



AGENDA REQUEST FORM

THE SCHOOL BOARD OF BROWARD COUNTY, FLORIDA

ITEM No.:

EE-3.

MEETING DATE

2020-10-20 10:05 - Regular School Board Meeting

AGENDA ITEM

ITEMS

CATEGORY

EE. OFFICE OF STRATEGY & OPERATIONS

DEPARTMENT

Procurement & Warehousing Services

Special Order Request

☐ Yes☒ No

Time

Open Agenda

☒ Yes☐ No

TITLE:

Recommendation of \$500,000 or Greater - (RFP) FY21-106 - School and Department Furniture

REQUESTED ACTION:

Approve the agreements with Apricot Office Interiors, Inc.; Classroom Outfitters, LLC; Empire Office, Inc.; Berwin Inc. d/b/a JC White Architectural Interior Products; Lakeshore Equipment Company; School Specialty, Inc.; Schoolhouse Products, Inc.; Virco, Inc. for the provision of furniture pursuant to Request for Proposal (RFP) FY21-106; Contract Term: October 20, 2020 through October 19, 2023, three (3) years, with an option for two (2) additional, one (1) year renewal periods.; User Department: All Departments; Award Amount: \$8,080,000; Awarded Vendor(s): Eight (8); Small/Minority/Women Business Enterprise Vendor(s): Apricot Office Interiors.

SUMMARY EXPLANATION AND BACKGROUND:

The School Board of Broward County, Florida (SBBC), received twenty-two (22) responses to (RFP) FY21-106 - School and Department Furniture. This item includes agreements with eight (8) vendors for the provision of RFP furniture solutions, including furniture turn-key solutions, and products for School and Department Furniture delivery, installation, and other related services that are commonly used in various schools and departments of SBBC.

These Agreements have been reviewed and approved as to form and legal content by the Office of the General Counsel.

A copy of the RFP documents are available online at: http://www.broward.k12.fl.us/supply/agenda/RFP_FY21-106_SchoolandDepartmentFurniture.pdf

SCHOOL BOARD GOALS:

☐ Goal 1: High Quality Instruction ☒ Goal 2: Safe & Supportive Environment ☐ Goal 3: Effective Communication

FINANCIAL IMPACT:

The estimated financial impact to the District will be \$8,080,000. The funding source will come from the general fund (school budgets only), grant funds and the capital budget for approved construction projects including the SMART Program. The financial impact amount represents an estimated contract value; however, the amount authorized will not exceed the estimated contract award.

EXHIBITS: (List)

(1) Executive Summary & Financial Analysis Worksheet (2) Agreements A_ONLINE (3) Agreements B_ONLINE (4) Recommendation Tabulation

BOARD ACTION:**APPROVED**

(For Official School Board Records Office Only)

SOURCE OF ADDITIONAL INFORMATION:

Name: Jeffrey Moquin

Phone: 754-321-2650

Name: Mary C. Coker

Phone: 754-321-0501

THE SCHOOL BOARD OF BROWARD COUNTY, FLORIDA
Senior Leader & Title

Maurice L. Woods - Chief Strategy & Operations Officer

Signature

Maurice Woods

10/9/2020, 4:13:11 PM

Approved In Open
Board Meeting On:**OCT 20 2020**

By:

School Board Chair

Electronic Signature

Form #4189 Revised 07/25/2019

RWR/ MLW/MCC/JM:el

Lakeshore

Item #	Description	QTY	UNIT PRICE	DISCOUNT	NET PRICE	Category	Subcategory
SE120	Swirling Glitter Sensory Balls	18	\$29.99	5%	\$28.49	Sensory Exploration	Sensory Play
SE201	Kinetic Sensory Sand - 2.2-Pound Bag	20	\$16.99	5%	\$16.14	Sensory Exploration	Sensory Materials
SE202	Kinetic Sensory Sand - 11-Pound Bag	20	\$49.99	5%	\$47.49	Sensory Exploration	Sensory Materials
SE203BU	Colored Kinetic Sand - Blue	20	\$49.99	5%	\$47.49	Sensory Exploration	Sensory Materials
SE203GR	Colored Kinetic Sand - Green	20	\$49.99	5%	\$47.49	Sensory Exploration	Sensory Materials
SE203RD	Colored Kinetic Sand - Red	20	\$49.99	5%	\$47.49	Sensory Exploration	Sensory Materials
SE203VT	Colored Kinetic Sand - Violet	20	\$49.99	5%	\$47.49	Sensory Exploration	Sensory Materials
SE213	Silly Shapes Sensory Mats	19	\$59.99	5%	\$56.99	Sensory Exploration	Sensory Play
SE401	Liquid Floor Tiles	21	\$159.00	5%	\$151.05	Sensory Exploration	Sensory Play
SE581	Rainbow Liquid Sensory Viewers	20	\$29.99	5%	\$28.49	Sensory Exploration	Sensory Play
SE722	Giant Sensory Mirror Balls	18	\$29.99	5%	\$28.49	Sensory Exploration	Sensory Play
SE919	Peekaboo Sensory Fish	135	\$16.99	5%	\$16.14	Infants & Toddlers	Sensory Development
SE997	Magic Water Marbles - Clear	19	\$14.99	5%	\$14.24	Sensory Exploration	Sensory Materials
SE998	Magic Water Marbles - Multicolor	19	\$14.99	5%	\$14.24	Sensory Exploration	Sensory Materials
SF210	Write & Wipe U.S.A. Tabletop Map	139	\$4.99	5%	\$4.74	Social Studies	Geography
SF210X	Write & Wipe U.S.A. Tabletop Map - Set of 10	139	\$47.99	5%	\$45.59	Social Studies	Geography
SF215	Write & Wipe World Tabletop Map	139	\$4.99	5%	\$4.74	Social Studies	Geography
SF215X	Write & Wipe World Tabletop Map - Set of 10	139	\$47.99	5%	\$45.59	Social Studies	Geography
SU28	Pencils - Standard #2	199	\$1.99	5%	\$1.89	Language	Writing & Grammar
SW418	2-Way Sand & Water Table	13	\$149.00	5%	\$141.55	Sand & Water	Sand & Water Tables
SW419	Tops for 2-Way Sand & Water Table	13	\$24.99	5%	\$23.74	Accessories	Accessories
SW430	Water Whisks - Set of 3	14	\$26.99	5%	\$25.64	Sand & Water	Sand & Water Play
SW641	4-Way Sand & Water Table	13	\$279.00	5%	\$265.05	Sand & Water	Sand & Water Tables
SW642	Tops for 4-Way Sand & Water Table	13	\$49.99	5%	\$47.49	Accessories	Accessories
TA2610	Red Baseline Ruled Newsprint - Pre-K-Kindergarten	194	\$6.79	5%	\$6.45	Language	Writing & Grammar
TA2611	Red Baseline Ruled Newsprint - Gr. 1	194	\$6.79	5%	\$6.45	Language	Writing & Grammar
TA2612	Red Baseline Ruled Newsprint - Gr. 2	194	\$6.79	5%	\$6.45	Language	Writing & Grammar
TA2633	Red Baseline Ruled Newsprint - Gr. 3	194	\$6.79	5%	\$6.45	Language	Writing & Grammar
TA2694	Red Baseline Jumbo Picture Story Newsprint	194	\$9.99	5%	\$9.49	Language	Writing & Grammar
TA301AG	Fadeless Paper Roll - Apple Green	159	\$18.99	5%	\$18.04	Teaching Resources	Classroom Essentials
TA301BB	Fadeless Paper Roll - Bright Blue	159	\$18.99	5%	\$18.04	Teaching Resources	Classroom Essentials
TA301BK	Fadeless Paper Roll - Black	159	\$18.99	5%	\$18.04	Teaching Resources	Classroom Essentials
TA301BR	Fadeless Paper Roll - Brown	159	\$18.99	5%	\$18.04	Teaching Resources	Classroom Essentials
TA301CY	Fadeless Paper Roll - Canary Yellow	159	\$18.99	5%	\$18.04	Teaching Resources	Classroom Essentials
TA301EG	Fadeless Paper Roll - Emerald Green	159	\$18.99	5%	\$18.04	Teaching Resources	Classroom Essentials
TA301FR	Fadeless Paper Roll - Flame Red	159	\$18.99	5%	\$18.04	Teaching Resources	Classroom Essentials
TA301LB	Fadeless Paper Roll - Light Blue	159	\$18.99	5%	\$18.04	Teaching Resources	Classroom Essentials
TA301RG	Fadeless Paper Roll - Orange	159	\$18.99	5%	\$18.04	Teaching Resources	Classroom Essentials
TA301VT	Fadeless Paper Roll - Violet	159	\$18.99	5%	\$18.04	Teaching Resources	Classroom Essentials
TA301WT	Fadeless Paper Roll - White	159	\$18.99	5%	\$18.04	Teaching Resources	Classroom Essentials
TA301YB	Fadeless Paper Roll - Royal Blue	159	\$18.99	5%	\$18.04	Teaching Resources	Classroom Essentials
TA3385	Unruled Chart Tablet	201	\$19.99	5%	\$18.99	Teaching Resources	Classroom Essentials
TA342	1/4" Graphing Paper - 500 Sheets	110	\$10.99	5%	\$10.44	Math	Measurement & Data
TA4109	Manila Drawing Paper - 9" x 12"	158	\$8.99	5%	\$8.54	Arts & Crafts	Paper
TA4112	Manila Drawing Paper - 12" x 18"	158	\$15.99	5%	\$15.19	Arts & Crafts	Paper
TA4409	White Drawing Paper - 9" x 12"	26	\$11.99	5%	\$11.39	Arts & Crafts	Paper
TA4412	White Drawing Paper - 12" x 18"	158	\$19.99	5%	\$18.99	Arts & Crafts	Paper
TA50AC	Construction Paper - 9" x 12" Pack - Assorted Colors	158	\$1.19	5%	\$1.13	Arts & Crafts	Paper
TA50BB	Construction Paper - 9" x 12" Pack - Bright Blue	158	\$1.19	5%	\$1.13	Arts & Crafts	Paper
TA50BG	Construction Paper - 9" x 12" Pack - Blue-Green	158	\$1.19	5%	\$1.13	Arts & Crafts	Paper
TA50BK	Construction Paper - 9" x 12" Pack - Black	158	\$1.19	5%	\$1.13	Arts & Crafts	Paper
TA50BR	Construction Paper - 9" x 12" Pack - Brown	158	\$1.19	5%	\$1.13	Arts & Crafts	Paper
TA50BU	Construction Paper - 9" x 12" Pack - Blue	158	\$1.19	5%	\$1.13	Arts & Crafts	Paper

Lakeshore 2020 Pricelist is subject to change with the release of new catalogs at the end of January and February of each year.

AGREEMENT

THIS AGREEMENT is made and entered into as of this 20th day of ~~September~~ October, 2020, by and between

THE SCHOOL BOARD OF BROWARD COUNTY, FLORIDA

(hereinafter referred to as "SBBC"),
a body corporate and political subdivision of the State of Florida,
whose principal place of business is
600 Southeast Third Avenue, Fort Lauderdale, Florida 33301

and

SCHOOL SPECIALTY, INC.

(hereinafter referred to as "VENDOR"),
whose principal place of business is
100 Paragon Parkway
Mansfield, OH 44903.

WHEREAS, on June 25, 2020, SBBC advertised Request for Proposal FY21-106, seeking vendor proposals for School and Department Furniture (hereinafter, the "RFP"); and

WHEREAS, VENDOR was one of twenty-two (22) vendors which submitted proposals in response to the RFP; and

WHEREAS, VENDOR hereby agrees to provide furniture solutions, including furniture turn-key solutions, and products for School and Department Furniture delivery, installation, and other related services which are commonly used in various schools and departments of the SBBC pursuant to the terms and pricing identified hereinbelow, attached and via hyperlink.

NOW, THEREFORE, in consideration of the mutual covenants contained herein, and other good and valuable consideration, the receipt and sufficiency of which is hereby acknowledged, the Parties hereby agree as follows:

ARTICLE 1 - RECITALS

1.01 **Recitals.** The parties agree that the foregoing recitals are true and correct and that such recitals are incorporated herein by reference.

ARTICLE 2 – SPECIAL CONDITIONS

2.01 **Term of Agreement.** Unless terminated earlier pursuant to Section 3.05 of this Agreement, the term of this Agreement shall commence on October 1, 2020 or the date of its approval by SBBC, whichever date is later, and conclude on midnight three years after the actual date of commencement, with an option for two (2) additional one (1) year renewal.



Corporate HQ & Manufacturing
2885 Lorraine Ave. | Temple, TX 76501
P: 800.749.2258 | F: 866.888.7483

Showroom
4930 S. Congress Ave. #305 | Austin, TX 78745
P: 800.749.2258

July 7, 2020

RE: Letter of Authorization – School Specialty, Inc.
The School Board of Broward County- RFP # FY21-106, School & Department Furniture

To Whom It May Concern,

School Specialty Inc. is an authorized reseller, in good standing, on behalf of MooreCo, and is able to sell, install and service our products. We hereby extend our full warranty to School Specialty for all MooreCo, Inc. products they sell on the above referenced contract.

Please do not hesitate to contact me should you have any questions or need any additional information.

Sincerely,

Scott Kurtzman

Scott Kurtzman
Bid/Contract Manager
skurtzman@moorecoinc.com
Office: 800.749.2258
Cell: 419.989.1269

SECTION 4 – INFORMATION TO BE INCLUDED IN THE SUBMITTED PROPOSAL

- 4.1 To maintain comparability and facilitate the review process, it is requested that Proposals be organized in the manner specified below. Include all the information requested herein in your Proposal.

- 4.1.1 **Title Page:** Include RFP Number, subject, the name of the Proposer, address, telephone number, and date.
- 4.1.2 **Table of Contents:** Include a clear identification of the material by section and by page number.
- 4.1.3 **Letter of Transmittal:** Include the names of the persons who will be authorized to make representations for the Proposer, their titles, addresses, and telephone numbers.
- 4.1.4 **Required Response Form:** (Section 1 of RFP) with all required information completed and all signatures as specified (blue ink preferred on original). Any modifications or alterations to this form shall not be accepted and Proposal will be rejected. The enclosed original Required Response Form will be the only acceptable form.
- 4.1.5 **Notice Provision:** Should your firm become an Awardee under this RFP, please specify the name and address of the person(s) to whom any notices should be sent under SBBC's contract with the Awardee:

Name/Title, Address and email address of Awardee's Representative for Notices:

Charles A. Frishman, Educational Consultant, charles@classroomoutfitters.com
2902 Cayenne Ave., Cooper City, FL 33036

With a Copy To: (Name/Title and Address)

Richard A. Brewer, President rick@classroomoutfitters.com
19301 SW 106th Avenue, Suite 11, Miami, FL 33157

The SBBC's Procurement & Warehousing Services Department shall determine whether each Proposer meets the Minimum Eligibility requirements of Section 4.2 and shall only deliver Proposals meeting the Minimum Eligibility requirements to the Evaluation Committee for further evaluation.

- 4.2 **Minimum Eligibility Requirement(s):** To be considered for an award and to be further evaluated, Proposer must meet or exceed the following criteria as of the opening date of the Proposal. **Failure to provide or clearly state the information requested below will result in the disqualification of proposal.** The Proposer is responsible for providing the following information in its response. The Proposer must also include a statement of acknowledgement for each item below. **The requested information below must be numbered as indicated below and be included in "this section" of your submitted proposal; do not place this information in any other section of your proposal.**
- 4.2.1 Proposer must meet or exceed the requirements of Section 7.1, Liability. Will your company meet or exceed the requirements as written in Section 7.1 for this contract? ☒ Yes ☐ No **Do not check both boxes.**
- 4.2.2 Local Representative within the Tri-County Area (Broward, Miami-Dade, Palm Beach).
- 4.2.3 Proposer must submit all Discounts and Prices in the Bid Summary Sheet provided by SBBC (Attachment K).
- 4.3 State under what other or former name(s) the Proposer is currently operating under or has operated under.

Request for Taxpayer Identification Number and Certification

Give Form to the
requester. Do not
send to the IRS.

Go to www.irs.gov/FormW9 for instructions and the latest information.

1 Name (as shown on your income tax return). Name is required on this line, do not leave this line blank.
Empire Office, Inc.

2 Business name/disregarded entity name, if different from above

3 Check appropriate box for federal tax classification of the person whose name is entered on line 1. Check only one of the following seven boxes.

☐ Individual/sole proprietor or single-member LLC

☒ C Corporation

☐ S Corporation

☐ Partnership

☐ Trust/estate

☐ Limited liability company. Enter the tax classification (C=C corporation, S=S corporation, P=Partnership) ▶

Note: Check the appropriate box in the line above for the tax classification of the single-member owner. Do not check LLC if the LLC is classified as a single-member LLC that is disregarded from the owner unless the owner of the LLC is another LLC that is not disregarded from the owner for U.S. federal tax purposes. Otherwise, a single-member LLC that is disregarded from the owner should check the appropriate box for the tax classification of its owner.

☐ Other (see instructions) ▶

4 Exemptions (codes apply only to certain entities, not individuals; see instructions on page 3)

Exempt payee code (if any) _____

Exemption from FATCA reporting code (if any) _____

(APPLICABLE TO CERTAIN PAYEE ENTITIES FOR U.S.)

5 Address (number, street, and apt. or suite no.) See instructions.
105 Madison Ave, 15th Floor

6 City, state, and ZIP code
New York, NY 10016

7 List account number(s) here (optional)

Requester's name and address (optional)

Part I Taxpayer Identification Number (TIN)

Enter your TIN in the appropriate box. The TIN provided must match the name given on line 1 to avoid backup withholding. For individuals, this is generally your social security number (SSN). However, for a resident alien, sole proprietor, or disregarded entity, see the instructions for Part I, later. For other entities, it is your employer identification number (EIN). If you do not have a number, see *How to get a TIN*, later.

Note: If the account is in more than one name, see the instructions for line 1. Also see *What Name and Number To Give the Requester* for guidelines on whose number to enter.

Social security number

			-				-				
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or

Employer identification number

1	3	-	1	9	4	5	7	6	3
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Part II Certification

Under penalties of perjury, I certify that:

- The number shown on this form is my correct taxpayer identification number (or I am waiting for a number to be issued to me); and
- I am not subject to backup withholding because: (a) I am exempt from backup withholding, or (b) I have not been notified by the Internal Revenue Service (IRS) that I am subject to backup withholding as a result of a failure to report all interest or dividends, or (c) the IRS has notified me that I am no longer subject to backup withholding; and
- I am a U.S. citizen or other U.S. person (defined below); and
- The FATCA code(s) entered on this form (if any) indicating that I am exempt from FATCA reporting is correct.

Certification instructions. You must cross out item 2 above if you have been notified by the IRS that you are currently subject to backup withholding because you have failed to report all interest and dividends on your tax return. For real estate transactions, item 2 does not apply. For mortgage interest paid, acquisition or abandonment of secured property, cancellation of debt, contributions to an individual retirement arrangement (IRA), and generally, payments other than interest and dividends, you are not required to sign the certification, but you must provide your correct TIN. See the instructions for Part II, later.

Sign Here Signature of U.S. person ▶ *Jessica Mueller*

Date ▶ 1/1/20

General Instructions

Section references are to the Internal Revenue Code unless otherwise noted.

Future developments. For the latest information about developments related to Form W-9 and its instructions, such as legislation enacted after they were published, go to www.irs.gov/FormW9.

Purpose of Form

An individual or entity (Form W-9 requester) who is required to file an information return with the IRS must obtain your correct taxpayer identification number (TIN) which may be your social security number (SSN), individual taxpayer identification number (ITIN), adoption taxpayer identification number (ATIN), or employer identification number (EIN), to report on an information return the amount paid to you, or other amount reportable on an information return. Examples of information returns include, but are not limited to, the following.

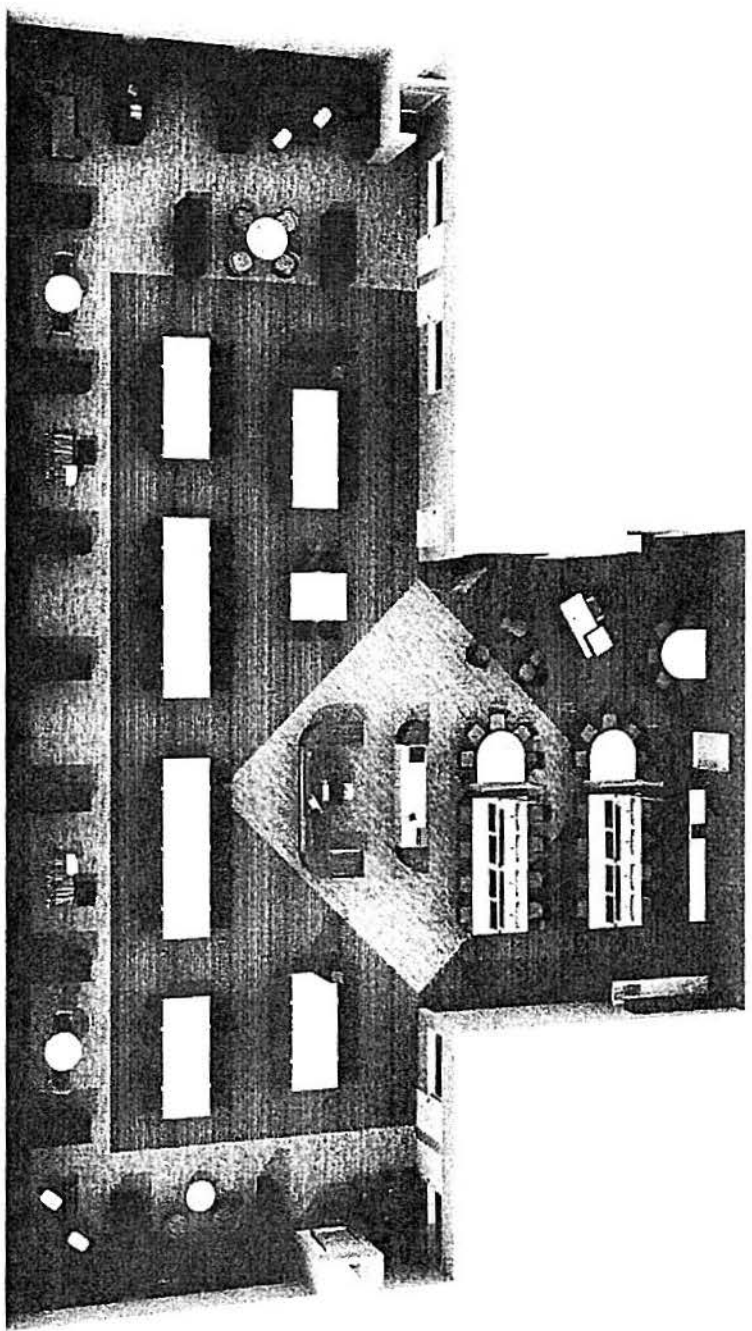
- Form 1099-INT (interest earned or paid)

- Form 1099-DIV (dividends, including those from stocks or mutual funds)
 - Form 1099-MISC (various types of income, prizes, awards, or gross proceeds)
 - Form 1099-B (stock or mutual fund sales and certain other transactions by brokers)
 - Form 1099-S (proceeds from real estate transactions)
 - Form 1099-K (merchant card and third party network transactions)
 - Form 1098 (home mortgage interest), 1098-E (student loan interest), 1098-T (tuition)
 - Form 1099-C (canceled debt)
 - Form 1099-A (acquisition or abandonment of secured property)
- Use Form W-9 only if you are a U.S. person (including a resident alien), to provide your correct TIN.

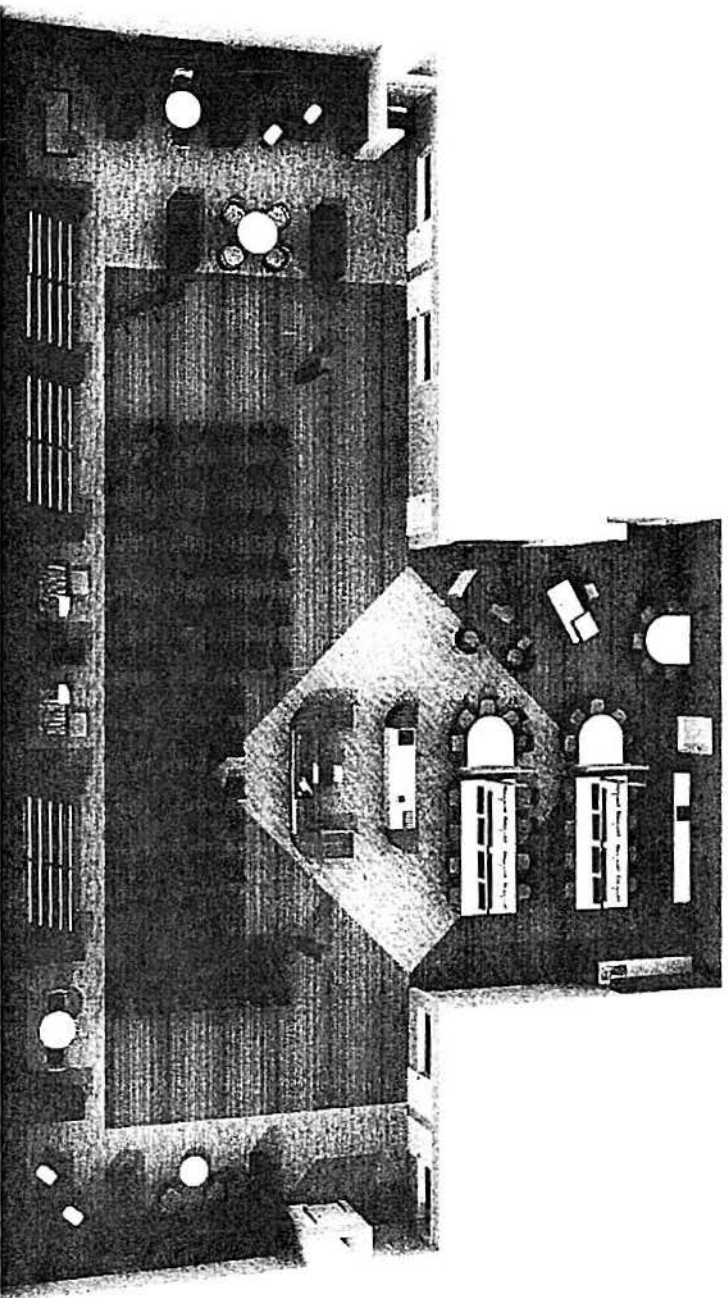
If you do not return Form W-9 to the requester with a TIN, you might be subject to backup withholding. See *What is backup withholding*, later.



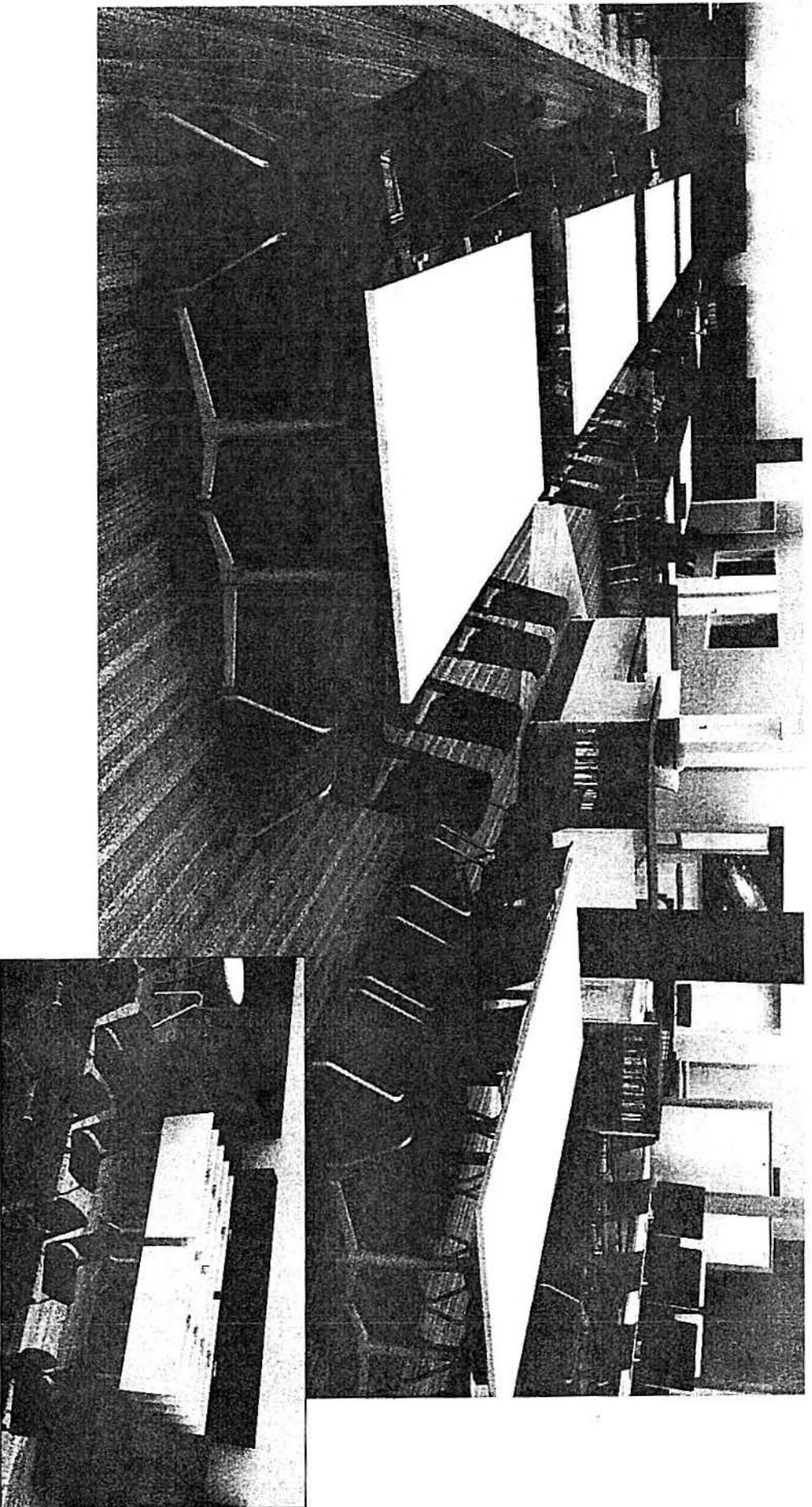
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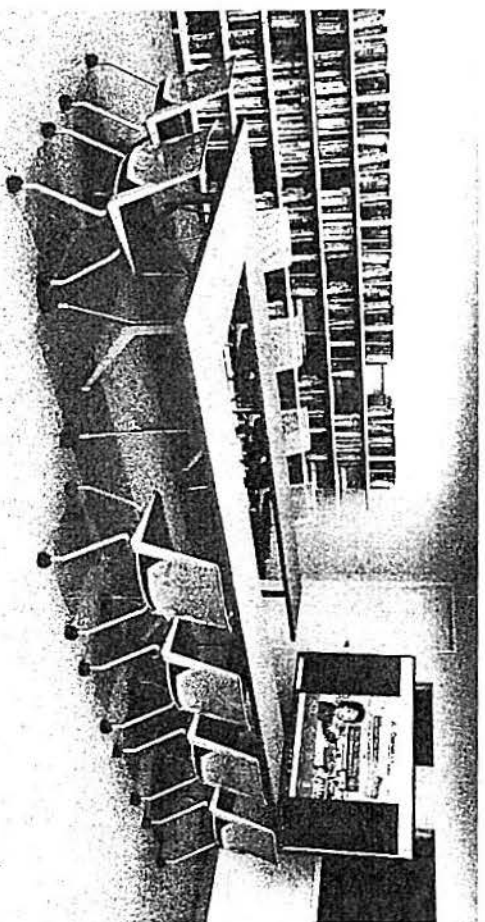
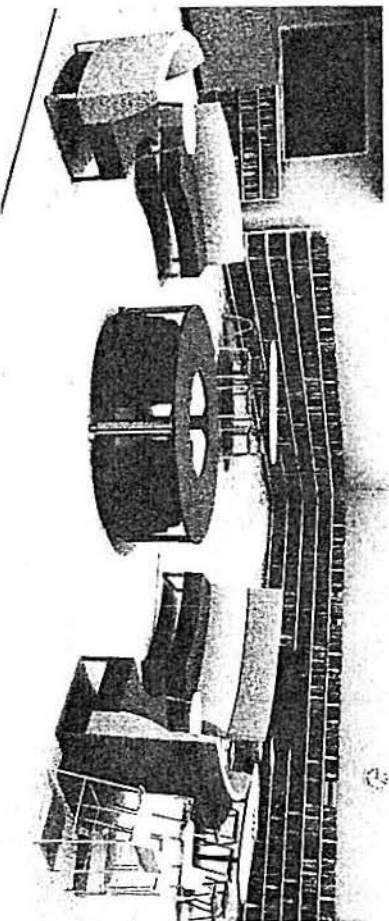
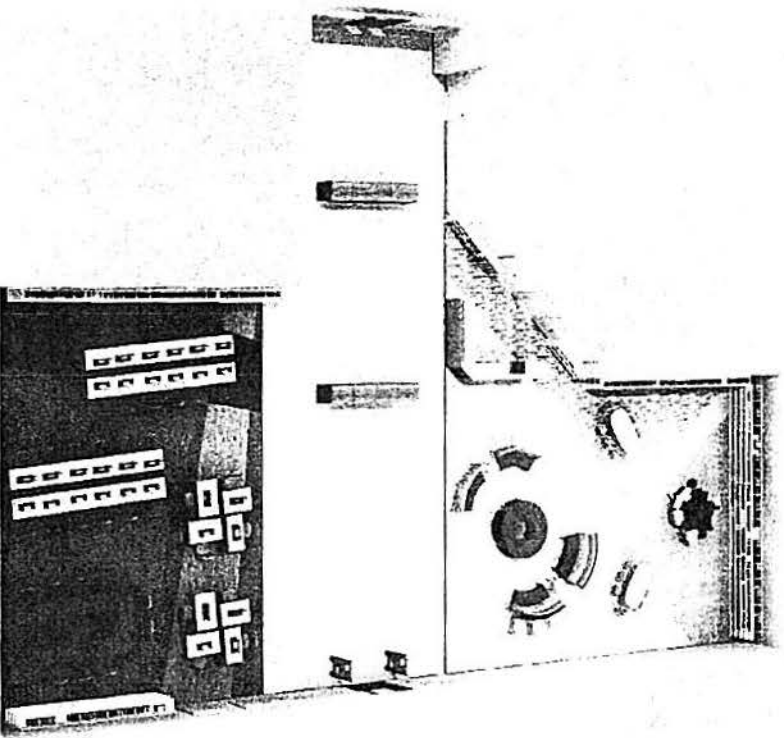
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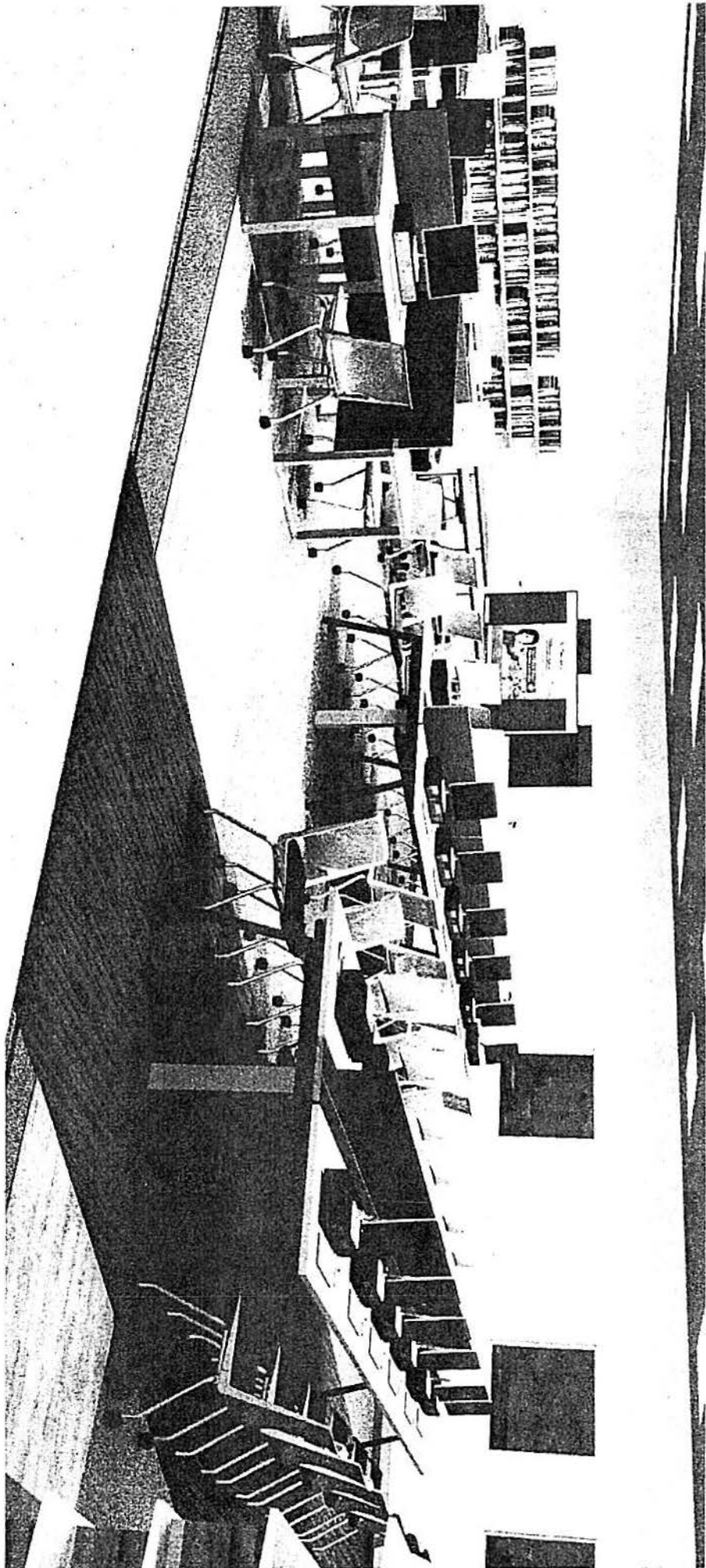
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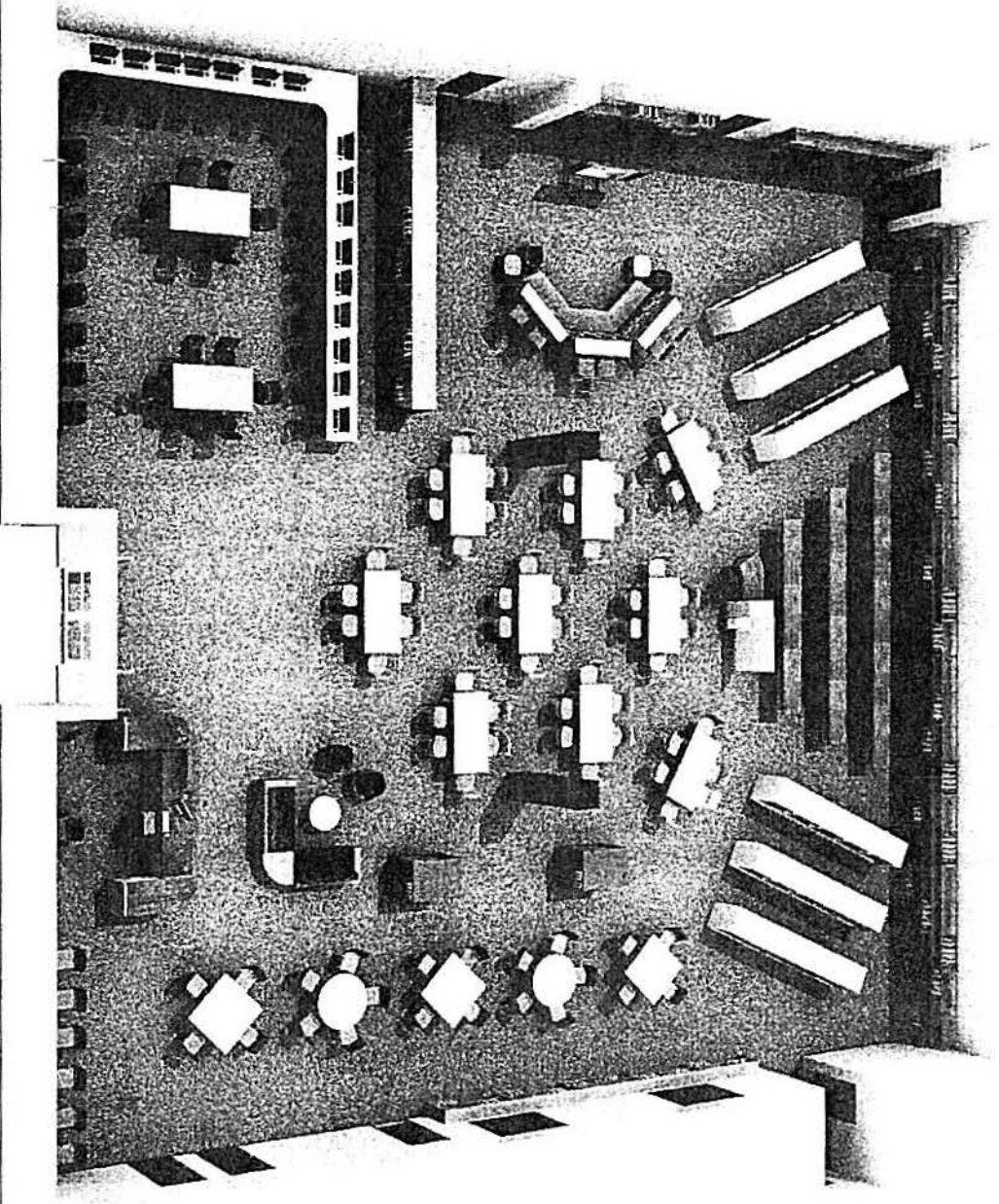
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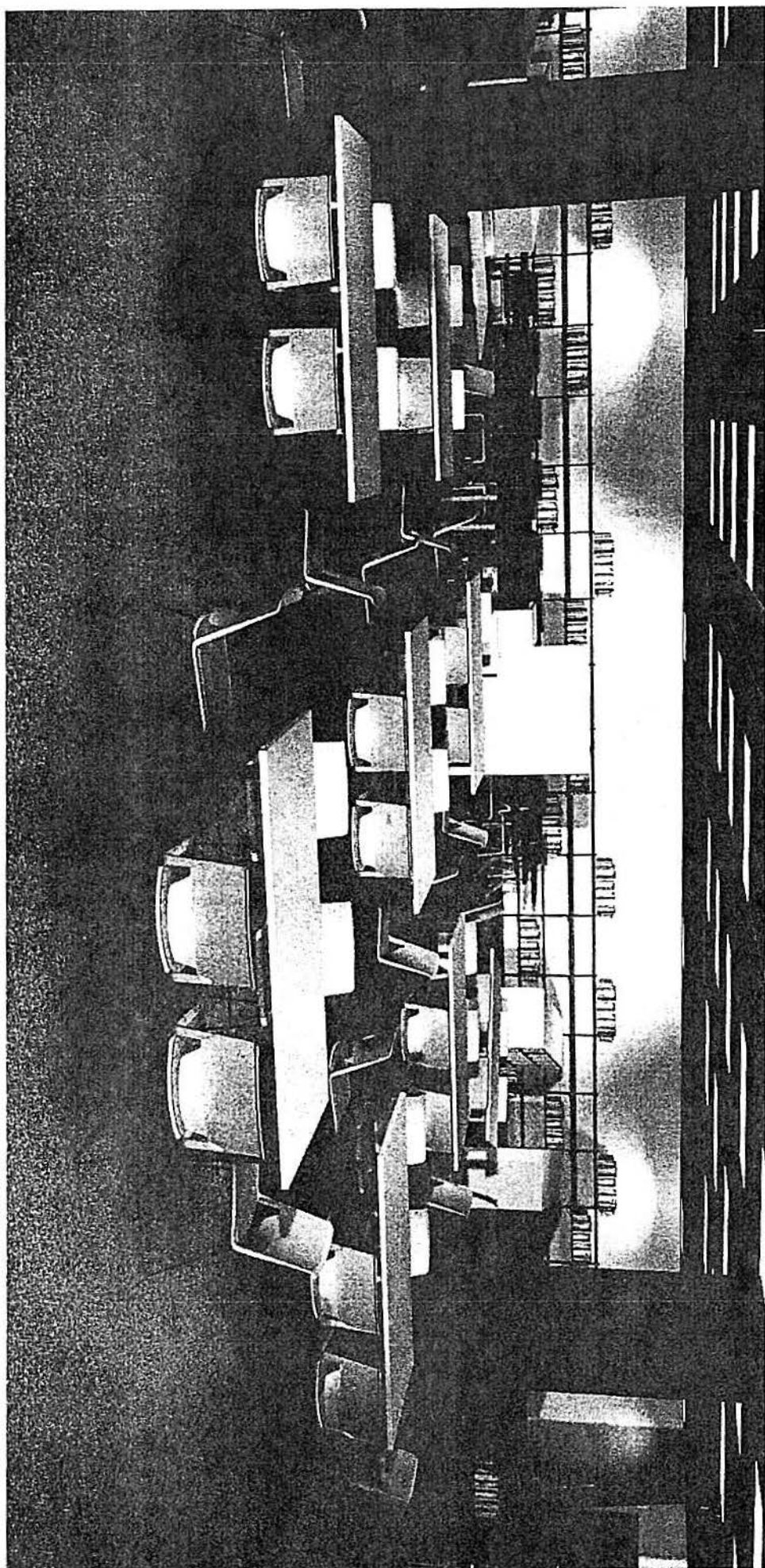
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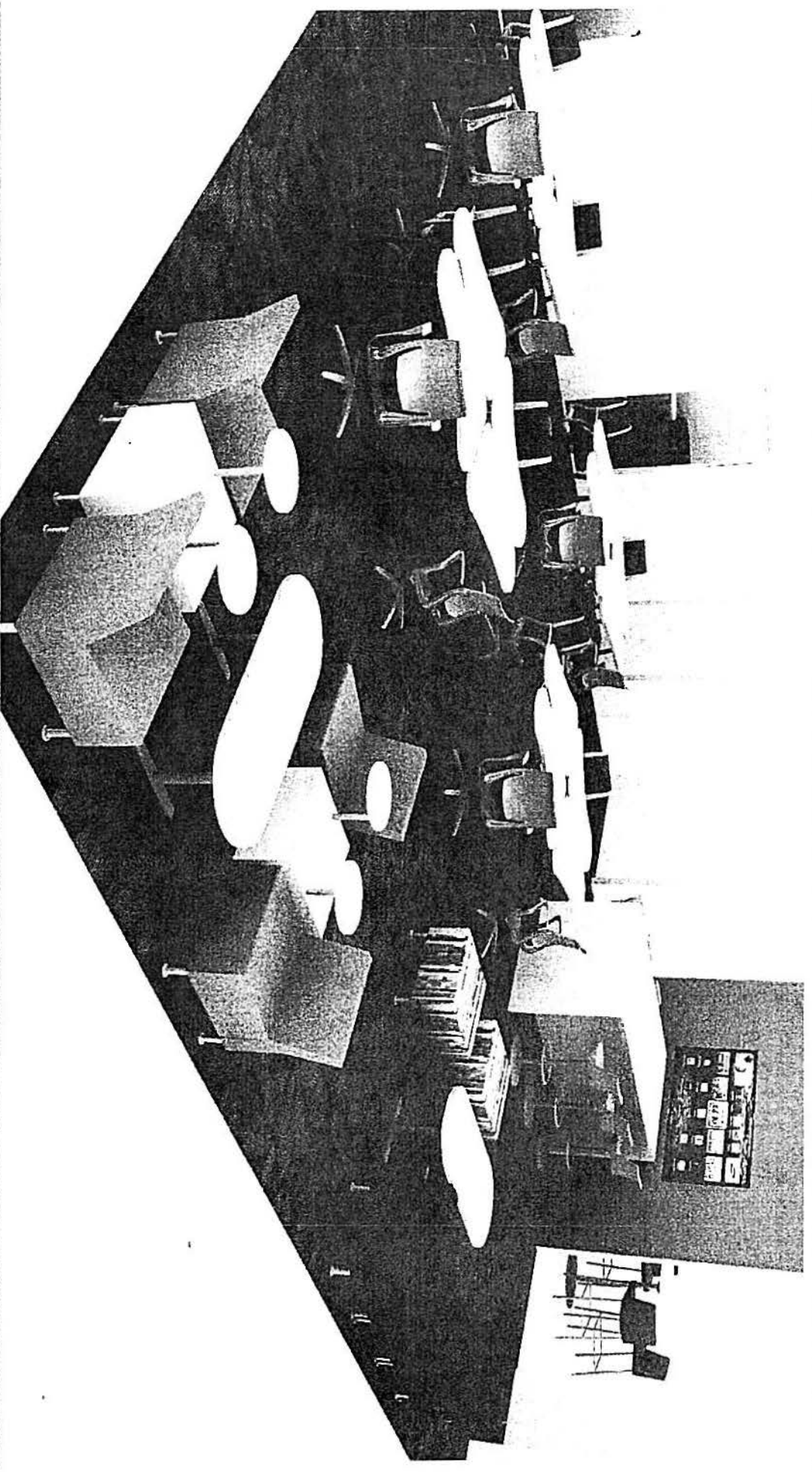
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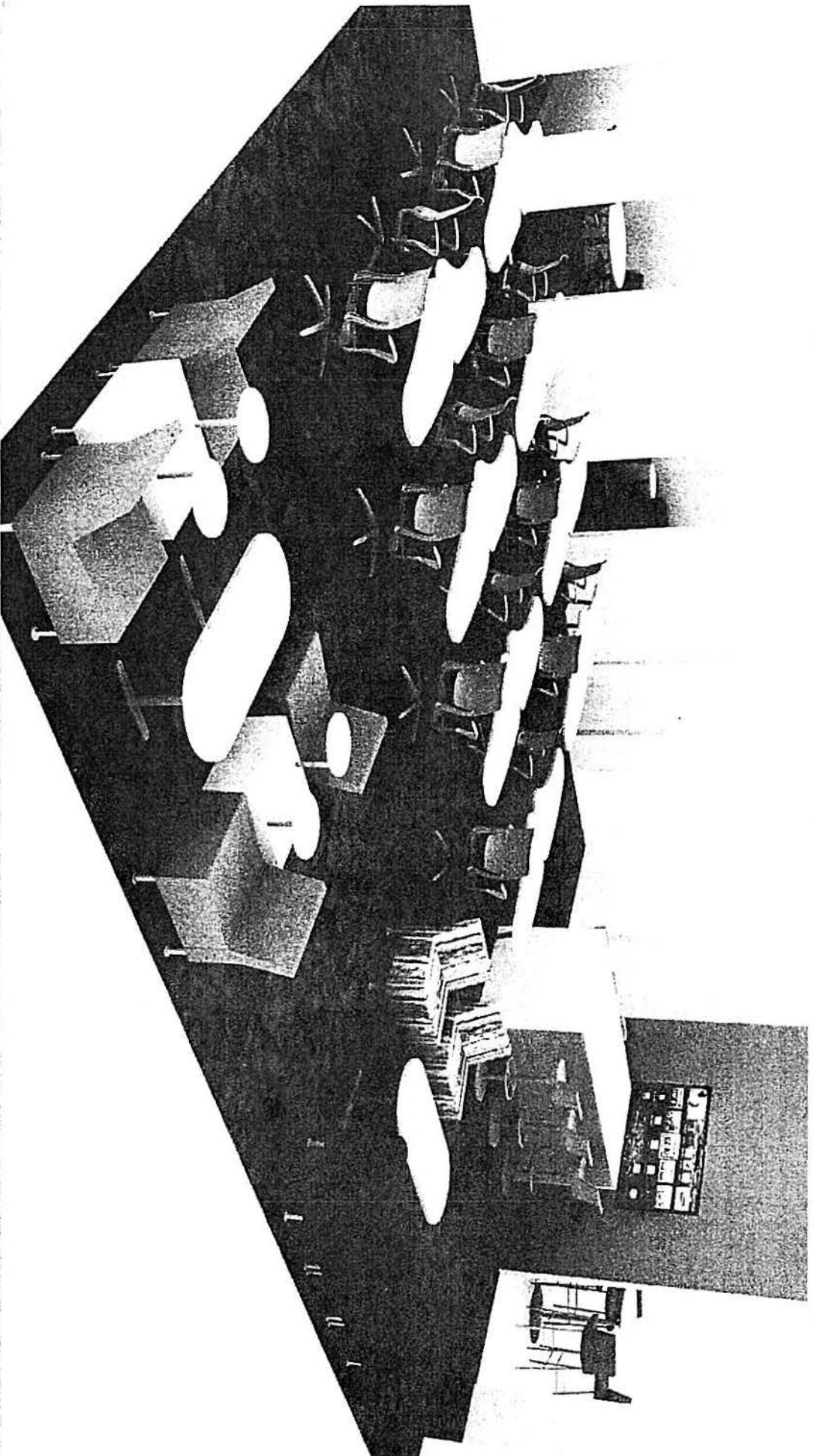
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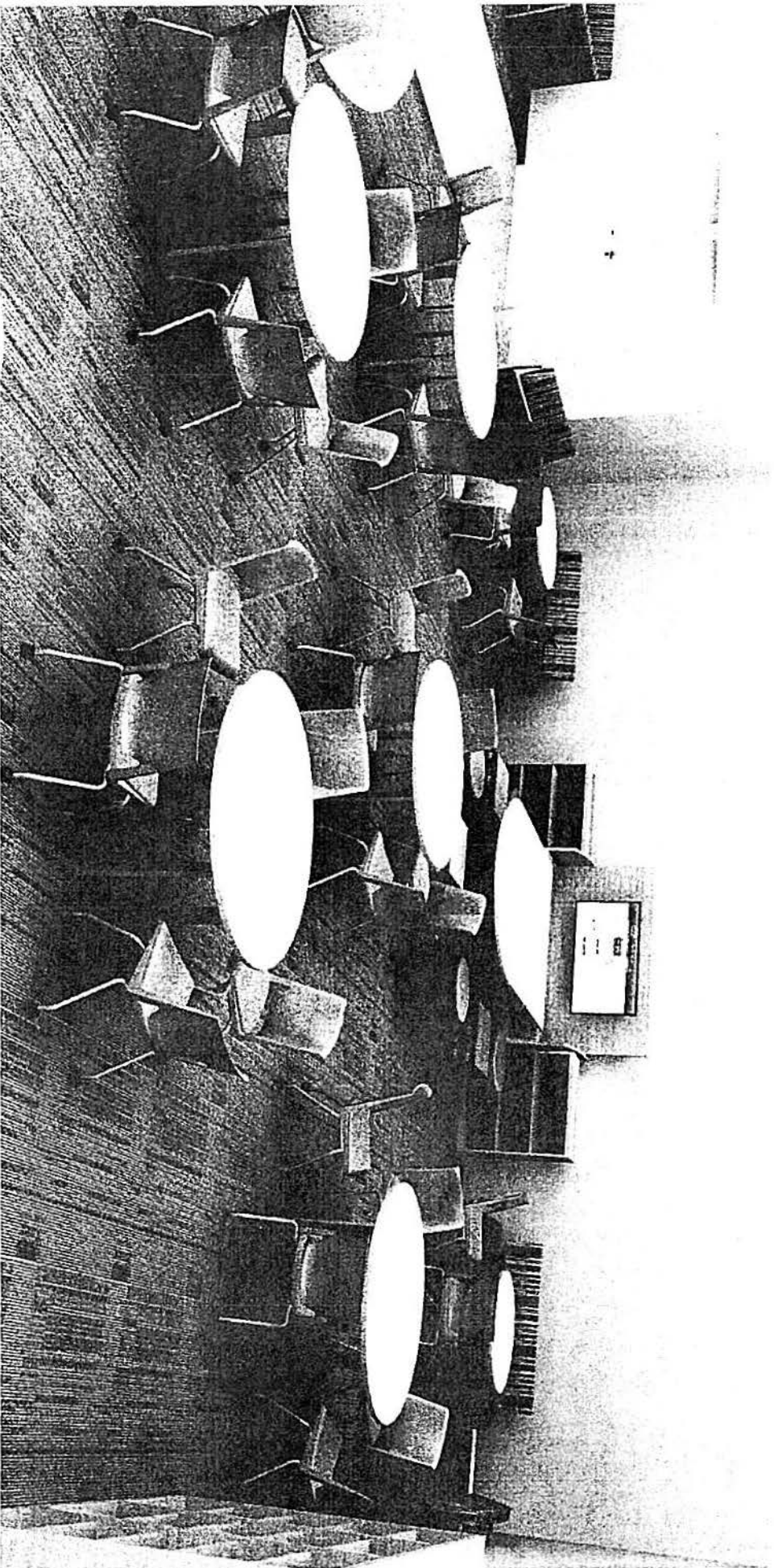
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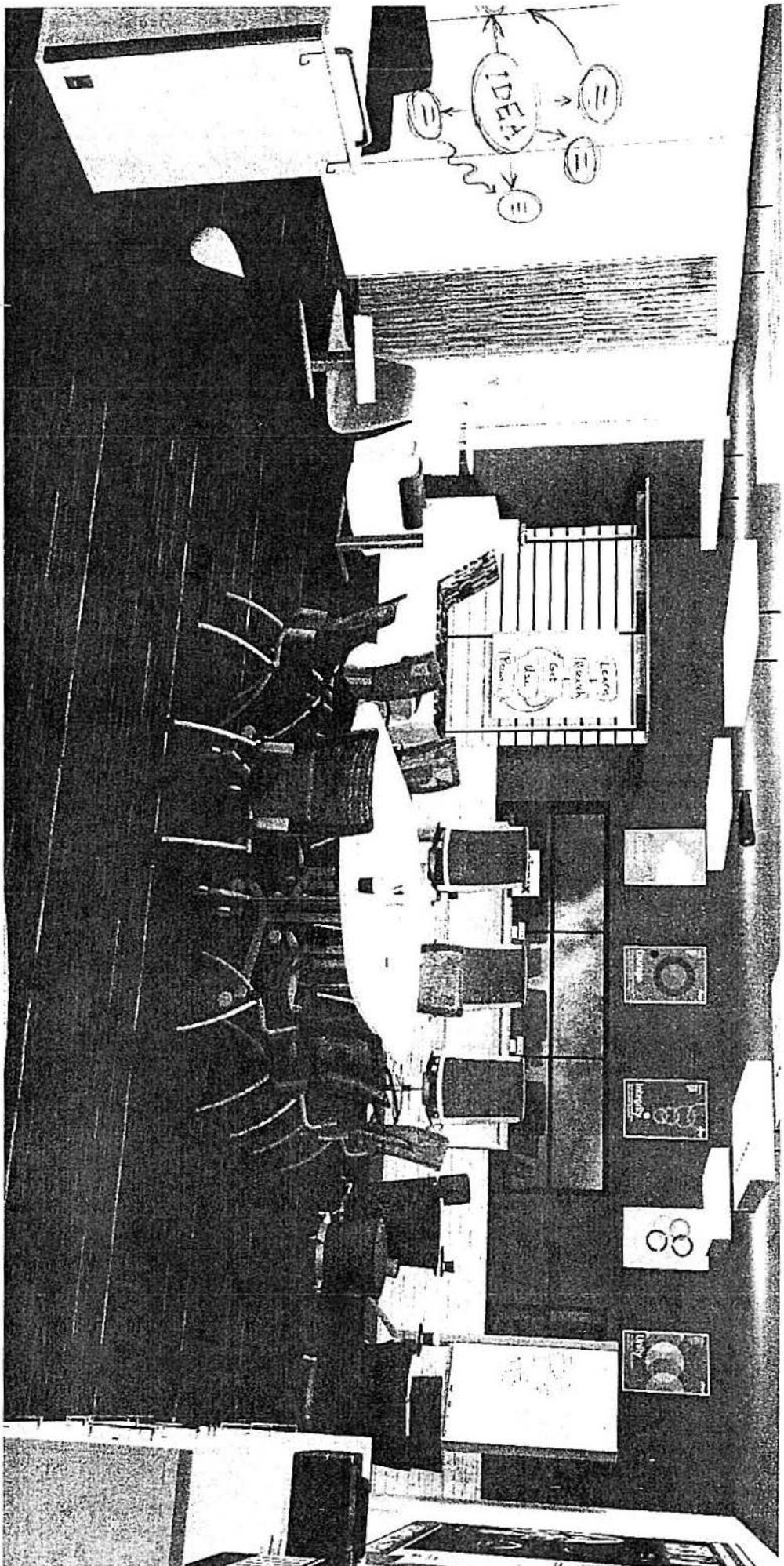
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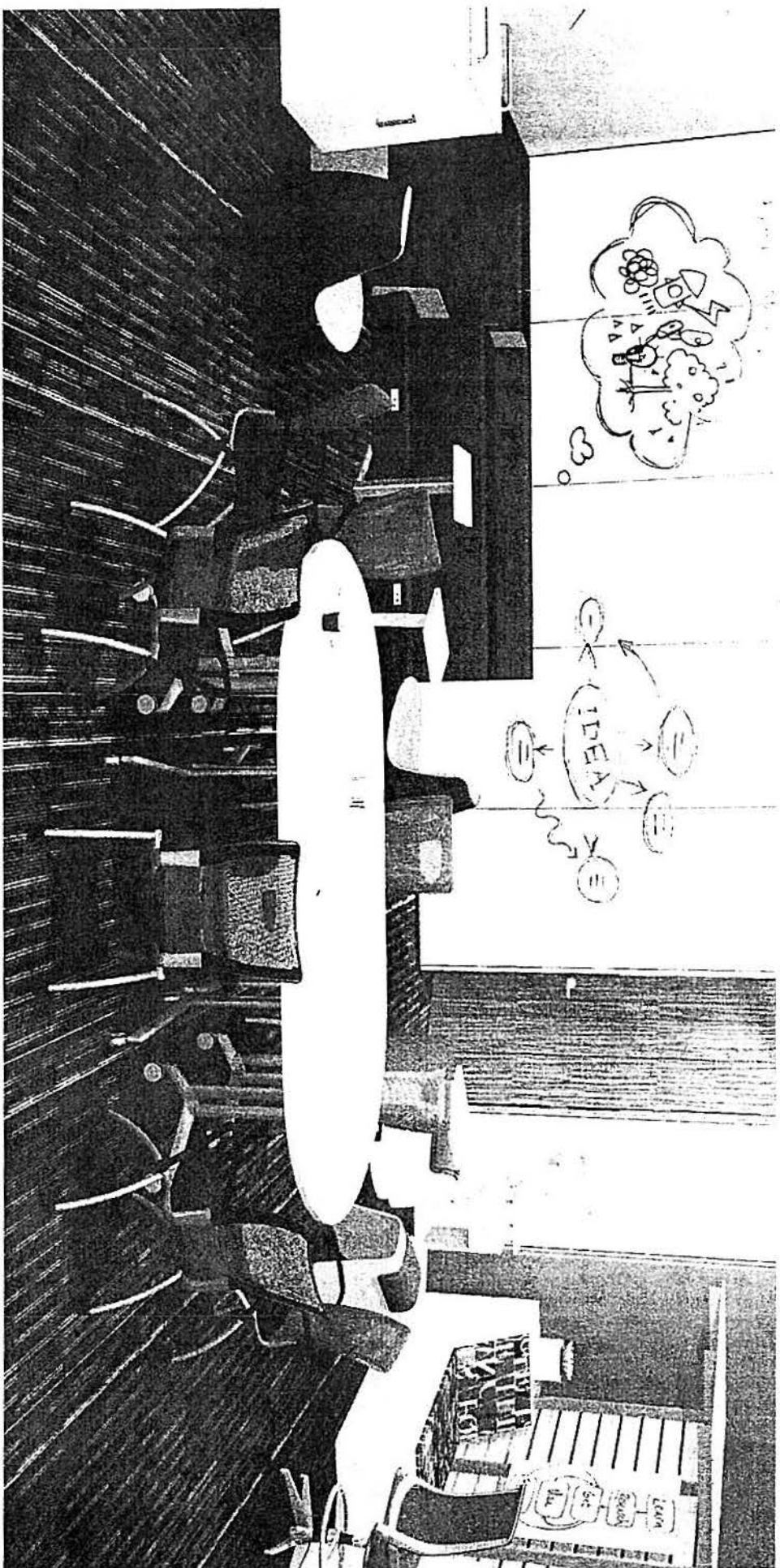
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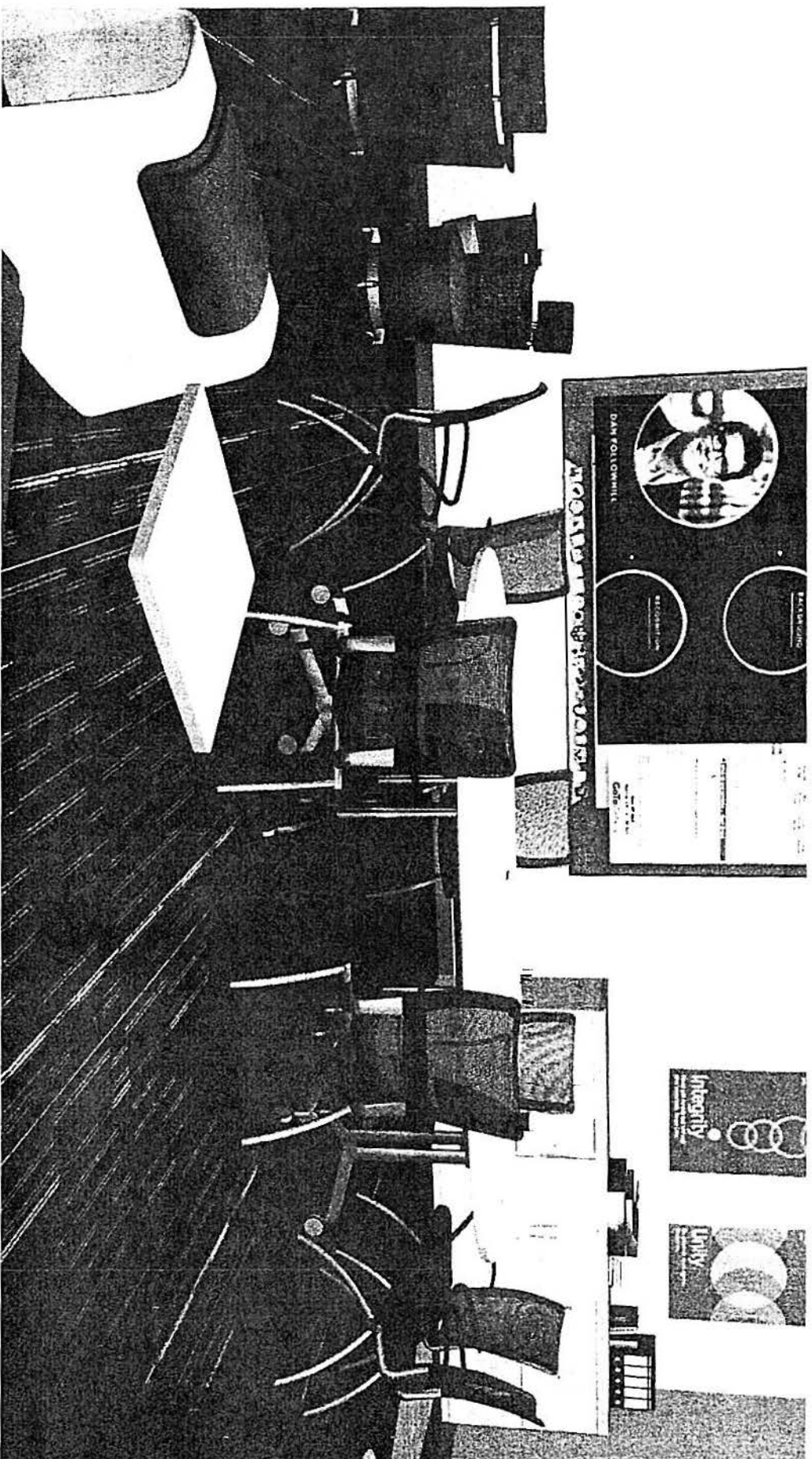
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COLLABORATION HUBS

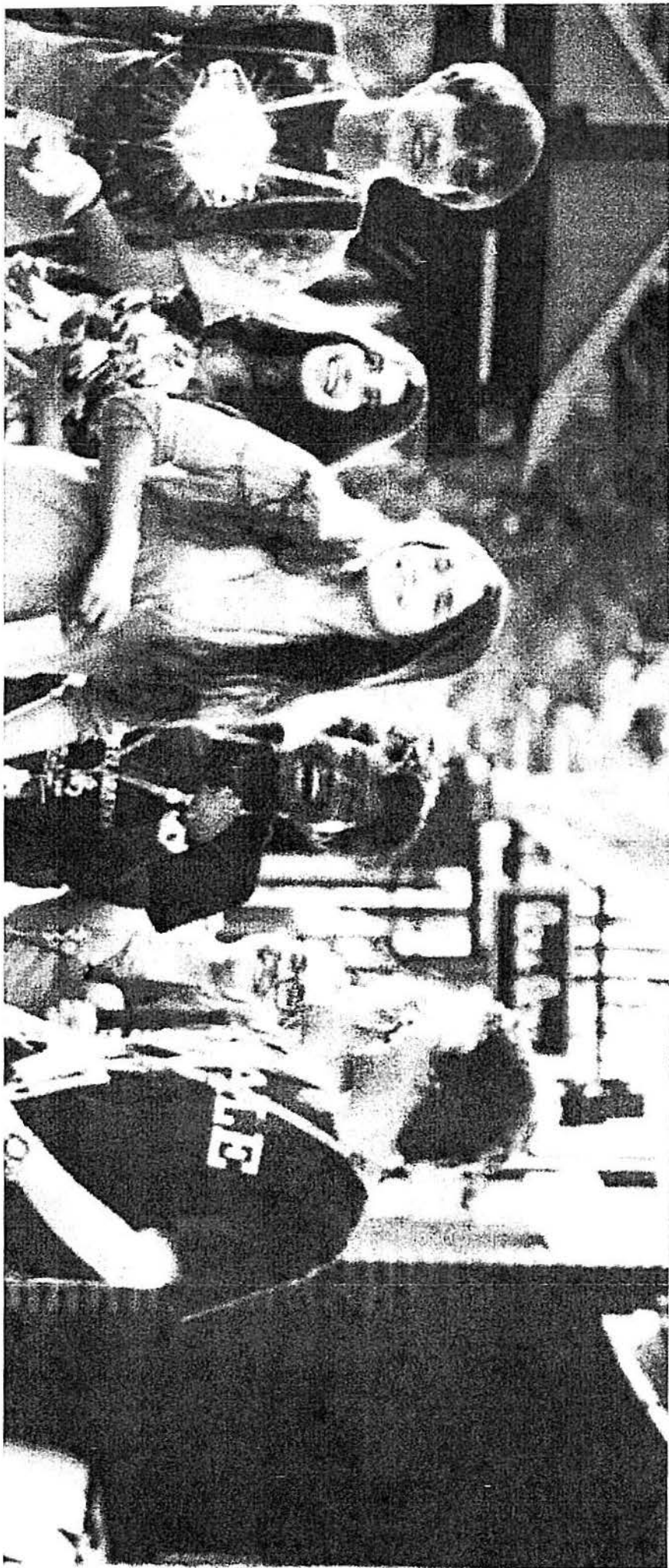


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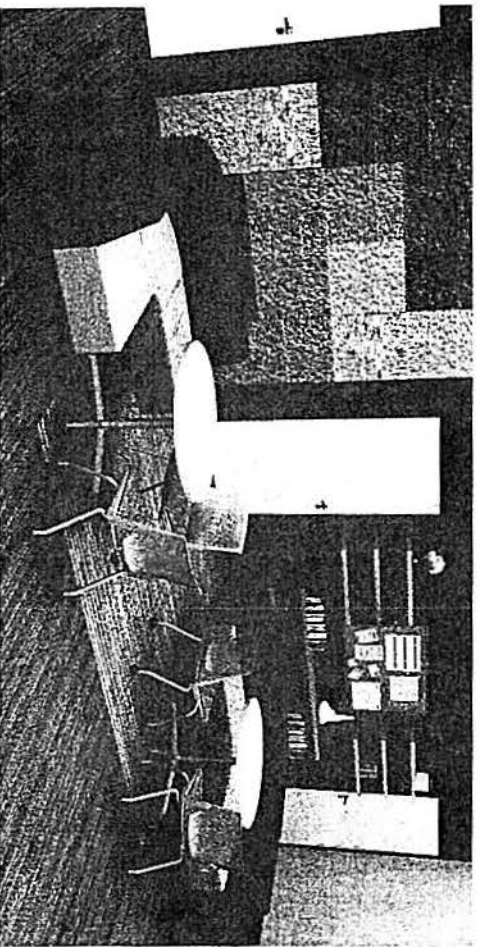
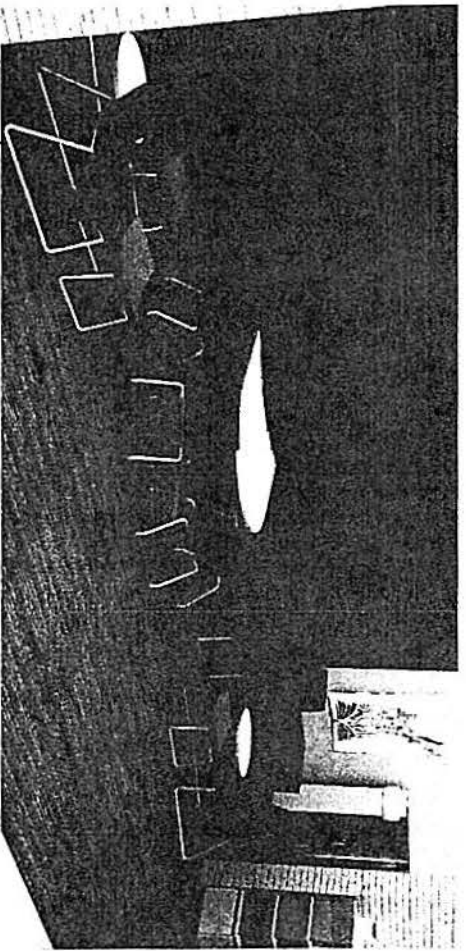
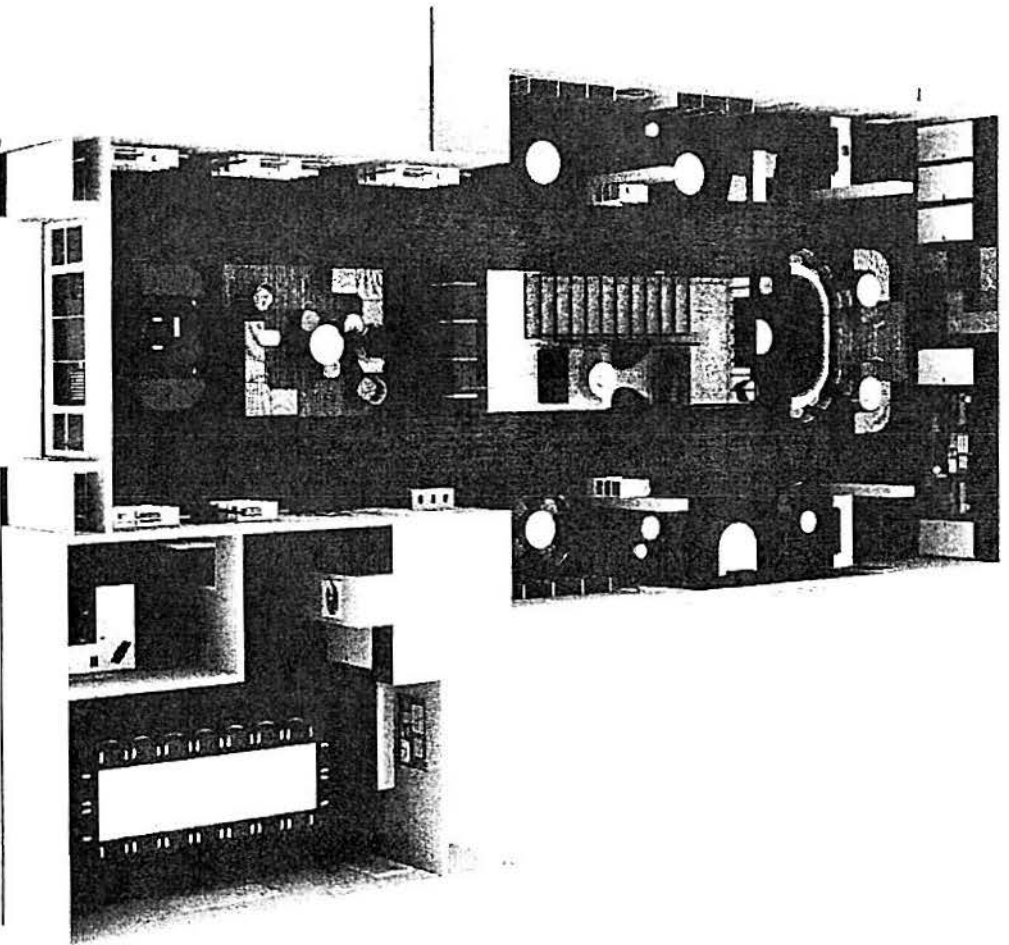




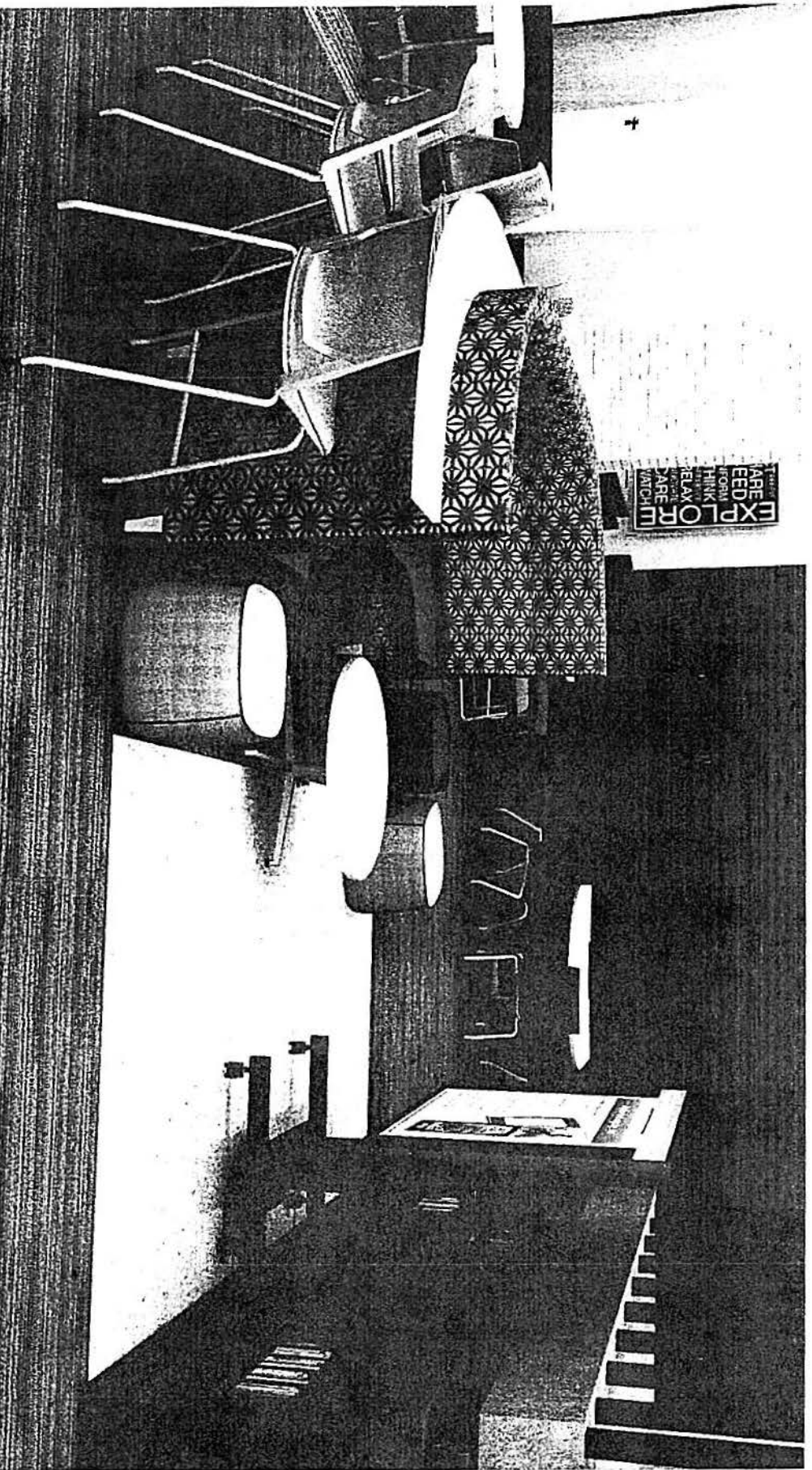
County Public Schools



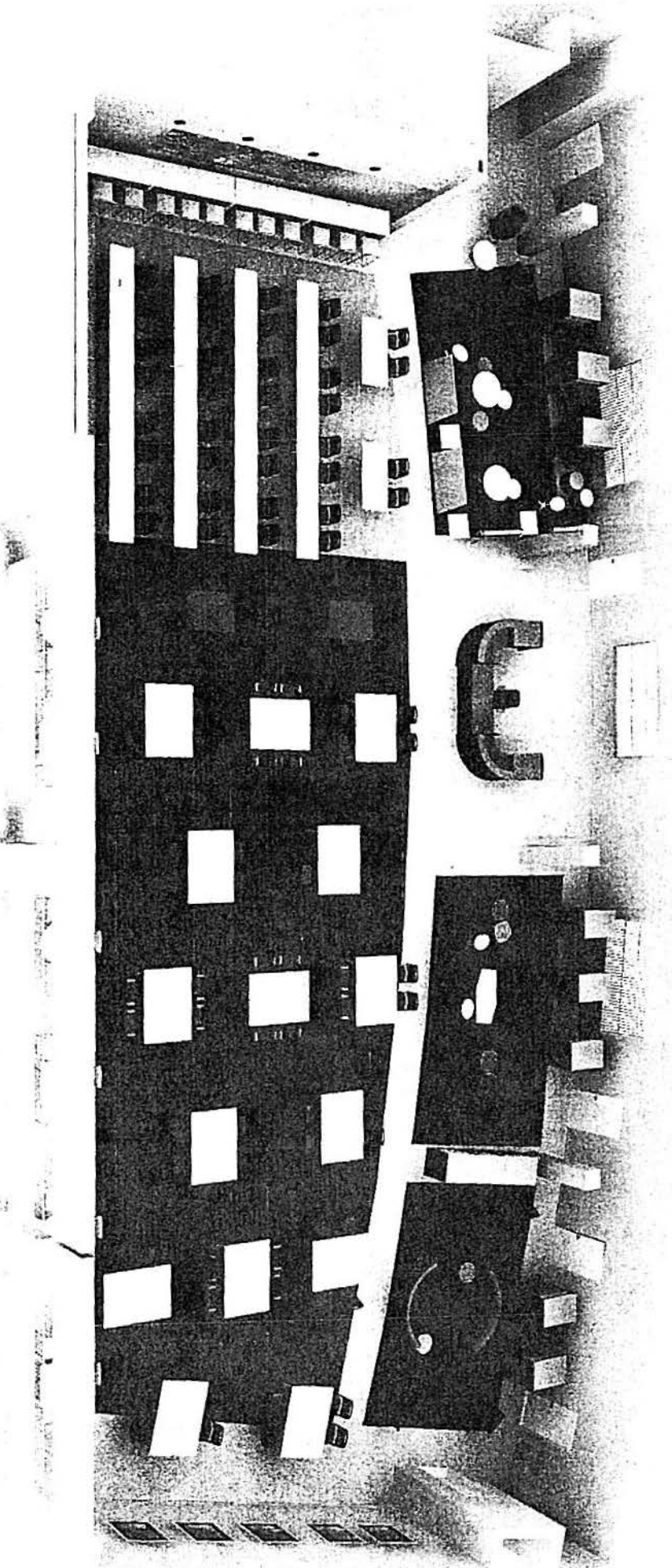
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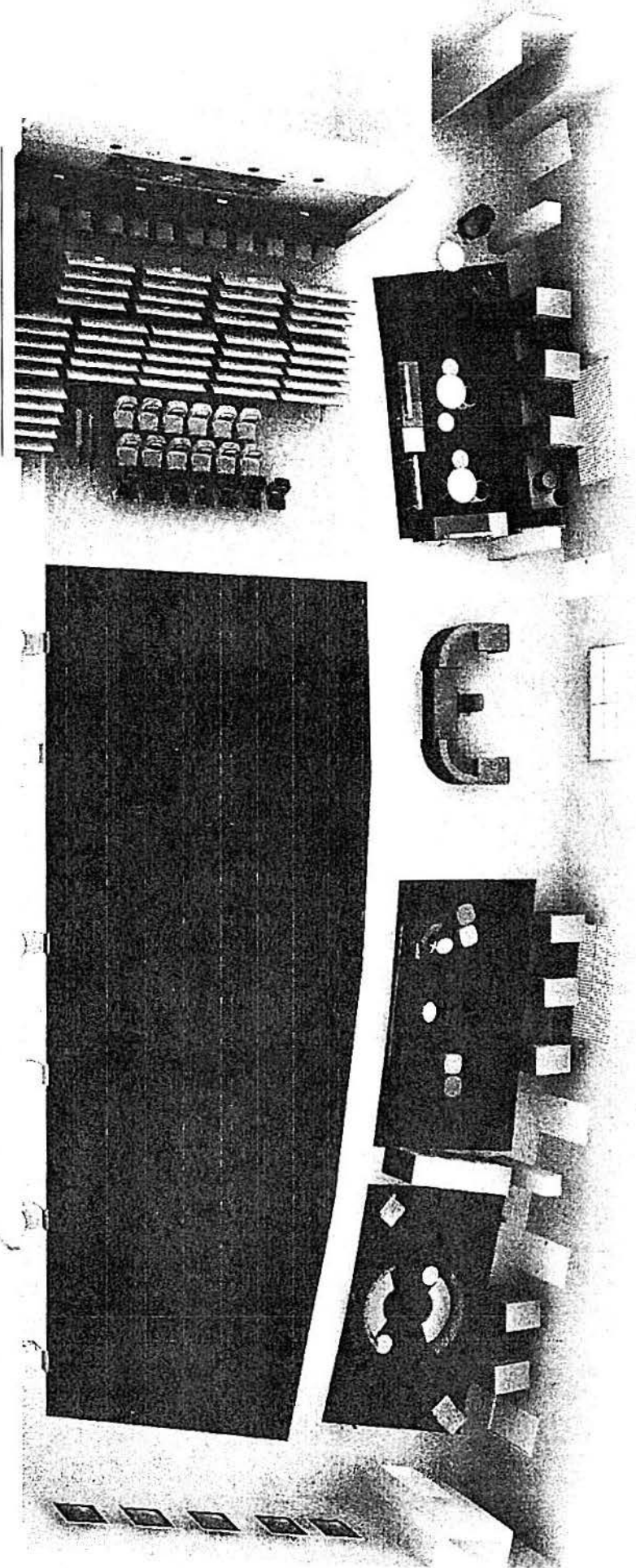
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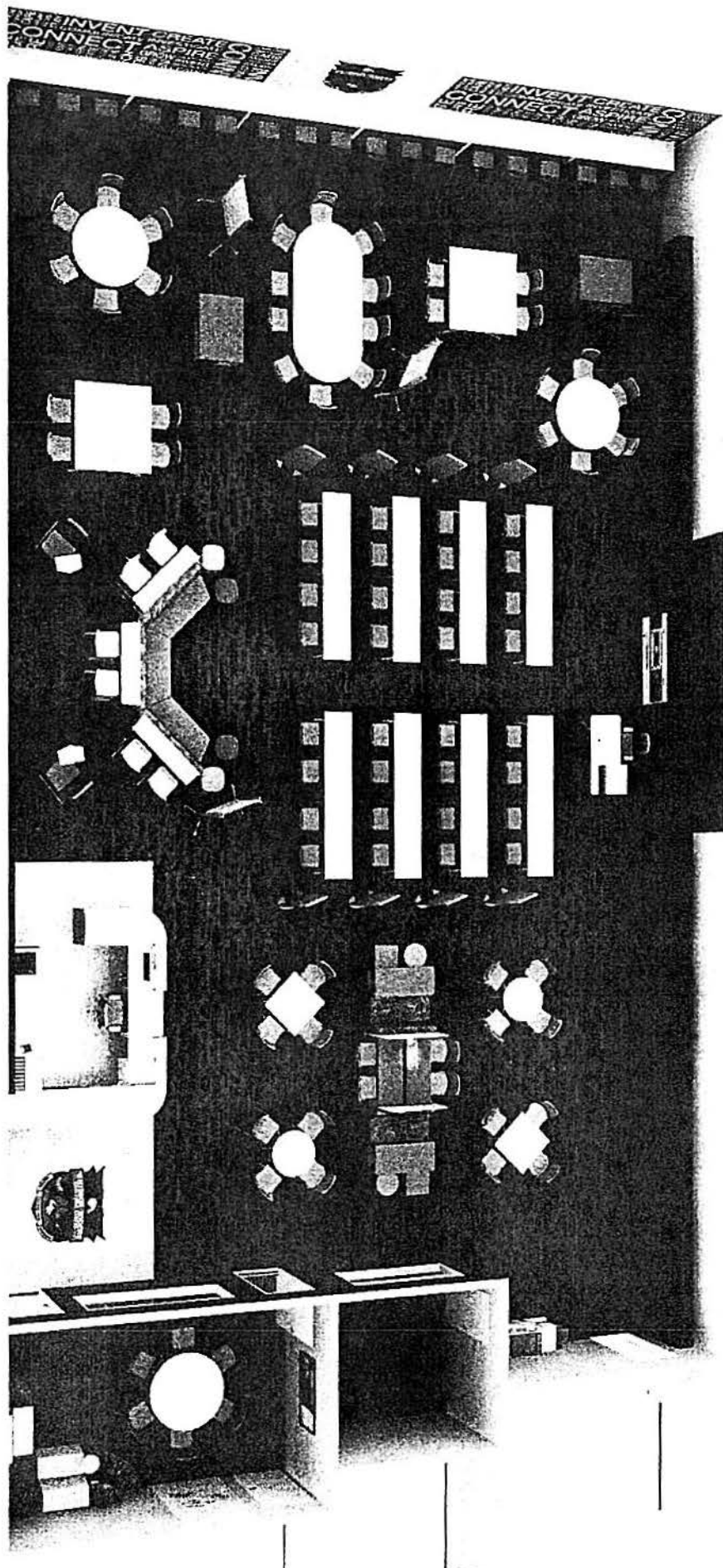
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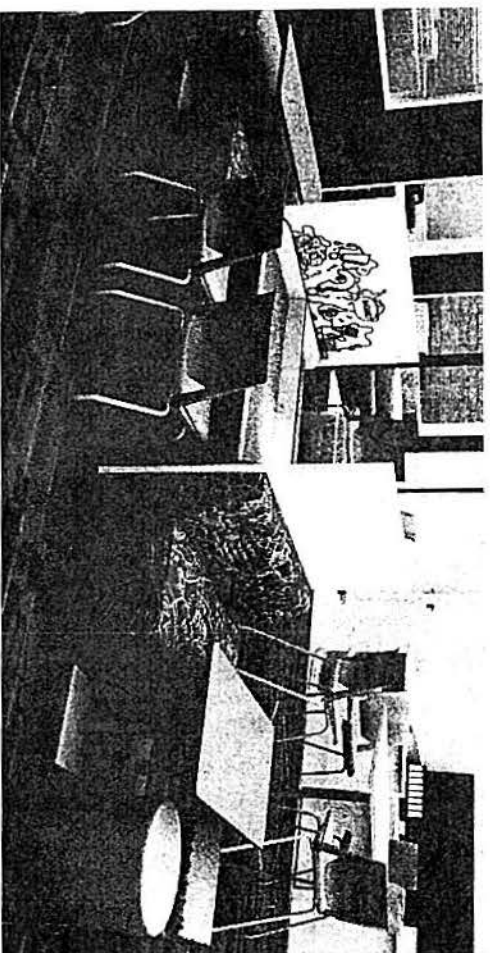
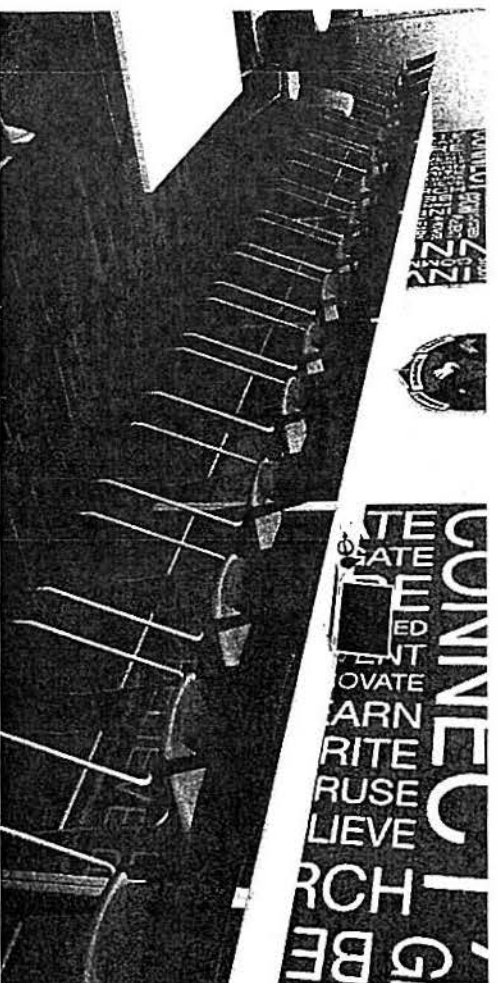
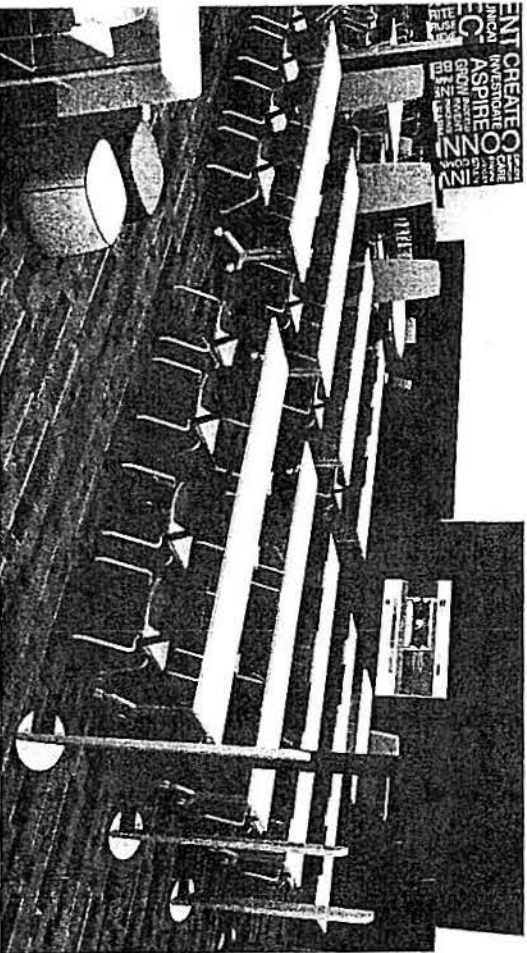
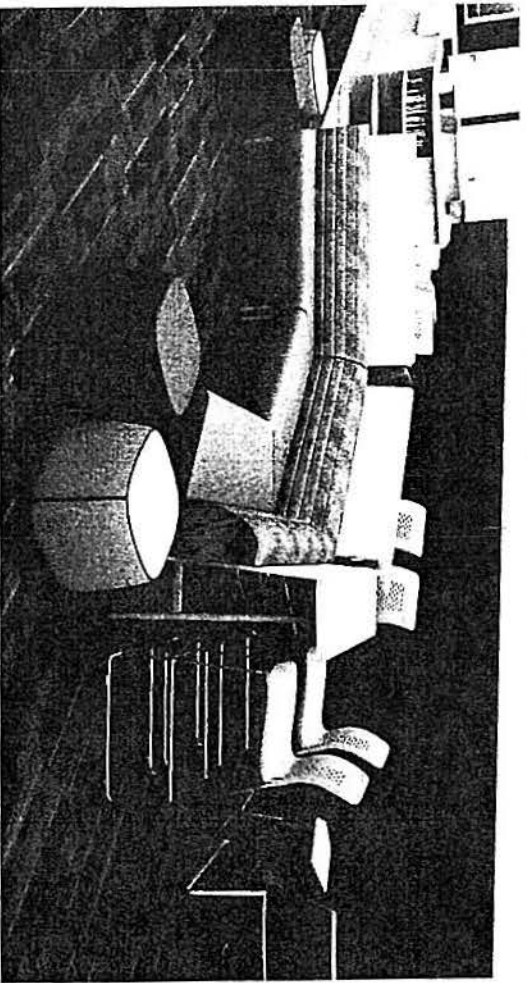
MEDIA CENTER



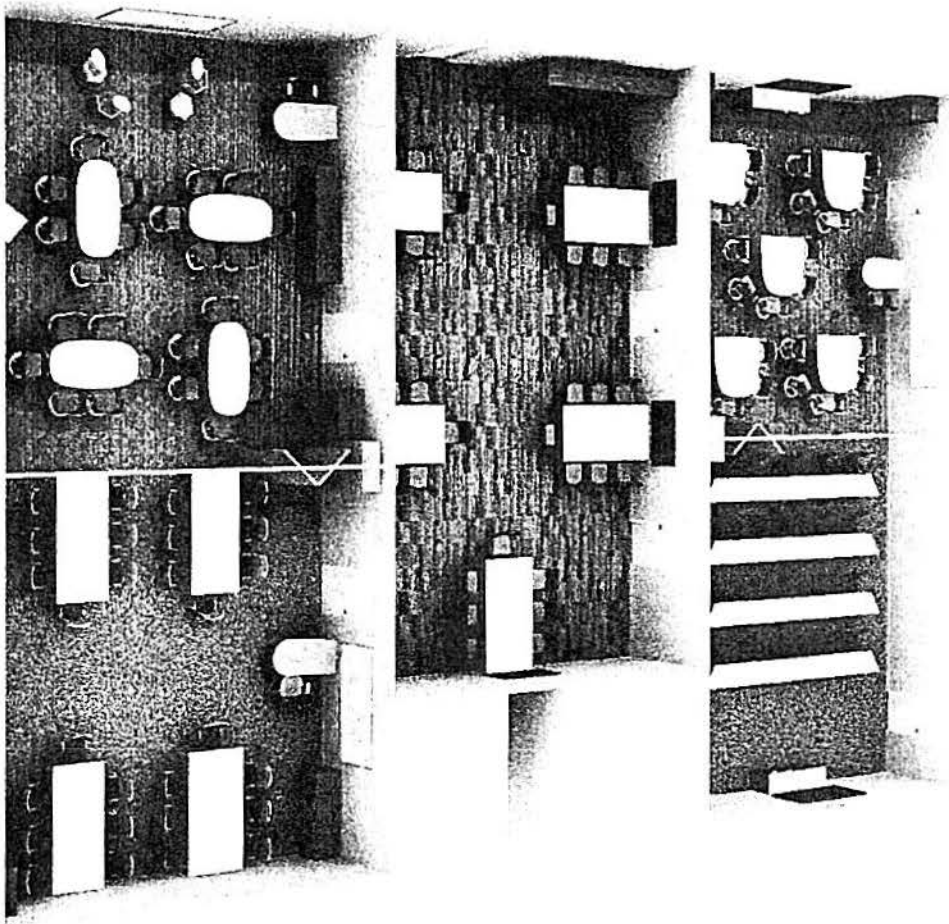
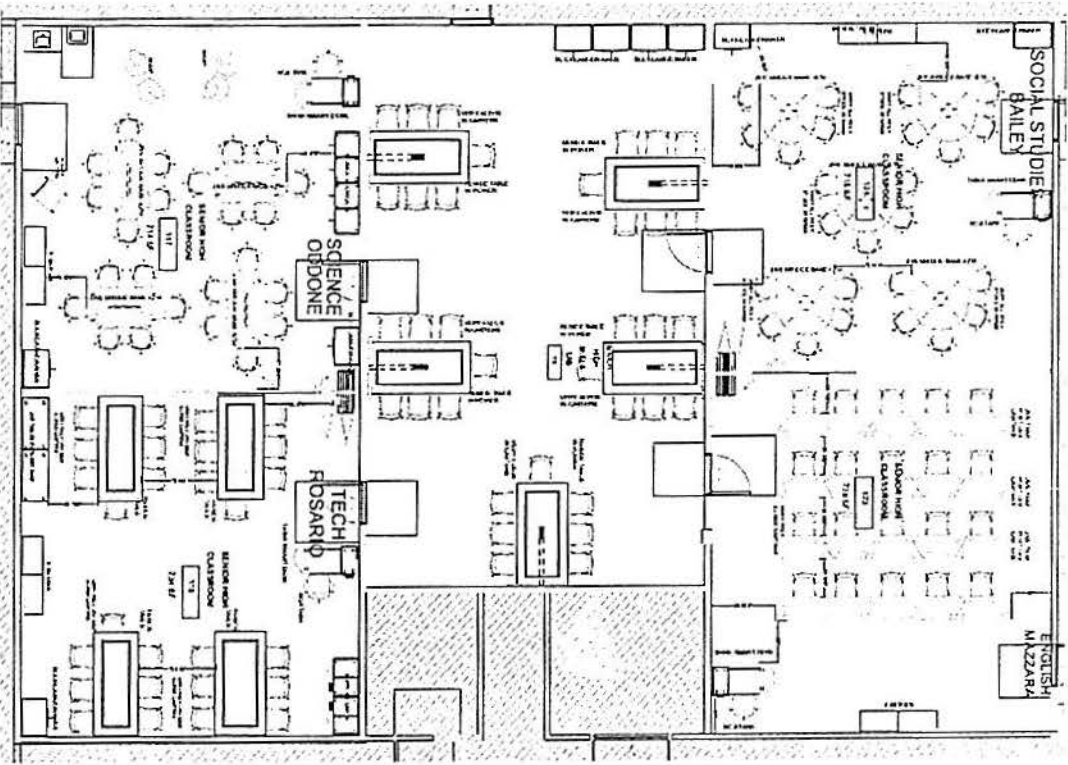
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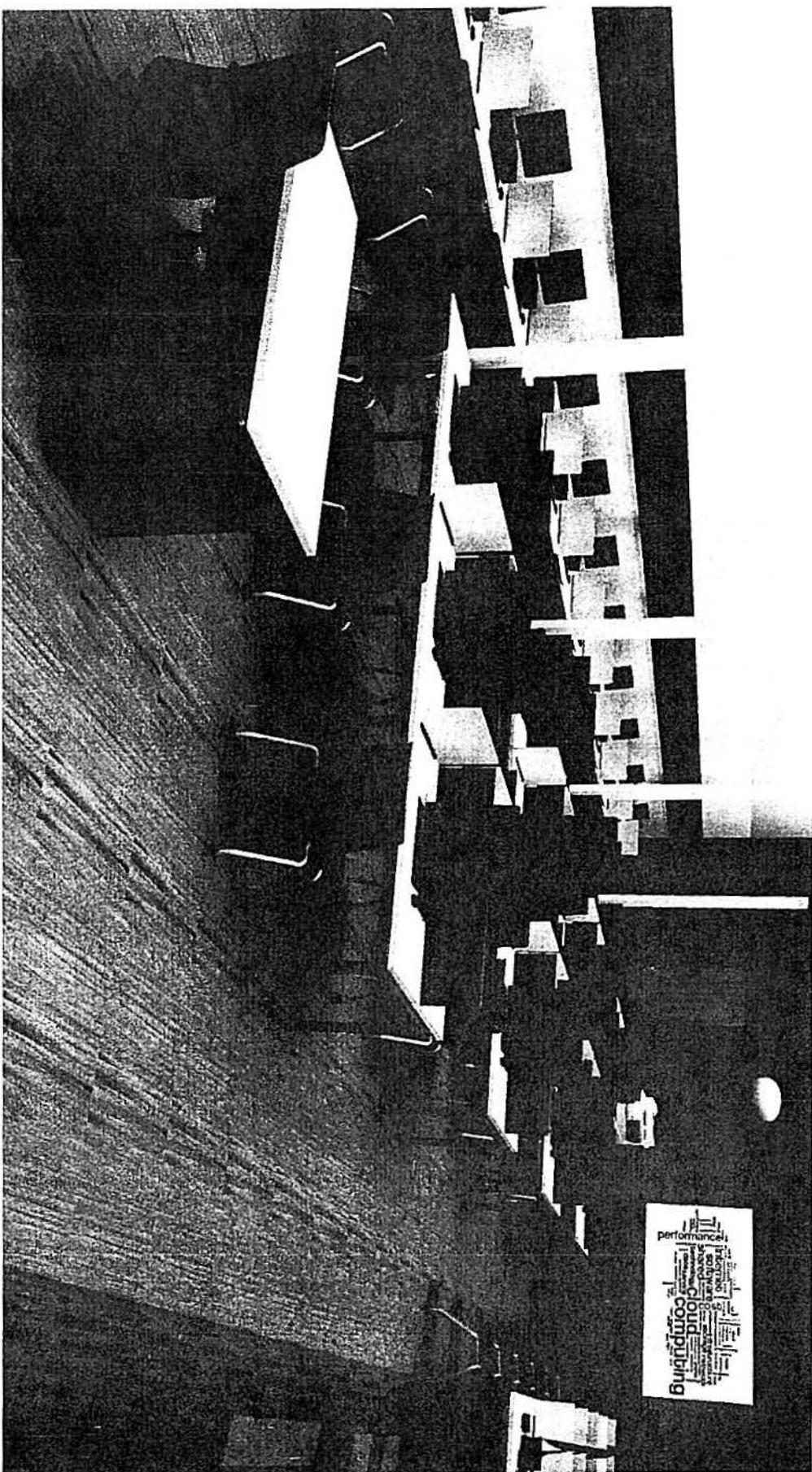
MEDIA CENTER



CLASSROOMS



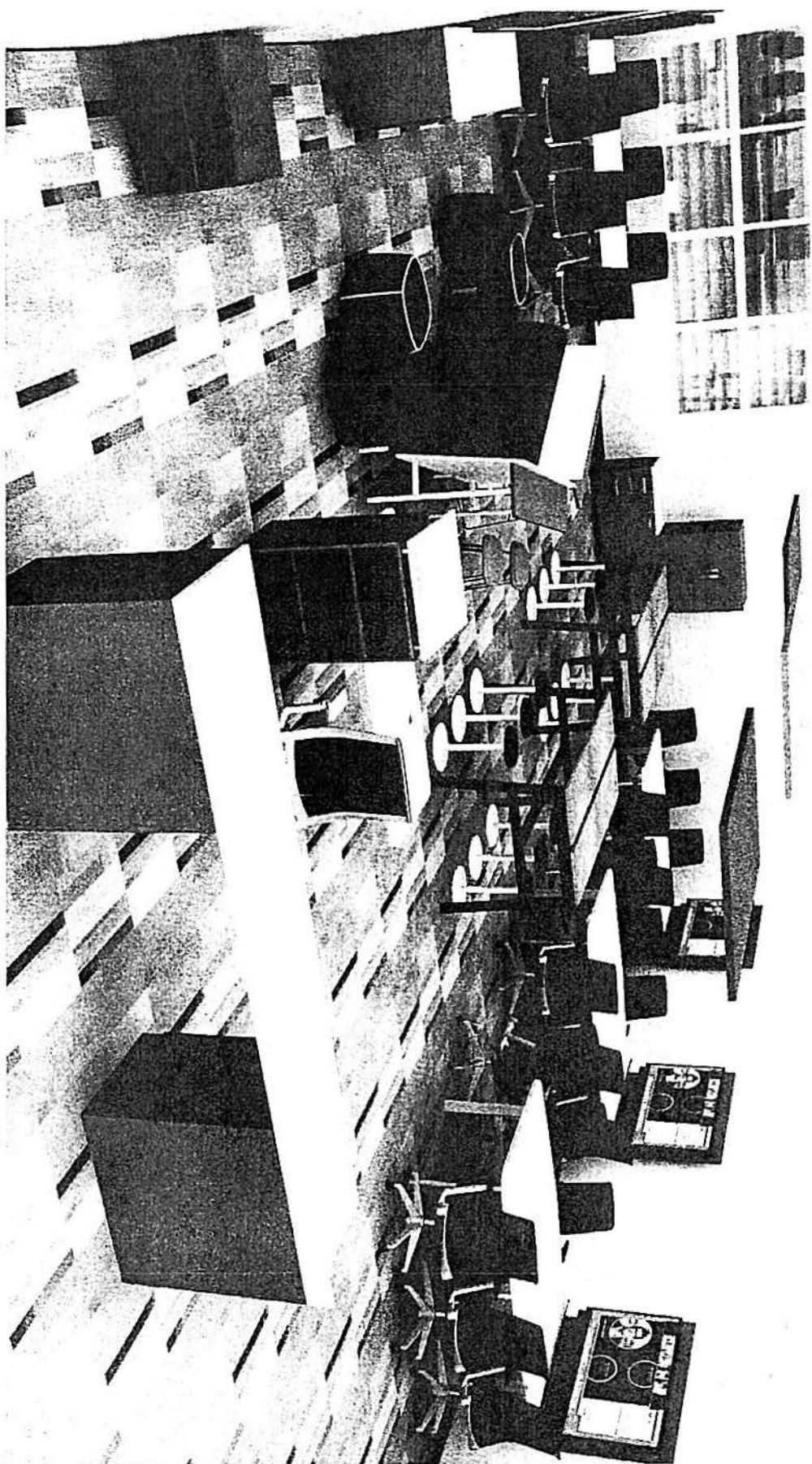
CLASSROOMS



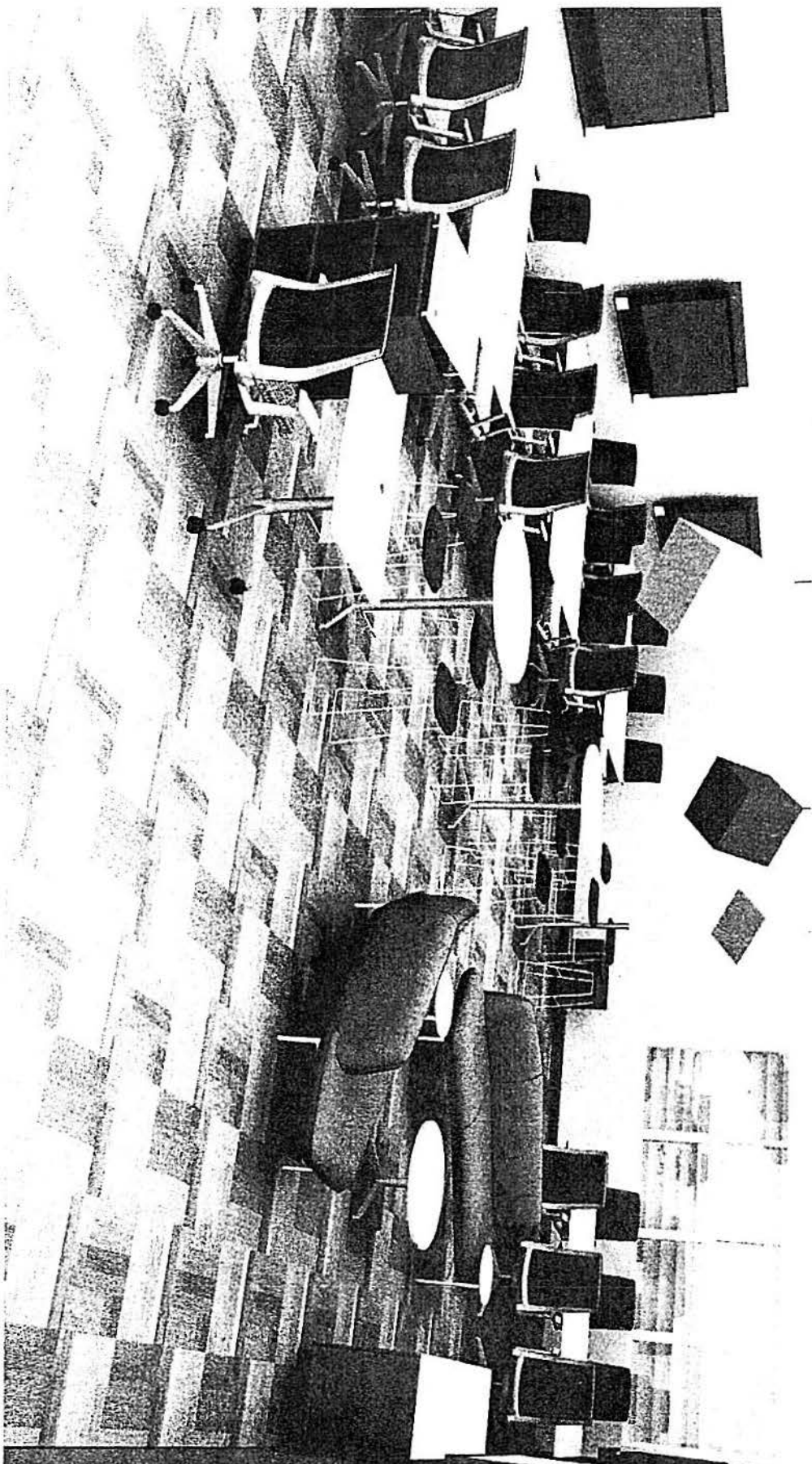
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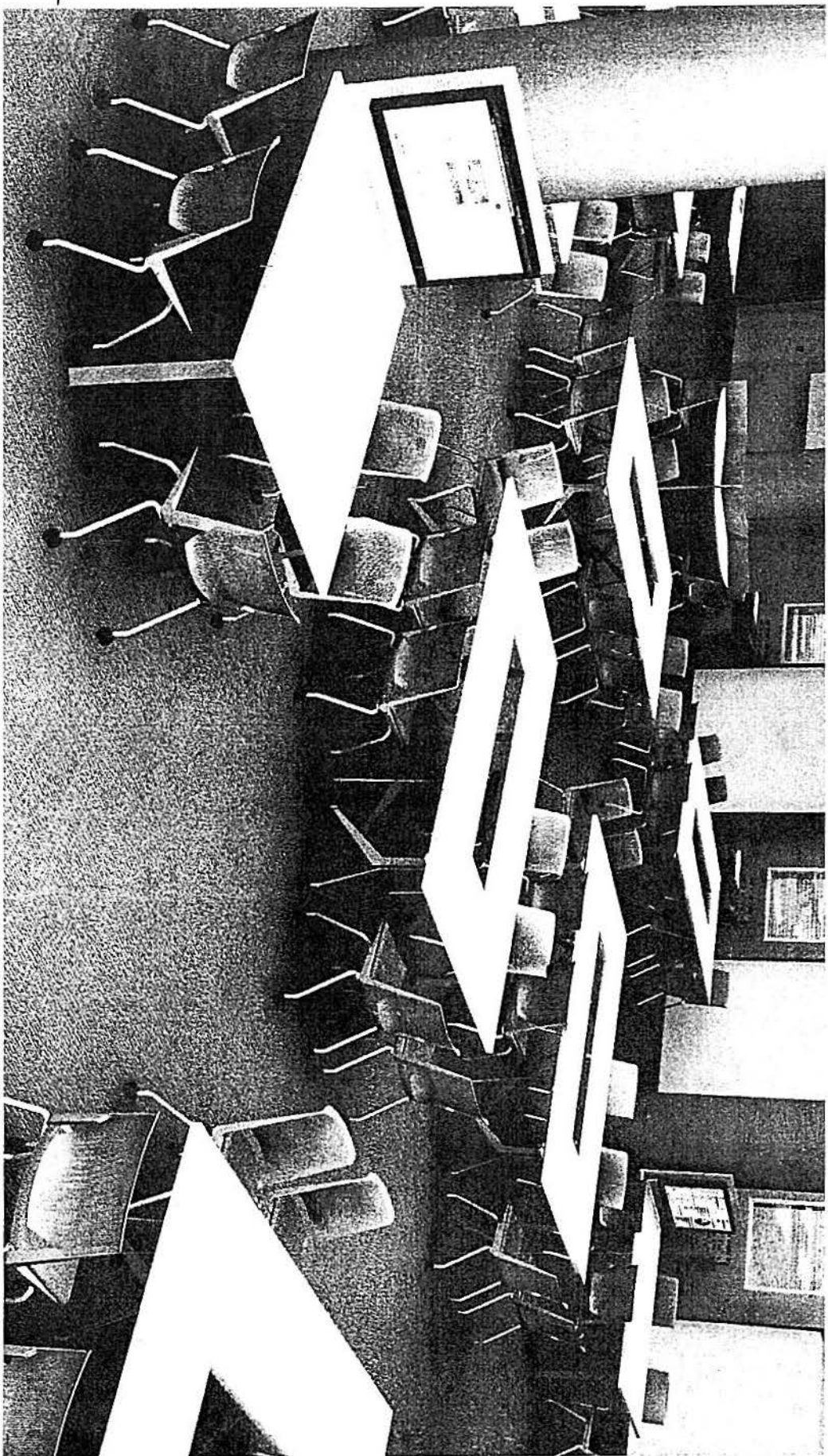
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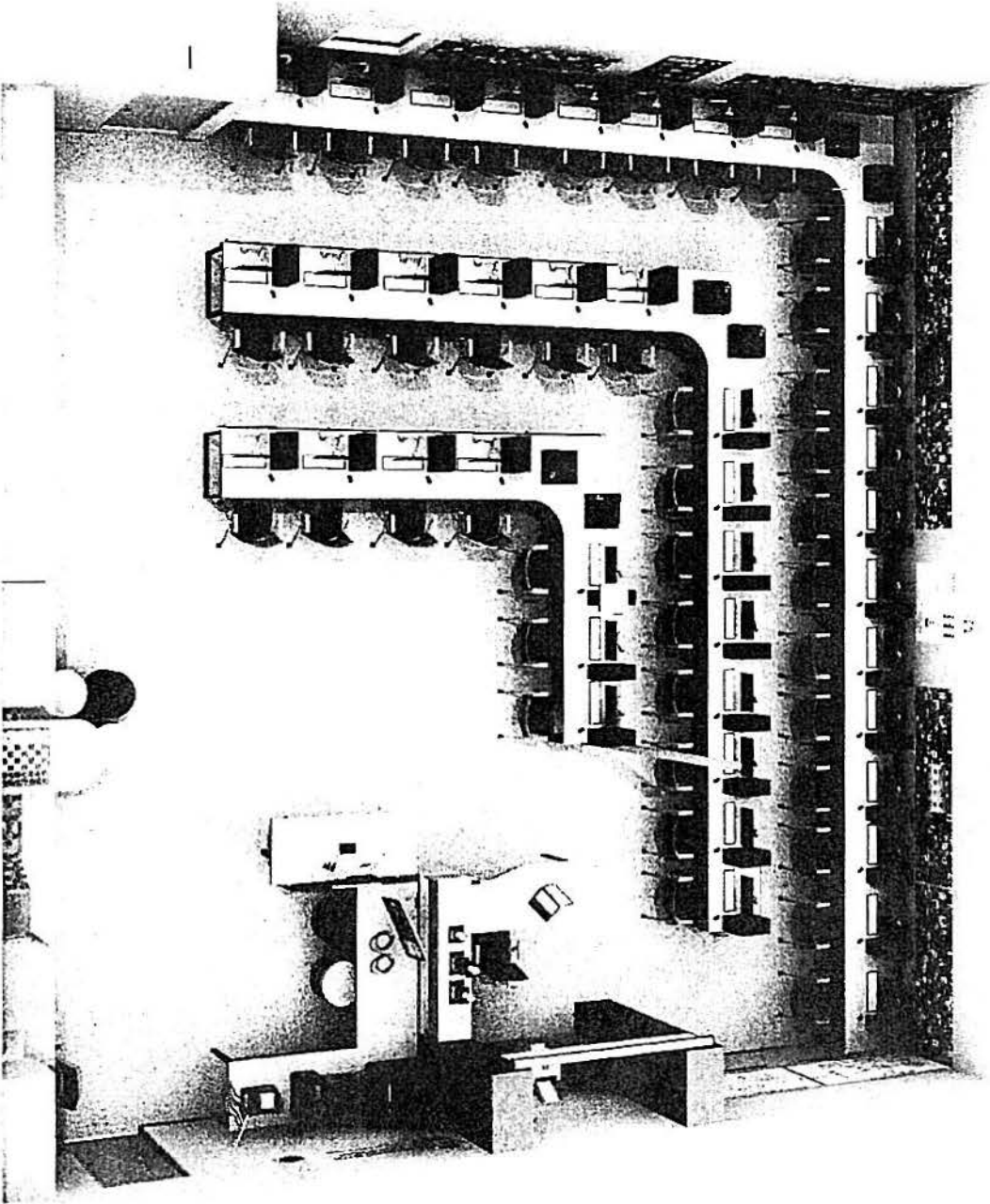
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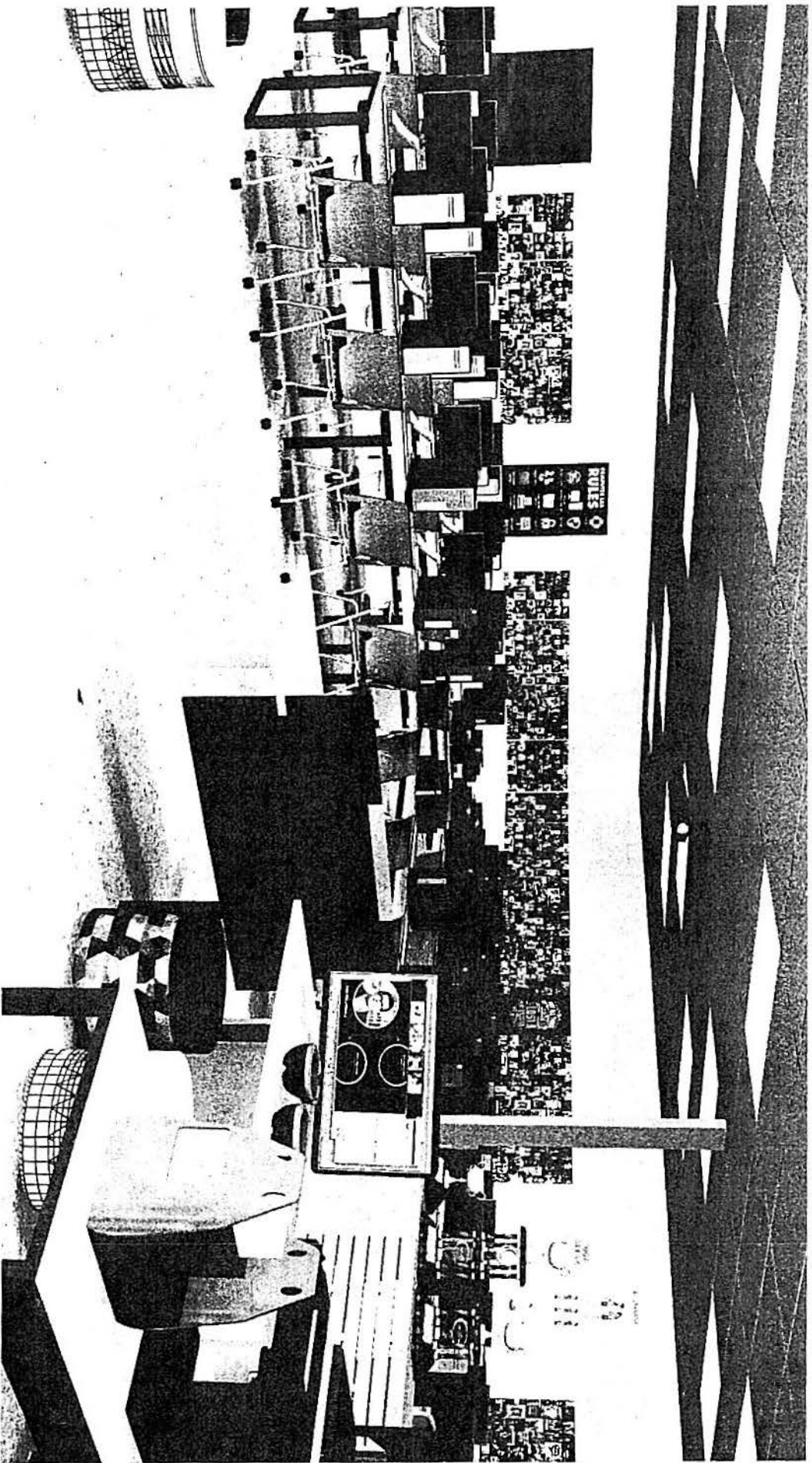
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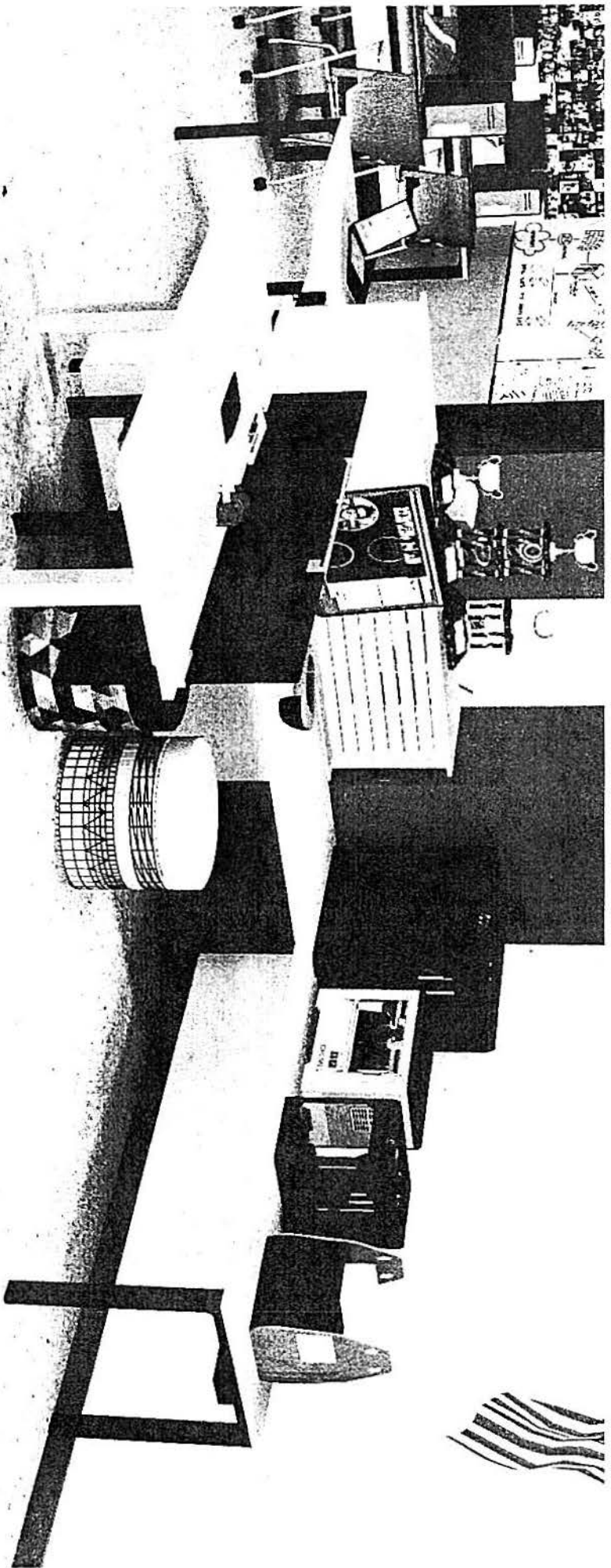
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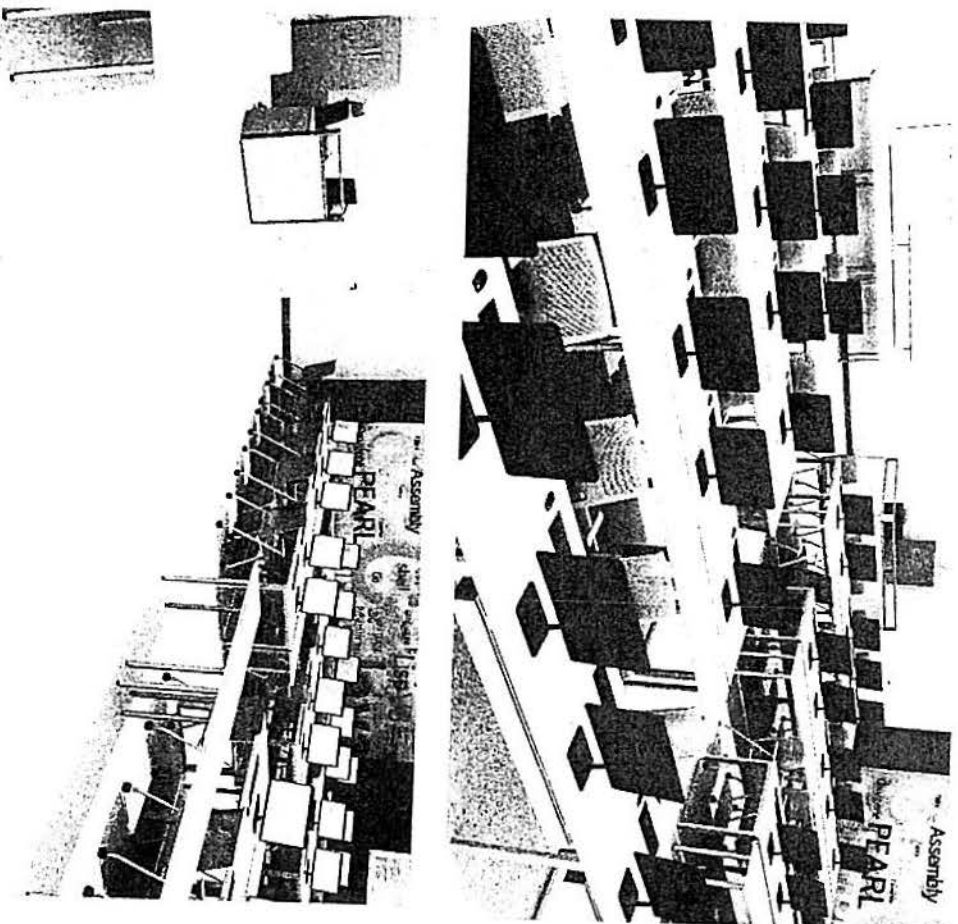
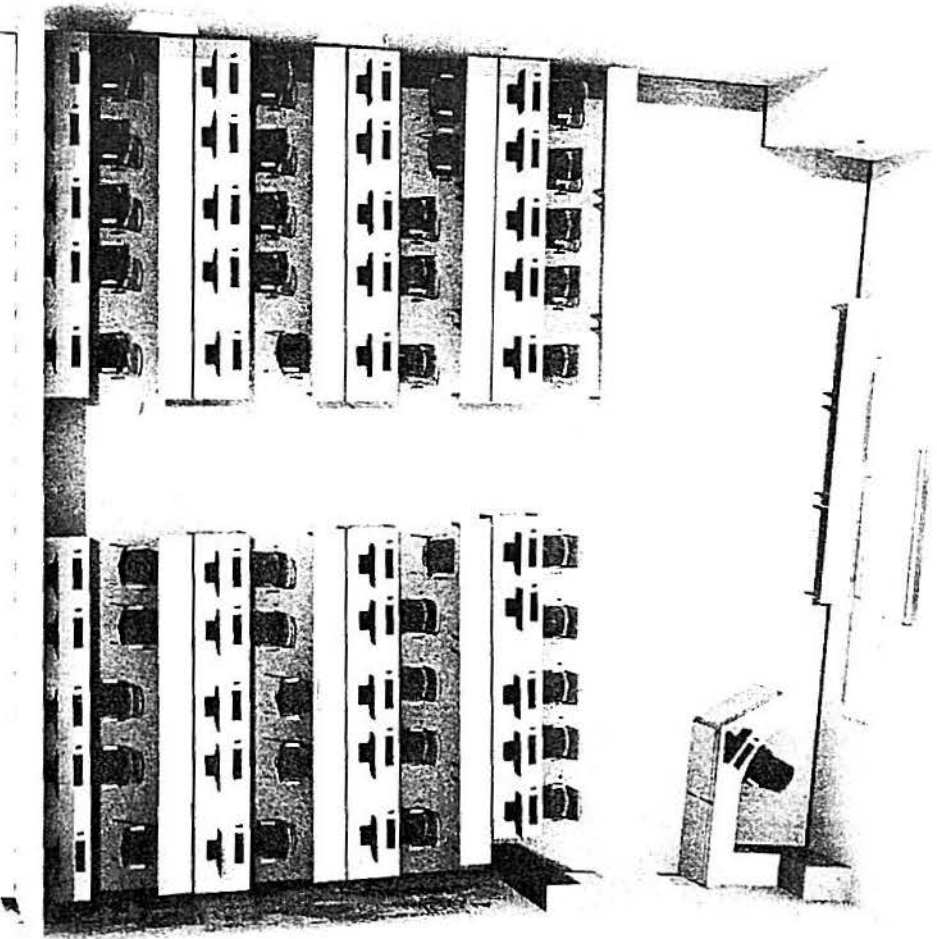
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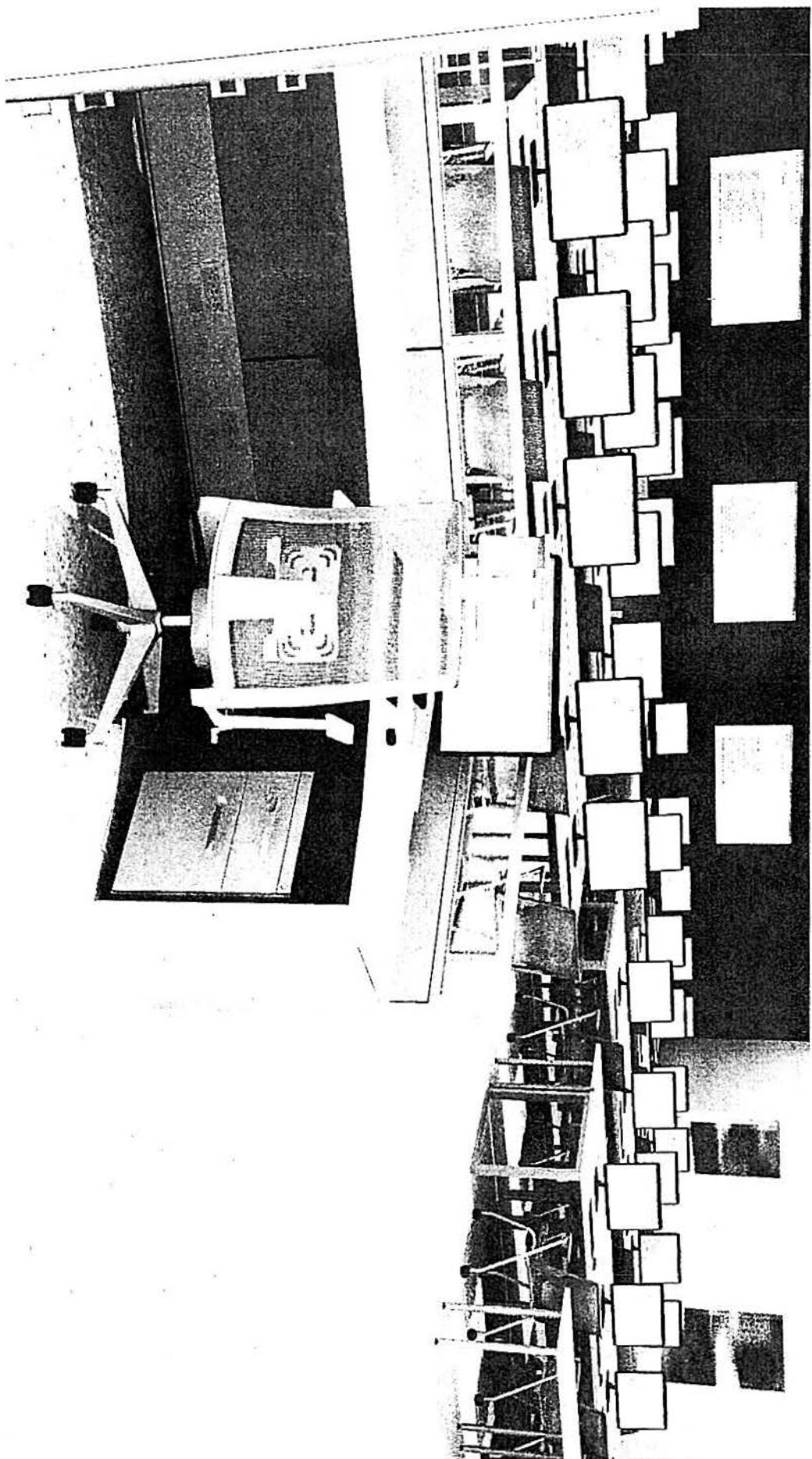
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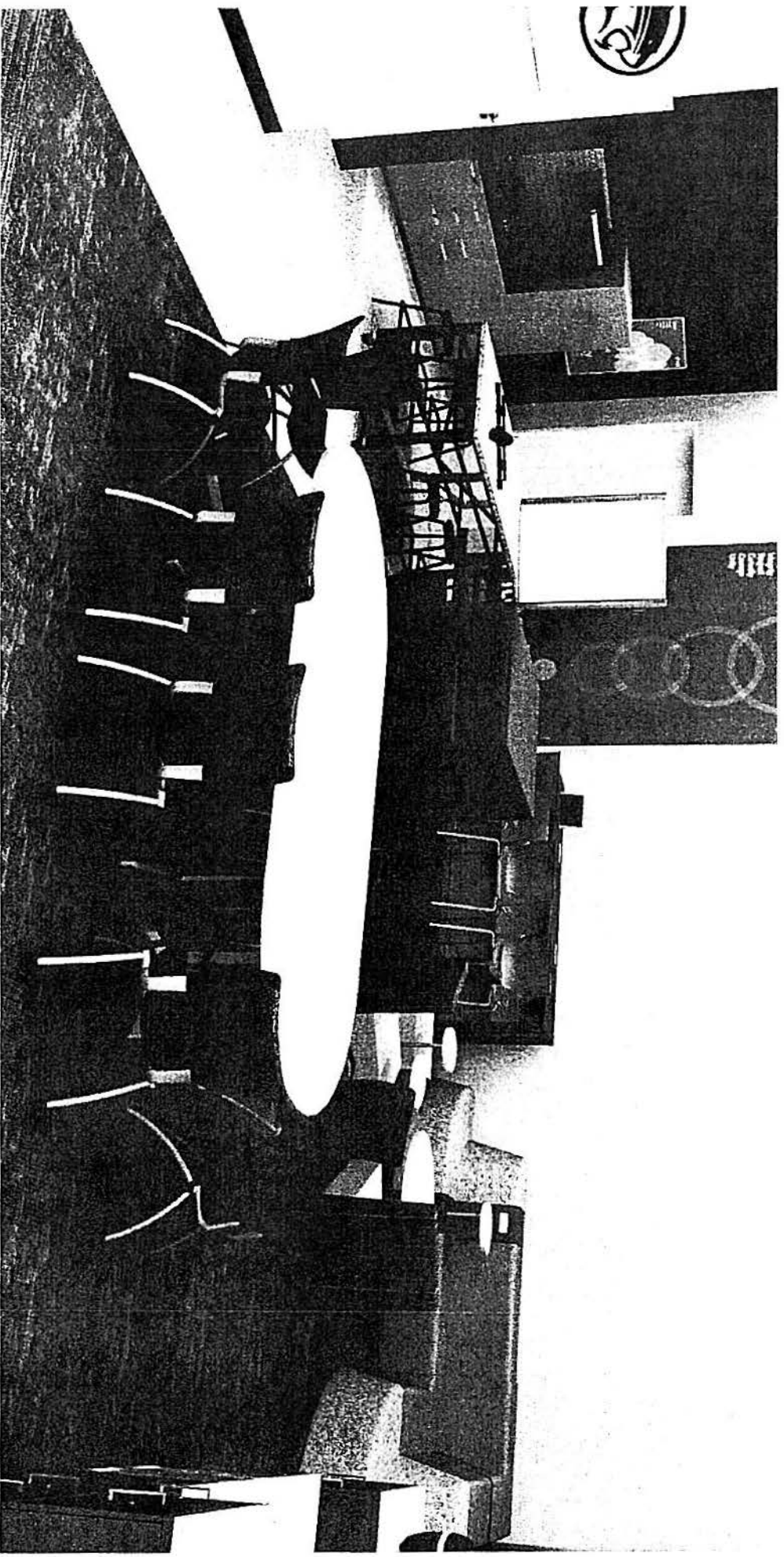
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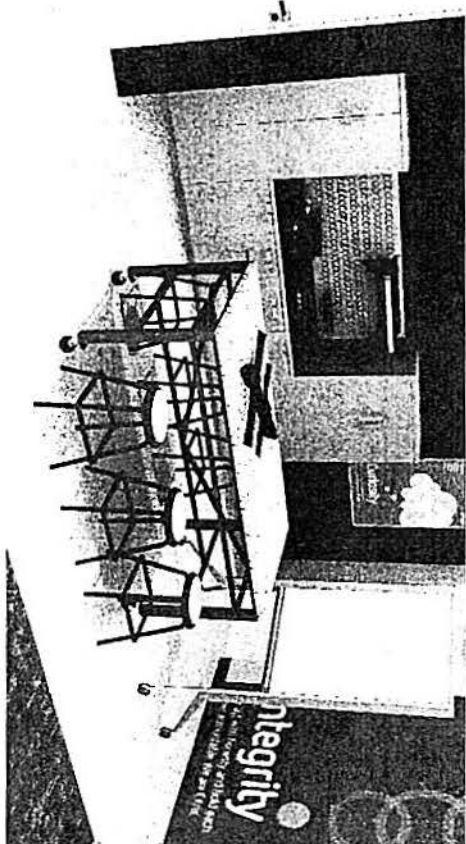
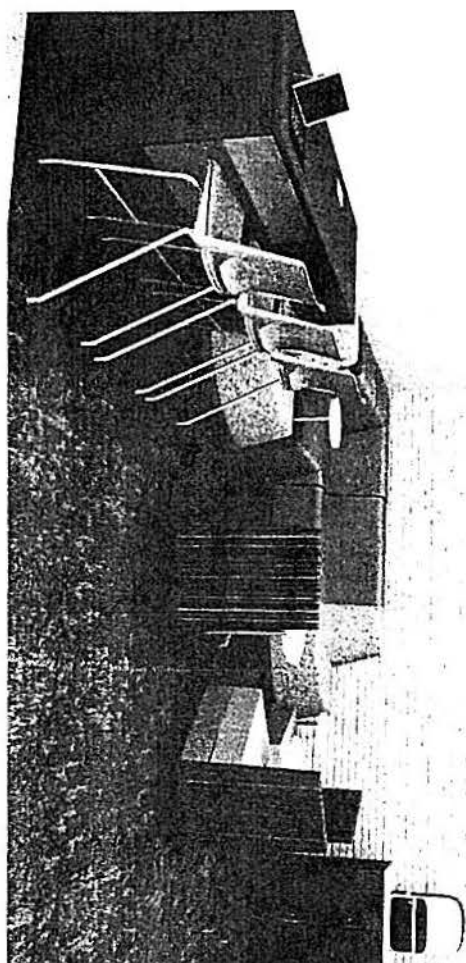
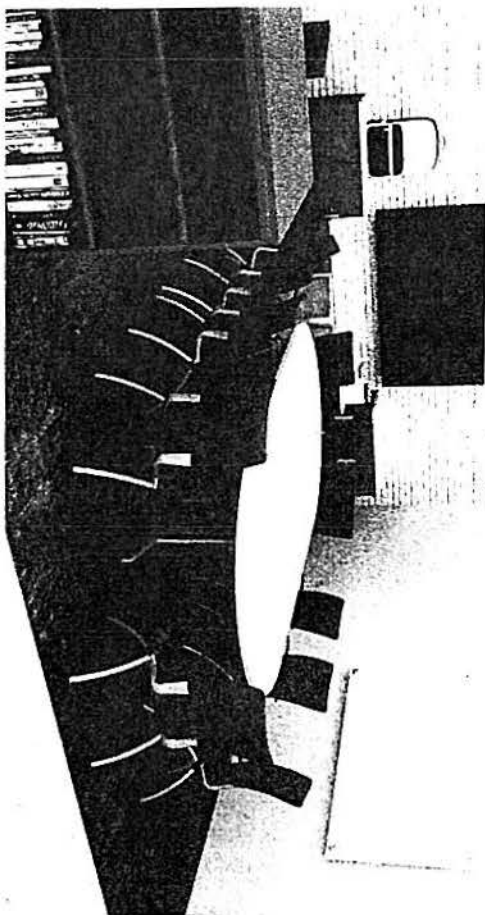
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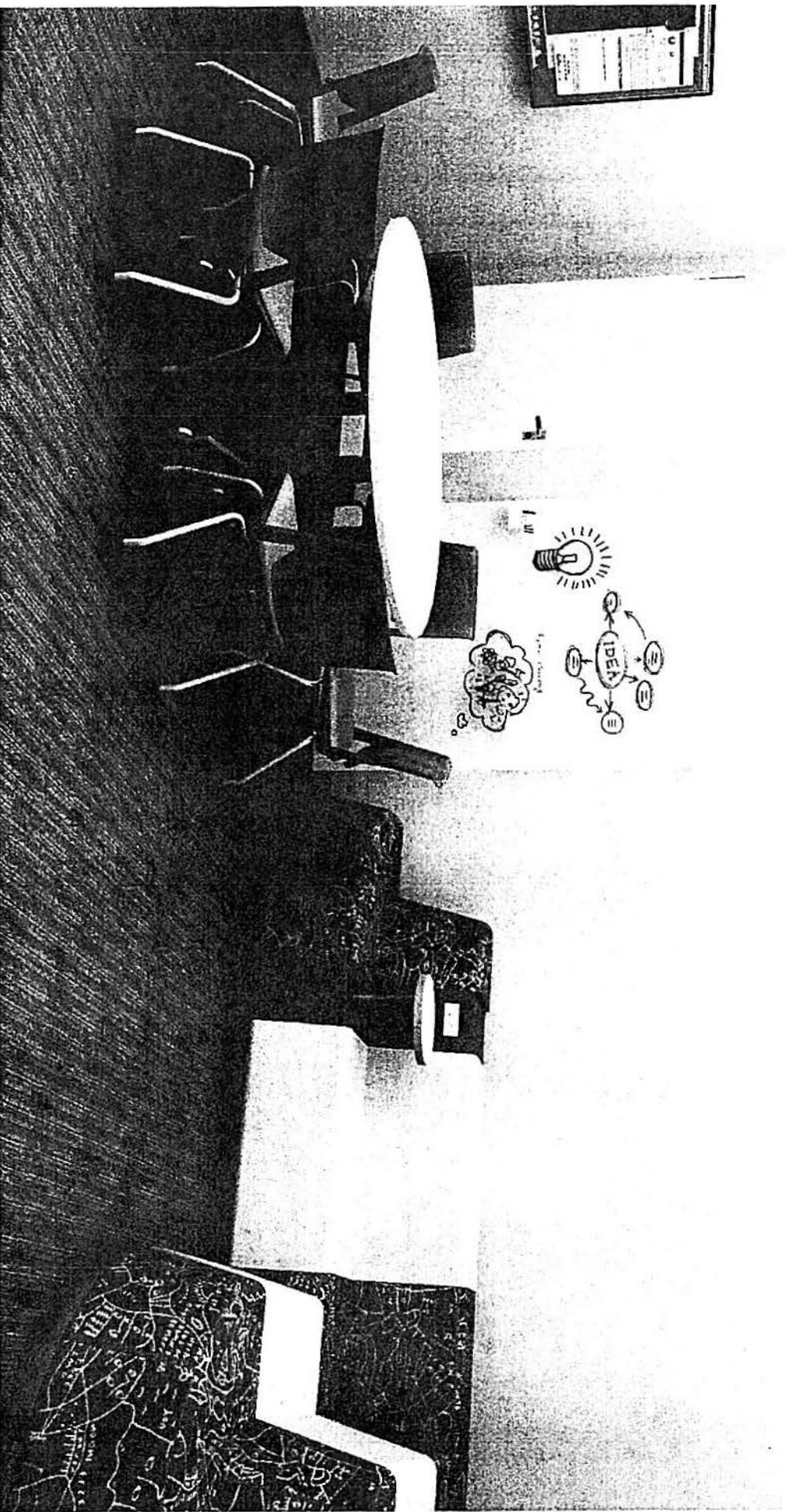
COLLABORATION HUBS



COLLABORATION HUBS

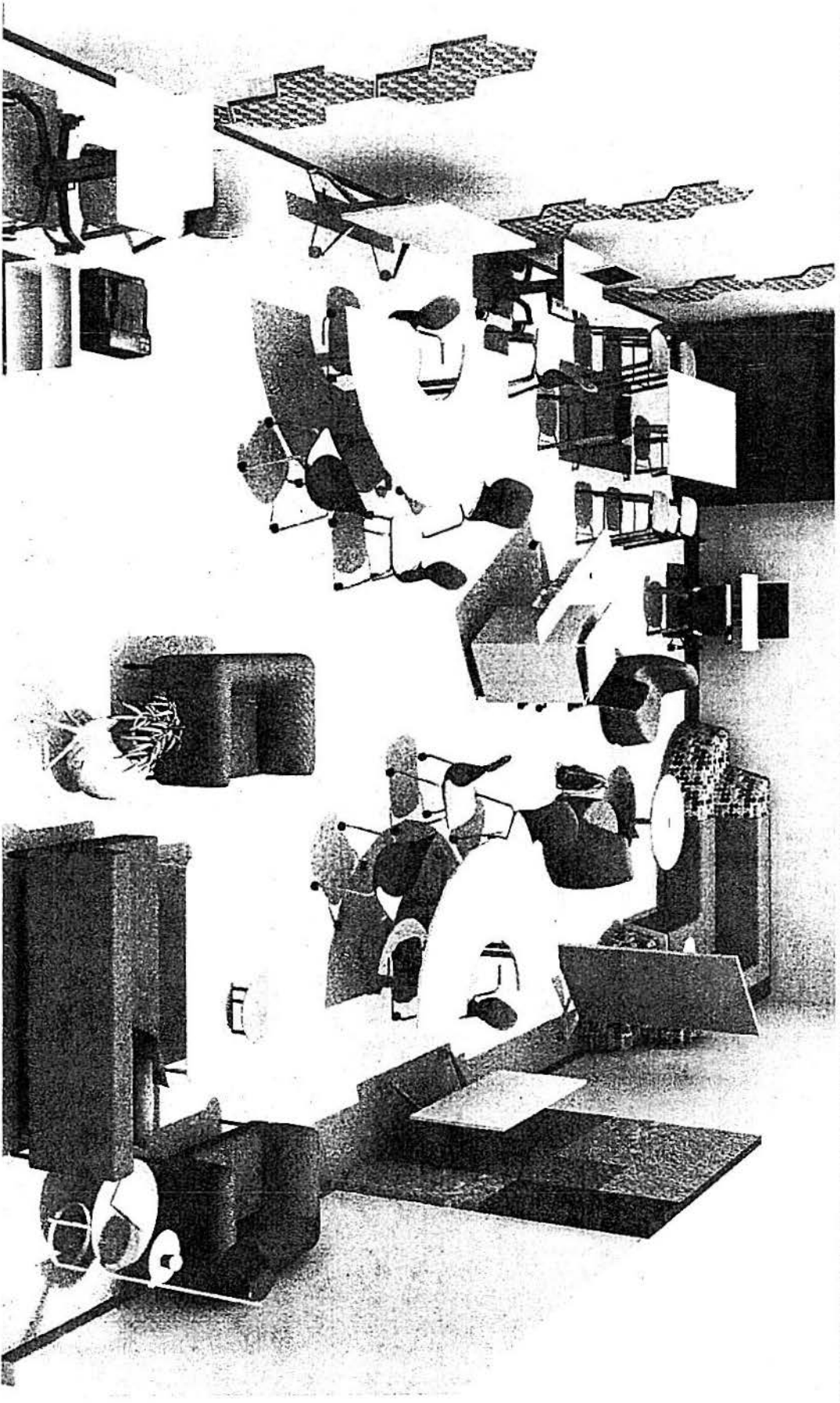


COLLABORATION HUBS

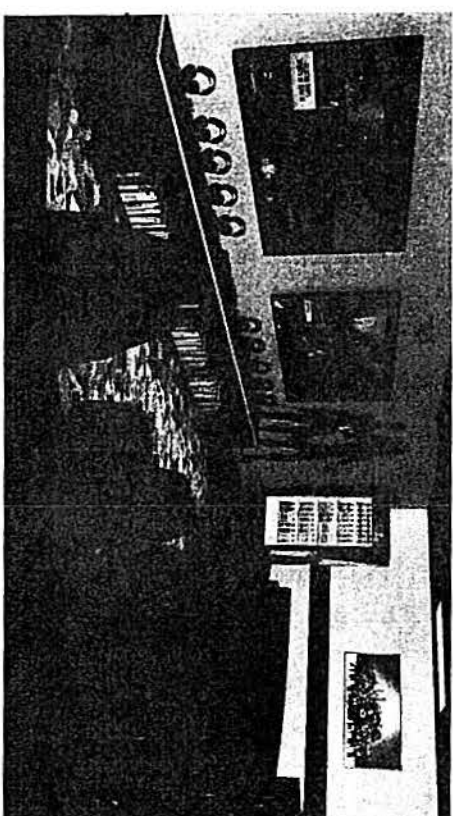
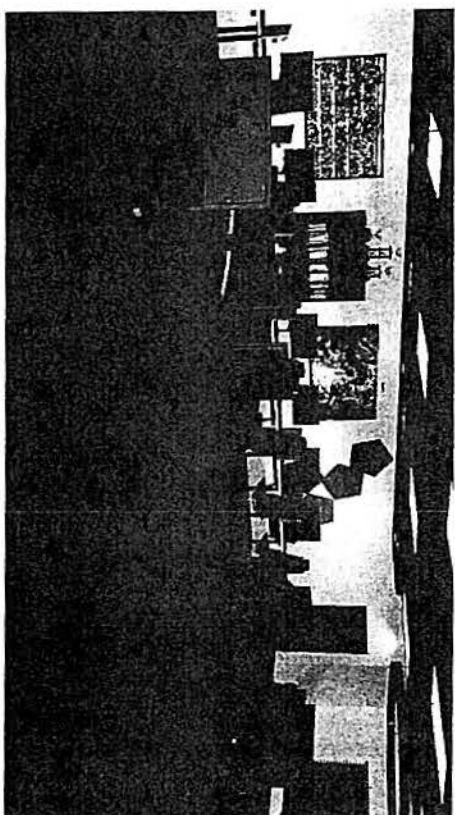
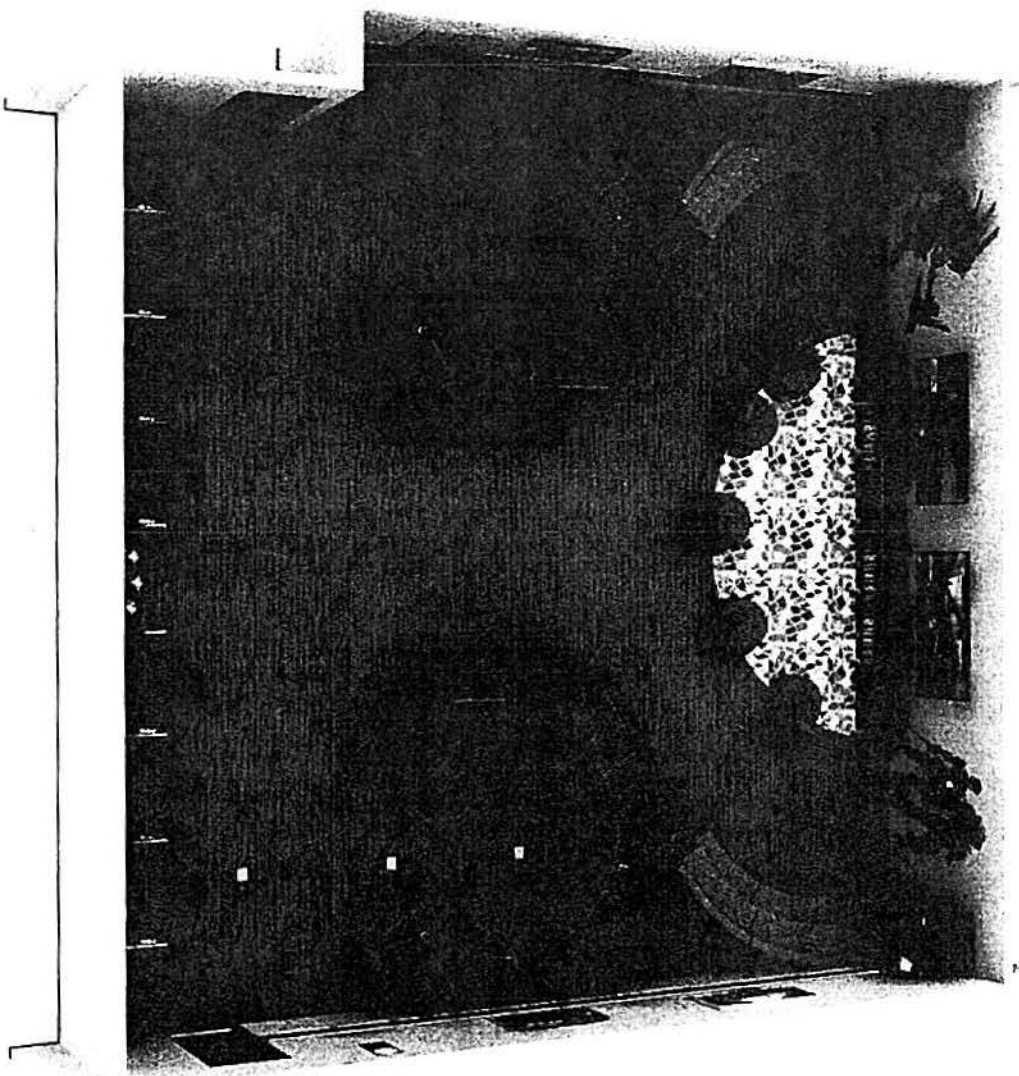


COLLABORATION HUBS

White



OTHER AREAS

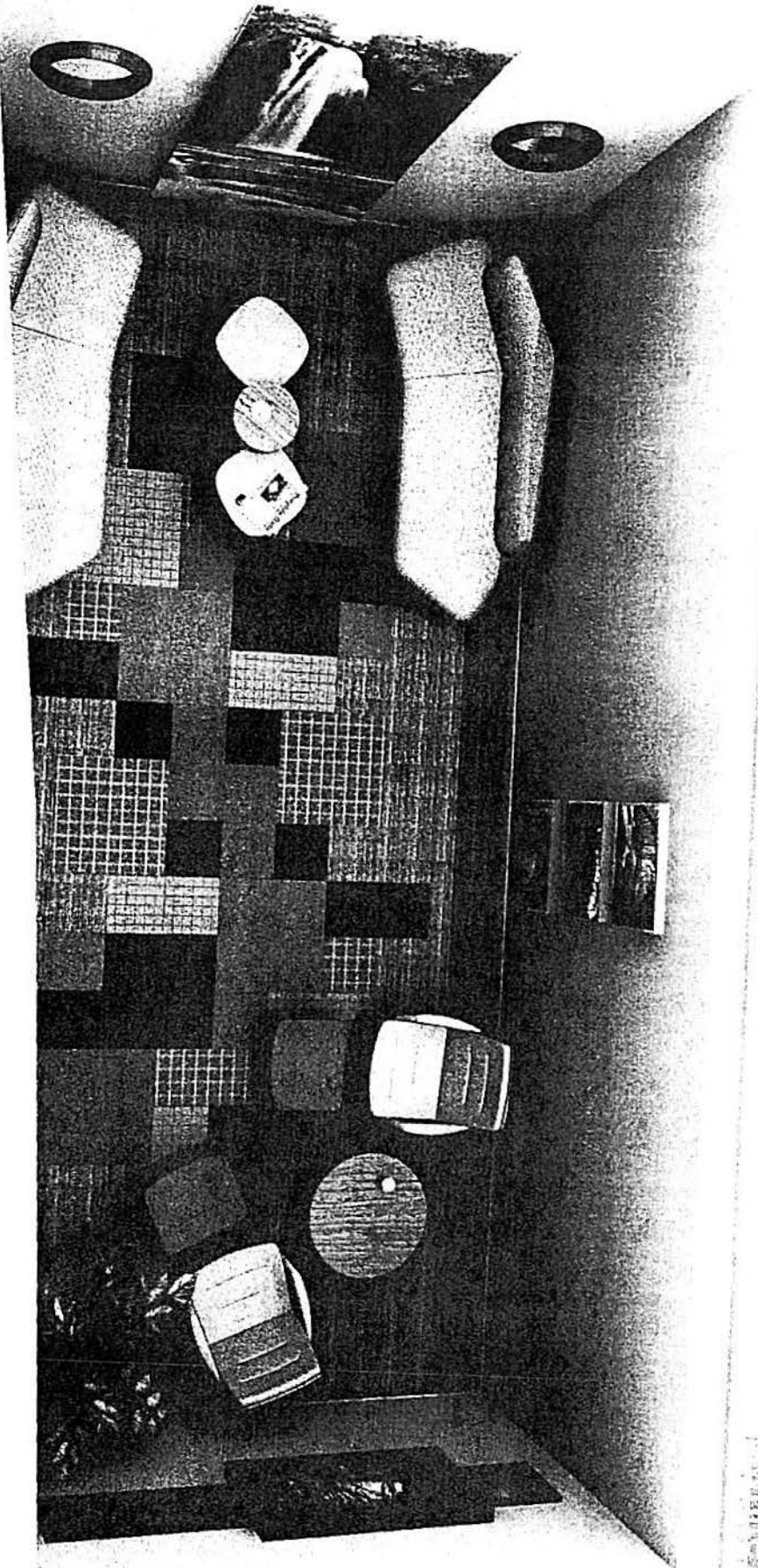


OTHER AREAS

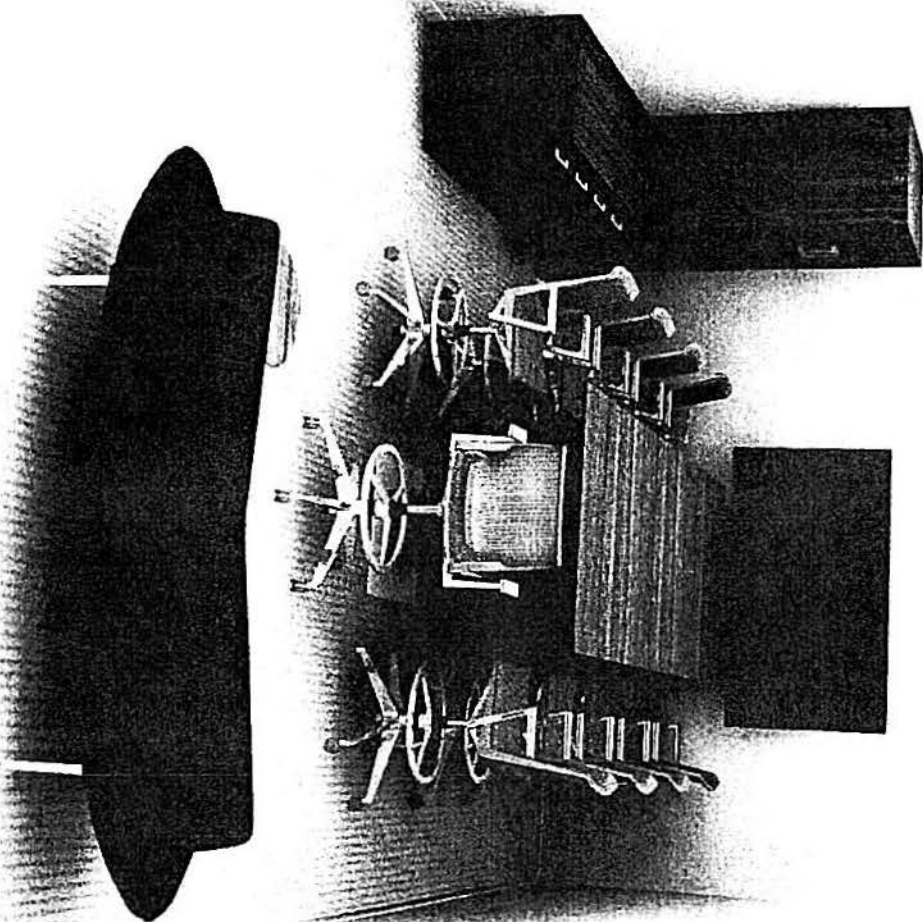


OTHER AREAS

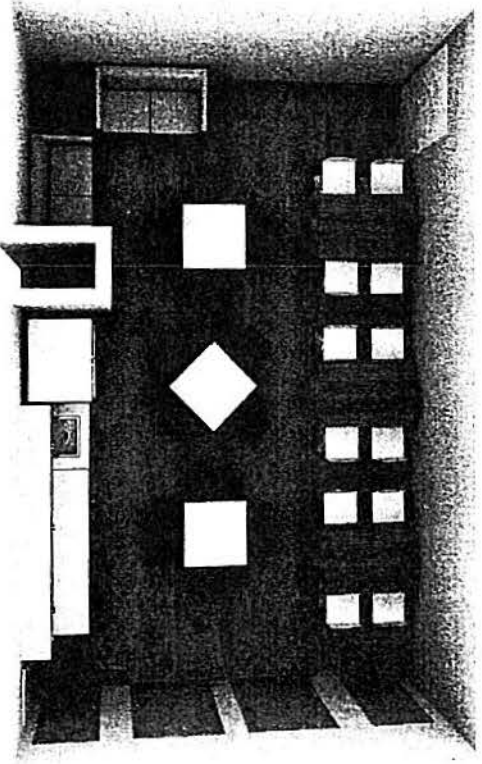
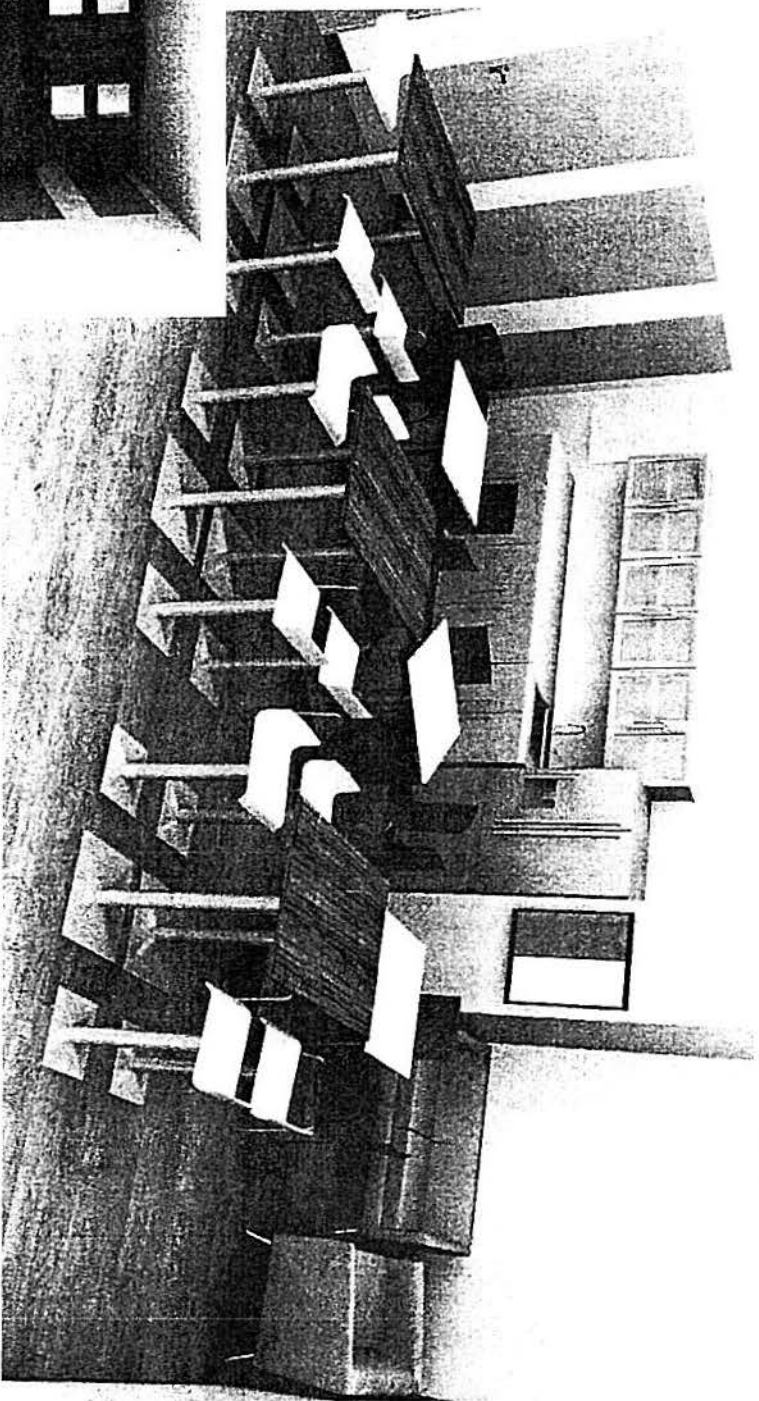
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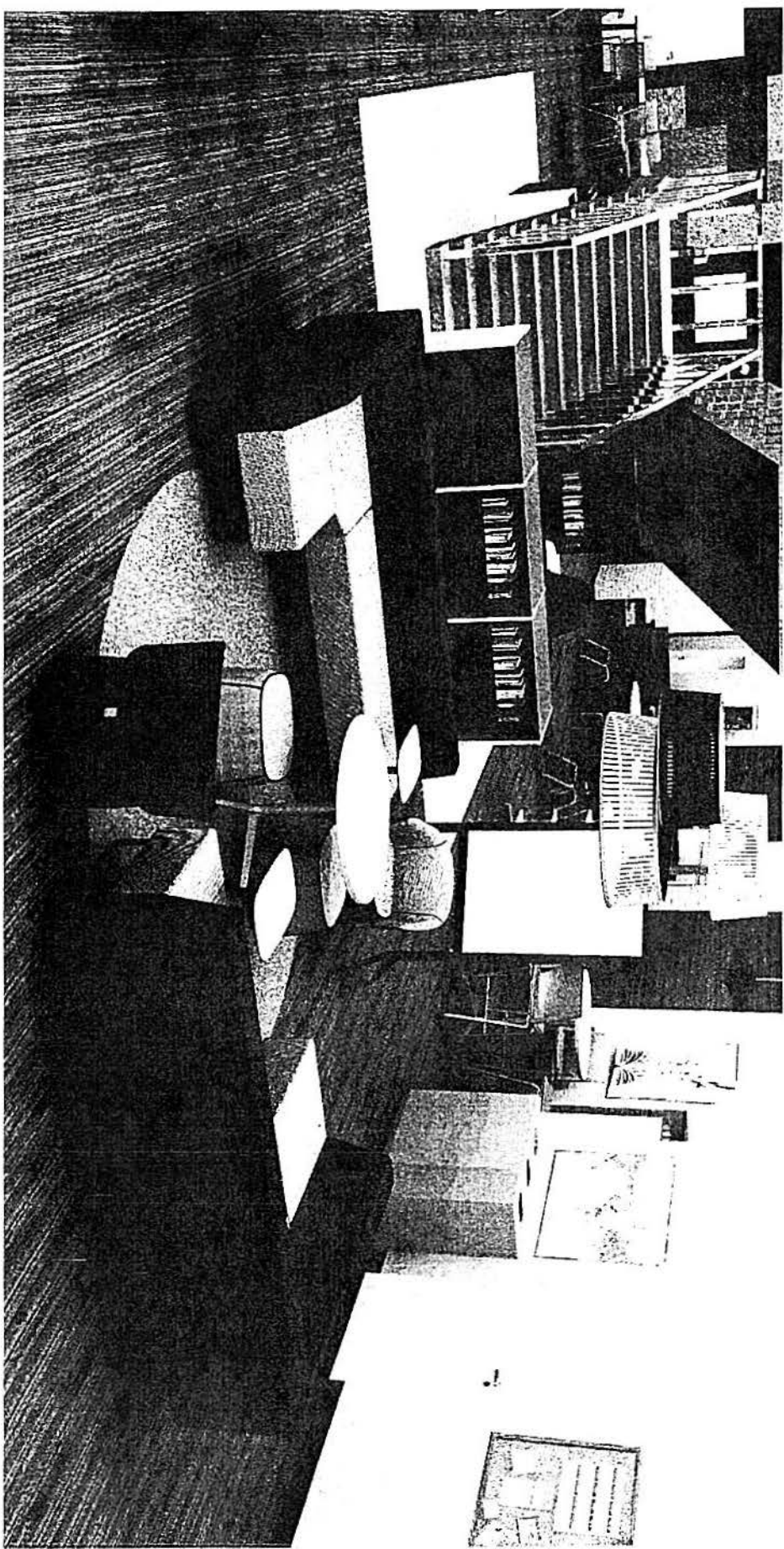
OTHER AREAS



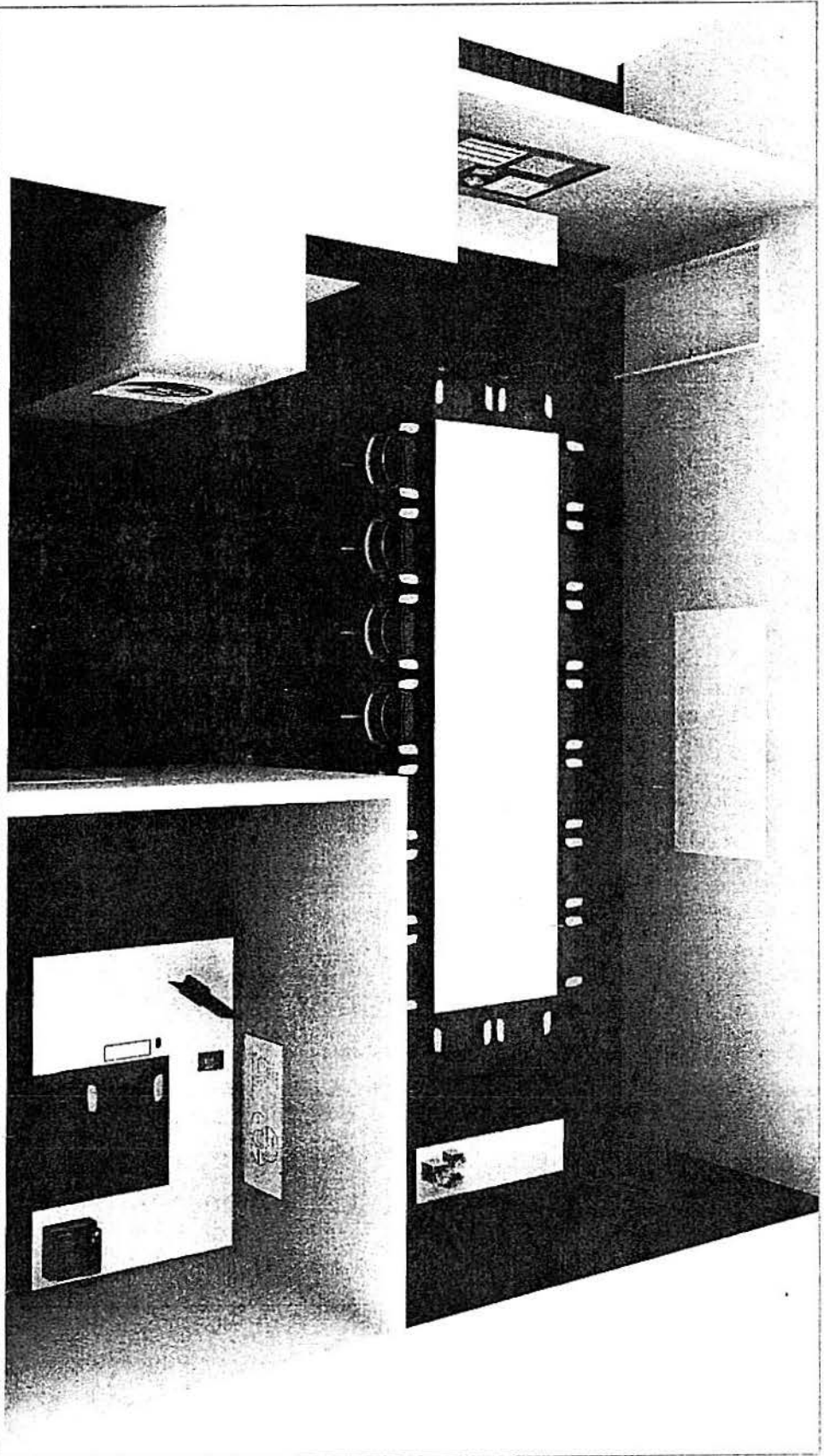
OTHER AREAS



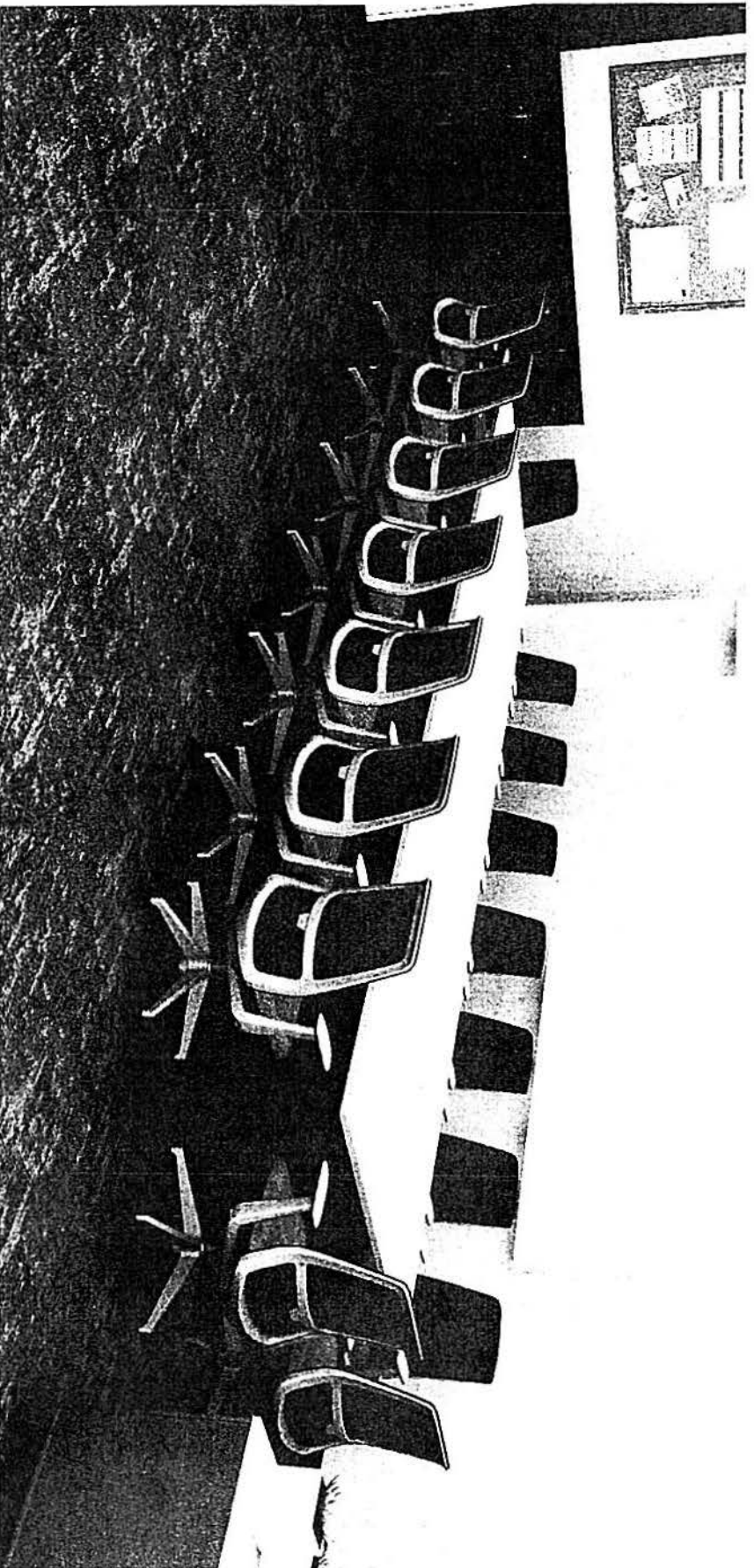
OTHER AREAS



OTHER AREAS



OTHER AREAS





JC White Architectural Interior Products
3501 Commerce Pkwy.
Miramar, FL 33025
P: 954-499-6677 F: 954-499-6678
info@jcwhite.com

JC White Architectural Interior Products
2403 S. Dixie Hwy
West Palm Beach, FL 33401
P: 561-848-4982 F: 561-848-8219
info@jcwhite.com


July 15th, 2020

Subject: Broward County School Board Bid

This letter is to inform you that JC White is an authorized seller of both Arcadia and Encore products.

