



STOCKTON UNIFIED SCHOOL DISTRICT

# STORES CATALOG



**2011-2012**

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# INSTRUCTIONS FOR REQUISITIONING SUPPLIES

## A. GENERAL INFORMATION

The items in this catalog are stocked in the District's Warehouse. Requests for supplies are made electronically using SUSD's IFAS 7i screens. All users must have a login and approval access authorized by Information Services.

Please refer to the Stock Categories listing on page 6 for specific sections in which to locate product descriptions and stock numbers. The list also gives the Purchasing contact name and phone extension for any questions concerning particular products in those categories.

Note that prices in this catalog are subject to change. The SIOEUB entry/order screen will give prices for any costs shown as "N/A" in the catalog. Some items have been deleted.

## B. DELIVERIES

In order to receive Warehouse stock by the date shown on the Warehouse Delivery Schedule on page 7, orders must be received electronically by the Warehouse one (1) working day prior to the weekly delivery date shown on the schedule.

## C. ORDERING SUPPLIES FOR DISTRICT-RELATED ENTITIES

Warehouse supplies are available to District-related entities, such as Student Associations, Parent-Teacher Associations, etc. Procedures for ordering are the same as those described herein.

## D. CAFETERIA STOCK

Questions regarding cafeteria stock should be directed to Food Services (Ext. 2261).

Before beginning your order entry, familiarize yourself with the navigation tool icons below for maneuvering within the IFAS 7i screens.



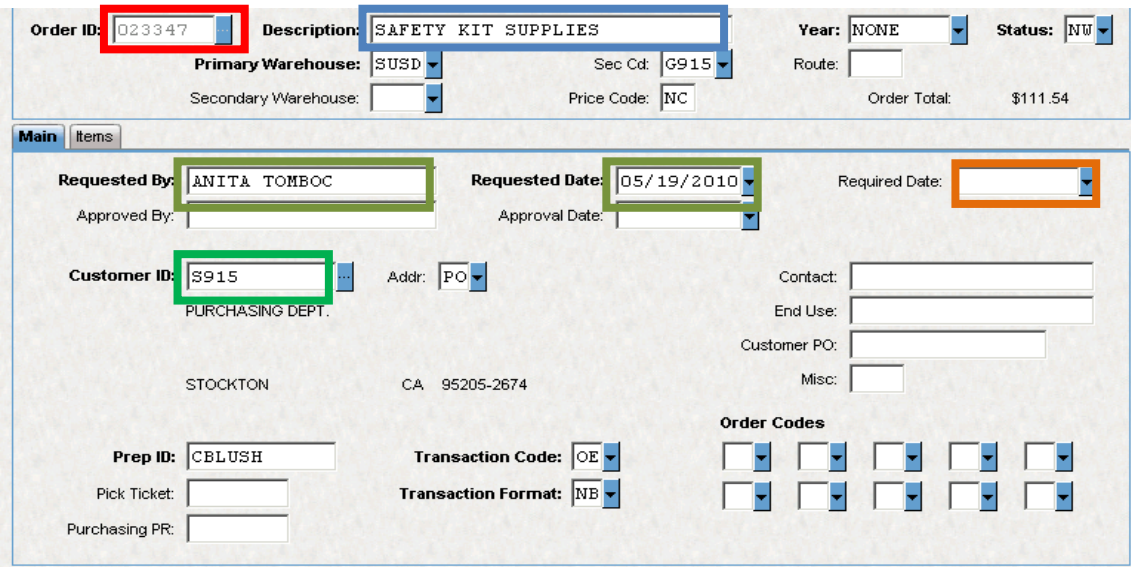
E. **6 STEPS TO ORDERING WAREHOUSE STOCK**

**Step 1:** On the IFAS Dashboard, enter SIOEUB in the Command box and press Enter.



**Step 2:** Click On the Plus sign at the top of the screen to Add a new order and enter the following information in the **Main** ordering screen as shown below:

- a. **Select the auto-seed for the Order ID # by clicking on the ellipse button;**
- b. **Enter a brief description;**
- c. **Complete the Requested By information and the Requested Date box;**
- d. **Enter the Required Date; and**
- e. **Type your site number in the Customer ID box and press Enter.**



**Step 3:** Enter the required information as pictured on the following **Items** screen:

- a. **Qty Ordered;**
- b. **Product ID – enter the warehouse stock number or do a product lookup by clicking on the ellipse and searching for your specific item;**
- c. **Enter the account code; and**
- d. Press Enter.
- e. NOTE: If you receive a message in the top of the screen indicating a warning that an inventory item is out of stock, press Enter again to put item on backorder.

- f. If you have more items to input, simply continue. If you wish to add additional items at a later time, you will need to click on the yellow **Add** sign at the bottom of the screen and repeat the process until all items have been entered.

**Step 4:** Pressing Control + G brings you to the Grid Screen so you can view your entire order. You will notice that one more item line than you have actually ordered appears. It will not print on the order. You may also do data entry in the Grid Screen if you choose.

**Note:** After opening the Grid Screen, you may wish to move the columns and adjust their width so you can readily see the most useful information. Simply place the cursor on the column and drag or adjust width by moving border. Use set-up of the example below.

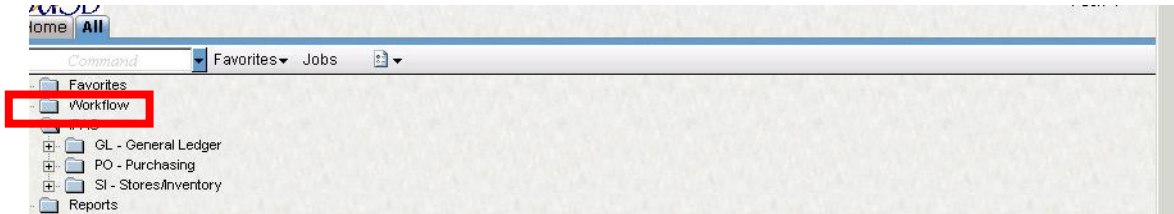
Line Nu	Quantit	Units	Product ID	Description	Unit Price	Total Price	ACCOUNT NUMBER
0001	25	BOX	0025141	GLOVES, VINYL, SMALL 100/BOX	\$2.79	\$69.71	GL 10000000UN-93221
0002	15	BOX	0025145	GLOVES, VINYL, LARGE, 100/BOX	\$2.79	\$41.83	GL 10000000UN-93221
0003	1	BOX	0025146	GLOVES, LATEX, DISPOSABLE, MED	\$3.76	\$3.76	GL 10000000UN-93221
0004	5	EACH	0010520	FLASHLIGHT, 2 "D" CELL, SPOTLI	\$6.23	\$31.16	GL 10000000UN-93221
0005	3	BOX	0025142	GLOVES, VINYL, MEDIUM 100/BOX	\$2.78822	\$8.36	GL 10000000UN-93221
0006	3	BOX	0025142	GLOVES, VINYL, MEDIUM 100/BOX	\$0.00	\$0.00	GL 10000000UN-93221

**Step 5:** Write down the order # and press the **Refresh** button in the Workflow section on the left side of the screen.

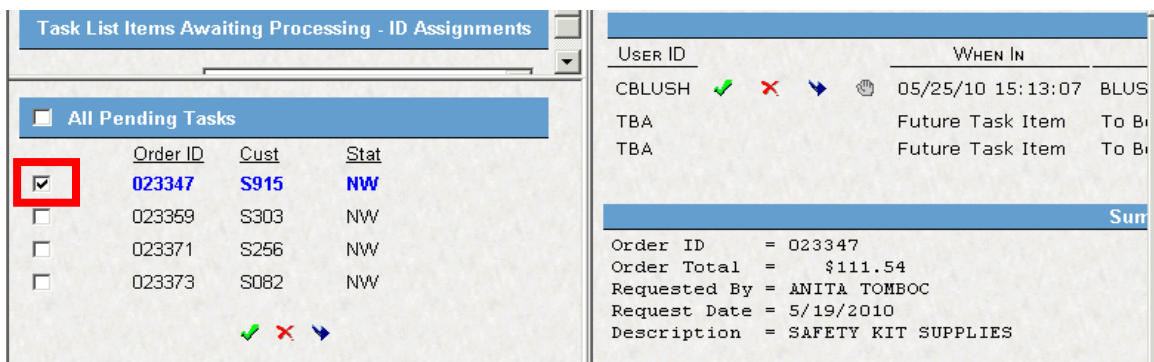
ORDER ID	Cust	STAT
023378	S508	NW

**Step 6:** Approve the order by the following procedures:

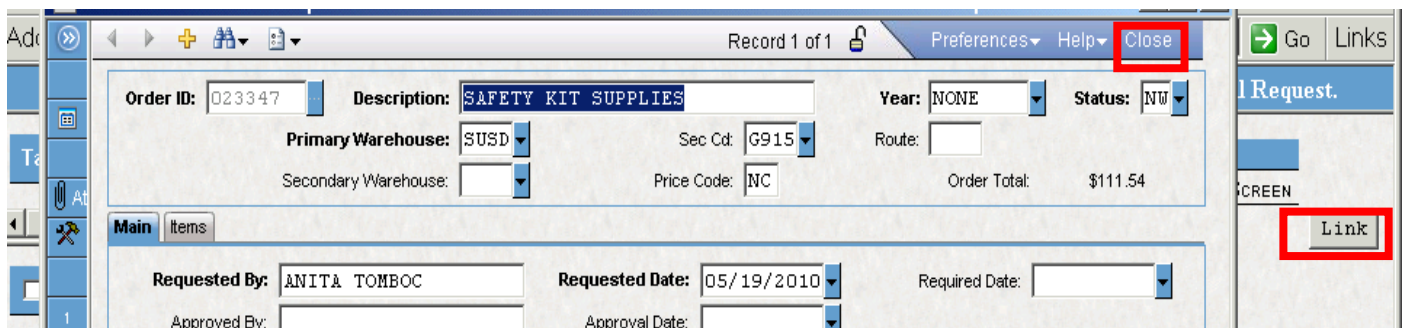
- a. After pushing the Refresh button, if the screen allows, approve by clicking the green check mark and the Submit button. Or, follow the steps below by using the short-cut WorkFlow Tasks entrance on the **Home** page, or in the **All** tab, click on the Workflow folder. Click on the Tasks List.



