE, OR ENTERPRISE, UT CITY OF TUALATIN, OR EPHRAIM, UT CITY OF WALKER, LA ESCALANTE, UT CITY OF WARRENTON, OR EUREKA, UT CITY OF WEST LINN, OR FAIRFIELD, UT CITY OF WILSONVILLE, OR FAIRVIEW, UT CITY OF WINSTON, OR FARMINGTON, UT CITY OF WOODBURN, OR FARR WEST, UT LEAGUE OF OREGON CITES FAYETTE, UT THE CITY OF HAPPY VALLEY OREGON FERRON, UT ALPINE, UT FIELDING, UT ALTA, UT FILLMORE, UT ALTAMONT, UT FOUNTAIN GREEN, UT ALTON, UT FRANCIS, UT AMALGA, UT FRUIT HEIGHTS, UT AMERICAN FORK CITY, UT GARDEN CITY, UT ANNABELLA, UT GARLAND, UT ANTIMONY, UT GENOLA, UT APPLE VALLEY, UT GLENDALE, UT AURORA, UT GLENWOOD, UT BALLARD, UT GOSHEN, UT BEAR RIVER CITY, UT GRANTSVILLE, UT BEAVER, UT GREEN RIVER, UT GUNNISON, UT BICKNELL, UT BIG WATER, UT HANKSVILLE, UT BLANDING, UT HARRISVILLE, UT BLUFFDALE, UT HATCH, UT BOULDER, UT HEBER CITY CORPORATION, UT HELPER, UT CITY OF BOUNTIFUL, UT BRIAN HEAD, UT HENEFER, UT BRIGHAM CITY CORPORATION, UT HENRIEVILLE, UT BRYCE CANYON CITY, UT HERRIMAN, UT CANNONVILLE, UT HIDEOUT, UT CASTLE DALE, UT HIGHLAND, UT CASTLE VALLEY, UT HILDALE, UT CITY OF CEDAR CITY, UT HINCKLEY, UT CEDAR FORT, UT HOLDEN, UT CITY OF CEDAR HILLS, UT HOLLADAY, UT CENTERFIELD, UT HONEYVILLE, UT CENTERVILLE CITY CORPORATION, UT HOOPER, UT CENTRAL VALLEY, UT HOWELL, UT CHARLESTON, UT HUNTINGTON, UT CIRCLEVILLE, UT HUNTSVILLE, UT CLARKSTON, UT CITY OF HURRICANE, UT CLAWSON, UT HYDE PARK, UT CLEARFIELD, UT HYRUM, UT INDEPENDENCE, UT CLEVELAND, UT CLINTON CITY CORPORATION, UT IVINS, UT

JOSEPH, UT PAYSON, UT JUNCTION, UT PERRY, UT KAMAS, UT PLAIN CITY, UT KANAB, UT PLEASANT GROVE CITY, UT KANARRAVILLE, UT PLEASANT VIEW, UT KANOSH, UT PLYMOUTH, UT KAYSVILLE, UT PORTAGE, UT KINGSTON, UT PRICE, UT PROVIDENCE, UT KOOSHAREM, UT LAKETOWN, UT PROVO, UT LA VERKIN, UT RANDOLPH, UT LAYTON, UT REDMOND, UT LEAMINGTON, UT RICHFIELD, UT RICHMOND, UT LEEDS, UT LEHI CITY CORPORATION, UT RIVERDALE, UT LEVAN, UT RIVER HEIGHTS, UT LEWISTON, UT RIVERTON CITY, UT LINDON, UT ROCKVILLE, UT LOA, UT ROCKY RIDGE, UT LOGAN CITY, UT ROOSEVELT CITY CORPORATION, UT LYMAN, UT ROY, UT LYNNDYL, UT RUSH VALLEY, UT MANILA, UT CITY OF ST. GEORGE, UT MANTI, UT SALEM, UT MANTUA, UT SALINA, UT MAPLETON, UT SALT LAKE CITY CORPORATION, UT MARRIOTT-SLATERVILLE, UT SANDY, UT SANTA CLARA, UT MARYSVALE, UT SANTAQUIN, UT MAYFIELD, UT MEADOW, UT SARATOGA SPRINGS, UT MENDON, UT SCIPIO, UT MIDVALE CITY INC., UT SCOFIELD, UT MIDWAY, UT SIGURD, UT MILFORD, UT SMITHFIELD, UT MILLVILLE, UT SNOWVILLE, UT MINERSVILLE, UT CITY OF SOUTH JORDAN, UT MOAB, UT SOUTH OGDEN, UT CITY OF SOUTH SALT LAKE, UT MONA, UT MONROE, UT SOUTH WEBER, UT CITY OF MONTICELLO, UT SPANISH FORK, UT MORGAN, UT SPRING CITY, UT MORONI, UT SPRINGDALE, UT MOUNT PLEASANT, UT SPRINGVILLE, UT MURRAY CITY CORPORATION, UT STERLING, UT STOCKTON, UT MYTON, UT NAPLES, UT SUNNYSIDE, UT NEPHI, UT SUNSET CITY CORP, UT NEW HARMONY, UT SYRACUSE, UT NEWTON, UT TABIONA, UT NIBLEY, UT CITY OF TAYLORSVILLE, UT TOOELE CITY CORPORATION, UT NORTH LOGAN, UT NORTH OGDEN, UT TOQUERVILLE, UT NORTH SALT LAKE CITY, UT TORREY, UT TREMONTON CITY, UT OAK CITY, UT OAKLEY, UT TRENTON, UT OGDEN CITY CORPORATION, UT TROPIC, UT OPHIR, UT UINTAH, UT ORANGEVILLE, UT VERNAL CITY, UT ORDERVILLE, UT VERNON, UT OREM, UT VINEYARD, UT PANGUITCH, UT VIRGIN, UT PARADISE, UT WALES, UT PARAGONAH, UT WALLSBURG, UT

WASHINGTON CITY, UT

WASHINGTON TERRACE, UT

PARK CITY, UT

PAROWAN, UT

WELLINGTON, UT WELLSVILLE, UT WENDOVER, UT WEST BOUNTIFUL, UT WEST HAVEN, UT WEST JORDAN, UT WEST POINT, UT WEST VALLEY CITY, UT WILLARD, UT WOODLAND HILLS, UT WOODRUFF, UT WOODS CROSS, UT

### **COUNTIES AND PARISHES INCLUDING BUT NOT LIMITED TO:**

ASCENSION PARISH, LA

ASCENSION PARISH, LA, CLEAR OF COURT

CADDO PARISH, LA CALCASIEU PARISH, LA

CALCASIEU PARISH SHERIFF'S OFFICE, LA

CITY AND COUNTY OF HONOLULU, HI

CLACKAMAS COUNTY, OR CLACKAMAS COUNTY DEPT OF

TRANSPORTATION, OR CLATSOP COUNTY, OR COLUMBIA COUNTY, OR COOS COUNTY, OR

COOS COUNTY HIGHWAY DEPARTMENT, OR

COUNTY OF HAWAII, OR CROOK COUNTY, OR

CROOK COUNTY ROAD DEPARTMENT, OR

CURRY COUNTY, OR DESCHUTES COUNTY, OR DOUGLAS COUNTY, OR

EAST BATON ROUGE PARISH, LA

GILLIAM COUNTY, OR GRANT COUNTY, OR HARNEY COUNTY, OR

HARNEY COUNTY SHERIFFS OFFICE, OR

HAWAII COUNTY, HI HOOD RIVER COUNTY, OR JACKSON COUNTY, OR JEFFERSON COUNTY, OR JEFFERSON PARISH, LA

JOSEPHINE COUNTY GOVERNMENT, OR LAFAYETTE CONSOLIDATED GOVERNMENT, LA

LAFAYETTE PARISH, LA

LAFAYETTE PARISH CONVENTION & VISITORS

COMMISSION

LAFOURCHE PARISH, LA KAUAI COUNTY, HI KLAMATH COUNTY, OR LAKE COUNTY, OR LANE COUNTY, OR LINCOLN COUNTY, OR LINN COUNTY, OR LIVINGSTON PARISH, LA MALHEUR COUNTY, OR MAUI COUNTY, HI

MARION COUNTY, SALEM, OR MORROW COUNTY, OR MULTNOMAH COUNTY, OR

MULTNOMAH COUNTY BUSINESS AND

COMMUNITY SERVICES, OR

MULTNOMAH COUNTY SHERIFFS OFFICE, OR

MULTNOMAH LAW LIBRARY, OR

ORLEANS PARISH, LA PLAQUEMINES PARISH, LA

POLK COUNTY, OR RAPIDES PARISH, LA

SAINT CHARLES PARISH, LA

SAINT CHARLES PARISH PUBLIC SCHOOLS, LA

SAINT LANDRY PARISH, LA SAINT TAMMANY PARISH, LA SHERMAN COUNTY, OR TERREBONNE PARISH, LA TILLAMOOK COUNTY, OR

TILLAMOOK COUNTY SHERIFF'S OFFICE, OR TILLAMOOK COUNTY GENERAL HOSPITAL, OR

UMATILLA COUNTY, OR UNION COUNTY, OR WALLOWA COUNTY, OR WASCO COUNTY, OR WASHINGTON COUNTY, OR

WEST BATON ROUGE PARISH, LA

WHEELER COUNTY, OR

YAMHILL COUNTY, OR COUNTY OF BOX ELDER, UT COUNTY OF CACHE, UT COUNTY OF RICH, UT

COUNTY OF WEBER, UT COUNTY OF MORGAN, UT COUNTY OF DAVIS, UT COUNTY OF SUMMIT, UT

COUNTY OF DAGGETT, UT COUNTY OF SALT LAKE, UT COUNTY OF TOOELE, UT

COUNTY OF UTAH, UT COUNTY OF WASATCH, UT COUNTY OF DUCHESNE, UT COUNTY OF UINTAH, UT COUNTY OF CARBON, UT

COUNTY OF SANPETE, UT COUNTY OF JUAB, UT COUNTY OF MILLARD, UT

COUNTY OF SEVIER, UT COUNTY OF EMERY, UT COUNTY OF GRAND, UT COUNTY OF BEVER, UT

COUNTY OF PIUTE, UT COUNTY OF WAYNE, UT COUNTY OF SAN JUAN, UT COUNTY OF GARFIELD, UT

COUNTY OF KANE, UT COUNTY OF IRON, UT

COUNTY OF WASHINGTON, UT

### OTHER AGENCIES INCLUDING ASSOCIATIONS,

**BOARDS, DISTRICTS, COMMISSIONS,** 

**COUNCILS, PUBLIC CORPORATIONS, PUBLIC DEVELOPMENT AUTHORITIES, RESERVATIONS** AND UTILITIES INCLUDING BUT NOT LIMITED

TO:

BANKS FIRE DISTRICT, OR

BATON ROUGE WATER COMPANY BEND METRO PARK AND RECREATION

DISTRICT

BIENVILLE PARISH FIRE PROTECTION

DISTRICT 6, LA

BOARDMAN PARK AND RECREATION DISTRICT

CENTRAL CITY ECONOMIC OPPORTUNITY K-12 INCLUDING BUT NOT LIMITED TO: ACADIA PARISH SCHOOL BOARD CORP. LA CENTRAL OREGON INTERGOVERNMENTAL BEAVERTON SCHOOL DISTRICT BEND-LA PINE SCHOOL DISTRICT COUNCIL CITY OF BOGALUSA SCHOOL BOARD, LA BOGALUSA HIGH SCHOOL, LA **BOSSIER PARISH SCHOOL BOARD CLACKAMAS RIVER WATER** CLATSKANIE PEOPLE'S UTILITY DISTRICT BROOKING HARBOR SCHOOL DISTRICT **CLEAN WATER SERVICES** CADDO PARISH SCHOOL DISTRICT CONFEDERATED TRIBES OF THE UMATILLA CALCASIEU PARISH SCHOOL DISTRICT INDIAN RESERVATION CANBY SCHOOL DISTRICT COOS FOREST PROTECTIVE ASSOCIATION CANYONVILLE CHRISTIAN ACADEMY CHEHALEM PARK AND RECREATION DISTRICT CASCADE SCHOOL DISTRICT DAVID CROCKETT STEAM FIRE COMPANY #1, CASCADES ACADEMY OF CENTRAL OREGON LA CENTENNIAL SCHOOL DISTRICT EUGENE WATER AND ELECTRIC BOARD CENTRAL CATHOLIC HIGH SCHOOL HONOLULU INTERNATIONAL AIRPORT CENTRAL POINT SCHOOL DISTRICT NO.6 **HOODLAND FIRE DISTRICT #74** CENTRAL SCHOOL DISTRICT 13J HOUSING AUTHORITY OF PORTLAND COOS BAY SCHOOL DISTRICT NO.9 ILLINOIS VALLEY FIRE DISTRICT **CORVALLIS SCHOOL DISTRICT 509J** LAFAYETTE AIRPORT COMMISSION, LA COUNTY OF YAMHILL SCHOOL DISTRICT 29 LAFOURCHE PARISH HEALTH UNIT - DHH-OPH **CULVER SCHOOL DISTRICT REGION 3** DALLAS SCHOOL DISTRICT NO.2 LOUISIANA PUBLIC SERVICE COMMISSION, LA DAVID DOUGLAS SCHOOL DISTRICT LOUISIANA WATER WORKS DAYTON SCHOOL DISTRICT NO.8 DE LA SALLE N CATHOLIC HS MEDFORD WATER COMMISSION MELHEUR COUNTY JAIL, OR DESCHUTES COUNTY SCHOOL DISTRICT NO.6 DOUGLAS EDUCATIONAL DISTRICT SERVICE METRO REGIONAL GOVERNMENT METRO REGIONAL PARKS **DUFUR SCHOOL DISTRICT NO.29** METROPOLITAN EXPOSITION RECREATION EAST BATON ROUGE PARISH SCHOOL COMMISSION DISTRICT METROPOLITAN SERVICE DISTRICT (METRO) ESTACADA SCHOOL DISTRICT NO.10B MULTNOMAH EDUCATION SERVICE DISTRICT FOREST GROVE SCHOOL DISTRICT NEW ORLEANS REDEVELOPMENT AUTHORITY, GEORGE MIDDLE SCHOOL GLADSTONE SCHOOL DISTRICT NORTHEAST OREGON HOUSING AUTHORITY. GRANTS PASS SCHOOL DISTRICT 7 GREATER ALBANY PUBLIC SCHOOL DISTRICT PORT OF BRANDON, OR GRESHAM BARLOW JOINT SCHOOL DISTRICT HEAD START OF LANE COUNTY PORT OF MORGAN CITY, LA HIGH DESERT EDUCATION SERVICE DISTRICT PORTLAND DEVELOPMENT COMMISSION, OR HILLSBORO SCHOOL DISTRICT PORTLAND FIRE AND RESCUE PORTLAND HOUSING CENTER, OR HOOD RIVER COUNTY SCHOOL DISTRICT OREGON COAST COMMUNITY ACTION JACKSON CO SCHOOL DIST NO.9 OREGON HOUSING AND COMMUNITY JEFFERSON COUNTY SCHOOL DISTRICT 509-J SERVICES JEFFERSON PARISH SCHOOL DISTRICT OREGON LEGISLATIVE ADMINISTRATION JEFFERSON SCHOOL DISTRICT ROGUE VALLEY SEWER, OR JUNCTION CITY SCHOOLS, OR KLAMATH COUNTY SCHOOL DISTRICT SAINT LANDRY PARISH TOURIST COMMISSION KLAMATH FALLS CITY SCHOOLS SAINT MARY PARISH REC DISTRICT 2 SAINT MARY PARISH REC DISTRICT 3 LAFAYETTE PARISH SCHOOL DISTRICT LAKE OSWEGO SCHOOL DISTRICT 7J SAINT TAMMANY FIRE DISTRICT 4, LA SALEM MASS TRANSIT DISTRICT LANE COUNTY SCHOOL DISTRICT 4J SEWERAGE AND WATER BOARD OF NEW LINCOLN COUNTY SCHOOL DISTRICT ORLEANS, LA LINN CO. SCHOOL DIST. 95C SOUTH LAFOURCHE LEVEE DISTRICT, LA LIVINGSTON PARISH SCHOOL DISTRICT TRI-COUNTY METROPOLITAN LOST RIVER JR/SR HIGH SCHOOL TRANSPORTATION DISTRICT OF OREGON LOWELL SCHOOL DISTRICT NO.71 **TUALATIN HILLS PARK & RECREATION** MARION COUNTY SCHOOL DISTRICT DISTRICT MARION COUNTY SCHOOL DISTRICT 103 TUALATIN VALLEY FIRE & RESCUE MARIST HIGH SCHOOL, OR TUALATIN VALLEY WATER DISTRICT MCMINNVILLE SCHOOL DISTRICT NOAO MEDFORD SCHOOL DISTRICT 549C WILLAMALANE PARK AND RECREATION MITCH CHARTER SCHOOL DISTRICT WILLAMETTE HUMANE SOCIETY MONROE SCHOOL DISTRICT NO.1J MORROW COUNTY SCHOOL DIST, OR MULTNOMAH EDUCATION SERVICE DISTRICT