Please reach out with any additional information that may be needed.

Thank you,



Zach McNally

Director of Sales

480.415.3150

zachm@arcadiacontract.com

Arcadia/Encore

clarus

7/13/2020

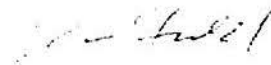
JC White Architectural Interior Products
3501 Commerce Parkway
Miramar, FL 33025

Ref: Broward County School Bid 2020

This letter is to serve as notification that JC White Architectural Interior Products is a current dealer of Clarus Glassboards, LLC and is in good standing with us. We hereby authorize JC White Architectural Interior Products to offer the entire Clarus product line on our behalf, as well as provide inside delivery, installation, service and any warranty work that may be necessary.

Please feel free to contact me directly for any questions or further clarification.

Sincerely,



Kevin Froehlich
Contracts Manager
Clarus Glassboards, LLC
817.541.8147
kevin@clarus.com

Wednesday, July 15, 2020

Lena Burger
Sales Assistant to Joey Diftmyer
JC White
3501 Commerce Parkway
Miramar, FL 33025

Re: Broward County School Board Bid

Dear Ms. Burger,

This letter is to confirm that JC White Architectural Interior Products is an Authorized DARRAN Dealer. Please let us know if you need any further assistance on this Bid.

Sincerely,

A handwritten signature in black ink, appearing to read "Jeff Hollingsworth", with a long horizontal line extending to the right.

Jeff Hollingsworth
Vice President, Sales
DARRAN Furniture

2402 Shore Street
High Point NC 27263
darran.com



THE
GROUP

July 15, 2020

The School Board of Broward County Florida

To whom it may concern,

This letter is to certify that J.C. White, located at 3501 Commerce Parkway, Miramar, FL 33025 is an authorized dealer of Davis. As such they are authorized to bid and / or sell any and all products and to both install and service such products including all initial delivery services as well as warranty service.

Sincerely,



Juliana Sharkey

The Bierman Group

Principle/Manufacturer's Rep

3400 Griffin Road Dania, FL 33312 Tel 954-894-6662
www.thebiermangroup.com



THE CRAFT OF SEATING

July 14, 2020

The School Board of Broward County, FL
Procurement & Warehousing Services
7720 W Oakland Park Blvd., Suite 323
Sunrise, FL 33331

JC White Architectural Interiors Products of 3501 Commerce Pkwy, Miramar FL 33025 is authorized to bid our line, eko – the Craft of Seating, on The School Board of Broward County, FL BID #FY21-106.

We look forward to supplying our products through this dealer partner.

Sincerely,

Dustin Jones

A handwritten signature in black ink, appearing to read 'Dustin Jones', with a stylized flourish extending to the right.

Founder / CEO

Director of Business Development
423.3030.8188 cell / djones@ekocontract.com



Dekko
2505 Dekko Drive
Garrett, IN 46738



ECA furnlite

July 14, 2020

To: THE SCHOOL BOARD OF BROWARD COUNTY
ATTN: AL SHELTON, PURCHASING AGENT

From: Head Contract Solutions, Independent Representative for Dekko

Re: RFP FY21 - SCHOOL AND DEPARTMENT FURNITURE

To Whom it May Concern,

This letter is to inform you that JC WHITE ARCHITECTURAL INTERIOR PRODUCTS is an authorized dealer in good standing with Dekko. JC WHITE ARCHITECTURAL INTERIOR PRODUCTS is authorized to represent, sell, service and install any and all power & data products offered by Dekko, including Studio, ECA and Furnlite brands.

Please feel free to contact me should have you any questions regarding the above.

Thank you,

Jennifer L. Clisby
VP of Business
Head Contract Solutions
Independent Representative for Dekko
Ph# 321-504-9663
jen@headreps.com



July 15, 2020

School Board of Broward County
7220 West Oakland Park Boulevard
Suite 323
Sunrise, FL 33351-6704

Re: RFP: FY21-106 - School and Department Furniture

Dear Mr. Shelton,

This letter is to inform you that J. C. White Architectural Interior Products, located in Miramar, FL, is an authorized dealer in good standing for ERG International. They are authorized to sell, install, and service our products, including initial delivery as well as warranty service. Our products include seating and tables for the classroom, library, office, cafeteria, collaborative and reception environments.

Please feel free to contact me with any questions.

Sincerely,

Jodi Turkus

VP of Inside Sales and Operations

FALCONTM

7-15-20

To: Al Shelton

THE SCHOOL BOARD OF BROWARD COUNTY, FLORIDA

7720 W. Oakland Park Boulevard, Suite 323

Sunrise, Florida 33351-6704

RFP FY21-106

From: Falcon Products

Re: JC White Architectural Interior Products

To whom it may concern,

The following letter is to confirm that JC White Architectural Interior Products is an authorized dealer of

Falcon Products, and in good standing. In addition, JC White Architectural Interior Products can sell Falcon Products to The School Board of Broward County, Florida

RFP FY21-106

If you have any questions, please feel free to contact me directly at 954-678-8761 or by

email at bill.sheehan@contractreg.com

www.falconproducts.com

Price link avail by category on manufacturer's web site

Thank you.

Sincerely,

Bill Sheehan

Bill Sheehan

Representative

Falcon Products



GMI Companies
2999 Henkle Dr.
Lebanon, OH 45036

July 14, 2020

To: THE SCHOOL BOARD OF BROWARD COUNTY
ATTN: AL SHELTON, PURCHASING AGENT

From: Head Contract Solutions, Independent Representative for GMI Companies

Re: RFP FY21 - SCHOOL AND DEPARTMENT FURNITURE

To Whom it May Concern,

This letter is to inform you that JC WHITE ARCHITECTURAL INTERIOR PRODUCTS is an authorized dealer in good standing with GMI Companies. JC WHITE ARCHITECTURAL INTERIOR PRODUCTS is authorized to represent, sell, service and install any and all products offered by GMI Companies, including Ghent, Waddell and Vividboard brands.

Please feel free to contact me should have you any questions regarding the above.

Thank you,

A handwritten signature in black ink, appearing to read "Jennifer L. Clisby". The signature is fluid and cursive.

Jennifer L. Clisby
VP of Business
Head Contract Solutions
Independent Representative for GMI Companies
Ph# 321-504-9663
jen@headreps.com



Groupe Lacasse
99 St. Pierre, St. Pie
Quebec, Canada J0H 1W0

July 14, 2020

To: THE SCHOOL BOARD OF BROWARD COUNTY
ATTN: AL SHELTON, PURCHASING AGENT

From: Head Contract Solutions, Independent Representative for Groupe Lacasse

Re: RFP FY21 - SCHOOL AND DEPARTMENT FURNITURE

To Whom it May Concern,

This letter is to inform you that JC WHITE ARCHITECTURAL INTERIOR PRODUCTS is an authorized dealer in good standing with Groupe Lacasse. JC WHITE ARCHITECTURAL INTERIOR PRODUCTS is authorized to represent, sell, service and install any and all products offered by Groupe Lacasse, including Lacasse, Arold, United Chair, and Neocase brands.

Please feel free to contact me should have you any questions regarding the above.

Thank you,

A handwritten signature in black ink, appearing to read "Jennifer L. Clisby", written in a cursive style.

Jennifer L. Clisby
VP of Business
Head Contract Solutions
Independent Representative for Groupe Lacasse
Ph# 321-504-9663
jen@headreps.com

HAWORTH

One Haworth Center
Holland, Michigan
49423-9576 USA

phone 616.393.3000
fax 616.393.1570

haworth.com

July 14th, 2020

Anna Leite
Senior Business Development Manager
One Haworth Center
Holland, Michigan 49423 USA

Re: Broward County School Board

To Whom It May Concern:

This letter certifies that JC White, located in Miramar and West Palm Beach, Florida is a Preferred Haworth Dealer in good standing and has distributed Haworth products within the Southern Florida market since 1987. As such, JC White is authorized to distribute Haworth and affiliated products and to provide quotes on Haworth's behalf for the Broward County School Board project.

Any future questions about JC White and their relationship with Haworth, Inc. can be directed to me.

Thank you for your interest in our highly skilled dealer and Haworth products.

Sincerely,

Anna Leite, Senior Business Development Manager
HAWORTH, INC.
305-338-5490
Anna.leite@Haworth.com



July 13, 2020

J.C. White Architectural Interior
3501 Commerce Parkway
Miramar, FL 33025

To: The School Board of Broward County

Re: School/Department Furniture Bid - RFP FY21-106

This letter is to certify that J.C. White Architectural Interior Products is a fully authorized dealer for The HON Company.

As an authorized dealer, J.C. White Architectural Interior Products is authorized to bid on the above referenced bid for HON products. HON will support this bidder with adequate inventory for purchase by the eligible entities for the contract term.

Thank you for this opportunity and we look forward to servicing you further in this matter. Please feel free to contact us with any questions.

Sincerely,

Sales Operations Specialist | the HON Company
dywiakd@honcompany.com

c. 563-271-8862

Humanscale®

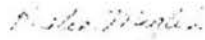
July 13, 2020

Re: Broward County School Bid

To Whom it May Concern:

This letter is to certify that JC White, is an authorized dealer of Humanscale Corporation with no restrictions. As such, they are authorized to bid and/or sell any and all product as well as install and service such products. This includes all initial delivery services and warranty service.

Sincerely,



Katie Miglin
Sr. Contract Administrator, Gov't Specialist

JANUS et Cie



July 15, 2020

This letter is to authorize:

JC White

3501 Commerce Parkway

Miramar, FL 33025

As a preferred dealer of JANUS et Cie to purchase and install all JANUS et Cie product lines.

Sincerely yours.

Kathrin Knowles

Contract and Site Sales Specialist Florida

JANUS ET CIE. THE DEFINITIVE SOURCE FOR SITE, GARDEN AND CASUAL FURNISHINGS
8687 MELROSE AVENUE, WEST HOLLYWOOD, CA 90069 T. 310.652.7090, 800.24.JANUS F. 310.652.1284

LOS ANGELES / NEW YORK / HIGH POINT / HOUSTON / MIAMI / CHICAGO

July 14, 2020

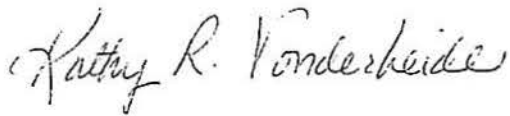
RE: Manufacturer's letter of dealer authorization – Broward County School Bid 2020

To Whom It May Concern:

Please be advised that J C White of Miramar, FL is a dealer in good standing with our company and is authorized and approved as an authorized dealer to quote, sell, and service JSI and Community product for the Broward County School Bid 2020.

If you have any questions, or need anything further, please let me know. Thank you.

Sincerely,



Kathy R. Vonderheide
Contract Sales Manager



CORPORATE OFFICE
225 CLAY STREET
JASPER, INDIANA 47546



800.457.4511 **TOLL FREE**
812.482.3204 **OFFICE**
812.482.1548 **FAX**



JSIFURNITURE.COM



July 15, 2020

JC White Office Furniture
3501 Commerce Pkwy
Miramar, FL 33025

RE: JC White Dealer Authorization

Dear Who It May Concern:

Nevins certifies that the following Dealer is an authorized Nevins Distributor in good standing:

JC White Office Furniture
3501 Commerce Pkwy
Miramar, FL 33025

This dealership is authorized to design, sell, install, and remove our products.

Should you require additional information, please do not hesitate to contact me (713) 230-2133 or jennifer@nevins.co.

Best,

A handwritten signature in cursive script that reads 'Jennifer Nevins Patrick'.

Jennifer Nevins - Patrick
Managing Director
Nevins LLC



6039 Cypress Gardens Blvd. #292
Winter Haven, FL 33884
www.macpheecontractsolutions.com

July 15, 2020

Re: Broward Schools District RFP FY21-106

JC White is an authorized dealer in good standing for the following manufacturers that MacPhee Contract Solutions represents for the State of Florida.

- 1) Nienkamper www.Nienkamper.com Specialize in Caseloads, Conference, Tables, Desking, Seating, Lounge, and Library Furniture. Please let me know if you have any questions.

Sincerely,

Mark MacPhee
MacPhee Contract Solutions, LLC



Effingham, Illinois 62401

NOVA Solutions, Inc.
421 Industrial Avenue

Ph: 800-730-6682 | 217-342-7070

Fax: 800-940-6682 | 217-342-7006

sales@novasolutionsinc.com

www.novadesk.com

July 13th, 2020

Ref: Broward County School Board Bid

RE: Letter of Authorization for JC White.

To Whom It May Concern:

JC White is an authorized dealer in good standing for NOVA Solutions, Inc. and, thereby authorized to market, sell, distribute, warrant and supply our products on the above referenced bid/contract.

Please feel free to contact me should you have any questions.

Sincerely,

A handwritten signature in cursive script, appearing to read "Cindy Fulk".

Cindy Fulk
Customer Service Manager





imagine a place®

July 7, 2020

The School Board of Broward County, Florida
Procurement and Warehousing Services
7720 West Oakland Park Blvd., Ste. 323
Sunrise FL 33351
Attn: Al Shelton

Regarding: Letter of Authorization - JC White

Dear Mr. Shelton:

This letter serves to acknowledge that JC White Architectural Interior Products of 3501 Commerce Pkwy, Miramar, FL 33025 is an OFS/Carolina (our brands) dealer and authorized to submit a proposal for OFS and/or Carolina in their response to the RFP for FY21-106-School and Department Furniture

JC White will be the contract holder and responsible for all contract commitments and invoicing and will offer a discount off of the current list price at the time of order.

If you have any questions I can be reached at 704-771-9003 and AMcClelland@ofs.com

Sincerely,

Anna McClelland
Vice President - Specialty Markets
OFS Brands Inc.



17929 S. Susana Rd.
PO Box 5769
Compton, CA 90224-5769

800.496.0204
310.639.6013 fax
customerservice@peterpepper.com

www.peterpepper.com

July 20, 2020

Re: Letter of Authorization
J.C. White
Miramar, FL

The School Board of Broward County, Florida
Attn: Al Shelton, Purchasing Agent
RFP FY21-106 - School and Department Furniture

To whom it may concern,

This letter is to confirm that J.C. White, Miramar, FL is an authorized Dealer for the Peter Pepper Products product line in the State of Florida.

If you have any questions, please feel free to contact me directly at (562) 577-7525 or by email at boneill@peterpepper.com.

Thank you.

Sincerely,

Barbara O'Neill

Barbara O'Neill Contract
Administrator
Peter Pepper Products, Inc.



July 20, 2020

RE: The School Board of Broward County, Florida
Attn: Al Shelton, Purchasing Agent
RFP FY21-106 - School and Department Furniture

To Whom It May Concern:

JC White, located at 3501 Commerce Parkway Miramar, FL 33025 is an authorized dealer in good standing for Safco Products and thereby authorized to sell our products on the above referenced solicitation.

Please feel free to contact me should you have any questions.

Sincerely,

A handwritten signature in black ink that reads "Sharad Mathur". The signature is fluid and cursive, with a horizontal line under the last name.

Sharad Mathur
VP Sales, Safco Products
Safco Products
800-328-3020

SAUDER[®]

WORSHIP SEATING

July 13, 2020

J.C. White
3501 Commerce Parkway
Mirimar, FL 33025

Please be advised that J.C. White is an authorized dealer for Sauder products in our Education and Worship markets.

Please let me know if you have any further questions. Thanks.

Douglas G Graber



Graber Associates, Inc.
Regional Sales Office Florida
Sauder Worship Seating
941-378-4455

Shelby Williams®

July 15, 2020

JC White
3501 Commerce Parkway
Miramar, FL 33025

RE: Broward County School Board Bid

To whom it may concern,

This letter is to confirm that JC White is an authorized dealer for Shelby Williams furniture. They have a longstanding relationship with our Shelby Williams brand, as well as other brands under our parent company Commercial Furniture Group of Newport, TN.

Kind regards,

A handwritten signature in black ink that reads "Jordan McInturf". The signature is written in a cursive, flowing style.

Jordan McInturf
Vice President - Sales



July 15, 2020

The School Board of Broward County Florida

To whom it may concern,

This letter is to certify that J.C. White, located at 3501 Commerce Parkway, Miramar, FL 33025 is an authorized dealer of Stylex. As such they are authorized to bid and / or sell any and all products and to both install and service such products including all initial delivery services as well as warranty service.

Sincerely,

Juliana Sharkey

The Bierman Group

Principle/Manufacturer's Rep

3400 Griffin Road Dania, FL 33312 Tel 954-894-6662
www.thebiermangroup.com



Phone 414.570.2677 7821 S. 10th Street
Fax 414.570.2676 Oak Creek, WI 53154

July 20, 2020

The School Board of Broward County

Re: Letter of Authorization JC White RFP No. FY21-106

To Whom This May Concern;

This letter is to verify that JC White, with offices located at 3501 Commerce Pkwy., Miramar, FL, is authorized in good standing, to sell, install and provide warranty service for the entire SurfaceWorks product line. JC White is authorized to receive payments for products and services.

In the event that JC White fails to perform its obligations, SurfaceWorks agrees to perform in JC White place and assume the obligations to Broward County School for the 2020-2021 school year.

If SurfaceWorks withdraws its authorization to JC White to offer the products or services for Broward County School, SurfaceWorks shall notify the school in writing.

SurfaceWorks agrees that the authorization to JC White set forth in this letter shall remain effective until the Broward Co School receives written notification that SurfaceWorks has withdrawn its authorization to JC White or until Broward County School project expires.

Please feel free to contact us should you be in need of any assistance. Thank you for considering JC White and SurfaceWorks!

Sincerely,

Kelly Ciezki
Contracts Manager
SurfaceWorks
414-570-2677
kelly.ciezki@surfaceworks.us



7-15-20

To: Al Shelton

THE SCHOOL BOARD OF BROWARD COUNTY, FLORIDA

7720 W. Oakland Park Boulevard, Suite 323

Sunrise, Florida 33351-6704

RFP FY21-106

From: ten jam

Re: JC White Architectural Interior Products

To whom it may concern,

The following letter is to confirm that JC White Architectural Interior Products is an authorized dealer of ten jam, and in good standing. In addition, JC White Architectural Interior Products can sell ten jam to The School Board of Broward County, Florida

RFP FY21-106

If you have any questions, please feel free to contact me directly at 954-678-8761 or by

email at bill.sheehan@contractreg.com

www.tenjam.com

Thank you.

Sincerely,

Bill Sheehan

Bill Sheehan
Representative
ten jam



July 13, 2020

RE: Letter of Authorization – Broward County School Board Bid

JC White Architectural Interior Products

To Whom it May Concern:

Please be advised that JC White is in "Good Standing" with our firm and an approved dealer distributor (Estey Shelving is excluded).

This being the case, I support their application for the contract listed above, and do hereby grant them permission to add our brand to their line listing offer. They will function as an authorized agent (service, warranty, installation, etc.) on our behalf.

If I can be of further assistance, or if you have any questions, please do not hesitate to contact me directly.

Respectfully,

Trista Walk

Trista Walk
Strategic Account Manager

T H O N E T®

7-15-20

To: Al Shelton

THE SCHOOL BOARD OF BROWARD COUNTY, FLORIDA

7720 W. Oakland Park Boulevard, Suite 323

Sunrise, Florida 33351-6704

RFP FY21-106

From: Thonet

Re: JC White Architectural Interior Products

To whom it may concern,

The following letter is to confirm that JC White Architectural Interior Products is an authorized dealer of Thonet, and in good standing. In addition, JC White Architectural Interior Products can sell Thonet to The School Board of Broward County, Florida

RFP FY21-106

If you have any questions, please feel free to contact me directly at 954-678-8761 or by

email at bill.sheehan@contractreg.com

www.thonet.com

<https://www.thonet.com/documents>

Thank you.

Sincerely,

Bill Sheehan

Bill Sheehan

Representative

Thonet

TUOHY

42 St Albans Place
Chatfield, MN 55923

July 21, 2020

Ref: Broward County School Board Bid

To whom it may concern,

Tuohy Furniture confirms JC White is an authorized dealer. They are authorized to sell any and all our product to any public or private entity.

Sincerely,

Jeremy Aug

Jeremy Aug

Vice President of Sales



GMI Companies
2999 Henkle Dr.
Lebanon, OH 45036

July 14, 2020

To: THE SCHOOL BOARD OF BROWARD COUNTY
ATTN: AL SHELTON, PURCHASING AGENT

From: Head Contract Solutions, Independent Representative for GMI Companies

Re: RFP FY21 - SCHOOL AND DEPARTMENT FURNITURE

To Whom it May Concern,

This letter is to inform you that JC WHITE ARCHITECTURAL INTERIOR PRODUCTS is an authorized dealer in good standing with GMI Companies. JC WHITE ARCHITECTURAL INTERIOR PRODUCTS is authorized to represent, sell, service and install any and all products offered by GMI Companies, including Ghent, Waddell and Vividboard brands.

Please feel free to contact me should have you any questions regarding the above.

Thank you,

A handwritten signature in black ink, appearing to read "Jennifer L. Clisby". The signature is fluid and cursive.

Jennifer L. Clisby
VP of Business
Head Contract Solutions
Independent Representative for GMI Companies
Ph# 321-504-9663
jen@headreps.com



507 E. Grant
St. Thorp, WI
54771
P - 800.242.2303
F - 715.669.5929
wibenchmfg.com

Date July 15, 2020

RE: Letter of Authorization for The School Board of Broward County, Florida

Attn: Al Shelton, Purchasing Agent

RFP FY21-106 - School and Department Furniture

JC White is an authorized dealer of WB Manufacturing and a recommended service company for both installation and maintenance of units required for our products.

If I can be of further assistance, or if you have any questions, please do not hesitate to contact me directly.

Sincerely,

Lore Nowobielski

Sales Administrative Lead

WB Manufacturing LLC

O 800.242.2303 ext.172

F 715.669.5929

wibenchmfg.com

ATTACHMENT E – DRUG FREE WORK PLACE

SWORN STATEMENT PURSUANT TO SECTION 287.087, FLORIDA STATUTES, AS CURRENTLY ENACTED OR AS AMENDED FROM TIME TO TIME, ON PREFERENCE TO BUSINESSES WITH DRUG-FREE WORKPLACE PROGRAMS.

THIS FORM MUST BE SIGNED AND SWORN TO IN THE PRESENCE OF A NOTARY PUBLIC OR OTHER OFFICIAL AUTHORIZED TO ADMINISTER OATHS.

This sworn statement is submitted to The School Board of Broward County, Florida,

by Jasymir Destin, Account Manager

(Print individual's name and title)

for Empire Office

(Print name of entity submitting sworn statement)

whose business address is

2 Oakwood Blvd Suite 140 Hollywood, FL 33020

and (if applicable) its Federal Employer Identification Number (FEIN) is 13-1945763

(If the entity has no FEIN, include the Social Security Number of the individual signing this sworn statement: _____.)

I certify that I have established a drug-free workplace program and have complied with the following:

1. Published a statement notifying employees that the unlawful manufacture, distribution, dispensing, possession, or use of a controlled substance is prohibited in the workplace and specifying the actions that will be taken against employees for violations of such prohibition.
2. Informed employees about the dangers of drug abuse in the workplace, the business' policy of maintaining a drug-free workplace, any available drug counseling, rehabilitation and employee assistance programs, and the penalties that may be imposed upon employees for drug abuse violations.
3. Given each employee engaged in providing the commodities or contractual services that are under bid a copy of the statement specified in subsection (1) above.
4. In the statement specified in subsection (1) above, notified the employees that, as a condition of working on the commodities or contractual services that are under bid, the employee will abide by the terms of the statement and will notify the employer of any conviction of, or plea of guilty or nolo contendere to, any violation of chapter 893 or of any controlled substance law of the United States or any state, for a violation occurring in the workplace no later than five (5) days after such conviction.
5. Will impose a sanction on, or require the satisfactory participation in a drug abuse assistance or rehabilitation program if such is available in the employee's community by, any employee who is so convicted.
6. Am making a good faith effort to continue to maintain a drug-free workplace through implementation of this section.

Sworn to and subscribed before me this 7 day of 20, 2020.

Personally known Jasymir Destin

Produced Identification _____

(Type of Identification)



Notary Public State of _____

My commission expires: _____

(Printed, typed, or stamped commissioned name of notary public)

ATTACHMENT F – SBBC SAMPLE AGREEMENT

SBBC SAMPLE AGREEMENT – [CLICK HERE](#)

You may also copy the link below and insert it into your browser window

Sample Agreement Link:

https://www.browardschools.com/cms/lib/FL01803656/Centricity/domain/12708/sbbc%20reference%20page/20190130_SAMPLEAGREEMENT.pdf

ATTACHMENT G – DEBARMENT

MUST BE COMPLETED BY ALL BIDDERS

CERTIFICATION OF DEBARMENT, SUSPENSION, INELIGIBILITY, AND VOLUNTARY EXCLUSION LOWER TIER TRANSACTIONS

This certification is required by the regulations implementing Executive Order 12549, Debarment and Suspension, 45 CFR 1183.35, Participants' responsibilities. The regulations were published as Part VII of the May 26, 1988 Federal Register (pages 19160-19211). Copies of the regulations may be obtained by going to this link: <http://www.gpo.gov/fdsys/granule/CFR-2011-title45-vol3/CFR-2011-title45-vol3-sec1183-35>

(BEFORE COMPLETING CERTIFICATION, READ INSTRUCTIONS ON NEXT PAGE)

(1) The prospective lower tier participant certifies, by submission of this proposal, that neither it nor its principals are presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from participation in this transaction by any federal department or agency.

(2) Where the prospective lower tier participant is unable to certify to any of the statements in this certification, such prospective participant shall attach an explanation to this proposal.

Empire Office
Organization Name

Jasymir Destin, Account Manager
Name(s) and Title(s) of Authorized Representative(s)

Jasymir Destin 7/20/2020
Signature(s) Date

ATTACHMENT G – INSTRUCTIONS FOR CERTIFICATION

1. By signing and submitting this proposal, the prospective lower tier participant is providing the certification set out below.
2. The certification in this clause is a material representation of fact upon which reliance was placed when this transaction was entered into. If it is later determined that the prospective lower tier participant knowingly rendered an erroneous certification, in addition to other remedies available to the federal government, the department or agency with which this transaction originated may pursue available remedies, including suspension and/or debarment.
3. The prospective lower tier participant shall provide immediate written notice to the person to which this proposal is submitted if at any time the prospective lower tier participant learns that its certification was erroneous when submitted or has become erroneous by reason of changed circumstances.
4. The terms "covered transaction," "debarred," "suspended," "ineligible," "lower tier covered transaction," "participant," "person," "primary covered transaction," "principal," "proposal," and "voluntarily excluded," as used in this clause, have the meanings set out in the Definitions and Coverage sections of rules implementing Executive Order 12549. You may contact the person to which this proposal is submitted for assistance in obtaining a copy of those regulations.
5. The prospective lower tier participant agrees by submitting this proposal that, should the proposed covered transaction be entered into, it shall not knowingly enter into any lower tier covered transaction with a person who is debarred, suspended, declared ineligible, or voluntarily excluded from participation in this covered transaction, unless authorized by the department or agency with which this transaction originated.
6. The prospective lower tier participant further agrees by submitting this proposal that it will include the clause titled "Certification Regarding Debarment, Suspension, Ineligibility, and Voluntary Exclusion-Lower Tier Covered Transactions," without modification, in all lower tier covered transactions and in all solicitations for lower tier covered transactions.
7. A participant in a covered transaction may rely upon a certification of a prospective participant in a lower tier covered transaction that it is not debarred, suspended, ineligible, or voluntarily excluded from the covered transaction, unless it knows that the certification is erroneous. A participant may decide the method and frequency by which it determines the eligibility of its principals. Each participant may, but is not required to, check the Non-procurement List (Telephone Number).
8. Nothing contained in the foregoing shall be construed to require establishment of a system of records in order to render in good faith the certification required by this clause. The knowledge and information of a participant is not required to exceed that which is normally possessed by a prudent person in the ordinary course of business dealings.
9. Except for transactions authorized under paragraph 5 of these instructions, if a participant in a covered transaction knowingly enters into a lower tier covered transaction with a person who is suspended, debarred, ineligible, or voluntarily excluded from participation in this transaction, in addition to other remedies available to the federal government, the department or agency with which this transaction originated may pursue available remedies, including suspension and/or debarment.

**ATTACHMENT H – ACH FORM
ACH PAYMENT AGREEMENT FORM**

**The School Board of Broward County, Florida
ACH Payment Agreement Form (ACH CREDITS)**

VENDOR NAME: Empire Office

Authorization Agreement

I (we) hereby authorize The School Board of Broward County to initiate automatic deposits (credits) to my account at the financial institution named below. Additionally, I authorize The School Board of Broward County to make the necessary debit entries/adjustments in the event that a credit entry is made in error.

Further, I agree not to hold The School Board of Broward County responsible for any delay or loss of funds due to incorrect or incomplete information supplied by me or by my financial institution or due to an error on the part of my financial institution in depositing funds to my account.

This agreement shall remain in effect until The School Board of Broward County receives written notification of cancellation from me or my financial institution and that the origination of ACH transactions to my (our) account must comply with the provisions of U.S. law.

Account Information

Name of Bank or Financial Institute: Chase Manhattan Bank

Branch/ State: 270 Park Avenue, New York, NY 10017

Routing No: 021000021

Account No: 117-008-109

Checking



Savings



VENDOR AREA:

Remittance Confirmation (please select one) ap@empireoffice.com

Fax



Email



Federal Identification No.

Vendor 13-1445763

TAX ID#



SS#



Update Purchase Order Fax & Email Address

Centralized Fax Number (347) 649-9153 Dept. Accounting

Centralized Email hwdinfo@empireoffice.com Dept. _____

Centralized Phone No. (954) 707-6200 Dept. _____

Signature

Authorized Signature (Primary) and Business title: Jasyni Best Acct. Manager Date: 7/20/2020

Authorized Signature (Joint) and Business title: _____ Date: _____

Please attach a VOIDED check to verify bank details and routing number.

This form must be returned to: SBBC – Purchasing – Data Strategy Group
7720 W. Oakland Park Blvd, Sunrise FL 33351 call: 754-321-0516 or fax # 754-321-0533

For Use by DATA STRATEGY GROUP

Vendor Account# _____ Date Entered _____ Initials: _____

ATTACHMENT I – WORKERS' COMPENSATION AFFIDAVIT

THE SCHOOL BOARD OF BROWARD COUNTY, FLORIDA

WORKERS' COMPENSATION AFFIDAVIT

CERTIFICATION OF NUMBER OF EMPLOYEES

N/A (Vendor Name) hereby certifies and affirms that the entity named herein has less than four (4) employees nor uses any subcontractor(s) with four (4) or more employees and will not have four (4) or more employees during the term of this agreement.

I further certify that, if during the period covered by this affidavit the entity named herein becomes an employer with four (4) or more employees or uses subcontractor(s) with four (4) or more employees, a Certificate of Insurance shall be provided to The School Board of Broward County, Florida, within five (5) business days.

With respect to the construction industry, all employment in which one or more employees are employed shall provide evidence of Workers' Compensation coverage.

Signed: _____

Print/Type Name: _____

Title: _____

Sworn to and subscribed before me this _____ day of _____, _____.

Notary Public Signed: _____

Notary Public Print: _____

Notary Stamp Below:

EMPIRE OFFICE

July 20, 2020

RE: 4.4.1.1 Executive Summary

Dear School Board of Broward County,

On behalf of our entire team at Empire Office, I thank you for the opportunity to submit our proposal for the RFP: FY21-106.

I have been with Empire Office for 6 years, and I have been doing business with The School Board of Broward County for the past 4 years. Empire has provided SBBC with classroom remodels, assisted with media center renovations, moving of classrooms, as well as servicing furniture. I have done several Media Centers and labs throughout the district, which I have listed a few below.

Millennium 6-12 – Media Center
Lauderhill Paul Turner – Professional Development Room
Orange Brook Elementary – Professional Development Room
Mirror Lakes – Media center
Ramblewood – Media Center
Atlantic Tech – Computer Lab
Marrow Elementary – Media Center
South Broward High – Media Center
HD Perry – Classrooms
Fort Lauderdale High School – Classrooms and Media Center

With my design background, I am able to bring their concept to reality, within a schools budget and requirement. I enjoy working with SBBC, and love the look on children's faces when they see a space that was created for them. I look forward to continue working with the wonderful teachers and principals of Broward County Schools.

Thank you,

Jasymín Destin

Jasymín Destin
Account Manager

EMPIRE OFFICE

July 20, 2020

RE: 4.4.1.3 Supply Chain Strengths

Dear School Board of Broward County,

We understand how important it is, to work with those you trust. As your partner, it is our responsibility to provide you with an innovative solution that will achieve your educational and workplace goals on time and on budget.

The world is facing dramatic changes, and we are actively navigating through this new experience together. Empire Office is financially strong and a capable partner, that is here to serve your organization. Our resilience and experience can be recognized from our 74 years of being in business. Unlike many of our competitors, due to our buying power, strong credit history and early payment record, Empire has Net terms in place with many of our partners. Empire is also in control of our assets owning a 60,000 square foot warehouses in South Florida as well as 8 trucks. In times like what we are currently experiencing, this will reassure you that we can dedicate and deploy the needed resources immediately.

Empire is very proud to say we are the oldest and largest commercial furniture on the east coast and look forward to a continuing our partnership with the School Board of Broward County.

Thank you,

Jasymin Destin

Jasymin Destin
Account Manager

EMPIRE OFFICE

July 20, 2020

RE: 4.4.1.4 Supply Chain Strengths

Dear School Board of Broward County,

Empire represents over 400 manufactures. With that, we are able to service product even if it was not purchased from Empire. We have a service department that will go to the site to inspect the problem, contact the manufacturer to see if the product is covered under warranty, and work with the manufacturer to get the product replaced or fixed. The Warranty for every manufacturer varies. Please visit the website for each manufacturer's warranty, or may be provided upon request.

Thank you,

Jasymin Destin

**Jasymin Destin
Account Manager**



ATTACHMENT J - REFERENCES

The School Board of Broward County, Florida

Vendor Name: Empire Office

List a minimum number of required references as stated in the Special Conditions which show experience in similar work, to include nature and scope of work, which demonstrates an expertise in providing the services as stated herein. Provide scope of work, contact name, addresses, telephone numbers, email addresses and dates of service.

Reference 1 -

Name of Firm: CBRE - SBBC Contact Person: Carly Smolken
Phone #: (561) 289-9189 Email: Csmolken@browardschools.com
Date of Service: 2018 - present Cost of Service: \$300K +
Address: 2301 NW 26th St. Bldg 7 Oakland Park, FL 33311

Scope of Work: Design service, provide moving and labor services

Reference 2 -

Name of Firm: Miami Dade County Aviation Contact Person: Risa Wine
Phone #: (305) 282-6059 Email: r.wine@miami-airport
Date of Service: 2015 - present Cost of Service: \$500K +
Address: 4331 NW 22nd St. Bldg 3030 Miami, FL 33122

Scope of Work: Design service and labor

Reference 3 -

Name of Firm: SBBC - Fort Lauderdale HS Contact Person: Sean Curran
Phone #: (754) 322-1130 Email: sean.curran@browardschools.com
Date of Service: 2017 - present Cost of Service: \$142K
Address: 1600 NE 4th Ave, Fort Lauderdale, FL 33305

Scope of Work: Design service, installation, service product

Reference 4 -

Name of Firm: Pinecrest Prep Contact Person: Linda Cressimano
Phone #: (954) 240-0130 Email: linda.cressimano@pinecrest.edu
Date of Service: 2014 - Present Cost of Service: \$200K
Address: 1501 NE 62nd St. Fort Lauderdale, FL 33334

Scope of Work: Design service & installation

Reference 5 -

Name of Firm: PBSD - Lake Worth HS Contact Person: Christian Garate
Phone #: _____ Email: christian.garate@palmbeachschools.org
Date of Service: 9/2019 Cost of Service: \$33K
Address: 1701 Lake Worth Rd, Lake Worth, FL 33460

Scope of Work: Design Service of two classrooms

ATTACHMENT K – BID SUMMARY SHEET

THIS EXCEL FILE MUST BE DOWNLOADED DIRECTLY FROM WWW.DEMANDSTAR.COM

SPREADSHEET: Vendor must fill out the attached Bid Summary Excel document electronically. No handwritten summary sheets will be accepted. Complete the Excel file and submit in .xls type format with your bid proposal response on the flash drive.

NOTE: Carefully review each tab to ensure all applicable spaces are completed. Below is a list of the tabs:

SEE ATTACHED EXCEL (.XLS) BID SUMMARY SHEET TABS AS FOLLOWS:

- 1) Company Representative – Must be completed by Proposer
- 2) Line Item Pricing – Must be completed by Proposer

ATTACHMENT M – NO BID
STATEMENT OF “NO RESPONSE”

If your company will not be submitting a response to this Request for Proposal, please complete this Statement of “No Response” Sheet and return, prior to the RFP Due Date established within, to:

The School Board of Broward County, Florida
Procurement & Warehousing Services Department
7720 West Oakland Park Boulevard, Suite 323
Sunrise, Florida 33351

This information will help SBBC in the preparation of future RFPs.

Company Name: _____

Contact: _____

Address: _____

Telephone: _____ Facsimile: _____ E-mail: _____

√	Reason(s) for “No Response”:
<input type="checkbox"/>	Unable to comply with product or service specifications.
<input type="checkbox"/>	Unable to comply with scope of work.
<input type="checkbox"/>	Unable to quote on all items in the group.
<input type="checkbox"/>	Insufficient time to respond to the Request for Proposal.
<input type="checkbox"/>	Unable to hold prices firm through the term of the contract period.
<input type="checkbox"/>	Our schedule would not permit us to perform.
<input type="checkbox"/>	Unable to meet delivery requirements.
<input type="checkbox"/>	Unable to meet bond requirements.
<input type="checkbox"/>	Unable to meet insurance requirements.
<input type="checkbox"/>	Other (Specify below)

Comments:

Signature: _____ Date: _____

AGREEMENT

THIS AGREEMENT is made and entered into as of this 20th day of October, 2020, by and between

THE SCHOOL BOARD OF BROWARD COUNTY, FLORIDA

(hereinafter referred to as "SBBC"),
a body corporate and political subdivision of the State of Florida,
whose principal place of business is
600 Southeast Third Avenue, Fort Lauderdale, Florida 33301

and

VIRCO INC.

(hereinafter referred to as "VENDOR"),
whose principal place of business is
2027 Harpers Way
Torrance, CA 90501.

WHEREAS, on June 25, 2020, SBBC advertised Request for Proposal FY21-106, seeking vendor proposals for School and Department Furniture (hereinafter, the "RFP"); and

WHEREAS, VENDOR was one of twenty-two (22) vendors which submitted proposals in response to the RFP; and

WHEREAS, VENDOR hereby agrees to provide furniture solutions, including furniture turn-key solutions, and products for School and Department Furniture delivery, installation, and other related services which are commonly used in various schools and departments of the SBBC pursuant to the terms and pricing identified hereinbelow, attached and via hyperlink.

NOW, THEREFORE, in consideration of the mutual covenants contained herein, and other good and valuable consideration, the receipt and sufficiency of which is hereby acknowledged, the Parties hereby agree as follows:

ARTICLE 1 - RECITALS

1.01 **Recitals.** The parties agree that the foregoing recitals are true and correct and that such recitals are incorporated herein by reference.

ARTICLE 2 – SPECIAL CONDITIONS

2.01 **Term of Agreement.** Unless terminated earlier pursuant to Section 3.05 of this Agreement, the term of this Agreement shall commence on October 1, 2020 or the date of its approval by SBBC, whichever date is later, and conclude on midnight three years after the actual date of commencement, with an option for two (2) additional one (1) year renewal.

2.02 **Description of Goods or Services Provided.** VENDOR shall provide the furniture and services pursuant to the terms of the RFP and as listed in its proposal attached hereto and incorporated herein as **Exhibit "A."**

2.03 **Cost and Payment.** SBBC shall pay VENDOR for services and products provided and accepted by SBBC pursuant to this Agreement and the discounted pricing specified in VENDOR's proposal accessible via the hyperlink below. Payment terms for such services and products shall be net 30 days from the date that the VENDOR submits an acceptable invoice to SBBC.

<https://browardcountyschools.sharepoint.com/sites/Procurement/PWS%20Bid%20Documents/Forms/AllItems.aspx?viewid=4a8338df%2D4b54%2D4af3%2Dade4%2D87ca40a672f0&id=%2Fsites%2FProcurement%2FPWS%20Bid%20Documents%2FPWS%20Bid%20Documents%2FFY2021%2FFY21%2D106%5FSchoolandDepartmentFurniture%2FPricing%20List%2FVirco%2C%20Inc>

2.04 **VENDOR Confidentiality of Education Records.**

(a) Notwithstanding any provision to the contrary within this Agreement, VENDOR shall:

1) fully comply with the requirements of Sections 1002.22, 1002.221, and 1002.222, Florida Statutes; the Family Educational Rights and Privacy Act, 20 U.S.C § 1232g (FERPA) and its implementing regulations (34 C.F.R. Part 99), and any other state or federal law or regulation regarding the confidentiality of student information and records;

2) hold any education records in strict confidence and not use or redisclose same except as required by this Agreement or as required or permitted by law unless the parent of each student or a student age 18 or older whose education records are to be shared provides prior written consent for their release;

3) ensure that, at all times, all of its employees who have access to any education records during the term of their employment shall abide strictly by its obligations under this Agreement, and that access to education records is limited only to its employees that require the information to carry out the responsibilities under this Agreement and shall provide said list of employees to SBBC upon request;

4) safeguard each education record through administrative, physical and technological safety standards to ensure that adequate controls are in place to protect the education records and information in accordance with FERPA's privacy requirements;

5) utilize the education records solely for the purposes of providing products and services as contemplated under this Agreement; and shall not share, publish, sell, distribute, target advertise, or display education records to any third party;

6) notify SBBC immediately upon discovery of a breach of confidentiality of education records by telephone at 754-321-0300 (Manager, Information Security), and

754-321-1900 (Privacy Officer), and email at privacy@browardschools.com, and take all necessary notification steps as may be required by federal and Florida law, including, but not limited to, those required by Section 501.171, Florida Statutes;

7) fully cooperate with appropriate SBBC staff, including Privacy Officer and/or Information Technology staff to resolve any privacy investigations and concerns in a timely manner;

8) prepare and distribute, at its own cost, any and all required breach notifications, under federal and Florida Law, or reimburse SBBC any direct costs incurred by SBBC for doing so, including, but not limited to, those required by Section 501.171, Florida Statutes;

9) be responsible for any fines or penalties for failure to meet breach notice requirements pursuant to federal and/or Florida law;

10) provide SBBC with the name and contact information of its employee who shall serve as SBBC's primary security contact and shall be available to assist SBBC in resolving obligations associated with a security breach of confidentiality of education records; and

11) securely erase education records from any media once any media equipment is no longer in use or is to be disposed; secure erasure will be deemed the deletion of the education records using a single pass overwrite Secure Erase (Windows) or Wipe (Unix).

(b) All education records shall remain the property of SBBC, and any party contracting with SBBC serves solely as custodian of such information pursuant to this Agreement and claims no ownership or property rights thereto and, upon termination of this Agreement shall, at SBBC's request, return to SBBC or dispose of the education records in compliance with the applicable Florida Retention Schedules and provide SBBC with a written acknowledgment of said disposition.

(c) VENDOR shall, for itself, its officers, employees, agents, representatives, contractors or subcontractors, fully indemnify and hold harmless SBBC and its officers and employees for any violation of this section, including, without limitation, defending SBBC and its officers and employees against any complaint, administrative or judicial proceeding, payment of any penalty imposed upon SBBC, or payment of any and all costs, damages, judgments or losses incurred by or imposed upon SBBC arising out of a breach of this covenant by the party, or an officer, employee, agent, representative, contractor, or sub-contractor of the party to the extent that the party or an officer, employee, agent, representative, contractor, or sub-contractor of the party shall either intentionally or negligently violate the provisions of this section or of Sections 1002.22 and/or 1002.221, Florida Statutes. This section shall survive the termination of all performance required or conclusion of all obligations existing under this Agreement.

2.05 **Inspection of VENDORS Records by SBBC.** VENDOR shall establish and maintain books, records and documents (including electronic storage media) sufficient to reflect all income and expenditures of funds provided by SBBC under this Agreement. All VENDORS applicable records, regardless of the form in which they are kept, shall be open to inspection and

subject to audit, inspection, examination, evaluation and/or reproduction, during normal working hours, by SBBC's agent or its authorized representative to permit SBBC to evaluate, analyze and verify the satisfactory performance of the terms and conditions of this Agreement and to evaluate, analyze and verify the applicable business records of VENDOR directly relating to this Agreement in order to verify the accuracy of invoices provided to SBBC. Such audit shall be no more than one (1) time per calendar year.

(a) Duration of Right to Inspect. For the purpose of such audits, inspections, examinations, evaluations and/or reproductions, SBBC's agent or authorized representative shall have access to VENDOR's records from the effective date of this Agreement, for the duration of the term of this Agreement, and until the later of five (5) years after the termination of this Agreement or five (5) years after the date of final payment by SBBC to VENDOR pursuant to this Agreement.

(b) Notice of Inspection. SBBC's agent or its authorized representative shall provide VENDOR reasonable advance written notice (not to exceed two (2) weeks) of any intended audit, inspection, examination, evaluation and or reproduction.

(c) Audit Site Conditions. SBBC's agent or its authorized representative shall have access to VENDOR's facilities and to any and all records related to this Agreement, and shall be provided adequate and appropriate work space in order to exercise the rights permitted under this section.

(d) Failure to Permit Inspection. Failure by VENDOR to permit audit, inspection, examination, evaluation and/or reproduction as permitted under this section shall constitute grounds for termination of this Agreement by SBBC for cause and shall be grounds for SBBC's denial of some or all of any VENDOR's claims for payment.

(e) Overcharges and Unauthorized Charges. If an audit conducted in accordance with this section discloses overcharges or unauthorized charges to SBBC by VENDOR in excess of two percent (2%) of the total billings under this Agreement, the actual cost of SBBC's audit shall be paid by VENDOR. If the audit discloses billings or charges to which VENDOR is not contractually entitled, VENDOR shall pay said sum to SBBC within twenty (20) days of receipt of written demand unless otherwise agreed to in writing by both parties.

(f) Inspection of Subcontractor's Records. If applicable, VENDOR shall require any and all subcontractors, insurance agents and material suppliers (hereafter referred to as "Payees") providing services or goods with regard to this Agreement to comply with the requirements of this section by insertion of such requirements in any written subcontract. Failure by VENDOR to include such requirements in any subcontract shall constitute grounds for termination of this Agreement by SBBC for cause and shall be grounds for the exclusion of some or all of any Payees' costs from amounts payable by SBBC to VENDOR pursuant to this Agreement and such excluded costs shall become the liability of VENDOR.

(g) Inspector General Audits. VENDOR shall comply and cooperate immediately with any inspections, reviews, investigations, or audits deemed necessary by the Florida Office of the Inspector General or by any other state or federal officials.

2.06 **Notice.** When any of the parties desire to give notice to the other, such notice must be in writing, sent by U.S. Mail, postage prepaid, addressed to the party for whom it is intended at the place last specified; the place for giving notice shall remain such until it is changed by written notice in compliance with the provisions of this paragraph. For the present, the Parties designate the following as the respective places for giving notice:

To SBBC:	Superintendent of Schools The School Board of Broward County, Florida 600 Southeast Third Avenue Fort Lauderdale, Florida 33301
With a Copy to:	Director – Procurement & Warehousing Services The School Board of Broward County, Florida 7720 W Oakland Park Blvd., Suite 323 Sunrise, Florida 33351
To VENDOR:	Patricia L. Quinones Virco Inc. 2027 Harpers Way Torrance, CA 90501
With a Copy to:	Christen Jones Highway 65 S. Conway, AR 72032

2.07 **Background Screening.** VENDOR shall comply with all requirements of Sections 1012.32 and 1012.465, Florida Statutes, and all of its personnel who (1) are to be permitted access to school grounds when students are present, (2) will have direct contact with students, or (3) have access or control of school funds, will successfully complete the background screening required by the referenced statutes and meet the standards established by the statutes. This background screening will be conducted by SBBC in advance of VENDOR or its personnel providing any services under the conditions described in the previous sentence. VENDOR shall bear the cost of acquiring the background screening required by Section 1012.32, Florida Statutes, and any fee imposed by the Florida Department of Law Enforcement to maintain the fingerprints provided with respect to VENDOR and its personnel. The parties agree that the failure of VENDOR to perform any of the duties described in this section shall constitute a material breach of this Agreement entitling SBBC to terminate immediately with no further responsibilities or duties to perform under this Agreement. VENDOR agrees to indemnify and hold harmless SBBC, its officers and employees from any liability in the form of physical or mental injury, death or property damage resulting from VENDOR's failure to comply with the requirements of this section or with Sections 1012.32 and 1012.465, Florida Statutes.

2.08 **Public Records.** Any party contracting with SBBC is required to (a) keep and maintain available for public inspection any records that pertain to services rendered under this Agreement; (b) provide the public with access to public records on the same terms and conditions that SBBC would provide such records and at a cost that does not exceed the cost provided in Chapter 119, Florida Statutes or as otherwise provided by law; (c) ensure that public records that are exempt or confidential and exempt from public records disclosure requirements are not disclosed except as authorized by law; and (d) meet all requirements for retaining public records and transfer, at no cost to SBBC, all public records in that party's possession upon termination of its Agreement with SBBC and destroy any duplicate public records that are exempt or confidential and exempt from public records disclosure requirements. All of such party's records stored electronically must be provided to SBBC in a format that is compatible with SBBC's information technology systems. Each party shall maintain its own respective records and documents associated with this Agreement in accordance with the records retention requirements applicable to public records. Each party shall be responsible for compliance with any public documents request served upon it pursuant to Section 119.07, Florida Statutes, and any resultant award of attorney's fees for non-compliance with that law. Each party acknowledges that this Agreement and all attachments thereto are public records and do not constitute trade secrets.

IF A PARTY TO THIS AGREEMENT HAS QUESTIONS REGARDING THE APPLICATION OF CHAPTER 119, FLORIDA STATUTES, TO ITS DUTY TO PROVIDE PUBLIC RECORDS RELATING TO THE AGREEMENT, CONTACT THE CUSTODIAN OF PUBLIC RECORDS AT 754-321-1900, RECORDREQUESTS@BROWARDSCHOOLS.COM, RISK MANAGEMENT DEPARTMENT, PUBLIC RECORDS DIVISION, 600 SOUTHEAST THIRD AVENUE, FORT LAUDERDALE, FLORIDA 33301.

2.09 **Liability.** This section shall survive the termination of all performance or obligations under this Agreement and shall be fully binding until such time as any proceeding brought on account of this Agreement is barred by any applicable statute of limitations.

(a) By SBBC: SBBC agrees to be fully responsible up to the limits of Section 768.28, Florida Statutes, for its acts of negligence, or its employees' acts of negligence when acting within the scope of their employment and agrees to be liable, up to the limits of Section 768.28, Florida Statutes, for any damages resulting from said negligence.

(b) By VENDOR: VENDOR agrees to indemnify, hold harmless and defend SBBC, its agents, servants and employees from any and all claims, judgments, costs, and expenses including, but not limited to, reasonable attorney's fees, reasonable investigative and discovery costs, court costs and all other sums which SBBC, its agents, servants and employees may pay or become obligated to pay on account of any, all and every claim or demand, or assertion of liability, or any claim or action founded thereon, arising or alleged to have arisen out of the products, goods or services furnished by VENDOR, its agents, servants or employees; the equipment of VENDOR, its agents, servants or employees while such equipment is on premises owned or controlled by SBBC; or the negligence of VENDOR or the negligence of VENDOR's agents when acting within the scope of their employment, whether such claims, judgments, costs and expenses be for damages, damage

to property including SBBC's property, and injury or death of any person whether employed by VENDOR, SBBC or otherwise.

2.10 **Insurance Requirements.** VENDOR shall comply with the following insurance requirements throughout the term of this Agreement:

(a) **General Liability.** VENDOR shall maintain General Liability insurance during the term of this Agreement with limits not less than \$1,000,000 per occurrence for Bodily Injury/ Property Damage; \$1,000,000 General Aggregate; and limits not less than \$1,000,000 for Products/Completed Operations Aggregate.

(b) **Professional Liability/Errors & Omissions.** VENDOR shall maintain Professional Liability/Errors & Omissions insurance during the term of this Agreement with a limit of not less than \$1,000,000 per occurrence covering services provided under this Agreement.

(c) **Workers' Compensation.** VENDOR shall maintain Workers' Compensation insurance during the term of this Agreement in compliance with the limits specified in Chapter 440, Florida Statutes, and Employer's Liability limits shall not be less than \$100,000/\$100,000/\$500,000 (each accident/disease-each employee/disease-policy limit).

(d) **Auto Liability.** VENDOR shall maintain Owned, Non-Owned and Hired Auto Liability insurance with Bodily Injury and Property Damage limits of not less than \$1,000,000 Combined Single Limit.

(e) **Acceptability of Insurance Carriers.** The insurance policies required under this Agreement shall be issued by companies qualified to do business in the State of Florida and having a rating of at least A- VI by AM Best or Aa3 by Moody's Investor Service.

(f) **Verification of Coverage.** Proof of the required insurance must be furnished by VENDOR to SBBC's Risk Management Department by Certificate of Insurance within fifteen (15) days of the date of this Agreement. To streamline this process, SBBC has partnered with EXIGIS Risk Management Services to collect and verify insurance documentation. All certificates (and any required documents) must be received and approved by SBBC's Risk Management Department before any work commences to permit VENDOR to remedy any deficiencies. VENDOR must verify its account information and provide contact details for its Insurance Agent via the link provided to it by email.

(g) **Required Conditions.** Liability policies must include the following terms on the Certificate of Insurance:

- 1) The School Board of Broward County, Florida, its members, officers, employees and agents are added as additional insured.

- 2) All liability policies are primary of all other valid and collectable coverage maintained by The School Board of Broward County, Florida.
- 3) Certificate Holder: The School Board of Broward County, Florida, c/o EXIGIS Risk Management Services, P.O. Box 4668-ECM, New York, New York 10163-4668.

(h) Cancellation of Insurance. VENDOR is prohibited from providing services under this Agreement with SBBC without the minimum required insurance coverage and must notify SBBC within two (2) business days if required insurance is cancelled.

(i) SBBC reserves the right to review, reject or accept any required policies of insurance, including limits, coverage or endorsements, herein throughout the term of this Agreement.

2.11 Nondiscrimination.

(a) As a condition of entering into this Agreement, VENDOR represents and warrants that it will comply with the SBBC's Commercial Nondiscrimination Policy, as described under, Section D.1 of SBBC's Policy No. 3330 – Supplier Diversity Outreach Program.

(b) As part of such compliance, VENDOR shall not discriminate on the basis of race, color, religion, ancestry or national origin, sex, age, marital status, sexual orientation, or on the basis of disability or other unlawful forms of discrimination in the solicitation, selection, hiring, or commercial treatment of subcontractors, vendors, suppliers, or commercial customers, nor shall VENDOR retaliate against any person for reporting instances of such discrimination. VENDOR shall provide equal opportunity for subcontractors, vendors, and suppliers to participate in all of its public sector and private sector subcontracting and supply opportunities, provided that nothing contained in this clause shall prohibit or limit otherwise lawful efforts to remedy the effects of marketplace discrimination that have occurred or are occurring in the SBBC's relevant marketplace. VENDOR understands and agrees that a material violation of this clause shall be considered a material breach of this Agreement and may result in termination of this Agreement, disqualification of the company from participating in SBBC Agreements, or other sanctions. This clause is not enforceable by or for the benefit of, and creates no obligation to, any third party.

2.12 Annual Appropriation. The performance and obligations of SBBC under this Agreement shall be contingent upon an annual budgetary appropriation by its governing body. If SBBC does not allocate funds for the payment of services or products to be provided under this Agreement, this Agreement may be terminated by SBBC at the end of the period for which funds have been allocated. SBBC shall notify the other party at the earliest possible time before such termination. No penalty shall accrue to SBBC in the event this provision is exercised, and SBBC shall not be obligated or liable for any future payments due or any damages as a result of termination under this section.

2.13 **Excess Funds.** Any party receiving funds paid by SBBC under this Agreement agrees to promptly notify SBBC of any funds erroneously received from SBBC upon the discovery of such erroneous payment or overpayment. Any such excess funds shall be refunded to SBBC.

2.14 **Incorporation by Reference.** Any and all exhibits attached hereto and referenced herein shall be deemed to be incorporated into this Agreement by reference.

ARTICLE 3 – GENERAL CONDITIONS

3.01 **No Waiver of Sovereign Immunity.** Nothing herein is intended to serve as a waiver of sovereign immunity by any agency or political subdivision to which sovereign immunity may be applicable or of any rights or limits to liability existing under Section 768.28, Florida Statutes. This section shall survive the termination of all performance or obligations under this Agreement and shall be fully binding until such time as any proceeding brought on account of this Agreement is barred by any applicable statute of limitations.

3.02 **No Third Party Beneficiaries.** The parties expressly acknowledge that it is not their intent to create or confer any rights or obligations in or upon any third person or entity under this Agreement. None of the parties intend to directly or substantially benefit a third party by this Agreement. The parties agree that there are no third party beneficiaries to this Agreement and that no third party shall be entitled to assert a claim against any of the parties based upon this Agreement. Nothing herein shall be construed as consent by an agency or political subdivision of the State of Florida to be sued by third parties in any matter arising out of any Agreement.

3.03 **Independent Contractor.** The parties to this Agreement shall at all times be acting in the capacity of independent contractors and not as an officer, employee or agent of one another. Neither party or its respective agents, employees, subcontractors or assignees shall represent to others that it has the authority to bind the other party unless specifically authorized in writing to do so. No right to SBBC retirement, leave benefits or any other benefits of SBBC employees shall exist as a result of the performance of any duties or responsibilities under this Agreement. SBBC shall not be responsible for social security, withholding taxes, contributions to unemployment compensation funds or insurance for the other party or the other party's officers, employees, agents, subcontractors or assignees.

3.04 **Default.** The parties agree that, in the event that either party is in default of its obligations under this Agreement, the non-defaulting party shall provide to the defaulting party (30) days written notice to cure the default. However, in the event said default cannot be cured within said thirty (30) day period and the defaulting party is diligently attempting in good faith to cure same, the time period shall be reasonably extended to allow the defaulting party additional cure time. Upon the occurrence of a default that is not cured during the applicable cure period, this Agreement may be terminated by the non-defaulting party upon thirty (30) days notice. This remedy is not intended to be exclusive of any other remedy, and each and every such remedy shall be cumulative and shall be in addition to every other remedy now or hereafter existing at law or in equity or by statute or otherwise. No single or partial exercise by any party of any right, power, or remedy hereunder shall preclude any other or future exercise thereof. Nothing in this section shall be construed to preclude termination for convenience pursuant to Section 3.05.

3.05 **Termination.** This Agreement may be canceled with or without cause by SBBC during the term hereof upon thirty (30) days written notice to the other parties of its desire to terminate this Agreement. In the event of such termination, SBBC shall be entitled to a *pro rata* refund of any pre-paid amounts for any services scheduled to be delivered after the effective date of such termination. SBBC shall have no liability for any property left on SBBC's property by any party to this Agreement after the termination of this Agreement. Any party contracting with SBBC under this Agreement agrees that any of its property placed upon SBBC's facilities pursuant to this Agreement shall be removed within ten (10) business days following the termination, conclusion or cancellation of this Agreement and that any such property remaining upon SBBC's facilities after that time shall be deemed to be abandoned, title to such property shall pass to SBBC, and SBBC may use or dispose of such property as SBBC deems fit and appropriate.

3.06 **Compliance with Laws.** Each party shall comply with all applicable federal, state and local laws, SBBC policies, codes, rules and regulations in performing its duties, responsibilities and obligations pursuant to this Agreement.

3.07 **Place of Performance.** All obligations of SBBC under the terms of this Agreement are reasonably susceptible of being performed in Broward County, Florida and shall be payable and performable in Broward County, Florida.

3.08 **Governing Law and Venue.** This Agreement shall be interpreted and construed in accordance with and governed by the laws of the State of Florida. Any controversies or legal problems arising out of this Agreement and any action involving the enforcement or interpretation of any rights hereunder shall be submitted exclusively to the jurisdiction of the State courts of the Seventeenth Judicial Circuit of Broward County, Florida or to the jurisdiction of the United States District Court for the Southern District of Florida. Each party agrees and admits that the state courts of the Seventeenth Judicial Circuit of Broward County, Florida or the United States District Court for the Southern District of Florida shall have jurisdiction over it for any dispute arising under this Agreement.

3.09 **Entirety of Agreement.** This document incorporates and includes all prior negotiations, correspondence, conversations, agreements and understandings applicable to the matters contained herein and the parties agree that there are no commitments, agreements or understandings concerning the subject matter of this Agreement that are not contained in this document. Accordingly, the parties agree that no deviation from the terms hereof shall be predicated upon any prior representations or agreements, whether oral or written.

3.10 **Binding Effect.** This Agreement shall be binding upon and inure to the benefit of the parties hereto and their respective successors and assigns.

3.11 **Assignment.** Neither this Agreement nor any interest herein may be assigned, transferred or encumbered by any party without the prior written consent of the other party. There shall be no partial assignments of this Agreement including, without limitation, the partial assignment of any right to receive payments from SBBC.

3.12 **Captions.** The captions, section designations, section numbers, article numbers, titles and headings appearing in this Agreement are inserted only as a matter of convenience, have no substantive meaning, and in no way define, limit, construe or describe the scope or intent of

such articles or sections of this Agreement, nor in any way ~~effect~~ affect this Agreement and shall not be construed to create a conflict with the provisions of this Agreement.

3.13 **Severability**. In the event that any one or more of the sections, paragraphs, sentences, clauses or provisions contained in this Agreement is held by a court of competent jurisdiction to be invalid, illegal, unlawful, unenforceable or void in any respect, such shall not affect the remaining portions of this Agreement and the same shall remain in full force and effect as if such invalid, illegal, unlawful, unenforceable or void sections, paragraphs, sentences, clauses or provisions had never been included herein.

3.14 **Preparation of Agreement**. The parties acknowledge that they have sought and obtained whatever competent advice and counsel as was necessary for them to form a full and complete understanding of all rights and obligations herein and that the preparation of this Agreement has been their joint effort. The language agreed to herein expresses their mutual intent and the resulting document shall not, solely as a matter of judicial construction, be construed more severely against one of the parties than the other.

3.15 **Amendments**. No modification, amendment, or alteration in the terms or conditions contained herein shall be effective unless contained in a written document prepared with the same or similar formality as this Agreement and executed by each party hereto.

3.16 **Waiver**. The parties agree that each requirement, duty and obligation set forth herein is substantial and important to the formation of this Agreement and, therefore, is a material term hereof. Any party's failure to enforce any provision of this Agreement shall not be deemed a waiver of such provision or modification of this Agreement unless the waiver is in writing and signed by the party waiving such provision. A written waiver shall only be effective as to the specific instance for which it is obtained and shall not be deemed a continuing or future waiver.

3.17 **Force Majeure**. Neither party shall be obligated to perform any duty, requirement or obligation under this Agreement if such performance is prevented by fire, hurricane, earthquake, explosion, wars, sabotage, accident, flood, acts of God, strikes, or other labor disputes, riot or civil commotions, epidemics, pandemics, government regulations, and the issuance or extension of existing government orders of the United States, the State of Florida, or local county and municipal governing bodies, or by reason of any other matter or condition beyond the control of either party, and which cannot be overcome by reasonable diligence and without unusual expense ("Force Majeure"). In no event shall lack of funds on the part of either party be deemed Force Majeure.

3.18 **Survival**. All representations and warranties made herein, indemnification obligations, obligations to reimburse SBBC, obligations to maintain and allow inspection and audit of records and property, obligations to maintain the confidentiality of records, reporting requirements, and obligations to return public funds shall survive the termination of this Agreement.

3.19 **Agreement Administration**. SBBC has delegated authority to the Superintendent of Schools or his/her designee to take any actions necessary to implement and administer this Agreement.

3.20 **Counterparts and Multiple Originals.** This Agreement may be executed in multiple originals, and may be executed in counterparts, each of which shall be deemed to be an original, but all of which, taken together, shall constitute one and the same Agreement.

3.21 **Authority.** Each person signing this Agreement on behalf of either party individually warrants that he or she has full legal power to execute this Agreement on behalf of the party for whom he or she is signing, and to bind and obligate such party with respect to all provisions contained in this Agreement.

IN WITNESS WHEREOF, the Parties hereto have made and executed this Agreement on the date first above written.

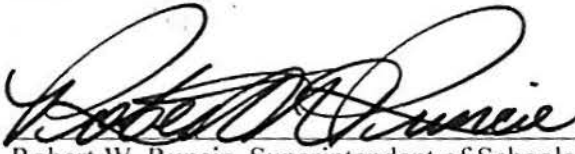
FOR SBBC:

(Corporate Seal)

THE SCHOOL BOARD OF BROWARD
COUNTY, FLORIDA

ATTEST:

By 
Donna P. Korn, Chair


Robert W. Runcie, Superintendent of Schools

Approved as to Form and Legal Content:


Office of the General Counsel

[THIS SPACE INTENTIONALLY LEFT BLANK; SIGNATURE PAGE FOLLOWS]

FOR VENDOR:

(Corporate Seal)

VIRCO INC.

ATTEST:

See attached

_____, Secretary

-or-

Witness

Witness

STATE OF Arkansas

COUNTY OF Faulkner

By Patricia L Quinones

Print Name: Patricia L Quinones

Title: Chief Administrative Officer

The foregoing instrument was acknowledged before me by means of ☒ physical presence or ☐ online notarization, this October 6, 2020 (date) by Patricia L Quinones (name of officer or agent, title of officer or agent) of Virco Inc. (name of corporation acknowledging), a Delaware (state or place of incorporation) corporation, on behalf of the corporation. He/she is personally known to me (underline if applicable) or has produced Drivers License (type of identification) as identification and who ☒ did/☐ did not first take an oath this 6th day of October, 2020.

My Commission Expires:

March 18, 2026

Christen Jones
Signature – Notary Public

Christen Jones

Notary's Printed Name

(SEAL)

CHRISTEN JONES
FAULKNER COUNTY
NOTARY PUBLIC --- ARKANSAS
My Commission Expires Mar 18, 2026
Commission No. 12696826

12696826

Notary's Commission No.

RESOLUTION OF THE BOARD OF DIRECTORS OF

VIRCO, INC.

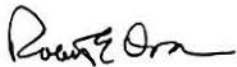
I, Robert E. Dose, Secretary of Virco Inc., do hereby certify that the following is a true and exact copy of a resolution adopted at the regular meeting of the Board of Directors held on Tuesday, December 3, 2019.

WHEREAS, it is deemed to be in the best interests of the Company to authorize certain management personnel to execute bids, bid bonds, performance bonds and contracts on behalf of the Company;

NOW, THEREFORE, BE IT RESOLVED, that

Robert A. Virtue, CEO
Douglas A. Virtue, President & COO
Patricia L. Quinones, Chief Administrative Officer
Scotty Bell, Chief Operating Officer
Robert E. Dose, Chief Financial Officer
Bassey Yau, Vice President Corporate Controller
Brian True, Vice President of Sales, National Sales Group
Paul Gall, Vice President of Logistics
Melissa K. French, Vice President of Marketing Services
Andrea Simms, Sales Service Manager
Christen Jones, Bid and Contract Supervisor

are each hereby authorized to sign on behalf of the Company, bids, bid bonds, performance bonds, and contracts between schools, government agencies or other customers and the Company calling for the sales and servicing of furniture made by the Company in the ordinary and usual business of the Company carried on with schools, school boards, school districts, government agencies and other customers, and this Resolution supersedes and cancels all previous Resolutions authorizing other employees to act on behalf of the Company. The authority granted by this Resolution terminates on January 31, 2021.



Robert E. Dose
Secretary
Date: October 6, 2020

(Corporate Seal)

Exhibit “A”

Broward County

REQUEST FOR PROPOSAL

RFP FY21-106 – School and Department Furniture



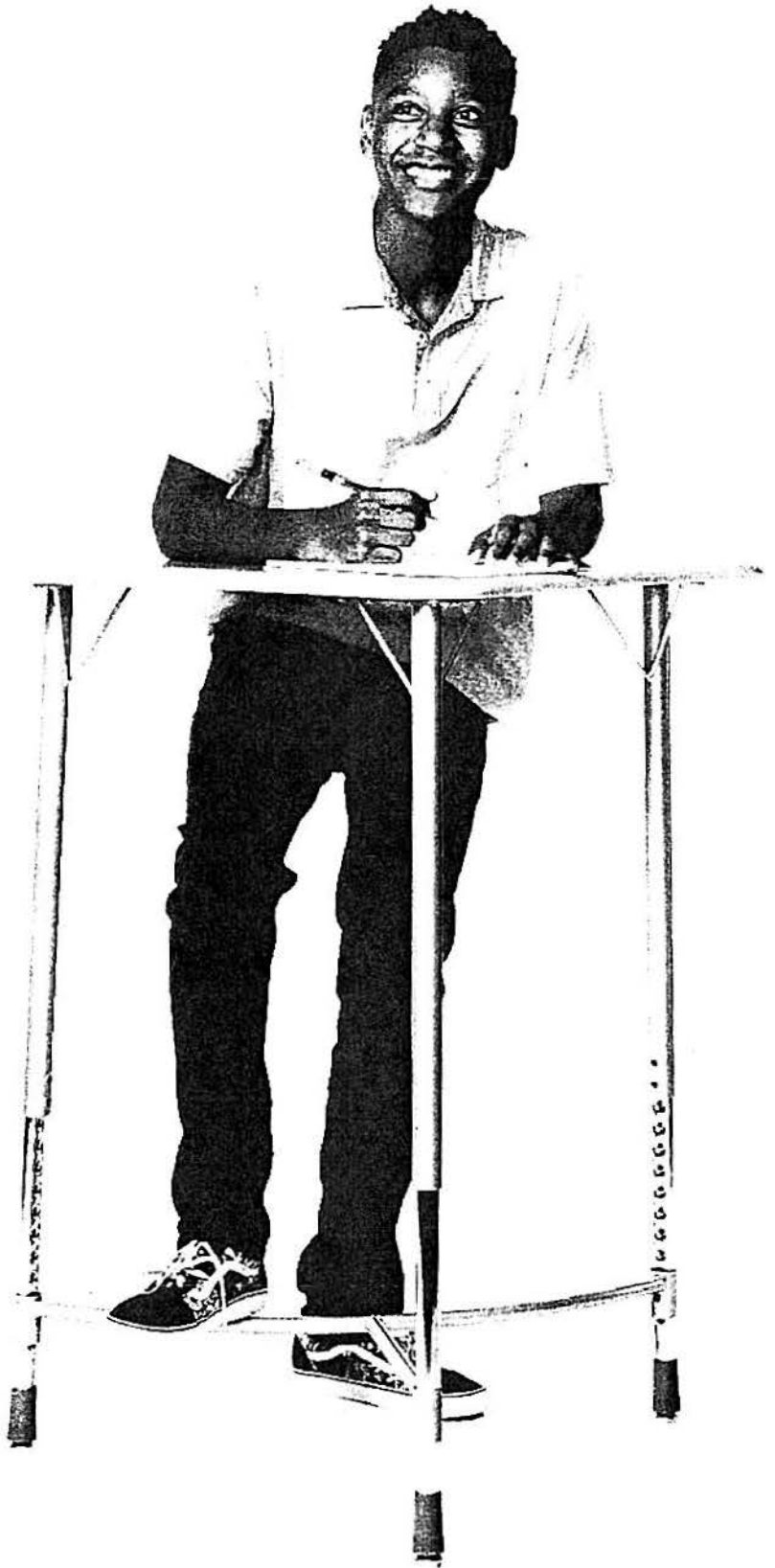
Virco Contact

Brad Misskelley, Territory Sales Manager
Todd Manning, Southeast Regional Manager
Patricia Quinones, Chief Administrative Officer

Virco, Inc.
2027 Harpers Way Torrance, CA 90501
Highway 65 South Conway, AR 72032
(800) 448-4726

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Letter Of Transmittal

4.1.3

PRICING NEGOTIATION

Patricia Quinones

Chief Administrative Officer

E: PattyQuinones@virco.com

P: 800-448-4726 x 2653

Brian True

Vice President of Sales, National Sales Group

E: BrianTrue@virco.com

P: 800-448-4726 x 2622

EJ Vakakes

Vice President Sales Eastern Division

E: EJVakakes@virco.com

P: 800-448-4726 x 1247

SUBMITTAL CLARIFICATION

Todd Manning, Southeast Regional Manager

E: ToddManning@virco.com

P: 800-448-4726 x 1716

Brad Misskelley - Local Representative

Territory Sales Manager

E: BradMisskelley@virco.com

P: 800-448-4726 x 1407

CORPORATE HEADQUARTERS

2027 HARPERS WAY

TORRANCE, CA 90501

800-448-4726

www.virco.com

	The School Board of Broward County, Florida PROCUREMENT AND WAREHOUSING SERVICES 7720 West Oakland Park Boulevard, Suite 323 Sunrise, Florida 33351-6704 754-321-0505	REQUEST FOR PROPOSAL (RFP)
---	--	---

DUE DATE: This proposal must be submitted to the Procurement & Warehousing Service Department, The School Board of Broward County, Florida, 7720 W. Oakland Park Blvd., Suite 323, Sunrise, Florida 33351-6704 on or before 2:00 p.m. Eastern Time (ET): 7/21/2020 and plainly marked with the RFP number and title. Proposal(s) received, after the date and time stated above, shall not be considered for award. Faxed and/or emailed bids are not allowed and will not be considered for award.	RFP NO.: FY21-106	RELEASE DATE: 6/25/2020	PURCHASING AGENT: Al Shelton 754-321-0520
	RFP TITLE: SCHOOL AND DEPARTMENT FURNITURE		

Note: Cost of Service should be submitted in a sealed envelope along with, but separate, from the remainder of the proposal.

One complete, original hard-copy Proposal (clearly marked as such), and one complete, original electronic version (both clearly marked as "original") will constitute the original governing documents. The electronic version in PDF on a Flash Drive must be IDENTICAL to the original Proposal, of the RFP Proposal, including this **REQUIRED RESPONSE FORM** fully executed and returned on or before 2:00 p.m. ET on the date due to the Procurement & Warehousing Services Department in accordance with the submittal requirements. In the case of any discrepancy between the original hard-copy Proposal and the copies, the original hard-copy Proposal will be the governing document. The proposal must contain all information required to be included in the Proposal as described herein. Completed Proposals must be submitted in a **SEALED** (envelope, package, box, etc.) with the RFP number and title clearly typed or written on the front of the envelope, package, box, etc.

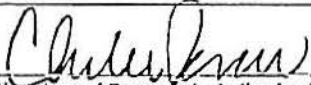
SECTION 1 – REQUIRED RESPONSE FORM

NOTE: Entries must be completed in ink or typewritten. This original Required Response Form must be fully executed and submitted with this Proposal (see Section 4.1.4).

Proposer's (Company) Name and state "Doing Business As", where applicable: Virco Inc	"REMIT TO" ADDRESS FOR PAYMENT: If payment(s) is/are to be mailed to address other than as stated on the left, please complete the section below. <input type="checkbox"/> Check this box if the address is the same as stated on the left.
Address: 2027 Harpers Way	P.O. Address: PO BOX 677610
City: Torrance	City: Dallas
State: California Zip Code: 90501	State: Texas Zip Code: 75267-7610
Telephone Number: 800-448-4726	Contact Person: Virco Inc- Accounts Receivable
Proposer's Taxpayer Identification Number: 33-0815719	Contact Telephone Number: 800-448-4726
E-Mail Address for PO: orders@virco.com	Contact Person's E-Mail Address: accountsreceivable@virco.com

Proposal Certification

I hereby certify that: I am submitting the following information as my firm's (Proposer) Proposal and am authorized by Proposer to do so. Proposer has not divulged, discussed, or compared the Proposal with other Proposers and has not colluded with any other Proposer or party to any other Proposal; Proposer, its principals, or their lobbyists has not offered campaign contributions to School Board Members or offered contributions to School Board Members for campaigns of other candidates for political office during the period in which the Proposer is attempting to sell goods or services to the School Board. This period of limitation of offering campaign contributions shall commence at the time of the "cone of silence" period for any solicitation for a competitive procurement as described by School Board Policy 3320, Part II, Section GG as well as School Board Policy 1007, Section 5.4 – Campaign Contribution Fundraising. Proposer acknowledges that all information contained herein is part of the public record as defined by the State of Florida Sunshine and Public Records Laws; all responses, data, and information contained in this Proposal are true and accurate. Proposer agrees to complete and unconditional acceptance of the contents of all pages in this Request for Proposals (RFP), and all appendices and the contents of any Addenda released hereto; Proposer agrees to be bound to any and all specifications, terms, and conditions contained in the Request for Proposals, and any released Addenda and understand that the following are requirements of this RFP and failure to comply will result in disqualification of Proposal submitted.

	7/20/20
Signature of Proposer's Authorized Representative	Date
Christen Jones	Bid & Contract Supervisor
Name of Proposer's Authorized Representative	Title of Proposer's Authorized Representative

Please sign all originals in blue ink.



SECTION 4 – INFORMATION TO BE INCLUDED IN THE SUBMITTED PROPOSAL

- 4.1 To maintain comparability and facilitate the review process, it is requested that Proposals be organized in the manner specified below. Include all the information requested herein in your Proposal.

4.1.1 **Title Page:** Include RFP Number, subject, the name of the Proposer, address, telephone number, and date.

4.1.2 **Table of Contents:** Include a clear identification of the material by section and by page number.

4.1.3 **Letter of Transmittal:** Include the names of the persons who will be authorized to make representations for the Proposer, their titles, addresses, and telephone numbers.

4.1.4 **Required Response Form:** (Section 1 of RFP) with all required information completed and all signatures as specified (blue ink preferred on original). Any modifications or alterations to this form shall not be accepted and Proposal will be rejected. The enclosed original Required Response Form will be the only acceptable form.

4.1.5 **Notice Provision:** Should your firm become an Awardee under this RFP, please specify the name and address of the person(s) to whom any notices should be sent under SBBC's contract with the Awardee:

Name/Title, Address and email address of Awardee's Representative for Notices:

Patricia L Quinones - Chief Administrative Officer

2027 Harpers Way, Torrance, CA 90501 pattyquinones@virco.com

With a Copy To: (Name/Title and Address)

Christen Jones - Bid & Contract Supervisor

Highway 65 S, Conway, AR 72032 cms@virco.com

The SBBC's Procurement & Warehousing Services Department shall determine whether each Proposer meets the Minimum Eligibility requirements of Section 4.2 and shall only deliver Proposals meeting the Minimum Eligibility requirements to the Evaluation Committee for further evaluation.

- 4.2 **Minimum Eligibility Requirement(s):** To be considered for an award and to be further evaluated, Proposer must meet or exceed the following criteria as of the opening date of the Proposal. **Failure to provide or clearly state the information requested below will result in the disqualification of proposal.** The Proposer is responsible for providing the following information in its response. The Proposer must also include a statement of acknowledgement for each item below. **The requested information below must be numbered as indicated below and be included in "this section" of your submitted proposal; do not place this information in any other section of your proposal.**

4.2.1 Proposer must meet or exceed the requirements of Section 7.1, Liability. Will your company meet or exceed the requirements as written in Section 7.1 for this contract? ☒ Yes ☐ No **Do not check both boxes.**

4.2.2 Local Representative within the Tri-County Area (Broward, Miami-Dade, Palm Beach).

4.2.3 Proposer must submit all Discounts and Prices in the Bid Summary Sheet provided by SBBC (Attachment K).

4.3 State under what other or former name(s) the Proposer is currently operating under or has operated under.

Virco Representative

4.2.2



BRAD MISSKELLEY

Territory Sales Manager,
Central/East Florida
BradMisskelley@virco.com
(772) 579-7606

Brad has over 8 years' experience in the Education Furniture Industry and a proven track record in Florida K-12 projects. He has worked with Broward schools since joining Virco in June of 2012. Brad will be the key contact for Broward County for their upcoming construction/renovations projects and furniture orders. He will lead his Virco team that will consist of a Licensed Interior Designer, Field Installation Coordinator and Internal Project Facilitator to make sure your projects run smoothly. Brad prides himself on being there during the planning stages all the way through project completion.

Executive Summary

4.4.1.1

Virco has studied and understands the content of RFP: FY21-106. We feel that we are uniquely qualified to provide the products and services as outlined within this document because of our company's 70-year history of providing quality products and services to K-12 school districts across the country.

When Virco first opened for business in Southern California back in 1950, we had one customer on our books. Our goal was-and still is to provide reliable, high value furniture and courteous, efficient service. Four years later, to meet the needs of our quickly growing customer base, we added another factory in Conway, Arkansas.

Ever since, as demand has increased, Virco has kept pace by continually expanding and upgrading our domestic facilities. Today, Virco serves you from two state-of-the-art U.S. locations: a 560,000 square-foot plant in Torrance, California and a multi plant operation with 1,750,000 square feet of space in Conway. As America's largest manufacturer and supplier of furniture and equipment for K-12 schools. Virco continues to give customers the unparalleled advantages of working with an experienced U.S. manufacturer.

Virco Manufacturing has mastered the art of helping school systems with their furniture needs by developing a process called "Planscape", this approach includes assistance from a team of specialists that help school systems efficiently move from the budget phase through to successful project completion.

We start with a hands-on, face to face approach with the school systems designated representatives. We listen to the vision of the end user and come up with a comprehensive solution to meet those needs, including selecting a color palette that complements the building. We utilize our Planscape Licensed Designers to provide detailed color renderings that allow the end user to get an accurate visualization of key spaces of their building.

Once the order is placed our order entry team proofs/reviews the order 4 different times by 4 different team members to make sure no errors occur during order entry. Once the product is manufactured, the delivery and installation phase of the project begins. Our team will place room by room lists on each door showing the approved layout and products for each room. Our installation crew members meet the truck, offload, assemble, place the furniture per the customer approved drawings, do a final cleaning and remove all trash. Once the installation is completed our lead installer will do a walk through with the customer to make sure all products are accounted for and any damages are noted so replacements can be provided.

Our goal is to make this process as easy as possible for the end user. School administrators are extremely busy, and we pride ourselves on making this process as easy as possible for them.



ATTACHMENT J – REFERENCES

The School Board of Broward County, Florida

Vendor Name: Virco Inc

List a minimum number of required references as stated in the Special Conditions which show experience in similar work, to include nature and scope of work, which demonstrates an expertise in providing the services as stated herein. Provide scope of work, contact name, addresses, telephone numbers, email addresses and dates of service.

Reference 1 –

Name of Firm:	<u>Palm Beach County Public Schools</u>	Contact Person:	<u>Kristin Doyle</u>
Phone #:	<u>561-543-5833</u>	Email:	<u>kristin.doyle@palmbeachschools.org</u>
Date of Service:	<u>Several projects 2019</u>	Cost of Service:	<u>\$3.5 million</u>
Address:	<u>Verde Elementary School - 6590 Verde Trail, Boca Raton, FL 33433</u>		

Scope of Work: Verde Elementary School new construction project and an additional 29 school renovation projects from 2018-2019.

Reference 2 –

Name of Firm:	<u>Seminole County School District</u>	Contact Person:	<u>Joy Ford</u>
Phone #:	<u>407-320-0069</u>	Email:	<u>joy_ford@scps.k12.fl.us</u>
Date of Service:	<u>July 2018</u>	Cost of Service:	<u>\$1.1 million</u>
Address:	<u>21 Lakeview Avenue, Sanford, FL 32773</u>		

Scope of Work: PSI High School - new STEAM high school project where Virco provided all FF&E. Several STEM labs in elementary schools district-wide during the 2017 school year.

Reference 3 –

Name of Firm:	<u>Orange County Public Schools</u>	Contact Person:	<u>Cecilia Washington - FF&E Coordinator</u>
Phone #:	<u>407-317-3700 x 5422</u>	Email:	<u>cecilia.washington2@ocps.net</u>
Date of Service:	<u>2013-present</u>	Cost of Service:	<u>\$12 million over 7 years.</u>
Address:	<u>Multiple schools in Orange county</u>		

Scope of Work: Provided new classroom furniture for all new schools since 2013. Sole provider of classroom furniture on new construction projects.

Reference 4 –

Name of Firm:	<u>School District of Osceola County</u>	Contact Person:	<u>Lisa Kesecker - Senior Buyer</u>
Phone #:	<u>407-870-4622</u>	Email:	<u>keseckel@osceola.k12.fl.us</u>
Date of Service:	<u>7/18 completion date</u>	Cost of Service:	<u>\$1.1 million</u>
Address:	<u>3675 Boggy Creek Road, Kissimmee, FL 34744</u>		

Scope of Work: Tohopekaliga High School - Kissimmee, FL - New construction project. Virco provided 90% of all FF&E to this school.

Reference 5 –

Name of Firm:	<u>Monroe County Public Schools</u>	Contact Person:	<u>Doug Pryor</u>
Phone #:	<u>305-407-8251</u>	Email:	<u>douglas.pryor@keysschools.com</u>
Date of Service:	<u>2018-2020</u>	Cost of Service:	<u>\$3 million</u>
Address:	<u>Gerald Adams Elementary 5855 College Road, Key West, FL 33040</u>		

Plantation Key School 100 Lake Road, Tavernier, FL 33070

Scope of Work: Stanley Switlik 3400 Overseas Hwy, Marathon, FL 33050

Completely furnished all three schools. Gerald Adams and Plantation Key completed in 2018. Stanley Switlik phase one completed December 2019, with phase two set to complete July 2020.

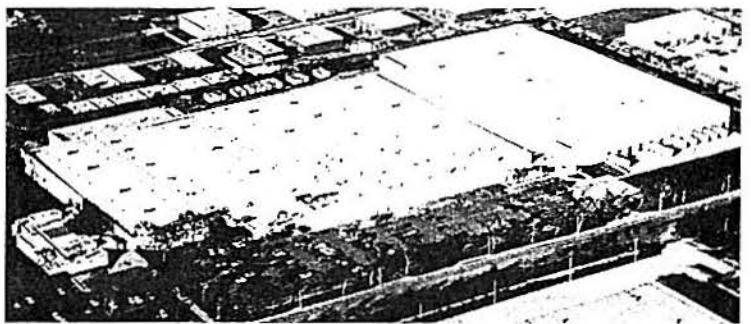
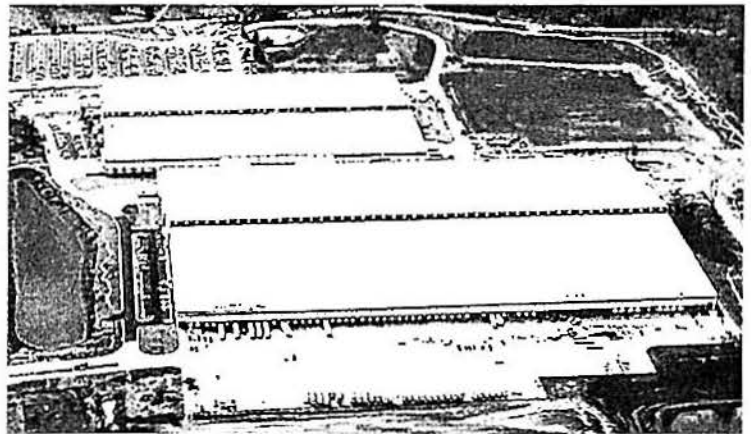
Supply Chain Strengths

4.4.1.3

When we first opened for business in 1950, Virco was committed to providing furniture and equipment from our own American factories. Ever since, Virco has kept pace by continually expanding and upgrading our domestic facilities. Today, Virco is fully integrated and relies on very few outside suppliers to provide components that result in a Virco finished product.

At Virco, we design, manufacture and assemble our products at two state-of-the-art U.S. facility locations: a 560,000 square-foot plant in Torrance, California and a multi-plant operation with 1,750,000 square feet of space in Conway. As America's largest manufacturer and supplier of furniture and equipment for K-12 schools – and a leading furniture and equipment source for convention centers and arenas, colleges and universities, hospitality providers, government facilities, and places of worship – Virco continues to give customers the unparalleled advantages of working with an experienced U.S. manufacturer.

During the Covid-19 pandemic, Virco has stayed fully operational and because of our fully integrated manufacturing operation, has had no supply chain interruptions in either of our manufacturing facilities. In fact, Virco has received orders from districts across the country to meet specific distancing requirements and since July 1, 2020 have entered orders, that we guaranteed delivery prior to the respective school opening, resulting in commitments for over 35,000 open front desks and 10,000 combo desk units. Besides Virco's unmatched manufacturing capabilities, Virco has an 850,000 square foot warehouse in our Conway, AR location which allows Virco to inventory millions of dollars in finished goods as well as manufacture and inventory components in the winter and spring that are ready to be assembled into finished goods as orders are released for summer delivery. Virco's Assemble to Ship program has made Virco the most reliable provider of educational furniture during the busy summer delivery season.



SUPPLY CHAIN STRENGTHS *(continued)*

Our warehouse capabilities also allow Virco to manufacture and inventory large orders that are issued in the winter and spring that require summer delivery. This manufacturing and inventory commitment are done as a courtesy to our customers and carries no additional cost. Moreover, our warehouse capabilities allow Virco to easily accommodate any request to delay a delivery due to unforeseen circumstances.

SUPPLIERS OF RAW MATERIALS

Virco works with a variety of nationwide suppliers who provide us with everything from raw materials such as steel, plastic resins, wood, laminate and other important materials that produce a wide array of products; as well as machinery, packaging materials and shipping, helping to keep US dollars at home to strengthen our economy

Manufacturing and Warehouse Capabilities

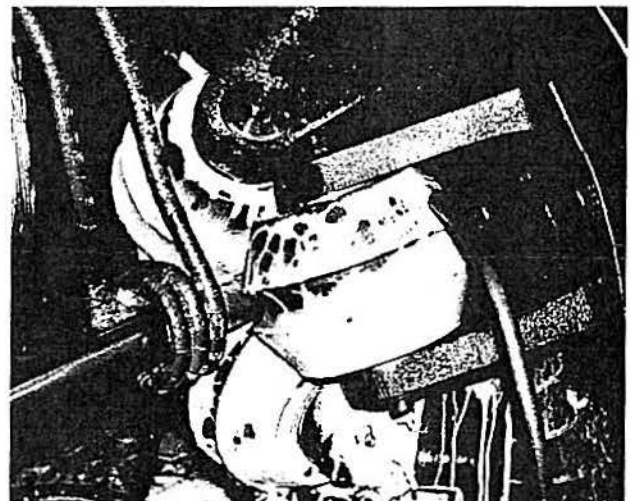
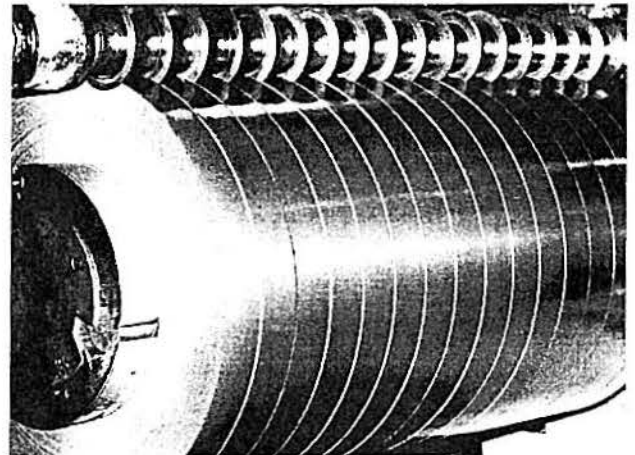
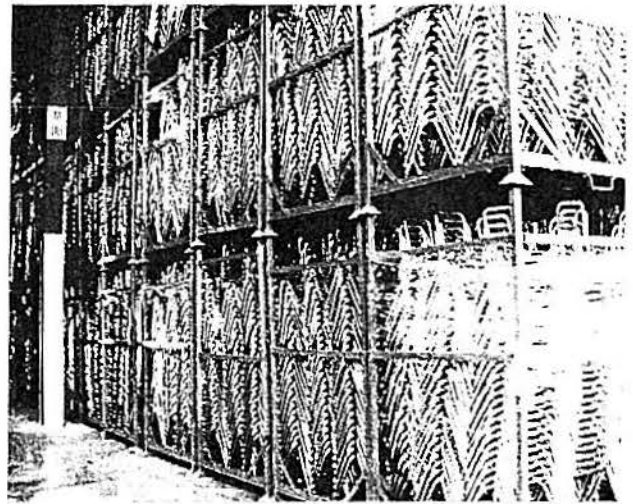
STEEL FABRICATION / TUBE MILL

Virco's ability to make tubular steel components has always set us apart from the competition. By fabricating our own tubing – rather than buying it from a “middleman” – Virco gives our customers a quality control advantage, and a pricing advantage, that competitors who out-source their tubing simply cannot match.

Back in 1950, the first piece of manufacturing equipment installed in Virco's southern California factory was a tube mill, which transforms raw steel coils – some of which weigh over 20,000 pounds – into round, rectangular or specially shaped steel tubes.

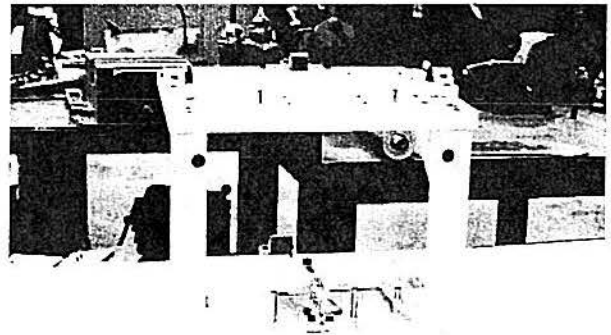
Virco currently produces 17 different tube diameters for use in our various furniture and equipment lines. To satisfy customer demand for our products, Virco purchased more than 18,000,000 pounds of steel coil in the 12 months prior to the release of this brochure.

Because Virco maintains a total of seven American-made tube mills – five in Conway and two in Torrance – we're well equipped to fabricate millions of pounds of tubular steel every year. Dozens of in-house stamping and bending machines let us manufacture the full range of high-strength steel components that give Virco products their well-earned



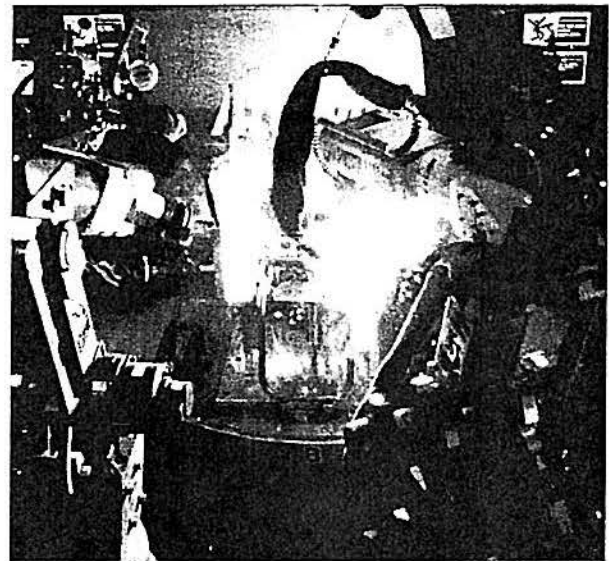
SUPPLY CHAIN STRENGTHS *(continued)*

reputation for reliable, long-term performance. In addition to our tubular steel manufacturing capabilities, Virco recently established a fully equipped flat metal forming department in Conway, where we now produce our own vertical files, lateral files, metal cabinets, storage pedestals and related items. By increasing the number of steel components, we fabricate in house, we're giving you an even greater range of affordable, high-value Virco-made products.



ROBOTICS

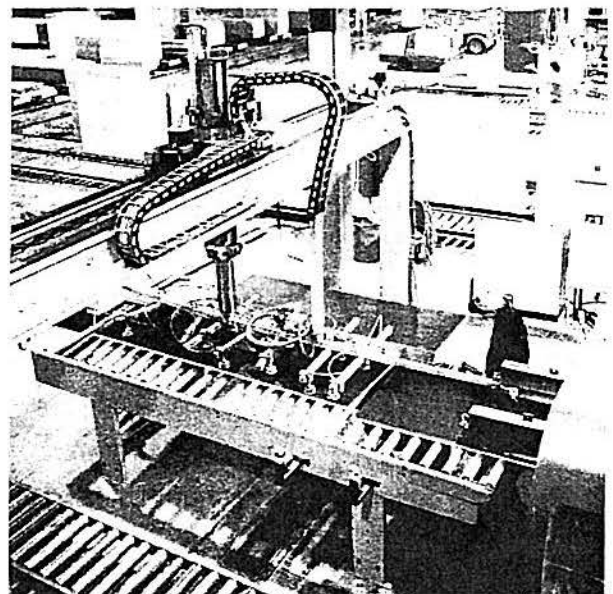
Virco began using robotic welders during the 1990s in both Conway and Torrance. Today, we rely on robotic welding units to cost-effectively enhance Virco's advanced manufacturing operations, in which precisely formed parts ensure quality weld joints. With upfront investments in technology, our welds can be applied at minimal cost for superior Virco product quality. Virco has the largest number of robotic welders in our industry. Welding has always been a critical operation in the manufacture of classroom/institutional furniture, recognizing the mandate for safety and durability. On a related note, Virco is the K-12 furniture market leader in vision-assisted assembly, in which robots photographically locate components for drilling and screwing to expedite and lower the cost of product assembly.



WOODSHOP

For products like desks, tables and chair/desk combo units, Virco manufactures high-pressure laminate work surfaces in the Woodshop departments of our Torrance and Conway factories. We start with particleboard, plywood or medium-density fiberboard (MDF) substrates, to which a plastic laminate top sheet and a bottom backing sheet are bonded under intense pressure. Then, using one of our CNC (Computer Numerically Controlled) routers, these components are trimmed and shaped to the proper size and configuration; work surface edges are then either sealed with lacquer, with T-mold plastic banding or with Virco's premium urethane-based Sure Edge® finish.

To enhance the efficiency of our operations, Virco's Conway and Torrance Woodshop departments recycle scrap wood and wood dust that would otherwise be sent to a landfill. In fact, through the year 2016, Virco has recycled more than 160,717,364 pounds of wood related materials since 1991.



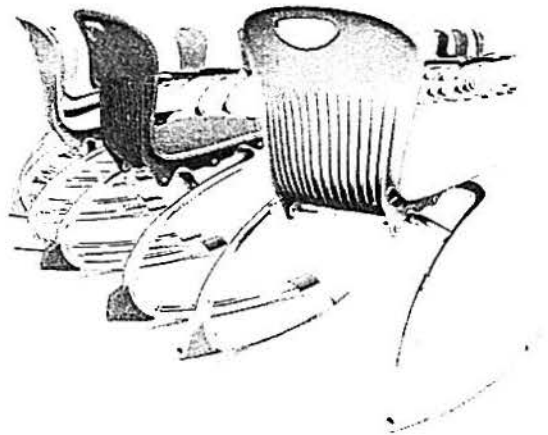
SUPPLY CHAIN STRENGTHS *(continued)*

COLORFUL INJECTION MOLDING

Virco's fully integrated manufacturing operations include extensive injection-molding capabilities at our Conway factories. As with other aspects of our operations, Virco's ability to mold a complete range of soft plastic chair shells for our diverse seating lines gives us a cost- and quality-control advantage over competitors who rely on vendors for injection-molded components.

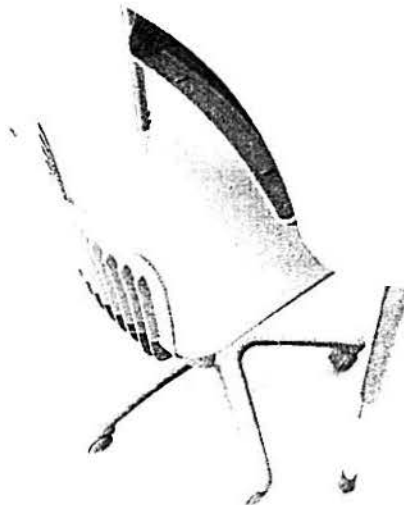
Taken together, Conway Plant 1 and Plant 2 have 22 injection molding machines that turn out polyethylene shells for our best-selling 9000 Classic Series™ product line and a variety of polypropylene shells for our popular ZUMA®, Sage™, Metaphor® and I.Q.® seating collections. Robotic technology enhances the speed and accuracy of our injection-molding operations.

Compared to competitors who lack these capabilities, Virco gives you more plastic chair shell color choices and better lead-times. We also welcome special orders for seating with custom-colored shells.



POWDER COAT PAINT

Steel-frame Virco products that require a painted finish are processed through our Torrance and Conway powder coat lines. First introduced on a large scale in the automotive industry, powder coat painting is now widely used in most industries as a more cost-effective and environmentally friendly alternative to older wet-paint applications. In Torrance, Virco's two powder coat paint lines each extend more than 2100 linear feet and can be operated at speeds of up to 40 feet per minute; in Conway, our lines are 4600 feet long and move at up to 90 feet per minute. Powder paint is applied electrostatically in a spray booth to components suspended from each line; components are pre-treated to give them a positive electrical charge which attracts and holds the powder to their surface. To recycle powder from our booths, Virco has six reclaim modules for our most popular colors.



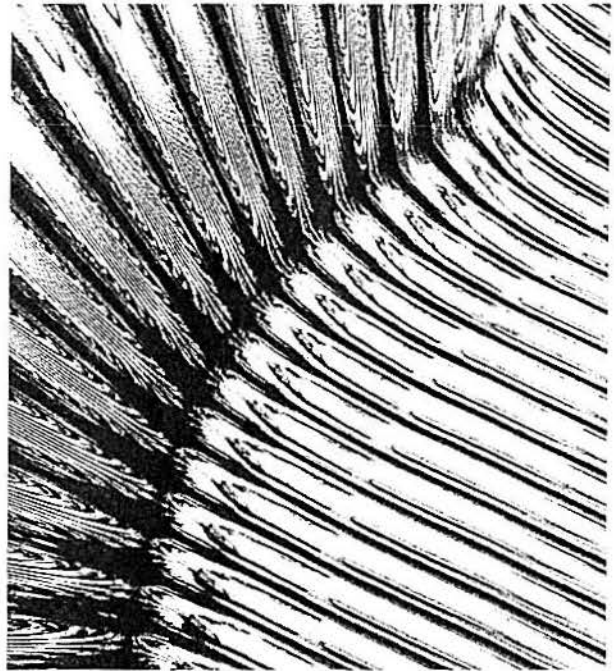
SUPPLY CHAIN STRENGTHS *(continued)*

ADVANCES IN CHROME PLATING

Since many Virco customers – particularly K-12 schools – prefer steel-frame furniture with a chrome finish, Virco has an in-house chrome plating department at our Conway Plant 1 facility. To insure consistent, high-quality production, we've partnered for several years with a company that specializes in chrome plating to oversee the operations of this department.

In keeping with Virco's commitment to sustainable business practices, our trivalent chrome plating is more environmentally friendly than older chroming methods used in other operations.

It's also important to note that our chrome plating department has a self-contained water treatment/filtration system. After filtration, the water used in the Conway chroming process is suitable for discharge into Conway's community wastewater system. And along with our Green approach to chroming, Virco's durable, eye-catching chrome finish meets or beats anything else on the market!



LOGISTICS AND INSTALLATION

Virco delivers and installs over \$120 million dollars of product to our customers annually. Project management has been an important part of our overall solution-based services since the late 90's and our national presence has helped Virco develop the best logistic and installation program in the K-12 industry.

Once an order is entered, Virco will assign a project facilitator who will manage the order's progress through manufacturing and work alongside our installation team and Broward County School's personnel to discuss site conditions and discuss any possible challenges that could impede a smooth and efficient installation. When delivery dates are confirmed our Field Service Supervisors work closely with our team of independent installation companies that we contract with in South Florida. These companies are certified and insured professionals that have in-depth knowledge of Virco's products.

Once the product is manufactured, the delivery and installation phase of the project begins. Our team will place room by room lists on each door showing the approved layout and products for each room. Our installation crew members meet the truck, offload, assemble, place the furniture per the customer approved drawings, do a final cleaning and remove all trash. Once the installation is completed our lead installer will do a walk through with the customer to make sure all products are accounted for and any damages are noted so replacements can be provided.

Good and Services Warranty

4.4.1.4

Virco will repair or replace, at its option, any Virco furniture or equipment product which proves to be defective in original material or workmanship that may become evident within the first 10 years of the date of purchase and 5 years from the date of purchase for casters, glides, pneumatic cylinders and torsion bars. This is your sole and exclusive remedy. This warranty covers products manufactured after January 1, 2017, as long as product is owned by original purchaser, and is subject to the following limitations:

Limitations

From the date of purchase, Virco's warranty covers the items below as follows:

10 Years

Laminates, seating controls, all seating, desk, table and storage products unless otherwise indicated in this warranty

5 Years

Glides, floor rocker foam pad, casters, pneumatic cylinders and torsion bars on mobile folding tables

1 Year

Chairs with custom logos applied to their upholstered seats and/or backs

Exclusions:

This warranty excludes:

- Apparent defects caused by abusive or abnormal use of the product
- Products not assembled, installed or used in compliance with Virco's product instructions or warnings
- Failures resulting from inadequate inspection and maintenance
- The effects of normal usage over time
- Any damage caused during shipment (see the current Virco price list's "Steps to Take When Receiving Shipments" for more information)
- Product modifications not approved by Virco
- Vinyl and fabric upholstery material, except as may be offered by the mill source
- Rust caused by natural elements or high exposure to moisture
- Products used for rental purposes

Natural Materials, Color Variations & Customer's Own Materials

Leather, wood and other natural materials may have intrinsic grains or patterns that are distinguishing features and not regarded as defects. Virco cannot warrant the matching of grains, patterns, textures, colors, or the color-fastness of such materials. In addition, Virco does not warrant Customer's Own Materials (COM) that are chosen and used in a Virco product at a customer's request.

THERE ARE NO IMPLIED WARRANTIES OF FITNESS OR MERCHANTABILITY, AND THERE ARE NO OTHER EXPRESS WARRANTIES BEYOND THE WARRANTIES EXPRESSED HERE. ALL INCIDENTAL OR CONSEQUENTIAL DAMAGES WHICH MAY ARISE, INCLUDING BUT NOT LIMITED TO BUSINESS LOSSES, PERSONAL PROPERTY DAMAGE, AND THIRD PARTY LIABILITIES ARE HEREBY EXPRESSLY EXCLUDED.

Good and Services Warranty *(continued)*

To obtain service under this warranty:

Please contact your local Virco Sales Representative or Customer Service at 800.448.4726.

Care & Use Instructions Notice:

To prevent structural failures and possible injury, furniture should not be used other than for its intended purpose and should be inspected regularly, at least annually, for the following: (1) loose or missing fasteners such as screws, rivets or staples, (2) metal fatigue, rust, cracks or broken welds, (3) any problem that causes instability or tipping, (4) any signs of misuse. Furniture that is damaged or appears to be unstable should immediately be removed from service, reported to the facility manager and replaced or repaired. Repairs should only be made using factory-authorized parts and methods. For information on furniture maintenance, repair, or to report furniture which requires service, call Virco toll-free at 800.448.4726. Furniture should be wiped down with mild soap and water as needed.

Eco-Friendly Certifications

4.4.1.5 LICENSES, CERTIFICATIONS & COMPLIANCE

BIFMA

ANSI/BIFMA - Virco is a member of BIFMA, the trade association for business and institutional furniture manufacturers. Virco tests and evaluates our products according to rigorous standing, including applicable performance testing for strength, durability and stability as established by the Business and Institutional Furniture Manufacturers Association (BIFMA) and accepted by the American National Standards Institute (ANSI).

GREENGUARD - In 2005, Virco's ZUMA® and ZUMAFrd™ became the first classroom furniture product lines from any manufacturer to earn GREENGUARD indoor air quality certification through the Greenguard for Children and Schools program. Today, hundreds of additional Virco classroom furniture models have earned this certification and GREENGUARD Gold Certification.



EPA Waste Wise - We're proud that the U.S. Environmental Protection Agency recognized our recycling leadership by choosing Virco as a charter member of their WasteWise Hall of Fame in 2003 and as a WasteWise winner for reducing waste in 2019.



CPSIA - Virco proudly complies with all laws and governmental regulations affecting our products, including the federal Consumer Products Safety Improvement Act of 2008 (CPSIA) and the California Air Resource Board (CARB) regulation of formaldehyde emissions from composite wood. All applicable Virco products are tested by a third-party laboratory and certified to comply.



LEED - Selected Virco products can help earn points under the LEED for New Construction and LEED for Schools rating systems; to learn more, go to Virco's website and click on the Corporate Stewardship link.



CARB Compliance - Virco complies with the California Air Resources Board (CARB) regulation (#93120.2) implemented in 2009 that affects.

Eco-Friendly Certifications

4.4.1.5

SCHOOL & COMMUNITY OUTREACH



Cash For Cardboard - Established in 1993, Virco's "Cash for Cardboard" Program helps 35 schools near our Conway Facility reap the benefits of recycling cardboard; to date, participating schools have earned over \$248,000 through recycling.



Recycling & Resource Recovery Initiatives - Recycling is a key aspect of Virco's commitment to sustainable business practices. Virco started its recycling program in 1989 with four material categories: scrap, metal, office paper and hydraulic oil. Today, we have more than 40 categories and have processed over 435,000,000 pounds of recyclables.



Virco Take-Back Program - Virco offers a unique opportunity for the District to recycle furniture that has served its useful purpose through our Take-Back Program. Recognizing that the refurbishment of a single classroom can generate tons of unwanted furniture components, we remove the old furniture prior to installation of the new furniture. We disassemble to items and recycle those items, such as steel and chair shells, which can easily be recycled. Wood and plastics are ground up and incorporated into our hard-plastic components. Virco also offers inventory assessment services when providing FF&E services to a customer.

Delivery Services

4.4.2: A

Virco has been providing complete delivery and installation services for over twenty-five years. Through our Plan-SCAPE project management services, Virco has developed and implemented a comprehensive workflow procedure that is strictly adhered to. This program helps create an organized and efficient work area to ensure a smooth and successful installation.

Virco has identified four critical milestones and key tasks and responsibilities within each milestone that will help us meet our goals and objectives.

Milestone 1: Site Preparation

- No matter if the site is new construction, modernization or a refresh project, Virco is committed to check on the site four weeks and two weeks from the intended delivery date. One or both of the site visits will include Virco's contracted installation company to review truck placement, staging areas, hall and room access and elevator operation, if available.
- The site visit two weeks prior to delivery is also intended to communicate any possible delays and will set a time in which a final decision will be to proceed or not.

Milestone 2: Confirm Delivery Date / Installation Plan

- Upon confirmation of the delivery and installation schedule, Room by Room checklists will be posted outside each room or space receiving furniture or equipment. The room list includes a picture of each product, the quantity and a complete description of each product.
- The installers will be provided a room layout provided by Virco's design staff that provides the intended placement of the furniture.
- Installers will prep the building to ensure floors, doors, hallways, etc. are covered to protect from possible damage.

Milestone 3: Installation

- Deliveries are carefully coordinated by day and time. Each delivery is set up per the installation work schedule.
- Daily reports are submitted outlining the progress of the installation and will communicate any issues or concerns that need to be addressed.
- All issues that require additional work or planning, including damaged product, missing product or other possible issues, will be recorded daily.
- Once a space has been installed and set in place, the Room by Room sheet will be marked off and will indicate any reason to return. If the room is fully completed the Room by Room sheet will be dated and signed off.
- Clean up and tidiness will be implemented each day. All cartoning and dunnage will be disposed of as required throughout the project.

DELIVERY SERVICES *(continued)*

Milestone 4: Project Walk-Through

- Initial walk-through will include the customer, the installer and Virco's Territory Sales Manager. Each room will be reviewed, and any note or issues will be acknowledged on the Room by Room Sheet, dated and signed by the customer. Rooms with no issues will be noted, dated and signed by the customer.
- Upon completion of the initial walk-through all open issues that have not already been processed will submitted.
- All open punch list items will be discussed, including target dates of completion.
- Final punch list items will be approved and signed off as completed. It's Virco's intention to have as few return trips to complete the punch list process.

Testing Documentation

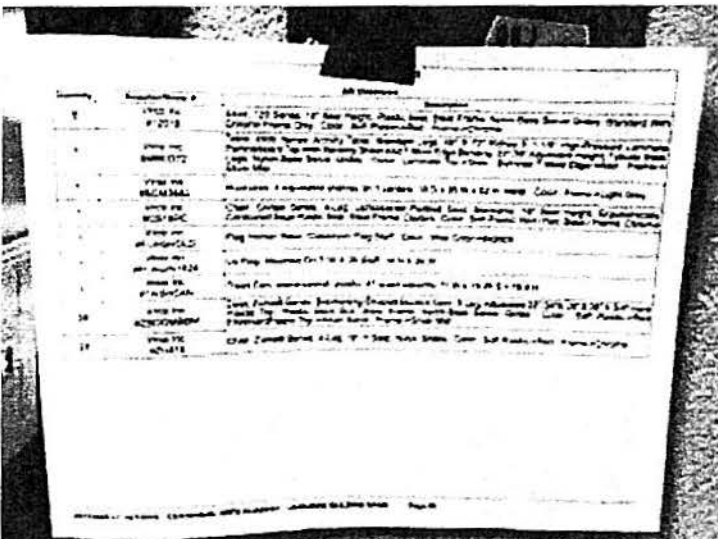
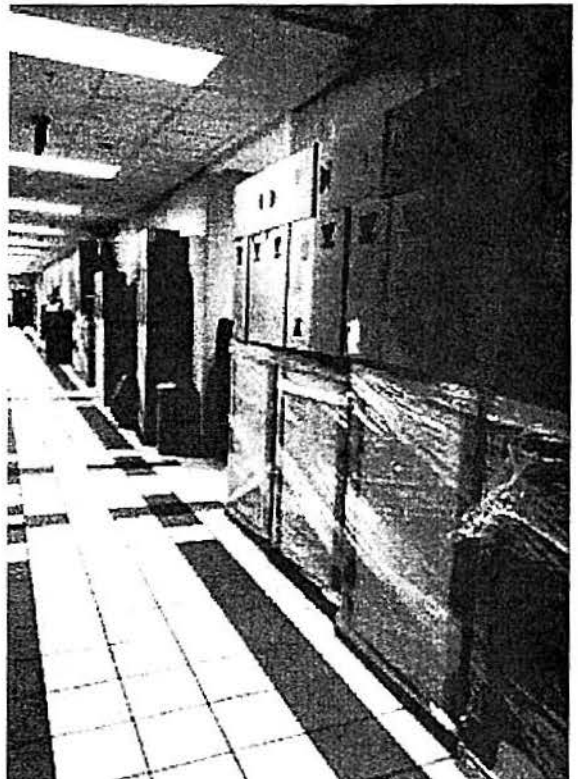
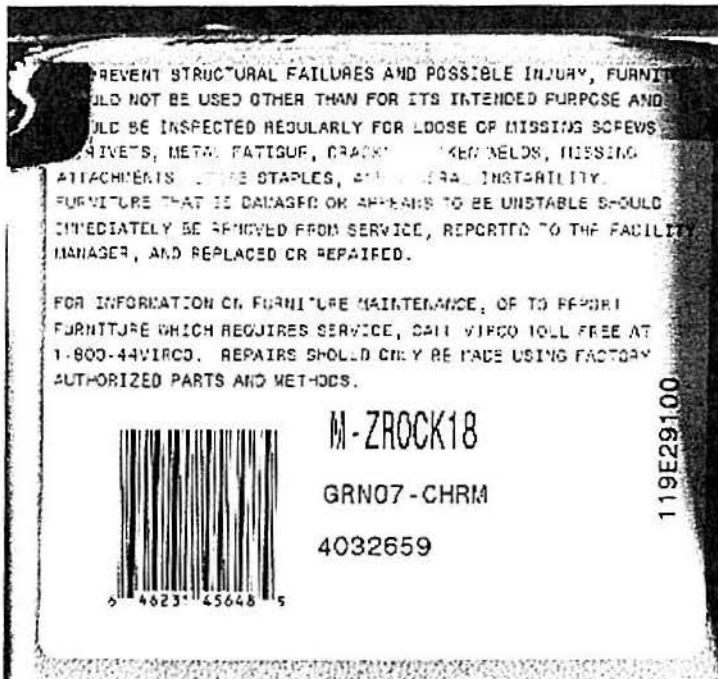
4.4.2: B

Virco is a member of BIFMA, the trade association for business and institutional furniture manufacturers. Since 1973, BIFMA has been the voice of commercial furniture industry. As a service to our customers and assure superior levels of quality control, Virco tests and evaluates our products according to rigorous standards. Virco's products evaluation program includes applicable performance testing for strength, durability and stability as established by the Business and Institutional Furniture Manufacturers Association (BIFMA) and accepted by the American National Standards Institute (ANSI).

Custom Cartoning & Labeling

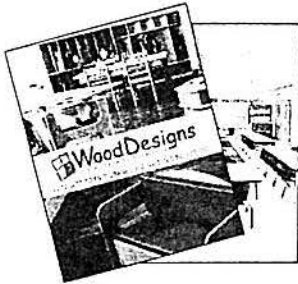
4.4.2: C

Boxes are labeled by site, by classroom and/or by teacher name so materials can be quickly inventoried and delivered to each location without error.



Catalog References

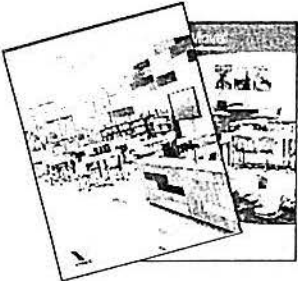
4.4.2: D



INFANT & TODDLER FURNITURE

<http://www.wooddesigns.com/>

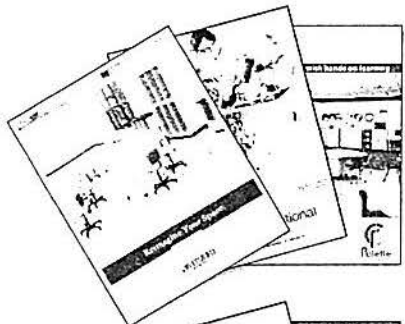
https://virco.com/sites/default/files/catalogs/2020_early_learning.pdf



ELEMENTARY AND SPECIAL NEEDS

https://virco.com/sites/default/files/catalogs/2020_e4e_all_reader_spreads_2_1.pdf

https://virco.com/sites/default/files/catalogs/room_to_move_brochure.pdf

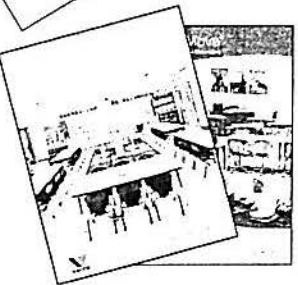


STEM

https://s3.amazonaws.com/diversif-868/look-books/files/DW_FVT_LookBook.pdf

https://s3.amazonaws.com/diversif-868/catalogs/files/2020_DWICatalog.pdf

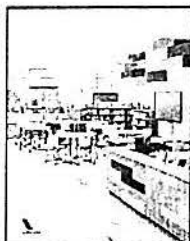
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SENSORY/SOCIAL EMOTIONAL

https://virco.com/sites/default/files/catalogs/2020_early_learning.pdf

https://virco.com/sites/default/files/catalogs/room_to_move_brochure.pdf



LANGUAGE, SCIENCE, MATH AND SOCIAL STUDIES

https://virco.com/sites/default/files/catalogs/2020_e4e_all_reader_spreads_2_1.pdf

Catalog References

4.4.2: H



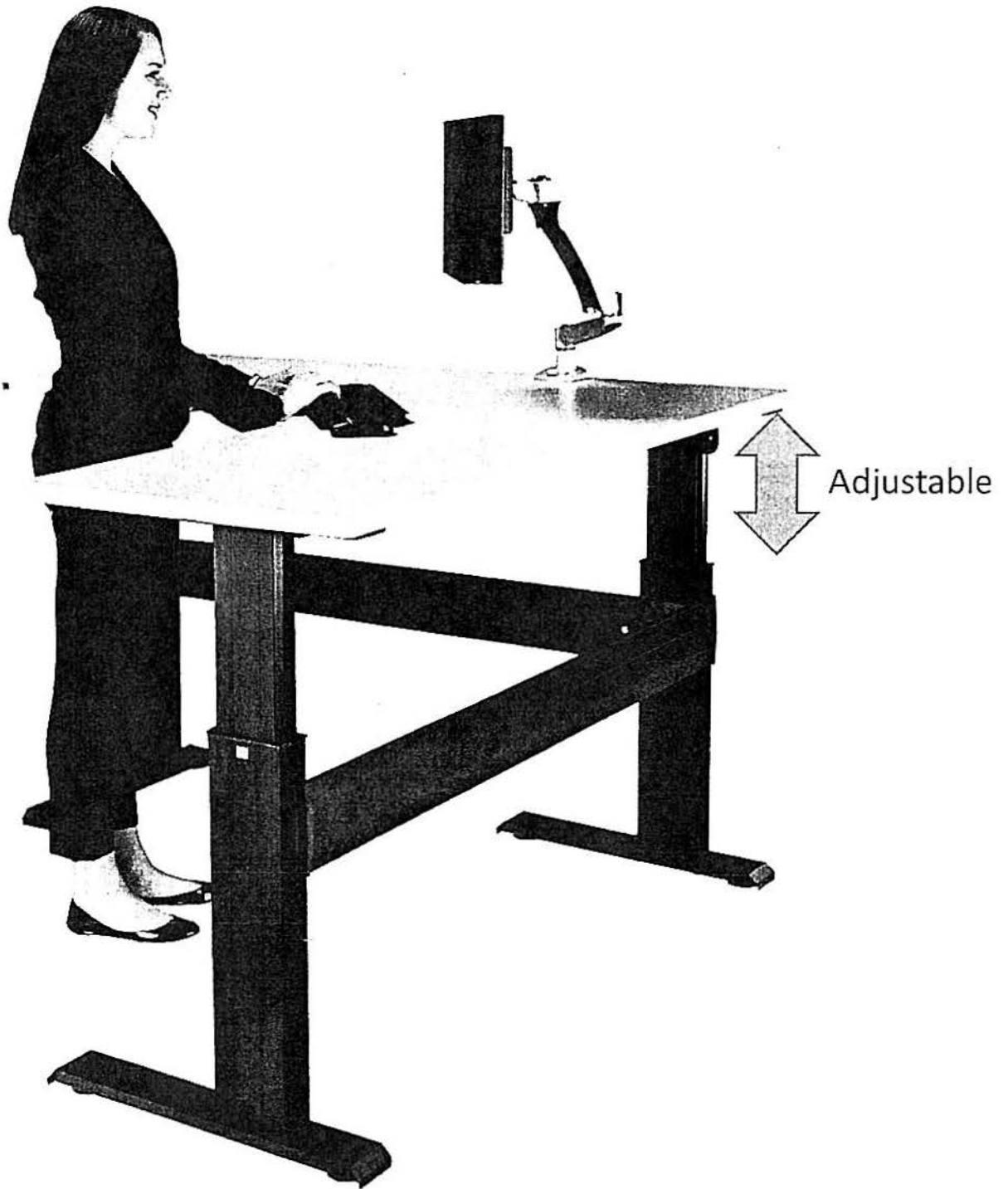
OUTDOOR FURNITURE

<https://www.ultra-site.com/>

<http://viewer.zmags.com/publication/fc3cbd2e#/fc3cbd2e/1>

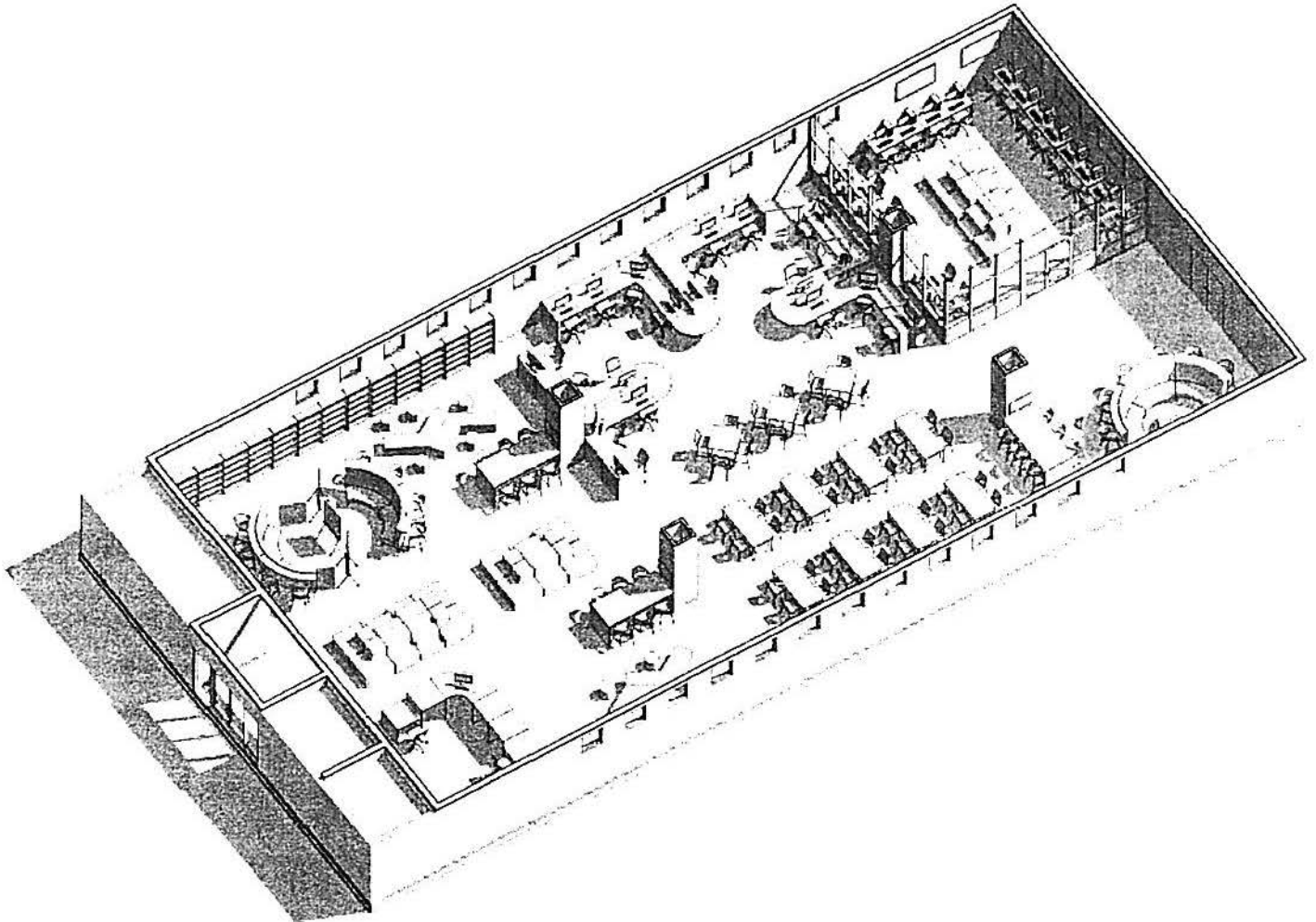
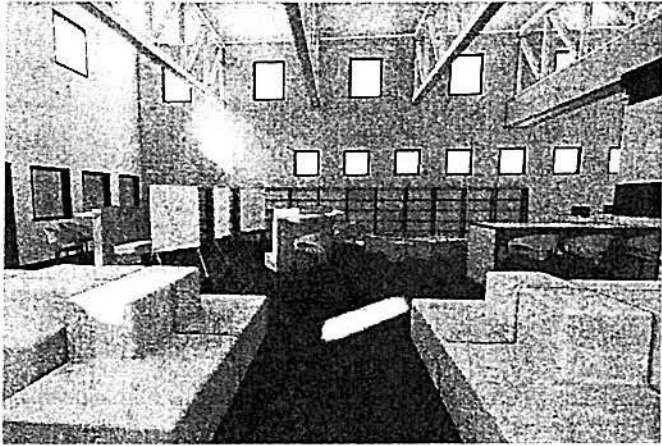
Esports - Adjustable Station

4.4.2: I-A



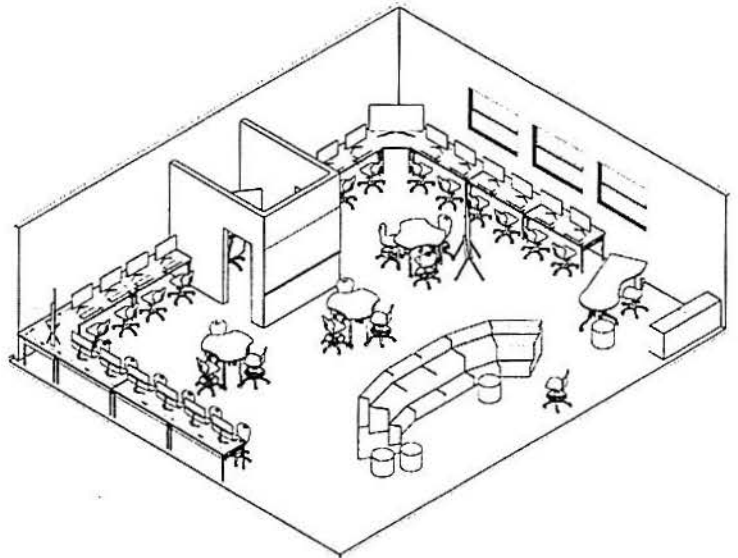
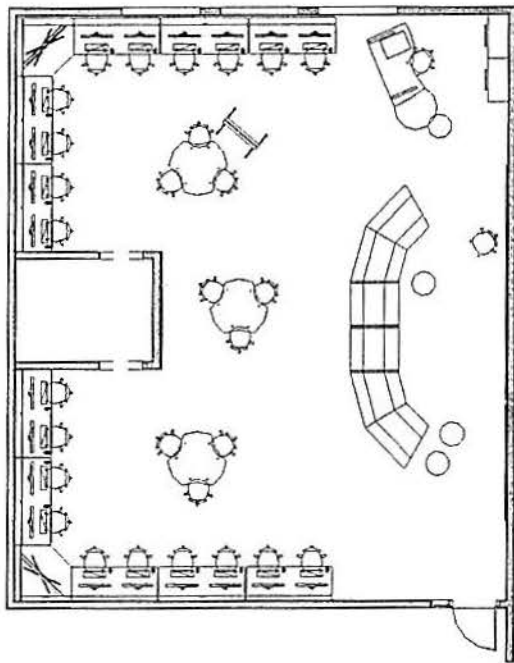
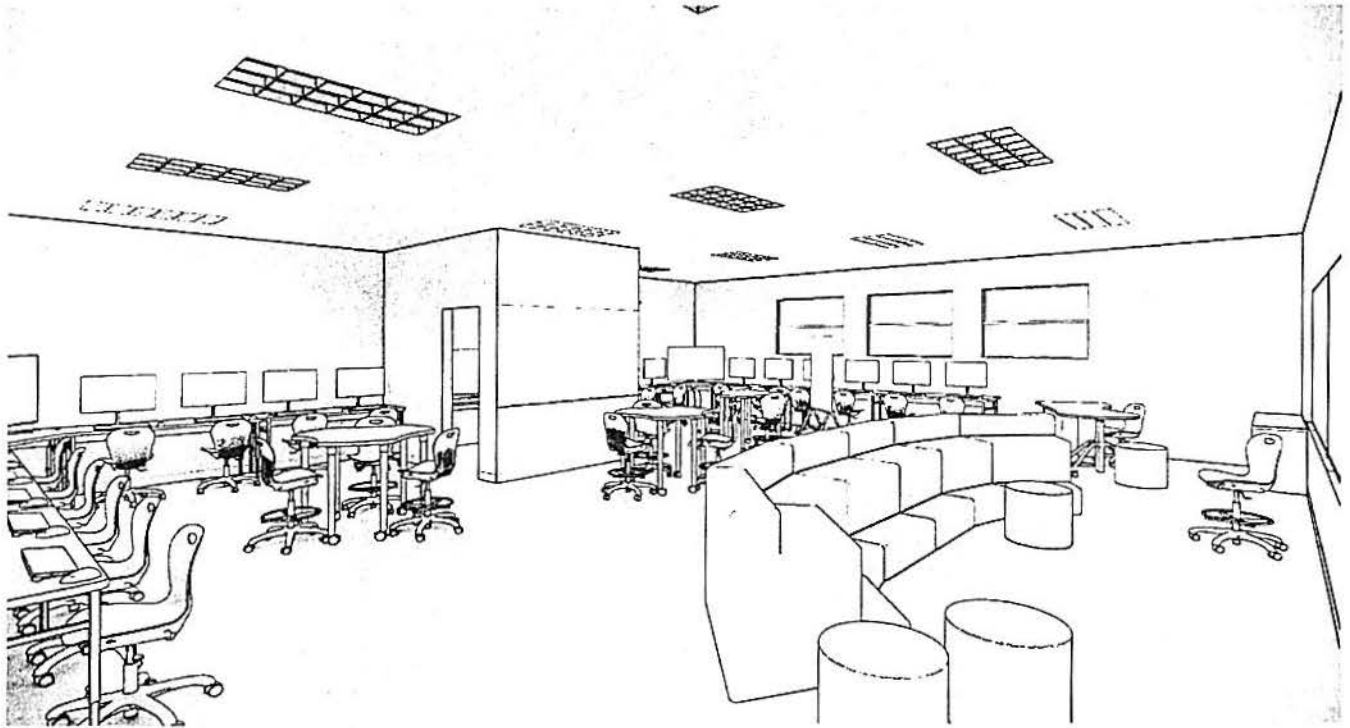
Esports Lab

4.4.2: I-A



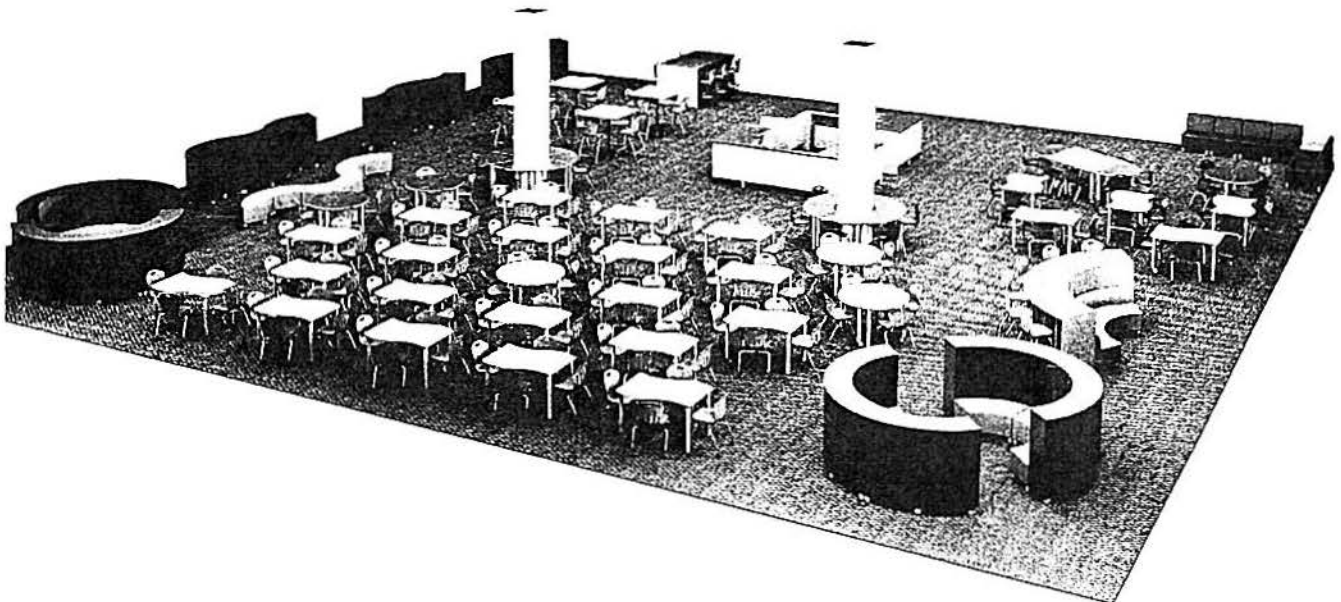
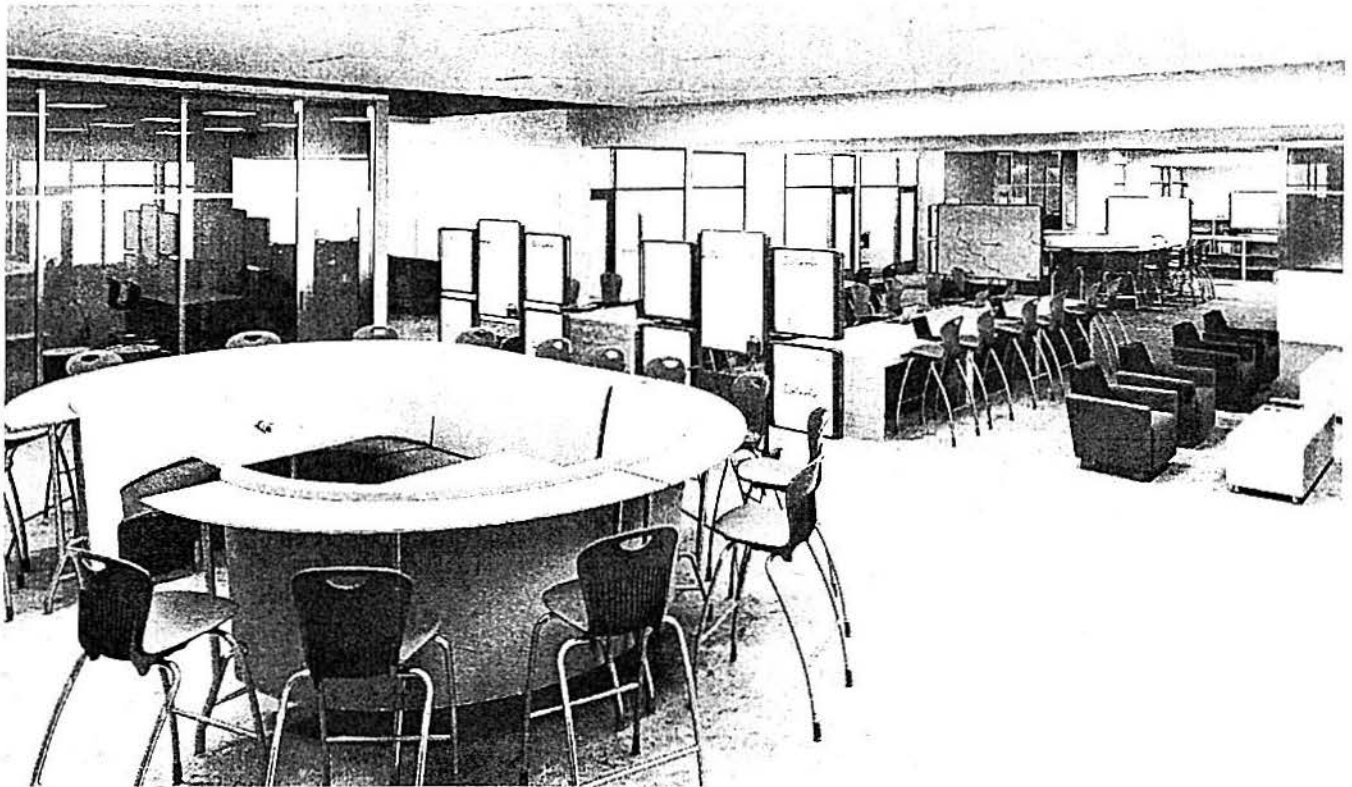
Aviation Lab

4.4.2: I-B

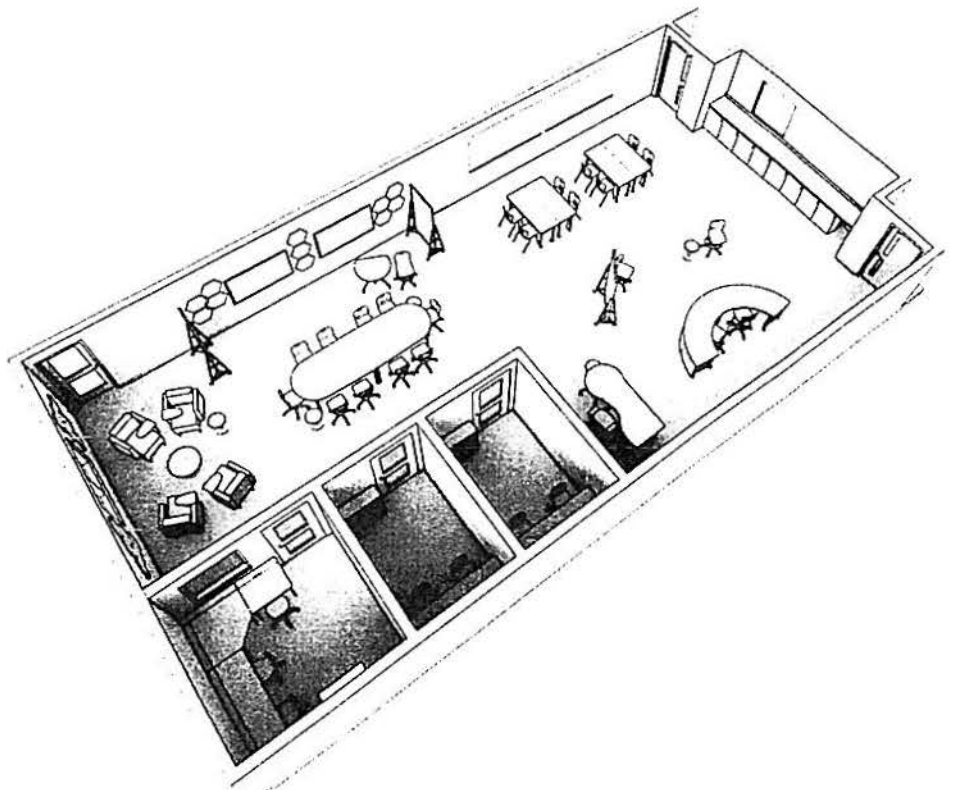
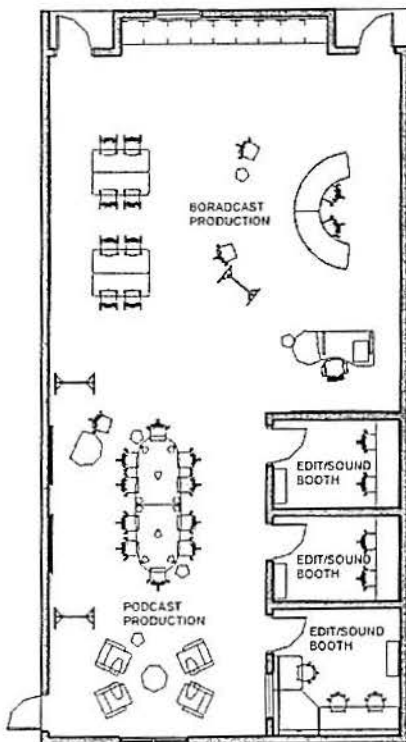


Podcasting/Shoutcasting Studio/Entertainment Lab

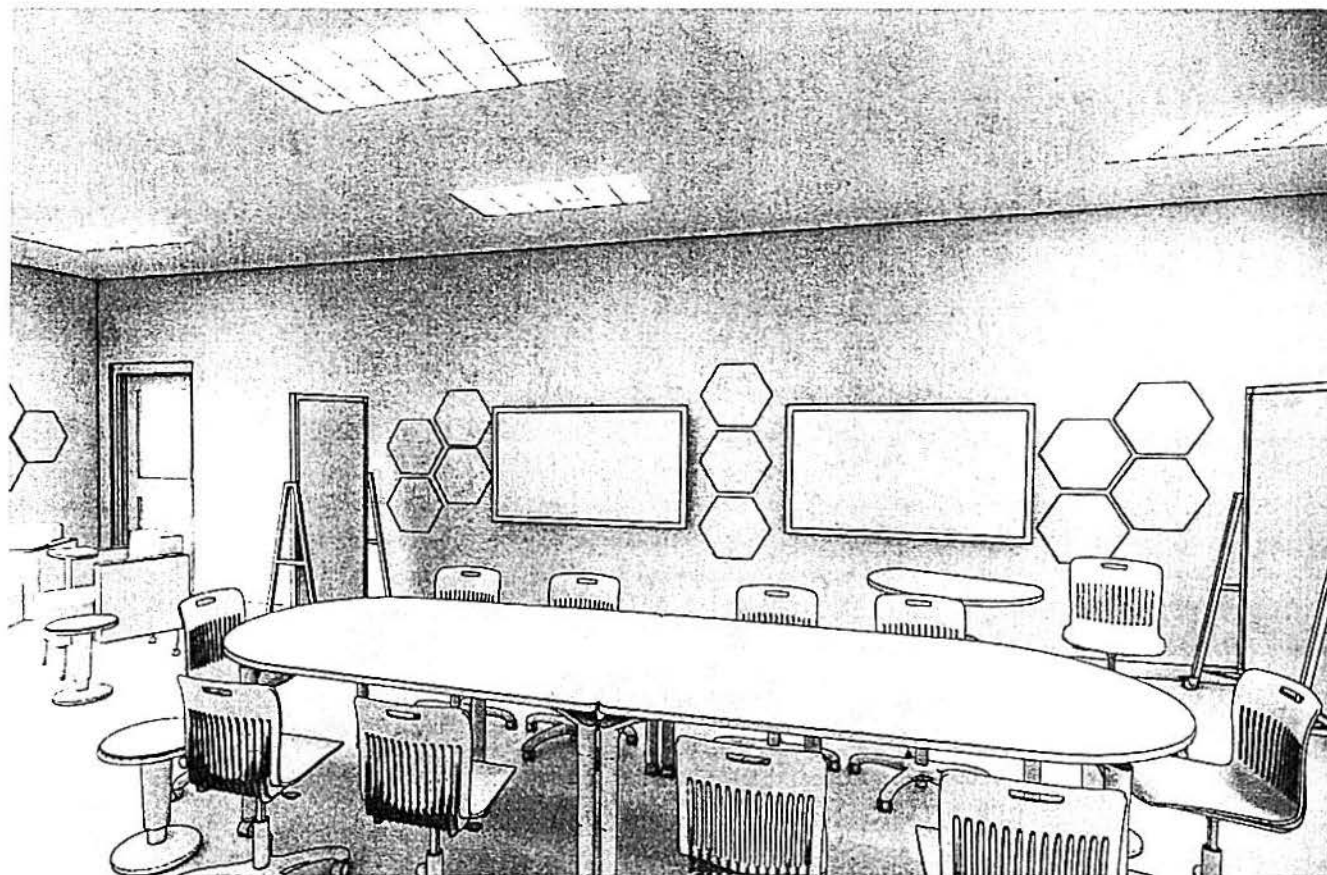
4.4.2: I-C&D



Podcasting/Shoutcasting & Studio/Entertainment Lab *(continued)*



Podcasting/Shoutcasting & Studio/Entertainment Lab *(continued)*



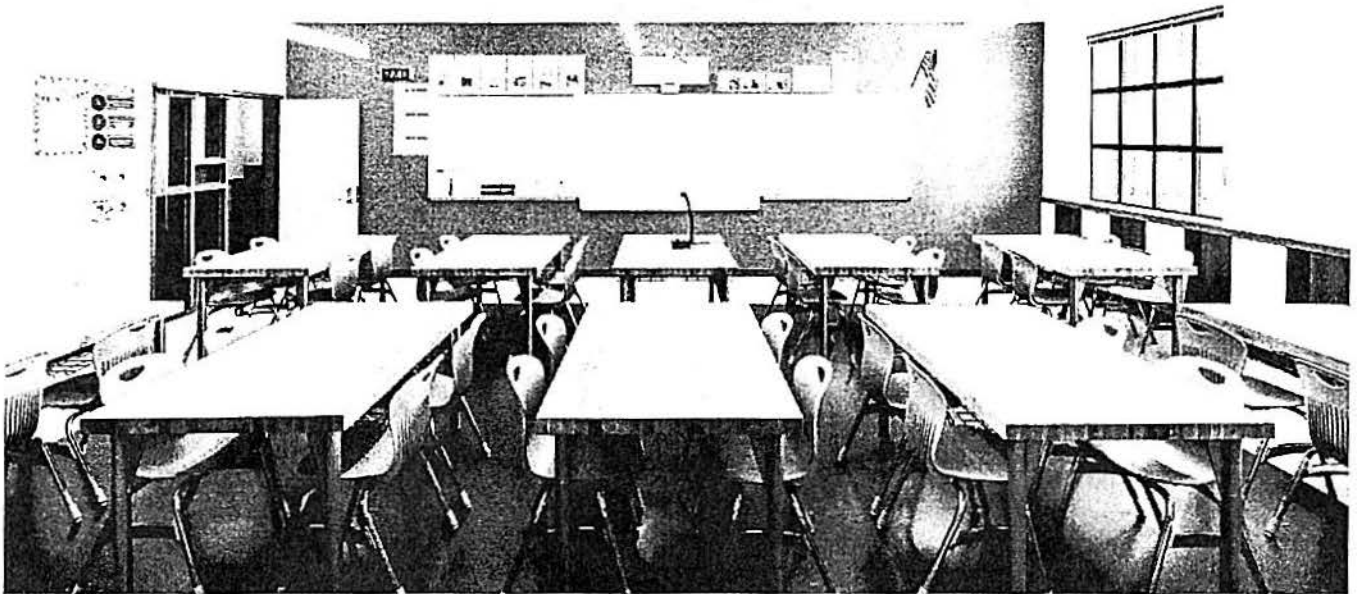
Concierge/Hospitality

4.4.2: I-E

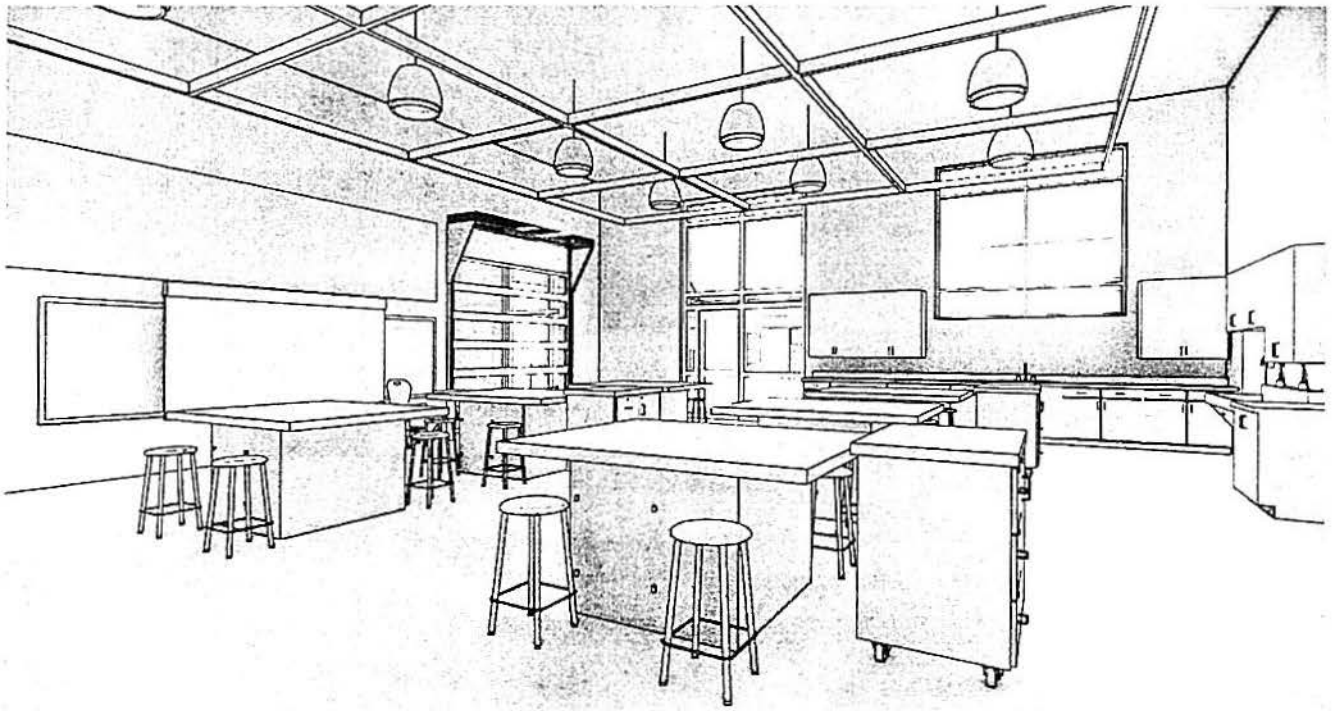
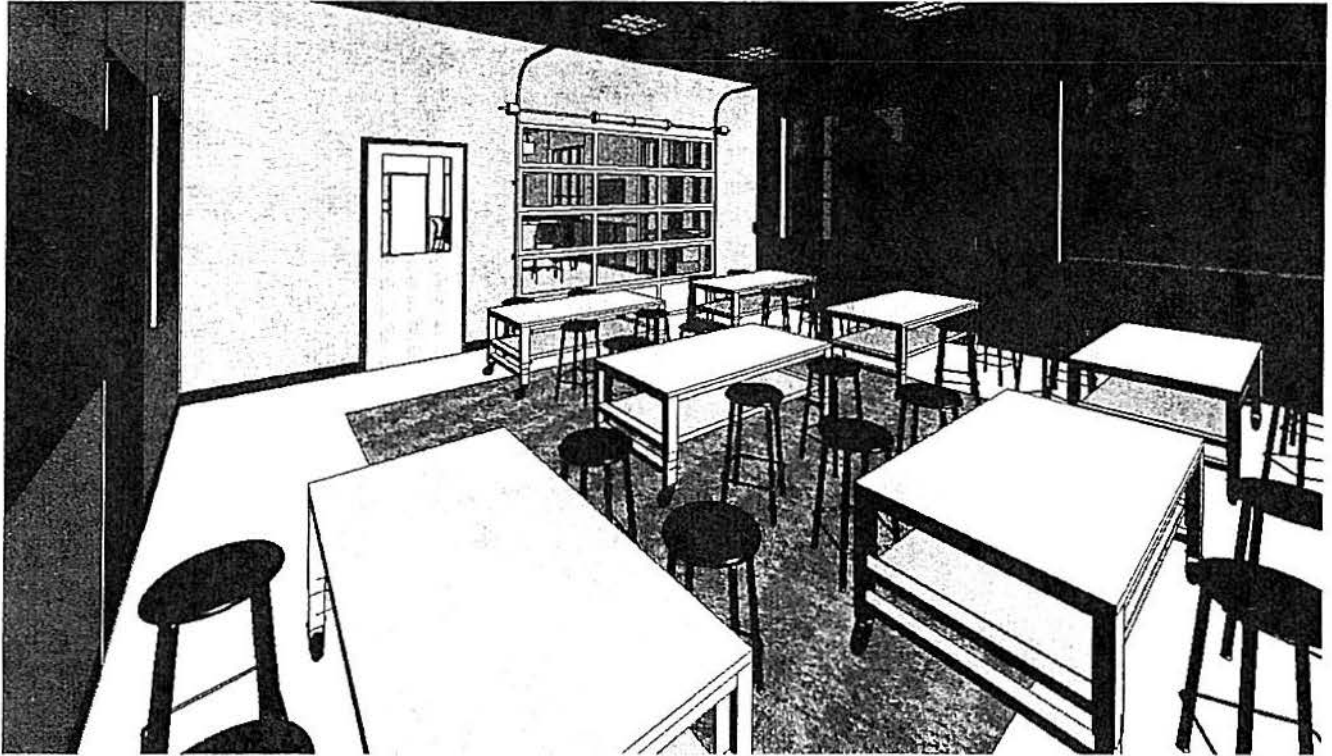


Marine Outboarding & Mechanics

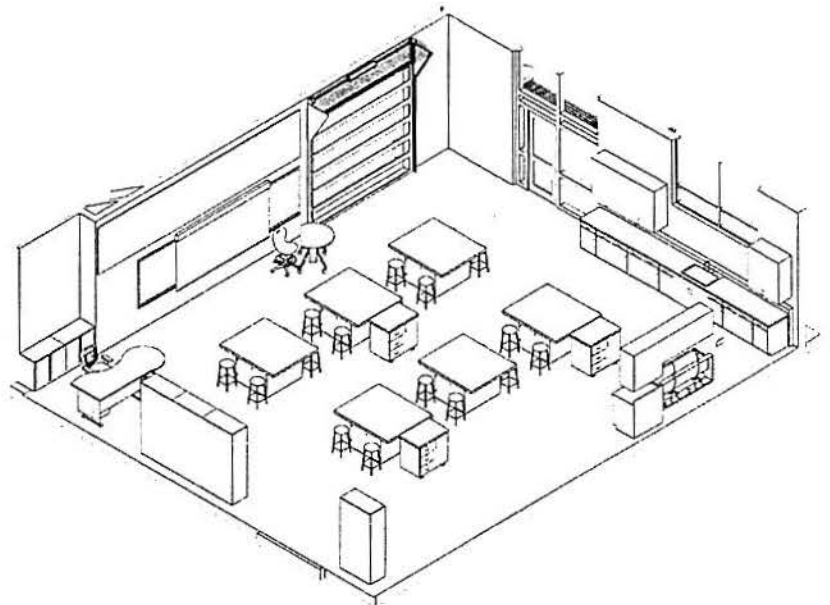
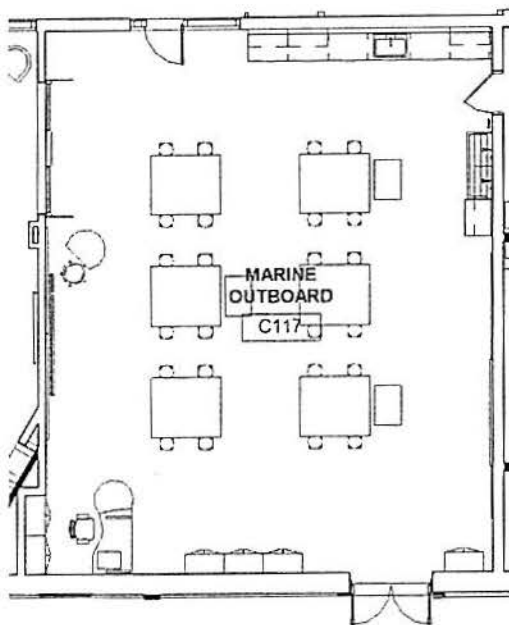
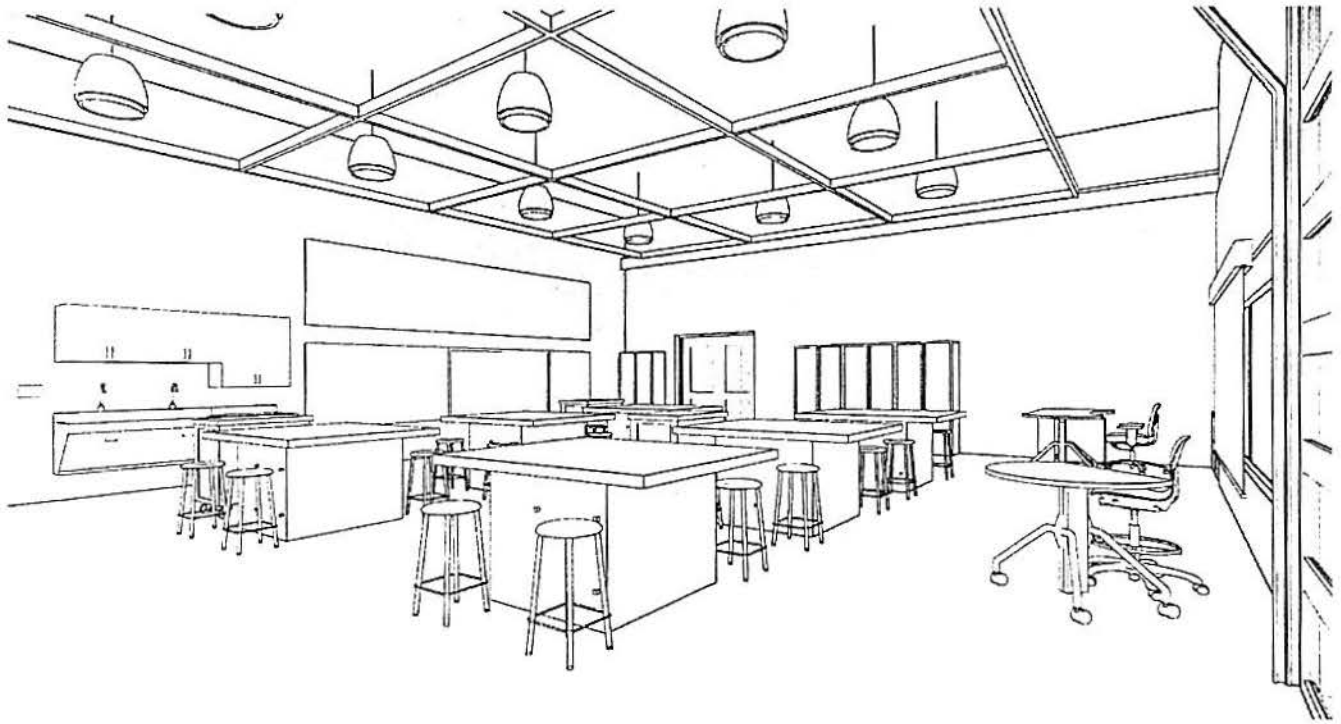
4.4.2: I-F



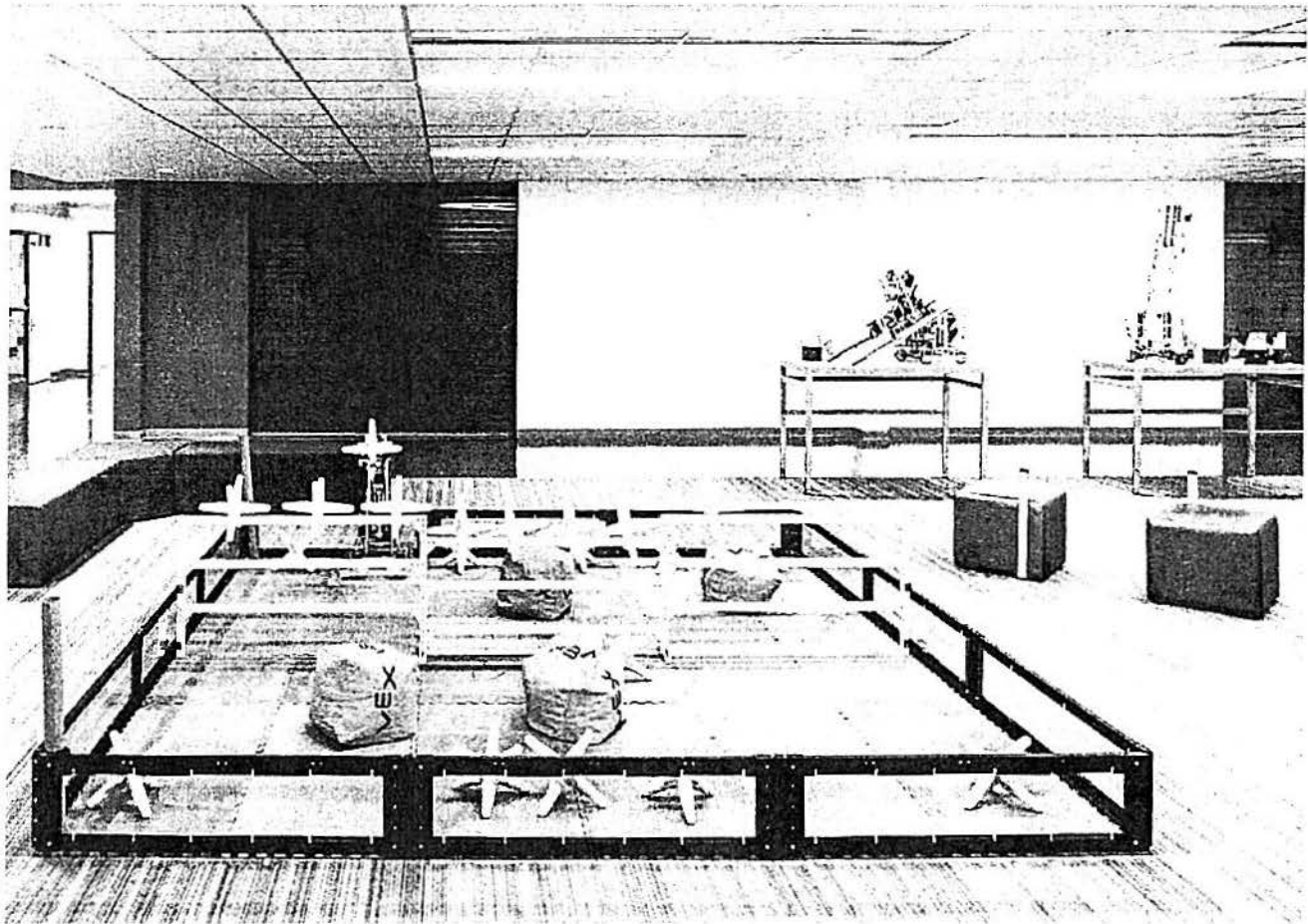
Mechanics Lab *(continued)*



Mechanics Lab (continued)

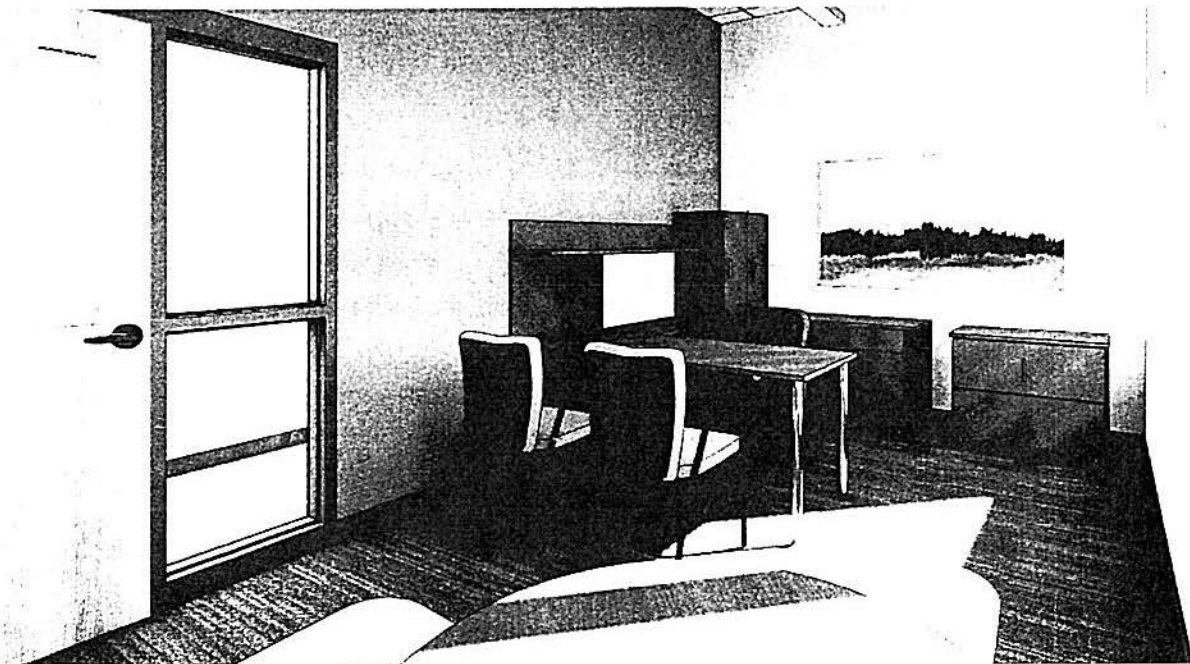


Robotics Lab *(continued)*



Business Office Spaces

4.4.2: I-G



Virco PlanSCAPE®

4.4.2: E,F&G

The School Board of Broward County, Florida

Virco's PlanSCAPE program is a comprehensive project management service . From planning and design through procurement and installation, PlanSCAPE helps you manage your project from start to finish. Using a team approach, our project professionals leverage decades of experience and recent innovative best practices to create a 21st Century Learning Environment crafted to meet your vision. Our PlanSCAPE project software allows you to stay informed and on target throughout the process. The PlanSCAPE design team utilizes BIM (Building Information Modeling) as a tool to provide accurate visual representation of your project, with the selected furnishings rendered within the actual interior detail.