- b. Select the Order ID Box awaiting your approval to view the order.



- c. NOTE: If you need to make any changes before approving, click on the Link box on the far right of the page and it will take you to the actual SIOEUB screen to make changes. Press Enter to save changes. Click on Close to return.



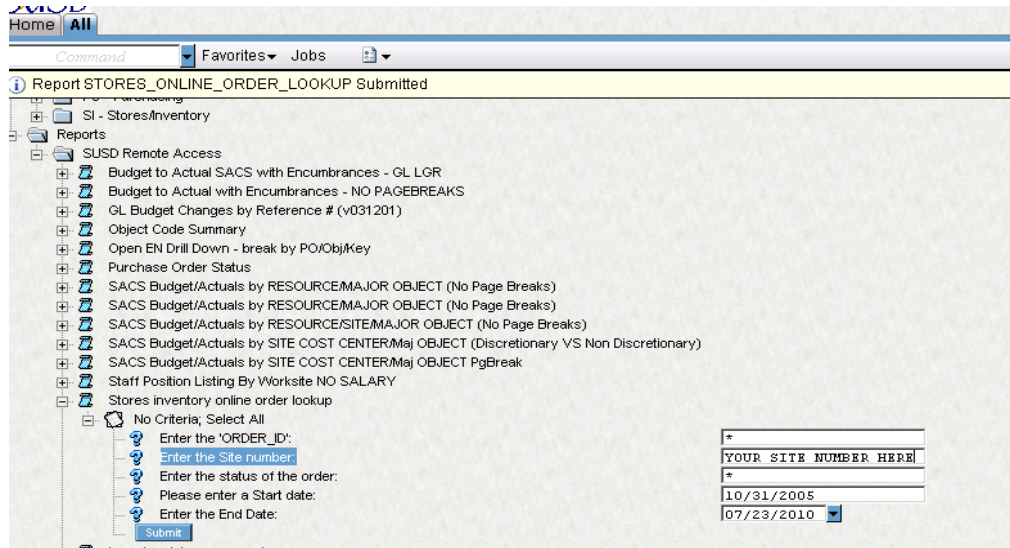
- d. Otherwise, click on the green arrow and then choose Submit and close.

**To check on the status of your order, simply go to the SIOEUB screen, click on the binoculars, add the Order ID #, and press Enter. Information will be readily available in the status box.**

**Special Notes:** (Having trouble creating/approving: call Debra Yanez, #2245.)

~Contact the SUSD Warehouse, Ext. 2690, to have an unfilled order **deleted** from the system.

~To see all site orders, in the **ALL** screen, open the Reports file; next open the SUSD Remote Access file; then click on Stores Inventory On-line Order Lookup; type the Site Number (3 digit); and press ENTER.



**Stores Status Field Codes:**

- NW: New orders
- PN: Pending (Orders not completely filled or products on back order)
- CR: Orders pending credit return
- FL: Orders completely filled

**F. INSTRUCTIONS FOR RECEIVING**

When supplies are delivered to the site, two (2) copies of the "Issue by Site Report" (Pick List) will accompany the order. One copy is to be signed by the receiver and handed to the delivery driver. The other copy is to be retained at the site.

**All supplies are to be checked immediately and any shortages reported to the Warehouse (Ext. 2690) within two (2) school days.** Any delay in reporting shortages will make it difficult to guarantee adjustment.

**G. ITEMS NOT RECEIVED**

The stores order "Shipping Status Report" must be monitored for partial deliveries and out of stock items. These items will be delivered when stock is available.

If there is a catalog number error on any order, that item will not be processed. Requisition of that item will require the generation of a new order.

Questions regarding the following subjects should be directed as shown:

Deliveries & Deletions: Warehouse - Ext. 2690

Charges: Purchasing - Ext. 2249

Account Numbers: General Ledger - Ext. 2018

#### H. INSTRUCTIONS FOR RETURNING FOR CREDIT

Items may be returned for credit within thirty (30) days of issue. Only new merchandise packaged in units of issue will be considered for return and credit.

Fax or send through District mail a copy of the pick ticket which the item was issued on to the Warehouse; fax number is 933-7151. Notate on the pick ticket the item you wish to return for credit and reason. Supplies to be returned for credit will be picked up by a Warehouse delivery person after the Warehouse receives your request. **Packages to be returned must be clearly identified and in the same area where deliveries are made.**

#### I. EMERGENCY REQUISITION PROCEDURES

Sites should order only the item and amount that is necessary to last them until the next scheduled delivery. Site must go through the same ordering process as it would for delivery; including the approval process. Once the order has final approval, call the Warehouse at Ext. 2690 with the order number. The Warehouse will have your order ready to pick up within the hour. **The Warehouse cannot deliver emergency orders.**

## STOCK CATEGORIES

<u>CATEGORY</u>	<u>PAGE</u>	<u>PURCHASING CONTACT</u>
Art Supplies	8	Cheryl Blush, Ext. 2248
Athletic Supplies	10	Cheryl Blush, Ext. 2248
Computer Supplies	12	Lydia Hough, Ext. 2250
Custodial Supplies	14	Joanne Barosso, Ext. 2247
Custodial Tools	21	Joanne Barosso, Ext. 2247
General Supplies	23	Joanne Barosso, Ext. 2247
Health Supplies	25	Cheryl Blush, Ext. 2248
Meeting Supplies	28	Joanne Barosso, Ext. 2247
Paper	30	Joanne Barosso, Ext. 2247
Printed Forms Instructions	34	Cheryl Blush, Ext. 2248

# 2011-2012 SUSD DELIVERY SCHEDULE

## MONDAY

Adams  
 Bush  
 Channel Street  
 Elmwood  
 Frederick  
 Henry  
 King  
 Kingston  
 Pittman  
 Rio Calaveras  
 Valenzuela  
 Victory

## TUESDAY

Adult Ed  
 Cleveland  
 El Dorado  
 Grunsky  
 Harrison  
 Marshall  
 Police  
 Primary Years Acad.  
 San Joaquin  
 Taft  
 Taylor  
 Washington  
 Wilson

## WEDNESDAY

Chavez  
 Franklin  
 Kohl  
 Monroe  
 Peyton  
 Risk Mgmt.  
 Roosevelt  
 SECA  
 Spanos  
 Stagg  
 Stkn. Alt.

## WEDNESDAY, Cont.

Stkn. Law Acad.  
 Van Buren  
 Walton  
 Weber Tech

## THURSDAY

Curriculum/Lang. Dev.  
 Edison  
 Food  
 Hamilton /Urbani  
 Huerta  
 Madison  
 Mc Kinley  
 Merlo  
 Montezuma  
 Nightingale  
 Special Ed  
 Transportation  
 Tyler

## FRIDAY

Admin. Bldg.  
 August  
 Fillmore  
 Fremont/Stockton Int.  
 Hazelton  
 Health Careers Acad.  
 Hoover  
 Kennedy  
 Maint. & Operations  
 Pulliam  
 Skills



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# ART SUPPLIES



Product ID	Units	Description	Unit Cost
0001690	PKG	CHIPBOARD, 9" X 12", 070 CALIPER, 50 SHEET/PKG	10.99
0001600	EACH	LINOLEUM FOR BLOCK PRINTING, 12" X 12" X 1/8"	3.29
0002310	PKG	POSTER PAPER, ASSORTED COLORS, 9" X 12", 100/PKG	7.24

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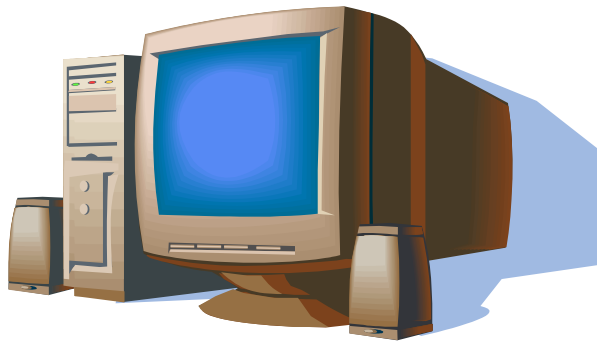
# ATHLETIC SUPPLIES