MULTISENSORY LEARNING ACADEMY DAVINCI ACADEMY, UT MYRTLE PINT SCHOOL DISTRICT 41 DAVIS DISTRICT, UT **NEAH-KAH-NIE DISTRICT NO.56** DUAL IMMERSION ACADEMY, UT NEWBERG PUBLIC SCHOOLS DUCHESNE SCHOOL DISTRICT, UT **NESTUCCA VALLEY SCHOOL DISTRICT NO.101** EARLY LIGHT ACADEMY AT DAYBREAK, UT NOBEL LEARNING COMMUNITIES EAST HOLLYWOOD HIGH, UT EDITH BOWEN LABORATORY SCHOOL, UT NORTH BEND SCHOOL DISTRICT 13 NORTH CLACKAMAS SCHOOL DISTRICT EMERSON ALCOTT ACADEMY, UT NORTH DOUGLAS SCHOOL DISTRICT EMERY SCHOOL DISTRICT, UT NORTH WASCO CITY SCHOOL DISTRICT 21 ENTHEOS ACADEMY, UT NORTHWEST REGIONAL EDUCATION SERVICE EXCELSIOR ACADEMY, UT DISTRICT FAST FORWARD HIGH, UT ONTARIO MIDDLE SCHOOL FREEDOM ACADEMY, UT OREGON TRAIL SCHOOL DISTRICT NOA6 GARFIELD SCHOOL DISTRICT, UT GATEWAY PREPARATORY ACADEMY, UT ORLEANS PARISH SCHOOL DISTRICT PHOENIX-TALENT SCHOOL DISTRICT NOA GEORGE WASHINGTON ACADEMY, UT PLEASANT HILL SCHOOL DISTRICT GOOD FOUNDATION ACADEMY, UT PORTLAND JEWISH ACADEMY GRAND SCHOOL DISTRICT, UT GRANITE DISTRICT, UT PORTLAND PUBLIC SCHOOLS GUADALUPE SCHOOL, UT RAPIDES PARISH SCHOOL DISTRICT REDMOND SCHOOL DISTRICT HAWTHORN ACADEMY, UT REYNOLDS SCHOOL DISTRICT INTECH COLLEGIATE HIGH SCHOOL, UT IRON SCHOOL DISTRICT, UT ROGUE RIVER SCHOOL DISTRICT ROSEBURG PUBLIC SCHOOLS ITINERIS EARLY COLLEGE HIGH, UT SCAPPOOSE SCHOOL DISTRICT 1J JOHN HANCOCK CHARTER SCHOOL, UT SAINT TAMMANY PARISH SCHOOL BOARD, LA JORDAN DISTRICT, UT SEASIDE SCHOOL DISTRICT 10 JUAB SCHOOL DISTRICT, UT SHERWOOD SCHOOL DISTRICT 88J KANE SCHOOL DISTRICT, UT SILVER FALLS SCHOOL DISTRICT 4J KARL G MAESER PREPARATORY ACADEMY, SOUTH LANE SCHOOL DISTRICT 45J3 UT SOUTHERN OREGON EDUCATION SERVICE LAKEVIEW ACADEMY, UT DISTRICT LEGACY PREPARATORY ACADEMY, UT SPRINGFIELD PUBLIC SCHOOLS LIBERTY ACADEMY, UT SUTHERLIN SCHOOL DISTRICT LINCOLN ACADEMY, UT SWEET HOME SCHOOL DISTRICT NO.55 LOGAN SCHOOL DISTRICT, UT TERREBONNE PARISH SCHOOL DISTRICT MARIA MONTESSORI ACADEMY, UT THE CATLIN GABEL SCHOOL MERIT COLLEGE PREPARATORY ACADEMY, TIGARD-TUALATIN SCHOOL DISTRICT UMATILLA MORROW ESD MILLARD SCHOOL DISTRICT, UT WEST LINN WILSONVILLE SCHOOL DISTRICT MOAB CHARTER SCHOOL, UT WILLAMETTE EDUCATION SERVICE DISTRICT MONTICELLO ACADEMY, UT WOODBURN SCHOOL DISTRICT MORGAN SCHOOL DISTRICT, UT YONCALLA SCHOOL DISTRICT MOUNTAINVILLE ACADEMY, UT ACADEMY FOR MATH ENGINEERING & MURRAY SCHOOL DISTRICT, UT NAVIGATOR POINTE ACADEMY, UT SCIENCE (AMES), UT ALIANZA ACADEMY, UT NEBO SCHOOL DISTRICT, UT ALPINE DISTRICT, UT NO UT ACAD FOR MATH ENGINEERING & SCIENCE (NUAMES), UT AMERICAN LEADERSHIP ACADEMY, UT NOAH WEBSTER ACADEMY, UT AMERICAN PREPARATORY ACADEMY, UT BAER CANYON HIGH SCHOOL FOR SPORTS & NORTH DAVIS PREPARATORY ACADEMY, UT NORTH SANPETE SCHOOL DISTRICT, UT MEDICAL SCIENCES, UT BEAR RIVER CHARTER SCHOOL, UT NORTH STAR ACADEMY, UT NORTH SUMMIT SCHOOL DISTRICT, UT BEAVER SCHOOL DISTRICT, UT BEEHIVE SCIENCE & TECHNOLOGY ACADEMY ODYSSEY CHARTER SCHOOL, UT OGDEN PREPARATORY ACADEMY, UT (BSTA), UT BOX ELDER SCHOOL DISTRICT, UT OGDEN SCHOOL DISTRICT, UT CBA CENTER, UT OPEN CLASSROOM, UT CACHE SCHOOL DISTRICT, UT OPEN HIGH SCHOOL OF UTAH, UT CANYON RIM ACADEMY, UT OQUIRRH MOUNTAIN CHARTER SCHOOL, UT CANYONS DISTRICT, UT PARADIGM HIGH SCHOOL, UT CARBON SCHOOL DISTRICT, UT PARK CITY SCHOOL DISTRICT, UT CHANNING HALL, UT PINNACLE CANYON ACADEMY, UT CHARTER SCHOOL LEWIS ACADEMY, UT PIUTE SCHOOL DISTRICT, UT CITY ACADEMY, UT PROVIDENCE HALL, UT DAGGETT SCHOOL DISTRICT, UT PROVO SCHOOL DISTRICT, UT

QUAIL RUN PRIMARY SCHOOL, UT QUEST ACADEMY, UT RANCHES ACADEMY, UT REAGAN ACADEMY, UT RENAISSANCE ACADEMY, UT RICH SCHOOL DISTRICT, UT ROCKWELL CHARTER HIGH SCHOOL, UT SALT LAKE ARTS ACADEMY, UT SALT LAKE CENTER FOR SCIENCE EDUCATION, UT SALT LAKE SCHOOL DISTRICT, UT SALT LAKE SCHOOL FOR THE PERFORMING SAN JUAN SCHOOL DISTRICT, UT SEVIER SCHOOL DISTRICT, UT SOLDIER HOLLOW CHARTER SCHOOL, UT SOUTH SANPETE SCHOOL DISTRICT, UT SOUTH SUMMIT SCHOOL DISTRICT, UT SPECTRUM ACADEMY, UT SUCCESS ACADEMY, UT SUCCESS SCHOOL, UT SUMMIT ACADEMY, UT SUMMIT ACADEMY HIGH SCHOOL, UT SYRACUSE ARTS ACADEMY, UT THOMAS EDISON - NORTH, UT TIMPANOGOS ACADEMY, UT TINTIC SCHOOL DISTRICT, UT TOOELE SCHOOL DISTRICT, UT TUACAHN HIGH SCHOOL FOR THE PERFORMING ARTS, UT UINTAH RIVER HIGH, UT UINTAH SCHOOL DISTRICT, UT UTAH CONNECTIONS ACADEMY, UT UTAH COUNTY ACADEMY OF SCIENCE, UT UTAH ELECTRONIC HIGH SCHOOL, UT UTAH SCHOOLS FOR DEAF & BLIND, UT UTAH STATE OFFICE OF EDUCATION, UT UTAH VIRTUAL ACADEMY, UT VENTURE ACADEMY, UT VISTA AT ENTRADA SCHOOL OF PERFORMING ARTS AND TECHNOLOGY, UT WALDEN SCHOOL OF LIBERAL ARTS, UT WASATCH PEAK ACADEMY, UT WASATCH SCHOOL DISTRICT, UT WASHINGTON SCHOOL DISTRICT, UT WAYNE SCHOOL DISTRICT, UT

WEBER SCHOOL DISTRICT, UT WEILENMANN SCHOOL OF DISCOVERY, UT

### **HIGHER EDUCATION**

ARGOSY UNIVERSITY

BATON ROUGE COMMUNITY COLLEGE, LA BIRTHINGWAY COLLEGE OF MIDWIFERY BLUE MOUNTAIN COMMUNITY COLLEGE **BRIGHAM YOUNG UNIVERSITY - HAWAII** CENTRAL OREGON COMMUNITY COLLEGE CENTENARY COLLEGE OF LOUISIANA CHEMEKETA COMMUNITY COLLEGE CLACKAMAS COMMUNITY COLLEGE COLLEGE OF THE MARSHALL ISLANDS COLUMBIA GORGE COMMUNITY COLLEGE CONCORDIA UNIVERSITY GEORGE FOX UNIVERSITY

KLAMATH COMMUNITY COLLEGE DISTRICT

LANE COMMUNITY COLLEGE

LEWIS AND CLARK COLLEGE

LINFIELD COLLEGE

LINN-BENTON COMMUNITY COLLEGE

LOUISIANA COLLEGE, LA LOUISIANA STATE UNIVERSITY

LOUISIANA STATE UNIVERSITY HEALTH

**SERVICES** 

MARYLHURST UNIVERSITY MT. HOOD COMMUNITY COLLEGE MULTNOMAH BIBLE COLLEGE

NATIONAL COLLEGE OF NATURAL MEDICINE

NORTHWEST CHRISTIAN COLLEGE

OREGON HEALTH AND SCIENCE UNIVERSITY

OREGON INSTITUTE OF TECHNOLOGY

OREGON STATE UNIVERSITY OREGON UNIVERSITY SYSTEM

PACIFIC UNIVERSITY

PIONEER PACIFIC COLLEGE PORTLAND COMMUNITY COLLEGE PORTLAND STATE UNIVERSITY

**REED COLLEGE** 

RESEARCH CORPORATION OF THE

UNIVERSITY OF HAWAII

ROGUE COMMUNITY COLLEGE

SOUTHEASTERN LOUISIANA UNIVERSITY SOUTHERN OREGON UNIVERSITY (OREGON

UNIVERSITY SYSTEM)

SOUTHWESTERN OREGON COMMUNITY

**COLLEGE** 

**TULANE UNIVERSITY** 

TILLAMOOK BAY COMMUNITY COLLEGE

UMPQUA COMMUNITY COLLEGE

UNIVERSITY OF HAWAII BOARD OF REGENTS

UNIVERSITY OF HAWAII-HONOLULU

COMMUNITY COLLEGE

UNIVERSITY OF OREGON-GRADUATE SCHOOL

UNIVERSITY OF PORTLAND UNIVERSITY OF NEW ORLEANS WESTERN OREGON UNIVERSITY

WESTERN STATES CHIROPRACTIC COLLEGE

WILLAMETTE UNIVERSITY XAVIER UNIVERSITY

UTAH SYSTEM OF HIGHER EDUCATION, UT

UNIVERSITY OF UTAH, UT UTAH STATE UNIVERSITY, UT WEBER STATE UNIVERSITY, UT SOUTHERN UTAH UNIVERSITY, UT

SNOW COLLEGE, UT

DIXIE STATE COLLEGE, UT COLLEGE OF EASTERN UTAH, UT UTAH VALLEY UNIVERSITY, UT SALT LAKE COMMUNITY COLLEGE, UT

UTAH COLLEGE OF APPLIED TECHNOLOGY, UT

### **STATE AGENCIES**

ADMIN. SERVICES OFFICE **BOARD OF MEDICAL EXAMINERS** HAWAII CHILD SUPPORT ENFORCEMENT

**AGENCY** 

HAWAII DEPARTMENT OF TRANSPORTATION HAWAII HEALTH SYSTEMS CORPORATION OFFICE OF MEDICAL ASSISTANCE PROGRAMS

OFFICE OF THE STATE TREASURER

OREGON BOARD OF ARCHITECTS

OREGON CHILD DEVELOPMENT COALITION

OREGON DEPARTMENT OF EDUCATION OREGON DEPARTMENT OF FORESTRY OREGON DEPT OF TRANSPORTATION OREGON DEPT. OF EDUCATION OREGON LOTTERY OREGON OFFICE OF ENERGY OREGON STATE BOARD OF NURSING OREGON STATE DEPT OF CORRECTIONS **OREGON STATE POLICE OREGON TOURISM COMMISSION** OREGON TRAVEL INFORMATION COUNCIL SANTIAM CANYON COMMUNICATION CENTER SEIU LOCAL 503, OPEU SOH- JUDICIARY CONTRACTS AND PURCH STATE DEPARTMENT OF DEFENSE, STATE OF **HAWAII** STATE OF HAWAII STATE OF HAWAII, DEPT. OF EDUCATION STATE OF LOUISIANA STATE OF LOUISIANA DEPT. OF EDUCATION STATE OF LOUISIANA, 26<sup>TH</sup> JUDICIAL DISTRICT **ATTORNEY** STATE OF UTAH

## APPENDIX E MARKET BASKET

## RFP 19-05 Educational School Supplies Appendix E - Market Basket Offeror Company Name:

Instructions:

Offerors must respond to this list with the indicated information. Offerors may substitute equivalent product if desired.

Requested Product List may not be altered in any way. If your company is not offering a requested product or equivalent, leave offered product line blank.

