

FAUQUIER COUNTY GOVERNMENT AND PUBLIC SCHOOLS

PROCUREMENT DIVISION

320 Hospital Drive, Suite 23

Warrenton, Virginia 20186

Phone: 540-422-8350

Fax: 540-422-8355

NOTICE OF CONTRACT AWARD

DATE: April 15, 2020

COMMODITY NAME: School - Instructional Supplies

CONTRACT NUMBER: R20251, Loudoun County Public Schools

CONTRACT PERIOD: February 25, 2020 through February 28, 2021

RENEWALS: Four (4), one (1) year renewal options

CONTRACTOR: School Specialty

VN# 630297

PO Box 1579

Appleton, WI 54912-1579

Account Manager (Sales): Glenn Kennington

Email: Glenn.Kennington@schoolspecialty.com

Office: 301-216-2181 Cell: 240-304-6677

Fax: 888-388-6344 (for ordering by fax)

Customer Service: Savannah.vian@schoolspecialty.com

Office: 888-388-3224, press 1, then ext. 1639

TERMS: Net 30 Days

DELIVERY: Free Shipping on all orders over \$49.00 (7 & 9 prefix items).

Inside Delivery.

FOR FURTHER INFORMATION CONTACT: Colleen Keener, CPPB, CPCP, VCO, VCA

Senior Buyer

Phone: 540-422-8350

Colleen.keener@fauquiercounty.gov

INSTRUCTIONS

1. **Orders:** All FCG&PS Using Departments must order services listed by issuing FCG&PS Purchase Orders per FCG&PS Procurement Procedures Manual. An extra copy of the Procedures Manual can be obtained by calling Procurement at (540) 422-8352 or 8351.
2. The applicable contract number, vendor number, estimated total dollar amount (can be done as a “Not to exceed” estimated figure), contact person with phone number, and billing/delivery address must be shown on each purchase order for Finance & Contractor use.
3. Inspection on delivery and approval of contractor’s invoice is the responsibility of the receiving using department.
4. Any complaint as to quality of goods or services, faulty or delinquent delivery, or violation of contract provisions by contractor shall be reported to FCG&PS Procurement for handling with the Contractor. All complaints must be submitted in writing and can be forwarded to Procurement via email, fax or courier.
5. Online Account Set-up and Ordering: Glenn Kennington will come to the schools and deliver the most recent catalog with the new market basket. On-line ordering is available and preferred; please contact him to set you up.
6. See Below for Market Basket Pricing:

