

ORDINANCE NO.: 16-

INTRODUCED BY: COUNCIL MEMBER(S)

1 **BE IT ENACTED BY THE JEFFERSON COUNTY, MISSOURI, COUNCIL,**
2 **AS FOLLOWS:**

3 Section 1. The County authorizes the renewal of the bid awards for an
4 additional one-year term as follows:

5 BID NAME
6 Office Supplies 2016

7 TERM
8 1-1-17 to 12-31-17

9 Upon approval of the County Council and County Executive

10 AMOUNT
11 Up to **\$60,000.00**
12 subject to budgetary limitations

13 AWARDED BIDDER
14 Office Source (A1)
15 Quill Corporation (A2)

16 Section 2. The Jefferson County, Missouri, Council hereby authorizes the
17 County Executive to execute a renewal agreement, incorporated herein by reference and
18 attached as Exhibit A1 through A2. The County Executive is further authorized to take
19 any and all actions necessary to carry out the intent of this Ordinance.

20 Section 3. Copies of all Invitations for Bid, Requests for Proposals, responses
21 thereto, and any contracts or agreements shall be maintained by the Department of the

1 County Clerk consistent with the rules and procedures for the maintenance and retention
2 of records as promulgated by the Secretary of State.

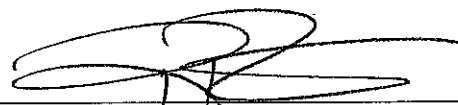
3 Section 4. This Ordinance shall be in full force and effect from and after its
4 date of approval. If any part of this Ordinance is invalid for any reason, such invalidity
5 shall not affect the remainder of this Ordinance.

**THIS BILL BEING DULY INTRODUCED, THE MEMBERS OF THE
JEFFERSON COUNTY, MISSOURI, COUNCIL VOTED AS FOLLOWS:**

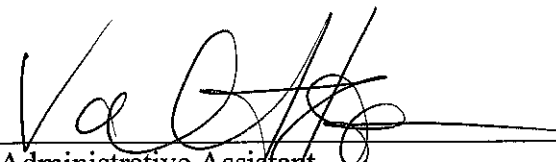
Council Member District 1, Don Bickowski	<u>YES</u>
Council Member District 2, Renee Reuter	<u>YES</u>
Council Member District 3, Robert Boyer	<u>YES</u>
Council Member District 4, George Engelbach	<u>YES</u>
Council Member District 5, Oscar J. "Jim" Kasten	<u>YES</u>
Council Member District 6, Cliff Lane	<u>YES</u>
Council Member District 7, James Terry	<u>Absent</u>

THE ABOVE BILL ON THIS 11th DAY OF October, 2016:

X PASSED FAILED



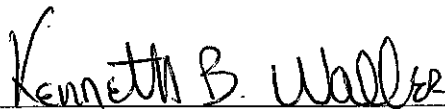
Renee Reuter, County Council Chair



Administrative Assistant

THIS BILL WAS X APPROVED BY THE JEFFERSON COUNTY
EXECUTIVE AND ENACTED AS AN ORDINANCE OF JEFFERSON COUNTY,
MISSOURI, THIS 12TH DAY OF OCTOBER, 2016.

THIS BILL WAS _____ VETOED AND RETURNED TO THE
JEFFERSON COUNTY, MISSOURI, COUNCIL WITH WRITTEN OBJECTIONS
BY THE JEFFERSON COUNTY EXECUTIVE, THIS _____ DAY OF
_____, 2016.

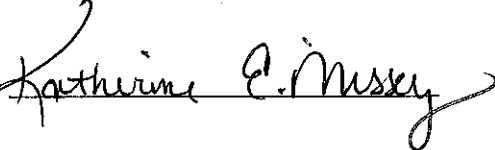


Kenneth B. Waller, Jefferson County, Missouri, Executive

ATTEST:



Wes Wagner, County Clerk

BY: 

Katherine E. Musky

Reading Date: 10-11-2016



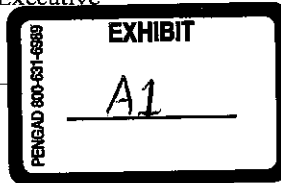
County of Jefferson

State of Missouri

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

Ken Waller

County Executive



DEPARTMENT OF ADMINISTRATIVE SERVICES

David Courtway - Director

Web Address: www.jeffcomo.org

Nicole Crawford
Human Resources Manager
(636)797-5071 / Fax (636)797-5596

Vickie Pratt
General Services/Contracts & Grants Manager
(636)797-5380 / Fax (636)797-5067

OFFICE SOURCE
719 RUDDER RD
FENTON MO 63026

September 8, 2016

Attn: Kraig Simmons

Your company was awarded a bid for **"OFFICE SUPPLIES 2016"** for the County of Jefferson, Missouri in **November 2015**. The Invitation for Bid allows the County to renew your bid award for an additional one-year term with consent of the awarded bidder.

The County of Jefferson, Missouri may desire to renew this bid award for an additional one year with the same terms and conditions subject to approval by the County Council and County Executive. The new award dates shall be from **January 1, 2017 through December 31, 2017**.

PLEASE INCLUDE THE FOLLOWING ITEMS:

- 1) **This executed renewal letter**
- 2) **Updated insurance certificates**
- 3) **Current paid tax receipts for any real or personal property owned in Jefferson County**
OR a notarized letter on company letterhead stating that your company does not own any real or personal property in Jefferson County.
- 4) **Company Name, Signature, Print, Company Address and Phone completed on next page.**

Please sign and return as soon as possible if your company agrees to renew this contract.

Kraig Simmons

Printed Name of Authorizing Agent

[Signature]

Signature

9/14/16
Date

If your company does not wish to renew this agreement, please advise as soon as possible. Any questions please contact me at (636) 797-5380.

Respectfully,

Vickie S. Pratt

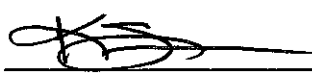
Vickie S. Pratt

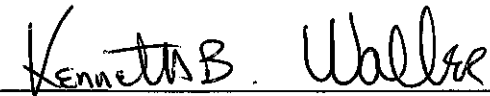
Department of Administrative Services

In Witness thereof, the parties hereto have executed this Agreement, in triplicate, as of this
_____ day of _____ 2016:

OFFICE SOURCE
Company Name

County of Jefferson, State of Missouri


Signature
Kenig Simmons
Print

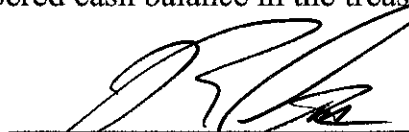

Kenneth B. Waller County Executive

Company Address: _____

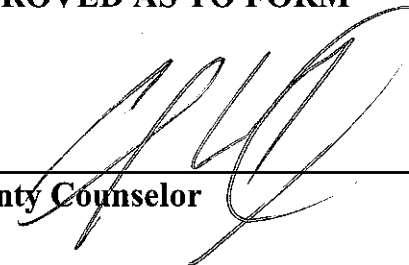
719 Rudder Road
Fenton Mo 63026

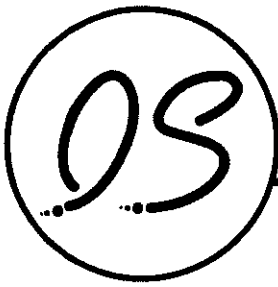
Phone: 636 349 5101

I hereby certify under section 50.660 RSMo there is either: (1) a balance of funds, otherwise unencumbered, to the credit of the appropriation to which the obligation contained herein is chargeable, and a cash balance otherwise unencumbered, in the treasury, to the credit of the funds from which payment is to be made, each sufficient to meet the obligation contained herein; or (2) bonds or taxes have been authorized by vote of the people and there is a sufficient unencumbered amount of the bonds yet to be sold or of the taxes levied and yet to be collected to meet the obligation in case there is not a sufficient unencumbered cash balance in the treasury.