Product ID	Units	Description	Unit Cost
0006030	EACH	BASKETBALL, INTERMEDIATE, 29" CIRCUMFERENCE	2.86
0006040	EACH	BASKETBALL, JR., 27" CIRCUMFERENCE	2.73
0050016	EACH	BASKETBALL, REGULATION, GIRLS	23.41
0006031	EACH	BASKETBALL, REGULATION, P.E., RUBBER, 30' CIRCUM.	2.97
0006010	EACH	BEAN BAG, 4" X 4"	0.54
0006334	EACH	BELT, TAG-A-FLAG, RED, W/2 FLAGS, ADJUSTABLE	0.80
0006333	EACH	BELT, TAG-A-FLAG, YELLOW, W/2 FLAGS, ADJUSTABLE	0.80
0006391	SET	CHESS & CHECKERS GAME SET	8.78
0006070	EACH	FOOTBALL, RUBBER W/RUBBER LACES	3.32
0006920	EACH	HARNESS, SNAP SMALL, 1/2" SWIVEL	1.05
0006791	EACH	JUMP ROPE, COTTON #10, 100'	14.48
0006798	EACH	JUMP ROPE, SEGMENTED 16'	1.83
0006794	EACH	JUMP ROPE, SEGMENTED 8'	1.15
0006990	EACH	MEASURING TAPE, 100'	7.60
0006575	EACH	NEEDLE, INFLATOR, BALL	0.12
0006590	EACH	NET, BADMINTON 21' X 30", LINEN THREAD	4.72
0006240	EACH	PING PONG BALLS	0.22
0006160	EACH	PLAYGROUND BALL, 10"	3.00
0006170	EACH	PLAYGROUND BALL, 13"	5.16
0006130	EACH	PLAYGROUND BALL, 6"	2.00
0006140	EACH	PLAYGROUND BALL, 7"	2.37
0006150	EACH	PLAYGROUND BALL, 8-1/2"	2.45
0006790	EACH	ROPE, NYLON, TETHERBALL, #6, 100'	7.99
0006179	EACH	SOCCER BALL, #5 REGULATION SIZE	3.48
0006265	EACH	TETHERBALL, RUBBER	5.61
0006280	EACH	VOLLEYBALL, RUBBER	3.05
0007040	EACH	WHISTLE, METAL, W/WOODEN BALL	0.53

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# COMPUTER SUPPLIES



Product ID	Units	Description	Unit Cost
0050102	EACH	PATCH CABLE, 10 FT., CAT 5	3.00
0050109	EACH	PATCH CABLE, 100 FT., CAT 5	8.50
0050103	EACH	PATCH CABLE, 14 FT., CAT 5	3.50
0050104	EACH	PATCH CABLE, 20 FT., CAT 5	5.50
0050105	EACH	PATCH CABLE, 25 FT., CAT 5	6.00
0050100	EACH	PATCH CABLE, 3 FT., CAT 5	1.50
0050101	EACH	PATCH CABLE, 5 FT., CAT 5	2.25
0050107	EACH	PATCH CABLE, 50 FT., CAT 5	5.75
0050111	EACH	SURGE PROTECTOR, 8 OUTLET	11.50
0057940	EACH	VOIP PHONE, CISCO IP 7940G	326.43
0057960	EACH	VOIP PHONE, CISCO IP 7960G	396.37

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# CUSTODIAL SUPPLIES



Product ID	Units	Description	Unit Cost
0010007	CASE	ABSORBENT, SAW DUST, 24/12 OZ. PKG./CASE	56.24
0010562	EACH	BRACKET, FLAG, INDOOR CLASSROOM	2.24
0011020	EACH	BROOM HANDLE, 5', HARDWOOD METAL TIP THREADED	1.89
0011603	EACH	BROOM KIT, LOBBY, W/DUST PAN & HANDLE	20.55
0011601	EACH	BROOM, FLOOR, 24" W/HANDLE	19.55
0011602	EACH	BROOM, FLOOR, 36" W/HANDLE	26.32
0010070	EACH	BROOM, HOUSE, CORN, 15" TRIM	4.09
0011580	EACH	BROOM, LOBBY, 9" FACE	1.89
0010056	EACH	BRUSH, BASEBOARD, 7-1/2"	11.55
0010080	EACH	BRUSH, COUNTER, 9" X 2-1/2" TRIM, PLASTIC BRISTLES, OVERALL LENGTH 14"	2.51
0010057	EACH	BRUSH, DETAIL	1.42
0010154	EACH	BRUSH, NYLON, SMALL, RESTROOM	1.34
0010153	EACH	BRUSH, SOFT WINDOW, 10"	12.20
0010152	EACH	BRUSH, STEEL RESTROOM, SMALL	2.29
0010150	EACH	BRUSH, TOILET BOWL, LONG HANDLE	2.00
0010170	EACH	BUCKET, MOP, PLASTIC, W/CASTER, 26 QT. W/3" CASTERS	30.29
0010207	EACH	CADDY, FOR GARBAGE CAN	19.67
0011526	PKG	CHAIR GLIDE COVER, 100/PKG, PIONEER "CAP-A-GLIDE"	32.16
0010355	EACH	CLEANER FOR VIDEO & COMPUTER SCREENS, AEROSOL METAL CAN, 19 OZ.	2.96
0010165	EACH	CLEANER, CHALKBOARD, 18"	22.30
0010325	CASE	CLEANSER, BRITE CREAM, NON-ABRASIVE, 12 QT./CASE	24.85
0011504	PAIL	CONCENTRATE, CARPET PRE-CONDITION, 5 GAL. PAIL	40.60
0011501	PAIL	CONCENTRATE, CLEANER, HVY DUTY, 5 GAL. FOR PROPORTIONER (SUPER CLEANER)	50.36
0011502	PAIL	CONCENTRATE, CLEANER, REGULAR, 5 GAL. PROPORTIONER (SUPER SHINE)--ENVIRONMENT GREEN	53.63
0011503	PAIL	CONCENTRATE, DISINFECTANT, 5 GAL. PROPORTIONER (SUPER 60)	50.36
0011500	PAIL	CONCENTRATE, DISINFECTANT, EXTRA STRENGTH, FOR PROPORTIONER (TM-80)	105.08
0011505	PAIL	CONCENTRATE, FLOOR & CARPET RINSE FOR PROPORTIONER (NEUTRA-RINSE)	41.42

Product ID	Units	Description	Unit Cost
0020453	EACH	CONE, SAFETY, POCKET FOLDING	6.74
0011517	EACH	CONTAINER, SOLUTION SAVER (FOR WAXING)	56.27
0010420	TUBE	CUP, PAPER, WATER, 3-1/2 OZ., 100/TUBE	2.51
0010445	EACH	DEODORIZER, CARPET, GAL.	7.90
0011635	CASE	DISINFECTANT, AEROSOL SPRAY, GERMICIDAL, DEODORANT, 12/20 OZ. CANS/CASE	24.59
0010464	EACH	DISPENSER, FOR LIQUID SOAP, STAINLESS STEEL, 40 OZ.	32.27
0010460	EACH	DISPENSER, FOR POWDERED SOAP, W/LOCK, WHITE	21.84
0010475	EACH	DISPENSER, FOR ROLL TOWELS, UNIVERSAL, LEVER TYPE	28.99
0010465	EACH	DISPENSER, FOR TOILET SEAT COVERS, WHITE FINISH	3.76
0010067	EACH	DISPENSER, HAND SANITIZER (FOR CAFETERIA AREA)	N/C
0010470	EACH	DISPENSER, INTERFOLD TISSUE, WHITE CONTINENTAL #401SD OR EQUAL	5.00
0010471	EACH	DISPENSER, ROLL TISSUE, DUAL ROLL, NON-STUDENT	39.02
0010477	EACH	DISPENSER, ROLL TOWEL, VANDAL RESISTANT (KIMBERLY CLARK MODEL D2)	64.31
0010065	EACH	DISPENSER, SOAP, 1-LITER, FACE	N/A
0010064	EACH	DISPENSER, SOAP, 1-LITER, GRAY	N/A
0011525	EACH	DOOR HOLDER WEDGE, "WEDGE-IT"	8.48
0010972	PKG	DUST MASK, 20/PKG, NIOSH/MSHA APPROVED	12.01
0011583	GAL	DUST MOP TREATMENT, OIL BASED	9.46
0011350	EACH	DUST PAN, 16", HEAVY DUTY	5.94
0011351	EACH	DUSTER, BALL, FOR EXTEN HANDLE	2.31
0010974	BOX	EAR PLUGS, 100 PAIR/BOX, FOAM, CORDED, DISPOSABLE, 100 PAIR/BOX	23.82
0010537	EACH	FLAG, CALIFORNIA, OUTDOOR, 3' X 5', NYLON	19.98
0010561	EACH	FLAG, U.S., INDOOR, 16" X 24", WITH WOODEN STAFF	3.61
0010560	EACH	FLAG, U.S., OUTDOOR, 3' X 5', NYLON	15.81
0010520	EACH	FLASHLIGHT, 2 "D" CELL, SPOTLIGHT	6.23
0011853	GAL	FLOOR CLEANER, MONDO, 1 GAL	18.36
0011850	CASE	FLOOR WAX, 2X2.5 GAL/CASE	37.45
0011852	GAL	FLOOR WIWAX, MONDO, 1 GAL	23.93
0010156	EACH	FOAMER, QUICK COUPLER ONLY, FOR RESTROOM FOAMER	14.66