This market basket survey reflects the most recent needs of Region 4 ESC and Omnia Partner's members. Respondents do not need to respond to every item in order to be considered for award.

		REQUESTED PRODUCTS				OFFEROR PROPOS	SED PRODUC	т		OFFEROR PROPO	OSED PRICE	
#	MFR#	Description	UOM	QPU	MFG NUMBER	MFG NAME DESCRIPT		SUPPLIER NUMBER UOM QPU	UNIT LIST PRICE		FINAL PRICE	CORE or NON-CORE LIST
1	OD02765	BINDER,OD,VIEW,RR,1",WHITE	EA	1							-	
2	20170303	SHEET PROT,OD,STD,CLR,200/BX	BX	200								
3	OD02774	BINDER,OD,VIEW,RR,2",WHITE	EA	1								
4	OD02769	BINDER,OD,VIEW,RR,1.5",WHITE	EA	1								
5	535704ODB	POUCH,LAMINATING,LETTER SIZE	PK	50								
6	OD02767	BINDER,OD,VIEW,RR,1",BLACK	EA	1								
7	3585414778	DIVIDER,INDEX,8TAB/4PK,ASTD	ST	4								1
8	3748201EZ 20170316	FILM,LAMINATE,1.5MIL,EZLD,2/BX PRTCTR,SHT,HVYWGHT,100 BOX	BX BX	2								1
10	TP3854-200	THERMAL POUCH 8.9"X11.4" 200PK	EA	100								+
11	OD03105	BINDER,INP,VW,DR,3",WHITE	EA	1								<del> </del>
12	OD02772	BINDER, OD, VIEW, RR, .5", WHITE	EA	1								-
13	OD02772	BINDER,OD,VIEW,RR,3",WHITE	EA	1								
14	OD03001	OD DUR VW 2"BDR SLNT RNG WHT	EA	1								
15	OD05525	BINDER,JB,VW,RR,1",WHT,12PK	PK	12								
16	1701720EZ	LAMINATOR,EZLOAD,PINNACLE27	EA	1								
17	OD02998	OD DURABLE DR VW 3 BNDR WHITE	EA	1								
18	OD552456	PORTFOLIO,PCKT,W/FAST,LTR,ASTD	BX	25								
19	77516	PORTFOLIO, POLY, FASTENERS, YLW	EA	1								
20	OD03010	OD DUR VW 4"BDR SLNT RNG WHT	EA	1								1
21	77512	PORTFOLIO,POLY,FASTENERS,GREEN	EA	1								<b></b>
22	OD02773	BINDER,OD,VIEW,RR,2",BLACK	EA	1								<del>                                     </del>
23	OD03005	OD DURABLE DR VW 5 BNDR WHITE	EA	1								<del>                                     </del>
24	OD03104	BINDER,INP,VW,DR,2",WHITE	EA	1								<del>                                     </del>
25 26	OD02785 535707OD	BINDER,OD,VIEW,RR,3",BLACK POUCH,LAMINATING,LETTER SIZE	EA PK	50								1
27	OD02771	BINDER,OD,VIEW, RR,.5",BLACK	EA	1								t
28	OD03020	BINDER,INP,VW,DR,3",BLACK	EA	1								
29	OD02768	BINDER,OD,VIEW,RR,1.5",BLACK	EA	1								
30	77510	PORTFOLIO,POLY,FASTENERS,PRPL	EA	1								
31	OD03102	BINDER,INP,VW,DR,1",WHITE	EA	1								
32	OD03106	BINDER,INP,VW,DR,4",WHITE	EA	1								
33	3585414706	DIVIDERS,TOC,A-Z,MULTICOLOR	ST	1								
34	3585414776	DIVIDERS,OD,BIGTAB,5T,4PK,ASTD	ST	4								
35	OD03012	BINDER,INP,VW,DR,3",NAVY	EA	1								
36	OD988212	PORTFOLIO,POCKET,TWIN,10PK,YEL	PK	10								
37	OD02999	OD DUR VW 3"BDR SLNT RNG BLK	EA	1								+
38	3585414790	DIVIDER,INS,5,BG TB,RCY,OD,CLR	ST	1								1
39 40	77610 3585414777	PORTFOLIO,2 POCKET,POLY,RED DIV,OD,BIGTAB,INS,8T,CLEAR,4PK	EA ST	4								
41	77613	PORTFOLIO,2-POCKET,POLY,BLUE	EA	1								<del>                                     </del>
42	OD988089	PORTFOLIO,PCKT,TWIN,10PK,L/GRN	PK	10								
43	OD03046	BINDER,INP,VW,DR,2",BLACK	EA	1								
44	OD03299	BINDER,INP,VW,DR,5",WHITE	EA	1								
45	OD03011	OD DUR VW 4"BDR SLNT RNG BLK	EA	1								
46	OD03006	OD DUR VW 5"BDR SLNT RNG BLK	EA	1								
47	OD698811	COVER,PORTFOLIO,11.75X9.5,DBLU	BX	25								
48	3000052EZ	U35EZ 5MILNAPII ROLL FILM	BX	2								
49	OD03002	OD DUR VW 2"BDR SLNT RNG BLK	EA	1								1
50	OD03016	BINDER,INP,VW,DR,4",BLACK	EA	1								<del>                                     </del>
51	77611	PORTFOLIO,2-POCKET,POLY,GREEN	EA	1								<del>                                     </del>
52	20170313	PROTECT,SHT,OD,HVY,NGL,50/BOX	BX	50								<del>                                     </del>
53	OD03337	BINDER, INP, VW, DR, 2", BLUE	EA	1								t
55	OD03338 OD433607	BINDER,INP,VW,DR,3",BLUE PORTFOLIO,2PKT,W/FAST,10PK,RED	EA PK	10								1
56	535584ODR	POUCH, LAMINATING, BUS CARD	PK	100								<b></b>
57	OD02987	OD DUR VW 1" BDR SLNT RNG BLK	EA	1								
58	OD988071	PORTFOLIO,KT,PCKT,W/FAST,LGRN	PK	10								
59	20170314	SHEET PROT,OD,HVY CLR,50/BX	BX	50								
60	3125913EZ	U35EZ 3MILNAPII ROLL FILM,2BX	BX	2								
61	3585414792	DIVIDERS,OD,INS,8ST,CLEAR	ST	1								
62	77612	PORTFOLIO,2-POCKET,POLY,YELLOW	EA	1								
63	OD03346	BINDER,INP,VW,DR,3",RED	EA	1					·			
64	OD03054	BINDER,INP,VW,DR,1",BLACK	EA	1								
65	3200599	POUCH,LAM,LTR,10ML,CR	BX	50								<del>                                     </del>
66	OD433573	PORTFOLIO,PCKT,W/FST,10PK,LBLU	PK	10								<del>                                     </del>
67	3585414709	DIVIDER,1-8,TOC,6SETS,MULTICLR	ST	6								<del>                                     </del>
68	OD03045	BINDER,INP,VW,DR,2",NAVY LAMINATING POUCH, MENU	EA PK	1 15								<del>                                     </del>
69 70	535736ODR 585708OD	THERMAL POUCHES, 5 MIL, 100 PA	PK PK	100								<u> </u>
71	OD438366	PORTFOLIO, PCKT, TWIN, 100 PA	PK	100								<b></b>
72	OD03352	BINDER,ODP,VW,DR,1",BLUE	EA	10								

					 	1	T	
73		COVER,RPT,CLR FRNT,10PK,BLUE	PK			1		
74		BINDER,ODP,RR,1",BLACK	EA			1		
75		BINDER,ODP,VW,DR,3",BLUE	EA	1		1		
76		PORTFOLIO,POLY,PURPLE	EA	1				
77	OD03315	BINDER,INP,VW,DR,2",RED	EA	1				
78		BINDER,INP,VW,DR,5",BLACK	EA					
79		DIVIDERS,OD,INS,5T,4PK,CLEAR	ST					
80		BINDER,INP,VW,DR,1",NAVY	EA	1				
81		BINDER,INP,VW,DR,1",RED	EA	1				
82	OD03091	INP HD VW 4" NAVY	EA	1				
83		LAMINATING POUCH, LEGAL	PK					
84	OD03347	BINDER,INP,VW,DR,4",RED	EA	1				
85	OD03339	BINDER,INP,VW,DR,4",BLUE	EA	1				
86		LAMINATING POUCH, LUGGAGE TAG	PK	25				
87	OD03335	BINDER,INP,VW,DR,1",BLUE	EA	1				
88	3585414710	DIVIDER,1-10,TOC,6SET,MULTICLR	ST					
89		LAMINATING POUCH, ID W/ CLIP	PK	25				
90	OD03021	BINDER,INP,VW,DR,1",TEAL	EA	1				
91		BINDER,INP,VW,DR,2",PERIWINKLE	EA	1				
92	OD03357	BINDER,ODP,VW,DR,1",GREEN	EA					
93	20170322	SHEET PROTECTOR,HW,50/BX,CLEAR	BX	50				
94	OD03290	BINDER,INP,VW,DR,2",PURPLE	EA	1				
95	OD03354	BINDER,ODP,VW,DR,2",BLUE	EA	1		1		
96		BINDER,ODP,RR,1",BLUE	EA	1				
97		SHEET PROTECTR,NO GLR,HW,50/BX	BX					
98		POUCH,LAMINATING,LTR SIZE,25PK	PK					
99		COVER,RPT,CLR FRONT,10PK,RED	PK	10				
100	OD02824	BINDER,ODP,RR,1.5",BLACK	EA	1				
101		BINDER,INP,VW,DR,1",ARMY GREEN	EA	1		Ì		
102		BINDER,INP,VW,DR,1",PERIWINKLE	EA	1		Ì		
103		DIVIDERS,OD,INS,SST,COLOR	ST	1		Ì		
104		BINDER,INP,VW,DR,1",PURPLE	EA	1		I		
105		POUCH,LAMINATING,GOV ID	PK	25		I		
106		DIVIDERS,OD,INS,8ST,ASTD	ST	1				
107		POUCH,LAMT,4X6 PHOTO ,25PK	PK	25				
108		OD LEGAL 2"BNDR 3 RING BLK	EA					
109		BINDER,INP,DR.1",DARK RED	EA	1				
110		PAD,PERF,5X8,LGL,WHT,RLD,12PK	DZ	12				
111		BOOK,RECORD,CLASS,8.25X10.87	EA					
112		PAD,PERF,5X8,CAN,LGL,RLD,12PK	DZ					
113		PAD,OD GRN,LTTR,6PK,8.5X11,WHT	PK					
114	99535	LEGALPAD,ODPRO,5X8,CANARY	PK	8				
115		FOLDER,LTR,1/3CUT,100BX,MANILA	BX					
116		FOLDER LTR1/3 100 BX	BX					
117		HANG FLDR 1/5 LTR-SZ ASST 25PK	BX					
118 119	207944OD 208025OD	FOLDERS FILE LTR-SIZE BLUE FOLDERS FILE LTR-SIZE RED	BX BX					
120		FOLDERS FILE LTR-SIZE GREEN	BX BX	100				
		FOLDERS FILE LTR-SIZE YELLOW						
122		FOLDER,LGL,1/3CUT,100BX,MANILA	BX					
		COLOR HFF,LTR,1/5 CUT,ASST	BX					
124		FOLDERS FILE LTR-SIZE VIOLET	BX					
125	422089OD	POCKET FC LTR 3-1/2 ASST 5PK	PK	5	_	1		
126		FOLDER,HNG,LGL,1/5CUT,25BX,GRN	BX			1		
127		FILE FLDR 1/3 LTR AST 24PK	PK			1		
128		MANILA JKT,LTR,2" EXP,REINF	BX			1		
129		COLOR FF,LTR,1/3 CUT - GREY		100		1		
130	S476536	FOLDER, FILE, EXP, 13-PCKT, BLUE	EA	1		1	1	
131		TAB FLDR 1/3-CUT CLEAR 25/PK	PK	25		1	1	
132		MANILA JKT,LTR,1" EXP,REINF	BX			1	1	
133		MANILA JKT,LGL,1" EXP,REINF	BX	50		1	1	
134		MANILA JKT,LTR,FLT,REINF	BX	100		1		
135		FOLDER MANILA 1/5-CUT LETTER	BX			1		
136		FILE FLDR 1/3TB RED LTR 100BX	BX			1		
137		NOCKET STD LTR 5-1/4 BRN 5PK	PK					
138		FILE FLDR 1/3TB BLK LTR 100BX	BX	100	_	1		
139		TAB FLDR 1/5-CUT CLEAR 25/PK	PK	25	_	1		
140		FILE FLDR 1/3TB DPNK LT 100BX	BX	100				
141		POCKET LTR 3-1/2 BROWN 5PK	PK					
142		LABEL,LSR,SHIP,WHT,600CT	BX					
143		LABEL,LSR,RET,WHT,8000CT		8000		1		
144	5895	BADGE,NAME,LASER,BLUE	BX	400		1		
145		LABEL,LASER,SHIP,5.5X8.5,200CT	PK					
146		LABEL,IJ,FILE,WHT,750CT	PK					
147		LABEL,LSR,ADDR,REMOVE,750CT	PK			1		
148		REINFORCEMENT,P/S,1/4"HOLE,WHT	PK	200				
149		TAPE,MASK,OD,1"X60YD,3PK	PK	3				
150	234-1PK-1"	TAPE,MASKING,1"X60 YDS,3M	EA					
151		GLUESTICK,CLASSROOM,60/PK,WHT	PK					
152		SCISSORS,STRT,8",2/PK,BLK	PK	2				
153	E304	GLUE,SCHOOL,40Z	EA	1		1		
154		GLUESTICK, 32 OZ,12/PK,CLEAR	PK			1		
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		STAPLES,STANDARD,5 PACK		25000			
	RTP-003608-OP-087-05	RULER,W/BNDR HOLES,12",PLSTC,A	EA				
157		GLUE STICKS,0.32 OZ,30PK,WHT	BX				
158	10008	CLIP,PPR,#1,PRM SMTH,OD,500PK	PK				
159	14350	IZONE BENT SCISSOR 2PACK 7"	EA	1			
160		STAPLER,PAPER PRO 1000,BLACK	EA	1			
		CLIP,BINDER,SM,3/4IN,144/PK	PK				
162	R330-10SSMIA	POST-IT,MIAMI,3X3,10PK	PK	10			
	13168	BLUNT SCISSORS 5 INCH 2 PACK	EA				
164	30029	SCISSORS,STRAIGHT,OD,8",BLACK	EA	1			
165	2663	STAPLES,STANDARD,3/PACK	PK	15000			
166	E554	GLUE STICK,X-STREN, 280Z,24	PK	24			
167	S7074736	STAPLER,747 COLLECTORS ED,RED	EA	1			
168	14606	SCISSOR,BLNT,KIDS,5",MICROBAN	EA	1			
169		RULER, WOOD 12" W/M	EA	1			
170	675-6SSMIA	NOTES,SS,MIAMI,4X4	PK	6			
171	14756	CADDY,SCISSOR,MICROBAN,BLNT	EA				
		KIDS POINTED SCISSORS 5IN 2PK	PK				
173		GLUE GUN,MINI,DUAL TEMP,20W	EA	1			
174	95505-OD	GLUESTICK,3PK,1.40OZ,WHITE	PK	3			
175		SCISSOR,POINT,MICROBAN,5"	EA	1			
176		COMMAND,HOOKS,MED,WHT,20PK	PK	20			
177		RUBBERBANDS,SZ64,1#	BG				
178		TICKET,ROLL,DOUBLE,ASTD	RL	2000			
179		HOT GLUE STICK,MINI,4",CLEAR	EA	1			
		PUNCH,1-HOLE,1/4",HANDHELD,CHM	EA	1			
181		STAPLES,STANDARD,OD	BX				
182		VALUE PK LRG BNDR CLIPS 48PK	PK				
183		STAPLER FLECTRIC OD BLACK	EA	1			
184		TABS,POST-IT,2",24PK,4 COLORS	PK	24			
185		TICKET,ROLL,SINGLE,ASTD	RL		<del>-   -   -   -   -   -   -   -   -   -  </del>		
186	LF-33	CLIPS,BINDER,MINI,BLK,60PK	PK				
187		RUBBERBANDS,FILE,BRITES,50PK	PK				
188		STAPLER DESKTOP CLASSIC FLISTRP	EA	1			
189		DISPENSER,TAPE,DESKTOP,SILVER	EA	1			
190		RINGS.BOOK.100PK.1".SILVER	PK				
191		STAPLES, PREMIUM, 5000BX		5000			
192 193	OD427251 NB-20110517	STAPLER,METAL,PREMIUM,CMBO PK RULER,OD, 6",PLASTIC,ASTD CLRS	EA EA	1			
194	10002	CLIP,PPR,#1,NSKD,OD,10PK	PK	1000			
195		CLIPS,BINDER,36PK,SMALL,BLACK	PK				
196		RULER,OD,12",FLEXIBLE	EA				
197		STICKS,GLUE,OFFICE DEPOT,18PK	PK				
198	2419408	RUBBERBANDS,SZ19,1#	BG				
199		CLIP,MAGNET,BULLDOG,LG,3PK	PK	3			
200		ROLLER,ADHESIVE,DOT,VALUE,4PK	PK	4			
201		STAPLE,OPTIMA,PREMIUM,3750/BX	BX				
202		RUBBERBANDS,#54,1LB	BG				
203		RULER,OD,SHATTERPROOF,12"	EA	1			
204		CLIP,MAGNET,SQUARE,LARGE,3PK	PK	3			
205		RING,BOOK,ASTD,20PK	PK				
206		CLIP,PAPER,#1,ASTD,1000 COUNTS		1000			
207		DISPENSER,TAPE,SCOTCH,C60,BLK	EA	1			
208		8" BENT SHEAR SOFT BLUEGREY	EA	1			
209		TAB,DURABLE,DIVIDING,4PK	PK	4			
210		SCISSOR,8IN,LACE	EA	1			
211		TABS,POST-IT,DURABLE,3/PK	PK				
212		RUBBERBANDS,SZ32,1#					
213	AV-MGCS	CLIP,MAGNET,BULLDOG,SML,3PK	PK	3			
		GLUE,32.4 FL OZ,CLEAR	EA	1			
215		HEAVY DUTY MAGNETS 12/TUB	PK				
216		COLOR PUSH PINS 250CT	BX				
217	1901	STAPLES,STND,FULL STRIP		5000			
218		POST-IT FLAG,ASTD CLR,4/PK	PK				
219	JS170405-6	RINGS,BOOK,25PK,2",SILVER	PK	25			
220		RUBBERBANDS,SZ54,1/4#	BG	375			
221	ODTKS-SLVR	THUMB-TACK,100PK,13MMX8MM,SLVR	PK				<u> </u>
222		8" STRAIGHT SHEAR SFT BLUEGREY	EA	1			
223		GLUE,STICK,GEL,ELMERS,25G,12CT	PK	12			
224		PROMO CLIP PACK 96 COUNT	BX				
225		FLAGS,POST-IT,BRIGHT,PRT,100PK	PK				
226		SCISSORS,NONSTK,8"STR,GY/YW	EA				
227		POST-IT,FLAG,ARROWS,ASTD,100CT	EA	100			
228		TAB,POST-IT,DURABLE,3/PK	PK	3			
		RUBBERBANDS,SZ33,1/4#	BG				
		POST-IT,BRIGHT ARROWS,100 CT,A	PK				
231		MAGNETS ASST SIZE/COLOR 30PK	PK				
232		RUBBERBANDS,#64,1/4#	BG	110			
233		TABS,DURABLE,2",30PK,ASTD	PK				
234		HOOKS,COMMAND,MINI,CLEAR,6PK	PK	1			
235		RUBBERBANDS,#19,1/4#	BG				
236		VINYL PAPER CLIP JUMBO 200PK	PK				
-30	011100000	VIII CIT CLI JOHN DO ZOUT K	FK	200			