County Auditor

APPROVED AS TO FORM


County Counselor



OFFICE SOURCE

719 Rudder Road, Fenton, MO 63026

9-14-16

To whom it may concern,

Office Source does not own any real or personal property in Jefferson County MO.

Sincerely,

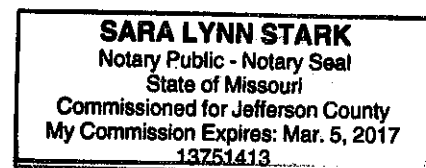
Kraig Simmons

President
Office Source

NOTARY
Signed & sworn to me

9-14-16

DATE





CERTIFICATE OF LIABILITY INSURANCE

OFFSO-7

OP ID: CLB

DATE (MM/DD/YYYY)

09/14/2016

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an **ADDITIONAL INSURED**, the policy(ies) must be endorsed. If **SUBROGATION IS WAIVED**, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER Huntleigh McGehee 2925 E Battlefield, Suite 120 Springfield, MO 65804	CONTACT NAME: Christina Blackmore		
	PHONE (A/C, No, Ext): 417-895-4612	FAX (A/C, No): 417-895-4602	
	E-MAIL ADDRESS: cblackmore@hmrisk.com		
INSURED Office Source Inc. 719 Rudder Road Fenton, MO 63026	INSURER(S) AFFORDING COVERAGE		NAIC #
	INSURER A: Travelers Indemnity Co. of Amer		25668
	INSURER B:		
	INSURER C:		
	INSURER D:		
	INSURER E:		
		INSURER F:	

COVERAGES**CERTIFICATE NUMBER:****REVISION NUMBER:**

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS	
A	☒ COMMERCIAL GENERAL LIABILITY			6807830X213	05/01/2016	05/01/2017	EACH OCCURRENCE	\$ 2,000,000
	☐ CLAIMS-MADE ☒ OCCUR						DAMAGE TO RENTED PREMISES (Ea occurrence)	\$ 300,000
							MED EXP (Any one person)	\$ 5,000
							PERSONAL & ADV INJURY	\$ 2,000,000
	GEN'L AGGREGATE LIMIT APPLIES PER:						GENERAL AGGREGATE	\$ 4,000,000
	☒ POLICY ☐ PRO-JECT ☐ LOC						PRODUCTS - COMP/OP AGG	\$ 4,000,000
	OTHER:							\$
A	AUTOMOBILE LIABILITY			BA7831X990	05/01/2016	05/01/2017	COMBINED SINGLE LIMIT (Ea accident)	\$ 1,000,000
	☒ ANY AUTO						BODILY INJURY (Per person)	\$
	☐ ALL OWNED AUTOS	☐ SCHEDULED AUTOS					BODILY INJURY (Per accident)	\$
	☐ HIRED AUTOS	☐ NON-OWNED AUTOS					PROPERTY DAMAGE (Per accident)	\$
A	☒ UMBRELLA LIAB			CUP7855X244	05/01/2016	05/01/2017	EACH OCCURRENCE	\$ 1,000,000
	☐ EXCESS LIAB	☐ CLAIMS-MADE					AGGREGATE	\$ 1,000,000
	☐ DED ☒ RETENTION \$ 5000							\$
	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY							
	ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH)			Y/N	N/A		E.L. EACH ACCIDENT	\$
	If yes, describe under DESCRIPTION OF OPERATIONS below						E.L. DISEASE - EA EMPLOYEE	\$
							E.L. DISEASE - POLICY LIMIT	\$

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)

CERTIFICATE HOLDER**CANCELLATION**

Jefferson County Government
PO Box 100
Hillsboro, MO 63050

SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.

AUTHORIZED REPRESENTATIVE

Michael F. Shand

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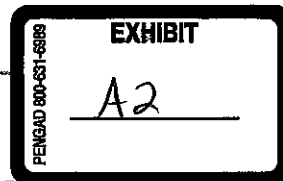
County of Jefferson

State of Missouri

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

Ken Waller

County Executive



DEPARTMENT OF ADMINISTRATIVE SERVICES

David Courtway - Director

Web Address: www.jeffcomo.org

Nicole Crawford
Human Resources Manager
(636)797-5071 / Fax (636)797-5596

Vickie Pratt
General Services Contracts & Grants Manager
(636)797-5380 / Fax (636)797-5067

QUILL CORPORATION
100 SCHELTER RD
LINCOLNSHIRE IL 60069

September 8, 2016

Attn: Martin Colburn

Your company was awarded a bid for "OFFICE SUPPLIES 2016" for the County of Jefferson, Missouri in November 2015. The Invitation for Bid allows the County to renew your bid award for an additional one-year term with consent of the awarded bidder.

The County of Jefferson, Missouri may desire to renew this bid award for an additional one year with the same terms and conditions subject to approval by the County Council and County Executive. The new award dates shall be from January 1, 2017 through December 31, 2017.

PLEASE INCLUDE THE FOLLOWING ITEMS:

- 5) This executed renewal letter
- 6) Updated insurance certificates
- 7) Current paid tax receipts for any real or personal property owned in Jefferson County
OR a notarized letter on company letterhead stating that your company does not own any real or personal property in Jefferson County.
- 8) Company Name, Signature, Print, Company Address and Phone completed on next page.

Please sign and return as soon as possible if your company agrees to renew this contract.

Romi Moormeier
Printed Name of Authorizing Agent

Romi *
Signature

9/15/2016
Date

If your company does not wish to renew this agreement, please advise as soon as possible. Any questions please contact me at (636) 797-5380.

Respectfully,

Vickie S. Pratt

Vickie S. Pratt

Department of Administrative Services

* updated Certificate of Insurance
will be sent at time of
award

In Witness thereof, the parties hereto have executed this Agreement, in triplicate, as of this
15th day of September 2016:

QUILL CORPORATION

Company Name

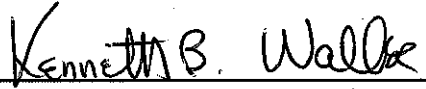


Signature

Kami Moormeier

Print

County of Jefferson, State of Missouri


Kenneth B. Waller County Executive

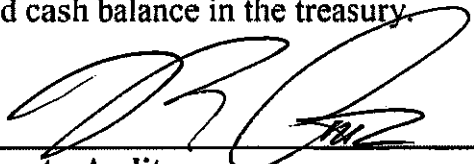
Company Address: _____

100 Schelter Rd

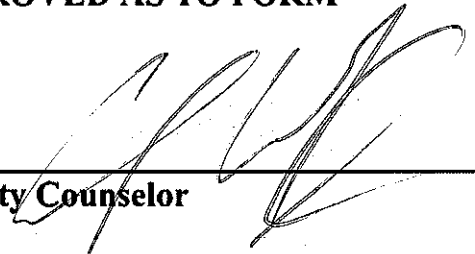
Lincolnshire, IL 60069

Phone: 800-634-4809

I hereby certify under section 50.660 RSMo there is either: (1) a balance of funds, otherwise unencumbered, to the credit of the appropriation to which the obligation contained herein is chargeable, and a cash balance otherwise unencumbered, in the treasury, to the credit of the funds from which payment is to be made, each sufficient to meet the obligation contained herein; or (2) bonds or taxes have been authorized by vote of the people and there is a sufficient unencumbered amount of the bonds yet to be sold or of the taxes levied and yet to be collected to meet the obligation in case there is not a sufficient unencumbered cash balance in the treasury.