Product ID	Units	Description	Unit Cost
0010155	EACH	FOAMER, RESTROOM, COMPLETE HYDRO SYSTEM	52.75
0011156	BOX	GARBAGE CAN LINER, 33 GAL., HEAVY DUTY PLASTIC, 33" X 40", 19 MICRON, 250/BOX	20.24
0011157	CASE	GARBAGE CAN LINER, 44 GAL., 40" X 48", 19 MICRON, 250/CASE	28.31
0010200	EACH	GARBAGE CAN, 30 GAL., METAL W/O LID	22.68
0010204	EACH	GARBAGE CAN, 32 GAL., PLASTIC (POLYETHYLENE, W/O LID)	22.35
0010206	EACH	GARBAGE CAN, 44 GAL., PLASTIC (POLYETHYLENE W/O LID)	31.71
0010971	PAIR	GLOVES, LATEX, LARGE	0.39
0010966	PAIR	GLOVES, NEOPRENE, EXTRA LARGE	4.15
0010970	PAIR	GLOVES, NEOPRENE, LARGE	4.31
0010965	PAIR	GLOVES, NEOPRENE, MEDIUM	4.08
0010987	EACH	GRAFFITI REMOVER, 22 OZ. PUMP, LIFT-OFF #4	8.13
<b>0010988</b> <b>DELETED</b>	<b>GAL</b>	<b>GRAFFITI REMOVER, GAL. REFILL, LIFT-OFF #4</b> <b>THIS ITEM HAS BEEN DELETED FROM THE SYSTEM</b>	
0010055	EACH	GREASE, 14 OZ. CARTRIDGE, NLGI GRADE 2, WITH MOLY	4.47
0011010	EACH	HAND TRIGGER, ASSEMBLY ONLY, FOR SPRAYER USE WITH STOCK #0011665 SPRAYER	0.49
0011353	EACH	HANDLE, EXTENSION, 12'-24'	52.18
0011352	EACH	HANDLE, EXTENSION, 6'-12'	30.93
0010400	EACH	HOSE COUPLING, MALE & FEMALE 3/4"	2.93
0010401	EACH	HOSE FITTING, FEMALE QUICK DISCONNECT	6.15
0010402	EACH	HOSE FITTING, MALE QUICK DISCONNECT	3.22
0011115	EACH	HOSE, RESTROOM, 5/8" X 25' BLACK	18.09
0011110	EACH	HOSE, WATER, RUBBER, 50' LENGTH, 3/5", W/MALE & FEMALE COUPLINGS	22.33
0011645	BTL	INSECT SPRAY, CITRUS, 32 OZ. SPRAY BOTTLE, (ORANGE GUARD)	6.03
0011120	EACH	KNIFE, PUTTY, 1-1/4" FACE, RIGID	3.49
0011130	EACH	LAMP, COMPACT FLUORESCENT 40W, 22.6" LONG, T5, BASE 2G11 (PL-L40W/841/RS/IS)	5.00
0011138	EACH	LAMP, FLUORESCENT, 18W, U-SHAPED, DETACHABLE QUAD, 50/CASE (PLC-18W/841/ALTO)	2.93
0011135	EACH	LAMP, FLUORESCENT, 22W, COMPACT, QUAD TUBE (PL-C15MM/22W/27)	10.35
0011128	EACH	LAMP, FLUORESCENT, 26W, COMPACT, 4-PIN PLUG-IN, (PL-C 26W/841/4P ALTO)	3.48

Product ID	Units	Description	Unit Cost
0011126	EACH	LAMP, FLUORESCENT, 32 W, U-SHAPED, RAPID START, T-8, G.E. #F32T8/SP41/U/6	5.40
0011131	CASE	LAMP, FLUORESCENT, 34W, 48", T12 COOL WHITE BI-PIN, #F40/CW/RS/SS OR EW II, 30/CASE	23.49
0011139	CASE	LAMP, FLUORESCENT, 48" F32T8/TL841/ALTO, 36/CASE OR F32T8/SP41/ECO	34.56
0011134	CASE	LAMP, FLUORESCENT, 60W, 96", T12 COOL WHITE SINGLE PIN, #F96T12/CW/SS OR EW, 15/CASE	27.87
0011140	EACH	LAMP, FLUORESCENT, 7W, 5.3" LONG, 2-PIN PLUG-IN, G-23 BASE, SOFT TONE SYLVANIA #CF7DS827 OR G.E. #F7BX/SPX27	1.09
0011133	CASE	LAMP, FLUORESCENT, 95W, 96", T12 COOL WHITE HIGH OUTPUT, #F96T12/CW/HO/SS OR EW, 15/CASE	30.71
0011127	EACH	LAMP, FLUORESCENT, COMPACT, 4-PIN, 18 WATT, (G24Q-2 BASE) PL-C-18W/84I/4P ALTO	3.47
0011137	EACH	LAMP, FLUORESCENT, LOW WATTAGE, BIAx, PREHEAT PLUG-IN, T4 (PLS-13W/84I)	1.09
0011129	CASE	LAMP, FLUORESCENT, T8, 24", G.E. #F17T8/SP41/ECO	38.72
0011143	EACH	LAMP, INCANDESCENT, 100W, IF, 130 VOLT, 100A/90/SSXL	0.57
0011144	EACH	LAMP, INCANDESCENT, 150W, IF, 130 VOLT, #150AS1	0.55
0011141	EACH	LAMP, INCANDESCENT, 15W, IF, 130 VOLT, #15A15, MEDIUM BASE	0.42
0011145	EACH	LAMP, INCANDESCENT, 200W, IF, 125/130 VOLT, #200A, MEDIUM BASE	1.04
0011146	EACH	LAMP, INCANDESCENT, 300W, IF, 130 VOLT, #300M	1.35
0011142	EACH	LAMP, INCANDESCENT, 60W, IF, 125/130 VOLT, #60/52/SSXL	0.57
0010049	EACH	LINE, TRIMMER, .095, 3 LB. SPOOL	22.19
0011160	CASE	LINER, PAPER BAG, FOR SANITARY NAPKIN DISPOSAL CONTAINER, 500/CASE	12.77
0011513	PAIR	LITTER PIK, CUPS ONLY, FOR EZ REACHER	3.91
0011585	EACH	LITTER PIK, E-Z REACHER, 32"	6.81
0010050	CAN	LUBRICANT, W-D 40, 12 OZ. AEROSOL CAN	5.40
0010357	BTL	MARKERBOARD CLEANER, 8 OZ. (QUARTET #551)	0.88
0011430	EACH	MOP HANDLE, LOCK-A-MOP	8.28
0011415	EACH	MOP WRINGER, PLASTIC, FOR 26 QT. BUCKET, SQUEEZE TYPE	32.31
0011252	EACH	MOP, 24 OZ., CAFETERIA (RED), 5" HEADBAND, LOOP END, COTTON/SYNTHETIC BLEND	3.82

Product ID	Units	Description	Unit Cost
0011250	EACH	MOP, 24 OZ., CLASSROOM (WHITE), 5" HEADBAND, LOOP END, COTTON/SYNTHETIC BLEND	3.65
0011251	EACH	MOP, 24 OZ., RESTROOM (BLUE), 5" HEADBAND, LOOP END, COTTON/SYNTHETIC BLEND	3.82
0011612	EACH	NOZZLE, HOSE, 5/8" THREADED END	4.20
0010051	BTL	OIL, 2-CYCLE, 12.8 OZ., (5 GAL. @ 50:1)	2.12
0010052	BTL	OIL, 2-CYCLE, 2.56 OZ., (1 GAL. @ 50:1)	4.67
0011150	EACH	PAD HOLDER, UTILITY, 4" X 10"	7.49
0011337	BOX	PAD, 6" X 9", WHITE, 10/BOX	3.24
0011339	EACH	PAD, BURNISHING, 24", ULTRACOMBO	6.28
0011336	EACH	PAD, GRAFFITI, 2-1/2" X 5" X 1"	1.05
0011344	EACH	PAD, POLISHING, 13", HOG HAIR	2.50
0011343	EACH	PAD, POLISHING, 18" HOG HAIR, WHITE, THICK LINE	3.37
0011345	EACH	PAD, POLISHING, 20" HOG HAIR	3.83
0010433	EACH	PAD, SANDING, 18" WOOD FLOOR, 100 GRIT	3.03
0011615	CASE	PAD, SPONGE SCRUB, 3-5/8" X 6-1/4" X 1", 40/CS	20.49
0011341	EACH	PAD, STRIPPING, BLACK, 18", THICK LINE	3.27
0011342	EACH	PAD, STRIPPING, BLACK, 20", THICK LINE	3.79
0011152	BOX	PAD, UTILITY, BROWN, 5/BOX	4.45
0011151	BOX	PAD, UTILITY, WHITE, 5/BOX	4.52
0011347	EACH	PAIL, PLASTIC, 10 QT., 10-1/2" DIA. X 10 1/4" HIGH	5.35
0010425	EACH	PLUNGER, 26" X 8" DIA., POWER PLUNGER DRAIN PUMP, HARDWOOD HANDLE	7.02
0011613	EACH	POCKET HOLDER, FOR PUTTY KNIFE W/KEY CHAIN	13.77
0011587	BOX	PUMICE STONE, 12/BOX	22.10
0010040	PKG	RAZOR BLADE, SINGLE EDGE, 100/PKG	3.70
0011161	EACH	RECEPTACLE, SANITARY NAPKIN	18.97
0010066	CASE	SANITIZER, HAND 1-LITER, 6/CS (FOR CAFETERIA AREA)	50.10
0011512	PKG	SCRAPER REPLACEMENT BLADE, FOR UNGER LH48 SCRAPER, 10/PKG	4.38
0011586	EACH	SCRAPER, LONG-HANDLED, 48"	14.79
0011611	EACH	SCRAPER, HANDLE FOR RAZOR (USE WITH STOCK #0010040)	1.50
0010490	BOX	SCREEN, URINAL, 12/BOX	7.90
0011124	PKG	SCREWDRIVER BIT SET, TORX TAMPER PROOF, T25, 5/PKG	16.39
0011122	EACH	SCREWDRIVER, SPECIAL, LIGHT FIXTURE	6.75
0010491	EACH	SCRUBBER, TOILET BOWL, GREEN	2.50