Combining carefully curated partner vendors through our Omnia Partners/U.S. Communities contract venue along with Virco's core product offering, enables the project team the ability to outfit a campus with a comprehensive product offering. The contract venue allows for pricing transparency that includes the delivery and installation process. Procurement is executed through our project pricing and submittal documents. Professional Development and Care and Use Training are available during the planning process.

Our dedicated PlanSCAPE Project Facilitator and Field Service Team guide your project through to completion. Final walkthrough and punch list sign-off is followed up with a post- installation satisfaction survey and a one-year post installation visit.

Virco PlanSCAPE®

PLANSCAPE DESIGN TEAM

The PlanSCAPE Design Team utilizes a tiered support structure that combines an on-site PlanSCAPE Specialist to facilitate visioning and programming meetings, with our in-house PlanSCAPE Designer to support the detailed space planning and design work. The team employs PlanSCAPE data base software and Revit BIM software to provide accurate detailed deliverables.

Members of our PlanSCAPE Design Team are licensed and accredited interior designers with experience specific to K-12 educational environments.

Virco PlanSCAPE®

PROPOSED APPROACH TO FURNITURE PROCUREMENT

1 NEEDS ASSESSMENT

Identifying your total furniture & equipment needs

2 PROJECT & BUDGET ANALYSIS

Choosing products to satisfy your usage and budget specifications

3 CONTRACT PROCUREMENT

Time-saving, cost-effective and featuring our nationally competitive bid via OMNIA Partners, Public Sector (subsidiary U.S. Communities)

4 PROJECT MANAGEMENT

Ensuring your project is perfectly delivered and installed

1. Needs Assessment

PlanSCAPE[®] recognizes no two schools are exactly alike.

That's why we don't use a "one-size-fits-all" approach to furniture and equipment packages. Instead, we work with you to expertly assess your school's individual needs and requirements to find the solution that's right for your school.

A thorough PlanSCAPE needs assessment includes an evaluation of your school's learning environments (traditional classrooms, tech labs, libraries, music rooms, art rooms, office and administrative areas, etc.); space-planning challenges; furniture and equipment preferences; and delivery and installation deadlines.

With the complimentary PlanSCAPE service, you get the assurance that your school's FF&E requirements have been comprehensively analyzed. And with Virco's huge product inventory, there's the added advantage of great lead times for thousands of furniture and equipment items.

2. Project & Budget Analysis

PlanSCAPE® budget analysis helps you make informed decisions and effectively allocate your FF&E dollars.

Every school administrator appreciates the need to maximize financial resources, particularly for a FF&E purchase. A PlanSCAPE budget analysis compares the features, benefits, and prices of competing products so you can target the specific combination of furniture and equipment that makes the most sense for your school.

PlanSCAPE gives you access to thousands of popular products from top manufacturers, most of which – like Virco – operate their own domestic factories for optimum lead times, quality control and color offerings.

Along with this budget analysis, PlanSCAPE's project evaluation generates a summary of all the products you've targeted for purchase.

3. Contract Procurement

Using the state or national contract that best suits your situation, you can purchase furniture and equipment through PlanSCAPE® at excellent prices.

Virco is proud of its dynamic affiliation with OMNIA Partners, Public Sector (Subsidiary U.S. Communities) to provide educational furniture and equipment to K-12, higher education, state, local and nonprofit organizations. With this comprehensive, detailed partnership, OMNIA Partners, Public Sector offers hundreds of products to address all of your campus FF&E needs.

We offer this time-saving, cost-effective contract procurement feature at no cost to you. In addition to OMNIA Partners, dozens of state contracts are also at your service.

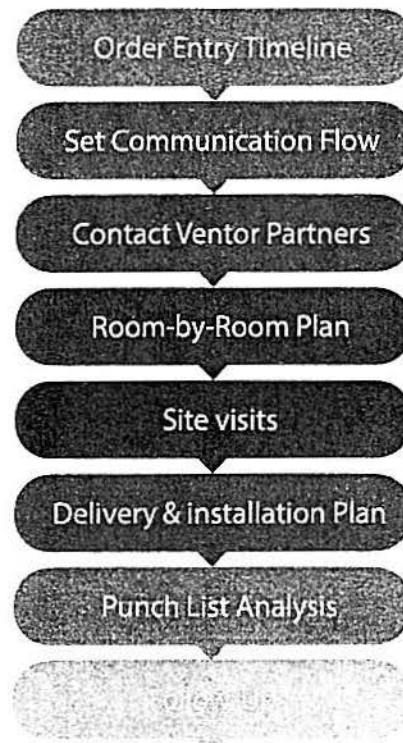
4. Project Management

From start to finish, your PlanSCAPE® representative will be there for you.

Once your PlanSCAPE project begins, we'll stay in touch with you every step of the way. For greater efficiency, we'll consolidate products from various manufacturers at the Virco warehouse that's closest to you. In addition to minimizing the risk of freight damage, consolidation gives you the benefit of fewer deliveries to your school, enabling your project to be completed as quickly as possible.

PlanSCAPE professionals are committed to the success of your project. Listening to you and providing you with the industry's best furniture, equipment and service are our top priorities.

Proposed Approach to Furniture Procurement



Suspension

The temporary stoppage of a SBE firm's beneficial participation in the District's SDOP for a finite period of time due to cumulative contract payments the SBE firm received during a fiscal year that exceed a certain dollar threshold as set forth in Section (7) of the Standard Operating Procedures for this Policy or pursuant to the penalties and sanctions set forth in Section 13 of the Standard Operating Procedures for this Policy.

NOTE TO PROPOSER (s): Proposals will be evaluated based on the evaluation criterion below		Maximum Points
	<p><u>Proposers responding to this solicitation that are SBBC-Certified SBE will be awarded ten (10) points. All SBBC Certified S/M/WBEs are considered SBEs.</u></p> <p>The SBE Proposers who are self-performing must identify themselves by completing the Form 00470 and 00475. The Statement of Intent submitted with the proposal reflects the intent to self-perform. Additionally, it will detail the scope of work and or percentage/dollar amount to performed (see Attachment A).</p> <p>Indicate the extent and nature of the firm's work with specificity, as it relates to the services as described in this RFP. If you are not a SBBC Certified SBE Proposer state N/A on the form and return it with your Proposal.</p>	10
	<p><u>Proposers committing to subcontracting eight percent (8%) or more of the total contract value to a certified SBE firm at the time of submission will be awarded five points (5). All SBBC Certified S/M/WBEs are considered SBEs.</u></p> <p>The proposer shall identify each SBBC-Certified SBE firm, that will be utilized by completing the <i>Form 00470</i> Statement of Intent to Perform as a SBE Subcontractor and <i>Form 00475</i> Subcontractor Participation Schedule (see Attachment A). The Statement of Intent submitted with the proposal reflects the intent of the parties, both prime and subcontractor, to establish a business relationship. Additionally, it will detail the type of work and percentage of work that the subcontractor will perform.</p> <p>Provide proof, in writing, that the SBE subcontractor is certified by The School Board of Broward County (SBBC), Florida. Any participation commitment by firms not certified with SBBC at the time the proposal is due will not count towards the points for this solicitation. If you are not a SBBC Certified SBE Proposer state N/A on the form and return it with your Proposal.</p>	5
	MAXIMUM POINTS TO BE AWARDED	15
	<p>*If awarded, the Awardee will be required to submit <i>Form 00485</i> - Small Minority or Women Business Enterprise (SBE) Monthly Utilization Report (Utilization Report) (see Attachment A) to the Supplier Diversity Outreach Program Office which will track payments made. The timing of the Utilization Report shall coincide with invoice submission.</p> <p>State your willingness to comply with this requirement.</p>	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>



THE SCHOOL BOARD OF BROWARD COUNTY, FLORIDA
ECONOMIC DEVELOPMENT & DIVERSITY COMPLIANCE DEPARTMENT (EDDC)

Document Number 00500

Bidder/Proposer Assurance Statement

SOLICITATION #: RFP FY21-106

SOLICITATION TITLE: School and Department Furniture

INSTRUCTIONS: Document 00500 – Bidder/Proposer Assurance Statement must be submitted with the solicitation/bid. Such documentation as required by the SBBC to affirm its intent to meet the subcontracting requirements indicated in the solicitation. If awarded, the Bidder/Proposer must submit Form 00470 Statement of Intent to Perform as an M/WBE Subcontractor and Form 00475 Subcontractor Participation Schedule before final approval/execution of the contract. The EDDC will evaluate Forms 00470 and 00475.

COMPANY NAME: Virco Inc

NAME OF BIDDER/PROPOSER Christen Jones - Bid & Contract Supervisor

SBBC Certified SBE Firm Self Performing: Check HERE: ☐

The above-named company commits to meeting the following percentage of SBE participation during the life of the contract for the RFP FY21-106, School and Department Furniture.

Proposer Agree to commit 10-14 % of the Total contract Value to a SBBC Certified SBE subcontractor. Failure by firms to commit to the M/WBE participation requirements will render said firms nonresponsive.

Christen Jones - Bid & Contract Supervisor 7/20/2020
(Name and Title) (Date)

Christen Jones
(Signature)

Page 5 of 7

S/M/WBE Subcontractor Participation Commitment

Effective July 1, 2017 – Revised October 2019

ATTACHMENT B – CONFLICT OF INTEREST

MUST BE COMPLETED BY ALL PROPOSERS

DISCLOSURE OF POTENTIAL CONFLICT OF INTEREST AND CONFLICT EMPLOYMENT OR CONTRACTUAL RELATIONSHIP

In accordance with General Condition 7.15, each Proposer must disclose, in its RFP, the names of any employees who are employed by Proposer who are also an employee of SBBC. Persons identified below may have obligations and restrictions applicable to them under Chapter 112, Florida Statutes.

Name of Proposer's Employee	SBBC Title or Position of Proposer's Employee	SBBC Department/ School of Proposer's Employee
No Employees Apply		

Check one of the following and sign:

☒ I hereby affirm that there are no known persons employed by Proposer who are also an employee of SBBC.

☐ I hereby affirm that all known persons who are employed by Proposer, who are also an employee of SBBC, have been identified above.


Signature

Christen Jones - Bid & Contract Supervisor
Name of Official

Virco Inc
Company Name

Highway 65 South
Business Address

Conway, AR 72032
City, State, Zip Code

47

By signing the filled-out form, you:

1. Certify that the TIN you are giving is correct (or you are waiting for a number to be issued),
2. Certify that you are not subject to backup withholding, or
3. Claim exemption from backup withholding if you are a U.S. exempt payee. If applicable, you are also certifying that as a U.S. person, your allocable share of any partnership income from a U.S. trade or business is not subject to the withholding tax on foreign partners' share of effectively connected income, and
4. Certify that FATCA code(s) entered on this form (if any) indicating that you are exempt from the FATCA reporting, is correct. See *What is FATCA reporting*, later, for further information.

Note: If you are a U.S. person and a requester gives you a form other than Form W-9 to request your TIN, you must use the requester's form if it is substantially similar to this Form W-9.

Definition of a U.S. person. For federal tax purposes, you are considered a U.S. person if you are:

- An individual who is a U.S. citizen or U.S. resident alien;
- A partnership, corporation, company, or association created or organized in the United States or under the laws of the United States;
- An estate (other than a foreign estate); or
- A domestic trust (as defined in Regulations section 301.7701-7).

Special rules for partnerships. Partnerships that conduct a trade or business in the United States are generally required to pay a withholding tax under section 1446 on any foreign partners' share of effectively connected taxable income from such business. Further, in certain cases where a Form W-9 has not been received, the rules under section 1446 require a partnership to presume that a partner is a foreign person, and pay the section 1446 withholding tax. Therefore, if you are a U.S. person that is a partner in a partnership conducting a trade or business in the United States, provide Form W-9 to the partnership to establish your U.S. status and avoid section 1446 withholding on your share of partnership income.

In the cases below, the following person must give Form W-9 to the partnership for purposes of establishing its U.S. status and avoiding withholding on its allocable share of net income from the partnership conducting a trade or business in the United States.

- In the case of a disregarded entity with a U.S. owner, the U.S. owner of the disregarded entity and not the entity;
- In the case of a grantor trust with a U.S. grantor or other U.S. owner, generally, the U.S. grantor or other U.S. owner of the grantor trust and not the trust; and
- In the case of a U.S. trust (other than a grantor trust), the U.S. trust (other than a grantor trust) and not the beneficiaries of the trust.

Foreign person. If you are a foreign person or the U.S. branch of a foreign bank that has elected to be treated as a U.S. person, do not use Form W-9. Instead, use the appropriate Form W-8 or Form 8233 (see Pub. 515, *Withholding of Tax on Nonresident Aliens and Foreign Entities*).

Nonresident alien who becomes a resident alien. Generally, only a nonresident alien individual may use the terms of a tax treaty to reduce or eliminate U.S. tax on certain types of income. However, most tax treaties contain a provision known as a "saving clause." Exceptions specified in the saving clause may permit an exemption from tax to continue for certain types of income even after the payee has otherwise become a U.S. resident alien for tax purposes.

If you are a U.S. resident alien who is relying on an exception contained in the saving clause of a tax treaty to claim an exemption from U.S. tax on certain types of income, you must attach a statement to Form W-9 that specifies the following five items.

1. The treaty country. Generally, this must be the same treaty under which you claimed exemption from tax as a nonresident alien.
2. The treaty article addressing the income.
3. The article number (or location) in the tax treaty that contains the saving clause and its exceptions.
4. The type and amount of income that qualifies for the exemption from tax.
5. Sufficient facts to justify the exemption from tax under the terms of the treaty article.

Example. Article 20 of the U.S.-China income tax treaty allows an exemption from tax for scholarship income received by a Chinese student temporarily present in the United States. Under U.S. law, this student will become a resident alien for tax purposes if his or her stay in the United States exceeds 5 calendar years. However, paragraph 2 of the first Protocol to the U.S.-China treaty (dated April 30, 1984) allows the provisions of Article 20 to continue to apply even after the Chinese student becomes a resident alien of the United States. A Chinese student who qualifies for this exception (under paragraph 2 of the first protocol) and is relying on this exception to claim an exemption from tax on his or her scholarship or fellowship income would attach to Form W-9 a statement that includes the information described above to support that exemption.

If you are a nonresident alien or a foreign entity, give the requester the appropriate completed Form W-8 or Form 8233.

Backup Withholding

What is backup withholding? Persons making certain payments to you must under certain conditions withhold and pay to the IRS 24% of such payments. This is called "backup withholding." Payments that may be subject to backup withholding include interest, tax-exempt interest, dividends, broker and barter exchange transactions, rents, royalties, nonemployee pay, payments made in settlement of payment card and third party network transactions, and certain payments from fishing boat operators. Real estate transactions are not subject to backup withholding.

You will not be subject to backup withholding on payments you receive if you give the requester your correct TIN, make the proper certifications, and report all your taxable interest and dividends on your tax return.

Payments you receive will be subject to backup withholding if:

1. You do not furnish your TIN to the requester,
2. You do not certify your TIN when required (see the instructions for Part II for details),
3. The IRS tells the requester that you furnished an incorrect TIN,
4. The IRS tells you that you are subject to backup withholding because you did not report all your interest and dividends on your tax return (for reportable interest and dividends only), or
5. You do not certify to the requester that you are not subject to backup withholding under 4 above (for reportable interest and dividend accounts opened after 1983 only).

Certain payees and payments are exempt from backup withholding. See *Exempt payee code*, later, and the separate Instructions for the Requester of Form W-9 for more information.

Also see *Special rules for partnerships*, earlier.

What is FATCA Reporting?

The Foreign Account Tax Compliance Act (FATCA) requires a participating foreign financial institution to report all United States account holders that are specified United States persons. Certain payees are exempt from FATCA reporting. See *Exemption from FATCA reporting code*, later, and the Instructions for the Requester of Form W-9 for more information.

Updating Your Information

You must provide updated information to any person to whom you claimed to be an exempt payee if you are no longer an exempt payee and anticipate receiving reportable payments in the future from this person. For example, you may need to provide updated information if you are a C corporation that elects to be an S corporation, or if you no longer are tax exempt. In addition, you must furnish a new Form W-9 if the name or TIN changes for the account; for example, if the grantor of a grantor trust dies.

Penalties

Failure to furnish TIN. If you fail to furnish your correct TIN to a requester, you are subject to a penalty of \$50 for each such failure unless your failure is due to reasonable cause and not to willful neglect.

Civil penalty for false information with respect to withholding. If you make a false statement with no reasonable basis that results in no backup withholding, you are subject to a \$500 penalty.

Criminal penalty for falsifying information. Willfully falsifying certifications or affirmations may subject you to criminal penalties including fines and/or imprisonment.

Misuse of TINs. If the requester discloses or uses TINs in violation of federal law, the requester may be subject to civil and criminal penalties.

Specific Instructions

Line 1

You must enter one of the following on this line; do not leave this line blank. The name should match the name on your tax return.

If this Form W-9 is for a joint account (other than an account maintained by a foreign financial institution (FFI)), list first, and then circle, the name of the person or entity whose number you entered in Part I of Form W-9. If you are providing Form W-9 to an FFI to document a joint account, each holder of the account that is a U.S. person must provide a Form W-9.

a. **Individual.** Generally, enter the name shown on your tax return. If you have changed your last name without informing the Social Security Administration (SSA) of the name change, enter your first name, the last name as shown on your social security card, and your new last name.

Note: ITIN applicant: Enter your individual name as it was entered on your Form W-7 application, line 1a. This should also be the same as the name you entered on the Form 1040/1040A/1040EZ you filed with your application.

b. **Sole proprietor or single-member LLC.** Enter your individual name as shown on your 1040/1040A/1040EZ on line 1. You may enter your business, trade, or "doing business as" (DBA) name on line 2.

c. **Partnership, LLC that is not a single-member LLC, C corporation, or S corporation.** Enter the entity's name as shown on the entity's tax return on line 1 and any business, trade, or DBA name on line 2.

d. **Other entities.** Enter your name as shown on required U.S. federal tax documents on line 1. This name should match the name shown on the charter or other legal document creating the entity. You may enter any business, trade, or DBA name on line 2.

e. **Disregarded entity.** For U.S. federal tax purposes, an entity that is disregarded as an entity separate from its owner is treated as a "disregarded entity." See Regulations section 301.7701-2(c)(2)(iii). Enter the owner's name on line 1. The name of the entity entered on line 1 should never be a disregarded entity. The name on line 1 should be the name shown on the income tax return on which the income should be reported. For example, if a foreign LLC that is treated as a disregarded entity for U.S. federal tax purposes has a single owner that is a U.S. person, the U.S. owner's name is required to be provided on line 1. If the direct owner of the entity is also a disregarded entity, enter the first owner that is not disregarded for federal tax purposes. Enter the disregarded entity's name on line 2, "Business name/disregarded entity name." If the owner of the disregarded entity is a foreign person, the owner must complete an appropriate Form W-8 instead of a Form W-9. This is the case even if the foreign person has a U.S. TIN.

Line 2

If you have a business name, trade name, DBA name, or disregarded entity name, you may enter it on line 2.

Line 3

Check the appropriate box on line 3 for the U.S. federal tax classification of the person whose name is entered on line 1. Check only one box on line 3.

IF the entity/person on line 1 is a(n) . . .	THEN check the box for . . .
• Corporation	Corporation
• Individual • Sole proprietorship, or • Single-member limited liability company (LLC) owned by an individual and disregarded for U.S. federal tax purposes.	Individual/sole proprietor or single-member LLC
• LLC treated as a partnership for U.S. federal tax purposes, • LLC that has filed Form 8832 or 2553 to be taxed as a corporation, or • LLC that is disregarded as an entity separate from its owner but the owner is another LLC that is not disregarded for U.S. federal tax purposes.	Limited liability company and enter the appropriate tax classification. (P= Partnership; C= C corporation; or S= S corporation)
• Partnership	Partnership
• Trust/estate	Trust/estate

Line 4, Exemptions

If you are exempt from backup withholding and/or FATCA reporting, enter in the appropriate space on line 4 any code(s) that may apply to you.

Exempt payee code.

- Generally, individuals (including sole proprietors) are not exempt from backup withholding.
- Except as provided below, corporations are exempt from backup withholding for certain payments, including interest and dividends.
- Corporations are not exempt from backup withholding for payments made in settlement of payment card or third party network transactions.
- Corporations are not exempt from backup withholding with respect to attorneys' fees or gross proceeds paid to attorneys, and corporations that provide medical or health care services are not exempt with respect to payments reportable on Form 1099-MISC.

The following codes identify payees that are exempt from backup withholding. Enter the appropriate code in the space in line 4.

- 1—An organization exempt from tax under section 501(a), any IRA, or a custodial account under section 403(b)(7) if the account satisfies the requirements of section 401(f)(2)
- 2—The United States or any of its agencies or instrumentalities
- 3—A state, the District of Columbia, a U.S. commonwealth or possession, or any of their political subdivisions or instrumentalities
- 4—A foreign government or any of its political subdivisions, agencies, or instrumentalities
- 5—A corporation
- 6—A dealer in securities or commodities required to register in the United States, the District of Columbia, or a U.S. commonwealth or possession
- 7—A futures commission merchant registered with the Commodity Futures Trading Commission
- 8—A real estate investment trust
- 9—An entity registered at all times during the tax year under the Investment Company Act of 1940
- 10—A common trust fund operated by a bank under section 584(a)
- 11—A financial institution
- 12—A middleman known in the investment community as a nominee or custodian
- 13—A trust exempt from tax under section 664 or described in section 4947

The following chart shows types of payments that may be exempt from backup withholding. The chart applies to the exempt payees listed above, 1 through 13.

IF the payment is for . . .	THEN the payment is exempt for . . .
Interest and dividend payments	All exempt payees except for 7
Broker transactions	Exempt payees 1 through 4 and 6 through 11 and all C corporations. S corporations must not enter an exempt payee code because they are exempt only for sales of noncovered securities acquired prior to 2012.
Barter exchange transactions and patronage dividends	Exempt payees 1 through 4
Payments over \$600 required to be reported and direct sales over \$5,000 ¹	Generally, exempt payees 1 through 5 ²
Payments made in settlement of payment card or third party network transactions	Exempt payees 1 through 4

¹ See Form 1099-MISC, Miscellaneous Income, and its instructions.

² However, the following payments made to a corporation and reportable on Form 1099-MISC are not exempt from backup withholding: medical and health care payments, attorneys' fees, gross proceeds paid to an attorney reportable under section 6045(f), and payments for services paid by a federal executive agency.

Exemption from FATCA reporting code. The following codes identify payees that are exempt from reporting under FATCA. These codes apply to persons submitting this form for accounts maintained outside of the United States by certain foreign financial institutions. Therefore, if you are only submitting this form for an account you hold in the United States, you may leave this field blank. Consult with the person requesting this form if you are uncertain if the financial institution is subject to these requirements. A requester may indicate that a code is not required by providing you with a Form W-9 with "Not Applicable" (or any similar indication) written or printed on the line for a FATCA exemption code.

A—An organization exempt from tax under section 501(a) or any individual retirement plan as defined in section 7701(a)(37)

B—The United States or any of its agencies or instrumentalities

C—A state, the District of Columbia, a U.S. commonwealth or possession, or any of their political subdivisions or instrumentalities

D—A corporation the stock of which is regularly traded on one or more established securities markets, as described in Regulations section 1.1472-1(c)(1)(i)

E—A corporation that is a member of the same expanded affiliated group as a corporation described in Regulations section 1.1472-1(c)(1)(i)

F—A dealer in securities, commodities, or derivative financial instruments (including notional principal contracts, futures, forwards, and options) that is registered as such under the laws of the United States or any state

G—A real estate investment trust

H—A regulated investment company as defined in section 851 or an entity registered at all times during the tax year under the Investment Company Act of 1940

I—A common trust fund as defined in section 584(a)

J—A bank as defined in section 581

K—A broker

L—A trust exempt from tax under section 664 or described in section 4947(a)(1)

M—A tax exempt trust under a section 403(b) plan or section 457(g) plan

Note: You may wish to consult with the financial institution requesting this form to determine whether the FATCA code and/or exempt payee code should be completed.

Line 5

Enter your address (number, street, and apartment or suite number). This is where the requester of this Form W-9 will mail your information returns. If this address differs from the one the requester already has on file, write NEW at the top. If a new address is provided, there is still a chance the old address will be used until the payor changes your address in their records.

Line 6

Enter your city, state, and ZIP code.

Part I. Taxpayer Identification Number (TIN)

Enter your TIN in the appropriate box. If you are a resident alien and you do not have and are not eligible to get an SSN, your TIN is your IRS individual taxpayer identification number (ITIN). Enter it in the social security number box. If you do not have an ITIN, see *How to get a TIN* below.

If you are a sole proprietor and you have an EIN, you may enter either your SSN or EIN.

If you are a single-member LLC that is disregarded as an entity separate from its owner, enter the owner's SSN (or EIN, if the owner has one). Do not enter the disregarded entity's EIN. If the LLC is classified as a corporation or partnership, enter the entity's EIN.

Note: See *What Name and Number To Give the Requester*, later, for further clarification of name and TIN combinations.

How to get a TIN. If you do not have a TIN, apply for one immediately. To apply for an SSN, get Form SS-5, Application for a Social Security Card, from your local SSA office or get this form online at www.SSA.gov. You may also get this form by calling 1-800-772-1213. Use Form W-7, Application for IRS Individual Taxpayer Identification Number, to apply for an ITIN, or Form SS-4, Application for Employer Identification Number, to apply for an EIN. You can apply for an EIN online by accessing the IRS website at www.irs.gov/Businesses and clicking on Employer Identification Number (EIN) under Starting a Business. Go to www.irs.gov/Forms to view, download, or print Form W-7 and/or Form SS-4. Or, you can go to www.irs.gov/OrderForms to place an order and have Form W-7 and/or SS-4 mailed to you within 10 business days.

If you are asked to complete Form W-9 but do not have a TIN, apply for a TIN and write "Applied For" in the space for the TIN, sign and date the form, and give it to the requester. For interest and dividend payments, and certain payments made with respect to readily tradable instruments, generally you will have 60 days to get a TIN and give it to the requester before you are subject to backup withholding on payments. The 60-day rule does not apply to other types of payments. You will be subject to backup withholding on all such payments until you provide your TIN to the requester.

Note: Entering "Applied For" means that you have already applied for a TIN or that you intend to apply for one soon.

Caution: A disregarded U.S. entity that has a foreign owner must use the appropriate Form W-8.

Part II. Certification

To establish to the withholding agent that you are a U.S. person, or resident alien, sign Form W-9. You may be requested to sign by the withholding agent even if item 1, 4, or 5 below indicates otherwise.

For a joint account, only the person whose TIN is shown in Part I should sign (when required). In the case of a disregarded entity, the person identified on line 1 must sign. Exempt payees, see *Exempt payee code*, earlier.

Signature requirements. Complete the certification as indicated in items 1 through 5 below.

1. Interest, dividend, and barter exchange accounts opened before 1984 and broker accounts considered active during 1983. You must give your correct TIN, but you do not have to sign the certification.

2. Interest, dividend, broker, and barter exchange accounts opened after 1983 and broker accounts considered inactive during 1983. You must sign the certification or backup withholding will apply. If you are subject to backup withholding and you are merely providing your correct TIN to the requester, you must cross out item 2 in the certification before signing the form.

3. Real estate transactions. You must sign the certification. You may cross out item 2 of the certification.

4. Other payments. You must give your correct TIN, but you do not have to sign the certification unless you have been notified that you have previously given an incorrect TIN. "Other payments" include payments made in the course of the requester's trade or business for rents, royalties, goods (other than bills for merchandise), medical and health care services (including payments to corporations), payments to a nonemployee for services, payments made in settlement of payment card and third party network transactions, payments to certain fishing boat crew members and fishermen, and gross proceeds paid to attorneys (including payments to corporations).

5. Mortgage interest paid by you, acquisition or abandonment of secured property, cancellation of debt, qualified tuition program payments (under section 529), ABLE accounts (under section 529A), IRA, Coverdell ESA, Archer MSA or HSA contributions or distributions, and pension distributions. You must give your correct TIN, but you do not have to sign the certification.

What Name and Number To Give the Requester

For this type of account:	Give name and SSN of:
1. Individual	The individual
2. Two or more individuals (joint account) other than an account maintained by an FFI	The actual owner of the account or, if combined funds, the first individual on the account ¹
3. Two or more U.S. persons (joint account maintained by an FFI)	Each holder of the account
4. Custodial account of a minor (Uniform Gift to Minors Act)	The minor ²
5. a. The usual revocable savings trust (grantor is also trustee)	The grantor-trustee ¹
b. So-called trust account that is not a legal or valid trust under state law	The actual owner ¹
6. Sole proprietorship or disregarded entity owned by an individual	The owner ³
7. Grantor trust filing under Optional Form 1099 Filing Method 1 (see Regulations section 1.671-4(b)(2)(i)(A))	The grantor ⁴
For this type of account:	Give name and EIN of:
8. Disregarded entity not owned by an individual	The owner
9. A valid trust, estate, or pension trust	Legal entity ⁴
10. Corporation or LLC electing corporate status on Form 8832 or Form 2553	The corporation
11. Association, club, religious, charitable, educational, or other tax-exempt organization	The organization
12. Partnership or multi-member LLC	The partnership
13. A broker or registered nominee	The broker or nominee

For this type of account:	Give name and EIN of:
14. Account with the Department of Agriculture in the name of a public entity (such as a state or local government, school district, or prison) that receives agricultural program payments	The public entity
15. Grantor trust filing under the Form 1041 Filing Method or the Optional Form 1099 Filing Method 2 (see Regulations section 1.671-4(b)(2)(i)(B))	The trust

¹ List first and circle the name of the person whose number you furnish. If only one person on a joint account has an SSN, that person's number must be furnished.

² Circle the minor's name and furnish the minor's SSN.

³ You must show your individual name and you may also enter your business or DBA name on the "Business name/disregarded entity" name line. You may use either your SSN or EIN (if you have one), but the IRS encourages you to use your SSN.

⁴ List first and circle the name of the trust, estate, or pension trust. (Do not furnish the TIN of the personal representative or trustee unless the legal entity itself is not designated in the account title.) Also see *Special rules for partnerships*, earlier.

***Note:** The grantor also must provide a Form W-9 to trustee of trust.

Note: If no name is circled when more than one name is listed, the number will be considered to be that of the first name listed.

Secure Your Tax Records From Identity Theft

Identity theft occurs when someone uses your personal information such as your name, SSN, or other identifying information, without your permission, to commit fraud or other crimes. An identity thief may use your SSN to get a job or may file a tax return using your SSN to receive a refund.

To reduce your risk:

- Protect your SSN,
- Ensure your employer is protecting your SSN, and
- Be careful when choosing a tax preparer.

If your tax records are affected by identity theft and you receive a notice from the IRS, respond right away to the name and phone number printed on the IRS notice or letter.

If your tax records are not currently affected by identity theft but you think you are at risk due to a lost or stolen purse or wallet, questionable credit card activity or credit report, contact the IRS Identity Theft Hotline at 1-800-908-4490 or submit Form 14039.

For more information, see Pub. 5027, Identity Theft Information for Taxpayers.

Victims of identity theft who are experiencing economic harm or a systemic problem, or are seeking help in resolving tax problems that have not been resolved through normal channels, may be eligible for Taxpayer Advocate Service (TAS) assistance. You can reach TAS by calling the TAS toll-free case intake line at 1-877-777-4778 or TTY/TDD 1-800-829-4059.

Protect yourself from suspicious emails or phishing schemes. Phishing is the creation and use of email and websites designed to mimic legitimate business emails and websites. The most common act is sending an email to a user falsely claiming to be an established legitimate enterprise in an attempt to scam the user into surrendering private information that will be used for identity theft.

The IRS does not initiate contacts with taxpayers via emails. Also, the IRS does not request personal detailed information through email or ask taxpayers for the PIN numbers, passwords, or similar secret access information for their credit card, bank, or other financial accounts.

If you receive an unsolicited email claiming to be from the IRS, forward this message to phishing@irs.gov. You may also report misuse of the IRS name, logo, or other IRS property to the Treasury Inspector General for Tax Administration (TIGTA) at 1-800-366-4484. You can forward suspicious emails to the Federal Trade Commission at spam@uce.gov or report them at www.ftc.gov/complaint. You can contact the FTC at www.ftc.gov/idtheft or 877-IDTHEFT (877-438-4338). If you have been the victim of identity theft, see www.IdentityTheft.gov and Pub. 5027.

Visit www.irs.gov/identitytheft to learn more about identity theft and how to reduce your risk.

Privacy Act Notice

Section 6109 of the Internal Revenue Code requires you to provide your correct TIN to persons (including federal agencies) who are required to file information returns with the IRS to report interest, dividends, or certain other income paid to you; mortgage interest you paid; the acquisition or abandonment of secured property; the cancellation of debt; or contributions you made to an IRA, Archer MSA, or HSA. The person collecting this form uses the information on the form to file information returns with the IRS, reporting the above information. Routine uses of this information include giving it to the Department of Justice for civil and criminal litigation and to cities, states, the District of Columbia, and U.S. commonwealths and possessions for use in administering their laws. The information also may be disclosed to other countries under a treaty, to federal and state agencies to enforce civil and criminal laws, or to federal law enforcement and intelligence agencies to combat terrorism. You must provide your TIN whether or not you are required to file a tax return. Under section 3405, payers must generally withhold a percentage of taxable interest, dividend, and certain other payments to a payee who does not give a TIN to the payer. Certain penalties may also apply for providing false or fraudulent information.

ATTACHMENT E – DRUG FREE WORK PLACE

SWORN STATEMENT PURSUANT TO SECTION 287.087, FLORIDA STATUTES, AS CURRENTLY ENACTED OR AS AMENDED FROM TIME TO TIME, ON PREFERENCE TO BUSINESSES WITH DRUG-FREE WORKPLACE PROGRAMS.

THIS FORM MUST BE SIGNED AND SWORN TO IN THE PRESENCE OF A NOTARY PUBLIC OR OTHER OFFICIAL AUTHORIZED TO ADMINISTER OATHS.

This sworn statement is submitted to The School Board of Broward County, Florida,
by Christen Jones the Bid & Contract Supervisor

(Print individual's name and title)

for Virco Inc

(Print name of entity submitting sworn statement)

whose business address is

2027 Harpers Way Torrance, CA 90501 (headquarters)/ Highway 65 South, Conway, AR 72032

and (if applicable) its Federal Employer Identification Number (FEIN) is 33-0815719

(If the entity has no FEIN, include the Social Security Number of the individual signing this sworn statement: _____.)

I certify that I have established a drug-free workplace program and have complied with the following:

1. Published a statement notifying employees that the unlawful manufacture, distribution, dispensing, possession, or use of a controlled substance is prohibited in the workplace and specifying the actions that will be taken against employees for violations of such prohibition.
2. Informed employees about the dangers of drug abuse in the workplace, the business' policy of maintaining a drug-free workplace, any available drug counseling, rehabilitation and employee assistance programs, and the penalties that may be imposed upon employees for drug abuse violations.
3. Given each employee engaged in providing the commodities or contractual services that are under bid a copy of the statement specified in subsection (1) above.
4. In the statement specified in subsection (1) above, notified the employees that, as a condition of working on the commodities or contractual services that are under bid, the employee will abide by the terms of the statement and will notify the employer of any conviction of, or plea of guilty or nolo contendere to, any violation of chapter 893 or of any controlled substance law of the United States or any state, for a violation occurring in the workplace no later than five (5) days after such conviction.
5. Will impose a sanction on, or require the satisfactory participation in a drug abuse assistance or rehabilitation program if such is available in the employee's community by, any employee who is so convicted.
6. Am making a good faith effort to continue to maintain a drug-free workplace through implementation of this section.

Sworn to and subscribed before me this 20 day of July, 2020.

Personally known ☒ _____ or _____

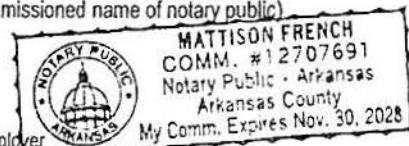
Produced Identification _____

(Type of Identification)

Notary Public State of Arkansas

My commission expires: 1/30/2028

(Printed, typed, or stamped commissioned name of notary public)



Broward County Public Schools Is An Equal Opportunity/Equal Access Employer

ATTACHMENT G – DEBARMENT

MUST BE COMPLETED BY ALL BIDDERS

CERTIFICATION OF DEBARMENT, SUSPENSION, INELIGIBILITY, AND VOLUNTARY EXCLUSION LOWER TIER TRANSACTIONS

This certification is required by the regulations implementing Executive Order 12549, Debarment and Suspension, 45 CFR 1183.35, Participants' responsibilities. The regulations were published as Part VII of the May 26, 1988 Federal Register (pages 19160-19211). Copies of the regulations may be obtained by going to this link: <http://www.gpo.gov/fdsys/granule/CFR-2011-title45-vol3/CFR-2011-title45-vol3-sec1183-35>

(BEFORE COMPLETING CERTIFICATION, READ INSTRUCTIONS ON NEXT PAGE)

(1) The prospective lower tier participant certifies, by submission of this proposal, that neither it nor its principals are presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from participation in this transaction by any federal department or agency.

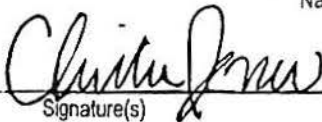
(2) Where the prospective lower tier participant is unable to certify to any of the statements in this certification, such prospective participant shall attach an explanation to this proposal.

Virco Inc

Organization Name

Christen Jones - Bid & Contract Supervisor

Name(s) and Title(s) of Authorized Representative(s)


Signature(s)

7/20/2020

Date

**ATTACHMENT H – ACH FORM
ACH PAYMENT AGREEMENT FORM**

**The School Board of Broward County, Florida
ACH Payment Agreement Form (ACH CREDITS)**

VENDOR NAME: Virco Inc

Authorization Agreement

I (we) hereby authorize The School Board of Broward County to initiate automatic deposits (credits) to my account at the financial institution named below. Additionally, I authorize The School Board of Broward County to make the necessary debit entries/adjustments in the event that a credit entry is made in error.

Further, I agree not to hold The School Board of Broward County responsible for any delay or loss of funds due to incorrect or incomplete information supplied by me or by my financial institution or due to an error on the part of my financial institution in depositing funds to my account.

This agreement shall remain in effect until The School Board of Broward County receives written notification of cancellation from me or my financial institution and that the origination of ACH transactions to my (our) account must comply with the provisions of U.S. law.

Account Information

Name of Bank or
Financial Institute:

PNC Bank

Branch/ State

East Brunswick, NJ

Routing No: 031207607

Account No: 8026572329

VENDOR AREA:

Remittance Confirmation:

(please select one) accountsreceivable@virco.com

Federal Identification No.

Vendor 33-0815719

Checking ☒

Savings ☐

Fax ☐

Email ☒

TAX ID# ☒

SS# ☐

Update Purchase Order Fax & Email Address

Centralized Fax Number 800-396-8232

Dept. customer service

Centralized Email orders@virco.com

Dept. customer service

Centralized Phone No. 800-448-4726

Dept. customer service

Signature

Authorized Signature

(Primary) and Business title:

Christen Jones - Bid & Contract Supervisor

Date: 7/20/20

Authorized Signature

(Joint) and Business title:

Date: _____

Please attach a VOIDED check to verify bank details and routing number.

This form must be returned to: SBBC – Purchasing – Data Strategy Group
7720 W. Oakland Park Blvd, Sunrise FL 33351 call: 754-321-0516 or fax # 754-321-0533

For Use by DATA STRATEGY GROUP

Vendor Account# _____

Date Entered _____

Initials: _____

ATTACHMENT I – WORKERS' COMPENSATION AFFIDAVIT

THE SCHOOL BOARD OF BROWARD COUNTY, FLORIDA

WORKERS' COMPENSATION AFFIDAVIT

****Virco Employs more than 4 employees and has provided evidence of coverage, form does not apply****

CERTIFICATION OF NUMBER OF EMPLOYEES

_____ (Vendor Name) hereby certifies and affirms that the entity named herein has less than four (4) employees nor uses any subcontractor(s) with four (4) or more employees and will not have four (4) or more employees during the term of this agreement.

I further certify that, if during the period covered by this affidavit the entity named herein becomes an employer with four (4) or more employees or uses subcontractor(s) with four (4) or more employees, a Certificate of Insurance shall be provided to The School Board of Broward County, Florida, within five (5) business days.

With respect to the construction industry, all employment in which one or more employees are employed shall provide evidence of Workers' Compensation coverage.

Signed: _____

Print/Type Name: _____

Title: _____

Sworn to and subscribed before me this _____ day of _____, _____.

Notary Public Signed: _____

Notary Public Print: _____

Notary Stamp Below:



CERTIFICATE OF LIABILITY INSURANCE

VIRCOMFG

DATE (MM/DD/YYYY)

3/31/2020

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 have ADDITIONAL INSURED provisions or 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
Commercial Lines - (310) 543-9995
USI Insurance Services LLC - CA Lic#: 0D08408
21250 Hawthorne Boulevard, Suite 380
Torrance, CA 90503-5519

CONTACT NAME: Kimberly Velasquez
PHONE (A/C, No, Ext): 424.390.0007 FAX (A/C, No): 6105372397
E-MAIL ADDRESS: kimberly.velasquez@usi.com

INSURER(S) AFFORDING COVERAGE	NAIC #
INSURER A: Hartford Fire Insurance Company	19682
INSURER B: Travelers Property Casualty Co of America	25674
INSURER C: Great American Insurance Company	16691
INSURER D:	
INSURER E:	
INSURER F:	

INSURED
Virco Mfg. Corporation, Virco Inc.
2027 Harpers Way
Torrance, CA 90501

COVERAGES

CERTIFICATE NUMBER: 14944989

REVISION NUMBER: See below

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	<input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR <input checked="" type="checkbox"/> SIR Premises - \$50,000 <input checked="" type="checkbox"/> SIR Products - \$250,000 GEN'L AGGREGATE LIMIT APPLIES PER: <input type="checkbox"/> POLICY <input checked="" type="checkbox"/> PROJECT <input type="checkbox"/> LOC <input type="checkbox"/> OTHER:			72ECS OF6588 *Medical Expense Limit is per written contract	04/01/2020	04/01/2021	EACH OCCURRENCE \$ 1,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 300,000 MED EXP (Any one person) \$ *10,000 PERSONAL & ADV INJURY \$ 1,000,000 GENERAL AGGREGATE \$ 2,000,000 PRODUCTS - COM/OP AGG \$ 2,000,000 \$
B	AUTOMOBILE LIABILITY <input checked="" type="checkbox"/> ANY AUTO <input type="checkbox"/> OWNED AUTOS ONLY <input type="checkbox"/> SCHEDULED AUTOS <input type="checkbox"/> HIRED AUTOS ONLY <input type="checkbox"/> NON-OWNED AUTOS ONLY			TC2J-CAP-4243B618-20 Liability Deductible \$50,000	04/01/2020	04/01/2021	COMBINED SINGLE LIMIT (Ea accident) \$ 1,000,000 BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$ \$
C	<input checked="" type="checkbox"/> UMBRELLA LIAB <input checked="" type="checkbox"/> OCCUR <input type="checkbox"/> EXCESS LIAB <input type="checkbox"/> CLAIMS-MADE DED <input type="checkbox"/> RETENTION \$			TUU048096307	04/01/2020	04/01/2021	EACH OCCURRENCE \$ 5,000,000 AGGREGATE \$ 5,000,000 \$
B	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/A	UB-8L76723A-20-51-R UB-9K905503-20-51-K	04/01/2020 04/01/2020	04/01/2021 04/01/2021	<input checked="" type="checkbox"/> PER STATUTE <input type="checkbox"/> OTH-ER 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)

Evidence of Insurance

CERTIFICATE HOLDER

Virco Mfg. Corporation
2027 Harpers Way
Torrance, CA 90501

CANCELLATION

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

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Bidder Info

Company Name: VIRCO INC.
Company Representative : BRAD MISSKELLEY
Email Address: BRADMISSKELLEY@VIRCO.COM
Phone Number: 800-448-4726
Fax Number: 800-396-8232
Website Address: WWW.VIRCO.COM
Street Address: HWY 65 SOUTH
City: CONWAY
State: ARKANSAS
Zip Code: 72034
After Hours Contact: BRAD MISSKELLEY
M/WBE Certification* NA
Agency Issuer* NA

*Review General Condition 52 prior to completing

Summary Sheet Instructions:

- 1.) This form is to be filled out electronically, no handwritten summary sheets will be accepted
- 2.) All Fields in the Bidder Information box (above) should be filled in

Thank you for your cooperation!

Proposer must list all the Manufacturers for which it can sell and distribute its products. Furthermore, Proposer must submit Letter of Authorization in Manufacturer's letterhead for every Manufacturer listed. Failure to submit Letter of Authorization by Manufacturer such Manufacturer will be considered as non-authorized by Proposer.

Installation Cost - Percentage of Total Order	10%
---	-----

Manufacturers				
1	VIRCO INC.	73%	CLASSROOM	https://virco.com/sites/default/files/catalogs/2020_factory_price_list_7-17-20.pdf
2	DIVERSIFIED	43%	STEM	http://dnn.diversifiedwoodcrafts.com/catalog/OnlineCatalog.aspx
3	GHENT	29%	CLASSROOM	https://ghent.com/pdfs/GH-Full-Line-Catalog-web.pdf
4	GREENE MANUFACTURING	42%	OFFICE	http://www.greenemfg.com/wp/downloads/
5	HIGH POINT FURNITURE	51%	OFFICE	https://www.hpfi.com/resources/libraries/literature.php
6	INTERIOR CONCEPTS	50%	OFFICE	https://www.interiorconcepts.com/resources/
7	LYON WORKSPACE	34%	OTHER	https://www.lyonworkspace.com/resource-center/catalogs/
8	PLYMOLD	29%	CAFETERIA	https://www.plymold.com/resources/catalogs/
9	REPUBLIC STORAGE	24%	EARLY CHILDHOOD	https://republicstorage.com/resource_center
10	RFM SEATING	41%	OFFICE	http://rfmseating.com/support/catalogs/
11	RIGHT ANGLE	35%	CLASSROOM	https://www.raproducts.com/literature.php
12	RUSSWOOD	46%	LIBRARY	https://www.russwood.com/product-catalog
13	ULTRA PLAY	8%	OUTDOOR	https://www.ultraplay.com/catalog-library
14	WADDELL	30%	OTHER	https://waddellfurniture.com/resources/download
15	WENGER	49%	THEATER AND PERFORMANCE	https://www.wengercorp.com/catalog.php
16	WOOD DESIGNS	23%	EARLY CHILDHOOD	http://www.wooddesigns.com/info/
17				
18				
19				
20				

**RESOLUTION OF THE BOARD OF DIRECTORS OF
VIRCO, INC.**

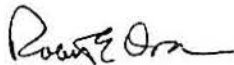
I, Robert E. Dose, Secretary of Virco Inc., do hereby certify that the following is a true and exact copy of a resolution adopted at the regular meeting of the Board of Directors held on Tuesday, December 3, 2019.

WHEREAS, it is deemed to be in the best interests of the Company to authorize certain management personnel to execute bids, bid bonds, performance bonds and contracts on behalf of the Company;

NOW, THEREFORE, BE IT RESOLVED, that

Robert A. Virtue, CEO
Douglas A. Virtue, President & COO
Patricia L. Quinones, Chief Administrative Officer
Scotty Bell, Chief Operating Officer
Robert E. Dose, Chief Financial Officer
Bassey Yau, Vice President Corporate Controller
Brian True, Vice President of Sales, National Sales Group
Paul Gall, Vice President of Logistics
Melissa K. French, Vice President of Marketing Services
Andrea Simms, Sales Service Manager
Christen Jones, Bid and Contract Supervisor

are each hereby authorized to sign on behalf of the Company, bids, bid bonds, performance bonds, and contracts between schools, government agencies or other customers and the Company calling for the sales and servicing of furniture made by the Company in the ordinary and usual business of the Company carried on with schools, school boards, school districts, government agencies and other customers, and this Resolution supersedes and cancels all previous Resolutions authorizing other employees to act on behalf of the Company. The authority granted by this Resolution terminates on January 31, 2021.



Robert E. Dose
Secretary

Date: _____

(Corporate Seal)

AGREEMENT

THIS AGREEMENT is made and entered into as of this 20th day of October, 2020, by and between

THE SCHOOL BOARD OF BROWARD COUNTY, FLORIDA

(hereinafter referred to as "SBBC"),
a body corporate and political subdivision of the State of Florida,
whose principal place of business is
600 Southeast Third Avenue, Fort Lauderdale, Florida 33301

and

BERWIN INC. DBA JC WHITE ARCHITECTURAL INTERIOR PRODUCTS

(hereinafter referred to as "VENDOR"),
whose principal place of business is
3501 Commerce Parkway
Miramar, FL 33025.

WHEREAS, on June 25, 2020, SBBC advertised Request for Proposal FY21-106, seeking vendor proposals for School and Department Furniture (hereinafter, the "RFP"); and

WHEREAS, VENDOR was one of twenty-two (22) vendors which submitted proposals in response to the RFP; and

WHEREAS, VENDOR hereby agrees to provide furniture solutions, including furniture turn-key solutions, and products for School and Department Furniture delivery, installation, and other related services which are commonly used in various schools and departments of the SBBC pursuant to the terms and pricing identified hereinbelow, attached and via hyperlink.

NOW, THEREFORE, in consideration of the mutual covenants contained herein, and other good and valuable consideration, the receipt and sufficiency of which is hereby acknowledged, the Parties hereby agree as follows:

ARTICLE 1 - RECITALS

1.01 **Recitals.** The parties agree that the foregoing recitals are true and correct and that such recitals are incorporated herein by reference.

ARTICLE 2 – SPECIAL CONDITIONS

2.01 **Term of Agreement.** Unless terminated earlier pursuant to Section 3.05 of this Agreement, the term of this Agreement shall commence on October 1, 2020 or the date of its approval by SBBC, whichever date is later, and conclude on midnight three years after the actual date of commencement, with an option for two (2) additional one (1) year renewal.

2.02 **Description of Goods or Services Provided.** VENDOR shall provide the furniture and services pursuant to the terms of the RFP and as listed in its proposal attached hereto and incorporated herein as **Exhibit “A.”**

2.03 **Cost and Payment.** SBBC shall pay VENDOR for services and products provided and accepted by SBBC pursuant to this Agreement and the discounted pricing specified in VENDOR’s proposal accessible via the hyperlink below. Payment terms for such services and products shall be net 30 days from the date that the VENDOR submits an acceptable invoice to SBBC.

<https://browardcountyschools.sharepoint.com/sites/Procurement/PWS%20Bid%20Documents/Fo%20rms/AllItems.aspx?viewid=4a8338df%2D4b54%2D4af3%2Dade4%2D87ea40a672f0&id=%2Fs%20ites%2FProcurement%2FPWS%20Bid%20Documents%2FPWS%20Bid%20Documents%2FFY%2021%2FFY21%2D106%5FSchoolandDepartmentFurniture%2FPricing%20List%2FBerwin%20Inc%2C%20DBA%20JC%20White%20Architectural%20Interior%20Products>

2.04 **VENDOR Confidentiality of Education Records.**

(a) Notwithstanding any provision to the contrary within this Agreement, VENDOR shall:

1) fully comply with the requirements of Sections 1002.22, 1002.221, and 1002.222, Florida Statutes; the Family Educational Rights and Privacy Act, 20 U.S.C § 1232g (FERPA) and its implementing regulations (34 C.F.R. Part 99), and any other state or federal law or regulation regarding the confidentiality of student information and records;

2) hold any education records in strict confidence and not use or redisclose same except as required by this Agreement or as required or permitted by law unless the parent of each student or a student age 18 or older whose education records are to be shared provides prior written consent for their release;

3) ensure that, at all times, all of its employees who have access to any education records during the term of their employment shall abide strictly by its obligations under this Agreement, and that access to education records is limited only to its employees that require the information to carry out the responsibilities under this Agreement and shall provide said list of employees to SBBC upon request;

4) safeguard each education record through administrative, physical and technological safety standards to ensure that adequate controls are in place to protect the education records and information in accordance with FERPA’s privacy requirements;

5) utilize the education records solely for the purposes of providing products and services as contemplated under this Agreement; and shall not share, publish, sell, distribute, target advertise, or display education records to any third party;

6) notify SBBC immediately upon discovery of a breach of confidentiality of education records by telephone at 754-321-0300 (Manager, Information Security), and

754-321-1900 (Privacy Officer), and email at privacy@browardschools.com, and take all necessary notification steps as may be required by federal and Florida law, including, but not limited to, those required by Section 501.171, Florida Statutes;

7) fully cooperate with appropriate SBBC staff, including Privacy Officer and/or Information Technology staff to resolve any privacy investigations and concerns in a timely manner;

8) prepare and distribute, at its own cost, any and all required breach notifications, under federal and Florida Law, or reimburse SBBC any direct costs incurred by SBBC for doing so, including, but not limited to, those required by Section 501.171, Florida Statutes;

9) be responsible for any fines or penalties for failure to meet breach notice requirements pursuant to federal and/or Florida law;

10) provide SBBC with the name and contact information of its employee who shall serve as SBBC's primary security contact and shall be available to assist SBBC in resolving obligations associated with a security breach of confidentiality of education records; and

11) securely erase education records from any media once any media equipment is no longer in use or is to be disposed; secure erasure will be deemed the deletion of the education records using a single pass overwrite Secure Erase (Windows) or Wipe (Unix).

(b) All education records shall remain the property of SBBC, and any party contracting with SBBC serves solely as custodian of such information pursuant to this Agreement and claims no ownership or property rights thereto and, upon termination of this Agreement shall, at SBBC's request, return to SBBC or dispose of the education records in compliance with the applicable Florida Retention Schedules and provide SBBC with a written acknowledgment of said disposition.

(c) VENDOR shall, for itself, its officers, employees, agents, representatives, contractors or subcontractors, fully indemnify and hold harmless SBBC and its officers and employees for any violation of this section, including, without limitation, defending SBBC and its officers and employees against any complaint, administrative or judicial proceeding, payment of any penalty imposed upon SBBC, or payment of any and all costs, damages, judgments or losses incurred by or imposed upon SBBC arising out of a breach of this covenant by the party, or an officer, employee, agent, representative, contractor, or sub-contractor of the party to the extent that the party or an officer, employee, agent, representative, contractor, or sub-contractor of the party shall either intentionally or negligently violate the provisions of this section or of Sections 1002.22 and/or 1002.221, Florida Statutes. This section shall survive the termination of all performance required or conclusion of all obligations existing under this Agreement.

2.05 Inspection of VENDORS Records by SBBC. VENDOR shall establish and maintain books, records and documents (including electronic storage media) sufficient to reflect all income and expenditures of funds provided by SBBC under this Agreement. All VENDORS applicable records, regardless of the form in which they are kept, shall be open to inspection and

subject to audit, inspection, examination, evaluation and/or reproduction, during normal working hours, by SBBC's agent or its authorized representative to permit SBBC to evaluate, analyze and verify the satisfactory performance of the terms and conditions of this Agreement and to evaluate, analyze and verify the applicable business records of VENDOR directly relating to this Agreement in order to verify the accuracy of invoices provided to SBBC. Such audit shall be no more than one (1) time per calendar year.

(a) Duration of Right to Inspect. For the purpose of such audits, inspections, examinations, evaluations and/or reproductions, SBBC's agent or authorized representative shall have access to VENDOR's records from the effective date of this Agreement, for the duration of the term of this Agreement, and until the later of five (5) years after the termination of this Agreement or five (5) years after the date of final payment by SBBC to VENDOR pursuant to this Agreement.

(b) Notice of Inspection. SBBC's agent or its authorized representative shall provide VENDOR reasonable advance written notice (not to exceed two (2) weeks) of any intended audit, inspection, examination, evaluation and or reproduction.

(c) Audit Site Conditions. SBBC's agent or its authorized representative shall have access to VENDOR's facilities and to any and all records related to this Agreement, and shall be provided adequate and appropriate work space in order to exercise the rights permitted under this section.

(d) Failure to Permit Inspection. Failure by VENDOR to permit audit, inspection, examination, evaluation and/or reproduction as permitted under this section shall constitute grounds for termination of this Agreement by SBBC for cause and shall be grounds for SBBC's denial of some or all of any VENDOR's claims for payment.

(e) Overcharges and Unauthorized Charges. If an audit conducted in accordance with this section discloses overcharges or unauthorized charges to SBBC by VENDOR in excess of two percent (2%) of the total billings under this Agreement, the actual cost of SBBC's audit shall be paid by VENDOR. If the audit discloses billings or charges to which VENDOR is not contractually entitled, VENDOR shall pay said sum to SBBC within twenty (20) days of receipt of written demand unless otherwise agreed to in writing by both parties.

(f) Inspection of Subcontractor's Records. If applicable, VENDOR shall require any and all subcontractors, insurance agents and material suppliers (hereafter referred to as "Payees") providing services or goods with regard to this Agreement to comply with the requirements of this section by insertion of such requirements in any written subcontract. Failure by VENDOR to include such requirements in any subcontract shall constitute grounds for termination of this Agreement by SBBC for cause and shall be grounds for the exclusion of some or all of any Payees' costs from amounts payable by SBBC to VENDOR pursuant to this Agreement and such excluded costs shall become the liability of VENDOR.

(g) Inspector General Audits. VENDOR shall comply and cooperate immediately with any inspections, reviews, investigations, or audits deemed necessary by the Florida Office of the Inspector General or by any other state or federal officials.

2.06 **Notice.** When any of the parties desire to give notice to the other, such notice must be in writing, sent by U.S. Mail, postage prepaid, addressed to the party for whom it is intended at the place last specified; the place for giving notice shall remain such until it is changed by written notice in compliance with the provisions of this paragraph. For the present, the Parties designate the following as the respective places for giving notice:

To SBBC:	Superintendent of Schools The School Board of Broward County, Florida 600 Southeast Third Avenue Fort Lauderdale, Florida 33301
With a Copy to:	Director – Procurement & Warehousing Services The School Board of Broward County, Florida 7720 W Oakland Park Blvd., Suite 323 Sunrise, Florida 33351
To VENDOR:	Joey Driftmyer Berwin Inc DBA JC White Architectural Interior Products 3501 Commerce Parkway Miramar, FL 33025
With a Copy to:	Phil Wodecki 3501 Commerce Parkway Miramar, FL 33025

2.07 **Background Screening.** VENDOR shall comply with all requirements of Sections 1012.32 and 1012.465, Florida Statutes, and all of its personnel who (1) are to be permitted access to school grounds when students are present, (2) will have direct contact with students, or (3) have access or control of school funds, will successfully complete the background screening required by the referenced statutes and meet the standards established by the statutes. This background screening will be conducted by SBBC in advance of VENDOR or its personnel providing any services under the conditions described in the previous sentence. VENDOR shall bear the cost of acquiring the background screening required by Section 1012.32, Florida Statutes, and any fee imposed by the Florida Department of Law Enforcement to maintain the fingerprints provided with respect to VENDOR and its personnel. The parties agree that the failure of VENDOR to perform any of the duties described in this section shall constitute a material breach of this Agreement entitling SBBC to terminate immediately with no further responsibilities or duties to perform under this Agreement. VENDOR agrees to indemnify and hold harmless SBBC, its officers and employees from any liability in the form of physical or mental injury, death or property damage resulting from VENDOR's failure to comply with the requirements of this section or with Sections 1012.32 and 1012.465, Florida Statutes.

2.08 **Public Records.** Any party contracting with SBBC is required to (a) keep and maintain available for public inspection any records that pertain to services rendered under this Agreement; (b) provide the public with access to public records on the same terms and conditions that SBBC would provide such records and at a cost that does not exceed the cost provided in Chapter 119, Florida Statutes or as otherwise provided by law; (c) ensure that public records that are exempt or confidential and exempt from public records disclosure requirements are not disclosed except as authorized by law; and (d) meet all requirements for retaining public records and transfer, at no cost to SBBC, all public records in that party's possession upon termination of its Agreement with SBBC and destroy any duplicate public records that are exempt or confidential and exempt from public records disclosure requirements. All of such party's records stored electronically must be provided to SBBC in a format that is compatible with SBBC's information technology systems. Each party shall maintain its own respective records and documents associated with this Agreement in accordance with the records retention requirements applicable to public records. Each party shall be responsible for compliance with any public documents request served upon it pursuant to Section 119.07, Florida Statutes, and any resultant award of attorney's fees for non-compliance with that law. Each party acknowledges that this Agreement and all attachments thereto are public records and do not constitute trade secrets.

IF A PARTY TO THIS AGREEMENT HAS QUESTIONS REGARDING THE APPLICATION OF CHAPTER 119, FLORIDA STATUTES, TO ITS DUTY TO PROVIDE PUBLIC RECORDS RELATING TO THE AGREEMENT, CONTACT THE CUSTODIAN OF PUBLIC RECORDS AT 754-321-1900, RECORDREQUESTS@BROWARDSCHOOLS.COM, RISK MANAGEMENT DEPARTMENT, PUBLIC RECORDS DIVISION, 600 SOUTHEAST THIRD AVENUE, FORT LAUDERDALE, FLORIDA 33301.

2.09 **Liability.** This section shall survive the termination of all performance or obligations under this Agreement and shall be fully binding until such time as any proceeding brought on account of this Agreement is barred by any applicable statute of limitations.

(a) By SBBC: SBBC agrees to be fully responsible up to the limits of Section 768.28, Florida Statutes, for its acts of negligence, or its employees' acts of negligence when acting within the scope of their employment and agrees to be liable, up to the limits of Section 768.28, Florida Statutes, for any damages resulting from said negligence.

(b) By VENDOR: VENDOR agrees to indemnify, hold harmless and defend SBBC, its agents, servants and employees from any and all claims, judgments, costs, and expenses including, but not limited to, reasonable attorney's fees, reasonable investigative and discovery costs, court costs and all other sums which SBBC, its agents, servants and employees may pay or become obligated to pay on account of any, all and every claim or demand, or assertion of liability, or any claim or action founded thereon, arising or alleged to have arisen out of the products, goods or services furnished by VENDOR, its agents, servants or employees; the equipment of VENDOR, its agents, servants or employees while such equipment is on premises owned or controlled by SBBC; or the negligence of VENDOR or the negligence of VENDOR's agents when acting within the scope of their employment, whether such claims, judgments, costs and expenses be for damages, damage

to property including SBBC's property, and injury or death of any person whether employed by VENDOR, SBBC or otherwise.

2.10 Insurance Requirements. VENDOR shall comply with the following insurance requirements throughout the term of this Agreement:

(a) General Liability. VENDOR shall maintain General Liability insurance during the term of this Agreement with limits not less than \$1,000,000 per occurrence for Bodily Injury/ Property Damage; \$1,000,000 General Aggregate; and limits not less than \$1,000,000 for Products/Completed Operations Aggregate.

(b) Professional Liability/Errors & Omissions. VENDOR shall maintain Professional Liability/Errors & Omissions insurance during the term of this Agreement with a limit of not less than \$1,000,000 per occurrence covering services provided under this Agreement.

(c) Workers' Compensation. VENDOR shall maintain Workers' Compensation insurance during the term of this Agreement in compliance with the limits specified in Chapter 440, Florida Statutes, and Employer's Liability limits shall not be less than \$100,000/\$100,000/\$500,000 (each accident/disease-each employee/disease-policy limit).

(d) Auto Liability. VENDOR shall maintain Owned, Non-Owned and Hired Auto Liability insurance with Bodily Injury and Property Damage limits of not less than \$1,000,000 Combined Single Limit.

(e) Acceptability of Insurance Carriers. The insurance policies required under this Agreement shall be issued by companies qualified to do business in the State of Florida and having a rating of at least A- VI by AM Best or Aa3 by Moody's Investor Service.

(f) Verification of Coverage. Proof of the required insurance must be furnished by VENDOR to SBBC's Risk Management Department by Certificate of Insurance within fifteen (15) days of the date of this Agreement. To streamline this process, SBBC has partnered with EXIGIS Risk Management Services to collect and verify insurance documentation. All certificates (and any required documents) must be received and approved by SBBC's Risk Management Department before any work commences to permit VENDOR to remedy any deficiencies. VENDOR must verify its account information and provide contact details for its Insurance Agent via the link provided to it by email.

(g) Required Conditions. Liability policies must include the following terms on the Certificate of Insurance:

- 1) The School Board of Broward County, Florida, its members, officers, employees and agents are added as additional insured.

- 2) All liability policies are primary of all other valid and collectable coverage maintained by The School Board of Broward County, Florida.
- 3) Certificate Holder: The School Board of Broward County, Florida, c/o EXIGIS Risk Management Services, P.O. Box 4668-ECM, New York, New York 10163-4668.

(h) Cancellation of Insurance. VENDOR is prohibited from providing services under this Agreement with SBBC without the minimum required insurance coverage and must notify SBBC within two (2) business days if required insurance is cancelled.

(i) SBBC reserves the right to review, reject or accept any required policies of insurance, including limits, coverage or endorsements, herein throughout the term of this Agreement.

2.11 Nondiscrimination.

(a) As a condition of entering into this Agreement, VENDOR represents and warrants that it will comply with the SBBC's Commercial Nondiscrimination Policy, as described under, Section D.1 of SBBC's Policy No. 3330 – Supplier Diversity Outreach Program.

(b) As part of such compliance, VENDOR shall not discriminate on the basis of race, color, religion, ancestry or national origin, sex, age, marital status, sexual orientation, or on the basis of disability or other unlawful forms of discrimination in the solicitation, selection, hiring, or commercial treatment of subcontractors, vendors, suppliers, or commercial customers, nor shall VENDOR retaliate against any person for reporting instances of such discrimination. VENDOR shall provide equal opportunity for subcontractors, vendors, and suppliers to participate in all of its public sector and private sector subcontracting and supply opportunities, provided that nothing contained in this clause shall prohibit or limit otherwise lawful efforts to remedy the effects of marketplace discrimination that have occurred or are occurring in the SBBC's relevant marketplace. VENDOR understands and agrees that a material violation of this clause shall be considered a material breach of this Agreement and may result in termination of this Agreement, disqualification of the company from participating in SBBC Agreements, or other sanctions. This clause is not enforceable by or for the benefit of, and creates no obligation to, any third party.

2.12 Annual Appropriation. The performance and obligations of SBBC under this Agreement shall be contingent upon an annual budgetary appropriation by its governing body. If SBBC does not allocate funds for the payment of services or products to be provided under this Agreement, this Agreement may be terminated by SBBC at the end of the period for which funds have been allocated. SBBC shall notify the other party at the earliest possible time before such termination. No penalty shall accrue to SBBC in the event this provision is exercised, and SBBC shall not be obligated or liable for any future payments due or any damages as a result of termination under this section.

2.13 **Excess Funds.** Any party receiving funds paid by SBBC under this Agreement agrees to promptly notify SBBC of any funds erroneously received from SBBC upon the discovery of such erroneous payment or overpayment. Any such excess funds shall be refunded to SBBC.

2.14 **Incorporation by Reference.** Any and all exhibits attached hereto and referenced herein shall be deemed to be incorporated into this Agreement by reference.

ARTICLE 3 – GENERAL CONDITIONS

3.01 **No Waiver of Sovereign Immunity.** Nothing herein is intended to serve as a waiver of sovereign immunity by any agency or political subdivision to which sovereign immunity may be applicable or of any rights or limits to liability existing under Section 768.28, Florida Statutes. This section shall survive the termination of all performance or obligations under this Agreement and shall be fully binding until such time as any proceeding brought on account of this Agreement is barred by any applicable statute of limitations.

3.02 **No Third Party Beneficiaries.** The parties expressly acknowledge that it is not their intent to create or confer any rights or obligations in or upon any third person or entity under this Agreement. None of the parties intend to directly or substantially benefit a third party by this Agreement. The parties agree that there are no third party beneficiaries to this Agreement and that no third party shall be entitled to assert a claim against any of the parties based upon this Agreement. Nothing herein shall be construed as consent by an agency or political subdivision of the State of Florida to be sued by third parties in any matter arising out of any Agreement.

3.03 **Independent Contractor.** The parties to this Agreement shall at all times be acting in the capacity of independent contractors and not as an officer, employee or agent of one another. Neither party or its respective agents, employees, subcontractors or assignees shall represent to others that it has the authority to bind the other party unless specifically authorized in writing to do so. No right to SBBC retirement, leave benefits or any other benefits of SBBC employees shall exist as a result of the performance of any duties or responsibilities under this Agreement. SBBC shall not be responsible for social security, withholding taxes, contributions to unemployment compensation funds or insurance for the other party or the other party's officers, employees, agents, subcontractors or assignees.

3.04 **Default.** The parties agree that, in the event that either party is in default of its obligations under this Agreement, the non-defaulting party shall provide to the defaulting party (30) days written notice to cure the default. However, in the event said default cannot be cured within said thirty (30) day period and the defaulting party is diligently attempting in good faith to cure same, the time period shall be reasonably extended to allow the defaulting party additional cure time. Upon the occurrence of a default that is not cured during the applicable cure period, this Agreement may be terminated by the non-defaulting party upon thirty (30) days notice. This remedy is not intended to be exclusive of any other remedy, and each and every such remedy shall be cumulative and shall be in addition to every other remedy now or hereafter existing at law or in equity or by statute or otherwise. No single or partial exercise by any party of any right, power, or remedy hereunder shall preclude any other or future exercise thereof. Nothing in this section shall be construed to preclude termination for convenience pursuant to Section 3.05.

3.05 **Termination.** This Agreement may be canceled with or without cause by SBBC during the term hereof upon thirty (30) days written notice to the other parties of its desire to terminate this Agreement. In the event of such termination, SBBC shall be entitled to a *pro rata* refund of any pre-paid amounts for any services scheduled to be delivered after the effective date of such termination. SBBC shall have no liability for any property left on SBBC's property by any party to this Agreement after the termination of this Agreement. Any party contracting with SBBC under this Agreement agrees that any of its property placed upon SBBC's facilities pursuant to this Agreement shall be removed within ten (10) business days following the termination, conclusion or cancellation of this Agreement and that any such property remaining upon SBBC's facilities after that time shall be deemed to be abandoned, title to such property shall pass to SBBC, and SBBC may use or dispose of such property as SBBC deems fit and appropriate.

3.06 **Compliance with Laws.** Each party shall comply with all applicable federal, state and local laws, SBBC policies, codes, rules and regulations in performing its duties, responsibilities and obligations pursuant to this Agreement.

3.07 **Place of Performance.** All obligations of SBBC under the terms of this Agreement are reasonably susceptible of being performed in Broward County, Florida and shall be payable and performable in Broward County, Florida.

3.08 **Governing Law and Venue.** This Agreement shall be interpreted and construed in accordance with and governed by the laws of the State of Florida. Any controversies or legal problems arising out of this Agreement and any action involving the enforcement or interpretation of any rights hereunder shall be submitted exclusively to the jurisdiction of the State courts of the Seventeenth Judicial Circuit of Broward County, Florida or to the jurisdiction of the United States District Court for the Southern District of Florida. Each party agrees and admits that the state courts of the Seventeenth Judicial Circuit of Broward County, Florida or the United States District Court for the Southern District of Florida shall have jurisdiction over it for any dispute arising under this Agreement.

3.09 **Entirety of Agreement.** This document incorporates and includes all prior negotiations, correspondence, conversations, agreements and understandings applicable to the matters contained herein and the parties agree that there are no commitments, agreements or understandings concerning the subject matter of this Agreement that are not contained in this document. Accordingly, the parties agree that no deviation from the terms hereof shall be predicated upon any prior representations or agreements, whether oral or written.

3.10 **Binding Effect.** This Agreement shall be binding upon and inure to the benefit of the parties hereto and their respective successors and assigns.

3.11 **Assignment.** Neither this Agreement nor any interest herein may be assigned, transferred or encumbered by any party without the prior written consent of the other party. There shall be no partial assignments of this Agreement including, without limitation, the partial assignment of any right to receive payments from SBBC.

3.12 **Captions.** The captions, section designations, section numbers, article numbers, titles and headings appearing in this Agreement are inserted only as a matter of convenience, have no substantive meaning, and in no way define, limit, construe or describe the scope or intent of

such articles or sections of this Agreement, nor in any way ~~effect~~ affect this Agreement and shall not be construed to create a conflict with the provisions of this Agreement.

3.13 **Severability.** In the event that any one or more of the sections, paragraphs, sentences, clauses or provisions contained in this Agreement is held by a court of competent jurisdiction to be invalid, illegal, unlawful, unenforceable or void in any respect, such shall not affect the remaining portions of this Agreement and the same shall remain in full force and effect as if such invalid, illegal, unlawful, unenforceable or void sections, paragraphs, sentences, clauses or provisions had never been included herein.

3.14 **Preparation of Agreement.** The parties acknowledge that they have sought and obtained whatever competent advice and counsel as was necessary for them to form a full and complete understanding of all rights and obligations herein and that the preparation of this Agreement has been their joint effort. The language agreed to herein expresses their mutual intent and the resulting document shall not, solely as a matter of judicial construction, be construed more severely against one of the parties than the other.

3.15 **Amendments.** No modification, amendment, or alteration in the terms or conditions contained herein shall be effective unless contained in a written document prepared with the same or similar formality as this Agreement and executed by each party hereto.

3.16 **Waiver.** The parties agree that each requirement, duty and obligation set forth herein is substantial and important to the formation of this Agreement and, therefore, is a material term hereof. Any party's failure to enforce any provision of this Agreement shall not be deemed a waiver of such provision or modification of this Agreement unless the waiver is in writing and signed by the party waiving such provision. A written waiver shall only be effective as to the specific instance for which it is obtained and shall not be deemed a continuing or future waiver.

3.17 **Force Majeure.** Neither party shall be obligated to perform any duty, requirement or obligation under this Agreement if such performance is prevented by fire, hurricane, earthquake, explosion, wars, sabotage, accident, flood, acts of God, strikes, or other labor disputes, riot or civil commotions, epidemics, pandemics, government regulations, and the issuance or extension of existing government orders of the United States, the State of Florida, or local county and municipal governing bodies, or by reason of any other matter or condition beyond the control of either party, and which cannot be overcome by reasonable diligence and without unusual expense ("Force Majeure"). In no event shall lack of funds on the part of either party be deemed Force Majeure.

3.18 **Survival.** All representations and warranties made herein, indemnification obligations, obligations to reimburse SBBC, obligations to maintain and allow inspection and audit of records and property, obligations to maintain the confidentiality of records, reporting requirements, and obligations to return public funds shall survive the termination of this Agreement.

3.19 **Agreement Administration.** SBBC has delegated authority to the Superintendent of Schools or his/her designee to take any actions necessary to implement and administer this Agreement.

3.20 **Counterparts and Multiple Originals.** This Agreement may be executed in multiple originals, and may be executed in counterparts, each of which shall be deemed to be an original, but all of which, taken together, shall constitute one and the same Agreement.


3.21 **Authority.** Each person signing this Agreement on behalf of either party individually warrants that he or she has full legal power to execute this Agreement on behalf of the party for whom he or she is signing, and to bind and obligate such party with respect to all provisions contained in this Agreement.

IN WITNESS WHEREOF, the Parties hereto have made and executed this Agreement on the date first above written.

(Corporate Seal)

FOR SBBC:

THE SCHOOL BOARD OF BROWARD
COUNTY, FLORIDA

By 
Donna P. Korn, Chair

ATTEST:


Robert W. Runcie, Superintendent of Schools

Approved as to Form and Legal Content:


Office of the General Counsel

[THIS SPACE INTENTIONALLY LEFT BLANK; SIGNATURE PAGE FOLLOWS]

FOR VENDOR:

(Corporate Seal)

**BERWIN INC. DBA JC WHITE
ARCHITECTURAL INTERIOR PRODUCTS**

ATTEST:

By [Signature]

Print Name: JOHN DELEMMER

Title: SE. ACCOUNT MANAGER

_____, Secretary

-or-

Witness

Witness

STATE OF Florida

COUNTY OF Broward

The foregoing instrument was acknowledged before me by means of ☒ physical presence or ☐ online notarization, this _____ (date) by _____ (name of officer or agent, title of officer or agent) of _____ (name of corporation acknowledging), a _____ (state or place of incorporation) corporation, on behalf of the corporation. He/she is personally known to me (underline if applicable) or has produced _____ (type of identification) as identification and who ☐ did/☐ did not first take an oath this _____ day of _____, 2020.

My Commission Expires: Apr 23, 2022

Patricia A. Mannellino
Signature – Notary Public

PATRICIA A. MANNELLINO
Notary's Printed Name

GG 210300
Notary's Commission No.

(SEAL)

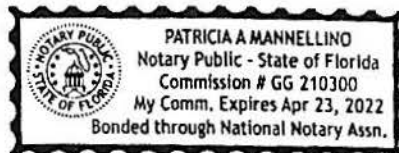


Exhibit “A”

RESPONSE TO BID
RFP FY21-106
SCHOOL AND DEPARTMENT FURNITURE



3501 Commerce Parkway

Miramar, FL 33025

(954) 499-6677

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3501 Commerce Parkway, Miramar, FL 33025

Phone: (954) 499-6677 • Fax: (954) 499-6678

July 21, 2020

To whom it may concern,

JC White is pleased to respond to The School Board of Broward County RFP No. FY21-106.

Persons authorized to make representations are Joey Driftmyer (Sr. Account Manager) and Phil Wodecki (Director of Sales).

Joey Driftmyer
3501 Commerce Pkwy.
Miramar, FL 33025
(954) 864-3700
joey.driftmyer@jcwhite.com

Phil Wodecki
3501 Commerce Pkwy.
Miramar, FL 33025
(954)270-1058
phil.wodecki@jcwhite.com

Thank you for your consideration.

Bid Title: School and Department Furniture
The School Board of Broward County, Florida

RFP No. FY21-106
Page 4 of 42 Pages

	The School Board of Broward County, Florida PROCUREMENT AND WAREHOUSING SERVICES 7720 West Oakland Park Boulevard, Suite 323 Sunrise, Florida 33351-6704 754-321-0505	REQUEST FOR PROPOSAL (RFP)
DUE DATE: This proposal must be submitted to the Procurement & Warehousing Service Department, The School Board of Broward County, Florida, 7720 W. Oakland Park Blvd., Suite 323, Sunrise, Florida 33351-6704 on or before 2:00 p.m. Eastern Time (ET): 7/21/2020 and plainly marked with the RFP number and title. Proposal(s) received, after the date and time stated above, shall not be considered for award. Faxed and/or emailed bids are not allowed and will not be considered for award.	RFP NO.: FY21-106	RELEASE DATE: 6/25/2020
	PURCHASING AGENT: Al Shelton 754-321-0520	
	RFP TITLE: SCHOOL AND DEPARTMENT FURNITURE	
Note: Cost of Service should be submitted in a sealed envelope along with, but separate, from the remainder of the proposal.		
<p>One complete, original hard-copy Proposal (clearly marked as such), and one complete, original electronic version (both clearly marked as "original") will constitute the original governing documents. The electronic version in PDF on a Flash Drive must be IDENTICAL to the original Proposal, of the RFP Proposal, including this REQUIRED RESPONSE FORM fully executed and returned on or before 2:00 p.m. ET on the date due to the Procurement & Warehousing Services Department in accordance with the submittal requirements. In the case of any discrepancy between the original hard-copy Proposal and the copies, the original hard-copy Proposal will be the governing document. The proposal must contain all information required to be included in the Proposal as described herein. Completed Proposals must be submitted in a SEALED (envelope, package, box, etc.) with the RFP number and title clearly typed or written on the front of the envelope, package, box, etc.</p>		
SECTION 1 – REQUIRED RESPONSE FORM		
<p>NOTE: Entries must be completed in ink or typewritten. This original Required Response Form must be fully executed and submitted with this Proposal (see Section 4.1.4).</p>		
Proposer's (Company) Name and state "Doing Business As", where applicable: Berwin Inc. DBA JC White Architectural Interior Products		"REMIT TO" ADDRESS FOR PAYMENT: If payment(s) is/are to be mailed to address other than as stated on the left, please complete the section below. <input checked="" type="checkbox"/> Check this box if the address is the same as stated on the left.
Address: 3501 Commerce Parkway		P.O. Address:
City: Miramar		City:
State: FL	Zip Code: 33025	State:
Telephone Number: 954-499-6677		Contact Person:
Proposer's Taxpayer Identification Number: 59-1851050		Contact Telephone Number:
E-Mail Address for PO: joey.driftmyer@jcwhite.com		Contact Person's E-Mail Address:
Proposal Certification		
<p>I hereby certify that: I am submitting the following information as my firm's (Proposer) Proposal and am authorized by Proposer to do so. Proposer has not divulged, discussed, or compared the Proposal with other Proposers and has not colluded with any other Proposer or party to any other Proposal; Proposer, its principals, or their lobbyists has not offered campaign contributions to School Board Members or offered contributions to School Board Members for campaigns of other candidates for political office during the period in which the Proposer is attempting to sell goods or services to the School Board. This period of limitation of offering campaign contributions shall commence at the time of the "cone of silence" period for any solicitation for a competitive procurement as described by School Board Policy 3320, Part II, Section GG as well as School Board Policy 1007, Section 5.4 – Campaign Contribution Fundraising. Proposer acknowledges that all information contained herein is part of the public record as defined by the State of Florida Sunshine and Public Records Laws; all responses, data, and information contained in this Proposal are true and accurate. Proposer agrees to complete and unconditional acceptance of the contents of all pages in this Request for Proposals (RFP), and all appendices and the contents of any Addenda released hereto; Proposer agrees to be bound to any and all specifications, terms, and conditions contained in the Request for Proposals, and any released Addenda and understand that the following are requirements of this RFP and failure to comply will result in disqualification of Proposal submitted.</p>		
 Signature of Proposer's Authorized Representative Joey Driftmyer		7/21/2020 Date Sr. Account Manager
Name of Proposer's Authorized Representative		Title of Proposer's Authorized Representative
<p>Please sign all originals in blue ink.</p>		

SECTION 4 – INFORMATION TO BE INCLUDED IN THE SUBMITTED PROPOSAL

- 4.1 To maintain comparability and facilitate the review process, it is requested that Proposals be organized in the manner specified below. Include all the information requested herein in your Proposal.
- 4.1.1 **Title Page:** Include RFP Number, subject, the name of the Proposer, address, telephone number, and date.
- 4.1.2 **Table of Contents:** Include a clear identification of the material by section and by page number.
- 4.1.3 **Letter of Transmittal:** Include the names of the persons who will be authorized to make representations for the Proposer, their titles, addresses, and telephone numbers.
- 4.1.4 **Required Response Form:** (Section 1 of RFP) with all required information completed and all signatures as specified (blue ink preferred on original). Any modifications or alterations to this form shall not be accepted and Proposal will be rejected. The enclosed original Required Response Form will be the only acceptable form.
- 4.1.5 **Notice Provision:** Should your firm become an Awardee under this RFP, please specify the name and address of the person(s) to whom any notices should be sent under SBBC's contract with the Awardee:

Name/Title, Address and email address of Awardee's Representative for Notices:

Sr. Account Manager-Joey Driftmyer- joey.driftmyer@jcwhite.com
3501 Commerce Pkwy. Miramar, FL 33025

With a Copy To: (Name/Title and Address)

Director of Sales- Phil Wodecki- phil.wodecki@jcwhite.com
3501 Commerce Pkwy. Miramar, FL 33025

The SBBC's Procurement & Warehousing Services Department shall determine whether each Proposer meets the Minimum Eligibility requirements of Section 4.2 and shall only deliver Proposals meeting the Minimum Eligibility requirements to the Evaluation Committee for further evaluation.

- 4.2 **Minimum Eligibility Requirement(s):** To be considered for an award and to be further evaluated, Proposer must meet or exceed the following criteria as of the opening date of the Proposal. **Failure to provide or clearly state the information requested below will result in the disqualification of proposal.** The Proposer is responsible for providing the following information in its response. The Proposer must also include a statement of acknowledgement for each item below. The requested information below must be numbered as indicated below and be included in "this section" of your submitted proposal; do not place this information in any other section of your proposal.
- 4.2.1 Proposer must meet or exceed the requirements of Section 7.1, Liability. Will your company meet or exceed the requirements as written in Section 7.1 for this contract? ☒ Yes ☐ No **Do not check both boxes.**
- 4.2.2 Local Representative within the Tri-County Area (Broward, Miami-Dade, Palm Beach). Joey Driftmyer
- 4.2.3 Proposer must submit all Discounts and Prices in the Bid Summary Sheet provided by SBBC (Attachment K).
- 4.3 State under what other or former name(s) the Proposer is currently operating under or has operated under.

N/A

SECTION 4 – INFORMATION TO BE INCLUDED IN THE SUBMITTED PROPOSAL

- 4.1 To maintain comparability and facilitate the review process, it is requested that Proposals be organized in the manner specified below. Include all the information requested herein in your Proposal.
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- 4.1.2 **Table of Contents:** Include a clear identification of the material by section and by page number.
- 4.1.3 **Letter of Transmittal:** Include the names of the persons who will be authorized to make representations for the Proposer, their titles, addresses, and telephone numbers.
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Name/Title, Address and email address of Awardee's Representative for Notices:

Sr. Account Manager-Joey Driftmyer- joey.driftmyer@jcwhite.com
3501 Commerce Pkwy. Miramar, FL 33025

With a Copy To: (Name/Title and Address)

Director of Sales- Phil Wodecki- phil.wodecki@jcwhite.com
3501 Commerce Pkwy. Miramar, FL 33025

The SBBC's Procurement & Warehousing Services Department shall determine whether each Proposer meets the Minimum Eligibility requirements of Section 4.2 and shall only deliver Proposals meeting the Minimum Eligibility requirements to the Evaluation Committee for further evaluation.

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- 4.2.1 Proposer must meet or exceed the requirements of Section 7.1, Liability. Will your company meet or exceed the requirements as written in Section 7.1 for this contract? ☒ Yes ☐ No **Do not check both boxes.**
- 4.2.2 Local Representative within the Tri-County Area (Broward, Miami-Dade, Palm Beach). **Joey Driftmyer**
- 4.2.3 Proposer must submit all Discounts and Prices in the Bid Summary Sheet provided by SBBC (Attachment K).
- 4.3 State under what other or former name(s) the Proposer is currently operating under or has operated under.

N/A

Executive Summary

JC White is a full service, woman-owned, locally operated with over 40 years in the business in South Florida.

We have a team of dedicated professionals in sales, design support, project management, procurement and installation working to provide solutions to corporate and education projects.

With our experience and team professionals, we are capable and able to provide services to collaborate with the schools and meet their needs and the district's needs.

Our services include but are not limited to the "Minimum Scope of Services & Performance Specifications" to comply with in the RFP. We have an in-house design team to help your project team specify and visualize the best products for the space. Working to conceptualize projects and consult to meet the goals and fulfillment of the district is our goal.

We appreciate the long working relationship with the Broward County Public Schools and hope to continue for the future.



ATTACHMENT J – REFERENCES

The School Board of Broward County, Florida

Vendor Name: Berwin Inc. DBA JC White Architectural Interior Products

List a minimum number of required references as stated in the Special Conditions which show experience in similar work, to include nature and scope of work, which demonstrates an expertise in providing the services as stated herein. Provide scope of work, contact name, addresses, telephone numbers, email addresses and dates of service.

Reference 1 –

Name of Firm:	<u>Florida International University</u>	Contact Person:	<u>Katherine A. Brophy</u>
Phone #:	<u>305-348-6987</u>	Email:	<u>kbrophy@fiu.edu</u>
Date of Service:	<u>Ongoing Yearly Projects</u>	Cost of Service:	<u>\$200,000.00</u>
Address:	<u>11200 SW 8th Street, CSC 420. Miami, FL 33199</u>		

Scope of Work: Projects throughout the campus

Reference 2 –

Name of Firm:	<u>Broward College</u>	Contact Person:	<u>Ana Ovalles</u>
Phone #:	<u>954-201-6512</u>	Email:	<u>aovalles@broward.edu</u>
Date of Service:	<u>Ongoing Yearly Projects</u>	Cost of Service:	<u>\$250,000.00-\$500,000.00</u>
Address:	<u>3501 Davie Rd. Davie, FL 33314</u>		

Scope of Work: Projects throughout the campus

Reference 3 –

Name of Firm:	<u>Miami Dade College</u>	Contact Person:	<u>Erika Caraballo</u>
Phone #:	<u>305-237-0589</u>	Email:	<u>ecaraba2@mdc.edu</u>
Date of Service:	<u>Ongoing Yearly Projects</u>	Cost of Service:	<u>\$250,000.00-\$500,000.00</u>
Address:	<u>11011 S.W. 14th St. Building L, L-115. Miami, FL 33176</u>		

Scope of Work: Projects throughout the campus

Reference 4 –

Name of Firm:	<u>Ransom Everglades School</u>	Contact Person:	<u>Richard Bernasco</u>
Phone #:	<u>305-460-8851</u>	Email:	<u>rbernasco@ransomeverglades.org</u>
Date of Service:	<u>2020</u>	Cost of Service:	<u>\$500,000.00</u>
Address:	<u>3575 Main Hwy. Coconut Grove, FL 33133</u>		

Scope of Work: New Stem Lab

Reference 5 –

Name of Firm:	<u>Miami- Dade Public Library System</u>	Contact Person:	<u>Alice Arguelles</u>
Phone #:	<u>305-375-5106</u>	Email:	<u>alice.arguelles@miamidade.gov</u>
Date of Service:	<u>Ongoing Yearly Projects</u>	Cost of Service:	<u>\$500,000.00</u>
Address:	<u>101 W. Flagler St. Miami, FL 33130</u>		

Scope of Work: Branch and main location upgrades

Supply Chain Strengths

During the current challenging environment of Covid 19 and previous hardship times, JC White has stayed competitive and have provided short- and long-term solutions for its clients and customers. See below on ways we have prospered during these times.

JC White developed a microsite in direct response to Covid 19 to share with our clients.

<http://view.ceros.com/jc-white/post-covid-19-package/p/1>

JC White, our clients, and other companies across the country have developed plans and programs on how employees can return to work safely during hardships.

JC White has a workplace strategist available at no additional charge to its clients to help with challenging times such as Covid 19.

JC White has a local warehouse in Miramar Florida with a staff of over 50 individuals in our scheduling, receiving, warehouse, delivery and installation departments. Our clients have a single point of contact and accountability for the delivery and installation of interior products and furniture.

Bid Title: School and Department Furniture
The School Board of Broward County, Florida
RFP No. FY21-106

Goods and Services Warranty

JC White will honor all manufacturer warranty claims to include an additional warranty for 2 years for parts and service.

We stand behind the products we sell both during and long after installation. This is backed by our in-house service and maintenance department. These departments will assist in processing warranty claims with manufacturers or repairing items not under warranty for a nominal fee.

Scope of Services & Performances

To Whom It May Concern,

JC White Architectural Interior Products agrees to comply with the minimum Scope of Services & Performance Specifications as stated below;

- A. Delivery Services - Complimentary delivery and installation services on all Complete Classroom orders; includes working with on-site personnel to schedule the delivery, meet the truck upon arrival, coordinate with site contacts, assemble all furniture, place materials and organize each room to specification, as well as remove all debris associated with the project.
- B. Upon request, provide up-to-date "testing" documentation showing that and item meets current ASTM (American Society for Testing and Materials) requirements.
- C. Custom Cartoning & Labeling - Boxes are labeled by site, by classroom and/or by teacher name so materials can be quickly inventoried and delivered to each location without error.
- D. Proposer must be able to provide the following
 - a. A catalog selection for Infant/Toddler, Early Childhood, Elementary and Special Needs furniture and learning environment components.
 - b. A catalog selection of equipment and related services used in special needs environments, including but not limited to the areas of speech/language, audiology, and orientation/mobility.
 - c. A catalog selection of educational materials and resources targeted to Infant/Toddler, Early Childhood, Elementary Grade Level, and Special Needs Learners, including targeted instructional categories such as STEM, Sensory, Social-Emotional, Language, Science, Math, and Social Studies.
- E. Proposer shall be capable of collaborating with schools to provide specific products and resources bundled to meet the needs of the school.
- F. Proposer shall provide consultations regarding proposed products and services, including but not limited to, classroom assessments as it relates to design, layout, furnishings, and materials; catalog correlations; and educational material tutorials.
- G. Proposer shall be able to meet with stake holders to formulate appropriate plans for procurement of furniture that meets the goals of the district this includes choice of product, design of use of the product, space planning, coordination of purchase and fulfillment based on your districts needs.
- H. Proposer shall be able to provide a wide array of outdoor furniture.

Bid Title: School and Department Furniture
The School Board of Broward County, Florida
RFP No. FY21-106

- I. Provide samples of classroom designs of innovative classrooms based on the following themes:
 - a. Esports (Esports is a form of sport competition using video games. Esports often takes the form of organized, multiplayer video game competitions)
 - b. Aviation
 - c. Podcasting/Shoutcasting
 - d. Studio and Entertainment Media Spaces
 - e. Concierge/Hospitality
 - f. Marine Outboarding and Mechanics
 - g. Business and Office Spaces

Thank You for Your Consideration.



THE SCHOOL BOARD OF BROWARD COUNTY, FLORIDA
ECONOMIC DEVELOPMENT & DIVERSITY COMPLIANCE DEPARTMENT (EDDC)

Document Number 00500

Bidder/Proposer Assurance Statement

SOLICITATION #: RFP FY21-106

SOLICITATION TITLE: School and Department Furniture

INSTRUCTIONS: Document 00500 – Bidder/Proposer Assurance Statement must be submitted with the solicitation/bid. Such documentation as required by the SBBC to affirm its intent to meet the subcontracting requirements indicated in the solicitation. **If awarded**, the Bidder/Proposer must submit Form 00470 Statement of Intent to Perform as an M/WBE Subcontractor and Form 00475 Subcontractor Participation Schedule before final approval/execution of the contract. The EDDC will evaluate Forms 00470 and 00475.

COMPANY NAME: Berwin Inc. DBA JC White Architectural Interior Products

NAME OF BIDDER/PROPOSER Berwin Inc. DBA JC White Architectural Interior Products

SBBC Certified SBE Firm Self Performing: Check HERE: ☒ **X**

The above-named company commits to meeting the following percentage of SBE participation during the life of the contract for the RFP FY21-106, School and Department Furniture.

Proposer Agree to commit 100 % of the Total contract Value to a SBBC Certified SBE subcontractor. **Failure by firms to commit to the M/WBE participation requirements will render said firms nonresponsive.**

Joey Driftmyer
Sr. Sales Associate

7/21/20

(Name and Title)

(Date)

(Signature)

Please go to the following link to view the current list of SBBC-Certified firms: browardschools.com/Page/46981.

S/M/WBE INFORMATION: Proposals will be evaluated based on the evaluation criterion		Maximum Points
	<p>A maximum of fifteen (15) points, as described in the Evaluation Points Table will be awarded for SBE Participation.</p> <p><u>SBBC Certified SBE Proposers</u> who are self-performing will be awarded up to a maximum of seven and a half (7.5) Evaluation preference points. SBE Proposer must identify itself on the Bidder/Proposer Assurance Statement, Document 00500.</p> <p>Additional points will be awarded <u>IF</u> the SBE Prime choose to subcontract a percentage of the total contract value to a SBBC Certified SBE Firm(s), as described in the Evaluation Points Table. <u>(All SBBC Certified S/M/WBEs are considered SBEs).</u></p> <p><u>Proposers</u> committing to subcontracting a percentage of the total contract value to a SBBC Certified SBE firm(s) at the time of submission will be awarded up to a maximum of seven and a half (7.5) points, as described in the Evaluation Point Table. <u>(All SBBC Certified S/M/WBEs are considered SBEs).</u></p> <p>Prior to final approval, the proposer shall identify each SBBC-Certified SBE firm, that will be utilized by completing the <i>Form 00470 - Statement of Intent to Perform as a SMWBE Subcontractor - and Form 00475 - Subcontractor Participation Schedule - (see Attachment A)</i>. The Statement of Intent submitted with the proposal reflects the intent of the parties, both prime and subcontractor, to establish a business relationship. Additionally, it will detail the type of work and percentage/dollar amount of work that the subcontractor will perform.</p> <p>Provide proof, in writing, that the SBE proposer is certified by The School Board of Broward County (SBBC), Florida.</p>	15
	MAXIMUM POINTS TO BE AWARDED	15
	<p>*If awarded, the Awardee will be required to submit <i>Form 00485 - Minority or Women Business Enterprise (MWBE) Monthly Utilization Report (Utilization Report)</i> (see Attachment A) to the Supplier Diversity Outreach Program Office which will track payments made. The timing of the Utilization Report shall coincide with invoice submission.</p> <p><u>State your willingness to comply with this requirement.</u></p>	<p>Yes <u>X</u></p> <p>No <u> </u></p>

WBENC

WOMEN'S BUSINESS ENTERPRISE
NATIONAL COUNCIL

JOIN FORCES. SUCCEED TOGETHER.

hereby grants

National Women's Business Enterprise Certification

to

Berwin, Inc. DBA J.C. White Architectural Interior Products

who has successfully met WBENC's standards as a Women's Business Enterprise (WBE).

This certification affirms the business is woman-owned, operated and controlled and is valid through the date herein.

Certification Granted: July 3, 2018

Expiration Date: July 3, 2021

WBENC National Certification Number: WBE1801249

WBENC National WBE Certification was processed and validated by Women's Business Enterprise Council Florida, a WBENC Regional Partner Organization.



WBENC FLORIDA
WOMEN'S BUSINESS ENTERPRISE COUNCIL

Authorized by Nancy Allen, President & CEO
Women's Business Enterprise Council Florida

NAICS: 442110, 238390, 541340
UNSPSC: 56110000, 72153606

 Great Lakes Women's Business Council

 Great Lakes Women's Business Council

 Women's Business Council

 Women's Business Council

 Women's Business Council

 WBEA

 WBCEAST

 WBECORV

 WBECFLA

 WBECMID

 WBECWEST

 Women Presidents

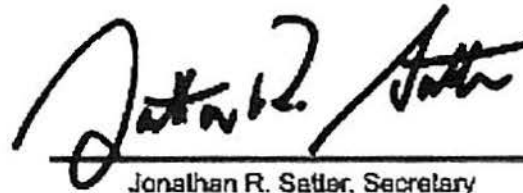
State of Florida

Woman Business Certification

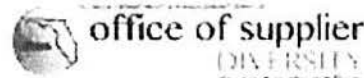
J.C. White Office Furniture

Is certified under the provisions of
287 and 295.187, Florida Statutes, for a period from:

06/10/2019 to 06/10/2021



Jonathan R. Satter, Secretary
Florida Department of Management Services



ATTACHMENT B – CONFLICT OF INTEREST

MUST BE COMPLETED BY ALL PROPOSERS

DISCLOSURE OF POTENTIAL CONFLICT OF INTEREST AND CONFLICT EMPLOYMENT OR CONTRACTUAL RELATIONSHIP

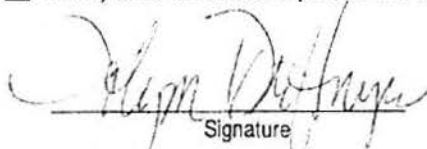
In accordance with General Condition 7.15, each Proposer must disclose, in its RFP, the names of any employees who are employed by Proposer who are also an employee of SBBC. Persons identified below may have obligations and restrictions applicable to them under Chapter 112, Florida Statutes.

Name of Proposer's Employee	SBBC Title or Position of Proposer's Employee	SBBC Department/ School of Proposer's Employee
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____

Check one of the following and sign:

☒ I hereby affirm that there are no known persons employed by Proposer who are also an employee of SBBC.

☐ I hereby affirm that all known persons who are employed by Proposer, who are also an employee of SBBC, have been identified above.



Signature
Joey Driftmyer

Name of Official

Berwin Inc. DBA JC White Architectural Interior Products

Company Name

3501 Commerce Parkway

Business Address

Miramar, FL 33025

City, State, Zip Code

Request for Taxpayer Identification Number and Certification

Give Form to the requester. Do not send to the IRS.

▶ Go to www.irs.gov/FormW9 for instructions and the latest information.

Print or type. See Specific Instructions on page 3.	1 Name (as shown on your income tax return). Name is required on this line; do not leave this line blank. Berwin, Inc.	
	2 Business name/disregarded entity name, if different from above: J.C. White Architectural Interior Products	
	3 Check appropriate box for federal tax classification of the person whose name is entered on line 1. Check only one of the following seven boxes. <input type="checkbox"/> Individual/sole proprietor or single-member LLC <input type="checkbox"/> C Corporation <input checked="" type="checkbox"/> S Corporation <input type="checkbox"/> Partnership <input type="checkbox"/> Trust/estate <input type="checkbox"/> Limited liability company. Enter the tax classification (C=C corporation, S=S corporation, P=Partnership) ▶ _____ <small>Note: Check the appropriate box in the line above for the tax classification of the single-member owner. Do not check LLC if the LLC is classified as a single-member LLC that is disregarded from the owner unless the owner of the LLC is another LLC that is not disregarded from the owner for U.S. federal tax purposes. Otherwise, a single-member LLC that is disregarded from the owner should check the appropriate box for the tax classification of its owner.</small> <input type="checkbox"/> Other (see instructions) ▶ _____	4 Exemptions (codes apply only to certain entities, not individuals; see instructions on page 3): Exempt payee code (if any) <u>5</u> Exemption from FATCA reporting code (if any) <u>N/A</u> <small>(Applies to accounts maintained outside the U.S.)</small>
	5 Address (number, street, and apt. or suite no.) See instructions. 3501 Commerce Parkway	Requester's name and address (optional)
	6 City, state, and ZIP code Miramar, FL 33025	
	7 List account number(s) here (optional)	

Part I Taxpayer Identification Number (TIN)

Enter your TIN in the appropriate box. The TIN provided must match the name given on line 1 to avoid backup withholding. For individuals, this is generally your social security number (SSN). However, for a resident alien, sole proprietor, or disregarded entity, see the instructions for Part I, later. For other entities, it is your employer identification number (EIN). If you do not have a number, see *How to get a TIN*, later.

Note: If the account is in more than one name, see the instructions for line 1. Also see *What Name and Number To Give the Requester* for guidelines on whose number to enter.

Social security number									
or									
Employer identification number									
5	9		1	8	5	1	0	5	0

Part II Certification

Under penalties of perjury, I certify that:

1. The number shown on this form is my correct taxpayer identification number (or I am waiting for a number to be issued to me); and
2. I am not subject to backup withholding because: (a) I am exempt from backup withholding, or (b) I have not been notified by the Internal Revenue Service (IRS) that I am subject to backup withholding as a result of a failure to report all interest or dividends, or (c) the IRS has notified me that I am no longer subject to backup withholding; and
3. I am a U.S. citizen or other U.S. person (defined below); and
4. The FATCA code(s) entered on this form (if any) indicating that I am exempt from FATCA reporting is correct.

Certification instructions. You must cross out item 2 above if you have been notified by the IRS that you are currently subject to backup withholding because you have failed to report all interest and dividends on your tax return. For real estate transactions, item 2 does not apply. For mortgage interest paid, acquisition or abandonment of secured property, cancellation of debt, contributions to an individual retirement arrangement (IRA), and generally, payments other than interest and dividends, you are not required to sign the certification, but you must provide your correct TIN. See the instructions for Part II, later.

Sign Here	Signature of U.S. person ▶	Date ▶ <u>1/2/2020</u>
------------------	----------------------------	------------------------

General Instructions

Section references are to the Internal Revenue Code unless otherwise noted.

Future developments. For the latest information about developments related to Form W-9 and its instructions, such as legislation enacted after they were published, go to www.irs.gov/FormW9.

Purpose of Form

An individual or entity (Form W-9 requester) who is required to file an information return with the IRS must obtain your correct taxpayer identification number (TIN) which may be your social security number (SSN), individual taxpayer identification number (ITIN), adoption taxpayer identification number (ATIN), or employer identification number (EIN), to report on an information return the amount paid to you, or other amount reportable on an information return. Examples of information returns include, but are not limited to, the following.

- Form 1099-INT (interest earned or paid)

- Form 1099-DIV (dividends, including those from stocks or mutual funds)
- Form 1099-MISC (various types of income, prizes, awards, or gross proceeds)
- Form 1099-B (stock or mutual fund sales and certain other transactions by brokers)
- Form 1099-S (proceeds from real estate transactions)
- Form 1099-K (merchant card and third party network transactions)
- Form 1098 (home mortgage interest), 1098-E (student loan interest), 1098-T (tuition)
- Form 1099-C (canceled debt)
- Form 1099-A (acquisition or abandonment of secured property)

Use Form W-9 only if you are a U.S. person (including a resident alien), to provide your correct TIN.

If you do not return Form W-9 to the requester with a TIN, you might be subject to backup withholding. See *What is backup withholding*, later.

ATTACHMENT E – DRUG FREE WORK PLACE

SWORN STATEMENT PURSUANT TO SECTION 287.087, FLORIDA STATUTES, AS CURRENTLY ENACTED OR AS AMENDED FROM TIME TO TIME, ON PREFERENCE TO BUSINESSES WITH DRUG-FREE WORKPLACE PROGRAMS.

THIS FORM MUST BE SIGNED AND SWORN TO IN THE PRESENCE OF A NOTARY PUBLIC OR OTHER OFFICIAL AUTHORIZED TO ADMINISTER OATHS.

This sworn statement is submitted to The School Board of Broward County, Florida,
by Joey Driftmyer- Sr. Account Manager

(Print individual's name and title)
for Berwin Inc. DBA JC White Architectural Interior Products
(Print name of entity submitting sworn statement)

whose business address is
35001 Commerce Pkwy. Miramar, FL 33025

and (if applicable) its Federal Employer Identification Number (FEIN) is 59-1851050

(If the entity has no FEIN, include the Social Security Number of the individual signing this sworn statement:
_____.)

I certify that I have established a drug-free workplace program and have complied with the following:

1. Published a statement notifying employees that the unlawful manufacture, distribution, dispensing, possession, or use of a controlled substance is prohibited in the workplace and specifying the actions that will be taken against employees for violations of such prohibition.
2. Informed employees about the dangers of drug abuse in the workplace, the business' policy of maintaining a drug-free workplace, any available drug counseling, rehabilitation and employee assistance programs, and the penalties that may be imposed upon employees for drug abuse violations.
3. Given each employee engaged in providing the commodities or contractual services that are under bid a copy of the statement specified in subsection (1) above.
4. In the statement specified in subsection (1) above, notified the employees that, as a condition of working on the commodities or contractual services that are under bid, the employee will abide by the terms of the statement and will notify the employer of any conviction of, or plea of guilty or nolo contendere to, any violation of chapter 893 or of any controlled substance law of the United States or any state, for a violation occurring in the workplace no later than five (5) days after such conviction.
5. Will impose a sanction on, or require the satisfactory participation in a drug abuse assistance or rehabilitation program if such is available in the employee's community by, any employee who is so convicted.
6. Am making a good faith effort to continue to maintain a drug-free workplace through implementation of this section.

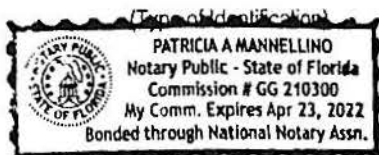
Sworn to and subscribed before me this 13 day of July, 2020.

Personally known ☒

Produced Identification _____

(Signature)
Notary Public State of FLORIDA

My commission expires: APR 23, 2022



PATRICIA A. MANNELLINO
(Printed, typed, or stamped commissioned name of notary public)
Patricia A. Mannellino

ATTACHMENT G – DEBARMENT

MUST BE COMPLETED BY ALL BIDDERS

CERTIFICATION OF DEBARMENT, SUSPENSION, INELIGIBILITY, AND VOLUNTARY EXCLUSION LOWER TIER TRANSACTIONS

This certification is required by the regulations implementing Executive Order 12549, Debarment and Suspension, 45 CFR 1183.35, Participants' responsibilities. The regulations were published as Part VII of the May 26, 1988 Federal Register (pages 19160-19211). Copies of the regulations may be obtained by going to this link: <http://www.gpo.gov/fdsys/granule/CFR-2011-title45-vol3/CFR-2011-title45-vol3-sec1183-35>

(BEFORE COMPLETING CERTIFICATION, READ INSTRUCTIONS ON NEXT PAGE)

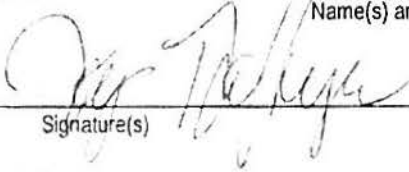
- (1) The prospective lower tier participant certifies, by submission of this proposal, that neither it nor its principals are presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from participation in this transaction by any federal department or agency.
- (2) Where the prospective lower tier participant is unable to certify to any of the statements in this certification, such prospective participant shall attach an explanation to this proposal.

Berwin Inc. DBA JC White Architectural Interior Products

Organization Name

Joey Driftmyer- Sr. Account Manager

Name(s) and Title(s) of Authorized Representative(s)



Signature(s)

7/21/20

Date

ATTACHMENT H – ACH FORM
ACH PAYMENT AGREEMENT FORM

The School Board of Broward County, Florida
ACH Payment Agreement Form (ACH CREDITS)

VENDOR NAME: Berwin, Inc. DbA JC White Architectural Interior Products

Authorization Agreement

I (we) hereby authorize The School Board of Broward County to initiate automatic deposits (credits) to my account at the financial institution named below. Additionally, I authorize The School Board of Broward County to make the necessary debit entries/adjustments in the event that a credit entry is made in error.

Further, I agree not to hold **The School Board of Broward County** responsible for any delay or loss of funds due to incorrect or incomplete information supplied by me or by my financial institution or due to an error on the part of my financial institution in depositing funds to my account.

This agreement shall remain in effect until **The School Board of Broward County** receives written notification of cancellation from me or my financial institution and that the origination of ACH transactions to my (our) account must comply with the provisions of U.S. law.

Account Information

Name of Bank or Financial Institute: CITIBANK

Branch/ State 502/FLORIDA

Routing No: 266086554

Account No: 3200751851 ☒ Checking ☐ Savings

VENDOR AREA:
Remittance Confirmation: ☐ accountsreceivable@jcwhite.com ☐ Fax ☒ Email
(please select one)

Remittance Confirmation: ☐ accountsreceivable@jcwhite.com ☐ Fax ☒ Email
(please select one)

Federal Identification No. 59-1851050 TAX ID# SS#
Vendor ☒ ☐

Vendor _____ ☒ ☐

Checking	Savings
<input checked="" type="checkbox"/>	<input type="checkbox"/>

Fax ☐ Email ☒

TAX ID# ☒ SS# ☐

Update Purchase Order Fax & Email Address

Centralized Fax Number _____ Dept. _____

Centralized Email _____ Dept. _____

Centralized Phone No. _____ Dept. _____

Signature

Authorized Signature (Primary) and Business title: SK, CFO Date: 07/13/20

Authorized Signature _____ N/A _____ Date: 07/13/20
(Joint) and Business title: _____

Please attach a VOIDED check to verify bank details and routing number.

This form must be returned to: SBBC – Purchasing – Data Strategy Group
7720 W. Oakland Park Blvd, Sunrise FL 33351 call: 754-321-0516 or fax # 754-321-0533

For Use by DATA STRATEGY GROUP

Vendor Account# _____ Date Entered _____ Initials: _____

BERWIN, INC.
DBA J C WHITE ARCHITECTURAL INTERIOR PRODUCTS
35C1 COMMERCE PKWY
MIRAMAR, FLORIDA 33025
(954) 499-6677

citibank®
CITIBANK N.A. 88 W. PALM BEACH BLVD., SUITE 200
WEST PALM BEACH, FL 33411
63-8655-2660

© 2000 Citicorp Bank, Inc.

117795

PAY TO THE ORDER OF

DATE

AMOUNT

VOID

1234567890

AUTHORIZED SIGNATURE

Details on back.

BERWIN, INC.
DBA J C WHITE ARCHITECTURAL INTERIOR PRODUCTS
3501 COMMERCE PKWY
MIRAMAR, FLORIDA 33025
(954) 499-6677

citibank®
CITIBANK N.A. 88 W. PALM BEACH BLVD., SUITE 200
WEST PALM BEACH, FL 33411
63-8655-2660

© 2000 Citicorp Bank Group
Member FDIC

117795

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DATE

AMOUNT

VOID

1234567890

AUTHORIZED SIGNATURE

Details on back.

BERWIN, INC.
DBA J C WHITE ARCHITECTURAL INTERIOR PRODUCTS
3501 COMMERCE PKWY
MIRAMAR, FLORIDA 33025
(954) 499-6677

citibank®
CITIBANK N.A. 88 W. PALM
TRAIL BLVD., SUITE 200
JACKSONVILLE, FL 32204
63-8655-2660
E-Z Check® Check Fraud
Protection for Business

117795

PAY TO THE ORDER OF

VOID

DATE

AMOUNT

AUTHORIZED SIGNATURE

Details on back.

BERWIN, INC.
DBA J C WHITE ARCHITECTURAL INTERIOR PRODUCTS
3501 COMMERCE PKWY
MIRAMAR, FLORIDA 33025
(954) 499-6677

citibank®
CITIBANK N.A. 88 W. PALM
TOWERS SUITE 2000
JACKSONVILLE, FL 32204
63-8655-2660
E-Z Check® Check Fraud
Protection for Business

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AUTHORIZED SIGNATURE

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BERWIN, INC.
DBA J C WHITE ARCHITECTURAL INTERIOR PRODUCTS
35C1 COMMERCE PKWY
MIRAMAR, FLORIDA 33025
(954) 499-6677

citibank®
CITIBANK N.A. 88 W. PALM BEACH BLVD., SUITE 200
WEST PALM BEACH, FL 33411
63-8655-2660

© 2000 Citicorp Bank, Inc.

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1234567890

AUTHORIZED SIGNATURE

Details on back.

BERWIN, INC.
DBA J C WHITE ARCHITECTURAL INTERIOR PRODUCTS
3501 COMMERCE PKWY
MIRAMAR, FLORIDA 33025
(954) 499-6677

citibank®
CITIBANK N.A. 86 WALL ST. 10TH FLOOR NEW YORK, NY 10038
CITICARD SERVICE DEPT. JACKSONVILLE, FL 32204
63-8655-2660

☒ E-Z Debit Card Fraud Protection for Business

117795

PAY TO THE ORDER OF

VOID

DATE

AMOUNT

AUTHORIZED SIGNATURE

Details on back.

BERWIN, INC.
DBA J C WHITE ARCHITECTURAL INTERIOR PRODUCTS
3501 COMMERCE PKWY
MIRAMAR, FLORIDA 33025
(954) 499-6677

citibank®
CITIBANK N.A. DBA CITI
1400 LEXINGTON WAY
JACKSONVILLE, FL 32206
63-8655-2660
CitiQuick™ Check Fraud
Protection for Business

117795

PAY TO THE ORDER OF

DATE

AMOUNT

VOID

1234567890

AUTHORIZED SIGNATURE

VOID

1234567890

Details on back.

BERWIN, INC.
DBA J C WHITE ARCHITECTURAL INTERIOR PRODUCTS
3501 COMMERCE PKWY
MIRAMAR, FLORIDA 33025
(954) 499-6677

citibank®
CITIBANK N.A. 88 W. PALM
JACKSONVILLE, FL 32204
63-8655-2660
☒ E-Z Debit Card Fraud
Protection for Business

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AUTHORIZED SIGNATURE

Details on back.

4.2 Minimum Eligibility Requirements

Classroom Outfitters acknowledges agreement to comply with all below statements

4.2.1 Liability Requirements

Classroom Outfitters is in compliance with all requirements in section 7.1 Liability for this contract.

4.2.2 Local Representation

Our Office and Showroom are in Miami-Dade County.

Charles Frishman, Educational Consultant lives in Cooper City, Broward County.

Our installers are based in Miami-Dade, Broward or Palm Beach

4.2.3. Bid Summary Sheet

See the attached Bid Summary Sheet

4.3 Former Name

N/A - Classroom Outfitters, LLC has maintained only one name since our inception in 2008.

4.4.1.1 Executive Summary:

4.4.1.1 ...stating the Proposer's understanding of the nature and scope of the services to be provided and the capacity and capability to comply with all terms and conditions of RFP.

- Classroom Outfitters, LLC believes that Broward County Public Schools seeks to partner with vendors who offer a wide array of products and services. Vendors capable of providing turn-key solutions for new buildings, renovations and day-to-day furniture and equipment needs and services are in an advantageous position to most efficiently carry out the safety and educational vision of school administration.
- Furthermore, we believe that Broward Schools is most interested in partnering with vendors who can carry the burden of design and other detailed decision-making. That is, we support your administrators and educators so that they can focus more time and energy in helping students learn.
- Classroom Outfitters has both the ability and willingness to comply with all terms and conditions of this this RFP.

4.4.1.2 References (Attachment J) - Submit references as per Attachment J. Please include other Florida School Districts. (Up to 5 Points)

- Submitted under separate cover as stipulated. See Attachment J.



ATTACHMENT J – REFERENCES

The School Board of Broward County, Florida

Vendor Name: Classroom Outfitters, LLC

List a minimum number of required references as stated in the Special Conditions which show experience in similar work, to include nature and scope of work, which demonstrates an expertise in providing the services as stated herein. Provide scope of work, contact name, addresses, telephone numbers, email addresses and dates of service.

Reference 1 –

Name of Firm: Thornton Construction Contact Person: Felix Hermida
Phone #: (814) 826-5013 Email: fhermida@thornton-inc.com
Date of Service: March 2020 - July 2020 Cost of Service: \$200,000
Address: 730 NW 107th Avenue Miami FL 33172

Scope of Work: New Doral K8 School Grand Bay – provided and installed 300 marker and tack boards, bathroom partitions and accessories, integrated ceiling projection screen and provided a playground.

Reference 2 –

Name of Firm: Superior Charter School Services Contact Person: Rolando Mir
Phone #: (786) 486-0161 Email: mircss@yahoo.com
Date of Service: June 2020 Cost of Service: \$220,000
Address: 14850 SW 26th Street, Suite #213, Miami, FL 33185

Scope of Work: Provide and install all furniture and equipment for multiple charter schools including Academir Charter School Math & Science

Reference 3 –

Name of Firm: Forza Education Management Contact Person: Chuck Malatesta
Phone #: (727) 642-9319 Email: cmalatesta@forzaedu.com
Date of Service: June 2019 Cost of Service: \$135,000
Address: 8605 Erie Rd., Parish, FL 34219

Scope of Work:

Reference 4 –

Name of Firm: Weston Christian Academy Contact Person: Beverly Spatafora
Phone #: (954) 349-9224 Email: bspatafora@westonchristionacademy.org
Date of Service: May 2019 Cost of Service: \$ 45,500
Address: 1420 Indian Trace Road, Weston, FL 33326

Scope of Work: Design, sell and installed Art Room wall-mounted cabinets, storage cabinets, and classroom tables office furniture - desks and files.

Reference 5 –

Name of Firm: Choice Charter Schools Contact Person: Alex Veloudos
Phone #: (727) 798-7785 Email: aveloudos@yahoo.com
Date of Service: July 2020 Cost of Service: \$150,000
Address: 18801 Oak Center Drive, Ft. Meyers, FL 33967

Scope of Work: Provide and install all furniture and equipment for multiple charter schools. Current project is Athenian Academy, Ft. Meyers

4.4.1.3 Supply Chain Strengths - Submit a letter detailing the strength of the Proposer's Supply Chain and how the Proposer has thrived during hardship times such as the Covid-19 Pandemic to stay competitive in today's market. Please state if you have any warehouses local in South Florida and local teams for installation (Up to 5 Points)

- Our supply chain...is strong. We maintain a network of manufacturers who reside across the United States. Many of these companies manufacture within the country in places such as Texas, Minnesota, Wisconsin, Georgia and North Carolina. We believe this provided Classroom Outfitters with a reasonable expectation that production of goods will remain intact during any global crisis.
 - As an extension, those manufacturers which purchase certain parts from overseas, have large warehouse operations, and have committed to stock typical products on an ongoing basis.
 - Classroom Outfitters has our own warehouse and trailer for additional short-term storage and has a relationship with local warehouses to provide additional storage should we ever need to expand this capacity.
- During times of hardship
 - For example,
 - During the COVID-19 pandemic, we have continued to maintain operations at full force. We continued to make Communication with our customers a critical part of our process. Any unforeseen delays in product delays will be communicated immediately to our end-users.
 - We work with our manufacturers directly to keep them abreast as to your needs and availability, as well. In fact, we were recently able to hold Broward Schools shipments for week until the school was able to receive the furniture and have appropriate personnel available to guide our delivery and installation teams.
 - We will always adhere to district safety guidelines and requirements. For example, when installing projects this summer, our teams were very careful to wear masks and follow safe distancing stipulations,
 - In addition we always follow best-practices for our team safety, using appropriate commercial grade rolling dollies, forklifts where needed, etc.

4.4.1.4 Good and Services Warranty - Submit a letter stating the Proposer's warranties for different manufactures, if applicable. Submit information on how Proposer would handle warranty claims. (Up to 5 Points)

- Classroom Outfitters will take responsibility to ensure the satisfaction of our loyal customers. Our Educational Consultants and Customer Service teams take pride in doing "the right thing".
- We partner with multiple manufacturers. It is of utmost importance that we are able to offer the maximum available warranty for our goods and services.
- We ask all end-users to contact Classroom Outfitters immediately upon noticing any issues which may result in a warranty claim. Generally, Classroom Outfitters will be happy to contact our manufacturers on your behalf. You always retain the right to contact the manufacturer directly. Warranties vary, and we always fight – if necessary – for you.

- We often request extended warranties for manufacturers who make this available for large district bids and special projects.
- If service or warranty claims are needed, please call Classroom Outfitters: (786) 235-9105 or toll-free: (877) 509-0664. Feel free to email us anytime at info@classroomoutfitters.com or directly to charles@classroomoutfitters.com.

4.4.1.5 Eco-Friendly Certifications - Submit proof of certifications, such as Greenguard and LEED, Proposer has regarding eco-friendly products that you sell or manufacture. (Up to 5 Points)

- Classroom Outfitters prioritized manufacturers and product lines which are environmentally safe or conscious. Many of our manufacturers are either GreenGuard Certified or Greengold Gold Certified. See examples from KI and Fleetwood.
- LEED certification means healthier, more productive places for us to live, learn, work and play, as well as less stress on the environment, by encouraging energy- and resource-efficient buildings. Classroom Outfitters support district efforts in the various credits/levels Of LEED Certification.
- ANSI-BIFMA Standards are standard with our manufacturers, such as National Public Seating and Oklahoma Sound..
- **DropWeight (KI)**
- We are always happy to provide manufacturer Material Data Safety Sheets (MSDS) as requested.
- We adhere to Fire-Safety standards. We seek to maintain our furniture meets local fire and safety codes and are in conformance with current ADA regulations.
- Even our Learning Carpets meet the rigorous Class I Flammability codes and are Rated under NFPA #253 and ASTM E-648 and meet the fire resistant standards of the Uniform Building Code.

4.4.2 Scope of Services & Performance Specifications – (Maximum 40 allowable points): The scope of services & performance specifications listed is minimum requirements. By providing a proposal, Proposer agrees to comply with the minimum Scope of Services & Performance Specifications. Proposers are instructed to indicate a response to ALL service requirements below and specifications contained in this section in the **order listed using the same numbering system**.

The inability or denial expressed in a proposal, or omission in the proposal, to offer to a comply, comply with deviations or no, cannot comply or provide with the technical requirements of this section of the RFP may result in deductions in the allocation of points by the Evaluation Committee.

- A. **Delivery Services** - Complimentary delivery and installation services on all Complete Classroom orders; includes working with on-site personnel to schedule the delivery, meet the truck upon arrival, coordinate with site contacts, assemble all furniture, place materials and organize each room to specification, as well as remove all debris associated with the project.
- Delivery and Installation are a large part of our comprehensive customer experience expertise. We are often called to return to a school site for additional projects based on this successful experience, as we're told by multiple customers.

- We are happy to always be responsible for the removal Dunnage at a school or department site.
- B. Upon request, provide up-to-date "testing" documentation showing that and item meets current ASTM (American Society for Testing and Materials) requirements.
- We are happy to comply. Several of our top vendors can assist with providing samples and testing compliance.
- C. Custom Cartoning & Labeling - Boxes are labeled by site, by classroom and/or by teacher name so materials can be quickly inventoried and delivered to each location without error.
- We have this ability and will comply. Note: During many of our installations, we meet the trucks onsite and deliver strictly to the proper room to avoid any confusion. Other times, we have furniture shipped directly to our Classroom Outfitters warehouse and deliver product directly.
- D. Proposer must be able to provide the following
- a. A catalog selection for Infant/Toddler, Early Childhood, Elementary and Special Needs furniture and learning environment components.
 - Our catalogs and our manufacturers catalogs both contain sections for Infant/Toddler, Early Childhood, Elementary and Special Needs furniture and learning environment components. Certain manufacturers are only in certain vertical markets, ie: Early Childhood.
 - b. A catalog selection of equipment and related services used in special needs environments, including but not limited to the areas of speech/language, audiology, and orientation/mobility.
 - We do have manufacturing partners who specialize in these areas. We also have experience working with hospital pediatric rehabilitation environments.
 - c. A catalog selection of educational materials and resources targeted to Infant/Toddler, Early Childhood, Elementary Grade Level, and Special Needs Learners, including targeted instructional categories such as STEM, Sensory, Social-Emotional, Language, Science, Math, and Social Studies.
 - Physical and digital catalogs are available from Classroom Outfitters and our manufactures. In addition, our website will provide Broward Schools links to our products and pricing offered to Broward Schools under this contract. We will have vendors and/or sections for Infant/Toddler, Early Childhood, Elementary, Secondary and Special Needs environments. In addition, categories will be further broken down for targeted instructional categories: For example: STEM Labs, Sensory Equipment and Sensory Rooms, etc.
- E. Proposer shall be capable of collaborating with schools to provide specific products and resources bundled to meet the needs of the school.
- Classroom Outfitters is happy to bundle typical classroom and/or labs to simplify the purchasing and decision-making process for school personnel.
 - We also may bundle an entire school or renovation project into a streamlined package customized for your school or department.

- F. Proposer shall provide consultations regarding proposed products and services, including but not limited to, classroom assessments as it relates to design, layout, furnishings, and materials; catalog correlations; and educational material tutorials.
- We take pride in working closely with stakeholders throughout the life of a project. We listen to your goals and vision statements, upon which we can suggest appropriate manufacturers, educational layouts and various price-points.
- G. Proposer shall be able to meet with stake holders to formulate appropriate plans for procurement of furniture that meets the goals of the district this includes choice of product, design of use of the product, space planning, coordination of purchase and fulfillment based on your district's needs.
- See above..... Space Planning is a critical step in the planning process. Our experts often partner directly with manufacturers and local manufacturer's reps to work hand-in-hand to develop best-practices to ensure we deliver the most appropriate furnishings to allow students to prosper.
- H. Proposer shall be able to provide a wide array of outdoor furniture.
- Classroom Outfitters Specializes in Outdoor furnishings. We offer Custom and Standard Picnic Tables, Outdoor Tables, Benches and Trash Receptacles from Three different manufacturers. We even offer unique early childhood specialty outdoor furniture.
- I. Provide samples of classroom designs of innovative classrooms based on the following themes:
- a. Esports (Esports is a form of sport competition using video games. Esports often takes the form of organized, multiplayer video game competitions)
 - See project pictures of our partner: Krueger International (KI) for Esports solution samples.
 - b. Aviation
 - c. Podcasting/Shoutcasting
 - We have unique furniture for both AV broadcasting/CCTV as well as spaces for podcasting.
 - d. Studio and Entertainment Media Spaces
 - We have unique furniture for both AV broadcasting/CCTV as well as spaces for podcasting
 - e. Concierge/Hospitality
 - Our manufacturers have certain furniture items unique to this environment.
 - f. Marine Outboarding and Mechanics
 - g. Business and Office Spaces
 - See attached Examples:
Krueger International, Global Furniture, Norix, Safco, etc.

We additionally have some unique solutions regarding Student Health Safety: Acrylic and Plexiglass barriers – Several of our manufacturers have stepped up on this front – even for cafeteria spaces.

October 1, 2018

Dear Valued Customer:

This letter serves as verification that all products produced by Fleetwood meet or exceed the requirements listed below:

- All Fleetwood products with painted surfaces are coated with powder base, lead-free surface coatings. Therefore, our products are in compliance with the <90 ppm lead content standard of CPSIA. We will supply the MSDS sheets showing that lead is not a component upon request.
- All Fleetwood products have been awarded UL GreenGuard Gold certification and are tested regularly for certification to that standard.
- All Fleetwood products exceed the CARB 2 standards for formaldehyde emissions for particle board. We utilize only high-quality particle board from North American producers. The Certificates of Compliance will be provided upon request.
- All Fleetwood furniture products are in compliance with California's Prop 65 regulations for formaldehyde emissions. The results from our ongoing GreenGuard certification testing shows that our products emit less than 25% of "safe harbor" levels. Test results provided upon request.

Thank you for the continuing opportunity to partner with you in providing school furniture products that exceed government and customer expectations for quality, durability, content and emissions standards. Fleetwood products are manufactured in our facility in Holland, Michigan USA.

Terry Sullivan

Terry Sullivan
Vice President
Sales & Distribution
Fleetwood
Holland, Michigan

Fleetwood®

KI SCS INDOOR ADVANTAGE™ GOLD CERTIFIED PRODUCTS

KI's mission is to establish and implement programs that recognize outstanding achievements that meet the highest levels of social responsibility, product safety and quality, and continuous improvement on the path toward sustainability.

KI has joined other business and organizations around the world in working to provide products and services that meet the highest environmental, social, and quality standards. KI made a conscious decision in testing through a third party chamber protocol for measuring emissions of VOCs and Aldehydes.

USGBC's LEED programs and BIFMA e3 level credit options choose GREENGUARD, EPA Environmental Technology Verification (ETV), or indoor air concentrations that meet ANSI/BIFMA M7.1-2007 and ANSI/BIFMA X7.1-2007 testing conducted in an independent third-party air quality testing laboratory such as SCS Global Services.

SCS Global Services

SCS Global Services, is a trusted leader in third-party environmental, sustainability and quality certification, auditing, testing and standards development. SCS is playing a leading role in driving the development of national and international leadership standards to create a framework for continuous improvement. KI promotes sustainable decision-making and policies that safeguard the environment, support workers' and communities, and raise the standard for living for all. Below is certification verification by product categories and function, with the corresponding certificate number.

CERTIFICATE # AND CATEGORIES



certified.

SCS Indoor Advantage

Cert #: SCS-IAQ-03110 - Systems/Overheads



certified.

SCS Indoor Advantage Gold

Cert #: SCS-IAQ-03102 - Seating

Cert #: SCS-IAQ-03107 - Tables

Cert #: SCS-IAQ-03109 - Desking/Storage

Cert #: SCS-IAQ-03115 - Movable Walls

The majority of KI products have been certified under the SCS Indoor Advantage program. To view product certificates, please go to www.scsglobalservices.com.





Environmental Data Sheet

Strive Stack Seating

REV: 11012018

Product Category: Stack Seating

Standards:

- LEED
- WELL Building Standard™

Certifications:

- SCS Indoor Advantage™ Gold
- BIFMA e3 level certified
- TB 117-2013 Compliant
- Healthier Hospitals Initiative (HHI)
- EPD Verified



Sustainable Programs Overview and/or Credit Identification

Please refer to the KI contacts for actual project based LEED write-ups, certifications, and submittal documents.

Recycled Content Summary (averaged): * Product recyclability is dependent on local programs.

Material*	Average % Weight	Recycled Content %	Post-Consumer		Pre-Consumer		Can be recycled?*
			%	% Weight	%	% Weight	
Steel	50.3%	25%	12.0%	6.0%	13.0%	6.5%	Y
Polypropylene - (inner seat board)	8.5%	100%	-	-	100%	8.5%	N
Polypropylene	31.8%	0%	-	-	-	-	-
Misc. (fabrics/foams, nylon)	9.4%	-	-	-	-	-	-
Sub Total	100%		6.0%		15.0%		
Total Overall Recycled Content			21.0%				

Packaging Material

Packaging options help to support LEED NC & CI – MR 2.1 and MR 2.2 Construction Waste Management or LEED EB - MR Prerequisite 1.1 Source Reduction and Waste Management.	Recycled Content %	% Post Consumer	% Pre Consumer	Can be recycled?*
Corrugated Packaging From SCS Sources	60.0%	59.0%	1.0%	Y

Disclaimer: Numbers may vary based on model and options selected. Calculations of recycled content are based on data provided by suppliers and other available information. This data may include industry averages, ranges or other broadly based information. KI makes conservative assumptions when compiling information to provide the most accurate recycled content calculations possible. This document will be reviewed and updated periodically and is subject to change without notice.

SCS Indoor Advantage™ Gold

Certificate can be found at: www.scsglobalservices.org

- Complies with ANSI/BIFMA X7.1/M7.1 and meets CA 01350.

- ✓ LEED low-emitting materials credits
- ✓ WELL Credit 04 – VOC Reduction



ANSI/BIFMA e3 level

Furniture Sustainability Standard.

- ✓ LEED Building product disclosure and optimization - material ingredients; Option 1 (material reporting)
- ✓ WELL Credit 97; Material Transparency

Ergonomics

Identify activities and benefits of ergonomics in furnishings, equipment, and education.

- ✓ LEED Pilot Credit 44: Ergonomic Strategy
- ✓ WELL Credit 73; Ergonomics: Visual and Physical



Environmental Data Sheet

Strive Stack Seating

REV: 11012018

Regional Materials - Manufactured within 500 miles of the project location.

Manufactured: Green Bay, WI 54302 – 100%
Raw materials: Chicago/Palatine IL – 62.9%
Various WI Locations – 27.5%
Locations Outside 500 Miles – 9.4%

Environmental Product Declaration (EPD)

An EPD is an independently verified and registered document that communicates transparent and comparable information about the life-cycle environmental impact of a product.

Other Environmental Attributes:

Summary outline and explanation of additional certifications.

WELL Building Standard

The WELL Building Standard is the first standard to integrate human health and wellness into the design, construction, maintenance and operations of buildings.

WELL

SmartWay Certified

KI has a fleet of SmartWay Certified trucks, resulting in less fuel usage, decreased exhaust output, and economic savings. In addition, we utilize other SmartWay certified trucking companies when needed.



Healthier Hospital Initiative (HHI)

The Healthier Hospitals Initiative encourages manufacturers to provide information on furniture that meets the Healthy Interiors goals of the Safer Chemicals Challenge.

Other Attributes

End-of-Life Recycling & Reuse: KI selects materials that can be recycled at the end of a product's use and designs its products so that it can be easily disassembled and separated for local recycling facilities. *Disassembly Instructions* can be found online or by request.

CLASSROOM DENSITY COMPARISONS ■

Intellect Wave[®], Learn2[®], Pirouette[®], Ruckus[™], Strive[®]

Room Size 22' x 30'

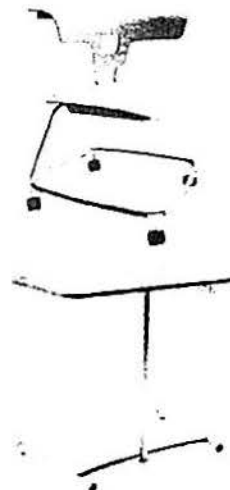
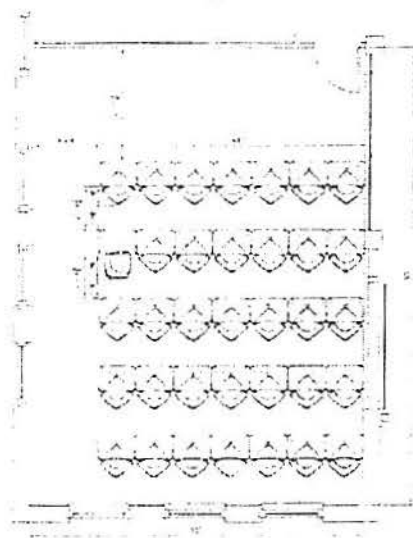
March 2017

CAPACITY COMPARISON

- 35 - Ruckus Chairs w/Ruckus Desks
- 30 - Ruckus Chairs w/Pirouette 24x60
- 30 - Ruckus Chairs w/Pirouette 24x66
- 35 - Ruckus Chairs w/Wave Desks
- 40 - Wave Chairs w/Wave Desks
- 35 - Learn2
- 30 - Strive Chairs w/Pirouette 24x60
- 30 - Strive Chairs w/Pirouette 24x66

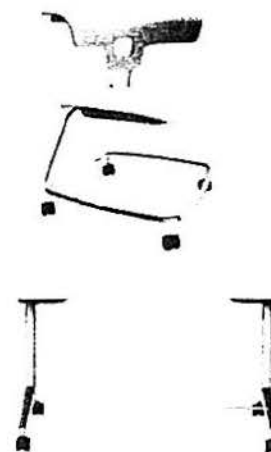
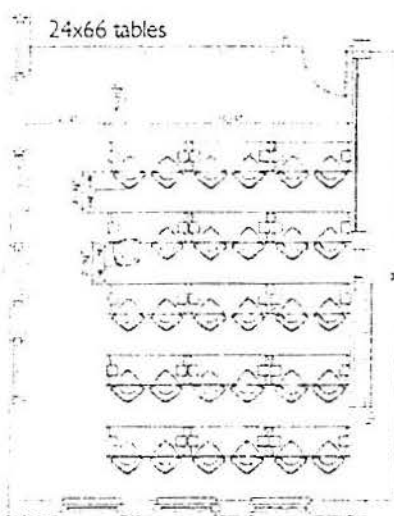
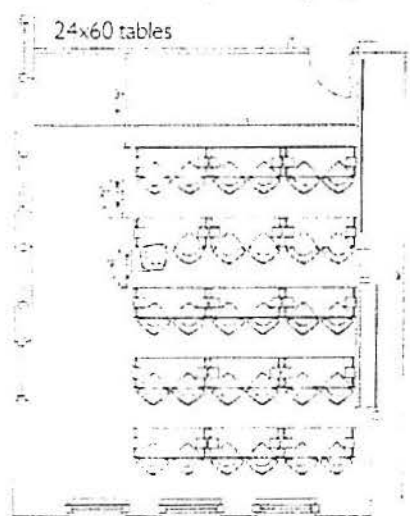
Ruckus with Ruckus

- Ruckus Stack Chairs w/Casters - qty 35
- Ruckus Desks - qty 35



Ruckus with Pirouette (24x60 or 24x66)

- Ruckus Stack Chairs w/Casters - qty 30
- Pirouette Tables (either size) - qty 15

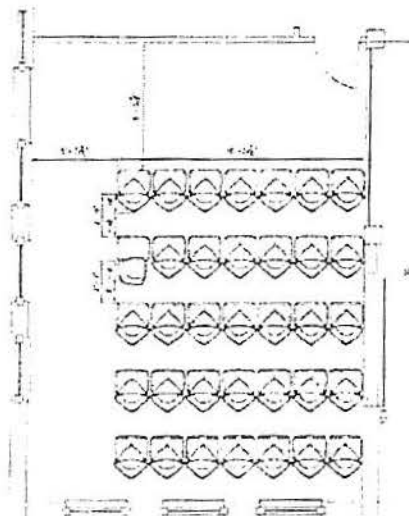


CLASSROOM DENSITY COMPARISONS (CONTINUED)

Room Size 22' x 30' | Intellect Wave®, Learn2®, Pirouette®, Ruckus®, Strive®

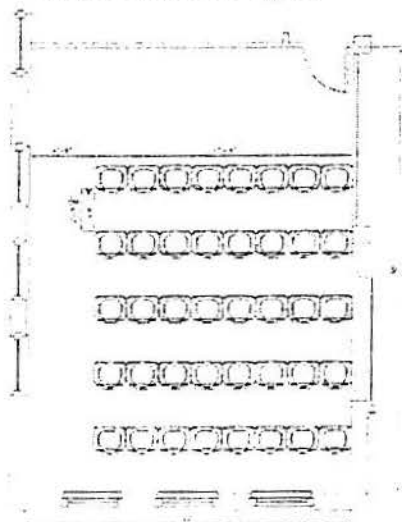
Ruckus with Wave

- Ruckus Stack Chairs w/Casters - qty 35
- Intellect Wave Desks - qty 35



Wave with Wave

- Intellect Wave Cantilever Chairs - qty 40
- Intellect Wave Desks - qty 40



1830 Parkway Street, P.O. Box 8100 • Green Bay, WI 54308-8100 • 1-800-424-2452 • www.ki.com

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KI
Furnishing Knowledge

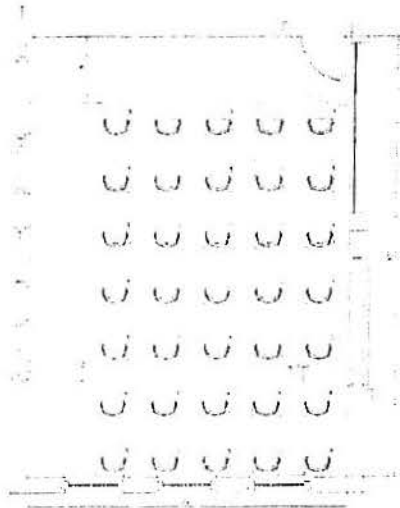


CLASSROOM DENSITY COMPARISONS (CONTINUED)

Room Size 22' x 30' | Intellect Wave*, Learn2*, Pirouette*, Ruckus*, Strive*

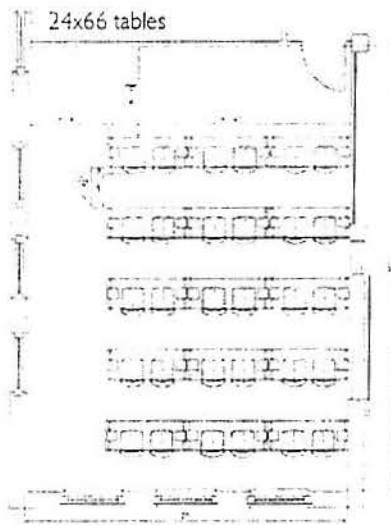
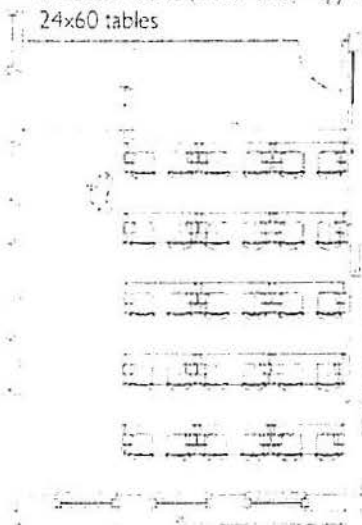
Learn2

- Learn2 with Döni seats - qty 35



Strive with Pirouette (24x60 or 24x66)

- Strive 4-Leg Chairs w/Casters - qty 30
- Pirouette Tables (either size) - qty 15



KI Seating

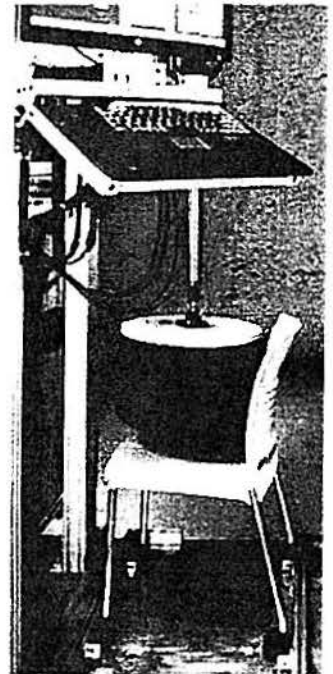
500 POUND WEIGHT RATING

- ### 350 POUND WEIGHT RATING

- ### 300 POUND WEIGHT RATING

- ## 400 POUND WEIGHT RATING

- Seat Weight Rating**
refers to a seat's
functional weight
rating based on
testing conducted
by and within KI's
Accredited Test Lab.



1-800-424-2432 • www.4u.com
 1-800-424-2432 • www.4u.com



ATTACHMENT K – BID SUMMARY SHEET

THIS EXCEL FILE MUST BE DOWNLOADED DIRECTLY FROM WWW.DEMANDSTAR.COM

SPREADSHEET: Vendor **must** fill out the attached Bid Summary Excel document electronically. No handwritten summary sheets will be accepted. Complete the Excel file and submit in .xls type format with your bid proposal response on the flash drive.

NOTE: Carefully review each tab to ensure all applicable spaces are completed. Below is a list of the tabs:

SEE ATTACHED EXCEL (.XLS) BID SUMMARY SHEET TABS AS FOLLOWS:

- 1) Company Representative – Must be completed by Proposer
- 2) Line Item Pricing – Must be completed by Proposer



Bidder Info

Company Name	Classroom Outfitters, LLC
Company Representative	Charles Frishman
Email Address	charles@classroomoutfitters.com
Phone Number	(954) 540-5275
Fax Number	(786) 738-8399
Website Address	www.classroomoutfitters.com
Street Address	19301 SW 106th Avenue
City	Miami
State	FL
Zip Code	33157
After Hours Contact	Charles Frishman (954) 540-5275 (same)
M/WBE Certification*	SBE
Agency Issuer*	Broward County Schools

*Review General Condition 52 prior to completing

Summary Sheet Instructions:

1.) This form is to be filled out electronically, no handwritten summary sheets will be accepted

2.) All Fields in the Bidder Information box (above) should be filled in

Thank you for your cooperation!

Proposer must list all the Manufacturers for which it can sell and distribute its products. Furthermore, Proposer must submit Letter of Authorization in Manufacturer's letterhead for every Manufacturer listed. Failure to submit Letter of Authorization by Manufacturer such Manufacturer will be considered as non-authorized by Proposer.