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237		CLEAR PUSH PINS 250CT	BX			
238		BINDER CLIPS MICRO BLACK 100PK	PK			
239		HOOK,ADHESIVE,COMMAND,3	EA			
240		RUBBERBANDS,#32,1/4#	BG	237		
241	2416808	RUBBERBANDS,#16,1/4#	BG	625		
242		PAPER,COPY,OD,CASE,10-REAM	CA			
243		PAPER,IMAGPRNT,10RM,8.5X11,WHT	CA			
244		PAPER,65#C,96B,250PK,B/WHITE	PK			
245		INDEX WHITE 110# 8.5 X 11	PK	250		
246		90# WHITE INDEX	PK		<b>†</b>	
247		PAPER,COPY,8.5X11,500SH,LILAC	RM			
					<del>                                     </del>	
248	21528	PAPER,COPY,ASTRO,LUNAR BLUE	RM		<b>+</b>	
249		PAPER,ASTRONEON,LTR,24#,HAPPY	RM			
250		PAPER,CPY,8.5X11,500SH,GOLDROD				
251	21588	PAPER,ASTRO,8.5X11,TERRA GREEN	RM	500		
252	21658	PAPER,ASTRO,LTR,COSMIC ORANGE	RM			
253		PAPER,ASTROBRIGHTS,65# HAPPY A	PK			
254	3R11231	PAPER,CPY,8.5X11,500SH,SALMON	RM	500		
255	21688	PAPER,ASTROBRIGHTS,24#,FUCHSIA	RM	500		
256		PAPER,ASTRO,LTR,SLR YEL	RM	500		
257		OD RED TOP 17" 5RM CTN		2500		
258		PAPER,COPY,OD,CASE,LEGAL,10RM		5000		
259		VLM BRSTL67# 8.5X11 WHITE	PK	250		
260		PAPER,X-9,8.5X14,20LB,10/CASE	CT			
261	22998	PAPER,ASTROBRT,5PK/CASE,ASTD	CA	5		
262		PAPER,LTR,ASTRO,24#,PURPLE	RM		<del>                                      </del>	
263		PAPER,ASTROBRT #65,LTR,SLR YLW	PK	250		
264		PAPER,COPY,8.5X11,RE-ENTRY,RED	RM	500		
265		PAPER,CPY,8.5X11,20#,500SH,CHR	RM			
266		PAPER,ASTROBRIGHT 65#,LTR,GRN	PK			
267		OD BLUE TOP 96B 11" 5RM JR CTN	CA	2500		
268		PAPER,COVER STOCK 65#,250PK		250		
269	99608	PAPER, 5 COLOR, BRIGHTS, ASST	EA	1		
270	3R05862	PAPER,COPY,8.5X11,IVY,500SH	RM	500		
271		PAPER,ASTRO,LTR,LIFT-OFF LEMON	RM	500		
272		PAPER,ASTRO,PULSAR PINK	RM			
273		PAPER,ASTRO,BRIGHT GREEN	RM			
274		PAPER,ASTROBRIGHT,24#,LTR,ASTD	RM	500		
275		PAPER,ASTROBRI 65#,LTR,RE RED	PK	250	<b>†</b>	
276		INDEX-BLUE110# 8.5X11	PK			
					<del>                                     </del>	
277	22226	PAPER,ASTROBRIGHT,500/RM,ASTD	RM		<b> </b>	
278		PAPER,COPY,OD,8.5X11,5/CA,WHT	CA		<b>+</b>	
279		PAPER,ASTROBRIGHT 65#,LTR,BLU	PK			
280		PAPER,PASTEL,24#,8.5X11,AQUA	RM			
281		OD RED TOP 3HP BSD 10RM CTN		5000		
282		8 1/2X11 90# GREEN EXACTINDEX	PK			
283		INDEX,90#,8.5X11,CANARY	PK			
284	3R11523	PAPER,COPY,8.5X11,BLUE,5M	RM			
285	48588	INDEX,110#,8.5X11,IVORY	PK	1		
286	92102	11X17 65# WAUSAU BRIGHT WHITE	RM	250		
287		PAPER,COPY,8.5X11,500SH,GREY				
288	3R20081	PAPER,CPY,8.5X11,500SH,TAN	RM	500		
289		PAPER,X-9,3HP,20LB,10/CA	CT			
290		PAPER,PASTEL,24#,8.5X11,GREEN	RM			
291		PAPER,COPY,8.5X11,500SH,BUFF	RM			
292		VLM BRSTL67# 8.5X11 BLUE	PK			
293		PAPER,ASTROBRIGHTS,65# VINTAGE				
294		PAPER,ASTROBRIT,24#,LTR,ASTD	RM			
294		PAPER,ASTROBRITE,LTR,GALAXY	RM	500		
296 297		PAPER,ASTBRT CVR,65# PULSAR,PK PAPER,ASTRO,LTR,24#,ROCKET RED	PK RM			
298		PAPER,ASTROPARCHE 65#,LTR,NTRL		250	<del>                                      </del>	
299		PPR,INDX,8.5X11,110#,CANY	PK			
300		PAPER,PASTEL,24#,8.5X11,PINK	RM			
301		PAPER,COPY,8.5X11,104BRT,WHITE	RM			
302		PAPER,PASTEL,24#,8.5X11,LILAC	RM	500		
303		3M POST IT EASEL PAD	CT	2		
304	OD-ST40R-2	EASEL,SLF STK,25X30 2PK WHT	PK	2		
305	OD-FILN50R-2	CHART,FLIP, RP,27X34,WHT 1PK	PK	2		
306		EASEL,SELF STICK,LINED 2PK YW	PK	2		
307	OD-ST30R-4	EASEL,SLF STK,25X30 4PK WHT	PK	4		
308		CHART,FLIP, RP,27X34,WHT 1PK	PK	4		
309		BOARD,MARKER,ALUM-FRAME,4'X8'	EA	1		
310		POST-IT,DRY ERASE,SURFACE,8X4	EA	1		
311		CHART,FLIP, RP,27X34,WHT 1PK	PK	2		
312	OD-FLTT25R-1	TABLE TOP, RP,20X23,WHT 1PK	PD	1		
313		PAD,EASEL,2/CT,RECYCLED	CT	2		
314		EASEL,PRESENTATION,MV,MOBILE	EA	1		
315		PAD,EASEL,RESTICKABLE,TABLETOP	EA			
316		EASEL,SLF STK,GRD 2PK WHT	PK	2		
317	KK0244B	BOARD,DE,MAG,FORAY,8.5X11,BLK	EA	1		
318	KK0243	BOARD,FORAY,MAG D/E,8.5X11,WHT	EA	1		
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319		BOARD,MARKER,ALUM-FRAME,2'X3'	EA	1		
320	KK0240	BOARD,FORAY,MAG D/E,11X14,WHT	EA			
321	298-532	BOARD,MARKER,MM,4'X6',ALUM FRM	EA	1		
322	685-559	BOARD,MARKER,MM,4'X6',BLK FRME	EA	1		
323	DEFTRAY	TRAY,DRY ERASE,POST-IT,ACCSSRY	PK	1		
324	DEF4X3	POST-IT DRY ERASE SURFACE 4X3	PK			
325	KK0461	BOARD,MARKER,MM,2'X3',BLK FRME	EA			
326	KK0264	BOARD,MARKER,ALUM FRAME,2X1.5	EA	1		
327	FM2319	MAGNET ADHSVE TPE .5X7 BK	EA	1		
		MAGNET ADHSVETTE 13XY BK	EA	1		
329	39451	CERTIFICATE ORT WIGHT OF COLD				
		CERTIFICATE,OPT,W/SEAL,25,GOLD	PK			
330	39087	CERTIFICAT,UNIQ,W/SEAL,25PK,BL	PK			
331	64C	BOX,64 LITRE,CLEAR	EA	1		
332	110988	FILE BOX,MOBILE,ORG,LTR,BLUE	EA	1		
333	07243	FILE,R-KIVE,DZ,BLUE	CT			
334	DT1005	TOWER, 8X7L, DRAWER, CLRRNBW	EA	1		
335	50802	CART,COLLAPSIBLE,W/LID,RED	EA	1		
336	00723	FILE,MAG.ECONO/STOR,WH/BK	EA	1		
337	CR0297	CRATE,OD,STACK/FILING,BLACK	EA	1		
338		BOX,FILE,LTR,MOBILE,ORG,BLACK	EA			
339	2016-V01	PENCIL,WOODEN,YELLOW,72PK	PK			
340		MARKER,CHISEL,36PK,BLACK	PK			
341	1921062	MARKER,FINE,36PK,BLACK	PK	36		
342		PENCIL,TIC #2 PRESHARP,YL	BX	30		
		MARKERS,DRY ERASE,12PK,BLACK	DZ			
			PK PK			
		TAPE,CORRECTION,OD,12PK				
345	1921061	MARKER, CHISEL, 36PK, ASST	PK	36		
346	1884739	SHARPIE 36CT FINE BLK BOX	PK	36		
347	HY1066-OG	HIGHLIGHTER,12PK,ASSORTED	DZ			
348	HY1066-YL	HIGHLIGHTER,12PK,YELLOW	DZ			
349	WD-16000103	ERASER, MAGNETIC, DRY ERASE	EA	1		
350	BY106608-12MIX1	MARKERS,DRY ERASE,12PK,ASTD	DZ	12		
351	1951636	PEN,PM,INKJOY,GEL,0.7,14CD,AST	PK	12		
352	FC102607	MARKERS,EASEL PAD,8PK,ASTD	PK	8		
353	DE-12PKBLK	MARKER, DRY ERASE, 12PK, BLK	DZ			
354	WOTAPP418	TAPE,CORRECTION 4-PACK,WE	PK	4		
355	DE-4PKASTD	MARKER, DRY ERASE, 5PK, ASTD	PK	4		
356		PENCIL,13/32IN DIA,W/ERASER	DZ	12		
357		ERASERS,SM,36/BX,PINK	BX	36		
358	DEM12BLU	MARKERS,DRY ERS,RCYL,12PK,BLUE	DZ			
359	BY1066-MX	MARKERS,DRY ERASE,12PK,ASTD	DZ			
360	2016-04	PENCIL,BASIC,36CT	PK	36		
361	1031	SHARPENER,PENCIL,MODEL,KS	EA	1		
		PENCIL,11/32IN DIA,ERASER	DZ			
		MARKERS,DRY ERS,RCYCL,12PK,RED	DZ			
364	33950	PEN,GEL,UNIBALL,.7MM,12/PK,BLK	DZ			
365	BG07P14	PEN,RETR,GP,TUL,.7,ASST,14CT	PK	14		
366	P-2111BBK12	MARKERS,PRMNT,FN,RCYL,12PK,BLK	DZ			
367	1742663	PEN,SHARPIE,FINE,0.8MM,DZ,BLK	DZ	12		
368	DEM12GRN	MARKERS,DRY ERS,RCYCL,12PK,GRN	DZ	12		
369	BL241-AST			24		
370		HIGHLIGHTER, BRITE LINERAST, 24	BX			
371	33951	PEN,GEL,RT,UNI-BALL,7MM,DZ,BLU	DZ	12		
371 372	33951 80675	PEN,GEL,RT,UNI-BALL,7MM,DZ,BLU KIT,MARKER,DRY-ERASE,EXPO 2	DZ EA	12 5		
372	33951 80675 WOFQD12-WHI	PEN,GEL,RT,UNI-BALL,7MM,DZ,BLU KIT,MARKER,DRY-ERASE,EMPO 2 WITE-OUTE,ED,DZ WHITE	DZ EA DZ	12 5 12		
372 373	33951 80675 WOFQD12-WHI 1927524	PEN,GEL,RT,UNI-BALL,7MM,DZ,BLU KIT,MARKER,DRY-ERASE,EXPO 2 WITE-OUT,EZ,DOZ,WHITE MARKER,LOWODOR,CHSL,BPK,ASST	DZ EA DZ PK	12 5 12 8		
372 373 374	33951 80675 WOFQD12-WHI 1927524 4812	PEN,GEL,RT,UNI-BALL,7MM,DZ,BLU KIT,MARKER,DRY-ERASE,EXPO 2 WITE-OUT,EZ,DOZ,WHITE MARKER,LOWODOR,CHSL,BPK,ASST PAPER,DRAWING,12X18,WHITE	DZ EA DZ PK RM	12 5 12 8 500		
372 373 374 375	33951 80675 WOFQD12-WHI 1927524 4812 4621401	PEN,GEL,RT,UNI-BALL,7MM,DZ,BLU KIT,MARKER,DRY-ERASE,EXPO 2 WITE-OUT,EZ,DOZO,WHITE MARKER,LOWODOR,CHSL,SPK,ASST PAPER,DRAWING,12X18,WHITE PEN,WATRROS STICK,60PK,BK	DZ EA DZ PK RM PK	12 5 12 8 500 60		
372 373 374 375 376	33951 80675 WOFQD12-WHI 1927524 4812 4621401 ZEH10BP4	PEN,GEL,RT,UNI-BALL,7MM,DZ,BLU KIT,MARKER,DRY-ERASE,EXPO 2 WHTE-OUT,EZ,DOZ,WHITE MARKER,LOWODDR,CHSL,BPK,ASST PAPER,DRAWING,12X18,6WHITE PEN,WRTBROS STICK,60PK,BK ERASER,4/PK,WHITE	DZ EA DZ PK RM PK	12 5 12 8 500 60 4		
372 373 374 375 376 377	33951 80675 WOFQD12-WHI 1927524 4812 4621401 ZEH10BP4 P-3113BK12	PEN,GEL,RT,UNI-BALL,7MM,DZ,BLU KIT,MARKER,DRY-ERASE,EMPO 2 WITE-OUT,E.D.DZ,WHITE MARKER,LOWODOR,CHSL,SPK,ASST PAPER,DRAWING,JZMS,WHITE PEN,WRTBROS STICK,60PK,BK ERASER,AJPK,WHITE MARKER,PERM,DESK,12PK,BLACK	DZ EA DZ PK RM PK PK	12 5 12 8 500 60 4 12		
372 373 374 375 376 377 378	33951 80675 WOFQD12-WHI 1927524 4812 4621401 ZEH10BP4 P-3113BK12 OD-MAG-6PK	PEN,GEL,RT,UNI-BALL,7MM,DZ,BLU KIT,MARKER,DRY-ERASE,EXPO 2 WITE-OUT,EZ,DOZU-WHITE MARKER,LOWODOR,CHSL,BPK,ASST PAPER,DRAWING,12X18,JWHITE PPN,WATEROS STICK,6OPK,BK ERASER,A/PK,WHITE MARKER,PERM,DESK,12PK,BLACK MARKER,PERM,DESK,12PK,BLACK MARKER,PERM,DESK,MONTC,6PK,ASTD	DZ EA DZ PK RM PK PK DZ	12 5 12 8 500 60 4 12 6		
372 373 374 375 376 377 378 379	33951 80675 WOFQD12-WHI 1927524 4812 4621401 ZEH108P4 P-31138K12 OD-MAG-GPK 2003995	PEN,GELRT,UNI-BALL,7MM,DZ,BLU KIT,MARKER,DRY-ERASE,LAPO 2 WITE-OUTLE,DOZ WHITE MARKER,LOWDODR,CHSL,BPK,ASST PAPER,DRAWING,12X18,WHITE PEN,WRTBROS STICK,GDRY,BK ERASER_A/PK,WHITE MARKER,PRYM,DESK,12PK,BLACK MARKER,RPKTHASE,MGNTC,GPK,ASTD MARKER,RPKTHASE,MGNTC,GPK,ASTD MARKER,RPKTLASE,MGNTC,GPK,ASTD	DZ EA DZ PK RM PK PK DZ PK BX	12 5 12 8 500 60 4 12 6 192		
372 373 374 375 376 377 378 379 380	33951 80675 WOFQD12-WHI 1927524 4812 4621401 ZEH108P4 P-31138K12 OD-MaG-6PK 2003995	PEN,GEL,RT,UNI-BALL,7MM,DZ,BLU KIT,MARKER,DNY-ERASE,EXPO 2 WITE-OUT,EZ,DOZ,WHITE MARKER,LOWODOR,CHSL,SPK,ASST PAPER,DRAWING,12X18,WHITE PEN,WKTBROS STICK,60PK,BK ERASER,4/PK,WHITE MARKER,PERM,DESK,12PK,BLACK MARKER,ROWERASE,MONTC,6PK,ASTD MARKER,ROWERASE,MONTC,6PK,ASTD MARKER,ROWERASE,MONTC,6PK,ASTD MARKER,ROWERASE,MONTC,6PK,ASTD MARKER,ROWERASE,MONTC,6PK,ASTD HIGHLIGHTERS,RCYCL,12PK,PINK	DZ EA DZ PK RM PK PK DZ PK BX DZ	12 5 12 8 500 60 4 12 6 192		
372 373 374 375 376 377 378 379 380 381	33951 80675 WOFQD12-WHI 1927524 4812 4621401 ZEH10BP4 P-3113BK12 OO-MAG-6PK 2003995 OD-MS-6PK	PEN,GEL,RT,UNI-BALL,7MM,DZ,BLU KIT,MARKER,DRY-ERASE,EXPO 2 WITE-OUT,EZ,DOZO,WHITE  MARKER,LOWODOR,CHSL,BPK,ASST PAPER,DRAWING,12X18,JWHITE  PPN,WATEROS STICK,6OPK,BK  ERASER,A/PK,WHITE  MARKER,PRM,DESK,12PK,BLACK MARKER,PRM,DESK,12PK,BLACK MARKER,RPRM,DESK,MONTC,6PK,ASTD MARKER,RPRO,EASE,MONTC,6PK,ASTD MARKER,RPRO,EASE,MONTC,6PK,ASTD MARKER,RPRO,EASE,MONTC,6PK,ASTD MARKER,RPRO,EASE,MONTC,6PK,ASTD MARKER,RPRO,EASE,MONTC,6PK,ASTD MARKER,RPO,ELASE,PACK,192CT HIGHLIGHTERS,RCYCL,12PK,PINK PEN,PM,JLGELO,7DZ,BLU	DZ EA DZ PK RM PK PK DZ PK BX DZ	12 5 12 8 500 60 4 12 6 192 12		
372 373 374 375 376 377 378 379 380 381 382	33951 80675 W0FQD12-WHI 1927524 4812 4621401 ZEH100P4 P-31138K12 OD-MAG-6FK 2003995 ODHLPNK12PK 1951721 1951721	PEN,GEL,RT,UNI-BALL,7MM,DZ,BLU KIT,MARKER,DRY-ERASE,EXPO 2 WITE-OUT,EZ,DOZ WHITE MARKER,LOWODOR,CHSL,SPK,ASST PAPER,DRAWING,JZYSI,WHITE PEN,WRTBROS STICK,60PK,BK ERASER,AJPK,WHITE MARKER,REN,DESK,12PK,BLACK MARKER,DRYERASE,MGNTC,SPK,ASTD MARKER,RENC,LASS,PACK,STD MARKER,DRYERASE,MGNTC,SPK,ASTD MARKER,DRYERASE,MGNTC,SPK,ASTD MARKER,DRYERASE,MGNTC,SPK,ASTD MARKER,DRYERASE,MGNTC,SPK,ASTD MARKER,RENC,DLASS,PACK,SPCT HIGHLIGHTERS,RCYCL,12PK,PINK PEN,PMJ,IGEL,D,7DZ,BLU PENCIL,MECHANIC,MEDIUM,366X	DZ EA DZ PK RM PK PK DZ PK BX DZ BX	12 5 12 8 500 60 4 12 6 192 12 12 12		
372 373 374 375 376 377 378 379 380 381 382 383	33951 80675 WOFQD12-WHI 1927524 4812 4812 6621401 ZEH10BP4 P-31138K12 OD-MAG-GPK 2003995 ODHLPNK12PK 1951721 1921221 1920938	PEN,GEL,RT,UNI-BALL,7MM,DZ,BLU KIT,MARKER,DRY-ERASE,EXPO 2 WITE-OUT,EZ,DZO,WHITE MARKER,LOWODOR,CHSL,SPK,ASST PAPER,DRAWING,12X18,WHITE PEN,WATEROS STICK,60PK,BK ERASER,4/PK,WHITE MARKER,PEN,DESK,12PK,BLACK MARKER,DRYERASE,MGNTC,GPK,ASTD MARKER,RDYC,LASS,PACK,192CT HIGHIGHTERS,RCYCL,12PK,PINK PEN,PMJL,GEL,D.7,DZ,BLU PENGL,MECHANIC,MEDIUM,36BX HIGHIGHTERS,AMS,SPK,YELLOW	DZ EA DZ PK RM PK PK DZ PK BX DZ BX PK	12 5 12 8 500 60 4 12 6 192 12 12 36		
372 373 374 375 376 377 378 379 380 381 382 383 384	33951 80675 W0FQD12-WHI 1927524 4812 4621401 2EH108P4 P-31138K12 0D-MAG-6PK 2003995 ODHLPNK12PK 1951721 1921221 192038 8W279632	PEN,GEL,RT,UNI-BALL,7MM,DZ,BLU KIT,MARKER,DRY-ERASE,EXPO 2 WITE-OUTE,D.DZ.WHITE MARKER,LOWODOR,CHSL,BPK,ASST PAPER,DRAWING,JZNIS,WHITE PEN,WATBROS STICK,GDPK,BK ERASER,A/PK,WHITE MARKER,PRM,DESK,12PK,BLACK MARKER,RPM,DESK,12PK,BLACK MARKER,RPW,EASE,MORTC,GPK,ASTD MARKER,RPW,CLASS,PACK,DSPC,CHS,MSPC HIGHIGHTERS,RCYCL,12PK,PINK PEN,PMJ,IBEL,D.7D,ZB,RU PEN,PMJ,IBEL,D.7D,ZB,RU PEN,PMJ,IBEL,D.7D,ZB,RU PEN,PMJ,IBEL,D.7D,ZB,RU PEN,PMJ,IBEL,D.7D,ZB,RU PEN,PMJ,IBEL,D.7D,ZB,RU PEN,PMJ,IBEL,D.7D,ZB,RU PEN,CIL,MECHANIC,MEDIUM,368X HIGHIGHTER,TANK,3GPK,YELLOW	DZ EA DZ PK RM PK PK DZ PK BX DZ PK BX DZ BX PK BX	12 5 12 8 500 60 4 12 6 192 12 12 36 36 24		
372 373 374 375 376 377 378 379 380 381 382 383	33951 80675 WOFQD12-WHI 1927524 4812 4812 6621401 ZEH10BP4 P-31138K12 OD-MAG-GPK 2003995 ODHLPNK12PK 1951721 1921221 1920938	PEN,GEL,RT,UNI-BALL,7MM,DZ,BLU KIT,MARKER,DRY-ERASE,EXPO 2 WITE-OUT,EZ,DZO,WHITE MARKER,LOWODOR,CHSL,SPK,ASST PAPER,DRAWING,12X18,WHITE PEN,WATEROS STICK,60PK,BK ERASER,4/PK,WHITE MARKER,PEN,DESK,12PK,BLACK MARKER,DRYERASE,MGNTC,GPK,ASTD MARKER,RDYC,LASS,PACK,192CT HIGHIGHTERS,RCYCL,12PK,PINK PEN,PMJL,GEL,D.7,DZ,BLU PENGL,MECHANIC,MEDIUM,36BX HIGHIGHTERS,AMS,SPK,YELLOW	DZ EA DZ PK RM PK PK DZ PK BX DZ BX PK	12 5 12 8 500 60 4 12 6 192 12 12 36		
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372 373 374 375 376 377 378 379 380 381 382 383 384 385 386 387 387	33951 80675 W0FQD12-WHI 1927524 4812 4621401 ZEH10BP4 P-31138K12 OD-MAG-6PK 2003995 ODHLPNK12PK 1951721 1921221 1920938 RW279632 2016-V02 OM96446 1944741 SSM118LU	PEN,GEL,RT,UNI-BALL,7MM,DZ,BLU KIT,MARKER,DRY-ERASE,EXPO 2 WITE-OUT,EZ,DZO,WHITE MARKER,LOWODOR,CHSL,BPK,ASST PAPER,DRAWING,12X18,WHITE PEN,WITBROS STICK,GOPK,BK ERASER,AJPK,WHITE MARKER,DROMEN,DESK,12PK,BLACK MARKER,DRYERASE,MGNTC,GPK,ASTD MARKER,EXPO,CLASS,PACK,192CT HIGHIGHTERS,EXPO,CLASS,PACK,192CT HIGHIGHTERS,EXPO,CLASS,PACK,192CT HIGHIGHTERS,EXPO,CLASS,PACK,192CT HIGHIGHTERS,EXPO,CLASS,PACK,192CT HIGHIGHTERS,EXPO,CLASS,PACK,192CT HIGHIGHTERS,EXPO,CLASS,PACK,192CT HIGHIGHTERS,EXPO,CLASS,PACK,192CT HIGHIGHTERS,EXPCCV,12PK,PINK PEN,PMJ,GEL,D,7DZ,BLU PENCIL,MG,DO,PB,SHARR,DZ,VLUW ERASERS,PINK BEVEL,MED,24B.OX PENCIL,NGZ,DO,PB,SHARR,DZ,YLW GEL 07 BLACK 12PK EXPO,CHS, BCT WITH ERASE, ASST PEN,ROUNDSTICH,GIC,MCED,BLUE	DZ EA DZ PK RMM PK PK DZ PK BX DZ DZ PK BX DZ CG DZ	12 5 8 500 60 4 12 6 192 12 12 36 36 24 1 12 8		
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372 373 374 375 376 377 378 379 380 381 382 383 384 385 386 387 388 389 390 391	33951 80675 W0FQD12-WHI 1927524 4812 4621401 ZEH10BP4 P-31138K12 OD-MaG-6PK 2003995 ODHLPNK12PK 1951721 1920938 RW279632 2016-V02 OM96446 1944741 1802226 RW179487 2003893 2003893	PEN,GEL,RT,UNI-BALL,7MM,DZ,BLU KIT,MARKER,DRY-ERASE,EXPO 2 WITE-OUT,EZ,DZO,WHITE MARKER,LOWODOR,CHSL,SPK,ASST PAPER,DRAWING,JZX18,WHITE PEN,WATBROS STICK,GOPK,BK ERASER,AJPK,WHITE MARKER,DRYBAD,DESK,JZPK,BLACK MARKER,DRYBAD,DESK,JZPK,BLACK MARKER,DRYBAD,SEK,JZPK,BLACK MARKER,DRYBAD,SEK,DEPK,LSZCT HIGHLIGHTERS,RCYCL,JZPK,PINK PEN,PML,GEL,D,7DZ,BLU PENCIL,MECHAIC,MEDIUM,36BK HIGHLIGHTER,TANK,36PK,YELLOW ERASERS,PINK BEVEL,MED,24BCX BENCIL,NDZ,DR,DRESHARP,DZ,TW GEL,OT BLACK 12PK LYDO CHSL SCT WITH ERASR-ASST PEN,ROUNDSTIC,BLC,MED,BLUE PEN,SHARPIE,FINE,D,8,12PK,ASTD ERASER,PINE,D,21PK,ASTD ERASER,PINE,D,21PK,ASTD ERASER,PENE,D,MED,MUL RASERS,BLUC,D,JAPK,DLUE PEN,SHARPIE,FINE,D,8,12PK,ASTD ERASER,PENE,D,BLUE PEN,SHARPIE,FINE,D,8,12PK,ASTD ERASER,PENCL,D,ZPK,PINK MARKER,RYDO,JINE,36CT	DZ EA DZ EA PK RM PK PK PK DZ DZ DZ BX PK BX BX BX BX	12 5 12 8 500 60 4 12 6 192 12 12 36 36 24 1 12 8 12 12 12 13 36 24 11 12 13 14 15 16 17 17 18 18 18 18 18 18 18 18 18 18		
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372 373 374 375 376 377 378 379 380 381 382 383 384 385 386 387 388 389 390 391 392 393 394 395 396	33951 80675 WOFQD12-WHI 1927524 4812 4621401 ZEH100P4 P-31138K12 OD-MAG-6PK 2003995 ODHLPNK12PK 1951721 1951721 1951721 1920938 RW279632 2016-V02 OMS6446 1944741 GSM118LU 18002226 RW279624 RW179487 2003893 2003894 ODHLGRN12PK GSME509-BLU RTP-024923	PEN,GEL,RT,UNI-BALL,7MM,DZ,BLU KIT,MARKER,DRY-ERASE,EXPO 2 WITE-OUT,EZ,DZO,WHITE MARKER,LOWODOR,CHSL,BPK,ASST PAPER,DRAWING,JZNE,WHITE PEN,WRTBROS STICK,60PK,BK ERASER,AJPK,WHITE MARKER,RENG,DESK,12PK,BLACK MARKER,DRYERASE,MGNTC,SPK,ASTD MARKER,RENG,DLASS,PACK,BLACK MARKER,DRYERASE,MGNTC,SPK,ASTD MARKER,RENG,CLASS,PACK,BLOY HIGHLIGHTERS,RCYCL,12PK,PINK PEN,PMJ,IGEL,D,7DZ,BLU PENCIL,MCFANIK,MEDIUM,36BX HIGHLIGHTER,TANK,36PK,YELLOW ERASER,SIPK,BENG,MED,BLU PENCIL,MCFA,DLASS,PACK,BLOY ERASER,SIPK,BENG,MED,BLU PENCIL,MCFA,DLASS,PACK,BLOY ERASER,SIPK,BUT,MED,BLU PENCIL,MCFA,DLASS,PACK,BLOY ERASER,SPK,MENG,BLU PEN, SHARPE,RENG,BLU PEN, SHARPE,RENG,BLU PEN, SHARPE,RENG,BLU PEN, SHARPE,RENG,BLU PEN, SHARPE,RENG,BLY,BKASTD ERASER,PENCIL,CAP,144BOX ERASER,BEVLD,JRK,JINK MARKER,RENG,DLTRA,FINE,JSCT MARKER,RENG,ULTRA,FINE,JSCT MARKER,RENG,ULT	DZ EA DZ EA DZ EA DZ EA DZ EA EA DZ EA	12 5 12 8 500 60 4 12 6 192 12 12 12 12 12 12 12 12 13 36 36 24 1 12 12 12 12 12 12 12 12 12		
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401		HIGHLIGHTER,RCYCL,12PK,BLUE	DZ					1	
402		PEN,BPNT,ECO,R.STIC,50PK,RED	PK	50					
403	13080	PENCIL,13/32IN DIA,UNTIPPED	DZ	12			_1		
404		MARKER,SHRPE,METALLIC,6PK,ASTD	PK	6					
405		ERASER,CAP,ASSORTED CLRS,72/PK	PK	72					
406		PAPER,12X18,50#,500PK,MLA	PK						
407		SHARPENER,MANUAL, DB HOLE	EA						
408		ERASER, DRY, EXPO, REFILLABLE	EA	1					
409		MARKER,SHARPIE,4/PK,SILVER	PK	4				1	
410			PK		1		1	1	<del>                                     </del>
		PAPER,GRID,1/4",500PK,WE	EA	1		_	1	1	
411		PROTRACTOR,6",180 DEGREES						+	
412		ERASERS,LRG,DZ,PINK	DZ						
413		EXPO FN 8CT WITH ERASER- ASST	EA	8					
414		PAPER DRAWING WHITE 9X12	RM	500					
415	OM96445	GEL RT 07 BLUE 12PK	DZ	12					
416	P-2111BBK12UF	MARKER,PRM,UTRFN,RCYL,12PK,BLK	DZ	12					
417	PAC4818	PAPER,DRAWING,18X24,WHITE	RM	500					
418		PEN,BP,MED,300RT,24PK,ASTD	PK	24					
419		PAPER,DRAWING,12X18,WHITE	RM						
420		MARKER,PERMANENT,CHISEL,8CD,FT	PK	8					
421		MARKER,SHARPIE,RT,ASDT,12PK	PK						
422									
	27001	PEN,BP,RTRCTBLE,GRIP,12PK,BLK	DZ	12			1	1	
423		PEN,BALLPOINT,RT,RSVP,DZ,BLK	DZ						
424		PENCIL,ACCES,PK,110CT	PK	110				1	
425		PEN,ROUNDSTIC,BIC,MEDIUM,RED	DZ				_	1	
426		PENCIL,11/32IN DIA,UNTIPPED	DZ						
427	RTP-024660	HIGHLIGHTERS,LIQUID,12/PK,ASTD	DZ	12				1	
428	16000101	TOWELETTES,MARKERBOARD,50PK	EA	50			_1		
429		MR.SKETCH,WASH,CHISEL,14CT	EA						
430		COMPASS,PNCIL,BLUNT PT.,MSRE G	EA	1					
431		PAPER,GRID,1/2",500PK,WE	PK	1			1		
432		HIGHLIGHTERS,RCYCL,12PK,ORANGE	DZ	12			1	1	
433		PEN,GEL,RT,UNI-BALL.7MM,DZ,RED	DZ	12				1	
					1		1	1	<del>                                     </del>
434		HIGHLIGHTER, POCKET, CHSL, YW	BX					1	
435		HIGHLIGHTER,24PK,YELLOW	PK					1	
436		PEN,GEL,ROLLER,0.7MM,12/PK,BLU	DZ					1	
437		PEN,BALL PT,UNI,VISION,FN,BLUE	DZ	12					
438		SHARPIE,EXTREME,DZ,BLACK	DZ	12					
439	20124	PEN,RTRBL,ADV INK,0.7,BLU,12PK	PK						
440	HY106605-ASST	HIGHLIGHTER,24PK,ASSORTED	PK	24					
441		PEN,RTRBL,ADV INK,0.7,BLK,12PK	PK						
442		MARKER, DRY ERASE, PEN, 4PK, ASSTD	PK	4					
443		PEN,RTRBL,ADV INK,.7,ASTD,8PK	PK	8					
444		MARKER,LOWODOR,CHSL,4PK,ASST	PK	4		-		1	
445	1742664	PEN,SHARPIE,FINE,0.3MM,DZ,BLUE	DZ					1	
445					1		1	1	<del>                                     </del>
	BL77BP8M	ENERGEL,RTX,ASST'D,8PK	PK	8				1	
447		PENCIL SET, PRISMACOLOR, 24/SET	ST	24					
448	PAC4739	PAPER,DRAWING,50#,9X12,RM,WHT	RM	500				1	
449		PAPER,DRAWING,50#,12X18,WHITE	RM				_	1	
450		TUL BP3 RT MED BLK 12PK	DZ						
451	BL11-PINK	HIGHLIGHTER,BRITELINER,PINK	DZ	12				1	
452		MARKERS,PRMNT,FN,RCYL,12PK,AST	ST	12					
453	P-3113AST12/12	MARKER,PERM,DESK,OD,12PK,ASTD	DZ	12		[ _	_1		
454		PEN,MEDIUM,36PK,BLACK	PK	1					
455		PEN,RETR,GP,TUL,-7,AST,8CT	PK	8					
456		PEN,SHARPIE,FINE,6PK,ASTD	PK	6			1		
457		MARKER,SET,FLIP CHART,4 COLOR	ST	4					
458		PENCIL,MECH.9MM,LRG ERASER,2PK	PK	2			1	1	
458		PENCIL,REWARD,TCHR,ASST,12PK	DZ	12		_		1	
460			PK					1	
461		PAPER,9X12,50#,500PK,MLA	DZ	12			1	1	
		PEN,BALLPOINT,RT,RSVP,DZ,BLU						1	
462		PEN,GEL,207,COH,MED,DZ,BLK	DZ	12				1	
463		RULER,12",STAINLESS STEEL	EA				_	1	
464		MARKER,PERM,FINE,36PK,RED	PK						
465		PEN,BALL PT,UNI,VISION,FN,DZ	DZ					1	
466		TUL BP3 RT MED RED 12PK	DZ	12					
467		PEN,POROUS,MED PT,DOZEN,ASTD	DZ	12		T			
468		PEN,UNIBALL,FINE,ONYX,DZ,BLUE	DZ						
469	OM96449	ROLLERBALL .7 BLUE 12PK	DZ						
470		ERASER,DRY,MAGNETIC,OD	EA	1					
471	RW206503	ERASER,CAP,RED,12/PK	PK	12		_		1	
471								1	
472		PEN,GRIP,WB,MED,DZ,BLACK	DZ PK	12 24					
		PEN,BP,MED,300RT,24PK,BLACK							
474		PENCIL,ERASE,TWIST,III.5MM,2PK	PK	2			_	1	
475		PEN,RTRBL,ADV INK,1.2,ASTD,8PK	PK	8					
476		PENCIL,BIC,DZ,5MM	DZ	12					
477		PENCIL,GRIP,MECH,0.7MM,12PK	PK	12				1	
478		PEN,GRIP,SHARPIE,FINE,DZ,BLACK	DZ	12					
479		MARKERS,PRMNT,FN,RCYL,12PK,RED	DZ						
480		MARKER,SHARPIE,FINE,36CT,BLK	BX	36					
481		WITE-OUT,EZ QUICK DRY,3PK,WHT	PK	3					
482		PAD,ENGINEER,100SHEETS	EA	1				<del> </del>	
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483		PEN,BP,RTBLE,GRIP,1.4,DOZ,BLK	DZ		
484		PEN,WEDGY,SCABBARD STYLE,BLUE	EA		
485		PEN,FINE,SHARPIE,4/PK,ASTD	PK	4	
486		PEN,SHARPIE,FINE,O.8MM,DZ,RED	DZ	12	
487		PEN,RETR,GP,TUL,.7,ASST,BUS,8	PK	8	
488		PEN,GRIP,WB,MED,DZ,BLUE	DZ		
489		PEN,GRIP,WB,MED,DZ,RED	DZ		
490		FLAIR,TROPICAL,VACATION,36CD	PK	36	
491		PEN,BP,JETSTREAM,1.0MM,DZ,BLUE	DZ	12	
492		PEN,BP,RTBLE,GRIP,1.4,DZ,BLUE	DZ	12	
492			DZ		
		MARKER, PRMNT, FN, RCYL, 12 PK, BLUE			
494		PEN,PM,IJ,GEL 0.7,20CT,ASTD	PK		
495		PEN,BP,RTRCTBLE,GRIP,DOZEN,BLU	DZ	12	
496		PEN,POROUS,MED PT,DOZEN,BLACK	DZ	12	
497		KIT,GEOSET	ST	8	
498	32002DZ	SHARPIE TWIN TIP RED DZ	DZ		
499		MECHANICAL PENCIL 0.7 MM 2 PK	PK		
500	60144	PEN,UNIBALL,FINE,ONYX,DZ,RED	DZ	12	
501	ZERBP4-K6	ERASER,CLIC,REFILL,4PK,WHITE	PK	4	
502		PEN,PM,IJ,100,STICK,1.0,DZ,BLK	DZ	12	
503		ROLLERBALL .7 BLACK 12PK	DZ	12	
504		BLADE,#11,DISPENSER OF 15/PK	PK		
505		MECHANICAL PENCIL 0.5 MM 2 PK	PK	2	
506		ROLLERBALL 0.5MM BLK 4PK	PK	4	
508		BOOK,COMP,WR,100S,3PK	PK		
509		BOOK,COMP,MRB,CR,9.75X7.5,100CT	EA		
510		BOOK,PRM,COMP,RULED,9.75X7.5	EA	1	
511		PENCIL,COLORED,CRAYOLA,12BX	BX	12	
511 512					
		NOTEBOOK,SPRL,70S,WD,6P,10.5X8	PK	6	
513		PAPER,FILLER,WR,10.5X8,150CT	PK		
514		PENCIL POUCH, FRONT MESH	EA		
515		NOTEBOOK,SPL,1SB,100,CR,8.5X11	EA	1	
516		MARKER,CLSC,CRAYOLA,8PK,ASTD	PK	8	
517		NOTEBOOK,6PK,1SUBJ,COLLEGE RLD	PK	6	
518		CRAYON,3-5/8",CRAYOLA,24/BOX	BX		
519		MARKER,BRDLN,CLSC,CRAYOLA,10PK	PK	10	
520		BOOK,COMP100SHT,WR,9.75X7.5AST	EA	1	
521		CRAYON,CRAYOLA,3-5/8",16-COLOR	BX	16	
522		PAPER,FLR,11X8.5,CR,150CT,3HP	PK		
523		INDEX CARD 3X5 RULD WHT 300CT	PK		
524		BOOK,CMP,GRPH,4Q,9.75X7.5,100C	EA		
525		PAPER,CNSTCTN,SMRTSTK,AST	PK	300	
526		PENCILS,COLORED,SCHOLASTIC,12P	PK	12	
527		PORT.PAPER.WO.PRONG.10PK	PK		
527		CARD,INDX,WHITE,RULD,3X5,100PK	PK		
528			EA		
529		PORTFOLIO,2PKT,3PRONG,ASST COL BOX,PENCIL,CLEAR	EA	1	
531		PENCIL POUCH, FRONT CLEAR VIEW	EA	1	
532		PENCIL,CRAYOLA,CLSPK,CLR,240CT	CT		
533		STRIPS,SENTENCE,SPRBRT,100	PK		
534		BOARD,DISPLAY,TRFLD,36X48,WHT	EA		
535		MARKER, WASHABLE, BROAD, 8CT, SET	ST	8	
536	53-3024	CRAYON,CRAYOLA,24CT,ASSORTED	EA	1	
537		NOTEBOOK,1 SBJCT,WD RLD,70CT	EA		
538		BOOK,COMP,SCHL,WR,7.875X10,40S	EA		
539	43560-10	PAPER,FILLER,CR,500SH,16#,WHT	RM	500	
540	OD242775	PORT,PAPER,W/PRNG,10PK	PK	10	
541	103613EA	PAPER,CONST,12X18WHTGW	PK	50	
542		CRAYONS,8CT,CRAYOLA	BX	8	
543		SUNWORKS WHITE 12X18 CON	PK	25	
544		PENCILS,7",COLORED,12PK,ASTD	PK	12	
545		PAPER,FLR,3HP,WR,500SH,11X8.5	RM	500	
546		POSTERBOARD,22X28,WHITE,10PK	PK		
547		PORTFOLIO,2POCKET,ASST COLORS	EA	1	
548		TABLET,CHART,1.5"RLD,24X32	EA		
549		PENCIL,LONG,24BX,COLORED	BX	24	
550		PAPER,CONST,WHT,12X18	PK		
551		BOOK,COMP,WR,6.875X8.5,40S	EA	1	
551 552		COMPBOOK,CR,80CT	EA		
552 553			BX		
		CRAYON,CLSSPK 800,CRAYOLA,16CL			
554	OD40280	INDEX CARD 3X5 RULD RNBW 100CT	PK	100	
555	MEA09554	JOURNAL,COMP,PRIMARY,100SHT	EA	1	
556		MARKERS,WASHABLE, BROAD TIP,8P	PK	8	
557		INDEX CARD 3X5 RULD WHT 100CT	PK		
558		MARKER,SET,SCENT,MR SKTCH,SET	ST		
559		Q1 MARKERS,WASHABLE,12/BX,AS	BX	12	
560		PAPER,CONST,BLK,12X18	PK	50	
561	5166	STRIPS,SENTENCE,3"X24"-WE	PK	100	
562	58-8200	MARKER,CLASSPACK,CONICA,NIB	BX	200	
563		PAD,QUAD,5 STAR,100 SHT	EA		
564		PAPER,THEME,MRGN,8.5X11,500PK	PK	500	
565		PAPER,CONST,YEL,12X18	PK		