Product ID	Units	Description	Unit Cost
0011510	EACH	SHAMPOO, CARPET, FOR STEAM & EXTRACTION CLEANING, 1 GAL.	6.26
0010060	PAIR	SHOES, STRIPPING, LARGE	14.31
0010059	PAIR	SHOES, STRIPPING, MEDIUM (REG)	14.85
0010058	PAIR	SHOES, STRIPPING, SMALL	10.51
0011582	EACH	SIGN, "CAUTION WET FLOOR", BILINGUAL	5.94
0011560	EACH	SOAP POWDER, 5#/BOX	3.09
0010063	CASE	SOAP, HAND, ANTI-BAC, 1 LITER, 8/CASE	45.83
0010062	CASE	SOAP, HAND, REGULAR, 1 LITER, 8/CASE	43.26
0011607	EACH	SPRAYER, 1 GAL., RESTROOM	33.85
0011665	EACH	SPRAYER, HAND, BOTTLE ONLY, 24 OZ., USE WITH STOCK #0011010 HAND TRIGGER	0.42
0011625	EACH	SQUEEGEE HANDLE, WITH FAST LOCK LEVER, CAN INSERT ANY LENGTH CHANNEL	4.44
0011620	EACH	SQUEEGEE, WINDOW, 12" BLADE, BLADE & CHANNEL ONLY	5.31
0011608	EACH	SQUEEGEE/BRUSH, 18" , W/4' HANDLE	16.30
0010045	ROLL	TAPE, DUCT, 2" X 60'	2.59
0010426	EACH	TOILET AUGER, 3', DOWN HEAD GENERAL WIRE, #3FL-DH	34.14
0010415	CASE	TOILET SEAT COVER, 1/2 FOLD, FLAT, 20/250 PKG/CASE	22.94
0010205	EACH	TOILET SEAT, OVAL COMM WGHT., SCRATCH/ STAIN RESIST OPEN FRONT, SELF SUSTAINING HINGES, W/BUMPERS	24.69
0011740	CASE	TOILET TISSUE, 96 ROLLS/CASE, 1 PLY-1,000 SHEETS/ROLL	35.97
0011584	BOX	TOWEL, LOW-LINT, 4-1/2" X 8-1/2", 260/BOX, 60 BOX/CASE	1.94
0011780	CASE	TOWEL, ROLL, 7" DIAM., 12 ROLL/CASE	26.43
0011426	CASE	TOWELS, COTTON, WHITE, 10#/CASE	24.73
0011506	PKG	VACUUM FILTERS, SUPER COACH, 10/PKG	9.54
0011522	EACH	VACUUM TOOL, 14" BRISTLES ONLY	N/A
0011511	EACH	VACUUM TOOL, 14" BRUSH, FOR TILE, WOOD, & ALL HARD FLOOR SURFACES	17.28
0011507	EACH	VACUUM TOOL, 14", FOR CARPET	16.61
0011509	EACH	VACUUM TOOL, 18" EXTENSION	2.04
0011523 DELETED	EACH	VACUUM TOOL, 3" BRISTLES ONLY THIS ITEM HAS BEEN DELETED FROM THE SYSTEM	
0011508	EACH	VACUUM TOOL, 3" DUSTING ATTACHMENT	6.23

Product ID	Units	Description	Unit Cost
0011609	EACH	VACUUM TOOL, EXTENSION, 54" X 1-1/2"	40.28
0011695 DELETED	EACH	VACUUM TOOL, METAL REDUCER, 4-13/16" X 1-1/2" X 1-13/16" THIS ITEM HAS BEEN DELETED FROM THE SYSTEM	
0011518	EACH	WAND, ALUMINUM, QUICK DISCONNECT	27.11
0010027	CASE	WASTE BASKET LINER, PLASTIC, BUFF COLOR, 500/CASE	8.64
0010020	EACH	WASTE BASKET, METAL, ROUND, 12" X 14"	9.00
0010025	EACH	WASTE BASKET, RUBBER, 24 QT. (WITH SUSL LOGO)	3.83
0011516	EACH	WAX APPLICATOR MOP, 24"	15.32
0011830	EACH	WAX STRIPPER, NON-AMMONIATED, 5 GAL., FOR METAL CROSSLINK FLOOR FINISH REMOVAL, IN 5 GAL. CONTAINER	21.00

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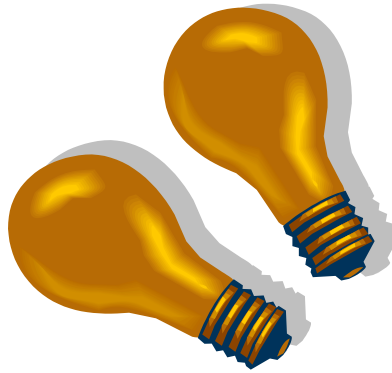
# CUSTODIAL TOOLS



Product ID	Units	Description	Unit Cost
0020424	PAIR	BOOTS, RUBBER, SIZE 10	9.09
0020438	EACH	BRUSH, WIRE	4.98
0020449	EACH	BUNGEE CORD, 12"	0.66
0020450	EACH	BUNGEE CORD, 18"	3.12
0020439	EACH	CORD, EXTENSION, 100', 12/3	62.06
0020440	EACH	CORD, EXTENSION, 25', 14 AWG	9.12
0020441	EACH	CORD, EXTENSION, 50', 12 AWG	27.13
0020452	EACH	GARBAGE CAN DOLLY	26.73
0020444	PAIR	GLOVES, WORK, LEATHER PALM, LARGE	1.19
0021035	EACH	GOGGLES, SAFETY, CLEAR LENS, FOG FREE, WITH FLEXIBLE VINYL FRAME	3.08
0020432	EACH	HAMMER, CLAW, 16 OZ.	12.91
0020434	EACH	PLIERS, CHANNEL LOCK, 9-1/2"	17.76
0020435	EACH	PLIERS, LOCKING, 7-1/2"	10.86
0020433	EACH	PLIERS, SLIP JOINT, 8"	6.98
0020465	EACH	PRUNER, HAND-HELD	11.06
0020448	ROLL	ROPE, POLY, 3/8" X 100'	15.41
0020470	EACH	SCRAPER, SHORT HANDLED, 12"	6.54
0020442	EACH	SCREWDRIVER, 6 IN 1	5.64
0020447	EACH	TAPE MEASURE, 25' X 1"	9.68
0020443	ROLL	TAPE, CAUTION, 3" X 1,000' ROLL	8.23
0020436	EACH	WATER KEY, 4-WAY	2.07
0020437	EACH	WRENCH SET, ALLEN, MEDIUM	6.28
0020469	EACH	WRENCH SET, ALLEN, SMALL	4.12
0020431	EACH	WRENCH, ADJUSTABLE, 12"	20.54
0020430	EACH	WRENCH, ADJUSTABLE, 8"	12.33
0020467	EACH	WRENCH, PIPE, 10"	14.12
0020471	EACH	WRENCH, TOILET SEAT	13.37

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# GENERAL SUPPLIES



Product ID	Units	Description	Unit Cost
0015030 DELETED	BOX	BAG, DEPOSIT, DISPOSABLE, TAMPER EVIDENT, 500/BOX, BLOCK & CO., #136-2003-06 OR EQUAL THIS ITEM HAS BEEN DELETED FROM THE SYSTEM	
0014700	ROLL	FILM, LAMINATE, 25" X 500', 1" CORE	14.82
0014859	CASE	INK, BLACK, RISO #S569, FOR RC/RA 4000 SERIES MACHINES, 10 TUBE/CASE	292.01
0014858	CASE	INK, BLACK, RISO, #S3878, FOR GR SERIES MACHINES, 10 TUBE/CASE	94.09
0015060	CASE	INK, DUPLO 22L, 220L, 31S & DP4035, 24/CS (#INK544/1824)	267.05
0015062	CASE	INK, DUPLO 330L, 24/CS (#ND244/1828)	255.77
0015064	CASE	INK, DUPLO S510, 12/CS (DS-14L-1000CC)	247.24
0014995	EACH	LAMP, PROJECTION, BVE, 3M OVERHEAD 567	18.69
0015026	EACH	LAMP, PROJECTION, DAY, GRAPHLEX FILMSTRIP & EDL CONTROLLED READER, 500 WT	8.94
0015023	EACH	LAMP, PROJECTION, DYS-5, 600 WT, 126 VOLT	5.00
0014938	EACH	LAMP, PROJECTION, EHA, 500 WT, 3M MODEL 66AR	11.88
0014963	EACH	LAMP, PROJECTION, ENX-5, 360 WT, 86 VOLT	4.36
0015025	EACH	LAMP, PROJECTION, EYB-5, 360 WT, 86 VOLT	4.50
0014932	EACH	LAMP, PROJECTION, FAL, FOR 3M66 PORTA SCRIBE 15700 TRAVELGRAPH 21000	10.44
0015061	CASE	MASTERS, DUPLO 22L, 220L, & 330L, 10 ROLLS/CS	317.19
0015050	CASE	MASTERS, DUPLO 31S, 10 ROLLS/CS (#DR670/1834)	391.91
0015063	CASE	MASTERS, DUPLO S510, 10 ROLLS/CS (#DR-S512)	348.80
0015099	CASE	MASTERS, RISO #S3879LA, FOR GR SERIES MACHINES, 10 ROLL/CASE	252.42
0015091	CASE	MASTERS, RISO #S568, FOR RC/RA4000 SERIES MACHINES, 10 ROLL/CASE (EXCLUDES 11" X 17")	408.81
0014702	BOX	TRANSPARENCY, TYPE "E", FOR COPIERS, 100 SHEETS/BOX	15.75

