



# County of Jefferson

State of Missouri

Administration Center  
729 Maple Street · PO Box 100  
Hillsboro, Missouri 63050

Board of Executives

Chuck Banks  
Edward L. Kemp  
Patrick J. Lamping

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## DEPARTMENT OF ADMINISTRATIVE SERVICES

**Stephen M. Stoll - Director**

Web Address: [www.jeffcomo.org](http://www.jeffcomo.org)

Barbara Redecker  
Human Resources Manager

797-5071 / Fax 797-5596

Vickie Pratt  
General Services/Contracts & Grants  
Manager

797-5380 / Fax 797-5067

QUILL CORPORATION  
BID DEPARTMENT  
100 SCHELTER ROAD  
LINCOLNSHIRE IL 60069-3621

12/13/2010

The County of Jefferson Missouri has awarded Quill Corporation, Supply Concepts, and Metro Office Supply the bid for:

### OFFICE SUPPLIES 2011

Purchases will be made as requested.

Ordinance Number: 10-0392

Contract Term: 1-1-11 TO 12-31-11

The CONTRACT PURCHASE ORDER is #: **C11OFFICESUPPLIES**  
(This PO # must appear on ALL Invoices)

Quill Corporation was awarded item numbers:

1403, 1405, 3101, 4200, 4302, 4602, 4712, 4800, 5219, 6116, 6118, 6119, 6121, 6122, 6125, 6126, 6127, 6128, 6200, 6201, 6302, 6304, 6305, 6500, 6501, 6611, 6702, 6703, 6704, 6705, 6802, 6803, 6804, 7204, 8125, 8300, 8400, 8401, 8403, 8404, 8405, 8406, 8407, 8410, 9201, 9302, 9511, 9602, 9603, 10001, 10100, 10201, 10300, 10308, 10309, 10400, 10401, 10402, 10501, 10600, 10811, 10812, 11200, 11300, 11302, 11302, 11304, 11307, 11309, 11310, 11312, 11350, 11798, 11799, 11800, 11801, 11802, 11827, 11829, 11830, 11831, 11835, 11836, 11903, 12112, 12116, 13200, 13201, 13202, 13206, 13204, 17102, 17210, 17400, 17500, 21101, 21106, 22400, 22800, 23000, 24001, and 25000.

PURCHASES CAN BE MADE BY ALL COUNTY DEPARTMENTS.  
ALL INVOICES MUST BE SUBMITTED TO THE REQUESTING DEPARTMENT.  
ALL INVOICES MUST INDICATE THE CONTRACT PURCHASE ORDER NUMBER.

JEFFERSON COUNTY IS TAX EXEMPT: TAX ID NUMBER 12545597.

Vickie S. Pratt  
Department of Administration  
(636) 797-5382



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METRO OFFICE SUPPLY INC  
102 E MAIN STREET  
FESTUS MO 63028-1905

12/13/2010

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### OFFICE SUPPLIES 2011

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Metro Office Supply was awarded item numbers:

1107, 1201, 2400, 2401, 2402, 2403, 4100, 4703, 5218, 5220, 6401, 7201, 9702, 9800, 11301, 11913, 17300, 18600, and 19100.

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SUPPLY CONCEPTS  
2247 CASSENS DRIVE  
FENTON MO 63029-2501

12/13/2010

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### OFFICE SUPPLIES 2011

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Ordinance Number: 10-0392

Contract Term: 1-1-11 TO 12-31-11

The CONTRACT PURCHASE ORDER is #: **C11OFFICESUPPLIES**  
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Supply Concepts was awarded item numbers:

1100, 1101, 1102, 1103, 1105, 1200, 1204, 1205, 1206, 1207, 1220, 1301, 2103, 2104, 2105, 2106, 2107, 2205, 2300, 3100, 3200, 4201, 4305, 4701, 4706, 4707, 4710, 4711, 4802, 5100, 5101, 5200, 5201, 5204, 6102, 6104, 6105, 6106, 6107, 6108, 6109, 6110, 6112, 6113, 6205, 6300, 6301, 6400, 6600, 6601, 6608, 6609, 6610, 6612, 6613, 6700, 6701, 6801, 7100, 7102, 7103, 7200, 7203, 7300, 7500, 7601, 8101, 8106, 8107, 8108, 8109, 8111, 8116, 8117, 8200, 8201, 9202, 9301, 9401, 9501, 9507, 9508, 9600, 9604, 9700, 9701, 9703, 9801, 10310, 10500, 10815, 11201, 11203, 11306, 11308, 11400, 11401, 11402, 11403, 11404, 11405, 11406, 11408, 11605, 11606, 11607, 11610, 11611, 11702, 11797, 11809, 11810, 11811, 11812, 11813, 11822, 11904, 11905, 11907, 11909, 11911, 11912, 11914, 12105, 12202, 12203, 17100, 17101, 17103, 17104, 17105, 17106, 17110, 17200, 17501, 18100, 18101, 18102, 18103, 18200, 18301, 18401, 18402, 18502, 18503, 18504, 18601, 18602, 18603, 18615, 18616, 19101, 21100, 21102, 21103, 21104, 21105, 22201, 22500, 22600, 22901, 22902, 24002, and 26000.

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