County Auditor

APPROVED AS TO FORM


County Counselor



CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)

11/13/2015

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER Beecher Carlson Insurance Services
6 Concourse Parkway, Suite 2300
Atlanta, GA 30328

CONTACT NAME: (ATL) Candi Joyner
PHONE: (A/C No. Ext): FAX: 678.539.4890
E-MAIL ADDRESS: cjoyner@beechercarlson.com

INSURER(S) AFFORDING COVERAGE NAIC #

INSURER A: ACE American Insurance Company 22667

INSURER B: ACE Property & Casualty 20699

INSURER C: Indemnity Insurance Company of North America 43575

INSURER D: ACE Fire Underwriters Insurance Company 20702

INSURER E: Aqri General Insurance Company 42757

INSURER F:

www.beechercarlson.com

INSURED
Staples, Inc.
and the attached Named Insureds
500 Staples Drive
Framingham MA 01702

COVERAGES

CERTIFICATE NUMBER: 27294788

REVISION NUMBER:

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	☒ COMMERCIAL GENERAL LIABILITY ☐ CLAIMS-MADE ☒ OCCUR ☒ Contractual Liability GEN'L AGGREGATE LIMIT APPLIES PER: ☒ POLICY ☐ PROJECT ☐ LOC ☒ OTHER: Ded. \$750,000			HDO-G27341342	2/1/2015	2/1/2016	EACH OCCURRENCE \$ 1,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 1,000,000 MED EXP (Any one person) \$ PERSONAL & ADV INJURY \$ 1,000,000 GENERAL AGGREGATE \$ 2,000,000 PRODUCTS - COMP/OP AGG \$ 2,000,000
A	☒ AUTOMOBILE LIABILITY ☒ ANY AUTO ☐ ALL OWNED AUTOS ☐ SCHEDULED AUTOS ☒ HIRED AUTOS ☒ NON-OWNED AUTOS ☒ Ded \$250,000			ISA-H08852339	2/1/2015	2/1/2016	COMBINED SINGLE LIMIT (Ea accident) \$ 3,000,000 BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$
B	☒ UMBRELLA LIAB ☒ OCCUR EXCESS LIAB ☐ CLAIMS-MADE DED ☒ RETENTION \$10K SIR			XOO-G27638107	2/1/2015	2/1/2016	EACH OCCURRENCE \$ 5,000,000 AGGREGATE \$ 5,000,000
A	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below	Y/N N	N/A	WLR-C48142059(AZ,CA,MA) SCF-C48142072(WI) WCU-C48142084(OH) WLR-C48142047(AOS) WLR-C48142060(TN)	2/1/2015 2/1/2015 2/1/2015 2/1/2015 2/1/2015	2/1/2016 2/1/2016 2/1/2016 2/1/2016 2/1/2016	☒ PER STATUTE ☐ OTHER E.L. EACH ACCIDENT \$ 1,000,000 E.L. DISEASE - EA EMPLOYEE \$ 1,000,000 E.L. DISEASE - POLICY LIMIT \$ 1,000,000

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)

Jefferson County is included as Additional Insured to the extent required by contract only.

CERTIFICATE HOLDER

CANCELLATION

Quill Corporation
729 Maple Street
Hillsboro MO 63050

SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.

AUTHORIZED REPRESENTATIVE

Sharon D. Brainard



ADDITIONAL REMARKS SCHEDULE

Page ____ of ____

AGENCY Beecher Carlson Insurance Services		NAMED INSURED Staples, Inc. and the attached Named Insureds 500 Staples Drive Framingham MA 01702
POLICY NUMBER		
CARRIER	NAIC CODE	EFFECTIVE DATE:

ADDITIONAL REMARKS

THIS ADDITIONAL REMARKS FORM IS A SCHEDULE TO ACORD FORM,

FORM NUMBER: 25 FORM TITLE: Certificate of Liability (01/14)

HOLDER: Quill Corporation

ADDRESS: 729 Maple Street Hillsboro MO 63050

INSURED: Staples, Inc.
POLICY PERIOD: 2/1/15 - 2/1/16

NAMED INSUREDS:

Staples the Office Superstore East, Inc.

Staples the Office Superstore LP

Staples Contract & Commercial, Inc., including:

- Staples National Advantage
- Business Interiors by Staples (fka Corporate Express Business Interiors)
- Coastwide Laboratories, Inc.
- Staples Promotional Products (fka Corporate Express Promotional Marketing, Inc.)
- Kross Outfitters
- Corporate Express Imaging & Computer Graphic Supplies
- Any other entity formerly known as Corporate Express
- Staples Technology Solutions.com
- Staples Enterprise Advantage
- Staples Business Advantage
- Staples Advantage
- Staples Industrial
- Staples Print Solution

Quill Corporation

- MAP (Medical Arts Press, Inc.)

Schoolkids.com, Inc.

Smilemakers, Inc.

Thrive Networks, Inc.

Corporate Express Document & Print Management, Inc.

Lonesource

PNI Digital Media, ULC

Sun Office Solution



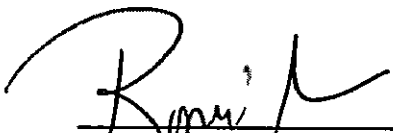
100 Schelter Road
Lincolnshire, IL 60069
P: 800.634.4809
F: 800.789.2016
www.quill.com

September 15, 2016

Vickie Pratt
County of Jefferson
Hillsboro, MO 63050

Subject: Bid for Paper Supplies 2014
Current paid tax receipts

Quill Corporation does not own any real or personal property in Jefferson County.



Signature
Romi Murmeur, Sales Manager

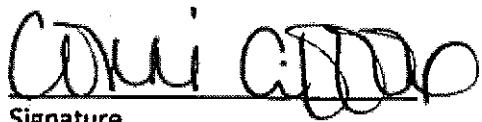
Print name & title

Notary:

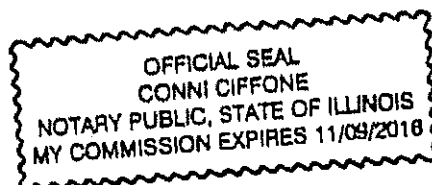
State of: ILLINOIS

County of LAKE

Signed and sworn to before me on September 15, 2016



Signature





September 15, 2016

Vickie Pratt
County of Jefferson
Department of Administration Services
729 Maple Street
Hillsboro, MO 63050

Quill Bid Number: 16-13916
Customer Bid Info: Renewal Office Supplies 2016
Account Number: 2327611

Dear Vickie Pratt,

Thank you for your recent bid request renewal. We appreciate your interest in Quill.com and are pleased to extend special pricing on the enclosed bid. Please note that the bid prices and free shipping are good through **December 31, 2017**. Please see attached addendum for information on discontinued items.

Here are a few guidelines that will allow us to process your orders more efficiently:

- ❑ **Written acceptance** is requested to guarantee your discounts. Please see attached Bid Award Form. If any additional recap information is available please forward as well. This will allow us to review and revise our pricing in order to continue to provide the best product pricing available.
- ❑ Please use the Quill bid number above, Quill item numbers and prices that are referenced on your bid when placing purchase orders for easy and accurate processing. Orders will ship and invoice the same day, if received by 6 pm CST. If your order needs to be shipped at a later date, please indicate this when placing your order.
- ❑ Please email your tax exempt form to taxexempt@quill.com or fax to 800-499-8805

Thank you once again for choosing Quill.com. We look forward to working with you in the future.

Sincerely,

Quill.com Bid Department



BID AWARD FORM

Written acceptance is requested in order to ensure the proper bid renewal pricing is received.
Please fill out and return this form along with any detail recap information available.

Quill Bid # : 16-13916

**** Please reference this bid # and Quill Item Numbers on ALL purchase orders**

Account #: **2327611** State: **MO**

Account Name: **COUNTY OF JEFFERSON**

Were items awarded to Quill.com on this bid? All ____ Some ____ None ____
Please so, provide a list of items awarded.

If not, who was awarded your bid? _____

Is bid tabulation available? Yes ____ No ____

If tabulation will not be available until a later date, approximately date tabulation should be available _____

In order to remain on your bid solicitation list, we welcome your feedback as to the reason(s) we were not considered _____

Are you tax exempt? Yes ____ No ____

If yes, please send your tax exemption certificate to taxexempt@Quill.com or fax to 800-499-8805.