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# HEALTH SUPPLIES

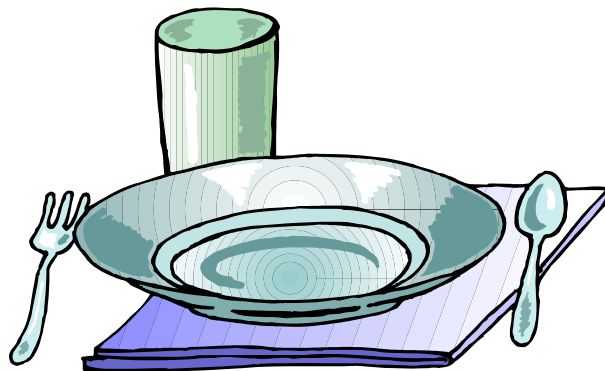


Product ID	Units	Description	Unit Cost
0025020	BOX	ADHESIVE, 1" X 10 YD.	4.05
0025010	BOX / 6	ADHESIVE, 2" X 5 YD. (ATHLETIC)	8.75
0025025	PINT	ALCOHOL, ISOPROPYL	1.26
0025252	BTL	ANTISEPTIC SOLUTION, BACTINE, 4 OZ.	3.79
0025030	BOX	APPLICATORS, COTTON TIPPED, 6", 100/PKG, 10 PKG/BOX	3.13
0025085	BOX	BAND AIDS, PLASTIC, 2" X 4-1/2", 50/BOX	2.15
0025080	BOX	BAND AIDS, PLASTIC, 3/8" X 1-1/2", 100/BOX	0.76
0025070	BOX	BAND AIDS, PLASTIC, PLAIN UNMEDICATED, 3/4" X 3", 100/BOX	1.07
0025050	BOX	BANDAGE, 1" X 4.1 YD. STERILE GAUZE	8.94
0025060	BOX	BANDAGE, 2" X 10 YD. (GAUZE)	13.42
0025065	BOX	BANDAGE, TRIANGLE, 12/BOX	3.12
0025272	EACH	CAMPUS SAFETY CAP, (C836 LEGENDS APPAREL)	10.15
0025279	EACH	CAMPUS SAFETY VEST, SIZE 2/3XL, (SVO1 LEGENDS APPAREL)	19.44
0025277	EACH	CAMPUS SAFETY VEST, SIZE L/XL, (SVO1 LEGENDS APPAREL)	17.28
0025275	EACH	CAMPUS SAFETY VEST, SIZE S/M, (SVO1 LEGENDS APPAREL)	17.28
0025135	PKG	COTTON BALLS, 130 COUNT	2.94
0025216	BOX	COVER, THERMOMETER, DIGITAL, DISPOSABLE, 100/BOX	1.83
0025267	TUB	DISINFECTANT WIPE, GERMICIDAL, DISPOSABLE, 160/TUB	5.30
0025170	BOX	FACIAL TISSUE, 100 COUNT	0.40
0025171	EACH	FIRST AID KIT, EMPTY, 10" X 14" X 3", SWIFT 34120	17.13
0025150	BOX	GAUZE PADS, STERILE, 2" X 2", 100 PADS/BOX	2.10
0025160	BOX	GAUZE PADS, STERILE, 3" X 3", 100 PADS/BOX	2.94
0025165	BOX	GAUZE PADS, STERILE, 4" X 4", 100 PADS/BOX	4.25
0025146	BOX	GLOVES, LATEX, DISPOSABLE, MEDIUM, 100/BOX	3.73
0025144	BOX	GLOVES, LATEX, SMALL, LIGHTLY POWDERED, 100/BOX	2.76
0025145	BOX	GLOVES, VINYL, LARGE, POWDERED, 100/BOX	3.01
0025142	BOX	GLOVES, VINYL, MEDIUM, POWDERED, 100/BOX	2.79
0025141	BOX	GLOVES, VINYL, SMALL, POWDERED, 100/BOX	2.79
0025253	CASE	HAND SANITIZER, ANTISEPTIC HAND GEL, 4 OZ., 48/CS	41.34
0025164	QT	HIBICLEAN, SKIN CLEANSER, ANTISEPTIC	13.05
0025167	EACH	ICE PACK, 3" X 5" BLUE ICE TYPE	0.38

Product ID	Units	Description	Unit Cost
0025168	EACH	ICE PACK, 4" X 6" (HOT/COLD)	0.50
0025205	EACH	ICE PACK, KWIK KOLD, JR., 5" X 6"	0.35
0025206	EACH	ICE PACK, KWIK KOLD, REGULAR	0.48
0025207	EACH	MICROSHIELDS, C.P.R., POCKET SIZE	3.78
0025140	PKG	PILLOW COVER, 20" X 30", TISSUE PAPER SHEETS	22.45
<b>0025217</b>	<b>EACH</b>	<b>PLUNGER ONLY, HIBICLEAN, QUART</b>	
<b>DELETED</b>		<b>THIS ITEM HAS BEEN DELETED FROM THE SYSTEM</b>	
0025201	CASE	SANITARY NAPKINS, BELTLESS, 250/CASE	37.61
0025210	PAIR	SCISSORS, SURGICAL, CHROME 5-1/2"	1.18
0025214	EACH	THERMOMETER, FEVER, DIGITAL W/COVER	2.46
0025260	PKG	TONGUE BLADE, DEPRESSOR, 100/PKG	1.41
0025220	EACH	TWEEZERS, SPLINTER	0.43
0025265	TUBE	VASELINE, INDIVIDUAL TUBE SIZE	0.49
0025270	CASE	WIPES, (BABY) MOIST TOWELETTE, 7" X 8" SHEETS, 80/PKG	26.81
0025271	CASE	WIPES, MOIST DISINFECTANT, 11" X 12" SHEETS, 50/BOX (INDIVIDUALLY WRAPPED)	62.07

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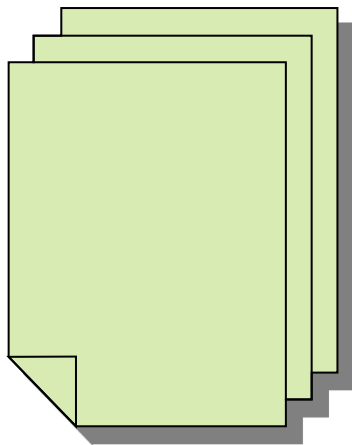
# MEETING SUPPLIES



Product ID	Units	Description	Unit Cost
0090268	BOX	COFFEE STIRRERS, 1,000/BOX	2.34
0090271	EACH	COFFEE, DECAFFEINATED, REGULAR GRIND, 14 OZ. PKG	6.13
0090275	EACH	COFFEE, REGULAR GRIND, 16 OZ. PKG	6.41
0090393	EACH	CREAMER, COFFEE, NON-DAIRY, SHAKER TOP, 12 OZ.	2.07
0095060	TUBE	CUP, 5 OZ., WATER, NON-PLEATED, 100/TUBE	2.65
0095100	TUBE	CUP, COLD, 9 OZ., 100/TUBE	4.69
0094047	CASE	CUP, STYROFOAM, 10 OZ., 1,000/CASE	18.43
0090280	BOX	CUTLERY, FORKS, PLASTIC	0.71
0090282	BOX	CUTLERY, KNIVES, PLASTIC	0.71
0090281	BOX	CUTLERY, SPOONS, PLASTIC, 100/PK	0.71
0090272	PKG	NAPKINS, WHITE, 10" X 10", FOLDED TO 5" X 5", 1,000/PKG	1.96
0090278	PKG	PLATE, 6", 125/PKG	2.14
0090267	PKG	PLATE, 9", 125/PKG	4.36