**RFP R20251 INSTRUCTIONAL SUPPLIES
MARKET BASKET**

	Item #	Description	Price
1	008190	PAINT WATERCOLOR SEMI MOIST WASH CRAYOLA 8 COLOR SQUARE PAN	1.44
2	406021	PAINT WATERCOLOR PRANG 16 COLOR OVAL PAN W/BRUSH	4.90
3	1594965	OIL PASTEL ASST COLORS SCHOOL SMART SET OF 25	1.45
4	086389	BINDER VIEW 1 IN BLACK - SCHOOL SMART	1.43
5	086388	BINDER VIEW 1 IN WHITE - SCHOOL SMART	1.43
6	1272480	CLIPBOARD MASONITE LETTER - SCHOOL SMART	0.79
7	038075	CLIPBOARD LETTER ASST - SCHOOL SMART	0.93
8	1106408	BOARD PRSNTN 48X36 WE - PAC37634 - PACK OF 4	10.37
9	1369550	BOARD PRIVACY PACON 48X16 IN WHITE PACK OF 4	4.48
10	279061	TOTE CLEAR - SCHOOL SMART	2.76
11	1280532	BRUSHES ARTS AND CRAFTS SET OF 5	1.83
12	088713	CARDS INDEX 5X8 RULED WHITE PK OF 100 SCHOOL SMART	0.84
13	088714	CARDS INDEX 5X8 UNRULED WHITE PACK OF 100 SCHOOL SMART	0.84
14	085325	PAPER CHART 24X32 UNRULED 25 SHTS SCHOOL SMART	2.47
15	085327	PAPER CHART 24X32 1 IN RLD 25 SHTS SCHOOL SMART	2.44
16	006408	CHART TABLETS D NEALIAN 24X32 MANUSCRIPT	6.27
17	400258	CLAY LOW FIRE EARTHENWARE VERSA 20 50 POUNDS	15.40
18	351452	CLAY LOW FIRE EARTHENWARE WHITE ART 25 MOIST 50 POUNDS	14.76
19	084475	PAPERCLIPS SMOOTH 2 IN P/100 - SCHOOL SMART	0.43
20	032403	CLIP BINDER 2 IN BLACK BOX OF 12 - SCHOOL SMART	0.91
21	079044	STIKKIWORKS ADHESIVE CLIPS WHITE PACK OF 30	2.71
22	007521	CRAYONS CRAYOLA TUCK STD SIZE SET OF 24	1.41
23	2002566	CRAYONS WASHABLE TRIPOD GRIP CRAYOLA SET OF 8	2.00
24	1333699	DICTIONARY MERRIAM-WEBSTERS FOR CHILDREN	7.64
25	2006066	DICTIONARY AM HERITAGE STUDENT 2019	9.37
26	081940	DIVIDERS INDEX ASST COLORS 5-TAB SCHOOL SMART	0.30
27	085045	ENVELOPE KRAFT CLASP 9.5X12.5 BOX OF 100 SCHOOL SMART	8.29
28	1403460	ERASERS MAGNETIC WHITEBOARD 2 X 2 PACK OF 12	5.14
29	020754	ERASER CAPS SCHOOL SMART PINK PK/144	1.02
30	1475805	FILE FOLDER LTR ASST CLRS 1/3 CUT PACK OF 100 - SCHOOL SMART	6.32
31	070311	FOLDERS HANGING LRT 1/5 P25 - SCHOOL SMART	4.34
32	015741	FOLDER FILE LTR 1/3-CUT TAB PACK OF 100 - SCHOOL SMART	4.99
33	081928	FOLDER 8-POCKET POLY ASSORTED COLORS - SCHOOL SMART	0.88
34	084900	FOLDER 2PKT 8.5X11 ASST PACK OF 25 - SCHOOL SMART	2.87
35	1354157	GLUE STICK .28OZ WHITE SCHOOL SMART PK OF 30	2.46
36	008970	GLUE SCHOOL ELMERS WHITE 4 OZ	0.54
37	1337117	GLUE ALL NOW STRONGER ELMERS 7.625 OZ	1.31
38	008172	MARKER CRAYOLA CLASSIC FINE SET OF 8	1.96
39	008199	MARKER CRAYOLA WASHABLE TROPICAL SET OF 8	2.54
40	175136	MARKER DRY ERASE LOW ODOR 4-CLR CHSL S/4	3.31
41	336544	MARKERS DRY ERASE EXPO LOW ODOR ASST SET OF 12	10.31
42	1333748	MARKER EXPO DRY ERASE LOW ODOR BLACK FINE PACK OF 12	9.00
43	1333729	MARKER EXPO DRY ERASE LOW ODOR BLACK BULLET PACK OF 12	10.32
44	1570252	PEN SHARPIE FINE ASSORTED SET OF 8	9.19
45	081764	HIGHLIGHTER ACCENT RETRACTABLE 5-COLOR SET OF 5	4.23