Installation Cost - Percentage of Total Order	20%
---	-----

Manufacturers				
Item #	Manufacturer	Percentage	Category	Link
1	Aarco Products	40%	Classroom	https://www.dropbox.com/sh/ceddlbo6i02i63r/AACmQ1AbvSHY609ICarBeavqa?dl=0
2	Allied Manufacturing	40%	Classroom	https://www.dropbox.com/sh/ceddlbo6i02i63r/AACmQ1AbvSHY609ICarBeavqa?dl=0
3	Alumni Educational Solutions	50%	Classroom	https://www.dropbox.com/sh/ceddlbo6i02i63r/AACmQ1AbvSHY609ICarBeavqa?dl=0
4	Angeles	10%	Early Childhood	https://www.dropbox.com/sh/ceddlbo6i02i63r/AACmQ1AbvSHY609ICarBeavqa?dl=0
5	BioFit	35%	Cafeteria	https://www.dropbox.com/sh/ceddlbo6i02i63r/AACmQ1AbvSHY609ICarBeavqa?dl=0
6	Carpets for Kids	15%	Early Childhood	https://www.dropbox.com/sh/ceddlbo6i02i63r/AACmQ1AbvSHY609ICarBeavqa?dl=0
7	Children's Factory	10%	Early Childhood	https://www.dropbox.com/sh/ceddlbo6i02i63r/AACmQ1AbvSHY609ICarBeavqa?dl=0
8	Classroom Outfitters, LLC	35%	Classroom	https://www.dropbox.com/sh/ceddlbo6i02i63r/AACmQ1AbvSHY609ICarBeavqa?dl=0
9	Diversified Woodcrafts	45%	STEM	https://www.dropbox.com/sh/ceddlbo6i02i63r/AACmQ1AbvSHY609ICarBeavqa?dl=0
10	FireKing	40%	Office	https://www.dropbox.com/sh/ceddlbo6i02i63r/AACmQ1AbvSHY609ICarBeavqa?dl=0
11	Fleetwood Furniture	30%	STEM	https://www.dropbox.com/sh/ceddlbo6i02i63r/AACmQ1AbvSHY609ICarBeavqa?dl=0
12	Ghent	35%	Other	https://www.dropbox.com/sh/ceddlbo6i02i63r/AACmQ1AbvSHY609ICarBeavqa?dl=0
13	Global Furniture Group	40%	Office	https://www.dropbox.com/sh/ceddlbo6i02i63r/AACmQ1AbvSHY609ICarBeavqa?dl=0
14	Hale Manufacturing	35%	Library	https://www.dropbox.com/sh/ceddlbo6i02i63r/AACmQ1AbvSHY609ICarBeavqa?dl=0
15	Hallowell	50%	Other	https://www.dropbox.com/sh/ceddlbo6i02i63r/AACmQ1AbvSHY609ICarBeavqa?dl=0
16	Haskell Office	40%	Office	https://www.dropbox.com/sh/ceddlbo6i02i63r/AACmQ1AbvSHY609ICarBeavqa?dl=0
17	Jonti-Craft	20%	Early Childhood	https://www.dropbox.com/sh/ceddlbo6i02i63r/AACmQ1AbvSHY609ICarBeavqa?dl=0
18	Joy Carpets	32%	Early Childhood	https://www.dropbox.com/sh/ceddlbo6i02i63r/AACmQ1AbvSHY609ICarBeavqa?dl=0
19	K & A Mfg., Inc. / RightAngle™	55%	Office	https://www.dropbox.com/sh/ceddlbo6i02i63r/AACmQ1AbvSHY609ICarBeavqa?dl=0
20	Krueger International (KI)	40%	Theater and Performance	https://www.dropbox.com/sh/ceddlbo6i02i63r/AACmQ1AbvSHY609ICarBeavqa?dl=0
21	Learning Carpets	10%	Early Childhood	https://www.dropbox.com/sh/ceddlbo6i02i63r/AACmQ1AbvSHY609ICarBeavqa?dl=0
22	Leisure Craft	3%	Outdoor	https://www.dropbox.com/sh/ceddlbo6i02i63r/AACmQ1AbvSHY609ICarBeavqa?dl=0
23	Luxor	51%	Library	https://www.dropbox.com/sh/ceddlbo6i02i63r/AACmQ1AbvSHY609ICarBeavqa?dl=0
24	MooreCo., Inc.	38%	Classroom	https://www.dropbox.com/sh/ceddlbo6i02i63r/AACmQ1AbvSHY609ICarBeavqa?dl=0
25	National Public Seating	38%	Theater and Performance	https://www.dropbox.com/sh/ceddlbo6i02i63r/AACmQ1AbvSHY609ICarBeavqa?dl=0
26	Norix Group, Inc.	35%	Library	https://www.dropbox.com/sh/ceddlbo6i02i63r/AACmQ1AbvSHY609ICarBeavqa?dl=0
27	Offices To Go	44%	Office	https://www.dropbox.com/sh/ceddlbo6i02i63r/AACmQ1AbvSHY609ICarBeavqa?dl=0
28	OFM Furniture	50%	Office	https://www.dropbox.com/sh/ceddlbo6i02i63r/AACmQ1AbvSHY609ICarBeavqa?dl=0
29	Oklahoma Sound	38%	Other	https://www.dropbox.com/sh/ceddlbo6i02i63r/AACmQ1AbvSHY609ICarBeavqa?dl=0
30	Palmer Hamilton	40%	Cafeteria	https://www.dropbox.com/sh/ceddlbo6i02i63r/AACmQ1AbvSHY609ICarBeavqa?dl=0
31	Paragon	38%	Classroom	https://www.dropbox.com/sh/ceddlbo6i02i63r/AACmQ1AbvSHY609ICarBeavqa?dl=0
32	Safco	32%	Library	https://www.dropbox.com/sh/ceddlbo6i02i63r/AACmQ1AbvSHY609ICarBeavqa?dl=0
33	Sandusky Lee	48%	Classroom	https://www.dropbox.com/sh/ceddlbo6i02i63r/AACmQ1AbvSHY609ICarBeavqa?dl=0
34	Screenflex	10%	Other	https://www.dropbox.com/sh/ceddlbo6i02i63r/AACmQ1AbvSHY609ICarBeavqa?dl=0

35	SensoryOne	20%	STEM	https://www.dropbox.com/sh/9p0t0b0d2ia5r7AACmQ1ABvSHY609HCaBwvqa?dl=0
37	Smith System	25%	Classroom	https://www.dropbox.com/sh/9p0t0b0d2ia5r7AACmQ1ABvSHY609HCaBwvqa?dl=0
36	Superior Site Amenities	5%	Outdoor	https://www.dropbox.com/sh/9p0t0b0d2ia5r7AACmQ1ABvSHY609HCaBwvqa?dl=0
38	VS America	22%	Classroom	https://www.dropbox.com/sh/9p0t0b0d2ia5r7AACmQ1ABvSHY609HCaBwvqa?dl=0
39	Waddell	35%	Library	https://www.dropbox.com/sh/9p0t0b0d2ia5r7AACmQ1ABvSHY609HCaBwvqa?dl=0
40	WB Manufacturing (formerly Wisconsin Bench)	50%	Theater and Performance	https://www.dropbox.com/sh/9p0t0b0d2ia5r7AACmQ1ABvSHY609HCaBwvqa?dl=0
41	Whitney Bros.	25%	Early Childhood	https://www.dropbox.com/sh/9p0t0b0d2ia5r7AACmQ1ABvSHY609HCaBwvqa?dl=0
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Proposer shall specify all the items for which Proposer cannot provide a Catalog listing MSRP

List Price						
1	N/A					
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Aarco Products, Inc
21 Old Dock Road, Yaphank, NY 11980
Tel. (631) 924-5461 Fax (631) 924-5843

July 21, 2020

To Whom It May Concern:

This is to certify that Classroom Outfitters LLC, residing at 19301 SW 106th Avenue Suite 11 Miami FL 33157 is an authorized dealer of AARCO Products for Broward County Public Schools Bid: FY21-106 School and Department Furniture. As such they are authorized to bid and/ or sell any and all products and to install and service such products including all initial services as well as warranty services.

Sincerely,

A handwritten signature in black ink, appearing to read "David", followed by a long, horizontal, slightly wavy line that extends to the right.

David Ciancio
Administrator



INNOVATIVE DESIGNS
FOR CREATIVE SPACES

The School Board of Broward County- RFP # FY21-106, School & Department Furniture

Letter of Authorization for Classroom Outfitters

7/16/20

This letter is to certify that Classroom Outfitters, is an authorized dealer for Allied Plastics Manufacturing Co., Inc. They are fully authorized to sell, install, and service our line.

Sincerely,

Steve Pryor
Vice President



July 16 2020

Re: Authorized Dealer Letter

Classroom Outfitters, LLC

19301 SW 106th Avenue
Suite 11
Miami, FL 33157

The School Board of Broward County, Florida
Attn: Al Shelton, Purchasing Agent
RFP FY21-106 - School and Department Furniture

This letter is to confirm that Classroom Outfitters is an authorized Dealer for the Alumni Educational Solutions product line in the State of Florida to market, sell, distribute, warrant or supply any product or service.

If there may be any concerns or questions regarding our distributor agreement, please do not hesitate to contact me at (519) 888-9300 or pgodwin@alumnicy.com

Sincerely,

A handwritten signature in black ink, appearing to read "Paul Godwin", is written over a light blue horizontal line.

Paul Godwin
General Manager
Alumni Classroom Furniture



July 16, 2020

To Whom It May Concern:

Please be advised that Classroom Outfitters, LLC is an authorized vendor/distributor/installer/dealer for Angeles / Angeles Corporation products for Broward County Public Schools Bid: FY21-106 – School and Department Furniture.

If you need additional information, please contact me. Thank you.

Sincerely,

Virginia Williams

Virginia Williams
National Account Manager
Office 314-821-1441
Cell 334-803-2546



314.821.1441
childrensfactory.com
510 S. McKinley Ave. Union, MO 63084



Jay L. Krause
National Contracts Manager

15500 Biofit Way
Bowling Green, OH 43402

July 14, 2020

Procurement & Warehousing Service Department
The School Board of Broward County, Florida
7720 West Oakland Park Boulevard, Suite 323
Sunrise, Florida 33351

RE: Letter of Authorization / RFP FY21-106 – School and Department Furniture
Classroom Outfitters

Dear Procurement Professional:

Please be advised that the aforementioned dealer is in "Good Standing" with our firm. This being the case, I support their application for the contract listed above, and do hereby grant them permission to add their company as an authorized agent (to include: sales, service, warranty, installation, etc.) on our behalf.

Also, because of the dealer's outstanding history of sales and commitment to service, we are providing this dealer a sole source letter for our brand.

If you have any questions, or if I can be of further assistance in any other capacity, please do not hesitate to contact me directly.

Sincerely,

A handwritten signature in dark ink, appearing to read "Jay L. Krause", is written over a faint, circular stamp.

Jay L. Krause



July 14, 2020

School Board of Broward County, Florida
7720 West Oakland Park Blvd. Suite 323
Sunrise, Florida 33351

Re: Broward (FL) County Schools' Furniture bid, FY21-106

This letter shall serve as confirmation that Classroom Outfitters, LLC is an authorized dealer for Carpets for Kids in the State of Florida and as such is authorized to submit a proposal for our products on Bid: FY21-106

Classroom Outfitters, LLC is an authorized vendor/distributor/installer/dealer for the state of Florida

Classroom Outfitters, LLC is a dealer for our entire product line and not restricted in any way.

Sincerely,

Kelli A. McPhee

Kelli McPhee
National Sales Manager
Carpets for Kids
248-514-5303



July 16, 2020

To Whom It May Concern:

Please be advised that Classroom Outfitters, LLC is an authorized vendor/distributor/installer/dealer for Children's Factory products for Broward County Public Schools Bid: FY21-106 – School and Department Furniture.

If you need additional information, please contact me. Thank you.

Sincerely,

Virginia Williams

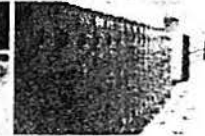
Virginia Williams
National Account Manager
Office 314-821-1441
Cell 334-803-2546



314.821.1441
childrensfactory.com
510 S. McKinley Ave. Union, MO 63084



CLASSROOM
OUTFITTERS



7/15/20

Classroom Outfitters, LLC
19301 SW 106th Ave, Suite 11
Miami, FL 33157

RE: Broward County Public Schools Bid FY21-106 – School and Department Furniture.

To whom it may concern:

Classroom Outfitters is an authorized dealer in good standing. As such, Classroom Outfitters has full access to our entire catalog of products, and is authorized to bid the Broward County Public Schools Bid FY21-106 – School and Department Furniture.

Please feel free to contact us directly if you have any questions or concerns regarding this submission.

Thank you,

Charles Frishman

T 954.540.5275

T 877.509.0664

F 786.738.8399

E charles@classroomoutfitters.com

Classroom Outfitters, LLC

19301 SW 106th Avenue

Suite 11

Miami, FL 33157

www.classroomoutfitters.com

<https://www.facebook.com/classroomoutfitters>

Certified Small Business Enterprise (SBE)
Veteran-Owned Small Business (VOSB)





7/14/ 2020

Broward County SD Bid#FY21-106

RE: Classroom Outfitters, LLC19301 SW 106th Avenue Suite 11
Miami, FL 33157

Dear Procurement Professional,

Please be advised that the dealer listed above is in good standing with our firm. Therefore they are a Diversified Woodcrafts, Inc. authorized distributor/dealer. As such I give my support Classroom Outfitters, LLC19301 SW 106th Avenue Suite 11Miami, FL 33157 for the aforementioned and do here by grant them permission to add their company as an authorized agent on our behalf (to include: service, warranty, installation, etc.).

If I can be of further assistance, or if you have any questions, please do not hesitate to contact me directly.

Sincerely,

A handwritten signature in cursive script, appearing to read "Edward Surowiec".

Edward Surowiec
Diversified Woodcrafts, INC
esurowiec@diversifiedwoodcrafts.com
1 877 348 9663 x 183
920 373 6101
www.diversifiedwoodcrafts.com



900 Park Place
New Albany, IN 47150

PHONE 800-457-2424
Fax 800-227-7513

www.fireking.com

July 15, 2020

RE: Manufacturer Authorization Letter for Classroom Outfitters
Broward County Public Schools Bid: FY21-106-School and Department Furniture

To Whom It May Concern:

Classroom Outfitters is an authorized dealer in good financial standing for **FireKing International** and, thereby authorized to provide our full line of products on the above referenced bid and resulting contract.

Please feel free to contact me should you have any questions.

Sincerely,

Andrew N Habeeb | Director of Sales

FireKing International | 900 Park Place | New Albany, Indiana 47150

Direct: 812.542.3429 | Cell: 502.777.7776 | Fax: 812.542.3157 | www.fireking.com

Andrew.habeeb@fireking.com

Fleetwood

2010-2011 School Furniture

July 17, 2020

RE: Letter of Authorization Broward County RFP #FY21-106 School Department Furniture

Classroom Outfitters, LLC

To Whom it May Concern:

Please be advised that Classroom Outfitters, LLC is an authorized Fleetwood Furniture dealer and is authorized to bid and sell Fleetwood Furniture products and to provide installation services on Broward County RFP #FY21-106 School Department Furniture. If you have any questions, please do not hesitate to contact me directly.

Respectfully,

Drew Ericks

Drew Ericks
Contract Manager
Fleetwood Furniture
drewe@fleetwoodfurniture.com



July 20, 2020

RE: Letter of Authorization:

Broward County Bid RFP FY21-106

Classroom Outfitters
19301 SW 106th Avenue, Suite 11
Miami, FL 33157

To Whom It May Concern:

Please be advised that the aforementioned dealer is in "Good Standing" with our firm. This being the case, I support their application for the contract listed above, and do hereby grant them permission to add their company as an authorized agent (to include service, warranty, installation, etc.) on our behalf.

If I can be of further assistance, or if you have any questions, please do not hesitate to contact me directly.

Regards,

A handwritten signature in black ink that reads "John D'Agostino".

John D'Agostino
Chief Operating Officer

Global Furniture Group
17 West Stow Road, PO Box 562, Marlton, New Jersey, USA 08053
t 856.596.3390 or 800.220.1900 | f 856.596-5684 | globalfurnituregroup.com



16 July 2020

THE SCHOOL BOARD OF BROWARD COUNTY
Procurement & Warehousing Services Department
7720 W. Oakland Park Boulevard
Suite 323
Sunrise, FL 33351-6704

Manufacturer's Confirmation of Authorized Servicing Dealer for School Board of
Broward County Request for Proposals (RFP): FY21-106 – School and Department
Furniture – Classroom Outfitters

Dear School Board of Broward County:

Global Industries, Inc. ("Global") is a worldwide manufacturer and distributor of office, educational, institutional, hospitality, healthcare and specialty markets furniture and related ergonomic accessories. Global Furniture Group and Offices To Go are trade styles of Global products. Global has been a supplier to the School Board of Broward County for many years and has a substantial installed base of products throughout the district's schools and facilities.

Per Section #4.4.3 of the School Board of Broward County's current RFP #FY21-106 – School and Department Furniture (page 11 of 42), please accept this correspondence as confirmation that Classroom Outfitters is an authorized servicing dealer in good standing. They are approved to represent, specify, quote, sell and service Global Furniture Group and Offices To Go products to the School Board of Broward County and throughout the State of Florida.

Classroom Outfitters is authorized to submit a sealed bid specifying Global Furniture Group and Offices To Go products for the School Board of Broward County's current RFP #FY21-106 – School and Department Furniture.

Please feel free to contact me directly if you have any questions or concerns regarding this submission. Global appreciates your ongoing support and looks forward to continuing to serving Broward County's school board members through this agreement's forthcoming term.

Regards,

Joseph Freund

JOSEPH FREUND
Contracts Manager & Authorized Representative
jfreund@globalfurnituregroup.com

HALE MANUFACTURING CO.
P.O. BOX 186 FRANKFORT, NY 13340

Tel. 315.894.5490
Fax 315.894.5046



The School District of Broward County
600 SE Third Ave
Fort Lauderdale, FL

July 20th, 2020

To Whom It May Concern:

Classroom Outfitters, LLC, is an authorized vendor/distributor/installer/dealer for Hale Manufacturing in regards to Broward County Public Schools Bid: FY21-106- School and Department Furniture.

Sincerely-

Erika Romeo

Sales Director
Phone: 315-717-7509
Email: erika@halemfg.com



July 15, 2020

The School Board of Broward County
7720 West Oakland Park Blvd.
Suite 323

Sunrise, FL 33351

RE: Request for Proposals (RFP): FY21-106 – School and Department Furniture

To whom it may concern,

Classroom Outfitters is an authorized Hallowell dealer and is able to market and sell our full line of products.

If you have any questions, please feel free to contact me at any time.

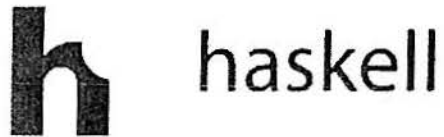
Boyd Bryson

Regional Sales Manager Florida, Alabama and Puerto Rico

Hallowell

(407) 201-1419

boydbryson@hallowell-list.com



July 15, 2020

The School Board of Broward County, Florida

Attn: Al Shelton, Purchasing Agent

RE: RFP FY21-106 - School and Department Furniture

This letter shall serve as confirmation that Classroom Outfitters is an authorized dealer for Haskell Education in the State of Florida and as such is authorized to submit a proposal for our products on RFP FY21-106.

Classroom Outfitters as our dealer is authorized to provide installation service, warranty service work and/or maintenance service work.

Classroom Outfitters is a dealer for our entire product line and not restricted in any way.

Haskell Education agrees to assume or assign to another distributor the obligations contained in RFP FY21-106 in the case that Classroom Outfitters is no longer able to meet the contract requirements.

Sincerely,



Cristel Hutchinson
Vice President, Sales

/tpk

Haskell Office LLC, 273 Montgomery Ave, Bala Cynwyd, PA 19004
800-334-8888. www.haskelloffice.com



July 14, 2020

Classroom Outfitters, LLC
19301 SW 106th Ave, Suite 11
Miami, FL 33157

RE: Broward County Public Schools Bid FY21-106 – School and Department Furniture.

To whom it may concern:

Classroom Outfitters is an authorized dealer in good standing with Jonti-Craft, Inc. As such, Classroom Outfitters has full access to all Jonti-Craft product lines, and is authorized to bid the Broward County Public Schools Bid FY21-106 – School and Department Furniture.

Please feel free to contact us directly if you have any questions or concerns regarding this submission.

Sincerely,

Matt Hinkle
National Sales Manager – Jonti-Craft, Inc.
mhinkle@jonti-craft.com
507-342-5169 x6010



JOY CARPETS & Co.

P.O. Box 5379 • 2640 Lafayette Rd. • Ft. Oglethorpe, GA 30742-0579 USA

(706) 866-3335 • (800) 645-2787 • Fax (706) 866-7928

www.joycarpets.com

E-mail: joycarpets@joycarpets.com

July 21, 2020

Re: Broward County Public Schools Bid #FY21-106

School and Department Furniture

To Whom It May Concern:

Please be advised that Classroom Outfitters, L.L.C., 19301 SW 106th Ave., Suite 11, Miami, FL 33157 is an authorized vendor, distributor, installer, and dealer for Joy Carpets & Co, Inc. Classroom Outfitters is authorized to bid our products for the Broward County Public Schools Bid #FY21-106 for School and Department Furniture.

If I can be of further assistance, or if you have any questions, please do not hesitate to contact me directly.

Yours truly,

Joy J. Dobosh

Chief Executive Officer

Joy Carpets & Co., Inc

"A Thing of Beauty is a Joy..."



June 30, 2020

To: The School Board of Broward Co

Reference: Request for Proposals (RFP): FY21-106 – School and
Department Furniture

TO Whom it may Concern,

Classroom Outfitters, Cutler Bay, Florida, Is an authorized Servicing
dealer for Krueger International, Inc. (KI).

Thank you

Suzanne M. Kimps
Bid/Quote Department Senior Project Coordinator



July 16, 2020

To Whom It May Concern:

Please be advised that Classroom Outfitters, LLC is an authorized vendor/distributor/installer/dealer for Learning Carpets products for Broward County Public Schools Bid: FY21-106 – School and Department Furniture.

If you need additional information, please contact me. Thank you.

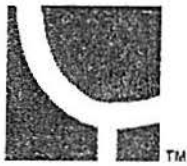
Sincerely,

Virginia Williams

Virginia Williams
National Account Manager
Office 314-821-1441
Cell 334-803-2546



314.821.1441
childrensfactory.com
510 S. McKinley Ave. Union, MO 63084



leisure craft INC.

P.O. Box 1700 • Hendersonville, NC 28793

Tel: (800) 633-8241 • Tel: (828) 693-8241 • Fax: (828) 693-1803 • www.leisurecraftinc.com • sales@leisurecraftinc.com

July 22, 2020

Reference: Broward County Public Schools Bid: GY21-106 School and Department Furniture

To Whom It May Concern

This letter is to certify Classroom Outfitters is an authorized dealer for Leisure Craft Inc. They are fully authorized to sell, install, and service all lines of Leisure Craft Inc., outdoor furniture, and equipment in support of Broward County Public Schools referenced above.

Please feel free to contact me should you have any questions.

Sincerely,

Richard J. Herman



July 21st, 2020

To whom it may concern:

This letter confirms CLASSROOM OUTFITTERS, LLC of 19301 SW 106TH AVE SUITE 11 Miami, FL 33157 is an authorized dealer of all Luxor products.

CLASSROOM OUTFITTERS, LLC is authorized to sell our products through the BROWARD COUNTY SCHOOLS RFP:FY21-106

Any questions regarding the relationship between Luxor and CLASSROOM OUTFITTERS, LLC should be directed to:

Luxor
2245 Delany Rd.
Waukegan, IL 60087

Tel: 800-323-4656
Fax: 800-327-1698
Email: jdelgado@luxorfurn.com

Sincerely,
Juan Delgado
Inside Sales Representative

Phone: 847.244.1800 Fax: 847.244.1818 Email: Customerservice@Luxorfurn.com
2245 N. Delany Road, Waukegan, IL 60087



NORTH AMERICA

Corporate HQ & Manufacturing
2885 Lorraine Ave. | Temple, TX 76501
P: 800.749.2258 | F: 866.888.7483

Showroom
4930 S. Congress Ave. #305 | Austin, TX 78745
P: 800.749.2258

July 20, 2020

RE: Letter of Authorization – Classroom Outfitters
The School Board of Broward County- RFP # FY21-106, School & Department Furniture

To Whom It May Concern,

Classroom Outfitters is an authorized reseller, in good standing, on behalf of MooreCo, and is able to sell, install and service our products. We hereby extend our full warranty to Classroom Outfitters for all MooreCo, Inc. products they sell on the above referenced contract.

Please do not hesitate to contact me should you have any questions or need any additional information.

Sincerely,

Scott Kurtzman
Bid/Contract Manager
skurtzman@moorecoinc.com
Office: 800.749.2258
Cell: 419.989.1269



149 Entin Road
Clifton, New Jersey 07014
973.594.1100
973.594.1500 - Fax

CLIFTON NJ 07014
FONTANA CA 92337
MEMPHIS TN 38106

July 13, 2020

The School Board of Broward County, Florida
RFP FY21-106 - School and Department Furniture

To whom this may concern:

This letter is to confirm that Classroom Outfitters, LLC is an authorized Dealer for the National Public Seating & Oklahoma Sound products line & is authorized to quote on this referenced bid.

If there are any concerns or questions regarding our distributor agreement please feel free to contact me.

Sincerely,

Mark Bresler
Sales manager
973-594-1100 x 129
mbresler@nationalpublicseating.com

Global Furniture Group
17 West Stow Road, PO Box 562, Marlton, New Jersey, USA 08053
t 856.596.3390 or 800.220.1900 | f 856.596-5684 | globalfurnituregroup.com



16 July 2020

THE SCHOOL BOARD OF BROWARD COUNTY
Procurement & Warehousing Services Department
7720 W. Oakland Park Boulevard
Suite 323
Sunrise, FL 33351-6704

Manufacturer's Confirmation of Authorized Servicing Dealer for School Board of
Broward County Request for Proposals (RFP): FY21-106 – School and Department
Furniture – Classroom Outfitters

Dear School Board of Broward County:

Global Industries, Inc. ("Global") is a worldwide manufacturer and distributor of office, educational, institutional, hospitality, healthcare and specialty markets furniture and related ergonomic accessories. Global Furniture Group and Offices To Go are trade styles of Global products. Global has been a supplier to the School Board of Broward County for many years and has a substantial installed base of products throughout the district's schools and facilities.

Per Section #4.4.3 of the School Board of Broward County's current RFP #FY21-106 – School and Department Furniture (page 11 of 42), please accept this correspondence as confirmation that Classroom Outfitters is an authorized servicing dealer in good standing. They are approved to represent, specify, quote, sell and service Global Furniture Group and Offices To Go products to the School Board of Broward County and throughout the State of Florida.

Classroom Outfitters is authorized to submit a sealed bid specifying Global Furniture Group and Offices To Go products for the School Board of Broward County's current RFP #FY21-106 – School and Department Furniture.

Please feel free to contact me directly if you have any questions or concerns regarding this submission. Global appreciates your ongoing support and looks forward to continuing to serving Broward County's school board members through this agreement's forthcoming term.

Regards,

Joseph Freund

JOSEPH FREUND
Contracts Manager & Authorized Representative
jfreund@globalfurnituregroup.com



149 Entin Road
Clifton, New Jersey 07014
973.594.1100
973.594.1500 - Fax

CLIFTON NJ 07014
FONTANA CA 92337
MEMPHIS TN 38106

July 13, 2020

The School Board of Broward County, Florida
RFP FY21-106 - School and Department Furniture

To whom this may concern:

This letter is to confirm that Classroom Outfitters, LLC is an authorized Dealer for the National Public Seating & Oklahoma Sound products line & is authorized to quote on this referenced bid.

If there are any concerns or questions regarding our distributor agreement please feel free to contact me.

Sincerely,

A handwritten signature in black ink, appearing to read 'Mark Bresler', with a long horizontal flourish extending to the right.

Mark Bresler
Sales manager
973-594-1100 x 129
mbresler@nationalpublicseating.com

NORIX

July 20, 2020

Charles Frishman
Classroom Outfitters, LLC
19301 SW 108th Ave
Miami, FL 33157

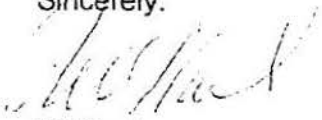
Re: Broward County Public School Bid: FY21-106 - School and Department Furniture

Mr. Frishman,

Classroom Outfitters, LLC is an authorized vendor/distributor/installer/dealer for the Broward County Public Schools Bid L FY21-106.

Please contact me or Greg Sandoval, our Exclusive local Representative if you have questions about this authorization.

Sincerely,



Bill Karl
Vice President of Sales



WWW.OFMINC.COM
161 TRADITION TRAIL, HOLLY SPRINGS, NC 27540

Broward County Public Schools
600 SE 3rd Ave
Fort Lauderdale, FL 33301

RE: The School Board of Broward County, Florida RFP FY21-106

July 22, 2020

To Whom It May Concern,

Classroom Outfitters, LLC is an authorized distributor of products manufactured by OFM. As such, they have been provided with all the information necessary to distribute our products. In addition, they are authorized to carry out all assembly, and installation. We will also provide them with any information or product necessary to warranty the product and to ensure the customer that products built buy OFM will serve their intended purpose.

Regards,

Angela Miller
National Account Manager
OFM

AM/pau



Furniture For You

PARAGON

Jay L. Krause, National Contracts Manager

2224 E Randol Mill Rd
Arlington, TX 76011
800-451-8546

July 20, 2020

The School Board of Broward County, Florida
Attn: Al Shelton, Purchasing Agent

RE: Letter of Authorization / RFP FY21-106/ School and Department Furniture
Classroom Outfitters, LLC

Dear Mr. Shelton:

Please be advised that the aforementioned dealer is in "Good Standing" with our firm. This being the case, I support their application for the contract listed above, and do hereby grant them permission to add their company as an authorized agent (to include: sales, service, warranty, installation, etc.) on our behalf.

If you have any questions, or if I can be of further assistance in any other capacity, please do not hesitate to contact me directly.

Sincerely,



Jay L. Krause

July 20th, 2021

Charles Frishman
Classroom Outfitters, LLC
19301 SW 108th Ave
Miami, FL 33157

Re: Broward County Public School Bid: FY21-106 - School and Department Furniture

Mr. Frishman,

Classroom Outfitters, LLC is an authorized vendor/distributor/installer/dealer for the Broward County Public Schools BidL FY21-106.

Please contact myself or Greg Sandoval, our Exclusive local Representative if you have questions about this authorization.

Sincerely,

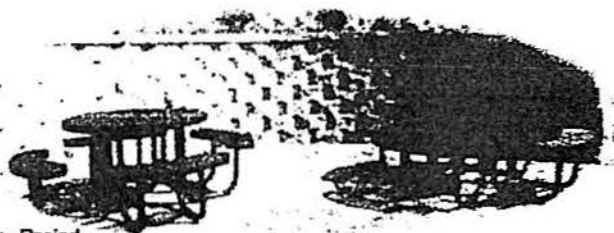


Matt Erickson
Sales Director
Premier Polysteel
A division of ADA Enterprises, Inc.
877-746-3826 - US and Canada
507-402-0132 - Mobile
641-323-7268 - Direct
matt@premierpolysteel.com



PREMIER POLYSTEEL

The Best Commercial Outdoor Furniture Available. Period.
www.premierpolysteel.com • 877-746-3826





July 20, 2020

Al Shelton
The School Board of Broward County, Florida
7720 West Oakland Park Boulevard
Suite 323
Sunrise, FL 33351-6704

RE: RFP FY21-106
Letter of Authorization for Classroom Outfitters LLC

To Whom It May Concern:

This letter is to confirm that Classroom Outfitters LLC is an authorized dealer in good-standing for RightAngle™ Products by K & A Mfg., Inc. As our dealer, Classroom Outfitters LLC is thereby authorized to warrant bids, distribute, market and install our full line of products to The School Board of Broward County, Florida RFP FY21-106.

K & A Mfg., Inc. / RightAngle™ Products can guarantee an uninterrupted source of supply, with sufficient quantities of product, for the duration of the relationship period. We further agree to all warranty requirements for the products purchased under this contract.

Please do not hesitate to contact me if you have any further questions.

Regards,

A handwritten signature in cursive script that reads "Shelley Montgomery".

Shelley Montgomery

National Sales Manager

RightAngle Products/K&A Mfg. Inc.

o: 800-2984351 ext. 121/cell: 770-722-7058

w: www.raproducts.com/ e: shelley@raproducts.com





July 20, 2020

RE: The School Board of Broward County, Florida
Attn: Al Shelton, Purchasing Agent
RFP FY21-106 - School and Department Furniture

To Whom It May Concern:

Classroom Outfitters, located at 19301 SW 106th Avenue Suite 11 Miami, FL 33157 is an authorized dealer in good standing for Safco Products and thereby authorized to sell our products on the above referenced solicitation.

Please feel free to contact me should you have any questions.

Sincerely,

A handwritten signature in cursive script that reads 'Sharad Mathur'.

Sharad Mathur
VP Sales, Safco Products
Safco Products
800-328-3020



Storage Solutions

July 22, 2020

The School Board of Broward County
7720 W. Oakland Park Blvd., Suite 323
Sunrise, FL 33351-6704

Attention: Procurement & Warehousing Services Dept.

RE: Bid #RFP FY21-106 School and Department Furniture

To Whom It May Concern:

This letter is to verify that Classroom Outfitters is an authorized Sandusky Lee dealer and is thereby authorized to bid and sell the entire Sandusky Lee product line to The School Board of Broward County, Bid # RFP FY21-106 School and Department Furniture.

Thank you.

Regards,

Ronald J. Nickle

Ronald J. Nickle, VP of Sales
Sandusky Lee Corporation
Phone: 800-336-0671 ext. 405
Email: rnickle@sanduskycabinets.com

<input type="checkbox"/> Sales/Customer Service	P.O. Box 1040	Sandusky, OH 44871-1040	Office 419-626-5465	Fax 419-626-3308
<input type="checkbox"/> Sandusky Lee South	P.O. Box 125	Millington, TN 38083-0125	Office 901-872-0188	Fax 901-873-1239
<input type="checkbox"/> Sandusky Lee West	P.O. Box 517	Arvin, CA 93203-0517	Office 661-854-5551	Fax 661-854-2003
<input type="checkbox"/> Sandusky Lee East	P.O. Box 6	Littlestown, PA 17340-0006	Office 717-359-4111	Fax 717-359-4414



SensoryOne

8695 Escarpment Way Unit 7

Milton ON M5M 2A2

Tel: 416 303 7475

July 21 2020

Charles Frishman

Classroom Outfitters, LLC

19301 SW 108th Ave

Miami, FL 33157

Re: Broward County Public School Bid: FY21-106 - School and Department
Furniture

Dear Mr. Frishman,

Classroom Outfitters, LLC is an authorized vendor/distributor/installer/dealer for the Broward County Public Schools BidL FY21-106.

Please contact myself or Greg Sandoval, our Exclusive local Representative if you have questions about this authorization.

Sincerely;

Alan Fine

President



July 21, 2020

Mr. Charles Frishman
Classroom Outfitters, LLC
19301 SW 106th Avenue, Suite 111
Miami, FL 33157

Re: Broward County Public Schools Bid: FY21-106 – School and Department Furniture

Dear Mr. Frishman:

Thank you for your interest in Screenflex Portable Partitions. This letter hereby certifies that Classroom Outfitters, LLC of Miami, Florida is an authorized Screenflex dealer.

Classroom Outfitters, LLC is a dealer in good standing, and is fully authorized to sell Screenflex products on the above contract.

Please let me know if you have any questions or need additional information. Thank you again for your interest in Screenflex.

Best regards,

Kevin Maas
National Accounts Manager



SMITH SYSTEM

P.O. Box 860415 Plano, Texas 75086
(972) 398-4050 Fax (972) 398-4051
1-800-328-1061

July 16, 2020

The School Board of Broward County, Florida
7720 West Oakland Park Boulevard
Sunrise, Florida 33351

RE: Letter of Authorization for Classroom Outfitters
Invitation to Bid FY21-106 – School and Department Furniture

Classroom Outfitters is an authorized dealer in good standing for Smith System MFG and, thereby authorized to provide our full line of products on the above referenced project. This letter will be good through July 31, 2023.

Please feel free to contact me should you have any questions.

Sincerely,

Lorrie Skwarek
Bid Manager



7/15/2020

To Broward County schools,

The following companies have been approved and "certified" to represent and install Superior Recreational Products lines as Product Certified Dealers:

Classroom Outfitters

19301 SW 106th Ave Suite 11

Miami FL 33157

The items listed below are installed with our understanding and confidence that an and all playground safety standards, as per ASTM 1487-07 and ASTM F2223-04, are fully adhered to, and confirmed by our Product's Representative. These items include:

- Superior Site Amenities

I hope this letter conveys the confidence that we as a manufacturer place on our valued representative in the field. Please feel free to contact me with any questions.

Kind regards,

Shann McGuire

FROM THE DESK OF

Shann McGuire
National Partner Manager

678.390.1638 o
678.772.4772 c
770.832.6660 m
smcguire@silbrands.com

1050 Columbia Drive
Carrollton, GA 30117



VS America, Inc.
1940 Abbott Street
Unit 501
Charlotte, NC 28203

July 21, 2020

The School Board of Broward County
Attn: Purchasing Department
7720 W. Oakland Park Blvd.
Suite 323
Sunrise, FL 3351-6701

To whom it may concern,

VS America would like to confirm that School Outfitters, LLC is an authorized VS dealer and has rights to sell VS products to The School Board of Broward County for current bid item FRP# FY21-106.

Best Regards,
VS America, Inc.

ADDELL

GMI PROPERTY

512 S. Washington St | Greenfield, OH 45123 | 800-622-1331 | T937-981-7724 | waddellfurniture.com

July 20, 2020

RE: Letter of Authorization:

Broward County Bid RFP FY21-106

Classroom Outfitters
19301 SW 106th Avenue, Suite 11
Miami, FL 33157

To Whom It May Concern:

Please be advised that the aforementioned dealer is in "Good Standing" with our firm. This being the case, I support their application for the contract listed above, and do hereby grant them permission to add their company as an authorized agent (to include service, warranty, installation, etc.) on our behalf.

If I can be of further assistance, or if you have any questions, please do not hesitate to contact me directly.

Regards,



John D'Agostino
Chief Operating Officer



507 E. Grant
St. Thorp, WI
54771
P - 800.242.2303
F - 715.669.5929
wibenchmfg.com

Date July 15, 2020

RE: Letter of Authorization for The School Board of Broward County, Florida


Attn: Al Shelton, Purchasing Agent

RFP FY21-106 - School and Department Furniture

Classroom Outfitters is an authorized dealer of WB Manufacturing and a recommended service company for both installation and maintenance of units required for our products.

If I can be of further assistance, or if you have any questions, please do not hesitate to contact me directly.

Sincerely,


Lore Nowobielski

Sales Administrative Lead

WB Manufacturing LLC

© 800 242 2303 ext 172

F 715 669 5929

wibenchmfg.com



July 15, 2020

Mary Coker, Director of Procurement
Broward County Public Schools
7720 W. Oakland Park Blvd, Ste 323
Sunrise, FL 33351

Reference: Broward County Schools Furniture bid, FY21-106

Dear Ms. Coker,

This letter confirms that Classroom Outfitters, LLC of Miami is authorized by Whitney Brothers® to represent our complete product portfolio to the Broward County Schools Furniture bid, FY21-106.

Please know that because of its unique competency and proven customer-centric acumen, Classroom Outfitters LLC is one of a very select few resellers that Whitney Brothers® has authorized to represent our brand in Florida. We therefore strongly recommend your engagement of their organization on this contract to access our award-winning brand and products.

If you have any questions or need additional information, I welcome your contact at any time.

My thanks for your attention and consideration,



Brian Vaillancourt

VP Sales & Marketing

603.352.2610 x112

brianv@whitneybros.com

93 Railroad St., Keene NH 03431

www.whitneybros.com



93 Railroad Street, Keene, NH 03431 • 603-352-2610 • Fax 603-357-1599 • Toll Free 800-225-5381 • whitneybros.com

Please go to the following link to view the current list of SBBC-Certified firms: browardschools.com/Page/46981.

S/M/WBE INFORMATION: Proposals will be evaluated based on the evaluation criterion		Maximum Points
	<p>A maximum of fifteen (15) points, as described in the Evaluation Points Table will be awarded for SBE Participation.</p> <p><u>SBBC Certified SBE Proposers</u> who are self-performing will be awarded up to a maximum of seven and a half (7.5) Evaluation preference points. SBE Proposer must identify itself on the Bidder/Proposer Assurance Statement, Document 00500.</p> <p>Additional points will be awarded <u>IF</u> the SBE Prime choose to subcontract a percentage of the total contract value to a SBBC Certified SBE Firm(s), as described in the Evaluation Points Table. <u>(All SBBC Certified S/M/WBEs are considered SBEs).</u></p> <p><u>Proposers</u> committing to subcontracting a percentage of the total contract value to a SBBC Certified SBE firm(s) at the time of submission will be awarded up to a maximum of seven and a half (7.5) points, as described in the Evaluation Point Table. <u>(All SBBC Certified S/M/WBEs are considered SBEs).</u></p> <p>Prior to final approval, the proposer shall identify each SBBC-Certified SBE firm, that will be utilized by completing the <i>Form 00470 - Statement of Intent to Perform as a SMWBE Subcontractor - and Form 00475 - Subcontractor Participation Schedule</i> - (see Attachment A). The Statement of Intent submitted with the proposal reflects the intent of the parties, both prime and subcontractor, to establish a business relationship. Additionally, it will detail the type of work and percentage/dollar amount of work that the subcontractor will perform.</p> <p>Provide proof, in writing, that the SBE proposer is certified by The School Board of Broward County (SBBC), Florida.</p>	15
	MAXIMUM POINTS TO BE AWARDED	15
	<p>*If awarded, the Awardee will be required to submit <i>Form 00485 - Minority or Women Business Enterprise (MWBE) Monthly Utilization Report (Utilization Report)</i> (see Attachment A) to the Supplier Diversity Outreach Program Office which will track payments made. The timing of the Utilization Report shall coincide with invoice submission.</p> <p><u>State your willingness to comply with this requirement.</u></p>	<p>Yes <input checked="" type="checkbox"/></p> <p>No <input type="checkbox"/></p>



THE SCHOOL BOARD OF BROWARD COUNTY, FLORIDA
ECONOMIC DEVELOPMENT & DIVERSITY COMPLIANCE DEPARTMENT (EDDC)

Document Number 00500

Bidder/Proposer Assurance Statement

SOLICITATION #: RFP FY21-106

SOLICITATION TITLE: School and Department Furniture

INSTRUCTIONS: Document 00500 – Bidder/Proposer Assurance Statement must be submitted with the solicitation/bid. Such documentation as required by the SBBC to affirm its intent to meet the subcontracting requirements indicated in the solicitation. ***If awarded***, the Bidder/Proposer must submit Form 00470 Statement of Intent to Perform as an M/WBE Subcontractor and Form 00475 Subcontractor Participation Schedule before final approval/execution of the contract. The EDDC will evaluate Forms 00470 and 00475.

COMPANY NAME: Classroom Outfitters, LLC

NAME OF BIDDER/PROPOSER Charles A. Frishman

SBBC Certified SBE Firm Self Performing: Check HERE: ☒

The above-named company commits to meeting the following percentage of SBE participation during the life of the contract for the RFP FY21-106, School and Department Furniture.

Proposer Agree to commit 15 % of the Total contract Value to a SBBC Certified SBE subcontractor. **Failure by firms to commit to the M/WBE participation requirements will render said firms nonresponsive.**

Charles A. Frishman

Educational Consultant

(Name and Title)

7/21/20

(Date)

Charles A. Frishman
(Signature)

To Clarify: We intend to perform as an SBE Prime, **and** choose to subcontract a percentage of the total contract value to a SBBC Certified SBE Firm(s).



Procurement & Warehousing Services
Supplier Diversity Outreach Program
Broward County Public Schools

Document Number 00470

Attachment _____

FY21-106 – Broward Schools Furn

TBD

A signed *Statement of Intent to Perform as a Small/Minority/Women Business Enterprise (S/M/WBE) Subcontractor* form must be completed by the owner or authorized principal of each S/M/WBE firm listed in the *S/M/WBE Subcontractor Participation Schedule*.

The undersigned is certified as an S/M/WBE vendor by The School Board of Broward County, Florida's (SBBC) Supplier Diversity Outreach Program: ☒ Yes ☐ No

Apricot Office Interiors, Inc.

(Name of S/M/WBE Subcontractor) agrees to perform work on the

above contract as a (check one):

☐ Individual

☐ Partnership

☒ Corporation

The S/M/WBE subcontractor will enter into a formal agreement with Classroom Outfitters, LLC

(Name of Bidder/Proposer) conditioned upon the Bidder/Proposer executing a contract with SBBC.

Please provide the details and value of the work to be performed:

Item No.	Type of Work	Agreed Upon Price	% of Work
1	TBD - School or Department Furniture	\$	15.00 %
2		\$	%
3		\$	%
TOTAL VALUE OF WORK		\$ 0	15 %

(Signature)

S/M/WBE Subcontractor

President

Title

Basil Bernard - Apricot Office Interiors, Inc.

7/20/20

(Print)

Date

Name of S/M/WBE Subcontractor


**SMALL/MINORITY/WOMEN BUSINESS ENTERPRISE
SUBCONTRACTOR PARTICIPATION SCHEDULE**

07/21/2020

Contract #:	TBD	Project Start Date:	10/01/2020
Project Name:	TBD		
Project Location:	TBD - Broward County		
Bidder/Proposer:	Classroom Outfitters, LLC		
Address:			
Contact Person:	Charles Frishman	Email Address:	charles@classroomoutfitters.com
		Phone #:	(954) 540-5275

Business Association	Business Name	Business Address	Business Phone #	Type of Work to be Performed	% of Work	\$ Amount
Prime Bidder/ Proposer	Classroom Outfitters, LLC (Also an SBE)	19301 SW 106th Ave., Suite 11, Miami, FL 33157	(954) 540-5275	TBD	85 %	\$
Non S/M/WBE Subcontractor					%	\$
S/M/WBE Subcontractor	Apricot Office Interiors, Inc.	20401 NW 2nd Ave. Ste 220, Miami Gardens, FL 33169	(305) 517-1288	TBD	15 %	\$
S/M/WBE Subcontractor					%	\$
S/M/WBE Subcontractor					%	\$
S/M/WBE Subcontractor					%	\$
TOTAL PARTICIPATION % & DOLLAR AMOUNT:					100%	\$
TOTAL CONTRACT AMOUNT:						\$

The listing of S/M/WBE(s) shall constitute a representation by the bidder/proposer to the SBBC that the bidder/proposer believes such S/M/WBE(s) to be technically and financially qualified and available to perform the work described. Bidders/Proposers are advised that the information contained herein may be verified. I certify that all information contained in this form is true and accurate to the best of my knowledge.

	Charles A. Frishman	07/21/2020
Bidder/Proposer Signature	Name & Title (Print)	Date

Project Name: Broward School and Department Furniture		Contract Number and Work Order Number (if applicable): FY21-106 - TBD	
Report #:	Reporting Period: _____ to _____	S/M/WBE Contract Goal: 15%	Contract Completion Date:
Prime Contractor Name: Classroom Outfitters, LLC		Project Manager (PM) Name:	
Prime Contractor Street Address: 1930 SW 106th Avenue, Suite 11, Miami, FL 33157			
Prime Contractor Phone #: (954) 540-5275	Prime Contractor Email Address: charles@classroomoutfitters.com	PM Phone #:	PM Email Address:

Prime Contractor must list ALL Certified and non-certified subcontractors that will be utilized for the entire contract period.
For assistance in completing this form, please call the Supplier Diversity Outreach Program at (754) 321-0505.

Contractor Type	Contractor Phone #	Contractor Name	Certified	Contract Value	Amount Paid	Amount Due	Amount Remaining
PRIME CONTRACTOR	36-4626586	Classroom Outfitters, LLC	Y	TBD	\$	\$	\$
SUBCONTRACTOR		Apricot Office Interiors, Inc.	Y	TBD	\$	\$	\$
SUBCONTRACTOR					\$	\$	\$
SUBCONTRACTOR					\$	\$	\$
SUBCONTRACTOR					\$	\$	\$
SUBCONTRACTOR					\$	\$	\$
SUBCONTRACTOR					\$	\$	\$
SUBCONTRACTOR					\$	\$	\$
SUBCONTRACTOR					\$	\$	\$
Total Paid to Date for All S/M/WBE Subcontractors					\$0	\$0	\$0

I hereby affirm that the information on this form is true and complete to the best of my knowledge.

	Charles A. Frishman	Educational Consultant	7/21/20
Prime Contractor Authorized Personnel (Signature)	Prime Contractor Authorized Personnel (Print)	Title	Date

ATTACHMENT B – CONFLICT OF INTEREST

MUST BE COMPLETED BY ALL PROPOSERS

DISCLOSURE OF POTENTIAL CONFLICT OF INTEREST AND CONFLICT EMPLOYMENT OR CONTRACTUAL RELATIONSHIP

In accordance with General Condition 7.15, each Proposer must disclose, in its RFP, the names of any employees who are employed by Proposer who are also an employee of SBBC. Persons identified below may have obligations and restrictions applicable to them under Chapter 112, Florida Statutes.

Name of Proposer's Employee	SBBC Title or Position of Proposer's Employee	SBBC Department/ School of Proposer's Employee
N/A		

Check one of the following and sign:

☒ I hereby affirm that there are no known persons employed by Proposer who are also an employee of SBBC.

☐ I hereby affirm that all known persons who are employed by Proposer, who are also an employee of SBBC, have been identified above.

Charles A. Frishman
Signature

Classroom Outfitters, LLC
Company Name

Charles A. Frishman
Name of Official

19301 SW 106th Avenue, Suite 11
Business Address

Miami, FL 33157
City, State, Zip Code

Request for Taxpayer Identification Number and Certification

► Go to www.irs.gov/FormW9 for instructions and the latest information.

Give Form to the
requester. Do not
send to the IRS.

Print or type.
See Specific Instructions on page 3.

1 Name (as shown on your income tax return). Name is required on this line, do not leave this line blank. Classroom Outfitters, LLC		
2 Business name/disregarded entity name, if different from above		
3 Check appropriate box for federal tax classification of the person whose name is entered on line 1. Check only one of the following seven boxes. <input checked="" type="checkbox"/> Individual/sole proprietor or single-member LLC <input type="checkbox"/> Limited liability company. Enter the tax classification (C=C corporation, S=S corporation, P=Partnership) ► Note: Check the appropriate box in the line above for the tax classification of the single-member owner. Do not check LLC if the LLC is classified as a single-member LLC that is disregarded from the owner unless the owner of the LLC is another LLC that is not disregarded from the owner for U.S. federal tax purposes. Otherwise, a single-member LLC that is disregarded from the owner should check the appropriate box for the tax classification of its owner. <input type="checkbox"/> Other (see instructions) ►	4 Exemptions (codes apply only to certain entities, not individuals, see instructions on page 3): Exempt payee code (if any) _____ Exemption from FATCA reporting code (if any) _____ <small>(Applies to accounts maintained outside the U.S.)</small>	
5 Address (number, street, and apt. or suite no.) See instructions. 19301 SW 106th Avenue, Suite 11		Requester's name and address (optional)
6 City, state, and ZIP code Miami, FL 33157		
7 List account number(s) here (optional)		

Part I Taxpayer Identification Number (TIN)

Enter your TIN in the appropriate box. The TIN provided must match the name given on line 1 to avoid backup withholding. For individuals, this is generally your social security number (SSN). However, for a resident alien, sole proprietor, or disregarded entity, see the instructions for Part I, later. For other entities, it is your employer identification number (EIN). If you do not have a number, see *How to get a TIN*, later.

Note: If the account is in more than one name, see the instructions for line 1. Also see *What Name and Number To Give the Requester* for guidelines on whose number to enter.

Social security number									
			-						
OR									
Employer identification number									
3	6	-	4	6	2	6	5	8	6

Part II Certification

Under penalties of perjury, I certify that:

- The number shown on this form is my correct taxpayer identification number (or I am waiting for a number to be issued to me), and
- I am not subject to backup withholding because: (a) I am exempt from backup withholding, or (b) I have not been notified by the Internal Revenue Service (IRS) that I am subject to backup withholding as a result of a failure to report all interest or dividends, or (c) the IRS has notified me that I am no longer subject to backup withholding, and
- I am a U.S. citizen or other U.S. person (defined below), and
- The FATCA code(s) entered on this form (if any) indicating that I am exempt from FATCA reporting is correct.

Certification instructions. You must cross out item 2 above if you have been notified by the IRS that you are currently subject to backup withholding because you have failed to report all interest and dividends on your tax return. For real estate transactions, item 2 does not apply. For mortgage interest paid, acquisition or abandonment of secured property, cancellation of debt, contributions to an individual retirement arrangement (IRA), and generally, payments other than interest and dividends, you are not required to sign the certification, but you must provide your correct TIN. See the instructions for Part II, later.

Sign
Here

Signature of
U.S. person ►

Date ► March 18th, 2020

General Instructions

Section references are to the Internal Revenue Code unless otherwise noted.

Future developments. For the latest information about developments related to Form W-9 and its instructions, such as legislation enacted after they were published, go to www.irs.gov/FormW9.

Purpose of Form

An individual or entity (Form W-9 requester) who is required to file an information return with the IRS must obtain your correct taxpayer identification number (TIN) which may be your social security number (SSN), individual taxpayer identification number (ITIN), adoption taxpayer identification number (ATIN), or employer identification number (EIN), to report on an information return the amount paid to you, or other amount reportable on an information return. Examples of information returns include, but are not limited to, the following.

- Form 1099-INT (interest earned or paid)

- Form 1099-DIV (dividends, including those from stocks or mutual funds)
- Form 1099-MISC (various types of income, prizes, awards, or gross proceeds)
- Form 1099-B (stock or mutual fund sales and certain other transactions by brokers)
- Form 1099-S (proceeds from real estate transactions)
- Form 1099-K (merchant card and third party network transactions)
- Form 1098 (home mortgage interest), 1098-E (student loan interest), 1098-T (tuition)
- Form 1099-C (canceled debt)
- Form 1099-A (acquisition or abandonment of secured property)

Use Form W-9 only if you are a U.S. person (including a resident alien), to provide your correct TIN.

If you do not return Form W-9 to the requester with a TIN, you might be subject to backup withholding. See *What is backup withholding*, later.

ATTACHMENT E – DRUG FREE WORK PLACE

SWORN STATEMENT PURSUANT TO SECTION 287.087, FLORIDA STATUTES, AS CURRENTLY ENACTED OR AS AMENDED FROM TIME TO TIME, ON PREFERENCE TO BUSINESSES WITH DRUG-FREE WORKPLACE PROGRAMS.

THIS FORM MUST BE SIGNED AND SWORN TO IN THE PRESENCE OF A NOTARY PUBLIC OR OTHER OFFICIAL AUTHORIZED TO ADMINISTER OATHS.

This sworn statement is submitted to The School Board of Broward County, Florida,

by Charles A. Frishman

(Print individual's name and title)

for Classroom Outfitters, LLC

(Print name of entity submitting sworn statement)

whose business address is

19301 SW 106th Avenue, Suite 11, Miami, FL 33157

and (if applicable) its Federal Employer Identification Number (FEIN) is 36-4626586

(If the entity has no FEIN, include the Social Security Number of the individual signing this sworn statement:

N/A.)

I certify that I have established a drug-free workplace program and have complied with the following:

1. Published a statement notifying employees that the unlawful manufacture, distribution, dispensing, possession, or use of a controlled substance is prohibited in the workplace and specifying the actions that will be taken against employees for violations of such prohibition.
2. Informed employees about the dangers of drug abuse in the workplace, the business' policy of maintaining a drug-free workplace, any available drug counseling, rehabilitation and employee assistance programs, and the penalties that may be imposed upon employees for drug abuse violations.
3. Given each employee engaged in providing the commodities or contractual services that are under bid a copy of the statement specified in subsection (1) above.
4. In the statement specified in subsection (1) above, notified the employees that, as a condition of working on the commodities or contractual services that are under bid, the employee will abide by the terms of the statement and will notify the employer of any conviction of, or plea of guilty or nolo contendere to, any violation of chapter 893 or of any controlled substance law of the United States or any state, for a violation occurring in the workplace no later than five (5) days after such conviction.
5. Will impose a sanction on, or require the satisfactory participation in a drug abuse assistance or rehabilitation program if such is available in the employee's community by, any employee who is so convicted.
6. Am making a good faith effort to continue to maintain a drug-free workplace through implementation of this section.

Charles A. Frishman

(Signature)

Sworn to and subscribed before me this 22nd day of July, 2020.

Personally known _____

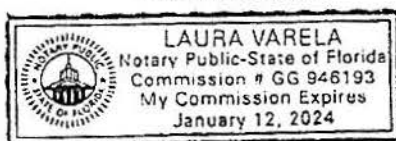
or

Produced Identification _____

Notary Public State of Florida

My commission expires January 12, 2024

(Type of Identification)



Laura Varela

(Printed, typed, or stamped commissioned name of notary public)

ATTACHMENT G – DEBARMENT

MUST BE COMPLETED BY ALL BIDDERS

CERTIFICATION OF DEBARMENT, SUSPENSION, INELIGIBILITY, AND VOLUNTARY EXCLUSION LOWER TIER TRANSACTIONS

This certification is required by the regulations implementing Executive Order 12549, Debarment and Suspension, 45 CFR 1183.35. Participants' responsibilities. The regulations were published as Part VII of the May 26, 1988 Federal Register (pages 19160-19211). Copies of the regulations may be obtained by going to this link: <http://www.gpo.gov/fdsys/granule/CFR-2011-title45-vol3/CFR-2011-title45-vol3-sec1183-35>

(BEFORE COMPLETING CERTIFICATION, READ INSTRUCTIONS ON NEXT PAGE)

(1) The prospective lower tier participant certifies, by submission of this proposal, that neither it nor its principals are presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from participation in this transaction by any federal department or agency.

(2) Where the prospective lower tier participant is unable to certify to any of the statements in this certification, such prospective participant shall attach an explanation to this proposal.

Classroom Outfitters, LLC

Organization Name

Charles A. Frishman, Educational Consultant

Name(s) and Title(s) of Authorized Representative(s)



Signature(s)

7/21/20

Date

ATTACHMENT I – WORKERS' COMPENSATION AFFIDAVIT

THE SCHOOL BOARD OF BROWARD COUNTY, FLORIDA

WORKERS' COMPENSATION AFFIDAVIT

CERTIFICATION OF NUMBER OF EMPLOYEES

Classroom Outfitters, LLC (Vendor Name) hereby certifies and affirms that the entity named herein has less than four (4) employees nor uses any subcontractor(s) with four (4) or more employees and will not have four (4) or more employees during the term of this agreement.

I further certify that, if during the period covered by this affidavit the entity named herein becomes an employer with four (4) or more employees or uses subcontractor(s) with four (4) or more employees, a Certificate of Insurance shall be provided to The School Board of Broward County, Florida, within five (5) business days.

With respect to the construction industry, all employment in which one or more employees are employed shall provide evidence of Workers' Compensation coverage.

Signed:

Charles A. Frishman

Print/Type Name:

Charles A. Frishman

Title:

Educational Consultant

Sworn to and subscribed before me this 22nd day of July, 2020.

Notary Public Signed:

Laura Varela

Notary Public Print:

Laura Varela

Notary Stamp Below:





2020 Florida Annual Resale Certificate for Sales Tax

DR-13
R. 10/19

This Certificate Expires on December 31, 2020

Business Name and Location Address

Certificate Number

CLASSROOM OUTFITTERS LLC
19301 SW 106TH AVE STE 11
CUTLER BAY, FL 33157-7647

23-8014936818-1

By extending this certificate or the certificate number to a selling dealer to make eligible purchases of taxable property or services exempt from sales tax and discretionary sales surtax, the person or business named above certifies that the taxable property or services purchased or rented will be resold or re-rented for one or more of the following purposes:

- Resale as tangible personal property.
- Re-rental as tangible personal property.
- Resale of services.
- Re-rental as commercial real property.
- Incorporation into tangible personal property being repaired.
- Re-rental as transient rental property.
- Incorporation as a material, ingredient, or component part of tangible personal property that is being produced for sale by manufacturing, compounding, or processing.

Your *Florida Annual Resale Certificate for Sales Tax* (Annual Resale Certificate) allows you or your representatives to buy or rent property or services tax exempt when the property or service is resold or re-rented. You **may not** use your Annual Resale Certificate to make tax-exempt purchases or rentals of property or services that will be used by your business or for personal purposes. Florida law provides for criminal and civil penalties for fraudulent use of an Annual Resale Certificate.

As a seller, you must document each tax-exempt sale for resale using one of three methods. You can use a different method each time you make a tax-exempt sale for resale.

1. Obtain a copy (paper or electronic) of your customer's current Annual Resale Certificate.
2. For each sale, obtain a transaction authorization number using your customer's Annual Resale Certificate number.
3. Each calendar year, obtain annual vendor authorization numbers for your regular customers using their Annual Resale Certificate numbers.

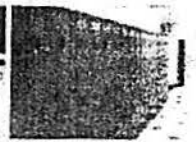
Online: Visit floridarevenue.com/taxes/certificates

Phone: 877-357-3725 and enter your customer's Annual Resale Certificate number

Mobile App: Available for iPhone, iPad, and Android devices



CLASSROOM
OUTFITTERS



7/20/20

Manufacturer's Warranties

Global Furniture:



Link to Details: <https://www.globalfurnituregroup.com/education/customer-service/warranty>

Seating Type	Components Warranty for Original Purchaser	Use Time For Warranty Coverage	Exceptions
Light Duty Commercial Seating	12 years	5 hours / 5 days per week	Foam/upholstery/textiles/mech/electrical devices - 5 years Control mechanisms - 12 years
Heavy Duty Seating	12 years	24 hours / 7 days per week	Foam/upholstery/textiles - 5 years





CLASSROOM OUTFITTERS



Product Type	Components Warranty for Original Purchaser	Exceptions
Mats, storage and filing	Lifetime	None
Laminated/wood veneer desks and mobile furniture	Lifetime	Tackboard, textiles, electrical devices, task lights - 5 years
Bookroom, conference and training tables	Lifetime	Electrical devices - 5 years Moving parts - 5 years
Panel	Lifetime	Panel, textiles, electrical devices, task lights - 5 years
Classrooms and lecterns	5 years	None
Rolling tables (laminated & impaled)	1 years	None
Height adjustable tables	5 years	Motorized parts (for electrical tables) - 2 years

Kruger International (KI): Limited Lifetime Warranties for most items



Knowledge is Power

Limited Lifetime Warranty on most items

15 years on most accessories

Fabrics 3-5 years

Link to Details: <https://p.widencdn.net/nxaeaz/Terms-Conditions-Rights-and-Warranties>



Procurement & Warehousing Services

SUPPLIER DIVERSITY OUTREACH PROGRAM

THIS CERTIFICATE IS AWARDED TO

Classroom Outfitters, LLC

FOR HAVING SUCCESSFULLY MET THE PRESCRIBED STANDARDS
SET FORTH BY THE SUPPLIER DIVERSITY OUTREACH PROGRAM OF THE
SCHOOL BOARD OF BROWARD COUNTY, FLORIDA
FOR


CERTIFICATION

Small Business Enterprise

(SBE)

Non-Minority

ON THIS DAY **May 29, 2018**



Mary Catherine Coker
Director, Procurement & Warehousing Services

Certification #: **3330-01104 18**

Expiration Date: **5/28/2020**



DEPARTMENT OF VETERANS AFFAIRS
Center for Verification and Evaluation
Washington DC 20420

February 6, 2018
In Reply Refer To: 00VE

Mr. Richard Alan Brewer
Classroom Outfitters, LLC
DUNS: 016303010
19301 SW 106th Avenue, Suite 11
Miami, FL 33157

Dear Mr. Brewer:

On behalf of the U.S. Department of Veterans Affairs (VA), Center for Verification and Evaluation (CVE), I am writing to inform you that your application for reverification has been approved. Classroom Outfitters, LLC will remain eligible to participate in Veterans First Contracting Program opportunities with VA as a verified Veteran-Owned Small Business (VOSB).

This verification is valid for three (3) years from the date of this letter. Please retain a copy of this letter to confirm Classroom Outfitters, LLC's continued eligibility in accordance with 38 Code of Federal Regulations (CFR) § 74.12. You may reapply 120 days prior to your new expiration date by logging into www.vetbiz.gov.

To promote Classroom Outfitters, LLC's verified status, you may use the following link to download the logo for use on your marketing materials and business cards:
http://www.vetbiz.gov/cve_completed_v.jpg. In addition, please access the following link for information on next steps and opportunities for verified businesses.
<http://www.va.gov/osdbu/verification/whatsNext.asp>.

While CVE has confirmed that Classroom Outfitters, LLC is presently, as of the issuance of this notice, in compliance with the regulation, Classroom Outfitters, LLC must inform CVE of any changes or other circumstances that would adversely affect its eligibility. Eligibility changes not reported to CVE within 60 days could result in a referral to the Office of Inspector General (OIG), a referral to the Debarment and Suspension Committee, and the initiation of cancellation proceedings—all of which could result in Classroom Outfitters, LLC being removed from the VIP Verification Program.

Please be advised all verified businesses may be required to participate in one or more post-verification audits at CVE's discretion. Additionally, this letter and other information pertaining to Classroom Outfitters, LLC's verification application may be subject to Freedom of

*"World Class Professionals
Enabling Veteran Business Opportunities by Protecting the Veteran Advantage - One Vet at a Time"*

Page 2.

Mr. Richard Alan Brewer

Information Act (FOIA) requests. However, FOIA disclosures include exceptions regarding the personal privacy of individuals, and VA policy similarly provides limitations on the release of individual records.

If Classroom Outfitters, LLC receives a negative size determination from the U.S. Small Business Administration (SBA), CVE must act in accordance with 38 CFR § 74.2(e). Also note, if at any time Classroom Outfitters, LLC discovers that it fails to meet the size standards for any NAICS Code(s) listed on its VIP profile, CVE requires such NAICS Code(s) be removed within five (5) business days. If these NAICS Codes are not removed within the allotted five (5) business days, CVE may request the SBA to conduct a formal size determination. In addition, CVE may initiate a referral to OIG, a referral to the Debarment and Suspension Committee and pursue cancellation proceedings. All of the aforementioned referrals and procedures could result in Classroom Outfitters, LLC being removed from the VIP Verification Program.

Thank you for your service to our country and for continuing to serve America through small business ownership.

Sincerely,

A handwritten signature in dark ink, appearing to read "Thomas J. McGrath", written in a cursive style.

Thomas J. McGrath
Director
Center for Verification and Evaluation

**Electronic Articles of Organization
For
Florida Limited Liability Company**

L08000015447
FILED 8:00 AM
February 12, 2008
Sec. Of State
mthomas

Article I

The name of the Limited Liability Company is:
CLASSROOM OUTFITTERS, LLC

Article II

The street address of the principal office of the Limited Liability Company is:
8994 SW 212 LANE
MIAMI, FL, US 33189

The mailing address of the Limited Liability Company is:
8994 SW 212 LANE
MIAMI, FL, US 33189

Article III

The purpose for which this Limited Liability Company is organized is:
TO SELL EDUCATIONAL FURNITURE AND EQUIPMENT.

Article IV

The name and Florida street address of the registered agent is:
KRAMER & RASSNER, P.A.
7700 NORTH KENDALL DRIVE
SUITE 510
MIAMI, FL. 33156

Having been named as registered agent and to accept service of process for the above stated limited liability company at the place designated in this certificate, I hereby accept the appointment as registered agent and agree to act in this capacity. I further agree to comply with the provisions of all statutes relating to the proper and complete performance of my duties, and I am familiar with and accept the obligations of my position as registered agent.

Registered Agent Signature: WAYNE RASSNER

Article V

The name and address of managing members/managers are:

Title: MGR
RICHARD A BREWER
8994 SW 212 LANE
MIAMI FL. 33189 US

L08000015447
FILED 8:00 AM
February 12, 2008
Sec. Of State
mthomas

Article VI

The effective date for this Limited Liability Company shall be:

02/12/2008

Signature of member or an authorized representative of a member

Signature: RICHARD A. BREWER

Local Business Tax Receipt

Miami-Dade County, State of Florida

THIS IS NOT A BILL DO NOT PAY

6313811

BUSINESS NAME LOCATION

CLASSROOM OUTFITTERS LLC
19301 SW 106TH AVE 11
MIAMI FL 33157

RECEIPT NO.

RENEWAL
6580238

LBT

EXPIRES

SEPTEMBER 30, 2020

Must be displayed at place of business

Pursuant to County Code

Chapter 8A - Art. 9 & 10

OWNER

CLASSROOM OUTFITTERS LLC
C/O RICHARD A BREWER PRES

SEC. TYPE OF BUSINESS

220 TANGIBLE PERSONAL PROP DLR

**PAYMENT RECEIVED
BY TAX COLLECTOR**

\$75.00 07/08/2019

CREDITCARD-19-051386

Employers: 1

This Local Business Tax Receipt only confirms payment of the Local Business Tax. The Receipt is not a license, permit, or a certification of the holder's qualifications, to do business. Holder must comply with any governmental or nongovernmental regulatory laws and requirements which apply to the business.

The RECEIPT NO. above must be displayed on all commercial vehicles - Miami-Dade Code Sec 8a-276

For more information, visit www.miamidade.gov/taxcollector



SensoryOne

A Division of Xlent Care Products

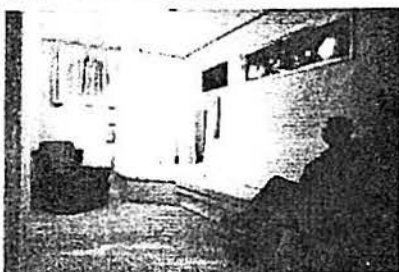
At SensoryOne we offer the best in multi sensory equipment. Glimmering Fiber Optics, beautiful Bubble Tubes, passive and interactive Projection Systems and so much more.

Our services are available to help you determine the best choices for your space. Our specialized consulting will guide you whether you are creating a sensory stimulation zone, calming environment or a combination of both.

Request Info

High quality and 100% customer satisfaction are our top priorities.

Custom Sensory Rooms



OUR SERVICES

Our qualified team of experts are available to work with you from the beginning planning stages, design, and implementation of equipment. Sensory Rooms evolved from the Dutch concept for a calming/stimulating space. They are used in schools and other facilities that cater to children with special needs such as Autism.

Long term care and retirement homes have embraced the need for sensory tools for seniors. Dementia and Alzheimer's patients can derive tremendous benefit from multi sensory rooms.

Spennymoor Multi Sensory R...



Uses for sensory rooms and equipment include: education curriculum work, sensory integration, relaxation, reminiscence work, development, communication skills, drama, exploration of the senses, creating a quiet space, pain relief, massage and aroma therapy, counselling and assessment.



OMi Interactive Projections NEW! Autism Suite

Motion activated experiences for sensory and learning environments

OMi Projections



Projectors and light effects, fiber optics

Sensory Stamp



"The Invisible Keyboard in Space" allows physically and/or mentally challenged to create and play music with even the slightest movement. AWARD WINNING

OMi Projections

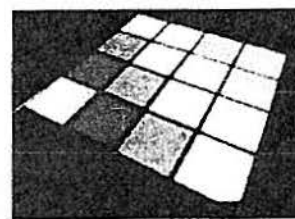


OMi Projections

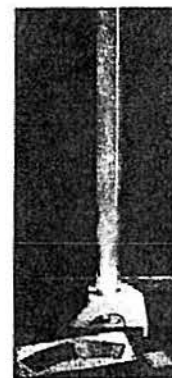
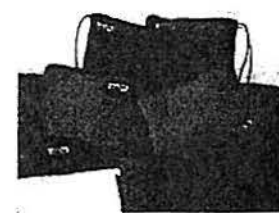


Design your sensory to be mobile

OMi Projections



Audio & Vibrational Pillows



OMi Projections

Bubble Tubes
A great variety - small, med, large, giant & ultra giant bubble tubes

ADULT ELDER CARE



**REVOLUTIONARY
NEW PRODUCT!**
A Safe Rebounder for a



1-866-315-9305

TEL: 408-447-1000

10000 E. 1st Ave. Suite 100, Scottsdale, AZ 85256

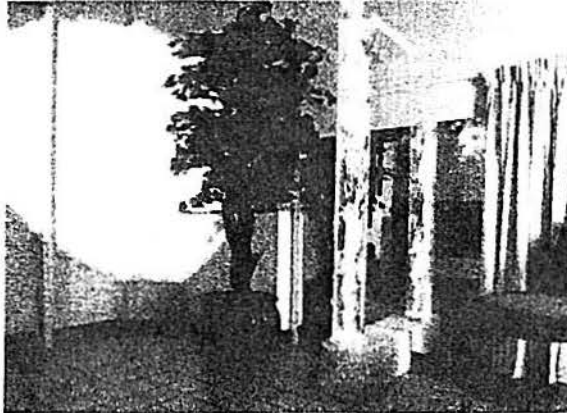
SensoryOne

Request Info

When designing a Sensory room or studio you need to have some plans in regards to:

- Theme (travel, seasons, space, curriculum topics, etc)
- Flexibility for change of Theme
- Learning specific skills
- Exploring
- Calming
- Drama
- Provide opportunities to have freedom of choice, expression and inclusion
- A flexible & easy-to-use control system
- Low tech materials

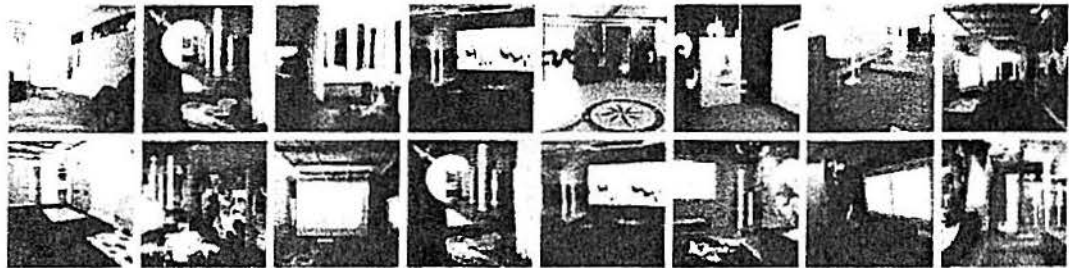
Main stream pupils can benefit from a Studio room that allows them to create sets, allow audience participation, learn curriculum work such as math, science, physical education, etc.



Allow us to work with you to create space that can be used by all and updated as required. Give us a call 1-866-315-9305 and use our knowledge the best dollar value for you ne



Request Info



Webs to Designed by SensoryOne.com © 2020 of Homestead™ Let Your Business for Free



CLASSROOM OUTFITTERS



Acrylic and Plexiglass Safety Dividers

Multiple Classroom Outfitter Manufacturers' Solutions

Allied Plastics

Alumni Health Shield

Gebasa

Ghent

Ghent and Wadell

Krueger International -KI

Luxor

Mooreco

National Public NPS

Palmer Hamilton

Paragon

Right Angle

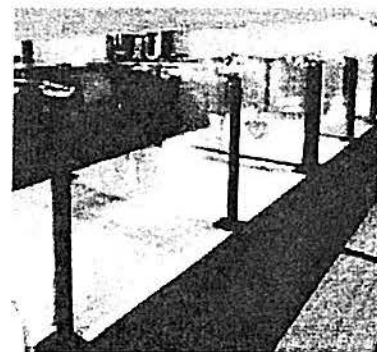
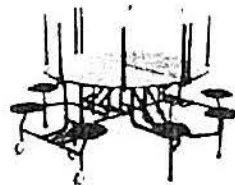
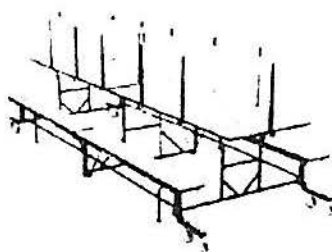
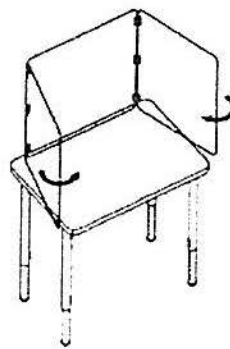
Safco

Screenflex

Waddell

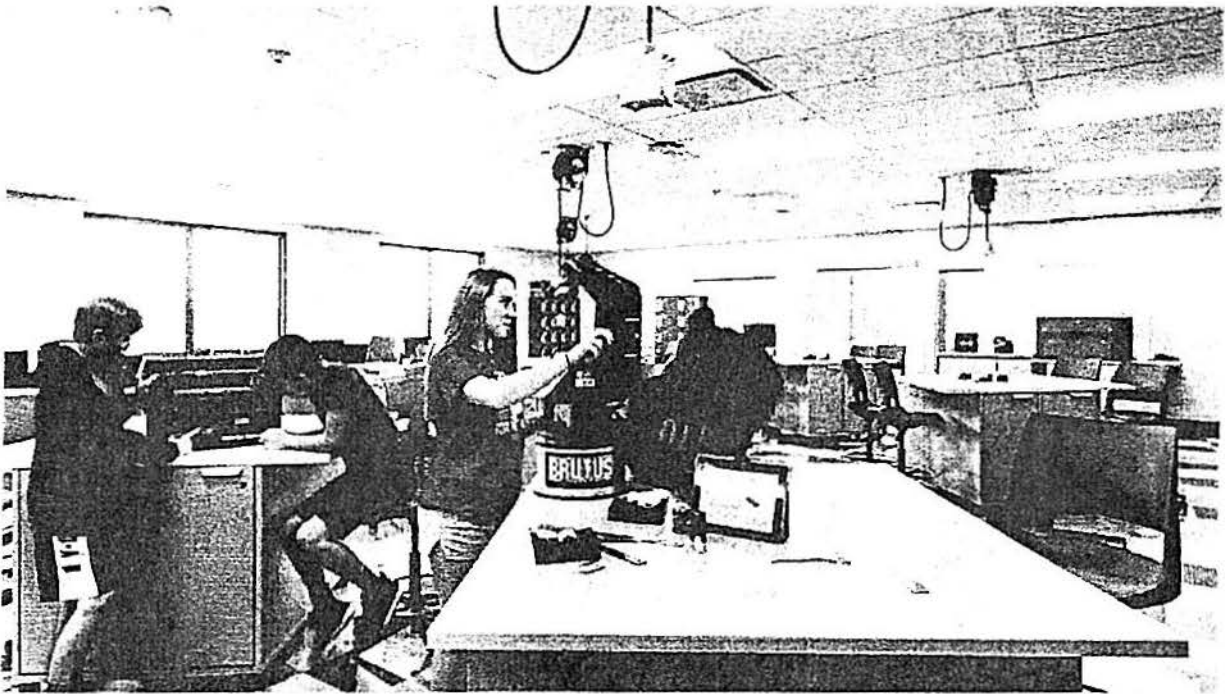
Wenger

Whitney Brothers

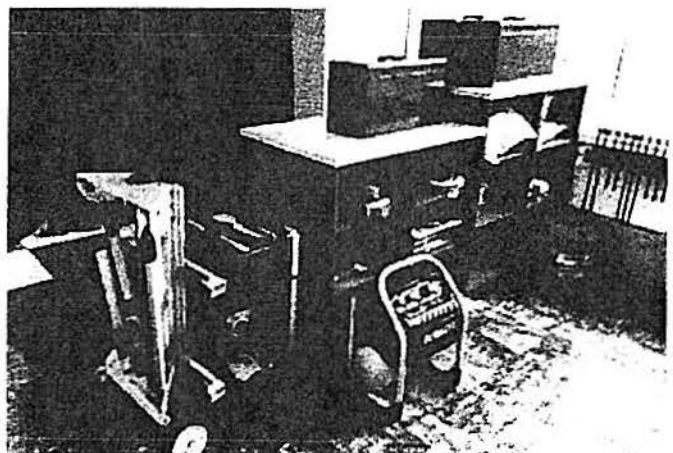
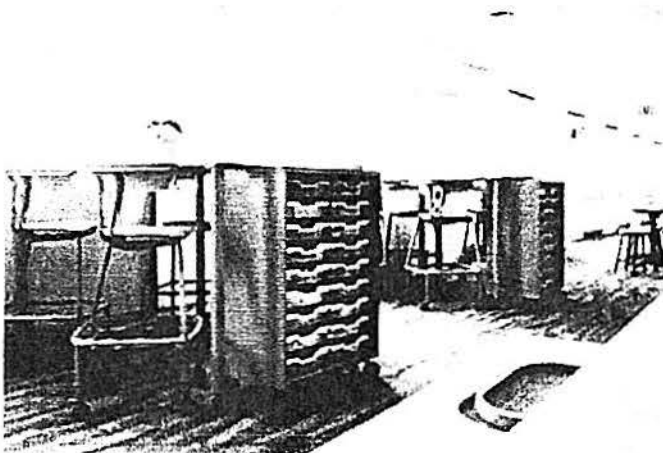


D&B
CREDIBILITY
SILVER

Play, Make, Design: The Foundation of Makerspaces in Education



- **Play:** Students engage in activities because they want to and will have fun, not for any practical purpose.
- **Make:** Students create something -- a robot, a film, a bird house, even a story or play -- by combining parts.
- **Design:** Students create, fashion or construct an idea and execute it according to a plan.



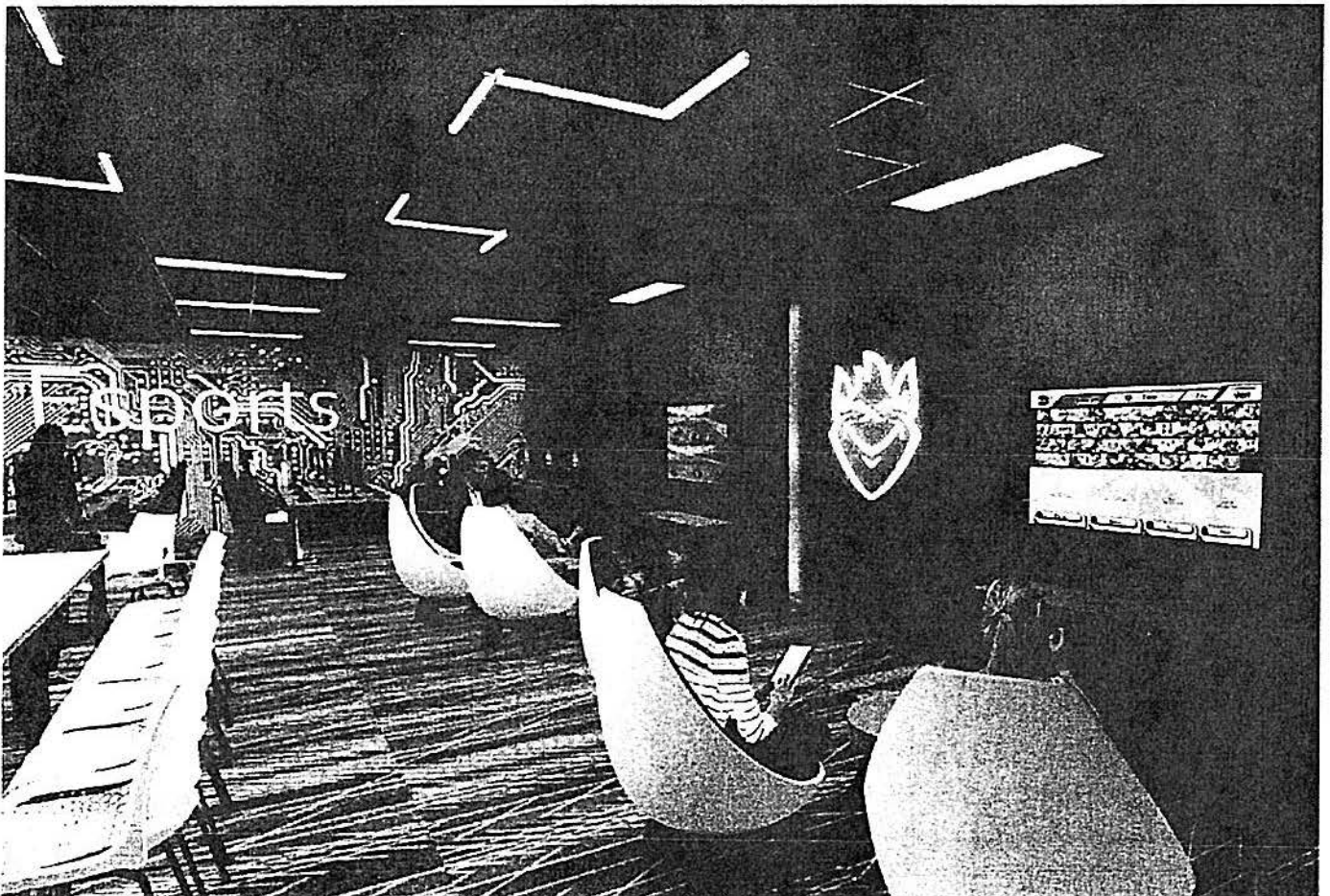
- [Latest COVID-19 Messages](#)
- [Back to SLU: Fall 2020 Plans](#)



[Home](#) » [News](#) » » Varsity Esports Program

SLU Launching Varsity Esports Program, Building Gaming Lab Where Students Can Play

In response to growing student demand, Saint Louis University is taking steps to launch a “varsity-level” program for competitive video gaming, also known as esports.

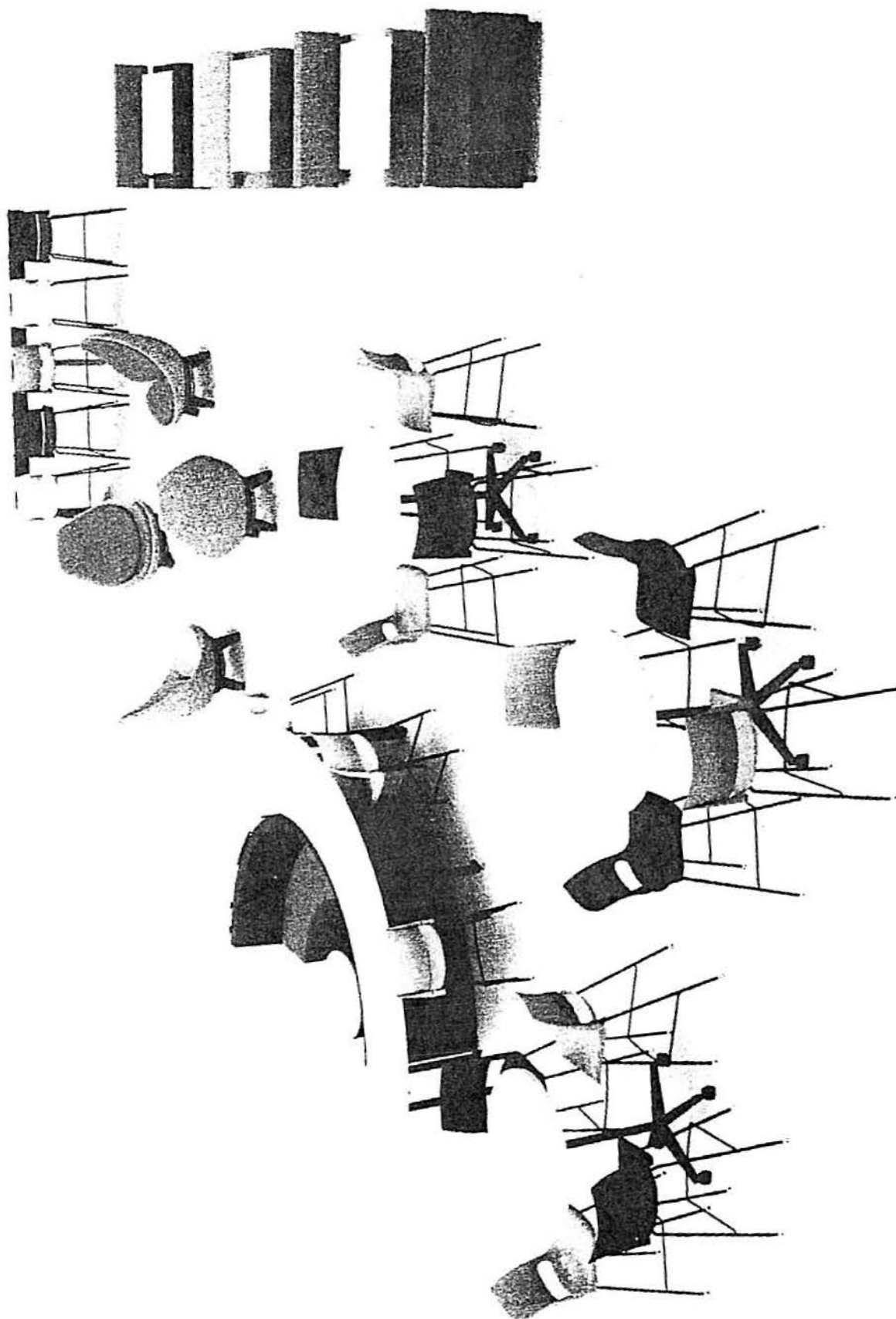


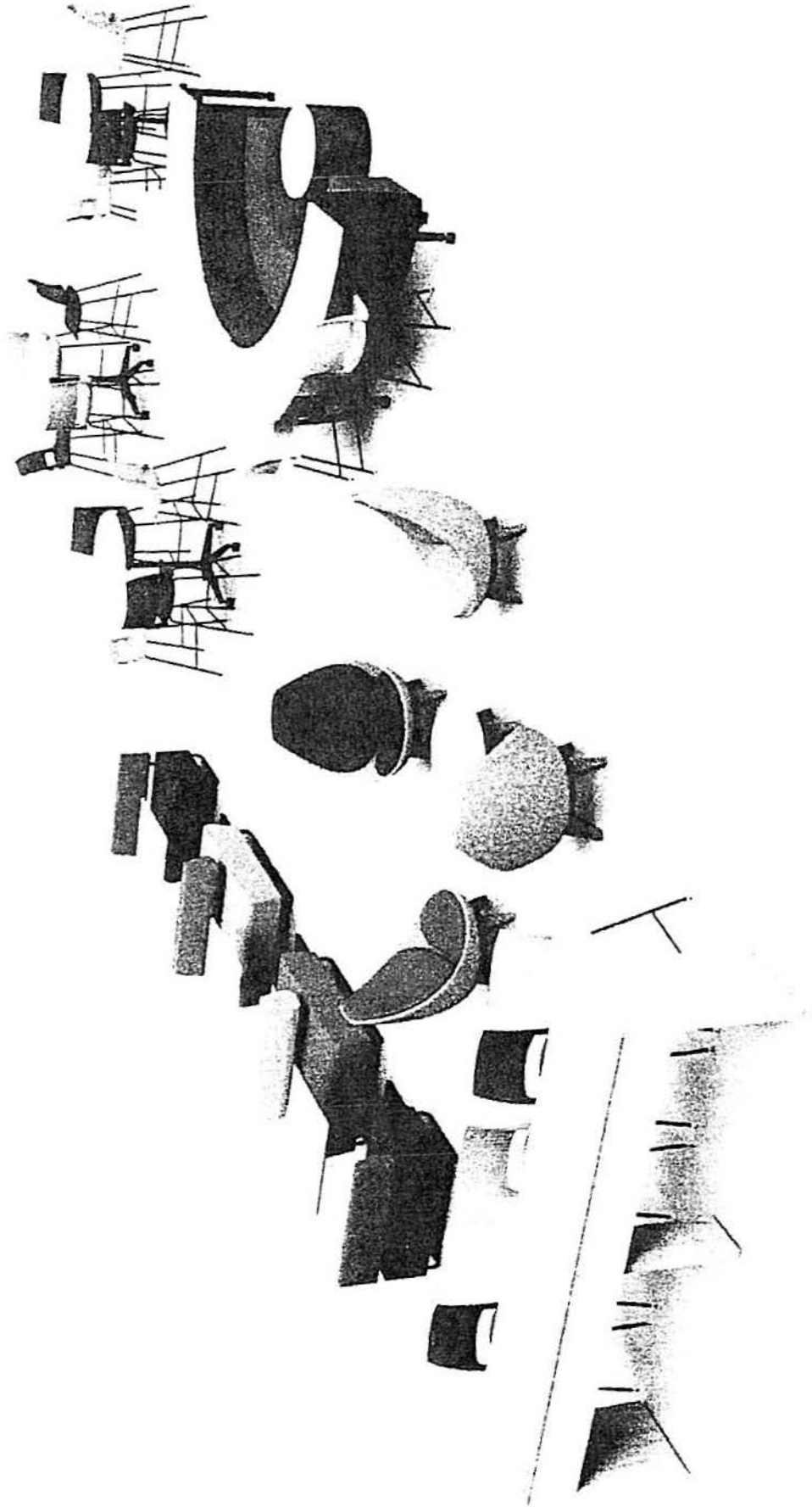
For more information about SLU's varsity collegiate esports program, email Chiu at nicholas.chiu@slu.edu. Students can also join SLU's esports group on Discord [<https://discord.gg/9S47D12V>](https://discord.gg/9S47D12V), a popular communication tool for online gaming and streaming.

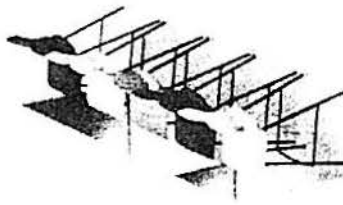
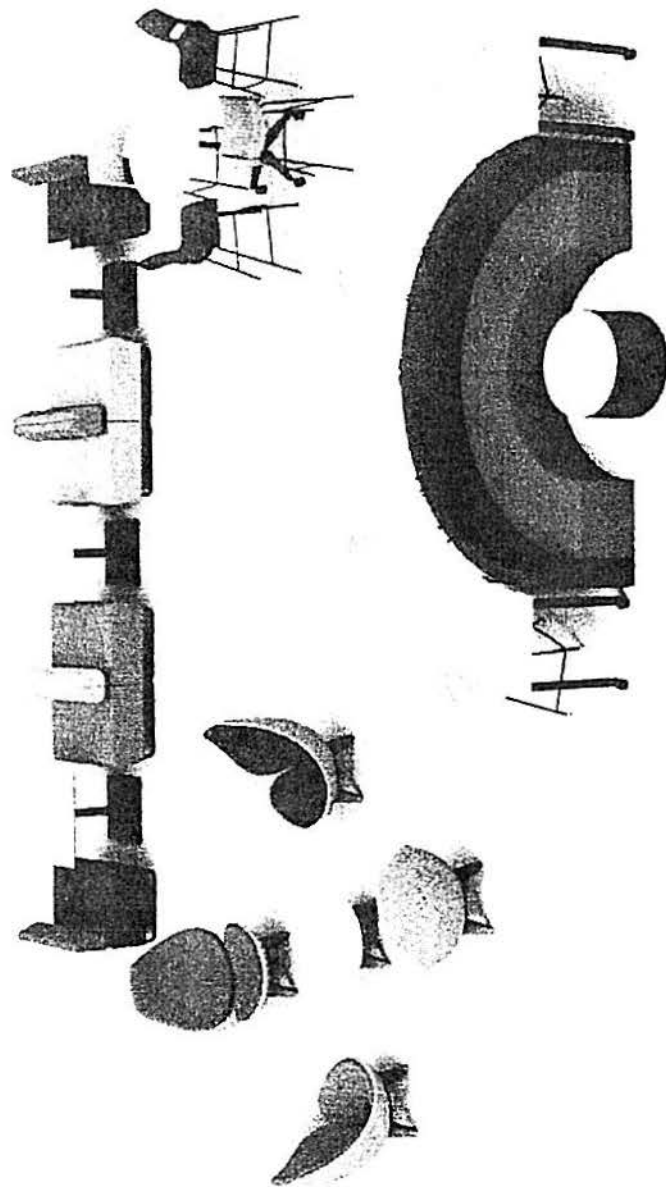
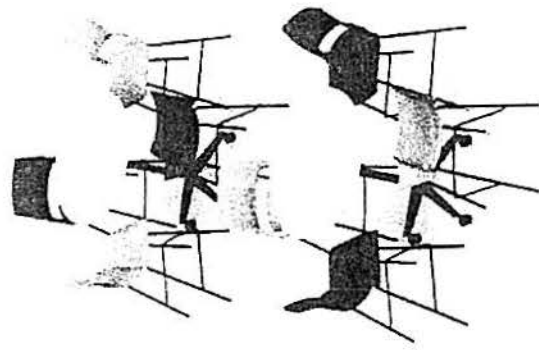
Related: Opening Ceremony of the 2019 LCS Spring Split Finals in Chaifetz Arena (video)
[<https://www.youtube.com/watch?v=432jRIEbISY>](https://www.youtube.com/watch?v=432jRIEbISY)



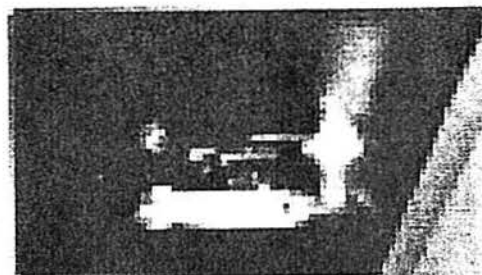
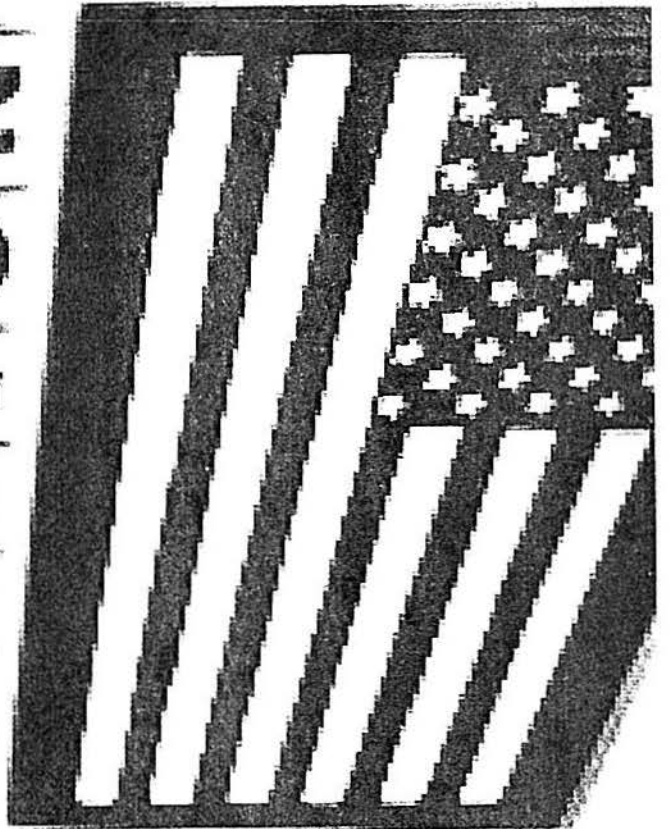
Players compete in Smash Out 2018 in December 2018 in Busch Student Center. The gaming tournament raised money for Extra Life, a program that helps children hospitals around the world. The next charity Smash Out tournament takes place Nov. 16, in the Wool Ballrooms of Busch Student Center. Submitted photo

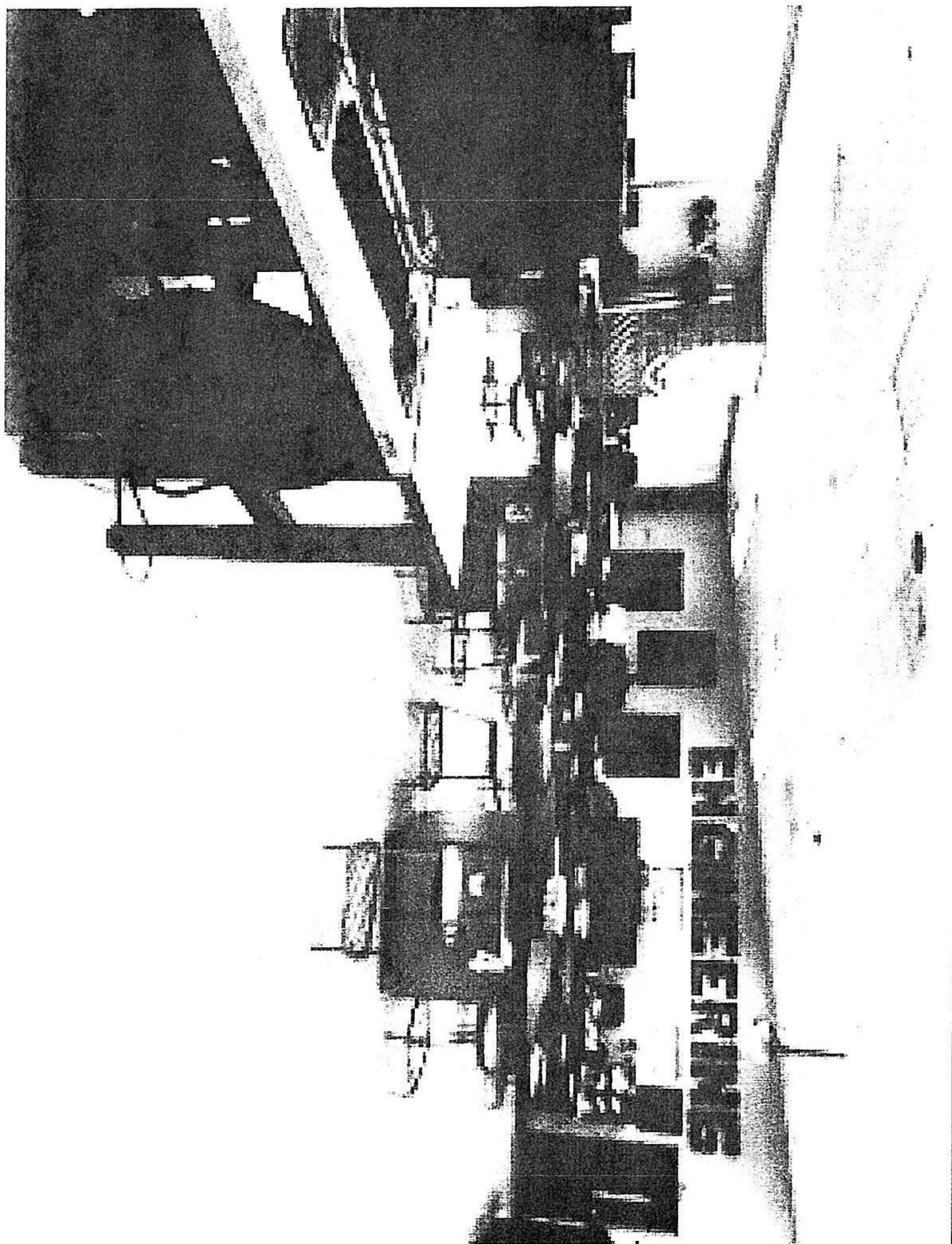


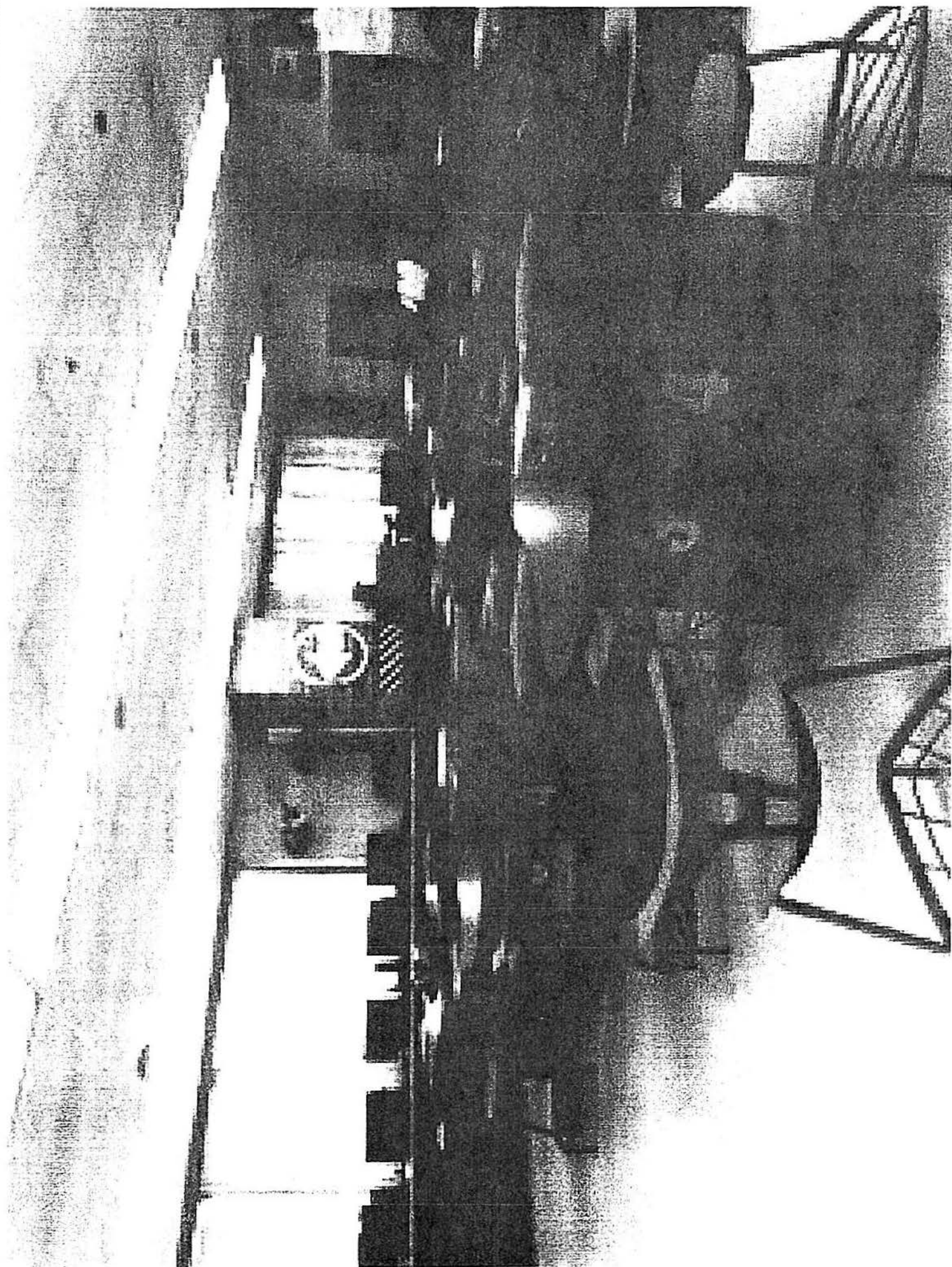




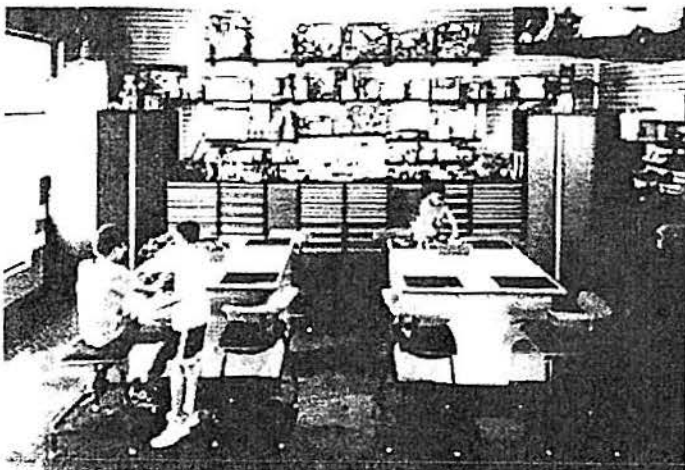
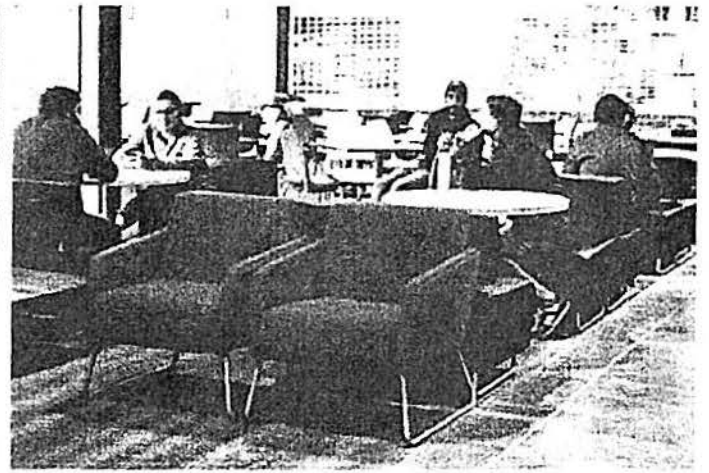
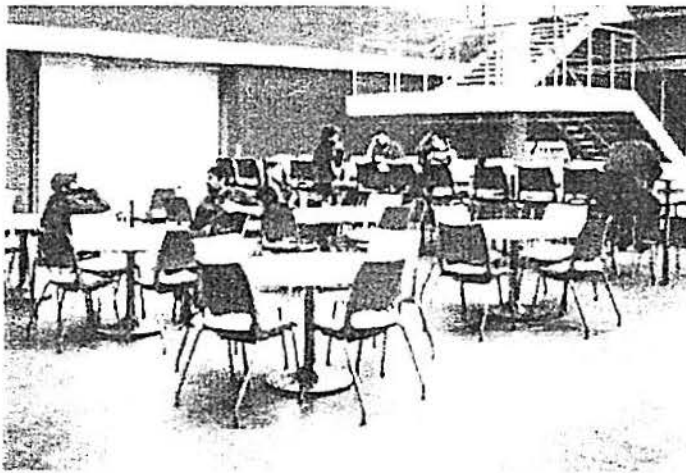
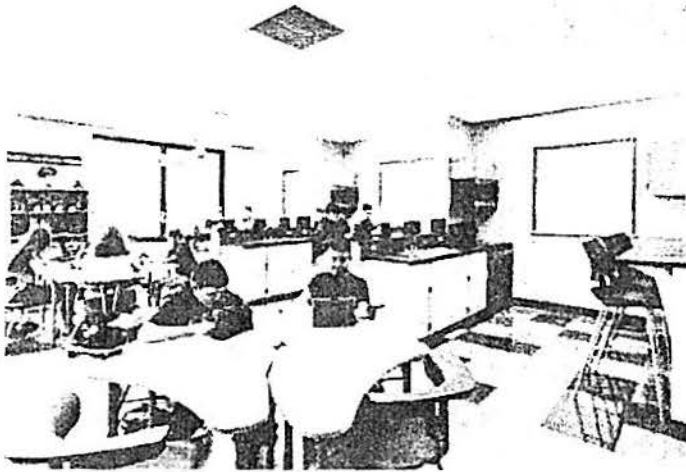
INDEPENDENT

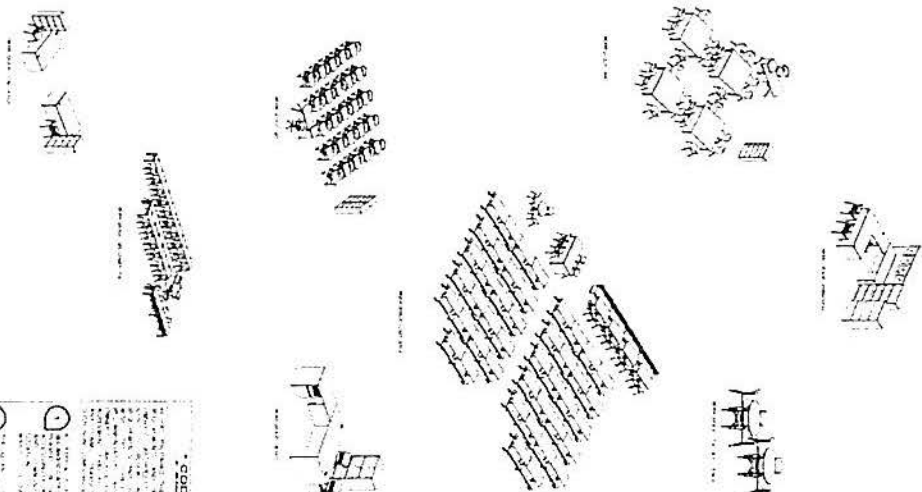
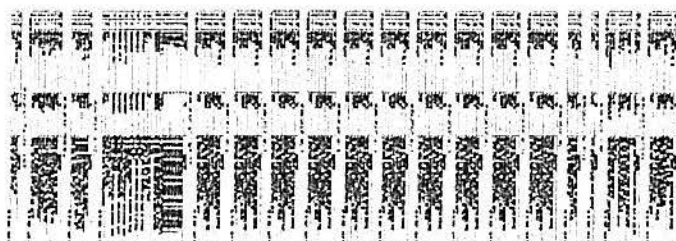
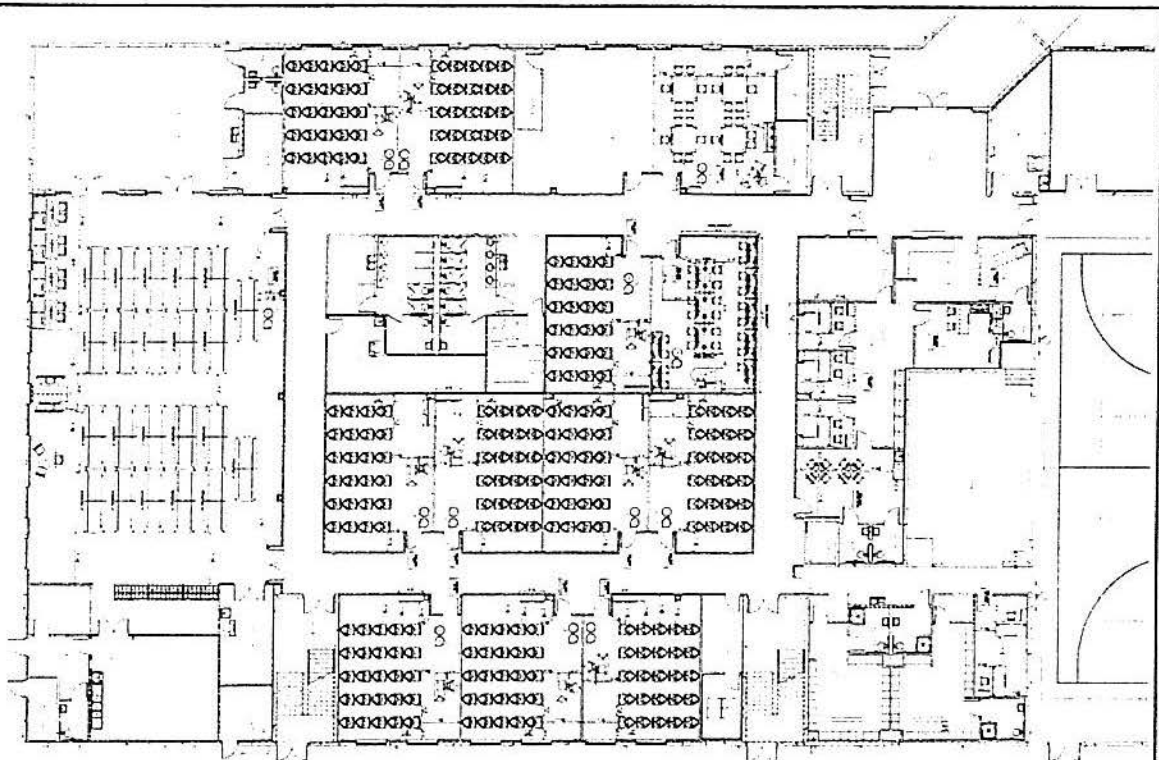






KI





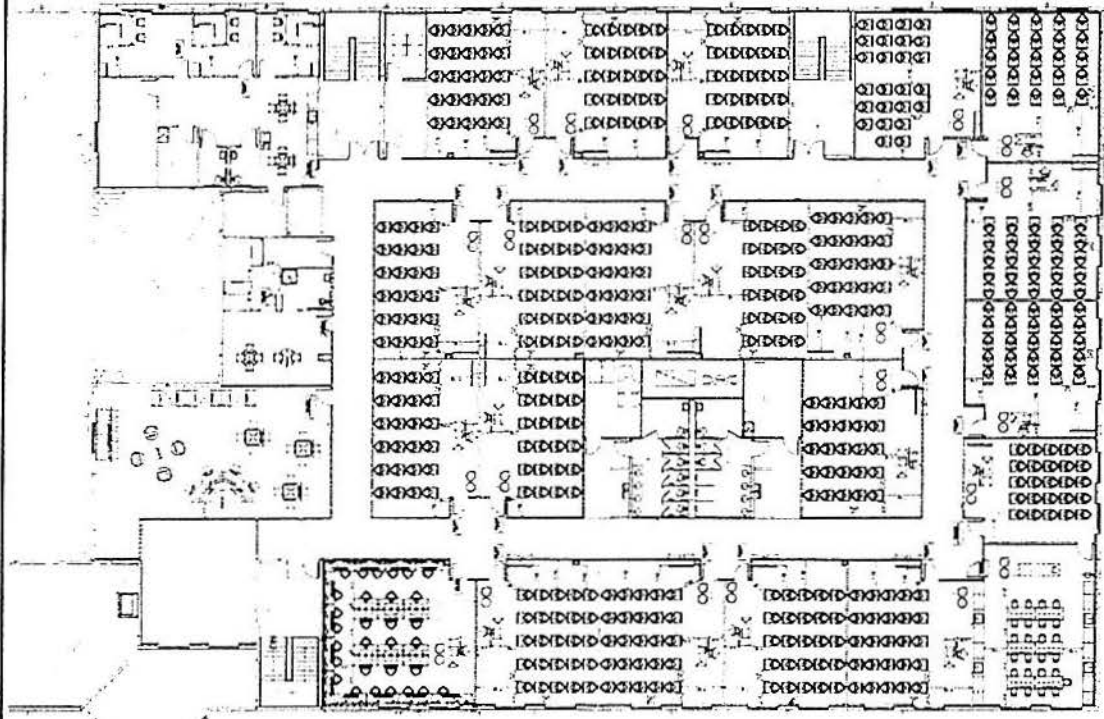
CODE NOTES:

1. ALL DIMENSIONS ARE IN FEET AND INCHES.
2. ALL WALLS ARE 8" THICK UNLESS NOTED OTHERWISE.
3. ALL FLOORS ARE 4" THICK UNLESS NOTED OTHERWISE.
4. ALL ROOFS ARE 6" THICK UNLESS NOTED OTHERWISE.
5. ALL CEILING ARE 4" THICK UNLESS NOTED OTHERWISE.
6. ALL DOORS ARE 4" THICK UNLESS NOTED OTHERWISE.
7. ALL WINDOWS ARE 4" THICK UNLESS NOTED OTHERWISE.
8. ALL STAIRS ARE 4" THICK UNLESS NOTED OTHERWISE.
9. ALL ELEVATIONS ARE TO FACE UNLESS NOTED OTHERWISE.
10. ALL SECTIONS ARE TO CENTERLINE UNLESS NOTED OTHERWISE.

PROJECT NO.	100-100
PROJECT NAME	NEW BUILDING
ARCHITECT	JOHN DOE
ENGINEER	JANE SMITH
DATE	10/10/20
SCALE	1/4" = 1'-0"
REVISIONS	
REVISION 1	10/10/20
REVISION 2	10/10/20
REVISION 3	10/10/20
REVISION 4	10/10/20
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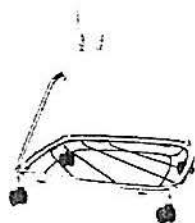


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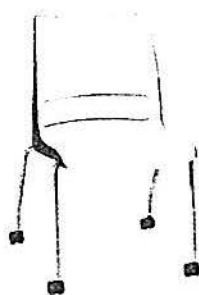


CODE NOTES -

1. The first step in the process is to identify the problem or issue that needs to be addressed. This involves gathering information and understanding the context of the situation.
2. Once the problem is identified, the next step is to define the objectives and goals of the project. This helps to clarify what needs to be achieved and provides a clear direction for the team.
3. The third step is to develop a plan or strategy to address the problem. This involves breaking down the problem into smaller, manageable tasks and determining the resources needed to complete each task.
4. The fourth step is to implement the plan. This involves putting the strategy into action and monitoring progress regularly to ensure that the project is on track.
5. The final step is to evaluate the results of the project. This involves comparing the actual outcomes with the objectives and goals to determine the effectiveness of the project and identify areas for improvement.



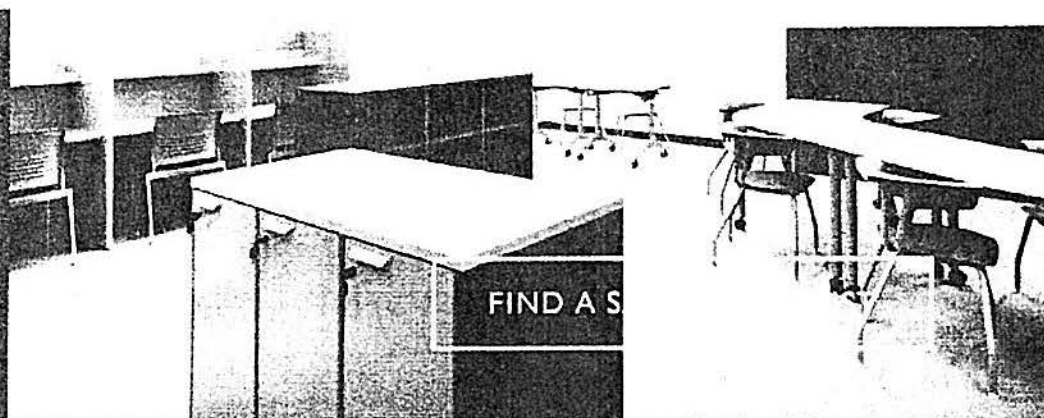
Ruckus Chair



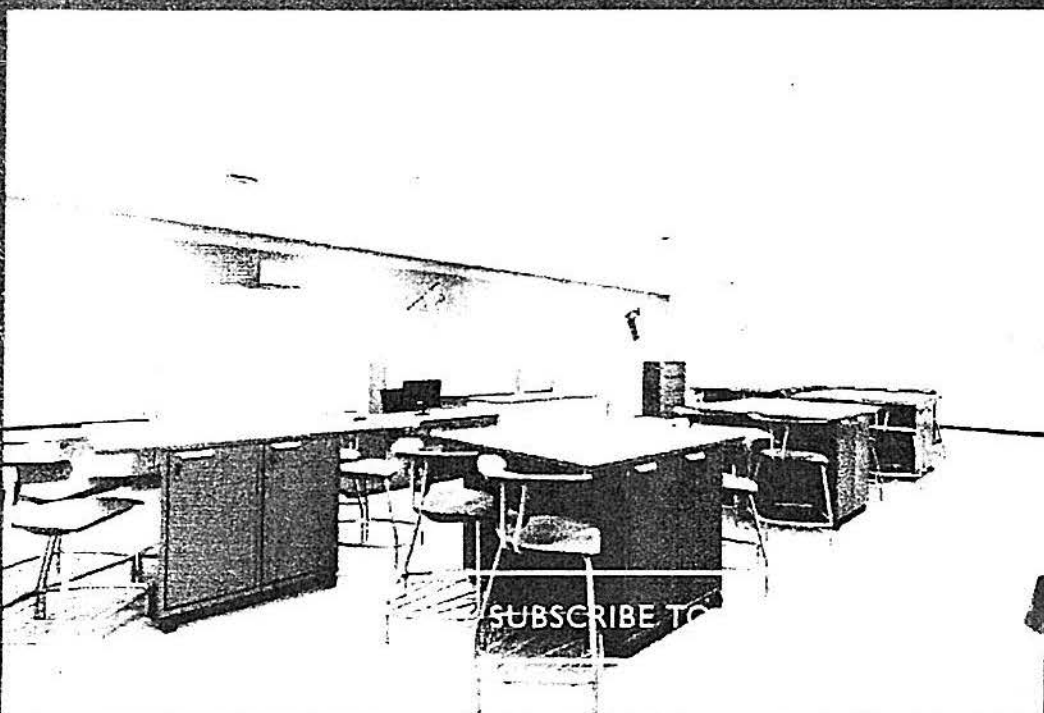
Doni Stack Chair



Hub Mod



with your order.

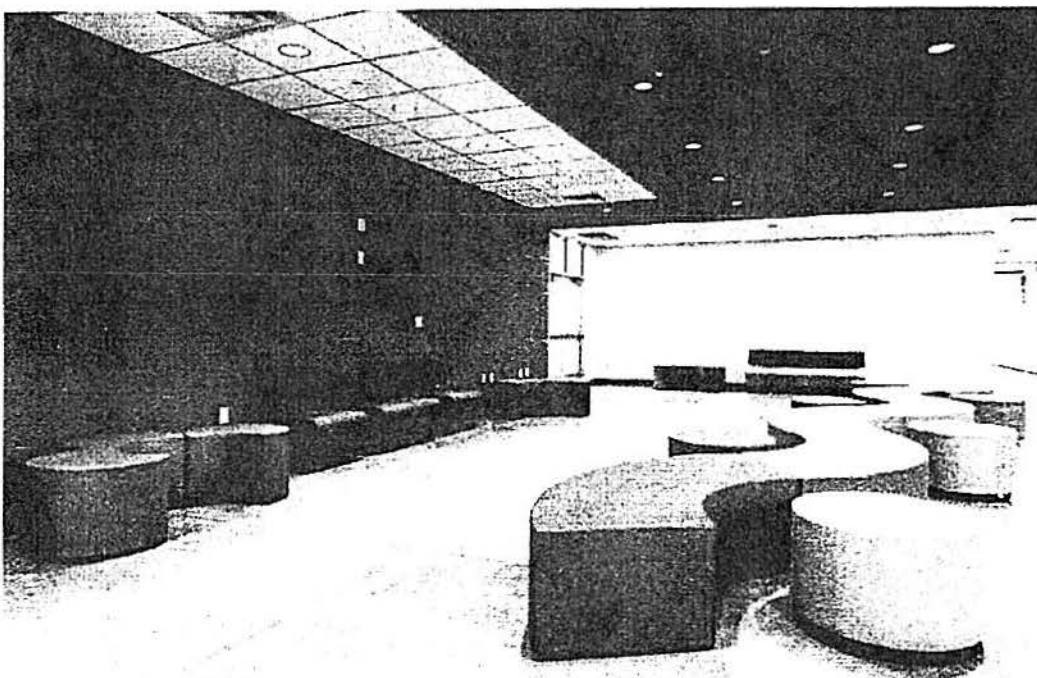
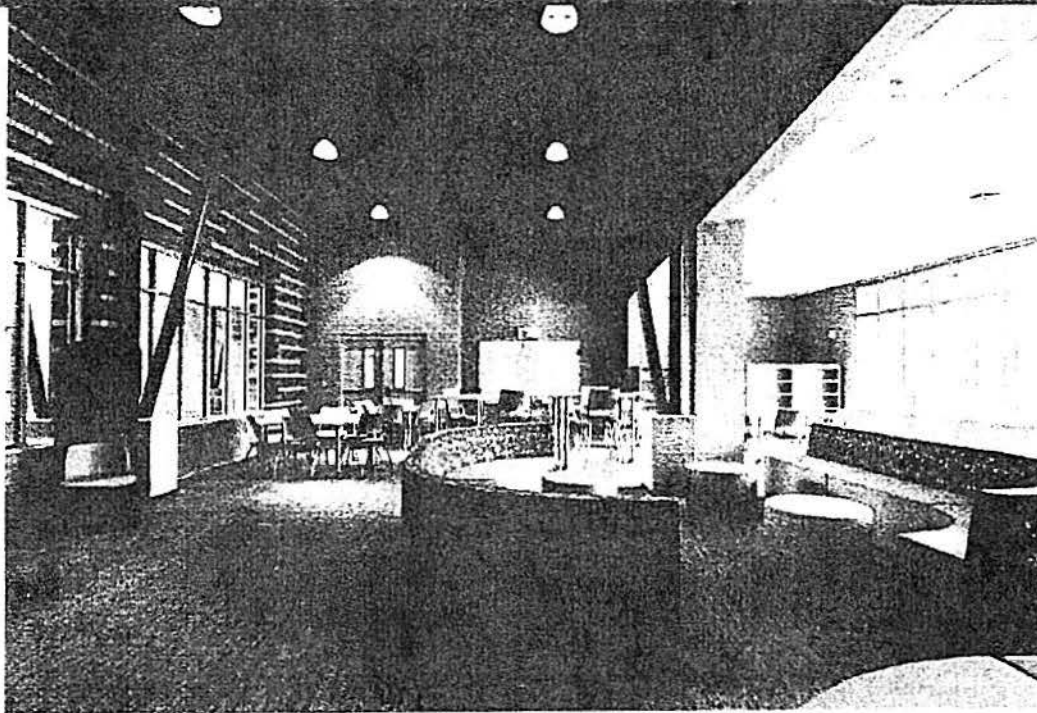


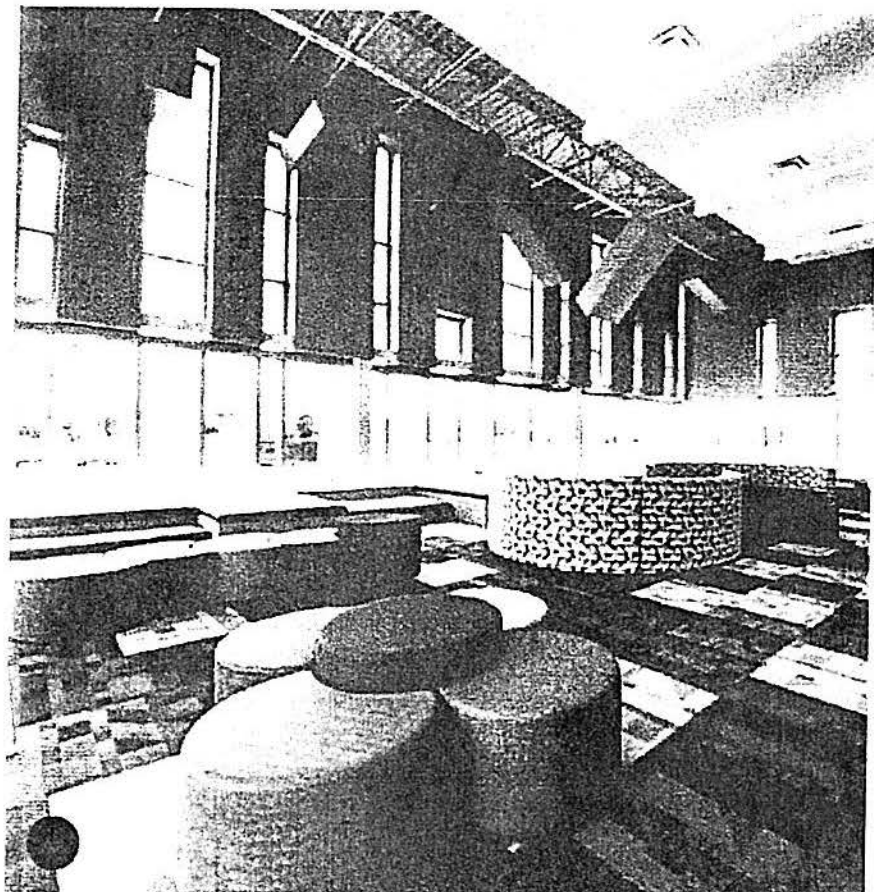
stay in touch with KI.



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[Legal/Privacy](#)





kifurniture • Follow



kifurniture Our MyPlace Lounge Collection, which includes elements with large footprints, curved seats and optional casters, is ideal for outlining spatial boundaries within learning environments. ;
@ki.pallas.takeform_ok #linkinbio #returntoschool #socialdistancing

43



kifurniture #classroomdesign



123 likes

4 DAYS AGO

Log in to like or comment.

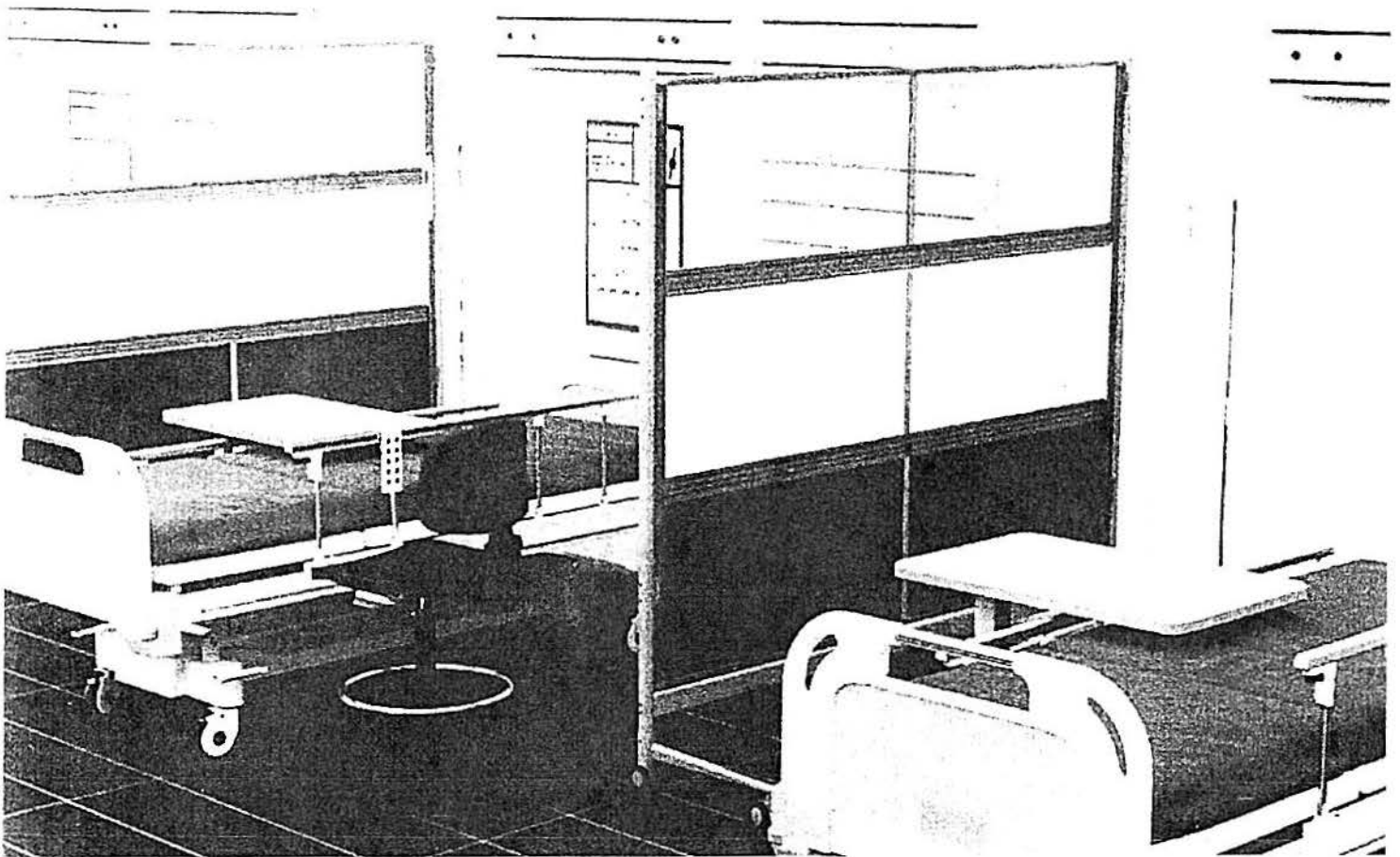
MOORECO

ESSENTIALS

VANERUM
NORTH AMERICA

MOORECO
DIRECT

COVID-19



Showing 1-12 of 102 results

Default sorting



AGREEMENT

THIS AGREEMENT is made and entered into as of this 20th day of October, 2020, by and between

THE SCHOOL BOARD OF BROWARD COUNTY, FLORIDA

(hereinafter referred to as "SBBC"),
a body corporate and political subdivision of the State of Florida,
whose principal place of business is
600 Southeast Third Avenue, Fort Lauderdale, Florida 33301

and

EMPIRE OFFICE, INC.

(hereinafter referred to as "VENDOR"),
whose principal place of business is
2 Oakwood Blvd., Suite 140
Hollywood, FL 33020.

WHEREAS, on June 25, 2020, SBBC advertised Request for Proposal FY21-106, seeking vendor proposals for School and Department Furniture (hereinafter, the "RFP"); and

WHEREAS, VENDOR was one of twenty-two (22) vendors which submitted proposals in response to the RFP; and

WHEREAS, VENDOR hereby agrees to provide furniture solutions, including furniture turn-key solutions, and products for School and Department Furniture delivery, installation, and other related services which are commonly used in various schools and departments of the SBBC pursuant to the terms and pricing identified hereinbelow, attached and via hyperlink.

NOW, THEREFORE, in consideration of the mutual covenants contained herein, and other good and valuable consideration, the receipt and sufficiency of which is hereby acknowledged, the Parties hereby agree as follows:

ARTICLE 1 - RECITALS

1.01 **Recitals.** The parties agree that the foregoing recitals are true and correct and that such recitals are incorporated herein by reference.

ARTICLE 2 – SPECIAL CONDITIONS

2.01 **Term of Agreement.** Unless terminated earlier pursuant to Section 3.05 of this Agreement, the term of this Agreement shall commence on October 1, 2020 or the date of its approval by SBBC, whichever date is later, and conclude on midnight three years after the actual date of commencement, with an option for two (2) additional one (1) year renewal.

2.02 **Description of Goods or Services Provided.** VENDOR shall provide the furniture and services pursuant to the terms of the RFP and as listed in its proposal attached hereto and incorporated herein as **Exhibit "A."**

2.03 **Cost and Payment.** SBBC shall pay VENDOR for services and products provided and accepted by SBBC pursuant to this Agreement and the discounted pricing specified in VENDOR's proposal accessible via the hyperlink below. Payment terms for such services and products shall be net 30 days from the date that the VENDOR submits an acceptable invoice to SBBC.

https://browardcountyschools.sharepoint.com/:f:/r/sites/Procurement/PWS%20Bid%20Documents/PWS%20Bid%20Documents/FY2021/FY21-106_SchoolandDepartmentFurniture/Pricing%20List/Empire%20Office%20Inc?csf=1&web=1&e=NnlXTn

2.04 **VENDOR Confidentiality of Education Records.**

(a) Notwithstanding any provision to the contrary within this Agreement, VENDOR shall:

1) fully comply with the requirements of Sections 1002.22, 1002.221, and 1002.222, Florida Statutes; the Family Educational Rights and Privacy Act, 20 U.S.C § 1232g (FERPA) and its implementing regulations (34 C.F.R. Part 99), and any other state or federal law or regulation regarding the confidentiality of student information and records;

2) hold any education records in strict confidence and not use or redisclose same except as required by this Agreement or as required or permitted by law unless the parent of each student or a student age 18 or older whose education records are to be shared provides prior written consent for their release;

3) ensure that, at all times, all of its employees who have access to any education records during the term of their employment shall abide strictly by its obligations under this Agreement, and that access to education records is limited only to its employees that require the information to carry out the responsibilities under this Agreement and shall provide said list of employees to SBBC upon request;

4) safeguard each education record through administrative, physical and technological safety standards to ensure that adequate controls are in place to protect the education records and information in accordance with FERPA's privacy requirements;

5) utilize the education records solely for the purposes of providing products and services as contemplated under this Agreement; and shall not share, publish, sell, distribute, target advertise, or display education records to any third party;

6) notify SBBC immediately upon discovery of a breach of confidentiality of education records by telephone at 754-321-0300 (Manager, Information Security), and 754-321-1900 (Privacy Officer), and email at privacy@browardschools.com, and take all

necessary notification steps as may be required by federal and Florida law, including, but not limited to, those required by Section 501.171, Florida Statutes;

7) fully cooperate with appropriate SBBC staff, including Privacy Officer and/or Information Technology staff to resolve any privacy investigations and concerns in a timely manner;

8) prepare and distribute, at its own cost, any and all required breach notifications, under federal and Florida Law, or reimburse SBBC any direct costs incurred by SBBC for doing so, including, but not limited to, those required by Section 501.171, Florida Statutes;

9) be responsible for any fines or penalties for failure to meet breach notice requirements pursuant to federal and/or Florida law;

10) provide SBBC with the name and contact information of its employee who shall serve as SBBC's primary security contact and shall be available to assist SBBC in resolving obligations associated with a security breach of confidentiality of education records; and

11) securely erase education records from any media once any media equipment is no longer in use or is to be disposed; secure erasure will be deemed the deletion of the education records using a single pass overwrite Secure Erase (Windows) or Wipe (Unix).

(b) All education records shall remain the property of SBBC, and any party contracting with SBBC serves solely as custodian of such information pursuant to this Agreement and claims no ownership or property rights thereto and, upon termination of this Agreement shall, at SBBC's request, return to SBBC or dispose of the education records in compliance with the applicable Florida Retention Schedules and provide SBBC with a written acknowledgment of said disposition.

(c) VENDOR shall, for itself, its officers, employees, agents, representatives, contractors or subcontractors, fully indemnify and hold harmless SBBC and its officers and employees for any violation of this section, including, without limitation, defending SBBC and its officers and employees against any complaint, administrative or judicial proceeding, payment of any penalty imposed upon SBBC, or payment of any and all costs, damages, judgments or losses incurred by or imposed upon SBBC arising out of a breach of this covenant by the party, or an officer, employee, agent, representative, contractor, or sub-contractor of the party to the extent that the party or an officer, employee, agent, representative, contractor, or sub-contractor of the party shall either intentionally or negligently violate the provisions of this section or of Sections 1002.22 and/or 1002.221, Florida Statutes. This section shall survive the termination of all performance required or conclusion of all obligations existing under this Agreement.

2.05 Inspection of VENDORS Records by SBBC. VENDOR shall establish and maintain books, records and documents (including electronic storage media) sufficient to reflect all income and expenditures of funds provided by SBBC under this Agreement. All VENDORS applicable records, regardless of the form in which they are kept, shall be open to inspection and subject to audit, inspection, examination, evaluation and/or reproduction, during normal working

hours, by SBBC's agent or its authorized representative to permit SBBC to evaluate, analyze and verify the satisfactory performance of the terms and conditions of this Agreement and to evaluate, analyze and verify the applicable business records of VENDOR directly relating to this Agreement in order to verify the accuracy of invoices provided to SBBC. Such audit shall be no more than one (1) time per calendar year.

(a) Duration of Right to Inspect. For the purpose of such audits, inspections, examinations, evaluations and/or reproductions, SBBC's agent or authorized representative shall have access to VENDOR's records from the effective date of this Agreement, for the duration of the term of this Agreement, and until the later of five (5) years after the termination of this Agreement or five (5) years after the date of final payment by SBBC to VENDOR pursuant to this Agreement.

(b) Notice of Inspection. SBBC's agent or its authorized representative shall provide VENDOR reasonable advance written notice (not to exceed two (2) weeks) of any intended audit, inspection, examination, evaluation and or reproduction.

(c) Audit Site Conditions. SBBC's agent or its authorized representative shall have access to VENDOR's facilities and to any and all records related to this Agreement, and shall be provided adequate and appropriate work space in order to exercise the rights permitted under this section.

(d) Failure to Permit Inspection. Failure by VENDOR to permit audit, inspection, examination, evaluation and/or reproduction as permitted under this section shall constitute grounds for termination of this Agreement by SBBC for cause and shall be grounds for SBBC's denial of some or all of any VENDOR's claims for payment.

(e) Overcharges and Unauthorized Charges. If an audit conducted in accordance with this section discloses overcharges or unauthorized charges to SBBC by VENDOR in excess of two percent (2%) of the total billings under this Agreement, the actual cost of SBBC's audit shall be paid by VENDOR. If the audit discloses billings or charges to which VENDOR is not contractually entitled, VENDOR shall pay said sum to SBBC within twenty (20) days of receipt of written demand unless otherwise agreed to in writing by both parties.

(f) Inspection of Subcontractor's Records. If applicable, VENDOR shall require any and all subcontractors, insurance agents and material suppliers (hereafter referred to as "Payees") providing services or goods with regard to this Agreement to comply with the requirements of this section by insertion of such requirements in any written subcontract. Failure by VENDOR to include such requirements in any subcontract shall constitute grounds for termination of this Agreement by SBBC for cause and shall be grounds for the exclusion of some or all of any Payees' costs from amounts payable by SBBC to VENDOR pursuant to this Agreement and such excluded costs shall become the liability of VENDOR.

(g) Inspector General Audits. VENDOR shall comply and cooperate immediately with any inspections, reviews, investigations, or audits deemed necessary by the Florida Office of the Inspector General or by any other state or federal officials.

2.06 Notice. When any of the parties desire to give notice to the other, such notice must be in writing, sent by U.S. Mail, postage prepaid, addressed to the party for whom it is intended at the place last specified; the place for giving notice shall remain such until it is changed by written notice in compliance with the provisions of this paragraph. For the present, the Parties designate the following as the respective places for giving notice:

To SBBC:	Superintendent of Schools The School Board of Broward County, Florida 600 Southeast Third Avenue Fort Lauderdale, Florida 33301
With a Copy to:	Director – Procurement & Warehousing Services The School Board of Broward County, Florida 7720 W Oakland Park Blvd., Suite 323 Sunrise, Florida 33351
To VENDOR:	Jasymin Destin Empire Office, Inc. 2 Oakwood Blvd., Suite 140 Hollywood, FL 33020
With a Copy to:	Katrina Tauszky PO Box 27752 New York, NY 10087-7752

2.07 Background Screening. VENDOR shall comply with all requirements of Sections 1012.32 and 1012.465, Florida Statutes, and all of its personnel who (1) are to be permitted access to school grounds when students are present, (2) will have direct contact with students, or (3) have access or control of school funds, will successfully complete the background screening required by the referenced statutes and meet the standards established by the statutes. This background screening will be conducted by SBBC in advance of VENDOR or its personnel providing any services under the conditions described in the previous sentence. VENDOR shall bear the cost of acquiring the background screening required by Section 1012.32, Florida Statutes, and any fee imposed by the Florida Department of Law Enforcement to maintain the fingerprints provided with respect to VENDOR and its personnel. The parties agree that the failure of VENDOR to perform any of the duties described in this section shall constitute a material breach of this Agreement entitling SBBC to terminate immediately with no further responsibilities or duties to perform under this Agreement. VENDOR agrees to indemnify and hold harmless SBBC, its officers and employees from any liability in the form of physical or mental injury, death or property damage resulting from VENDOR's failure to comply with the requirements of this section or with Sections 1012.32 and 1012.465, Florida Statutes.

2.08 **Public Records.** Any party contracting with SBBC is required to (a) keep and maintain available for public inspection any records that pertain to services rendered under this Agreement; (b) provide the public with access to public records on the same terms and conditions that SBBC would provide such records and at a cost that does not exceed the cost provided in Chapter 119, Florida Statutes or as otherwise provided by law; (c) ensure that public records that are exempt or confidential and exempt from public records disclosure requirements are not disclosed except as authorized by law; and (d) meet all requirements for retaining public records and transfer, at no cost to SBBC, all public records in that party's possession upon termination of its Agreement with SBBC and destroy any duplicate public records that are exempt or confidential and exempt from public records disclosure requirements. All of such party's records stored electronically must be provided to SBBC in a format that is compatible with SBBC's information technology systems. Each party shall maintain its own respective records and documents associated with this Agreement in accordance with the records retention requirements applicable to public records. Each party shall be responsible for compliance with any public documents request served upon it pursuant to Section 119.07, Florida Statutes, and any resultant award of attorney's fees for non-compliance with that law. Each party acknowledges that this Agreement and all attachments thereto are public records and do not constitute trade secrets.

IF A PARTY TO THIS AGREEMENT HAS QUESTIONS REGARDING THE APPLICATION OF CHAPTER 119, FLORIDA STATUTES, TO ITS DUTY TO PROVIDE PUBLIC RECORDS RELATING TO THE AGREEMENT, CONTACT THE CUSTODIAN OF PUBLIC RECORDS AT 754-321-1900, RECORDREQUESTS@BROWARDSCHOOLS.COM, RISK MANAGEMENT DEPARTMENT, PUBLIC RECORDS DIVISION, 600 SOUTHEAST THIRD AVENUE, FORT LAUDERDALE, FLORIDA 33301.

2.09 **Liability.** This section shall survive the termination of all performance or obligations under this Agreement and shall be fully binding until such time as any proceeding brought on account of this Agreement is barred by any applicable statute of limitations.

(a) By SBBC: SBBC agrees to be fully responsible up to the limits of Section 768.28, Florida Statutes, for its acts of negligence, or its employees' acts of negligence when acting within the scope of their employment and agrees to be liable, up to the limits of Section 768.28, Florida Statutes, for any damages resulting from said negligence.

(b) By VENDOR: VENDOR agrees to indemnify, hold harmless and defend SBBC, its agents, servants and employees from any and all claims, judgments, costs, and expenses including, but not limited to, reasonable attorney's fees, reasonable investigative and discovery costs, court costs and all other sums which SBBC, its agents, servants and employees may pay or become obligated to pay on account of any, all and every claim or demand, or assertion of liability, or any claim or action founded thereon, arising or alleged to have arisen out of the products, goods or services furnished by VENDOR, its agents, servants or employees; the equipment of VENDOR, its agents, servants or employees while such equipment is on premises owned or controlled by SBBC; or the negligence of VENDOR or the negligence of VENDOR's agents when acting within the scope of their employment, whether such claims, judgments, costs and expenses be for damages, damage

to property including SBBC's property, and injury or death of any person whether employed by VENDOR, SBBC or otherwise.

2.10 **Insurance Requirements.** VENDOR shall comply with the following insurance requirements throughout the term of this Agreement:

(a) **General Liability.** VENDOR shall maintain General Liability insurance during the term of this Agreement with limits not less than \$1,000,000 per occurrence for Bodily Injury/ Property Damage; \$1,000,000 General Aggregate; and limits not less than \$1,000,000 for Products/Completed Operations Aggregate.

(b) **Professional Liability/Errors & Omissions.** VENDOR shall maintain Professional Liability/Errors & Omissions insurance during the term of this Agreement with a limit of not less than \$1,000,000 per occurrence covering services provided under this Agreement.

(c) **Workers' Compensation.** VENDOR shall maintain Workers' Compensation insurance during the term of this Agreement in compliance with the limits specified in Chapter 440, Florida Statutes, and Employer's Liability limits shall not be less than \$100,000/\$100,000/\$500,000 (each accident/disease-each employee/disease-policy limit).

(d) **Auto Liability.** VENDOR shall maintain Owned, Non-Owned and Hired Auto Liability insurance with Bodily Injury and Property Damage limits of not less than \$1,000,000 Combined Single Limit.

(e) **Acceptability of Insurance Carriers.** The insurance policies required under this Agreement shall be issued by companies qualified to do business in the State of Florida and having a rating of at least A- VI by AM Best or Aa3 by Moody's Investor Service.

(f) **Verification of Coverage.** Proof of the required insurance must be furnished by VENDOR to SBBC's Risk Management Department by Certificate of Insurance within fifteen (15) days of the date of this Agreement. To streamline this process, SBBC has partnered with EXIGIS Risk Management Services to collect and verify insurance documentation. All certificates (and any required documents) must be received and approved by SBBC's Risk Management Department before any work commences to permit VENDOR to remedy any deficiencies. VENDOR must verify its account information and provide contact details for its Insurance Agent via the link provided to it by email.

(g) **Required Conditions.** Liability policies must include the following terms on the Certificate of Insurance:

- 1) The School Board of Broward County, Florida, its members, officers, employees and agents are added as additional insured.

- 2) All liability policies are primary of all other valid and collectable coverage maintained by The School Board of Broward County, Florida.
- 3) Certificate Holder: The School Board of Broward County, Florida, c/o EXIGIS Risk Management Services, P.O. Box 4668-ECM, New York, New York 10163-4668.

(h) Cancellation of Insurance. VENDOR is prohibited from providing services under this Agreement with SBBC without the minimum required insurance coverage and must notify SBBC within two (2) business days if required insurance is cancelled.

(i) SBBC reserves the right to review, reject or accept any required policies of insurance, including limits, coverage or endorsements, herein throughout the term of this Agreement.

2.11 Nondiscrimination.

(a) As a condition of entering into this Agreement, VENDOR represents and warrants that it will comply with the SBBC's Commercial Nondiscrimination Policy, as described under, Section D.1 of SBBC's Policy No. 3330 – Supplier Diversity Outreach Program.

(b) As part of such compliance, VENDOR shall not discriminate on the basis of race, color, religion, ancestry or national origin, sex, age, marital status, sexual orientation, or on the basis of disability or other unlawful forms of discrimination in the solicitation, selection, hiring, or commercial treatment of subcontractors, vendors, suppliers, or commercial customers, nor shall VENDOR retaliate against any person for reporting instances of such discrimination. VENDOR shall provide equal opportunity for subcontractors, vendors, and suppliers to participate in all of its public sector and private sector subcontracting and supply opportunities, provided that nothing contained in this clause shall prohibit or limit otherwise lawful efforts to remedy the effects of marketplace discrimination that have occurred or are occurring in the SBBC's relevant marketplace. VENDOR understands and agrees that a material violation of this clause shall be considered a material breach of this Agreement and may result in termination of this Agreement, disqualification of the company from participating in SBBC Agreements, or other sanctions. This clause is not enforceable by or for the benefit of, and creates no obligation to, any third party.

2.12 Annual Appropriation. The performance and obligations of SBBC under this Agreement shall be contingent upon an annual budgetary appropriation by its governing body. If SBBC does not allocate funds for the payment of services or products to be provided under this Agreement, this Agreement may be terminated by SBBC at the end of the period for which funds have been allocated. SBBC shall notify the other party at the earliest possible time before such termination. No penalty shall accrue to SBBC in the event this provision is exercised, and SBBC shall not be obligated or liable for any future payments due or any damages as a result of termination under this section.

2.13 **Excess Funds.** Any party receiving funds paid by SBBC under this Agreement agrees to promptly notify SBBC of any funds erroneously received from SBBC upon the discovery of such erroneous payment or overpayment. Any such excess funds shall be refunded to SBBC.

2.14 **Incorporation by Reference.** Any and all exhibits attached hereto and referenced herein shall be deemed to be incorporated into this Agreement by reference.

ARTICLE 3 – GENERAL CONDITIONS

3.01 **No Waiver of Sovereign Immunity.** Nothing herein is intended to serve as a waiver of sovereign immunity by any agency or political subdivision to which sovereign immunity may be applicable or of any rights or limits to liability existing under Section 768.28, Florida Statutes. This section shall survive the termination of all performance or obligations under this Agreement and shall be fully binding until such time as any proceeding brought on account of this Agreement is barred by any applicable statute of limitations.

3.02 **No Third Party Beneficiaries.** The parties expressly acknowledge that it is not their intent to create or confer any rights or obligations in or upon any third person or entity under this Agreement. None of the parties intend to directly or substantially benefit a third party by this Agreement. The parties agree that there are no third party beneficiaries to this Agreement and that no third party shall be entitled to assert a claim against any of the parties based upon this Agreement. Nothing herein shall be construed as consent by an agency or political subdivision of the State of Florida to be sued by third parties in any matter arising out of any Agreement.

3.03 **Independent Contractor.** The parties to this Agreement shall at all times be acting in the capacity of independent contractors and not as an officer, employee or agent of one another. Neither party or its respective agents, employees, subcontractors or assignees shall represent to others that it has the authority to bind the other party unless specifically authorized in writing to do so. No right to SBBC retirement, leave benefits or any other benefits of SBBC employees shall exist as a result of the performance of any duties or responsibilities under this Agreement. SBBC shall not be responsible for social security, withholding taxes, contributions to unemployment compensation funds or insurance for the other party or the other party's officers, employees, agents, subcontractors or assignees.

3.04 **Default.** The parties agree that, in the event that either party is in default of its obligations under this Agreement, the non-defaulting party shall provide to the defaulting party (30) days written notice to cure the default. However, in the event said default cannot be cured within said thirty (30) day period and the defaulting party is diligently attempting in good faith to cure same, the time period shall be reasonably extended to allow the defaulting party additional cure time. Upon the occurrence of a default that is not cured during the applicable cure period, this Agreement may be terminated by the non-defaulting party upon thirty (30) days notice. This remedy is not intended to be exclusive of any other remedy, and each and every such remedy shall be cumulative and shall be in addition to every other remedy now or hereafter existing at law or in equity or by statute or otherwise. No single or partial exercise by any party of any right, power, or remedy hereunder shall preclude any other or future exercise thereof. Nothing in this section shall be construed to preclude termination for convenience pursuant to Section 3.05.

3.05 **Termination.** This Agreement may be canceled with or without cause by SBBC during the term hereof upon thirty (30) days written notice to the other parties of its desire to terminate this Agreement. In the event of such termination, SBBC shall be entitled to a *pro rata* refund of any pre-paid amounts for any services scheduled to be delivered after the effective date of such termination. SBBC shall have no liability for any property left on SBBC's property by any party to this Agreement after the termination of this Agreement. Any party contracting with SBBC under this Agreement agrees that any of its property placed upon SBBC's facilities pursuant to this Agreement shall be removed within ten (10) business days following the termination, conclusion or cancellation of this Agreement and that any such property remaining upon SBBC's facilities after that time shall be deemed to be abandoned, title to such property shall pass to SBBC, and SBBC may use or dispose of such property as SBBC deems fit and appropriate.

3.06 **Compliance with Laws.** Each party shall comply with all applicable federal, state and local laws, SBBC policies, codes, rules and regulations in performing its duties, responsibilities and obligations pursuant to this Agreement.

3.07 **Place of Performance.** All obligations of SBBC under the terms of this Agreement are reasonably susceptible of being performed in Broward County, Florida and shall be payable and performable in Broward County, Florida.

3.08 **Governing Law and Venue.** This Agreement shall be interpreted and construed in accordance with and governed by the laws of the State of Florida. Any controversies or legal problems arising out of this Agreement and any action involving the enforcement or interpretation of any rights hereunder shall be submitted exclusively to the jurisdiction of the State courts of the Seventeenth Judicial Circuit of Broward County, Florida or to the jurisdiction of the United States District Court for the Southern District of Florida. Each party agrees and admits that the state courts of the Seventeenth Judicial Circuit of Broward County, Florida or the United States District Court for the Southern District of Florida shall have jurisdiction over it for any dispute arising under this Agreement.

3.09 **Entirety of Agreement.** This document incorporates and includes all prior negotiations, correspondence, conversations, agreements and understandings applicable to the matters contained herein and the parties agree that there are no commitments, agreements or understandings concerning the subject matter of this Agreement that are not contained in this document. Accordingly, the parties agree that no deviation from the terms hereof shall be predicated upon any prior representations or agreements, whether oral or written.

3.10 **Binding Effect.** This Agreement shall be binding upon and inure to the benefit of the parties hereto and their respective successors and assigns.

3.11 **Assignment.** Neither this Agreement nor any interest herein may be assigned, transferred or encumbered by any party without the prior written consent of the other party. There shall be no partial assignments of this Agreement including, without limitation, the partial assignment of any right to receive payments from SBBC.

3.12 **Captions.** The captions, section designations, section numbers, article numbers, titles and headings appearing in this Agreement are inserted only as a matter of convenience, have no substantive meaning, and in no way define, limit, construe or describe the scope or intent of

such articles or sections of this Agreement, nor in any way ~~effect~~ affect this Agreement and shall not be construed to create a conflict with the provisions of this Agreement.

3.13 **Severability.** In the event that any one or more of the sections, paragraphs, sentences, clauses or provisions contained in this Agreement is held by a court of competent jurisdiction to be invalid, illegal, unlawful, unenforceable or void in any respect, such shall not affect the remaining portions of this Agreement and the same shall remain in full force and effect as if such invalid, illegal, unlawful, unenforceable or void sections, paragraphs, sentences, clauses or provisions had never been included herein.

3.14 **Preparation of Agreement.** The parties acknowledge that they have sought and obtained whatever competent advice and counsel as was necessary for them to form a full and complete understanding of all rights and obligations herein and that the preparation of this Agreement has been their joint effort. The language agreed to herein expresses their mutual intent and the resulting document shall not, solely as a matter of judicial construction, be construed more severely against one of the parties than the other.

3.15 **Amendments.** No modification, amendment, or alteration in the terms or conditions contained herein shall be effective unless contained in a written document prepared with the same or similar formality as this Agreement and executed by each party hereto.

3.16 **Waiver.** The parties agree that each requirement, duty and obligation set forth herein is substantial and important to the formation of this Agreement and, therefore, is a material term hereof. Any party's failure to enforce any provision of this Agreement shall not be deemed a waiver of such provision or modification of this Agreement unless the waiver is in writing and signed by the party waiving such provision. A written waiver shall only be effective as to the specific instance for which it is obtained and shall not be deemed a continuing or future waiver.

3.17 **Force Majeure.** Neither party shall be obligated to perform any duty, requirement or obligation under this Agreement if such performance is prevented by fire, hurricane, earthquake, explosion, wars, sabotage, accident, flood, acts of God, strikes, or other labor disputes, riot or civil commotions, epidemics, pandemics, government regulations, and the issuance or extension of existing government orders of the United States, the State of Florida, or local county and municipal governing bodies, or by reason of any other matter or condition beyond the control of either party, and which cannot be overcome by reasonable diligence and without unusual expense ("Force Majeure"). In no event shall lack of funds on the part of either party be deemed Force Majeure.

3.18 **Survival.** All representations and warranties made herein, indemnification obligations, obligations to reimburse SBBC, obligations to maintain and allow inspection and audit of records and property, obligations to maintain the confidentiality of records, reporting requirements, and obligations to return public funds shall survive the termination of this Agreement.

3.19 **Agreement Administration.** SBBC has delegated authority to the Superintendent of Schools or his/her designee to take any actions necessary to implement and administer this Agreement.

3.20 **Counterparts and Multiple Originals.** This Agreement may be executed in multiple originals, and may be executed in counterparts, each of which shall be deemed to be an original, but all of which, taken together, shall constitute one and the same Agreement.

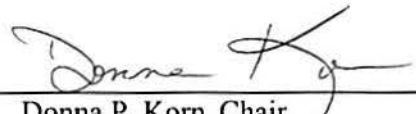
3.21 **Authority.** Each person signing this Agreement on behalf of either party individually warrants that he or she has full legal power to execute this Agreement on behalf of the party for whom he or she is signing, and to bind and obligate such party with respect to all provisions contained in this Agreement.

IN WITNESS WHEREOF, the Parties hereto have made and executed this Agreement on the date first above written.

FOR SBBC:

(Corporate Seal)

THE SCHOOL BOARD OF BROWARD
COUNTY, FLORIDA

By 
Donna P. Korn, Chair

ATTEST:


Robert W. Runcie, Superintendent of Schools

Approved as to Form and Legal Content:


Office of the General Counsel

[THIS SPACE INTENTIONALLY LEFT BLANK; SIGNATURE PAGE FOLLOWS]

FOR VENDOR:

(Corporate Seal)

EMPIRE OFFICE, INC.

ATTEST:

By Jasym Destin
Print Name: Jasym Destin
Title: Account Manager

_____, Secretary

-or-

[Signature]
Witness

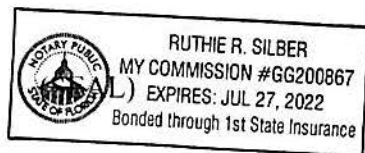
[Signature]
Witness

STATE OF Florida

COUNTY OF Browards

The foregoing instrument was acknowledged before me by means of ☒ physical presence or ☐ online notarization, this 6th, October 2020 (date) by Jasym Destin (name of officer or agent, title of officer or agent) of Empire Office (name of corporation acknowledging), a FLORIDA (state or place of incorporation) corporation, on behalf of the corporation. He/she is personally known to me (underline if applicable) or has produced FL DRIVERS License (type of identification) as identification and who ☐ did / ☒ did not first take an oath this 6th day of October, 2020.

My Commission Expires:



[Signature]
Signature - Notary Public

Ruthie R. Silber
Notary's Printed Name

July 27, 2022
Notary's Commission No.

Exhibit “A”



THE SCHOOL BOARD OF BROWARD COUNTY, FLORIDA

7720 WEST OAKLAND PARK BOULEVARD, SUITE 323, SUNRISE, FLORIDA 33351 • TEL 754-321-0505 • FAX 754-321-0936

PROCUREMENT & WAREHOUSING SERVICES

MARY CATHERINE COKER, DIRECTOR

www.BrowardSchools.com

The School Board of
Broward County, Florida

Donna P. Korn, Chair
Dr. Rosalind Osgood, Vice Chair

6/25/2020

Dear Prospective Proposers,

**SUBJECT: Instructions to Proposers
Request for Proposals (RFP): FY21-106 – School and Department Furniture**

Lori Alhadeff
Robin Bartleman
Patricia Good
Heather P. Brinkworth
Laurie Rich Levinson
Ann Murray
Nora Rupert

Robert W. Runcie
Superintendent of Schools

The School Board of Broward County, Florida (SBBC) is interested in receiving proposals in response to the attached RFP for School and Department Furniture. Any questions regarding this RFP should be addressed to the Purchasing Agent, in writing, at the address stated above, via facsimile at 754-321-0533 or via e-mail to al.shelton@browardschools.com. Once this solicitation is released to the General Public, the Cone of Silence (See General Condition 7.45) shall take effect. Any proposer, or lobbyist for a proposer, is prohibited from having any communications concerning any solicitation for a competitive procurement with any School Board member, the Superintendent, any Evaluation Committee Member, or any other School District employee after Procurement and Warehousing Services releases a solicitation to the General Public. All communications must go through the Purchasing Agent.

No other School Board or staff member(s) should be contacted in relation to this RFP. Any information that amends any portion of this RFP, which is received by any method other than an Addendum issued to the RFP, is not binding on SBBC.

In order to assure that your bid is in full compliance with all requirements of the RFP, carefully read all portions of the RFP document, paying particular attention to the following areas:

SUPPLIER DIVERSITY OUTREACH PROGRAM (SDOP) PARTICIPATION (See Section 4.4.4 & Attachment A)

SBBC has implemented a Small/Minority/Women Business Enterprise (S/M/WBE) Program as part of the SBBC's competitive solicitation and contracting activity in accordance with School Board Policy 3330 Supplier Diversity Outreach Program. The purpose of the program is to remedy the ongoing effects of identified marketplace discrimination that the School Board has found to adversely affect the participation of Small/Minority and/or Women Business Enterprises ("S/M/WBE") in School Board contracts. S/M/WBE vendors utilized for this contract must be certified by SBBC's Supplier Diversity Outreach Program Office before the submission of the bid proposal. For information on S/M/WBE Certification or Policy 3330, contact SBBC's Supplier Diversity Outreach Program at 754-321-0550 or visit <http://www.browardschools.com/sdop>.

• **NON-MANDATORY BIDDERS' CONFERENCE**

A Proposers' Conference will be held on 7/6/2020, beginning at 10AM Eastern Time (ET), in the Technology and Support Services Center, Procurement and Warehousing Services, 7720 West Oakland Park Boulevard, Sunrise, Florida 33351-6704. Representatives from all interested companies are encouraged to attend.

• **REQUIRED RESPONSE FORM**

Section 1, Required Response Form must be completed in full and executed by an authorized representative.

• **PROPOSAL SUBMITTAL FORMAT**

Proposers are requested to organize their Proposals in accordance with Section 4. SBBC reserves the right to reject and not consider any Proposal not organized and not containing all the information outlined in Section 4.

• **DUE DATE**

Proposals are due in the Procurement & Warehousing Services Department on the date and time stated in Section 3. In order to have your Proposal considered, it must be received on or before the date and time due. Proposals received after 2:00 p.m. ET on the date due will not be considered.

• **STATEMENT OF "NO BID"**

If you are not submitting a proposal in response to this RFP, please complete Attachment M, Statement of "No Bid" and return via e-mail to harmoni.clealand@browardschools.com. Your response to the Statement of "No" Bid is very important to Procurement and Warehousing Services when creating future RFPs.

Thank you for your interest in SBBC. Again, if you have any questions please email me at the email address stated above.

Al Shelton
Purchasing Agent



Educating Today's Students to
Succeed in Tomorrow's World

REQUEST FOR PROPOSALS (RFP)
RFP FY21-106
SCHOOL AND DEPARTMENT FURNITURE



RFP Release Date: 6/25/2020

Non-Mandatory Proposers' Conference: * Monday, July 6, 2020

Written Questions Due: On or Before 5:00 p.m. ET
7/9/2020
in Procurement & Warehousing Services Department

Proposals Due: * On or Before 2:00 p.m. ET
7/21/2020
in Procurement & Warehousing Services Department

THE SCHOOL BOARD OF BROWARD COUNTY, FLORIDA
Procurement & Warehousing Services Department
7720 W. Oakland Park Boulevard, Suite 323
Sunrise, Florida 33351-6704

**These are public meetings.*

NONDISCRIMINATION STATEMENT – POLICY 4001.1 The School Board of Broward County, Florida, prohibits any policy or procedure in discrimination on the basis of age, color, disability, gender identity, gender expression, genetic information, marital status, national origin, race, religion, sex or sexual orientation. The School Board also provides equal access to the Boy Scouts and other designated youth groups. Individuals who wish to file a discrimination and/or harassment complaint may call the Director, Equal Educational Opportunities/ADA Compliance Department & District's Equity Coordinator/Title IX Coordinator at 754-321-2150 or Teletype Machine (TTY) 754-321-2158.