This BID AWARD FORM can be returned via:

Fax: (888) 888-8250

Email: bid@quill.com

Mail:

Quill Corporation

Bid Department

100 Schelter Road

Lincolnshire, IL 60069-3621

Thank you for the opportunity to do business with you!

Quill's Bid Team

(800) 634-4809



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**Proposed Comments to
County of Jefferson
Renewal of 2016 Office Supplies**

**Bidder: Quill Corporation
Quill Bid#16-13916**

Page	Section	Exception
1	Avery items	Note-some Avery items have new item numbers. The Avery number has been put in NOTES for these item numbers.
1	Discontinued items with subs	Discontinued item# 721860-Cust # 2150-new item# 930446 Discontinued item#721868-Cust #2152—new item#338657 Discontinued item#17262Q-Cust#17102-new item#IM1K90556IN
1	Discontinued items without subs available	351B-Cust#11350;M1T40295ING-Cust #17101;14680Q-Cust#11828;35001-Cust#11904;SWI3745011-Cust#24001
#		
#		
#		
#		



Delivery

- 99% in stock rate, 98% on time delivery
- **Standard Shipping** is via UPS or Local Carrier within 1-2 business days (Mon-Fri) ARO.
 - UPS automatically provides inside delivery (the driver will bring the merchandise inside to a main location-no desk top delivery).
 - Standard shipping for items w/prefix of JV are normally 1-2 business days ARO, however, large quantities of an item may require longer delivery times-up to 5-7 business days ARO
 - No shipping or processing fees.
- **Large Volume Orders** may ship via Truck - Tailgate Delivery within 2-7 business days ARO.
 - Tailgate Delivery means the driver is only responsible to get cartons to the end of the truck and customer is responsible for unloading and bringing inside the building. No shipping or processing fees
 - A call 24 hours before a truck delivery can be arranged at no charge.
 - Lift gates (cargo lift) can be requested for truck orders at no charge- you must note the PO.
 - For an additional fee of \$25.00 the driver will assist in unloading cartons from truck and bringing inside the building.
 - Installation and or set/up is not included. Additional charges will apply based on weight and site conditions. Please call for quote.
 - Pallet size is 48" X 42"
 - We cannot guarantee full carton shipments due to our automated order system.
 - In order to provide prompt delivery of your order, we may have to utilize stock from multiple warehouse locations.
 - We cannot guarantee palletized shipments for large orders due to our automated order system.
 - For us to ship larger quantities and provide prompt delivery service, we may have to utilize stock from multiple warehouse locations.
- Quill's Future Delivery option enables a school to plan for future needs while securing today's low sale prices
 - Schedule delivery and billing up to 4 months from the time of submitting your order. Just write "Future Delivery" on your purchase order and the date you want the order to ship. If ordering online, simply click "Delayed Shipment" on the checkout screen.

Quill Bid Response Form

Quill Bid#: 16-13916
Customer Bid#: RENEWAL 2016 OFFICE SUPPLIES
Organization Name: COUNTY OF JEFFERSON
Enterprise# : 10558820
Contact Name: VICKIE PRATT
Contact Phone#: 6367975380
Bid Type: Item

Bid Open Date: 9/21/2016
Bid Open Time: 12:00 AM
Item Expiration Date: 1/1/2018
Catalog Expiration Date:
Total Items: 280 (0 Won, 0 Lost)
Total: \$ 22498.89 (0.00 Won, 0.00 Lost)

Line#	Item#	Customer Item#	Description	Color	Make	Qty	Price	UoM	UoM Conv	Case Qty	Ext Total	Note	Page
1	04301	1100	BINDER RING WL/BL HLD R 1 BK	BLACK	HEWLETT PACKARD	123	1.90	EA		1	233.70		
2	04401	1101	BINDER RING WL/BL HLD R 1.5 BK	BLACK		27	3.14	EA		1	84.78		
3	04501	1102	ECONOMY BINDER, 2 BLACK	BLACK	HEWLETT PACKARD	30	3.83	EA		1	114.90		
4	04601	1103	3 RING BINDER WL/LABEL HOLDER	BLACK	AVERY	36	5.61	EA		12	201.96		
5	79604	1104	VIEW BINDER, HEAVY DUTY 4	BLACK	AVERY	17	8.62	EA		4	146.54		
6	79606	1105	VIEW BINDER, HEAVY DUTY 5	BLACK	AVERY	1	16.95	EA		2	16.95		
7	7221BK	1110	QB 1 ROUND-RING VIEW BINDER	BLACK		2	1.72	EA		12	3.44	Quill Brand	
8	7222BK	1112	QB 2 ROUND-RING VIEW BINDER	BLACK		19	2.27	EA		12	43.13	Quill Brand	
9	7223BK	1113	QUILL 3 ROUND-RING VIEW BIND	BLACK		1	3.12	EA		12	3.12	Quill Brand	
10	7221WE	1120	QB 1 ROUND-RING VIEW BINDER	WHITE		1	1.72	EA		12	1.72	Quill Brand	
11	72215WE	1121	QB 1-1/2 RR VIEW BINDER	WHITE		17	1.78	EA		12	30.26	Quill Brand	
12	7222WE	1122	QB 2 ROUND-RING VIEW BINDER	WHITE		1	2.27	EA		12	2.27	Quill Brand	
13	7223WE	1123	QUILL 3 ROUND-RING VIEW BIND	WHITE		2	3.12	EA		12	6.24	Quill Brand	
14	54132Q	1150	PRESSTEX DATA BINDER	LTBE	WILSON JONES	1	5.23	EA		25	5.23		
15	11370Q	1195	LEGAL EXHIBIT DIVIDERS 1-25	WHITE	AVERY	1	1.35	ST		12	1.35		
16	11372Q	1196	LEGAL INDEX DIVIDERS, #26-50	WHITE	AVERY	1	1.35	ST		12	1.35		
17	11396	1197	LEGAL DIVIDERS, LTR SZ. 51-75	WHITE	AVERY	1	1.35	ST		12	1.35		
18	11397Q	1198	LEGAL INDEX DIVIDERS # 76-100	WHITE	AVERY	1	1.35	ST		1	1.35		
19	78118Q	1200	QB INSERTABLE	ASSTD		59	.34	ST		192	20.06	Quill Brand	