566		NOTEBOOK,COMPOSITION,8.5X7	EA					
567	OD10003	CARD,INDEX,RLD,300PK,5X8,WHI	PK					
568	1500D	PADLOCK,COMBINATION,1-7/8"	EA					
569	43076-24	NOTEBOOK,1 SBJCT,CLLG RLD,70 C	EA	1				
570	OD10013	INDEX CARD 3X5 BLNK WHT 300CT	PK	300				
571	OD04931	COMPBOOK,PRIMARY,RULED,100SHT	EA				-	-
572	102941	PAPER,CNST,12X18,50PK,BAS	PK	50				
573	103631EA	PAPER,CONST,12X18BLKGW	PK	50				
574	29851	BINDER,MULTIACCESS,2" ZIP	EA	1				
575	30EE	CARD,INDX,WHT,BLANK,3X5,100PK	PK					
576		PAPER,FILLER,QUAD,RU,3HP,REAM	PK					
577	63300	PAPER,KRAFT,RNBW,36X1000,BK	RL					
578	103031EA	PAPER,CONST,9X12,SC,ASTD	PK	50				
579	63060	PAPER,KRAFT,RNBW,36X100	RL	1				
580								
581	SP0382299	PAPER,KRAFT,RNBW,36X1000,YW  1SUB SPIRALNTBK WR 100CT	RL EA	1				
582								
		NOTEBOOK,SPL,150C,3SB,CR,9.5X6	EA					
583	400-003-261	COMPBOOK,WR,80CT	EA	1				
584	68-4050	PENCIL,COLORED,LNG,AST,50/BX	BX	50				
585		SUNWORKS HOL GREEN 12X18 CO	PK					
586	8407	SUNWORKS YELLOW 12X18 CONS	PK					
587	103638	PAPER,CONST,12X18,50/PK,ASTD	PK					
588	6307	SUNWORKS BLACK 12X18 CONS	PK	25				
589	63000	PAPER,KRAFT,RNBW,36X1000,WE	RL	1				
590		PAPER,CONST,9X12,WHT	PK					
591	103045	PAPER,CONST,SHKPNK,12X15	PK					
592	LL0175458	PAPER,FLR,11X8.5,CR.100CT.RECY	PK	100				
593	103051EA	PAPER,CONST,PURP,12X18	PK	50		ШΤ		
594	4170606	QUAD FILLER PAPER	EA	1				
595	74720	TABLET,CHART,1.5IN RLD,24X16	EA	1				
596	559-RP-8PK	PAD,EASEL,POST-IT,RECYCLED,8PK	PK					
597	PAC7407	SUNWORKS BLUE 12X18 CON	PK	25				
598	OD588295	NOTEBOOK,SRL,3S,120S,WR,10.5X8	EA	1				
599	PAC5165	PAPER,SENTC STRPS,100PK,ASSTD						
600	CAY1000-24	CRAYON,SCHOLASTIC, REG 24CT	BX					
601	68-4008	PENCIL,COLOR,8/ST,AST	ST					
602	CB-OP-3629	BOOK,COMP,MINI,NR,ASST,80S,4PK	PK	4				
603	53-0525	PAINT, WATERCOLOR, W/BRUSH, SET	ST	1				
604			PK					+
		PAPER,CONST,FSTRED,12X18						
605	68-7408	PENCIL,CLR,TWSTBL,CRAYOLA,12PK	PK	12				
606	103054EA	PAPER,CONST,BLUE,12X18	PK					
607	58-8201	CRAYOLA 256CT MARKER CLASSPACK	BX	256				
608	OD99855	NOTEBOOK,POLY,1SB,GRAPH,100S	EA	1				
609		BOOK,COMP,WR,6.875X8.5,20S	EA					
610		PAPER,CNSTRCTN,12X18,50/PK,RD	PK					
611	4170510	FILLER PAPER 100CT CR	EA	1				
612	PPTV201401	POUCH,PENCIL,CLEAR	EA	1				
613		NOTEBOOK,SPL,3S,120S,CR,11X8.5	EA	1				
614	63150	PAPER,RAINBOW,SKYBE,36X1000	RL	1				
615	X5166AA-11980	STRIPS,SENTENCE,100PK,WHITE	PK					
616	ODU-REP 42	PORTFOLIO,2PKT,PRONGS,POLY	EA	1				
617	103034EA	PAPER,CONST,ORN,12X18	PK	50				
618	52-3016	CRAYOLA 16CT CRAYON	BX	16				
619		DICTIONARY AND THESAURUS	EA					
620	103607EA	PAPER,CONST,9X12,50SHTS,BLACK	PK					
621	103616EA	PAPER,CONST,12X18YELGW	PK					
622	58-8210	MRKER ,FINE TIP,CLSPK,CRAYOLA	BX	200				
623	400-003-259	ASSRT SOLIDCOLOR COMPBK WR	EA	1				
624	95001	NOTEBOOK,CR,1S,FSCCERT,100SHT	EA	1				
625	AC3358	GLUE STICKS CLASSPACK	PK					
626	OD10050	3X5 RULED WHT INDEX CRDS 500PK	PK	500				
627	OXF41	CARD,INDX,RLD,WHI,4X6,100CT	PK	100				
628		PORTFOLIO,2PKT,PRNGS,POLY,10PK	PK			+		
629	ROA77505	NOTEBOOK,COMP,9.75X7.75	EA	1		+		
630	CHL35036	LAP,BOARDS,DRY,ERASE,CLASS,PK	ST			+		
631	OD10001	INDEX CARD 4X6 RULD WHT 300CT	PK	300	<u> </u>	+		
632	103038EA	PAPER,CONST,FSTGRN,12X18	PK		<u> </u>	+		
633	400-003-275	BOOK,COMP,QUAD/CR,100S	EA	1	<u> </u>	+		
634	6607	SUNWORKS ORANGE 12X18 CON	PK					
635	63330	PAPER,KRAFT,36X1000,PE	RL	1				
636	9203		PK PK	50		+		
		SUNWORKS WHITE 9X12 CONS				++		
637 638	58-7712 58-7709	MRKER,BROADLINE,ASST,12PK MARKER.FINE.CLASSIC.8/BX	PK ST	12 8		++		
		7 7				++		
639	63130	PAPER,KRAFT,RNBW,36X1000BGN	RL	1		<del>-   -   -</del>		
640	9907	SUNWORKS HOL RED 12X18 CON	PK	25		<del>-   -   -</del>		
641	52-8038	CLASS PACK, LARGE CRAYONS	BX	400		$\bot$		
642		PAPER,CONST,TURQ,12X18	PK	50		$\bot$		
643	OD35810	INDEX CARD 5X8 RULD RNBW 100CT	PK					
644	58-8106	MARKER,WASH,20CT,BOX,CRAYOLA	BX					
645	22-1560	MARKERS,WASHABLE,FINE TIP,8PK,	PK	8				
646	103442EA	PAPER,CONST,9X12,HOLIDAY RED	PK	50				
647	58-7726	MARKERS,FINE,CRAYOLA,10/BX,CLR	BX	10				