Americans with Disabilities Act Amendments Act of 2008

Individuals with disabilities requesting accommodations under the Americans with Disabilities Act (ADA) may call Equal Educational Opportunities/ADA Compliance Department at 754-321-2150 or Teletype Machine (TTY) 754-321-2158

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	The School Board of Broward County, Florida PROCUREMENT AND WAREHOUSING SERVICES 7720 West Oakland Park Boulevard, Suite 323 Sunrise, Florida 33351-6704 754-321-0505	REQUEST FOR PROPOSAL (RFP)
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DUE DATE: This proposal must be submitted to the Procurement & Warehousing Service Department, The School Board of Broward County, Florida, 7720 W. Oakland Park Blvd., Suite 323, Sunrise, Florida 33351-6704 on or before 2:00 p.m. Eastern Time (ET): 7/21/2020 and plainly marked with the RFP number and title. Proposal(s) received, after the date and time stated above, shall not be considered for award. Faxed and/or emailed bids are not allowed and will not be considered for award.	RFP NO.: FY21-106	RELEASE DATE: 6/25/2020	PURCHASING AGENT: Al Shelton 754-321-0520
	RFP TITLE: SCHOOL AND DEPARTMENT FURNITURE		

Note: Cost of Service should be submitted in a sealed envelope along with, but separate, from the remainder of the proposal.

One complete, original hard-copy Proposal (clearly marked as such), and one complete, original electronic version (both clearly marked as "original") will constitute the original governing documents. The electronic version in PDF on a Flash Drive must be IDENTICAL to the original Proposal, of the RFP Proposal, including this REQUIRED RESPONSE FORM fully executed and returned on or before 2:00 p.m. ET on the date due to the Procurement & Warehousing Services Department in accordance with the submittal requirements. In the case of any discrepancy between the original hard-copy Proposal and the copies, the original hard-copy Proposal will be the governing document. The proposal must contain all information required to be included in the Proposal as described herein. Completed Proposals must be submitted in a SEALED (envelope, package, box, etc.) with the RFP number and title clearly typed or written on the front of the envelope, package, box, etc.

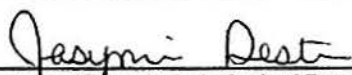
SECTION 1 – REQUIRED RESPONSE FORM

NOTE: Entries must be completed in ink or typewritten. This original Required Response Form must be fully executed and submitted with this Proposal (see Section 4.1.4).

Proposer's (Company) Name and state "Doing Business As", where applicable: Empire Office	"REMIT TO" ADDRESS FOR PAYMENT: If payment(s) is/are to be mailed to address other than as stated on the left, please complete the section below. <input type="checkbox"/> Check this box if the address is the same as stated on the left.
Address: 2 Oakwood Blvd Suite 140	P.O. Address: PO Box 27752
City: Hollywood	City: New York
State: FL	State: NY
Zip Code: 33020	Zip Code: 10087-7752
Telephone Number: (954) 707-6216	Contact Person: Katrina Tauszky
Proposer's Taxpayer Identification Number: 	Contact Telephone Number: 646-437-4151
E-Mail Address for PO: jdestin@empireoffice.com	Contact Person's E-Mail Address: ktauszky

Proposal Certification

I hereby certify that: I am submitting the following information as my firm's (Proposer) Proposal and am authorized by Proposer to do so. Proposer has not divulged, discussed, or compared the Proposal with other Proposers and has not colluded with any other Proposer or party to any other Proposal; Proposer, its principals, or their lobbyists has not offered campaign contributions to School Board Members or offered contributions to School Board Members for campaigns of other candidates for political office during the period in which the Proposer is attempting to sell goods or services to the School Board. This period of limitation of offering campaign contributions shall commence at the time of the "cone of silence" period for any solicitation for a competitive procurement as described by School Board Policy 3320, Part II, Section GG as well as School Board Policy 1007, Section 5.4 – Campaign Contribution Fundraising. Proposer acknowledges that all information contained herein is part of the public record as defined by the State of Florida Sunshine and Public Records Laws; all responses, data, and information contained in this Proposal are true and accurate. Proposer agrees to complete and unconditional acceptance of the contents of all pages in this Request for Proposals (RFP), and all appendices and the contents of any Addenda released hereto; Proposer agrees to be bound to any and all specifications, terms, and conditions contained in the Request for Proposals, and any released Addenda and understand that the following are requirements of this RFP and failure to comply will result in disqualification of Proposal submitted.

Signature of Proposer's Authorized Representative 	Date 7/20/2020
Name of Proposer's Authorized Representative Jasymyn Destin	Title of Proposer's Authorized Representative Account Manager

Please sign all originals in blue ink.

SECTION 2 – INTRODUCTION AND GENERAL INFORMATION

- 2.1 **Introduction:** The purpose of this Request for Proposal (RFP) is to solicit proposals from qualified vendors wishing to provide furniture solutions, including furniture turn-key solutions, and products for School and Department Furniture delivery, installation, and other related services which are commonly used in various schools and departments of The School Board of Broward County. Types of furniture commonly used within the District include, but not limited to items within the following categories:

Classroom	Library	Office	Other
Bookcases	Audio Visual Carts	Cubicles	Folding Tables
Desks	Bookcases	Desks	Folding Chairs
Stools	Booktrucks	File Cabinets	Podiums
Tables	Carrels	Office Chairs	Room Dividers
Work Benches	Circulation Desks	Conference Room	
	Display Racks		
Cafeteria	Early Childhood	Theater and Performance	Outdoor
Booths	Area Rugs	Acoustical Shells	Trash Receptacles
Cabinets	Play Systems	Conductor Stands	Benches
Chairs	Storage	Music Chairs	Outdoor Tables
Stools	Desks	Music Stands	Picnic Tables
Tables		Portable Stages	
STEM			
Lab Furniture	Science Furniture	Specialty Classrooms/Labs	
Robotics	Collaborative Spaces		

- 2.2 **Questions and Interpretations:** Any questions concerning any portion of this RFP must be submitted, in writing, to Al Shelton, **Procurement & Warehousing Services Department**, at the address listed in Section 6.1 or via e-mail al.shelton@browardschools.com. Any questions which require a response which amends the RFP document in any manner will be answered via Addendum by the Procurement & Warehousing Services Department and provided to all Proposers. No information given in any other matter will be binding on SBBC.

Any questions concerning any condition or requirement of this RFP must be received in the Procurement & Warehousing Services Department, in writing, **on or before 5:00 p.m. ET 6/19/2020**. Questions received after this date and time may not be answered. Submit all questions to the attention of the individual stated above. If necessary, an Addendum will be issued. Any verbal or written information, which is obtained other than by information in this RFP document or by Addenda, shall not be binding on SBBC.

- 2.3 **Contract Term:** The purpose of this RFP is to establish a contract beginning upon execution of both parties for a period of three (3) years. The term of the contract may, by mutual agreement between SBBC and the Awardee, be extended for two additional one-year periods and, if needed, 180 days beyond the expiration date of the renewal period. Procurement & Warehousing Services Department, will, if considering renewing, request a letter of intent to renew from each Awardee, before the end of the current contract period. The Awardee will be notified when the recommendation has been acted upon by the School Board. All costs shall be firm for the term of the contract, as stated in Section 2.4 of this RFP. The Proposer agrees to this condition by signing its Proposal.
- 2.4 **Submittal of Proposal:** Submit Proposals in accordance with Section 4. Proposals should be organized and shall include the necessary information to be in full compliance with this Section. To facilitate the Proposal evaluation process, special attention should be paid to organizing Proposals in a manner consistent with Section 4. SBBC reserves the right to reject and

not consider any proposal that is not submitted in accordance with Section 4 or that does not include any necessary information.

- 2.5 **Evaluation and Award:** All proposals received must meet the Minimum Eligibility Requirements as stated in Section 4.2 of the RFP in order to be further considered for evaluation. Failure to meet the Minimum Eligibility Requirements shall result in disqualification of the entire proposal and shall not be considered for further evaluation. Those proposals which meet the minimum requirements shall be further evaluated and scored by an Evaluation Committee. **General Condition 7.1, Liability, is NOT subject to negotiation and any Proposal that fails to accept these conditions will be rejected as "non-responsive".**

All responsive Proposals will be evaluated by the Evaluation Committee (hereinafter referred to as "Committee") based upon the information submitted by Proposers in response to Section 4 and in accordance with the evaluation criteria established in Section 5.1 for Category A.) Experience & Qualifications and Category B.) Scope of Services. Category C.) Presentation and Category D.) Minority/Women Business Participation will be evaluated and scored by the SBBC's Supplier Diversity Outreach Program staff. Based upon the evaluation of Proposals, the Committee will recommend Proposer(s) to SBBC for an award. The number of firms to be recommended is solely at the discretion of the Committee.

SECTION 3 – CALENDAR

6/25/2020	Release of RFP FY21-106
7/6/2020	*Non-Mandatory Proposers' Conference
7/9/2020	Written questions due on or before 5:00 p.m. ET in Procurement & Warehousing Services Department
7/21/2020	*Proposals due on or before 2:00 p.m. ET in Procurement & Warehousing Services Department. Proposal opening will be at 7720 West Oakland Park Blvd., Suite 323, Sunrise, Florida 33351-6704
8/3/2020	*Evaluation Committee reviews proposals, demonstrations and makes recommendation for award. Meeting to be held at: Procurement & Warehousing Services Department 7720 West Oakland Park Boulevard, Suite 323 Sunrise, Florida 33351-6704 at 10:00 a.m. ET and/or through communications media technology (CMT) – Video Conference via Microsoft Teams**.
8/5/2020	Posting of Recommendation

* These are public meetings. The School Board of Broward County, Florida, prohibits any policy or procedure which results in discrimination on the basis of age, color, disability, gender identity, gender expression, national origin, marital status, race, religion, sex or sexual orientation. Individuals who wish to file a discrimination and/or harassment complaint may call the Director of EEO/ADA Compliance at 754-321-2150 or Teletype Machine (TTY) 754-321-2158.

Individuals with disabilities requesting accommodations under the Americans with Disabilities Act (ADA) may call Equal Educational Opportunities (EEO) at 754-321-2150 or Teletype Machine (TTY) 754-321-2158.

** SBBC will follow any applicable guidelines regarding CMT as defined by the State of Florida and as applicable for the date of the meetings and will also comply to all CDC and Florida State Guidelines for the COVID-19 pandemic.

SECTION 4 – INFORMATION TO BE INCLUDED IN THE SUBMITTED PROPOSAL

- 4.1 To maintain comparability and facilitate the review process, it is requested that Proposals be organized in the manner specified below. Include all the information requested herein in your Proposal.
- 4.1.1 **Title Page:** Include RFP Number, subject, the name of the Proposer, address, telephone number, and date.
- 4.1.2 **Table of Contents:** Include a clear identification of the material by section and by page number.
- 4.1.3 **Letter of Transmittal:** Include the names of the persons who will be authorized to make representations for the Proposer, their titles, addresses, and telephone numbers.
- 4.1.4 **Required Response Form:** (Section 1 of RFP) with all required information completed and all signatures as specified (blue ink preferred on original). Any modifications or alterations to this form shall not be accepted and Proposal will be rejected. The enclosed original Required Response Form will be the only acceptable form.
- 4.1.5 **Notice Provision:** Should your firm become an Awardee under this RFP, please specify the name and address of the person(s) to whom any notices should be sent under SBBC's contract with the Awardee:

Name/Title, Address and email address of Awardee's Representative for Notices:

Empire Office Attn: Jasymin Destin
2 Oakwood Blvd, Ste 140 Hollywood, FL 33020
jdestin@empireoffice.com

With a Copy To: (Name/Title and Address)

The SBBC's Procurement & Warehousing Services Department shall determine whether each Proposer meets the Minimum Eligibility requirements of Section 4.2 and shall only deliver Proposals meeting the Minimum Eligibility requirements to the Evaluation Committee for further evaluation.

- 4.2 **Minimum Eligibility Requirement(s):** To be considered for an award and to be further evaluated, Proposer must meet or exceed the following criteria as of the opening date of the Proposal. **Failure to provide or clearly state the information requested below will result in the disqualification of proposal.** The Proposer is responsible for providing the following information in its response. The Proposer must also include a statement of acknowledgement for each item below. The requested information below must be numbered as indicated below and be included in "this section" of your submitted proposal; do not place this information in any other section of your proposal.
- 4.2.1 Proposer must meet or exceed the requirements of Section 7.1, Liability. Will your company meet or exceed the requirements as written in Section 7.1 for this contract? ☒ Yes ☐ No **Do not check both boxes.**
- 4.2.2 Local Representative within the Tri-County Area (Broward, Miami-Dade, Palm Beach).
- 4.2.3 Proposer must submit all Discounts and Prices in the Bid Summary Sheet provided by SBBC (Attachment K).
- 4.3 State under what other or former name(s) the Proposer is currently operating under or has operated under.

- 4.4 **Evaluation Criteria - (Proposer Qualifications, Scope of Services, Costs of Services, Presentation, and S/M/WBE Participation):** This section represents the information that will be utilized in the evaluation of Proposals received and assignment of points in accordance with the evaluation criteria established in Section 5.0 for Proposals submitted. Proposers are cautioned to read this section carefully and respond with full complete information that will assist the Evaluation Committee in evaluating Proposal submitted. Proposers are requested to respond in the format and organizational structure stated and to refrain from including promotional or advertising materials in their proposal. The maximum allowable points (See Section 5) that will be awarded for each section are stated. Failure to respond or incomplete responses to any evaluation criteria below will result in zero or reduced allocation of points for the criteria and may result in disqualification of the entire proposal.

4.4 **Evaluation Criteria - (Proposer Experience & Qualifications, Scope of Services & Performance Specifications, Costs of Services, and S/M/WBE Participation):**

4.4.1 **Proposer's Experience & Qualifications – (Maximum 25 allowable points)**

- 4.4.1.1 **Executive Summary** - Submit a executive summary (abstract) stating the Proposer's understanding of the nature and scope of the services to be provided and the capacity and capability to comply with all terms and conditions of RFP. **(Up to 5 Points)**
- 4.4.1.2 **References (Attachment J)** - Submit references as per Attachment J. Please include other Florida School Districts. **(Up to 5 Points)**
- 4.4.1.3 **Supply Chain Strengths** - Submit a letter detailing the strength of the Proposer's Supply Chain and how the Proposer has thrived during hardship times such as the Covid-19 Pandemic to stay competitive in today's market. Please state if you have any warehouses local in South Florida and local teams for installation **(Up to 5 Points)**
- 4.4.1.4 **Good and Services Warranty** - Submit a letter stating the Proposer's warranties for different manufacturers, if applicable. Submit information on how Proposer would handle warranty claims. **(Up to 5 Points)**
- 4.4.1.5 **Eco-Friendly Certifications** - Submit proof of certifications, such as Greenguard and LEED, Proposer has regarding eco-friendly products that you sell or manufacture. **(Up to 5 Points)**
(on flash drive)

- 4.4.2 **Scope of Services & Performance Specifications – (Maximum 40 allowable points):** The scope of services & performance specifications listed is minimum requirements. By providing a proposal, Proposer agrees to comply with the minimum Scope of Services & Performance Specifications. Proposers are instructed to indicate a response to ALL service requirements below and specifications contained in this section in the order listed using the same numbering system.

The inability or denial expressed in a proposal, or omission in the proposal, to offer to a comply, comply with deviations or no, cannot comply or provide with the technical requirements of this section of the RFP may result in deductions in the allocation of points by the Evaluation Committee.

Minimum Scope of Services & Performance Specifications

- A. Delivery Services - Complimentary delivery and installation services on all Complete Classroom orders; includes working with on-site personnel to schedule the delivery, meet the truck upon arrival, coordinate with site contacts, assemble all furniture, place materials and organize each room to specification, as well as remove all debris associated with the project.
- B. Upon request, provide up-to-date "testing" documentation showing that and item meets current ASTM (American Society for Testing and Materials) requirements.
- C. Custom Cartoning & Labeling - Boxes are labeled by site, by classroom and/or by teacher name so materials can be quickly inventoried and delivered to each location without error.
- D. Proposer must be able to provide the following
 - a. A catalog selection for Infant/Toddler, Early Childhood, Elementary and Special Needs furniture and learning environment components.
 - b. A catalog selection of equipment and related services used in special needs environments, including but not limited to the areas of speech/language, audiology, and orientation/mobility.
 - c. A catalog selection of educational materials and resources targeted to Infant/Toddler, Early Childhood, Elementary Grade Level, and Special Needs Learners, including targeted instructional categories such as STEM, Sensory, Social-Emotional, Language, Science, Math, and Social Studies.
- E. Proposer shall be capable of collaborating with schools to provide specific products and resources bundled to meet the needs of the school.
- F. Proposer shall provide consultations regarding proposed products and services, including but not limited to, classroom assessments as it relates to design, layout, furnishings, and materials; catalog correlations; and educational material tutorials.
- G. Proposer shall be able to meet with stake holders to formulate appropriate plans for procurement of furniture that meets the goals of the district this includes choice of product, design of use of the product, space planning, coordination of purchase and fulfillment based on your districts needs.
- H. Proposer shall be able to provide a wide array of outdoor furniture.
- I. Provide samples of classroom designs of innovative classrooms based on the following themes:
 - a. Esports (Esports is a form of sport competition using video games. Esports often takes the form of organized, multiplayer video game competitions)
 - b. Aviation
 - c. Podcasting/Shoutcasting
 - d. Studio and Entertainment Media Spaces
 - e. Concierge/Hospitality
 - f. Marine Outboarding and Mechanics
 - g. Business and Office Spaces

The proposer must complete and submit the Bid Summary Sheet as provided with this RFP (Attachment K). Proposer must list all the Manufacturers for which it can sell and distribute its products. Proposer shall offer the **GREATEST SINGLE-FIXED PERCENTAGE DISCOUNT** and it be a whole number. For example, 12% is acceptable, 11.075% is not acceptable) from manufacturer's suggested retail price list (MSRP). Offering a percentage mark-up instead of discount shall result in disqualification of bid item.

SINGLE FIXED PERCENTAGE DISCOUNT OFFERED: Proposer should indicate in all spaces provided on the Bid Summary Sheet their single fixed percentage discount (**Must be a whole number. For example, 12% is acceptable, 11.075% is not acceptable**) for the indicated manufacturer's discount. That will be used for the term of the contract. Single fixed percentage offered shall remain firm throughout the term of the contract. Supplies and Assets for the purpose of this bid shall be defined as:

- i. **SUPPLIES:** Any catalog item whose net price is under \$1,000.00.
- ii. **ASSETS:** Any catalog item whose net price is \$1,000.00 or more.

Proposers shall offer their single fixed percentage discount as described on the Bid Summary Sheet, to be calculated from the most current manufacturer's list price. Net pricing is acceptable. Awardees may offer SBBC additional educational discounts at any time and invoice SBBC at a greater discount than their bid discount.

Furthermore, Proposer must submit Letter of Authorization in Manufacturer's letterhead for every Manufacturer listed. Failure to submit Letter of Authorization by Manufacturer such Manufacturer will be considered as non-authorized by Proposer.

Moreover, Proposer shall specify all the items, under the Worksheet "List Price", all the items that Proposer represents from the Manufacturers listed.

Proposer must include in Bid Summary Sheet the hourly cost for installation, if applicable. Proposer must include if there is any minimum order quantity to qualify for free installation.

During the Term of this Contract, SBBC reserves the right to ask for quotes to the Awardees for common items purchased throughout the District. Pricing provided will expire at the anniversary, in which case SBBC will release subsequent request quotes and update the common items as needed. Such examples of common items are, but not limited too, folding chairs, student-desk combos, and cafeteria tables.

On the annual anniversary of the Contract Term, Awardees may update by adding or removing the list of Manufacturers for which they are awarded. In order to add a new Manufacturer, Awardee must submit Letter of Authorization in Manufacturer's letterhead for every Manufacturer which Awardee wishes to add. Failure to submit Letter of Authorization by Manufacturer such Manufacturer will be considered as non-authorized by Awardee. Any addition/removal of a manufacturers must be approved by SBBC Procurement and Warehousing Services in writing.

Award of this contract shall not be a guarantee of business, a guarantee of a specified volume of service or minimum dollar revenue to be received under this contract.

4.4.4 S/M/WBE Participation: (Maximum 15 allowable points):

SUPPLIER DIVERSITY OUTREACH PROGRAM (SDOP): The SBBC has implemented a Supplier Diversity Outreach Program (SDOP) as part of the SBBC's competitive solicitation and contracting activity in accordance with School Board Policy 3330, Supplier Diversity Outreach Program and Guidelines. S/M/WBE is defined as an enterprise whose annual revenues and number of employees shall be no greater than fifty percent (50%) of the small business size standards for its industry(ies) as established by the U.S. Small Business Administration and meets significant business presence requirements as defined in Policy 3330. **SBBC Diversity Policy 1.5 & Supplier Diversity Outreach Policy 3330 can be seen at website URL:**
broward.k12.fl.us/sbbcpolicies.

Nondiscrimination:

Each Bidder hereby certifies and agrees that the following information is correct: In preparing its response to this project, the Bidder has considered all proposals submitted from qualified, potential subcontractors and suppliers, and has not engaged in "discrimination" as defined in School Board Policy 3330 – Supplier Diversity Outreach Program, Section D.1.; to wit: discrimination in the solicitation, selection, or commercial treatment of any subcontractor, vendor, supplier, or commercial customer on the basis of race, color, religion, ancestry or national origin, sex, age, marital status, sexual orientation or on the basis of disability or other unlawful forms of discrimination. Without limiting the foregoing, "discrimination" also includes retaliating against any person or other entity for reporting any incident of "discrimination." Without limiting any other provision of the solicitation for responses on this project, it is understood and agreed that, if this certification is false, such false certification will constitute grounds for SBBC to reject the response submitted by the Bidder on this project, and terminate any contract awarded based on the response. As a condition of submitting a response to SBBC, the Bidder agrees to comply with SBBC's Commercial Nondiscrimination Policy as described under its School Board Policy 3330 – Supplier Diversity Outreach Program, Section D.1.

INDUSTRY-SPECIFIC REMEDIAL AFFIRMATIVE PROCUREMENT INITIATIVES

The Goal Setting Committee (GSC) has considered the following in the course of reaching a determination regarding which, **MAWBE** SBE industry-specific remedial programs shall be applied to this solicitation and resulting contract:

The Affirmative Procurement Initiative (API) implemented in this solicitation is the SBE Evaluation Preference for Prime Bidders.

In accordance with SBBC Policy No. 3330, Section E.3.b. Under this Program element, on "Best Value" contract solicitations where low price is not the only factor considered in contract award, the GSC may reserve from fifteen percent up to a maximum of twenty percent (15%-20%) of the total available evaluation points for award to those prime bidders or respondents that are certified as SBEs.

- **Proposers responding to this solicitation that are SBBC-Certified SBE will be awarded ten (10) points.** The SBE Proposers who are self-performing must identify themselves by completing the Form 00470 and 00475. The Statement of Intent submitted with the proposal reflects the intent to self-perform. Additionally, it will detail the scope of work and dollar amount to perform (see Attachment A).
- **Non SBBC Certified SBE Proposers committing to subcontracting eight percent (8%) or more of the total contract value to a certified SBE firm at the time of submission will be awarded five (5) points.** The proposer shall identify each SBBC-Certified SBE firm, that will be utilized by completing the Form 00470 Statement of Intent to Perform as an SBE Subcontractor and Form 00475 Subcontractor Participation Schedule (see Attachment A).

NOTE: Points in both categories will not be combined.

A maximum of ten (10) points shall be awarded to SBBC Certified SBE Proposers who self performs a portion of the scope of work. Non-SBBC Certified Proposer who commits to subcontracting eight percent (8%) or more of the scope of work to a SBBC certified SBE will be awarded Five (5) points.

Please go to the following link to view the current list of SBBC-Certified firms: browardschools.com/Page/46981.

Penalties and Sanctions

In the absence of a waiver granted by the SDOP, the failure of a proposer to attain at minimum the five percent (5) subcontracting goal for SBE participation in the performance of its contract or otherwise comply with the provisions of this API shall be considered a material breach of contract, grounds for termination of that contract with the SBBC, and shall be subject to any penalties and sanctions available under the terms of the SDOP policy, its contract terms with the SBBC, or by law pursuant to the penalties and sanctions set forth in Section 13 of the Standard Operating Procedures for this Policy.

Suspension

The temporary stoppage of a SBE firm's beneficial participation in the District's SDOP for a finite period of time due to cumulative contract payments the SBE firm received during a fiscal year that exceed a certain dollar threshold as set forth in Section (7) of the Standard Operating Procedures for this Policy or pursuant to the penalties and sanctions set forth in Section 13 of the Standard Operating Procedures for this Policy.

NOTE TO PROPOSER (s): Proposals will be evaluated based on the evaluation criterion below		Maximum Points
	<p><u>Proposers responding to this solicitation that are SBBC-Certified SBE will be awarded ten (10) points. All SBBC Certified S/M/WBEs are considered SBEs.</u></p> <p>The SBE Proposers who are self-performing must identify themselves by completing the Form 00470 and 00475. The Statement of Intent submitted with the proposal reflects the intent to self-perform. Additionally, it will detail the scope of work and or percentage/dollar amount to performed (see Attachment A). Indicate the extent and nature of the firm's work with specificity, as it relates to the services as described in this RFP. If you are not a SBBC Certified SBE Proposer state N/A on the form and return it with your Proposal.</p>	10
	<p><u>Proposers committing to subcontracting eight percent (8%) or more of the total contract value to a certified SBE firm at the time of submission will be awarded five points (5). All SBBC Certified S/M/WBEs are considered SBEs.</u></p> <p>The proposer shall identify each SBBC-Certified SBE firm, that will be utilized by completing the <i>Form 00470</i> Statement of Intent to Perform as a SBE Subcontractor and <i>Form 00475</i> Subcontractor Participation Schedule (see Attachment A). The Statement of Intent submitted with the proposal reflects the intent of the parties, both prime and subcontractor, to establish a business relationship. Additionally, it will detail the type of work and percentage of work that the subcontractor will perform. Provide proof, in writing, that the SBE subcontractor is certified by The School Board of Broward County (SBBC), Florida. Any participation commitment by firms not certified with SBBC at the time the proposal is due will not count towards the points for this solicitation. If you are not a SBBC Certified SBE Proposer state N/A on the form and return it with your Proposal.</p>	5
	MAXIMUM POINTS TO BE AWARDED	15
	<p>*If awarded, the Awardee will be required to submit <i>Form 00485 - Small Minority or Women Business Enterprise (SBE) Monthly Utilization Report (Utilization Report)</i> (see Attachment A) to the Supplier Diversity Outreach Program Office which will track payments made. The timing of the Utilization Report shall coincide with invoice submission.</p> <p>State your willingness to comply with this requirement.</p>	<p>Yes <input type="checkbox"/></p> <p>No <input type="checkbox"/></p>

4.4.5 Presentation (Maximum 20 allowable points):

During the Evaluation Committee Meeting, every Proposer shall present on the following:

- What are value added services that the Proposer can bring forward to the District?
- What is the Proposer ability to furnish all sorts of classrooms and office spaces such as Science, Early Childhood, Special Needs, Physical Education, Art and Curriculum?
- How is the Proposer working towards modern classroom designs such as E-Sports Labs?

All presentations must not exceed 10 minutes and shall be superceded by a three minute Q&A from the Evaluation Committee Members, shall they have any questions. Proposers will present in alphabetical order. If Proposer fails to present, such Proposer will receive 0 Points in Section 4.4.5 Presentation.

SECTION 5 – EVALUATION OF PROPOSALS

- 5.1 The Evaluation Committee (hereinafter referred to as "Committee"), shall evaluate all Proposals received, which meet or exceed Section 4.2, Minimum Eligibility Requirements and Section 7.1 Indemnification, according to the following criteria:

CATEGORY	MAXIMUM POINTS
A. Experience and Qualifications	25
B. Scope of Services	40
C. Presentation	20
D. Supplier Diversity & Outreach Program	
SBE Certified Prime Proposer	10
Non-SBE Certified Prime Proposer Subcontracting 8% or more to SBE(s)	5
TOTAL	100

A maximum of ten (10) points shall be awarded to SBBC Certified SBE Proposer who self performs a portion of the scope of work. Non-SBBC Certified Proposer who commits to subcontracting eight percent (8%) of the scope of work to a SBBC certified SBE will be awarded Five (5) points. Points in both categories will not be combined.

15-Point Table for SBE Participation	
SBBC Certified SBE Prime	10 Points
8% SBE Subcontracting	5 Points

Note: Evaluation points for "Category D" shall be provided by the Supplier Diversity Outreach Program Office.

Failure to respond, provide detailed information or provide requested Proposal elements may result in the reduction of points in the evaluation process. The Committee may recommend the rejection of any proposal containing material deviations from the RFP. The Committee may recommend waiving any irregularities and technicalities. If only one (1) responsive proposal is received, the Committee will proceed without scoring the one (1) responsive proposal and may negotiate the best terms and conditions with that sole proposer or may recommend the rejection of all proposals as permitted by Section 6A-1.012(12)(c), F.A.C."

The SBBC Supplier Diversity Outreach Program works to increase the participation of small, minority and women-owned business enterprises in construction and purchasing contracts. It is the intent of the School Board of Broward County to have a diverse group of vendors to participate in the procurement process. The current list of SBBC S/M/WBE-Certified firms can be viewed at: browardschools.com/Page/46981.

At the time of the bid submittal, the Bidder shall identify itself as an SBBC-Certified SBE firm, by completing the Form 00470 and Form 00475. Once awarded, the Bidder is required to submit the Monthly Utilization Report Form, #00485. The Bidder must also adhere to Section 9 and 13 of the SDOP Standard Operating Procedures, which is available at browardschools.com/Page/32544

- 5.2 The Committee reserves the right to ask questions of a clarifying nature once Proposals have been opened, require presentations from all Proposers, interview any or all Proposers that respond to the RFP, or make their recommendations based solely on the information contained in the Proposals submitted. Presentations, if required, will be part of the evaluation process.
- 5.3 **Committee's Recommendation.** The number of firms to be recommended for an award is solely at the discretion of the Committee. The Committee has the discretion to recommend an award to one or more proposer(s) or to reject any or all of the submitted proposals. The Committee also has the discretion to commence negotiations with ranked responsive proposers if the Committee chooses to do so. During any such negotiations, the Committee reserves the right to negotiate any term, condition, specification, or price (other than those found or specified in Section 4.2 and Section 7.1 of this RFP) during an exempt negotiations session with the highest ranked responsive proposer. Each ranked responsible proposer

must be represented during its exempt negotiations session by an authorized representative possessing authority to bind the proposer to the changes made in their proposal. The Committee will recess the open public portion of the evaluation meeting and conduct the exempt negotiations session of the competitive selection process beginning with the highest ranked responsive proposer as determined under Section 5.1 of this RFP. In accordance with Section 286.0113(2), Florida Statutes, any negotiations session will be conducted to the exclusion of the other ranked responsive proposers. The Committee may choose to conduct one or more exempt negotiation session(s) with a ranked responsive proposer, the Committee shall reconvene the open public portion of the evaluation meeting and determine, by motion and a roll call vote, whether to recommend an award to one or more ranked responsive proposer(s). The Committee may declare an impasse with a ranked responsive proposer at any time; or to proceed with further negotiations with one or more of the next highest ranked responsive proposers. If the negotiations are not successful, the Committee reserves the right not to award a ranked proposer if it is in the best interest to SBBC.

- 5.4 **Award:** Proposers will be evaluated first as per Section 4.4.1 Experience and Qualifications, Section 4.4.2 Scope of Services, 4.4.4 S/M/WBE Participation, and 4.4.5 Presentation for a maximum of 100 points. It is SBBC's intention to recommend for award a pool of six (6) vendors with the highest score received. The Top 6 Proposers with the highest scores will be recommended for Award.

These Proposers must have complied with the terms, conditions, and specifications of the RFP. After the conclusion of negotiations (as stated above), the recommended award would be made for the services sought in this RFP in accordance with the terms of negotiations. An Agreement (in the form of the Sample Agreement attached hereto as **Attachment "E"**) shall be prepared for execution by the Awardee and SBBC, and shall be governed by the laws of the State of Florida, and must have venue established in the 17th Judicial Circuit Court of Broward County, Florida or the United States Court of the Southern District of Florida. This Agreement approved by the SBBC's General Counsel will be submitted to SBBC for final approval. Approval shall not be a guarantee of business, a guarantee of specified volume of service or minimum dollar revenue to be received under this contract.

SECTION 6 – SPECIAL CONDITIONS

- 6.1 The complete original hard-copy Proposal properly completed and signed must be submitted in a sealed envelope and received on or before 2:00 p.m. ET, 7/7/2020 at the following address in order to be considered. Please utilize Attachment L.

PROCUREMENT & WAREHOUSING SERVICES DEPARTMENT
The School Board of Broward County, Florida
7720 West Oakland Park Boulevard, Suite 323
Sunrise, Florida 33351-6704
Attention: FY21-106 - School and Department Furniture

One (1) complete, original hard-copy Proposal (clearly marked as such), and one (1) complete, original electronic version (both clearly marked as "original") will constitute the original governing documents. The electronic version in PDF on a Flash Drive must be IDENTICAL to the original Proposal. The proposal shall include **any supplemental information/marketing materials**, of the RFP Proposal, including the **REQUIRED RESPONSE FORM** (Section 1 of RFP), must be fully executed and returned on or before 2:00 p.m. ET on the date due to the Procurement & Warehousing Services Department in accordance with the submittal requirements. In the case of any discrepancy between the original hard-copy Proposal and the copies, the original hard-copy Proposal will be the governing document. The proposal must contain all information required to be included in the Proposal as described herein. Completed Proposals must be submitted in a sealed envelope (package, box, etc.) with the RFP number and title clearly typed or written on the front.

- 6.2 **JOINT VENTURES:** In the event, multiple Proposers submit a joint proposal in response to the RFP, a single proposer shall be identified as the prime proposer. If offering a joint proposal, prime proposer must include the name and address of all parties of the joint proposal. Prime proposer shall provide all bonding and insurance requirements, execute any Contract, complete the **REQUIRED RESPONSE FORM** shown herein, have overall and complete accountability to resolve any dispute arising within this contract. Only a single contract with one Proposer shall be acceptable. Prime Proposer responsibilities shall include, but not be limited to, performing of overall contract administration, preside over other Proposers participating or present at SBBC meetings, oversee the preparation of reports and presentations, and file any notice of protest and final protest as described herein. Prime Proposer shall also prepare and present a consolidated invoice(s) for services performed. SBBC shall issue only one (1) check for each consolidated invoice to the Prime Proposer for services performed. Prime Proposer shall remain responsible for performing services associated with response to this RFP.

6.3 INSURANCE REQUIREMENTS – MINIMUM INSURANCE REQUIREMENTS

- 6.3.1 **GENERAL LIABILITY:** Limits not less than \$1,000,000 per occurrence for Bodily Injury/ Property Damage; \$1,000,000 General Aggregate. Limits not less than \$1,000,000 for Products/Completed Operations Aggregate.
- 6.3.2 **PROFESSIONAL LIABILITY/ ERRORS & OMISSIONS:** Limit not less than \$1,000,000 per occurrence covering services provided under this Agreement.
- 6.3.3 **WORKER'S COMPENSATION:** Florida Statutory limits in accordance with Chapter 440; Employer's Liability limits not less than \$100,000/\$100,000/\$500,000 (each accident/disease-each employee/disease-policy limit).
- 6.3.4 **AUTO LIABILITY:** Owned, Non-Owned and Hired Auto Liability with Bodily Injury and Property Damage limits of not less than \$1,000,000 Combined Single Limit. If Awardee does not own any vehicles, hired and non-owned automobile liability coverage in the amount of \$1,000,000 shall be accepted. In addition, an affidavit signed by the Awardee must be furnished to SBBC indicating the following:

_____ (Awardee Name) does not own any vehicles. In the event the insured acquires any vehicles throughout the term of this agreement, the insured agrees to provide proof of "Any Auto" coverage effective the date of acquisition.

6.3 INSURANCE REQUIREMENTS – MINIMUM INSURANCE REQUIREMENTS (Continued)

6.3.5 **ACCEPTABILITY OF INSURANCE CARRIERS:** The insurance policies shall be issued by companies qualified to do business in the State of Florida. The insurance companies must be rated at least A- VI by AM Best or Aa3 by Moody's Investor Service.

6.3.6 **VERIFICATION OF COVERAGE:** Proof of Insurance must be furnished within 15 days of execution of this Agreement. To streamline this process, SBBC has partnered with EXIGIS RiskWorks to collect and verify insurance documentation. All certificates (and any required documents) must be received and approved by SBBC before any work commences to permit Awardee time to remedy any deficiencies. EXIGIS RiskWorks will send an email notification within three (3) business days after receipt of the award letter.

- New vendors will receive an email notification requesting account verification and insurance agent information.
- Existing vendors will receive an email notification of the current status.

6.3.7 **REQUIRED CONDITIONS:** Liability policies must contain the following provisions. In addition, the following wording must be included on the Certificate of Insurance:

6.3.7.1 The School Board of Broward County, Florida, its members, officers, employees, and agents are added as additional insured.

6.3.7.2 All liability policies are primary of all other valid and collectible coverage maintained by The School Board of Broward County, Florida.

6.3.7.3 Certificate Holder: The School Board of Broward County, Florida, c/o EXIGIS Risk Management Services, P. O. Box 4668-ECM, New York, New York 10163-4668

6.3.8 **CANCELLATION OF INSURANCE:** Vendors are prohibited from providing services under this Agreement with SBBC without the minimum required insurance coverage and must notify SBBC within two (2) business days if required insurance is canceled.

The School Board of Broward County, Florida reserves the right to review, reject or accept any required policies of insurance, including limits, coverage's or endorsements, herein throughout the term of this agreement

6.4 **AWARDEE ACCOUNTING RECORDS AND RIGHT TO AUDIT PROVISIONS:**

6.4.1 Awardee's and Sub-Contractor's records shall include, but not be limited to, accounting records, payroll time sheets, audited and unaudited financial statements to substantiate payment rates and income, written policies and procedures, Sub-Contractor's files and any other supporting evidence necessary to substantiate payments and income related to this Agreement (all the foregoing hereinafter referred to as "records") shall be open to inspection and subject to audit and/or reproduction, during normal working hours, by SBBC's agent or its authorized representative to the extent necessary to adequately permit evaluation and verification of any invoices, payments or claims submitted by the Awardee(s) or any of his/her payees pursuant to the execution of the Agreement. Such records subject to the examination shall also include, but not be limited to, those records necessary to evaluate and verify payments and any other matters or items associated with this Agreement.

6.4.2 For the purpose of such audits, inspections, examinations and evaluations, SBBC's agent or authorized representative shall have access to said records from the effective date of this Agreement, for the duration of the work, and until five (5) years after the date of final payment by Awardee(s) pursuant to this Agreement. All payments which cannot be documented as paid as required by the Agreement and found not to be in compliance with the provisions of this Agreement shall be reimbursed to SBBC.

6.4 Awardee Accounting Records and Right to Audit Provisions (Continued):

- 6.4.3 SBBC's agent or its authorized representative shall have access to the Awardee's facilities, shall have access to all necessary records, and shall be provided adequate and appropriate workspace, to conduct audits in compliance with this article. SBBC's agent or its authorized representative shall give audited firm reasonable advance notice of intended audits.
- 6.4.4 Awardee(s) shall certify that payments are accurate and correct on each and every payment. If an audit reveals discrepancies, such as an overpayment, the Awardee will be required to reimburse SBBC for the discrepancy with a minimum of eighteen percent (18%) per annum.
- 6.4.5 If an audit inspection or examination in accordance with this article, discloses overpayments (of any nature) to the Awardee(s) by SBBC in excess of ten percent (10%) of the total payments, the actual cost of SBBC's audit shall be paid by the Awardee as well as the overpayments by SBBC.

6.5 **W-9 FORM:** All Proposers are requested to complete their W-9, (see **Attachment D**), and submit with their Proposal.

6.6 **FLORIDA BIDDER'S PREFERENCE:** General Condition 7.2.4 does not apply to this RFP as no personal property is being purchased.

6.7 **COPYRIGHT INDEMNIFICATION:** SBBC agrees to notify Awardee promptly in writing of any threatened or pending judicial action brought against SBBC alleging SBBC's improper or unlawful use of any of the Services or Awardee Property, including but not limited to its infringement of a valid United States copyright law, patent or regulation (all such claims being referred to collectively herein as "Infringement Claims"). Awardee shall indemnify and defend the SBBC, including its board members, employees, and agents, against any and all of such Infringement Claims at its own expense and will pay (i) the legal fees of counsel engaged to defend SBBC and all of SBBC's related reasonable expenses, (ii) any costs and damages awarded against the SBBC in such action, and (iii) any amount agreed to be paid by SBBC in settlement of such action. Awardee's foregoing obligations are subject to and conditioned upon SBBC's full cooperation with Awardee in the defense of such Infringement Claims.

6.8 ACCEPTANCE AND REJECTION OF PROPOSALS:

- 6.8.1 **Acceptance:** All Proposals properly completed and submitted will be evaluated in accordance with Section 2.1 and Section 5.1. SBBC reserves the right to reject any or all Proposals that contain material deviations from the RFP or that fail to meet all mandatory requirements. SBBC may reject any or all Proposals when it serves the best interest of SBBC.
- 6.8.2 SBBC also reserves the right to waive irregularities or technicalities in any Proposal received if such action is in the best interest of SBBC. However, such a waiver shall in no way modify the RFP requirements or excuse the Proposer from full compliance with the RFP specifications and other contract requirements if the Proposer is awarded the contract.
- 6.8.3 **Rejection:** A Proposal may be rejected if it does not conform to the rules or the requirements contained in this RFP. Examples for rejection include, but are not limited to, the following:

6.8 ACCEPTANCE AND REJECTION OF PROPOSALS (Continued):

- 6.8.3.1 The Proposal is time-stamped at the Procurement & Warehousing Services Department after the deadline specified in the RFP.
- 6.8.3.2 Failure to execute and return the enclosed original **REQUIRED RESPONSE FORM** as defined in Subsection 4.1.4 (see Section 1- Required Response Form).
- 6.8.3.3 Failure to respond to all subsections within the RFP.
- 6.8.3.4 Proof of collusion among Proposers, in which case all suspected Proposals involved in the alleged collusive action shall be rejected, and any participants to such collusion shall be barred from future procurement opportunities until reinstated.
- 6.8.3.5 The Proposal shows non-compliance with applicable laws or contains any unauthorized additions or deletions, is a conditional Proposal, is an incomplete Proposal, or contains irregularities of any kind, which make the Proposal incomplete, indefinite, or ambiguous as to its meaning.
- 6.8.3.6 The Proposer adds provisions reserving the right to accept or reject an award or to enter into a contract pursuant to an award or adds provisions contrary to those in the RFP.
- 6.8.3.7 In the best interest of SBBC, the Board reserves the right to reject any or all proposals received when there is sound documented business reasons that serve the best interest of SBBC.

6.9 VENDOR REGISTRATION: To become a registered vendor for SBBC, vendors must access, complete and submit a Supplier Profile Questionnaire (SPQ) through SBBC's new eProcure Online Supplier Portal, powered by Ariba which can be located at: <http://schoolboardofbrowardcounty.supplier.ariba.com/register> Training materials are available via our website at <https://www.browardschools.com/PWS> (if needed).

- 6.10 **NONDISCRIMINATION STATEMENT – POLICY 4001.1** The School Board of Broward County, Florida, prohibits any policy or procedure in discrimination on the basis of age, color, disability, gender identity, gender expression, genetic information, marital status, national origin, race, religion, sex or sexual orientation. The School Board also provides equal access to the Boy Scouts and other designated youth groups. Individuals who wish to file a discrimination and/or harassment complaint may call the Director, Equal Educational Opportunities/ADA Compliance Department & District's Equity Coordinator/Title IX Coordinator at 754-321-2150 or Teletype Machine (TTY) 754-321-2158.
- 6.11 **PRE-QUALIFICATION:** In the event that the District requires Awardee to be pre-qualified, Awardee must complete pre-qualification process within 20 days from notice.



CERTIFICATE OF LIABILITY INSURANCE

Page 1 of 1

DATE (MM/DD/YYYY)
07/20/2020

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 have ADDITIONAL INSURED provisions or 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 Willis Towers Watson Northeast, Inc. c/o 26 Century Blvd P.O. Box 305191 Nashville, TN 37205191 USA	CONTACT NAME: Willis Towers Watson Certificate Center PHONE (A/C No. Ext.): 1-877-945-7378 FAX (A/C No.): 1-888-467-2378 E-MAIL ADDRESS: certificates@willis.com
INSURED Empire Office, Inc. 105 Madison Avenue, 15th New York, NY 10016	INSURER(S) AFFORDING COVERAGE INSURER A: Charter Oak Fire Insurance Company INSURER B: Travelers Indemnity Company INSURER C: INSURER D: INSURER E: INSURER F:

COVERAGES

CERTIFICATE NUMBER: W17308454

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	ADDC SUBR RSD NYD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	<input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR GEN'L AGGREGATE LIMIT APPLIES PER: <input type="checkbox"/> POLICY <input checked="" type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC OTHER:		Y1N-660-6F386588COT-20	03/24/2020	03/24/2021	EACH OCCURRENCE \$ 1,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 500,000 MED EXP (Any one person) \$ 10,000 PERSONAL & ADV INJURY \$ 1,000,000 GENERAL AGGREGATE \$ 3,000,000 PRODUCTS - COMPROP AGG \$ 3,000,000
B	AUTOMOBILE LIABILITY <input checked="" type="checkbox"/> ANY AUTO <input type="checkbox"/> OWNED AUTOS ONLY <input type="checkbox"/> SCHEDULED AUTOS <input checked="" type="checkbox"/> HIRED AUTOS ONLY <input checked="" type="checkbox"/> NON-OWNED AUTOS ONLY		Y1N-810-6F431146-IRD-20	03/24/2020	03/24/2021	COMBINED SINGLE LIMIT (Ea accident) \$ 1,000,000 BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$
B	<input checked="" type="checkbox"/> UMBRELLA LIAB <input checked="" type="checkbox"/> OCCUR <input type="checkbox"/> EXCESS LIAB <input type="checkbox"/> CLAIMS-MADE <input type="checkbox"/> DED <input checked="" type="checkbox"/> RETENTION \$ 10,000		807-61M28050-20-NY	03/24/2020	03/24/2021	EACH OCCURRENCE \$ 5,000,000 AGGREGATE \$ 5,000,000
	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NY) If yes, describe under DESCRIPTION OF OPERATIONS below	Y/N <input type="checkbox"/> N/A				PER STATUTE <input type="checkbox"/> OTH-ER <input type="checkbox"/> E.L. EACH ACCIDENT \$ 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

The School Board of Broward County
7720 W. Oakland Park Blvd, Suite 323
Sunrise, FL 33351

CANCELLATION

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

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SECTION 7 – GENERAL CONDITIONS

- 7.1 LIABILITY:** This General Condition of the RFP is NOT subject to negotiation and any Proposal that fails to accept these conditions will be rejected as "non-responsive".
- 7.1.1** By SBBC: SBBC agrees to be fully responsible up to the limits of Section 768.28, Florida Statutes, for its acts of negligence, or its employees' acts of negligence when acting within the scope of their employment and agrees to be liable for any damages resulting from said negligence.
- 7.1.2** By AWARDDEE: AWARDDEE agrees to indemnify, hold harmless and defend SBBC, its agents, servants and employees from any and all claims, judgments, costs and expenses including, but not limited to, reasonable attorney's fees, reasonable investigative and discovery costs, court costs and all other sums which SBBC, its agents, servants, and employees may pay or become obligated to pay on account of any, all and every claim or demand, or assertion of liability, or any claim or action founded thereon, arising or alleged to have arisen out of the products, goods or services furnished by the VENDOR, its agents, servants or employees; the equipment of the AWARDDEE, its agents, servants or employees while such equipment is on premises owned or controlled by SBBC; or the negligence of AWARDDEE or the negligence of AWARDDEE's agents when acting within the scope of their employment, whether such claims, judgments, costs, and expenses be for damages, damage to property including SBBC's property, and injury or death of any person whether employed by the AWARDDEE, SBBC or otherwise.
- 7.2 SEALED PROPOSAL REQUIREMENTS:** The "Required Response Form" must be completed, signed and returned with your submitted proposal. To be considered, all proposals must be delivered in a sealed envelope, clearly marked with the words "Proposal Documents", Request for Proposal (RFP) number and the title of the RFP and received in the Procurement & Warehousing Services Department no later than the specified date and time for the Request for Proposal opening.
- 7.2.1 PROPOSER'S RESPONSIBILITY:** It is the responsibility of the Proposer to be certain that all numbered pages of the RFP and all attachments thereto are received and all Addendum released are received before submitting a proposal without regard to how a copy of this RFP was obtained.
- It is the responsibility of the Proposer to make sure the original proposal matches the proposal copies as requested in the RFP. SBBC is not responsible for missing information in the proposal copies. Failure to check your proposal for missing information shall be at the risk of the Proposer and shall not be the responsibility of SBBC.
- 7.2.2 PROPOSAL SUBMITTED:** Completed proposal must be submitted in a sealed envelope with the RFP number and name clearly typed or written on the front of the envelope. Proposals must be time-stamped in the Procurement & Warehousing Services Department on or before 2:00 p.m. ET on the date due for proposal to be considered. Proposals will be opened at 2:00 p.m. ET on the date due. Failure to timely submit such a proposal shall disqualify the Proposer and such a proposal will be either returned to the Proposer or stored and unopened. **NO FAXED PROPOSALS SHALL BE ACCEPTED.** The School Board of Broward County (SBBC) reserves the right to reject any proposal that fails to comply with these submittal requirements.
- 7.2.3 EXECUTION OF PROPOSAL:** Proposal must contain an original manual signature (in blue ink) of an authorized representative, who can bind the company to the requirements of the RFP, in the space provided on the Required Response Form. All proposals must be typewritten. It is requested that the submitted proposal follow the exact format as outlined in the RFP.
- 7.2.4 BIDDING PREFERENCE LAWS:** The State of Florida provides a Proposer's preference for Florida vendors for the purchase of personal property. **SERVICES ARE NOT COVERED UNDER THIS REQUIREMENT.** The local preference is five (5) percent. Proposers outside the State of Florida must have an attorney, licensed to practice law in the out-of-state jurisdiction, as required by Florida Statute 287.084(2), execute the "Opinion of Out-of-State Bidder's Attorney on Bidding Preferences" form and must submit this form with the submitted proposal. Such an opinion should permit SBBC's reliance on such an attorney's opinion for purposes of complying with Florida Statute 287.084. Florida Proposers must also complete its portion of the form. Failure to submit and execute this form, with the proposal, shall result in the proposal being considered "non-responsive" and proposal rejected. See the Minimum Eligibility Requirements of the RFP.
- 7.3 SUBMITTAL OF PROPOSALS:** All Proposers are reminded that it is the sole responsibility of the PROPOSER to assure that their proposal is time-stamped in **PROCUREMENT AND WAREHOUSING SERVICES** on or before 2:00 p.m. ET on the date due. Late proposals shall not be accepted. The address for proposal submittal, including hand-delivery and overnight courier delivery, is indicated as 7720 West Oakland Park Boulevard, Suite 323, Sunrise, Florida 33351-6704. The Proposer is fully and completely responsible for the payment of all delivery costs associated with the delivery of their proposal or related material. Procurement and Warehousing Services will not accept delivery of any proposal or related material requiring the School Board to pay for any portion of the delivery cost or the complete delivery cost. Before the proposal submittal, it is the responsibility of the proposer to be certain that all Addenda released have been received, that all Addendum requirements have been completed, and that all submittals required by the Addendum have been timely filed. (See General Condition 7.2.2)
- 7.4 ORIGINAL DOCUMENT FORMAT:** Only the terms and conditions of this solicitation, as they were released by SBBC, or amended via Addendum, are valid. Any modification to any term or condition by a vendor is not binding unless it is expressly agreed to, in writing, by SBBC.
- 7.5 PRICES QUOTED:** All prices for goods quoted shall be F.O.B. Destination and freight prepaid (Proposer pays and bears freight charges). Proposer owns goods in transit and files any claims unless otherwise stated in the Special Conditions of the RFP. In case of a discrepancy in computing the amount of the proposal, the Unit Price quoted shall govern. For services, the unit price shall be all-inclusive of services performed.
- a) TAXES:** The School Board of Broward County, Florida, does not pay Federal Excise and State taxes on direct purchases of tangible personal property. The applicable tax exemption number is shown on the Purchase Order. This exemption does not apply to purchases of tangible property made by contractors who use the tangible personal property in the performance of contracts for the improvement of School Board owned real property as defined in Chapter 192 of the Florida Statutes.
- b) MISTAKES:** Proposers are expected to examine the specifications, delivery schedules, proposal prices and extensions, and all instructions pertaining to supplies and services. Failure to do so will be at the Proposer's risk.
- c) CONDITIONS AND PACKAGING:** It is understood and agreed that any item offered or shipped as a result of this proposal shall be new (current production model at the time of this proposal) unless otherwise specified in this RFP. All containers shall be suitable for storage or shipment and all prices shall include standard commercial packaging.
- d) UNDERWRITERS' LABORATORIES:** Unless otherwise stipulated in the proposal, all manufactured items and fabricated assemblies shall be UL listed where such has been established by UL for the item(s) offered and furnished. In lieu of the UL listing, the Proposer may substitute a listing by an independent testing laboratory recognized by OSHA under the Nationally Recognized Testing Laboratories (NRTL) Recognition Program.
- e) PROPOSER'S CONDITIONS:** Proposal conditions and specifications shall not be changed, altered or conditioned in any way. The Evaluation Committee reserves the right to reject any conditional proposal.
- 7.6 SAMPLES:** Samples of items, when required, must be furnished free of expense within five (5) working days unless otherwise stated in the RFP or by the Purchasing Agent's letter to the Proposer requesting the sample(s). If the Proposer must have the sample(s) returned, then the sample(s) will be returned at the Proposer's expense. Proposer(s) will be responsible for the removal of all sample(s) furnished within thirty (30) days after the award of the RFP. All sample(s) will be disposed of after thirty (30) days after the award of the RFP.
- Each individual sample must be labeled with the Proposer's name, RFP Number and item number. Failure of the Proposer to either deliver the required sample(s) or to clearly identify samples as indicated may be a reason for rejection of the proposal item. Unless otherwise indicated in the RFP, sample(s) should be delivered to the Procurement & Warehousing Services Department, The School Board of Broward County, Florida, 7720 West Oakland Park Boulevard, Suite 323, Sunrise, Florida, 33351-6704.

- 7.7 DELIVERY: ALL DELIVERIES SHALL BE F.O.B. DESTINATION POINT.** Shipping points offered other than F.O.B. Destination shall be rejected. Unless the actual date of delivery is specified (or specified delivery cannot be met), show the number of days required to make delivery after receipt of Purchase Order in space provided. Delivery time may become a basis for making an award (see Special Conditions). Delivery shall be within the normal working hours of the user, Monday through Friday, excluding state holidays and days during which the school district administration is closed.
- 7.8 INTERPRETATIONS:** Any questions concerning conditions and specifications must be submitted in writing and received by the Procurement and Warehousing Services Department as requested in the Conditions of the RFP. Information. If necessary, an Addendum will be issued.
- 7.9 EVALUATION COMMITTEES AND PROPOSALS:** SBBC and its Proposal Evaluation Committees evaluate and negotiate all Proposals in accordance with State Statutes 119.071 and 286.0113.
- 7.10 AWARDS:** In the best interest of SBBC, the Procurement & Warehousing Services Department reserves the right to withdraw this RFP at any time prior to the time and date specified for the RFP opening. The Evaluation Committee reserves the right to reject any or all proposals received when there is sound documented business reason(s) that serve the best interest of SBBC. The Evaluation Committee reserves the right to accept any item or groups of items unless qualified by the Proposer. All awards made as a result of this RFP shall conform to applicable Florida Statutes and be governed by the laws of the State of Florida, and must have a venue established in the 17th Judicial Circuit Court of Broward County, Florida or the United States Court of the Southern District of Florida.
- 7.11 PROPOSAL OPENING:** Proposal opening shall be public, on the date and at the time specified in the RFP. Any proposal(s) received after that time shall not be considered.
- 7.12 ADVERTISING:** In submitting a proposal, Proposer agrees not to use the results therefrom as a part of any commercial advertising without prior approval of the School Board.
- 7.13 INSPECTION, ACCEPTANCE & TITLE:** Inspection and acceptance will be at destination unless otherwise provided in the RFP. Title to/ or risk of loss or damage to all items shall be the responsibility of the Awardee until acceptance by SBBC unless loss or damage resulting from negligence by SBBC. If the materials or services supplied to SBBC are found to be defective or not conform to specifications, SBBC reserves the right to cancel the order upon written notice to the Awardee(s) and return the product at Awardee's expense.
- 7.14 PAYMENT:** Payment will be made by SBBC after the items awarded have been received, inspected, found to comply with award specifications and free of damage or defect and properly invoiced. Services will be paid after the service has been performed and meets the requirements of the RFP. All payments will be made by ACH (Automated Clearing House) for automatic deposits (credits).
- 7.15 CONFLICT OF INTEREST AND CONFLICT EMPLOYMENT OR CONTRACTUAL RELATIONSHIP:** Section 112.313 (3) and (7), Florida Statutes, sets forth restrictions on the ability of SBBC employees acting in a private capacity to rent, lease, or sell any realty, goods or services to SBBC. It also places restrictions on SBBC employees concerning outside employment or contractual relationships with any business entity which is doing business with SBBC. Each Proposer is to disclose any employees it has who are also SBBC employees by submitting Attachment B, Disclosure of Potential Conflict of Interest and Conflict Employment or Contractual Relationship, with its proposal. Any employees identified by the Proposer when completing Attachment B should obtain legal advice as to their obligations and restrictions under Section 112.313 (3) and (7), Florida Statutes.
- 7.16 INSURANCE:** Proposer, by virtue of submitting a proposal, shall be in full compliance with paragraph 7.24 LIABILITY INSURANCE, LICENSES, AND PERMITS of the General Conditions. Insurance Requirements are shown in Section 6.3 of this RFP. The proposer shall take special notice that SBBC shall be named as an additional insured under the General Liability policy including Products Liability. (Refer to the Special Conditions of the RFP for the threshold requirements) The insurance policies shall be issued by companies qualified to do business in the State of Florida. The insurance companies must be rated at least A-VI by AM Best or Aa3 by Moody's Investor Service. All policies must remain in effect during the performance of the contract.
- 7.17 LICENSES, CERTIFICATIONS, AND REGISTRATIONS:** As of the RFP Opening Date, Proposer must have all Licenses, Certifications, and Registrations required when performing the services as described herein, in order for the proposal to be considered a responsive and responsible proposal. Licenses, Certifications, and Registrations required for this RFP shall be as required by Chapter 489, Florida Statutes, as currently enacted or as amended from time to time; by the State Requirements for Educational Facilities (SREF), latest version; and by Broward County, Florida. The proposer must submit a copy of all its current Licenses, Certifications, and Registrations required as described herein, either with its proposal or within five (5) working days of notification.
- An Awardee who has any License, Certification, or Registration either suspended, revoked or expired after the date of the Bid Opening shall provide notice to the Director of Procurement & Warehousing Services Department within five (5) working days of such suspension, revocation or expiration. However, such suspension, revocation or expiration after the date of the RFP opening shall not relieve the Awardee of its responsibilities under a contract awarded under this RFP.*
- 7.18 PRIORITY OF DOCUMENTS:** In the event of a conflict between the documents, the order of priority of the documents shall be as follows:
- a) Any Agreement resulting from the award of this RFP; then
 - b) Addenda released for this RFP, with the latest Addendum taking precedence; then
 - c) The RFP; then
 - d) Awardee's proposal.
- 7.18.1 DISPUTES:** In the event any dispute or difference of opinion concerning the interpretation of the Agreement and any documents incorporated therein, the decision of SBBC shall be final and binding upon all parties.
- 7.19 PATENTS & ROYALTIES:** Awardee(s), without exception, shall indemnify and save harmless The School Board of Broward County, Florida and its employees from liability of any nature or kind, including cost and expenses for any copyrighted, patented, or unpatented invention, process, or article manufactured or used in the performance of the contract, including its use by The School Board of Broward County, Florida. If the Awardee(s) uses any design, device, or materials covered by letters, patent, or copyright, it is mutually understood and agreed without exception that the proposal prices shall include all royalties or cost arising from the use of such design, device or materials in any way involved in the work.
- 7.20 OSHA:** Awardee warrants that the product(s) supplied to The School Board of Broward County, Florida shall conform in all respects to the standards set forth in the Occupational Safety and Health Act of 1970, as amended, and the failure to comply with this condition will be considered as a breach of contract.
- 7.21 SPECIAL CONDITIONS:** The Superintendent or Designee has the authority to issue Special Conditions and Specifications as required for individual proposals. Any and all Special Conditions that may vary from these General Conditions shall have precedence.
- 7.22 NONDISCRIMINATION:** The respondent hereby certifies and agrees that the following information is correct: In preparing its response on this project, the respondent has considered all proposals submitted from qualified, potential subcontractors and suppliers, and has not engaged in "discrimination" as defined in the District's Policy No. 3330 - Supplier Diversity Outreach Program, Section D.1; to wit: discrimination in the solicitation, selection, or commercial treatment of any subcontractor, vendor, supplier, or commercial customer on the basis of race, color, religion, ancestry or national origin, sex, age, marital status, sexual orientation or on the basis of disability or other unlawful forms of discrimination. Without limiting the foregoing, "discrimination" also includes retaliating against any person or other entity for reporting any incident of "discrimination." Without limiting any other provision of the solicitation for responses on this project, it is understood and agreed that, if this certification is false, such false certification will constitute grounds for the School District to reject the response submitted by the respondent on this project, and terminate any contract awarded based on the response. As part of its response, the respondent shall provide to the School District a list of all instances within the immediate past four (4) years where there has been a final adjudicated determination in a legal or administrative proceeding in the State of Florida that the respondent discriminated against its subcontractors, vendors, suppliers, or commercial customers, and a description of the status or resolution of that complaint, including any remedial action taken. As a condition of submitting a response to the School Board, the respondent agrees to comply with the District's Commercial Nondiscrimination Policy as described under its School Board Policy No. 3330 - Supplier Diversity Outreach Program, Section D.1.
- 7.23 QUALITY:** All materials used for the manufacture or construction of any supplies, materials or equipment covered by this RFP shall be new unless otherwise specified. The items bid must be new, the latest model, of the best quality and highest grade workmanship. Product(s) offered that have not been previously used in any way and are being actively marketed by the manufacturer will be accepted. Minor parts within the product(s) may have remanufactured components. Therefore, reconditioned, refurbished, rebuilt, discontinued, used, shopworn, demonstrator, prototype or other types of product(s) of this kind are not acceptable and will be rejected.

- 7.24 LIABILITY INSURANCE, LICENSES AND PERMITS:** Where Awardees are required to enter or go onto School Board property to deliver materials or perform work or services as a result of an RFP award, the Awardee agrees to The Hold Harmless Agreement stated herein and will assume the full duty obligation and expense of obtaining all necessary licenses, permits, and insurance. The Awardee shall be liable for any damages or loss to the School Board occasioned by the negligence of the Awardee (or agent) or any person the Awardee has designated in the completion of the contract as a result of their bid.
- 7.25 BID BONDS, PERFORMANCE BONDS AND CERTIFICATES OF INSURANCE:** Bid bonds, when required, shall be submitted with the proposal in the amount specified in Special Conditions. Bid bonds will be returned to non-Awardees. After acceptance of the proposal, the School Board will notify the Awardee to submit a performance bond and certificate of insurance in the amount specified in Special Conditions. Upon receipt of the performance bond, the bid bond will be returned to the Awardee.
- 7.26 CANCELLATION:** In the event any of the provisions of this RFP are violated by the Awardee, the Superintendent shall give written notice to the Awardee stating the deficiencies and unless deficiencies are corrected within five (5) business days (or as required), recommendation will be made to the School Board for immediate cancellation of the Awardee's contract.
- 7.27 BILLING INSTRUCTIONS:** Invoices, unless otherwise indicated, must show Purchase Order numbers and shall be submitted in duplicate to The School Board of Broward County, Florida, Accounting and Financial Reporting Department, Attn: Accounts Payable, 600 S.E. 3rd Avenue, 7th Floor, Fort Lauderdale, Florida 33301. Payment will be made a minimum of 30 days after delivery, authorized inspection and acceptance. When vendors are directed to send invoices to a school, the school will make direct payments to the vendor.
- 7.28 DELIVERING TO CENTRAL WAREHOUSE:** Receiving hours are Monday through Friday (excluding state holidays and days during which the school district administration is closed) 7:00 a.m. to 2:00 p.m. ET.
- 7.29 SUBSTITUTIONS:** The School Board of Broward County, Florida **WILL NOT** accept substitute shipments of any kind. Awardees are expected to furnish the brand/manufacture quoted in their proposal once awarded by the School Board. Any substitute shipments shall be returned at the Awardee's expense.
- 7.30 FACILITIES:** SBBC reserves the right to inspect the Awardee's facilities at any time with prior notice. SBBC may use the information obtained from this in determining whether a Proposer is a responsible bidder.
- 7.31 ASBESTOS AND FORMALDEHYDE STATEMENT:** All building materials, pressed boards, and furniture supplied to SBBC shall be 100% asbestos-free. It is desirable that all building materials, pressed boards and furniture supplied to the School Board also be 100% formaldehyde-free. Proposer, by virtue of bidding, certifies by signing a proposal that, if awarded this RFP, only building materials, pressed boards, and/or furniture that is 100% asbestos-free will be supplied.
- 7.32 ASSIGNMENT:** Neither any award of this RFP nor any interest in any award of this RFP may be assigned, transferred or encumbered by any party without the prior written consent from the Director, Procurement and Warehousing Services. There shall be no partial assignments of this RFP including, without limitation, the partial assignment of any right to receive payments from SBBC.
- 7.33 EXTENSION:** In addition to any extension options contained herein, SBBC is granted the right to extend any award resulting from this RFP for the period of time necessary for SBBC to release, award and implement a replacement RFP for the goods, products and/or services provided through this RFP. Such extension shall be upon the same prices, terms and conditions as existing at the time of SBBC's exercise of this extension right. The period of any extension under this provision shall not be for a period in excess of six (6) months from (a) the termination date of a contract entered into as a result of this bid or (b) the termination date under any applicable period of extension under a contract entered into as a result of this bid.
- 7.34 OMISSION FROM THE SPECIFICATIONS:** The apparent silence of this specification and any Addendum regarding any details or the omission from the specification of a detailed description concerning any point shall be regarded as meaning that only the best available units or service shall be provided and the best commercial practices are to prevail, and that only materials and workmanship of first quality are to be used. All interpretations of this specification shall be made upon the basis of this Agreement.
- 7.35 SUBMITTAL OF INVOICES:** All Proposers are hereby notified that any invoice submitted as a result of the award of this RFP must be in the same format as any Purchase Order released as a result of the award of this RFP. Each line of the invoice must reference a corresponding single line shown on the Purchase Order. A single invoice line must not correspond to or commingle the cost shown on multiple Purchase Order lines. An invoice submitted that does not follow the same format and line numbering as shown on the Purchase Order will be deemed to be not correct and will be returned to the vendor by the Accounts Payable Department for correction. The address for submitting invoices is included on Purchase Order.
- 7.36 PURCHASE AGREEMENT:** This RFP, written Agreement, and the corresponding Purchase Orders will constitute the complete agreement. SBBC will not accept proposed terms and conditions that are different than those contained in this RFP, including pre-printed text contained on catalogs, price lists, other descriptive information submitted or any other materials. By virtue of submitting a proposal, Awardee(s) agrees to not submit to any SBBC employee, for signature, any document that contains terms and conditions that are different than those contained herein and that in the event any document containing any term or condition that differs from those contained herein is executed, said document shall not be binding on SBBC.
- 7.37 SBBC INFORMATION SECURITY GUIDELINES:** It is the responsibility of the Awardee to read and adhere to the SBBC Information Security Guidelines when using any device connected to the SBBC's network. Following the conclusion of the contract term, all of SBBC's confidential information must be removed from Awardee's equipment and all access privileges must be revoked. The final payment will be withheld until the Awardee has confirmed, in writing, that all SBBC's confidential information has been purged from any and all electronic technology devices that were used during this contract and were connected to the SBBC's network.
- 7.38 SUPPLIER DIVERSITY OUTREACH PROGRAM (SDOP) PARTICIPATION:** SBBC has implemented a Supplier Diversity Outreach Program (SDOP) as part of the SBBC's competitive solicitation and contracting activity in accordance with School Board Policy 3330, Supplier Diversity Outreach Program. The purpose of the program is to utilize available small, minority and women businesses within the Board's market area to compete for the award of SBBC construction and purchasing contracts. S/M/WBE vendors utilized for this contract must be certified by SBBC's Supplier Diversity Outreach Program Office prior to the submission of the bid proposal. For information on S/M/WBE Certification, contact SBBC's Supplier Diversity Outreach Program at 754-321-0550 or <http://www.broward.k12.fl.us/supply/sdop/index.html>.
- 7.39 SBBC PHOTO IDENTIFICATION BADGE: Background Screening:** Awardee agrees to comply with all the requirements of Sections 1012.32 and 1012.465, Florida Statutes, and that Awardee and all its personnel who (1) are to be permitted access to school grounds when students are present, (2) will have direct contact with students, or (3) have access or control of school funds will successfully complete the background screening required by the referenced statutes and meet the standards established by the statutes. Personnel shall include employees, representatives, agents or sub-contractors performing duties under the contract to SBBC, and who meet any or all of the three (3) requirements identified above. This background screening will be conducted by SBBC in advance of the Awardee or its personnel providing any services. The Awardee will bear the cost of acquiring the background screening required under Section 1012.32, Florida Statutes, and any fee imposed by the Florida Department of Law Enforcement to maintain the fingerprints provided with respect to the Awardee and its personnel. The Parties agree that the failure of Awardee to perform any of the duties described in this section shall constitute a material breach of this ITB entitling SBBC to terminate immediately with no further responsibilities or duties to perform under this Agreement. Awardee agrees to indemnify and hold harmless SBBC, its officers and employees of any liability in the form of physical or mental injury, death or property damage resulting in Awardee's failure to comply with the requirements of this section or Sections 1012.32 and 1012.465, Florida Statutes. SBBC issued identification badges must be worn at all times when on SBBC property and must be worn where they are visible and easily readable.
- As of 7/01/15, Fieldprint, Inc. has been contracted to provide all background and fingerprinting services. All questions pertaining to fingerprinting, photo identification and background check services must be directed to the Project Coordinator at 754-321-1830 or 754-321-2374. Each individual, for whom an SBBC photo identification badge is requested, must be registered into the Fieldprint, Inc. applicant enrollment website. A background check will be conducted for each badge applicant. SBBC reserves the right to require additional information, should it be necessary, and to deny the issuance of a badge to an applicant. Any applicant, that has been denied a badge, is prohibited from entering SBBC property as an employee, sub-contractor or agent of a contract Awardee. Applicant enrollment and scheduling website is www.fieldprintflorida.com. The total fee(s) for the SBBC photo identification badge, fingerprinting and an FBI background check can be found at the following website: http://www.broward.k12.fl.us/police/pdf/seccler/FIELDPRINT_CODES.pdf. Payment options can be made by electronic check (e-check), Visa, MasterCard or use of an established escrow account code. (Continued)....

These fees are non-refundable and are subject to change without notice. Badges are issued for a one-year period and must be renewed annually. The renewal date will be one (1) year from the date of issuance. Failure to renew the badge, at that time, will result in the vendor being required to re-apply and pay the going rate for badging and fingerprinting.

Vendors shall return expired and/or terminated employee badges to the following location: The School Board of Broward County, Florida, Attn: Fieldprint, Inc., 600 S.E. 3rd Avenue, Fort Lauderdale, Florida 33301.

- 7.40 **PROTESTING OF BID CONDITIONS/SPECIFICATIONS:** Any person desiring to protest the conditions/specifications in this RFP, or any Addenda subsequently released thereto, shall file a notice of intent to protest, in writing, within 72 hours after electronic release of the competitive solicitation or Addendum and shall file a formal written protest within ten calendar days after the date the notice of protest was filed. Saturdays, Sundays, state holidays, or days during which the school district administration is closed shall be excluded in the computation of the 72 hours. If the tenth calendar day falls on a Saturday, Sunday, state holiday or day during which the school district administration is closed, the formal written protest must be received on or before 5:00 p.m. ET of the next calendar day that is not a Saturday, Sunday, state holiday or day during which the school district administration is closed. Section 120.57(3)(b), Florida Statutes, as currently enacted or as amended from time to time, states that "The formal written protest shall state with particularity the facts and law upon which the protest is based."

Failure to file a notice of protest or to file a formal written protest within the time prescribed by Section 120.57(3), Florida Statutes, or a failure to post the bond or other security required by SBBC Policy 3320, within the time allowed for filing a bond, shall constitute a waiver of proceedings. The failure to post the bond required by SBBC Policy 3320, Part VIII, as currently enacted or as amended from time to time, shall constitute a waiver of proceedings. Notices of protest, formal written protests, and the bonds required by SBBC Policy 3320, shall be filed at the office of the Director, Procurement and Warehousing Services, 7720 West Oakland Park Boulevard, Suite 323, Sunrise, Florida 33351-6704 (fax 754-321-0936). Fax filing will not be acceptable for the filing of bonds.

- 7.41 **POSTING OF BID RECOMMENDATIONS/TABULATIONS:** RFP Recommendations and Tabulations will be posted in Procurement and Warehousing Services and on www.demandstar.com on 8/5/2020 @ 3:00 pm and will remain posted for 72 hours. Any change to the date and time established herein for the posting of RFP Recommendations/Tabulations shall be posted in Procurement and Warehousing Services and/or at www.demandstar.com (under the document section for this RFP). In the event the date and time of the posting of RFP Recommendations/Tabulations are changed, it is the responsibility of each Proposer to ascertain the revised date of the posting of RFP Recommendations/Tabulations. Any person desiring to protest the intended decision shall file a notice of protest, in writing, within 72 hours after the posting of the RFP tabulation and shall file a formal written protest within ten calendar days after the date the notice of protest was filed. Saturdays, Sundays, state holidays and days during which the school district administration is closed shall be excluded in the computation of the 72 hours. If the tenth calendar day falls on a Saturday, Sunday, state holiday or day during which the school district administration is closed, the formal written protest must be received on or before 5:00 p.m. ET of the next calendar day that is not a Saturday or Sunday, state holiday or days during which the school district administration is closed. No submissions made after the Bid opening amending or supplementing the Bid shall be considered. Section 120.57(3)(b), Florida Statutes, as currently enacted or as amended from time to time, states that "The formal written protest shall state with particularity the facts and law upon which the protest is based". Any person who files an action protesting an intended decision shall post with SBBC, at the time of filing the formal written protest, a bond, payable to SBBC, in an amount equal to one percent (1%) of SBBC's estimate of the total volume of the contract. SBBC shall provide the estimated contract amount to the Proposer within 72 hours, excluding Saturdays, Sundays and other days during which SBBC administration is closed, of receipt of notice of intent to protest. The estimated contract amount is not subject to protest pursuant to Section 120.57(3), Florida Statutes. The bond shall be conditioned upon the payment of all costs which may be adjudged against the protestant in an Administrative Hearing in which the action is brought and in any subsequent appellate court proceeding. In lieu of a bond, SBBC may accept a cashier's check, official bank check or money order in the amount of the bond.

If, after completion of the Administrative Hearing process and any appellate court proceedings, SBBC prevails, SBBC shall recover all costs and charges which shall be included in the Final Order or judgment, including charges made by the Division of Administrative Hearings, but excluding attorney's fees. Upon payment of such costs and charges by the protestant, the bond shall be returned. If the protestant prevails, then the protestant shall recover from the School Board all costs and charges which shall be included in the Final Order or judgment, excluding attorney's fees. All documentation necessary for the protest proceedings will be provided electronically by SBBC.

Failure to file a notice of protest or to file a formal written protest within the time prescribed by Section 120.57(3), Florida Statutes, or a failure to post the bond or other security required by SBBC Policy 3320 within the time allowed for filing a bond, shall constitute a waiver of proceedings. The failure to post the bond required by SBBC Policy 3320, Part VIII, as currently enacted or as amended from time to time, shall constitute a waiver of proceedings. Notices of protests, formal written protests, and the bonds required by Policy 3320, shall be filed at the office of the Director, Procurement and Warehousing Services, 7720 West Oakland Park Boulevard, Suite 323, Sunrise, Florida 33351-6704 (fax 754-321-0936). Fax filing will not be acceptable for the filing of bonds.

- 7.42 **AUDIT AND INSPECTION OF AWARDEE'S DOCUMENTS AND RECORDS:** The District or its representative reserves the right to inspect and/or audit all the Awardee's documents and records as they pertain to the products and services delivered under this agreement. Such rights will be exercised with notice to the Awardee to determine compliance with and performance of the terms, conditions, and specifications on all matters, rights, and duties, and obligations established by this agreement. Documents/records in any form shall be open to the District or State's representative and may include but are not limited to all correspondence, ordering, payment, inspection, and receiving records, contracts or sub-contracts that directly or indirectly pertain to the transactions between the District and the Awardee(s). (See Special Conditions of the RFP)

- 7.43 **CREDIT CARDS:** Individual schools and departments may place some orders and utilize, as the form of payment, a District-issued credit card to the extent authorized by the School Board. These orders will be made via phone or fax for direct delivery and billing to the requesting work location. Please note that credit card purchases will benefit all vendors by providing immediate payment (i.e., within 48-72 hours), thereby eliminating the need to submit an invoice to the District's Accounts Payable Department or reconcile receivable balances. For credit card purchases, all vendors must have the capability to accept fax orders, which must be confirmed by calling back the requesting work location to verify prices and obtain a credit card number. Only actual items shipped/delivered can be charged to the credit card account (i.e., no back-orders). All purchase deliveries must include a packing slip or receipt/invoice listing the items and prices of goods delivered. For security reasons, the credit card charge receipt showing the work location's credit card number cannot be attached to the packing slip or receipt/invoice submitted as part of the purchase delivery. District work locations may request that a vendor maintains secure records of the credit card account assigned an alias or password, to avoid divulging the actual credit card number upon every purchase.

- 7.44 **NONCONFORMANCE TO CONTRACT CONDITIONS:** Items or services offered may be tested for compliance with RFP conditions and specifications at any time. Items delivered, not conforming to RFP conditions or specifications, may be rejected and returned at the vendor's expense. Services not conforming to RFP specifications shall be corrected and performed again to meet the specifications of the RFP at the expense of the Awardee. Goods or services not delivered as per delivery date in RFP and/or Purchase Order may be rejected upon delivery and/or may be purchased on the open market. Any increase in cost may be charged against the Awardee. Any violation of these stipulations may also result in:
- a) Cancellation and default of contract;
 - b) For a period of two (2) years, any proposal submitted by the vendor will not be considered and will not be recommended for an award.
 - c) All departments being advised not to do business with the vendor.

- 7.45 **CONE OF SILENCE:** Any proposer, or lobbyist for a proposer, is prohibited from having any communications (except as provided in this rule) concerning any solicitation for a competitive procurement with any School Board member, the Superintendent, any Evaluation Committee Member, or any other School District employee after Procurement and Warehousing Services releases a solicitation to the General Public. All communications regarding this solicitation shall be directed to the designated Purchasing Agent unless so notified by Procurement and Warehousing Services. This "Cone of Silence" period shall go into effect and shall remain in effect from the time of the release of the solicitation until the contract is awarded by the School Board. Further, any vendor, its principals, or their lobbyists shall not offer campaign contributions to School Board Members or offer contributions to School Board Members for campaigns of other candidates for political office during the period in which the vendor is attempting to sell goods or services to the School Board. This period of limitation of offering campaign contributions shall commence at the time of the "cone of silence" period for any solicitation for a competitive procurement as described by School Board Policy 3320, Part II, Section GG as well as School Board Policy 1007, Section 5.4 - Campaign Contribution Fundraising. Any vendor or lobbyist who violates this provision shall cause their Proposal (or that of their principal) to be considered non-responsive and therefore be ineligible for award.

- 7.46 **TERMINATION:** This contract award may be terminated with or without cause by SBBC during the term hereof thirty (30) days after the Superintendent gives written notice to the other parties that a recommendation will be made to the School Board for the contract award's termination.

- 7.47 **PACKING SLIPS:** It will be the responsibility of the Awardee to attach all packing slips to the OUTSIDE of each shipment. The packing slip must reference the SBBC Purchase Order number/control number. Failure to provide a packing slip attached to the outside of shipment will result in refusal of shipment at the vendor's expense.
- 7.48 **USE OF OTHER CONTRACTS:** SBBC reserves the right to utilize any other SBBC contract, any State of Florida Contract, any contract awarded by any other city or county governmental agencies, other school boards, other community college/state university system cooperative bid agreement, or to directly negotiate/purchase per School Board policy and/or State Board Rule 6A-1.012, as currently enacted or as amended from time to time, in lieu of any offer received or award made as a result of this bid if it is in its best interest to do so.
- 7.49 **PURCHASE BY OTHER PUBLIC AGENCIES:** With the consent and agreement of the awarded contractor(s), purchases may be made under this RFP by other agencies. Such purchases shall be governed by the same terms and conditions as stated herein.
- 7.50 **PUBLIC ENTITY CRIMES:** Section 287.133(2)(a), Florida Statutes, as currently enacted or as amended from time to time, states that a person or affiliate who has been placed on the convicted vendor list following a conviction for a public entity crime may not submit a proposal on a contract to provide any goods or services to a public entity, may not submit a bid on a contract with a public entity for the construction or repair of a public building or public work, may not submit bids on leases of real property to a public entity, may not be awarded or perform work as a contractor, supplier, subcontractor, or consultant under a contract with any public entity, and may not transact business with any public entity in excess of the threshold amount provided in Section 287.017 for CATEGORY TWO (currently \$25,000) for a period of 36 months from the date of being placed on the convicted vendor list.
- 7.51 **SEVERABILITY:** In case of any one or more of the provisions contained in this RFP shall be for any reason held to be invalid, illegal, unlawful, unenforceable or void in any respect, the invalidity, illegality, unenforceability or unlawfulness or void nature of that provision shall not affect any other provision and this RFP shall be considered as if such invalid, unlawful, unenforceable or void provision had never been included herein.
- 7.52 **DISTRIBUTION:** DemandStar by Onvia, www.demandstar.com, is the official method approved by Procurement and Warehousing Services for the distribution of all competitive solicitations including ITBs and RFPs. It is the responsibility of all interested parties to assure they have received all necessary documents, including Addenda and have included all necessary information within their response. SBBC is not responsible for Proposer's failure to obtain complete bidding documents from DemandStar. SBBC reserves the right to reject any bid as non-responsive for failure to include all necessary documents or required Addenda. For information regarding the above-referenced solicitation, contact the designated Purchasing Agent as stated herein.
- 7.53 **PRICE REDUCTIONS:** If, from the date of proposal opening, the Awardee either bids the same products and/or services at a lower price than offered to SBBC or reduces the price of the proposed product or service, the lowest of these reduced prices will be extended to SBBC.
- 7.54 **LOBBYIST ACTIVITIES:** In accordance with SBBC Policy 1100B, as currently enacted or as amended from time to time, persons acting as lobbyists must state, at the beginning of their presentation, letter, telephone call, e-mail or facsimile transmission to School Board Members, Superintendent or Members of Senior Management, the group, association, organization or business interest she/he is representing.
- a) A lobbyist is defined as a person who for immediate or subsequent compensation, (e.g., monetary profit/personal gain) represents a public or private group, association, organization or business interest and engages in efforts to influence School Board Members on matters within their official jurisdiction.
- b) A lobbyist is not considered a person representing school-affiliated groups (e.g., PTA, DAC, Band Booster Associations, etc.) nor a public official acting in her/his official capacity.
- c) Lobbyists shall annually (July 1) disclose in each instance and for each client prior to any lobbying activities, their identity and activities by completing the lobbyist statement form which can be obtained from Official School Board Records, School Board Member's Offices or the Superintendent's Office and will be recorded on The School Board of Broward County's website, www.browardschools.com.
- d) The lobbyist must disclose any direct business association with any current elected or appointed official or employee of SBBC or any immediate family member of such elected or appointed official or employee of SBBC.
- e) Senior-level employees (Pay Grade 30 and above) and/or School Board Members are prohibited from lobbying activities for one (1) year after resignation or retirement or expiration of their term of office.
- 7.55 **TIE BID PROCEDURES:** When identical prices are received from two (2) or more vendors and all other factors are equal, priority for the award shall be given to vendors in the following sequence:
- a) A business that certifies that it has implemented a drug-free workplace program shall be given preference in accordance with the provisions of Chapter 287.087, Florida Statutes, as currently enacted or as amended from time to time;
- b) The Broward County Certified Minority/Women Business Enterprise vendor;
- c) The Palm Beach County or Miami-Dade County Certified Minority/Women Business Enterprise vendor;
- d) The Florida Certified Minority/Women Business Enterprise vendor;
- e) The Broward County vendor, other than a Minority/Women Business Enterprise vendor;
- f) The Palm Beach County or Miami-Dade County vendor, other than a Minority/Women Business Enterprise vendor;
- g) The Florida vendor, whose main office is in the State of Florida, other than a Minority/Women Business Enterprise vendor.
- h) If the application of the above criteria does not indicate a priority for an award, the award will be decided by a coin toss. The coin toss shall be held publicly in Procurement and Warehousing Services; the tie low bid vendors invited to be present as witnesses.
- Included as a part of the RFP documents is a Form entitled **SWORN STATEMENT PURSUANT TO CHAPTER 287.087, FLORIDA STATUTES, AS CURRENTLY ENACTED OR AS AMENDED FROM TIME TO TIME, ON PREFERENCE TO BUSINESSES WITH DRUG-FREE WORKPLACE PROGRAMS**. This form will be used by the Proposer to certify that it has implemented a drug-free workplace program. The Required Response Form (Page 4 of this RFP) must be properly signed in order for the proposal to be considered. A Proposer cannot sign this form in lieu of properly signing the Required Response Form.
- 7.56 **AUDITING SERVICES POLICY 3100:** If the RFP is for auditing services and in accordance with Policy 3100 – Annual Financial Audit, the independent audit firm selected by the School Board shall serve at the discretion of the School Board for five (5) consecutive years; the firm selected shall not succeed itself as the School Board's independent auditor except for the first selection when the current auditor will be exempted.
- 7.57 **CONFIDENTIAL RECORDS:** The Awardee acknowledges that certain information about the District's students is contained in records created, maintained or accessed by the Awardee and that this information is confidential and protected by the Family Educational Rights and Privacy Act of 1974 (FERPA) (20 U.S.C. 1232g), and/or the Health Insurance Portability and Accountability Act (HIPAA) (45 CFR parts 160-164) and related District policies, as amended from time to time, currently available at www.browardschools.com. The confidential information cannot be disclosed unless valid consent is obtained from the students or their legal guardians. Both parties agree to protect these records in compliance with FERPA, HIPAA, and the District's policy. To the extent permitted by law, nothing contained herein shall be construed as precluding either party from releasing such information to the other so that each can perform its respective responsibilities.
- Awardee agrees that it may create, receive from or on behalf of the District, or have access to, records or record systems that are subject to FERPA and/or HIPAA (collectively, the "Confidential Records"). Awardee represents, warrants, and agrees that it will: (1) hold the Confidential Records in strict confidence and will not use or disclose the Confidential Records except as (a) permitted or required by this Agreement, (b) required by law, or (c) otherwise authorized by the District in writing; (2) safeguard the Confidential Records according to commercially reasonable administrative, physical and technical standards as required by law; and (3) continually monitor its operations and take any and all action necessary to assure that the Confidential Records are safeguarded in accordance with the terms of this Agreement. At the request of the District, Awardee agrees to provide the District with a written summary of the procedures Awardee uses to safeguard the Confidential Records. A breach of these confidentiality requirements shall constitute grounds for the District to terminate any Agreement with Awardee.
- 7.58 **SBBC INFORMATION SECURITY GUIDELINES:** It is the responsibility of the Awardee to read and adhere to the SBBC Information Security Guidelines when using any device connected to the SBBC's network. Following the conclusion of the contract term, all of SBBC's confidential information must be removed from Awardee's equipment and all access privileges must be revoked. The final payment will be withheld until the Awardee has confirmed, in writing, that all SBBC's confidential information has been purged from any and all electronic technology devices that were used during this contract and were connected to the SBBC's network.

7.59 **CERTIFICATION REGARDING DEBARMENT, SUSPENSION, INELIGIBILITY OR VOLUNTARY EXCLUSION – Lower Tier Covered Transactions:** Executive Order 12549, as currently enacted or as amended from time to time, provides that, to the extent permitted by law, Executive departments and agencies shall participate in a government-wide system for non-procurement debarment and suspension. A person who is debarred or suspended shall be excluded from Federal financial and nonfinancial assistance and benefits under Federal programs and activities. Except as provided in § 85.200, Debarment or Suspension, § 85.201, Treatment of Title IV HEA participation, and § 85.215, Exception Provision, debarment or suspension of a participant in a program by one (1) agency shall have a government-wide effect. A lower-tier covered transaction is, in part, any transaction between a participant (SBBC) and a person other than a procurement contract for goods or services, regardless of type, under a primary covered transaction; and any procurement contract for goods or services between a participant and a person, regardless of type, expected to equal or exceed the Federal procurement small purchase threshold fixed at 10 U.S.C. 2304(g) and 41 U.S.C. 253(g) (currently \$100,000) under a primary covered transaction; or any procurement contract for goods or services between a participant and a person under a covered transaction, regardless of amount, under which that person shall have a critical influence on or substantive control over that covered transaction. A participant may rely upon the certification of a prospective participant in a lower tier covered transaction that it and its principals are not debarred, suspended, proposed for debarment under 48 CFR part 9, subpart 9.4, ineligible, or voluntarily excluded from the covered transaction, unless it knows that the certification is erroneous. Each participant shall require participants in lower tier covered transactions to include the certification for it and its principals in any bid submitted in connection with such lower tier covered transactions.

CERTIFICATION:

- a) The prospective lower tier participant certifies, by submission of this RFP, that neither it nor its principals is presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from participation in this transaction by any Federal department or agency.
- b) Where the prospective lower tier participant is unable to certify to any of the statements in this certification, such prospective participant shall attach an explanation to this bid.

Every time a proposal is submitted that includes a reference to this Form, a new Form is required. Any proposal that does not include this required Form shall not be evaluated and shall not be considered for award. A signature is required on BOTH the Debarment Form, AND the Required Response Form. A signature on one document cannot be substituted for the signature required on the other document. Failure to complete and sign both documents requiring signature shall result in rejection of the proposal submitted.

7.60 **PUBLIC INSPECTION OF PROPOSALS:** Pursuant to Section 119.071 (1)(b), Florida Statutes, responses received as a result of this RFP shall be exempt from public inspection and copying until thirty (30) days after the opening of the proposals or until posting of the recommendation for intended award, whichever is earlier. If SBBC rejects all proposals and concurrently provides notice of its intent to reissue the competitive solicitation, the rejected proposals shall remain exempt from public inspection and copying until such time as SBBC posts notice of an intended decision concerning the reissued competitive solicitation or until SBBC withdraws the reissued competitive solicitation.

If a Proposer contends that any portion of its response to the RFP is confidential and exempt from public inspection and copying, it is the Proposer's responsibility to clearly label each such portion of its proposal as confidential and specify the applicable statutory exemption from public inspection and copying on such portion(s) of its proposal. Confidential or exempt portions of any proposal must also be submitted in a separate sealed envelope and marked as such. A failure by the Proposer to prepare and label the confidential or exempt portions of its proposal in the manner specified in this section of the RFP shall constitute a waiver by Proposer of any applicable exemptions from disclosure or any confidential status including ones that may be applicable to trade secrets under Florida law.

SBBC will promptly provide a Proposer's contact person with written notice if a public records request has been made for any portions of Proposer's response to the RFP. SBBC will provide for the inspection or copying of any non-exempt portions of any proposal in its possession in accordance with applicable law. If a Proposer wishes to preclude the inspection or copying of any non-exempt portions of its response to the RFP or if a dispute exists as to whether such portions are entitled to an exemption, the Proposer must obtain a protective order from a court of competent jurisdiction prohibiting the inspection or copying of the requested materials. The failure to timely initiate such legal proceedings shall constitute a waiver by the Proposer of any applicable exemption or confidential status of the requested materials.

By submitting a response to this RFP, the Proposer agrees to waive any cause of action or claim for damages it may have against SBBC for its release of records in response to a public record other than those that are prepared and labeled as confidential or exempt as described in this section. The Proposer agrees to hold SBBC harmless from any award to a plaintiff for damages, costs or attorney's fees based upon SBBC's non-disclosure of portions of Proposer's response that have been prepared and labeled as confidential or exempt from public inspection and further agrees to reimburse SBBC for any attorney's fees and costs it may incur in the defense of such nondisclosure.

7.61 **PUBLIC RECORDS.** The following provisions are required by Section 119.0701, Florida Statutes, and may not be amended. Vendor shall keep and maintain public records required by SBBC to perform the services required under this RFP. Upon request from SBBC's custodian of public records, Vendor shall provide SBBC with a copy of any requested public records or to allow the requested public records to be inspected or copied within a reasonable time at a cost that does not exceed the cost provided in Chapter 119, Florida Statutes, or as otherwise provided by law. Vendor shall ensure that public records that are exempt or confidential and exempt from public records disclosure requirements are not disclosed except as authorized by law for the duration of the RFP's term and following completion of the RFP if Vendor does not transfer the public records to SBBC. Upon completion of the RFP, Vendor shall transfer, at no cost, to SBBC all public records in possession of Vendor or keep and maintain public records required by SBBC to perform the services required under the RFP. If Vendor transfers all public records to SBBC upon completion of the RFP, Vendor shall destroy any duplicate public records that are exempt or confidential and exempt from public records disclosure requirements. If Vendor keeps and maintains public records upon completion of the RFP, Vendor shall meet all applicable requirements for retaining public records. All records stored electronically must be provided to SBBC, upon request from SBBC's custodian of public records, in a format that is compatible with SBBC's information technology systems.

IF A PARTY TO THIS RFP HAS QUESTIONS REGARDING THE APPLICATION OF CHAPTER 119, FLORIDA STATUTES, TO ITS DUTY TO PROVIDE PUBLIC RECORDS RELATING TO THE AGREEMENT, CONTACT THE CUSTODIAN OF PUBLIC RECORDS AT 754-321-1900, RECORDREQUESTS@BROWARDSCHOOLS.COM, RISK MANAGEMENT DEPARTMENT, PUBLIC RECORDS DIVISION, 600 SOUTHEAST THIRD AVENUE, FORT LAUDERDALE, FLORIDA 33301.

SECTION 8 – FORMS AND ATTACHMENTS

Please fill out all attachments below. Some attachments must be notarized.



THE SCHOOL BOARD OF BROWARD COUNTY, FLORIDA
ECONOMIC DEVELOPMENT & DIVERSITY COMPLIANCE DEPARTMENT (EDDC)

Document Number 00500

Bidder/Proposer Assurance Statement

SOLICITATION #: RFP FY21-106

SOLICITATION TITLE: School and Department Furniture

INSTRUCTIONS: Document 00500 – Bidder/Proposer Assurance Statement must be submitted with the solicitation/bid. Such documentation as required by the SBBC to affirm its intent to meet the subcontracting requirements indicated in the solicitation. If awarded, the Bidder/Proposer must submit Form 00470 Statement of Intent to Perform as an M/WBE Subcontractor and Form 00475 Subcontractor Participation Schedule before final approval/execution of the contract. The EDDC will evaluate Forms 00470 and 00475.

COMPANY NAME: Empire Office

NAME OF BIDDER/PROPOSER Josymyn Destin

SBBC Certified SBE Firm Self Performing: Check HERE: ☐

The above-named company commits to meeting the following percentage of SBE participation during the life of the contract for the RFP FY21-106, School and Department Furniture.

Proposer Agree to commit _____% of the Total contract Value to a SBBC Certified SBE subcontractor. **Failure by firms to commit to the M/WBE participation requirements will render said firms nonresponsive.**

Josymyn Destin Asst. Mgr. 7/22/20
(Name and Title) (Date)

Josymyn Destin
(Signature)

ATTACHMENT A – S/M/WBE FORMS

The following forms are due (if applicable) at the time of Bid submittal:

(forms referenced below can be obtained on our website at: <https://www.browardschools.com/Page/32118>)

1. **FORM 00470**

Document Link:

https://www.browardschools.com/cms/lib/FL01803656/Centricity/domain/12708/sdop%20files/sdop%20forms%20-%20policies/00470%20StatementofIntent_082017_Final.pdf

Document Preview:

Document Number 00470
Attachment

 **Procurement & Warehousing Services**
Supplier Diversity Outreach Program
Broward County Public Schools

**STATEMENT OF INTENT TO PERFORM
AS AN S/M/WBE SUBCONTRACTOR**

SOLICITATION #: _____
CONTRACT #: _____

A signed Statement of Intent to Perform as a Small/Minority/Women Business Enterprise (S/M/WBE) Subcontractor form must be completed by the owner or authorized principal of each S/M/WBE firm listed in the S/M/WBE Subcontractor Participation Schedule.

STATEMENT OF INTENT
The undersigned is certified as an S/M/WBE vendor by The School Board of Broward County, Florida's (SBBC) Supplier Diversity Outreach Program: ☐ Yes ☐ No
(Name of S/M/WBE Subcontractor) agrees to perform work on the above contract as a (check one):
☐ Individual ☐ Partnership ☐ Corporation
The S/M/WBE subcontractor will enter into a formal agreement with (Name of Bidder/Proposer) conditioned upon the Bidder/Proposer executing a contract with SBBC.

DESCRIPTION OF WORK & VALUE
Please provide the details and value of the work to be performed:

Item No.	Type of Work	Agreed Upon Price	% of Work
----------	--------------	-------------------	-----------


2. **FORM 00475 - PARTICIPATION SCHEDULE FORM**

Document Link:

https://www.browardschools.com/cms/lib/FL01803656/Centricity/domain/12708/sdop%20files/sdop%20forms%20-%20policies/ParticipationSchedule_082017_Final.pdf

Document Preview:

Document Number 00475
Attachment

 **Procurement & Warehousing Services**
Supplier Diversity Outreach Program
Broward County Public Schools

**SMALL/MINORITY/WOMEN BUSINESS ENTERPRISE
SUBCONTRACTOR PARTICIPATION SCHEDULE**
DATE: _____

SOLICITATION INFORMATION
Solicitation #: _____ Project Start Date: _____
Project Name: _____
Project Location: _____
Bidder/Proposer: _____
Address: _____
Contact Person: _____ Email Address: _____ Phone #: _____

ORGANIZATION STATUS

Business Association	Business Name	Business Address	Business Phone #	Type of Work to be Performed	% of Work	\$ Amount
Small Business/Proposer					% : 5	
Non S/M/WBE Subcontractor					% : 5	
S/M/WBE Subcontractor					% : 5	

3. **FORM: 00485 UTILIZATION REPORT**

Document Link:

https://www.browardschools.com/cms/lib/FL01803656/Centricity/domain/12708/sdop%20files/sdop%20forms%20-%20policies/00485%20SMWBEMonthlySubcontractorUtilizationReport%20082017_Finalv2.pdf

Document Preview:

Procurement & Warehousing Services <small>Supplies Inventory Distribution Programs</small> <small>Approved County Public Schools</small>		Document Number 00482 Attachment						
S/M/WBE MONTHLY SUBCONTRACTOR UTILIZATION REPORT								
SECTION I - GENERAL INFORMATION								
Project Name:		Contract Number and Work Order Number (if applicable):						
Report #:	Reporting Period:	S/M/WBE Contract Goal:	Contract Completion Date:					
Prime Contractor Name:		Project Manager (PM) Name:						
Prime Contractor Street Address:								
Prime Contractor Phone #:	Prime Contractor Email Address:	PM Phone #:	PM Email Address:					
SECTION II - UTILIZATION INFORMATION								
Prime Contractor must list ALL Certified and non-certified subcontractors that will be utilized for the entire contract period. For assistance in completing this form, please call the Supplier Diversity Outreach Program at (754) 321-0505.								
ROLE	FEDERAL IDENTIFICATION NUMBER	BUSINESS NAME	S/M/WBE CERTIFIED BY SBBC (Y/N)	DESCRIPTION OF WORK	TOTAL PROJECT AMOUNT	AMOUNT PAID DURING REPORTING PERIOD	INVOICE #	TOTAL PAID TO DATE
PRIME CONTRACTOR					\$	\$		\$
SUBCONTRACTOR					\$	\$		\$
SUBCONTRACTOR					\$	\$		\$
SUBCONTRACTOR					\$	\$		\$

- SBBC Supplier Diversity Outreach Policy 3330 can be seen at website URL:
https://www.browardschools.com/cms/lib/FL01803656/Centricity/Domain/12708/Policy_3330_Final_Adoption.pdf
- SDOP website with list of Certified S/M/WBE Vendors: [browardschools.com/sdop](https://www.browardschools.com/sdop)



SMALL/MINORITY/WOMEN BUSINESS ENTERPRISE
SUBCONTRACTOR PARTICIPATION SCHEDULE

DATE 07/20/2020

SOLICITATION INFORMATION

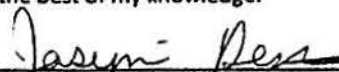
Contract #: FY21-106 Project Start Date: 08/01/2020
Project Name: School and Department Furniture
Project Location: Broward County
Bidder/Proposer: Empire Office
Address: 2 Oakwood Blvd, Suite 140 Hollywood, FL 33020
Contact Person: Jasymin Design Email Address: jdestin@empireoffice.com Phone #: 954-707-6216

ORGANIZATION STATUS

Business Association	Business Name	Business Address	Business Phone #	Type of Work to be Performed	% of Work	\$ Amount
Prime Bidder/Proposer	Empire Office	2 Oakwood Blvd Ste 140, Hollywood, FL 33020	(954) 707-6216	Space Planning and design, project managing	100 %	\$
Non S/M/WBE Subcontractor					%	\$
S/M/WBE Subcontractor	Furniture Installation Solution	4800 NW 15th Ave Suite B, Fort Lauderdale, FL 33309	(954) 638-2432	Furniture Installation, moving, labor	100 %	\$
S/M/WBE Subcontractor					%	\$
S/M/WBE Subcontractor					%	\$
S/M/WBE Subcontractor					%	\$
TOTAL PARTICIPATION % & DOLLAR AMOUNT:					100%	\$
TOTAL CONTRACT AMOUNT:						\$

BIDDER/PROPOSER SIGNATURE

The listing of S/M/WBE(s) shall constitute a representation by the bidder/proposer to the SBBC that the bidder/proposer believes such S/M/WBE(s) to be technically and financially qualified and available to perform the work described. Bidders/Proposers are advised that the information contained herein may be verified. I certify that all information contained in this form is true and accurate to the best of my knowledge.


Bidder/Proposer Signature

Jasymin Destin Account Manager
Name & Title (Print)

07/20/2020
Date



S/M/WBE MONTHLY SUBCONTRACTOR UTILIZATION REPORT

SECTION I - GENERAL INFORMATION

Project Name:		Contract Number and Work Order Number (If applicable):	
Report #:	Reporting Period: _____ to _____	S/M/WBE Contract Goal:	Contract Completion Date:
Prime Contractor Name:		Project Manager (PM) Name:	
Prime Contractor Street Address:			
Prime Contractor Phone #:	Prime Contractor Email Address:	PM Phone #:	PM Email Address:

SECTION II - UTILIZATION INFORMATION

Prime Contractor must list ALL Certified and non-certified subcontractors that will be utilized for the entire contract period.
For assistance in completing this form, please call the Supplier Diversity Outreach Program at (754) 321-0505.

ROLE	FEDERAL IDENTIFICATION NUMBER	BUSINESS NAME	S/M/WBE CERTIFIED BY SBBC (Y/N)	DESCRIPTION OF WORK	TOTAL PROJECT AMOUNT	AMOUNT PAID DURING REPORTING PERIOD	INVOICE #	TOTAL PAID TO DATE
PRIME CONTRACTOR					\$	\$		\$
SUBCONTRACTOR					\$	\$		\$
SUBCONTRACTOR					\$	\$		\$
SUBCONTRACTOR					\$	\$		\$
SUBCONTRACTOR					\$	\$		\$
SUBCONTRACTOR					\$	\$		\$
SUBCONTRACTOR					\$	\$		\$
SUBCONTRACTOR					\$	\$		\$
SUBCONTRACTOR					\$	\$		\$
SUBCONTRACTOR					\$	\$		\$
Total Paid to Date for All S/M/WBE Subcontractors					\$0	\$0		\$0

SECTION III - AFFIDAVIT

I hereby affirm that the information on this form is true and complete to the best of my knowledge.

_____ Prime Contractor Authorized Personnel (Signature)	_____ Prime Contractor Authorized Personnel (Print)	_____ Title	_____ Date
--	--	----------------	---------------



FORM INSTRUCTIONS:

S/M/WBE MONTHLY SUBCONTRACTOR UTILIZATION REPORT

SECTION I : GENERAL INFORMATION

1. **Project Name:** Enter the entire name of the Project.
2. **Contract Number (work order):** Enter the District contract number and work order number
3. **Report Number:** Enter the S/M/WBE Monthly Subcontractor Utilization Report number.
4. Reports must be in a numerical series (i.e., 1, 2, 3).
5. **Reporting Period:** Enter the beginning and end dates for which this report covers (i.e., 10/01/2016: 9/30/2018)
6. **S/M/WBE Contract Goal:** Enter the S/M/WBE Contract Goal on entire contract.
7. **Contract Completion Date:** Enter the expiration date of the contract, (not work order).
8. **Prime Contractor Name:** Enter the complete legal business name of the Prime Contractor.
9. **Prime Contractor Street Address:** Enter the mailing address of the Prime Contractor.
10. **Prime Contractor Phone Number:** Enter the telephone number of the Prime Contractor.
11. **Prime Contractor Email Address:** Enter the email address of the Prime Contractor.
12. **Project Manager (PM) Name:** Enter the name of the Project Manager for the Prime Contractor on the project.
13. **PM Telephone Number:** Enter the direct telephone number of the Prime Contractor's Project Manager.
14. **PM Email Address:** Enter the email address of the Prime Contractor's Project Manager.

SECTION II : UTILIZATION INFORMATION

15. **Federal Identification Number:** Enter the Federal Identification Number of the S/M/WBE Subcontractor(s)
16. **Business Name:** Enter the complete legal business name of the S/M/WBE Subcontractor(s)
17. **S/M/WBE Certified by BCPS (Yes/No):** Enter "yes" or "no" to indicate if the subcontractor is S/M/WBE Certified by BCPS
18. **Description of Work:** Enter the type of work being performed by the S/M/WBE Subcontractors(s)
(i.e., electrical services).
19. **Total Project Amount:** Enter the dollar amount allocated to the S/M/WBE Subcontractors(s) for the entire project (i.e., amount in the subcontract agreement).
20. **Amount Paid During Reporting Period:** Enter the total amount paid to the S/M/WBE Subcontractor(s) during the reporting period.
21. **Invoice Number:** Enter the S/M/WBE Subcontractor's invoice number related to the payment reported this period.
22. **Total Paid (to Each Subcontractor) to Date:** Enter the total amount paid to the S/M/WBE Subcontractor(s) to date.
23. **Total Paid to All Subcontractors to Date:** Enter the total amount paid to all subcontractors during reporting period.

SECTION III: AFFIDAVIT

24. **Affidavit:** Statement attesting to the contents of the report.
25. **Prime Contractor Name Authorized Personnel (signature):** Signature of the employee that is authorized to execute the S/M/WBE Subcontractor Utilization Report.
26. **Prime Contractor Name Authorized Personnel (print):** Printed name of the employee that is authorized to execute the S/M/WBE Subcontractor Utilization Report.
27. **Title:** Enter the title of authorized employee completing the S/M/WBE Subcontractor Utilization Report.
28. **Date:** Enter the date of submission of the S/M/WBE Subcontractor Utilization Report to the District.



Procurement & Warehousing Services
Supplier Diversity Outreach Program
Broward County Public Schools

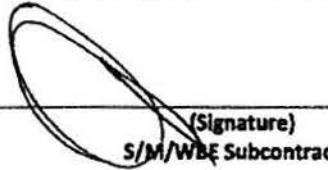
Document Number 00470
Attachment _____

**STATEMENT OF INTENT TO PERFORM
AS AN S/M/WBE SUBCONTRACTOR**

SOLICITATION #: FY21-106

CONTRACT #: _____

A signed Statement of Intent to Perform as a Small/Minority/Women Business Enterprise (S/M/WBE) Subcontractor form must be completed by the owner or authorized principal of each S/M/WBE firm listed in the S/M/WBE Subcontractor Participation Schedule.

STATEMENT OF INTENT			
The undersigned is certified as an S/M/WBE vendor by The School Board of Broward County, Florida's (SBBC) Supplier Diversity Outreach Program: <input type="checkbox"/> Yes <input type="checkbox"/> No			
FURNITURE INSTALLATION SOLUTION, INC. (Name of S/M/WBE Subcontractor) agrees to perform work on the above contract as a (check one):			
<input type="checkbox"/> Individual <input type="checkbox"/> Partnership <input checked="" type="checkbox"/> Corporation			
The S/M/WBE subcontractor will enter into a formal agreement with <u>EMPIRE OFFICE</u> (Name of Bidder/Proposer) conditioned upon the Bidder/Proposer executing a contract with SBBC.			
DESCRIPTION OF WORK & VALUE			
Please provide the details and value of the work to be performed:			
Item No.	Type of Work	Agreed Upon Price	% of Work
1	FURNITURE INSTALLATION	\$ PROJECT BASED	%
2	MOVING SERVICE	\$ 40 /HR	%
3		\$	%
TOTAL VALUE OF WORK		\$ 0	0 %
S/M/WBE SUBCONTRACTOR SIGNATURE			
 (Signature) S/M/WBE Subcontractor		PRESIDENT Title	
JOEL JOSEPHS (Print) Name of S/M/WBE Subcontractor		7/21/20 Date	

Procurement & Warehousing Services • 7720 West Oakland Park Blvd., Suite 323, Sunrise, FL 33351 • (754) 321-0505
www.BrowardSchools.com/SDOP



GREATER ORLANDO
AVIATION AUTHORITY



JACKSONVILLE
TRANSPORTATION
AUTHORITY

Florida Unified Certification Program

Disadvantaged Business Enterprise (DBE)

Certificate of Eligibility

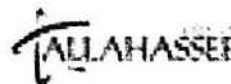
***FURNITURE INSTALLATION SOLUTION INC
MEETS THE REQUIREMENTS OF 49 CFR, PART 26***

APPROVED NAICS CODES:

238390

Samuel Febres

***Samuel Febres (Sammy)
DBE & Small Business Development Manager
Florida Department of Transportation***



ATTACHMENT B – CONFLICT OF INTEREST

MUST BE COMPLETED BY ALL PROPOSERS

DISCLOSURE OF POTENTIAL CONFLICT OF INTEREST AND CONFLICT EMPLOYMENT OR CONTRACTUAL RELATIONSHIP

In accordance with General Condition 7.15, each Proposer must disclose, in its RFP, the names of any employees who are employed by Proposer who are also an employee of SBBC. Persons identified below may have obligations and restrictions applicable to them under Chapter 112, Florida Statutes.

Name of Proposer's Employee	SBBC Title or Position of Proposer's Employee	SBBC Department/ School of Proposer's Employee
N/A		

Check one of the following and sign:

☒ I hereby affirm that there are no known persons employed by Proposer who are also an employee of SBBC.

☐ I hereby affirm that all known persons who are employed by Proposer, who are also an employee of SBBC, have been identified above.

Jasymyn Destin
Signature

Empire Office
Company Name

Jasymyn Destin
Name of Official

2 Oakwood Blvd, Suite 140
Business Address

Hollywood, FL 33020
City, State, Zip Code

ATTACHMENT C – FLORIDA BIDDER'S PREFERENCE

NOT APPLICABLE

ATTACHMENT D – W-9 FORM

Please retrieve the latest version of the W-9 form from the IRS website listed below:

<https://www.irs.gov/pub/irs-pdf/fw9.pdf>

This form can be filled out online and printed for signature. Only page one (1) needs to be returned

**National
Public
Seating**



**Oklahoma
Sound**



www.nationalpublicseating.com

July 2020

RE: Letter of Authorization – School Board of Broward County RFP #FY21-106 School Department Furniture

To Whom it May Concern:

Please be advised that School Specialty is authorized to market, sell, distribute, warrant, or supply any product or service offered by National public Seating / Oklahoma Sound.

If I can be of further assistance, please do not hesitate to contact me directly.

Respectfully,

Leo Drel

National Public Seating
Oklahoma Sound
800-261-4112 x 105



WWW.OFMINC.COM
161 TRADITION TRAIL, HOLLY SPRINGS, NC 27540

Broward County Public Schools
600 SE 3rd Ave
Fort Lauderdale, FL 33301

RE: Broward County Schools RFP #FY21-106 School Department Furniture

July 6, 2020

To Whom It May Concern,

School Specialty is an authorized distributor of products manufactured by OFM. As such, they have been provided with all the information necessary to distribute our products. In addition, they are authorized to carry out all assembly, and installation. We will also provide them with any information or product necessary to warranty the product and to ensure the customer that products built buy OFM will serve their intended purpose.

Regards,

Christina Griffin
National Account Manager
OFM

CG/pau



Furniture For You



July 7, 2020

To Whom It May Concern:

Re: RFP #FY21-106 School Department Furniture

This letter is to confirm that School Specialty is an authorized dealer for Republic Storage Products, LLC.

Sincerely,

A handwritten signature in black ink, appearing to read "Vicki Schwenk". The signature is fluid and cursive, written over the printed name.

Vicki Schwenk
Special Pricing/Order Processing

800.477.1255

3743 Boettler Oaks Drive, Suite A, Uniontown OH 44685
www.republicstorage.com

Fax: 330.899.9436



9450 Rosemont Dr.

Streetsboro, Ohio 44241

Tel # 330-676-5200

July 6, 2020

Please be advised that **School Specialty** is an authorized dealer of all Simplay3 products throughout the United States.

Should you have any questions regarding the relationship, please do not hesitate to contact me.

Best Regards,

Brian McDonald

Brian McDonald

bmcDonald@simplay3.com

Vice President of Sales and Marketing

The Simplay3 Company





SOUND-CRAFT

HANDCRAFT | MEDIA STRUCTURES | DESIGN | SINCE 1947

July 9, 2020

School Specialty
100 Paragon Pkwy.
Mansfield, OH 44903

RE: RFP #FY21-106 School Department Furniture

To Whom It May Concern:

This letter is to attest that School Specialty is an authorized dealer in good standing for Sound-Craft Systems. They have our full support on the products we currently or previously manufactured. They are authorized to sell our products in the corporate, educational, hospitality, federal and local government markets.

If you have additional questions, please contact me directly.

Sincerely,

Jeffery Zimmerman
Sales Manager



Broward County Schools
600 SE 3rd Ave
Fort Lauderdale, FL 33301

RE: Letter of Authorization for School Specialty
RFP #FY21-106 School Department Furniture

To Whom It May Concern:

School Specialty is an authorized dealer in good standing for UltraSite products. They are authorized to provide our goods and materials on the above referenced bid and resulting contract.

Please feel free to contact me should you have any questions.

Sincerely,

Matt Ross

Matt Ross
VP-Sales
Matt.ross@playcore.com



507 E. Grant
St. Thorp, WI
54771
P - 800.242.2303
F - 715.669.5929
wibenchmfg.com

Date July 6, 2020

RE: Letter of Authorization for Broward County

School Specialty is an authorized dealer of WB Manufacturing and a recommended service company for both installation and maintenance of units required for our products.

If I can be of further assistance, or if you have any questions, please do not hesitate to contact me directly.

Sincerely,

Lore Nowobielski
Sales Administrative Lead

WB Manufacturing LLC

O 800.242.2303 ext 172

F 715.669.5929

wibenchmfg.com

We Can.
DESIGN. BUILD. DELIVER.

Please go to the following link to view the current list of SBBC-Certified firms: browardschools.com/Page/46981.

S/M/WBE INFORMATION: Proposals will be evaluated based on the evaluation criterion	Maximum Points
<p>A maximum of fifteen (15) points, as described in the Evaluation Points Table will be awarded for SBE Participation.</p> <p><u>SBBC Certified SBE Proposers</u> who are self-performing will be awarded up to a maximum of seven and a half (7.5) Evaluation preference points. SBE Proposer must identify itself on the Bidder/Proposer Assurance Statement, Document 00500.</p> <p>Additional points will be awarded <u>IF</u> the SBE Prime choose to subcontract a percentage of the total contract value to a SBBC Certified SBE Firm(s), as described in the Evaluation Points Table. <u>(All SBBC Certified S/M/WBEs are considered SBEs).</u></p> <p><u>Proposers</u> committing to subcontracting a percentage of the total contract value to a SBBC Certified SBE firm(s) at the time of submission will be awarded up to a maximum of seven and a half (7.5) points, as described in the Evaluation Point Table. <u>(All SBBC Certified S/M/WBEs are considered SBEs).</u></p> <p>Prior to final approval, the proposer shall identify each SBBC-Certified SBE firm, that will be utilized by completing the <i>Form 00470 - Statement of Intent to Perform as a SMWBE Subcontractor</i> - and <i>Form 00475 - Subcontractor Participation Schedule</i> - (see Attachment A). The Statement of Intent submitted with the proposal reflects the intent of the parties, both prime and subcontractor, to establish a business relationship. Additionally, it will detail the type of work and percentage/dollar amount of work that the subcontractor will perform.</p> <p>Provide proof, in writing, that the SBE proposer is certified by The School Board of Broward County (SBBC), Florida.</p>	15
<p>MAXIMUM POINTS TO BE AWARDED</p>	15
<p>*If awarded, the Awardee will be required to submit <i>Form 00485 - Minority or Women Business Enterprise (MWBE) Monthly Utilization Report (Utilization Report)</i> (see Attachment A) to the Supplier Diversity Outreach Program Office which will track payments made. The timing of the Utilization Report shall coincide with invoice submission.</p> <p><u>State your willingness to comply with this requirement.</u></p>	<p>Yes <u> X </u></p> <p>No <u> </u></p>



THE SCHOOL BOARD OF BROWARD COUNTY, FLORIDA
ECONOMIC DEVELOPMENT & DIVERSITY COMPLIANCE DEPARTMENT (EDDC)

Document Number 00500

Bidder/Proposer Assurance Statement

SOLICITATION #: RFP FY21-106

SOLICITATION TITLE: School and Department Furniture

INSTRUCTIONS: Document 00500 – Bidder/Proposer Assurance Statement must be submitted with the solicitation/bid. Such documentation as required by the SBBC to affirm its intent to meet the subcontracting requirements indicated in the solicitation. **If awarded**, the Bidder/Proposer must submit Form 00470 Statement of Intent to Perform as an M/WBE Subcontractor and Form 00475 Subcontractor Participation Schedule before final approval/execution of the contract. The EDDC will evaluate Forms 00470 and 00475.

COMPANY NAME: School Specialty Inc.,

NAME OF BIDDER/PROPOSER Leonard Adkins

SBBC Certified SBE Firm Self Performing: Check HERE: ☐

The above-named company commits to meeting the following percentage of SBE participation during the life of the contract for the **RFP FY21-106, School and Department Furniture.**

Proposer Agree to commit 15% %of the Total contract Value to a SBBC Certified SBE subcontractor.
Failure by firms to commit to the M/WBE participation requirements will render said firms nonresponsive.

Leonard Adkins, Assistant Secretary 7-16-2020
(Name and Title) (Date)

Leonard Adkins
(Signature)

ATTACHMENT B – CONFLICT OF INTEREST

MUST BE COMPLETED BY ALL PROPOSERS

DISCLOSURE OF POTENTIAL CONFLICT OF INTEREST AND CONFLICT EMPLOYMENT OR CONTRACTUAL RELATIONSHIP

In accordance with General Condition 7.15, each Proposer must disclose, in its RFP, the names of any employees who are employed by Proposer who are also an employee of SBBC. Persons identified below may have obligations and restrictions applicable to them under Chapter 112, Florida Statutes.

Name of Proposer's Employee	SBBC Title or Position of Proposer's Employee	SBBC Department/ School of Proposer's Employee
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____

Check one of the following and sign:

☒ I hereby affirm that there are no known persons employed by Proposer who are also an employee of SBBC.

☐ I hereby affirm that all known persons who are employed by Proposer, who are also an employee of SBBC, have been identified above.



Signature

School Specialty, Inc.

Company Name

Leonard Adkins

Name of Official

100 Paragon Parkway

Business Address

Mansfield, Ohio 44903

City, State, Zip Code

ATTACHMENT D – W-9 FORM

Please retrieve the latest version of the W-9 form from the IRS website listed below:

<https://www.irs.gov/pub/irs-pdf/fw9.pdf>

This form can be filled out online and printed for signature. Only page one (1) needs to be returned

Request for Taxpayer Identification Number and Certification

► Go to www.irs.gov/FormW9 for instructions and the latest information.

Give Form to the
requester. Do not
send to the IRS.

Print or type.
See Specific Instructions on page 3.

1 Name (as shown on your income tax return). Name is required on this line; do not leave this line blank. SCHOOL SPECIALTY, INC.	
2 Business name/disregarded entity name, if different from above SCHOOL SPECIALTY, EDUCATORS PUBLISHING SERVICE, EPS, TRIUMPH LEARNING, SSI GUARDIAN, SOAR LIFE, CLASSROOM DIRECT, CALIFONE, FREY, FOSS, C/O SCIENCE, DELTA EDUCATION, PROJECTS BY DESIGN, ROYAL SEATING, CLASSROOM SELECT, SCHOOL SMART, SPORTIME, ABILITATIONS, SAX, CHILDCRAFT, HAMMOND & STEPHENS	
3 Check appropriate box for federal tax classification of the person whose name is entered on line 1. Check only one of the following seven boxes. <input type="checkbox"/> Individual/sole proprietor or single-member LLC <input checked="" type="checkbox"/> C Corporation <input type="checkbox"/> S Corporation <input type="checkbox"/> Partnership <input type="checkbox"/> Trust/estate <input type="checkbox"/> Limited liability company. Enter the tax classification (C=C corporation, S=S corporation, P=Partnership) ► _____ Note: Check the appropriate box in the line above for the tax classification of the single-member owner. Do not check LLC if the LLC is classified as a single-member LLC that is disregarded from the owner unless the owner of the LLC is another LLC that is not disregarded from the owner for U.S. federal tax purposes. Otherwise, a single-member LLC that is disregarded from the owner should check the appropriate box for the tax classification of its owner. <input type="checkbox"/> Other (see instructions) ► _____	4 Exemptions (codes apply only to certain entities, not individuals; see instructions on page 3): Exempt payee code (if any) <u>5</u> Exemption from FATCA reporting code (if any) _____ (Applies to accounts maintained outside the U.S.)
5 Address (number, street, and apt. or suite no.) See instructions. BUSINESS: W6316 DESIGN DR REMIT TO: 32656 COLLECTION CENTER DR.	Requester's name and address (optional)
6 City, state, and ZIP code BUSINESS: GREENVILLE, WI 54942 REMIT TO: CHICAGO, IL 60693-0326	
7 List account number(s) here (optional)	

Part I Taxpayer Identification Number (TIN)

Enter your TIN in the appropriate box. The TIN provided must match the name given on line 1 to avoid backup withholding. For individuals, this is generally your social security number (SSN). However, for a resident alien, sole proprietor, or disregarded entity, see the instructions for Part I, later. For other entities, it is your employer identification number (EIN). If you do not have a number, see *How to get a TIN*, later.

Note: If the account is in more than one name, see the instructions for line 1. Also see *What Name and Number To Give the Requester* for guidelines on whose number to enter.

Social security number								
			-					
or								
Employer identification number								
3	9	-	0	9	7	1	2	3

Part II Certification

Under penalties of perjury, I certify that:

- The number shown on this form is my correct taxpayer identification number (or I am waiting for a number to be issued to me); and
- I am not subject to backup withholding because: (a) I am exempt from backup withholding, or (b) I have not been notified by the Internal Revenue Service (IRS) that I am subject to backup withholding as a result of a failure to report all interest or dividends, or (c) the IRS has notified me that I am no longer subject to backup withholding; and
- I am a U.S. citizen or other U.S. person (defined below); and
- The FATCA code(s) entered on this form (if any) indicating that I am exempt from FATCA reporting is correct.

Certification instructions. You must cross out item 2 above if you have been notified by the IRS that you are currently subject to backup withholding because you have failed to report all interest and dividends on your tax return. For real estate transactions, item 2 does not apply. For mortgage interest paid, acquisition or abandonment of secured property, cancellation of debt, contributions to an individual retirement arrangement (IRA), and generally, payments other than interest and dividends, you are not required to sign the certification, but you must provide your correct TIN. See the instructions for Part II, later.

Sign
Here

Signature of
U.S. person ►

Andy Steen

Date ► 2/14/2020

General Instructions

Section references are to the Internal Revenue Code unless otherwise noted.

Future developments. For the latest information about developments related to Form W-9 and its instructions, such as legislation enacted after they were published, go to www.irs.gov/FormW9.

Purpose of Form

An individual or entity (Form W-9 requester) who is required to file an information return with the IRS must obtain your correct taxpayer identification number (TIN) which may be your social security number (SSN), individual taxpayer identification number (ITIN), adoption taxpayer identification number (ATIN), or employer identification number (EIN), to report on an information return the amount paid to you, or other amount reportable on an information return. Examples of information returns include, but are not limited to, the following.

- Form 1099-INT (interest earned or paid)

- Form 1099-DIV (dividends, including those from stocks or mutual funds)
- Form 1099-MISC (various types of income, prizes, awards, or gross proceeds)
- Form 1099-B (stock or mutual fund sales and certain other transactions by brokers)
- Form 1099-S (proceeds from real estate transactions)
- Form 1099-K (merchant card and third party network transactions)
- Form 1098 (home mortgage interest), 1098-E (student loan interest), 1098-T (tuition)
- Form 1099-C (canceled debt)
- Form 1099-A (acquisition or abandonment of secured property)

Use Form W-9 only if you are a U.S. person (including a resident alien), to provide your correct TIN.

If you do not return Form W-9 to the requester with a TIN, you might be subject to backup withholding. See *What is backup withholding*, later.

ATTACHMENT E – DRUG FREE WORK PLACE

SWORN STATEMENT PURSUANT TO SECTION 287.087, FLORIDA STATUTES, AS CURRENTLY ENACTED OR AS AMENDED FROM TIME TO TIME, ON PREFERENCE TO BUSINESSES WITH DRUG-FREE WORKPLACE PROGRAMS.

THIS FORM MUST BE SIGNED AND SWORN TO IN THE PRESENCE OF A NOTARY PUBLIC OR OTHER OFFICIAL AUTHORIZED TO ADMINISTER OATHS.

This sworn statement is submitted to The School Board of Broward County, Florida,

by Leonard Adkins - Assistant Secretary

(Print individual's name and title)

for School Specialty, Inc.

(Print name of entity submitting sworn statement)

whose business address is

100 Paragon Parkway, Mansfield, Ohio 44903

and (if applicable) its Federal Employer Identification Number (FEIN) is 39-0971239

(If the entity has no FEIN, include the Social Security Number of the individual signing this sworn statement:

N/A.)

I certify that I have established a drug-free workplace program and have complied with the following:

1. Published a statement notifying employees that the unlawful manufacture, distribution, dispensing, possession, or use of a controlled substance is prohibited in the workplace and specifying the actions that will be taken against employees for violations of such prohibition.
2. Informed employees about the dangers of drug abuse in the workplace, the business' policy of maintaining a drug-free workplace, any available drug counseling, rehabilitation and employee assistance programs, and the penalties that may be imposed upon employees for drug abuse violations.
3. Given each employee engaged in providing the commodities or contractual services that are under bid a copy of the statement specified in subsection (1) above.
4. In the statement specified in subsection (1) above, notified the employees that, as a condition of working on the commodities or contractual services that are under bid, the employee will abide by the terms of the statement and will notify the employer of any conviction of, or plea of guilty or nolo contendere to, any violation of chapter 893 or of any controlled substance law of the United States or any state, for a violation occurring in the workplace no later than five (5) days after such conviction.
5. Will impose a sanction on, or require the satisfactory participation in a drug abuse assistance or rehabilitation program if such is available in the employee's community by, any employee who is so convicted.
6. Am making a good faith effort to continue to maintain a drug-free workplace through implementation of this section.

Leonard Adkins

(Signature)

Sworn to and subscribed before me this 13th day of July, 2020.

Personally known X Leonard Adkins or

Produced Identification _____

Notary Public State of Ohio

My commission expires: 4/23/2025

Kimmy S. Rose

(Printed, typed, or stamped commissioned name of notary public)



(Type of Identification)

KIMMY S. ROSE
Notary Public
State of Ohio
My Comm. Expires
April 23, 2025

ATTACHMENT F – SBBC SAMPLE AGREEMENT

SBBC SAMPLE AGREEMENT – [CLICK HERE](#)

You may also copy the link below and insert it into your browser window

Sample Agreement Link:

https://www.browardschools.com/cms/lib/FL01803656/Centricity/domain/12708/sbbc%20reference%20page/20190130_SAMPLEAGREEMENT.pdf

AGREEMENT

THIS AGREEMENT is made and entered into as of this *(Click here to insert the day)* day of *(Click here to insert a month)*, *(Click here to insert the year)*, by and between

THE SCHOOL BOARD OF BROWARD COUNTY, FLORIDA

(hereinafter referred to as "SBBC"),

a body corporate and political subdivision of the State of Florida,

whose principal place of business is

600 Southeast Third Avenue, Fort Lauderdale, Florida 33301

and

INSERT EXACT LEGAL NAME OF OTHER PARTY

(hereinafter referred to as "*insert a short name of the other party here*"),

whose principal place of business is

insert other party address here.

WHEREAS, *[insert information in this portion of the document to explain the purposes and objectives for which the parties are entering into an agreement];*

WHEREAS, *[you may use as many of these recitals or "whereas clauses" as necessary to express the parties' purposes and objectives];*

NOW, THEREFORE, in consideration of the premises and of the mutual covenants contained herein and other good and valuable consideration, the receipt and sufficiency of which is hereby acknowledged, the Parties hereby agree as follows:

ARTICLE 1 - RECITALS

1.01 **Recitals.** The parties agree that the foregoing recitals are true and correct and that such recitals are incorporated herein by reference.

ARTICLE 2 – SPECIAL CONDITIONS

2.00 **Term of Agreement.** Unless terminated earlier pursuant to Section 3.05 of this Agreement, the term of this Agreement shall commence on *(Click here to insert start date)* and conclude on *(Click here to insert end date)*.

2.01 **Term of Agreement.** Unless terminated earlier pursuant to Section 3.05 of this Agreement, the term of this Agreement shall commence upon the execution of all parties and shall conclude on *Click or tap to enter a date.*

2.02 **[Insert a Descriptive Title].** *Insert text.*

2.03 **[Insert a Descriptive Title].** **[Insert a Descriptive Title]**

2.04 **SBBC Disclosure of Education Records.**

- (a) *State the purpose(s) of the disclosure of the education records*
- (b) SBBC will provide *Insert text.* with the following education records: *Insert list of any and all education records that District staff will disclose or to which vendor will be allowed access.*
- (c) SBBC will obtain consent from each student's parent/guardian or student age 18 or older whose education records are to be shared prior to disclosing or allowing access to the education records listed below. *(Should you believe that the vendor falls under an exception to obtaining consent, then consult with SBBC Privacy Officer on appropriate language.)*

2.05 **Insert Name Confidentiality of Education Records.**

(a) Notwithstanding any provision to the contrary within this Agreement, *Insert Name* shall:

1) fully comply with the requirements of Sections 1002.22, 1002.221, and 1002.222, Florida Statutes; the Family Educational Rights and Privacy Act, 20 U.S.C § 1232g (FERPA) and its implementing regulations (34 C.F.R. Part 99), and any other state or federal law or regulation regarding the confidentiality of student information and records;

2) hold any education records in strict confidence and not use or redisclose same except as required by this Agreement or as required or permitted by law unless the parent of each student or a student age 18 or older whose education records are to be shared provides prior written consent for their release;

3) ensure that, at all times, all of its employees who have access to any education records during the term of their employment shall abide strictly by its obligations under this Agreement, and that access to education records is limited only to its employees that require the information to carry out the responsibilities under this Agreement and shall provide said list of employees to SBBC upon request;

4) safeguard each education record through administrative, physical and technological safety standards to ensure that adequate controls are in place to protect the education records and information in accordance with FERPA's privacy requirements;

5) utilize the education records solely for the purposes of providing products and services as contemplated under this Agreement; and shall not share, publish, sell, distribute, target advertise, or display education records to any third party;

6) notify SBBC immediately upon discovery of a breach of confidentiality of education records by telephone at 754-321-0300 (Manager, Information Security), and 754-321-1900 (Privacy Officer), and email at privacy@browardschools.com, and take all necessary notification steps as may be required by federal and Florida law, including, but not limited to, those required by Section 501.171, Florida Statutes;

7) fully cooperate with appropriate SBBC staff, including Privacy Officer and/or Information Technology staff to resolve any privacy investigations and concerns in a timely manner;

8) prepare and distribute, at its own cost, any and all required breach notifications, under federal and Florida Law, or reimburse SBBC any direct costs incurred by SBBC for doing so, including, but not limited to, those required by Section 501.171, Florida Statutes;

9) be responsible for any fines or penalties for failure to meet breach notice requirements pursuant to federal and/or Florida law;

10) provide SBBC with the name and contact information of its employee who shall serve as SBBC's primary security contact and shall be available to assist SBBC in resolving obligations associated with a security breach of confidentiality of education records; and

11) securely erase education records from any media once any media equipment is no longer in use or is to be disposed; secure erasure will be deemed the deletion of the education records using a single pass overwrite Secure Erase (Windows) or Wipe (Unix).

(b) All education records shall remain the property of SBBC, and any party contracting with SBBC serves solely as custodian of such information pursuant to this Agreement and claims no ownership or property rights thereto and, upon termination of this Agreement shall, at SBBC's request, return to SBBC or dispose of the education records in compliance with the applicable Florida Retention Schedules and provide SBBC with a written acknowledgment of said disposition.

(c) *Insert Name* shall, for itself, its officers, employees, agents, representatives, contractors or subcontractors, fully indemnify and hold harmless SBBC and its officers and employees for any violation of this section, including, without limitation, defending SBBC and its officers and employees against any complaint, administrative or judicial proceeding, payment of any penalty imposed upon SBBC, or payment of any and all costs, damages, judgments or losses incurred by or imposed upon SBBC arising out of a breach of this covenant by the party, or an officer, employee, agent, representative, contractor, or sub-contractor of the party to the extent that the party or an officer, employee, agent, representative, contractor, or sub-contractor of the party shall either intentionally or negligently violate the provisions of this section or of Sections 1002.22 and/or 1002.221, Florida Statutes. This section shall survive the termination of all performance required or conclusion of all obligations existing under this Agreement.

2.06 **HIPAA Compliance.** *Insert Name* acknowledges that the Health Insurance Portability and Accountability Act ("HIPAA") and the Health Information Technology for Economic and Clinical Health Act of 2009 ("HITECH Act") (HIPAA and HITECH Act are collectively referred to herein as "HIPAA") protect the privacy of protected health information ("PHI") and may be applicable to student records in certain circumstances; and shall enter into SBBC's HIPAA Business Associate Agreement ("BAA") attached as **Exhibit** *Insert appropriate Exhibit letter or number*. PHI may be used and disclosed only in compliance with HIPAA.

2.07 **Studies Conducted for SBBC.** Under the terms of this Agreement, *Insert Name* will be conducting studies for, or on behalf of SBBC, to: (a) develop, validate or administer predictive tests; (b) administer student aid programs; or (c) improve instruction. The purposes and scope of the study/studies are described as follows: *Insert Purpose and Scope*

. SBBC may disclose personally identifiable information from an education record of a student to *Insert Name* in order for it to conduct said study. The type of personally identifiable student information to be disclosed by SBBC to *Insert Name* is described as follows: *Insert Description*. *Insert Name* shall conduct the study in a manner that does not permit personal identification of parents and students by individuals other than the representatives of *Insert Name* that have

legitimate interests in the information. The study shall commence Click or tap to enter a date. and conclude Click or tap to enter a date.. *Insert Name* agrees that it shall destroy or return any disclosed information to SBBC when no longer needed for the purposes for which the study is to be conducted. *Insert Name* acknowledges and agrees that it may use personally identifiable information from education records only to meet the purpose or purposes of the study as stated in this Agreement. *Insert Name* shall submit all educational research to SBBC's Institutional Review Board ("IRB") for review and prior approval. *Insert Name* shall comply with all of the requirements of the IRB.

For section 2.08 select only one

2.08 Inspection of *Insert Name's* Records by SBBC. *Insert Name* shall establish and maintain books, records and documents (including electronic storage media) sufficient to reflect all income and expenditures of funds provided by SBBC under this Agreement. All *Insert Name's* Records, regardless of the form in which they are kept, shall be open to inspection and subject to audit, inspection, examination, evaluation and/or reproduction, during normal working hours, by SBBC's agent or its authorized representative to permit SBBC to evaluate, analyze and verify the satisfactory performance of the terms and conditions of this Agreement and to evaluate, analyze and verify any and all invoices, billings, payments and/or claims submitted by *Insert Name* or any of *Insert Name's* payees pursuant to this Agreement. *Insert Name's* Records subject to examination shall include, without limitation, those records necessary to evaluate and verify direct and indirect costs (including overhead allocations) as they may apply to costs associated with this Agreement. *Insert Name's* Records subject to this section shall include any and all documents pertinent to the evaluation, analysis, verification and reconciliation of any and all expenditures under this Agreement without regard to funding sources.

(a) ***Insert Name's* Records Defined.** For the purposes of this Agreement, the term "*Insert Name's* Records" shall include, without limitation, accounting records, payroll time sheets, cancelled payroll checks, W-2 forms, written policies and procedures, computer records, disks and software, videos, photographs, executed subcontracts, subcontract files (including proposals of successful and unsuccessful bidders), original estimates, estimating worksheets, correspondence, change order files (including sufficient supporting documentation and documentation covering negotiated settlements), and any other supporting documents that would substantiate, reconcile or refute any charges and/or expenditures related to this Agreement.

(b) **Duration of Right to Inspect.** For the purpose of such audits, inspections, examinations, evaluations and/or reproductions, SBBC's agent or authorized representative shall have access to *Insert Name's* Records from the effective date of this Agreement, for the duration of the term of this Agreement, and until the later of five (5) years after the termination of this Agreement or five (5) years after the date of final payment by SBBC to *Insert Name* pursuant to this Agreement.

(c) **Notice of Inspection.** SBBC's agent or its authorized representative shall provide *Insert Name* reasonable advance notice (not to exceed two (2) weeks) of any intended audit, inspection, examination, evaluation and or reproduction.

(d) Audit Site Conditions. SBBC's agent or its authorized representative shall have access to *Insert Name's* facilities and to any and all records related to this Agreement, and shall be provided adequate and appropriate work space in order to exercise the rights permitted under this section.

(e) Failure to Permit Inspection. Failure by *Insert Name* to permit audit, inspection, examination, evaluation and/or reproduction as permitted under this section shall constitute grounds for termination of this Agreement by SBBC for cause and shall be grounds for the denial of some or all of any *Insert Name's* claims for payment by SBBC.

(f) Overcharges and Unauthorized Charges. If an audit conducted in accordance with this section discloses overcharges or unauthorized charges to SBBC by *Insert Name* in excess of two percent (2%) of the total billings under this Agreement, the actual cost of SBBC's audit shall be paid by *Insert Name*. If the audit discloses billings or charges to which *Insert Name* is not contractually entitled, *Insert Name* shall pay said sum to SBBC within twenty (20) days of receipt of written demand under otherwise agreed to in writing by both parties.

(g) Inspection of Subcontractor's Records. *Insert Name* shall require any and all subcontractors, insurance agents and material suppliers (hereafter referred to as "Payees") providing services or goods with regard to this Agreement to comply with the requirements of this section by insertion of such requirements in any written subcontract. Failure by *Insert Name* to include such requirements in any subcontract shall constitute grounds for termination of this Agreement by SBBC for cause and shall be grounds for the exclusion of some or all of any Payee's costs from amounts payable by SBBC to *Insert Name* pursuant to this Agreement and such excluded costs shall become the liability of *Insert Name*.

(h) Inspector General Audits. *Insert Name* shall comply and cooperate immediately with any inspections, reviews, investigations, or audits deemed necessary by the Florida Office of the Inspector General or by any other state or federal officials.

2.08 Inspection of *Insert Name's* Records by SBBC. *Insert Name* shall establish and maintain books, records and documents (including electronic storage media) sufficient to reflect all income and expenditures of funds provided by SBBC under this Agreement. All *Insert Name's* applicable records, regardless of the form in which they are kept, shall be open to inspection and subject to audit, inspection, examination, evaluation and/or reproduction, during normal working hours, by SBBC's agent or its authorized representative to permit SBBC to evaluate, analyze and verify the satisfactory performance of the terms and conditions of this Agreement and to evaluate, analyze and verify the applicable business records of *Insert Name* directly relating to this Agreement in order to verify the accuracy of invoices provided to SBBC. Such audit shall be no more than one (1) time per calendar year.

(a) Duration of Right to Inspect. For the purpose of such audits, inspections, examinations, evaluations and/or reproductions, SBBC's agent or authorized representative shall have access to *Insert Name's* records from the effective date of this Agreement, for the duration of the term of this Agreement, and until the later of five (5) years after the termination of this

Agreement or five (5) years after the date of final payment by SBBC to *Insert Name* pursuant to this Agreement.

(b) Notice of Inspection. SBBC's agent or its authorized representative shall provide *Insert Name* reasonable advance written notice (not to exceed two (2) weeks) of any intended audit, inspection, examination, evaluation and or reproduction.

(c) Audit Site Conditions. SBBC's agent or its authorized representative shall have access to *Insert Name's* facilities and to any and all records related to this Agreement, and shall be provided adequate and appropriate work space in order to exercise the rights permitted under this section.

(d) Failure to Permit Inspection. Failure by *Insert Name* to permit audit, inspection, examination, evaluation and/or reproduction as permitted under this section shall constitute grounds for termination of this Agreement by SBBC for cause and shall be grounds for SBBC's denial of some or all of any *Insert Name's* claims for payment.

(e) Overcharges and Unauthorized Charges. If an audit conducted in accordance with this section discloses overcharges or unauthorized charges to SBBC by *Insert Name* in excess of two percent (2%) of the total billings under this Agreement, the actual cost of SBBC's audit shall be paid by *Insert Name*. If the audit discloses billings or charges to which *Insert Name* is not contractually entitled, *Insert Name* shall pay said sum to SBBC within twenty (20) days of receipt of written demand unless otherwise agreed to in writing by both parties.

(f) Inspection of Subcontractor's Records. If applicable, *Insert Name* shall require any and all subcontractors, insurance agents and material suppliers (hereafter referred to as "Payees") providing services or goods with regard to this Agreement to comply with the requirements of this section by insertion of such requirements in any written subcontract. Failure by *Insert Name* to include such requirements in any subcontract shall constitute grounds for termination of this Agreement by SBBC for cause and shall be grounds for the exclusion of some or all of any Payees' costs from amounts payable by SBBC to *Insert Name* pursuant to this Agreement and such excluded costs shall become the liability of *Insert Name*.

(g) Inspector General Audits. *Insert Name* shall comply and cooperate immediately with any inspections, reviews, investigations, or audits deemed necessary by the Florida Office of the Inspector General or by any other state or federal officials.

2.08 Inspection of *Insert Name* Records by SBBC. *Insert Name* shall establish and maintain books, records and documents (including electronic storage media) related to this Agreement. All of *Insert Name's* Records, regardless of the form in which they are kept, shall be open to inspection and subject to audit, inspection, examination, evaluation and/or reproduction, during normal working hours, by SBBC agent or its authorized representative. For the purpose of such audits, inspections, examinations, evaluations and/or reproductions, SBBC's agent or authorized representative shall have access to *Insert Name's* Records from the effective date of this Agreement, for the duration of the term of the Agreement, and until the later of five (5) years after

the termination of this Agreement or five (5) years after the date of final payment by SBBC to *Insert Name* pursuant to this Agreement. SBBC's agent or its authorized representative shall provide *Insert Name* with reasonable advance notice (not to exceed two (2) weeks) of any intended audit, inspection, examination, evaluation and or reproduction. SBBC's agent or its authorized representative shall have access to the *Insert Name*'s facilities and to any and all records related to the Agreement, and shall be provided adequate and appropriate work space in order to exercise the rights permitted under this section. *Insert Name* shall comply and cooperate immediately with any inspections, reviews, investigations, or audits deemed necessary by the Florida Office of the Inspector General or by any other state or federal officials.

2.09 Notice. When any of the parties desire to give notice to the other, such notice must be in writing, sent by U.S. Mail, postage prepaid, addressed to the party for whom it is intended at the place last specified; the place for giving notice shall remain such until it is changed by written notice in compliance with the provisions of this paragraph. For the present, the Parties designate the following as the respective places for giving notice:

To SBBC: Superintendent of Schools
The School Board of Broward County, Florida
600 Southeast Third Avenue
Fort Lauderdale, Florida 33301

With a Copy to: *Insert Job Title of District Representative*
The School Board of Broward County, Florida
Insert Address of District Representative

To *Insert Name*: *Insert Name Provided by Other Party*
The School Board of Broward County, Florida
Insert Address Provided by Other Party

With a Copy to: *Insert Name Provided by Other Party*
Insert Address Provided by Other Party

For section 2.10 select only one.

2.10 Background Screening. *Insert Name* agrees to comply with all requirements of Sections 1012.32 and 1012.465, Florida Statutes, and all of its personnel who (1) are to be permitted access to school grounds when students are present, (2) will have direct contact with students, or (3) have access or control of school funds, will successfully complete the background screening required by the referenced statutes and meet the standards established by the statutes. This background screening will be conducted by SBBC in advance of *Insert Name* or its personnel providing any services under the conditions described in the previous sentence. *Insert Name* shall bear the cost of acquiring the background screening required by Section 1012.32, Florida Statutes, and any fee imposed by the Florida Department of Law Enforcement to maintain the fingerprints provided with respect to *Insert Name* and its personnel. The parties agree that the failure of *Insert Name* to perform any of the duties described in this section shall constitute a material breach of this Agreement entitling SBBC to terminate immediately with no further responsibilities or duties to perform under this Agreement. To the extent permitted by law, *Insert Name* agrees to indemnify

and hold harmless SBBC, its officers and employees from any liability in the form of physical or mental injury, death or property damage resulting from *Insert Name's* failure to comply with the requirements of this section or with Sections 1012.32 and 1012.465, Florida Statutes. Nothing herein shall be construed as a waiver by SBBC or *Insert Name* of sovereign immunity or of any rights or limits to liability existing under Section 768.28, Florida Statutes.

2.10 Background Screening. *Insert Name* shall comply with all requirements of Sections 1012.32 and 1012.465, Florida Statutes, and all of its personnel who (1) are to be permitted access to school grounds when students are present, (2) will have direct contact with students, or (3) have access or control of school funds, will successfully complete the background screening required by the referenced statutes and meet the standards established by the statutes. This background screening will be conducted by SBBC in advance of *Insert Name* or its personnel providing any services under the conditions described in the previous sentence. *Insert Name* shall bear the cost of acquiring the background screening required by Section 1012.32, Florida Statutes, and any fee imposed by the Florida Department of Law Enforcement to maintain the fingerprints provided with respect to *Insert Name* and its personnel. The parties agree that the failure of *Insert Name* to perform any of the duties described in this section shall constitute a material breach of this Agreement entitling SBBC to terminate immediately with no further responsibilities or duties to perform under this Agreement. *Insert Name* agrees to indemnify and hold harmless SBBC, its officers and employees from any liability in the form of physical or mental injury, death or property damage resulting from *Insert Name's* failure to comply with the requirements of this section or with Sections 1012.32 and 1012.465, Florida Statutes.

For section 2.11 select only one.

2.11 Public Records. Any party contracting with SBBC is required to (a) keep and maintain available for public inspection any records that pertain to services rendered under this Agreement; (b) provide the public with access to public records on the same terms and conditions that SBBC would provide such records and at a cost that does not exceed the cost provided in Chapter 119, Florida Statutes or as otherwise provided by law; (c) ensure that public records that are exempt or confidential and exempt from public records disclosure requirements are not disclosed except as authorized by law; and (d) meet all requirements for retaining public records and transfer, at no cost to SBBC, all public records in that party's possession upon termination of its Agreement with SBBC and destroy any duplicate public records that are exempt or confidential and exempt from public records disclosure requirements. All of such party's records stored electronically must be provided to SBBC in a format that is compatible with SBBC's information technology systems. Each party shall maintain its own respective records and documents associated with this Agreement in accordance with the records retention requirements applicable to public records. Each party shall be responsible for compliance with any public documents request served upon it pursuant to Section 119.07, Florida Statutes, and any resultant award of attorney's fees for non-compliance with that law. Each party acknowledges that this Agreement and all attachments thereto are public records and do not constitute trade secrets.

2.11 Public Records. The following provisions are required by Section 119.0701, Florida Statutes, and may not be amended. *Insert Name's* shall keep and maintain public records

required by SBBC to perform the services required under this Agreement. Upon request from SBBC's custodian of public records, *Insert Name's* shall provide SBBC with a copy of any requested public records or to allow the requested public records to be inspected or copied within a reasonable time at a cost that does not exceed the cost provided in Chapter 119, Florida Statutes, or as otherwise provided by law. *Insert Name's* shall ensure that public records that are exempt or confidential and exempt from public records disclosure requirements are not disclosed except as authorized by law for the duration of the Agreement's term and following completion of the Agreement if *Insert Name's* does not transfer the public records to SBBC. Upon completion of the Agreement, *Insert Name's* shall transfer, at no cost, to SBBC all public records in possession of *Insert Name's* or keep and maintain public records required by SBBC to perform the services required under the Agreement. If *Insert Name's* transfers all public records to SBBC upon completion of the Agreement, *Insert Name's* shall destroy any duplicate public records that are exempt or confidential and exempt from public records disclosure requirements. If *Insert Name's* keeps and maintains public records upon completion of the Agreement, *Insert Name's* shall meet all applicable requirements for retaining public records. All records stored electronically must be provided to SBBC, upon request from SBBC's custodian of public records, in a format that is compatible with SBBC's information technology systems.

IF A PARTY TO THIS AGREEMENT HAS QUESTIONS REGARDING THE APPLICATION OF CHAPTER 119, FLORIDA STATUTES, TO ITS DUTY TO PROVIDE PUBLIC RECORDS RELATING TO THE AGREEMENT, CONTACT THE CUSTODIAN OF PUBLIC RECORDS AT 754-321-1900, RECORDREQUESTS@BROWARDSCHOOLS.COM, RISK MANAGEMENT DEPARTMENT, PUBLIC RECORDS DIVISION, 600 SOUTHEAST THIRD AVENUE, FORT LAUDERDALE, FLORIDA 33301.

2.12 **Indemnification.** Each party agrees to be fully responsible for its acts of negligence, or its employees' acts of negligence when acting within the scope of their employment and agrees to be liable for any damages resulting from said negligence. This section shall survive the termination of all performance or obligations under this Agreement and shall be fully binding until such time as any proceeding brought on account of this Agreement is barred by any applicable statute of limitations.

2.13 **Liability.** This section shall survive the termination of all performance or obligations under this Agreement and shall be fully binding until such time as any proceeding brought on account of this Agreement is barred by any applicable statute of limitations.

(a) By SBBC: SBBC agrees to be fully responsible up to the limits of Section 768.28, Florida Statutes, for its acts of negligence, or its employees' acts of negligence when acting within the scope of their employment and agrees to be liable, up to the limits of Section 768.28, Florida Statutes, for any damages resulting from said negligence.

(b) By *Insert Name's*: *Insert Name* agrees to indemnify, hold harmless and defend SBBC, its agents, servants and employees from any and all claims, judgments, costs, and expenses

including, but not limited to, reasonable attorney's fees, reasonable investigative and discovery costs, court costs and all other sums which SBBC, its agents, servants and employees may pay or become obligated to pay on account of any, all and every claim or demand, or assertion of liability, or any claim or action founded thereon, arising or alleged to have arisen out of the products, goods or services furnished by *Insert Name*, its agents, servants or employees; the equipment of *Insert Name*, its agents, servants or employees while such equipment is on premises owned or controlled by SBBC; or the negligence of *Insert Name* or the negligence of *Insert Name's* agents when acting within the scope of their employment, whether such claims, judgments, costs and expenses be for damages, damage to property including SBBC's property, and injury or death of any person whether employed by *Insert Name*, SBBC or otherwise.

2.14 **Insurance Requirements.** *Insert Name* shall comply with the following insurance requirements throughout the term of this Agreement:

(a) **General Liability.** *Insert Name* shall maintain General Liability insurance during the term of this Agreement with limits not less than \$1,000,000 per occurrence for Bodily Injury/Property Damage; \$1,000,000 General Aggregate; and limits not less than \$1,000,000 for Products/Completed Operations Aggregate.

(b) **Professional Liability/Errors & Omissions.** *Insert Name* shall maintain Professional Liability/Errors & Omissions insurance during the term of this Agreement with a limit of not less than \$1,000,000 per occurrence covering services provided under this Agreement.

(c) **Workers' Compensation.** *Insert Name* shall maintain Workers' Compensation insurance during the term of this Agreement in compliance with the limits specified in Chapter 440, Florida Statutes, and Employer's Liability limits shall not be less than \$100,000/\$100,000/\$500,000 (each accident/disease-each employee/disease-policy limit).

(d) **Auto Liability.** *Insert Name* shall maintain Owned, Non-Owned and Hired Auto Liability insurance with Bodily Injury and Property Damage limits of not less than \$1,000,000 Combined Single Limit.

(e) **Acceptability of Insurance Carriers.** The insurance policies required under this Agreement shall be issued by companies qualified to do business in the State of Florida and having a rating of at least A- VI by AM Best or Aa3 by Moody's Investor Service.

(f) **Verification of Coverage.** Proof of the required insurance must be furnished by *Insert Name* to SBBC's Risk Management Department by Certificate of Insurance within fifteen (15) days of the date of this Agreement. To streamline this process, SBBC has partnered with EXIGIS Risk Management Services to collect and verify insurance documentation. All certificates (and any required documents) must be received and approved by SBBC's Risk Management Department before any work commences to permit *Insert Name* to remedy any deficiencies. *Insert Name* must verify its account information and provide contact details for its Insurance Agent via the link provided to it by email.

(g) Required Conditions. Liability policies must include the following terms on the Certificate of Insurance:

- 1) The School Board of Broward County, Florida, its members, officers, employees and agents are added as additional insured.
- 2) All liability policies are primary of all other valid and collectable coverage maintained by The School Board of Broward County, Florida.
- 3) Certificate Holder: The School Board of Broward County, Florida, c/o EXIGIS Risk Management Services, P.O. Box 4668-ECM, New York, New York 10163-4668.

(h) Cancellation of Insurance. *Insert Name* is prohibited from providing services under this Agreement with SBBC without the minimum required insurance coverage and must notify SBBC within two (2) business days if required insurance is cancelled.

(i) SBBC reserves the right to review, reject or accept any required policies of insurance, including limits, coverage or endorsements, herein throughout the term of this Agreement.

2.15 Equal Opportunity Provision. The parties agree that no person shall be subjected to discrimination because of age, race, color, disability, gender identity, gender expression, marital status, national origin, religion, sex or sexual orientation in the performance of the parties' respective duties, responsibilities and obligations under this Agreement.

2.16 Nondiscrimination.

(a) As a condition of entering into this Agreement, *Insert Name* represents and warrants that it will comply with the SBBC's Commercial Nondiscrimination Policy, as described under, Section D.1 of SBBC's Policy No. 3330 – Supplier Diversity Outreach Program.

(b) As part of such compliance, *Insert Name* shall not discriminate on the basis of race, color, religion, ancestry or national origin, sex, age, marital status, sexual orientation, or on the basis of disability or other unlawful forms of discrimination in the solicitation, selection, hiring, or commercial treatment of subcontractors, vendors, suppliers, or commercial customers, nor shall *Insert Name* retaliate against any person for reporting instances of such discrimination. *Insert Name* shall provide equal opportunity for subcontractors, vendors, and suppliers to participate in all of its public sector and private sector subcontracting and supply opportunities, provided that nothing contained in this clause shall prohibit or limit otherwise lawful efforts to remedy the effects of marketplace discrimination that have occurred or are occurring in the SBBC's relevant marketplace. *Insert Name* understands and agrees that a material violation of this clause shall be considered a material breach of this Agreement and may result in termination of this Agreement, disqualification of the company from participating in SBBC Agreements, or other sanctions. This clause is not enforceable by or for the benefit of, and creates no obligation to, any third party.

2.17 **Travel.** In County travel shall not be billed as a reimbursable expense. Out of county travel and per diem may be allowable at the sole discretion of SBBC. SBBC has delegated authority to the Superintendent of Schools or his/her designee to provide prior approval to VENDOR for any and all travel and per diem. Should any out of county travel and/or per diem be allowed, then it shall be billed and reimbursed in compliance with the current or updated School Board Policy 3400 and/or other relevant School Board Policies.

2.18 **Annual Appropriation.** The performance and obligations of SBBC under this Agreement shall be contingent upon an annual budgetary appropriation by its governing body. If SBBC does not allocate funds for the payment of services or products to be provided under this Agreement, this Agreement may be terminated by SBBC at the end of the period for which funds have been allocated. SBBC shall notify the other party at the earliest possible time before such termination. No penalty shall accrue to SBBC in the event this provision is exercised, and SBBC shall not be obligated or liable for any future payments due or any damages as a result of termination under this section.

2.19 **Excess Funds.** Any party receiving funds paid by SBBC under this Agreement agrees to promptly notify SBBC of any funds erroneously received from SBBC upon the discovery of such erroneous payment or overpayment. Any such excess funds shall be refunded to SBBC.

2.20 **Incorporation by Reference.** **Exhibit[s]** *Insert appropriate Exhibit letters or numbers* attached hereto and referenced herein shall be deemed to be incorporated into this Agreement by reference.

ARTICLE 3 – GENERAL CONDITIONS

3.01 **No Waiver of Sovereign Immunity.** Nothing herein is intended to serve as a waiver of sovereign immunity by any agency or political subdivision to which sovereign immunity may be applicable or of any rights or limits to liability existing under Section 768.28, Florida Statutes. This section shall survive the termination of all performance or obligations under this Agreement and shall be fully binding until such time as any proceeding brought on account of this Agreement is barred by any applicable statute of limitations.

3.02 **No Third Party Beneficiaries.** The parties expressly acknowledge that it is not their intent to create or confer any rights or obligations in or upon any third person or entity under this Agreement. None of the parties intend to directly or substantially benefit a third party by this Agreement. The parties agree that there are no third party beneficiaries to this Agreement and that no third party shall be entitled to assert a claim against any of the parties based upon this Agreement. Nothing herein shall be construed as consent by an agency or political subdivision of the State of Florida to be sued by third parties in any matter arising out of any Agreement.

3.03 **Independent Contractor.** The parties to this Agreement shall at all times be acting in the capacity of independent contractors and not as an officer, employee or agent of one another. Neither party or its respective agents, employees, subcontractors or assignees shall represent to others that it has the authority to bind the other party unless specifically authorized in writing to do so. No right to SBBC retirement, leave benefits or any other benefits of SBBC

employees shall exist as a result of the performance of any duties or responsibilities under this Agreement. SBBC shall not be responsible for social security, withholding taxes, contributions to unemployment compensation funds or insurance for the other party or the other party's officers, employees, agents, subcontractors or assignees.

3.04 Default. The parties agree that, in the event that either party is in default of its obligations under this Agreement, the non-defaulting party shall provide to the defaulting party (30) days written notice to cure the default. However, in the event said default cannot be cured within said thirty (30) day period and the defaulting party is diligently attempting in good faith to cure same, the time period shall be reasonably extended to allow the defaulting party additional cure time. Upon the occurrence of a default that is not cured during the applicable cure period, this Agreement may be terminated by the non-defaulting party upon thirty (30) days notice. This remedy is not intended to be exclusive of any other remedy, and each and every such remedy shall be cumulative and shall be in addition to every other remedy now or hereafter existing at law or in equity or by statute or otherwise. No single or partial exercise by any party of any right, power, or remedy hereunder shall preclude any other or future exercise thereof. Nothing in this section shall be construed to preclude termination for convenience pursuant to Section 3.05.

3.05 Termination. This Agreement may be canceled with or without cause by SBBC during the term hereof upon thirty (30) days written notice to the other parties of its desire to terminate this Agreement. In the event of such termination, SBBC shall be entitled to a *pro rata* refund of any pre-paid amounts for any services scheduled to be delivered after the effective date of such termination. SBBC shall have no liability for any property left on SBBC's property by any party to this Agreement after the termination of this Agreement. Any party contracting with SBBC under this Agreement agrees that any of its property placed upon SBBC's facilities pursuant to this Agreement shall be removed within ten (10) business days following the termination, conclusion or cancellation of this Agreement and that any such property remaining upon SBBC's facilities after that time shall be deemed to be abandoned, title to such property shall pass to SBBC, and SBBC may use or dispose of such property as SBBC deems fit and appropriate.

3.06 Compliance with Laws. Each party shall comply with all applicable federal, state and local laws, SBBC policies, codes, rules and regulations in performing its duties, responsibilities and obligations pursuant to this Agreement.

3.07 Place of Performance. All obligations of SBBC under the terms of this Agreement are reasonably susceptible of being performed in Broward County, Florida and shall be payable and performable in Broward County, Florida.

3.08 Governing Law and Venue. This Agreement shall be interpreted and construed in accordance with and governed by the laws of the State of Florida. Any controversies or legal problems arising out of this Agreement and any action involving the enforcement or interpretation of any rights hereunder shall be submitted exclusively to the jurisdiction of the State courts of the Seventeenth Judicial Circuit of Broward County, Florida or to the jurisdiction of the United States District Court for the Southern District of Florida. Each party agrees and admits that the state courts of the Seventeenth Judicial Circuit of Broward County, Florida or the United States District Court for the Southern District of Florida shall have jurisdiction over it for any dispute arising under this Agreement.

3.09 **Entirety of Agreement.** This document incorporates and includes all prior negotiations, correspondence, conversations, agreements and understandings applicable to the matters contained herein and the parties agree that there are no commitments, agreements or understandings concerning the subject matter of this Agreement that are not contained in this document. Accordingly, the parties agree that no deviation from the terms hereof shall be predicated upon any prior representations or agreements, whether oral or written.

3.10 **Binding Effect.** This Agreement shall be binding upon and inure to the benefit of the parties hereto and their respective successors and assigns.

3.11 **Assignment.** Neither this Agreement nor any interest herein may be assigned, transferred or encumbered by any party without the prior written consent of the other party. There shall be no partial assignments of this Agreement including, without limitation, the partial assignment of any right to receive payments from SBBC.

3.12 **Captions.** The captions, section designations, section numbers, article numbers, titles and headings appearing in this Agreement are inserted only as a matter of convenience, have no substantive meaning, and in no way define, limit, construe or describe the scope or intent of such articles or sections of this Agreement, nor in any way effect affect this Agreement and shall not be construed to create a conflict with the provisions of this Agreement.

3.13 **Severability.** In the event that any one or more of the sections, paragraphs, sentences, clauses or provisions contained in this Agreement is held by a court of competent jurisdiction to be invalid, illegal, unlawful, unenforceable or void in any respect, such shall not affect the remaining portions of this Agreement and the same shall remain in full force and effect as if such invalid, illegal, unlawful, unenforceable or void sections, paragraphs, sentences, clauses or provisions had never been included herein.

3.14 **Preparation of Agreement.** The parties acknowledge that they have sought and obtained whatever competent advice and counsel as was necessary for them to form a full and complete understanding of all rights and obligations herein and that the preparation of this Agreement has been their joint effort. The language agreed to herein expresses their mutual intent and the resulting document shall not, solely as a matter of judicial construction, be construed more severely against one of the parties than the other.

3.15 **Amendments.** No modification, amendment, or alteration in the terms or conditions contained herein shall be effective unless contained in a written document prepared with the same or similar formality as this Agreement and executed by each party hereto.

3.16 **Waiver.** The parties agree that each requirement, duty and obligation set forth herein is substantial and important to the formation of this Agreement and, therefore, is a material term hereof. Any party's failure to enforce any provision of this Agreement shall not be deemed a waiver of such provision or modification of this Agreement unless the waiver is in writing and signed by the party waiving such provision. A written waiver shall only be effective as to the specific instance for which it is obtained and shall not be deemed a continuing or future waiver.

3.17 **Force Majeure.** Neither party shall be obligated to perform any duty, requirement or obligation under this Agreement if such performance is prevented by fire,

hurricane, earthquake, explosion, wars, sabotage, accident, flood, acts of God, strikes, or other labor disputes, riot or civil commotions, or by reason of any other matter or condition beyond the control of either party, and which cannot be overcome by reasonable diligence and without unusual expense ("Force Majeure"). In no event shall a lack of funds on the part of either party be deemed Force Majeure.

3.18 **Survival.** All representations and warranties made herein, indemnification obligations, obligations to reimburse SBBC, obligations to maintain and allow inspection and audit of records and property, obligations to maintain the confidentiality of records, reporting requirements, and obligations to return public funds shall survive the termination of this Agreement.

3.19 **Agreement Administration.** SBBC has delegated authority to the Superintendent of Schools or his/her designee to take any actions necessary to implement and administer this Agreement.

3.20 **Counterparts and Multiple Originals.** This Agreement may be executed in multiple originals, and may be executed in counterparts, each of which shall be deemed to be an original, but all of which, taken together, shall constitute one and the same Agreement.

3.21 **Authority.** Each person signing this Agreement on behalf of either party individually warrants that he or she has full legal power to execute this Agreement on behalf of the party for whom he or she is signing, and to bind and obligate such party with respect to all provisions contained in this Agreement.

IN WITNESS WHEREOF, the Parties hereto have made and executed this Agreement on the date first above written.