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# PAPER



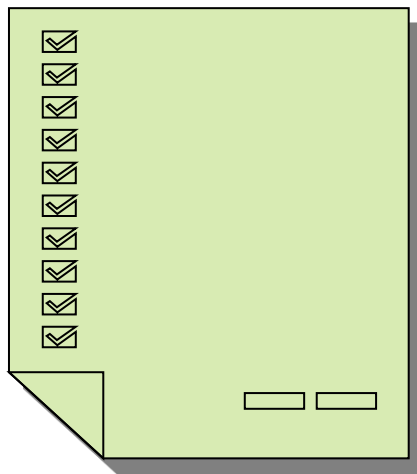
Product ID	Units	Description	Unit Cost
0031452	REAM	BOOK TEXT STOCK, BLUE VELLUM FINISH, 8-1/2" X 11", 60# EP# RP2056	6.10
0031453	REAM	BOOK TEXT STOCK, GOLD VELLUM FINISH, 8-1/2" X 11", 60# EP# RP2050	6.10
0031454	REAM	BOOK TEXT STOCK, GREEN VELLUM FINISH, 8-1/2" X 11", 60# EP# RP2057	6.10
0031455	REAM	BOOK TEXT STOCK, GREEN/LIME VELLUM FINISH, 8-1/2" X 11", 60# EP# RP2053	6.10
0031456	REAM	BOOK TEXT STOCK, ORANGE VELLUM FINISH, 8-1/2" X 11", 60#	6.10
0031457	REAM	BOOK TEXT STOCK, RED VELLUM FINISH, 8-1/2" X 11", 60# EP# RP2054	6.10
0031458	REAM	BOOK TEXT STOCK, YELLOW VELLUM FINISH, 8-1/2" X 11", 60# EP# RP2055	6.10
0800210	CASE	CLASS RECORDS, 2-PART ROLL BOOKS, 9-1/2", F340, 1,100 SHEETS/CASE	35.37
0031009	CASE	COMPUTER PAPER, 9-1/2" X 11", WHITE 18-20#, 2,400-3,000 SHEETS/CASE	14.63
0800290	CASE	CREDIT & LEAVE (ABSENCE) 2-PART REPORT, 14-7/8" X 11", F445, 1,500 SHEETS/CASE	224.12
0800040	CASE	GREEN BAR 1-PART NARROW, 8-1/2" X 11", F130, 3,400 SHEETS/CASE	19.90
0800050	CASE	GREEN BAR 2-PART NARROW, 8-1/2" X 11", F135	26.83
0800010	CASE	GREEN BAR 2-PART STOCK, 14-1/2" X 11", F110, 1,400 SHEETS/CASE	44.93
0800020	CASE	GREEN BAR 3-PART STOCK, 14-7/8" X 11", F115, 1,000 SHEETS/CASE	48.25
0800060	CASE	GREEN BAR 3-PART, RULED SIDE WAYS, 8-1/2" X 11", F140, 850 SHEETS/CASE	40.64
0800070	CASE	GREEN BAR 4-PART NARROW, 8-1/2" X 11", F145, 800 SHEETS/CASE	55.60
0800030	CASE	GREEN BAR 4-PART STOCK, 14-7/8" X 11", F120, APPROXIMATELY 750 SETS/CASE	52.71
0800000	CASE	GREEN/BLUE BAR, 1-PART STOCK, 14-7/8" X 11"	44.58
0800000	CASE	GREENBAR/BLUE BAR, 1-PART STOCK	35.86
0800320	CASE	INDIVIDUAL TEST PROFILE, 1-PART 8" X 3", F520, 4,150 SHEETS/CASE	529.13
0031433	REAM	MULTI PURPOSE PAPER, BLUE, 20#, 8-1/2" X 11", FOR HI SPEED COPIERS, OFFSET PRESSES & MIMEO DUPLICATORS	3.69

Product ID	Units	Description	Unit Cost
0031432	REAM	MULTI PURPOSE PAPER, BUFF, 20#, 8-1/2" X 11", FOR HI SPEED COPIERS, OFFSET PRESSES & MIMEO DUPLICATORS	3.69
0031434	REAM	MULTI PURPOSE PAPER, CANARY 20#, 8-1/2" X 11", FOR HI SPEED COPIERS, OFFSET PRESSES & MIMEO DUPLICATORS	3.69
0031439	REAM	MULTI PURPOSE PAPER, CHERRY 20#, 8-1/2" X 11", FOR HI SPEED COPIERS, OFFSET PRESSES & MIMEO DUPLICATORS	3.69
0031435	REAM	MULTI PURPOSE PAPER, GOLD/GLDNRD 20#, 8-1/2" X 11", FOR HI SPEED COPIERS, OFFSET PRESSES & MIMEO DUPLICATORS	3.69
0031436	REAM	MULTI PURPOSE PAPER, GREEN 20#, 8-1/2" X 11", FOR HI SPEED COPIERS, OFFSET PRESSES & MIMEO DUPLICATORS	3.69
0031437	REAM	MULTI PURPOSE PAPER, PINK 20#, 8-1/2" X 11", FOR HI SPEED COPIERS, OFFSET PRESSES & MIMEO DUPLICATORS	3.69
0031438	REAM	MULTI PURPOSE PAPER, SALMON 20#, 8-1/2" X 11", FOR HI SPEED COPIERS, OFFSET PRESSES & MIMEO DUPLICATORS	3.69
0800001	REAM	MULTI PURPOSE PAPER, WHITE 20#, 3-HOLE PUNCHED, 8-1/2" X 11"	3.22
0031460	REAM	MULTI PURPOSE PAPER, WHITE 20#, 8-1/2" X 11", FOR HI SPEED COPIERS, OFFSET PRESSES & MIMEO DUPLICATORS	2.89
0031461	REAM	MULTI PURPOSE PAPER, WHITE 20#, 8-1/2" X 14", FOR HI SPEED COPIERS, OFFSET PRESSES & MIMEO DUPLICATORS	4.17
0031462	REAM	MULTI PURPOSE PAPER, WHITE 60#, 11" X 17"	8.26
0031405	REAM	NCR BOND, 3-PART, REVERSE SEQUENCE, 8-1/2" X 11", PRE-COLLATED, 167 SETS/REAM	4.75
0031407	REAM	NCR BOND, 4-PART, REVERSE SEQUENCE, 8-1/2" X 11", PRE-COLLATED, 125 SETS/REAM	5.60
0031408	REAM	NCR BOND, 4-PART, STRAIGHT SEQUENCE, 8-1/2" X 11", STRAIGHT, FORWARD & CRASH/SYNMS, 125 SETS/REAM	5.18
0800370	BOX	ONE-UP 1" LABEL, 3-1/2" X 15/16", L120, 5,000 LABELS/BOX	16.63
0800080	CASE	PAPER, WHITE, 9-1/2" X 11", 2-PLY, 1,500/CASE	47.20

Product ID	Units	Description	Unit Cost
0800065	CASE	PAPER, WHITE, 9-1/2" X 11", 3-PLY	30.12
0800145	CASE	PAPER, WHITE, 9-1/2" X 11", 4-PLY W/CARBON, 700/CASE	29.79
0800270	CASE	PAYROLL EARNINGS REGISTER 2-PART, 14-3/4" X 11", F430, 1,500 SHEETS/CASE	224.12
0800280	CASE	PAYROLL REGISTER 2-PART, 14-3/4" X 11", F435, 1,100 SHEETS/CASE	334.03
0800305	CASE	PURCHASE ORDER FORM, 5-PART, (MCP) NCR, CONTINUOUS INTERFOLDED, 500/CASE	81.12
0800185	CTN	REPORT CARD, NON-MAILER, 3-PART 11" X 4-1/2", W/CARBON (NEW 10/90), 1,600/CASE	157.32
0031360	PKG	TAGBOARD, MANILA, 2-1/2" X 6", 500/PKG	4.47
0031370	PKG	TAGBOARD, MANILA, 3-1/2" X 10", 500/PKG	6.88

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# PRINTED FORMS



Product ID	Units	Description	Unit Cost
0028600	PKG	A.S.B. REVENUE POTENTIAL FORM, 3-PART NCR, 50/PKG	9.43
0028015	PKG	ADMITS, 3-PART, 5-1/2" X 3-1/4", W/3/4" STUB, 500/PKG	11.80
0028530 DELETED		AGREEMENT TO FURNISH CONSULTANT SERVICES, 25/PKG THIS FORM HAS BEEN DELETED FROM THE SYSTEM AND IS NOW AVAILABLE ON THE SUSD WEBSITE IN THE PURCHASING DEPT. SECTION	
0310025	PKG	ANSWER EL1, ELEMENTARY ALPHA, 15 QUESTION, 500/PKG	15.46
0310010	PKG	ANSWER SHEET B, ALPHA, 100 QUESTIONS, 500/PKG	33.90
0310005	PKG	ANSWER SHEET B2, ALPHA, 50/50 QUESTION, 500/PKG	33.90
0310015	PKG	ANSWER SHEET F, 50 QUESTION, ALPHA, 15 QUESTION MATCHING, 500/PKG	39.82
0029730	EACH	APPLICATION FOR REVOLVING PETTY CASH FUND, 2-PART	N/A
0028851	PKG	AUTHORIZATION/CHARTER BUS SERVICE, 2-PART NCR, 10/PKG THIS FORM IS AVAILABLE ONLINE IN THE SUSD WEBSITE IN ADMINISTRATIVE SERVICES FILLABLE FORMS	2.25
0028200 DELETED	PKG	BURGLARY OR VANDALISM FORM, 50/PKG	
0029740	PKG	CASH DISBURSEMENT RECEIPT, 100/PKG	3.67
0028118	PKG	CHANGE IN GRADE REPORT, 4-PART NCR, (SECONDARY USE ONLY) 100/PKG	18.51
0028360	PKG	CHANGE OF PROGRAM, HIGH SCHOOL, 2-PART NCR, 5-7/8" X 4", 50/PKG	5.32
0028362	PKG	CHANGE OF PROGRAM, MIDDLE SCHOOL, 2-PART NCR, 50/PKG	3.95
0029713	PKG	CLASS SIZE OVERAGE EXCEEDING 25% IWENS OF MAX. CLASS SIZE, 3-PART NCR, 50/PKG	7.00
0029714	PKG	CLASS SIZE OVERAGE FORM, 3-PART NCR, (ELEMENTARY & SECONDARY) 50 SET/PKG	9.48
0028355	PKG	CONFERENCE ATTENDANCE REQUEST, 50 SET/PKG THIS FORM IS AVAILABLE ONLINE IN THE SUSD WEBSITE IN ADMINISTRATIVE SERVICES FILLABLE FORMS	12.50