648	0463430	IOLIDNIAL DIC DDIA F (01 4 00C)	F.A.	1						
		JOURNAL,PIC,PRIM,5/8",100SH	EA							
649	63100	PAPER,KRAFT,RNBW,36X1000,OE	RL	1						
650	PPCW201401	POUCH,PENCIL,WINDOW,PRIM,ASTD	EA	1						
651	102994EA	PAPER,CONST,12X18,HOLIDAY RED	PK	50						
652	103443EA	PAPER,CONST,12X18,GW,H-RED	PK	50						
653	103026EA	PAPER,CONST,WHITE,9X12	PK	50						
654	103618EA	PAPER,CONST,12X18,GW,ORANGE	PK	50						
655	59530	PAPER,TISSUE,12X18,ASTD,100SHT	PK	100	)					
656	AC7110-01	PIPE-CLEANER 12" ASSORTED	PK							
657	6507	SUNWORKS ASSORTED 12X18 CON	PK	25	·					
					+					
658	00800	WATERCOLOR SET, W/BRUSH, 8 ASTD	ST							
659	9903	SUNWORKS HOLIDAY RED 9X12 C	PK	50						
660	3763	BOARD,PRESNT,36"X48",24PK,W	CT	24						
661		MARKER, WASH, FN, CLSIC, 8CT, SET	PK	8						
662	103057EA	PAPER,CONST,WMBRN,12X18	PK	50						
663	PAC63180	PAPER,KRAFT,36X1000,DBE	RL	1						
664	OD81300	CARD,INDEX,300CT,NEON ASSORTED	PK	300	)					
665	SFTC-MK-10C	MARKERS,SCHLSTC,WSHBL,BRD,10PK	PK	10						
666		PAPER,CONST,ROYBLU,12X18	PK	50						
667		SUNWORKS HOL GREEN 9X12 CON	PK							
668	103623EA	PAPER,CONST,12X18,GW,LT BLUE	PK	50						
669	06674	NOTEBOOK,RECYCLED,9X6,MEAD	EA							
670	103454	PAPER,CONST,18X24,GW,WHT	PK	50					1	
671	22-7224	PENCILS,7",COLORED,24PK,ASTD	PK	24				1		
672	OD03823	PORTFOLIO,SUBJECT,6/PK	PK	6						
673	37304	BORDER,ROLL,CORR,2.25X50FT,BK	RL	1						
674	37034	BORDER,ROLL,CORR,2.25X50',FLME	RL	1						
675	103637EA	PAPER,CONST,9X12,GW,ASTD	PK	50						
676	103048EA	PAPER,CONST,SKYBLU,12X18	PK	50				1		
677			ST	8			_	+	1	
678	103577	MARKER, WASH, BROAD, BOLD, 8/BX	PK PK			<del>                                     </del>			1	
		PAPER,CONST,9X12,50PK,HLDY GRN				<del>                                     </del>		+	+	
679	58516	PAPER,TISSUE,20X30,100SHT,ASTD	PK							
680	PAC7607	SUNWORKS SKY BLUE 12X18 CO	PK	25	1					
681	8403	SUNWORKS YELLOW 9X12 CONS	PK	50				1		
682		PAPER,AK,36X1000,WHT	RL	1			T			
683	5157	STRIPS,SENTENCE,3"X24"-MLA	PK							
684	CAY1000-16	CRAYON,SCHOLASTIC, REG 16CT	BX							
685	4750	BOOK,SKETCH,SPIRAL,9X9,WHITE	EA	1						
686	4170509	FILLER PAPER 100CT WR	EA	1						
687 688		POSTERBOARD,22X28,PRIM/FL,5PK	PK	5						
		BOOK CMP WIDE 100CT BK	EA							
689	MNT-011	BOOK,COMP,SCHL,DNEALIAN,40S	EA	1						
690		BACKPACK,SUPER BREAK,BLACK	EA	1						
691	CKC377401	STICK,CRAFT,ECONOMY,NL	BX	10						
692	52-0080	CRAYONS,LARGE,8 TUCK BOX	BX	8						
693	103600EA	PAPER,CONST,9X12,50SHTS,BLUE	PK	50						
694	6536	PAPER,CNSTRCTN,300PK,9X12,ASTD	PK							
695	63200	PAPER,RAINBOW,RYLBE,36X1000	RL							
696	103620EA	PAPER,CONST,12X18,GW,GREEN	PK	50						
697	PAC6707	SUNWORKS BROWN 12X18 CON	PK	25						
698										
		PAPER,CONST,ASTD,24X36	PK							
699	684412	PENCILS,COLORED,ERASABLE,12CT	PK							
700	37084	BORDER,ROLL,CORR,2.25X50FT,CAN	RL							
701	4927	PAPER,WATERCOLR,12X18,50 SH	PK	50						
702	37014	BORDER,ROLL,CORR,2.25X50FT,WHT	RL	1						
703	6603	SUNWORKS ORANGE 9X12 CONS	PK	50			Т	1		
704	45186	NOTEBOOK,RECYCLED,5X7,MEAD	EA	1						
705	AC5172	BRUSHES,WOOD,12 ROUND,1	ST	5						
706	9770	PAD,CHART,1"RULED,24X32,70SH	EA	1				1		
707	X5165AA-11980	STRIPS,SENTENCE,100PK,ASTD	PK	100				1		
707	91370	GLITTER,ASSORTED,40Z	ST	6			_	+	1	
708			PK PK			<del>                                     </del>			1	
	103603	PAPER,CONSTR,9X12,VIOLET				<del>                                     </del>		-1	<b>+</b>	
710	ODU-REP142	PORTFOLIO,POLY,2PKT,PRONG,YELW	EA							
711	OD10002	INDEX CARD 4X6 BLANK 300PK	PK							
712	HPS-571555	NOTEBOOK,POLY,WB,CR,5SUB	EA	1						
713	OXF51	CARD,INDX,RLD,5X8,8PT,WHT,100P	PK	100			T			
714		PAPER,CONST,LIME,12X18	PK							
715	103627	PAPER,CONST,12X18VIOGW	PK	50						
716		PAPER,CONST,9X12,ORN	PK					1		
717	CHL35100BN	LAP,BOARD,PLAIN,WHT,9X12,12CT	BD	12		<del>                                     </del>			1	
717	3068AV	CALIFONE STEREO/MONO HEADPHONE - EARCUP VOLUME - BLACK - 3.5MM W/ 1/4 ADAPTER	EA	1	1	<del>                                     </del>		1	1	
					+ + + + + + + + + + + + + + + + + + + +					
719	CA-2	CALIFONE AV EQUIPMENT INDIVIDUAL STEREO HEADPHONE W/ BAG - BEIGE - 3.5MM	EA	1					1	
720	2800-BL	CALIFONE LISTENING FIRST HEADPHONES - BLUE - 3.5MM	EA	1						
721	3068MUSB	CALIFONE HEADSET W/INLINE VOLUME - BLACK - USB	EA	1					<u> </u>	
722	E-1	CALIFONE EARBUD - ECONOMY WITH 3.5MM PLUG - BLACK	EA	1				1		
723	8200-HP	CALIFONE LIGHTWEIGHT STEREO HEADPHONE - BLACK - 3.5MM	EA	1						
724	2800-BKP	CALIFONE LISTENING FIRST STEREO HEADPHONE - BLACK - 3.5MM	EA	1						
725	3060AV	CALIFONE LIST ENTING FIRST STEREO HEADPHONE * BEACK * 5.5WIN	EA	1			_	1	1	
						<del>                                     </del>			1	
726	2800-RD	CALIFONE LISTENING FIRST HEADPHONES - RED - 3.5MM	EA	1					1	
727	2800-YL	CALIFONE LISTENING FIRST HEADPHONES - YELLOW - 3.5MM	EA	1						
728	E-3	CALIFONE EAR BUD IPAD COMPATIBLE - BLACK - 3.5MM	EA	1	<u> </u>				<u> </u>	<u> </u>