46	717644	4201	MASNTE 9X15.5	TAN			4	1.09	EA		48	4.36	Quill Brand
47	54032	4302	RUBBER FINGER PADS, LARGE		ACCO		4	.82	DZ	12 EA = 1 DZ	12	3.28	
48	10134	4305	SORTKWK FINGERTIP MOISTENER				27	1.50	EA		144	40.50	
49	66998	4504	ROLODEX OPEN VIP FILE	BLACK	RUBBERMAID		2	11.22	EA		4	22.44	
50	46808	4602	CARBONLESS RECEIPT BOOK 3 PART		TOPS		65	8.19	EA		50	532.35	
51	FEL72613	4705					1	12.49	BX		1	12.49	
52	63202	4706	SINGLE WALL POCKET, LETTER	SMOKE	DEFLECT-O		1	2.24	EA		12	2.24	
53	64302	4707	DEFLECTO SINGLE POCKET, LEGAL	SMOKE	DEFLECT-O		2	3.41	EA		12	6.82	
54	736901	4708	QUILL 3-POCKET SET	SMOKE			1	4.16	ST	1 EA = 1 ST	4	4.16	Quill Brand
55	70404	4710	DEFLECTO BUSINESS CARD HOLDER	BLACK	DEFLECTO		9	1.73	EA		1	15.57	
56	199299	4711	SOFTALK PHONE SHOULDER REST BK				13	4.88	EA		96	63.18	
57	53052	4712	FOUR MAGAZINE WALL RACK		HEWLETT PACKARD		2	44.49	EA		1	88.98	
58	756013	4800	RECYCLED LETTER TRAY 2/PK				16	3.25	PK		1	52.00	
59	756010	4801	RECYCLED LEGAL TRAY 2/PK				1	6.25	PK		1	6.25	
60	RUB17671	4802					14	15.20	BX		1	212.80	
61	MP21DX	4900	CANON MP21DX DESKTOP 12- DIGIT	SILVR			1	59.20	EA		1	59.20	
62	813174	4901	8-DIGIT TWIN POWERED HARD CVR				1	2.48	EA		160	2.48	
63	090406CT	5100	PAD #1 FELT STAMP BLACK CT				1	16.40	CT		1	16.40	
64	090410CT	5101	FELT STAMP PAD #1 RED CT				1	16.40	CT		1	16.40	
65	21448	5200	STAMP PAD INKER	BLACK	AVERY		4	1.12	EA		3	4.48	
66	21447	5201	STAMP PAD INKER	RED	AVERY		1	1.12	EA		36	1.12	
67	035532	5218	ACCUSTAMP2 MSG STAMP-COPY	BLUE			6	5.04	EA		12	30.24	
68	321598	5219	OFFSTAMP MESSAGE STAMP	RED			1	1.87	EA		24	1.87	
69	920280	5220	DATE STAMP 5MM				1	6.49	EA		1	6.49	
70	035537	5221	ACCUSTAMP2 MSG STAMP-RECEIVED	BLUE			1	5.04	EA		12	5.04	
71	740137	6100	QB FILE FOLDER, LTR, 1/3-CUT	MNILA			98	4.20	BX	100 EA = 1 BX	5	411.60	Quill Brand
72	760137	6101	QB FILE FOLDER, LEGAL, 1/3-CUT	MNILA			75	5.73	BX	100 EA = 1 BX	5	429.75	Quill Brand
73	811262	6103	FLDR MLA 1/3 LTR 100/BX PINK				1	16.45	BX		1	16.45	
			QB 1/3-CUT LETTER SIZE							100 EA = 1			

	74	740913RD	6104	FOLDERS	RED		6	7.42	BX	BX	5	44.52	Quill Brand
75	740913BE		6105	QB 1/3-CUT LETTER SIZE FOLDERS	BLUE		1	7.42	BX	100 EA = 1 BX	5	7.42	Quill Brand
76	740913YW		6106	QB 1/3-CUT LETTER SIZE FOLDERS	YELLOW		4	7.42	BX	100 EA = 1 BX	5	29.68	Quill Brand
77	740913OE		6107	QB 1/3-CUT LETTER SIZE FOLDERS	ORNGE		1	7.42	BX	100 EA = 1 BX	5	7.42	Quill Brand
78	740913GR		6108	QB 1/3-CUT LETTER SIZE FOLDERS	GREEN		1	7.42	BX	100 EA = 1 BX	5	7.42	Quill Brand
79	741013BE		6109	QB 1/3-CUT LEGAL SIZE FOLDERS	BLUE		3	9.87	BX	100 EA = 1 BX	5	29.61	Quill Brand
80	741013RD		6110	QB 1/3-CUT LEGAL SIZE FOLDERS	RED		1	9.87	BX	100 EA = 1 BX	5	9.87	Quill Brand
81	741013GR		6111	QB 1/3-CUT LEGAL SIZE FOLDERS	GREEN		1	9.87	BX	100 EA = 1 BX	5	9.87	Quill Brand
82	741013YW		6112	QB 1/3-CUT LEGAL SIZE FOLDERS	YELLOW		1	9.87	BX	100 EA = 1 BX	5	9.87	Quill Brand
83	741013OE		6113	QB 1/3-CUT LEGAL SIZE FOLDERS	ORNGE		1	9.87	BX	100 EA = 1 BX	5	9.87	Quill Brand
84	75361UNI		6114	PINK 1/3 CUT LGL TOP TAB FLDR			1	40.50	PK		1	40.50	
85	24100		6116	FILE FOLDERS,W/STRAIGHT TABS	MNILA	SMEAD	21	9.59	BX	100 EA = 1 BX	5	201.39	
86	25010Q		6118	RECYC STRAIGHT CUT END TAB FLD	BLUE		1	16.43	BX	100 EA = 1 BX	5	16.43	
87	25110		6119	RECYC STRAIGHT-CUT END FLD,GN	GREEN		1	16.43	BX	100 EA = 1 BX	1	16.43	
88	25710		6121	RECYC STRAIGHT-CUT END FLD,RD	RED	SMEAD	1	16.43	BX	100 EA = 1 BX	1	16.43	
89	25910		6122	STRAIGHT-CUT END TAB FOLDERS,Y	YELLOW		1	16.43	BX	100 EA = 1 BX	1	16.43	
90	25410		6123	STRAIGHT CUT ENTAB FOLDER,LTR	LVNRD		1	16.43	BX	100 EA = 1 BX	5	16.43	
91	25740		6125	2FASTENER FOLDER,LTR,STRAIGHT	RED	SMEAD	8	15.25	BX	50 EA = 1 BX	5	122.00	
92	24210		6126	END-TAB FOLDERS,LETTER SIZE	MNILA	SMEAD	28	7.30	BX	50 EA = 1 BX	5	204.40	
93	738034		6127	QB 6-FAST. PARTITION FLDR, LTR	GREEN		5	16.10	BX	15 EA = 1 BX	5	80.50	Quill Brand
94	738030		6128	QB 6-FAST. PARTITION FLDR, LTR	RED		3	16.10	BX	15 EA = 1 BX	5	48.30	Quill Brand
95	7Q5215		6200	QB HANGING FILE FOLDERS,LTR	GREEN		54	3.41	BX	25 EA = 1 BX	10	184.14	Quill Brand
96	7Q5315		6201	QB HANGING FILE FOLDERS,LGL	GREEN		19	4.25	BX	25 EA = 1 BX	10	80.75	Quill Brand
97	18H24E		6205	HANGING POCKET,LTR,3-1/2 EXP	DKN	SMEAD	3	20.40	BX	10 EA = 1 BX	5	61.20	
98	43CLQ		6300	PENDAFLEX PLASTIC INDEX TABS	CLEAR		1	.90	PK		80	.90	
99	42CLQ		6301	PENDAFLEX PLASTIC INDEX TABS	CLEAR		3	.75	PK		80	2.25	
100	586A1		6302	POST-JT HANGING FILE		3M	9	1.98	PK		24	17.82	