[THIS SPACE INTENTIONALLY LEFT BLANK; SIGNATURE PAGES FOLLOW]

FOR SBBC:

(Corporate Seal)

THE SCHOOL BOARD OF BROWARD
COUNTY, FLORIDA

ATTEST:

By _____
insert name of current Board Chair here, Chair

Robert W. Runcie, Superintendent of Schools

Approved as to Form and Legal Content:

Office of the General Counsel

[THIS SPACE INTENTIONALLY LEFT BLANK; SIGNATURE PAGE FOLLOWS]

FOR SBBC:

(Corporate Seal)

THE SCHOOL BOARD OF BROWARD
COUNTY, FLORIDA

WITNESS:

By _____
Robert W. Runcie, Superintendent of Schools

Signature
Print Name: _____

Approved as to Form and Legal Content:

Office of the General Counsel

[THIS SPACE INTENTIONALLY LEFT BLANK; SIGNATURE PAGE FOLLOWS]

FOR [INSERT A SHORT NAME OF THE OTHER PARTY HERE]:

(Corporate Seal)

Insert Exact Full Legal Name of the other
Corporation, Agency or Other Legal Entity

ATTEST:

By _____

_____, Secretary

-or-

Witness

Witness

**The Following Notarization is Required for Every Agreement Without Regard to
Whether the Party Chose to Use a Secretary's Attestation or Two (2) Witnesses.**

STATE OF _____

COUNTY OF _____

The foregoing instrument was acknowledged before me this
day of _____,
by _____ of _____, on behalf of the
Name of Person Name of Corporation or Agency
corporation/agency. He/She is personally known to me or produced
_____ as identification and did/did not first take an oath.
Type of Identification

My Commission Expires: _____

Signature – Notary Public

(SEAL)

Printed Name of Notary

Notary's Commission No.

FOR[Insert Name Here]:

Witness

Signature

Witness

Printed Name

STATE OF _____

COUNTY OF _____

The foregoing instrument was acknowledged before me by _____
who is personally known to me or who produced _____ as
identification and who did/did not first take an this _____
_____ day of _____

My Commission Expires: _____

Signature -- Notary Public

Notary's Printed Name

(SEAL)

Notary's Commission No.

[THIS SPACE INTENTIONALLY LEFT BLANK]

ATTACHMENT G – DEBARMENT

MUST BE COMPLETED BY ALL BIDDERS

CERTIFICATION OF DEBARMENT, SUSPENSION, INELIGIBILITY, AND VOLUNTARY EXCLUSION LOWER TIER TRANSACTIONS

This certification is required by the regulations implementing Executive Order 12549, Debarment and Suspension, 45 CFR 1183.35, Participants' responsibilities. The regulations were published as Part VII of the May 26, 1988 Federal Register (pages 19160-19211). Copies of the regulations may be obtained by going to this link: <http://www.gpo.gov/fdsys/granule/CFR-2011-title45-vol3/CFR-2011-title45-vol3-sec1183-35>

(BEFORE COMPLETING CERTIFICATION, READ INSTRUCTIONS ON NEXT PAGE)

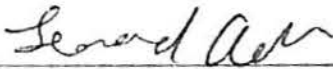
- (1) The prospective lower tier participant certifies, by submission of this proposal, that neither it nor its principals are presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from participation in this transaction by any federal department or agency.
- (2) Where the prospective lower tier participant is unable to certify to any of the statements in this certification, such prospective participant shall attach an explanation to this proposal.

School Specialty, Inc.

Organization Name

Leonard Adkins - Assistant Secretary

Name(s) and Title(s) of Authorized Representative(s)



Signature(s)

7/13/2020

Date

ATTACHMENT H – ACH FORM
ACH PAYMENT AGREEMENT FORM

The School Board of Broward County, Florida
ACH Payment Agreement Form (ACH CREDITS)

VENDOR NAME: School Specialty, Inc.

Authorization Agreement

I (we) hereby authorize The School Board of Broward County to initiate automatic deposits (credits) to my account at the financial institution named below. Additionally, I authorize The School Board of Broward County to make the necessary debit entries/adjustments in the event that a credit entry is made in error.

Further, I agree not to hold The School Board of Broward County responsible for any delay or loss of funds due to incorrect or incomplete information supplied by me or by my financial institution or due to an error on the part of my financial institution in depositing funds to my account.

This agreement shall remain in effect until The School Board of Broward County receives written notification of cancellation from me or my financial institution and that the origination of ACH transactions to my (our) account must comply with the provisions of U.S. law.

Account Information

Name of Bank or
Financial Institute:

Bank of America

Branch/ State

Chicago, IL

Routing No: 071000039

Account No: 00866687498

VENDOR AREA:

Remittance Confirmation:

(please select one) arrequests@schoolspecialty.com

Checking

☒

Savings

☐

Fax

☐

Email

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Federal Identification No.

Vendor 39-0971239

TAX ID#

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Update Purchase Order Fax & Email Address

Centralized Fax Number 419-589-1449 / 800-818-5537

Dept. Bids & Contract Dept.

Centralized Email orders@schoolspecialty.com

Dept. Operations

Centralized Phone No. 419-589-1900 / 800-305-0174

Dept. Bids & Contract Dept.

Signature

Authorized Signature

(Primary) and Business title: Leonard A. [Signature] ASSISTANT SECRETARY Date: 7/13/2020

Authorized Signature

(Joint) and Business title: N/A

Date: _____

Please attach a VOIDED check to verify bank details and routing number.

This form must be returned to: SBBC – Purchasing – Data Strategy Group
7720 W. Oakland Park Blvd, Sunrise FL 33351 call: 754-321-0516 or fax # 754-321-0533

For Use by DATA STRATEGY GROUP

Vendor Account# _____ Date Entered _____ Initials: _____

ATTACHMENT I – WORKERS' COMPENSATION AFFIDAVIT

THE SCHOOL BOARD OF BROWARD COUNTY, FLORIDA

WORKERS' COMPENSATION AFFIDAVIT

CERTIFICATION OF NUMBER OF EMPLOYEES

School Specialty, Inc. (Vendor Name) hereby certifies and affirms that the entity named herein has less than four (4) employees nor uses any subcontractor(s) with four (4) or more employees and will not have four (4) or more employees during the term of this agreement.

I further certify that, if during the period covered by this affidavit the entity named herein becomes an employer with four (4) or more employees or uses subcontractor(s) with four (4) or more employees, a Certificate of Insurance shall be provided to The School Board of Broward County, Florida, within five (5) business days.

With respect to the construction industry, all employment in which one or more employees are employed shall provide evidence of Workers' Compensation coverage.

Signed:

Leonard Adkins

Print/Type Name: Leonard Adkins

Title: Assistant Secretary

Sworn to and subscribed before me this 13th day of July, 2020.

Notary Public Signed:

Kimmy S. Rose

Notary Public Print:

Kimmy S. ROSE

Notary Stamp Below:



KIMMY S ROSE
Notary Public
State of Ohio
My Comm. Expires
April 23, 2025



ATTACHMENT J – REFERENCES

The School Board of Broward County, Florida

Vendor Name: School Specialty Inc.

List a minimum number of required references as stated in the Special Conditions which show experience in similar work, to include nature and scope of work, which demonstrates an expertise in providing the services as stated herein. Provide scope of work, contact name, addresses, telephone numbers, email addresses and dates of service.

Reference 1 –

Name of Firm:	<u>School District of Manatee County</u>	Contact Person:	<u>Melody Ryan</u>
Phone #:	<u>941-708-8770 ext 41129</u>	Email:	<u>ryan@manateeschools.net</u>
Date of Service:	<u>07/01/2019</u>	Cost of Service:	<u>\$1,100,000.00</u>
Address:	<u>215 Manatee Avenue West Bradenton, FL 34205</u>		

Scope of Work: Full turn key Elementary School

Reference 2 –

Name of Firm:	<u>Pasco County Schools</u>	Contact Person:	<u>Dr. Christine Stanley, Principal ZHS</u>
Phone #:	<u>(714)342-4898</u>	Email:	<u>cstanley@pasco.k12.fl.us</u>
Date of Service:	<u>2019 - 2021</u>	Cost of Service:	<u>\$1,800,000.00</u>
Address:	<u>7227 Land O' Lakes Blvd. Land O' Lakes, FL 34638</u>		

Scope of Work: Full turn key new High School

Reference 3 –

Name of Firm:	<u>School Board of Alachua County</u>	Contact Person:	<u>Wayne Hackett</u>
Phone #:	<u>352-955-7580</u>	Email:	<u>hackettd@sm.sbac.edu</u>
Date of Service:	<u>07/09/2020</u>	Cost of Service:	<u>\$200,000.00</u>
Address:	<u>620 E University Ave, Gainesville, FL 32601</u>		

Scope of Work: Prairie View ES and Westwood MS Classroom Furniture

Reference 4 –

Name of Firm:	<u>Cabarrus County School</u>	Contact Person:	<u>Brian Cone, Director of Construction</u>
Phone #:	<u>(704) 260-5661</u>	Email:	<u>Brian.Cone@Cabarrus.k12.nc.us,</u>
Date of Service:	<u>2020</u>	Cost of Service:	<u>\$900,000.00</u>
Address:	<u>9464 Hickory Ridge Rd, Harrisburg, NC 28075</u>		

Scope of Work: Single phase elementary school including inclusive Exceptional Children Classrooms, resource rooms, media center, cafeteria, speech, general ed classrooms, AIG classrooms "Academically or Intellectually Gifted", art room, music room, and administrative classrooms.

Reference 5 –

Name of Firm:	<u>Charleston County School District</u>	Contact Person:	<u>Christy James</u>
Phone #:	<u>910-431-4237</u>	Email:	<u>christine.james@charleston.k12.sc.us</u>
Date of Service:	<u>2017 - Current</u>	Cost of Service:	<u>6.6 Million</u>
Address:	<u>75 Calhoun Street Charleston, SC 29401</u>		

Scope of Work: District wide media center modernization, STEM Labs, Classroom Furniture, Office Furniture, Cafeteria Furniture



Bidder Info	
Company Name	School Specialty, Inc.
Company Representative	Leonard Adkins
Email Address	leonard.adkins@schoolspecialty.com
Phone Number	800-305-0174
Fax Number	800-775-8314
Website Address	www.schoolspecialty.com
Street Address	100 Paragon Parkway
City	Mansfield
State	Ohio
Zip Code	44903
After Hours Contact	Jeremy Westbrook - Phone #786-682-6685
M/WBE Certification*	School Specialty does not hold a M/WBE Certification.
Agency Issuer*	N/A

*Review General Condition 52 prior to completing

Summary Sheet Instructions:
1.) This form is to be filled out electronically, no handwritten summary sheets will be accepted
2.) All Fields in the Bidder Information box (above) should be filled in
Thank you for your cooperation!

Proposer must list all the Manufacturers for which it can sell and distribute its products. Furthermore, Proposer must submit Letter of Authorization in Manufacturer's letterhead for every Manufacturer listed. Failure to submit Letter of Authorization by Manufacturer such Manufacturer will be considered as non-authorized by Proposer.

Installation Cost - Percentage of Total Order	15%
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Manufacturers				
Item	Manufacturer	Percentage of Order	Product Categories	Manufacturer Website
1	Bison Inc.	39%	Other	https://www.bisoninc.com/
2	Brand New World	16%	Early Childhood	https://www.brandnewworld.com/
3	Carpets for Kids	18%	Early Childhood	http://www.carpetsforkids.com/
4	CEF, Inc.	18%	STEM	http://www.cefinc.com
5	Childcraft	68%	Early Childhood	https://www.schoolspecialty.com/shop-by-learning-environment/early-childhood
6	Children's Factory	16%	Early Childhood	https://www.childrensfactory.com/
7	Classroom Select	67%	Classroom / Office / Cafeteria / Early Childhood / Theater and Performance / STEM	https://www.schoolspecialty.com/
8	Diversified Woodcrafts	48%	Classroom / STEM	https://www.diversifiedwoodcrafts.com/
9	EIS	34%	Cafeteria	https://www.elkayinteriorsystems.com/en.html
10	Flagship Carpets	22%	Early Childhood	https://www.flagshipcarpets.com/
11	Fleetwood Furniture	18%	Classroom / Library / Office / Other / Theater and Performance / STEM	https://www.fleetwoodfurniture.com/
12	Fomcore	40%	Classroom / Library / Early Childhood / STEM	https://www.fomcore.com/
13	Global Furniture Group	34%	Classroom / Office / Other / Cafeteria / STEM	https://www.globalfurnituregroup.com/
14	Guidecraft	16%	Early Childhood	https://guidecraft.com/
15	Interior Concepts	38%	Classroom / Library / Office / Other / Cafeteria / STEM	https://www.interiorconcepts.com/
16	KFI Seating	45%	Classroom / Office / Cafeteria / Outdoor / STEM	https://www.kfstudios.com/
17	MediaTechnologies	34%	Classroom / Library / Office / Other / Cafeteria / STEM	https://www.mediatechnologies.com/
18	Mooreco	35%	Classroom / Library / Office / Other / Early Childhood / STEM	https://moorecoinc.com/
19	Mooreco - Soft Seating	26%	Classroom / Library / Office / Early Childhood / STEM	https://moorecoinc.com/
20	National Public Seating	33%	Classroom / Other / Cafeteria / Theater and Performance / STEM	https://www.nationalpublicseating.com/
21	OFM, Inc.	50%	Classroom / Office / Cafeteria / STEM	https://www.ofminc.com/
22	Offices To Go	40%	Classroom / Office	https://www.officestogo.com/
23	Republic Storage Systems	23%	Classroom	https://republicstorage.com/



24	Simplay3	4%	Early Childhood / Outdoor	https://simplay3.com/
25	Sound - Craft	39%	STEM	https://www.soundcraft.com/en
26	UltraSite a div. of Playcore	1%	Outdoor	https://www.ultra-site.com/
27	WB Mfg.	57%	Classroom / Library / Office / Other / Early Childhood / STEM	https://www.wibenchmfg.com/
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AGREEMENT

THIS AGREEMENT is made and entered into as of this 20th day of October, 2020, by and between

THE SCHOOL BOARD OF BROWARD COUNTY, FLORIDA

(hereinafter referred to as "SBBC"),
a body corporate and political subdivision of the State of Florida,
whose principal place of business is
600 Southeast Third Avenue, Fort Lauderdale, Florida 33301

and

APRICOT OFFICE INTERIORS, INC.

(hereinafter referred to as "VENDOR"),
whose principal place of business is
20401 NW 2nd Avenue Suite 220
Miami Gardens, FL 33169.

WHEREAS, on June 25, 2020, SBBC advertised Request for Proposal FY21-106, seeking vendor proposals for School and Department Furniture (hereinafter, the "RFP"); and

WHEREAS, VENDOR was one of twenty-two (22) vendors which submitted proposals in response to the RFP; and

WHEREAS, VENDOR hereby agrees to provide furniture solutions, including furniture turn-key solutions, and products for School and Department Furniture delivery, installation, and other related services which are commonly used in various schools and departments of the SBBC pursuant to the terms and pricing identified hereinbelow, attached and via hyperlink.

NOW, THEREFORE, in consideration of the mutual covenants contained herein, and other good and valuable consideration, the receipt and sufficiency of which is hereby acknowledged, the Parties hereby agree as follows:

ARTICLE 1 - RECITALS

1.01 **Recitals.** The parties agree that the foregoing recitals are true and correct and that such recitals are incorporated herein by reference.

ARTICLE 2 – SPECIAL CONDITIONS

2.01 **Term of Agreement.** Unless terminated earlier pursuant to Section 3.05 of this Agreement, the term of this Agreement shall commence on October 1, 2020 or the date of its approval by SBBC, whichever date is later, and conclude on midnight three years after the actual date of commencement, with an option for two (2) additional one (1) year renewal.

2.02 **Description of Goods or Services Provided.** VENDOR shall provide the furniture and services pursuant to the terms of the RFP and as listed in its proposal attached hereto and incorporated herein as **Exhibit "A."**

2.03 **Cost and Payment.** SBBC shall pay VENDOR for services and products provided and accepted by SBBC pursuant to this Agreement and the discounted pricing specified in VENDOR's proposal accessible via the hyperlink below. Payment terms for such services and products shall be net 30 days from the date that the VENDOR submits an acceptable invoice to SBBC.

<https://browardcountyschools.sharepoint.com/sites/Procurement/PWS%20Bid%20Documents/Fo rms/AllItems.aspx?viewid=4a8338df%2D4b54%2D4af3%2Dade4%2D87ea40a672f0&id=%2Fs ites%2FProcurement%2FPWS%20Bid%20Documents%2FPWS%20Bid%20Documents%2FFY 2021%2FFY21%2D106%5FSchoolandDepartmentFurniture%2FPricing%20List%2FApricot%2 0Office%20Interiors%2C%20Inc>

2.04 **VENDOR Confidentiality of Education Records.**

(a) Notwithstanding any provision to the contrary within this Agreement, VENDOR shall:

1) fully comply with the requirements of Sections 1002.22, 1002.221, and 1002.222, Florida Statutes; the Family Educational Rights and Privacy Act, 20 U.S.C § 1232g (FERPA) and its implementing regulations (34 C.F.R. Part 99), and any other state or federal law or regulation regarding the confidentiality of student information and records;

2) hold any education records in strict confidence and not use or redisclose same except as required by this Agreement or as required or permitted by law unless the parent of each student or a student age 18 or older whose education records are to be shared provides prior written consent for their release;

3) ensure that, at all times, all of its employees who have access to any education records during the term of their employment shall abide strictly by its obligations under this Agreement, and that access to education records is limited only to its employees that require the information to carry out the responsibilities under this Agreement and shall provide said list of employees to SBBC upon request;

4) safeguard each education record through administrative, physical and technological safety standards to ensure that adequate controls are in place to protect the education records and information in accordance with FERPA's privacy requirements;

5) utilize the education records solely for the purposes of providing products and services as contemplated under this Agreement; and shall not share, publish, sell, distribute, target advertise, or display education records to any third party;

6) notify SBBC immediately upon discovery of a breach of confidentiality of education records by telephone at 754-321-0300 (Manager, Information Security), and

754-321-1900 (Privacy Officer), and email at privacy@browardschools.com, and take all necessary notification steps as may be required by federal and Florida law, including, but not limited to, those required by Section 501.171, Florida Statutes;

7) fully cooperate with appropriate SBBC staff, including Privacy Officer and/or Information Technology staff to resolve any privacy investigations and concerns in a timely manner;

8) prepare and distribute, at its own cost, any and all required breach notifications, under federal and Florida Law, or reimburse SBBC any direct costs incurred by SBBC for doing so, including, but not limited to, those required by Section 501.171, Florida Statutes;

9) be responsible for any fines or penalties for failure to meet breach notice requirements pursuant to federal and/or Florida law;

10) provide SBBC with the name and contact information of its employee who shall serve as SBBC's primary security contact and shall be available to assist SBBC in resolving obligations associated with a security breach of confidentiality of education records; and

11) securely erase education records from any media once any media equipment is no longer in use or is to be disposed; secure erasure will be deemed the deletion of the education records using a single pass overwrite Secure Erase (Windows) or Wipe (Unix).

(b) All education records shall remain the property of SBBC, and any party contracting with SBBC serves solely as custodian of such information pursuant to this Agreement and claims no ownership or property rights thereto and, upon termination of this Agreement shall, at SBBC's request, return to SBBC or dispose of the education records in compliance with the applicable Florida Retention Schedules and provide SBBC with a written acknowledgment of said disposition.

(c) VENDOR shall, for itself, its officers, employees, agents, representatives, contractors or subcontractors, fully indemnify and hold harmless SBBC and its officers and employees for any violation of this section, including, without limitation, defending SBBC and its officers and employees against any complaint, administrative or judicial proceeding, payment of any penalty imposed upon SBBC, or payment of any and all costs, damages, judgments or losses incurred by or imposed upon SBBC arising out of a breach of this covenant by the party, or an officer, employee, agent, representative, contractor, or sub-contractor of the party to the extent that the party or an officer, employee, agent, representative, contractor, or sub-contractor of the party shall either intentionally or negligently violate the provisions of this section or of Sections 1002.22 and/or 1002.221, Florida Statutes. This section shall survive the termination of all performance required or conclusion of all obligations existing under this Agreement.

2.05 Inspection of VENDORS Records by SBBC. VENDOR shall establish and maintain books, records and documents (including electronic storage media) sufficient to reflect all income and expenditures of funds provided by SBBC under this Agreement. All VENDORS applicable records, regardless of the form in which they are kept, shall be open to inspection and

subject to audit, inspection, examination, evaluation and/or reproduction, during normal working hours, by SBBC's agent or its authorized representative to permit SBBC to evaluate, analyze and verify the satisfactory performance of the terms and conditions of this Agreement and to evaluate, analyze and verify the applicable business records of VENDOR directly relating to this Agreement in order to verify the accuracy of invoices provided to SBBC. Such audit shall be no more than one (1) time per calendar year.

(a) Duration of Right to Inspect. For the purpose of such audits, inspections, examinations, evaluations and/or reproductions, SBBC's agent or authorized representative shall have access to VENDOR's records from the effective date of this Agreement, for the duration of the term of this Agreement, and until the later of five (5) years after the termination of this Agreement or five (5) years after the date of final payment by SBBC to VENDOR pursuant to this Agreement.

(b) Notice of Inspection. SBBC's agent or its authorized representative shall provide VENDOR reasonable advance written notice (not to exceed two (2) weeks) of any intended audit, inspection, examination, evaluation and or reproduction.

(c) Audit Site Conditions. SBBC's agent or its authorized representative shall have access to VENDOR's facilities and to any and all records related to this Agreement, and shall be provided adequate and appropriate work space in order to exercise the rights permitted under this section.

(d) Failure to Permit Inspection. Failure by VENDOR to permit audit, inspection, examination, evaluation and/or reproduction as permitted under this section shall constitute grounds for termination of this Agreement by SBBC for cause and shall be grounds for SBBC's denial of some or all of any VENDOR's claims for payment.

(e) Overcharges and Unauthorized Charges. If an audit conducted in accordance with this section discloses overcharges or unauthorized charges to SBBC by VENDOR in excess of two percent (2%) of the total billings under this Agreement, the actual cost of SBBC's audit shall be paid by VENDOR. If the audit discloses billings or charges to which VENDOR is not contractually entitled, VENDOR shall pay said sum to SBBC within twenty (20) days of receipt of written demand unless otherwise agreed to in writing by both parties.

(f) Inspection of Subcontractor's Records. If applicable, VENDOR shall require any and all subcontractors, insurance agents and material suppliers (hereafter referred to as "Payees") providing services or goods with regard to this Agreement to comply with the requirements of this section by insertion of such requirements in any written subcontract. Failure by VENDOR to include such requirements in any subcontract shall constitute grounds for termination of this Agreement by SBBC for cause and shall be grounds for the exclusion of some or all of any Payees' costs from amounts payable by SBBC to VENDOR pursuant to this Agreement and such excluded costs shall become the liability of VENDOR.

(g) Inspector General Audits. VENDOR shall comply and cooperate immediately with any inspections, reviews, investigations, or audits deemed necessary by the Florida Office of the Inspector General or by any other state or federal officials.

2.06 **Notice.** When any of the parties desire to give notice to the other, such notice must be in writing, sent by U.S. Mail, postage prepaid, addressed to the party for whom it is intended at the place last specified; the place for giving notice shall remain such until it is changed by written notice in compliance with the provisions of this paragraph. For the present, the Parties designate the following as the respective places for giving notice:

To SBBC: Superintendent of Schools
The School Board of Broward County, Florida
600 Southeast Third Avenue
Fort Lauderdale, Florida 33301

With a Copy to: Director – Procurement & Warehousing Services
The School Board of Broward County, Florida
7720 W Oakland Park Blvd., Suite 323
Sunrise, Florida 33351

To VENDOR: Basil M. Bernard
Apricot Office Interiors
20401 NW 2nd avenue, Suite 220
Miami Gardens, FL 33169

With a Copy to: Del Crooks
20401 NW 2nd avenue, Suite 220
Miami Gardens, FL 33169

2.07 **Background Screening.** VENDOR shall comply with all requirements of Sections 1012.32 and 1012.465, Florida Statutes, and all of its personnel who (1) are to be permitted access to school grounds when students are present, (2) will have direct contact with students, or (3) have access or control of school funds, will successfully complete the background screening required by the referenced statutes and meet the standards established by the statutes. This background screening will be conducted by SBBC in advance of VENDOR or its personnel providing any services under the conditions described in the previous sentence. VENDOR shall bear the cost of acquiring the background screening required by Section 1012.32, Florida Statutes, and any fee imposed by the Florida Department of Law Enforcement to maintain the fingerprints provided with respect to VENDOR and its personnel. The parties agree that the failure of VENDOR to perform any of the duties described in this section shall constitute a material breach of this Agreement entitling SBBC to terminate immediately with no further responsibilities or duties to perform under this Agreement. VENDOR agrees to indemnify and hold harmless SBBC, its officers and employees from any liability in the form of physical or mental injury, death or property damage resulting from VENDOR's failure to comply with the requirements of this section or with Sections 1012.32 and 1012.465, Florida Statutes.

2.08 **Public Records.** Any party contracting with SBBC is required to (a) keep and maintain available for public inspection any records that pertain to services rendered under this Agreement; (b) provide the public with access to public records on the same terms and conditions that SBBC would provide such records and at a cost that does not exceed the cost provided in Chapter 119, Florida Statutes or as otherwise provided by law; (c) ensure that public records that are exempt or confidential and exempt from public records disclosure requirements are not disclosed except as authorized by law; and (d) meet all requirements for retaining public records and transfer, at no cost to SBBC, all public records in that party's possession upon termination of its Agreement with SBBC and destroy any duplicate public records that are exempt or confidential and exempt from public records disclosure requirements. All of such party's records stored electronically must be provided to SBBC in a format that is compatible with SBBC's information technology systems. Each party shall maintain its own respective records and documents associated with this Agreement in accordance with the records retention requirements applicable to public records. Each party shall be responsible for compliance with any public documents request served upon it pursuant to Section 119.07, Florida Statutes, and any resultant award of attorney's fees for non-compliance with that law. Each party acknowledges that this Agreement and all attachments thereto are public records and do not constitute trade secrets.

IF A PARTY TO THIS AGREEMENT HAS QUESTIONS REGARDING THE APPLICATION OF CHAPTER 119, FLORIDA STATUTES, TO ITS DUTY TO PROVIDE PUBLIC RECORDS RELATING TO THE AGREEMENT, CONTACT THE CUSTODIAN OF PUBLIC RECORDS AT 754-321-1900, RECORDREQUESTS@BROWARDSCHOOLS.COM, RISK MANAGEMENT DEPARTMENT, PUBLIC RECORDS DIVISION, 600 SOUTHEAST THIRD AVENUE, FORT LAUDERDALE, FLORIDA 33301.

2.09 **Liability.** This section shall survive the termination of all performance or obligations under this Agreement and shall be fully binding until such time as any proceeding brought on account of this Agreement is barred by any applicable statute of limitations.

(a) By SBBC: SBBC agrees to be fully responsible up to the limits of Section 768.28, Florida Statutes, for its acts of negligence, or its employees' acts of negligence when acting within the scope of their employment and agrees to be liable, up to the limits of Section 768.28, Florida Statutes, for any damages resulting from said negligence.

(b) By VENDOR: VENDOR agrees to indemnify, hold harmless and defend SBBC, its agents, servants and employees from any and all claims, judgments, costs, and expenses including, but not limited to, reasonable attorney's fees, reasonable investigative and discovery costs, court costs and all other sums which SBBC, its agents, servants and employees may pay or become obligated to pay on account of any, all and every claim or demand, or assertion of liability, or any claim or action founded thereon, arising or alleged to have arisen out of the products, goods or services furnished by VENDOR, its agents, servants or employees; the equipment of VENDOR, its agents, servants or employees while such equipment is on premises owned or controlled by SBBC; or the negligence of VENDOR or the negligence of VENDOR's agents when acting within the scope of their employment, whether such claims, judgments, costs and expenses be for damages, damage

to property including SBBC's property, and injury or death of any person whether employed by VENDOR, SBBC or otherwise.

2.10 **Insurance Requirements.** VENDOR shall comply with the following insurance requirements throughout the term of this Agreement:

(a) **General Liability.** VENDOR shall maintain General Liability insurance during the term of this Agreement with limits not less than \$1,000,000 per occurrence for Bodily Injury/ Property Damage; \$1,000,000 General Aggregate; and limits not less than \$1,000,000 for Products/Completed Operations Aggregate.

(b) **Professional Liability/Errors & Omissions.** VENDOR shall maintain Professional Liability/Errors & Omissions insurance during the term of this Agreement with a limit of not less than \$1,000,000 per occurrence covering services provided under this Agreement.

(c) **Workers' Compensation.** VENDOR shall maintain Workers' Compensation insurance during the term of this Agreement in compliance with the limits specified in Chapter 440, Florida Statutes, and Employer's Liability limits shall not be less than \$100,000/\$100,000/\$500,000 (each accident/disease-each employee/disease-policy limit).

(d) **Auto Liability.** VENDOR shall maintain Owned, Non-Owned and Hired Auto Liability insurance with Bodily Injury and Property Damage limits of not less than \$1,000,000 Combined Single Limit.

(e) **Acceptability of Insurance Carriers.** The insurance policies required under this Agreement shall be issued by companies qualified to do business in the State of Florida and having a rating of at least A- VI by AM Best or Aa3 by Moody's Investor Service.

(f) **Verification of Coverage.** Proof of the required insurance must be furnished by VENDOR to SBBC's Risk Management Department by Certificate of Insurance within fifteen (15) days of the date of this Agreement. To streamline this process, SBBC has partnered with EXIGIS Risk Management Services to collect and verify insurance documentation. All certificates (and any required documents) must be received and approved by SBBC's Risk Management Department before any work commences to permit VENDOR to remedy any deficiencies. VENDOR must verify its account information and provide contact details for its Insurance Agent via the link provided to it by email.

(g) **Required Conditions.** Liability policies must include the following terms on the Certificate of Insurance:

- 1) The School Board of Broward County, Florida, its members, officers, employees and agents are added as additional insured.

- 2) All liability policies are primary of all other valid and collectable coverage maintained by The School Board of Broward County, Florida.
- 3) Certificate Holder: The School Board of Broward County, Florida, c/o EXIGIS Risk Management Services, P.O. Box 4668-ECM, New York, New York 10163-4668.

(h) Cancellation of Insurance. VENDOR is prohibited from providing services under this Agreement with SBBC without the minimum required insurance coverage and must notify SBBC within two (2) business days if required insurance is cancelled.

(i) SBBC reserves the right to review, reject or accept any required policies of insurance, including limits, coverage or endorsements, herein throughout the term of this Agreement.

2.11 Nondiscrimination.

(a) As a condition of entering into this Agreement, VENDOR represents and warrants that it will comply with the SBBC's Commercial Nondiscrimination Policy, as described under, Section D.1 of SBBC's Policy No. 3330 – Supplier Diversity Outreach Program.

(b) As part of such compliance, VENDOR shall not discriminate on the basis of race, color, religion, ancestry or national origin, sex, age, marital status, sexual orientation, or on the basis of disability or other unlawful forms of discrimination in the solicitation, selection, hiring, or commercial treatment of subcontractors, vendors, suppliers, or commercial customers, nor shall VENDOR retaliate against any person for reporting instances of such discrimination. VENDOR shall provide equal opportunity for subcontractors, vendors, and suppliers to participate in all of its public sector and private sector subcontracting and supply opportunities, provided that nothing contained in this clause shall prohibit or limit otherwise lawful efforts to remedy the effects of marketplace discrimination that have occurred or are occurring in the SBBC's relevant marketplace. VENDOR understands and agrees that a material violation of this clause shall be considered a material breach of this Agreement and may result in termination of this Agreement, disqualification of the company from participating in SBBC Agreements, or other sanctions. This clause is not enforceable by or for the benefit of, and creates no obligation to, any third party.

2.12 Annual Appropriation. The performance and obligations of SBBC under this Agreement shall be contingent upon an annual budgetary appropriation by its governing body. If SBBC does not allocate funds for the payment of services or products to be provided under this Agreement, this Agreement may be terminated by SBBC at the end of the period for which funds have been allocated. SBBC shall notify the other party at the earliest possible time before such termination. No penalty shall accrue to SBBC in the event this provision is exercised, and SBBC shall not be obligated or liable for any future payments due or any damages as a result of termination under this section.

2.13 **Excess Funds.** Any party receiving funds paid by SBBC under this Agreement agrees to promptly notify SBBC of any funds erroneously received from SBBC upon the discovery of such erroneous payment or overpayment. Any such excess funds shall be refunded to SBBC.

2.14 **Incorporation by Reference.** Any and all exhibits attached hereto and referenced herein shall be deemed to be incorporated into this Agreement by reference.

ARTICLE 3 – GENERAL CONDITIONS

3.01 **No Waiver of Sovereign Immunity.** Nothing herein is intended to serve as a waiver of sovereign immunity by any agency or political subdivision to which sovereign immunity may be applicable or of any rights or limits to liability existing under Section 768.28, Florida Statutes. This section shall survive the termination of all performance or obligations under this Agreement and shall be fully binding until such time as any proceeding brought on account of this Agreement is barred by any applicable statute of limitations.

3.02 **No Third Party Beneficiaries.** The parties expressly acknowledge that it is not their intent to create or confer any rights or obligations in or upon any third person or entity under this Agreement. None of the parties intend to directly or substantially benefit a third party by this Agreement. The parties agree that there are no third party beneficiaries to this Agreement and that no third party shall be entitled to assert a claim against any of the parties based upon this Agreement. Nothing herein shall be construed as consent by an agency or political subdivision of the State of Florida to be sued by third parties in any matter arising out of any Agreement.

3.03 **Independent Contractor.** The parties to this Agreement shall at all times be acting in the capacity of independent contractors and not as an officer, employee or agent of one another. Neither party or its respective agents, employees, subcontractors or assignees shall represent to others that it has the authority to bind the other party unless specifically authorized in writing to do so. No right to SBBC retirement, leave benefits or any other benefits of SBBC employees shall exist as a result of the performance of any duties or responsibilities under this Agreement. SBBC shall not be responsible for social security, withholding taxes, contributions to unemployment compensation funds or insurance for the other party or the other party's officers, employees, agents, subcontractors or assignees.

3.04 **Default.** The parties agree that, in the event that either party is in default of its obligations under this Agreement, the non-defaulting party shall provide to the defaulting party (30) days written notice to cure the default. However, in the event said default cannot be cured within said thirty (30) day period and the defaulting party is diligently attempting in good faith to cure same, the time period shall be reasonably extended to allow the defaulting party additional cure time. Upon the occurrence of a default that is not cured during the applicable cure period, this Agreement may be terminated by the non-defaulting party upon thirty (30) days notice. This remedy is not intended to be exclusive of any other remedy, and each and every such remedy shall be cumulative and shall be in addition to every other remedy now or hereafter existing at law or in equity or by statute or otherwise. No single or partial exercise by any party of any right, power, or remedy hereunder shall preclude any other or future exercise thereof. Nothing in this section shall be construed to preclude termination for convenience pursuant to Section 3.05.

3.05 **Termination.** This Agreement may be canceled with or without cause by SBBC during the term hereof upon thirty (30) days written notice to the other parties of its desire to terminate this Agreement. In the event of such termination, SBBC shall be entitled to a *pro rata* refund of any pre-paid amounts for any services scheduled to be delivered after the effective date of such termination. SBBC shall have no liability for any property left on SBBC's property by any party to this Agreement after the termination of this Agreement. Any party contracting with SBBC under this Agreement agrees that any of its property placed upon SBBC's facilities pursuant to this Agreement shall be removed within ten (10) business days following the termination, conclusion or cancellation of this Agreement and that any such property remaining upon SBBC's facilities after that time shall be deemed to be abandoned, title to such property shall pass to SBBC, and SBBC may use or dispose of such property as SBBC deems fit and appropriate.

3.06 **Compliance with Laws.** Each party shall comply with all applicable federal, state and local laws, SBBC policies, codes, rules and regulations in performing its duties, responsibilities and obligations pursuant to this Agreement.

3.07 **Place of Performance.** All obligations of SBBC under the terms of this Agreement are reasonably susceptible of being performed in Broward County, Florida and shall be payable and performable in Broward County, Florida.

3.08 **Governing Law and Venue.** This Agreement shall be interpreted and construed in accordance with and governed by the laws of the State of Florida. Any controversies or legal problems arising out of this Agreement and any action involving the enforcement or interpretation of any rights hereunder shall be submitted exclusively to the jurisdiction of the State courts of the Seventeenth Judicial Circuit of Broward County, Florida or to the jurisdiction of the United States District Court for the Southern District of Florida. Each party agrees and admits that the state courts of the Seventeenth Judicial Circuit of Broward County, Florida or the United States District Court for the Southern District of Florida shall have jurisdiction over it for any dispute arising under this Agreement.

3.09 **Entirety of Agreement.** This document incorporates and includes all prior negotiations, correspondence, conversations, agreements and understandings applicable to the matters contained herein and the parties agree that there are no commitments, agreements or understandings concerning the subject matter of this Agreement that are not contained in this document. Accordingly, the parties agree that no deviation from the terms hereof shall be predicated upon any prior representations or agreements, whether oral or written.

3.10 **Binding Effect.** This Agreement shall be binding upon and inure to the benefit of the parties hereto and their respective successors and assigns.

3.11 **Assignment.** Neither this Agreement nor any interest herein may be assigned, transferred or encumbered by any party without the prior written consent of the other party. There shall be no partial assignments of this Agreement including, without limitation, the partial assignment of any right to receive payments from SBBC.

3.12 **Captions.** The captions, section designations, section numbers, article numbers, titles and headings appearing in this Agreement are inserted only as a matter of convenience, have no substantive meaning, and in no way define, limit, construe or describe the scope or intent of

such articles or sections of this Agreement, nor in any way ~~effect~~ affect this Agreement and shall not be construed to create a conflict with the provisions of this Agreement.

3.13 **Severability.** In the event that any one or more of the sections, paragraphs, sentences, clauses or provisions contained in this Agreement is held by a court of competent jurisdiction to be invalid, illegal, unlawful, unenforceable or void in any respect, such shall not affect the remaining portions of this Agreement and the same shall remain in full force and effect as if such invalid, illegal, unlawful, unenforceable or void sections, paragraphs, sentences, clauses or provisions had never been included herein.

3.14 **Preparation of Agreement.** The parties acknowledge that they have sought and obtained whatever competent advice and counsel as was necessary for them to form a full and complete understanding of all rights and obligations herein and that the preparation of this Agreement has been their joint effort. The language agreed to herein expresses their mutual intent and the resulting document shall not, solely as a matter of judicial construction, be construed more severely against one of the parties than the other.

3.15 **Amendments.** No modification, amendment, or alteration in the terms or conditions contained herein shall be effective unless contained in a written document prepared with the same or similar formality as this Agreement and executed by each party hereto.

3.16 **Waiver.** The parties agree that each requirement, duty and obligation set forth herein is substantial and important to the formation of this Agreement and, therefore, is a material term hereof. Any party's failure to enforce any provision of this Agreement shall not be deemed a waiver of such provision or modification of this Agreement unless the waiver is in writing and signed by the party waiving such provision. A written waiver shall only be effective as to the specific instance for which it is obtained and shall not be deemed a continuing or future waiver.

3.17 **Force Majeure.** Neither party shall be obligated to perform any duty, requirement or obligation under this Agreement if such performance is prevented by fire, hurricane, earthquake, explosion, wars, sabotage, accident, flood, acts of God, strikes, or other labor disputes, riot or civil commotions, epidemics, pandemics, government regulations, and the issuance or extension of existing government orders of the United States, the State of Florida, or local county and municipal governing bodies, or by reason of any other matter or condition beyond the control of either party, and which cannot be overcome by reasonable diligence and without unusual expense ("Force Majeure"). In no event shall lack of funds on the part of either party be deemed Force Majeure.

3.18 **Survival.** All representations and warranties made herein, indemnification obligations, obligations to reimburse SBBC, obligations to maintain and allow inspection and audit of records and property, obligations to maintain the confidentiality of records, reporting requirements, and obligations to return public funds shall survive the termination of this Agreement.

3.19 **Agreement Administration.** SBBC has delegated authority to the Superintendent of Schools or his/her designee to take any actions necessary to implement and administer this Agreement.

3.20 **Counterparts and Multiple Originals.** This Agreement may be executed in multiple originals, and may be executed in counterparts, each of which shall be deemed to be an original, but all of which, taken together, shall constitute one and the same Agreement.


3.21 **Authority.** Each person signing this Agreement on behalf of either party individually warrants that he or she has full legal power to execute this Agreement on behalf of the party for whom he or she is signing, and to bind and obligate such party with respect to all provisions contained in this Agreement.

IN WITNESS WHEREOF, the Parties hereto have made and executed this Agreement on the date first above written.

FOR SBBC:

(Corporate Seal)

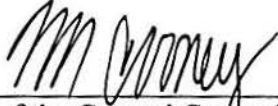
THE SCHOOL BOARD OF BROWARD
COUNTY, FLORIDA

By 
Donna P. Korn, Chair

ATTEST:


Robert W. Runcie, Superintendent of Schools

Approved as to Form and Legal Content:


Office of the General Counsel

[THIS SPACE INTENTIONALLY LEFT BLANK; SIGNATURE PAGE FOLLOWS]

FOR VENDOR:

(Corporate Seal)

ATTEST:

Bernard
_____, Secretary

-or-

Witness

Witness

STATE OF Florida
COUNTY OF Broward

The foregoing instrument was acknowledged before me by means of ☒ physical presence or ☐ online notarization, this 9/29/20 (date) by BASIL M. BERNARD (name of officer or agent, title of officer or agent) of APRICOT OFFICE INTERIORS INC (name of corporation acknowledging), a FLORIDA (state or place of incorporation) corporation, on behalf of the corporation. He/she is personally known to me (underline if applicable) or has produced _____ (type of identification) as identification and who ☐ did/☐ did not first take an oath this 29 day of Sept, 2020.

My Commission Expires: 4/1/22

C. Marie Brevitt-Schoop
Signature – Notary Public

C. MARIE BREVITT-SCHOOP

Notary's Printed Name

(SEAL)

GG 202295

Notary's Commission No.

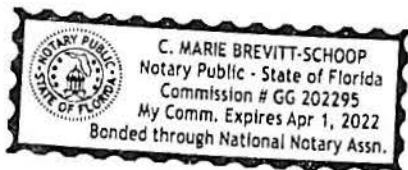


Exhibit "A"

ORIGINAL

School Board of Broward County, Florida

Procurement and Warehousing Services

RFP no: FY21-106

APRICOT OFFICE INTERIORS

20401 NW 2ND Avenue Suite 220

Miami Gardens, FL 33169

TELEPHONE: 305 525 3700

DATE: JULY 22, 2020

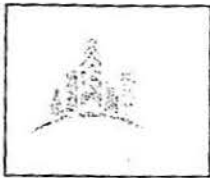


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THE SCHOOL BOARD OF BROWARD COUNTY, FLORIDA

7720 WEST OAKLAND PARK BOULEVARD, SUITE 323, SUNRISE, FLORIDA 33351 · TEL 754-321-0505 · FAX 754-321-0936

PROCUREMENT & WAREHOUSING SERVICES

MARY CATHERINE COKER, DIRECTOR

www.BrowardSchools.com

The School Board of
Broward County, Florida

Donna P. Korn, Chair
Dr. Rosalind Osgood, Vice Chair

6/25/2020

Dear Prospective Proposers,

**SUBJECT: Instructions to Proposers
Request for Proposals (RFP): FY21-106 – School and Department Furniture**

Lori Alhadeff
Robin Bartleman
Patricia Good
Heather P. Brinkworth
Laurie Rich Levinson
Ann Murray
Nora Rupert

Robert W. Runcie
Superintendent of Schools

The School Board of Broward County, Florida (SBBC) is interested in receiving proposals in response to the attached RFP for School and Department Furniture. Any questions regarding this RFP should be addressed to the Purchasing Agent, in writing, at the address stated above, via facsimile at 754-321-0533 or via e-mail to al.shelton@browardschools.com. Once this solicitation is released to the General Public, the Cone of Silence (See General Condition 7.45) shall take effect. Any proposer, or lobbyist for a proposer, is prohibited from having any communications concerning any solicitation for a competitive procurement with any School Board member, the Superintendent, any Evaluation Committee Member, or any other School District employee after Procurement and Warehousing Services releases a solicitation to the General Public. All communications must go through the Purchasing Agent.

No other School Board or staff member(s) should be contacted in relation to this RFP. Any information that amends any portion of this RFP, which is received by any method other than an Addendum issued to the RFP, is not binding on SBBC.

In order to assure that your bid is in full compliance with all requirements of the RFP, carefully read all portions of the RFP document, paying particular attention to the following areas:

SUPPLIER DIVERSITY OUTREACH PROGRAM (SDOP) PARTICIPATION (See Section 4.4.4 & Attachment A)

SBBC has implemented a Small/Minority/Women Business Enterprise (S/M/WBE) Program as part of the SBBC's competitive solicitation and contracting activity in accordance with School Board Policy 3330 Supplier Diversity Outreach Program. The purpose of the program is to remedy the ongoing effects of identified marketplace discrimination that the School Board has found to adversely affect the participation of Small/Minority and/or Women Business Enterprises ("S/M/WBE") in School Board contracts. S/M/WBE vendors utilized for this contract must be certified by SBBC's Supplier Diversity Outreach Program Office before the submission of the bid proposal. For information on S/M/WBE Certification or Policy 3330, contact SBBC's Supplier Diversity Outreach Program at 754-321-0550 or visit <http://www.browardschools.com/sdop>.

• **NON-MANDATORY BIDDERS' CONFERENCE**

A Proposers' Conference will be held on 7/6/2020, beginning at 10AM Eastern Time (ET), in the Technology and Support Services Center, Procurement and Warehousing Services, 7720 West Oakland Park Boulevard, Sunrise, Florida 33351-6704. Representatives from all interested companies are encouraged to attend.

• **REQUIRED RESPONSE FORM**

Section 1, Required Response Form must be completed in full and executed by an authorized representative.

• **PROPOSAL SUBMITTAL FORMAT**

Proposers are requested to organize their Proposals in accordance with Section 4. SBBC reserves the right to reject and not consider any Proposal not organized and not containing all the information outlined in Section 4.

• **DUE DATE**

Proposals are due in the Procurement & Warehousing Services Department on the date and time stated in Section 3. In order to have your Proposal considered, it must be received on or before the date and time due. Proposals received after 2:00 p.m. ET on the date due will not be considered.

• **STATEMENT OF "NO BID"**

If you are not submitting a proposal in response to this RFP, please complete **Attachment M**, Statement of "No Bid" and return via e-mail to harmoni.clealand@browardschools.com. Your response to the Statement of "No" Bid is very important to Procurement and Warehousing Services when creating future RFPs.

Thank you for your interest in SBBC. Again, if you have any questions please email me at the email address stated above.

Al Shelton
Purchasing Agent



Educating Today's Students to
Succeed in Tomorrow's World

REQUEST FOR PROPOSALS (RFP)

RFP FY21-106

SCHOOL AND DEPARTMENT FURNITURE



RFP Release Date: 6/25/2020

Non-Mandatory Proposers' Conference: * Monday, July 6, 2020

Written Questions Due: On or Before 5:00 p.m. ET
7/9/2020
in Procurement & Warehousing Services Department

Proposals Due: * On or Before 2:00 p.m. ET
7/21/2020
in Procurement & Warehousing Services Department

THE SCHOOL BOARD OF BROWARD COUNTY, FLORIDA
Procurement & Warehousing Services Department
7720 W. Oakland Park Boulevard, Suite 323
Sunrise, Florida 33351-6704

**These are public meetings.*

NONDISCRIMINATION STATEMENT – POLICY 4001.1 The School Board of Broward County, Florida, prohibits any policy or procedure in discrimination on the basis of age, color, disability, gender identity, gender expression, genetic information, marital status, national origin, race, religion, sex or sexual orientation. The School Board also provides equal access to the Boy Scouts and other designated youth groups. Individuals who wish to file a discrimination and/or harassment complaint may call the Director, Equal Educational Opportunities/ADA Compliance Department & District's Equity Coordinator/Title IX Coordinator at 754-321-2150 or Teletype Machine (TTY) 754-321-2158.

Americans with Disabilities Act Amendments Act of 2008

Individuals with disabilities requesting accommodations under the Americans with Disabilities Act (ADA) may call Equal Educational Opportunities/ADA Compliance Department at 754-321-2150 or Teletype Machine (TTY) 754-321-2158

	The School Board of Broward County, Florida PROCUREMENT AND WAREHOUSING SERVICES 7720 West Oakland Park Boulevard, Suite 323 Sunrise, Florida 33351-6704 754-321-0505	REQUEST FOR PROPOSAL (RFP)	
---	--	---	--

DUE DATE: This proposal must be submitted to the Procurement & Warehousing Service Department, The School Board of Broward County, Florida, 7720 W. Oakland Park Blvd., Suite 323, Sunrise, Florida 33351-6704 on or before 2:00 p.m. Eastern Time (ET): 7/21/2020 and plainly marked with the RFP number and title. Proposal(s) received, after the date and time stated above, shall not be considered for award. Faxed and/or emailed bids are not allowed and will not be considered for award.	RFP NO.: FY21-106	RELEASE DATE: 6/25/2020	PURCHASING AGENT: Al Shelton 754-321-0520
	RFP TITLE: SCHOOL AND DEPARTMENT FURNITURE		

Note: Cost of Service should be submitted in a sealed envelope along with, but separate, from the remainder of the proposal.

One complete, original hard-copy Proposal (clearly marked as such), and one complete, original electronic version (both clearly marked as "original") will constitute the original governing documents. The electronic version in PDF on a Flash Drive must be IDENTICAL to the original Proposal, of the RFP Proposal, including this REQUIRED RESPONSE FORM fully executed and returned on or before 2:00 p.m. ET on the date due to the Procurement & Warehousing Services Department in accordance with the submittal requirements. In the case of any discrepancy between the original hard-copy Proposal and the copies, the original hard-copy Proposal will be the governing document. The proposal must contain all information required to be included in the Proposal as described herein. Completed Proposals must be submitted in a SEALED (envelope, package, box, etc.) with the RFP number and title clearly typed or written on the front of the envelope, package, box, etc.

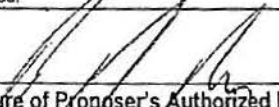
SECTION 1 – REQUIRED RESPONSE FORM

NOTE: Entries must be completed in ink or typewritten. This original Required Response Form must be fully executed and submitted with this Proposal (see Section 4.1.4).

Proposer's (Company) Name and state "Doing Business As", where applicable: APRICOT OFFICE INTERIORS	"REMIT TO" ADDRESS FOR PAYMENT: If payment(s) is/are to be mailed to address other than as stated on the left, please complete the section below. <input type="checkbox"/> Check this box if the address is the same as stated on the left.
Address: 28401 NW 2ND AVE, # 220	P.O. Address:
City: MIAMI GARDENS	City:
State: FLORIDA	State:
Zip Code: 33169	Zip Code:
Telephone Number: 305 525 3700	Contact Person:
Proposer's Taxpayer Identification Number: 65 496 2841	Contact Telephone Number:
E-Mail Address for PO: basil.bernard@apricotos.com	Contact Person's E-Mail Address:

Proposal Certification

I hereby certify that: I am submitting the following information as my firm's (Proposer) Proposal and am authorized by Proposer to do so. Proposer has not divulged, discussed, or compared the Proposal with other Proposers and has not colluded with any other Proposer or party to any other Proposal; Proposer, its principals, or their lobbyists has not offered campaign contributions to School Board Members or offered contributions to School Board Members for campaigns of other candidates for political office during the period in which the Proposer is attempting to sell goods or services to the School Board. This period of limitation of offering campaign contributions shall commence at the time of the "cone of silence" period for any solicitation for a competitive procurement as described by School Board Policy 3320, Part II, Section GG as well as School Board Policy 1007, Section 5.4 – Campaign Contribution Fundraising. Proposer acknowledges that all information contained herein is part of the public record as defined by the State of Florida Sunshine and Public Records Laws; all responses, data, and information contained in this Proposal are true and accurate. Proposer agrees to complete and unconditional acceptance of the contents of all pages in this Request for Proposals (RFP), and all appendices and the contents of any Addenda released hereto; Proposer agrees to be bound to any and all specifications, terms, and conditions contained in the Request for Proposals, and any released Addenda and understand that the following are requirements of this RFP and failure to comply will result in disqualification of Proposal submitted.

 Signature of Proposer's Authorized Representative BASIL BERNARD Name of Proposer's Authorized Representative	7/22/2020 Date PRESIDENT Title of Proposer's Authorized Representative
--	---

Please sign all originals in blue ink.

SECTION 2 – INTRODUCTION AND GENERAL INFORMATION

- 2.1 **Introduction:** The purpose of this Request for Proposal (RFP) is to solicit proposals from qualified vendors wishing to provide furniture solutions, including furniture turn-key solutions, and products for School and Department Furniture delivery, installation, and other related services which are commonly used in various schools and departments of The School Board of Broward County. Types of furniture commonly used within the District include, but not limited to items within the following categories:

Classroom	Library	Office	Other
Bookcases	Audio Visual Carts	Cubicles	Folding Tables
Desks	Bookcases	Desks	Folding Chairs
Stools	Booktrucks	File Cabinets	Podiums
Tables	Carrels	Office Chairs	Room Dividers
Work Benches	Circulation Desks	Conference Room	
	Display Racks		
Cafeteria	Early Childhood	Theater and Performance	Outdoor
Booths	Area Rugs	Acoustical Shells	Trash Receptacles
Cabinets	Play Systems	Conductor Stands	Benches
Chairs	Storage	Music Chairs	Outdoor Tables
Stools	Desks	Music Stands	Picnic Tables
Tables		Portable Stages	
STEM			
Lab Furniture	Science Furniture	Specialty Classrooms/Labs	
Robotics	Collaborative Spaces		

- 2.2 **Questions and Interpretations:** Any questions concerning any portion of this RFP must be submitted, in writing, to Al Shelton, Procurement & Warehousing Services Department, at the address listed in Section 6.1 or via e-mail al.shelton@browardschools.com. Any questions which require a response which amends the RFP document in any manner will be answered via Addendum by the Procurement & Warehousing Services Department and provided to all Proposers. No information given in any other matter will be binding on SBBC.

Any questions concerning any condition or requirement of this RFP must be received in the Procurement & Warehousing Services Department, in writing, **on or before 5:00 p.m. ET 6/19/2020**. Questions received after this date and time may not be answered. Submit all questions to the attention of the individual stated above. If necessary, an Addendum will be issued. Any verbal or written information, which is obtained other than by information in this RFP document or by Addenda, shall not be binding on SBBC.

- 2.3 **Contract Term:** The purpose of this RFP is to establish a contract beginning upon execution of both parties for a period of three (3) years. The term of the contract may, by mutual agreement between SBBC and the Awardee, be extended for two additional one-year periods and, if needed, 180 days beyond the expiration date of the renewal period. Procurement & Warehousing Services Department, will, if considering renewing, request a letter of intent to renew from each Awardee, before the end of the current contract period. The Awardee will be notified when the recommendation has been acted upon by the School Board. All costs shall be firm for the term of the contract, as stated in Section 2.4 of this RFP. The Proposer agrees to this condition by signing its Proposal.
- 2.4 **Submittal of Proposal:** Submit Proposals in accordance with Section 4. Proposals should be organized and shall include the necessary information to be in full compliance with this Section. To facilitate the Proposal evaluation process, special attention should be paid to organizing Proposals in a manner consistent with Section 4. SBBC reserves the right to reject and

not consider any proposal that is not submitted in accordance with Section 4 or that does not include any necessary information.

- 2.5 **Evaluation and Award:** All proposals received must meet the Minimum Eligibility Requirements as stated in Section 4.2 of the RFP in order to be further considered for evaluation. Failure to meet the Minimum Eligibility Requirements shall result in disqualification of the entire proposal and shall not be considered for further evaluation. Those proposals which meet the minimum requirements shall be further evaluated and scored by an Evaluation Committee. **General Condition 7.1, Liability, is NOT subject to negotiation and any Proposal that fails to accept these conditions will be rejected as "non-responsive".**

All responsive Proposals will be evaluated by the Evaluation Committee (hereinafter referred to as "Committee") based upon the information submitted by Proposers in response to Section 4 and in accordance with the evaluation criteria established in Section 5.1 for Category A.) Experience & Qualifications and Category B.) Scope of Services. Category C.) Presentation and Category D.) Minority/Women Business Participation will be evaluated and scored by the SBBC's Supplier Diversity Outreach Program staff. Based upon the evaluation of Proposals, the Committee will recommend Proposer(s) to SBBC for an award. The number of firms to be recommended is solely at the discretion of the Committee.

SECTION 3 – CALENDAR

6/25/2020	Release of RFP FY21-106
7/6/2020	*Non-Mandatory Proposers' Conference
7/9/2020	Written questions due on or before 5:00 p.m. ET in Procurement & Warehousing Services Department
7/21/2020	*Proposals due on or before 2:00 p.m. ET in Procurement & Warehousing Services Department. Proposal opening will be at 7720 West Oakland Park Blvd., Suite 323, Sunrise, Florida 33351-6704
8/3/2020	*Evaluation Committee reviews proposals, demonstrations and makes recommendation for award. Meeting to be held at: Procurement & Warehousing Services Department 7720 West Oakland Park Boulevard, Suite 323 Sunrise, Florida 33351-6704 at 10:00 a.m. ET and/or through communications media technology (CMT) – Video Conference via Microsoft Teams**.
8/5/2020	Posting of Recommendation

** These are public meetings. The School Board of Broward County, Florida, prohibits any policy or procedure which results in discrimination on the basis of age, color, disability, gender identity, gender expression, national origin, marital status, race, religion, sex or sexual orientation. Individuals who wish to file a discrimination and/or harassment complaint may call the Director of EEO/ADA Compliance at 754-321-2150 or Teletype Machine (TTY) 754-321-2158.*

Individuals with disabilities requesting accommodations under the Americans with Disabilities Act (ADA) may call Equal Educational Opportunities (EEO) at 754-321-2150 or Teletype Machine (TTY) 754-321-2158.

*** SBBC will follow any applicable guidelines regarding CMT as defined by the State of Florida and as applicable for the date of the meetings and will also comply to all CDC and Florida State Guidelines for the COVID-19 pandemic.*

SECTION 4 – INFORMATION TO BE INCLUDED IN THE SUBMITTED PROPOSAL

- 4.1 To maintain comparability and facilitate the review process, it is requested that Proposals be organized in the manner specified below. Include all the information requested herein in your Proposal.
- 4.1.1 **Title Page:** Include RFP Number, subject, the name of the Proposer, address, telephone number, and date.
- 4.1.2 **Table of Contents:** Include a clear identification of the material by section and by page number.
- 4.1.3 **Letter of Transmittal:** Include the names of the persons who will be authorized to make representations for the Proposer, their titles, addresses, and telephone numbers.
- 4.1.4 **Required Response Form:** (Section 1 of RFP) with all required information completed and all signatures as specified (blue ink preferred on original). Any modifications or alterations to this form shall not be accepted and Proposal will be rejected. The enclosed original Required Response Form will be the only acceptable form.
- 4.1.5 **Notice Provision:** Should your firm become an Awardee under this RFP, please specify the name and address of the person(s) to whom any notices should be sent under SBBC's contract with the Awardee:

Name/Title, Address and email address of Awardee's Representative for Notices:

BASIL BERNARD, PRESIDENT
20401 NW 2ND AVE., # 220
MIAMI GARDENS, FL 33169
basil.bernard@apricotes.com

With a Copy To: (Name/Title and Address)

DEL CROOKS SHOWROOM MANAGER
20401 NW 2ND AVE. # 220
MIAMI GARDENS, FL 33169
del.crooks@apricotes.com

The SBBC's Procurement & Warehousing Services Department shall determine whether each Proposer meets the Minimum Eligibility requirements of Section 4.2 and shall only deliver Proposals meeting the Minimum Eligibility requirements to the Evaluation Committee for further evaluation.

- 4.2 **Minimum Eligibility Requirement(s):** To be considered for an award and to be further evaluated, Proposer must meet or exceed the following criteria as of the opening date of the Proposal. **Failure to provide or clearly state the information requested below will result in the disqualification of proposal.** The Proposer is responsible for providing the following information in its response. The Proposer must also include a statement of acknowledgement for each item below. The requested information below must be numbered as indicated below and be included in "this section" of your submitted proposal; do not place this information in any other section of your proposal.
- 4.2.1 Proposer must meet or exceed the requirements of Section 7.1, Liability. Will your company meet or exceed the requirements as written in Section 7.1 for this contract? ☒ Yes ☐ No **Do not check both boxes.**
- 4.2.2 Local Representative within the Tri-County Area (Broward, Miami-Dade, Palm Beach).
- 4.2.3 Proposer must submit all Discounts and Prices in the Bid Summary Sheet provided by SBBC (Attachment K).
- 4.3 State under what other or former name(s) the Proposer is currently operating under or has operated under.

4.4 **Evaluation Criteria - (Proposer Qualifications, Scope of Services, Costs of Services, Presentation, and S/M/WBE Participation):** This section represents the information that will be utilized in the evaluation of Proposals received and assignment of points in accordance with the evaluation criteria established in Section 5.0 for Proposals submitted. Proposers are cautioned to read this section carefully and respond with full complete information that will assist the Evaluation Committee in evaluating Proposal submitted. Proposers are requested to respond in the format and organizational structure stated and to refrain from including promotional or advertising materials in their proposal. The maximum allowable points (See Section 5) that will be awarded for each section are stated. Failure to respond or incomplete responses to any evaluation criteria below will result in zero or reduced allocation of points for the criteria and may result in disqualification of the entire proposal.

4.4 **Evaluation Criteria - (Proposer Experience & Qualifications, Scope of Services & Performance Specifications, Costs of Services, and S/M/WBE Participation):**

4.4.1 Proposer's Experience & Qualifications - (Reference: 21 - 5 Points)

- 4.4.1.1 **Executive Summary** - Submit a executive summary (abstract) stating the Proposer's understanding of the nature and scope of the services to be provided and the capacity and capability to comply with all terms and conditions of RFP. **(Up to 5 Points)**
- 4.4.1.2 **References (Attachment J)** - Submit references as per Attachment J. Please include other Florida School Districts. **(Up to 5 Points)**
- 4.4.1.3 **Supply Chain Strengths** - Submit a letter detailing the strength of the Proposer's Supply Chain and how the Proposer has thrived during hardship times such as the Covid-19 Pandemic to stay competitive in today's market. Please state if you have any warehouses local in South Florida and local teams for installation **(Up to 5 Points)**
- 4.4.1.4 **Good and Services Warranty** - Submit a letter stating the Proposer's warranties for different manufacturers, if applicable. Submit information on how Proposer would handle warranty claims. **(Up to 5 Points)**
- 4.4.1.5 **Eco-Friendly Certifications** - Submit proof of certifications, such as Greenguard and LEED, Proposer has regarding eco-friendly products that you sell or manufacture. **(Up to 5 Points)**



4. 4. 1. 1. Executive Summary - Submit a executive summary (abstract) stating the Proposer's understanding of the nature and scope of the services to be provided and the capacity and capability to comply with all terms and conditions of RFP. **(Up to 5 Points)**

Apricot office interiors Inc. is a Minority Owned Black Woman enterprise owned by Marlene and Basil Bernard.

The company services the Tri-County Area with offices in Broward and Dade Counties. We are a lean experienced team and we understand how important our customers are. They are the reason we have been in business for over 3 decades. Over the years we have selected for several awards local and national. Culminating in being invited to the Whitehouse as Minority Supplier Distributor of the Year.

We are a primarily a Retail Distributor of Office and School Furniture. Over the years our customers have relied on us to:

- Consult on the look of their administrative office and public spaces.
- Provide conceptual drawings and realistic renderings of how their facilities could look.
- Specify the appropriate product for the purpose.
- Understand their budget and present accordingly.
- Provide for the ergonomic needs of staff members.
- Aesthetically conscious design that often provides the "Wow" factor to many.
- We have done warehouse and storage areas.
- Provide the comfort of our "Turn-Key" Project Management style that gives our customers comfort.

Our goal is always to provide customers with a visual concept that coincides with the reality that we commit to deliver in a timely manner.

COVID 19 has created significant challenges to our customers including or especially K-12 Education. Partnering with many of our suppliers we offer:

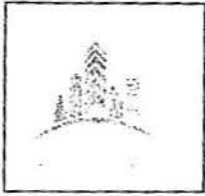
- Acrylic privacy screens that protect students, teachers and staff. They sit on existing worksurfaces or we have 6' high mobile dividers that offer flexible protection.
- We have personal air purification device that can process the air in a 100 sq. ft. area in less than an hour.
- A pre-fabricated isolation room 8' x 8' with a swing door, light and A/C cut out that can be assembled in ½ day for as low as \$9,800.00.

We are fortunate to be in an industry where we are able to be there to enjoy the gratification our customers feel as they see the final result. Having furnished many schools, we have realized over the years that our # 1 sales person at the School Board is the Principal/s who continue to recommend us.

When asked why we are successful we are able to define it:

- Process – We believe a meticulous step by step roadmap that we can follow and our customers can understand is our "Secret Sauce".
- Team Members – Synergy within any organization starts with the PEOPLE we hire. They must be in alignment with our goal which is always, a satisfied customer. If you don't get that you won't be on our team for long.
- Efficiency – The furniture must meet the needs of the customer at the budgeted price at the time agreed to.

We manage our projects with team members and for extra large jobs we join forces with exceptional specialized partners we trust.



4.4.1.3 Supply Chain Strengths - Submit a letter detailing the strength of the Proposer's Supply Chain and how the Proposer has thrived during hardship times such as the Covid-19 Pandemic to stay competitive in today's market. Please state if you have any warehouses local in South Florida and local teams for installation **(Up to 5 Points)**

PRICE

AESTHETICS

PROCESS

LOGISTICS / PARTNERSHIPS

SATISFACTION

This RFP has to be considered from 2 points of view.

1. How can Apricot Office Interiors be a valuable link in the SBBC's Supply Chain.
2. How we can fortify our supply chain to perform well whenever selected by the School Board and our many valued customers.

How can Apricot Office Interiors be a valuable link in the SBBC's Supply Chain

First and foremost, how we can become a preferred partner to the School Board and their CPO (Chief Procurement Officer). We plan to effectively:

- Your local Account Executive and you meet to discuss needs.
- Your Account Executive will propose appropriate products for the staff, faculty and students of the School Board.
- Your Account Executive will provide those goods and services at competitive prices.
- Choose products that are aesthetically pleasing and appropriate for the purpose.
- We will provide itemized quotes to the end user along with renderings and drawings to scale to make the process and choice easy.
- Select partners who will understand the need to adhere to specific logistic schedules in order to minimize or avoid disruption.

- Our team members will deliver and install smaller orders. For orders that are large in scope we use specialty installation companies like Wegman Associates.
- After installation we ask that the itemized Delivery Ticket (DT) be signed.
- Accounting will then present an invoice for payment.

Over the years we have started the relationship with multiple transaction customers like the SBBC with the goal to meet then exceed expectations.

We boldly promised next day delivery to our customers to ensure they would be able to:

- Reap the benefits of just in time inventory.
- They were able to repurpose warehouse resulting in significant cost savings.
- Additionally we started to keep commodity items on the truck in anticipation of stock-outs.

How we can fortify our supply chain to perform well whenever selected by the School Board and our many valued customers.

As a small business we have to be nimble and flexible!

- When COVID19 hit we started carrying innovative products like acrylic screens that would protect our customers.
- We partnered with manufacturer partners that had inventory ready to ship.
- We had several VIRTUAL MEETINGS educating ourselves on the available products.
- Training on the use of platforms like ZOOM and TEAMS were mandatory in order to be comfortable in the new normal.
- Our installers were trained on the importance of new preventative protocols that would include masks, face screens and frequent hand washing.
- We asked customers to Social Distance and promised to do the same while we were on site installing.

OUR SUPPLY CHAIN & PROCESS

We are a supplier so we are thought of as reactionary but also have to anticipate needs in order to have access to inventory that will satisfy our customers needs. Here's our MO.

- We meet with the end user to discuss needs. This may include a site visit.
- We provide an itemized quote with timeline.
- The end user reviews the quote and if accepted a PO is issued.
- Once received we place the order/s with the manufacturer/s.
- We receive an acknowledgement that is checked for accuracy and timeliness.
- The order is then put into production then shipped to our warehouse in Miami, Medley or Plantation.
- We then confirm delivery and installation with the end user.
- Delivery and installation is done.

- DT (delivery ticket) is signed and exceptions are noted if any.
- The Account Executive ensures satisfaction and presents our invoice.
- End user once satisfied notifies accounting that it is okay to pay.
- We receive payment and that closes the cycle.
- We recently started customer satisfaction surveys.

Technology has allowed us to increase our capacity and our PEOPLE have made us successful and allowed our business to grow. We would appreciate the opportunity to continue servicing the SBBC.

Sincerely,

Basil M. Bernard MBA

President

1			
2	9 to 5	https://9to5seating.com/resources/9to5Seating_warranty.pdf	https://9to5seating.com/sustainability/
3	BUZZ SEATING	http://buzzseating.com/BuzzSeatingWarranty.pdf	http://buzzseating.com/MAS-Certified-Green-Certificate.pdf
4	CLEAR DESIGN	customerservice@mycleardesign.com	https://www.mycleardesign.com/about/green-statement
5	DATUM	https://bydatum.com/warranty/	
6	DEFLECTO	https://www.deflecto.com/product-support/warranties	https://www.deflecto.com/sustainability
7	DEKKO	https://www.dekko.com/files/ECA_Warranty_Policy.pdf	https://www.dekko.com/files/Safety_Policy_EHS-policy-3-14-16.pdf
8	DIVERSIFIED WOODCRAFTS	https://www.diversifiedwoodcrafts.com/purchase/warranty/	https://www.diversifiedwoodcrafts.com/resources/compliance/
9	EUROTECH	https://www.eurotechseating.com/search/node/WARRANTY	https://www.eurotechseating.com/sites/content/eurotech_s.pdf
10	FIREKING	https://www.fireking.com/resource-library?tid=5	
11	GEBESA	https://www.gebesa.com/recursos/catalogos-de-muebles-gebasa	https://www.gebesa.com/por-que-gebasa/soluciones-de-amueblamiento-y-almacenaje-de-alta-calidad
12	GLOBAL FURNITURE	https://www.globalfurnituregroup.com/education/customer-service/warranty	https://www.globalfurnituregroup.com/education/customer-service/warranty
13	GMI / GHENT	https://ghent.com/warranties	https://ghent.com/sustainability
14	GMI / WADDELL	https://waddellfurniture.com/warranty	https://waddellfurniture.com/register/warranty-registration.html
15	Groupe LACASSE	Warranty varies by product line	https://www.grounelacasse.com/452/A_Series_Greenguard.pdf
16	HIRSH INDUSTRIES	https://www.hirshindustries.com/support/warranty-and-care	
17	INDIANA FURNITURE	https://www.indianafurniture.com/resources/warranty	https://www.bifma.org/page/standardsoverview
18	JASPER DESK	http://www.jasperdesk.com/media/jd_warranty_2019.pdf	http://www.jasperdesk.com/greenguard.php
19	JSI FURNITURE	http://www.jsifurniture.com/pdf/ji_warranty.pdf	http://www.jsifurniture.com/jsi_sustainability_greenguard.php
20	KID CARPET	https://www.kidcarpet.com/pages/things-to-know	https://www.kidcarpet.com/pages/think-green
21	LESRO	https://www.lesro.com/resources/warranty	https://www.lesro.com/why-lesro/sustainability
22	LOGIFLEX	https://logiflex.ca/medias/documents/logiflex_warranty.pdf	https://logiflex.ca/en-us/certifications/
23	MARCO	https://marcogroupinc.com/?s=WARRANTY	https://marcogroupinc.com/resources/certifications-and-testing/
24	MOORECO	https://moorecoinc.com/warranty-information/	https://moorecoinc.com/environmental-certifications/
25	NEVERS	https://www.nevers.com/about-us/warranty/	https://www.nevers.com/about-us/environment/

APRICOT OFFICE INTERIORS

4.4.1.4 and 4.4.1.5 : 9C - 9D

26	OFGO	https://oigo.com/wp-content/uploads/2019/09/OFGOSTUDIO_Warranty_082819.pdf	
27	OFM	https://www.ofmnc.com/resources/?documents%5b%5d=warranty	
28	PALMER HAMILTON	http://www.palmerhamilton.com/warranty	
29	PALMIERI	https://palmierifurniture.com/wp-content/Palmieri_Limited	https://palmierifurniture.com/environment
30	PERFIX	https://perfix.ca/	https://perfix.ca/wp-content/Politique-environnementale.pdf
31	PHOENIX	https://www.phoenixsafeusa.com/fags	
32	PS FURNITURE	https://www.psfurniture.com/2018/08/List-Pricing-warranty.pdf	
33	RAYNOR GROUP	https://www.eurotechseating.com/search/node/WARRANTY	https://www.eurotechseating.com/sites/content/eurotech_s.pdf
34	RIGHTANGLE	https://www.raproducts.com/warranty.php	
35	SAFCO	https://www.safcoproducts.com/resources/warranty-statement	https://www.safcoproducts.com/about-us/sustainability
36	SCREENFLEX	https://www.cedividers.com/	https://www.cedividers.com/
37	SPECIAL T	https://www.specialt.net/resources/warranty	https://www.specialt.net/resources/green
38	STANCE HEALTHCARE	https://www.stancehealthcare.com/warranty-statement.pdf	
39	TABLEX	https://tablex.com/50-year-warranty/	
40	TENNSCO	https://www.tennsco.com/Catalog/Search/?search=warranty	https://www.tennsco.com/environmental
41	TRENDWAY	https://trendway.com/warranty/	https://trendway.com/sustainability/overview/
42	VERSTEEL	https://www.versteel.com/lifetime-warranty-statement/	https://www.versteel.com/social-responsibility/
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4.4.2 Scope of Services & Performance Specifications – (Maximum 40 allowable points): The scope of services & performance specifications listed is minimum requirements. By providing a proposal, Proposer agrees to comply with the minimum Scope of Services & Performance Specifications. Proposers are instructed to indicate a response to ALL service requirements below and specifications contained in this section in the order listed using the same numbering system.

The inability or denial expressed in a proposal, or omission in the proposal, to offer to a comply, comply with deviations or no, cannot comply or provide with the technical requirements of this section of the RFP may result in deductions in the allocation of points by the Evaluation Committee.

Minimum Scope of Services & Performance Specifications

- A. Delivery Services - Complimentary delivery and installation services on all Complete Classroom orders; includes working with on-site personnel to schedule the delivery, meet the truck upon arrival, coordinate with site contacts, assemble all furniture, place materials and organize each room to specification, as well as remove all debris associated with the project.
- B. Upon request, provide up-to-date "testing" documentation showing that and item meets current ASTM (American Society for Testing and Materials) requirements.
- C. Custom Cartoning & Labeling - Boxes are labeled by site, by classroom and/or by teacher name so materials can be quickly inventoried and delivered to each location without error.
- D. Proposer must be able to provide the following
 - a. A catalog selection for Infant/Toddler, Early Childhood, Elementary and Special Needs furniture and learning environment components.
 - b. A catalog selection of equipment and related services used in special needs environments, including but not limited to the areas of speech/language, audiology, and orientation/mobility.
 - c. A catalog selection of educational materials and resources targeted to Infant/Toddler, Early Childhood, Elementary Grade Level, and Special Needs Learners, including targeted instructional categories such as STEM, Sensory, Social-Emotional, Language, Science, Math, and Social Studies.
- E. Proposer shall be capable of collaborating with schools to provide specific products and resources bundled to meet the needs of the school.
- F. Proposer shall provide consultations regarding proposed products and services, including but not limited to, classroom assessments as it relates to design, layout, furnishings, and materials; catalog correlations; and educational material tutorials.
- G. Proposer shall be able to meet with stake holders to formulate appropriate plans for procurement of furniture that meets the goals of the district this includes choice of product, design of use of the product, space planning, coordination of purchase and fulfillment based on your districts needs.
- H. Proposer shall be able to provide a wide array of outdoor furniture.
- I. Provide samples of classroom designs of innovative classrooms based on the following themes:
 - a. Esports (Esports is a form of sport competition using video games. Esports often takes the form of organized, multiplayer video game competitions)
 - b. Aviation
 - c. Podcasting/Shoutcasting
 - d. Studio and Entertainment Media Spaces
 - e. Concierge/Hospitality
 - f. Marine Outboarding and Mechanics
 - g. Business and Office Spaces

4.4.3 Cost of Services

The proposer must complete and submit the Bid Summary Sheet as provided with this RFP (Attachment K). Proposer must list all the Manufacturers for which it can sell and distribute its products. Proposer shall offer the GREATEST SINGLE-FIXED PERCENTAGE DISCOUNT and it be a whole number. For example, 12% is acceptable, 11.075% is not acceptable) from manufacturer's suggested retail price list (MSRP). Offering a percentage mark-up instead of discount shall result in disqualification of bid item.

SINGLE FIXED PERCENTAGE DISCOUNT OFFERED: Proposer should indicate in all spaces provided on the Bid Summary Sheet their single fixed percentage discount (**Must be a whole number. For example, 12% is acceptable, 11.075% is not acceptable**) for the indicated manufacturer's discount That will be used for the term of the contract. Single fixed percentage offered shall remain firm throughout the term of the contract. Supplies and Assets for the purpose of this bid shall be defined as:

- i. SUPPLIES: Any catalog item whose net price is under \$1,000.00.
- ii. ASSETS: Any catalog item whose net price is \$1,000.00 or more.

Proposers shall offer their single fixed percentage discount as described on the Bid Summary Sheet, to be calculated from the most current manufacturer's list price. Net pricing is acceptable. Awardees may offer SBBC additional educational discounts at any time and invoice SBBC at a greater discount than their bid discount.

Furthermore, Proposer must submit Letter of Authorization in Manufacturer's letterhead for every Manufacturer listed. Failure to submit Letter of Authorization by Manufacturer such Manufacturer will be considered as non-authorized by Proposer.

Moreover, Proposer shall specify all the items, under the Worksheet "List Price", all the items that Proposer represents from the Manufacturers listed.

Proposer must include in Bid Summary Sheet the hourly cost for installation, if applicable. Proposer must include if there is any minimum order quantity to qualify for free installation.

During the Term of this Contract, SBBC reserves the right to ask for quotes to the Awardees for common items purchased throughout the District. Pricing provided will expire at the anniversary, in which case SBBC will release subsequent request quotes and update the common items as needed. Such examples of common items are, but not limited too, folding chairs, student-desk combos, and cafeteria tables.

On the annual anniversary of the Contract Term, Awardees may update by adding or removing the list of Manufactures for which they are awarded. In order to add a new Manufacturer, Awardee must submit Letter of Authorization in Manufacturer's letterhead for every Manufacturer which Awardee wishes to add. Failure to submit Letter of Authorization by Manufacturer such Manufacturer will be considered as non-authorized by Awardee. Any addition/removal of a manufacturers must be approved by SBBC Procurement and Wahoursing Services in writing.

Award of this contract shall not be a guarantee of business, a guarantee of a specified volume of service or minimum dollar revenue to be received under this contract.

4.1.4 S/M/WBE Participation: (Maximum 15 allowable points):

SUPPLIER DIVERSITY OUTREACH PROGRAM (SDOP): The SBBC has implemented a Supplier Diversity Outreach Program (SDOP) as part of the SBBC's competitive solicitation and contracting activity in accordance with School Board Policy 3330, Supplier Diversity Outreach Program and Guidelines. S/M/WBE is defined as an enterprise whose annual revenues and number of employees shall be no greater than fifty percent (50%) of the small business size standards for its industry(ies) as established by the U.S. Small Business Administration and meets significant business presence requirements as defined in Policy 3330.

SBBC Diversity Policy 1.5 & Supplier Diversity Outreach Policy 3330 can be seen at website URL:

broward.k12.fl.us/sbbcpolicies.

Nondiscrimination:

Each Bidder hereby certifies and agrees that the following information is correct: In preparing its response to this project, the Bidder has considered all proposals submitted from qualified, potential subcontractors and suppliers, and has not engaged in "discrimination" as defined in School Board Policy 3330 – Supplier Diversity Outreach Program, Section D.1.; to wit: discrimination in the solicitation, selection, or commercial treatment of any subcontractor, vendor, supplier, or commercial customer on the basis of race, color, religion, ancestry or national origin, sex, age, marital status, sexual orientation or on the basis of disability or other unlawful forms of discrimination. Without limiting the foregoing, "discrimination" also includes retaliating against any person or other entity for reporting any incident of "discrimination." Without limiting any other provision of the solicitation for responses on this project, it is understood and agreed that, if this certification is false, such false certification will constitute grounds for SBBC to reject the response submitted by the Bidder on this project, and terminate any contract awarded based on the response. As a condition of submitting a response to SBBC, the Bidder agrees to comply with SBBC's Commercial Nondiscrimination Policy as described under its School Board Policy 3330 – Supplier Diversity Outreach Program, Section D.1.

INDUSTRY-SPECIFIC REMEDIAL AFFIRMATIVE PROCUREMENT INITIATIVES

The Goal Setting Committee (GSC) has considered the following in the course of reaching a determination regarding which, M/WBE SBE industry-specific remedial programs shall be applied to this solicitation and resulting contract:

The Affirmative Procurement Initiative (API) implemented in this solicitation is the SBE Evaluation Preference for Prime Bidders.

In accordance with SBBC Policy No. 3330, Section E.3.b. Under this Program element, on "Best Value" contract solicitations where low price is not the only factor considered in contract award, the GSC may reserve from fifteen percent up to a maximum of twenty percent (15%-20%) of the total available evaluation points for award to those prime bidders or respondents that are certified as SBEs.

- **Proposers responding to this solicitation that are SBBC-Certified SBE will be awarded ten (10) points.** The SBE Proposers who are self-performing must identify themselves by completing the Form 00470 and 00475. The Statement of Intent submitted with the proposal reflects the intent to self-perform. Additionally, it will detail the scope of work and dollar amount to perform (see Attachment A).
- **Non SBBC Certified SBE Proposers committing to subcontracting eight percent (8%) or more of the total contract value to a certified SBE firm at the time of submission will be awarded five (5) points.** The proposer shall identify each SBBC-Certified SBE firm, that will be utilized by completing the Form 00470 Statement of Intent to Perform as an SBE Subcontractor and Form 00475 Subcontractor Participation Schedule (see Attachment A).

NOTE: Points in both categories will not be combined.

A maximum of ten (10) points shall be awarded to SBBC Certified SBE Proposers who self performs a portion of the scope of work. Non-SBBC Certified Proposer who commits to subcontracting eight percent (8%) or more of the scope of work to a SBBC certified SBE will be awarded Five (5) points.

Please go to the following link to view the current list of SBBC-Certified firms: browardschools.com/Page/46981.

Penalties and Sanctions

In the absence of a waiver granted by the SDOP, the failure of a proposer to attain at minimum the five percent (5) subcontracting goal for SBE participation in the performance of its contract or otherwise comply with the provisions of this API shall be considered a material breach of contract, grounds for termination of that contract with the SBBC, and shall be subject to any penalties and sanctions available under the terms of the SDOP policy, its contract terms with the SBBC, or by law pursuant to the penalties and sanctions set forth in Section 13 of the Standard Operating Procedures for this Policy.

Suspension

The temporary stoppage of a SBE firm's beneficial participation in the District's SDOP for a finite period of time due to cumulative contract payments the SBE firm received during a fiscal year that exceed a certain dollar threshold as set forth in Section (7) of the Standard Operating Procedures for this Policy or pursuant to the penalties and sanctions set forth in Section 13 of the Standard Operating Procedures for this Policy.

NOTE TO PROPOSER (s): Proposals will be evaluated based on the evaluation criterion below		Maximum Points
	<p><u>Proposers responding to this solicitation that are SBBC-Certified SBE will be awarded ten (10) points. All SBBC Certified S/M/WBEs are considered SBEs.</u></p> <p>The SBE Proposers who are self-performing must identify themselves by completing the Form 00470 and 00475. The Statement of Intent submitted with the proposal reflects the intent to self-perform. Additionally, it will detail the scope of work and or percentage/dollar amount to performed (see Attachment A). Indicate the extent and nature of the firm's work with specificity, as it relates to the services as described in this RFP. If you are not a SBBC Certified SBE Proposer state N/A on the form and return it with your Proposal.</p>	10
	<p><u>Proposers committing to subcontracting eight percent (8%) or more of the total contract value to a certified SBE firm at the time of submission will be awarded five points (5). All SBBC Certified S/M/WBEs are considered SBEs.</u></p> <p>The proposer shall identify each SBBC-Certified SBE firm, that will be utilized by completing the Form 00470 Statement of Intent to Perform as a SBE Subcontractor and Form 00475 Subcontractor Participation Schedule (see Attachment A). The Statement of Intent submitted with the proposal reflects the intent of the parties, both prime and subcontractor, to establish a business relationship. Additionally, it will detail the type of work and percentage of work that the subcontractor will perform. Provide proof, in writing, that the SBE subcontractor is certified by The School Board of Broward County (SBBC), Florida. Any participation commitment by firms not certified with SBBC at the time the proposal is due will not count towards the points for this solicitation. If you are not a SBBC Certified SBE Proposer state N/A on the form and return it with your Proposal.</p>	5
	MAXIMUM POINTS TO BE AWARDED	15
	<p>*If awarded, the Awardee will be required to submit Form 00485 - Small Minority or Women Business Enterprise (SBE) Monthly Utilization Report (Utilization Report) (see Attachment A) to the Supplier Diversity Outreach Program Office which will track payments made. The timing of the Utilization Report shall coincide with invoice submission.</p> <p><u>State your willingness to comply with this requirement.</u></p>	<p>Yes <input checked="" type="checkbox"/></p> <p>No <input type="checkbox"/></p>

4.4.5 Presentation (Maximum 20 allowable points):

During the Evaluation Committee Meeting, every Proposer shall present on the following:

- What are value added services that the Proposer can bring forward to the District?
- What is the Proposer ability to furnish all sorts of classrooms and office spaces such as Science, Early Childhood, Special Needs, Physical Education, Art and Curriculum?
- How is the Proposer working towards modern classroom designs such as E-Sports Labs?

All presentations must not exceed 10 minutes and shall be superceded by a three minute Q&A from the Evaluation Committee Members, shall they have any questions. Proposers will present in alphabetical order. If Proposer fails to present, such Proposer will receive 0 Points in Section 4.4.5 Presentation.

SECTION 5 – EVALUATION OF PROPOSALS

- 5.1 The Evaluation Committee (hereinafter referred to as "Committee"), shall evaluate all Proposals received, which meet or exceed Section 4.2, Minimum Eligibility Requirements and Section 7.1 Indemnification, according to the following criteria:

CATEGORY	MAXIMUM POINTS
A. Experience and Qualifications	25
B. Scope of Services	40
C. Presentation	20
D. Supplier Diversity & Outreach Program	
SBE Certified Prime Proposer	10
Non-SBE Certified Prime Proposer Subcontracting 8% or more to SBE(s)	5
TOTAL	100

A maximum of ten (10) points shall be awarded to SBBC Certified SBE Proposer who self performs a portion of the scope of work. Non-SBBC Certified Proposer who commits to subcontracting eight percent (8%) of the scope of work to a SBBC certified SBE will be awarded Five (5) points. Points in both categories will not be combined.

15-Point Table for SBE Participation	
SBBC Certified SBE Prime	10 Points
8% SBE Subcontracting	5 Points

Note: Evaluation points for "Category D" shall be provided by the Supplier Diversity Outreach Program Office.

Failure to respond, provide detailed information or provide requested Proposal elements may result in the reduction of points in the evaluation process. The Committee may recommend the rejection of any proposal containing material deviations from the RFP. The Committee may recommend waiving any irregularities and technicalities. If only one (1) responsive proposal is received, the Committee will proceed without scoring the one (1) responsive proposal and may negotiate the best terms and conditions with that sole proposer or may recommend the rejection of all proposals as permitted by Section 6A-1.012(12)(c), F.A.C."

The SBBC Supplier Diversity Outreach Program works to increase the participation of small, minority and women-owned business enterprises in construction and purchasing contracts. It is the intent of the School Board of Broward County to have a diverse group of vendors to participate in the procurement process. The current list of SBBC S/M/WBE-Certified firms can be viewed at: browardschools.com/Page/46981.

At the time of the bid submittal, the Bidder shall identify itself as an SBBC-Certified SBE firm, by completing the Form 00470 and Form 00475. Once awarded, the Bidder is required to submit the Monthly Utilization Report Form, #00485. The Bidder must also adhere to Section 9 and 13 of the SDOP Standard Operating Procedures, which is available at browardschools.com/Page/32544

- 5.2 The Committee reserves the right to ask questions of a clarifying nature once Proposals have been opened, require presentations from all Proposers, interview any or all Proposers that respond to the RFP, or make their recommendations based solely on the information contained in the Proposals submitted. Presentations, if required, will be part of the evaluation process.
- 5.3 **Committee's Recommendation.** The number of firms to be recommended for an award is solely at the discretion of the Committee. The Committee has the discretion to recommend an award to one or more proposer(s) or to reject any or all of the submitted proposals. The Committee also has the discretion to commence negotiations with ranked responsive proposers if the Committee chooses to do so. During any such negotiations, the Committee reserves the right to negotiate any term, condition, specification, or price (other than those found or specified in Section 4.2 and Section 7.1 of this RFP) during an exempt negotiations session with the highest ranked responsive proposer. Each ranked responsible proposer

must be represented during its exempt negotiations session by an authorized representative possessing authority to bind the proposer to the changes made in their proposal. The Committee will recess the open public portion of the evaluation meeting and conduct the exempt negotiations session of the competitive selection process beginning with the highest ranked responsive proposer as determined under Section 5.1 of this RFP. In accordance with Section 286.0113(2), Florida Statutes, any negotiations session will be conducted to the exclusion of the other ranked responsive proposers. The Committee may choose to conduct one or more exempt negotiation session(s) with a ranked responsive proposer, the Committee shall reconvene the open public portion of the evaluation meeting and determine, by motion and a roll call vote, whether to recommend an award to one or more ranked responsive proposer(s). The Committee may declare an impasse with a ranked responsive proposer at any time; or to proceed with further negotiations with one or more of the next highest ranked responsive proposers. If the negotiations are not successful, the Committee reserves the right not to award a ranked proposer if it is in the best interest to SBBC.

- 5.4 **Award:** Proposers will be evaluated first as per Section 4.4.1 Experience and Qualifications, Section 4.4.2 Scope of Services, 4.4.4 S/M/WBE Participation, and 4.4.5 Presentation for a maximum of 100 points. It is SBBC's intention to recommend for award a pool of six (6) vendors with the highest score received. The Top 6 Proposers with the highest scores will be recommended for Award.

These Proposers must have complied with the terms, conditions, and specifications of the RFP. After the conclusion of negotiations (as stated above), the recommended award would be made for the services sought in this RFP in accordance with the terms of negotiations. An Agreement (in the form of the Sample Agreement attached hereto as **Attachment "E"**) shall be prepared for execution by the Awardee and SBBC, and shall be governed by the laws of the State of Florida, and must have venue established in the 17th Judicial Circuit Court of Broward County, Florida or the United States Court of the Southern District of Florida. This Agreement approved by the SBBC's General Counsel will be submitted to SBBC for final approval. **Approval shall not be a guarantee of business, a guarantee of specified volume of service or minimum dollar revenue to be received under this contract.**

SECTION 6 – SPECIAL CONDITIONS

- 6.1 The complete original hard-copy Proposal properly completed and signed must be submitted in a sealed envelope and received on or before 2:00 p.m. ET, 7/7/2020 at the following address in order to be considered. Please utilize Attachment L.

PROCUREMENT & WAREHOUSING SERVICES DEPARTMENT
The School Board of Broward County, Florida
7720 West Oakland Park Boulevard, Suite 323
Sunrise, Florida 33351-6704
Attention: FY21-106 - School and Department Furniture

One (1) complete, original hard-copy Proposal (clearly marked as such), and **one (1) complete, original electronic version (both clearly marked as "original")** will constitute the original governing documents. The electronic version in PDF on a Flash Drive must be **IDENTICAL** to the original Proposal. The proposal shall include **any supplemental information/marketing materials**, of the RFP Proposal, including the **REQUIRED RESPONSE FORM** (Section 1 of RFP), must be fully executed and returned on or before 2:00 p.m. ET on the date due to the Procurement & Warehousing Services Department in accordance with the submittal requirements. In the case of any discrepancy between the **original** hard-copy Proposal and the copies, the **original** hard-copy Proposal will be the governing document. The proposal must contain all information required to be included in the Proposal as described herein. Completed Proposals must be submitted in a sealed envelope (package, box, etc.) with the RFP number and title clearly typed or written on the front.

- 6.2 **JOINT VENTURES:** In the event, multiple Proposers submit a joint proposal in response to the RFP, a single proposer shall be identified as the prime proposer. If offering a joint proposal, prime proposer must include the name and address of all parties of the joint proposal. Prime proposer shall provide all bonding and insurance requirements, execute any Contract, complete the **REQUIRED RESPONSE FORM** shown herein, have overall and complete accountability to resolve any dispute arising within this contract. Only a single contract with one Proposer shall be acceptable. Prime Proposer responsibilities shall include, but not be limited to, performing of overall contract administration, preside over other Proposers participating or present at SBBC meetings, oversee the preparation of reports and presentations, and file any notice of protest and final protest as described herein. Prime Proposer shall also prepare and present a consolidated invoice(s) for services performed. SBBC shall issue only one (1) check for each consolidated invoice to the Prime Proposer for services performed. Prime Proposer shall remain responsible for performing services associated with response to this RFP.

6.3 INSURANCE REQUIREMENTS – MINIMUM INSURANCE REQUIREMENTS

- 6.3.1 **GENERAL LIABILITY:** Limits not less than \$1,000,000 per occurrence for Bodily Injury/ Property Damage; \$1,000,000 General Aggregate. Limits not less than \$1,000,000 for Products/Completed Operations Aggregate.
- 6.3.2 **PROFESSIONAL LIABILITY/ ERRORS & OMISSIONS:** Limit not less than \$1,000,000 per occurrence covering services provided under this Agreement.
- 6.3.3 **WORKER'S COMPENSATION:** Florida Statutory limits in accordance with Chapter 440; Employer's Liability limits not less than \$100,000/\$100,000/\$500,000 (each accident/disease-each employee/disease-policy limit).
- 6.3.4 **AUTO LIABILITY:** Owned, Non-Owned and Hired Auto Liability with Bodily Injury and Property Damage limits of not less than \$1,000,000 Combined Single Limit. If Awardee does not own any vehicles, hired and non-owned automobile liability coverage in the amount of \$1,000,000 shall be accepted. In addition, an affidavit signed by the Awardee must be furnished to SBBC indicating the following:

APRICE T (Awardee Name) does not own any vehicles. In the event the insured acquires any vehicles throughout the term of this agreement, the insured agrees to provide proof of "Any Auto" coverage effective the date of acquisition.

6.3 INSURANCE REQUIREMENTS – MINIMUM INSURANCE REQUIREMENTS (Continued)

- 6.3.5 **ACCEPTABILITY OF INSURANCE CARRIERS:** The insurance policies shall be issued by companies qualified to do business in the State of Florida. The insurance companies must be rated at least A- VI by AM Best or Aa3 by Moody's Investor Service.
- 6.3.6 **VERIFICATION OF COVERAGE:** Proof of Insurance must be furnished within 15 days of execution of this Agreement. To streamline this process, SBBC has partnered with EXIGIS RiskWorks to collect and verify insurance documentation. All certificates (and any required documents) must be received and approved by SBBC before any work commences to permit Awardee time to remedy any deficiencies. EXIGIS RiskWorks will send an email notification within three (3) business days after receipt of the award letter.
- New vendors will receive an email notification requesting account verification and insurance agent information.
 - Existing vendors will receive an email notification of the current status.
- 6.3.7 **REQUIRED CONDITIONS:** Liability policies must contain the following provisions. In addition, the following wording must be included on the Certificate of Insurance:
- 6.3.7.1 The School Board of Broward County, Florida, its members, officers, employees, and agents are added as additional insured.
- 6.3.7.2 All liability policies are primary of all other valid and collectible coverage maintained by The School Board of Broward County, Florida.
- 6.3.7.3 Certificate Holder: The School Board of Broward County, Florida, c/o EXIGIS Risk Management Services, P. O. Box 4668-ECM, New York, New York 10163-4668
- 6.3.8 **CANCELLATION OF INSURANCE:** Vendors are prohibited from providing services under this Agreement with SBBC without the minimum required insurance coverage and must notify SBBC within two (2) business days if required insurance is canceled.

The School Board of Broward County, Florida reserves the right to review, reject or accept any required policies of insurance, including limits, coverage's or endorsements, herein throughout the term of this agreement

6.4 AWARDEE ACCOUNTING RECORDS AND RIGHT TO AUDIT PROVISIONS:

- 6.4.1 Awardee's and Sub-Contractor's records shall include, but not be limited to, accounting records, payroll time sheets, audited and unaudited financial statements to substantiate payment rates and income, written policies and procedures, Sub-Contractor's files and any other supporting evidence necessary to substantiate payments and income related to this Agreement (all the foregoing hereinafter referred to as "records") shall be open to inspection and subject to audit and/or reproduction, during normal working hours, by SBBC's agent or its authorized representative to the extent necessary to adequately permit evaluation and verification of any invoices, payments or claims submitted by the Awardee(s) or any of his/her payees pursuant to the execution of the Agreement. Such records subject to the examination shall also include, but not be limited to, those records necessary to evaluate and verify payments and any other matters or items associated with this Agreement.
- 6.4.2 For the purpose of such audits, inspections, examinations and evaluations, SBBC's agent or authorized representative shall have access to said records from the effective date of this Agreement, for the duration of the work, and until five (5) years after the date of final payment by Awardee(s) pursuant to this Agreement. All payments which cannot be documented as paid as required by the Agreement and found not to be in compliance with the provisions of this Agreement shall be reimbursed to SBBC.

6.4 **AWARDEE ACCOUNTING RECORDS AND RIGHT TO AUDIT PROVISIONS (Continued):**

- 6.4.3 SBBC's agent or its authorized representative shall have access to the Awardee's facilities, shall have access to all necessary records, and shall be provided adequate and appropriate workspace, to conduct audits in compliance with this article. SBBC's agent or its authorized representative shall give audited firm reasonable advance notice of intended audits.
- 6.4.4 Awardee(s) shall certify that payments are accurate and correct on each and every payment. If an audit reveals discrepancies, such as an overpayment, the Awardee will be required to reimburse SBBC for the discrepancy with a minimum of eighteen percent (18%) per annum.
- 6.4.5 If an audit inspection or examination in accordance with this article, discloses overpayments (of any nature) to the Awardee(s) by SBBC in excess of ten percent (10%) of the total payments, the actual cost of SBBC's audit shall be paid by the Awardee as well as the overpayments by SBBC.

6.5 **W-9 FORM:** All Proposers are requested to complete their W-9, (see **Attachment D**), and submit with their Proposal.

6.6 **FLORIDA BIDDER'S PREFERENCE:** General Condition 7.2.4 does not apply to this RFP as no personal property is being purchased.

6.7 **COPYRIGHT INDEMNIFICATION:** SBBC agrees to notify Awardee promptly in writing of any threatened or pending judicial action brought against SBBC alleging SBBC's improper or unlawful use of any of the Services or Awardee Property, including but not limited to its infringement of a valid United States copyright law, patent or regulation (all such claims being referred to collectively herein as "Infringement Claims"). Awardee shall indemnify and defend the SBBC, including its board members, employees, and agents, against any and all of such Infringement Claims at its own expense and will pay (i) the legal fees of counsel engaged to defend SBBC and all of SBBC's related reasonable expenses, (ii) any costs and damages awarded against the SBBC in such action, and (iii) any amount agreed to be paid by SBBC in settlement of such action. Awardee's foregoing obligations are subject to and conditioned upon SBBC's full cooperation with Awardee in the defense of such Infringement Claims.

6.8 **ACCEPTANCE AND REJECTION OF PROPOSALS:**

- 6.8.1 **Acceptance:** All Proposals properly completed and submitted will be evaluated in accordance with Section 2.1 and Section 5.1. SBBC reserves the right to reject any or all Proposals that contain material deviations from the RFP or that fail to meet all mandatory requirements. SBBC may reject any or all Proposals when it serves the best interest of SBBC.
- 6.8.2 SBBC also reserves the right to waive irregularities or technicalities in any Proposal received if such action is in the best interest of SBBC. However, such a waiver shall in no way modify the RFP requirements or excuse the Proposer from full compliance with the RFP specifications and other contract requirements if the Proposer is awarded the contract.
- 6.8.3 **Rejection:** A Proposal may be rejected if it does not conform to the rules or the requirements contained in this RFP. Examples for rejection include, but are not limited to, the following:

6.8 ACCEPTANCE AND REJECTION OF PROPOSALS (Continued):

- 6.8.3.1 The Proposal is time-stamped at the Procurement & Warehousing Services Department after the deadline specified in the RFP.
- 6.8.3.2 Failure to execute and return the enclosed original **REQUIRED RESPONSE FORM** as defined in Subsection 4.1.4 (see Section 1- Required Response Form).
- 6.8.3.3 Failure to respond to all subsections within the RFP.
- 6.8.3.4 Proof of collusion among Proposers, in which case all suspected Proposals involved in the alleged collusive action shall be rejected, and any participants to such collusion shall be barred from future procurement opportunities until reinstated.
- 6.8.3.5 The Proposal shows non-compliance with applicable laws or contains any unauthorized additions or deletions, is a conditional Proposal, is an incomplete Proposal, or contains irregularities of any kind, which make the Proposal incomplete, indefinite, or ambiguous as to its meaning.
- 6.8.3.6 The Proposer adds provisions reserving the right to accept or reject an award or to enter into a contract pursuant to an award or adds provisions contrary to those in the RFP.
- 6.8.3.7 In the best interest of SBBC, the Board reserves the right to reject any or all proposals received when there is sound documented business reasons that serve the best interest of SBBC.

6.9 **VENDOR REGISTRATION:** To become a registered vendor for SBBC, vendors must access, complete and submit a Supplier Profile Questionnaire (SPQ) through SBBC's new eProcure Online Supplier Portal, powered by Ariba which can be located at: <http://schoolboardofbrowardcounty.supplier.ariba.com/register> Training materials are available via our website at <https://www.browardschools.com/PWS> (if needed).

6.10 **NONDISCRIMINATION STATEMENT – POLICY 4001.1** The School Board of Broward County, Florida, prohibits any policy or procedure in discrimination on the basis of age, color, disability, gender identity, gender expression, genetic information, marital status, national origin, race, religion, sex or sexual orientation. The School Board also provides equal access to the Boy Scouts and other designated youth groups. Individuals who wish to file a discrimination and/or harassment complaint may call the Director, Equal Educational Opportunities/ADA Compliance Department & District's Equity Coordinator/Title IX Coordinator at 754-321-2150 or Teletype Machine (TTY) 754-321-2158.

6.11 **PRE-QUALIFICATION:** In the event that the District requires Awardee to be pre-qualified, Awardee must complete pre-qualification process within 20 days from notice.

SECTION 7 – GENERAL CONDITIONS

- 7.1 LIABILITY:** This General Condition of the RFP is NOT subject to negotiation and any Proposal that fails to accept these conditions will be rejected as "non-responsive".
- 7.1.1** By SBBC: SBBC agrees to be fully responsible up to the limits of Section 768.28, Florida Statutes, for its acts of negligence, or its employees' acts of negligence when acting within the scope of their employment and agrees to be liable for any damages resulting from said negligence.
- 7.1.2** By AWARDDEE: AWARDDEE agrees to indemnify, hold harmless and defend SBBC, its agents, servants and employees from any and all claims, judgments, costs and expenses including, but not limited to, reasonable attorney's fees, reasonable investigative and discovery costs, court costs and all other sums which SBBC, its agents, servants, and employees may pay or become obligated to pay on account of any, all and every claim or demand, or assertion of liability, or any claim or action founded thereon, arising or alleged to have arisen out of the products, goods or services furnished by the VENDOR, its agents, servants or employees; the equipment of the AWARDDEE, its agents, servants or employees while such equipment is on premises owned or controlled by SBBC; or the negligence of AWARDDEE or the negligence of AWARDDEE's agents when acting within the scope of their employment, whether such claims, judgments, costs, and expenses be for damages, damage to property including SBBC's property, and injury or death of any person whether employed by the AWARDDEE, SBBC or otherwise.
- 7.2 SEALED PROPOSAL REQUIREMENTS:** The "Required Response Form" must be completed, signed and returned with your submitted proposal. To be considered, all proposals must be delivered in a sealed envelope, clearly marked with the words "Proposal Documents", Request for Proposal (RFP) number and the title of the RFP and received in the Procurement & Warehousing Services Department no later than the specified date and time for the Request for Proposal opening.
- 7.2.1 PROPOSER'S RESPONSIBILITY:** It is the responsibility of the Proposer to be certain that all numbered pages of the RFP and all attachments thereto are received and all Addendum released are received before submitting a proposal without regard to how a copy of this RFP was obtained.
- It is the responsibility of the Proposer to make sure the original proposal matches the proposal copies as requested in the RFP. SBBC is not responsible for missing information in the proposal copies. Failure to check your proposal for missing information shall be at the risk of the Proposer and shall not be the responsibility of SBBC.
- 7.2.2 PROPOSAL SUBMITTED:** Completed proposal must be submitted in a sealed envelope with the RFP number and name clearly typed or written on the front of the envelope. Proposals must be time-stamped in the Procurement & Warehousing Services Department on or before 2:00 p.m. ET on the date due for proposal to be considered. Proposals will be opened at 2:00 p.m. ET on the date due. Failure to timely submit such a proposal shall disqualify the Proposer and such a proposal will be either returned to the Proposer or stored and unopened. **NO FAXED PROPOSALS SHALL BE ACCEPTED.** The School Board of Broward County (SBBC) reserves the right to reject any proposal that fails to comply with these submittal requirements.
- 7.2.3 EXECUTION OF PROPOSAL:** Proposal must contain an original manual signature (in blue ink) of an authorized representative, who can bind the company to the requirements of the RFP, in the space provided on the Required Response Form. All proposals must be typewritten. It is requested that the submitted proposal follow the exact format as outlined in the RFP.
- 7.2.4 BIDDING PREFERENCE LAWS:** The State of Florida provides a Proposer's preference for Florida vendors for the purchase of personal property. SERVICES ARE NOT COVERED UNDER THIS REQUIREMENT. The local preference is five (5) percent. Proposers outside the State of Florida must have an attorney, licensed to practice law in the out-of-state jurisdiction, as required by Florida Statute 287.084(2), execute the "Opinion of Out-of-State Bidder's Attorney on Bidding Preferences" form and must submit this form with the submitted proposal. Such an opinion should permit SBBC's reliance on such an attorney's opinion for purposes of complying with Florida Statute 287.084. Florida Proposers must also complete its portion of the form. Failure to submit and execute this form, with the proposal, shall result in the proposal being considered "non-responsive" and proposal rejected. See the Minimum Eligibility Requirements of the RFP.
- 7.3 SUBMITTAL OF PROPOSALS:** All Proposers are reminded that it is the sole responsibility of the PROPOSER to assure that their proposal is time-stamped in **PROCUREMENT AND WAREHOUSING SERVICES** on or before 2:00 p.m. ET on the date due. Late proposals shall not be accepted. The address for proposal submittal, including hand-delivery and overnight courier delivery, is indicated as 7720 West Oakland Park Boulevard, Suite 323, Sunrise, Florida 33351-6704. The Proposer is fully and completely responsible for the payment of all delivery costs associated with the delivery of their proposal or related material. Procurement and Warehousing Services will not accept delivery of any proposal or related material requiring the School Board to pay for any portion of the delivery cost or the complete delivery cost. Before the proposal submittal, it is the responsibility of the proposer to be certain that all Addenda released have been received, that all Addendum requirements have been completed, and that all submittals required by the Addendum have been timely filed. (See General Condition 7.2.2)
- 7.4 ORIGINAL DOCUMENT FORMAT:** Only the terms and conditions of this solicitation, as they were released by SBBC, or amended via Addendum, are valid. Any modification to any term or condition by a vendor is not binding unless it is expressly agreed to, in writing, by SBBC.
- 7.5 PRICES QUOTED:** All prices for goods quoted shall be F.O.B. Destination and freight prepaid (Proposer pays and bears freight charges). Proposer owns goods in transit and files any claims unless otherwise stated in the Special Conditions of the RFP. In case of a discrepancy in computing the amount of the proposal, the Unit Price quoted shall govern. For services, the unit price shall be all-inclusive of services performed.
- a) TAXES:** The School Board of Broward County, Florida, does not pay Federal Excise and State taxes on direct purchases of tangible personal property. The applicable tax exemption number is shown on the Purchase Order. This exemption does not apply to purchases of tangible property made by contractors who use the tangible personal property in the performance of contracts for the improvement of School Board owned real property as defined in Chapter 192 of the Florida Statutes.
- b) MISTAKES:** Proposers are expected to examine the specifications, delivery schedules, proposal prices and extensions, and all instructions pertaining to supplies and services. Failure to do so will be at the Proposer's risk.
- c) CONDITIONS AND PACKAGING:** It is understood and agreed that any item offered or shipped as a result of this proposal shall be new (current production model at the time of this proposal) unless otherwise specified in this RFP. All containers shall be suitable for storage or shipment and all prices shall include standard commercial packaging.
- d) UNDERWRITERS' LABORATORIES:** Unless otherwise stipulated in the proposal, all manufactured items and fabricated assemblies shall be UL listed where such has been established by UL for the item(s) offered and furnished. In lieu of the UL listing, the Proposer may substitute a listing by an independent testing laboratory recognized by OSHA under the Nationally Recognized Testing Laboratories (NRTL) Recognition Program.
- e) PROPOSER'S CONDITIONS:** Proposal conditions and specifications shall not be changed, altered or conditioned in any way. The Evaluation Committee reserves the right to reject any conditional proposal.
- 7.6 SAMPLES:** Samples of items, when required, must be furnished free of expense within five (5) working days unless otherwise stated in the RFP or by the Purchasing Agent's letter to the Proposer requesting the sample(s). If the Proposer must have the sample(s) returned, then the sample(s) will be returned at the Proposer's expense. Proposer(s) will be responsible for the removal of all sample(s) furnished within thirty (30) days after the award of the RFP. All sample(s) will be disposed of after thirty (30) days after the award of the RFP.
- Each individual sample must be labeled with the Proposer's name, RFP Number and item number. Failure of the Proposer to either deliver the required sample(s) or to clearly identify samples as indicated may be a reason for rejection of the proposal item. Unless otherwise indicated in the RFP, sample(s) should be delivered to the Procurement & Warehousing Services Department, The School Board of Broward County, Florida, 7720 West Oakland Park Boulevard, Suite 323, Sunrise, Florida, 33351-6704.

- 7.7 DELIVERY: ALL DELIVERIES SHALL BE F.O.B. DESTINATION POINT.** Shipping points offered other than F.O.B. Destination shall be rejected. Unless the actual date of delivery is specified (or specified delivery cannot be met), show the number of days required to make delivery after receipt of Purchase Order in space provided. Delivery time may become a basis for making an award (see Special Conditions). Delivery shall be within the normal working hours of the user, Monday through Friday, excluding state holidays and days during which the school district administration is closed.
- 7.8 INTERPRETATIONS:** Any questions concerning conditions and specifications must be submitted in writing and received by the Procurement and Warehousing Services Department as requested in the Conditions of the RFP, Information. If necessary, an Addendum will be issued.
- 7.9 EVALUATION COMMITTEES AND PROPOSALS:** SBBC and its Proposal Evaluation Committees evaluate and negotiate all Proposals in accordance with State Statutes 119.071 and 286.0113.
- 7.10 AWARDS:** In the best interest of SBBC, the Procurement & Warehousing Services Department reserves the right to withdraw this RFP at any time prior to the time and date specified for the RFP opening. The Evaluation Committee reserves the right to reject any or all proposals received when there is sound documented business reason(s) that serve the best interest of SBBC. The Evaluation Committee reserves the right to accept any item or groups of items unless qualified by the Proposer. All awards made as a result of this RFP shall conform to applicable Florida Statutes and be governed by the laws of the State of Florida, and must have a venue established in the 17th Judicial Circuit Court of Broward County, Florida or the United States Court of the Southern District of Florida.
- 7.11 PROPOSAL OPENING:** Proposal opening shall be public, on the date and at the time specified in the RFP. Any proposal(s) received after that time shall not be considered.
- 7.12 ADVERTISING:** In submitting a proposal, Proposer agrees not to use the results therefrom as a part of any commercial advertising without prior approval of the School Board.
- 7.13 INSPECTION, ACCEPTANCE & TITLE:** Inspection and acceptance will be at destination unless otherwise provided in the RFP. Title to/risk of loss or damage to all items shall be the responsibility of the Awardee until acceptance by SBBC unless loss or damage resulting from negligence by SBBC. If the materials or services supplied to SBBC are found to be defective or not conform to specifications, SBBC reserves the right to cancel the order upon written notice to the Awardee(s) and return the product at Awardee's expense.
- 7.14 PAYMENT:** Payment will be made by SBBC after the items awarded have been received, inspected, found to comply with award specifications and free of damage or defect and properly invoiced. Services will be paid after the service has been performed and meets the requirements of the RFP. All payments will be made by ACH (Automated Clearing House) for automatic deposits (credits).
- 7.15 CONFLICT OF INTEREST AND CONFLICT EMPLOYMENT OR CONTRACTUAL RELATIONSHIP:** Section 112.313 (3) and (7), Florida Statutes, sets forth restrictions on the ability of SBBC employees acting in a private capacity to rent, lease, or sell any realty, goods or services to SBBC. It also places restrictions on SBBC employees concerning outside employment or contractual relationships with any business entity which is doing business with SBBC. Each Proposer is to disclose any employees it has who are also SBBC employees by submitting Attachment B, Disclosure of Potential Conflict of Interest and Conflict Employment or Contractual Relationship, with its proposal. Any employees identified by the Proposer when completing Attachment B should obtain legal advice as to their obligations and restrictions under Section 112.313 (3) and (7), Florida Statutes.
- 7.16 INSURANCE:** Proposer, by virtue of submitting a proposal, shall be in full compliance with paragraph 7.24 LIABILITY INSURANCE, LICENSES, AND PERMITS of the General Conditions. Insurance Requirements are shown in Section 6.3 of this RFP. The proposer shall take special notice that SBBC shall be named as an additional insured under the General Liability policy including Products Liability. (Refer to the Special Conditions of the RFP for the threshold requirements) The insurance policies shall be issued by companies qualified to do business in the State of Florida. The insurance companies must be rated at least A-VI by AM Best or Aa3 by Moody's Investor Service. All policies must remain in effect during the performance of the contract.
- 7.17 LICENSES, CERTIFICATIONS, AND REGISTRATIONS:** As of the RFP Opening Date, Proposer must have all Licenses, Certifications, and Registrations required when performing the services as described herein, in order for the proposal to be considered a responsive and responsible proposal. Licenses, Certifications, and Registrations required for this RFP shall be as required by Chapter 489, Florida Statutes, as currently enacted or as amended from time to time; by the State Requirements for Educational Facilities (SREF), latest version; and by Broward County, Florida. The proposer must submit a copy of all its current Licenses, Certifications, and Registrations required as described herein, either with its proposal or within five (5) working days of notification.
- An Awardee who has any License, Certification, or Registration either suspended, revoked or expired after the date of the Bid Opening shall provide notice to the Director of Procurement & Warehousing Services Department within five (5) working days of such suspension, revocation or expiration. However, such suspension, revocation or expiration after the date of the RFP opening shall not relieve the Awardee of its responsibilities under a contract awarded under this RFP.*
- 7.18 PRIORITY OF DOCUMENTS:** In the event of a conflict between the documents, the order of priority of the documents shall be as follows:
- a) Any Agreement resulting from the award of this RFP; then
 - b) Addenda released for this RFP, with the latest Addendum taking precedence; then
 - c) The RFP; then
 - d) Awardee's proposal.
- 7.18.1 DISPUTES:** In the event any dispute or difference of opinion concerning the interpretation of the Agreement and any documents incorporated therein, the decision of SBBC shall be final and binding upon all parties.
- 7.19 PATENTS & ROYALTIES:** Awardee(s), without exception, shall indemnify and save harmless The School Board of Broward County, Florida and its employees from liability of any nature or kind, including cost and expenses for any copyrighted, patented, or unpatented invention, process, or article manufactured or used in the performance of the contract, including its use by The School Board of Broward County, Florida. If the Awardee(s) uses any design, device, or materials covered by letters, patent, or copyright, it is mutually understood and agreed without exception that the proposal prices shall include all royalties or cost arising from the use of such design, device or materials in any way involved in the work.
- 7.20 OSHA:** Awardee warrants that the product(s) supplied to The School Board of Broward County, Florida shall conform in all respects to the standards set forth in the Occupational Safety and Health Act of 1970, as amended, and the failure to comply with this condition will be considered as a breach of contract.
- 7.21 SPECIAL CONDITIONS:** The Superintendent or Designee has the authority to issue Special Conditions and Specifications as required for individual proposals. Any and all Special Conditions that may vary from these General Conditions shall have precedence.
- 7.22 NONDISCRIMINATION:** The respondent hereby certifies and agrees that the following information is correct: In preparing its response on this project, the respondent has considered all proposals submitted from qualified, potential subcontractors and suppliers, and has not engaged in "discrimination" as defined in the District's Policy No. 3330 – Supplier Diversity Outreach Program, Section D.1; to wit: discrimination in the solicitation, selection, or commercial treatment of any subcontractor, vendor, supplier, or commercial customer on the basis of race, color, religion, ancestry or national origin, sex, age, marital status, sexual orientation or on the basis of disability or other unlawful forms of discrimination. Without limiting the foregoing, "discrimination" also includes retaliating against any person or other entity for reporting any incident of "discrimination." Without limiting any other provision of the solicitation for responses on this project, it is understood and agreed that, if this certification is false, such false certification will constitute grounds for the School District to reject the response submitted by the respondent on this project, and terminate any contract awarded based on the response. As part of its response, the respondent shall provide to the School District a list of all instances within the immediate past four (4) years where there has been a final adjudicated determination in a legal or administrative proceeding in the State of Florida that the respondent discriminated against its subcontractors, vendors, suppliers, or commercial customers, and a description of the status or resolution of that complaint, including any remedial action taken. As a condition of submitting a response to the School Board, the respondent agrees to comply with the District's Commercial Nondiscrimination Policy as described under its School Board Policy No. 3330 – Supplier Diversity Outreach Program, Section D.1.
- 7.23 QUALITY:** All materials used for the manufacture or construction of any supplies, materials or equipment covered by this RFP shall be new unless otherwise specified. The items bid must be new, the latest model, of the best quality and highest grade workmanship. Product(s) offered that have not been previously used in any way and are being actively marketed by the manufacturer will be accepted. Minor parts within the product(s) may have remanufactured components. Therefore, reconditioned, refurbished, rebuilt, discontinued, used, shopworn, demonstrator, prototype or other types of product(s) of this kind are not acceptable and will be rejected.

- 7.24 **LIABILITY INSURANCE, LICENSES AND PERMITS:** Where Awardees are required to enter or go onto School Board property to deliver materials or perform work or services as a result of an RFP award, the Awardee agrees to The Hold Harmless Agreement stated herein and will assume the full duty obligation and expense of obtaining all necessary licenses, permits, and insurance. The Awardee shall be liable for any damages or loss to the School Board occasioned by the negligence of the Awardee (or agent) or any person the Awardee has designated in the completion of the contract as a result of their bid.
- 7.25 **BID BONDS, PERFORMANCE BONDS AND CERTIFICATES OF INSURANCE:** Bid bonds, when required, shall be submitted with the proposal in the amount specified in Special Conditions. Bid bonds will be returned to non-Awardees. After acceptance of the proposal, the School Board will notify the Awardee to submit a performance bond and certificate of insurance in the amount specified in Special Conditions. Upon receipt of the performance bond, the bid bond will be returned to the Awardee.
- 7.26 **CANCELLATION:** In the event any of the provisions of this RFP are violated by the Awardee, the Superintendent shall give written notice to the Awardee stating the deficiencies and unless deficiencies are corrected within five (5) business days (or as required), recommendation will be made to the School Board for immediate cancellation of the Awardee's contract.
- 7.27 **BILLING INSTRUCTIONS:** Invoices, unless otherwise indicated, must show Purchase Order numbers and shall be submitted in duplicate to The School Board of Broward County, Florida, Accounting and Financial Reporting Department, Attn: Accounts Payable, 600 S.E. 3rd Avenue, 7th Floor, Fort Lauderdale, Florida 33301. Payment will be made a minimum of 30 days after delivery, authorized inspection and acceptance. When vendors are directed to send invoices to a school, the school will make direct payments to the vendor.
- 7.28 **DELIVERING TO CENTRAL WAREHOUSE:** Receiving hours are Monday through Friday (excluding state holidays and days during which the school district administration is closed) 7:00 a.m. to 2:00 p.m. ET.
- 7.29 **SUBSTITUTIONS:** The School Board of Broward County, Florida **WILL NOT** accept substitute shipments of any kind. Awardees are expected to furnish the brand/manufacturer quoted in their proposal once awarded by the School Board. Any substitute shipments shall be returned at the Awardee's expense.
- 7.30 **FACILITIES:** SBBC reserves the right to inspect the Awardee's facilities at any time with prior notice. SBBC may use the information obtained from this in determining whether a Proposer is a responsible bidder.
- 7.31 **ASBESTOS AND FORMALDEHYDE STATEMENT:** All building materials, pressed boards, and furniture supplied to SBBC shall be 100% asbestos-free. It is desirable that all building materials, pressed boards and furniture supplied to the School Board also be 100% formaldehyde-free. Proposer, by virtue of bidding, certifies by signing a proposal that, if awarded this RFP, only building materials, pressed boards, and/or furniture that is 100% asbestos-free will be supplied.
- 7.32 **ASSIGNMENT:** Neither any award of this RFP nor any interest in any award of this RFP may be assigned, transferred or encumbered by any party without the prior written consent from the Director, Procurement and Warehousing Services. There shall be no partial assignments of this RFP including, without limitation, the partial assignment of any right to receive payments from SBBC.
- 7.33 **EXTENSION:** In addition to any extension options contained herein, SBBC is granted the right to extend any award resulting from this RFP for the period of time necessary for SBBC to release, award and implement a replacement RFP for the goods, products and/or services provided through this RFP. Such extension shall be upon the same prices, terms and conditions as existing at the time of SBBC's exercise of this extension right. The period of any extension under this provision shall not be for a period in excess of six (6) months from (a) the termination date of a contract entered into as a result of this bid or (b) the termination date under any applicable period of extension under a contract entered into as a result of this bid.
- 7.34 **OMISSION FROM THE SPECIFICATIONS:** The apparent silence of this specification and any Addendum regarding any details or the omission from the specification of a detailed description concerning any point shall be regarded as meaning that only the best available units or service shall be provided and the best commercial practices are to prevail, and that only materials and workmanship of first quality are to be used. All interpretations of this specification shall be made upon the basis of this Agreement.
- 7.35 **SUBMITTAL OF INVOICES:** All Proposers are hereby notified that any invoice submitted as a result of the award of this RFP must be in the same format as any Purchase Order released as a result of the award of this RFP. Each line of the invoice must reference a corresponding single line shown on the Purchase Order. A single invoice line must not correspond to or commingle the cost shown on multiple Purchase Order lines. An invoice submitted that does not follow the same format and line numbering as shown on the Purchase Order will be deemed to be not correct and will be returned to the vendor by the Accounts Payable Department for correction. The address for submitting invoices is included on Purchase Order.
- 7.36 **PURCHASE AGREEMENT:** This RFP, written Agreement, and the corresponding Purchase Orders will constitute the complete agreement. SBBC will not accept proposed terms and conditions that are different than those contained in this RFP, including pre-printed text contained on catalogs, price lists, other descriptive information submitted or any other materials. By virtue of submitting a proposal, Awardee(s) agrees to not submit to any SBBC employee, for signature, any document that contains terms and conditions that are different than those contained herein and that in the event any document containing any term or condition that differs from those contained herein is executed, said document shall not be binding on SBBC.
- 7.37 **SBBC INFORMATION SECURITY GUIDELINES:** It is the responsibility of the Awardee to read and adhere to the SBBC Information Security Guidelines when using any device connected to the SBBC's network. Following the conclusion of the contract term, all of SBBC's confidential information must be removed from Awardee's equipment and all access privileges must be revoked. The final payment will be withheld until the Awardee has confirmed, in writing, that all SBBC's confidential information has been purged from any and all electronic technology devices that were used during this contract and were connected to the SBBC's network.
- 7.38 **SUPPLIER DIVERSITY OUTREACH PROGRAM (SDOP) PARTICIPATION:** SBBC has implemented a Supplier Diversity Outreach Program (SDOP) as part of the SBBC's competitive solicitation and contracting activity in accordance with School Board Policy 3330, Supplier Diversity Outreach Program. The purpose of the program is to utilize available small, minority and women businesses within the Board's market area to compete for the award of SBBC construction and purchasing contracts. S/M/WBE vendors utilized for this contract must be certified by SBBC's Supplier Diversity Outreach Program Office prior to the submission of the bid proposal. For information on S/M/WBE Certification, contact SBBC's Supplier Diversity Outreach Program at 754-321-0550 or <http://www.broward.k12.fl.us/supdiv/contractors.html>.
- 7.39 **SBBC PHOTO IDENTIFICATION BADGE: Background Screening:** Awardee agrees to comply with all the requirements of Sections 1012.32 and 1012.465, Florida Statutes, and that Awardee and all its personnel who (1) are to be permitted access to school grounds when students are present, (2) will have direct contact with students, or (3) have access or control of school funds will successfully complete the background screening required by the referenced statutes and meet the standards established by the statutes. Personnel shall include employees, representatives, agents or sub-contractors performing duties under the contract to SBBC, and who meet any or all of the three (3) requirements identified above. This background screening will be conducted by SBBC in advance of the Awardee or its personnel providing any services. The Awardee will bear the cost of acquiring the background screening required under Section 1012.32, Florida Statutes, and any fee imposed by the Florida Department of Law Enforcement to maintain the fingerprints provided with respect to the Awardee and its personnel. The Parties agree that the failure of Awardee to perform any of the duties described in this section shall constitute a material breach of this ITB entitling SBBC to terminate immediately with no further responsibilities or duties to perform under this Agreement. Awardee agrees to indemnify and hold harmless SBBC, its officers and employees of any liability in the form of physical or mental injury, death or property damage resulting in Awardee's failure to comply with the requirements of this section or Sections 1012.32 and 1012.465, Florida Statutes. SBBC issued identification badges must be worn at all times when on SBBC property and must be worn where they are visible and easily readable.
- As of 7/01/15, Fieldprint, Inc. has been contracted to provide all background and fingerprinting services. All questions pertaining to fingerprinting, photo identification and background check services must be directed to the Project Coordinator at 754-321-1830 or 754-321-2374. Each individual, for whom an SBBC photo identification badge is requested, must be registered into the Fieldprint, Inc. applicant enrollment website. A background check will be conducted for each badge applicant. SBBC reserves the right to require additional information, should it be necessary, and to deny the issuance of a badge to an applicant. Any applicant, that has been denied a badge, is prohibited from entering SBBC property as an employee, sub-contractor or agent of a contract Awardee. Applicant enrollment and scheduling website is www.fieldprintflorida.com. The total fee(s) for the SBBC photo identification badge, fingerprinting and an FBI background check can be found at the following website: http://www.broward.k12.fl.us/policies/pdf/secure/FIELDPRINT_CODES.pdf. Payment options can be made by electronic check (e-check), Visa, MasterCard or use of an established escrow account code. (Continued)....

These fees are non-refundable and are subject to change without notice. Badges are issued for a one-year period and must be renewed annually. The renewal date will be one (1) year from the date of issuance. Failure to renew the badge, at that time, will result in the vendor being required to re-apply and pay the going rate for badging and fingerprinting.

Vendors shall return expired and/or terminated employee badges to the following location: The School Board of Broward County, Florida, Attn: Fieldprint, Inc., 600 S.E. 3rd Avenue, Fort Lauderdale, Florida 33301.

- 7.40 **PROTESTING OF BID CONDITIONS/SPECIFICATIONS:** Any person desiring to protest the conditions/specifications in this RFP, or any Addenda subsequently released thereto, shall file a notice of intent to protest, in writing, within 72 hours after electronic release of the competitive solicitation or Addendum and shall file a formal written protest within ten calendar days after the date the notice of protest was filed. Saturdays, Sundays, state holidays, or days during which the school district administration is closed shall be excluded in the computation of the 72 hours. If the tenth calendar day falls on a Saturday, Sunday, state holiday or day during which the school district administration is closed, the formal written protest must be received on or before 5:00 p.m. ET of the next calendar day that is not a Saturday, Sunday, state holiday or day during which the school district administration is closed. Section 120.57(3)(b), Florida Statutes, as currently enacted or as amended from time to time, states that "The formal written protest shall state with particularity the facts and law upon which the protest is based."

Failure to file a notice of protest or to file a formal written protest within the time prescribed by Section 120.57(3), Florida Statutes, or a failure to post the bond or other security required by SBBC Policy 3320, within the time allowed for filing a bond, shall constitute a waiver of proceedings. The failure to post the bond required by SBBC Policy 3320, Part VIII, as currently enacted or as amended from time to time, shall constitute a waiver of proceedings. Notices of protest, formal written protests, and the bonds required by SBBC Policy 3320, shall be filed at the office of the Director, Procurement and Warehousing Services, 7720 West Oakland Park Boulevard, Suite 323, Sunrise, Florida 33351-6704 (fax 754-321-0936). Fax filing will not be acceptable for the filing of bonds.

- 7.41 **POSTING OF BID RECOMMENDATIONS/TABULATIONS:** RFP Recommendations and Tabulations will be posted in Procurement and Warehousing Services and on www.demandstar.com on 8/5/2020 @ 3:00 pm and will remain posted for 72 hours. Any change to the date and time established herein for the posting of RFP Recommendations/Tabulations shall be posted in Procurement and Warehousing Services and/or at www.demandstar.com (under the document section for this RFP). In the event the date and time of the posting of RFP Recommendations/Tabulations are changed, it is the responsibility of each Proposer to ascertain the revised date of the posting of RFP Recommendations/Tabulations. Any person desiring to protest the intended decision shall file a notice of protest, in writing, within 72 hours after the posting of the RFP tabulation and shall file a formal written protest within ten calendar days after the date the notice of protest was filed. Saturdays, Sundays, state holidays and days during which the school district administration is closed shall be excluded in the computation of the 72 hours. If the tenth calendar day falls on a Saturday, Sunday, state holiday or day during which the school district administration is closed, the formal written protest must be received on or before 5:00 p.m. ET of the next calendar day that is not a Saturday or Sunday, state holiday or days during which the school district administration is closed. No submissions made after the Bid opening amending or supplementing the Bid shall be considered. Section 120.57(3)(b), Florida Statutes, as currently enacted or as amended from time to time, states that "The formal written protest shall state with particularity the facts and law upon which the protest is based". Any person who files an action protesting an intended decision shall post with SBBC, at the time of filing the formal written protest, a bond, payable to SBBC, in an amount equal to one percent (1%) of SBBC's estimate of the total volume of the contract. SBBC shall provide the estimated contract amount to the Proposer within 72 hours, excluding Saturdays, Sundays and other days during which SBBC administration is closed, of receipt of notice of intent to protest. The estimated contract amount is not subject to protest pursuant to Section 120.57(3), Florida Statutes. The bond shall be conditioned upon the payment of all costs which may be adjudged against the protestant in an Administrative Hearing in which the action is brought and in any subsequent appellate court proceeding. In lieu of a bond, SBBC may accept a cashier's check, official bank check or money order in the amount of the bond.

If, after completion of the Administrative Hearing process and any appellate court proceedings, SBBC prevails, SBBC shall recover all costs and charges which shall be included in the Final Order or judgment, including charges made by the Division of Administrative Hearings, but excluding attorney's fees. Upon payment of such costs and charges by the protestant, the bond shall be returned. If the protestant prevails, then the protestant shall recover from the School Board all costs and charges which shall be included in the Final Order or judgment, excluding attorney's fees. All documentation necessary for the protest proceedings will be provided electronically by SBBC.

Failure to file a notice of protest or to file a formal written protest within the time prescribed by Section 120.57(3), Florida Statutes, or a failure to post the bond or other security required by SBBC Policy 3320 within the time allowed for filing a bond, shall constitute a waiver of proceedings. The failure to post the bond required by SBBC Policy 3320, Part VIII, as currently enacted or as amended from time to time, shall constitute a waiver of proceedings. Notices of protests, formal written protests, and the bonds required by Policy 3320, shall be filed at the office of the Director, Procurement and Warehousing Services, 7720 West Oakland Park Boulevard, Suite 323, Sunrise, Florida 33351-6704 (fax 754-321-0936). Fax filing will not be acceptable for the filing of bonds.

- 7.42 **AUDIT AND INSPECTION OF AWARDEE'S DOCUMENTS AND RECORDS:** The District or its representative reserves the right to inspect and/or audit all the Awardee's documents and records as they pertain to the products and services delivered under this agreement. Such rights will be exercised with notice to the Awardee to determine compliance with and performance of the terms, conditions, and specifications on all matters, rights, and duties, and obligations established by this agreement. Documents/records in any form shall be open to the District or State's representative and may include but are not limited to all correspondence, ordering, payment, inspection, and receiving records, contracts or sub-contracts that directly or indirectly pertain to the transactions between the District and the Awardee(s). (See Special Conditions of the RFP)

- 7.43 **CREDIT CARDS:** Individual schools and departments may place some orders and utilize, as the form of payment, a District-issued credit card to the extent authorized by the School Board. These orders will be made via phone or fax for direct delivery and billing to the requesting work location. Please note that credit card purchases will benefit all vendors by providing immediate payment (i.e. within 48-72 hours), thereby eliminating the need to submit an invoice to the District's Accounts Payable Department or reconcile receivable balances. For credit card purchases, all vendors must have the capability to accept fax orders, which must be confirmed by calling back the requesting work location to verify prices and obtain a credit card number. Only actual items shipped/delivered can be charged to the credit card account (i.e., no back-orders). All purchase deliveries must include a packing slip or receipt/invoice listing the items and prices of goods delivered. For security reasons, the credit card charge receipt showing the work location's credit card number cannot be attached to the packing slip or receipt/invoice submitted as part of the purchase delivery. District work locations may request that a vendor maintains secure records of the credit card account assigned an alias or password, to avoid divulging the actual credit card number upon every purchase.

- 7.44 **NONCONFORMANCE TO CONTRACT CONDITIONS:** Items or services offered may be tested for compliance with RFP conditions and specifications at any time. Items delivered, not conforming to RFP conditions or specifications, may be rejected and returned at the vendor's expense. Services not conforming to RFP specifications shall be corrected and performed again to meet the specifications of the RFP at the expense of the Awardee. Goods or services not delivered as per delivery date in RFP and/or Purchase Order may be rejected upon delivery and/or may be purchased on the open market. Any increase in cost may be charged against the Awardee. Any violation of these stipulations may also result in:
- Cancellation and default of contract.
 - For a period of two (2) years, any proposal submitted by the vendor will not be considered and will not be recommended for an award.
 - All departments being advised not to do business with the vendor.

- 7.45 **CONE OF SILENCE:** Any proposer, or lobbyist for a proposer, is prohibited from having any communications (except as provided in this rule) concerning any solicitation for a competitive procurement with any School Board member, the Superintendent, any Evaluation Committee Member, or any other School District employee after Procurement and Warehousing Services releases a solicitation to the General Public. All communications regarding this solicitation shall be directed to the designated Purchasing Agent unless so notified by Procurement and Warehousing Services. This "Cone of Silence" period shall go into effect and shall remain in effect from the time of the release of the solicitation until the contract is awarded by the School Board. Further, any vendor, its principals, or their lobbyists shall not offer campaign contributions to School Board Members or offer contributions to School Board Members for campaigns of other candidates for political office during the period in which the vendor is attempting to sell goods or services to the School Board. This period of limitation of offering campaign contributions shall commence at the time of the "cone of silence" period for any solicitation for a competitive procurement as described by School Board Policy 3320, Part II, Section GG as well as School Board Policy 1007, Section 5.4 - Campaign Contribution Fundraising. Any vendor or lobbyist who violates this provision shall cause their Proposal (or that of their principal) to be considered non-responsive and therefore be ineligible for award.

- 7.46 **TERMINATION:** This contract award may be terminated with or without cause by SBBC during the term hereof thirty (30) days after the Superintendent gives written notice to the other parties that a recommendation will be made to the School Board for the contract award's termination.

7.47 **PACKING SLIPS:** It will be the responsibility of the Awardee to attach all packing slips to the OUTSIDE of each shipment. The packing slip must reference the SBBC Purchase Order number/control number. Failure to provide a packing slip attached to the outside of shipment will result in refusal of shipment at the vendor's expense.

7.48 **USE OF OTHER CONTRACTS:** SBBC reserves the right to utilize any other SBBC contract, any State of Florida Contract, any contract awarded by any other city or county governmental agencies, other school boards, other community college/state university system cooperative bid agreement, or to directly negotiate/purchase per School Board policy and/or State Board Rule 6A-1.012, as currently enacted or as amended from time to time, in lieu of any offer received or award made as a result of this bid if it is in its best interest to do so.

7.49 **PURCHASE BY OTHER PUBLIC AGENCIES:** With the consent and agreement of the awarded contractor(s), purchases may be made under this RFP by other agencies. Such purchases shall be governed by the same terms and conditions as stated herein.

7.50 **PUBLIC ENTITY CRIMES:** Section 287.133(2)(a), Florida Statutes, as currently enacted or as amended from time to time, states that a person or affiliate who has been placed on the convicted vendor list following a conviction for a public entity crime may not submit a proposal on a contract to provide any goods or services to a public entity, may not submit a bid on a contract with a public entity for the construction or repair of a public building or public work, may not submit bids on leases of real property to a public entity, may not be awarded or perform work as a contractor, supplier, subcontractor, or consultant under a contract with any public entity, and may not transact business with any public entity in excess of the threshold amount provided in Section 287.017 for CATEGORY TWO [currently \$25,000] for a period of 36 months from the date of being placed on the convicted vendor list.

7.51 **SEVERABILITY:** In case of any one or more of the provisions contained in this RFP shall be for any reason be held to be invalid, illegal, unlawful, unenforceable or void in any respect, the invalidity, illegality, unenforceability or unlawful or void nature of that provision shall not affect any other provision and this RFP shall be considered as if such invalid, unlawful, unenforceable or void provision had never been included herein.

7.52 **DISTRIBUTION:** DemandStar by Onvia, www.demandstar.com, is the official method approved by Procurement and Warehousing Services for the distribution of all competitive solicitations including ITBs and RFPs. It is the responsibility of all interested parties to assure they have received all necessary documents, including Addenda and have included all necessary information within their response. SBBC is not responsible for Proposer's failure to obtain complete bidding documents from DemandStar. SBBC reserves the right to reject any bid as non-responsive for failure to include all necessary documents or required Addenda. For information regarding the above-referenced solicitation, contact the designated Purchasing Agent as stated herein.

7.53 **PRICE REDUCTIONS:** If, from the date of proposal opening, the Awardee either bids the same products and/or services at a lower price than offered to SBBC or reduces the price of the proposed product or service, the lowest of these reduced prices will be extended to SBBC.

7.54 **LOBBYIST ACTIVITIES:** In accordance with SBBC Policy 1100B, as currently enacted or as amended from time to time, persons acting as lobbyists must state, at the beginning of their presentation, letter, telephone call, e-mail or facsimile transmission to School Board Members, Superintendent or Members of Senior Management, the group, association, organization or business interest she/he is representing.

- a) A lobbyist is defined as a person who for immediate or subsequent compensation, (e.g., monetary profit/personal gain) represents a public or private group, association, organization or business interest and engages in efforts to influence School Board Members on matters within their official jurisdiction.
- b) A lobbyist is not considered a person representing school-affiliated groups (e.g., PTA, DAC, Band Booster Associations, etc.) nor a public official acting in her/his official capacity.
- c) Lobbyists shall annually (July 1) disclose in each instance and for each client prior to any lobbying activities, their identity and activities by completing the lobbyist statement form which can be obtained from Official School Board Records, School Board Member's Offices or the Superintendent's Office and will be recorded on The School Board of Broward County's website, www.browardschools.com.
- d) The lobbyist must disclose any direct business association with any current elected or appointed official or employee of SBBC or any immediate family member of such elected or appointed official or employee of SBBC.

- e) Senior-level employees (Pay Grade 30 and above) and/or School Board Members are prohibited from lobbying activities for one (1) year after resignation or retirement or expiration of their term of office.

7.55 **TIE BID PROCEDURES:** When identical prices are received from two (2) or more vendors and all other factors are equal, priority for the award shall be given to vendors in the following sequence:

- a) A business that certifies that it has implemented a drug-free workplace program shall be given preference in accordance with the provisions of Chapter 287.087, Florida Statutes, as currently enacted or as amended from time to time;
- b) The Broward County Certified Minority/Women Business Enterprise vendor;
- c) The Palm Beach County or Miami-Dade County Certified Minority/Women Business Enterprise vendor;
- d) The Florida Certified Minority/Women Business Enterprise vendor;
- e) The Broward County vendor, other than a Minority/Women Business Enterprise vendor;
- f) The Palm Beach County or Miami-Dade County vendor, other than a Minority/Women Business Enterprise vendor;
- g) The Florida vendor, whose main office is in the State of Florida, other than a Minority/Women Business Enterprise vendor.
- h) If the application of the above criteria does not indicate a priority for an award, the award will be decided by a coin toss. The coin toss shall be held publicly in Procurement and Warehousing Services; the tie low bid vendors invited to be present as witnesses.

Included as a part of the RFP documents is a Form entitled **SWORN STATEMENT PURSUANT TO CHAPTER 287.087, FLORIDA STATUTES, AS CURRENTLY ENACTED OR AS AMENDED FROM TIME TO TIME, ON PREFERENCE TO BUSINESSES WITH DRUG-FREE WORKPLACE PROGRAMS**. This form will be used by the Proposer to certify that it has implemented a drug-free workplace program. The Required Response Form (Page 4 of this RFP) must be properly signed in order for the proposal to be considered. A Proposer cannot sign this form in lieu of properly signing the Required Response Form.

7.56 **AUDITING SERVICES POLICY 3100:** If the RFP is for auditing services and in accordance with Policy 3100 – Annual Financial Audit, the independent audit firm selected by the School Board shall serve at the discretion of the School Board for five (5) consecutive years; the firm selected shall not succeed itself as the School Board's independent auditor except for the first selection when the current auditor will be exempted.

7.57 **CONFIDENTIAL RECORDS:** The Awardee acknowledges that certain information about the District's students is contained in records created, maintained or accessed by the Awardee and that this information is confidential and protected by the Family Educational Rights and Privacy Act of 1974 (FERPA) (20 U.S.C. 1232g), and/or the Health Insurance Portability and Accountability Act (HIPAA) (45 CFR parts 160-164) and related District policies, as amended from time to time, currently available at www.browardschools.com. The confidential information cannot be disclosed unless valid consent is obtained from the students or their legal guardians. Both parties agree to protect these records in compliance with FERPA, HIPAA, and the District's policy. To the extent permitted by law, nothing contained herein shall be construed as precluding either party from releasing such information to the other so that each can perform its respective responsibilities.

Awardee agrees that it may create, receive from or on behalf of the District, or have access to, records or record systems that are subject to FERPA and/or HIPAA (collectively, the "Confidential Records"). Awardee represents, warrants, and agrees that it will: (1) hold the Confidential Records in strict confidence and will not use or disclose the Confidential Records except as (a) permitted or required by this Agreement, (b) required by law, or (c) otherwise authorized by the District in writing; (2) safeguard the Confidential Records according to commercially reasonable administrative, physical and technical standards as required by law; and (3) continually monitor its operations and take any and all action necessary to assure that the Confidential Records are safeguarded in accordance with the terms of this Agreement. At the request of the District, Awardee agrees to provide the District with a written summary of the procedures Awardee uses to safeguard the Confidential Records. A breach of these confidentiality requirements shall constitute grounds for the District to terminate any Agreement with Awardee.

7.58 **SBBC INFORMATION SECURITY GUIDELINES:** It is the responsibility of the Awardee to read and adhere to the SBBC Information Security Guidelines when using any device connected to the SBBC's network. Following the conclusion of the contract term, all of SBBC's confidential information must be removed from Awardee's equipment and all access privileges must be revoked. The final payment will be withheld until the Awardee has confirmed, in writing, that all SBBC's confidential information has been purged from any and all electronic technology devices that were used during this contract and were connected to the SBBC's network.

7.59 **CERTIFICATION REGARDING DEBARMENT, SUSPENSION, INELIGIBILITY OR VOLUNTARY EXCLUSION—Lower Tier Covered Transactions:** Executive Order 12549, as currently enacted or as amended from time to time, provides that, to the extent permitted by law, Executive departments and agencies shall participate in a government-wide system for non-procurement debarment and suspension. A person who is debarred or suspended shall be excluded from Federal financial and nonfinancial assistance and benefits under Federal programs and activities. Except as provided in § 85.200, Debarment or Suspension, § 85.201, Treatment of Title IV HEA participation, and § 85.215, Exception Provision, debarment or suspension of a participant in a program by one (1) agency shall have a government-wide effect. A lower-tier covered transaction is, in part, any transaction between a participant (SBBC) and a person other than a procurement contract for goods or services, regardless of type, under a primary covered transaction; and any procurement contract for goods or services between a participant and a person, regardless of type, expected to equal or exceed the Federal procurement small purchase threshold fixed at 10 U.S.C. 2304(g) and 41 U.S.C. 253(g) (currently \$100,000) under a primary covered transaction; or any procurement contract for goods or services between a participant and a person under a covered transaction, regardless of amount, under which that person shall have a critical influence on or substantive control over that covered transaction. A participant may rely upon the certification of a prospective participant in a lower tier covered transaction that it and its principals are not debarred, suspended, proposed for debarment under 48 CFR part 9, subpart 9.4, ineligible, or voluntarily excluded from the covered transaction, unless it knows that the certification is erroneous. Each participant shall require participants in lower tier covered transactions to include the certification for it and its principals in any bid submitted in connection with such lower tier covered transactions.

CERTIFICATION:

- a) The prospective lower tier participant certifies, by submission of this RFP, that neither it nor its principals is presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from participation in this transaction by any Federal department or agency.
- b) Where the prospective lower tier participant is unable to certify to any of the statements in this certification, such prospective participant shall attach an explanation to this bid.

Every time a proposal is submitted that includes a reference to this Form, a new Form is required. Any proposal that does not include this required Form shall not be evaluated and shall not be considered for award. A signature is required on BOTH the Debarment Form, AND the Required Response Form. A signature on one document cannot be substituted for the signature required on the other document. Failure to complete and sign both documents requiring signature shall result in rejection of the proposal submitted.

7.60 **PUBLIC INSPECTION OF PROPOSALS:** Pursuant to Section 119.071 (1)(b), Florida Statutes, responses received as a result of this RFP shall be exempt from public inspection and copying until thirty (30) days after the opening of the proposals or until posting of the recommendation for intended award, whichever is earlier. If SBBC rejects all proposals and concurrently provides notice of its intent to reissue the competitive solicitation, the rejected proposals shall remain exempt from public inspection and copying until such time as SBBC posts notice of an intended decision concerning the reissued competitive solicitation or until SBBC withdraws the reissued competitive solicitation.

If a Proposer contends that any portion of its response to the RFP is confidential and exempt from public inspection and copying, it is the Proposer's responsibility to clearly label each such portion of its proposal as confidential and specify the applicable statutory exemption from public inspection and copying on such portion(s) of its proposal. Confidential or exempt portions of any proposal must also be submitted in a separate sealed envelope and marked as such. A failure by the Proposer to prepare and label the confidential or exempt portions of its proposal in the manner specified in this section of the RFP shall constitute a waiver by Proposer of any applicable exemptions from disclosure or any confidential status including ones that may be applicable to trade secrets under Florida law.

SBBC will promptly provide a Proposer's contact person with written notice if a public records request has been made for any portions of Proposer's response to the RFP. SBBC will provide for the inspection or copying of any non-exempt portions of any proposal in its possession in accordance with applicable law. If a Proposer wishes to preclude the inspection or copying of any non-exempt portions of its response to the RFP or if a dispute exists as to whether such portions are entitled to an exemption, the Proposer must obtain a protective order from a court of competent jurisdiction prohibiting the inspection or copying of the requested materials. The failure to timely initiate such legal proceedings shall constitute a waiver by the Proposer of any applicable exemption or confidential status of the requested materials.

By submitting a response to this RFP, the Proposer agrees to waive any cause of action or claim for damages it may have against SBBC for its release of records in response to a public record other than those that are prepared and labeled as confidential or exempt as described in this section. The Proposer agrees to hold SBBC harmless from any award to a plaintiff for damages, costs or attorney's fees based upon SBBC's non-disclosure of portions of Proposer's response that have been prepared and labeled as confidential or exempt from public inspection and further agrees to reimburse SBBC for any attorney's fees and costs it may incur in the defense of such nondisclosure.

7.61 **PUBLIC RECORDS.** The following provisions are required by Section 119.0701, Florida Statutes, and may not be amended. Vendor shall keep and maintain public records required by SBBC to perform the services required under this RFP. Upon request from SBBC's custodian of public records, Vendor shall provide SBBC with a copy of any requested public records or to allow the requested public records to be inspected or copied within a reasonable time at a cost that does not exceed the cost provided in Chapter 119, Florida Statutes, or as otherwise provided by law. Vendor shall ensure that public records that are exempt or confidential and exempt from public records disclosure requirements are not disclosed except as authorized by law for the duration of the RFP's term and following completion of the RFP if Vendor does not transfer the public records to SBBC. Upon completion of the RFP, Vendor shall transfer, at no cost, to SBBC all public records in possession of Vendor or keep and maintain public records required by SBBC to perform the services required under the RFP. If Vendor transfers all public records to SBBC upon completion of the RFP, Vendor shall destroy any duplicate public records that are exempt or confidential and exempt from public records disclosure requirements. If Vendor keeps and maintains public records upon completion of the RFP, Vendor shall meet all applicable requirements for retaining public records. All records stored electronically must be provided to SBBC, upon request from SBBC's custodian of public records, in a format that is compatible with SBBC's information technology systems.

IF A PARTY TO THIS RFP HAS QUESTIONS REGARDING THE APPLICATION OF CHAPTER 119, FLORIDA STATUTES, TO ITS DUTY TO PROVIDE PUBLIC RECORDS RELATING TO THE AGREEMENT, CONTACT THE CUSTODIAN OF PUBLIC RECORDS AT 754-321-1900, RECORDREQUESTS@BROWARDSCHOOLS.COM, RISK MANAGEMENT DEPARTMENT, PUBLIC RECORDS DIVISION, 600 SOUTHEAST THIRD AVENUE, FORT LAUDERDALE, FLORIDA 33301.

SECTION 8 – FORMS AND ATTACHMENTS

Please fill out all attachments below. Some attachments must be notarized.

ATTACHMENT A – S/M/WBE FORMS

The following forms are due (if applicable) at the time of Bid submittal:

(forms referenced below can be obtained on our website at: <https://www.browardschools.com/Forms/082017>)

1. FORM 00470

Document Link:

https://www.browardschools.com/cms/lib/FL01803656/Centricity/domain/12708/sdop%20files/sdop%20forms%20-%20policies/00470%20StatementofIntent_082017_Final.pdf

Document Preview:

Document Number 00470
Attachment

Procurement & Warehousing Services
Supplier Diversity Outreach Program
Broward County Public Schools

STATEMENT OF INTENT TO PERFORM AS A Small/Minority/Women Business Enterprise (S/M/WBE) Subcontractor

A signed Statement of Intent to Perform as a Small/Minority/Women Business Enterprise (S/M/WBE) Subcontractor form must be completed by the owner or authorized principal of each S/M/WBE firm listed in the S/M/WBE Subcontractor Participation Schedule.

The undersigned is certified as an S/M/WBE vendor by The School Board of Broward County, Florida's (SB9C) Supplier Diversity Outreach Program: ☐ Yes ☐ No

(Name of S/M/WBE Subcontractor) agrees to perform work on the above contract as a (check one): ☐ Individual ☐ Partnership ☐ Corporation

The S/M/WBE subcontractor will enter into a formal agreement with (Name of Bidder/Proposer) conditioned upon the Bidder/Proposer executing a contract with SB9C.

Please provide the details and value of the work to be performed:

Item No.	Type of Work	Agreed Upon Price	% of Work
----------	--------------	-------------------	-----------

2. FORM 00475 - PARTICIPATION SCHEDULE FORM

Document Link:

https://www.browardschools.com/cms/lib/FL01803656/Centricity/domain/12708/sdop%20files/sdop%20forms%20-%20policies/ParticipationSchedule_082017_Final.pdf

Document Preview:

Document Number 00475
Attachment

Procurement & Warehousing Services
Supplier Diversity Outreach Program
Broward County Public Schools

Participation Schedule Form

Contract #: _____ Project Start Date: _____

Project Name: _____

Project Location: _____

Bidder/Proposer: _____

Address: _____

Contact Person: _____ Email Address: _____ Phone #: _____

Business Association	Business Name	Business Address	Business Phone #	Type of Work to be Performed	% of Work	\$ Amount
Prime Bidder/Proposer					%	\$
Other S/M/WBE Subcontractor					%	\$
S/M/WBE Subcontractor					%	\$

3. FORM: 00485 UTILIZATION REPORT

Document Link:

https://www.browardschools.com/cms/lib/FL01803656/Centricity/domain/12708/sdop%20files/sdop%20forms%20-%20policies/00485%20SMWBEMonthlySubcontractorUtilizationReport%20082017_Finalv2.pdf

Document Preview:

Procurement & Warehousing Services				Document Number 03443			
Attachment							
Project Name:				Contract Number and Work Order Number (if applicable):			
Report #:		Report Period:		S/M/WBE Contract Goal:		Contract Completion Date:	
		To:					
Prime Contractor Name:				Project Manager (PM) Name:			
Prime Contractor Street Address:							
Prime Contractor Phone #:		Prime Contractor Email Address:		PM Phone #:		PM Email Address:	
Prime Contractor must list ALL Certified and non-certified subcontractors that will be used for the entire contract period. For all states in compliance with the requirements of the Supplier Diversity Outreach Program (754) 321-0545.							
PRIME CONTRACTOR				\$	\$		\$
SUBCONTRACTOR				\$	\$		\$
SUBCONTRACTOR				\$	\$		\$
SUBCONTRACTOR				\$	\$		\$

- SBBC Supplier Diversity Outreach Policy 3330 can be seen at website URL:
https://www.browardschools.com/cms/lib/FL01893656/Centricity/Domain/12708/Policy_3330_Final_Adoption.pdf
- SDOP website with list of Certified S/M/WBE Vendors: [browardschools.com/sdop](https://www.browardschools.com/sdop)



THE SCHOOL BOARD OF BROWARD COUNTY, FLORIDA

7720 WEST OAKLAND PARK BOULEVARD, SUITE 323, SUNRISE, FLORIDA 33351 • TEL 754-321-0505 • FAX 754-321-0936

SUPPLIER DIVERSITY OUTREACH PROGRAM

JASMINE M. JONES, MANAGER

www.browardschools.com/sdop

The School Board of
Broward County, Florida

Heather P. Brinkworth, Chair
Donna P. Korn, Vice Chair

Lori Alhadef
Robin Bartleman
Patricia Good
Laurie Rich Levinson
Ann Murray
Dr. Rosalind Osgood
Nora Rupert

Robert W. Runcie
Superintendent of Schools

8/6/2019

Apricot Office Interiors, Inc.
Attn: Ms. Marlene A. Bernard
20401 NW 2 Avenue, #220
Miami, FL 33169

Dear Ms. Bernard:

Broward County Public Schools (BCPS) Procurements & Warehousing Services Department is pleased to announce that your application for certification as an **Emerging/Small/Minority/Women Business Enterprise (E/S/M/WBE)** firm has been approved. The certification is valid for a two-year period and is subject to review in order to verify continued eligibility. Your Certification information is as follows:

Certificate Number: WS1767003869

Certification Period: August 6, 2019 until August 5, 2021

Certification Status: Hispanic-American

**Service: 337 Furniture and Related Product Manufacturing
442110 Furniture Stores
512191 Used Household and Office Goods Moving**

To view your firm's listing online, go to www.BrowardSchools.com/PWS. BCPS needs **E/S/M/WBE** firms that are ready, willing and able to provide goods and services, and we encourage you to become an active bidder.

Should any change occur which may adversely affect the certification status of your company, please notify the Supplier Diversity Outreach Program Office within fifteen (15) calendar days. Failure to do so may result in decertification of your firm.

You will be notified 60 days in advance of your certification expiration date and your obligation to submit a complete Re-Certification Application. However, please know that it is your responsibility to assure continued certification with BCPS. Should you continue to be interested in certification after your Certificate has expired, you will be required to submit a Certification Application and all required supporting documentation for review.

Should you have any questions regarding your certification status with the SBBC, please feel free to contact Jasmine Jones, Manager of Supplier Diversity, or me at (754) 321-0505.

Sincerely,

Jasmine M. Jones, Manager
Supplier Diversity Outreach Program

Enclosure



BROWARD
County Public Schools

Educating Today's Students to
Succeed in Tomorrow's World

Supplier Diversity Outreach Program

THIS CERTIFICATE IS AWARDED TO

APRICOT OFFICE INTERIORS, INC.

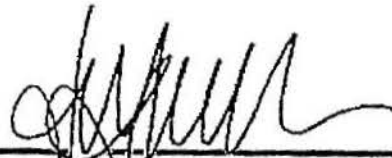
FOR HAVING SUCCESSFULLY MET THE PRESCRIBED STANDARDS SET FORTH BY THE
SUPPLIER DIVERSITY OUTREACH PROGRAM OF
THE SCHOOL BOARD OF BROWARD COUNTY, FLORIDA FOR

CERTIFICATION

Emerging/Small/Minority/Women Business Enterprise (E/S/M/WBE)

African-American

ON THIS DAY: August 6, 2019



Jasmine M. Jones
Manager, Supplier Diversity Outreach Program



Certification #: WS1771095590

Expiration Date: August 5, 2021

ATTACHMENT B – CONFLICT OF INTEREST

MUST BE COMPLETED BY ALL PROPOSERS

DISCLOSURE OF POTENTIAL CONFLICT OF INTEREST AND CONFLICT EMPLOYMENT OR CONTRACTUAL RELATIONSHIP


In accordance with General Condition 7.15, each Proposer must disclose, in its RFP, the names of any employees who are employed by Proposer who are also an employee of SBBC. Persons identified below may have obligations and restrictions applicable to them under Chapter 112, Florida Statutes.

Name of Proposer's Employee	SBBC Title or Position of Proposer's Employee	SBBC Department/ School of Proposer's Employee
N/A		

Check one of the following and sign:

☒ I hereby affirm that there are no known persons employed by Proposer who are also an employee of SBBC.

☐ I hereby affirm that all known persons who are employed by Proposer, who are also an employee of SBBC, have been identified above.


Signature

APRICOT OFFICE INTERIORS
Company Name

BASIL BERNARD
Name of Official

20401 NW 2ND AVE., # 220
Business Address

MIAMI GARDENS FL 33169
City, State, Zip Code

ATTACHMENT C – FLORIDA BIDDER'S PREFERENCE

NOT APPLICABLE

ATTACHMENT D – W-9 FORM

Please retrieve the latest version of the W-9 form from the IRS website listed below:

<https://www.irs.gov/pub/irs-pdf/fw9.pdf>

This form can be filled out online and printed for signature. Only page one (1) needs to be returned

Request for Taxpayer Identification Number and Certification

Go to www.irs.gov/FormW9 for instructions and the latest information.

Give Form to the
requester. Do not
send to the IRS.

1 Name (as shown on your income tax return). Name is required on this line; do not leave this line blank.

APRICOT OFFICE INTERIORS, INC.

2 Business name/disregarded entity name, if different from above

3 Check appropriate box for federal tax classification of the person whose name is entered on line 1. Check only one of the following seven boxes.

☐ Individual/sole proprietor or single-member LLC ☐ C Corporation ☒ S Corporation ☐ Partnership ☐ Trust/estate

☐ Limited liability company. Enter the tax classification (C=C corporation, S=S corporation, P=Partnership) ▶

Note: Check the appropriate box in the line above for the tax classification of the single-member owner. Do not check LLC if the LLC is classified as a single-member LLC that is disregarded from the owner unless the owner of the LLC is another LLC that is not disregarded from the owner for U.S. federal tax purposes. Otherwise, a single-member LLC that is disregarded from the owner should check the appropriate box for the tax classification of its owner.

☐ Other (see instructions) ▶

4 Exemptions (codes apply only to certain entities, not individuals; see instructions on page 3):

Exempt payee code (if any) _____

Exemption from FATCA reporting code (if any) _____

(Apply to accounts maintained outside the U.S.)

5 Address (number, street, and apt. or suite no.) See instructions.

20401 NW 2ND AVE., SUITE 220

6 City, state, and ZIP code

MIAMI, FL. 33169

Requester's name and address (optional)

7 List account number(s) here (optional)

Part I Taxpayer Identification Number (TIN)

Enter your TIN in the appropriate box. The TIN provided must match the name given on line 1 to avoid backup withholding. For individuals, this is generally your social security number (SSN). However, for a resident alien, sole proprietor, or disregarded entity, see the instructions for Part I, later. For other entities, it is your employer identification number (EIN). If you do not have a number, see *How to get a TIN*, later.

Note: If the account is in more than one name, see the instructions for line 1. Also see *What Name and Number To Give the Requester* for guidelines on whose number to enter.

Social security number

____ - ____ - ____

OR

Employer identification number

65 - 0962841

Part II Certification

Under penalties of perjury, I certify that:

- The number shown on this form is my correct taxpayer identification number (or I am waiting for a number to be issued to me); and
- I am not subject to backup withholding because: (a) I am exempt from backup withholding, or (b) I have not been notified by the Internal Revenue Service (IRS) that I am subject to backup withholding as a result of a failure to report all interest or dividends, or (c) the IRS has notified me that I am no longer subject to backup withholding; and
- I am a U.S. citizen or other U.S. person (defined below); and
- The FATCA code(s) entered on this form (if any) indicating that I am exempt from FATCA reporting is correct.

Certification instructions. You must cross out item 2 above if you have been notified by the IRS that you are currently subject to backup withholding because you have failed to report all interest and dividends on your tax return. For real estate transactions, item 2 does not apply. For mortgage interest paid, acquisition or abandonment of secured property, cancellation of debt, contributions to an individual retirement arrangement (IRA), and generally, payments other than interest and dividends, you are not required to sign the certification, but you must provide your correct TIN. See the instructions for Part II, later.

Sign
Here

Signature of
U.S. person

APRICOT OFFICE INTERIORS, INC.

Date ▶ 7/22/2020

General Instructions

Section references are to the Internal Revenue Code unless otherwise noted.

Future developments. For the latest information about developments related to Form W-9 and its instructions, such as legislation enacted after they were published, go to www.irs.gov/FormW9.

Purpose of Form

An individual or entity (Form W-9 requester) who is required to file an information return with the IRS must obtain your correct taxpayer identification number (TIN) which may be your social security number (SSN), individual taxpayer identification number (ITIN), adoption taxpayer identification number (ATIN), or employer identification number (EIN), to report on an information return the amount paid to you, or other amount reportable on an information return. Examples of information returns include, but are not limited to, the following.

- Form 1099-INT (interest earned or paid)

- Form 1099-DIV (dividends, including those from stocks or mutual funds)
- Form 1099-MISC (various types of income, prizes, awards, or gross proceeds)
- Form 1099-B (stock or mutual fund sales and certain other transactions by brokers)
- Form 1099-S (proceeds from real estate transactions)
- Form 1099-K (merchant card and third party network transactions)
- Form 1098 (home mortgage interest), 1098-E (student loan interest), 1098-T (tuition)
- Form 1099-C (canceled debt)
- Form 1099-A (acquisition or abandonment of secured property)

Use Form W-9 only if you are a U.S. person (including a resident alien), to provide your correct TIN.

If you do not return Form W-9 to the requester with a TIN, you might be subject to backup withholding. See *What is backup withholding*, later.

ATTACHMENT F – SBBC SAMPLE AGREEMENT

SBBC SAMPLE AGREEMENT – [CLICK HERE](#)

You may also copy the link below and insert it into your browser window

Sample Agreement Link:

https://www.browardschools.com/cms/lib/FL01803656/Centricity/domain/12708/sbbc%20reference%20page/20190130_SAMPLEAGREEMENT.pdf

ATTACHMENT G – DEBARMENT

MUST BE COMPLETED BY ALL BIDDERS

CERTIFICATION OF DEBARMENT, SUSPENSION, INELIGIBILITY, AND VOLUNTARY EXCLUSION LOWER TIER TRANSACTIONS

This certification is required by the regulations implementing Executive Order 12549, Debarment and Suspension, 45 CFR 1183.35, Participants' responsibilities. The regulations were published as Part VII of the May 26, 1988 Federal Register (pages 19160-19211). Copies of the regulations may be obtained by going to this link: <http://www.gpo.gov/fdsys/granule/CFR-2011-title45-vol3/CFR-2011-title45-vol3-sec1183-35>

(BEFORE COMPLETING CERTIFICATION, READ INSTRUCTIONS ON NEXT PAGE)

- (1) The prospective lower tier participant certifies, by submission of this proposal, that neither it nor its principals are presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from participation in this transaction by any federal department or agency.
- (2) Where the prospective lower tier participant is unable to certify to any of the statements in this certification, such prospective participant shall attach an explanation to this proposal.