	r		_					
729	E-2	CALIFONE EAR BUD IPAD COMPATIBLE - BLACK - 3.5MM	EA	1				
730	25LB-BOX-REG	SAND WHITE 25LB	PK	25				
731	CR101	INSTRUMENT MUSIC RECORDER	EA		<b>+</b>			
732 733	7742 RB210	BUBBLES WONDER BUBBLES 40Z	EA	1	<b>+</b>			
	RB768	INSTRUMENT MUSIC EGG SHAKER	EA	1				
734	4300	MUSIC RHYTHM STICKS PAIR PLAIN SET OF 2	PK	2				
735	THERAPY25	BUILDING TILES CLEAR COLORS SET OF 100	BX	100				
736	929280	THERAPY PLAY SAND 25 LBS WHITE	PK	1				
737	567007	MANIP STICKY BRIX BLOCKS WITH SMALL BUCKET SET OF 280	BX	280	+			
738	150-301	BUILDING SET - AIRCRAFT ENGINEER SET OF 73	BX	73	+			
739 740	302	KINETIC SAND - 5.50 LBS	EA BX	1 120	+			
741	LER9227	MANIP BLDG MOBILO SET OF 120 GEARS! GEARS! GEARS! MACHINE MAKER - SET OF 112	BX	112	+			
	SI3690				+			
742 743	111000096	BLOCKS PLASTIC 1CM SET OF 250	BX	1	+			
744	1293609	BALL STAY N PLACE SAND FILL BALL PG 8.5 INCH -RED -SPORTIME	BX EA	1				
745	VSR-407 RH	JUMP ROPE 7 FOOT PLASTIC LINK -SPORTIME	EA		+			
746	1293616	BALL PG 10 INCH - RED - SPORTIME	EA		<del> </del>			
746	VSR-408 YH		EA	1	+			
747	VSR-416 GH	JUMP ROPE 8 FOOT PLASTIC LINK - SPORTIME  JUMP ROPE 16 FOOT PLASTIC LINK - SPORTIME	EA	1	+			
748	VSR-409 BH			1	+			
749 750	1293618	JUMP ROPE 9 FOOT PLASTIC LINK -SPORTIME	EA EA	1	1			
750 751	112000001	BALL PG 13 INCH - RED - SPORTIME  SPOT MARKERS UTILITY/SEQUENCING 10 INCH - SPORTIME- SET OF 6	PK PK	6	1			
752	B-1220	RACQUET BADMINTON TWIN SHAFT	EA	1				
753	19992	BALL VOLLEYBALL FOAM COATED - SPORTIME	EA	1	<del> </del>			
754	9185	BALL SOFTBALL FOAM COATED - SPORTIME  BALL SOFTBALL FOAM COATED - SPORTIME	EA	1	<del> </del>			
754 755	1293605	BALL FOR 6 INCH - RED - SPORTIME	EA	1	1			
756	1293615	BALL PG 8.5 INCH - RED - SPORTIME  BALL PG 8.5 INCH - SET OF 6 - SPORTIME	EA	1	1			
757	2220BLACK	BACKPACK - JUMBO CLEAR PVC MULTI-COMPARTMENT - BLACK	EA	1	1			
758	1525	LOCK COMBINATION KEY CONTROLLED 3/4 SHACKLE 1525	EA	1	<u> </u>			
759	54740	FIRST AID KIT - MOBILIZE RESCUE PUBLIC ACCESS STATION WITH 4 IPAKS	EA					
760	GIL-M2-DC-CBO-630-RHR	LOCK INSTANT DEADBOLT MORTISE RHR TYPE 2	EA					
761	GIL-M2-DC-CBO-630-LHR	LOCK INSTANT DEADBOLT MORTISE LHR TYPE 2	EA	1				
762	54721	FIRST AID KIT - MOBILIZE COMPREHENSIVE RESCUE SYSTEM	EA	1				
763	GIL-M2-DC-CBO-630-RH	LOCK INSTANT DEADBOLT MORTISE RH TYPE 2	EA	1				
764	QSB-101-RH	LOCK - SAFEBOLT INSTANT LOCKDOWN LOCK - RIGHT HAND CYLINDRICAL LOCK	EA	1				
765	QSB-101-LH	LOCK -SAFEBOLT INSTANT LOCKDOWN LOCK - LEFT HAND CYLINDRICAL LOCK	EA	1				
766	QSB-101-LHR	LOCK - SAFEBOLT INSTANT LOCKDOWN LOCK - LEFT HAND REVERSE CYLINDRICAL LOCK	EA	1				
767	54961	FIRST AID KIT - MOBILIZE RESCUE SYSTEM WALL CABINET W/ALARM	EA	1				
768	55496	FIRST AID KIT - MOBILIZE COMPACT RESCUE SYSTEM	EA	1				
769	Υ	GUARDIAN WINDOW SHADE - 12X42IN FITS UP TO 10X37IN	EA	1				
770	GIL-C1-DCS-CBO-630-RHR	LOCK DEADBOLT CYLINDRICAL RHR TYPE 1DCS	EA	1				
771	QSB-101-RHR	LOCK - SAFEBOLT INSTANT LOCKDOWN LOCK -RIGHT HAND REVERSE CYLINDRICAL LOCK	EA	1				
772	GIL-C1-EOR-CBO-630-RH	LOCK DEADBOLT CYLINDRICAL RH TYPE 1EOR	EA	1				
773	GIL-C1-DCS-CBO-630-LH	LOCK DEADBOLT CYLINDRICAL LH TYPE 1DCS	EA	1				
774	54960	FIRST AID KIT - MOBILIZE RESCUE SYSTEM WALL CABINET W/O ALARM	EA	1				
775	54741	FIRST AID KIT - MOBILIZE RESCUE REPLACEMENT IPAK	EA	1				
776	AA	GUARDIAN WINDOW SHADE - 08X36IN FITS UP TO 06X30IN	EA	1				
777	GIL-C1-DCS-CBO-630-LHR	LOCK DEADBOLT CYLINDRICAL LHR TYPE 1DCS	EA	1				
778	A	GUARDIAN WINDOW SHADE - 10X42IN FITS UP TO 08X37IN	EA	1				
779	GIL-C1-DCS-CBO-630-RH	LOCK DEADBOLT CYLINDRICAL RH TYPE 1DCS	EA	1				
780	В	GUARDIAN WINDOW SHADE - 14X42IN FITS UP TO 12X37IN	EA	1				
781	54722	FIRST AID KIT - MOBILIZE RESCUE MOBILE RESCUE UNIT	EA	1				
782	GIL-M2-EO-CBO-630-RHR	LOCK DEADBOLT MORTISE RHR TYPE 2EO	EA	1				
783	GIL-C1-EOR-CBO-630-RHR	LOCK DEADBOLT CYLINDRICAL RHR TYPE 1EOR	EA	1				
784	GIL-C1-EOS-CBO-630-RH	LOCK DEADBOLT CYLINDRICAL RH TYPE 1EOS	EA	1				
785	GIL-M1-EO-CBO-630-RH	LOCK DEADBOLT MORTISE RH TYPE 1EO	EA	1	1			
786	SBTML-1	SAFEBOLT METAL INSTALLATION TEMPLATE TOOL	EA	1				
787	CIL AM EQ CEO COO	GUARDIAN WINDOW SHADE - 16X42IN FITS UP TO 14X37IN	EA		<del> </del>		<del>                                     </del>	
788	GIL-M1-EO-CBO-630-LH	LOCK DEADBOLT MORTISE LH TYPE 1EO	EA	1	1			
789	GIL-M1-EO-CBO-630-LHR GIL-M1-EO-CBO-630-RHR	LOCK DEADBOLT MORTISE LHR TYPE 1EO	EA		<del> </del>		<del>                                     </del>	
790		LOCK DEADBOLT MORTISE RHR TYPE 1EO	EA					
791	GIL-M2-EO-CBO-630-LH	LOCK DEADBOLT MORTISE LH TYPE 2EO	EA	1	<del>                                     </del>		<del>                                     </del>	
792	GIL-M2-EO-CBO-630-RH GIL-M2-EO-CBO-630-LHR	LOCK DEADBOLT MORTISE RH TYPE 2EO	EA	1				
793 794	GIL-M2-EO-CBO-630-LHR GIL-C1-EOR-CBO-630-LH	LOCK DEADBOLT MORTISE LHR TYPE 2EO	EA EA	1	<del> </del>			
794	GIL-C1-EOR-CBO-630-LHR	LOCK DEADBOLT CYLINDRICAL LH TYPE 1EOR  LOCK DEADBOLT CYLINDRICAL LHR TYPE 1EOR	EA	1	1			
796	GIL-C1-EOS-CBO-630-LH	LOCK DEADBOLT CYLINDRICAL LHR TYPE 1EOK  LOCK DEADBOLT CYLINDRICAL LH TYPE 1EOS	EA	1	<u> </u>			
797	GIL-C1-EOS-CBO-630-LHR	LOCK DEADBOLT CYLINDRICAL LIFT TYPE 1EOS  LOCK DEADBOLT CYLINDRICAL LIFT TYPE 1EOS	EA	1	<del> </del>			
798	GIL-C1-EOS-CBO-630-RHR	LOCK DEADBOLT CYLINDRICAL EHR TYPE 1EOS	EA	1	1			
799	GST33-RHR	LOCK TIME-OUT WITH 3 BOLT PROJECTION - RHR	EA	1				
800	GST33-RH	LOCK TIME-OUT WITH 3 BOLT PROJECTION - RH	EA	1				
801	GST33-LHR	LOCK TIME-OUT WITH 3 BOLT PROJECTION - LHR	EA	1				
802	GST11-RHR	LOCK TIME-OUT WITH 1 BOLT PROJECTION - RHR	EA	1				
803	GST11-RH	LOCK TIME-OUT WITH 1 BOLT PROJECTION - RH	EA					
804	GST11-LHR	LOCK TIME-OUT WITH 1 BOLT PROJECTION - LHR	EA					
805	50323	MOBILIZE RESCUE TRAUMA KIT TRAINER	EA	1				
806	1030546	MOBILIZE RESCUE IPAK KIT 1030546	EA	1				
807	1031288	MOBILIZE RESCUE PUBLIC ACCESS RESCUE KIT 1031288	EA	1				