Product ID	Units	Description	Unit Cost
0028358	PKG	CONFERENCE REIMBURSEMENT FORM, 50 SET/PKG THIS FORM IS AVAILABLE ONLINE IN THE SUSD WEBSITE IN ADMINISTRATIVE SERVICES FILLABLE FORMS	12.50
0028375	PKG	CUMULATIVE RECORD REQUEST, 2-PART NCR, (TAKES PLACE OF #0028370) 50/PKG	5.43
0028385	PKG	CUMULATIVE RECORDS SENT, 3-PART NCR, (TAKES PLACE OF #0028380) 50/PKG	5.39
0028395	PAD	DUPLICATING REQUEST, 5 PLY, 25/PAD	4.36
0028170	BOX	ENGLISH LEARNERS CUM FOLDER, STRAIGHT CUT, 100/BOX	21.00
0028650	PKG	EXPENSE CLAIM, MONTHLY, 50 SET/PKG	14.64
0028488	PAD	FIELD TRIP CLEARANCE, CHECK LIST & APPROVAL FORMS, 25 SET/PAD THIS FORM IS AVAILABLE ONLINE IN THE SUSD WEBSITE IN ADMINISTRATIVE SERVICES FILLABLE FORMS	1.30
0028484	PAD	FIELD TRIP PERMIT, ENGLISH, 100/PAD	5.67
0028480	PAD	FIELD TRIP PERMIT, SPANISH, 100/PAD	3.66
0028700	EACH	FIRST AID PROCEDURES FLIP CHART, CSNO GUIDELINES	10.79
0800780	PKG	GRADE REPORT SCAN SHEET	35.15
0028520	PKG	HALL PASS, 1,000/PKG	10.22
0028400	PKG	HEALTH/EMERGENCY CARD, GREEN, 5" X 8", REV. 5/02, (REPLACES #0024036) 250/PKG	10.18
0028525	PKG	INVOICE FOR NON-EMPLOYEE SERVICES, 25/PKG	3.24
0310020	PKG	ITEM ANALYSIS, NUMBER INCORRECT FOR EACH QUESTION, 100/PKG	6.61
0028585	PKG	LATE ADMIT, 3-PART NCR, 100/PKG	4.32
0028147	PKG	LEARNING TREE-ENGLISH, 4-PART NCR, 50 SET/PKG	N/A
0028620	PKG	LOAN OF EQUIPMENT, 3-PART NCR, 50/PKG	3.24
0028640	PAD	MAINTENANCE SERVICE REQUEST FORM, 50/PAD	5.47
0028643	PKG	MEMO, 2-PART, 5-2/3" X 8-1/2", 50/PKG	3.11
0028486	PKG	OUT-OF-DISTRICT MEETING REIMBURSEMENT FORM, 4- PART NCR, 50 SET/PKG	9.85
0028485	PKG	OUT-OF-DISTRICT MEETING REQUEST, 5-PART NCR, 50 SET/PKG	11.50
0028685 DELETED	PKG	PARENT CONTACT NOTICE, 4-PART, 50/PKG THIS FORM HAS BEEN DELETED FROM THE SYSTEM	

Product ID	Units	Description	Unit Cost
0029715	PKG	PAYMENT FOR EXCEEDING CLASS SIZE LIMITS, 3-PART NCR, (SECONDARY) 50 SET/PKG	7.77
0029725	PKG	PAYROLL TIME SHEET, 5-PART NCR	4.36
0028695	PKG	PERMIT TO LEAVE SCHOOL, 2-PART NCR, REV. 2/95, 250/PKG	6.53
0028290	PKG	PHOTO CARD, STUDENT, 8-1/2" X 11", 100/PKG	4.36
0028710	PKG	PROGRESS REPORT, HIGH SCHOOL, 3-PART NCR, 100/PKG	7.21
0028720	PKG	PROGRESS REPORT, MIDDLE SCHOOL, 3-PART NCR, 100/PKG	12.10
0028115 DELETED	PKG	PROPERTY/MATERIALS TRANSFER REQUEST, 5-PART THIS FORM HAS BEEN DELETED FROM THE SYSTEM AND IS NOW AVAILABLE ON THE SUSD WEBSITE IN THE PURCHASING DEPT. SECTION	
0800305	CASE	PURCHASE ORDER FORM, 5-PART, (MCP) NCR, CONTINUOUS INTERFOLDED, 550/CASE	137.50
0310001	PKG	QUIZ SHEET A, ALPHA, 15 QUESTION, 500/PKG	16.44
0028767	EACH	RECEIPT BOOK, SUSD, 3-PART NCR, 50 SETS/BOOK	4.05
0028410	PKG	REG/VITAL STATISTICS, SECONDARY, FORM CR4, REV. 5/20, (REPLACES #0028800) 250/PKG	9.60
0028550	PKG	REGISTRAR RECORD, MIDDLE SCHOOL, FORM CR 10, 50/PKG	3.56
0028157	PKG	REPORT CARD ENVELOPE, ENGLISH, 6" X 9", WHITE, 25/PKG	1.49
0028167	PKG	REPORT CARD ENVELOPE, SPANISH, 6" X 9", WHITE, 25/PKG	1.49
0800185	CTN	REPORT CARD, NON-MAILER, 3-PART 11" X 4-1/2", 500/CTN	157.32
0028852 DELETED	PKG	REQUEST FOR POOL VAN, 4-PART NCR, 10/PKG THIS FORM HAS BEEN DELETED FROM THE SYSTEM	
0028860	PKG	REQUISITION TO PURCHASE, 4-PART NCR, (REPLACES #0028865) 25/PKG	7.09
0029750	PKG	REVOLVING PETTY CASH FUND REIMBURSEMENT REQUEST, 100/PKG	3.42
0028311	PKG	SASI ABSENCE VERIFICATION, (16193-SASI-L) 500/PKG	35.15
0028309	PKG	SASI ATTENDANCE REPORT, (10385-SASI-L) 500/PKG	35.15
0028300	CTN	SASI CLASS ROSTER, CUT SHEET, FORM #0021, 2,000/CTN	13.44

Product ID	Units	Description	Unit Cost
0028325	BOX	SASI LABEL, 3-1/2" X 15/16", 3-WIDE, SASI D35-15-3, 15,000/BOX	31.05
<b>0028315 DELETED</b>	<b>CASE</b>	<b>SASI LOCATOR CARD, 1-PART, 2-UP, SASI 0031, 4,000/CASE</b>	
0028320	CASE	SASI LOCATOR CARD, 3-PART NCR, 2-UP, SASI 0033, 1,600/CASE	129.30
<b>0028335 DELETED</b>	<b>CASE</b>	<b>SASI STUDENT COURSE REQUEST, SASI 131, 2,500/CASE</b>	
0028415	PKG	SCHOOL REG. CR4/HEALTH EMERGENCY FORM COMBO, (ELEMENTARY ONLY), (REPLACES #0028400 & #0028405), 250/PKG	13.08
0028416	PKG	SCHOOL REG. CR4/SPANISH/HEALTH EMERGENCY FORM, 250/PKG	16.25
0028417	PKG	SCHOOL REG. CR4/HMONG/HEALTH EMERGENCY FORM, 25/PKG	
0028418	PKG	SCHOOL REG. CR4/CAMBODIAN/KHMER/HEALTH EMERGENCY FORM, 25/PKG	
0028419	PKG	SCHOOL REG. CR4/LAO/HEALTH EMERGENCY FORM, 25/PKG	
0028885	PAD	SEND SLIP, BLUE, 100/PAD	1.34
0028890	PKG	SEND SLIP, PINK, 100 PER PAD, 500/PKG	4.96
0028880	PAD	SEND SLIP, YELLOW, 100/PAD	1.35
0028840	PAD	SERVICE, REQUEST FOR, WITHIN SCHOOL SITE, 100/PAD	1.59
0028205	PKG	SITE FIELD REPORT, 2 PAGE, 3-PART NCR, 8-1/2" X 11", 25 SET/PKG	7.92
0029735	PKG	<b>STAFF DEVELOPMENT TRAINING TIME SHEET, 4-PART NCR, 25/PKG</b> <b>--THIS FORM IS ALSO AVAILABLE FREE ONLINE</b>	4.14
0028925	PKG	STUDENT ACCIDENT REPORT, 4-PART NCR, 25/PKG	7.78
<b>0028420 DELETED</b>	<b>PKG</b>	<b>STUDENT BEHAVIOR REPORT, ELEMENTARY, 50/PKG</b> <b>THIS FORM HAS BEEN DELETED FROM THE SYSTEM</b> <b>AND IS NOW AVAILABLE ON THE SUSD WEBSITE IN</b> <b>THE ADMINISTRATIVE HANDBOOK</b>	
0028750	PAD	TARDINESS, RECORD OF, 100/PAD	1.28
0028990	PKG	TEXTBOOK RECEIPTS, 1,000/PKG	12.63
0028850	PKG	TRANSPORTATION REQUEST FORM, FOR USE OF IN- DISTRICT BUSES, 100/PKG	6.86