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46	077399	MARKER BLACK FINE SHARPIE PACK OF 12	7.37
47	067115	MARKER PERMANENT FINE ASSORTED SAN30072 SET OF 12	7.23
48	079673	MARKER SHARPIE ASSORTED FINE SET OF 24	14.31
49	026029	PAPER COMP BOOK HARD 9.75X7.5 INCH RULED SCHOOL SMART 100 SHTS	0.71
50	420130	PAD DRAWING 300 SERIES 9X12 IN 70 LB 50 SHTS	3.02
51	085267	PAPER NOTEBOOK 1 SUBJECT 10.5X8 70 SHEET SCHOOL SMART	0.57
52	318172	CARD STOCK 8.5X11 BRIGHT COLORS PK OF 100	5.53
53	054150	CONST PPR 12X18 BLACK TRURAY 50 SHTS	2.48
54	054129	CONST PPR 12X18 BLUE TRURAY 50 SHTS	2.55
55	054075	CONST PPR 12X18 FESTIVE GREEN TRURAY 50 SHTS	2.80
56	216778	CONST PPR 12X18 HOLIDAY GREEN TRURAY 50 SHTS	2.85
57	054063	CONST PPR 12X18 ORANGE TRURAY 50 SHTS	2.55
58	054153	CONST PPR 12X18 RED TRURAY 50 SHTS	2.48
59	054111	CONST PPR 12X18 ROYAL BLUE TRURAY 50 SHTS	2.55
60	054108	CONST PPR 12X18 SKY BLUE TRURAY 50 SHTS	2.34
61	054078	CONST PPR 12X18 TURQUOISE TRURAY 50 SHTS	2.80
62	054141	CONST PPR 12X18 WHITE TRURAY 50 SHTS	1.98
63	054138	CONST PPR 12X18 WARM BROWN TRURAY 50 SHTS	2.34
64	054069	CONST PPR 12X18 YELLOW TRURAY 50 SHTS	2.48
65	245787	PENCILS COLORED SCHOOL SMART SET OF 12	0.68
66	160-1456	PENCILS COLORED FULLSIZE CRAYOLA SET OF 12	1.53
67	038109	PENCIL ORIOLE #2 PACK OF 12	1.10
68	1396854	PENCIL PRESHARPENED TIC NO. 2 YELLOW DIX13830 PACK OF 30	4.86
69	075258	PENCIL TICONDEROGA #2 PACK OF 96	11.10
70	017646	PENCIL TICONDEROGA NO 2 YELLOW PACK OF 12	1.58
71	1492168	PEN WOW! RETRACTABLE BALLPOINT 1.0MM ASST CLRS SET OF 8	2.22
72	005046	POST-IT NOTE 3X3 JAIPUR PACK OF 5	5.13
73	040548	POST-IT NOTE 1.5X2 CANARY YELLOW PK/12	4.47
74	1314018	POCKET RING BNDR VINYL 10X8 CLEAR SPR01607	0.97
75	1528373	RULER FLEXIBLE 12 INCH - SCHOOL SMART - PER PACK -12	1.49
76	086340	SCISSORS STUDENT 6 IN BLUNT SCHOOL SMART EACH	0.84
77	372698	SCISSORS FISKARS KIDS BLUNT TIP 5 IN EACH	1.30
78	036080	SCISSORS FISKARS STUDENT 7 IN POINTED EACH	2.16
79	067506	SHEET PROTECTOR HD TOP LOAD CLEAR PACK OF 100 - SCHOOL SMART	3.18
80	072620	SHEET PRTCTR HVYWGHT 8.5X11 NOGLARE CLR AVE74102 PACK OF 100	11.08
81	061149	STAPLER FULL STRIP 747 CLASSIC BLACK	11.75
82	061059	STAPLES STANDARD 210/STRIP PK/5000 SCHOOL SMART	0.48
83	085961	STICKS JUMBO NATURAL PACK OF 500	5.50
84	040590	TAPE HIGHLAND 2600 MASKING 1IN X 60YD	1.24
85	042108	TAPE SCOTCH 234 GEN PURPOSE MASKING 1X60YD	5.08
86	042114	TAPE SCOTCH 234 GEN PURPOSE MASKING 2 IN X 60 YD	9.48
87	040536	TAPE SCOTCH 600 -1 IN CORE 0.75 X 1296 IN - EACH	1.84
88	079593	TAPE CORRECTION SINGLE LINE .2INX39.4FT WHITE BICWOTAPP11	1.48
89	084280	TIMER DIGITAL COUNT DOWN/UP - SCHOOL SMART	1.82
90	327748	HOOK VELCRO HOOK AND LOOP COINS 5/8IN WHITE PACK/15	1.14
91	1325120	STUDENT BOARD DRY ERASE PLAIN 9X12 SCHOOL SMART PACK OF 10	5.64