129	209908	8105	LASER WHITE LABELS, 4X1-1/3	WHITE	AVERY		1	21.46	BX		5	21.46	avery #5162
130	5351	8106	SELF-ADHESIVE COPIER LABELS	WHITE	AVERY		1	17.63	BX	1 EA = 1 BX	5	17.63	
131	209882	8107	LASER WHITE LABEL 1X 2-5/8	WHITE	AVERY		13	21.46	BX	3 M = 1 BX	5	278.98	avery #5160
132	209890	8108	LASER LABELS, WHITE, 4X1	WHITE	AVERY		15	21.46	BX		5	321.90	avery#5161
133	260273	8109	LASER WHITE LABELS 2 X 4	WHITE	AVERY		5	22.10	BX		5	110.50	avery#5163
134	30605UNI	8110	30605 WHT ADD LBL, 100/BX				1	9.82	EA		1	9.82	
135	166751	8116	COLOR CODE 3/4 RED LBL				17	2.80	PK		1	47.60	avery#05466
136	05462	8117	REMOVABLE 3/4 ROUND LABEL	YELLOW			3	2.80	PK	1000 EA = 1 PK	18	8.40	
137	166769	8119	COLOR CODE 3/4IN DARK BLUE LBL				1	2.80	PK		1	2.80	avery#05469
138	30252	8125	DYMO PRINTER LBLs, 1-1/2X3-5	WHITE	ESSELTE		204	12.52	BX	2 RL = 1 BX	10	2,554.08	
139	05729	8200	HOLE REINFORCEMENTS	WHITE	AVERY		7	.64	BX	200 EA = 1 BX	24	4.48	
140	64112Q	8201	SELF-REINFORCING STRIP 200/BO	CLEAR	C-LINE		7	11.95	BX	200 EA = 1 BX	24	83.65	
141	5868	8300	AVERY NOTARIAL SEAL 2 DIAMETER	GOLD			6	1.81	PK	44 EA = 1 PK	18	10.86	
142	653YW	8400	POST-IT NOTE PADS, 1-1/2X2	YELLOW	3M		105	4.08	DZ	1 DZ = 1 PK	36	428.40	
143	654YW	8401	POST-IT NOTE PADS, 3X3	YELLOW	3M		168	9.50	DZ	1 DZ = 1 PK	18	1,596.00	
144	680YW	8403	POST-IT FLAGS, 1X1-3/4, 2PK	YELLOW	3M		40	2.91	PK	2 EA = 1 PK	24	116.40	
145	680BE	8404	POST-IT FLAGS, 1 X 1.7/19, 2PK	BLUE	3M		24	2.91	PK	2 EA = 1 PK	24	69.84	
146	680RD	8405	POST-IT FLAGS, 1X1-3/4, 2PK		3M		25	2.91	PK	2 EA = 1 PK	24	72.75	
147	680GN	8406	POST-IT FLAGS, 1X1-3/4, 2PK	GREEN	3M		24	2.91	PK	2 EA = 1 PK	24	69.84	
148	680OE	8407	POST-IT FLAG, 1X1-3/4, 2PK, ORNG	ORNGE	3M		24	2.91	PK	2 EA = 1 PK	24	69.84	
149	684SH	8410	POST-IT TAPE FLAGS, SIGN HERE	ASSTD	3M		8	3.40	PK		24	27.20	
150	793271	9201	QB 2-HOLE PPR PUNCH LIGHT DUTY				7	2.82	EA		12	19.74	Quill Brand
151	793030	9202	QB 2-3 HOLE PPR PUNCH ADJUSTBL				15	2.65	EA		12	39.75	Quill Brand
152	902994UNI	9203	3 HOLE PUNCH W/PADDED HANDLE				1	37.82	EA		1	37.82	
153	45012	9301	ACME UNITED 12 PLASTIC RULER	CLEAR			3	.34	EA		720	1.02	Quill Brand
154	1417731UNI	9302	SCALE 12 ENGINEER WH				1	7.43	EA		1	7.43	
155	10572	9401	CONTRACT SNLESS SRS, 8 STRAIGH	BLACK	ACME		36	.59	EA		144	21.24	

156	889081	9501	STAPLES STD CHISEL POINT			155	.68	BX		1	105.40	
157	SF4	9503	SPEEDPOINT CHISEL STENO STAPLE		ACCO	8	1.60	BX	1 EA = 1 BX	20	12.80	
158	35550	9504	2 TO 60 SHEET STAPLES		ACCO	1	3.01	BX	2500 EA = 1 BX	20	3.01	
159	SB35121M	9507	1/2 HEAVY DUTY STAPLES			8	1.62	BX	1000 EA = 1 BX	100	12.96	
160	SB35581M	9508	5/8 HEAVY DUTY STAPLES			1	1.78	BX	1000 EA = 1 BX	100	1.78	
161	35312Q	9511	1/2 STAPLES HEAVY DUTY		ACCO	2	2.44	BX	1000 EA = 1 BX	20	4.88	
162	35556Q	9515	OPTIMA PREMIUM STAPLES 1/4	SILVR	ACCO	60	3.01	BX		1	180.60	
163	504258	9502	STAPLER 1/2 STRIP BK			1	3.80	EA		1	3.80	
164	40701Q	9503	SWINGLINE ECONOMY STAPLER	BLACK	ACCO	33	3.09	EA		6	101.97	
165	39005	9504	PALMGRIIP HEAVY DUTY STAPLER	GREY		4	19.25	EA		6	77.00	
166	30005	9505	STAND UP STAPLER	BLACK		34	2.96	EA		48	100.64	Quill Brand
167	SWI38101	9702	SHARPS 3 GALLON ALWAYS OPEN			3	3.52	BX		1	10.56	
168	711431	9800	QB 9 LETTER OPENER	SILVR		62	.38	EA		360	23.56	Quill Brand
169	740100	10100	2 1/4 ADD ROLL BULK PACK	WHITE		2	29.14	CS	100 RL = 1 CS	1	58.28	Quill Brand
170	CG7070UNI	10201	APOLLO FILMLTR8.5WX11H50BOX			6	32.30	EA		1	193.80	
171	740022	10400	QUILL RULED PADS, 8- 1/2X11	YELLOW		40	5.72	DZ	12 EA = 1 DZ	6	228.80	Quill Brand
172	740022L	10401	QUILL RULED PADS, 8- 1/2X14	YELLOW		7	6.45	DZ		3	45.15	Quill Brand
173	742332	10402	QUILL RULED PADS, 5X8	YELLOW		34	2.66	DZ		6	90.44	Quill Brand
174	SBNG	10500	QB STENO BOOK, GREGG RULING	GREEN		26	4.82	DZ	12 EA = 1 DZ	6	125.32	Quill Brand
175	06622	10501	MEAD 1-SUBJECT COLLEGE RULED	ASSTD	MEAD	31	1.60	EA		24	49.60	
176	SC1154L	10600	MESSAGE BOOK WITH LABELS		CARDINAL	1	2.00	EA	400 EA = 1 BK	30	2.00	
177	30	10811	3X5 BLANK INDEX CARD	WHITE	ESSELTE	40	.31	PK	100 EA = 1 PK	100	12.40	
178	31	10812	3X5 RULED INDEX CARD	WHITE	ESSELTE	41	.31	PK	100 EA = 1 PK	100	12.71	
179	41	10813	4X6 RULED INDEX CARD	WHITE	ESSELTE	4	.58	PK	100 EA = 1 PK	60	2.32	
180	40	10815	4X6 BLANK INDEX CARD	WHITE	ESSELTE	264	.58	PK	100 EA = 1 PK	60	153.12	
181	34500Q	11200	CAP ERASERS, PINK, 144 COUNT	PINK		1	3.44	PK	144 EA = 1 PK	24	3.44	
182	221	11201	PENTEL ERASER REFILLS	WHITE	PENTEL	1	.61	TB		144	.61	
183	ZE21BP3	11202	REFILLABLE RETRACTABLE ERASER		HEWLETT PACKARD	4	2.24	PK	3 EA = 1 PK	144	8.96	
			PENTEL CLICK ERASE						2 EA = 1			