APRICOT OFFICE INTERIORS

Organization Name

BASIL M. BERNARD - PRESIDENT

Name(s) and Title(s) of Authorized Representative(s)

Signature(s)

Date

7/22/2020

ATTACHMENT G – INSTRUCTIONS FOR CERTIFICATION

1. By signing and submitting this proposal, the prospective lower tier participant is providing the certification set out below.
2. The certification in this clause is a material representation of fact upon which reliance was placed when this transaction was entered into. If it is later determined that the prospective lower tier participant knowingly rendered an erroneous certification, in addition to other remedies available to the federal government, the department or agency with which this transaction originated may pursue available remedies, including suspension and/or debarment.
3. The prospective lower tier participant shall provide immediate written notice to the person to which this proposal is submitted if at any time the prospective lower tier participant learns that its certification was erroneous when submitted or has become erroneous by reason of changed circumstances.
4. The terms "covered transaction," "debarred," "suspended," "ineligible," "lower tier covered transaction," "participant," "person," "primary covered transaction," "principal," "proposal," and "voluntarily excluded," as used in this clause, have the meanings set out in the Definitions and Coverage sections of rules implementing Executive Order 12549. You may contact the person to which this proposal is submitted for assistance in obtaining a copy of those regulations.
5. The prospective lower tier participant agrees by submitting this proposal that, should the proposed covered transaction be entered into, it shall not knowingly enter into any lower tier covered transaction with a person who is debarred, suspended, declared ineligible, or voluntarily excluded from participation in this covered transaction, unless authorized by the department or agency with which this transaction originated.
6. The prospective lower tier participant further agrees by submitting this proposal that it will include the clause titled "Certification Regarding Debarment, Suspension, Ineligibility, and Voluntary Exclusion-Lower Tier Covered Transactions," without modification, in all lower tier covered transactions and in all solicitations for lower tier covered transactions.
7. A participant in a covered transaction may rely upon a certification of a prospective participant in a lower tier covered transaction that it is not debarred, suspended, ineligible, or voluntarily excluded from the covered transaction, unless it knows that the certification is erroneous. A participant may decide the method and frequency by which it determines the eligibility of its principals. Each participant may, but is not required to, check the Non-procurement List (Telephone Number).
8. Nothing contained in the foregoing shall be construed to require establishment of a system of records in order to render in good faith the certification required by this clause. The knowledge and information of a participant is not required to exceed that which is normally possessed by a prudent person in the ordinary course of business dealings.
9. Except for transactions authorized under paragraph 5 of these instructions, if a participant in a covered transaction knowingly enters into a lower tier covered transaction with a person who is suspended, debarred, ineligible, or voluntarily excluded from participation in this transaction, in addition to other remedies available to the federal government, the department or agency with which this transaction originated may pursue available remedies, including suspension and/or debarment.

ATTACHMENT H – ACH FORM
ACH PAYMENT AGREEMENT FORM

The School Board of Broward County, Florida
ACH Payment Agreement Form (ACH CREDITS)

VENDOR NAME: APRICOT OFFICE INTERIORS

Authorization Agreement

I (we) hereby authorize The School Board of Broward County to initiate automatic deposits (credits) to my account at the financial institution named below. Additionally, I authorize The School Board of Broward County to make the necessary debit entries/adjustments in the event that a credit entry is made in error.

Further, I agree not to hold The School Board of Broward County responsible for any delay or loss of funds due to incorrect or incomplete information supplied by me or by my financial institution or due to an error on the part of my financial institution in depositing funds to my account.

This agreement shall remain in effect until The School Board of Broward County receives written notification of cancellation from me or my financial institution and that the origination of ACH transactions to my (our) account must comply with the provisions of U.S. law.

Account Information

Name of Bank or
Financial Institute:

SUNTRUST

Branch/ State

7879 W. COMMERCIAL BLVD. TAMRAC, FL 33351

Routing No: 063102152

Account No: 1000213770404

Checking



Savings



VENDOR AREA:

Remittance Confirmation:

(please select one) marlene.bernard@apricotos.com

Fax



Email



Federal Identification No.

Vendor

650962841

TAX ID#



SS#



Update Purchase Order Fax & Email Address

Centralized Fax Number

Dept.

Centralized Email basil.bernard@apricotos.com

Dept.

Centralized Phone No.

Dept.

Signature

Authorized Signature

(Primary) and Business title:

[Signature]

Date:

7/22/2020

Authorized Signature

(Joint) and Business title:

Bernard

Date:

7/22/2020

Please attach a VOIDED check to verify bank details and routing number.

This form must be returned to: SBBC – Purchasing – Data Strategy Group
7720 W. Oakland Park Blvd, Sunrise FL 33351 call: 754-321-0516 or fax # 754-321-0533

For Use by DATA STRATEGY GROUP

Vendor Account#

Date Entered

Initials:

1801

APRICOT OFFICE INTERIORS, INC.
OPERATING ACCOUNT
20401 NW 2ND AVE. STE 220
MIAMI, FL 33169-2542

63-215/631

PAY
TO THE
ORDER OF

DATE _____

DOLLARS

SUNTRUST

ACHET 05/000104

FOR

⑈0000180⑈ ⑆063102152⑆1000213770604⑈

ATTACHMENT I - WORKERS' COMPENSATION AFFIDAVIT

THE SCHOOL BOARD OF BROWARD COUNTY, FLORIDA

WORKERS' COMPENSATION AFFIDAVIT

CERTIFICATION OF NUMBER OF EMPLOYEES

APRICOT OFFICE INTS. (Vendor Name) hereby certifies and affirms that the entity named herein has less than four (4) employees nor uses any subcontractor(s) with four (4) or more employees and will not have four (4) or more employees during the term of this agreement.

I further certify that, if during the period covered by this affidavit the entity named herein becomes an employer with four (4) or more employees or uses subcontractor(s) with four (4) or more employees, a Certificate of Insurance shall be provided to The School Board of Broward County, Florida, within five (5) business days.

With respect to the construction industry, all employment in which one or more employees are employed shall provide evidence of Workers' Compensation coverage.

Signed: _____

Print/Type Name: BASIL BERNARD

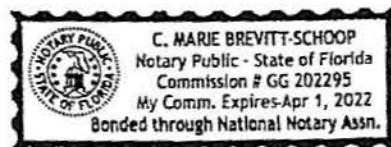
Title: PRESIDENT

Sworn to and subscribed before me this 17th day of July, 2020

Notary Public Signed: _____

Notary Public Print: C. MARIE BREVITT-SCHOOP

Notary Stamp Below:





ATTACHMENT J – REFERENCES

The School Board of Broward County, Florida

Vendor Name: APRICOT OFFICE INTERIORS

List a minimum number of required references as stated in the Special Conditions which show experience in similar work, to include nature and scope of work, which demonstrates an expertise in providing the services as stated herein. Provide scope of work, contact name, addresses, telephone numbers, email addresses and dates of service.

Reference 1 – BROWARD COUNTY

Name of Firm: COMMUNITY PARTNERSHIP Contact Person: JILL THOMPSON
Phone #: 954 357 7313 Email: jthompson@broward.org
Date of Service: 2020 Cost of Service: \$25,000.00
Address: 115 S. ANDREWS AVE, RM 501 FT LAUDERDALE, FL 3301

Scope of Work: DELIVER & INSTALL OFFICE FURNITURE

Reference 2 –

Name of Firm: NEW HORIZONS Contact Person: RYAN SWARTZ
Phone #: 754 212 3912 Email: rschwartz@nhflorida.com
Date of Service: 2019 - 2020 Cost of Service: \$150,000.00
Address: 8211 W. BROWARD BLVD., PLANTATION, FL 33324

Scope of Work: DELIVER & INSTALL CLASSROOM FURNITURE

Reference 3 – POMPANO BEACH

Name of Firm: MIDDLE Contact Person: SHAZON RUSSELL
Phone #: 754 322 4200 Email: shazon.russellparker@browardschools.com
Date of Service: AUGUST 2019 Cost of Service: \$51,963.00
Address: 310 NE 6TH ST., POMPANO BEACH, FL 33060

Scope of Work: DELIVER & INSTALL CLASS ROOM FURNITURE

Reference 4 – PUBLIC

Name of Firm: BROWARD COUNTY SCHOOLS Contact Person: Jacqueline Augustini
Phone #: 954 213 3060 Email: jacqueline.augustini@browardschools.com
Date of Service: 2019 - 2020 Cost of Service: \$10,000.00
Address: FOOD NUTRITION SERVICES, 7720 W. OAKLAND PARK BLVD

Scope of Work: CAFETERIA FURNITURE

Reference 5 –

Name of Firm: DISCOVERY ELEMENTARY Contact Person: JULIE DEGREEFF
Phone #: 754 322 9100 Email: jdegreeff@browardschools.com
Date of Service: 2020 Cost of Service: \$9517.00
Address: 8800 NW 54TH COURT, SUNRISE, FL 33351

Scope of Work: CLASS ROOM FURNITURE

ATTACHMENT K – BID SUMMARY SHEET

THIS EXCEL FILE MUST BE DOWNLOADED DIRECTLY FROM WWW.DEMANDSTAR.COM

SPREADSHEET: Vendor **must** fill out the attached Bid Summary Excel document electronically. No handwritten summary sheets will be accepted. Complete the Excel file and submit in .xls type format with your bid proposal response on the flash drive.

NOTE: Carefully review each tab to ensure all applicable spaces are completed. Below is a list of the tabs:

SEE ATTACHED EXCEL (.XLS) BID SUMMARY SHEET TABS AS FOLLOWS:

- 1) Company Representative – Must be completed by Proposer
- 2) Line Item Pricing – Must be completed by Proposer

ATTACHMENT M – NO BID
STATEMENT OF “NO RESPONSE”

If your company will not be submitting a response to this Request for Proposal, please complete this Statement of “No Response” Sheet and return, prior to the RFP Due Date established within, to:

The School Board of Broward County, Florida
Procurement & Warehousing Services Department
7720 West Oakland Park Boulevard, Suite 323
Sunrise, Florida 33351

This information will help SBBC in the preparation of future RFPs.

Company Name: _____

Contact: _____

Address: _____

Telephone: _____ Facsimile: _____ E-mail: _____

✓	Reason(s) for “No Response”:
<input type="checkbox"/>	Unable to comply with product or service specifications.
<input type="checkbox"/>	Unable to comply with scope of work.
<input type="checkbox"/>	Unable to quote on all items in the group.
<input type="checkbox"/>	Insufficient time to respond to the Request for Proposal.
<input type="checkbox"/>	Unable to hold prices firm through the term of the contract period.
<input type="checkbox"/>	Our schedule would not permit us to perform.
<input type="checkbox"/>	Unable to meet delivery requirements.
<input type="checkbox"/>	Unable to meet bond requirements.
<input type="checkbox"/>	Unable to meet insurance requirements.
<input type="checkbox"/>	Other (Specify below)

Comments:

Signature: _____ Date: _____

AGREEMENT

THIS AGREEMENT is made and entered into as of this _____ day of _____, _____, by and between

THE SCHOOL BOARD OF BROWARD COUNTY, FLORIDA

(hereinafter referred to as "SBBC"),
a body corporate and political subdivision of the State of Florida,
whose principal place of business is
600 Southeast Third Avenue, Fort Lauderdale, Florida 33301

and

CLASSROOM OUTFITTERS, LLC.

(hereinafter referred to as "VENDOR"),
whose principal place of business is
19301 SW 106th Avenue, Suite 11
Miami, FL 33157.

WHEREAS, on June 25, 2020, SBBC advertised Request for Proposal FY21-106, seeking vendor proposals for School and Department Furniture (hereinafter, the "RFP"); and

WHEREAS, VENDOR was one of twenty-two (22) vendors which submitted proposals in response to the RFP; and

WHEREAS, VENDOR hereby agrees to provide furniture solutions, including furniture turn-key solutions, and products for School and Department Furniture delivery, installation, and other related services which are commonly used in various schools and departments of the SBBC pursuant to the terms and pricing identified hereinbelow, attached and via hyperlink.

NOW, THEREFORE, in consideration of the mutual covenants contained herein, and other good and valuable consideration, the receipt and sufficiency of which is hereby acknowledged, the Parties hereby agree as follows:

ARTICLE 1 - RECITALS

1.01 **Recitals.** The parties agree that the foregoing recitals are true and correct and that such recitals are incorporated herein by reference.

ARTICLE 2 – SPECIAL CONDITIONS

2.01 **Term of Agreement.** Unless terminated earlier pursuant to Section 3.05 of this Agreement, the term of this Agreement shall commence on October 1, 2020 or the date of its approval by SBBC, whichever date is later, and conclude on midnight three years after the actual date of commencement, with an option for two (2) additional one (1) year renewal.

2.02 **Description of Goods or Services Provided.** VENDOR shall provide the furniture and services pursuant to the terms of the RFP and as listed in its proposal attached hereto and incorporated herein as **Exhibit "A."**

2.03 **Cost and Payment.** SBBC shall pay VENDOR for services and products provided and accepted by SBBC pursuant to this Agreement and the discounted pricing specified in VENDOR's proposal accessible via the hyperlink below. Payment terms for such services and products shall be net 30 days from the date that the VENDOR submits an acceptable invoice to SBBC.

<https://browardcountyschools.sharepoint.com/sites/Procurement/PWS%20Bid%20Documents/Forms/AllItems.aspx?viewid=4a8338df%2D4b54%2D4af3%2Dade4%2D87ea40a672f0&id=%2Fsites%2FProcurement%2FPWS%20Bid%20Documents%2FPWS%20Bid%20Documents%2FFY2021%2FFY21%2D106%5FSchoolandDepartmentFurniture%2FPricing%20List%2FClassroom%20Outfitters%2C%20LLC>

2.04 **VENDOR Confidentiality of Education Records.**

(a) Notwithstanding any provision to the contrary within this Agreement, VENDOR shall:

1) fully comply with the requirements of Sections 1002.22, 1002.221, and 1002.222, Florida Statutes; the Family Educational Rights and Privacy Act, 20 U.S.C § 1232g (FERPA) and its implementing regulations (34 C.F.R. Part 99), and any other state or federal law or regulation regarding the confidentiality of student information and records;

2) hold any education records in strict confidence and not use or redisclose same except as required by this Agreement or as required or permitted by law unless the parent of each student or a student age 18 or older whose education records are to be shared provides prior written consent for their release;

3) ensure that, at all times, all of its employees who have access to any education records during the term of their employment shall abide strictly by its obligations under this Agreement, and that access to education records is limited only to its employees that require the information to carry out the responsibilities under this Agreement and shall provide said list of employees to SBBC upon request;

4) safeguard each education record through administrative, physical and technological safety standards to ensure that adequate controls are in place to protect the education records and information in accordance with FERPA's privacy requirements;

5) utilize the education records solely for the purposes of providing products and services as contemplated under this Agreement; and shall not share, publish, sell, distribute, target advertise, or display education records to any third party;

6) notify SBBC immediately upon discovery of a breach of confidentiality of education records by telephone at 754-321-0300 (Manager, Information Security), and

754-321-1900 (Privacy Officer), and email at privacy@browardschools.com, and take all necessary notification steps as may be required by federal and Florida law, including, but not limited to, those required by Section 501.171, Florida Statutes;

7) fully cooperate with appropriate SBBC staff, including Privacy Officer and/or Information Technology staff to resolve any privacy investigations and concerns in a timely manner;

8) prepare and distribute, at its own cost, any and all required breach notifications, under federal and Florida Law, or reimburse SBBC any direct costs incurred by SBBC for doing so, including, but not limited to, those required by Section 501.171, Florida Statutes;

9) be responsible for any fines or penalties for failure to meet breach notice requirements pursuant to federal and/or Florida law;

10) provide SBBC with the name and contact information of its employee who shall serve as SBBC's primary security contact and shall be available to assist SBBC in resolving obligations associated with a security breach of confidentiality of education records; and

11) securely erase education records from any media once any media equipment is no longer in use or is to be disposed; secure erasure will be deemed the deletion of the education records using a single pass overwrite Secure Erase (Windows) or Wipe (Unix).

(b) All education records shall remain the property of SBBC, and any party contracting with SBBC serves solely as custodian of such information pursuant to this Agreement and claims no ownership or property rights thereto and, upon termination of this Agreement shall, at SBBC's request, return to SBBC or dispose of the education records in compliance with the applicable Florida Retention Schedules and provide SBBC with a written acknowledgment of said disposition.

(c) VENDOR shall, for itself, its officers, employees, agents, representatives, contractors or subcontractors, fully indemnify and hold harmless SBBC and its officers and employees for any violation of this section, including, without limitation, defending SBBC and its officers and employees against any complaint, administrative or judicial proceeding, payment of any penalty imposed upon SBBC, or payment of any and all costs, damages, judgments or losses incurred by or imposed upon SBBC arising out of a breach of this covenant by the party, or an officer, employee, agent, representative, contractor, or sub-contractor of the party to the extent that the party or an officer, employee, agent, representative, contractor, or sub-contractor of the party shall either intentionally or negligently violate the provisions of this section or of Sections 1002.22 and/or 1002.221, Florida Statutes. This section shall survive the termination of all performance required or conclusion of all obligations existing under this Agreement.

2.05 Inspection of VENDORS Records by SBBC. VENDOR shall establish and maintain books, records and documents (including electronic storage media) sufficient to reflect all income and expenditures of funds provided by SBBC under this Agreement. All VENDORS applicable records, regardless of the form in which they are kept, shall be open to inspection and

subject to audit, inspection, examination, evaluation and/or reproduction, during normal working hours, by SBBC's agent or its authorized representative to permit SBBC to evaluate, analyze and verify the satisfactory performance of the terms and conditions of this Agreement and to evaluate, analyze and verify the applicable business records of VENDOR directly relating to this Agreement in order to verify the accuracy of invoices provided to SBBC. Such audit shall be no more than one (1) time per calendar year.

(a) Duration of Right to Inspect. For the purpose of such audits, inspections, examinations, evaluations and/or reproductions, SBBC's agent or authorized representative shall have access to VENDOR's records from the effective date of this Agreement, for the duration of the term of this Agreement, and until the later of five (5) years after the termination of this Agreement or five (5) years after the date of final payment by SBBC to VENDOR pursuant to this Agreement.

(b) Notice of Inspection. SBBC's agent or its authorized representative shall provide VENDOR reasonable advance written notice (not to exceed two (2) weeks) of any intended audit, inspection, examination, evaluation and or reproduction.

(c) Audit Site Conditions. SBBC's agent or its authorized representative shall have access to VENDOR's facilities and to any and all records related to this Agreement, and shall be provided adequate and appropriate work space in order to exercise the rights permitted under this section.

(d) Failure to Permit Inspection. Failure by VENDOR to permit audit, inspection, examination, evaluation and/or reproduction as permitted under this section shall constitute grounds for termination of this Agreement by SBBC for cause and shall be grounds for SBBC's denial of some or all of any VENDOR's claims for payment.

(e) Overcharges and Unauthorized Charges. If an audit conducted in accordance with this section discloses overcharges or unauthorized charges to SBBC by VENDOR in excess of two percent (2%) of the total billings under this Agreement, the actual cost of SBBC's audit shall be paid by VENDOR. If the audit discloses billings or charges to which VENDOR is not contractually entitled, VENDOR shall pay said sum to SBBC within twenty (20) days of receipt of written demand unless otherwise agreed to in writing by both parties.

(f) Inspection of Subcontractor's Records. If applicable, VENDOR shall require any and all subcontractors, insurance agents and material suppliers (hereafter referred to as "Payees") providing services or goods with regard to this Agreement to comply with the requirements of this section by insertion of such requirements in any written subcontract. Failure by VENDOR to include such requirements in any subcontract shall constitute grounds for termination of this Agreement by SBBC for cause and shall be grounds for the exclusion of some or all of any Payees' costs from amounts payable by SBBC to VENDOR pursuant to this Agreement and such excluded costs shall become the liability of VENDOR.

(g) Inspector General Audits. VENDOR shall comply and cooperate immediately with any inspections, reviews, investigations, or audits deemed necessary by the Florida Office of the Inspector General or by any other state or federal officials.

2.06 **Notice.** When any of the parties desire to give notice to the other, such notice must be in writing, sent by U.S. Mail, postage prepaid, addressed to the party for whom it is intended at the place last specified; the place for giving notice shall remain such until it is changed by written notice in compliance with the provisions of this paragraph. For the present, the Parties designate the following as the respective places for giving notice:

To SBBC:	Superintendent of Schools The School Board of Broward County, Florida 600 Southeast Third Avenue Fort Lauderdale, Florida 33301
With a Copy to:	Director – Procurement & Warehousing Services The School Board of Broward County, Florida 7720 W Oakland Park Blvd., Suite 323 Sunrise, Florida 33351
To VENDOR:	Richard A. Brewer Classroom Outfitters, LLC 19301 SW 106th Avenue, Suite 11 Miami, FL 33157
With a Copy to:	Charles A. Frishman 2902 Cayenne Ave. Cooper City, FL 33026

2.07 **Background Screening.** VENDOR shall comply with all requirements of Sections 1012.32 and 1012.465, Florida Statutes, and all of its personnel who (1) are to be permitted access to school grounds when students are present, (2) will have direct contact with students, or (3) have access or control of school funds, will successfully complete the background screening required by the referenced statutes and meet the standards established by the statutes. This background screening will be conducted by SBBC in advance of VENDOR or its personnel providing any services under the conditions described in the previous sentence. VENDOR shall bear the cost of acquiring the background screening required by Section 1012.32, Florida Statutes, and any fee imposed by the Florida Department of Law Enforcement to maintain the fingerprints provided with respect to VENDOR and its personnel. The parties agree that the failure of VENDOR to perform any of the duties described in this section shall constitute a material breach of this Agreement entitling SBBC to terminate immediately with no further responsibilities or duties to perform under this Agreement. VENDOR agrees to indemnify and hold harmless SBBC, its officers and employees from any liability in the form of physical or mental injury, death or property damage resulting from VENDOR's failure to comply with the requirements of this section or with Sections 1012.32 and 1012.465, Florida Statutes.

2.08 **Public Records.** Any party contracting with SBBC is required to (a) keep and maintain available for public inspection any records that pertain to services rendered under this Agreement; (b) provide the public with access to public records on the same terms and conditions that SBBC would provide such records and at a cost that does not exceed the cost provided in Chapter 119, Florida Statutes or as otherwise provided by law; (c) ensure that public records that are exempt or confidential and exempt from public records disclosure requirements are not disclosed except as authorized by law; and (d) meet all requirements for retaining public records and transfer, at no cost to SBBC, all public records in that party's possession upon termination of its Agreement with SBBC and destroy any duplicate public records that are exempt or confidential and exempt from public records disclosure requirements. All of such party's records stored electronically must be provided to SBBC in a format that is compatible with SBBC's information technology systems. Each party shall maintain its own respective records and documents associated with this Agreement in accordance with the records retention requirements applicable to public records. Each party shall be responsible for compliance with any public documents request served upon it pursuant to Section 119.07, Florida Statutes, and any resultant award of attorney's fees for non-compliance with that law. Each party acknowledges that this Agreement and all attachments thereto are public records and do not constitute trade secrets.

IF A PARTY TO THIS AGREEMENT HAS QUESTIONS REGARDING THE APPLICATION OF CHAPTER 119, FLORIDA STATUTES, TO ITS DUTY TO PROVIDE PUBLIC RECORDS RELATING TO THE AGREEMENT, CONTACT THE CUSTODIAN OF PUBLIC RECORDS AT 754-321-1900, RECORDREQUESTS@BROWARDSCHOOLS.COM, RISK MANAGEMENT DEPARTMENT, PUBLIC RECORDS DIVISION, 600 SOUTHEAST THIRD AVENUE, FORT LAUDERDALE, FLORIDA 33301.

2.09 **Liability.** This section shall survive the termination of all performance or obligations under this Agreement and shall be fully binding until such time as any proceeding brought on account of this Agreement is barred by any applicable statute of limitations.

(a) By SBBC: SBBC agrees to be fully responsible up to the limits of Section 768.28, Florida Statutes, for its acts of negligence, or its employees' acts of negligence when acting within the scope of their employment and agrees to be liable, up to the limits of Section 768.28, Florida Statutes, for any damages resulting from said negligence.

(b) By VENDOR: VENDOR agrees to indemnify, hold harmless and defend SBBC, its agents, servants and employees from any and all claims, judgments, costs, and expenses including, but not limited to, reasonable attorney's fees, reasonable investigative and discovery costs, court costs and all other sums which SBBC, its agents, servants and employees may pay or become obligated to pay on account of any, all and every claim or demand, or assertion of liability, or any claim or action founded thereon, arising or alleged to have arisen out of the products, goods or services furnished by VENDOR, its agents, servants or employees; the equipment of VENDOR, its agents, servants or employees while such equipment is on premises owned or controlled by SBBC; or the negligence of VENDOR or the negligence of VENDOR's agents when acting within the scope of their employment, whether such claims, judgments, costs and expenses be for damages, damage

to property including SBBC's property, and injury or death of any person whether employed by VENDOR, SBBC or otherwise.

2.10 **Insurance Requirements.** VENDOR shall comply with the following insurance requirements throughout the term of this Agreement:

(a) **General Liability.** VENDOR shall maintain General Liability insurance during the term of this Agreement with limits not less than \$1,000,000 per occurrence for Bodily Injury/ Property Damage; \$1,000,000 General Aggregate; and limits not less than \$1,000,000 for Products/Completed Operations Aggregate.

(b) **Professional Liability/Errors & Omissions.** VENDOR shall maintain Professional Liability/Errors & Omissions insurance during the term of this Agreement with a limit of not less than \$1,000,000 per occurrence covering services provided under this Agreement.

(c) **Workers' Compensation.** VENDOR shall maintain Workers' Compensation insurance during the term of this Agreement in compliance with the limits specified in Chapter 440, Florida Statutes, and Employer's Liability limits shall not be less than \$100,000/\$100,000/\$500,000 (each accident/disease-each employee/disease-policy limit).

(d) **Auto Liability.** VENDOR shall maintain Owned, Non-Owned and Hired Auto Liability insurance with Bodily Injury and Property Damage limits of not less than \$1,000,000 Combined Single Limit.

(e) **Acceptability of Insurance Carriers.** The insurance policies required under this Agreement shall be issued by companies qualified to do business in the State of Florida and having a rating of at least A- VI by AM Best or Aa3 by Moody's Investor Service.

(f) **Verification of Coverage.** Proof of the required insurance must be furnished by VENDOR to SBBC's Risk Management Department by Certificate of Insurance within fifteen (15) days of the date of this Agreement. To streamline this process, SBBC has partnered with EXIGIS Risk Management Services to collect and verify insurance documentation. All certificates (and any required documents) must be received and approved by SBBC's Risk Management Department before any work commences to permit VENDOR to remedy any deficiencies. VENDOR must verify its account information and provide contact details for its Insurance Agent via the link provided to it by email.

(g) **Required Conditions.** Liability policies must include the following terms on the Certificate of Insurance:

- 1) The School Board of Broward County, Florida, its members, officers, employees and agents are added as additional insured.

- 2) All liability policies are primary of all other valid and collectable coverage maintained by The School Board of Broward County, Florida.
- 3) Certificate Holder: The School Board of Broward County, Florida, c/o EXIGIS Risk Management Services, P.O. Box 4668-ECM, New York, New York 10163-4668.

(h) Cancellation of Insurance. VENDOR is prohibited from providing services under this Agreement with SBBC without the minimum required insurance coverage and must notify SBBC within two (2) business days if required insurance is cancelled.

(i) SBBC reserves the right to review, reject or accept any required policies of insurance, including limits, coverage or endorsements, herein throughout the term of this Agreement.

2.11 Nondiscrimination.

(a) As a condition of entering into this Agreement, VENDOR represents and warrants that it will comply with the SBBC's Commercial Nondiscrimination Policy, as described under, Section D.1 of SBBC's Policy No. 3330 – Supplier Diversity Outreach Program.

(b) As part of such compliance, VENDOR shall not discriminate on the basis of race, color, religion, ancestry or national origin, sex, age, marital status, sexual orientation, or on the basis of disability or other unlawful forms of discrimination in the solicitation, selection, hiring, or commercial treatment of subcontractors, vendors, suppliers, or commercial customers, nor shall VENDOR retaliate against any person for reporting instances of such discrimination. VENDOR shall provide equal opportunity for subcontractors, vendors, and suppliers to participate in all of its public sector and private sector subcontracting and supply opportunities, provided that nothing contained in this clause shall prohibit or limit otherwise lawful efforts to remedy the effects of marketplace discrimination that have occurred or are occurring in the SBBC's relevant marketplace. VENDOR understands and agrees that a material violation of this clause shall be considered a material breach of this Agreement and may result in termination of this Agreement, disqualification of the company from participating in SBBC Agreements, or other sanctions. This clause is not enforceable by or for the benefit of, and creates no obligation to, any third party.

2.12 Annual Appropriation. The performance and obligations of SBBC under this Agreement shall be contingent upon an annual budgetary appropriation by its governing body. If SBBC does not allocate funds for the payment of services or products to be provided under this Agreement, this Agreement may be terminated by SBBC at the end of the period for which funds have been allocated. SBBC shall notify the other party at the earliest possible time before such termination. No penalty shall accrue to SBBC in the event this provision is exercised, and SBBC shall not be obligated or liable for any future payments due or any damages as a result of termination under this section.

2.13 **Excess Funds.** Any party receiving funds paid by SBBC under this Agreement agrees to promptly notify SBBC of any funds erroneously received from SBBC upon the discovery of such erroneous payment or overpayment. Any such excess funds shall be refunded to SBBC.

2.14 **Incorporation by Reference.** Any and all exhibits attached hereto and referenced herein shall be deemed to be incorporated into this Agreement by reference.

ARTICLE 3 – GENERAL CONDITIONS

3.01 **No Waiver of Sovereign Immunity.** Nothing herein is intended to serve as a waiver of sovereign immunity by any agency or political subdivision to which sovereign immunity may be applicable or of any rights or limits to liability existing under Section 768.28, Florida Statutes. This section shall survive the termination of all performance or obligations under this Agreement and shall be fully binding until such time as any proceeding brought on account of this Agreement is barred by any applicable statute of limitations.

3.02 **No Third Party Beneficiaries.** The parties expressly acknowledge that it is not their intent to create or confer any rights or obligations in or upon any third person or entity under this Agreement. None of the parties intend to directly or substantially benefit a third party by this Agreement. The parties agree that there are no third party beneficiaries to this Agreement and that no third party shall be entitled to assert a claim against any of the parties based upon this Agreement. Nothing herein shall be construed as consent by an agency or political subdivision of the State of Florida to be sued by third parties in any matter arising out of any Agreement.

3.03 **Independent Contractor.** The parties to this Agreement shall at all times be acting in the capacity of independent contractors and not as an officer, employee or agent of one another. Neither party or its respective agents, employees, subcontractors or assignees shall represent to others that it has the authority to bind the other party unless specifically authorized in writing to do so. No right to SBBC retirement, leave benefits or any other benefits of SBBC employees shall exist as a result of the performance of any duties or responsibilities under this Agreement. SBBC shall not be responsible for social security, withholding taxes, contributions to unemployment compensation funds or insurance for the other party or the other party's officers, employees, agents, subcontractors or assignees.

3.04 **Default.** The parties agree that, in the event that either party is in default of its obligations under this Agreement, the non-defaulting party shall provide to the defaulting party (30) days written notice to cure the default. However, in the event said default cannot be cured within said thirty (30) day period and the defaulting party is diligently attempting in good faith to cure same, the time period shall be reasonably extended to allow the defaulting party additional cure time. Upon the occurrence of a default that is not cured during the applicable cure period, this Agreement may be terminated by the non-defaulting party upon thirty (30) days notice. This remedy is not intended to be exclusive of any other remedy, and each and every such remedy shall be cumulative and shall be in addition to every other remedy now or hereafter existing at law or in equity or by statute or otherwise. No single or partial exercise by any party of any right, power, or remedy hereunder shall preclude any other or future exercise thereof. Nothing in this section shall be construed to preclude termination for convenience pursuant to Section 3.05.

3.05 **Termination.** This Agreement may be canceled with or without cause by SBBC during the term hereof upon thirty (30) days written notice to the other parties of its desire to terminate this Agreement. In the event of such termination, SBBC shall be entitled to a *pro rata* refund of any pre-paid amounts for any services scheduled to be delivered after the effective date of such termination. SBBC shall have no liability for any property left on SBBC's property by any party to this Agreement after the termination of this Agreement. Any party contracting with SBBC under this Agreement agrees that any of its property placed upon SBBC's facilities pursuant to this Agreement shall be removed within ten (10) business days following the termination, conclusion or cancellation of this Agreement and that any such property remaining upon SBBC's facilities after that time shall be deemed to be abandoned, title to such property shall pass to SBBC, and SBBC may use or dispose of such property as SBBC deems fit and appropriate.

3.06 **Compliance with Laws.** Each party shall comply with all applicable federal, state and local laws, SBBC policies, codes, rules and regulations in performing its duties, responsibilities and obligations pursuant to this Agreement.

3.07 **Place of Performance.** All obligations of SBBC under the terms of this Agreement are reasonably susceptible of being performed in Broward County, Florida and shall be payable and performable in Broward County, Florida.

3.08 **Governing Law and Venue.** This Agreement shall be interpreted and construed in accordance with and governed by the laws of the State of Florida. Any controversies or legal problems arising out of this Agreement and any action involving the enforcement or interpretation of any rights hereunder shall be submitted exclusively to the jurisdiction of the State courts of the Seventeenth Judicial Circuit of Broward County, Florida or to the jurisdiction of the United States District Court for the Southern District of Florida. Each party agrees and admits that the state courts of the Seventeenth Judicial Circuit of Broward County, Florida or the United States District Court for the Southern District of Florida shall have jurisdiction over it for any dispute arising under this Agreement.

3.09 **Entirety of Agreement.** This document incorporates and includes all prior negotiations, correspondence, conversations, agreements and understandings applicable to the matters contained herein and the parties agree that there are no commitments, agreements or understandings concerning the subject matter of this Agreement that are not contained in this document. Accordingly, the parties agree that no deviation from the terms hereof shall be predicated upon any prior representations or agreements, whether oral or written.

3.10 **Binding Effect.** This Agreement shall be binding upon and inure to the benefit of the parties hereto and their respective successors and assigns.

3.11 **Assignment.** Neither this Agreement nor any interest herein may be assigned, transferred or encumbered by any party without the prior written consent of the other party. There shall be no partial assignments of this Agreement including, without limitation, the partial assignment of any right to receive payments from SBBC.

3.12 **Captions.** The captions, section designations, section numbers, article numbers, titles and headings appearing in this Agreement are inserted only as a matter of convenience, have no substantive meaning, and in no way define, limit, construe or describe the scope or intent of

such articles or sections of this Agreement, nor in any way ~~effect~~ affect this Agreement and shall not be construed to create a conflict with the provisions of this Agreement.

3.13 **Severability**. In the event that any one or more of the sections, paragraphs, sentences, clauses or provisions contained in this Agreement is held by a court of competent jurisdiction to be invalid, illegal, unlawful, unenforceable or void in any respect, such shall not affect the remaining portions of this Agreement and the same shall remain in full force and effect as if such invalid, illegal, unlawful, unenforceable or void sections, paragraphs, sentences, clauses or provisions had never been included herein.

3.14 **Preparation of Agreement**. The parties acknowledge that they have sought and obtained whatever competent advice and counsel as was necessary for them to form a full and complete understanding of all rights and obligations herein and that the preparation of this Agreement has been their joint effort. The language agreed to herein expresses their mutual intent and the resulting document shall not, solely as a matter of judicial construction, be construed more severely against one of the parties than the other.

3.15 **Amendments**. No modification, amendment, or alteration in the terms or conditions contained herein shall be effective unless contained in a written document prepared with the same or similar formality as this Agreement and executed by each party hereto.

3.16 **Waiver**. The parties agree that each requirement, duty and obligation set forth herein is substantial and important to the formation of this Agreement and, therefore, is a material term hereof. Any party's failure to enforce any provision of this Agreement shall not be deemed a waiver of such provision or modification of this Agreement unless the waiver is in writing and signed by the party waiving such provision. A written waiver shall only be effective as to the specific instance for which it is obtained and shall not be deemed a continuing or future waiver.

3.17 **Force Majeure**. Neither party shall be obligated to perform any duty, requirement or obligation under this Agreement if such performance is prevented by fire, hurricane, earthquake, explosion, wars, sabotage, accident, flood, acts of God, strikes, or other labor disputes, riot or civil commotions, epidemics, pandemics, government regulations, and the issuance or extension of existing government orders of the United States, the State of Florida, or local county and municipal governing bodies, or by reason of any other matter or condition beyond the control of either party, and which cannot be overcome by reasonable diligence and without unusual expense ("Force Majeure"). In no event shall lack of funds on the part of either party be deemed Force Majeure.

3.18 **Survival**. All representations and warranties made herein, indemnification obligations, obligations to reimburse SBBC, obligations to maintain and allow inspection and audit of records and property, obligations to maintain the confidentiality of records, reporting requirements, and obligations to return public funds shall survive the termination of this Agreement.

3.19 **Agreement Administration**. SBBC has delegated authority to the Superintendent of Schools or his/her designee to take any actions necessary to implement and administer this Agreement.

3.20 **Counterparts and Multiple Originals.** This Agreement may be executed in multiple originals, and may be executed in counterparts, each of which shall be deemed to be an original, but all of which, taken together, shall constitute one and the same Agreement.

3.21 **Authority.** Each person signing this Agreement on behalf of either party individually warrants that he or she has full legal power to execute this Agreement on behalf of the party for whom he or she is signing, and to bind and obligate such party with respect to all provisions contained in this Agreement.

IN WITNESS WHEREOF, the Parties hereto have made and executed this Agreement on the date first above written.

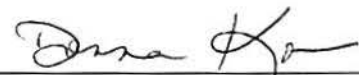
FOR SBBC:

(Corporate Seal)

THE SCHOOL BOARD OF BROWARD
COUNTY, FLORIDA

ATTEST:


Robert W. Runcie, Superintendent of Schools

By 
Donna P. Korn, Chair

Approved as to Form and Legal Content:


Office of the General Counsel

[THIS SPACE INTENTIONALLY LEFT BLANK; SIGNATURE PAGE FOLLOWS]

FOR VENDOR:

(Corporate Seal)

ATTEST:

CLASSROOM OUTFITTERS, LLC

By Richard A. Brewer

Print Name: Richard A. Brewer

Title: Owner

_____, Secretary

-or-

Laura N. Varela
Witness

J. Varela
Witness

STATE OF Florida

COUNTY OF Miami-Dade

The foregoing instrument was acknowledged before me by means of ☒ physical presence or ☐ online notarization, this 25th of September, 2020 (date) by Richard A. Brewer (name of officer or agent, title of officer or agent) of Classroom Outfitters, LLC (name of corporation acknowledging), a Florida (state or place of incorporation) corporation, on behalf of the corporation. He/she is personally known to me (underline if applicable) or has produced N/a (type of identification) as identification and who ☐ did/☒ did not first take an oath this _____ day of _____, 2020.

My Commission Expires: January 12th, 2024

Laura Varela
Signature – Notary Public

Laura Varela
Notary's Printed Name

GG 946193
Notary's Commission No.

(SEAL)

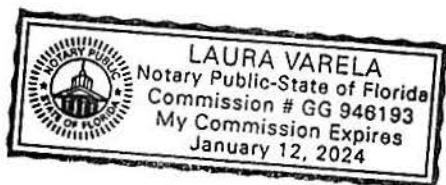


Exhibit “A”



CLASSROOM
OUTFITTERS



4.1.1 Title Page

Proposal

FY21-106 – Broward RFP School and Department Furniture

Submitted by:

Classroom Outfitters, LLC
19301 SW 106th Avenue, Suite 11
Miami, FL 33157
(954) 540-5725





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Additional examples supporting content are provided for your reference.



4.1.3 Letter of Transmittal

The following persons will be authorized to make representations for Classroom Outfitters, LLC:

Richard A. Brewer
President
1930 SW 106th Avenue, Suite 11
Miami, FL 33157
(786) 735-1155 Office
(305) 510-4269 Mobile
rick@classroomoutfitters.com

Charles A. Frishman
Educational Consultant
2902 Cayenne Ave
Cooper City, FL 33026
(954) 517-0868 Office
(954) 540-5275 Mobile
charles@classroomoutfitters.com

Jim Krakoski
1930 SW 106th Avenue, Suite 11
Miami, FL 33157
(786) 245-8601 Office
(305) 772-3695 Mobile
jim@classroomoutfitters.com

Laura Varela
1930 SW 106th Avenue, Suite 11
Miami, FL 33157
(786) 245-8601 Office
(786) 735-1155 Office
laura@classroomoutfitters.com

	<p>The School Board of Broward County, Florida PROCUREMENT AND WAREHOUSING SERVICES 7720 West Oakland Park Boulevard, Suite 323 Sunrise, Florida 33351-6704 754-321-0505</p>	<p>REQUEST FOR PROPOSAL (RFP)</p>						
<p>DUE DATE: This proposal must be submitted to the Procurement & Warehousing Service Department, The School Board of Broward County, Florida, 7720 W. Oakland Park Blvd., Suite 323, Sunrise, Florida 33351-6704 on or before 2:00 p.m. Eastern Time (ET): 7/21/2020</p> <p>and plainly marked with the RFP number and title. Proposal(s) received, after the date and time stated above, shall not be considered for award. Faxed and/or emailed bids are not allowed and will not be considered for award.</p>		<table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 33%;">RFP NO.: FY21-106</td> <td style="width: 33%;">RELEASE DATE: 6/25/2020</td> <td style="width: 33%;">PURCHASING AGENT: Al Shelton 754-321-0520</td> </tr> <tr> <td colspan="3">RFP TITLE: SCHOOL AND DEPARTMENT FURNITURE</td> </tr> </table>	RFP NO.: FY21-106	RELEASE DATE: 6/25/2020	PURCHASING AGENT: Al Shelton 754-321-0520	RFP TITLE: SCHOOL AND DEPARTMENT FURNITURE		
RFP NO.: FY21-106	RELEASE DATE: 6/25/2020	PURCHASING AGENT: Al Shelton 754-321-0520						
RFP TITLE: SCHOOL AND DEPARTMENT FURNITURE								
<p>Note: Cost of Service should be submitted in a sealed envelope along with, but separate, from the remainder of the proposal.</p>								
<p><u>One complete, original hard-copy Proposal</u> (clearly marked as such), and <u>one complete, original electronic version</u> (both clearly marked as "original") will constitute the original governing documents. The electronic version in PDF on a Flash Drive must be IDENTICAL to the original Proposal, of the RFP Proposal, including this REQUIRED RESPONSE FORM fully executed and returned on or before 2:00 p.m. ET on the date due to the Procurement & Warehousing Services Department in accordance with the submittal requirements. In the case of any discrepancy between the original hard-copy Proposal and the copies, the original hard-copy Proposal will be the governing document. The proposal must contain all information required to be included in the Proposal as described herein. Completed Proposals must be submitted in a SEALED (envelope, package, box, etc.) with the RFP number and title clearly typed or written on the front of the envelope, package, box, etc.</p>								
<p>SECTION 1 – REQUIRED RESPONSE FORM</p>								
<p>NOTE: Entries must be completed in ink or typewritten. This original Required Response Form must be fully executed and submitted with this Proposal (see Section 4.1.4).</p>								
<p>Proposer's (Company) Name and state "Doing Business As", where applicable:</p> <p>Classroom Outfitters, LLC</p>		<p>"REMIT TO" ADDRESS FOR PAYMENT: If payment(s) is/are to be mailed to address other than as stated on the left, please complete the section below. <input checked="" type="checkbox"/> Check this box if the address is the same as stated on the left.</p>						
<p>Address: 19301 SW 106th Avenue, Suite 11</p>		<p>P.O. Address:</p>						
<p>City: Miami</p>		<p>City:</p>						
<p>State: FL</p>	<p>Zip Code: 33157</p>	<p>State: Zip Code:</p>						
<p>Telephone Number: (954) 540-5275</p>		<p>Contact Person: Charles A. Frishman</p>						
<p>Proposers Taxpayer Identification Number: 36-4626586</p>		<p>Contact Telephone Number: (954) 540-5275</p>						
<p>E-Mail Address for PO: charles@classroomoutfitters.com</p>		<p>Contact Person's E-Mail Address: charles@classroomoutfitters.com</p>						
<p>Proposal Certification</p>								
<p>I hereby certify that: I am submitting the following information as my firm's (Proposer) Proposal and am authorized by Proposer to do so. Proposer has not divulged, discussed, or compared the Proposal with other Proposers and has not colluded with any other Proposer or party to any other Proposal; Proposer, its principals, or their lobbyists has not offered campaign contributions to School Board Members or offered contributions to School Board Members for campaigns of other candidates for political office during the period in which the Proposer is attempting to sell goods or services to the School Board. This period of limitation of offering campaign contributions shall commence at the time of the "cone of silence" period for any solicitation for a competitive procurement as described by School Board Policy 3320, Part II, Section GG as well as School Board Policy 1007, Section 5.4 – Campaign Contribution Fundraising. Proposer acknowledges that all information contained herein is part of the public record as defined by the State of Florida Sunshine and Public Records Laws; all responses, data, and information contained in this Proposal are true and accurate. Proposer agrees to complete and unconditional acceptance of the contents of all pages in this Request for Proposals (RFP), and all appendices and the contents of any Addenda released hereto; Proposer agrees to be bound to any and all specifications, terms, and conditions contained in the Request for Proposals, and any released Addenda and understand that the following are requirements of this RFP and failure to comply will result in disqualification of Proposal submitted.</p>								
<p> Signature of Proposer's Authorized Representative</p>		<p>7/20/20 Date</p>						
<p>Charles A. Frishman Name of Proposer's Authorized Representative</p>		<p>Educational Consultant Title of Proposer's Authorized Representative</p>						
<p>Please sign all originals in blue ink.</p>								

SECTION 4 – INFORMATION TO BE INCLUDED IN THE SUBMITTED PROPOSAL

- 4.1 To maintain comparability and facilitate the review process, it is requested that Proposals be organized in the manner specified below. Include all the information requested herein in your Proposal.

- 4.1.1 **Title Page:** Include RFP Number, subject, the name of the Proposer, address, telephone number, and date.
- 4.1.2 **Table of Contents:** Include a clear identification of the material by section and by page number.
- 4.1.3 **Letter of Transmittal:** Include the names of the persons who will be authorized to make representations for the Proposer, their titles, addresses, and telephone numbers.
- 4.1.4 **Required Response Form:** (Section 1 of RFP) with all required information completed and all signatures as specified (blue ink preferred on original). Any modifications or alterations to this form shall not be accepted and Proposal will be rejected. The enclosed original Required Response Form will be the only acceptable form.
- 4.1.5 **Notice Provision:** Should your firm become an Awardee under this RFP, please specify the name and address of the person(s) to whom any notices should be sent under SBBC's contract with the Awardee:

Name/Title, Address and email address of Awardee's Representative for Notices:

Charles A. Frishman, Educational Consultant, charles@classroomoutfitters.com
2902 Cayenne Ave., Cooper City, FL 33036

With a Copy To: (Name/Title and Address)

Richard A. Brewer, President rick@classroomoutfitters.com
19301 SW 106th Avenue, Suite 11, Miami, FL 33157

The SBBC's Procurement & Warehousing Services Department shall determine whether each Proposer meets the Minimum Eligibility requirements of Section 4.2 and shall only deliver Proposals meeting the Minimum Eligibility requirements to the Evaluation Committee for further evaluation.

- 4.2 **Minimum Eligibility Requirement(s):** To be considered for an award and to be further evaluated, Proposer must meet or exceed the following criteria as of the opening date of the Proposal. **Failure to provide or clearly state the information requested below will result in the disqualification of proposal.** The Proposer is responsible for providing the following information in its response. The Proposer must also include a statement of acknowledgement for each item below. The requested information below must be numbered as indicated below and be included in "this section" of your submitted proposal; do not place this information in any other section of your proposal.
- 4.2.1 Proposer must meet or exceed the requirements of Section 7.1, Liability. Will your company meet or exceed the requirements as written in Section 7.1 for this contract? ☒ Yes ☐ No **Do not check both boxes.**
- 4.2.2 Local Representative within the Tri-County Area (Broward, Miami-Dade, Palm Beach).
- 4.2.3 Proposer must submit all Discounts and Prices in the Bid Summary Sheet provided by SBBC (Attachment K).
- 4.3 State under what other or former name(s) the Proposer is currently operating under or has operated under.

2.02 **Description of Goods or Services Provided.** VENDOR shall provide the furniture and services pursuant to the terms of the RFP and as listed in its proposal attached hereto and incorporated herein as **Exhibit "A."**

2.03 **Cost and Payment.** SBBC shall pay VENDOR for services and products provided and accepted by SBBC pursuant to this Agreement and the discounted pricing specified in VENDOR's proposal accessible via the hyperlink below. Payment terms for such services and products shall be net 30 days from the date that the VENDOR submits an acceptable invoice to SBBC.

<https://browardcountyschools.sharepoint.com/sites/Procurement/PWS%20Bid%20Documents/Forms/AllItems.aspx?viewid=4a8338df%2D4b54%2D4af3%2Dade4%2D87ea40a672f0&id=%2Fsites%2FProcurement%2FPWS%20Bid%20Documents%2FPWS%20Bid%20Documents%2FFY2021%2FFY21%2D106%5FSchoolandDepartmentFurniture%2FPricing%20List%2FSchool%20Specialty%2C%20Inc>

2.04 **VENDOR Confidentiality of Education Records.**

(a) Notwithstanding any provision to the contrary within this Agreement, VENDOR shall:

1) fully comply with the requirements of Sections 1002.22, 1002.221, and 1002.222, Florida Statutes; the Family Educational Rights and Privacy Act, 20 U.S.C § 1232g (FERPA) and its implementing regulations (34 C.F.R. Part 99), and any other state or federal law or regulation regarding the confidentiality of student information and records;

2) hold any education records in strict confidence and not use or redisclose same except as required by this Agreement or as required or permitted by law unless the parent of each student or a student age 18 or older whose education records are to be shared provides prior written consent for their release;

3) ensure that, at all times, all of its employees who have access to any education records during the term of their employment shall abide strictly by its obligations under this Agreement, and that access to education records is limited only to its employees that require the information to carry out the responsibilities under this Agreement and shall provide said list of employees to SBBC upon request;

4) safeguard each education record through administrative, physical and technological safety standards to ensure that adequate controls are in place to protect the education records and information in accordance with FERPA's privacy requirements;

5) utilize the education records solely for the purposes of providing products and services as contemplated under this Agreement; and shall not share, publish, sell, distribute, target advertise, or display education records to any third party;

6) notify SBBC immediately upon discovery of a breach of confidentiality of education records by telephone at 754-321-0300 (Manager, Information Security), and

754-321-1900 (Privacy Officer), and email at privacy@browardschools.com, and take all necessary notification steps as may be required by federal and Florida law, including, but not limited to, those required by Section 501.171, Florida Statutes;

7) fully cooperate with appropriate SBBC staff, including Privacy Officer and/or Information Technology staff to resolve any privacy investigations and concerns in a timely manner;

8) prepare and distribute, at its own cost, any and all required breach notifications, under federal and Florida Law, or reimburse SBBC any direct costs incurred by SBBC for doing so, including, but not limited to, those required by Section 501.171, Florida Statutes;

9) be responsible for any fines or penalties for failure to meet breach notice requirements pursuant to federal and/or Florida law;

10) provide SBBC with the name and contact information of its employee who shall serve as SBBC's primary security contact and shall be available to assist SBBC in resolving obligations associated with a security breach of confidentiality of education records; and

11) securely erase education records from any media once any media equipment is no longer in use or is to be disposed; secure erasure will be deemed the deletion of the education records using a single pass overwrite Secure Erase (Windows) or Wipe (Unix).

(b) All education records shall remain the property of SBBC, and any party contracting with SBBC serves solely as custodian of such information pursuant to this Agreement and claims no ownership or property rights thereto and, upon termination of this Agreement shall, at SBBC's request, return to SBBC or dispose of the education records in compliance with the applicable Florida Retention Schedules and provide SBBC with a written acknowledgment of said disposition.

(c) VENDOR shall, for itself, its officers, employees, agents, representatives, contractors or subcontractors, fully indemnify and hold harmless SBBC and its officers and employees for any violation of this section, including, without limitation, defending SBBC and its officers and employees against any complaint, administrative or judicial proceeding, payment of any penalty imposed upon SBBC, or payment of any and all costs, damages, judgments or losses incurred by or imposed upon SBBC arising out of a breach of this covenant by the party, or an officer, employee, agent, representative, contractor, or sub-contractor of the party to the extent that the party or an officer, employee, agent, representative, contractor, or sub-contractor of the party shall either intentionally or negligently violate the provisions of this section or of Sections 1002.22 and/or 1002.221, Florida Statutes. This section shall survive the termination of all performance required or conclusion of all obligations existing under this Agreement.

2.05 Inspection of VENDORS Records by SBBC. VENDOR shall establish and maintain books, records and documents (including electronic storage media) sufficient to reflect all income and expenditures of funds provided by SBBC under this Agreement. All VENDORS applicable records, regardless of the form in which they are kept, shall be open to inspection and

subject to audit, inspection, examination, evaluation and/or reproduction, during normal working hours, by SBBC's agent or its authorized representative to permit SBBC to evaluate, analyze and verify the satisfactory performance of the terms and conditions of this Agreement and to evaluate, analyze and verify the applicable business records of VENDOR directly relating to this Agreement in order to verify the accuracy of invoices provided to SBBC. Such audit shall be no more than one (1) time per calendar year.

(a) Duration of Right to Inspect. For the purpose of such audits, inspections, examinations, evaluations and/or reproductions, SBBC's agent or authorized representative shall have access to VENDOR's records from the effective date of this Agreement, for the duration of the term of this Agreement, and until the later of five (5) years after the termination of this Agreement or five (5) years after the date of final payment by SBBC to VENDOR pursuant to this Agreement.

(b) Notice of Inspection. SBBC's agent or its authorized representative shall provide VENDOR reasonable advance written notice (not to exceed two (2) weeks) of any intended audit, inspection, examination, evaluation and or reproduction.

(c) Audit Site Conditions. SBBC's agent or its authorized representative shall have access to VENDOR's facilities and to any and all records related to this Agreement, and shall be provided adequate and appropriate work space in order to exercise the rights permitted under this section.

(d) Failure to Permit Inspection. Failure by VENDOR to permit audit, inspection, examination, evaluation and/or reproduction as permitted under this section shall constitute grounds for termination of this Agreement by SBBC for cause and shall be grounds for SBBC's denial of some or all of any VENDOR's claims for payment.

(e) Overcharges and Unauthorized Charges. If an audit conducted in accordance with this section discloses overcharges or unauthorized charges to SBBC by VENDOR in excess of two percent (2%) of the total billings under this Agreement, the actual cost of SBBC's audit shall be paid by VENDOR. If the audit discloses billings or charges to which VENDOR is not contractually entitled, VENDOR shall pay said sum to SBBC within twenty (20) days of receipt of written demand unless otherwise agreed to in writing by both parties.

(f) Inspection of Subcontractor's Records. If applicable, VENDOR shall require any and all subcontractors, insurance agents and material suppliers (hereafter referred to as "Payees") providing services or goods with regard to this Agreement to comply with the requirements of this section by insertion of such requirements in any written subcontract. Failure by VENDOR to include such requirements in any subcontract shall constitute grounds for termination of this Agreement by SBBC for cause and shall be grounds for the exclusion of some or all of any Payees' costs from amounts payable by SBBC to VENDOR pursuant to this Agreement and such excluded costs shall become the liability of VENDOR.

(g) Inspector General Audits. VENDOR shall comply and cooperate immediately with any inspections, reviews, investigations, or audits deemed necessary by the Florida Office of the Inspector General or by any other state or federal officials.

2.06 **Notice.** When any of the parties desire to give notice to the other, such notice must be in writing, sent by U.S. Mail, postage prepaid, addressed to the party for whom it is intended at the place last specified; the place for giving notice shall remain such until it is changed by written notice in compliance with the provisions of this paragraph. For the present, the Parties designate the following as the respective places for giving notice:

To SBBC:	Superintendent of Schools The School Board of Broward County, Florida 600 Southeast Third Avenue Fort Lauderdale, Florida 33301
With a Copy to:	Director – Procurement & Warehousing Services The School Board of Broward County, Florida 7720 W Oakland Park Blvd., Suite 323 Sunrise, Florida 33351
To VENDOR:	Leonard Adkins School Specialty, Inc. 100 Paragon Parkway Mansfield, OH 44903
With a Copy to:	Jeremy Westbrooks 2013 Quail Roost Dr. Weston, FL 33327

2.07 **Background Screening.** VENDOR shall comply with all requirements of Sections 1012.32 and 1012.465, Florida Statutes, and all of its personnel who (1) are to be permitted access to school grounds when students are present, (2) will have direct contact with students, or (3) have access or control of school funds, will successfully complete the background screening required by the referenced statutes and meet the standards established by the statutes. This background screening will be conducted by SBBC in advance of VENDOR or its personnel providing any services under the conditions described in the previous sentence. VENDOR shall bear the cost of acquiring the background screening required by Section 1012.32, Florida Statutes, and any fee imposed by the Florida Department of Law Enforcement to maintain the fingerprints provided with respect to VENDOR and its personnel. The parties agree that the failure of VENDOR to perform any of the duties described in this section shall constitute a material breach of this Agreement entitling SBBC to terminate immediately with no further responsibilities or duties to perform under this Agreement. VENDOR agrees to indemnify and hold harmless SBBC, its officers and employees from any liability in the form of physical or mental injury, death or property damage resulting from VENDOR's failure to comply with the requirements of this section or with Sections 1012.32 and 1012.465, Florida Statutes.

2.08 **Public Records.** Any party contracting with SBBC is required to (a) keep and maintain available for public inspection any records that pertain to services rendered under this Agreement; (b) provide the public with access to public records on the same terms and conditions that SBBC would provide such records and at a cost that does not exceed the cost provided in Chapter 119, Florida Statutes or as otherwise provided by law; (c) ensure that public records that are exempt or confidential and exempt from public records disclosure requirements are not disclosed except as authorized by law; and (d) meet all requirements for retaining public records and transfer, at no cost to SBBC, all public records in that party's possession upon termination of its Agreement with SBBC and destroy any duplicate public records that are exempt or confidential and exempt from public records disclosure requirements. All of such party's records stored electronically must be provided to SBBC in a format that is compatible with SBBC's information technology systems. Each party shall maintain its own respective records and documents associated with this Agreement in accordance with the records retention requirements applicable to public records. Each party shall be responsible for compliance with any public documents request served upon it pursuant to Section 119.07, Florida Statutes, and any resultant award of attorney's fees for non-compliance with that law. Each party acknowledges that this Agreement and all attachments thereto are public records and do not constitute trade secrets.

IF A PARTY TO THIS AGREEMENT HAS QUESTIONS REGARDING THE APPLICATION OF CHAPTER 119, FLORIDA STATUTES, TO ITS DUTY TO PROVIDE PUBLIC RECORDS RELATING TO THE AGREEMENT, CONTACT THE CUSTODIAN OF PUBLIC RECORDS AT 754-321-1900, RECORDREQUESTS@BROWARDSCHOOLS.COM, RISK MANAGEMENT DEPARTMENT, PUBLIC RECORDS DIVISION, 600 SOUTHEAST THIRD AVENUE, FORT LAUDERDALE, FLORIDA 33301.

2.09 **Liability.** This section shall survive the termination of all performance or obligations under this Agreement and shall be fully binding until such time as any proceeding brought on account of this Agreement is barred by any applicable statute of limitations.

(a) By SBBC: SBBC agrees to be fully responsible up to the limits of Section 768.28, Florida Statutes, for its acts of negligence, or its employees' acts of negligence when acting within the scope of their employment and agrees to be liable, up to the limits of Section 768.28, Florida Statutes, for any damages resulting from said negligence.

(b) By VENDOR: VENDOR agrees to indemnify, hold harmless and defend SBBC, its agents, servants and employees from any and all claims, judgments, costs, and expenses including, but not limited to, reasonable attorney's fees, reasonable investigative and discovery costs, court costs and all other sums which SBBC, its agents, servants and employees may pay or become obligated to pay on account of any, all and every claim or demand, or assertion of liability, or any claim or action founded thereon, arising or alleged to have arisen out of the products, goods or services furnished by VENDOR, its agents, servants or employees; the equipment of VENDOR, its agents, servants or employees while such equipment is on premises owned or controlled by SBBC; or the negligence of VENDOR or the negligence of VENDOR's agents when acting within the scope of their employment, whether such claims, judgments, costs and expenses be for damages, damage

to property including SBBC's property, and injury or death of any person whether employed by VENDOR, SBBC or otherwise.

2.10 **Insurance Requirements.** VENDOR shall comply with the following insurance requirements throughout the term of this Agreement:

(a) **General Liability.** VENDOR shall maintain General Liability insurance during the term of this Agreement with limits not less than \$1,000,000 per occurrence for Bodily Injury/ Property Damage; \$1,000,000 General Aggregate; and limits not less than \$1,000,000 for Products/Completed Operations Aggregate.

(b) **Professional Liability/Errors & Omissions.** VENDOR shall maintain Professional Liability/Errors & Omissions insurance during the term of this Agreement with a limit of not less than \$1,000,000 per occurrence covering services provided under this Agreement.

(c) **Workers' Compensation.** VENDOR shall maintain Workers' Compensation insurance during the term of this Agreement in compliance with the limits specified in Chapter 440, Florida Statutes, and Employer's Liability limits shall not be less than \$100,000/\$100,000/\$500,000 (each accident/disease-each employee/disease-policy limit).

(d) **Auto Liability.** VENDOR shall maintain Owned, Non-Owned and Hired Auto Liability insurance with Bodily Injury and Property Damage limits of not less than \$1,000,000 Combined Single Limit.

(e) **Acceptability of Insurance Carriers.** The insurance policies required under this Agreement shall be issued by companies qualified to do business in the State of Florida and having a rating of at least A- VI by AM Best or Aa3 by Moody's Investor Service.

(f) **Verification of Coverage.** Proof of the required insurance must be furnished by VENDOR to SBBC's Risk Management Department by Certificate of Insurance within fifteen (15) days of the date of this Agreement. To streamline this process, SBBC has partnered with EXIGIS Risk Management Services to collect and verify insurance documentation. All certificates (and any required documents) must be received and approved by SBBC's Risk Management Department before any work commences to permit VENDOR to remedy any deficiencies. VENDOR must verify its account information and provide contact details for its Insurance Agent via the link provided to it by email.

(g) **Required Conditions.** Liability policies must include the following terms on the Certificate of Insurance:

- 1) The School Board of Broward County, Florida, its members, officers, employees and agents are added as additional insured.

- 2) All liability policies are primary of all other valid and collectable coverage maintained by The School Board of Broward County, Florida.
- 3) Certificate Holder: The School Board of Broward County, Florida, c/o EXIGIS Risk Management Services, P.O. Box 4668-ECM, New York, New York 10163-4668.

(h) Cancellation of Insurance. VENDOR is prohibited from providing services under this Agreement with SBBC without the minimum required insurance coverage and must notify SBBC within two (2) business days if required insurance is cancelled.

(i) SBBC reserves the right to review, reject or accept any required policies of insurance, including limits, coverage or endorsements, herein throughout the term of this Agreement.

2.11 Nondiscrimination.

(a) As a condition of entering into this Agreement, VENDOR represents and warrants that it will comply with the SBBC's Commercial Nondiscrimination Policy, as described under, Section D.1 of SBBC's Policy No. 3330 – Supplier Diversity Outreach Program.

(b) As part of such compliance, VENDOR shall not discriminate on the basis of race, color, religion, ancestry or national origin, sex, age, marital status, sexual orientation, or on the basis of disability or other unlawful forms of discrimination in the solicitation, selection, hiring, or commercial treatment of subcontractors, vendors, suppliers, or commercial customers, nor shall VENDOR retaliate against any person for reporting instances of such discrimination. VENDOR shall provide equal opportunity for subcontractors, vendors, and suppliers to participate in all of its public sector and private sector subcontracting and supply opportunities, provided that nothing contained in this clause shall prohibit or limit otherwise lawful efforts to remedy the effects of marketplace discrimination that have occurred or are occurring in the SBBC's relevant marketplace. VENDOR understands and agrees that a material violation of this clause shall be considered a material breach of this Agreement and may result in termination of this Agreement, disqualification of the company from participating in SBBC Agreements, or other sanctions. This clause is not enforceable by or for the benefit of, and creates no obligation to, any third party.

2.12 Annual Appropriation. The performance and obligations of SBBC under this Agreement shall be contingent upon an annual budgetary appropriation by its governing body. If SBBC does not allocate funds for the payment of services or products to be provided under this Agreement, this Agreement may be terminated by SBBC at the end of the period for which funds have been allocated. SBBC shall notify the other party at the earliest possible time before such termination. No penalty shall accrue to SBBC in the event this provision is exercised, and SBBC shall not be obligated or liable for any future payments due or any damages as a result of termination under this section.

2.13 **Excess Funds.** Any party receiving funds paid by SBBC under this Agreement agrees to promptly notify SBBC of any funds erroneously received from SBBC upon the discovery of such erroneous payment or overpayment. Any such excess funds shall be refunded to SBBC.

2.14 **Incorporation by Reference.** Any and all exhibits attached hereto and referenced herein shall be deemed to be incorporated into this Agreement by reference.

ARTICLE 3 – GENERAL CONDITIONS

3.01 **No Waiver of Sovereign Immunity.** Nothing herein is intended to serve as a waiver of sovereign immunity by any agency or political subdivision to which sovereign immunity may be applicable or of any rights or limits to liability existing under Section 768.28, Florida Statutes. This section shall survive the termination of all performance or obligations under this Agreement and shall be fully binding until such time as any proceeding brought on account of this Agreement is barred by any applicable statute of limitations.

3.02 **No Third Party Beneficiaries.** The parties expressly acknowledge that it is not their intent to create or confer any rights or obligations in or upon any third person or entity under this Agreement. None of the parties intend to directly or substantially benefit a third party by this Agreement. The parties agree that there are no third party beneficiaries to this Agreement and that no third party shall be entitled to assert a claim against any of the parties based upon this Agreement. Nothing herein shall be construed as consent by an agency or political subdivision of the State of Florida to be sued by third parties in any matter arising out of any Agreement.

3.03 **Independent Contractor.** The parties to this Agreement shall at all times be acting in the capacity of independent contractors and not as an officer, employee or agent of one another. Neither party or its respective agents, employees, subcontractors or assignees shall represent to others that it has the authority to bind the other party unless specifically authorized in writing to do so. No right to SBBC retirement, leave benefits or any other benefits of SBBC employees shall exist as a result of the performance of any duties or responsibilities under this Agreement. SBBC shall not be responsible for social security, withholding taxes, contributions to unemployment compensation funds or insurance for the other party or the other party's officers, employees, agents, subcontractors or assignees.

3.04 **Default.** The parties agree that, in the event that either party is in default of its obligations under this Agreement, the non-defaulting party shall provide to the defaulting party (30) days written notice to cure the default. However, in the event said default cannot be cured within said thirty (30) day period and the defaulting party is diligently attempting in good faith to cure same, the time period shall be reasonably extended to allow the defaulting party additional cure time. Upon the occurrence of a default that is not cured during the applicable cure period, this Agreement may be terminated by the non-defaulting party upon thirty (30) days notice. This remedy is not intended to be exclusive of any other remedy, and each and every such remedy shall be cumulative and shall be in addition to every other remedy now or hereafter existing at law or in equity or by statute or otherwise. No single or partial exercise by any party of any right, power, or remedy hereunder shall preclude any other or future exercise thereof. Nothing in this section shall be construed to preclude termination for convenience pursuant to Section 3.05.

3.05 **Termination.** This Agreement may be canceled with or without cause by SBBC during the term hereof upon thirty (30) days written notice to the other parties of its desire to terminate this Agreement. In the event of such termination, SBBC shall be entitled to a *pro rata* refund of any pre-paid amounts for any services scheduled to be delivered after the effective date of such termination. SBBC shall have no liability for any property left on SBBC's property by any party to this Agreement after the termination of this Agreement. Any party contracting with SBBC under this Agreement agrees that any of its property placed upon SBBC's facilities pursuant to this Agreement shall be removed within ten (10) business days following the termination, conclusion or cancellation of this Agreement and that any such property remaining upon SBBC's facilities after that time shall be deemed to be abandoned, title to such property shall pass to SBBC, and SBBC may use or dispose of such property as SBBC deems fit and appropriate.

3.06 **Compliance with Laws.** Each party shall comply with all applicable federal, state and local laws, SBBC policies, codes, rules and regulations in performing its duties, responsibilities and obligations pursuant to this Agreement.

3.07 **Place of Performance.** All obligations of SBBC under the terms of this Agreement are reasonably susceptible of being performed in Broward County, Florida and shall be payable and performable in Broward County, Florida.

3.08 **Governing Law and Venue.** This Agreement shall be interpreted and construed in accordance with and governed by the laws of the State of Florida. Any controversies or legal problems arising out of this Agreement and any action involving the enforcement or interpretation of any rights hereunder shall be submitted exclusively to the jurisdiction of the State courts of the Seventeenth Judicial Circuit of Broward County, Florida or to the jurisdiction of the United States District Court for the Southern District of Florida. Each party agrees and admits that the state courts of the Seventeenth Judicial Circuit of Broward County, Florida or the United States District Court for the Southern District of Florida shall have jurisdiction over it for any dispute arising under this Agreement.

3.09 **Entirety of Agreement.** This document incorporates and includes all prior negotiations, correspondence, conversations, agreements and understandings applicable to the matters contained herein and the parties agree that there are no commitments, agreements or understandings concerning the subject matter of this Agreement that are not contained in this document. Accordingly, the parties agree that no deviation from the terms hereof shall be predicated upon any prior representations or agreements, whether oral or written.

3.10 **Binding Effect.** This Agreement shall be binding upon and inure to the benefit of the parties hereto and their respective successors and assigns.

3.11 **Assignment.** Neither this Agreement nor any interest herein may be assigned, transferred or encumbered by any party without the prior written consent of the other party. There shall be no partial assignments of this Agreement including, without limitation, the partial assignment of any right to receive payments from SBBC.

3.12 **Captions.** The captions, section designations, section numbers, article numbers, titles and headings appearing in this Agreement are inserted only as a matter of convenience, have no substantive meaning, and in no way define, limit, construe or describe the scope or intent of

such articles or sections of this Agreement, nor in any way ~~effect~~ affect this Agreement and shall not be construed to create a conflict with the provisions of this Agreement.

3.13 **Severability**. In the event that any one or more of the sections, paragraphs, sentences, clauses or provisions contained in this Agreement is held by a court of competent jurisdiction to be invalid, illegal, unlawful, unenforceable or void in any respect, such shall not affect the remaining portions of this Agreement and the same shall remain in full force and effect as if such invalid, illegal, unlawful, unenforceable or void sections, paragraphs, sentences, clauses or provisions had never been included herein.

3.14 **Preparation of Agreement**. The parties acknowledge that they have sought and obtained whatever competent advice and counsel as was necessary for them to form a full and complete understanding of all rights and obligations herein and that the preparation of this Agreement has been their joint effort. The language agreed to herein expresses their mutual intent and the resulting document shall not, solely as a matter of judicial construction, be construed more severely against one of the parties than the other.

3.15 **Amendments**. No modification, amendment, or alteration in the terms or conditions contained herein shall be effective unless contained in a written document prepared with the same or similar formality as this Agreement and executed by each party hereto.

3.16 **Waiver**. The parties agree that each requirement, duty and obligation set forth herein is substantial and important to the formation of this Agreement and, therefore, is a material term hereof. Any party's failure to enforce any provision of this Agreement shall not be deemed a waiver of such provision or modification of this Agreement unless the waiver is in writing and signed by the party waiving such provision. A written waiver shall only be effective as to the specific instance for which it is obtained and shall not be deemed a continuing or future waiver.

3.17 **Force Majeure**. Neither party shall be obligated to perform any duty, requirement or obligation under this Agreement if such performance is prevented by fire, hurricane, earthquake, explosion, wars, sabotage, accident, flood, acts of God, strikes, or other labor disputes, riot or civil commotions, epidemics, pandemics, government regulations, and the issuance or extension of existing government orders of the United States, the State of Florida, or local county and municipal governing bodies, or by reason of any other matter or condition beyond the control of either party, and which cannot be overcome by reasonable diligence and without unusual expense ("Force Majeure"). In no event shall lack of funds on the part of either party be deemed Force Majeure.

3.18 **Survival**. All representations and warranties made herein, indemnification obligations, obligations to reimburse SBBC, obligations to maintain and allow inspection and audit of records and property, obligations to maintain the confidentiality of records, reporting requirements, and obligations to return public funds shall survive the termination of this Agreement.

3.19 **Agreement Administration**. SBBC has delegated authority to the Superintendent of Schools or his/her designee to take any actions necessary to implement and administer this Agreement.

3.20 **Counterparts and Multiple Originals.** This Agreement may be executed in multiple originals, and may be executed in counterparts, each of which shall be deemed to be an original, but all of which, taken together, shall constitute one and the same Agreement.

3.21 **Authority.** Each person signing this Agreement on behalf of either party individually warrants that he or she has full legal power to execute this Agreement on behalf of the party for whom he or she is signing, and to bind and obligate such party with respect to all provisions contained in this Agreement.

IN WITNESS WHEREOF, the Parties hereto have made and executed this Agreement on the date first above written.


FOR SBBC:

(Corporate Seal)

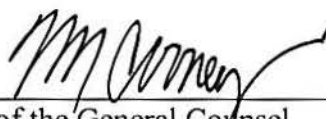
THE SCHOOL BOARD OF BROWARD
COUNTY, FLORIDA

ATTEST:

By 
Donna P. Korn, Chair


Robert W. Runcie, Superintendent of Schools

Approved as to Form and Legal Content:


Office of the General Counsel

[THIS SPACE INTENTIONALLY LEFT BLANK; SIGNATURE PAGE FOLLOWS]

FOR VENDOR:

(Corporate Seal)

LLC.
SCHOOL SPECIALTY, INC.

ATTEST:

Leonard Adkins

, Secretary

By Leonard Adkins

Print Name: Leonard Adkins

Title: Assistant Secretary

-or-
Kimmy S. Rose

Witness

Kimmy S. Rose

Witness

STATE OF Ohio

COUNTY OF Richland

The foregoing instrument was acknowledged before me by means of ☒ physical presence or ☐ online notarization, this September 28, 2020 (date) by Leonard Adkins, Asst Secretary (name of officer or agent, title of officer or agent) of School Specialty, LLC. (name of corporation acknowledging), a Ohio (state or place of incorporation) corporation, on behalf of the corporation. He/she is personally known to me (underline if applicable) or has produced _____ (type of identification) as identification and who ☐ did/☐ did not first take an oath this _____ day of _____, 2020.

My Commission Expires: 4/23/2025

Kimmy S. Rose
Signature – Notary Public

Kim Rose
Notary's Printed Name

160851688
Notary's Commission No.

(SEAL)



KIMMY S ROSE
Notary Public
State of Ohio
My Comm. Expires
April 23, 2025

Exhibit “A”

4.1.1 Title Page



**The School Board of
Broward County
Instruction to Proposers
RFP No. FY21-106
School And Department
Furniture**

Due Date: July 21 , 2020
2:00 PM EST

Date: July 9th, 2020

Proposal Submitted By: School Specialty Inc.,
100 Paragon Parkway, Mansfield, OH 44903
Jeremy Westbrooks, Strategic Account Manager
PH: (786) 682-6685
Jeremy.Westbrooks@schoolspecialty.com

ORIGINAL



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4.1.3 Letter of Transmittal

July 9 2020

School Board of Broward County

7720 West Oakland Park Boulevard, Suite 323

Sunrise, FL 33351

RE: Instructions to Proposers -Request for Proposals (RFP): FY21-106-School and Department Furniture

Dear Evaluation Committee,

Thank you for the opportunity of submitting our proposal for School Board of Broward County's Instructions to Proposers - Request for Proposals (RFP): FY21-106-School and Department Furniture. After reviewing the RFQ's requirements, we feel School Specialty is uniquely qualified to offer the district a forward-thinking, 21st Century, one-stop shopping solution.

With a large district such as **SBBC**, there is going to be a lot of skills require of the selected suppliers. Large assortment of product & services, communication, planning, coordinating, and scheduling is just a few of the main skills required to successfully complete the individual projects. We believe that with our large assortment of strategic product mix and unique services along with our exemplary Sales, Project Management, Design Services Team, and Installation Teams, we can properly manage each individual project to successful completion regardless of size or scope of services required.

We have a large network of manufacturing partners that enables School Specialty to provide product for all learning environments. At the end of our submittal, we have included the manufacturers' price lists we are offering to SBBC for your daily or project purchases. Since 1993, nationally, we've provided collaborative and traditional furniture and services for all areas of Pre-K through high schools learning environment and buildings. From small, daily purchases to new, construction/ renovation projects, we have successfully completed thousands of projects for our school district partners.

In our response, we included important references to show our strong capabilities to design, deliver, and install projects with varying scope of services and requirements.

School Specialty can be your single source for all your furniture needs including **SBBC's** turnkey or smaller, installation projects. Our Projects by Design® sales process enables us to assist clients with a budget and needs analysis, interior design expertise, furniture and equipment specifications, project management, and installation. For more than two decades, we have designed and managed thousands of turnkey school building projects. We constantly seek out and share leading edge ideas, curriculum, and instructional methods to empower educators.

Our School Specialty Team would welcome an opportunity to meet with Garland ISD so we can tell you more about our qualifications and experiences. The following School Specialty associates are all authorized to make representations and presentations on the behalf of the company:

- Jeremy Westbrook, Weston, FL (786) 682-6685
- Mark Baines, Learning Environment Specialist, Ocala, FL - (352) 502-5163
- Melanie Demasi, Senior Learning Environment Specialist, Jacksonville, FL
- Leonard Adkins, Assistant Secretary/Bids & Contracts Manager

Sincerely,

Leonard Adkins, Assistant Secretary
100 Paragon Parkway, Mansfield, OH 44903

Leonard.Adkins@schoolspecialty.com

Fax: (888) 388-6344

Tele: (419) 589-1656

	The School Board of Broward County, Florida PROCUREMENT AND WAREHOUSING SERVICES 7720 West Oakland Park Boulevard, Suite 323 Sunrise, Florida 33351-6704 754-321-0505	REQUEST FOR PROPOSAL (RFP)

DUE DATE: This proposal must be submitted to the **Procurement & Warehousing Service Department**, The School Board of Broward County, Florida, 7720 W. Oakland Park Blvd., Suite 323, Sunrise, Florida 33351-6704 **on or before 2:00 p.m. Eastern Time (ET):**
7/21/2020

RFP NO.:
FY21-106

RELEASE DATE:
6/25/2020

PURCHASING AGENT:
 Al Shelton
 754-321-0520

and plainly marked with the RFP number and title. **Proposal(s) received, after the date and time stated above, shall not be considered for award.** Faxed and/or emailed bids are not allowed and will not be considered for award.

RFP TITLE:

SCHOOL AND DEPARTMENT FURNITURE

Note: Cost of Service should be submitted in a sealed envelope along with, but separate, from the remainder of the proposal.

One complete, original hard-copy Proposal (clearly marked as such), and one complete, original electronic version (both clearly marked as "original") will constitute the original governing documents. The electronic version in PDF on a Flash Drive must be IDENTICAL to the original Proposal, of the RFP Proposal, including this REQUIRED RESPONSE FORM fully executed and returned on or before 2:00 p.m. ET on the date due to the Procurement & Warehousing Services Department in accordance with the submittal requirements. In the case of any discrepancy between the original hard-copy Proposal and the copies, the original hard-copy Proposal will be the governing document. The proposal must contain all information required to be included in the Proposal as described herein. Completed Proposals must be submitted in a SEALED (envelope, package, box, etc.) with the RFP number and title clearly typed or written on the front of the envelope, package, box, etc.

SECTION 1 – REQUIRED RESPONSE FORM

NOTE: Entries must be completed in ink or typewritten. This original Required Response Form must be fully executed and submitted with this Proposal (see Section 4.1.4).

Proposer's (Company) Name and state "Doing Business As", where applicable:

School Specialty, Inc.

Address:

100 Paragon Parkway

City:

Mansfield

State:

Ohio

Zip Code:

44903

Telephone Number:

419-589-1900 / 800-305-0174

"REMIT TO" ADDRESS FOR PAYMENT: If payment(s) is/are to be mailed to address other than as stated on the left, please complete the section below. ☐ Check this box if the address is the same as stated on the left.

P.O. Address:

32656 Collection Center Drive

City:

Chicago

State:

IL

Zip Code:

60693

Contact Person:

Leonard Adkins

Proposer's Taxpayer

Identification Number: 39-0971239

Contact Telephone Number:

419-589-1656 or Toll Free (800)-305-0174, Ext. 1656

E-Mail Address

for PO: orders@schoolspecialty.com

Contact Person's

E-Mail Address: leonard.adkins@schoolspecialty.com

Proposal Certification

I hereby certify that: I am submitting the following information as my firm's (Proposer) Proposal and am authorized by Proposer to do so. Proposer has not divulged, discussed, or compared the Proposal with other Proposers and has not colluded with any other Proposer or party to any other Proposal; Proposer, its principals, or their lobbyists has not offered campaign contributions to School Board Members or offered contributions to School Board Members for campaigns of other candidates for political office during the period in which the Proposer is attempting to sell goods or services to the School Board. This period of limitation of offering campaign contributions shall commence at the time of the "cone of silence" period for any solicitation for a competitive procurement as described by School Board Policy 3320, Part II, Section GG as well as School Board Policy 1007, Section 5.4 – Campaign Contribution Fundraising. Proposer acknowledges that all information contained herein is part of the public record as defined by the State of Florida Sunshine and Public Records Laws; all responses, data, and information contained in this Proposal are true and accurate. Proposer agrees to complete and unconditional acceptance of the contents of all pages in this Request for Proposals (RFP), and all appendices and the contents of any Addenda released hereto; Proposer agrees to be bound to any and all specifications, terms, and conditions contained in the Request for Proposals, and any released Addenda and understand that the following are requirements of this RFP and failure to comply will result in disqualification of Proposal submitted.



Signature of Proposer's Authorized Representative

7/13/2020

Date

Leonard Adkins

Name of Proposer's Authorized Representative

Assistant Secretary

Title of Proposer's Authorized Representative

Please sign all originals in blue ink.

SECTION 4 – INFORMATION TO BE INCLUDED IN THE SUBMITTED PROPOSAL

- 4.1 To maintain comparability and facilitate the review process, it is requested that Proposals be organized in the manner specified below. Include all the information requested herein in your Proposal.
- 4.1.1 **Title Page:** Include RFP Number, subject, the name of the Proposer, address, telephone number, and date.
- 4.1.2 **Table of Contents:** Include a clear identification of the material by section and by page number.
- 4.1.3 **Letter of Transmittal:** Include the names of the persons who will be authorized to make representations for the Proposer, their titles, addresses, and telephone numbers.
- 4.1.4 **Required Response Form:** (Section 1 of RFP) with all required information completed and all signatures as specified (blue ink preferred on original). Any modifications or alterations to this form shall not be accepted and Proposal will be rejected. The enclosed original Required Response Form will be the only acceptable form.
- 4.1.5 **Notice Provision:** Should your firm become an Awardee under this RFP, please specify the name and address of the person(s) to whom any notices should be sent under SBBC's contract with the Awardee:

Name/Title, Address and email address of Awardee's Representative for Notices:

Leonard Adkins, Assistant Secretary, 100 Paragon Parkway, Mansfield, OH 44903 _____
leonard.adkins@schoolspecialty.com _____

With a Copy To: (Name/Title and Address)

Jeremy Westbrook, Strategic Account Manager, 2013 Quail Roost Dr., Weston, FL 33327
Jeremy.Westbrook@schoolspecialty.com _____

The SBBC's Procurement & Warehousing Services Department shall determine whether each Proposer meets the Minimum Eligibility requirements of Section 4.2 and shall only deliver Proposals meeting the Minimum Eligibility requirements to the Evaluation Committee for further evaluation.

- 4.2 **Minimum Eligibility Requirement(s):** To be considered for an award and to be further evaluated, Proposer must meet or exceed the following criteria as of the opening date of the Proposal. **Failure to provide or clearly state the information requested below will result in the disqualification of proposal.** The Proposer is responsible for providing the following information in its response. The Proposer must also include a statement of acknowledgement for each item below. The requested information below must be numbered as indicated below and be included in "this section" of your submitted proposal; do not place this information in any other section of your proposal.
- 4.2.1 Proposer must meet or exceed the requirements of Section 7.1, Liability. Will your company meet or exceed the requirements as written in Section 7.1 for this contract? ☒ Yes ☐ No **Do not check both boxes.**
- 4.2.2 Local Representative within the Tri-County Area (Broward, Miami-Dade, Palm Beach).
State of Acknowledgement - Yes, Jeremy Westbrook resides in Weston, FL (Broward County)
- 4.2.3 Proposer must submit all Discounts and Prices in the Bid Summary Sheet provided by SBBC (Attachment K).
Statement of Acknowledgement - See Attached Bid Summary Sheet listing discount and pricing information

State under what other or former name(s) the Proposer is currently operating under or has operated under.

Statement of Acknowledgement:

1959 - Midwest Telephone Supply (founded) & 1968 Valley School and Office Supplies (founded)
1985 - Both companies merged keeping the Midwest Telephone Supply name
1988 - Changed name to Q3 Corporation
1992 - Created Educational Distributors of America Corporation
1995 - Changed name to School Specialty, Inc.



4.4.1.1 Executive Summary

School Specialty as the nation's largest provider of product and services to the K-12 education market, can provide products and services to meet and exceed **The School Board of Broward County** needs as set forth in the district's **Instruction to Proposers- RFP No. FY21-106 - School and Department Furniture**. We can comply with all terms and conditions of the RFP.

With our large assortment of product mix and services along with our own line of proprietary furniture products, Classroom Select and early childhood (Childcraft), we have more than a hundred furniture manufacturing partners we utilize to provide products to our K-12 education customers. School Specialty can provide furniture, installation, and other related services for all areas listed within **SBBC's** RFP. We can also offer other product lines as well, I.E., Personal Protective Equipment(PPE), safety window shades, entrance kiosks, gymnasiums, bathrooms, auditorium seating, stadium seating, and much more.

With the local sales team, led by **Jeremy Westbrook, Strategic Account Manager**, who resides in Weston, FL, we have an internal Sales Support Staff that works closely with Jeremy and our local Florida sales team members. Along with our Sales Team, we can offer SBBC free design services. We have a team of experience designers who can provide 2d, 3d, and room layout services at no cost to the District. With our Sales and Design Teams, we have an experience Project Management team that will provide project manage services for all installation projects. Our Project Management Team will work with SBBC, our Sales Team, and our local Florida installation subcontract partner, **Pradere Office Products**, to ensure we manage each order/project to successful completion.

For new construction or renovation projects, we offer a complete turnkey program, **Projects by Design®(PbD)**. Our PbD services program will enable us to assist SBBC with providing budget and needs analysis, interior design expertise, furniture and equipment specifications, project management, and installation services. We can offer SBBC an on-line project management tool, Project Connections, so that district and school personnel will have real-time project information. We can provide drawings, delivery/ installation information, room by room reports, and much more on the site.

Regardless of size or scope of services for each order/project, SBBC can work directly with Jeremy and our other local Sales Team members or our internal sales support staff for each and every opportunity. The Sales Team will work directly with the District to discuss your products and services needs.

Jeremy and our sales team would welcome an opportunity to meet with SBBC to present in more details our qualifications and experiences.

Sincerely,

Leonard Adkins, Assistant Secretary

E-Mail: Leonard Adkins

Tele #: (419) 589-1656



4.4.1.3 Supply Chain Strengths

School Specialty benefits from dealer relationships with over 500 manufacturers in the PreK – 12 education market. These suppliers receive purchase orders from School Specialty, schedule production and ship direct to school or installer sites on our behalf. While the Covid-19 Pandemic did create a longer lead time as manufacturers emerged from shutdowns of various lengths, the supply chain has returned to full strength and lead times will catch up by the end of the summer.

Additionally, School Specialty is also a prime manufacturer of two very prominent furniture lines, of which we have full control over production and fulfillment:

1. Childcraft: Early Childhood wood furnishings
2. Classroom Select: PreK-12 seating, desking, tables and other furnishings

Both of these lines in full production with very short lead times.

Because of our unique ability to provide a blend of our own product lines, as well as other well-known furniture brands, School Specialty is your perfect choice to fulfill both project and transactional furnishings as well as any school supply needs you may have—all from one dealer.

Installation/Warehousing- School Specialty will utilize a local installation subcontractor, Pradere Office Products, for SBBC's installation projects. All Pradere crew members hold the proper Jessica Lunsford Act badging requirements. Pradere has multiple installation crews which will enable us to provide services for multi-jobs if necessary. Pradere has their Pradere has a 21,000 square foot warehouse located in Hialeah, FL and their own fleet of trucks to deliver products to the individual school sites if applicable.

4.4.1.4 Good and Services Warranty

Manufacturer	Warranty Period
Fomcore	Lifetime
Media Technologies	5 Years
Wisconsin Bench	1 Year, 5 Years, 12 Years, Limited Lifetime (Depending Upon Product)
National Public Seating	10 Years
Flagship Carpet	Limited Lifetime
KC Bin	1 Year
Playcore Ultrasite	1 Year, 3 Years, 5 Years, 7 Years, 10 Years, 20 Years, (Limited Lifetime Depending Upon Product)
Mooreco	1 Year, 3 Years, 5 Years, 7 Years, 10 Years, 20 Years, (Limited Lifetime Depending Upon Product)
Mooreco Soft Seating	1 Year, 5 Years, 10 Years, 20 Years (Depending Upon Product)
Soundcraft	1 Year
Diversified Woodcraft	1 Year
Interior Concepts	Limited Lifetime
Childcraft	1 Year, 2 Years, 5 Years, 7 Years, Limited Lifetime (Depending Upon Product)
Fleetwood	Limited Lifetime
Mfg KFI	5 years, 12 Years, Limited Lifetime (Depending Upon Product)
OFM	1 Year, 2 Years, 5 Years, 7 Years, 10 Years, Limited Lifetime (Depending Upon Product)
Bison	Limited Lifetime
Brand New World	1 Year
Carpets for Kids	3 Years, 5 Years, 10 Years, 15 Years, Limited Lifetime (Depending Upon Product)
Children's Factory	1 Year, 2 Years, 3 Years, 4 Years, 5 Years, 10 Years, Lifetime (Depending Upon Product)
Global	1 Year, 5 Years, 12 Years, Lifetime (Depending Upon Product)
Guidecraft	1 Year
Simplay 3	Lifetime

Classroom Select	3 Years, 5 Years, 16 years, Limited Lifetime (Depending Upon Product)
School Specialty F&E Catalog	Based Upon Individual Manufacturers' Warranty Programs
CEF	12 Years
Elkay (EIS)	2 Years, 5 Years, 10 years (Depending Upon Product)

School Specialty agrees to repair or replace to the satisfaction of The School Board of Broward County all product purchased under RFP No. FY21-106 - School and Department Furniture which may prove defective in product or workmanship/labor within the warranty period. This warranty does not include customer misuse, abuse, or neglect.

Warranty Replacements - our Project Management Team will be responsible for working with appropriated SBBC district or designated school contacts for all warranty issues. SBBC personnel will have the option of contacting contact Jeremy Westbrooks, Strategic Account Manager, or Jessica Krupp, Project Management, directly. Jessica will coordinate the ordering, delivery, and installation of replacement product with the designed school contact, Pradere Office Supplies (installation company), and freight company. Jessica will also coordinate the pick-up and removal of the defective product.



Brand New
WORLD™

HANDCRAFTED IN THE
 **USA**



ENVIRO-CHILD UPHOLSTERY

Enviro-Child Upholstery offers early childhood classrooms an *eco-friendly and healthier upholstery* alternative that is as durable and easy to clean as vinyl. Made of polyurethane, it is *PVC-free*. Available in 5 colors within 2 families – Earth Colors (blue, sage and chocolate) and our Primary Colors (deep blue and deep red).

Indoor Air Quality: Green Label Plus

Green Label Plus: All Carpets for Kids® carpets meet the CRI's Green Label Plus certification, the most stringent testing standard in the industry.

- Green Label and Green Label Plus ensure that customers are purchasing among the lowest emitting carpet, adhesive and cushion products on the market.
- CRI designed the Green Label and Green Label Plus programs for architects, builders, specifiers and facility managers who want assurances that carpet and adhesive products meet the most stringent criteria for low chemical emissions.
- Green Label Plus represents the fourth time the carpet industry has voluntarily enhanced the IAQ standard for its products.
- for more info, visit: [The Carpet and Rug Institute](http://TheCarpetandRugInstitute.org)

Carpets for Kids®, as a major supplier of children's Educational Area Rugs to daycares and schools across the country, is concerned about health related issues and specifically those concerning indoor air quality (IAQ).

The following is a statement from the [Carpet and Rug Institute](http://TheCarpetandRugInstitute.org) concerning indoor air quality with specific reference to allergens:

"Carpet: An IAQ Benefit* – There are several ways in which carpet can actually help improve air quality in schools. With hard-surface flooring, dust, allergens, and other particulates will settle to the floor and collect there. Since school children move through hallways in large groups, they are likely to stir up these particulates and cause them to become suspended in the air at regular intervals during the day. Carpet has many millions of fibers, however, which can keep these particles from being constantly airborne by trapping and holding them until they can be extracted by vacuuming and cleaning. In addition, carpet itself requires few chemicals to be used in its cleaning and upkeep. As a result, fewer volatile organic compounds (VOCs) are emitted into classrooms and hallways during carpet cleaning."

March 1995, Early Childhood News: Beautiful, Quiet, and Convenient, Carpet is...The Educated Choice for Schools.

Environmentally Conscious • 100% American Made • Ask your school supply dealer for Carpets for Kids



7/9/2020

RE: GREENGUARD Gold Certification

Products that have achieved GREENGUARD Certification are scientifically proven to meet some of the world's most rigorous third-party chemical emissions standards, helping to reduce indoor air pollution and the risk of chemical exposure.

All our Childcraft® branded wood products are GREENGUARD GOLD certified to create a healthier indoor environment.

The GREENGUARD Gold Certification standard includes health-based criteria for additional chemicals and also requires lower total VOC emissions levels to help ensure that products are acceptable for use in environments like schools and healthcare facilities.



Product safety is a top priority. At the Children's Factory, we believe in a safe and creative environment for our children as they grow, develop and learn. In order to keep that vision alive through future generations, we are taking steps to ensure a quality product is being made in a quality work environment.

In addition to our own in house testing and evaluation process, we utilize independent third party testing agencies to do product testing. Our products undergo testing for flammability, lead, phthalates and other harmful elements, as well as physical and mechanical tests.

Children's Factory products received the UL GREENGUARD® Gold Certification which certifies our products and materials for low chemical emissions. Our materials are rigorously tested for harmful chemicals as well as emission levels from our final products in order to preserve indoor air quality. We also adhere to annual re-certification testing and a quarterly monitoring program to ensure ongoing compliance.

We are putting forth our best efforts to ensure a safe, environmentally friendly product for our valued customers.



314.821.1441
childrensfactory.com
510 S. McKinley Ave. Union, MO 63084



**CLASSROOM
SELECT**



School Specialty and our family of companies are committed to protecting the environment, engaging customers in our sustainability efforts, and saving money through more efficient operations.

In our continuous effort to creating a more sustainable environment, School Specialty recently achieved Gold Certification Status with the Green Business Bureau, and is moving toward a Platinum Certification.

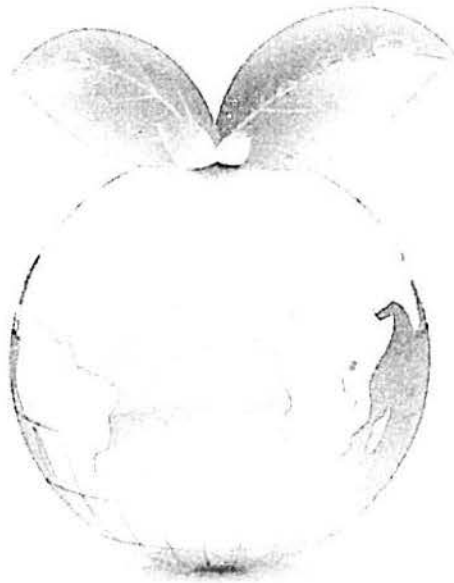
School Specialty's goal is to move towards a Platinum Certification (i.e. focusing recycling efforts internally & externally, encourage employee carpools, etc.)

All Classroom Select items are Greenguard certified.





Diversified Woodcrafts, Inc. has been found to be
compliant with MAS Certified Green®The following product
areas are included in the certification: Plain Apron Tables,
Book Compartment Tables, Riser Tables, Mobile Storage,
Add-A-Cabinet, Storage Cabinet Tables, Wall Service
Benches, Workstations, Instructor Desk, Demo Units,
and Mobile Storage.



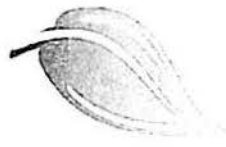
green

- GREEN Building
- LEED®-Friendly
- Emission-Friendly
- CHPS-Friendly
- Use of Sustainably-Grown Materials



Caring For Our Environment.

Creating Quality Educational Furniture
Science Room / Laboratory Arts
Industrial / Technical



**At Diversified Woodcrafts and
Shain Solutions we continually
strive to utilize "green" choices
in our manufacturing facilities
and offices. Here are some of the
practices we have in place:**

- A Designated "Green" Team
- Energy-efficient Lighting
- Reuse of Scrap Wood
- Reuse of Wood Shavings
- Recycle Cardboard
- Recycling Bins Throughout
Our Facilities
- Environmentally-Friendly
Stains & Finishes
- Use of FSC-Certified Paper
For Company Literature
- Use of Environmentally-
Friendly Inks



1-800-444-1113
800.444.1113
www.diversifiedwoodcrafts.com



1-800-826-0095
800.826.0095
www.shainsolutions.com

SEFA 8 CERTIFICATE OF PERFORMANCE



WHAT IS SEFA?

The Scientific Equipment and Furniture Association (SEFA) is a voluntary international trade association representing members of the laboratory furniture, casework, fume hood and related equipment industry. The Association was founded to promote this rapidly expanding industry and to improve the quality, safety and timely completion of laboratory facilities in accordance with customer requirements.

SEFA members work together to establish, monitor and modify, as needed, industry-wide recommended practices in the areas of fume hoods, laboratory work surfaces, equipment and furniture installations.

SEFA RECOMMENDED PRACTICES

SEFA and its committees are active in the development and promotion of recommended practices having domestic and international applications. Recommended practices are developed by the association taking into account the work of other national standard-writing organizations. Liaison is also maintained with government agencies in the development of their specifications. SEFA's recommended practices are developed in and for the public interest. These practices are designed to promote better understanding between designers, architects, manufacturers, purchasers, and end users to assist the purchaser in selecting and specifying the proper product to meet the user's particular needs.

LABORATORY FURNITURE - SEFA 8

This recommended practice is intended to provide manufacturers, specifiers, and users tools for evaluating the safety, durability, and structural integrity of laboratory casework and complimentary items.



INDEPENDENT TEST LAB

Diversified Woodcrafts, Inc. contracted with Bjorksten Research Laboratory, 2 Fen Oak Court, Madison, WI 53718 to test our laboratory casework as it conforms to the SEFA 8 standards. The finish tests were performed by Chemcraft International, Inc., 1101 N. Bluemound Drive, Appleton, WI 54914. The summary results are shown below.

DESCRIPTION OF TEST CABINET

Diversified Woodcrafts, Inc. model number 108-4822, 48" wide x 22" deep combination base cabinet with one (full opening) drawer and two doors. Cabinet was leveled and the drawers, doors, hinges, latches, etc. were inspected and all were operating properly. The wall cabinet was Diversified Woodcrafts, Inc. model number D03-4812, 30" high x 48" wide x 12" deep with 2 doors and 2 movable shelves.

Test	Results	Test	Results
4.2	Pass	6.3	Pass
4.3	Pass	6.4	Pass
4.4	Pass	6.5	Pass
4.5	Pass	7.1	Pass
5.1	Pass	8.1	Pass
5.2	Pass	8.2	Pass
5.3	Pass	8.3	Pass
6.1	Pass	9.2	Pass
6.2	Pass		

CABINET LOAD TEST

4.2.1 Purpose of Test

The cabinet load test challenges the structural integrity and the load bearing capability of the cabinet construction. The test demonstrates the ability of the cabinet to support heavy loads.

4.2.2 Test Procedure

The cabinet top was loaded using 2,000 pounds of solid steel bars stacked five high, in eight equally spaced rows. After 10 minutes, the bars were removed from the cabinet.

4.2.3 Acceptance Level

There are no signs of permanent damage.

CABINET CONCENTRATED LOAD TEST

4.3.1 Purpose of Test

The purpose of the test is to challenge the functional characteristics of the cabinet when subjected to a concentrated load on the center of the cabinet top.

4.3.2 Test Procedure

Four, 50 pound solid steel bars were placed on top of the cabinet, along the cabinet centerline. With the weight in place, the drawers and doors were operated and inspected.

4.3.3 Acceptance Level

Doors and drawers operated normally. There is no permanent distortion to the front rail, cabinet joinery, doors, or drawers.

CABINET TORSION

4.4.1 Purpose of Test

The test evaluates the structural integrity of the cabinet construction when subjected to torsional load.

4.4.2 Test Procedure

The cabinet was supported on three, 3-1/4" x 3-1/2" x 4"H hardwood blocks, located under the two rear corners and one front corner. The cabinet was secured, diagonally from the unsupported corner with seven, 50 pound, solid steel bars to prevent overturning. Four, 50 pound, solid steel bars were placed on the unsupported corner of the cabinet and left in position for 15 minutes. The weights were then removed and the cabinet was placed on the floor in its normal, upright, position. The cabinet joinery was inspected and the cabinet was leveled and measured, diagonally, between the corners of the face and the back of the cabinet.

4.4.3 Acceptance Level

When returned to normal position, the operation of the cabinet was normal and there was no evidence of permanent damage. The difference between the diagonal measurements does not exceed 1/8" front or back.

CABINET SUBMERSION TEST

4.5.1 Purpose of Test

The test demonstrated the ability of a cabinet to resist standing water.

4.5.2 Test Procedure

The thickness of the material along the perimeter of the bottom of the cabinet was measured on 6" increments. The thickness was recorded and the arithmetic mean was calculated. The cabinet was then placed in a pan of water so that the bottom 2" of the cabinet was submerged. The cabinet remained in the water for 4 hours and then it was removed and immediately re-measured at the same locations that were measured initially. The thickness at each location was recorded and the arithmetic mean was calculated. After the cabinet had dried, it was inspected for damage.

4.5.3 Acceptance Level

The cabinet shows no signs of permanent deformation or deterioration and the average increase in thickness is less than four percent (3.5%).

DOOR HINGE TEST

5.1.1 Purpose of Test

The test demonstrates the durability of the door and its hardware to an applied load of 200 pounds.

5.1.2 Test Procedure

The shelf was removed and weight was placed on top of the cabinet to prevent it from overturning. A cabinet door was opened 90° and a sling with four 50 pound weights was hung over the top of the door, at a point out from the hinge centerline. The door was then slowly moved through the full cycle of the hinge (up to a 160° arc). The weight was then removed, the door was swung through its full intended range of motion, and closed.

5.1.3 Acceptance Level

There was no significant permanent distortion and the door operated normally after the weight was removed.

DOOR IMPACT TEST

5.2.1 Purpose of Test

The test demonstrates the resistance to a 240 inch-pound impact to the door face.

5.2.2 Test Procedure

Eight, 50 pound solid steel bars were placed on top of the cabinet to prevent overturning. A 20 pound sand bag was then suspended from a pendulum support and dropped providing an impact of 240 inch-pound at the center of a closed door.

5.2.3 Acceptance Level

Door and catch operated normally and show no signs of permanent damage.

DOOR CYCLE TEST

5.3.1 Purpose of Test

The test demonstrates the ability of the door hinge hardware to withstand 100,000 cycles as a reliable measure of longevity.

5.3.2 Test Procedure

A cycling mechanism, that swings a door through an arc of 90°, was operated for 100,000 cycles.

5.3.3 Acceptance Level

The door operated for the full 100,000 cycles without deterioration that significantly affected the function of the door. After completion of the test, the door operates freely and without binding.

DRAWER STATIC LOAD TEST

6.1.1 Purpose of Test

The test demonstrates the ability to support a point load given to the front of the drawer and will challenge the attachment of the drawer head to the drawer.

6.1.2 Test Procedure

Eight, 50 pound solid steel bars were placed on top of the cabinet to prevent overturning. A drawer was opened to 13" of travel and 150 pounds was hung from the drawer head, at the centerline of the drawer, for 5 minutes. The weight was then removed and the drawer was operated through the full cycle.

6.1.3 Acceptance Level

There was no interference with the normal operation of the drawer.

DRAWER & DOOR PULL TEST

6.2.1 Purpose of Test

The test evaluates the strength of the pull and the pull hardware.

6.2.2 Test Procedure

The pulls were installed in accordance with Diversified Woodcrafts practice using specified attaching hardware and method. A drawer and a door were blocked closed and a cable, pulley, and weight assembly was used to apply a force of 50 pounds perpendicular to each pull. Similar set-up was then used to hang a 50 pound weight from each pull.

6.2.3 Acceptance Level

Pulls resisted the force and supported the weight and there is no evidence of permanent distortion.



DRAWER IMPACT TEST

6.3.1 Purpose of Test

The test demonstrates the resistance to impact of the drawer bottom and the slide mechanism.

6.3.2 Test Procedure

A drawer was opened to 13" of travel and then a 10 pound sand bag was dropped, from a height of 24", into the bottom of the drawer, at the centerline of the width of the drawer and 6" back from the inside face of the drawer.

6.3.3 Acceptance Level

The drawer was operated through a full cycle and it operated normally. There was no visible deformation of the drawer.

DRAWER INTERNAL ROLLING IMPACT

6.4.1 Purpose of Test

The test evaluates the strength of the drawer head, bottom, and back as a result of opening and closing the drawer with a rolling load.

6.4.2 Test Procedure

The drawer was positioned on a table at a 45° angle and a 2" diameter by 12" long steel rod, that weighs approximately 10 pounds, was positioned 13" from the target impact area such that the rod rolled freely to impact the back of the drawer. The back was subjected to three impacts and then the drawer was reversed and the front was subject to three additional impacts.

6.4.3 Acceptance Level

There are no visible signs of permanent damage. All joinery is intact and the drawer operated normally when returned to the unit.

DRAWER CYCLE TEST

6.5.1 Purpose of Test

The test is intended to replicate years of operation of a drawer under full load.

6.5.2 Test Procedure

A static load of 100 pounds (using ten 10 pound sand bags) was uniformly distributed in a drawer and the force required to activate the drawer was measured. The drawer was then opened from a closed position to a position within 1/4" of full extension and then closed. The procedure was repeated 50,000 times at a rate that did not exceed 10 cycles per minute.

6.5.3 Acceptance Level

After the 50,000 cycles were completed, the drawer operated freely with no evidence of dragging, rubbing, or binding. The force required to open and close the loaded drawer increased by 7.1% which is less than the allowable maximum (20%). The force required to open and close the loaded drawer was less than 8 pounds.

FINISH TEST

8.1.1 Purpose of Test

The purpose of the chemical spot test is to evaluate the resistance the finish has to chemical spills.

8.1.2 Test Procedure

The received sample measuring 14" x 24" was tested for chemical resistance as described herein. The panel was placed on a flat surface, cleaned with soap and water, then blotted dry. The panel was conditioned for 48 hours at 73+ 3°F and 50+ 5% relative humidity. The panel was then tested for chemical resistance using forty-nine different chemical reagents by one of the following methods.

Method A - Volatile chemicals were tested by placing a cotton ball saturated with reagent in the mouth of a 1-oz. bottle and inverting the bottle on the surface of the panel.

Method B - Non-volatile chemicals were tested by placing five drops of the reagent on the surface of the panel and covering with a 24mm watch glass, convex side down.

For both methods, the reagents were left on the panel for a period of one hour, then washed off with water, cleaned with detergent and naphtha, and rinsed with deionized water. The panel was then dried with a towel and evaluated after 24-hours at 73± 3°F and 50± 5% relative humidity.

8.1.3 Acceptance Level

Chemical test exceeded the requirements of no more than four of 49 chemicals tested failed with a fail rate of three. Results shown on left.

HOT WATER TEST

8.2.1 Purpose of Test

The purpose of this test is to insure the coating is resistant to hot water.

8.2.2 Test Procedure

Hot water (190 F. to 205 F) was allowed to trickle with a steady stream and at a rate of not less than 6 ounces per minute on the finished surface, which was set at an angle of 45-degrees, for a period of five minutes.

8.3.3 Acceptance Level

After cooling and wiping dry, the finish showed no visible effect from the hot water.

IMPACT TEST

8.3.1 Purpose of Test

The purpose of this test is to evaluate the ductility of the coating.

8.3.2 Test Procedure

A one-pound ball approximately 2" in diameter was dropped from a distance of 12" onto the flat horizontal surface, which was coated to Diversified Woodcrafts, Inc. standard manufacturing method.

8.3.3 Acceptance Level

There is no visual evidence to the naked eye of cracks or checks in the finish due to impact.

Reagents Pass/Fail

Acetate Amyl**	Pass
Acetate Ethyl**	Pass
Acetic Acid 98%	Pass
Acetone**	Pass
Acid Dichromate 5%	Pass
Alcohol Butyl**	Pass
Alcohol Ethyl**	Pass
Alcohol Methyl**	Pass
Ammonium Hydroxide 28%	Pass
Benzene**	Pass
Carbon Tetrachloride**	Pass
Chloroform**	Pass
Chromic Acid 60%	Pass
Cresol**	Pass
Dichloro Acetic Acid**	Fail
Dimethylformamide**	Pass
Dioxane**	Pass
Ethyl Ether**	Pass
Formaldehyde 37%**	Pass
Formic Acid 90%	Pass
Furfural**	Pass
Gasoline**	Pass
Hydrochloric Acid 37%	Pass
Hydrofluoric Acid 48%	Pass
Hydrogen Peroxide 3%	Pass
Iodine	Pass
Methyl Ethyl Ketone**	Pass
Methylene Chloride**	Pass
Mono Chlorobenzene**	Pass
Naphthalene**	Pass
Nitric Acid 20%	Pass
Nitric Acid 30%	Pass
Nitric Acid 70%	Pass
Phenol 90%**	Fail
Phosphoric Acid 85%	Pass
Silver Nitrate	Pass
Sodium Hydroxide 10%	Pass
Sodium Hydroxide 20%	Pass
Sodium Hydroxide 40%	Pass
Sodium Hydroxide Flake	Pass
Sodium Sulfide, saturated	Pass
Sulfuric Acid 33%	Pass
Sulfuric Acid 77%	Pass
Sulfuric Acid 96%	Fail
Sulfuric Acid 77% & Nitric Acid 70%	Pass
Toluene**	Pass
Trichloroethylene**	Pass
Xylene**	Pass
Zinc Chloride Saturated	Pass

** Indicates Test Method A

SHELVING

7.1.1 Purpose of Test

The test demonstrates the ability of a shelf and mounting hardware to support normal laboratory loads.

7.1.2 Test Procedure

The shelf was mounted in the manner in which it was designed and a dial indicator was positioned under the center of the shelf and adjusted to zero. Thirteen 10 pound sand bags were uniformly distributed on the shelf to obtain a loading of 40 pounds per square foot of shelf area and the deflection was recorded. The weight was then removed from the shelf.

7.1.3 Acceptance Level

The deflection of the shelf under load - 0.245" which is less than the allowable maximum of 0.25". There was no significant permanent distortion of the shelf.

WALL CABINET LOAD TEST

9.1.1 Purpose of Test

The test demonstrates the strength of the back of the wall cabinet as well as the joinery of the cabinet and function of the doors when the unit is subjected to loads normally expected for laboratory furniture.

9.1.2 Test Procedure

130 pounds of sand bags, 40 pounds per square foot, were used to load the cabinet bottom, the cabinet top and shelves. With the weight in place the doors were operated through their full travel to verify normal operation. The weight was then removed and the doors were again operated through their full travel to verify normal operation.

9.1.3 Acceptance Level

Doors opened and closed normally with and without the weight in place. There is no significant permanent deflection or damage to cabinet, cabinet back, cabinet top, cabinet bottom or shelf.

Divversified Woodcrafts, Inc.
300 S. Krueger Street
Suring, Wisconsin 54174
marketing@diversifiedwoodcrafts.com
www.diversifiedwoodcrafts.com
877-348-9663
Fax: 920-842-2499

GREEN LABEL PLUS

INDOOR AIR QUALITY TESTING PROGRAM
THIS CERTIFIES THAT

Flagship Carpets, LLC.

Address: 734 S River Street Ext.
Calhoun, GA 30701, United States

HAS MET THE REQUIREMENTS OF
THE CARPET AND RUG INSTITUTE'S GREEN
LABEL PLUS PROGRAM FOR CATEGORY:

1Y Post-dyed Nylon with SB Latex Backing

Range of Total VOCs
0.5 mg/m³ or less

Joe W. Yarbrough, President
The Carpet and Rug Institute, Inc.

Certification Date: 10/01/2018
Expiration Date: 09/30/2020

To view all GLP-Certified products visit www.carpetrug.org/glpproducts



THE CARPET AND RUG INSTITUTE
100 SOUTH HAMILTON STREET
DALTON GA 30720-4612 UNITED STATES



GLP2346

This product complies with
California DPH Section 01350
Version 1.2
Private Office Scenario.

A USGBC® recognized third
party certification program
for LEED v4 EQ Credit
Low-Emitting Materials.



ISO/IEC 17065
Product Certification Body
#0754

OUR COMMITMENT TO THE ENVIRONMENT

In conjunction with our sustainable design features, we at Fōmcore minimize our impact on the environment through the exclusive use of recycled foam materials, resulting in no foam waste, clean processes and recycling in our manufacturing facilities. Because we build our products to last, we stand behind them with a lifetime warranty. Ask us how we can help your organization be green and clean.



MAS Certified Green® Certificate of Compliance Low-Emitting Materials

Awarded to:

INTERIOR CONCEPTS, INC. OF SPRING LAKE, MI

18525 TRIUMBLE COURT; ZIP CODE: 49456

Category:

Contract Furniture - Workstation, Tables, Casegoods & Desks

Cert. Scheme:

VOC Emissions

Accredited
Standards &

California Dept. of Public Health Standard Method v1.2

classroom desks & office furniture

Test Methods:

ANSI/BIFMA e3-2019 Sections 7.6.1, 7.6.2, 7.6.3

classroom & office setting

ANSI/BIFMA x7.1-2011(R2016) 7-day Furniture Component

open & private office setting

*Conforms
With:

LEED v4.1 ID+C, BD+C

low-emitting interiors

(CHPS) 2019 Section EQ C6.1.4

furniture & furnishings

Criteria of MAS Certified Green® Program

low-emitting material

Bracketed
Products

*School Furniture, Call Center Furniture, Modular Office Furniture, Tables,
Storage and Accessories, Aveera Furniture Products.*

Test Date:

9/25/2019

Report No.: 1901199

Certificate No.: MAS1901199

valid September 2019 to September 2020



Testing Cert. # 2925.01
Product Cert. # 2925.02

Product Certifier, MAS Certified Green CT

Laboratory Testing by Materials Analytical Services, LLC - ISO/IEC 17025:2017

3rd Party Product Certification by MAS Certified Green® - ISO/IEC 17065:2012

*outside of A2LA accreditation scope

3945 Lakefield Ct. • Suwanee, Ga. • 770-866-3206 • <http://www.mascertifiedgreen.com/>



At KFI we are very conscious of the environmental issues we all face.

KFI takes every step possible to recycle, reuse and reduce waste. We feel it's incumbent upon all of our employees and vendors to be good stewards of the environment and conduct our business in a responsible manner. We strive to produce high quality products with a minimum impact on the environment. We feel this is not only an investment in our company's future...but an investment in the future of our planet. If you would like us to build a chair for you that has minimal environmental impact, the following options are available: The environmental attributes listed below can apply to the following KFI Series: 200, 300, 400, 500, 800, 900, 1000, 1300, 1400, 1500, 1600, 1700, 1800, 2000, 2100, 3200, 3300, 3400, 3700, 3800, 3900, 4700, 6100 and 6200. *Chair is 95% recyclable after its useful life.

Manufactured using an emission-free process. This foam is also made with plant based raw materials and organic, halogen-free fire retardants, significantly reducing the amount of petroleum-based products. (GREEN FOAM describes the environmental attributes, not the color.)

Harvested from sustainable forest - no "old growth" source content. Many seat and back components are made with post consumer wood waste (recycled wood). Our components also meet Phase One of the California CARB Standards.

MOORECO

ESSENTIALS



VANERUM



MOORECO

Many of our products have been independently certified under programs that test for material safety, impact on air quality, environmental impact, and other important sustainability factors.

To view and download environmental certificates for our products, please visit their websites below:



FIRE RATING INFORMATION

Testing information and certifications on MooreCo fire-rated boards may be found here:



MAS Certified Green® Certificate of Compliance Low-Emitting Materials

Awarded to:

NATIONAL PUBLIC SEATING OF CLIFTON, NJ

149 ENTIN ROAD, ZIP CODE: 07014

Category:

Office Contract Furniture - Educational Seating

Cert. Scheme:

VOC Emissions

Accredited

Standards &

Test Methods:

ANSI/BIFMA e3-2019 7.6.1, 7.6.2, 7.6.3

classroom seating

California Dept. of Public Health Standard Method v1.2

classroom seating

*Conforms

With:

LEED v4.1 ID+C, BD+C

low-emitting interiors

(CHPS) 2019 Core Criteria 3.0 EQ C6.1.4

administrative area/teacher & pupil seating

Criteria of MAS Certified Green® Program

low-emitting material

Bracketed

Products:

Steel Folding Chairs, Padded Folding Chairs, Plastic Folding Chairs, Banquet Chairs, Plastic Stack Chairs, Padded Stack Chairs, Science Stools, Café Stools, Music Chair, Mobile Chairs, Industrial Stools, Art Stools.

Test Date:

03/13/2020

Report No.: 2000257

Certificate No.: MAS2000257

valid March 2020 to March 2021



Testing Cert. # 2925.01
Product Cert. # 2925.02

Product Certifier, MAS Certified Green CT

Laboratory Testing by Materials Analytical Services, LLC - ISO/IEC 17025:2017

3rd Party Product Certification by MAS Certified Green® - ISO/IEC 17065:2012

*outside of A2LA accreditation scope

3945 Lakefield Ct. • Suwanee, Ga. • 770-866-3206 • <http://www.mascertifiedgreen.com/>



GREENGUARD Gold Certification

Republic's complete line of products achieves GREENGUARD Gold Certification



UL Environment's GREENGUARD Certification program helps manufacturers create - and helps buyers identify and trust - interior products and materials that have low chemical emissions, improving the quality of the air in which the products are used. All certified products must meet stringent emissions standards based on established chemical exposure criteria.

UL applauds Republic Storage's achievement of UL GREENGUARD Gold Certification for their locker, shelving, and storage systems.

"Achieving GREENGUARD Certification indicates a product's compliance with strict third-party product emissions standards, and products that have lower chemical emissions can contribute to healthier indoor air quality," said Alberto Uggetti, Vice President and General Manager, UL furniture division.

Achieving GREENGUARD Gold Certification demonstrates Republic Storage Product's firm commitment to the health and safety of the product users, and to our environment.

UL Environment, a business unit of UL (Underwriters Laboratories), acquired GREENGUARD in 2011, further advancing its mission of promoting global sustainability, environmental health, and safety. GREENGUARD Certification is broadly recognized and accepted by sustainable building programs and building codes around the world. Additionally, the GREENGUARD Product Guide serves as a free online tool for finding certified low-emitting products for offices, hospitals, schools, homes, and more.

GREENGUARD Gold Certification (formerly known as GREENGUARD Children & Schools Certification) offers stricter certification criteria, considers safety factors to account for sensitive individuals (such as children and the elderly), and ensures that a product is acceptable for use in environments such as schools and healthcare facilities. It is referenced by both The Collaborative for High Performance Schools (CHPS) and the Leadership in Energy and Environmental Design (LEED) Building Rating System.

View Republic's GREENGUARD Certified products in the [GREENGUARD Product Guide](#). All products have been screened for more than 10,000 chemicals.

Each certified product listing contains a certificate of compliance, which streamlines the verification and paperwork required for LEED® and other sustainable building programs.



Focus is to Exceed in Green Initiatives

WB Manufacturing, a manufacturer of custom work surfaces, tables, furniture and casework, has adopted a green operations initiative that values environmentally responsible practices in manufacturing and operations of its facility.

WB Manufacturing incorporated a broad range program affecting everything from materials that go into its products to its standards on the manufacturing floor. "The process to go green involved reviewing all areas of the business," said Steve Burgess, President.

Energy consumption is a major expense for the organization, but WB Manufacturing found that with a few simple changes from energy efficient lights on the 200,000 square foot plant to motion sensor light switches in the office area resulted in reduced usage by 54% and significantly lower energy bills. WB Manufacturing also voluntarily participates in the peak load lighting conservation program with the local utility company.

Recycling has always been a standard business practice from using recycled paper in the office equipment and recycled corrugated cardboard for packaging to recycling aluminum cans and plastics. WB Manufacturing even recycles the salvage particle board and MDF scraps using a dedicated shredder to create small bedding particles for local farms.

As part of our green manufacturing focus, WB Manufacturing routinely acquires products like particle board and medium density fiberboard (MDF) with No Added Formaldehyde (NAF), Ultra Low-Emitting Formaldehyde (ULEF) in addition to standard industrial grade particle board, medium and thin density fiberboard and plywood used in our products that is both California Air Resource Board (CARB) Phase 2 and Environmental Protection Agency (EPA) TSCA Title VI compliant. "We are constantly evaluating our suppliers to ensure that their products are constructed using recycled wood fiber, as well as compliance to these regulations required for our industry and services provided", added Lane Whitted, Purchase Manager.

CARB established emission standards for wood products made with urea-formaldehyde resin products being sold in the State of California. The stated goals of CARB include attaining and maintaining healthy air quality; protecting the public from exposure to toxic air contaminants; and providing innovative approaches for complying with air pollution rules and regulations. In selecting particle board and MDF, WB Manufacturing selects Eco-Certified Composites (ECC). In addition to the adherence to CARB regulations, all composite wood products supplied by WB Manufacturing are also compliant to the EPA TSCA Title VI regulations that became effective as of June 1st, 2018.

WB Manufacturing supplies labeled products in accordance to the California Safe Drinking Water and Toxic Act of 1986 (a.k.a. - Proposition 65 Act). This Act requires all businesses to provide warnings to users in California about exposures to chemicals that cause cancer, birth defects or other reproductive harm.

WB Manufacturing continues to focus its operation on complying with manufacturing standards that puts the health and welfare of the planet and our people first. Our focus is to exceed in green initiatives and standards.

WB Manufacturing is proud to be a member of the Wisconsin Bench family. We are committed to providing the highest quality products and services to our customers. We are also committed to being a responsible corporate citizen. We are committed to being a green company. We are committed to being a company that exceeds in green initiatives and standards.

DESIGN. BUILD. DELIVER.

CERTIFICATE OF COMPLIANCE



CEF
Formica Corporation
Formica® Brand Laminate

1769-410

Certificate Number

10/28/2004 - 10/28/2020

Certificate Period

Certified

Status

UL 2818 - 2013 Standard for Chemical Emissions for Building Materials, Finishes and Furnishings

Wall finishes are determined compliant using an Office Environment with an air change of 0.68 hr^{-1} and a loading of 33.40 m^2 .

Products tested in accordance with UL 2821 test method to show compliance to emission limits in UL 2818, Section 7.1.



UL investigated representative samples of the identified Product(s) to the identified Standard(s) or other requirements in accordance with the agreements and any applicable program service terms in place between UL and the Certificate Holder (collectively "Agreement"). The Certificate Holder is authorized to use the UL Mark for the identified Product(s) manufactured at the production site(s) covered by the UL Test Report, in accordance with the terms of the Agreement. This Certificate is valid for the identified dates unless there is non-compliance with the Agreement

CEF

GREENGUARD Certification Criteria for Building Products and Interior Finishes

Criteria	CAS Number	Maximum Allowable Predicted Concentration	Units
TVOC ^(A)	-	0.50	mg/m ³
Formaldehyde	50-00-0	61.3 (50 ppb)	µg/m ³
Total Aldehydes ^(B)	-	0.10	ppm
Particle Matter less than 10 µm ^(C)	-	50	µg/m ³
4-Phenylcyclohexene	4994-16-5	6.5	µg/m ³
Individual VOCs ^(D)	-	1/10th TLV	-

- (A) Defined to be the total response of measured VOCs falling within the C₆ – C₁₆ range, with responses calibrated to a toluene surrogate. Maximum allowable predicted TVOC concentrations for GREENGUARD (0.50 mg/m³) fall in the range of 0.5 mg/m³ or less, as specified in CDPH Standard Method v1.1.
- (B) The sum of all measured normal aldehydes from formaldehyde through nonanal, plus benzaldehyde, individually calibrated to a compound specific standard. Heptanal through nonanal are measured via TD/GC/MS analysis and the remaining aldehydes are measured using HPLC/UV analysis.
- (C) Particle emission requirement only applicable to HVAC Duct Products with exposed surface area in air streams (a forced air test with specific test method) and for wood finishing (sanding) systems.
- (D) Allowable levels for chemicals not listed are derived from 1/10th of the Threshold Limit Value (TLV) industrial work place standard (Reference: American Conference of Government Industrial Hygienists, 6500 Glenway, Building D-7, and Cincinnati, OH 45211-4438).



UL investigated representative samples of the identified Product(s) to the identified Standard(s) or other requirements in accordance with the agreements and any applicable program service terms in place between UL and the Certificate Holder (collectively "Agreement"). The Certificate Holder is authorized to use the UL Mark for the identified Product(s) manufactured at the production site(s) covered by the UL Test Report, in accordance with the terms of the Agreement. This Certificate is valid for the identified dates unless there is non-compliance with the Agreement.

CEF

SCS Global Services does hereby certify that an independent audit has been completed and conformity to the applicable standard(s) has been confirmed for:

Appalachian Lumber Company

5879 West Hwy 421 North, Wilkesboro, NC 28697, United States

This certificate covers the production of flooring and furniture parts using the transfer system.

The facility(s) are hereby Chain of Custody certified to sell products as:

FSC 100%, FSC Mix

The assessment has been conducted by Scientific Certification Systems (SCS) in accordance with the rules of the Forest Stewardship Council® A.C. (FSC).

FSC Standard: FSC-STD-40-004 V2-1

Certificate Code: SCS-COC-003312 Trademark License Code: FSC-C095402

Valid from 8 July 2015 to 7 July 2020

This certificate itself does not constitute evidence that a particular product supplied by the certificate holder is FSC-certified (or FSC Controlled Wood). Products offered, shipped or sold by the certificate holder can only be considered covered by the scope of this certificate when the required FSC claim is clearly stated on sales and delivery documents, and the validity of the certificate has been verified on <http://info.fsc.org>. All use of products that are included in the scope of this certificate may be found at <http://info.fsc.org> or in a brochure provided by SCS on request. The certificate shall remain the property of SCS, and this certificate and all copies or reproductions of this certificate shall be returned to SCS immediately upon request.



The mark of
responsible forestry



SCS **global**
SERVICES

Robert J. Hrubes

Robert J. Hrubes, Ph.D., Executive Vice President
SCS Global Services
2000 Powell Street Ste 600 Emeryville CA 94608 USA

CEF
Formaldehyde Emissions Grademark Certification Program
CERTIFICATE OF COMPLIANCE



Composite Panel Association
19465 Deerfield Ave, Suite 306, Leesburg, VA 20176

Hereby Affirms That

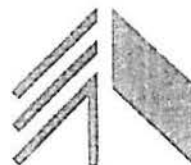
ARAUCO NORTH AMERICA
BENNETTSVILLE, SOUTH CAROLINA

Has Fulfilled The Requirements of:
California Air Resources Board (CARB) Airborne Toxic Control Measures (ATCM) 93120

SCOPE OF CERTIFICATION
Particleboard (DR2 and INT) (CARB Phase 2 – 0.09 ppm)

Mill ID 116

Re-issue Date: June 9, 2016
To verify continued certification,
visit www.compositepanel.org



A handwritten signature in black ink, appearing to read "Edgar Deomano".

Edgar Deomano
Director of Technical and Certification Services

ELKAY



INTERIOR SYSTEMS, INC.

GREENTEGRITY

ISI is committed to environmental stewardship. We are proactive in our procedures and strive to reduce the environmental impact of our company, enhancing our Greentegrity. Come play in fields of green with us.

LEED® Accredited Professionals
Forest Stewardship Council (FSC) certified
products upon request
Energy-Efficient, Smart Design
Profitable Dining Space
High Performance Operation
Improve Indoor Air Quality
Recycling and Trash Solutions
Competitive Advantage

Call 800.837.8373 to connect with a Market Manager.

We look forward to helping you meet your green goals.



FSC: Forest Stewardship Council.
An independent, internationally recognized organization promoting the responsible management of forests.



LEED: The Leadership in Energy and Environmental Design Green Building Rating System™ is the nationally accepted benchmark for the design, construction, and operation of high performance green buildings.

New York Times "Green" article titled "McDonald's in China to U.S." is a result of The New York Times article, Green Blueprints of Retailers. Designed by ISI



Photo: Beth Kneveler for The New York Times

Contact ISI today to learn how you can improve your Greentegrity!



2114 Broadway Suite 600 Milwaukee, WI 53202 • 800.837.8373

www.isi.com

ELKAY



INTERIOR SYSTEMS, INC.

GREENTEGRITY: WWATA

**What's With All
The Acronyms?**

Greentegrity - 'Green' Integrity; Operate and adhere to the highest environmental standards; Recognize and minimize operational impacts to the environment.

Abbreviated General Terminology:

BMP - Best Management Practice

BOD - Basis of Design

DEC - Design Energy Cost

ECMs - Energy Conservation Measures

EER - Energy Efficiency Rating

GS - Green Seal

IAQ - Indoor Air Quality with respect to human occupancy of a building

LCA - Life-Cycle Assessment: a full accounting of a material's "cradle-to-grave" environmental impacts

LCC - Life-Cycle Cost

LEED® - Leadership in Energy and Environmental Design

LEED AP - LEED Accredited Professional

NC - New Construction

O&M - Operations and Management

OPR - Owner Project Requirements

REC - Renewable Energy Certificate

TVOC - Total Volatile Organic Compounds, see VOCs

VOCs - Volatile Organic Compounds: potentially hazardous substances omitted as a gas from certain solids and liquids.

Organizations and Agencies:

AIA - American Institute of Architects

ANSI - American National Standards Institute

DOE - U.S. Department of Energy

EPA - U.S. Environmental Protection Agency

FSC - Forest Stewardship Council

GBCI - Green Building Certification Institute

SBIC - Sustainable Building Industry Council

USGBC - U.S. Green Building Council

*Yum! Opens LEED® Gold Certified Restaurant
(FC-Taco Bell in Northampton, MA) granted LEED® Gold
certification. Designed by ISI.*



Contact ISI today to learn how you can improve your Greentegrity!



1400 W. Wisconsin Ave. 600 Milwaukee, WI 53227

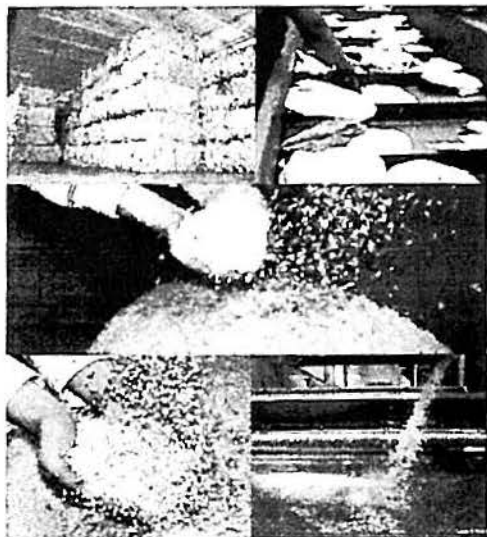
TEL: 414.333.1770

www.isi.com or 1.800.333.1770



UltraSite offers tables, benches, planters and trash receptacles made from recycled plastic planks in a variety of styles and colors.

Do you know how recycled planks are made? They contain recycled material, like your every day milk jugs, and divert these products that would otherwise end up in a landfill. See the simple steps below!



1 Recycled goods are delivered in large packages and the milk jugs are sorted out, removing any non-usable product.

2 Milk jugs are sent through a grinding process to produce lightweight flakes that are then washed to remove glue, paper labels and further contamination.

3 Cleaned flakes are pelletized to remove any remaining contamination and the pellets are mixed in large 300K pound silos.

4 The mixture is then sent through an extruder to produce a recycled plank with uniform material, color and consistency.

5 Enjoy your recycled plastic bench by UltraSite knowing you are supporting the generations of the future!





Environmental Commitment

think global think green

The executive summary...for all of us.

- We have reduced our consumption of electricity by over 18% over the last four years.
- We have entirely eliminated the use of CFCs and HCFCs in all our manufacturing processes to protect the ozone layer.
- From the lunchroom to the factory floor, we recycle 88% of our waste production across the organization.
- Global's patented, industry-first, wood/polymer molding technology diverts 7.5 tons of waste per day from the landfill.
- A constantly expanding textile offering woven from recycled polyester is an environmental option with little or no up-charge to the customer.
- Our cardboard packing utilizes 80% recycled material and wherever possible we flat pack to reduce shipping volume and minimize our carbon footprint.
- Our chrome plating facility discharges water that is clean enough to return to the municipal water infrastructure.
- Our non-hazardous powder-coat paint process reclaims up to 99% of overspray with minimal discharge to the environment.
- We recycle more than 100 tons of fabric, which is recycled through various voluntary programs and partners such as "echoes in the attic".

Better Products Better Future Before governments developed environmental protection legislation we were setting our own standards for sustainable practices, developing new technologies and using reclaimed materials to safeguard the environment.

From design through to manufacturing we pay particular attention to reducing the impact of our product packaging, the use of recycled and recyclable materials and production processes that minimize energy consumption. A better product is also a green product.

environmental committee

At Global we believe we have a responsibility to safeguard the environment in the course of manufacturing and doing business. That's one of the reasons we created the Global Group Environmental Committee; to keep us focused on manufacturing high-quality products at a great price and in a sustainable manner.

The Environmental Committee has members recruited from across the organization, from the factory floor to senior management and reports directly to the Chairman and CEO. In simple terms, it's a fully integrated component of our operations, financial planning and expenditures.

A piecemeal approach to sustainability can't work. The Global Group Environmental Committee promotes communication and cooperation among Global divisions and whether it's a way to save energy in one facility, or conserve materials on an assembly line, the Committee encourages the sharing of ideas, practices and technologies that protect both the environment and the health of our people.

saving energy conserving resources

Of course we're taking the customary steps to save energy; replacing metal halide lights with energy efficient fluorescent reflective fixtures. That alone

saves tens of thousands of dollars of energy a year. But we're also reducing energy consumption with some innovative thinking of our own.

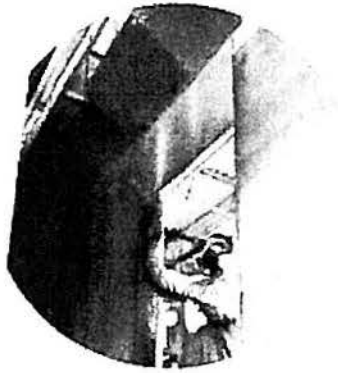
Energy Management Reducing our energy consumption has been a corporate priority, and therefore, several initiatives have been implemented to assist us in achieving our target. As a result, we have met and exceeded our 10% energy reduction target per year since 2010.

ISO 50001 Certificate: **ISO 50001:2011**

Process energy (used during manufacturing processes) has been reduced by 51% over the past four years.

Energy Star Portfolio Management is used by Global to measure our building energy performance against other facilities with the same characteristics. Our facilities are ranked above the national average.

Finishing our products in ways that protect our air and water. At Global we use powder-coat paint finishes for the majority of products; a process that recovers and reuses 99% of the overspray with minimal discharge to the environment. Powder coating is a clean electrostatic process that offers a superior finish and uses no solvents or CFCs.



**Safeguarding air
and water quality.**

**Our powder-coat
paint process reclaims up to
99% of the overspray with
minimal discharge to the
environment.**

Some components and finishes, however, necessitate the use of our "GEL" paint lines. Here 85% of the overspray is captured and transferred using compressed air technology to a 300-gallon tote. Our paint supplier checks it for quality and color match and recycles it back to us for painting drawer bodies, hanging rods and other less-visible surfaces.

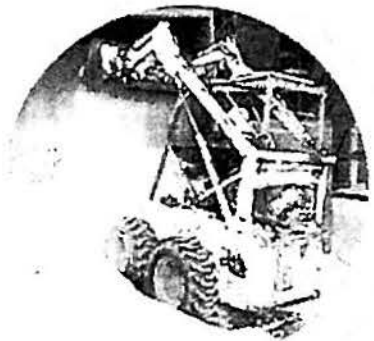
One fundamental responsibility in minimizing the environmental impact of our manufacturing processes includes carefully managing our wastewater. At our chrome plating facility metal-salt baths are constantly monitored to prolong the life of the plating solution. In fact, the water released from our chrome plating plant is clean enough to return to the municipal water infrastructure.

Water Management Through programs such as the Design for the Environment, Training, and Technology Replacement, we have been able to

accomplish our target and reduce our process water by 5% per year since 2010.

innovative thinking – new materials

**We divert
7.5 tons of
plastic and wood
waste per day from
landfill sites.**



Our closed loop manufacturing drastically reduces waste. We're not new to the game. We were in recycling long before it came into style. In 1993 we developed a patented technology that takes recycled plastic and combines it with post-production wood waste from our wood manufacturing facilities. This new composite material is injection molded and utilized in everything from panel frames to chair components. It's not pretty to look at, but it's very strong and it's inside where it counts.

Using this innovative reclamation technology we've been able to divert 7.5 tons of plastic and wood waste per day from the landfill, which translates into 2000 tons a year! In fact this technology has been so successful that Global is now recycling waste for other companies. Our Goal is to have 100%

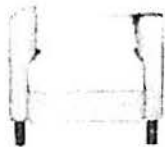
production waste diversion from landfill by 2014. We are pleased to report that this target was accomplished since 2012.

turning scrap into style

Bundling up our scrap textiles for recycling was a first step in dealing with our production waste but we knew we could do better. So we actively sought a way to turn our scraps into something useful. We formed a partnership with Echoes in the Attic™, an eco-retailer who uses textile scraps in their handbag and pillow designs, and created an entirely new infrastructure that hadn't existed before.



We created
a new infrastructure
that hadn't existed
before.



At first, the mountain of fabric offcuts that Global produced seemed like an endless resource to a small entrepreneurial business, like Echoes in the Attic™. But Echoes has been so successful that now we can barely keep up with their demand! It's an example of how even an organization as large as Global needs to look beyond its own four walls to find new solutions.

- More than 1,000 Environmental Data Sheets have been created to show the recycled content of the components that formed our products as well as LEED credits.
- Our products are designed based on our DfE (Design for the Environment) program, which promotes environmentally sound decisions at every step of the process. This translates to having more than 200 products certified under level™ 2 as well as Greenguard.
- Our material components are 100% recyclable.

LEED partnership program

The Leadership in Energy and Environmental Design (LEED) Green Building Rating System is the new benchmark for sustainable buildings. LEED certification is a system for evaluating the impact a building has on the environment, its use of energy and water and how it contributes to people's health and productivity. Global helps our customers meet LEED requirements by providing a wide range of Greenguard-certified products, specified in the LEED Green Building Rating System. Global's LEED Partnership Program offers project management support to architects and specifiers in obtaining LEED certification.

service, support sustainability

**Every product
should have a
meaningful
life span.**



Every new product that's made consumes both energy and materials in its manufacture. If we are to achieve a sustainable future and a good quality of

life, the products we make must have a meaningful lifespan. At Global we make intelligent products that are designed and built to meet real needs and whose life span is appropriate to their use. Moreover, when we design products to be assembled we also design them to be easily taken apart so they can be serviced.

corporate social responsibility



As a large corporation, Global has an obligation to take our culture of sustainability outside our own four walls and into the community. We extend our environmental programs to include our suppliers and customers by:

- Taking responsibility, as a manufacturer, for the resources we use and the products we create through cradle-to-cradle analysis of resources and a product take-back program.
- Providing sustainable Greenguard-certified products to help developers, architects, designers and planners achieve LEED certification for new buildings.

- Using our purchasing power to support third-party suppliers in their innovation of sustainable products and technologies.
- Taking our core values for environmental health & safety management and including our commitment for social responsibility.

Global defines corporate social responsibility (CSR) as the balanced integration of social and environmental considerations into business decisions and operations.

Global supports and promotes social accountability standards and applies these guidelines and requirements to the organization to help achieve its sustainability goals and business aspirations, thereby improving social and environmental conditions. Our social responsibility policy is a core part of our commitment to support and develop a sustainable future for the company, while balancing social dimensions in our local communities.

Global is committed to social responsibility, and as such, we strive to uphold our social, ethical and environmental conduct as outlined in our Social Responsibility Guidelines.

Labour and Human Rights Global shall comply with and uphold all applicable standards, laws and regulations related to human and labour rights. We shall comply with all applicable child labour laws, including those relating to young workers, minimum age limits, limitations of hours worked, and prohibitions against certain types of work, including forced and compulsory labour.

OHSAS 18001 Certificate: **OHSAS 18001:2007**

social accountability standards

Diversity, equity and inclusion Global is committed to being an equal opportunity employer and will treat our employees with respect and dignity. We shall promote employee diversity within our operations via the Employment Equity Committee and will not tolerate any forms of discrimination, harassment or abuse. Global's goal is to work toward an environment of inclusiveness for all of our people, regardless of culture, race, colour, sexual orientation and gender identity, family status, age, disability, or faith and religion.

- Our 10% GHG emission reduction target has been met and exceeded per year since 2010. Thanks to our transportation management program, we have been able to track and reduce by 6% our GHG emissions from transportation.
- Our Chemical Management program allows tracking chemicals of concern for both humans and the environment and ensuring the correct management of the chemicals as well as the establishment of reduction of targets.
- Global's corporate social responsibility program covers a full range of aspects, such as employee health and safety management, labour and human rights, inclusiveness, engage in community outreach and involvement as well as supply chain social responsibility practices.

improving social + environmental conditions

Supply Chain Development Global encourages its suppliers and subcontractors to share this commitment and to improve their practices and performance on social, ethical and environmental issues. We encourage our suppliers and subcontractors to exhibit leadership in social responsibility through communication, their activities, and goods and services while maintaining a competitive position in the market.

- ISO 14001

- BIFMA X7.1 Furniture Emissions Standard
- Greenguard and Greenguard Children & School Program
- Level Certification to the ANSI/ BIFMA e3 Sustainability Standard
- Waste 2 Wonder
- Social Accountability 8000
- Corporate Social Responsibility
- Greenhouse Gases (GHG) Voluntary Reporting
- Design for the Environment (DfE)
- Energy, Waste and Water Management
- Transportation Management
- Chemical Management
- Design for durability
- End of Life Program

FSC



FSC® is an independent, non-governmental, not-for-profit organization established to promote the responsible management of the world's forests.

The FSC® certification allows Global to supply products made of wood that come from FSC® certified forests and other responsible sources through a chain of custody (COC). Global further demonstrates our commitment to sustainability by sourcing wood from responsibly managed forests.

Our goal is to increase our FSC® certified manufacturing facilities and eliminate unwanted wood sources. Our commitment is demonstrated through our wood policy.

Website: fsc.org | rainforest-alliance.org

FSC Certificate: **NC-COC-006391**

level

level™ certification, based on the ANSI/BIFMA e3-2012 furniture sustainability standard, sets furniture manufacturers on a path toward greater sustainability over time. Based on environmental and social criteria set forth in the standard, a product's entire supply chain is assessed.

Certification assessment includes an evaluation of specific corporate policies and guidelines and an assessment of associated company manufacturing facilities. Products must meet quantifiable milestones of environmental and social performance at every step of development.

The quantitative assessment addresses four categories: material use, energy and atmosphere impacts, human and ecosystem health and social responsibility.

Manufacturers earn points in each of the four categories. The level™ brand and its numeric rating of 1, 2 or 3 indicate what threshold of certification a product has achieved. level™ 3 is the highest rating.

Website: **levelcertified.org**

Level Certificates: **Seating | Healthcare Seating**

Wood Level Certificate: **ANSI/BIFMA e3-2014e**

greenguard



The GREENGUARD mark means that a product has been tested using stringent environmental chamber methods and found to meet GREENGUARD's Indoor Air Quality Standards. GREENGUARD Certified Products are low emitting and contribute minimal levels of pollutants to indoor environment.

What customers will look for in Certified Products:

- VOC Emissions vs. VOC content
- Has the product been tested in the last 12 months?
- Has the product been proven to emit acceptable levels of VOC's and formaldehyde?
- Is the product readily available?
- Is the product competitively priced?
- Has the product received independent third-party certification?

- **Buildings are LEED certified**
- **Products are GREENGUARD certified**

Website: greenguard.org

ISO 14001

ISO (International Organization for Standardization) is the world's largest developer and publisher of International Standards.

ISO 14001 is an international environmental management system which assures our customers that they are buying products from a company that cares about the environment, enhances the company's image and saves money.

Website: iso.org

ISO 14001 Certificate: **ISO 14001:2015**

Wood ISO 14001 Certificate: **ISO 14001:2015**

PVC-free solutions

Beyond PVC-Free

Polyvinyl chloride (PVC) has become a source of concern due to the potential long-term human health and environmental dangers presented by the plasticizers it contains. Working to minimize or eliminate the use of plasticizers in our products, we have developed a unique bio-based alternative for our

edgebanding. Bio-based products are derived from plants and other renewable agricultural, marine and forestry materials, and provide an alternative to conventional petroleum derived products. Global is currently the only contract office furniture manufacturer to have USDA BioPreferred[®] status for our Green T-molding and Green edgebanding. It is an open line available to the rest of the industry and currently standard on our Global Wood products. 10

design for durability

Global Furniture Group products are by nature designed for a long life. Robust engineering, practices, modular design, practices, testing (including meeting and exceeding BIFMA standards) and design for serviceability have always been part of Global Furniture Group's product development process. Details of these processes are documented as a formal procedure.

Systems furniture is designed for change because of the ability to rearrange, upgrade and augment as office needs evolve and change. For example, removable elements, fascias and trim allow functional change (acoustic to glazed, door module to solid fascias, etc.) and refresh new fabrics or repairs as needed. New products and components are usually retrofitted to existing furniture. Wiring can be added if more circuits are needed, with minimal disruption and downtime.

Wood casegoods and tables are designed for change and longevity, allowing organizations to relocate and rearrange their offices. An initial investment is not made obsolete because of the ability of products to withstand extended use / reuse and refinishing.

Global Furniture Group continues to support customers who purchased the product many years ago. Components can be upgraded as modern trim and elements with a different profile transform the product. Elements and other core components such as fabric can be refurbished; extending the product's life at a fraction of the new product's cost.

The basic warranty for our general products is a lifetime warranty (details available at www.globalfurnituregroup.com), indicating a commitment to durability and upgradeability. There are exceptions for parts with expected service lifetimes: i.e., fabric, wood finishes, slides, chair mechanisms and cylinders, etc.). These parts and other warranty claims are serviced through customer service.

To further facilitate customer access to new or replacement component parts, contact the Customer Service Department or go to our website www.globalfurnituregroup.com. Details of orders and part pricing are sent to the dealer within 24 hours where quick delivery orders are then placed.

View PDF File: **Design for Durability/Upgradeability**

contribution to LEED

Leadership In Energy & Environmental Design (LEED™)

The LEED (Leadership in Energy and Environmental Design) Green Building Rating System® is a voluntary, consensus-based national standard for developing high-performance, sustainable buildings. A leading-edge system for designing, constructing, operating and certifying the world's greenest buildings. Created by the US Green Building Council and adapted for Canada by the Canada Green Building Council.

Why was LEED™ created?

- To facilitate positive results for the environment, occupant health and financial return.
- Define "green" by providing a standard for measurement.
- Prevent "green-washing" (false or exaggerated claims).
- Promote whole-building, integrated design processes.
- Improve occupant performance.

- Estimated \$29 –168 billion in national productivity losses per year.
- Reduce absenteeism and turnover.
- Providing a healthy workplace improves employee satisfaction.
- Increase retail sales with day lighting.
- Studies have shown 40% improvement.

What is "Green" Design?

- Design and construction practices that significantly reduce or eliminate the negative impact of buildings on the environment and occupants.
- Improves public health and quality of life through lowemitting products.

Benefits of "Green" Design

- Environmental benefits: Reduce impact on the environment.
- Economic benefits: Improve the bottom line and reduce operating costs.
- Health and safety benefits: Enhance occupant comfort, decreased vacancy and improve retention.

compliance + commitment

level™ 2 and 3 Certification

certified by SCS

certified by SCS

Based on the ANSI/BIFMA e3-2012 furniture sustainability standard, sets furniture manufacturers on a path toward greater sustainability over time.

Based on environmental and social criteria set forth in the standard, a product's entire supply chain is assessed. Certification assessment includes an evaluation of specific corporate policies and guidelines and an assessment of associated company manufacturing facilities. Products must meet quantifiable milestones of environmental and social performance at every step of development. For a full listing of our level certified products, visit www.levelcertified.org

Greenguard Certified



We can all breathe easier knowing that Global products are Greenguard compliant. The Greenguard program is run by a worldwide independent organization that rigorously tests materials according to government guidelines and measures harmful emissions such as formaldehyde, volatile organic compounds (VOCs) and carbon monoxide.

Global is pleased to announce that 98% of our product offering is Greenguard Certified. This certification indicates good indoor air quality to contribute to a favorable productive environment and enable building occupants to experience a level of comfort. This allows Global to meet indoor air quality requirements of LEED-CI (Leadership in Energy and Environmental Design). For a full listing of our Greenguard certified products, visit www.greenguard.org.

ISO Certification ISO 14001 is the benchmark international standard for the implementation and operation of an environmental management system. Certification requires a commitment to continuously improve practices that protect the environment. To meet that responsibility specific environmental objectives and targets need to be set, as well as a program to reach those goals and a system that evaluates both the process management and results. At Global we're proud to say we're ISO 14001 registered.

Material Chemistry is also essential in our design process and commitment to social responsibility. We assess the chemicals in our products down to 100 ppm. This evaluation has led us to the reduction of hazardous waste as well as air pollutants by 35% and 67% respectively.

GREEN KEY Eco-Rating Program



A graduated rating system designed to recognize hotels, motels and resorts that are committed to improving their environmental and fiscal performance. Global (Hospitality) has recently become the only furniture manufacturer to-date to be certified under the hospitality's Green Key program. Global products can now contribute to a hotel's operating and sustainable ratings helping them garner higher eco-ratings.

Based on the results of a comprehensive environmental self-assessment, hoteliers are awarded a 1-5 Green Key rating and provided with guidance on how to "unlock" opportunities to reduce environmental impacts and operating costs through reduced utility consumption, employee training, and supply chain management.

The program assesses the 5 main operational areas of a property and covers nine areas of sustainable practices:

Operational Areas:

- Corporate Environmental Management
- Housekeeping
- Food & Beverage Operations
- Conference & Meeting Facilities
- Engineering

Sustainable Practices:

- Energy conservation
- Water conservation
- Solid waste management
- Hazardous waste management
- Indoor air quality
- Community outreach
- Building infrastructure
- Land use
- Environmental management

Upon completion of the program and being awarded their Green Key Rating, an on-site inspection may be conducted to confirm the rating. Green Key is the only program of its kind to conduct on-site inspection and validation of ratings in Canada and the United States. In Canada, on-site inspections are currently conducted in the provinces of Nova Scotia, Quebec, Ontario, Manitoba, Saskatchewan, Alberta, and British Columbia.

packaging – doing more with less

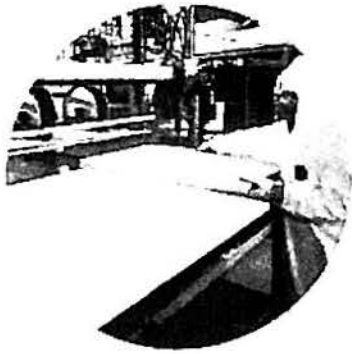


We're reducing the amount of packaging we use. Global is "flat packing" more and more of its chairs, reducing carton size by 50 to 75% with equal reductions in transportation energy and related CO2 emissions. And we're ahead of the curve in using reclaimed materials in packaging. Most government and regulatory bodies require 50% recycled material to be classified as recycled. At Global all our cardboard shipping cartons contain at least 80% recycled materials. We print our cartons with water-based inks which break down more easily for recycling and do not contain harmful solvents or heavy metal based pigments. And we go one step further. On customer request we ship products in reusable blankets which eliminate cartons altogether.

- Global "flat packs" to reduce shipping volume by as much as 75% to save transport energy and reduce pollution.
- We use water-based ink that contains no harmful solvents or heavy metal pigments to print our cartons.
- And wherever possible Global ships with reusable blankets to eliminate cartons altogether.

the air we breathe

We're pushing
the envelope with
soy-based foam.



At Global we produce millions of chairs every year, which means we use a tremendous amount of upholstery foam. When you use that much of any material you need to take a really hard look at it from an environmental standpoint. All of the foam upholstery material used in Global products is 100% free of CFCs (chlorofluorocarbons) to preserve the earth's ozone layer. We're also pushing the envelope by initiating the use of soy-based compounds in foam and water based glue adhesives to reduce our reliance on petro-chemical based polymers. It's not an easy change but we're working hard at it.

products, our results

- Our packaging utilizes 80-100% recycled cardboard and 100% reusable blankets.

- Our product disassembly instructions are designed to encourage our consumer to recycle each part of the product at end of use.

**Our products contain
a minimum 30% recycled
steel, 100% engineered
wood, 100% recycled polyester,
100% recycled plastic composite
material created at our facilities,
rapidly renewable materials
like bio-foam.**

- Through our End of Life Program, we have been able to re-distribute, where possible, redundant product to national and international programs that assess the most appropriate life cycle channel available as an alternative to sending furniture to landfill.
- As part of our supply chain management, we ask our suppliers to identify the chemicals in their products and concentrations. This information allows us to assess products for human and ecosystem impact. In addition, we also request that they supply us with information about their environmental certifications and initiatives, thus ensuring our suppliers follow the same standards that we hold so dear.

supplier partnerships

In this age of outsourcing, the environmental policies and practices of many offshore companies raise some very real concerns. Global requires that all our business partners supply products and services that meet our own environmental standards. As an industry leader, our purchasing power enables our suppliers to invest in new, sustainable technologies within their own areas of expertise.

Good examples are the strong relationship we have with our partners in the textile industry that has accelerated our use of recycled fabrics, and the

melamine supplier for our desking products that is a three-time winner of the Recycling Council of Ontario Award of Excellence. These partnerships have played a key role in what we commonly call the Global Family.

better products better future



**A chair shouldn't
end up in a landfill
simply because a
caster breaks.**

Unlike many imported products Global has a North American parts and service department to extend the useful life of our products. There is no reason that a chair should go to a landfill simply because a caster breaks or a control lever snaps due to some unforeseen incident. And every Global product is BIFMA approved to ensure durability, safety and a long life. When Global began manufacturing office furniture we started with a simple philosophy: build a quality product that the average person could afford. Four decades later that same philosophy is an integral part of our social responsibility and commitment.

employees + community our results

Values, Ethics and Integrity Global shall strive to maintain highest ethical standards and strictly comply with all laws and regulations on prohibited business practices. The company will strive to demonstrate good corporate governance, transparency, and accountability, including business codes of conduct. We lead by example, at all levels acting in a way that exemplifies what we expect of each other.

We work collectively, bringing out the best in each other and creating a strong and successful working relationship. We respect the people we work with on a day-to-day basis for who they are and for their knowledge, skills, and experience as individuals and as teams. We aim to manage all situations professionally, constructively and with candor. Above all, we act with integrity, constantly striving to be open and honest in our communication, sharing information, advice and insight.

the global commitment

Community outreach and involvement Global takes great pride in our community outreach and involvement throughout our company and supply chain management processes. We are committed to our communities - acting as responsible corporate citizens and broadening our skills, experience, and perspectives through work in our communities. Our ongoing goal and commitment is to continually perform as a good corporate citizen, making a difference in how we do business and making a positive contribution to benefit our company, our employees and their families, the environment and the community at large.

The Company gives tens of thousands of dollars on an annual basis to a variety of charities, institutions and groups. These bodies include, but are not limited to, the following;

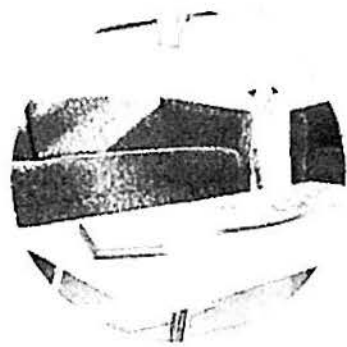
- Health care facilities, such as Hospital for Sick Children, Mount Sinai Hospital.
- Children's aid, such as Starlight Children's Foundation of Canada, Ronald McDonald House.
- Nationally recognized charitable organizations, such as Heart and Stroke Foundation, Canadian Cancer Society and Canadian Red Cross
- Socially active charitable organizations, such as the Salvation Army and the United Jewish Appeal.

The Company also directly makes charitable donations, employees contribute with fund-raising initiatives, such as "Casual Fridays", with money being collected, cheque's issued to charities in the Greater Toronto Area and these donations are reported on the Company's intranet and employee newsletter. Recipients of these employee charitable acts include: Crohns and Colitis Foundation, Multiple Sclerosis Foundation and Prostate Cancer Research Foundation and the Save the Children Fund.

giving back, our community

The Company and its employees have also donated monies to the United Way, Red Cross and other organizations following major catastrophes overseas such as the catastrophic Tsunami in South-East Asia (for its employees of Tamil origin from Sri Lanka) and for a devastating earthquake in central Italy (also for its employees of Italian origin).

We are
committed to
our communities,
making a difference
in how we do
business.



Donations of products - chairs and filing cabinets - are made to a broad range of charitable and community groups. Recently the following donations were made:

Health-related: The Kidney Foundation of Canada, Ferrari Maserati of Ontario Rally for Sick Kids (hospital), Baycrest Pro-Am Hockey Tournament, Brain Tumour Foundation.

Education and rehabilitation-related: The Angel Foundation for Learning, Sanfilippo Research Foundation, Reach for the Rainbow and the Herbie Fund.

Privacy and Confidentiality Global will protect the privacy and confidentiality of employees and information in compliance with applicable privacy legislation, irrespective of the source of the information. We shall consider all non public information to be confidential. The company shall abide by all laws governing privacy matters (eg. PIPEDA).

Health and Safety The health and safety of our employees, contractors, suppliers and visitors is of the utmost importance to Global. We ensure that company policies and procedures and communicated to and adhered to by all persons working for and on behalf of the organization. Global acknowledges

the need for the industry to be environmentally responsible for the welfare of future generations as well as providing a work environment that is safe and healthy and free from violence and harassment for all employees.

recovery options

The information provided represents a high level summary of recycling materials presented in Global products. Other end-of-life opportunities for our products have also been highlighted for whenever reuse and refurbish options are not possible. The website sources provided in this document are considered aid tools for customers to access additional disposal options and recovery values for recycled materials. These sources are not controlled by Global. As such, information on these sites can vary.

View PDF File: **Recovery Options**

corporate policies

Global Furniture Group products are by nature designed for a long life. Robust engineering practices, modular design practices, testing (including meeting and exceeding BIFMA standards) and design for serviceability have always been part of Global Furniture Group's product development process. Please review the attached documents for more information on the design of our products.

View PDF Files: **Environmental Policy** | **Chemical Management Policy** | **Corporate Social Responsibility Policy**

toxics reduction act (TRA)

The Ontario Toxics Reduction Act and Ontario Regulation 455/09 requires Ontario companies to annually track, quantify and report the amount of toxic substances used, created, released and contained in product.

The TRA reports are based on our submission to Environment Canada's National Pollutant Release Inventory (NPRI), augmented by data from other information sources such as Material Safety Data Sheets (MSDS), Purchasing Department records and production data.

Please click on the links below for excerpted information from our TRA reports, which provides data for the priority toxic substances required to be reported.

View PDF Files: [2013 Toxic Reductions Act](#) | [2018 Global File TRA Annual Quantification Summary](#) | [2017 Profile Industries TRA Annual Quantification Summary](#)

quality policy + test facility

Quality and Testing

The Global Test Facility is accredited by the Standard's Council of Canada for specific tests or calibrations as listed on www.scc.ca.

This laboratory provides the ability for testing Global products. Staffed by experienced test personnel that are committed to provide exceptional service to our Global manufacturing facilities by consistently meeting or exceeding

quality furniture testing. With 13,400 square feet, the Global Test Facility is located in the heart of Global's manufacturing operations.

The Global Test Facility engages in the development of test programs combining different standards and techniques to evaluate the function, safety, durability and structural adequacy of office furniture products and also provides accurate comparisons to determine the most suitable components for specific products.

Global's quality inspectors extend the work of the Global Test Facility to the production process itself. The inspectors constantly monitor and inspect all of Global's production lines, components and products as well as those products received from outside suppliers. Finished products are randomly selected for testing on a 30, 60 or 90 day cycle in order to verify the integrity and safety of components for production.

The Laboratory certifies a wide range of Seating, Panel Systems and Casegoods quickly and accurately to ensure that these products meet or exceed all applicable requirements from the American National Standards Institute (ANSI), Underwriters Laboratories (UL), Canadian Standards Association (CSA), the International Safe Transit Association (ISTA) and BIFMA (Business and Institutional Furniture Manufacturers Association)

Our Quality Management System is recognized by the International Organization for Standardization (ISO) through registration to ISO 9001:2008. This standard defines quality requirements from the design and development phase through to testing and delivery to the customer.

At Global, quality inspections are performed during all operations and processes from the receipt of raw materials from suppliers until the product is shipped to the customer. A proactive approach to quality identifies recurring problem areas and Global develops appropriate and sustainable solutions, applying them to the manufacturing processes to eliminate repeat problems.

Global's rigorous testing and quality initiatives are an essential part of its philosophy to provide customers with products built to stringent standards of performance, safety and durability.

View PDF Files: [Quality and Testing](#) | [Quality Policy](#) | [Test Lab Certificate](#)

ISO Certification

ISO 9001 is a quality management system developed by the (International Organization for Standardization) which is the largest developer and publisher of International Standards.

ISO 9001 Certificate: **ISO 9001:2015**

Wood ISO 9001 Certificate: **ISO 9001:2015**

Management shall ensure that all personnel are fully briefed and understand Global Upholstery Co. Inc.'s policy, objectives and commitment to quality.

Joel Feldberg

President and Chief Executive Officer



American Made

Simplay3 is a Veteran Owned Company and products are made in the USA by a hard working, highly skilled and committed Northeast Ohio work force. All products are recyclable. Simplay3 and its employees are committed to its customers and the communities it serves. Our offices and manufacturing plant are located at 9450 Rosemont Drive, Streetsboro, OH



Certificate GB07/72450.01

The management system of

Soundcraft, a Division of Harman Industries Ltd

Cranborne House, Cranborne Road, Potters Bar,
Hertfordshire, EN6 3JN, UK

has been assessed and certified as meeting the requirements of

ISO 9001:2008

For the following activities

**Soundcraft: Designs, develops, manufactures, tests and markets audio
mixing consoles for the professional live, installed, broadcast and
touring markets and the portable PA market world-wide.**

Further clarifications regarding the scope of this certificate and the applicability of
ISO 9001:2008 requirements may be obtained by consulting the organisation

This certificate is valid from 23 November 2015 until 15 September 2018
and remains valid subject to satisfactory surveillance audits.

Re certification audit due before 15 September 2018

Issue 5. Certified since 02 July 2007

Multiple certificates have been issued for this scope
The main certificate is numbered GB07/72450.00

Authorised by

SGS United Kingdom Ltd Systems & Services Certification
Rossmore Business Park, Ellesmere Port, Cheshire, CH65 3EN, UK
t +44 (0)151 350-6666 f +44 (0)151 350-6600 www.sgs.com

SGS 9001-8 01 0614

Page 1 of 1

SGS



This document is issued by the Company subject to its General Conditions of
Certification Services accessible at www.sgs.com/terms_and_conditions.htm
Attention is drawn to the limitations of liability, indemnification and jurisdictional
issues established therein. The authenticity of this document may be verified at
<http://www.sgs.com/en/Our-Company/Certified-Client-Directories/Certified-Client-Directories.aspx>. Any unauthorized alteration, forgery or falsification of the
content or appearance of this document is unlawful and offenders may be
prosecuted to the fullest extent of the law

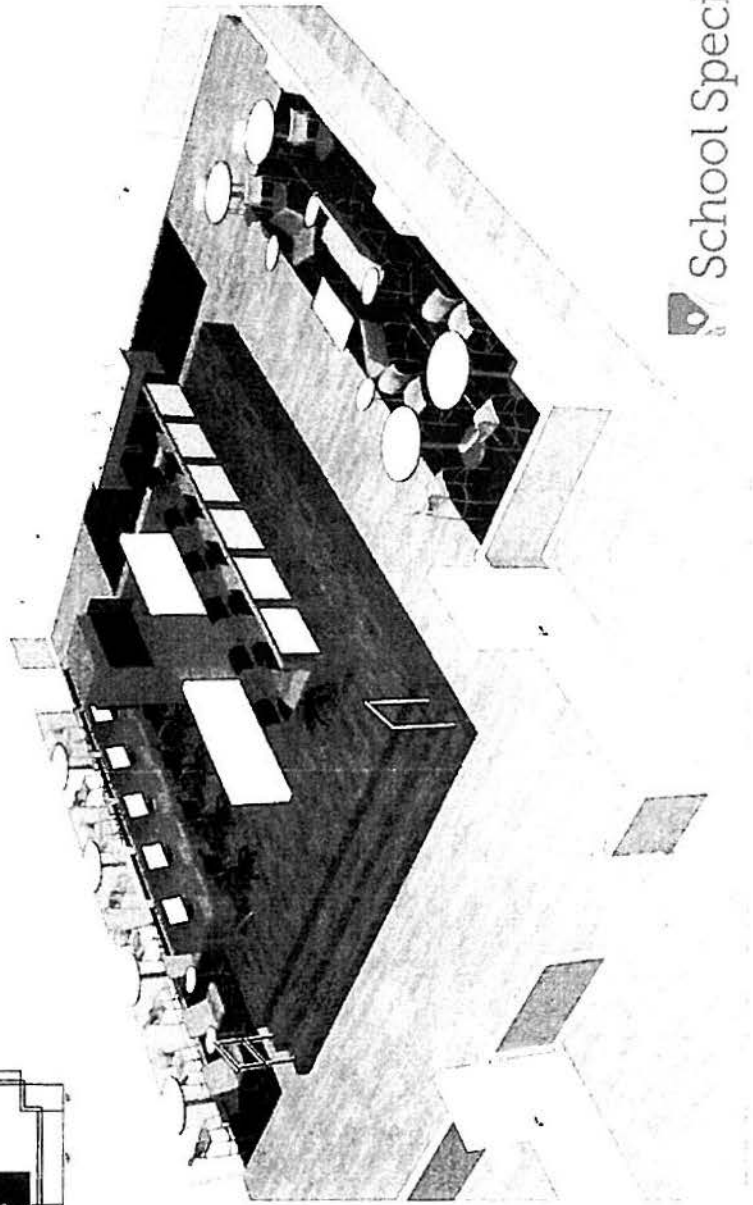
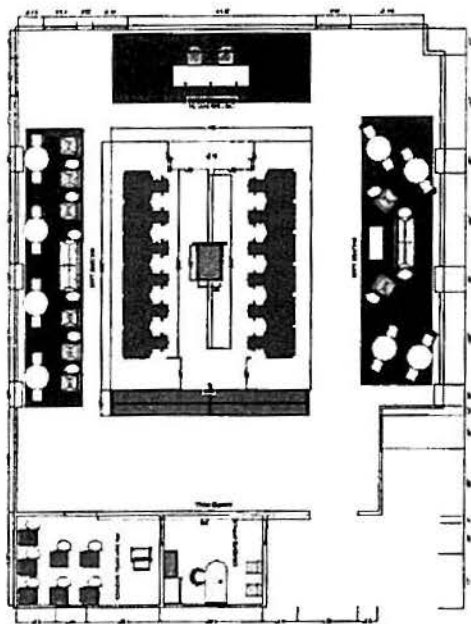
4.4.2 Scope of Services & Performance Specifications – (Maximum 40 allowable points): The scope of services & performance specifications listed is minimum requirements. By providing a proposal, Proposer agrees to comply with the minimum Scope of Services & Performance Specifications. Proposers are instructed to indicate a response to ALL service requirements below and specifications contained in this section in the order listed using the same numbering system.