808	GIL-M1-DC-CBO-630-LH	LOCK INSTANT DEADBOLT MORTISE LH TYPE 1	EA	1			
809	GIL-M1-DC-CBO-630-RH	LOCK INSTANT DEADBOLT MORTISE RH TYPE 1	EA	1			
810	GIL-M1-DC-CBO-630-LHR	LOCK INSTANT DEADBOLT MORTISE LHR TYPE 1	EA	1			
811	GIL-M1-DC-CBO-630-RHR	LOCK INSTANT DEADBOLT MORTISE RHR TYPE 1	EA	1			
812	GIL-M2-DC-CBO-630-LH	LOCK INSTANT DEADBOLT MORTISE LH TYPE 2	EA	1			
813	GIL-M2-DC-CBO-630-RH	LOCK INSTANT DEADBOLT MORTISE RH TYPE 2	EA	1			
814	GIL-M2-DC-CBO-630-LHR	LOCK INSTANT DEADBOLT MORTISE LHR TYPE 2	EA	1			
815	GIL-M2-DC-CBO-630-RHR	LOCK INSTANT DEADBOLT MORTISE RHR TYPE 2	EA	1			
816	DFS576952	FREY SCIENTIFIC STOPWATCH PACK OF 2	PK	2			
817	S81000	SAFETY GOGGLE FREY DIRECT VENT	EA	1			
818	412334-0002/ 36 CS	FUNNEL PP UTILITY 4 OZ 89MM TOP DIA	EA	1			
819	6457-50	MAGNIFIER STUDENT 3X AND 6X	EA	1			
820	S81210	SAFETY GOGGLE FREY FOG-FREE INDIRECT VENT	EA	1			
821	S81010	SAFETY GOGGLE FREY FOG-FREE DIRECT VENT	EA	1			
822	MPC080	BAR MAGNETS COLOR CODED - SET OF 2	PK	2			
823	PULS01	PULLEY SINGLE 2" DIAMETER EA	EA	1			
824	S81200	SAFETY GOGGLE FREY INDIRECT VENT	EA	1			
825	586611	SEED LIMA BEAN - 20Z - APPROX 150/PACK	PK	150			
826	YT944-4	COMPASS MAGNETIC EASY TO READ	EA	1			
827	1322341	ACCESSORY WRITING EGG OHS SET OF 3	PK	3			
828	T25073-07	CHEWEZE BLUE	EA	1			
829	1387070N	THINK-N-ROLL FOOTREST	EA	1			
830	3568	FIDGETS PENCIL SET OF 4	PK	4			
831	109997	CUP WITH STRAW MR. JUICE BEAR	EA	1			
832	1285349	FIDGET FINGER SQUASH IT SET OF 6	EA	1			
833	ELE GATR	MASSAGER JIGGLER ELEPHANT AND GATOR SET OF 2	EA	1			
834	T36221	TOPPER PENCIL CHEWEZE SET OF 3	PK	3			
835	0	ABILITATIONS YUCK-E-BALL	EA	1			
836	111000138	CUSHION SIT 8 INCH PURPLE BITTY BOTTOMS CRUNCH	EA	1			
837	1325198-C	PEA POD MEDIUM 60 IN L - 0.7MM	EA	1			
838	1322344	DESK-ER-CISER	EA	1			
839	GB	ABILITATIONS GEL BALL	EA	1			

## RFP 19-05 for Educational School Supplies - Category Discounts Offering (if applicable) Offeror Company Name:

**Instructions:** Offerors should submit their Category Discounts in the following format.

Offeror Category	Discount %

## RFP 19-05 for Educational School Supplies - Core List Offering (if applicable)

Offeror Company Name:

**Instructions:** Offerors should submit their Core list offering in the following format. (if proposing a Core List)

	OFFEROR PROPOSED PRODUCT					OFFEROR PROPOSED PRICE		
Item	MFG ITEM NUMBER	MFG NAME	DESCRIPTION	SUPPLIER SKU	UOM	UNIT LIST PRICE	DISCOUNT	FINAL PRICE
1								
2								
3								
4								
5								
6								
7								
8								
9								
10								