



**Management Services**

LeRoy Services Center  
10 Munson Street  
LeRoy, New York 14482  
585) 344-7900  
585) 658-7900

Genesee-Livingston-Steuben  
Wyoming Board of Cooperative  
Educational Services

[WWW.GVBOCES.ORG](http://WWW.GVBOCES.ORG)

- Alexander
- Attica
- Avon
- Batavia
- Byron-Bergen
- Caledonia-Mumford
- Dansville
- Elba
- Geneseo
- Ceshequa
- LeRoy
- Leitchworth
- Livonia
- Mount Morris
- Oakfield-Alabama
- Pavilion
- Pembroke
- Perry
- Warsaw
- Wayland-Cohocton
- Wyoming
- York

*Handwritten initials and date: 11/6/23*

To: Daniel Groth

From: Christine Ceru *Ceru*

Date: November 1, 2023

Subject: School and Office Supplies Bid

The School and Office Supplies bid was opened on October 19, 2023. The bid requested a percentage discount off each vendor's catalog.

Courtesy letters were emailed to seven vendors, six responses were received. After reviewing the responses, they all met our requirements. The following vendors are recommended for award:

**Vendor Names:**

EAI Education	Eaton Office Supply
WB Mason	Kaplan
Quill, LLC	School Specialty

The attached spreadsheet summarizes the vendor responses. This information will be shared with all participating districts and the GV BOCES after Board action. Each district is free to choose which vendor(s) best meet their needs based on quality and price.

This award will be effective January 1, 2024 – December 31, 2024.

Action to be taken: Board of Education approval of this bid at the November, 2023 meeting.

*Handwritten signature*

APPROVED

NOV 15 2023

BY THE GVBOCES BOARD OF EDUCATION

**School Office Supplies Bid Award  
Effective 01/01/2023 - 12/31/2023**

<u>Vendor</u>	<u>% Discount</u>	<u>Exceptions</u>	<u>Contact Info</u>	<u>Delivery Charges</u>	<u>On-line catalog</u>
<b>EAI Education</b>	15% - with exceptions see attached	All PO's must reference: Bid # GVBOCES 25-N	Kathy Franks 201-891-9466 x 7600 sales@eaieducation.com	Orders under \$99, add \$9 s/h - with exceptions see attached	<a href="http://www.eaieducation.com">www.eaieducation.com</a>
<b>Vendor</b>	<u>% Discount</u>	<u>Exceptions</u>	<u>Contact Info</u>	<u>Delivery Charges</u>	<u>On-line catalog</u>
<b>School Specialty</b>	35% off: Writing, Special Needs, Science Education, Science Category, Safety-Supplies, Resources_IS, Reading_IS, Physical Education, Paper, Janitorial/Breakroom Supplies, IS/Math, Literature_IS, Math_IS, Foss/Delta, Early Learning, Daily Living Aids, Career Technical Education, Art Supplies, Agendas, Office/Classroom Supplies, Adhesives and Document Storage	All PO's must reference: Bid # Q-385229	Sarah F Peterson 888-388-3224		<a href="http://www.schoolspecialty.com">www.schoolspecialty.com</a>

**School Office Supplies Bid Award**  
**Effective 01/01/2023 - 12/31/2023**

<u>Vendor</u>	<u>% Discount</u>	<u>Exceptions</u>	<u>Contact Info</u>	<u>Delivery Charges</u>	<u>On-line catalog</u>
<b>W.B. Mason Co. Inc.</b>	<p><u>Office Supplies</u>: 34% off on Breakroom, Food Service, Packaging, Safety, Health &amp; Wellness, Furniture; 22% off Retail Supplies; 28% off Office Technology; 45% off Stamps (excluding custom) <u>School Supplies</u>: 34% off Classroom Supplies &amp; Arts &amp; Crafts; 47% off on Office Supplies; 28% off Teachers Resources</p>	<p><b>All PO's must reference:</b>  <b>Per Bid:</b>  <b>GVEP-25N</b></p>	<p>Joshua Thomas 888-926-2766</p>	None	<a href="http://www.wbmason.com">www.wbmason.com</a>
<b>Quill, LLC</b>	5%	<p><u>Exceptions</u>  <b>All PO's must reference: Bid # 23-30730</b></p>	<p>Karrie Szalkowski 800-634-4809 bid@quill.com</p>	None	<a href="http://www.quill.com">www.quill.com</a>
<b>Kaplan Early Learning Company</b>	<p>15% off Art Materials, Early Learning Math &amp; Science, Educational Puzzles and Games, Children's Literature &amp; Literacy / <b>Some exclusions see attached document</b></p>		<p>Elizabeth Patterson 800-334-2014</p>	None	<a href="http://www.kaplanco.com">www.kaplanco.com</a>

**School Office Supplies Bid Award**  
**Effective 01/01/2023 - 12/31/2023**

<u>Vendor</u>	<u>% Discount</u>	<u>Exceptions</u>	<u>Contact Info</u>	<u>Delivery Charges</u>	<u>On-line catalog</u>
<b>Eaton Office Supply</b>	25% - 75% off Key item list of 100 core items, 25% off: Eaton Office General Line Catalog and School Supply Catalog		Tim Garlock 585-300-9861 Laura Jones 716-691-6100 ext. 360	None	<a href="http://www.eatonofficesupply.com">www.eatonofficesupply.com</a>