184	ZER2	11203	REFILL	WHITE	PENTEL	9	.87	PK	576	7.83	
185	81505	11204	EXPO ERASER		SANFORD	8	1.55	EA	12	12.40	
186	BL11YW	11312	BIC BRITE LINER	YELLOW	BIC	11	2.66	DZ	18	29.26	
187	BLRP51	11301	BRITE LINER RT HIGHLIGHTER	ASSTD	BIC	18	2.71	PK	36	48.78	
188	728153	11302	QUILL TANK STYLE HIGHLIGHTER	BLUE		2	2.00	DZ	24	4.00	Quill Brand
189	25006	11303	MAJOR ACCENT HIGHLIGHTERS	FLORG		6	2.68	DZ	12	16.08	
190	728152	11304	QUILL TANK HIGHLIGHTERS	GREEN		4	2.00	DZ	24	8.00	Quill Brand
191	81850	11306	EXPO TOWELETTES		SANFORD	3	4.55	EA	6	13.65	
192	86074	11307	FINE POINT DRY ERASE MARKER	ASSTD	SANFORD	22	2.64	ST	72	58.08	
193	80074Q	11308	DRY ERASE MARKER 4-COLOR SET	ASSTD	SANFORD	15	3.11	ST	12	46.65	
194	716897QL	11309	QB PERMANENT MARKERS CHISEL T	BLACK		5	2.10	DZ	36	10.50	Quill Brand
195	98017	11310	MARKS-A-Lot CHISEL-TIP MARKER	RED	AVERY	1	5.21	DZ	12	5.21	
196	42530	11311	Z-GRIP GEL STICK RED DZ			1	7.34	DZ	96	7.34	
197	T7112	11400	QUILLS ECONOMY PENCILS, #2			7	.79	DZ	120	5.53	Quill Brand
198	P205	11401	PENTEL .5MM ULTRA FINE PENCIL	BLACK	PENTEL	1	2.37	EA	576	2.37	
199	P207	11402	PENTEL .7MM FINE MECH PENCIL	BLUE	PENTEL	2	2.37	EA	576	4.74	
200	PENA129EUNI	11403	BROWN 0.9MM MECH PENCIL			12	1.68	EA	1	20.16	
201	LC505HB	11404	PENTEL HI-POLYMER .5MM LEADS		PENTEL	6	.40	TB	1728	2.40	
202	L50HB	11405	PENTEL HI-POLYMER .7MM LEADS		PENTEL	12	.38	TB	144	4.56	
203	L509HB	11406	PENTEL HI-POLYMER .9MM LEADS		PENTEL	4	.45	TB	144	1.80	
204	30301	11408	SHARPWRITER PENCIL	YELLOW	HEWLETT PACKARD	4	2.69	DZ	36	10.76	
205	60153	11605	MICRO UNI-BALL .5MM	BLUE	SANFORD	5	7.58	DZ	72	37.90	
206	60151	11606	MICRO UNI-BALL .5MM	BLACK	SANFORD	4	7.58	DZ	72	30.32	
207	60101	11607	UNI-BALL .7MM FINE PT PEN	BLACK	SANFORD	2	7.58	DZ	72	15.16	
208	PV5BK	11610	PRECISE ROLLING BALL V5	BLACK	PILOT	8	11.13	DZ	72	89.04	
209	PV5RD	11611	PRECISE ROLLING BALL V5	RED	PILOT	5	11.13	DZ	72	55.65	
210	S520A	11620	PEN S520A SIGN BK-BOLD PT		HEWLETT PACKARD	1	7.34	DZ	48	7.34	
211	05057UNI	11702	STANDARD BALLPOINT COUNTER PEN			43	2.84	EA	1	122.12	

212	GSFG11RD	11797	ROUND STICK GRIP BP PEN	RED	BIC		1	1.37	DZ	12 EA = 1 DZ	36	1.37	
213	GSMG11RD	11798	BIC ROUND STIC GRIP BALL PEN	RED	BIC		5	1.37	DZ	12 EA = 1 DZ	36	6.85	
214	GSM11BE	11799	BIC ROUNDSTIC MEDIUM POINT PEN	BLUE	BIC		36	.83	DZ	1 BX = 1 DZ	36	29.88	
215	SCSM11BK	11801	SOFTFEEL RETRACTABLE PEN, MED	BLACK	BIC		36	4.97	DZ	12 EA = 1 DZ	18	178.92	
216	GSM11BK	11802	BIC ROUNDSTIC MEDIUM POINT PEN	BLACK	BIC		23	.83	DZ	1 BX = 1 DZ	36	19.09	
217	ITA31966	11809	PEN ADVINK GRP BP 1MM BE DZ				1	2.91	DZ		1	2.91	
218	ITA31965	11810	PEN ADVINK GRP BP 1MM BK DZ				1	2.91	DZ		1	2.91	
219	1770Q	11822	X-ACTO SHARPX BATTERY SHARPEN				3	14.49	EA		4	43.47	
220	GSF11BK	11827	BIC ROUNDSTIC FINE POINT PEN	BLACK	BIC		20	.83	DZ	1 BX = 1 DZ	36	16.60	
221	GSF11BE	11830	BIC ROUNDSTIC FINE POINT PEN	BLUE	BIC		1	.83	DZ	1 BX = 1 DZ	36	.83	
222	CSM11BK	11835	CLIC STIC RETRACTABLE PEN, MED	BLACK	BIC		25	3.87	DZ	12 EA = 1 DZ	18	96.75	
223	CSM11BE	11836	CLIC STIC RETRACTABLE PEN, MED	BLUE	BIC		4	3.87	DZ		18	15.48	
224	3000BK	11903	FINE-POINT MARKERS	BLACK	SANFORD		18	7.09	DZ	12 EA = 1 DZ	24	127.62	
225	3000RD	11905	FINE-POINT MARKERS	RED	SANFORD		8	7.09	DZ	12 EA = 1 DZ	24	56.72	
226	65940	11907	UNIBALL GEL RT MED PT PEN	BLACK	SANFORD		4	10.51	DZ	12 EA = 1 DZ	12	42.04	
227	PIL77240	11909	G2 GEL INK REFILL	BLACK	PILOT		2	1.03	PK		6	2.06	
228	G27RD	11910	G2 GEL INK PEN, FINE PT	RED	PILOT		3	10.39	DZ		72	31.17	
229	G27BK	11911	G2 GEL INK PEN, FINE PT	BLACK	PILOT		14	10.39	DZ	12 EA = 1 DZ	72	145.46	
230	G27BE	11912	G2 GEL INK PEN, FINE PT	BLUE	PILOT		12	10.39	DZ	12 EA = 1 DZ	72	124.68	
231	33951Q	11913	UNI-BALL SIGNO GEL 207 RT PEN	BLUE	SANFORD		17	11.98	DZ	12 EA = 1 DZ	12	203.66	
232	65450	11914	UNI-GEL GRIP MEDIUM POINT PEN	BLACK	SANFORD		15	10.39	DZ	12 EA = 1 DZ	72	155.85	
233	R5110	12105	TYPEWRIT RIBB F/IBM WHEELWRIT	BLACK	CLOVER		1	3.05	EA		72	3.05	
234	R1427	12107	DP INK ROLLER F/CANON / CASIO	BKRD			2	1.29	EA		144	2.58	
235	R3027	12112	RIBB F/UNIVERSAL CALC/CASH RE	BKRD	CLOVER		21	.71	EA		96	14.91	
236	R1420	12116	TYPEWRITER RIBBON F/BROTHER A	BLACK	CLOVER		1	1.56	EA		72	1.56	
237	R51816	12203	DP LIFT-OFF TAPE F/IBM		HEWLETT		1	2.44	PK	6 EA = 1	48	2.44	