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92	1535940	GLUE STICK ELMERS .77OZ CLEAR PK OF 30	26.24
93	1333744	MARKER EXPO DRY ERASE LOW ODOR BLACK CHISEL PACK OF 12	10.37
94	077415	MARKER SHARPIE BLACK ULTRA FINE PACK OF 12	7.37
95	1369042	TAPE SCOTCH 810 MAGIC 0.50 IN X 1296 IN PACK OF 2	3.26
96	1369041	TAPE SCOTCH 810 MAGIC 0.75 IN X 1296 IN PACK OF 6	12.27
97	1482511	TAPE HIGHLAND INVISIBLE 0.75 INCH X 36 YDS, MATTE, PACK OF 12	11.49
98	2000690	TISSUE - SCHOOL SMART 100 COUNT FACIAL - CASE OF 30	14.09
99	2010561	DRY ERASE BOARD FLIPSIDE 9 X 12 WITH MARKER AND CLIP EACH	2.79
100	213964	GLUE STICK ELMERS ALL PURPOSE .77 OZ CLEAR EA	0.87
101	040557	TAPE 0.50 IN X 1296 IN MAGIC TAPE - EACH	1.63
102	040560	TAPE SCOTCH 810 MAGIC 1 CORE 0.75 IN X 1296 IN - EACH	2.05
103	2000691	TISSUE - SCHOOL SMART 100 COUNT FACIAL	0.47
104	1482510	TAPE HIGHLAND TRANSPARENT 0.75 INCH X 36 YDS PACK OF 12	11.49
105	1403528	LAMINATING FILM - BOX OF 2 - 1.5ML 25 IN X 500 FT 1IN C - SCHOOL SMART	46.22
106	1403529	LAMINATING FILM - BOX OF 2 - 1.5ML 27 IN X 500 FT 1IN C - SCHOOL SMART	54.85
107	006543	PAPER ROLL ART KRAFT 36 IN X 1000 FT AQUA	76.95
108	006696	PAPER ROLL ART KRAFT 36 IN X 1000 FT AUTUMN GOLD	80.38
109	006261	PAPER ROLL ART KRAFT 36 IN X 1000 FT BLACK	57.19
110	006738	PAPER ROLL ART KRAFT 36 IN X 1000 FT BRITE BLUE	77.97
111	006735	PAPER ROLL ART KRAFT 36 IN X 1000 FT BRITE GREEN	79.65
112	006243	PAPER ROLL ART KRAFT 36 IN X 1000 FT BROWN	60.16
113	006249	PAPER ROLL ART KRAFT 36 IN X 1000 FT CANARY YELLOW	73.71
114	006258	PAPER ROLL ART KRAFT 36 IN X 1000 FT DARK BLUE	58.30
115	006255	PAPER ROLL ART KRAFT 36 IN X 1000 FT EMERALD	53.76
116	006246	PAPER ROLL ART KRAFT 36 IN X 1000 FT FLAME	80.31
117	247813	PAPER ROLL ART KRAFT 36 IN X 1000 FT GRAY	72.08
118	006549	PAPER ROLL ART KRAFT 36 IN X 1000 FT LIGHT GREEN	71.51
119	006252	PAPER ROLL ART KRAFT 36 IN X 1000 FT ORANGE	80.67
120	006459	PAPER ROLL ART KRAFT 36 IN X 1000 FT PINK	72.70
121	006699	PAPER ROLL ART KRAFT 36 IN X 1000 FT PURPLE	74.43
122	006546	PAPER ROLL ART KRAFT 36 IN X 1000 FT SCARLET	68.86
123	247815	PAPER ROLL ART KRAFT 36 IN X 1000 FT SKY BLUE	75.36
124	006240	PAPER ROLL ART KRAFT 36 IN X 1000 FT WHITE	55.77



**You have a dedicated team of Customer Service
People at your service!
LOUDOUN COUNTY PUBLIC SCHOOLS
Strategic Team Information:**

General Order Questions or Issues email:

Savannah Vian

Senior Customer Care Advocate

Savannah.Vian@schoolspecialty.com

Phone: 888-388-3224 press 1 then EXT. 1639

OR if she is unavailable, email:

StrategicTeamCC@schoolspecialty.com

Phone: 888-388-3224 Ext. 7

For product needs, site help or "I need help now" contact

Glenn Kennington – 240-304-6677

Glenn.kennington@schoolspecialty.com

Send orders to:

orders@schoolspecialty.com

OR

Fax: 877-464-7196

You may also mail them to:

School Specialty

P.O. Box 1579

Appleton, WI 54912



Contact Information

- **Questions regarding this offer:** **Bruce Willhite**
W6316 Design Drive
Greenville, WI 54942
Phone (800) 554-7632
Fax (800) 675-1775
Email: bidwestnotices@schoolspecialty.com
- **Territory Sales Manager** **Glenn Kennington**
Phone: 240-304-6677
Fax: 888-388-6344
Email: glenn.kennington@schoolspecialty.com
- **Customer Care:** **Attn: Customer Care Department**
*Questions regarding order status,
shipment status, damages,
shortages*
W6316 Design Drive
Greenville, WI 54942
Phone (888) 388-3224
Fax (888) 388-6344
Email: <http://customercare.schoolspecialty.com/track-your-order>
- **Order Processing:** **Attn: Order Department**
To place your order
PO BOX 1579
Appleton, WI 54912-1579
Phone (888)-388-3224
Fax (888)-388-6344
orders@schoolspecialty.com
- **Payment Remit To:** **School Specialty Inc.**
32656 Collection Center Dr.
Chicago, IL 60693-0326