			SELECT		PACKARD				PK			
238	IMN1500B16	13200	COPPERTOP AA BATTERIES 16-PK		DURACELL	85	6.10	PK	16 EA = 1 PK	12	518.50	
239	IMN24RT12Z	13201	COPPERTOP AAA BATTERIES 12-PK		DURACELL	60	4.85	PK	12 EA = 1 PK	12	291.00	
240	IMN14RT8Z	13202	COPPERTOP C BATTERIES 8-PK		DURACELL	2	6.53	PK	8 EA = 1 PK	12	13.06	
241	IMN13RT8Z	13203	COPPERTOP D BATTERIES 8-PK		DURACELL	28	6.53	PK	8 EA = 1 PK	12	182.84	
242	IMN16RT4Z	13204	COPPERTOP 9VOLT BATTERIES 4-PK		DURACELL	15	6.53	PK	4 EA = 1 PK	12	97.95	
243	IM1T45903IN	13205	ENERGIZER LITHIUM DIGICAM BATT			54	5.79	EA		1	312.66	
244	IM1K90556IN	17102	VERBATIM 700MB SHINY SILVE			14	17.09	PK		1	239.26	sub for 17262Q
245	IM1848587IN	17103	MAXELL 700MB 40X CD-R			10	6.15	PK		1	61.50	
246	IM1C77746IN	17105	VERBATIM 4.70GB DVRW			20	4.67	EA		1	93.40	
247	S041649	17200	GLOSSY PHOTO LAB INKJET PPR	WHITE	EPSON	1	15.34	PK	50 EA = 1 PK	10	15.34	
248	33998QL	17210	QUILL PAPER CD ENVELOPES 50PK	WHITE		26	1.34	PK	50 EA = 1 PK	20	34.84	Quill Brand
249	5007521C	17300	DUST DESTROYER 7 OZ			74	2.10	EA		12	155.40	Quill Brand
250	99027	17400	6 OUTLET METAL STRIP	PLAT	FELLOWES	14	9.45	EA		6	132.30	
251	382954QL	17500	QUILL MOUSE PAD	BLUE		22	.56	EA		60	12.32	Quill Brand
252	9175801	17501	MEMORY FOAM MOUSEPAD/WRISTREST	SILVR	FELLOWES	18	7.49	EA		4	134.82	
253	9252101	17502	PLUSH TOUCH WRIST REST			1	8.65	EA		4	8.65	
254	E1700	18101	#17 CALENDAR BASE		MEAD	1	5.96	EA		50	5.96	
255	E1900	18103	CALENDAR BASE	BLACK		1	5.24	EA		25	5.24	
256	52507	21100	FELLOWES PLSTC CMBBNDG .3125IN	BLACK		5	2.85	PK		30	14.25	
257	52325Q	21101	FELLOWES PLSTC CMBBNDG .375IN	BLACK	FELLOWES	1	3.14	PK	100 EA = 1 PK	20	3.14	
258	52326Q	21102	FELLOWES PLSTC CMB BNDNG .5IN	BLACK	FELLOWES	5	4.28	PK	100 EA = 1 PK	12	21.40	
259	52327Q	21103	FELLOWES PLSTC CMB BNDNGS .625	BLACK		1	6.87	PK		1	6.87	
260	52367Q	21104	FELLOWES PLSTC CMB BNDNG .75IN	BLACK	FELLOWES	1	7.56	PK	100 EA = 1 PK	5	7.56	
261	52328Q	21105	FELLOWES BND CMBS BK.1.50PK	BLACK	FELLOWES	1	6.01	PK	50 EA = 1 PK	5	6.01	
262	52368Q	21106	FELLOWES BND CMBS PLS.1.5 50P	BLACK	FELLOWES	1	9.30	PK	50 EA = 1 PK	5	9.30	
263	1416961UNI	22400	CLOCK WALL QUARTZ BK			6	19.32	EA		1	115.92	
264	WLJS490	22500	SHARPS 3 GALLON ALWAYS OPEN			1	57.50	BX		1	57.50	
265	880	22502	NOTARY PUBLIC RECORD BOOK		HEWLETT PACKARD	3	7.86	EA		72	23.58	
266	66150J	22505	12-1/8X7-1/2 JOURNAL	BLUE		10	12.16	EA	1 EA = 1	12	121.60	

267	A66500J	22506	BOOK	ACCT BOOK, JOURNAL RULED, 500PG	GREEN	REDIFORM	1	15.77	EA		BX	6	15.77	
268	76510	22600		SUPER VALUE POSTER BOARD	WHITE		6	11.32	CT	50 EA = 1 CT		1	67.92	
269	124867	22800		WASTE 280T BLACK PLASTIC			10	4.55	EA			0	45.50	Quill Brand
270	S573	22901		3X2 WOOD FRAMED DRY ERASE BRD		QUARTET	5	24.35	EA			1	121.75	
271	303	22902		3X2 WOOD FRAMED CORK BOARD		QUARTET	4	22.20	EA			1	88.80	
272	11265Q	23000		ECONOMY CHAIRMAT 36X48	CLEAR		42	12.30	EA			35	516.60	Quill Brand
273	3745022	24001		GBC LMNTNG PCHES, LTR SZ 9X12	CLEAR	GBC	9	18.71	BX	100 EA = 1 BX		12	168.39	
274	3200579	24003		SWINGLINE GBC 3ML MNU PCH11X17	CLEAR	HEWLETT PACKARD	1	24.25	PK	25 EA = 1 PK		1	24.25	
275	8376	25000		INKJET BUSINESS CARD 2 X 3-1/2	IVORY	AVERY	4	6.78	PK	250 EA = 1 PK		5	27.12	
276	35250	26000		FELLOWES SHREDDER OIL 12OZ	CLEAR	FELLOWES	3	3.79	EA			6	11.37	
277	74471	28000		VINYL NAME BADGE HOLDER HORIZ	CLEAR	AVERY	1	9.38	PK	25 EA = 1 PK		12	9.38	
278	3747478	28002		ROUND LANYARD W/ BULLDOG CLIP	BLACK	ACCO	4	5.20	PK	12 EA = 1 PK		50	20.80	
279	BLMG11YEL	11300		BIC BRITELINER GRIP YEL		HEWLETT PACKARD	61	2.66	DZ	12 EA = 1 DZ		12	162.26	
280	718673QL			QB CORRECTION TAPE 2" PACK	WHITE		1	1.25	PK	2 EA = 1 PK		144	1.25	Quill Brand

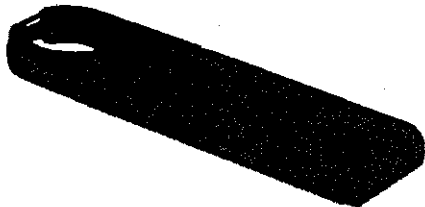


Line # 2150

Item # BID 930446

Verbatim® Store 'n' Go® Micro USB Flash Drive Plus; 8GB, Black

Item # 901-930446 Model # 97766



Description

Rugged SIP (System in Package) design encapsulates and protects electronic components from water, dust and debris

- The perfect storage solution for music, videos, school projects, photos and more
- Flexible rubber cover protects USB connector from rough handling
- Large carrying ring for easy attachment to key rings, carabineers, notebook binders or day planners
- USB 2.0 Interface
- Password protection software available for download
- 8GB storage capacity
- Windows® and Macintosh compatible
- Black
- Manufacturer's limited lifetime warranty

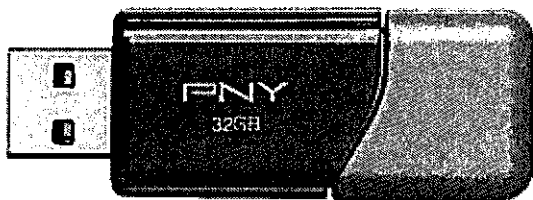


Line # 2152

Item # BID 338657

PNY® Turbo USB 3.0 Flash Drive; 32GB

Item # 901-338657 Model # P-FD32GTBOP-GE



Description

Provides transfer speeds up to 10x faster than a standard USB 2.0 flash drive!

- 32GB storage capacity
- Lightning fast transferring of large music, movie and other files
- Sliding collar helps ensure safe transport
- USB 3.0 connectivity (backwards compatible with USB 2.0)
- Transfer speeds up to 190Mb/s read and 130Mb/s write
- Compatible with Windows® and Mac®
- Manufacturer's 1-year limited warranty



Line # 17102

Item # BID IM1K90556IN

Verbatim® 700MB Shiny Silver CD-R; Spindle, 100/Pack

Item # 901-IM1K90556IN Model # 94970



Description

The Verbatim 94970 700 MB CD-R helps you safely burn your personal and work files for convenient use, anytime. Record and save important data like work files, documents or media content quickly and easily with the Verbatim 94970 CD-R that comes with ample storage capacity. This 700 MB CD provides 80 minutes of recording time, with a recording speed of 52x for quick data transfer. It can be used for single-time recording to secure the data from erasing, and comes in a set of 100 in a spindle packing.

- CD-R secures your data permanently after a one-time burning session
- 52x write speed for quick data transfer
- Can save up to 700 MB of data or up to 80 mins of audio
- Comes in a set of 100 for ease of use
- Lifetime limited warranty