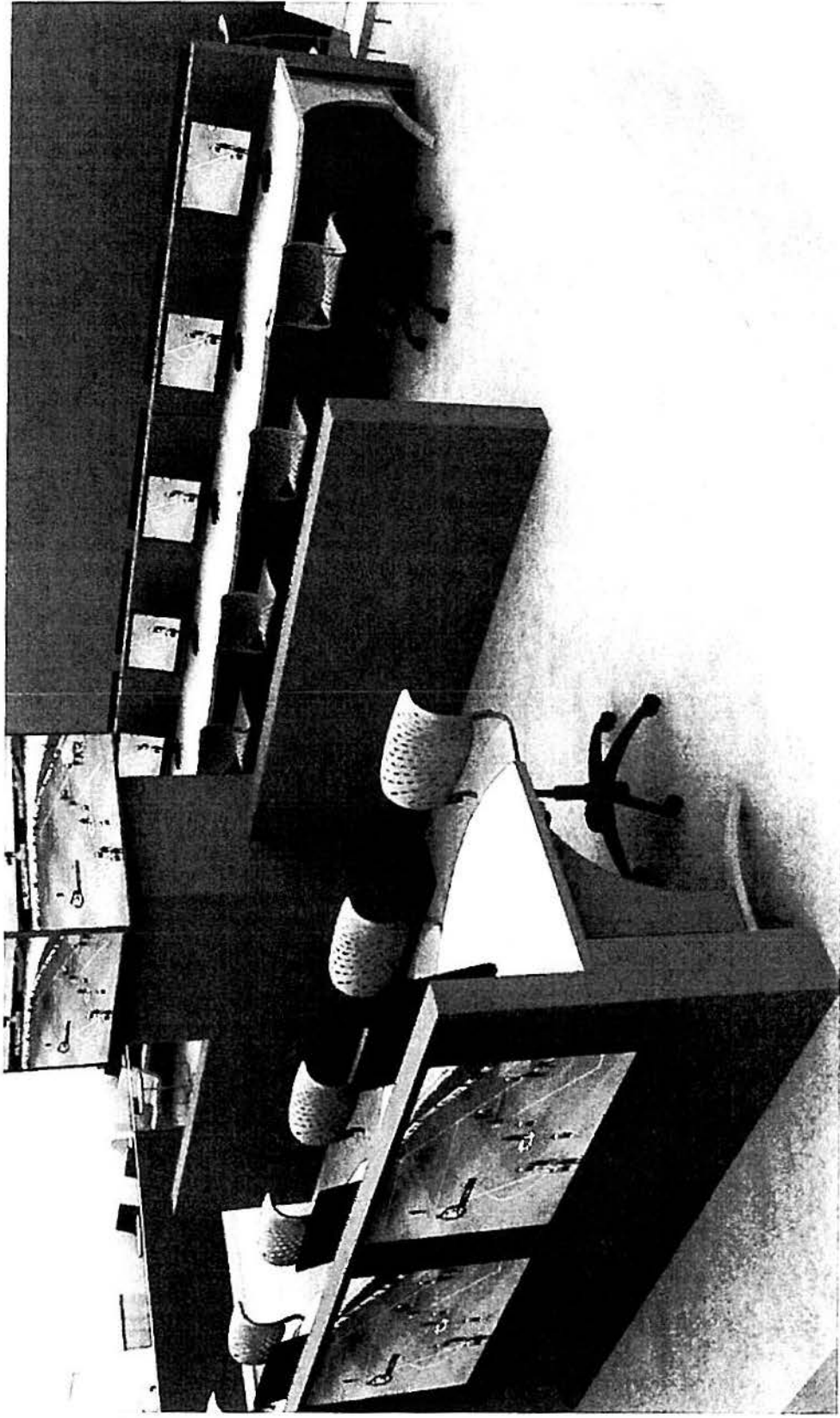
The inability or denial expressed in a proposal, or omission in the proposal, to offer to a comply, comply with deviations or no, cannot comply or provide with the technical requirements of this section of the RFP may result in deductions in the allocation of points by the Evaluation Committee.

L & A Minimum Scope of Services & Performance Specifications
A-H

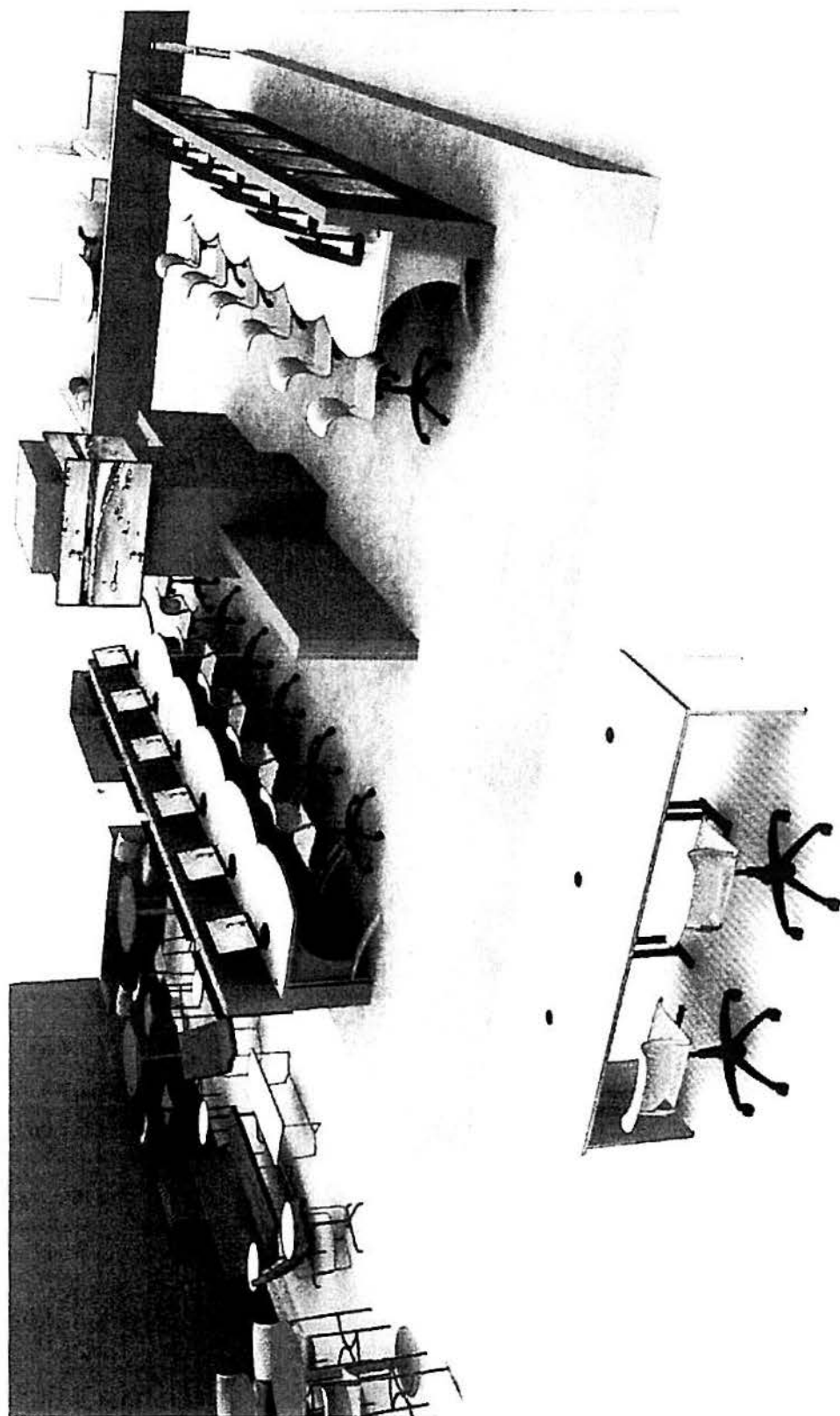
- SEND QUESTION TO JEREMY
- A. Delivery Services - Complimentary delivery and installation services on all Complete Classroom orders; includes working with on-site personnel to schedule the delivery, meet the truck upon arrival, coordinate with site contacts, assemble all furniture, place materials and organize each room to specification, as well as remove all debris associated with the project. Agree
 - B. Upon request, provide up-to-date "testing" documentation showing that and item meets current ASTM (American Society for Testing and Materials) requirements. Agree
 - C. Custom Cartoning & Labeling - Boxes are labeled by site, by classroom and/or by teacher name so materials can be quickly inventoried and delivered to each location without error. Agree
 - D. Proposer must be able to provide the following
 - a. A catalog selection for Infant/Toddler, Early Childhood, Elementary and Special Needs furniture and learning environment components. Agree
 - b. A catalog selection of equipment and related services used in special needs environments, including but not limited to the areas of speech/language, audiology, and orientation/mobility. Agree
 - c. A catalog selection of educational materials and resources targeted to Infant/Toddler, Early Childhood, Elementary Grade Level, and Special Needs Learners, including targeted instructional categories such as STEM, Sensory, Social-Emotional, Language, Science, Math, and Social Studies. Agree
 - E. Proposer shall be capable of collaborating with schools to provide specific products and resources bundled to meet the needs of the school. Agree
 - F. Proposer shall provide consultations regarding proposed products and services, including but not limited to, classroom assessments as it relates to design, layout, furnishings, and materials; catalog correlations; and educational material tutorials. Agree
 - G. Proposer shall be able to meet with stake holders to formulate appropriate plans for procurement of furniture that meets the goals of the district this includes choice of product, design of use of the product, space planning, coordination of purchase and fulfillment based on your districts needs. Agree
 - SALES H. Proposer shall be able to provide a wide array of outdoor furniture. Agree
 - I. Provide samples of classroom designs of innovative classrooms based on the following themes:
 - a. Esports (Esports is a form of sport competition using video games. Esports often takes the form of organized, multiplayer video game competitions). Agree
 - b. Aviation. Agree
 - c. Podcasting/Shoutcasting. Agree
 - d. Studio and Entertainment Media Spaces. Agree
 - e. Concierge/Hospitality. Agree
 - f. Marine Outboarding and Mechanics. Agree
 - g. Business and Office Spaces. Agree
- *See the following individual design samples**

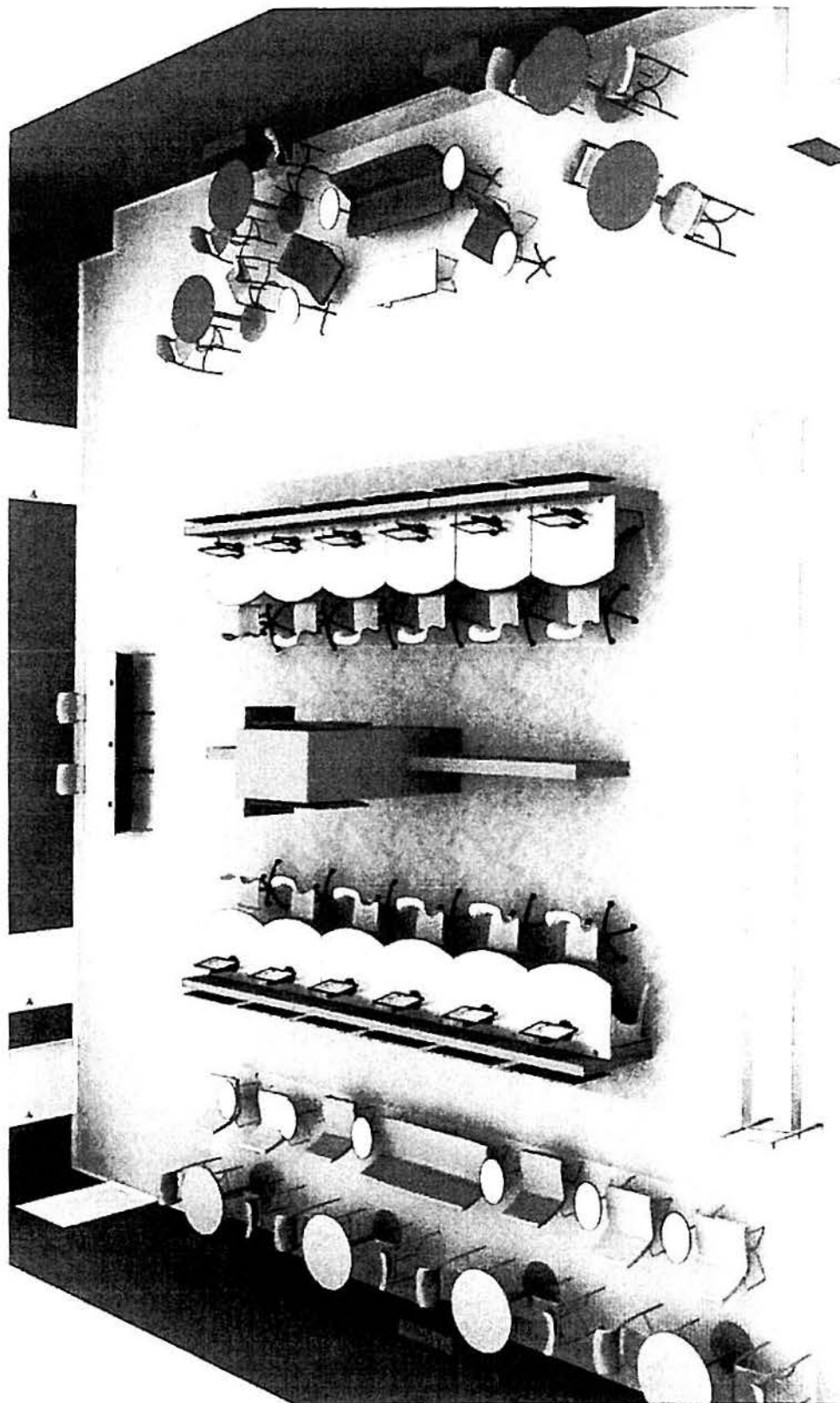
School Specialty Inc., agrees to comply with the minimum Scope of Services & Performance Specifications as listed within the request for proposal.

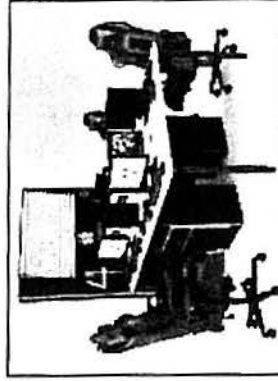
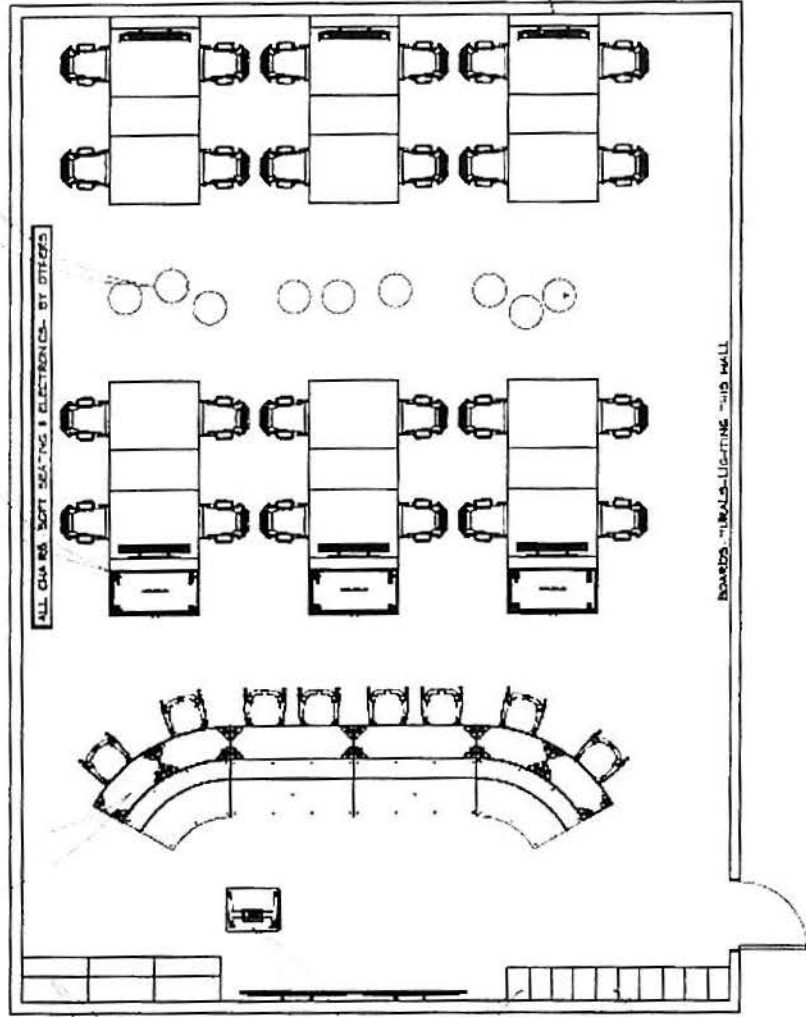
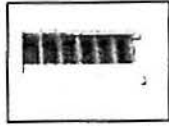
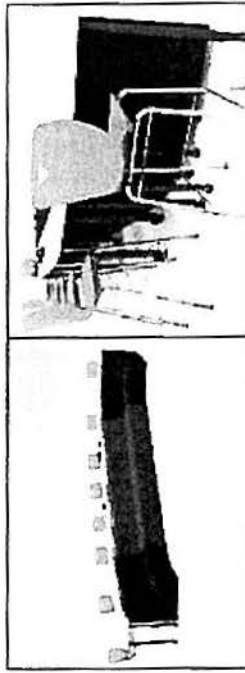




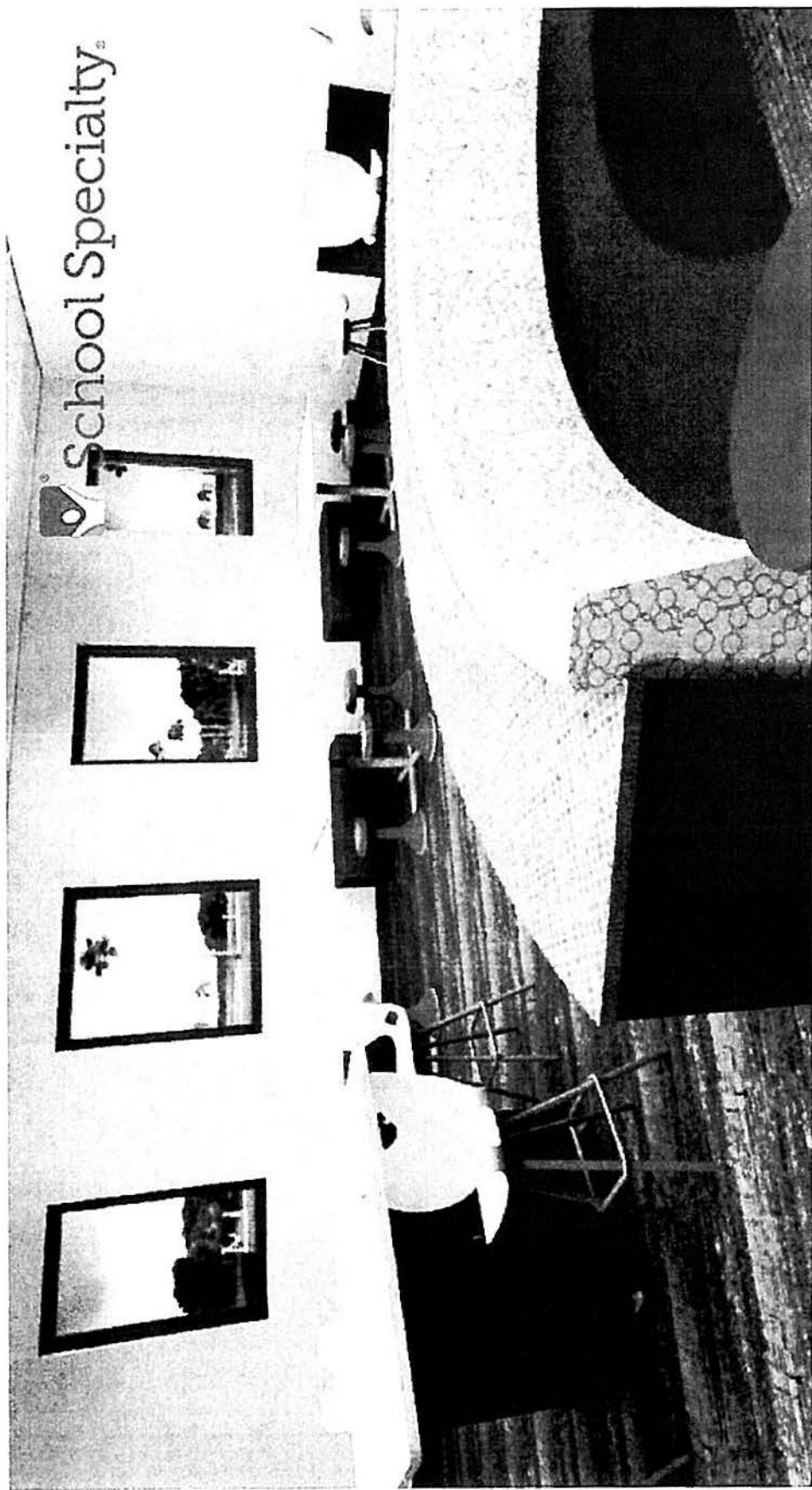








School Specialty.

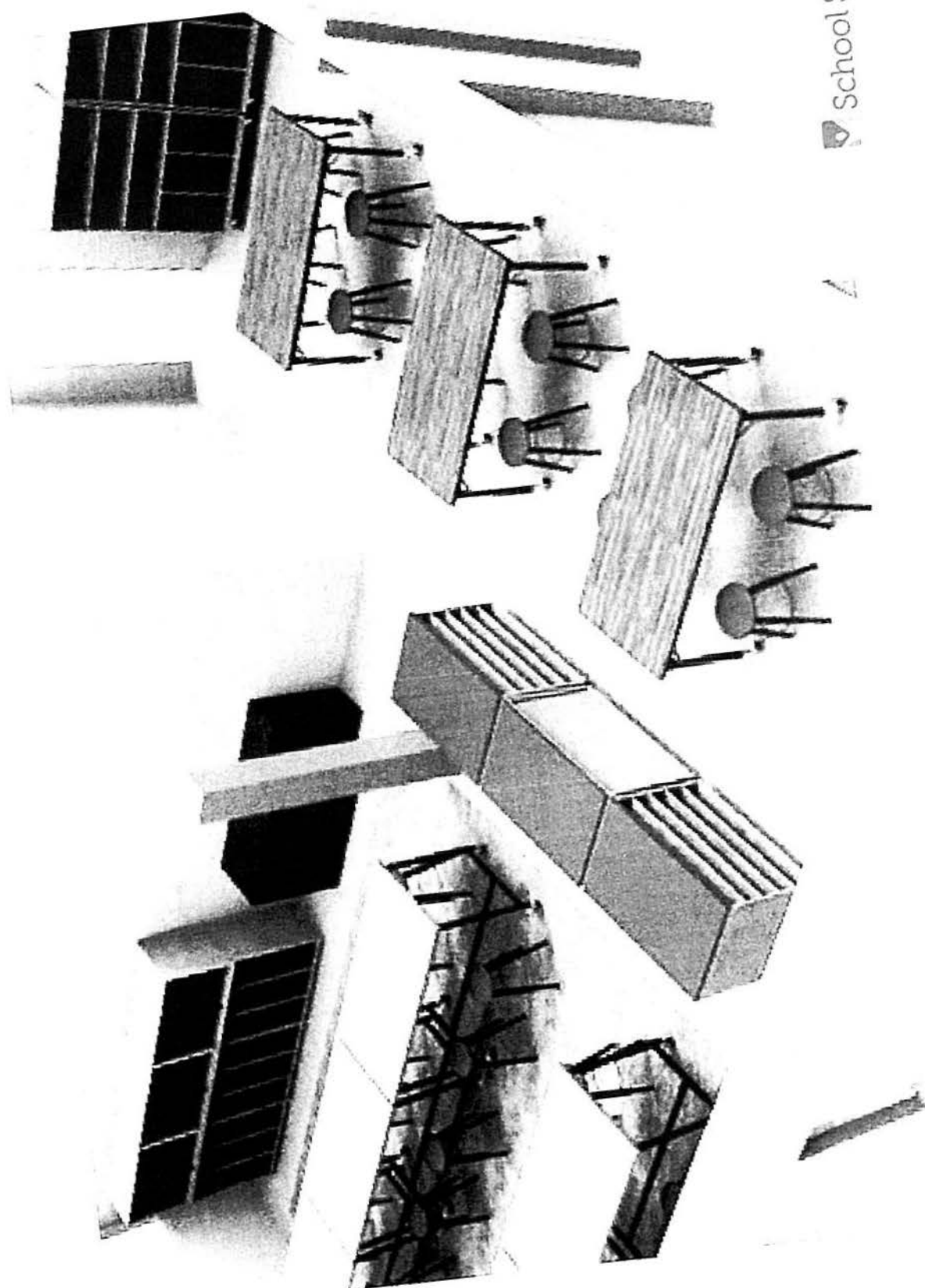


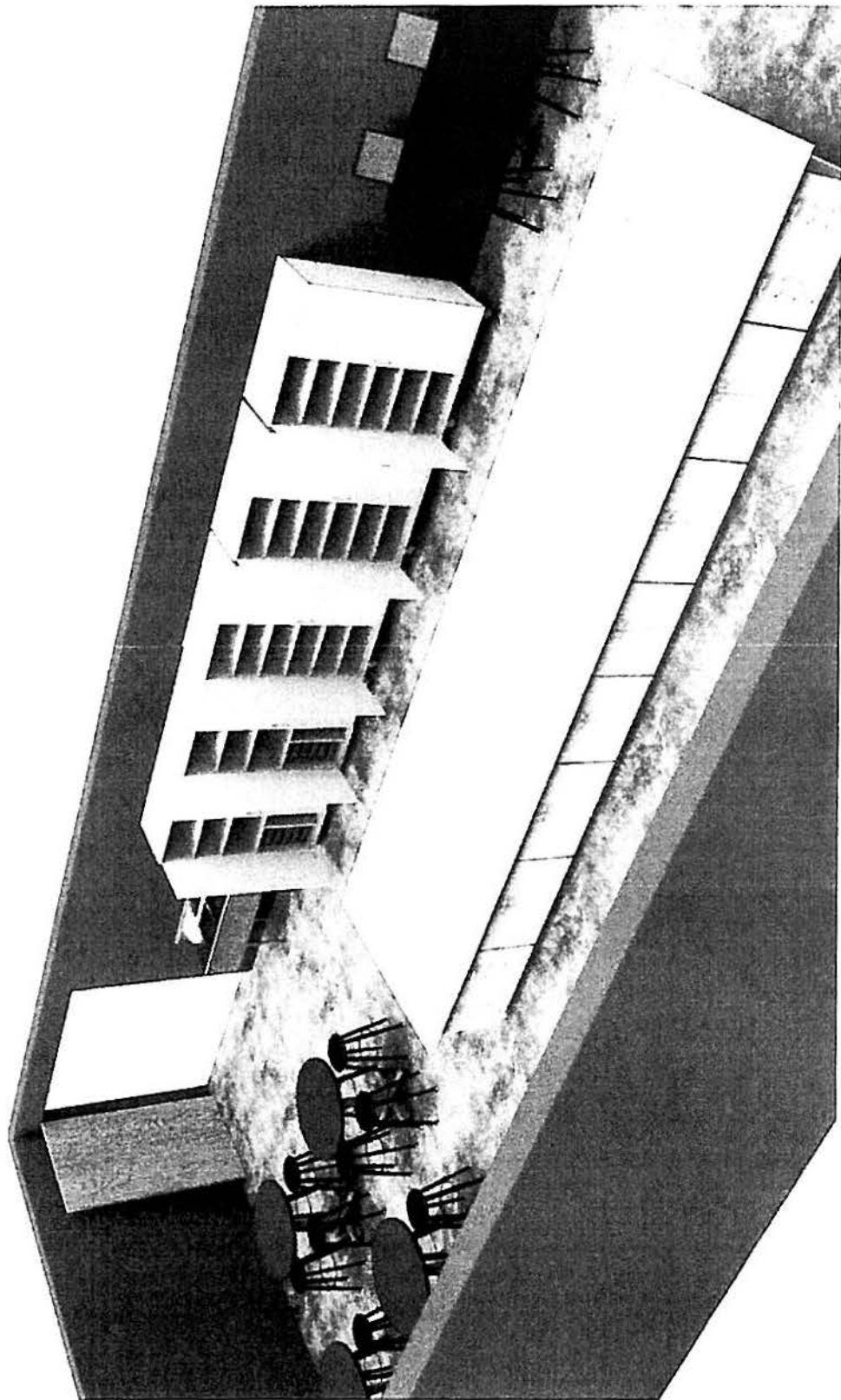


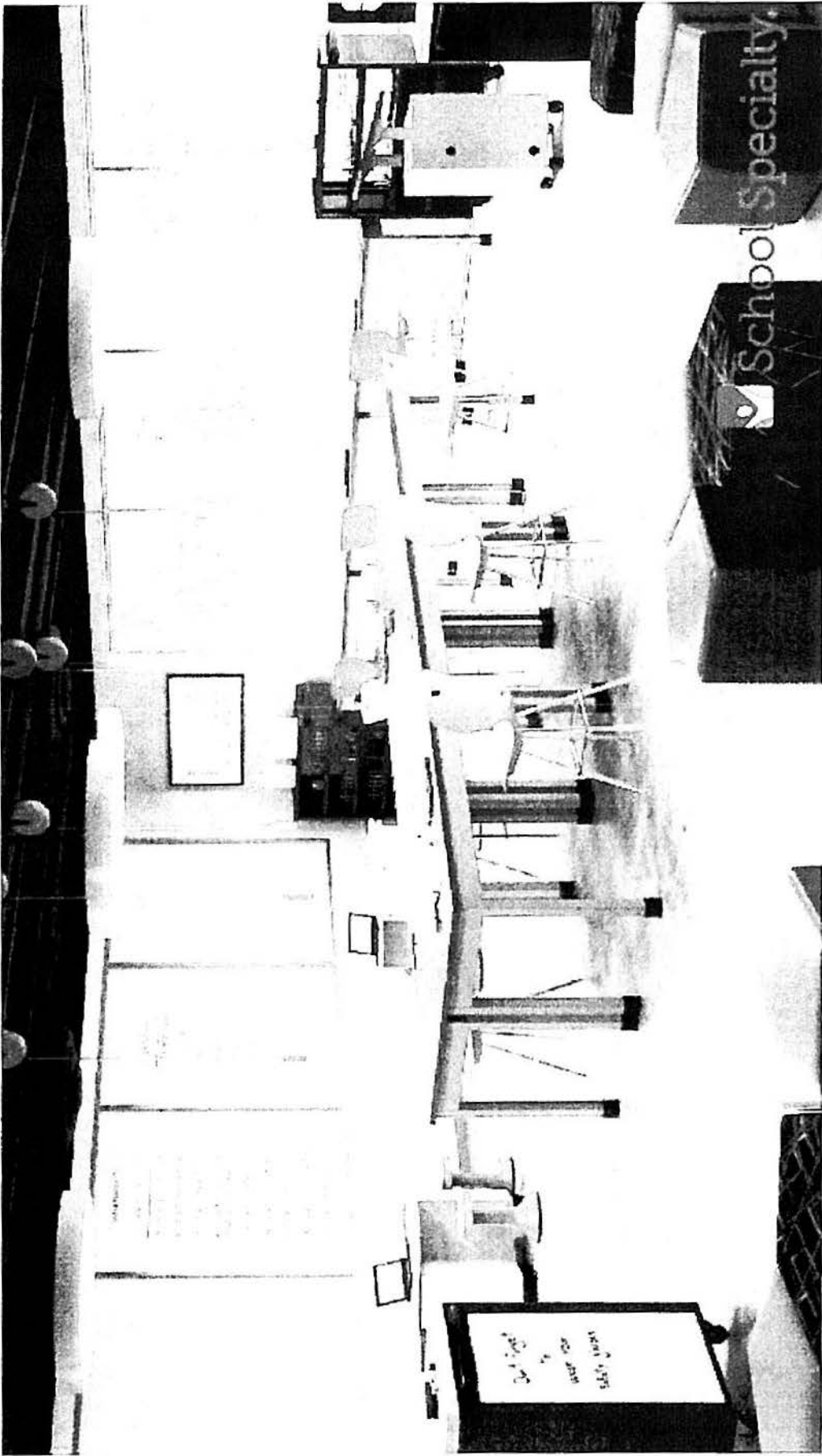




School Specialty

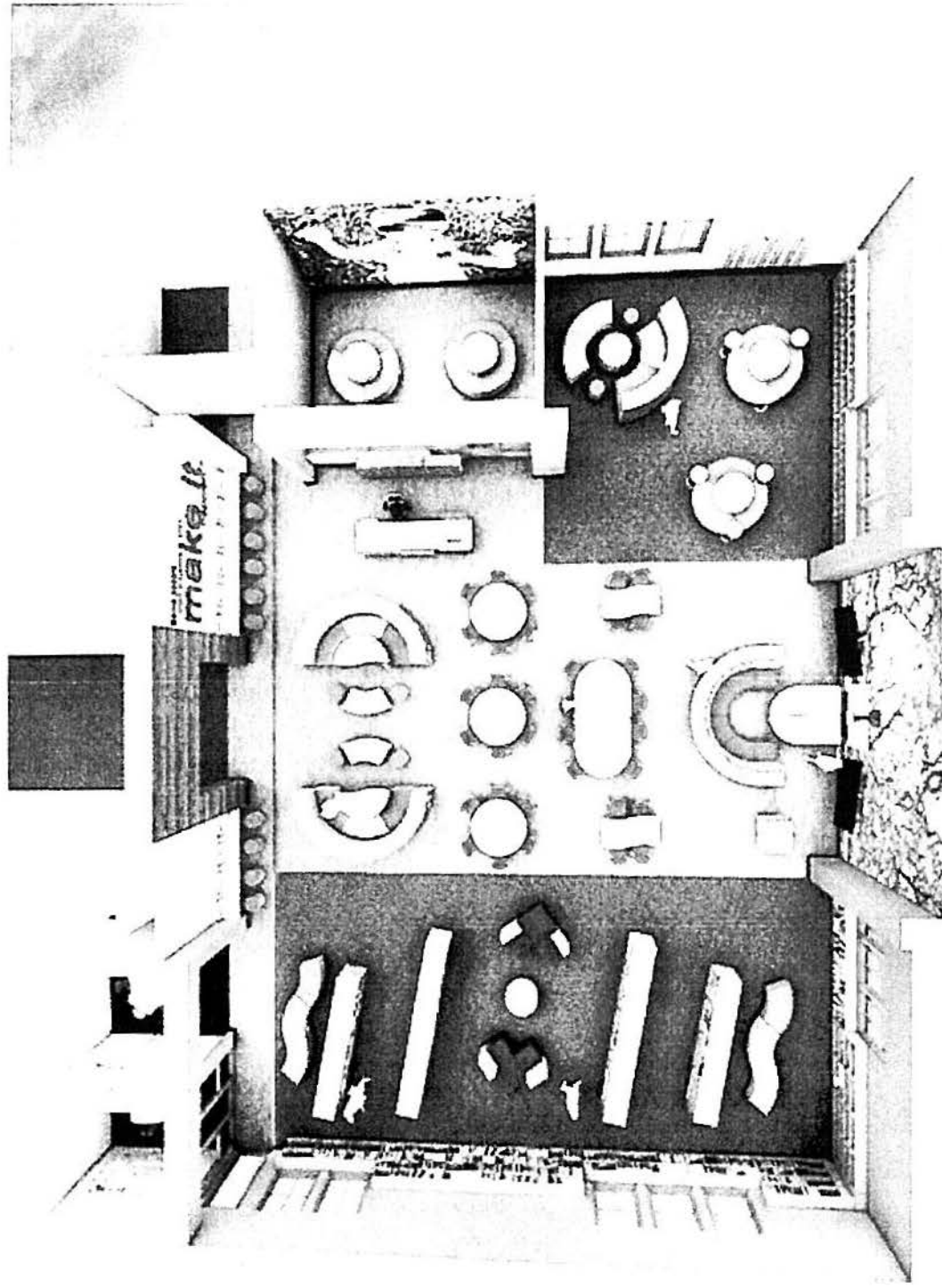


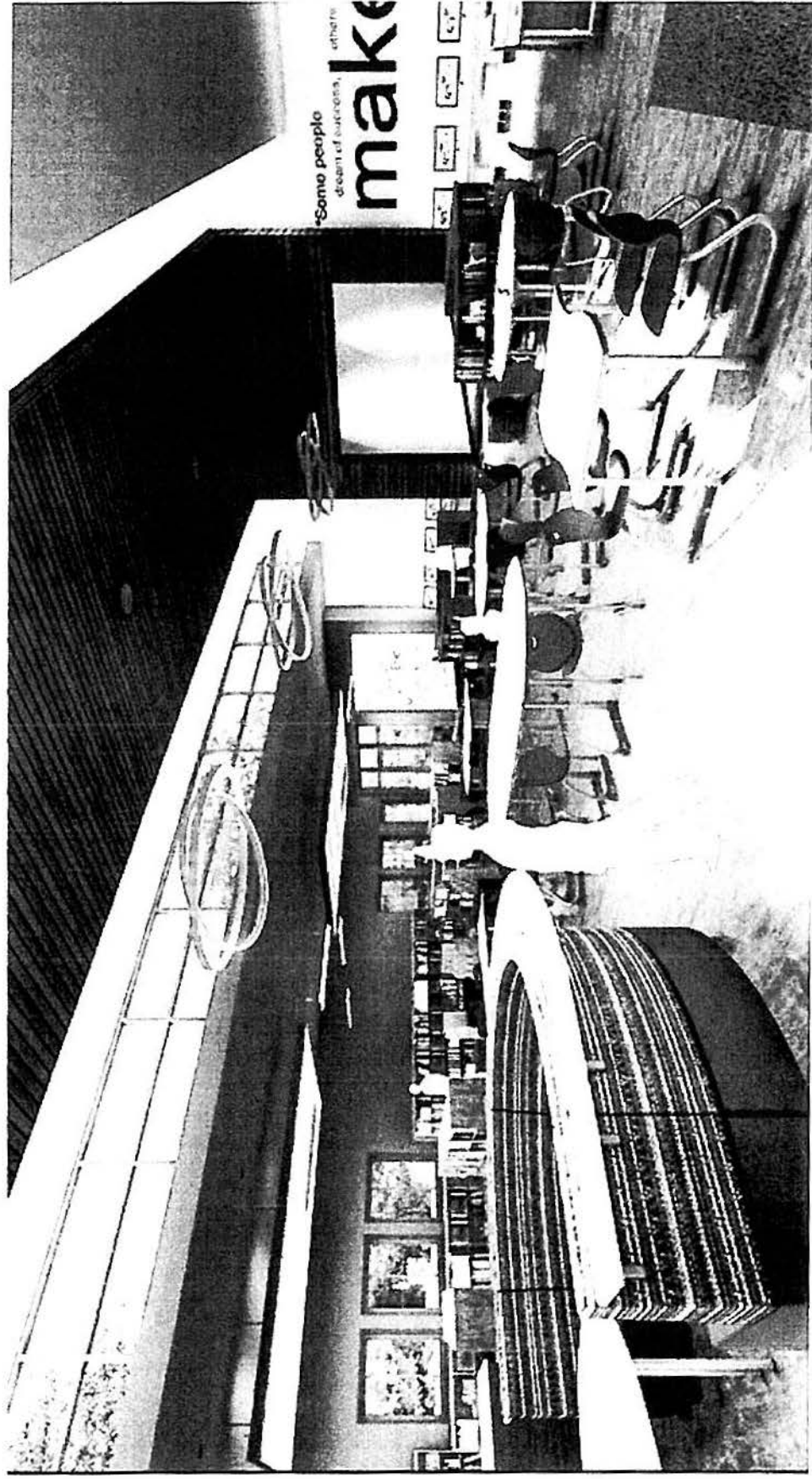




School Specialty

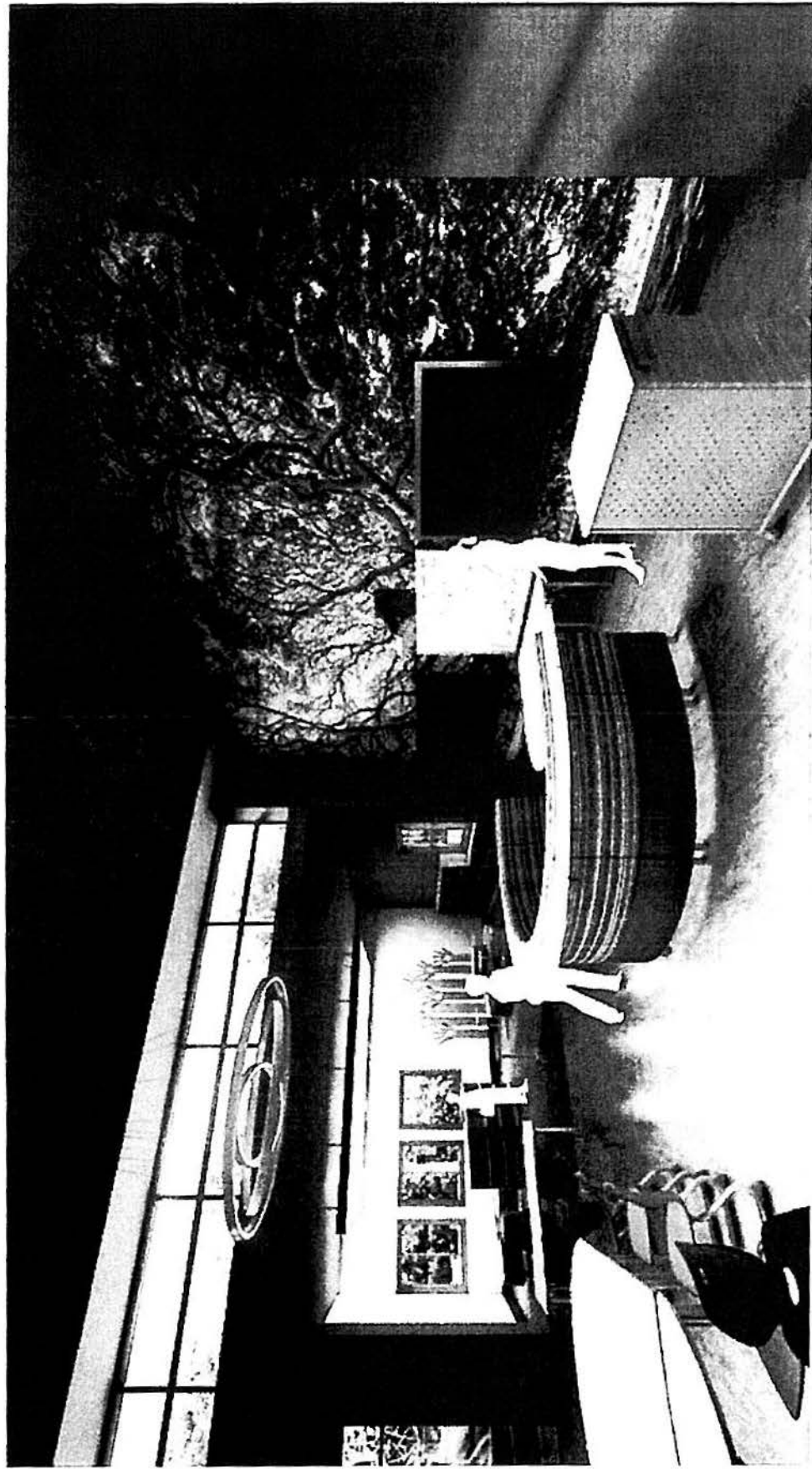


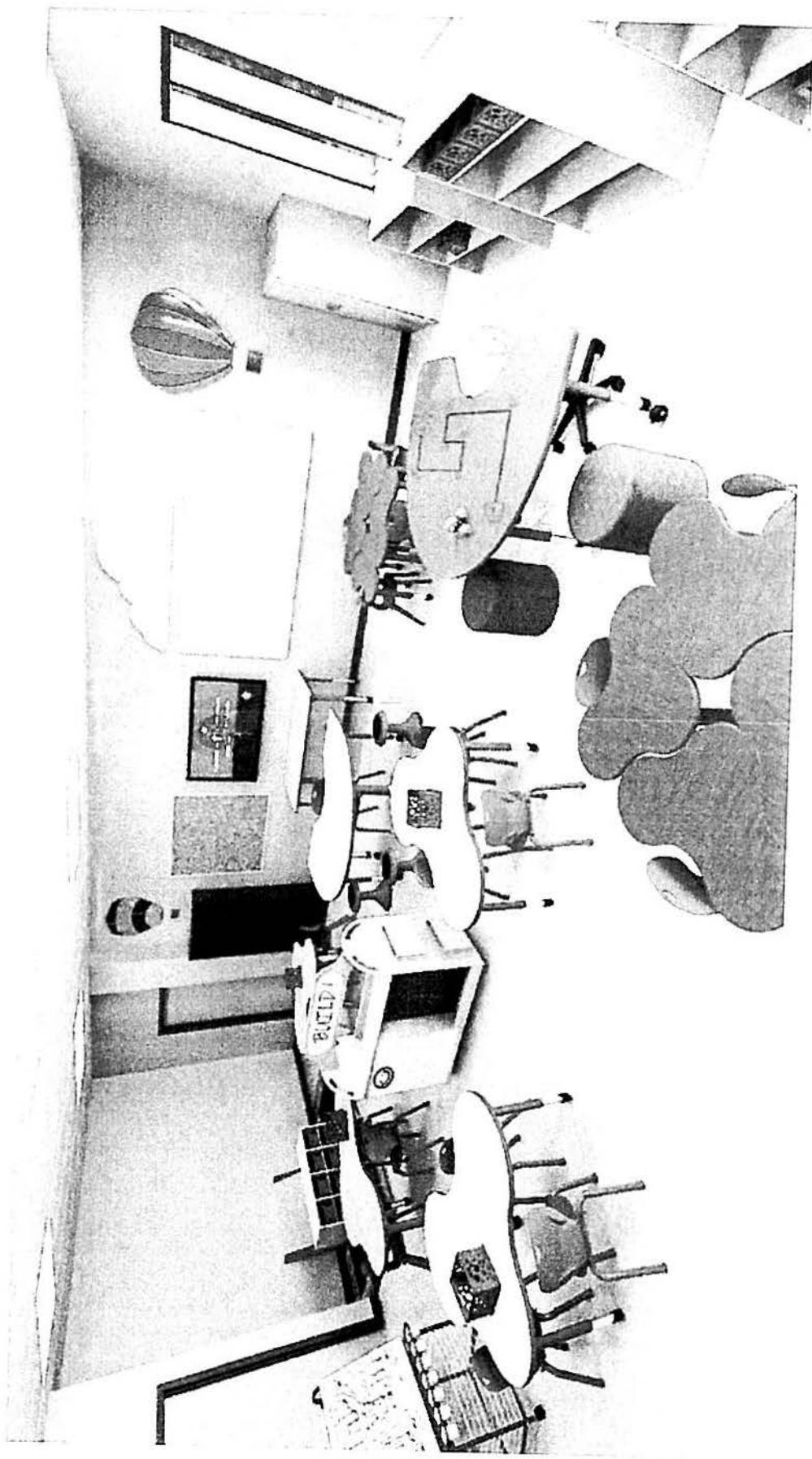




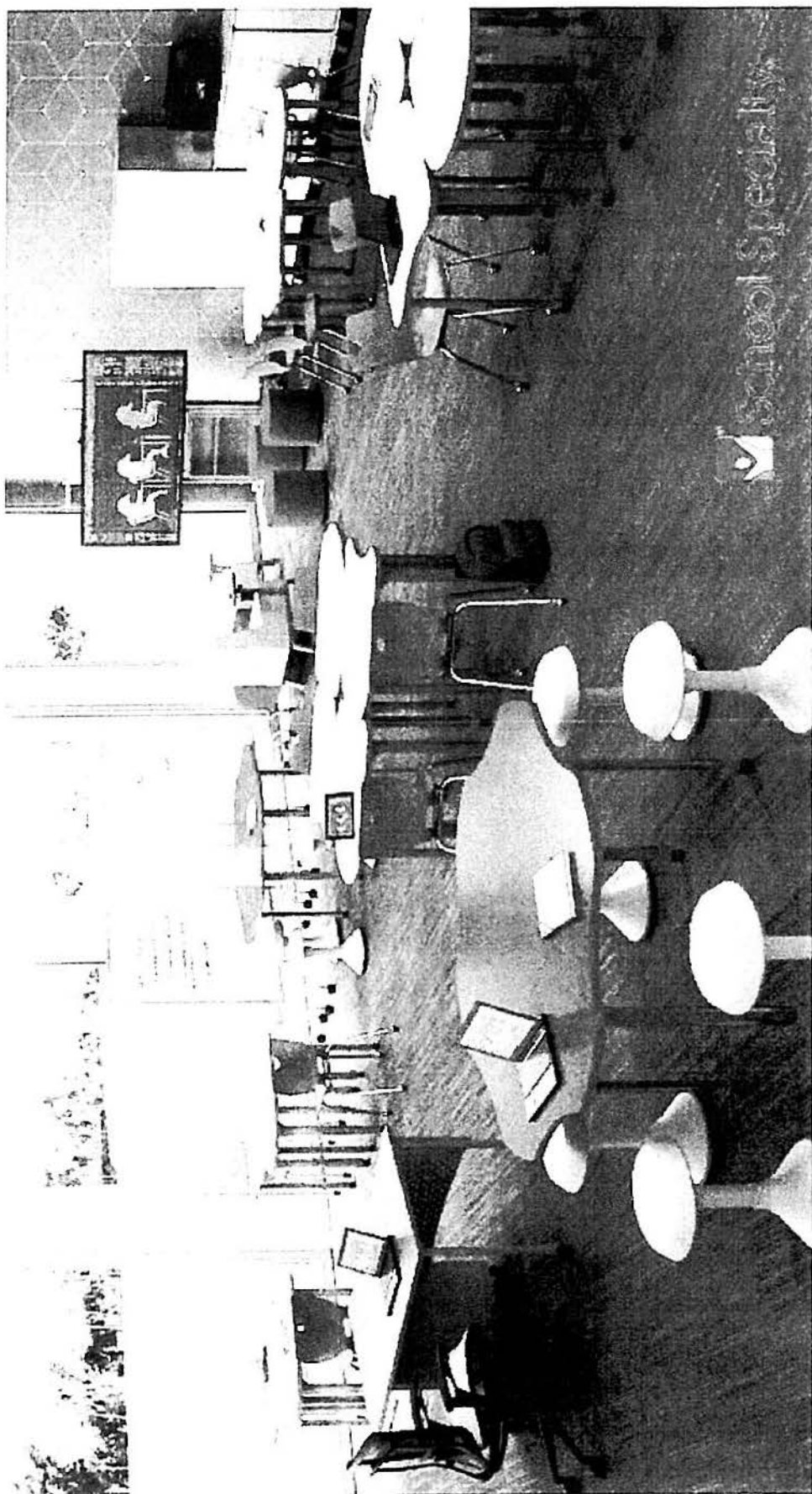


 School Specialty

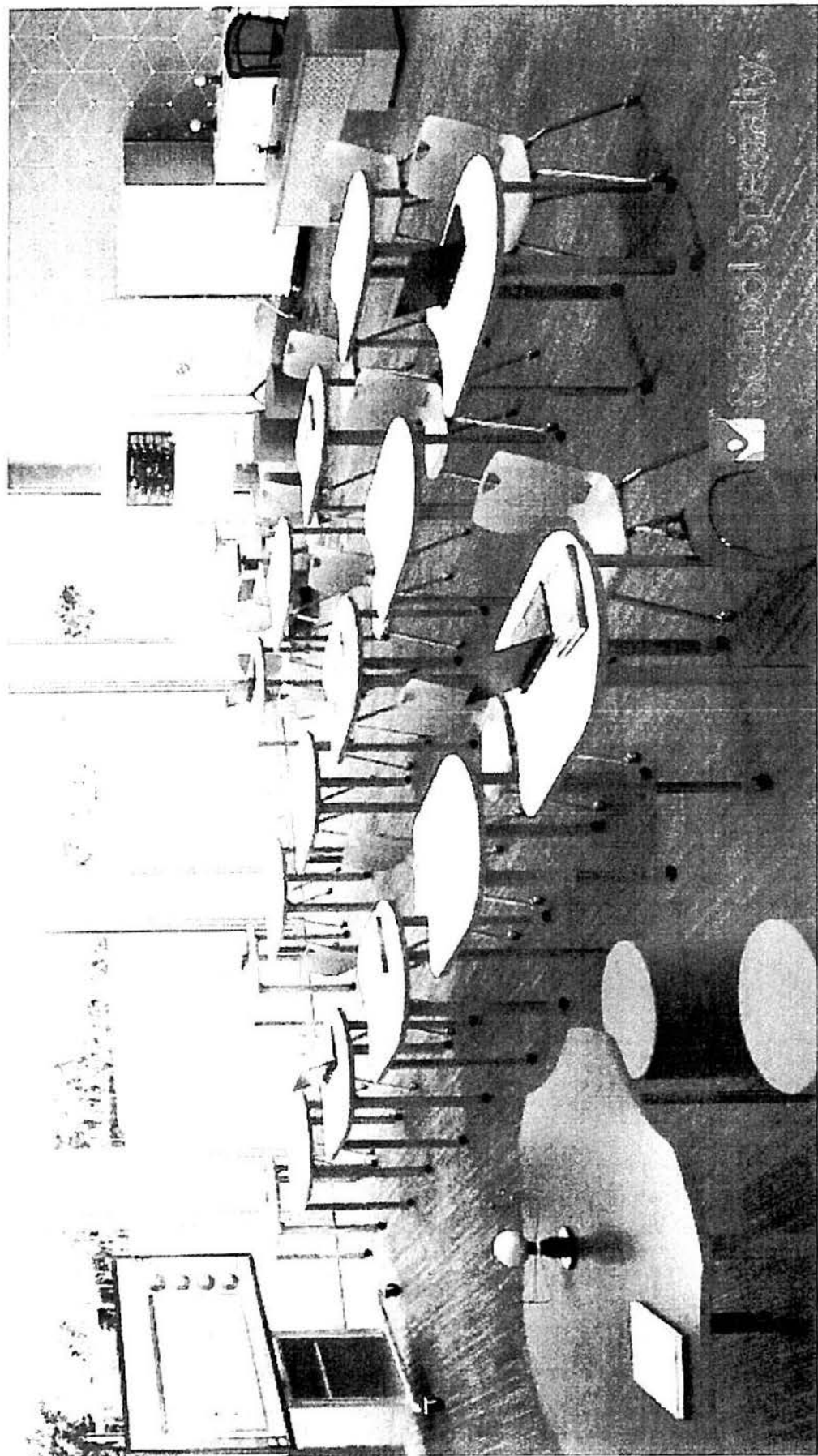














July 6, 2020

RE: School Specialty
PO Box 1017
Appleton, WI 54912
RFP #FY21-106 School Department Furniture

Please be advised that *School Specialty* is an authorized distributor for Bison Inc. products and is in good standing.

Should you have any questions or need further information, please contact me at your convenience.

Thank you,

Chris Livingston
Bison Inc. – National Sales Manager
800.247.7668 ext. 3177
clivingston@bisoninc.com

603 "L" STREET LINCOLN, NE 68522 402.474.3353 FAX: 402.474.6720

Bison, Inc. is a subsidiary of IMSCORP

www.bisoninc.com

TOLL FREE 800.247.7668

A GOAL FOR EVERY GAME



7/9/20

To:
School Specialty Inc

RE: RFP #FY21-106 School Department Furniture

Please be advised that School Specialty Inc is an authorized dealer in good standing with Brand New World. They are authorized to promote, advertise, sell, service and distribute the brands incorporated under Brand New World price list and product line for the Broward County Schools in Florida bid.

Sincerely,
Jennifer Oxendine
VP of Sales & Marketing



1637 Laurel Street
Lake Oswego, OR 97034
Phone: 503.232.1203
Fax: 503.232.1394
www.carpetsforkids.com

July 6, 2020

RE: Broward County School Board RFP# FY21-106 School Dept. Furniture

To Whom It May Concern:

This is to confirm that **School Specialty, Inc.** is an authorized Carpets for Kids[®] dealer for our full product line.

If you have any questions, please feel free to contact me directly at my e-mail address at jfagen@carpetsforkids.com or call 503.232.1203.

With sincerest regards,

Jeff Fagen



Furniture. Designed by kids, built by us.



CEF Inc
2696 NC Hwy. 16S
Taylorsville, NC 28681
<http://www.cefinc.com/>

July 15, 2020

The School Board of Broward County, Florida
Attn: Al Shelton, Purchasing Agent
RFP FY21-106 - School and Department Furniture

Re: Letter of Authorization- School Specialty

To Whom It May Concern:

Please be advised that School Specialty is an authorized dealer in good standing with Custom Educational Furnishings (CEF). CEF authorizes School Specialty to sell and promote our products and programs as an authorized dealer.

Please contact me if you have any questions.

Sincerely,

Mike Cronkhite
Florida Regional Manager – CEF
mikec@cefinc.com
407-765-6453



07/07/2020

RE: Broward County School Board RFP #FY21-106 School Dept Furniture

Please be advised that School Specialty, INC. is the authorized distributor for the Childcraft, Childcraft Korner for Kids, and Childcraft ABC Furnishings product lines.

Should you have any questions or need further information, please contact me at:
920-882-5888.

Sincerely,

Allen Hoepfner
Vice President—Furniture and Equipment

920-882-5888 Office
920-636-6910 Mobile
920-993-4286 Fax



July 7, 2020

To Whom It May Concern

RE: RFP #FY21-106 School Department Furniture

Please be advised that School Specialty is an authorized dealer for Children's Factory, LLC, and our brand names Children's Factory, Angeles, and Learning Carpets

Please contact me if you need additional information or details.

Sincerely,

Virginia Williams

Virginia Williams
National Account Manager
Office 314-821-1441
Cell 334-803-2546



314.821.1441
childrensfactory.com
510 S. McKinley Ave. Union, MO 63084



July 7, 2020

RE: Broward County School Board RFP# FY21-106 School Dept. Furniture

Please be advised that School Specialty, INC. is the authorized distributor for the Classroom Select & Royal Seating product lines.

Should you have any questions or need further information, please contact me at:
920-882-5888.

Sincerely,

A handwritten signature in black ink, appearing to read "A Hoepfner", with a stylized flourish at the end.

Allen Hoepfner
Vice President—Furniture and Equipment

920-882-5888 Office
920-636-6910 Mobile
920-993-4286 Fax



07/9/ 2020

School Board of Broward County
RFP #FY21-106 School Department Furniture

RE: School Specialty 100 Paragon Pkwy Mansfield, OH 44903

Dear Procurement Professional,

Please be advised that the dealer listed above is in good standing with our firm. Therefore they are a Diversified Woodcrafts, Inc. authorized distributor/dealer. As such I give my support to School Specialty for the aforementioned and do here by grant them permission to add their company as an authorized agent on our behalf (to include: service, warranty, installation, etc.).

If I can be of further assistance, or if you have any questions, please do not hesitate to contact me directly.

Sincerely,

A handwritten signature in black ink, appearing to read "Edward Surowiec", written in a cursive style.

Edward Surowiec
Contract Administrator
Diversified Woodcrafts, INC
esurowiec@diversifiedwoodcrafts.com
1 877 348 9663 x 183
920 373 6101
www.diversifiedwoodcrafts.com



July 16, 2020

School Board of Broward County RFP #FY21-106 School Department Furniture

Purpose: Letter of Authorization for School Specialty, Inc.

To Whom It May Concern,

School Specialty, Incorporated, is a top-tier authorized dealer for Elkay Interior Systems (EIS).

Their representatives are permitted to sell our product and installation services to the School Board of Broward County and other permitted entities nationwide, for the duration of this contract.

In light of the recent disruption to our nation's educational system, I wish you continued success in traversing the challenges that arise and serving the students, educators and families in your area.

With great appreciation,

Joe Gervase

Cc: Amy Remy, Senior Contracts Coordinator at School Specialty, Inc.

P.S. If you have any questions or concerns, please contact me at your convenience:

JOE GERVASE
Regional Brand Manager – Education Division
<https://www.elkayinteriorsystems.com/en.html>
joe.gervase@elkay.com
Mobile: 317.721.7192



July 6, 2020

Re: RFP # FY21-106 SCHOOL DEPARTMENT FURNITURE

To Whom It May Concern:

This letter is to verify that School Specialty is an authorized dealer of Flagship Carpets. Thank you.

Best regards,

Tammie Brumlow
Flagship Carpets, Owner
800-848-4055 x 124
tbrumlow@flagshipcarpets.com

Flagship Carpets-EDU
734 S. River Street
P.O. Box 1779
Calhoun, Georgia 30703

Toll Free
(800)-848-4055 ext. 112

Email
info@flagshipcarpets.com

Global Furniture Group
17 West Stow Road, PO Box 562, Marlton, New Jersey, USA 08053
t 856.596.3390 or 800.220.1900 | f 856.596-5684 | globalfurnituregroup.com



16 July 2020

THE SCHOOL BOARD OF BROWARD COUNTY
Procurement & Warehousing Services Department
7720 W. Oakland Park Boulevard
Suite 323
Sunrise, FL 33351-6704

Manufacturer's Confirmation of Authorized Servicing Dealer for School Board of
Broward County Request for Proposals (RFP): FY21-106 – School and Department
Furniture – School Specialty Inc.

global
furniture
group

Dear School Board of Broward County:

Global Industries, Inc. ("Global") is a worldwide manufacturer and distributor of office, educational, institutional, hospitality, healthcare and specialty markets furniture and related ergonomic accessories. Global Furniture Group and Offices To Go are trade styles of Global products. Global has been a supplier to the School Board of Broward County for many years and has a substantial installed base of products throughout the district's schools and facilities.

Per Section #4.4.3 of the School Board of Broward County's current RFP #FY21-106 – School and Department Furniture (page 11 of 42), please accept this correspondence as confirmation that School Specialty Inc. is an authorized servicing dealer in good standing. They are approved to represent, specify, quote, sell and service Global Furniture Group and Offices To Go products to the School Board of Broward County and throughout the State of Florida.

School Specialty Inc. is authorized to submit a sealed bid specifying Global Furniture Group and Offices To Go products for the School Board of Broward County's current RFP #FY21-106 – School and Department Furniture.

Please feel free to contact me directly if you have any questions or concerns regarding this submission. Global appreciates your ongoing support and looks forward to continuing to serving Broward County's school board members through this agreement's forthcoming term.

Regards,

Joseph Freund



JOSEPH FREUND
Contracts Manager & Authorized Representative
jfreund@globalfurnituregroup.com

global
furniture
group



www.fleetwoodfurniture.com

July 10, 2020

RE: Letter of Authorization Broward County RFP #FY21-106 School Department Furniture

School Specialty

To Whom it May Concern:

Please be advised that School Specialty is an authorized Fleetwood Furniture dealer and is authorized to bid and sell Fleetwood Furniture products and to provide installation services on Broward County RFP #FY21-106 School Department Furniture. If you have any questions, please do not hesitate to contact me directly.

Respectfully,

Drew Ericks

Drew Ericks
Contract Manager
Fleetwood Furniture
drewe@fleetwoodfurniture.com



July 6, 2020

The School Board of Broward County
7720 West Oakland Park Blvd., Ste. 323
Sunrise, FL 33351

RE: Letter of Authorization for School Specialty
The School Board of Broward County, Florida
RFP: FY21-106 – School and Department Furniture

To Whom It May Concern:

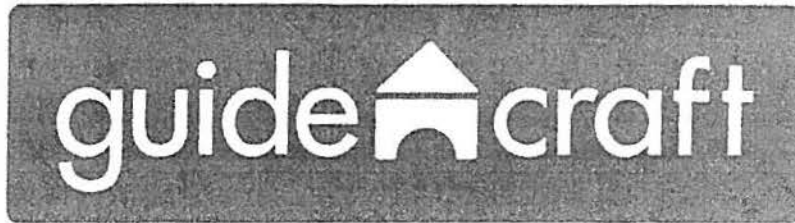
School Specialty is an authorized dealer in good standing with Fomcore and, thereby authorized to provide our products on the above referenced bid and resulting contract.

Please feel free to contact me should you have any questions.

Sincerely,

A handwritten signature in black ink, appearing to read "Caleb Sibert".

Caleb Sibert
Regional Sales Director-East
caleb@fomcore.com



July 6, 2020

To Whom it may concern,

School Specialty is an authorized Dealer to bid and represent Guidecraft on the RFP #FY21-106 School Department Furniture.

Guidecraft has an international presence with operations in North America, South America, Europe and Asia. We offer premiere-brand toys such as PowerClix®, Better Builders®, IO Blocks™ and Texo®, along with a rich portfolio of manipulatives, construction and block play toys, occasional furniture, arts and storage furniture, lofts and furniture systems, in partnership with local, national, and international distributors and retailers

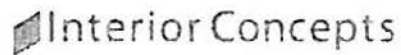
We pride ourselves on over fifty years of manufacturing quality products that put children and safety first. To fulfill that mission, we design and test our products to meet or exceed international safety standards including ASTM, EN71, Health Canada and AUS/NZ to provide our customers with a safe, durable, and lasting product that will bring years of meaningful and rewarding use and enjoyment.

For further information on our compliance, please contact us at compliance@guidecraft.com.

Regards,

A handwritten signature in black ink that reads "Judy Dunham". The signature is written in a cursive, flowing style.

Judy Dunham
Key Account Manager



July 9, 2020

Broward County

RE: Letter of Authorization for School Specialty
RFP #FY21-106 School Department Furniture

To Whom It May Concern:

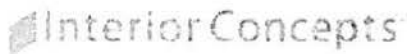
School Specialty is an authorized dealer in good standing for Interior Concepts and, thereby authorized to provide our goods and materials on the above referenced bid and resulting contract.

Please feel free to contact me should you have any questions.

Sincerely,

A handwritten signature in black ink, appearing to read 'Deb McDermott'.

Deb McDermott Director of National Sales
616 862 3413





P.O. Box 3622*1533 Bank Street*Louisville, KY 40201*(502) 585-4464*Facsimile (502) 585-4676

July 7, 2020

Re: RFP #FY21-106 School Department Furniture

To Whom it May Concern:

School Specialty is an authorized dealer of KFI Furniture, LLC. They are authorized to market, sell, distribute, and/or supply any product or service offered by KFI.

Sincerely,

A handwritten signature in black ink that reads "Amy Clark". The signature is fluid and cursive, with a long horizontal stroke at the end.

Amy Clark
Customer Service Manager
KFI Furniture, LLC

July 13, 2020

Jake Seaver
Vice President
Silver Street, Inc. dba mediatechnologies, MTContract
892 Industrial Park Drive
Shelby, Michigan 49455
(231) 861-2194
jseaver@mediatechnologies.com
www.mediatechnologies.com, www.mtcontract.com

Mary Catherine Coker
Director
The School Board of Broward County, Florida
7720 West Oakland Park Boulevard
Sunrise, Florida 33351
754-321-0505
www.BrowardSchools.com

Re: School Specialty

Director Coker,

This letter shall certify that School Specialty is authorized to sell all mediatechnologies products under the School Board of Broward County Furniture Contract, RFP#FY21-106 School Department Furniture.

A handwritten signature in black ink, appearing to read "Jake Seaver", written in a cursive style.

Jake Seaver
Vice President
Silver Street, Inc. dba mediatechnologies, MTContract

Item #	Description	Unit Price	Quantity	Unit Price	Quantity	Unit Price	Quantity	Unit Price	Quantity
TA50DB	Construction Paper - 9" x 12" Pack - Dark Blue	158				\$1.19	5%	\$1.13	Arts & Crafts
TA50DW	Construction Paper - 9" x 12" Pack - Dark Brown	158				\$1.19	5%	\$1.13	Arts & Crafts
TA50GA	Construction Paper - 9" x 12" Pack - Gray	158				\$1.19	5%	\$1.13	Arts & Crafts
TA50GB	Construction Paper - 9" x 12" Pack - Bright Green	158	26			\$1.19	5%	\$1.13	Arts & Crafts
TA50HG	Construction Paper - 9" x 12" Pack - Holiday Green	158				\$1.19	5%	\$1.13	Arts & Crafts
TA50HP	Construction Paper - 9" x 12" Pack - Hot Pink	158				\$1.19	5%	\$1.13	Arts & Crafts
TA50HR	Construction Paper - 9" x 12" Pack - Holiday Red	158				\$1.19	5%	\$1.13	Arts & Crafts
TA50LB	Construction Paper - 9" x 12" Pack - Light Brown	158				\$1.19	5%	\$1.13	Arts & Crafts
TA50LG	Construction Paper - 9" x 12" Pack - Light Green	158				\$1.19	5%	\$1.13	Arts & Crafts
TA50MA	Construction Paper - 9" x 12" Pack - Magenta	158				\$1.19	5%	\$1.13	Arts & Crafts
TA50PN	Construction Paper - 9" x 12" Pack - Pink	158				\$1.19	5%	\$1.13	Arts & Crafts
TA50RD	Construction Paper - 9" x 12" Pack - Red	158	26			\$1.19	5%	\$1.13	Arts & Crafts
TA50RG	Construction Paper - 9" x 12" Pack - Orange	158	26			\$1.19	5%	\$1.13	Arts & Crafts
TA50SB	Construction Paper - 9" x 12" Pack - Sky Blue	158	26			\$1.19	5%	\$1.13	Arts & Crafts
TA50SC	Construction Paper - 9" x 12" Pack - Scarlet	158				\$1.19	5%	\$1.13	Arts & Crafts
TA50VT	Construction Paper - 9" x 12" Pack - Violet	158	26			\$1.19	5%	\$1.13	Arts & Crafts
TA50WT	Construction Paper - 9" x 12" Pack - White	158				\$1.19	5%	\$1.13	Arts & Crafts
TA50YE	Construction Paper - 9" x 12" Pack - Yellow	158	26			\$1.19	5%	\$1.13	Arts & Crafts
TA50YO	Construction Paper - 9" x 12" Pack - Yellow-Orange	158				\$1.19	5%	\$1.13	Arts & Crafts
TA51AC	Construction Paper - 12" x 18" Pack - Assorted Colors	158				\$2.29	5%	\$2.18	Arts & Crafts
TA51BB	Construction Paper - 12" x 18" Pack - Bright Blue	158				\$2.29	5%	\$2.18	Arts & Crafts
TA51BG	Construction Paper - 12" x 18" Pack - Blue-Green	158				\$2.29	5%	\$2.18	Arts & Crafts
TA51BK	Construction Paper - 12" x 18" Pack - Black	158				\$2.29	5%	\$2.18	Arts & Crafts
TA51BR	Construction Paper - 12" x 18" Pack - Brown	158				\$2.29	5%	\$2.18	Arts & Crafts
TA51BU	Construction Paper - 12" x 18" Pack - Blue	158				\$2.29	5%	\$2.18	Arts & Crafts
TA51DB	Construction Paper - 12" x 18" Pack - Dark Blue	158				\$2.29	5%	\$2.18	Arts & Crafts
TA51DW	Construction Paper - 12" x 18" Pack - Dark Brown	158				\$2.29	5%	\$2.18	Arts & Crafts
TA51GA	Construction Paper - 12" x 18" Pack - Gray	158				\$2.29	5%	\$2.18	Arts & Crafts
TA51GB	Construction Paper - 12" x 18" Pack - Bright Green	158				\$2.29	5%	\$2.18	Arts & Crafts
TA51HG	Construction Paper - 12" x 18" Pack - Holiday Green	158				\$2.29	5%	\$2.18	Arts & Crafts
TA51HP	Construction Paper - 12" x 18" Pack - Hot Pink	158				\$2.29	5%	\$2.18	Arts & Crafts
TA51HR	Construction Paper - 12" x 18" Pack - Holiday Red	158				\$2.29	5%	\$2.18	Arts & Crafts
TA51LB	Construction Paper - 12" x 18" Pack - Light Brown	158				\$2.29	5%	\$2.18	Arts & Crafts
TA51LG	Construction Paper - 12" x 18" Pack - Light Green	158				\$2.29	5%	\$2.18	Arts & Crafts
TA51MA	Construction Paper - 12" x 18" Pack - Magenta	158				\$2.29	5%	\$2.18	Arts & Crafts
TA51PN	Construction Paper - 12" x 18" Pack - Pink	158				\$2.29	5%	\$2.18	Arts & Crafts
TA51RD	Construction Paper - 12" x 18" Pack - Red	158				\$2.29	5%	\$2.18	Arts & Crafts
TA51RG	Construction Paper - 12" x 18" Pack - Orange	158				\$2.29	5%	\$2.18	Arts & Crafts
TA51SB	Construction Paper - 12" x 18" Pack - Sky Blue	158				\$2.29	5%	\$2.18	Arts & Crafts
TA51SC	Construction Paper - 12" x 18" Pack - Scarlet	158				\$2.29	5%	\$2.18	Arts & Crafts
TA51VT	Construction Paper - 12" x 18" Pack - Violet	158				\$2.29	5%	\$2.18	Arts & Crafts
TA51WT	Construction Paper - 12" x 18" Pack - White	158				\$2.29	5%	\$2.18	Arts & Crafts
TA51YE	Construction Paper - 12" x 18" Pack - Yellow	158				\$2.29	5%	\$2.18	Arts & Crafts
TA51YO	Construction Paper - 12" x 18" Pack - Yellow-Orange	158				\$2.29	5%	\$2.18	Arts & Crafts
TA531	1" Graphing Paper - 500 Sheets		110			\$12.99	5%	\$12.29	Math
TA5314	Watercolor Paper	158				\$19.99	5%	\$18.99	Arts & Crafts
TA5316	Fingerprint Paper - 16" x 22"	158	26			\$8.49	5%	\$8.07	Arts & Crafts
TA5420	Double-Sided White Posterboard - 100 Sheets	159				\$56.99	5%	\$54.14	Arts & Crafts
TA5447	Double-Sided Color Posterboard - 100 Sheets	159				\$62.99	5%	\$59.84	Arts & Crafts
TA60ACX	Construction Paper - 9" x 12" Case - Assorted Colors	158				\$54.50	5%	\$51.78	Arts & Crafts
TA60BBX	Construction Paper - 9" x 12" Case - Bright Blue	158				\$54.50	5%	\$51.78	Arts & Crafts
TA60BGX	Construction Paper - 9" x 12" Case - Blue-Green	158				\$54.50	5%	\$51.78	Arts & Crafts
TA60BKX	Construction Paper - 9" x 12" Case - Black	158				\$54.50	5%	\$51.78	Arts & Crafts

Item #	Description	Quantity	Unit Price	Total Price	Category	Material
TA60BRX	Construction Paper - 9" x 12" Case - Brown	158	\$54.50	\$51.78	Arts & Crafts	Paper
TA60BUX	Construction Paper - 9" x 12" Case - Blue	158	\$54.50	\$51.78	Arts & Crafts	Paper
TA60DBX	Construction Paper - 9" x 12" Case - Dark Blue	158	\$54.50	\$51.78	Arts & Crafts	Paper
TA60DWB	Construction Paper - 9" x 12" Case - Dark Brown	158	\$54.50	\$51.78	Arts & Crafts	Paper
TA60GAX	Construction Paper - 9" x 12" Case - Gray	158	\$54.50	\$51.78	Arts & Crafts	Paper
TA60GBX	Construction Paper - 9" x 12" Case - Bright Green	158	\$54.50	\$51.78	Arts & Crafts	Paper
TA60HGX	Construction Paper - 9" x 12" Case - Holiday Green	158	\$54.50	\$51.78	Arts & Crafts	Paper
TA60HPX	Construction Paper - 9" x 12" Case - Hot Pink	158	\$54.50	\$51.78	Arts & Crafts	Paper
TA60HRX	Construction Paper - 9" x 12" Case - Holiday Red	158	\$54.50	\$51.78	Arts & Crafts	Paper
TA60LBX	Construction Paper - 9" x 12" Case - Light Brown	158	\$54.50	\$51.78	Arts & Crafts	Paper
TA60LGX	Construction Paper - 9" x 12" Case - Light Green	158	\$54.50	\$51.78	Arts & Crafts	Paper
TA60MAX	Construction Paper - 9" x 12" Case - Magenta	158	\$54.50	\$51.78	Arts & Crafts	Paper
TA60PNX	Construction Paper - 9" x 12" Case - Pink	158	\$54.50	\$51.78	Arts & Crafts	Paper
TA60RDX	Construction Paper - 9" x 12" Case - Red	158	\$54.50	\$51.78	Arts & Crafts	Paper
TA60RGX	Construction Paper - 9" x 12" Case - Orange	158	\$54.50	\$51.78	Arts & Crafts	Paper
TA60SBX	Construction Paper - 9" x 12" Case - Sky Blue	158	\$54.50	\$51.78	Arts & Crafts	Paper
TA60SCX	Construction Paper - 9" x 12" Case - Scarlet	158	\$54.50	\$51.78	Arts & Crafts	Paper
TA60VTX	Construction Paper - 9" x 12" Case - Violet	158	\$54.50	\$51.78	Arts & Crafts	Paper
TA60WTX	Construction Paper - 9" x 12" Case - White	158	\$54.50	\$51.78	Arts & Crafts	Paper
TA60YEX	Construction Paper - 9" x 12" Case - Yellow	158	\$54.50	\$51.78	Arts & Crafts	Paper
TA60YOX	Construction Paper - 9" x 12" Case - Yellow-Orange	158	\$54.50	\$51.78	Arts & Crafts	Paper
TA61ACX	Construction Paper - 12" x 18" Case - Assorted Colors	158	\$54.50	\$51.78	Arts & Crafts	Paper
TA61BBX	Construction Paper - 12" x 18" Case - Bright Blue	158	\$54.50	\$51.78	Arts & Crafts	Paper
TA61BGX	Construction Paper - 12" x 18" Case - Blue-Green	158	\$54.50	\$51.78	Arts & Crafts	Paper
TA61BXX	Construction Paper - 12" x 18" Case - Black	158	\$54.50	\$51.78	Arts & Crafts	Paper
TA61BRX	Construction Paper - 12" x 18" Case - Brown	158	\$54.50	\$51.78	Arts & Crafts	Paper
TA61BUX	Construction Paper - 12" x 18" Case - Blue	158	\$54.50	\$51.78	Arts & Crafts	Paper
TA61DBX	Construction Paper - 12" x 18" Case - Dark Blue	158	\$54.50	\$51.78	Arts & Crafts	Paper
TA61DWB	Construction Paper - 12" x 18" Case - Dark Brown	158	\$54.50	\$51.78	Arts & Crafts	Paper
TA61GAX	Construction Paper - 12" x 18" Case - Gray	158	\$54.50	\$51.78	Arts & Crafts	Paper
TA61GBX	Construction Paper - 12" x 18" Case - Bright Green	158	\$54.50	\$51.78	Arts & Crafts	Paper
TA61HGX	Construction Paper - 12" x 18" Case - Holiday Green	158	\$54.50	\$51.78	Arts & Crafts	Paper
TA61HPX	Construction Paper - 12" x 18" Case - Hot Pink	158	\$54.50	\$51.78	Arts & Crafts	Paper
TA61HRX	Construction Paper - 12" x 18" Case - Holiday Red	158	\$54.50	\$51.78	Arts & Crafts	Paper
TA61LBX	Construction Paper - 12" x 18" Case - Light Brown	158	\$54.50	\$51.78	Arts & Crafts	Paper
TA61LGX	Construction Paper - 12" x 18" Case - Light Green	158	\$54.50	\$51.78	Arts & Crafts	Paper
TA61MAX	Construction Paper - 12" x 18" Case - Magenta	158	\$54.50	\$51.78	Arts & Crafts	Paper
TA61PNX	Construction Paper - 12" x 18" Case - Pink	158	\$54.50	\$51.78	Arts & Crafts	Paper
TA61RDX	Construction Paper - 12" x 18" Case - Red	158	\$54.50	\$51.78	Arts & Crafts	Paper
TA61RGX	Construction Paper - 12" x 18" Case - Orange	158	\$54.50	\$51.78	Arts & Crafts	Paper
TA61SBX	Construction Paper - 12" x 18" Case - Sky Blue	158	\$54.50	\$51.78	Arts & Crafts	Paper
TA61SCX	Construction Paper - 12" x 18" Case - Scarlet	158	\$54.50	\$51.78	Arts & Crafts	Paper
TA61VTX	Construction Paper - 12" x 18" Case - Violet	158	\$54.50	\$51.78	Arts & Crafts	Paper
TA61WTX	Construction Paper - 12" x 18" Case - White	158	\$54.50	\$51.78	Arts & Crafts	Paper
TA61YEX	Construction Paper - 12" x 18" Case - Yellow	158	\$54.50	\$51.78	Arts & Crafts	Paper
TA61YOX	Construction Paper - 12" x 18" Case - Yellow-Orange	158	\$54.50	\$51.78	Arts & Crafts	Paper
TA70AC	Superbright Sulphite Construction Paper - 9" x 12" Pack - Assorted Colors	158	\$2.29	\$2.18	Arts & Crafts	Paper
TA70BD	Superbright Sulphite Construction Paper - 9" x 12" Pack - Burgundy	158	\$2.29	\$2.18	Arts & Crafts	Paper
TA70BK	Superbright Sulphite Construction Paper - 9" x 12" Pack - Black	158	\$2.29	\$2.18	Arts & Crafts	Paper
TA70BL	Superbright Sulphite Construction Paper - 9" x 12" Pack - Brilliant Lime	158	\$2.29	\$2.18	Arts & Crafts	Paper
TA70BU	Superbright Sulphite Construction Paper - 9" x 12" Pack - Blue	158	\$2.29	\$2.18	Arts & Crafts	Paper
TA70GA	Superbright Sulphite Construction Paper - 9" x 12" Pack - Gray	158	\$2.29	\$2.18	Arts & Crafts	Paper
TA70GL	Superbright Sulphite Construction Paper - 9" x 12" Pack - Gold	158	\$2.29	\$2.18	Arts & Crafts	Paper

Lakeshore 2020 Pricelists subject to change with the release of new catalogs at the end of January and February of each year.

Lakeshore

Part Number	Description	Quantity	Unit Price	Total Price	Material	Category	Notes
TA70HG	Superbright Sulphite Construction Paper - 9" x 12" Pack - Holiday Green	158	\$2.29	\$3.61	5%	\$2.18	Arts & Crafts Paper
TA70HR	Superbright Sulphite Construction Paper - 9" x 12" Pack - Holiday Red	158	\$2.29	\$3.61	5%	\$2.18	Arts & Crafts Paper
TA70LG	Superbright Sulphite Construction Paper - 9" x 12" Pack - Light Green	158	\$2.29	\$3.61	5%	\$2.18	Arts & Crafts Paper
TA70LL	Superbright Sulphite Construction Paper - 9" x 12" Pack - Lilac	158	\$2.29	\$3.61	5%	\$2.18	Arts & Crafts Paper
TA70MA	Superbright Sulphite Construction Paper - 9" x 12" Pack - Magenta	158	\$2.29	\$3.61	5%	\$2.18	Arts & Crafts Paper
TA70PN	Superbright Sulphite Construction Paper - 9" x 12" Pack - Pink	158	\$2.29	\$3.61	5%	\$2.18	Arts & Crafts Paper
TA70PU	Superbright Sulphite Construction Paper - 9" x 12" Pack - Purple	158	\$2.29	\$3.61	5%	\$2.18	Arts & Crafts Paper
TA70RD	Superbright Sulphite Construction Paper - 9" x 12" Pack - Red	158	\$2.29	\$3.61	5%	\$2.18	Arts & Crafts Paper
TA70RG	Superbright Sulphite Construction Paper - 9" x 12" Pack - Orange	158	\$2.29	\$3.61	5%	\$2.18	Arts & Crafts Paper
TA70SB	Superbright Sulphite Construction Paper - 9" x 12" Pack - Sky Blue	158	\$2.29	\$3.61	5%	\$2.18	Arts & Crafts Paper
TA70SP	Superbright Sulphite Construction Paper - 9" x 12" Pack - Shocking Pink	158	\$2.29	\$3.61	5%	\$2.18	Arts & Crafts Paper
TA70TN	Superbright Sulphite Construction Paper - 9" x 12" Pack - Tan	158	\$2.29	\$3.61	5%	\$2.18	Arts & Crafts Paper
TA70TQ	Superbright Sulphite Construction Paper - 9" x 12" Pack - Turquoise	158	\$2.29	\$3.61	5%	\$2.18	Arts & Crafts Paper
TA70VT	Superbright Sulphite Construction Paper - 9" x 12" Pack - Violet	158	\$2.29	\$3.61	5%	\$2.18	Arts & Crafts Paper
TA70WB	Superbright Sulphite Construction Paper - 9" x 12" Pack - Warm Brown	158	\$2.29	\$3.61	5%	\$2.18	Arts & Crafts Paper
TA70WT	Superbright Sulphite Construction Paper - 9" x 12" Pack - White	158	\$2.29	\$3.61	5%	\$2.18	Arts & Crafts Paper
TA70YB	Superbright Sulphite Construction Paper - 9" x 12" Pack - Royal Blue	158	\$2.29	\$3.61	5%	\$2.18	Arts & Crafts Paper
TA70YE	Superbright Sulphite Construction Paper - 9" x 12" Pack - Yellow	158	\$2.29	\$3.61	5%	\$2.18	Arts & Crafts Paper
TA71AC	Superbright Sulphite Construction Paper - 12" x 18" Pack - Assorted Colors	158	\$4.49	\$7.08	5%	\$4.27	Arts & Crafts Paper
TA71BD	Superbright Sulphite Construction Paper - 12" x 18" Pack - Burgundy	158	\$4.49	\$7.08	5%	\$4.27	Arts & Crafts Paper
TA71BK	Superbright Sulphite Construction Paper - 12" x 18" Pack - Black	158	\$4.49	\$7.08	5%	\$4.27	Arts & Crafts Paper
TA71BL	Superbright Sulphite Construction Paper - 12" x 18" Pack - Brilliant Lime	158	\$4.49	\$7.08	5%	\$4.27	Arts & Crafts Paper
TA71BU	Superbright Sulphite Construction Paper - 12" x 18" Pack - Blue	158	\$4.49	\$7.08	5%	\$4.27	Arts & Crafts Paper
TA71GA	Superbright Sulphite Construction Paper - 12" x 18" Pack - Gray	158	\$4.49	\$7.08	5%	\$4.27	Arts & Crafts Paper
TA71GL	Superbright Sulphite Construction Paper - 12" x 18" Pack - Gold	158	\$4.49	\$7.08	5%	\$4.27	Arts & Crafts Paper
TA71HG	Superbright Sulphite Construction Paper - 12" x 18" Pack - Holiday Green	158	\$4.49	\$7.08	5%	\$4.27	Arts & Crafts Paper
TA71HR	Superbright Sulphite Construction Paper - 12" x 18" Pack - Holiday Red	158	\$4.49	\$7.08	5%	\$4.27	Arts & Crafts Paper
TA71LG	Superbright Sulphite Construction Paper - 12" x 18" Pack - Light Green	158	\$4.49	\$7.08	5%	\$4.27	Arts & Crafts Paper
TA71LL	Superbright Sulphite Construction Paper - 12" x 18" Pack - Lilac	158	\$4.49	\$7.08	5%	\$4.27	Arts & Crafts Paper
TA71MA	Superbright Sulphite Construction Paper - 12" x 18" Pack - Magenta	158	\$4.49	\$7.08	5%	\$4.27	Arts & Crafts Paper
TA71PN	Superbright Sulphite Construction Paper - 12" x 18" Pack - Pink	158	\$4.49	\$7.08	5%	\$4.27	Arts & Crafts Paper
TA71PU	Superbright Sulphite Construction Paper - 12" x 18" Pack - Purple	158	\$4.49	\$7.08	5%	\$4.27	Arts & Crafts Paper
TA71RD	Superbright Sulphite Construction Paper - 12" x 18" Pack - Red	158	\$4.49	\$7.08	5%	\$4.27	Arts & Crafts Paper
TA71RG	Superbright Sulphite Construction Paper - 12" x 18" Pack - Orange	158	\$4.49	\$7.08	5%	\$4.27	Arts & Crafts Paper
TA71SB	Superbright Sulphite Construction Paper - 12" x 18" Pack - Sky Blue	158	\$4.49	\$7.08	5%	\$4.27	Arts & Crafts Paper
TA71SP	Superbright Sulphite Construction Paper - 12" x 18" Pack - Shocking Pink	158	\$4.49	\$7.08	5%	\$4.27	Arts & Crafts Paper
TA71TN	Superbright Sulphite Construction Paper - 12" x 18" Pack - Tan	158	\$4.49	\$7.08	5%	\$4.27	Arts & Crafts Paper
TA71TQ	Superbright Sulphite Construction Paper - 12" x 18" Pack - Turquoise	158	\$4.49	\$7.08	5%	\$4.27	Arts & Crafts Paper
TA71VT	Superbright Sulphite Construction Paper - 12" x 18" Pack - Violet	158	\$4.49	\$7.08	5%	\$4.27	Arts & Crafts Paper
TA71WB	Superbright Sulphite Construction Paper - 12" x 18" Pack - Warm Brown	158	\$4.49	\$7.08	5%	\$4.27	Arts & Crafts Paper
TA71WT	Superbright Sulphite Construction Paper - 12" x 18" Pack - White	158	\$4.49	\$7.08	5%	\$4.27	Arts & Crafts Paper
TA71YB	Superbright Sulphite Construction Paper - 12" x 18" Pack - Royal Blue	158	\$4.49	\$7.08	5%	\$4.27	Arts & Crafts Paper
TA71YE	Superbright Sulphite Construction Paper - 12" x 18" Pack - Yellow	158	\$4.49	\$7.08	5%	\$4.27	Arts & Crafts Paper
TA80ACX	Superbright Sulphite Construction Paper - 9" x 12" Case - Assorted Colors	158	\$104.50	\$16,511.00	5%	\$99.28	Arts & Crafts Paper
TA80BDX	Superbright Sulphite Construction Paper - 9" x 12" Case - Burgundy	158	\$104.50	\$16,511.00	5%	\$99.28	Arts & Crafts Paper
TA80BKX	Superbright Sulphite Construction Paper - 9" x 12" Case - Black	158	\$104.50	\$16,511.00	5%	\$99.28	Arts & Crafts Paper
TA80BLX	Superbright Sulphite Construction Paper - 9" x 12" Case - Brilliant Lime	158	\$104.50	\$16,511.00	5%	\$99.28	Arts & Crafts Paper
TA80BLX	Superbright Sulphite Construction Paper - 9" x 12" Case - Blue	158	\$104.50	\$16,511.00	5%	\$99.28	Arts & Crafts Paper
TA80GAX	Superbright Sulphite Construction Paper - 9" x 12" Case - Gray	158	\$104.50	\$16,511.00	5%	\$99.28	Arts & Crafts Paper
TA80GLX	Superbright Sulphite Construction Paper - 9" x 12" Case - Gold	158	\$104.50	\$16,511.00	5%	\$99.28	Arts & Crafts Paper
TA80HGX	Superbright Sulphite Construction Paper - 9" x 12" Case - Holiday Green	158	\$104.50	\$16,511.00	5%	\$99.28	Arts & Crafts Paper
TA80HRX	Superbright Sulphite Construction Paper - 9" x 12" Case - Holiday Red	158	\$104.50	\$16,511.00	5%	\$99.28	Arts & Crafts Paper
TA80LGX	Superbright Sulphite Construction Paper - 9" x 12" Case - Light Green	158	\$104.50	\$16,511.00	5%	\$99.28	Arts & Crafts Paper

Lakeshore 2020 Pricelist is subject to change with the release of new catalogs at the end of January and February of each year.

Item #	Description	Quantity	Unit Price	Total Price	Category	Material
TAB01LX	Superbright Sulphite Construction Paper - 9" x 12" Case - Lilac	158	\$104.50	\$99.28	Arts & Crafts	Paper
TAB0MAX	Superbright Sulphite Construction Paper - 9" x 12" Case - Magenta	158	\$104.50	\$99.28	Arts & Crafts	Paper
TAB0PNX	Superbright Sulphite Construction Paper - 9" x 12" Case - Pink	158	\$104.50	\$99.28	Arts & Crafts	Paper
TAB0PUX	Superbright Sulphite Construction Paper - 9" x 12" Case - Purple	158	\$104.50	\$99.28	Arts & Crafts	Paper
TAB0RDX	Superbright Sulphite Construction Paper - 9" x 12" Case - Red	158	\$104.50	\$99.28	Arts & Crafts	Paper
TAB0RGX	Superbright Sulphite Construction Paper - 9" x 12" Case - Orange	158	\$104.50	\$99.28	Arts & Crafts	Paper
TAB0SBX	Superbright Sulphite Construction Paper - 9" x 12" Case - Sky Blue	158	\$104.50	\$99.28	Arts & Crafts	Paper
TAB0SPX	Superbright Sulphite Construction Paper - 9" x 12" Case - Shocking Pink	158	\$104.50	\$99.28	Arts & Crafts	Paper
TAB0TNX	Superbright Sulphite Construction Paper - 9" x 12" Case - Tan	158	\$104.50	\$99.28	Arts & Crafts	Paper
TAB0TQX	Superbright Sulphite Construction Paper - 9" x 12" Case - Turquoise	158	\$104.50	\$99.28	Arts & Crafts	Paper
TAB0VTX	Superbright Sulphite Construction Paper - 9" x 12" Case - Violet	158	\$104.50	\$99.28	Arts & Crafts	Paper
TAB0WBX	Superbright Sulphite Construction Paper - 9" x 12" Case - Warm Brown	158	\$104.50	\$99.28	Arts & Crafts	Paper
TAB0WTX	Superbright Sulphite Construction Paper - 9" x 12" Case - White	158	\$104.50	\$99.28	Arts & Crafts	Paper
TAB0YBX	Superbright Sulphite Construction Paper - 9" x 12" Case - Royal Blue	158	\$104.50	\$99.28	Arts & Crafts	Paper
TAB0YEX	Superbright Sulphite Construction Paper - 9" x 12" Case - Yellow	158	\$104.50	\$99.28	Arts & Crafts	Paper
TAB1ACX	Superbright Sulphite Construction Paper - 12" x 18" Case - Assorted Colors	158	\$104.50	\$99.28	Arts & Crafts	Paper
TAB1BDX	Superbright Sulphite Construction Paper - 12" x 18" Case - Burgundy	158	\$104.50	\$99.28	Arts & Crafts	Paper
TAB1BKX	Superbright Sulphite Construction Paper - 12" x 18" Case - Black	158	\$104.50	\$99.28	Arts & Crafts	Paper
TAB1BLX	Superbright Sulphite Construction Paper - 12" x 18" Case - Brilliant Lime	158	\$104.50	\$99.28	Arts & Crafts	Paper
TAB1BUX	Superbright Sulphite Construction Paper - 12" x 18" Case - Blue	158	\$104.50	\$99.28	Arts & Crafts	Paper
TAB1GAX	Superbright Sulphite Construction Paper - 12" x 18" Case - Gray	158	\$104.50	\$99.28	Arts & Crafts	Paper
TAB1GLX	Superbright Sulphite Construction Paper - 12" x 18" Case - Gold	158	\$104.50	\$99.28	Arts & Crafts	Paper
TAB1HGX	Superbright Sulphite Construction Paper - 12" x 18" Case - Holiday Green	158	\$104.50	\$99.28	Arts & Crafts	Paper
TAB1HRX	Superbright Sulphite Construction Paper - 12" x 18" Case - Holiday Red	158	\$104.50	\$99.28	Arts & Crafts	Paper
TAB1LGX	Superbright Sulphite Construction Paper - 12" x 18" Case - Light Green	158	\$104.50	\$99.28	Arts & Crafts	Paper
TAB1LLX	Superbright Sulphite Construction Paper - 12" x 18" Case - Lilac	158	\$104.50	\$99.28	Arts & Crafts	Paper
TAB1MAX	Superbright Sulphite Construction Paper - 12" x 18" Case - Magenta	158	\$104.50	\$99.28	Arts & Crafts	Paper
TAB1PNX	Superbright Sulphite Construction Paper - 12" x 18" Case - Pink	158	\$104.50	\$99.28	Arts & Crafts	Paper
TAB1PUX	Superbright Sulphite Construction Paper - 12" x 18" Case - Purple	158	\$104.50	\$99.28	Arts & Crafts	Paper
TAB1RDX	Superbright Sulphite Construction Paper - 12" x 18" Case - Red	158	\$104.50	\$99.28	Arts & Crafts	Paper
TAB1RGX	Superbright Sulphite Construction Paper - 12" x 18" Case - Orange	158	\$104.50	\$99.28	Arts & Crafts	Paper
TAB1SBX	Superbright Sulphite Construction Paper - 12" x 18" Case - Sky Blue	158	\$104.50	\$99.28	Arts & Crafts	Paper
TAB1SPX	Superbright Sulphite Construction Paper - 12" x 18" Case - Shocking Pink	158	\$104.50	\$99.28	Arts & Crafts	Paper
TAB1TNX	Superbright Sulphite Construction Paper - 12" x 18" Case - Tan	158	\$104.50	\$99.28	Arts & Crafts	Paper
TAB1TQX	Superbright Sulphite Construction Paper - 12" x 18" Case - Turquoise	158	\$104.50	\$99.28	Arts & Crafts	Paper
TAB1VTX	Superbright Sulphite Construction Paper - 12" x 18" Case - Violet	158	\$104.50	\$99.28	Arts & Crafts	Paper
TAB1WBX	Superbright Sulphite Construction Paper - 12" x 18" Case - Warm Brown	158	\$104.50	\$99.28	Arts & Crafts	Paper
TAB1WTX	Superbright Sulphite Construction Paper - 12" x 18" Case - White	158	\$104.50	\$99.28	Arts & Crafts	Paper
TAB1YBX	Superbright Sulphite Construction Paper - 12" x 18" Case - Royal Blue	158	\$104.50	\$99.28	Arts & Crafts	Paper
TAB1YEX	Superbright Sulphite Construction Paper - 12" x 18" Case - Yellow	158	\$104.50	\$99.28	Arts & Crafts	Paper
TA9	Newsprint Easel Paper - 18" x 24"	146	\$18.50	\$17.58	Arts & Crafts	Paper
TB125	Simple Shapes Puzzle Board	141	\$19.99	\$18.99	Infants & Toddlers	Cognitive Development
TB218	I Can Count Puzzle Board	142	\$19.99	\$18.99	Infants & Toddlers	Cognitive Development
TB317	Toddler Tambourines	141	\$39.99	\$37.99	Infants & Toddlers	Music
TB370X	Making Music Puppets - Complete Set	56	\$69.99	\$69.49	Dramatic Play	Puppets
TB371	Elephant with Tambourine Puppet	56	\$17.99	\$17.09	Dramatic Play	Puppets
TB372	Monkey with Cymbals Puppet	56	\$17.99	\$17.09	Dramatic Play	Puppets
TB373	Donkey with Drum Puppet	56	\$17.99	\$17.09	Dramatic Play	Puppets
TB374	Alligator with Accordion Puppet	56	\$17.99	\$17.09	Dramatic Play	Puppets
TB490	Tabletop Light Panel	221	\$179.00	\$170.05	Blocks & Manipulatives	Light Tables & Accessories
TB500	Tech Tub 2	151	\$279.00	\$265.05	Teaching Resources	Bins & Organizers
TC172BU	Mold & Play Colored Sand - Blue	15	\$29.99	\$28.49	Sensory Exploration	Sensory Materials
TC172GR	Mold & Play Colored Sand - Green	15	\$29.99	\$28.49	Sensory Exploration	Sensory Materials

Product Code	Product Description	Quantity	Unit Price	Discount	Net Price	Category	Subcategory
TC172RD	Mold & Play Colored Sand - Red	15	\$29.99	5%	\$28.49	Sensory Exploration	Sensory Materials
TC172VT	Mold & Play Colored Sand - Purple	15	\$29.99	5%	\$28.49	Sensory Exploration	Sensory Materials
TC172YE	Mold & Play Colored Sand - Yellow	15	\$29.99	5%	\$28.49	Sensory Exploration	Sensory Materials
TC309	Stack & Match Magnet Rings	218	\$12.99	5%	\$12.34	Science	Physical Science
TD271	White Tagboard - 9" x 12"	158	\$6.99	5%	\$6.64	Arts & Crafts	Paper
TD272	Superbright Tagboard - 9" x 12"	158	\$12.99	5%	\$12.34	Arts & Crafts	Paper
TD273	White Tagboard - 12" x 18"	158	\$11.99	5%	\$11.39	Arts & Crafts	Paper
TD274	Superbright Tagboard - 12" x 18"	158	\$22.99	5%	\$21.84	Arts & Crafts	Paper
TE312	Measuring Tapes - Set of 36	131	\$24.99	5%	\$23.74	Science	Science Tools & Equipment
TE313	Measuring Tapes - Set of 12	180	\$8.99	5%	\$8.54	Science	Science Tools & Equipment
TE430X	Math Flash Card Library	87	\$55.00	5%	\$52.25	Math	Multiskill Math Products
TE433	Fraction Fun Flash Cards	87	\$7.99	5%	\$7.59	Math	Fractions, Decimals & Percents
TE434	Telling Time Flash Cards	87	\$7.99	5%	\$7.59	Math	Time
TE435	Money Flash Cards	87	\$7.99	5%	\$7.59	Math	Money
TE436	Addition 0-12 Flash Cards	87	\$7.99	5%	\$7.59	Math	Basic Operations
TE437	Subtraction 0-12 Flash Cards	87	\$7.99	5%	\$7.59	Math	Basic Operations
TE438	Multiplication 0-12 Flash Cards	87	\$7.99	5%	\$7.59	Math	Basic Operations
TE439	Division 0-12 Flash Cards	87	\$7.99	5%	\$7.59	Math	Basic Operations
TF273	True Tone Xylophone	14	\$21.99	5%	\$20.89	Infants & Toddlers	Music
TG639	Magic Craft Noodles - Set of 500	165	\$10.99	5%	\$10.44	Arts & Crafts	Craft & Collage Materials
TG640	Magic Craft Noodles - Set of 1,500	165	\$29.99	5%	\$28.49	Arts & Crafts	Craft & Collage Materials
TH4530	Pattern Blocks Design Cards	212	\$14.99	5%	\$14.24	Math	Shapes & Geometry
TR220X	Kid-Tough Trucks	45	\$89.50	5%	\$85.03	Dramatic Play	Cars, Trucks & Trains
TR221	Kid-Tough Fire Truck	45	\$29.99	5%	\$28.49	Dramatic Play	Cars, Trucks & Trains
TR222	Kid-Tough Dump Truck	45	\$29.99	5%	\$28.49	Dramatic Play	Cars, Trucks & Trains
TR223	Kid-Tough Recycling Truck	45	\$29.99	5%	\$28.49	Dramatic Play	Cars, Trucks & Trains
TR673	Monkeying Around Game	236	\$19.99	5%	\$18.99	Games	Fine Motor Games
TR675X	Building Fine Motor Skills Games - Complete Set	236	\$74.99	5%	\$71.24	Games	Fine Motor Games
TR798	Don't Let the Bugs Fall Game	236	\$16.99	5%	\$16.14	Games	Fine Motor Games
TR823	Time & Money Activity Mats	109	\$14.99	5%	\$14.24	Math	Time
TS108	Rainbow Scratch Paper	158	\$9.99	5%	\$9.49	Arts & Crafts	Paper
TS153	We're Going on a Bear Hunt Hardcover Book	166	\$18.99	5%	\$18.04	Books	Hardcover Books
TS281	Easy-Squeeze Scissors	160	\$2.99	5%	\$2.84	Arts & Crafts	Scissors & Punches
TS281Z	Easy-Squeeze Scissors - Set of 12	160	\$23.99	5%	\$22.79	Arts & Crafts	Scissors & Punches
TS429	Touch & Feel Discovery Books	145	\$41.50	5%	\$39.43	Sensory Exploration	Sensory Play
TS527	Portable Handwashing Sink	117	\$1,999.00	7%	\$1,859.07	Infants & Toddlers	Furniture
TS528	Cleaning Solution for Portable Handwashing Sink	117	\$9.99	5%	\$9.49	Accessories	Accessories
TS547	Best-Buy Blunt-Tip Scissors	160	\$1.49	5%	\$1.42	Arts & Crafts	Scissors & Punches
TS547Z	Best-Buy Blunt-Tip Scissors - Set of 12	160	\$16.99	5%	\$16.14	Arts & Crafts	Scissors & Punches
TS548	Best-Buy Pointed-Tip Scissors	160	\$1.49	5%	\$1.42	Arts & Crafts	Scissors & Punches
TS548Z	Best-Buy Pointed-Tip Scissors - Set of 12	160	\$16.99	5%	\$16.14	Arts & Crafts	Scissors & Punches
TS696	STEM Careers Book Set	118	\$87.50	5%	\$83.13	STEM	Books & Activities
TS697	Instant STEM Activities - Gr. 1-3	119	\$49.99	5%	\$47.49	STEM	Books & Activities
TS698	Instant STEM Activities - Gr. 4-6	119	\$49.99	5%	\$47.49	STEM	Books & Activities
TS821	Theraputty - Extra Soft	19	\$27.99	5%	\$26.59	Sensory Exploration	Sensory Materials
TS822	Theraputty - Soft	19	\$27.99	5%	\$26.59	Sensory Exploration	Sensory Materials
TS823	Theraputty - Medium	19	\$27.99	5%	\$26.59	Sensory Exploration	Sensory Materials
TS996	Kwik Stix™ Tempera Painters - Class Pack	151	\$83.99	5%	\$80.49	Arts & Crafts	Paint & Painting Accessories
TS997	Kwik Stix™ Tempera Painters - Set of 12	151	\$11.99	5%	\$11.39	Arts & Crafts	Paint & Painting Accessories
TT111	Let's Talk! Japanese Girl Puppet	57	\$16.99	5%	\$16.14	Dramatic Play	Puppets
TT113	Let's Talk! Mexican Girl Puppet	57	\$16.99	5%	\$16.14	Dramatic Play	Puppets
TT114	Let's Talk! Nigerian Girl Puppet	57	\$16.99	5%	\$16.14	Dramatic Play	Puppets
TT115	Let's Talk! Navajo Boy Puppet	57	\$16.99	5%	\$16.14	Dramatic Play	Puppets

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Item #	Description	QTY	UNIT PRICE	TOTAL PRICE	TAX	NET PRICE	Category	Subcategory
TT116	Let's Talk! Ghanaian Boy Puppet	57		\$16.99	5%	\$16.14	Dramatic Play	Puppets
TT117	Let's Talk! Chinese Boy Puppet	57		\$16.99	5%	\$16.14	Dramatic Play	Puppets
TT118	T.I.-108 Calculator Caddy		113	\$12.99	5%	\$12.34	Accessories	Accessories
TT119	T.I.-15 Calculator Caddy		113	\$14.99	5%	\$14.24	Accessories	Accessories
TT125	Star Builders	32		\$49.99	5%	\$47.49	Blocks & Manipulatives	Building Sets
TT126	Nuts & Bolts Builders	32		\$49.99	5%	\$47.49	Blocks & Manipulatives	Building Sets
TT127	Gear Builders	32		\$49.99	5%	\$47.49	Blocks & Manipulatives	Building Sets
TT136	Neon Sort & Store Book Totes - Set of 4		140	\$26.99	5%	\$25.64	Teaching Resources	Bins & Organizers
TT149	Design Builders	32		\$49.99	5%	\$47.49	Blocks & Manipulatives	Building Sets
TT155X	STEM Science Stations - K-Gr. 1 - Complete Set	223	120	\$149.00	5%	\$141.55	STEM	Labs & Activities
TT156	STEM Science Station - Magnets	223	120	\$49.99	5%	\$47.49	STEM	Labs & Activities
TT157	STEM Science Station - Sink or Float	223	120	\$49.99	5%	\$47.49	STEM	Labs & Activities
TT158	STEM Science Station - Motion	223	120	\$49.99	5%	\$47.49	STEM	Labs & Activities
TT160X	Leveled Books Classroom Library 2 - Complete Library		57	\$639.00	5%	\$607.05	Books	Paperback Books
TT161	Leveled Books Classroom Library 2 - Book Bin Set - Level A (K)		57	\$35.99	5%	\$34.19	Books	Paperback Books
TT162	Leveled Books Classroom Library 2 - Book Bin Set - Level B (K)		57	\$40.99	5%	\$38.94	Books	Paperback Books
TT163	Leveled Books Classroom Library 2 - Book Bin Set - Level C (K)		57	\$34.99	5%	\$33.24	Books	Paperback Books
TT164	Leveled Books Classroom Library 2 - Book Bin Set - Level D (K-Gr. 1)		57	\$39.99	5%	\$37.99	Books	Paperback Books
TT165	Leveled Books Classroom Library 2 - Book Bin Set - Level E (Gr. 1)		57	\$39.99	5%	\$37.99	Books	Paperback Books
TT166	Leveled Books Classroom Library 2 - Book Bin Set - Level F (Gr. 1)		57	\$42.99	5%	\$40.84	Books	Paperback Books
TT167	Leveled Books Classroom Library 2 - Book Bin Set - Level G (Gr. 1)		57	\$40.99	5%	\$38.94	Books	Paperback Books
TT168	Leveled Books Classroom Library 2 - Book Bin Set - Level H (Gr. 1)		57	\$42.99	5%	\$40.84	Books	Paperback Books
TT169	Leveled Books Classroom Library 2 - Book Bin Set - Level I (Gr. 1)		57	\$46.99	5%	\$44.64	Books	Paperback Books
TT171	Leveled Books Classroom Library 2 - Book Bin Set - Level J (Gr. 1-2)		57	\$34.99	5%	\$33.24	Books	Paperback Books
TT172	Leveled Books Classroom Library 2 - Book Bin Set - Level K (Gr. 2)		57	\$42.99	5%	\$40.84	Books	Paperback Books
TT173	Leveled Books Classroom Library 2 - Book Bin Set - Level L (Gr. 2)		57	\$38.99	5%	\$37.04	Books	Paperback Books
TT174	Leveled Books Classroom Library 2 - Book Bin Set - Level M (Gr. 2-3)		57	\$35.99	5%	\$34.19	Books	Paperback Books
TT177	Leveled Books Classroom Library 2 - Book Bin Set - Level N (Gr. 3)		57	\$37.99	5%	\$36.09	Books	Paperback Books
TT178	Leveled Books Classroom Library 2 - Book Bin Set - Level O (Gr. 3)		57	\$43.99	5%	\$41.79	Books	Paperback Books
TT179	Leveled Books Classroom Library 2 - Book Bin Set - Level P (Gr. 3-4)		57	\$41.99	5%	\$39.89	Books	Paperback Books
TT180X	Sight-Word Bingo Library		43	\$29.99	5%	\$28.49	Games	Bingo Games
TT181	Sight-Word Bingo - Level 1		43	\$10.99	5%	\$10.44	Games	Bingo Games
TT182	Sight-Word Bingo - Level 2		43	\$10.99	5%	\$10.44	Games	Bingo Games
TT183	Sight-Word Bingo - Level 3		43	\$10.99	5%	\$10.44	Games	Bingo Games
TT184	Waffle Builders	32		\$49.99	5%	\$47.49	Blocks & Manipulatives	Building Sets
TT185X	Lakeshore Manipulative Library 1	32		\$199.00	5%	\$189.05	Blocks & Manipulatives	Building Sets
TT190X	Let's Talk! Multicultural Puppets - Complete Set	57		\$99.50	5%	\$94.53	Social Studies	Cultures & The Community
TT192BB	Neon Lakeshore Paper Tray - Bright Blue		145	\$7.99	5%	\$7.59	Teaching Resources	Bins & Organizers
TT192BL	Neon Lakeshore Paper Tray - Bright Purple		145	\$7.99	5%	\$7.59	Teaching Resources	Bins & Organizers
TT192BO	Neon Lakeshore Paper Tray - Bright Orange		145	\$7.99	5%	\$7.59	Teaching Resources	Bins & Organizers
TT192BP	Neon Lakeshore Paper Tray - Bright Pink		145	\$7.99	5%	\$7.59	Teaching Resources	Bins & Organizers
TT192BY	Neon Lakeshore Paper Tray - Bright Yellow		145	\$7.99	5%	\$7.59	Teaching Resources	Bins & Organizers
TT192GB	Neon Lakeshore Paper Tray - Bright Green		145	\$7.99	5%	\$7.59	Teaching Resources	Bins & Organizers
TT193BB	Lid For Neon Lakeshore Paper Tray - Bright Blue		145	\$3.99	5%	\$3.79	Accessories	Accessories
TT193BL	Lid For Neon Lakeshore Paper Tray - Bright Purple		145	\$3.99	5%	\$3.79	Accessories	Accessories
TT193BO	Lid For Neon Lakeshore Paper Tray - Bright Orange		145	\$3.99	5%	\$3.79	Accessories	Accessories
TT193BP	Lid For Neon Lakeshore Paper Tray - Bright Pink		145	\$3.99	5%	\$3.79	Accessories	Accessories
TT193BY	Lid For Neon Lakeshore Paper Tray - Bright Yellow		145	\$3.99	5%	\$3.79	Accessories	Accessories
TT193GB	Lid For Neon Lakeshore Paper Tray - Bright Green		145	\$3.99	5%	\$3.79	Accessories	Accessories
TT208	Pipe Builders	32		\$49.99	5%	\$47.49	Blocks & Manipulatives	Building Sets
TT211	3-D Collage Box	164		\$29.99	5%	\$28.49	Arts & Crafts	Craft & Collage Materials
TT215	Toddler Dress-Up Trunk	138		\$128.00	5%	\$122.55	Infants & Toddlers	Social-Emotional Development
TT221	Slot-A-Shape Builders	32		\$59.99	5%	\$56.99	Blocks & Manipulatives	Building Sets

Lakeshore 2020 Pricelist is subject to change with the release of new catalogs at the end of January and February of each year.

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TT231	Jumbo Simple Machine Builders		116		\$399.00	5%	\$379.05	STEM	Building & Engineering
TT235	Lakeshore Fiction Sight-Word Readers - Level 1	188	40		\$49.99	5%	\$47.49	Language	Sight-Words
TT243	Classroom Calculator Center for 30		113		\$199.00	5%	\$189.05	Math	Multiskill Math Products
TT246	Calculator Storage Case Only		113		\$34.99	5%	\$33.24	Accessories	Accessories
TT250X	Lakeshore Manipulative Library 2	32			\$199.00	5%	\$189.05	Blocks & Manipulatives	Building Sets
TT253	Stretch & Connect Builders	32			\$59.99	5%	\$56.99	Blocks & Manipulatives	Building Sets
TT262	Patterning Fine Motor Center	206			\$24.99	5%	\$23.74	Math	Sorting & Patterning
TT263	Sorting Fine Motor Center	206			\$24.99	5%	\$23.74	Math	Sorting & Patterning
TT264	Measurement Fine Motor Center	206			\$24.99	5%	\$23.74	Math	Measurement & Data
TT265X	Fine Motor Math Centers - Complete Set	206			\$69.99	5%	\$66.49	Math	Multiskill Math Products
TT280X	Early Math Instant Learning Centers - Complete Set	208			\$269.00	5%	\$255.55	Math	Multiskill Math Products
TT281	Comparing Numbers 1-10 Instant Learning Center	208			\$34.99	5%	\$33.24	Math	Numbers & Counting
TT282	Making Ten Instant Learning Center	208			\$34.99	5%	\$33.24	Math	Numbers & Counting
TT283	Simple Subtraction Instant Learning Center	208			\$34.99	5%	\$33.24	Math	Basic Operations
TT284	Measurement Instant Learning Center	208			\$34.99	5%	\$33.24	Math	Measurement & Data
TT290X	It's a Snap! Math Centers - Complete Set	205			\$85.00	5%	\$80.75	Math	Multiskill Math Products
TT293	It's a Snap! Simple Addition Center	205			\$29.99	5%	\$28.49	Math	Basic Operations
TT294	It's a Snap! Counting Center	205			\$29.99	5%	\$28.49	Math	Numbers & Counting
TT295	It's a Snap! Patterning Center	205			\$29.99	5%	\$28.49	Math	Sorting & Patterning
TT297	Shape Collage Boards - Set of 30	162			\$9.99	5%	\$9.49	Arts & Crafts	Craft & Collage Materials
TT300X	Neon Store-It-All Rotating Caddies - Set of 4 Colors		145		\$89.99	5%	\$85.49	Teaching Resources	Bins & Organizers
TT302	Phonics Flip Books		35		\$79.99	5%	\$75.99	Language	Phonics & Word Building
TT303	Road to Reading Activity Center	189			\$59.99	5%	\$56.99	Language	Multiskill Language Products
TT3048B	Neon Classroom Supply Caddy - Bright Blue		145		\$6.99	5%	\$6.64	Teaching Resources	Bins & Organizers
TT3048L	Neon Classroom Supply Caddy - Bright Purple		145		\$6.99	5%	\$6.64	Teaching Resources	Bins & Organizers
TT3048O	Neon Classroom Supply Caddy - Bright Orange		145		\$6.99	5%	\$6.64	Teaching Resources	Bins & Organizers
TT3048P	Neon Classroom Supply Caddy - Bright Pink		145		\$6.99	5%	\$6.64	Teaching Resources	Bins & Organizers
TT3048Y	Neon Classroom Supply Caddy - Bright Yellow		145		\$6.99	5%	\$6.64	Teaching Resources	Bins & Organizers
TT3048G	Neon Classroom Supply Caddy - Bright Green		145		\$6.99	5%	\$6.64	Teaching Resources	Bins & Organizers
TT305X	Neon Classroom Supply Caddies - Set of 6 Colors		145		\$39.99	5%	\$37.99	Teaching Resources	Bins & Organizers
TT322	Positional Words Emergent Readers	178			\$39.99	5%	\$37.99	Language	Vocabulary
TT326	Addition Facts Folder Game Library - K-Gr. 2		103		\$39.99	5%	\$37.99	Math	Basic Operations
TT327	Subtraction Facts Folder Game Library - K-Gr. 2		103		\$39.99	5%	\$37.99	Math	Basic Operations
TT328	Multiplication Facts Folder Game Library - Gr. 3-5		103		\$39.99	5%	\$37.99	Math	Basic Operations
TT329	Division Facts Folder Game Library - Gr. 3-5		103		\$39.99	5%	\$37.99	Math	Basic Operations
TT330X	Math Facts Folder Game Libraries - K-Gr. 5 - Complete Set		103		\$149.00	5%	\$141.55	Math	Basic Operations
TT331	Stack & Build Phonics Flip Books		37		\$49.99	5%	\$47.49	Language	Phonics & Word Building
TT334	Flex-Space Student Storage Bins - Set of 12		11		\$89.50	5%	\$85.03	Accessories	Accessories
TT356	Place Value Mystery House Game		96		\$24.99	5%	\$23.74	Math	Place Value
TT360X	Magnetic Math Activity Tins - Complete Set	204			\$115.00	5%	\$109.25	Math	Multiskill Math Products
TT361	Shapes Magnetic Activity Tin	204			\$29.99	5%	\$28.49	Math	Shapes & Geometry
TT362	Measurement Magnetic Activity Tin	204			\$29.99	5%	\$28.49	Math	Measurement & Data
TT364	Simple Addition Magnetic Activity Tin	204			\$29.99	5%	\$28.49	Math	Basic Operations
TT365	Numbers & Counting Magnetic Activity Tin	204			\$29.99	5%	\$28.49	Math	Numbers & Counting
TT379	Double-Sided Write & Wipe Magnetic Easel	199	146		\$79.99	5%	\$75.99	Classroom Furniture	Teaching Easels
TT380	Calendar Math Activity Program	207			\$99.50	5%	\$94.53	Math	Multiskill Math Products
TT387	Jumbo Dbl-Sided Mag W-W Bird		73		\$16.99	5%	\$16.14	Teaching Resources	Dry-Erase Boards, Markers & Erasers
TT387X	Jmb Dbl-Side Mag W-W Bird-Set4		73		\$64.99	5%	\$61.74	Teaching Resources	Dry-Erase Boards, Markers & Erasers
TT3938B	Neon Store-It-All Rotating Caddy - Bright Blue		145		\$22.99	5%	\$21.84	Teaching Resources	Bins & Organizers
TT3938L	Neon Store-It-All Rotating Caddy - Bright Purple		145		\$22.99	5%	\$21.84	Teaching Resources	Bins & Organizers
TT3938P	Neon Store-It-All Rotating Caddy - Bright Pink		145		\$22.99	5%	\$21.84	Teaching Resources	Bins & Organizers
TT3938G	Neon Store-It-All Rotating Caddy - Bright Green		145		\$22.99	5%	\$21.84	Teaching Resources	Bins & Organizers
TT404	Making Cents Money Game		56		\$24.99	5%	\$23.74	Math	Money

Lakeshore 2020 Pricelist is subject to change with the release of new catalogs at the end of January and February of each year.

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Product Code	Product Description	Quantity	Unit Price	Total Price	Category	Subject
TT405	Read the Clock Time Game	96	\$24.99	\$23.74	Math	Time
TT420X	Early Math Match-Ups - Complete Set	206	\$39.99	\$37.99	Math	Multiskill Math Products
TT425	Shapes Match-Ups	206	\$10.99	\$10.44	Math	Shapes & Geometry
TT426	Patterning Match-Ups	206	\$10.99	\$10.44	Math	Sorting & Patterning
TT427	Counting Match-Ups	206	\$10.99	\$10.44	Math	Numbers & Counting
TT428	Addition Match-Ups	206	\$10.99	\$10.44	Math	Basic Operations
TT429	Connect & Count Number Rods	210	\$39.99	\$37.99	Math	Basic Operations
TT433	Fraction of the Pizza Game	96	\$24.99	\$23.74	Math	Fractions, Decimals & Percents
TT447	Heavy-Duty Sand Tools Set	14	\$79.99	\$75.99	Sand & Water	Sand & Water Play
TT458	Soft & Washable Alphabet Blocks	9	\$49.99	\$47.49	Infants & Toddlers	Books & Language Development
TT460X	Tower of Sight-Words Games - Complete Set	43	\$69.99	\$66.49	Games	Fine Motor Games
TT461	Tower of Sight-Words Game - Level 1	43	\$24.99	\$23.74	Games	Fine Motor Games
TT462	Tower of Sight-Words Game - Level 2	43	\$24.99	\$23.74	Games	Fine Motor Games
TT463	Tower of Sight-Words Game - Level 3	43	\$24.99	\$23.74	Games	Fine Motor Games
TT483	A Place for Everyone Classroom Carpet for 20 Kids - 8' x 9'	98	\$379.00	\$360.05	Classroom Furniture	Classroom Carpets & Rugs
TT485X	Hands-On Measurement Centers - Gr. 2-3 - Complete Set	110	\$179.00	\$170.05	Math	Measurement & Data
TT486	Length, Perimeter & Area Hands-On Measurement Center	110	\$59.99	\$56.99	Math	Shapes & Geometry
TT487	Capacity Hands-On Measurement Center	110	\$59.99	\$56.99	Math	Measurement & Data
TT488	Weight Hands-On Measurement Center	110	\$59.99	\$56.99	Math	Measurement & Data
TT490X	Hands-On Measurement Centers - Gr. 4-5 - Complete Set	111	\$179.00	\$170.05	Math	Measurement & Data
TT491	Angles Hands-On Measurement Center	111	\$59.99	\$56.99	Math	Shapes & Geometry
TT492	Volume Hands-On Measurement Center	111	\$59.99	\$56.99	Math	Measurement & Data
TT493	Conversions Hands-On Measurement Center	111	\$59.99	\$56.99	Math	Measurement & Data
TT494	Where Do I Live? Animal Match	216	\$39.99	\$37.99	Science	Life Science
TT495X	Mastering Math Games Lib 1-3	96	\$99.50	\$94.53	Math	Multiskill Math Products
TT505	Lakeshore Glue Stick	161	\$0.49	\$0.47	Arts & Crafts	Glue, Tape & Adhesives
TT505Z	Lakeshore Glue Stick - Set of 12	161	\$4.99	\$4.74	Arts & Crafts	Glue, Tape & Adhesives
TT506	Lakeshore Jumbo Glue Stick	161	\$1.29	\$1.23	Arts & Crafts	Glue, Tape & Adhesives
TT506Z	Lakeshore Jumbo Glue Stick - Set of 12	161	\$12.99	\$12.34	Arts & Crafts	Glue, Tape & Adhesives
TT507	Fishing for Sight Words - Level 1	188	\$24.99	\$23.74	Games	Fine Motor Games
TT508	Fishing for Sight Words - Level 2	188	\$24.99	\$23.74	Games	Fine Motor Games
TT509	Fishing for Sight Words - Level 3	188	\$24.99	\$23.74	Games	Fine Motor Games
TT510X	Fishing for Sight Words - Complete Set	188	\$69.99	\$66.49	Games	Fine Motor Games
TT511	Plants Specimen Set	215	\$49.99	\$47.49	Science	Life Science
TT515	Scorpion & Spiders Specimen Set	215	\$49.99	\$47.49	Science	Life Science
TT531	Flex-Space Backpack Cart Storage Bins - Set of 10	18	\$89.50	\$85.03	Accessories	Accessories
TT536	Lakeshore Fiction Sight-Word Readers - Level 2	40	\$49.99	\$47.49	Language	Sight-Words
TT548	Lakeshore Heavy-Duty Magnifier	219	\$10.99	\$10.44	Science	Science Tools & Equipment
TT549	Lakeshore Magnifier Center	219	\$79.99	\$75.99	Science	Science Tools & Equipment
TT557	Lakeshore Nonfiction Sight-Word Readers - Level 1	188	\$49.99	\$47.49	Language	Sight-Words
TT559	Lakeshore Nonfiction Sight-Word Readers - Level 2	41	\$49.99	\$47.49	Language	Sight-Words
TT565X	Build & Learn Geometry Kits - Complete Set	107	\$115.00	\$109.25	Math	Shapes & Geometry
TT566	Build & Learn Area & Perimeter Kit	107	\$39.99	\$37.99	Math	Shapes & Geometry
TT567	Build & Learn Volume Kit	107	\$39.99	\$37.99	Math	Shapes & Geometry
TT570X	Design & Play STEAM Kits - Complete Set	164	\$59.99	\$56.99	STEM	Building & Engineering
TT571	Design & Play STEAM Cars Kit	164	\$29.99	\$28.49	STEM	Building & Engineering
TT572	Design & Play STEAM Boats Kit	164	\$19.99	\$18.99	STEM	Building & Engineering
TT573	Design & Play STEAM Planes Kit	164	\$19.99	\$18.99	STEM	Building & Engineering
TT600X	Magnetic Math Learning Rods - Complete Set	204	\$85.00	\$80.75	Math	Multiskill Math Products
TT607	Magnetic Counting Rods	204	\$29.99	\$28.49	Math	Numbers & Counting
TT608	Magnetic Size Sorting Rods	204	\$29.99	\$28.49	Math	Sorting & Patterning
TT609	Magnetic Shape Sorting Rods	204	\$29.99	\$28.49	Math	Sorting & Patterning
TT625	Peg Number Boards	209	\$36.99	\$35.14	Math	Numbers & Counting

Lakeshore 2020 Price List is subject to change with the release of new catalogs at the end of January and February of each year.

TT650X	Mastering Math Games Lib 4-5		97		\$99.50	5%	\$94.53	Math	Multiskill Math Products
TT668	Alphabet Activity Carpet - 6' x 9'	100			\$299.00	5%	\$284.05	Classroom Furniture	Classroom Carpets & Rugs
TT669	Alphabet Activity Carpet - 9' x 12'	100			\$489.00	5%	\$464.55	Classroom Furniture	Classroom Carpets & Rugs
TT671	The Math Star Word Problem Game		97		\$24.99	5%	\$23.74	Games	Board & Dice Games
TT672	Climb the Cliff Fractions Game		97		\$24.99	5%	\$23.74	Games	Board & Dice Games
TT673	Multiply, Divide & Conquer Game		97		\$24.99	5%	\$23.74	Games	Board & Dice Games
TT674	ATM Action! Money Game		97		\$24.99	5%	\$23.74	Games	Board & Dice Games
TT675	Flex-Space Student Storage Bins - Set of 24		11		\$179.00	5%	\$170.05	Accessories	Accessories
TT681	Activity Scarves	7			\$16.99	5%	\$16.14	Active Play	Balance & Coordination
TT682	Learning Sight-Words Activity Chest		42		\$59.99	5%	\$56.99	Language	Sight-Words
TT691	Five Senses Instant Learning Center	220			\$34.99	5%	\$33.24	Science	Life Science
TT692	Life Cycles Instant Learning Center	220			\$34.99	5%	\$33.24	Science	Life Science
TT696	Plants Instant Learning Center	220			\$34.99	5%	\$33.24	Science	Life Science
TT697	Weather & Seasons Instant Learning Center	220			\$34.99	5%	\$33.24	Science	Earth & Space Science
TT7290B	Neon Heavy-Duty Book Bin - Bright Blue		145		\$8.99	5%	\$8.54	Teaching Resources	Bins & Organizers
TT7290L	Neon Heavy-Duty Book Bin - Bright Purple		145		\$8.99	5%	\$8.54	Teaching Resources	Bins & Organizers
TT7290O	Neon Heavy-Duty Book Bin - Bright Orange		145		\$8.99	5%	\$8.54	Teaching Resources	Bins & Organizers
TT7290P	Neon Heavy-Duty Book Bin - Bright Pink		145		\$8.99	5%	\$8.54	Teaching Resources	Bins & Organizers
TT7290Y	Neon Heavy-Duty Book Bin - Bright Yellow		145		\$8.99	5%	\$8.54	Teaching Resources	Bins & Organizers
TT7290G	Neon Heavy-Duty Book Bin - Bright Green		145		\$8.99	5%	\$8.54	Teaching Resources	Bins & Organizers
TT730X	Neon Heavy-Duty Book Bins - Set of 6 Colors		145		\$49.99	5%	\$47.49	Teaching Resources	Bins & Organizers
TT740X	Let's Talk! Community Helper Puppets - Complete Set	56			\$129.00	5%	\$122.55	Social Studies	Cultures & The Community
TT742	Let's Talk! Astronaut Community Helper Puppet	56			\$16.99	5%	\$16.14	Dramatic Play	Puppets
TT743	Let's Talk! Teacher Community Helper Puppet	56			\$16.99	5%	\$16.14	Dramatic Play	Puppets
TT744	Let's Talk! Chef Community Helper Puppet	56			\$16.99	5%	\$16.14	Dramatic Play	Puppets
TT745	Let's Talk! Mail Carrier Community Helper Puppet	56			\$16.99	5%	\$16.14	Dramatic Play	Puppets
TT746	Let's Talk! Nurse Community Helper Puppet	56			\$16.99	5%	\$16.14	Dramatic Play	Puppets
TT747	Let's Talk! Firefighter Community Helper Puppet	56			\$16.99	5%	\$16.14	Dramatic Play	Puppets
TT748	Let's Talk! Police Officer Community Helper Puppet	56			\$16.99	5%	\$16.14	Dramatic Play	Puppets
TT749	Let's Talk! Doctor Community Helper Puppet	56			\$16.99	5%	\$16.14	Dramatic Play	Puppets
TT752	Snap & Build Sight-Words - Level 1	188	41		\$29.99	5%	\$28.49	Language	Sight-Words
TT753	Snap & Build Sight-Words - Level 2	188	41		\$29.99	5%	\$28.49	Language	Sight-Words
TT754	Snap & Build Sight-Words - Level 3	188	41		\$29.99	5%	\$28.49	Language	Sight-Words
TT755X	Snap & Build Sight-Words - Complete Set	188	41		\$85.00	5%	\$80.75	Language	Sight-Words
TT758	Building Brick STEM Challenge Kit - Pre K-Gr. 2	227			\$39.99	5%	\$37.99	STEM	Building & Engineering
TT759	Building Brick STEM Challenge Kit - Gr. 3-5		125		\$49.99	5%	\$47.49	STEM	Building & Engineering
TT760	Learn to Code File Folder Games - K-Gr. 1		115		\$39.99	5%	\$37.99	Games	File Folder Games
TT761	Learn to Code File Folder Games - Gr. 2-3		115		\$39.99	5%	\$37.99	Games	File Folder Games
TT762	Learn to Code File Folder Games - Gr. 4-5		115		\$39.99	5%	\$37.99	Games	File Folder Games
TT7680B	Neon Connect & Store Book Bin - Bright Blue		145		\$5.99	5%	\$5.69	Teaching Resources	Bins & Organizers
TT7680L	Neon Connect & Store Book Bin - Bright Purple		145		\$5.99	5%	\$5.69	Teaching Resources	Bins & Organizers
TT7680O	Neon Connect & Store Book Bin - Bright Orange		145		\$5.99	5%	\$5.69	Teaching Resources	Bins & Organizers
TT7680P	Neon Connect & Store Book Bin - Bright Pink		145		\$5.99	5%	\$5.69	Teaching Resources	Bins & Organizers
TT7680Y	Neon Connect & Store Book Bin - Bright Yellow		145		\$5.99	5%	\$5.69	Teaching Resources	Bins & Organizers
TT7680G	Neon Connect & Store Book Bin - Bright Green		145		\$5.99	5%	\$5.69	Teaching Resources	Bins & Organizers
TT769X	Neon Connect & Store Book Bins - Set of 6 Colors		145		\$34.99	5%	\$33.24	Teaching Resources	Bins & Organizers
TT778	Magnetic Learning Letters - Uppercase	29			\$199.00	5%	\$189.05	Language	Alphabet
TT779	Magnetic Learning Letters - Lowercase	29			\$199.00	5%	\$189.05	Language	Alphabet
TT788	Doll Bedding Set	49		15	\$29.99	5%	\$28.49	Accessories	Accessories
TT794BU	Store-It-All Rotating Caddy - Blue		144		\$22.99	5%	\$21.84	Teaching Resources	Bins & Organizers
TT794GR	Store-It-All Rotating Caddy - Green		144		\$22.99	5%	\$21.84	Teaching Resources	Bins & Organizers
TT794RD	Store-It-All Rotating Caddy - Red		144		\$22.99	5%	\$21.84	Teaching Resources	Bins & Organizers
TT794X	Store-It-All Rotating Caddies - Set of 4 Colors		144		\$89.99	5%	\$85.49	Teaching Resources	Bins & Organizers

TT7941E	Store-It-All Rotating Caddy - Yellow		144		\$22.99	5%	\$21.84	Teaching Resources	Bins & Organizers
TT795X	Sight-Wrd Sentence Puzzles-St		42		\$55.00	5%	\$52.25	Language	Sight-Words
TT797	Sight-Words Sentence-Level 1		42		\$19.99	5%	\$18.99	Language	Sight-Words
TT798	Sight-Words Sentence-Level 2		42		\$18.99	5%	\$18.99	Language	Sight-Words
TT799	Sight-Words Sentence-Level 3		42		\$19.99	5%	\$18.99	Language	Sight-Words
TT811	Double-Sided Magnetic Letter Tiles	183			\$49.99	5%	\$47.49	Language	Alphabet
TT818	Getting Ready to Write Gumball Grab	236			\$29.99	5%	\$28.49	Games	Fine Motor Games
TT821	Rhyming Sounds Instant Learning Center	177			\$34.99	5%	\$33.24	Language	Phonemic & Phonological Awareness
TT822	Beginning Sounds Instant Learning Center	177	32		\$34.99	5%	\$33.24	Language	Phonemic & Phonological Awareness
TT823	Ending Sounds Instant Learning Center		32		\$34.99	5%	\$33.24	Language	Phonemic & Phonological Awareness
TT824	Letter Recognition Instant Learning Center	177			\$34.99	5%	\$33.24	Language	Alphabet
TT827	Building Words Instant Learning Center	177			\$34.99	5%	\$33.24	Language	Phonics & Word Building
TT830X	Language Instant Learning Centers - Complete Set	177			\$269.00	5%	\$255.55	Language	Multiskill Language Products
TT833	Story Sequencing Instant Learning Center	177			\$34.99	5%	\$33.24	Language	Oral Language & Storytelling
TT835	Flex-Space Book Bins - Set of 12		10		\$89.50	5%	\$85.03	Accessories	Accessories
TT850X	Tower of Math Games - Complete Set		103		\$99.50	5%	\$94.53	Games	Fine Motor Games
TT851	Addition Tower of Math Game		103		\$24.99	5%	\$23.74	Games	Fine Motor Games
TT852	Subtraction Tower of Math Game		103		\$24.99	5%	\$23.74	Games	Fine Motor Games
TT853	Multiplication Tower of Math Game		103		\$24.99	5%	\$23.74	Games	Fine Motor Games
TT854	Division Tower of Math Game		103		\$24.99	5%	\$23.74	Games	Fine Motor Games
TT904	A Place for Everyone Circle Time Carpet for 20 Kids - 9' x 12'	98			\$479.00	5%	\$455.05	Classroom Furniture	Classroom Carpets & Rugs
TT910X	Easy-View Early Science Specimens - Complete Set	215			\$239.00	5%	\$227.05	Science	Life Science
TT911	Leveled Books Classroom Library 2 - Books Only - Level A (K)		57		\$25.00	5%	\$23.75	Books	Paperback Books
TT912	Life Cycle Specimen Set	215			\$49.99	5%	\$47.49	Science	Life Science
TT913	Sea Life Specimen Set	215			\$49.99	5%	\$47.49	Science	Life Science
TT914	Insects Specimen Set	215			\$49.99	5%	\$47.49	Science	Life Science
TT915	Leveled Books Classroom Library 2 - Books Only - Level E (Gr. 1)		57		\$28.00	5%	\$26.60	Books	Paperback Books
TT916	Leveled Books Classroom Library 2 - Books Only - Level F (Gr. 1)		57		\$32.00	5%	\$30.40	Books	Paperback Books
TT917	Leveled Books Classroom Library 2 - Books Only - Level G (Gr. 1)		57		\$30.00	5%	\$28.50	Books	Paperback Books
TT918	Leveled Books Classroom Library 2 - Books Only - Level H (Gr. 1)		57		\$32.00	5%	\$30.40	Books	Paperback Books
TT919	Leveled Books Classroom Library 2 - Books Only - Level I (Gr. 1)		57		\$36.00	5%	\$34.20	Books	Paperback Books
TT925X	Neon Help-Yourself Book Bins - Set of 6 Colors		75		\$44.99	5%	\$42.74	Teaching Resources	Bins & Organizers
TT926BB	Neon Help-Yourself Book Bin - Bright Blue		75		\$7.99	5%	\$7.59	Teaching Resources	Bins & Organizers
TT926BL	Neon Help-Yourself Book Bin - Bright Purple		75		\$7.99	5%	\$7.59	Teaching Resources	Bins & Organizers
TT926BO	Neon Help-Yourself Book Bin - Bright Orange		75		\$7.99	5%	\$7.59	Teaching Resources	Bins & Organizers
TT926BP	Neon Help-Yourself Book Bin - Bright Pink		75		\$7.99	5%	\$7.59	Teaching Resources	Bins & Organizers
TT926BY	Neon Help-Yourself Book Bin - Bright Yellow		75		\$7.99	5%	\$7.59	Teaching Resources	Bins & Organizers
TT926GB	Neon Help-Yourself Book Bin - Bright Green		75		\$7.99	5%	\$7.59	Teaching Resources	Bins & Organizers
TT933	Lakeshore Emergent Readers	189			\$49.99	5%	\$47.49	Books	Paperback Books
TT934	Lakeshore Nonfiction Emergent Readers	189			\$49.99	5%	\$47.49	Books	Paperback Books
TT941	Leveled Books Classroom Library 2 - Books Only - Level J (Gr. 1-2)		57		\$24.00	5%	\$22.80	Books	Paperback Books
TT942	Leveled Books Classroom Library 2 - Books Only - Level K (Gr. 2)		57		\$32.00	5%	\$30.40	Books	Paperback Books
TT943	Leveled Books Classroom Library 2 - Books Only - Level L (Gr. 2)		57		\$28.00	5%	\$26.60	Books	Paperback Books
TT944	Leveled Books Classroom Library 2 - Books Only - Level M (Gr. 2-3)		57		\$25.00	5%	\$23.75	Books	Paperback Books
TT947	Leveled Books Classroom Library 2 - Books Only - Level N (Gr. 3)		57		\$27.00	5%	\$25.65	Books	Paperback Books
TT948	Leveled Books Classroom Library 2 - Books Only - Level O (Gr. 3)		57		\$33.00	5%	\$31.35	Books	Paperback Books
TT949	Leveled Books Classroom Library 2 - Books Only - Level P (Gr. 3-4)		57		\$31.00	5%	\$29.45	Books	Paperback Books
TT951	Shapes Instant Learning Center	208			\$34.99	5%	\$33.24	Math	Shapes & Geometry
TT953	Patterning Instant Learning Center	208			\$34.99	5%	\$33.24	Math	Sorting & Patterning
TT955	Counting Instant Learning Center	208			\$34.99	5%	\$33.24	Math	Numbers & Counting
TT958	Simple Addition Instant Learning Center	208			\$34.99	5%	\$33.24	Math	Basic Operations
TT970	Real-World STEM Challenges Whole-Class Kit - K-Gr. 1		122		\$699.00	5%	\$664.05	STEM	Building & Engineering
TT972	Leveled Books Classroom Library 2 - Books Only - Level B (K)		57		\$30.00	5%	\$28.50	Books	Paperback Books

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Item #	Description	Qty	Unit Price	Total Price	Category	Sub-Category
TT973	Leveled Books Classroom Library 2 - Books Only - Level C (K)	57	\$24.00	\$22.80	Books	Paperback Books
TT974	Leveled Books Classroom Library 2 - Books Only - Level D (K-Gr. 1)	57	\$29.00	\$27.55	Books	Paperback Books
TT980	Real-World STEM Challenges Whole-Class Kit - Gr. 2-3	123	\$699.00	\$664.05	STEM	Building & Engineering
TT990	Real-World STEM Challenges Whole-Class Kit - Gr. 4-5	124	\$699.00	\$664.05	STEM	Building & Engineering
TT991	Lakeshore Safety Name Tags - Set of 20	231	\$39.99	\$37.99	Teaching Resources	Nameplates & Name Tags
TT992	Refill Pack for Lakeshore Safety Name Tags	231	\$2.99	\$2.84	Accessories	Accessories
TW225	Beginner's Peg Puzzle Set	58	\$39.99	\$37.99	Puzzles	Wooden Puzzles
TW450X	All Facts 0-12 Math Flash Cards - Complete Set	104	\$55.00	\$52.25	Math	Basic Operations
TW451	Addition All Facts 0-12 Flash Cards	104	\$13.99	\$13.29	Math	Basic Operations
TW452	Subtraction All Facts 0-12 Flash Cards	104	\$13.99	\$13.29	Math	Basic Operations
TW453	Multiplication All Facts 0-12 Flash Cards	104	\$13.99	\$13.29	Math	Basic Operations
TW454	Division All Facts 0-12 Flash Cards	104	\$13.99	\$13.29	Math	Basic Operations
TW506	Student Pencil Sharpener	153	\$1.99	\$1.89	Teaching Resources	Classroom Equipment
TY217	Unifix 1-10 Stair	210	\$7.99	\$7.59	Accessories	Accessories
TY4200	Unifix Cubes - Set of 1,000	210	\$109.99	\$104.49	Math	Numbers & Counting
TY4221	Unifix Cubes - Set of 500	210	\$59.99	\$56.99	Math	Numbers & Counting
TY4225	Unifix Cubes - Set of 100	210	\$12.99	\$12.34	Math	Numbers & Counting
UB10	Lakeshore Playground Ball - 10" Diameter	9	\$9.99	\$9.49	Active Play	Sports & Ball Activities
UB13	Lakeshore Playground Ball - 13" Diameter	9	\$14.99	\$14.24	Active Play	Sports & Ball Activities
UB6	Lakeshore Playground Ball - 6" Diameter	9	\$5.99	\$5.69	Active Play	Sports & Ball Activities
UB60X	Sport Balls - Complete Set	9	\$44.99	\$42.74	Active Play	Sports & Ball Activities
UB65	Easy-Grip Football	9	\$9.99	\$9.49	Active Play	Sports & Ball Activities
UB66	Soccer Ball	9	\$9.99	\$9.49	Active Play	Sports & Ball Activities
UB75	Kickball	9	\$13.99	\$13.29	Active Play	Sports & Ball Activities
UB8	Lakeshore Playground Ball - 8 1/2" Diameter	9	\$7.99	\$7.59	Active Play	Sports & Ball Activities
UB80	Basketball	9	\$9.99	\$9.49	Active Play	Sports & Ball Activities
UB90	Drawstring Ball Bag	9	\$5.99	\$5.69	Active Play	Sports & Ball Activities
UP489	Zaner-Bloser Writing Journal - Gr. 1	70	\$4.99	\$4.74	Language	Writing & Grammar
UP489X	Zaner-Bloser Writing Journal - Gr. 1 - Set of 10	70	\$47.99	\$45.59	Language	Writing & Grammar
UP499	Zaner-Bloser Writing Journal - Gr. 2-3	70	\$4.99	\$4.74	Language	Writing & Grammar
UP499X	Zaner-Bloser Writing Journal - Gr. 2-3 - Set of 10	70	\$47.99	\$45.59	Language	Writing & Grammar
VC441	Wet-Erase Markers	234	\$7.99	\$7.59	Teaching Resources	Classroom Essentials
VE4	Beginner's Basketball Portable Hoop	9	\$149.00	\$141.55	Active Play	Sports & Ball Activities
VF6	Beginner's Basketball Portable Hoop with Backboard	9	\$199.00	\$189.05	Active Play	Sports & Ball Activities
VF540X	Reading Flash Card Library	25	\$55.00	\$52.25	Language	Multiskill Language Products
VF541	Picture-Words Flash Cards - Set 1	25	\$7.99	\$7.59	Language	Vocabulary
VF542	Picture-Words Flash Cards - Set 2	25	\$7.99	\$7.59	Language	Vocabulary
VF545	Sight-Words Flash Cards	25	\$7.99	\$7.59	Language	Sight-Words
VF546	Action Words Flash Cards	25	\$7.99	\$7.59	Language	Vocabulary
VF547	Vowels & Vowel Teams Flash Cards	25	\$7.99	\$7.59	Language	Phonics & Word Building
VF548	Consonants, Blends & Digraphs Flash Cards	25	\$7.99	\$7.59	Language	Phonics & Word Building
VF549	Word Families Flash Cards	25	\$7.99	\$7.59	Language	Phonics & Word Building
VR146	100-Piece Wooden Train Set	45	\$79.99	\$75.99	Dramatic Play	Cars, Trucks & Trains
VR152	Pencil Box - Blue	121	\$2.99	\$2.84		
VR154	Squish & Squeeze Sensory Beads	18	\$19.99	\$18.99	Sensory Exploration	Sensory Materials
VR173	Home Sweet Home - Washable Book	7	\$29.99	\$28.49	Infants & Toddlers	Books & Language Development
VR208	Play-Along Baby Band	14	\$29.99	\$28.49	Infants & Toddlers	Music
VR308	Tempera Blocks Set	148	\$8.99	\$8.54	Arts & Crafts	Paint & Painting Accessories
VR308X	Tempera Blocks Set - Set of 4	148	\$34.99	\$33.24	Arts & Crafts	Paint & Painting Accessories
VR359	Peel & Stick Wiggly Eyes - Set of 300	162	\$7.99	\$7.59	Arts & Crafts	Craft & Collage Materials
VR360	Peel & Stick Wiggly Eyes - Set of 1,000	162	\$19.99	\$18.99	Arts & Crafts	Craft & Collage Materials
VR433	Pound & Play Music Maker	14	\$29.99	\$28.49	Infants & Toddlers	Music
VR455	Magnetic Hooks - Set of 5	142	\$9.99	\$9.49	Teaching Resources	Bins & Organizers

Lakeshore 2020 Price list is subject to change with the release of new catalogs at the end of January and February of each year.

Lakeshore


Product #	Description	QTY	UNIT PRICE	DISCOUNT	NET PRICE	Category	Subcategory
VR717	Washable Liquid Watercolors - Set of 8	151	\$19.99	5%	\$18.99	Arts & Crafts	Paint & Painting Accessories
VR977	Mix & Match Magnetic Vehicles Jr.		\$29.99	5%	\$28.49	Dramatic Play	Cars, Trucks & Trains
VR993	Lakeshore Safety Name Tags - Set of 5	231	\$10.99	5%	\$10.44	Teaching Resources	Nameplates & Name Tags
VS101	Heavy-Duty School Microscope	221	\$89.99	5%	\$85.49	Science	Science Tools & Equipment
VS318	Clean Sand - 25-Lb. Box	15	\$22.99	5%	\$21.84	Sand & Water	Sand & Water Play
VX271	Lakeshore 8-Color Standard Crayons - Student Pack	152	\$0.99	5%	\$0.94	Arts & Crafts	Crayons & Colored Pencils
VX2712	Lakeshore 8-Color Standard Crayons - Set of 12 Student Packs	152	\$10.99	5%	\$10.44	Arts & Crafts	Crayons & Colored Pencils
VX272	Lakeshore 12-Color Standard Crayons - Student Pack	152	\$1.49	5%	\$1.42	Arts & Crafts	Crayons & Colored Pencils
VX2722	Lakeshore 12-Color Standard Crayons - Set of 12 Student Packs	152	\$16.99	5%	\$16.14	Arts & Crafts	Crayons & Colored Pencils
VX273	Lakeshore 8-Color Large Crayons - Student Pack	152	\$1.99	5%	\$1.89	Arts & Crafts	Crayons & Colored Pencils
VX2732	Lakeshore 8-Color Large Crayons - Set of 12 Student Packs	152	\$22.99	5%	\$21.84	Arts & Crafts	Crayons & Colored Pencils
VX274	Lakeshore 12-Color Large Crayons - Student Pack	152	\$2.99	5%	\$2.84	Arts & Crafts	Crayons & Colored Pencils
VX2742	Lakeshore 12-Color Large Crayons - Set of 12 Student Packs	152	\$34.99	5%	\$33.24	Arts & Crafts	Crayons & Colored Pencils
VX275	Lakeshore 8-Color Jumbo Crayons - Student Pack	152	\$3.29	5%	\$3.13	Arts & Crafts	Crayons & Colored Pencils
VX2752	Lakeshore 8-Color Jumbo Crayons - Set of 12 Student Packs	152	\$38.99	5%	\$37.04	Arts & Crafts	Crayons & Colored Pencils
VX276	Lakeshore 12-Color Jumbo Crayons - Student Pack	152	\$4.99	5%	\$4.74	Arts & Crafts	Crayons & Colored Pencils
VX2762	Lakeshore 12-Color Jumbo Crayons - Set of 12 Student Packs	152	\$58.99	5%	\$56.04	Arts & Crafts	Crayons & Colored Pencils
VX624	Best-Buy Large Crayons - 12-Color Box	152	\$89.99	5%	\$85.49	Arts & Crafts	Crayons & Colored Pencils
VX735	Best-Buy Jumbo Crayons - 8-Color Box	152	\$59.99	5%	\$56.99	Arts & Crafts	Crayons & Colored Pencils
VX748	Best-Buy Jumbo Crayons - 12-Color Box	152	\$89.99	5%	\$85.49	Arts & Crafts	Crayons & Colored Pencils
VX818	Best-Buy Standard Crayons - 8-Color Box	152	\$59.99	5%	\$56.99	Arts & Crafts	Crayons & Colored Pencils
VX841	Best-Buy Standard Crayons - 12-Color Box	152	\$89.99	5%	\$85.49	Arts & Crafts	Crayons & Colored Pencils
VX850	Best-Buy Large Crayons - 8-Color Box	152	\$59.99	5%	\$56.99	Arts & Crafts	Crayons & Colored Pencils
WA226	Washable Terry Cloth Bibs - Set of 10	119	\$24.99	5%	\$23.74	Infants & Toddlers	Furniture
WB338	Shatterproof School Mirror	53	\$179.00	5%	\$170.05	Classroom Furniture	Dramatic Play Furniture
WB885	Space-Saver Dress-Up Center	50	\$399.00	5%	\$379.05	Classroom Furniture	Dramatic Play Furniture
WC218	Automatic Ball Inflator	8	\$79.99	5%	\$75.99	Active Play	Sports & Ball Activities
WC712	Flex-Space Wobble Chair - 12" - Gray		\$49.99	5%	\$47.49	Classroom Furniture	Chairs & Seating
WC714	Flex-Space Wobble Chair - 14" - Gray		\$59.99	5%	\$56.99	Classroom Furniture	Chairs & Seating
WC716	Flex-Space Wobble Chair - 16" - Gray		\$69.99	5%	\$66.49	Classroom Furniture	Chairs & Seating
WC843	Musical Seawaves Activity CD	7	\$15.99	5%	\$15.19	Music	Music CDs
WD111	Big Bubbles	15	\$8.99	5%	\$8.54	Sand & Water	Sand & Water Play
WD984	Magnetic Wand - Set of 12	218	\$24.99	5%	\$23.74	Science	Science Tools & Equipment
WF10	Numbers Beanbag Set	6	\$19.99	5%	\$18.99	Active Play	Balance & Coordination
WF12	Shapes Beanbag Set	6	\$24.99	5%	\$23.74	Active Play	Balance & Coordination
WF216	Microscope Slide Packs - Set of 12		\$49.99	5%	\$47.49	Science	Science Tools & Equipment
WF217	Microscope Slide Packs - Set of 36		\$139.00	5%	\$132.05	Science	Science Tools & Equipment
WF26	Letters Beanbag Set	6	\$42.99	5%	\$40.84	Active Play	Balance & Coordination
WF8	Colors Beanbag Set	6	\$16.99	5%	\$16.14	Active Play	Balance & Coordination
WS157	Write & Wipe Rainbow Sentence Strips		\$7.99	5%	\$7.59	Teaching Resources	Pocket Charts & Accessories
WS158	Write & Wipe White Sentence Strips		\$6.99	5%	\$6.64	Teaching Resources	Pocket Charts & Accessories
WS261	Wonder Stix™ - Single Pack	153	\$7.99	5%	\$7.59	Arts & Crafts	Crayons & Colored Pencils
WS2612	Wonder Stix™ - Set of 12 Packs	153	\$94.99	5%	\$90.24	Arts & Crafts	Crayons & Colored Pencils
WS537	Wikki Stix - Class Pack	199	\$31.99	5%	\$30.39	Arts & Crafts	Craft & Collage Materials
WT108	Write & Wipe World Wall Map		\$27.99	5%	\$26.59	Social Studies	Geography
WT109	Write & Wipe U.S.A. Wall Map		\$27.99	5%	\$26.59	Social Studies	Geography
WT111	Clear-View Bins - Set of 6	71	\$54.50	5%	\$51.78	Accessories	Accessories
WT361	Small Lakeshore Tuff Tote (11 1/2" x 9" w x 5" h)	113	\$9.99	5%	\$9.49	Teaching Resources	Bins & Organizers
WT363	Medium Lakeshore Tuff Tote (14 1/2" x 11 1/4" w x 6 1/2" h)	113	\$12.99	5%	\$12.34	Teaching Resources	Bins & Organizers
WT365	Large Lakeshore Tuff Tote (17 1/4" x 13 3/4" w x 8" h)	113	\$16.99	5%	\$16.14	Teaching Resources	Bins & Organizers
XC341	Classroom Laminating Machine	232	\$129.00	5%	\$122.55	Teaching Resources	Classroom Equipment
XC342	Classroom Laminating Pouches - Set of 100 - 4 3/8" x 6 1/2"	232	\$14.99	5%	\$14.24	Teaching Resources	Classroom Essentials
XC343	Classroom Laminating Pouches - Set of 100 - 9" x 11 1/2"	232	\$29.99	5%	\$28.49	Teaching Resources	Classroom Essentials

Lakeshore 2020 Price list is subject to change with the release of new catalogs at the end of January and February of each year.

XC344	Classroom Laminating Pouches - Set of 100 - 11 1/2" x 17 1/2"	232	152		\$49.99	5%	\$47.49	Teaching Resources	Classroom Essentials
XE229	Crawl & Climb Caterpillar	6			\$449.00	5%	\$426.55	Active Play	Balance & Coordination
XX555	Classroom Stopwatches - Set of 4 Colors		152		\$29.99	5%	\$28.49	Teaching Resources	Classroom Equipment
XX556	Classroom Stopwatch	180	131		\$7.99	5%	\$7.59	Teaching Resources	Classroom Equipment
XT240	Basic School Calculator		113		\$5.99	5%	\$5.69	Math	Multiskill Math Products
XT241X	Basic School Calculator - Set of 10		113		\$59.50	5%	\$56.53	Math	Multiskill Math Products
YB10BU	Lakeshore Storage Box - Blue	112	147	24	\$4.99	5%	\$4.74	Teaching Resources	Bins & Organizers
YB10GR	Lakeshore Storage Box - Green	112	147		\$4.99	5%	\$4.74	Teaching Resources	Bins & Organizers
YB10PU	Lakeshore Storage Box - Purple	112			\$4.99	5%	\$4.74	Teaching Resources	Bins & Organizers
YB10RD	Lakeshore Storage Box - Red	112	147		\$4.99	5%	\$4.74	Teaching Resources	Bins & Organizers
YB10RG	Lakeshore Storage Box - Orange	112			\$4.99	5%	\$4.74	Teaching Resources	Bins & Organizers
YB10YE	Lakeshore Storage Box - Yellow	112	147		\$4.99	5%	\$4.74	Teaching Resources	Bins & Organizers
YB11BU	Lid for Lakeshore Storage Box - Blue	112			\$2.49	5%	\$2.37	Accessories	Accessories
YB11GR	Lid for Lakeshore Storage Box - Green	112			\$2.49	5%	\$2.37	Accessories	Accessories
YB11PU	Lid for Lakeshore Storage Box - Purple	112			\$2.49	5%	\$2.37	Accessories	Accessories
YB11RD	Lid for Lakeshore Storage Box - Red	112			\$2.49	5%	\$2.37	Accessories	Accessories
YB11RG	Lid for Lakeshore Storage Box - Orange	112			\$2.49	5%	\$2.37	Accessories	Accessories
YB11YE	Lid for Lakeshore Storage Box - Yellow	112			\$2.49	5%	\$2.37	Accessories	Accessories
YD500	Peel & Stick Magnetic Tape Pack	161			\$19.99	5%	\$18.99	Teaching Resources	Classroom Essentials
YH10DX	Best of Greg & Steve CD Library	63			\$78.99	5%	\$75.04	Music	Music CDs
YH1D	We All Live Together: Volume 1 CD	63			\$15.99	5%	\$15.19	Music	Music CDs
YH2D	We All Live Together: Volume 2 CD	63			\$15.99	5%	\$15.19	Music	Music CDs
YH35X	Toddler Favorites CD Library	119			\$67.99	5%	\$64.59	Infants & Toddlers	Music
YH44D	Quiet Time CD	119			\$14.99	5%	\$14.24	Infants & Toddlers	Music
YH47D	Traditional Lullabies CD	119		6	\$9.99	5%	\$9.49	Infants & Toddlers	Music
YH8D	Kids in Motion CD	63			\$15.99	5%	\$15.19	Music	Music CDs
ZB44	Crib Sheet	116		6	\$11.99	5%	\$11.39	Infants & Toddlers	Furniture
ZF14	Mini Basketball	9			\$10.99	5%	\$10.44	Active Play	Sports & Ball Activities
ZW886	Write & Wipe Board Eraser	200			\$2.99	5%	\$2.84	Teaching Resources	Dry-Erase Boards, Markers & Erasers
134GU	Get Up and Go - PB	170			\$6.99	5%	\$6.64	Books	Paperback Books
212MM	Music Music for Everyone - PB	170			\$7.99	5%	\$7.59	Books	Paperback Books
4818F	Bears Busy Family-BB	145		5	\$7.99	5%	\$7.59	Books	Board Books
709DG	Duck Goose How R U Feeling-BB	172		27	\$7.99	5%	\$7.59	Books	Board Books
709FE	The Feelings Book-BB	172		27	\$7.99	5%	\$7.59	Books	Board Books
709HH	Happy Hippo Angry Duck-BB	172		27	\$5.99	5%	\$5.69	Books	Board Books
709HL	How Do I Love You-BB	172		27	\$6.99	5%	\$6.64	Books	Board Books
734TB	The Three Bears - PB	190			\$7.99	5%	\$7.59	Books	Paperback Books
76PB	Five Little Monkeys - PB	190	56		\$7.99	5%	\$7.59	Books	Paperback Books
823MM	My Many Colored Days-BB	172		27	\$7.99	5%	\$7.59	Books	Board Books

ATTACHMENT L – MAILING LABEL

Please print the mailing label below and affix to your bid package to ease identification when SBBC receives your bid. Affix the mailing label below on the outside of your package even if you are utilizing UPS, FedEx or another carrier who prints the address information.



FROM: Lakeshore Equipment Company dba Lakeshore Learning Materials
(Bidder's Name)

TO:

The School Board of Broward County, Florida
Procurement and Warehousing Services
7720 West Oakland Park Boulevard, Suite 323
Sunrise, Florida 33351

ATTN: Al Shelton
RFP: FY21-106 - School and Department Furniture

ATTACHMENT M – NO BID

STATEMENT OF "NO RESPONSE"

If your company will not be submitting a response to this Request for Proposal, please complete this Statement of "No Response" Sheet and return, prior to the RFP Due Date established within, to:

The School Board of Broward County, Florida
Procurement & Warehousing Services Department
7720 West Oakland Park Boulevard, Suite 323
Sunrise, Florida 33351

This information will help SBBC in the preparation of future RFPs.

Company Name: _____

Contact: _____

Address: _____

Telephone: _____ Facsimile: _____ E-mail: _____

✓	Reason(s) for "No Response":
	Unable to comply with product or service specifications.
	Unable to comply with scope of work.
	Unable to quote on all items in the group.
	Insufficient time to respond to the Request for Proposal.
	Unable to hold prices firm through the term of the contract period.
	Our schedule would not permit us to perform.
	Unable to meet delivery requirements.
	Unable to meet bond requirements.
	Unable to meet insurance requirements.
	Other (Specify below)

Comments:

Signature: _____ Date: _____



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4.4.1 Proposer's Experience & Qualifications



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4.4.1 Proposer's Experience & Qualifications

4.4.1.1 Executive Summary - Submit an executive summary (abstract) stating the Proposer's understanding of the nature and scope of the services to be provided and the capacity and capability to comply with all terms and conditions of RFP. (Up to 5 Points)

Lakeshore's commitment to service is unparalleled from start to finish. Not only can we comply with all terms and conditions of the RFP, we can also provide a seamless experience from designing classrooms through delivery and beyond. Lakeshore's classroom design team draws from our complete line of furniture to create classrooms that support the most up-to-date education practices while supporting the needs of children and teachers.

Our furniture is designed by expert educators in partnership with furniture engineers to ensure function and durability are blended—creating items that perfectly meet the needs of educators and students. We also create every piece to be top of the line. We believe that every child deserves the best—which is why all of our furniture is designed to be the best. We don't offer upgrades or additions, as all furniture is designed to be the highest quality from the outset. In addition, we offer exceptional details, including metal-to-metal construction, removable casters with no-scratch bottoms, and more.

Our commitment is evidenced by the fact that we thoroughly inspect each shipment we receive and never drop-ship. Upon ordering, Lakeshore is able to ship complete classrooms quickly and efficiently—with custom cartoning and labeling so every item gets to the right location. At delivery, we offer a complete white-glove experience and a degree of flexibility that demonstrates the value of a true partnership. Because we are always in stock, we ship efficiently, quickly and completely. If for any reason the customer experiences unforeseen delays in construction or other issues, we can store complete orders at our distribution facilities. We are certain that we can offer unmatched service in our partnership with Broward County.

Our Overall Understanding of the Scope of Work

Lakeshore is able to support the complete scope of work, including all aspects of furnishing, designing and delivering high-quality complete classrooms throughout Broward County. We can support the needs of all learners from early childhood through elementary school and beyond. We can also guarantee that all our materials are of the highest quality and exceed state and federal testing requirements. Our room designs reflect best practices with regard to furnishings and their layout in the classroom. Because our classroom design team has deep, combined experience in different educational environments, we are able to provide creative solutions to meet the needs of any classroom or learner. Included in our response are 3-D Classroom layouts for the requested innovative classroom themes:

- a. Esports (Esports is a form of sport competition using video games. Esports often takes the form of organized, multiplayer video game competitions)
- b. Aviation
- c. Podcasting/Shout casting
- d. Studio and Entertainment Media Spaces
- e. Concierge/Hospitality

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- f. Marine Outboarding and Mechanics
- g. Business and Office Spaces

At Lakeshore, we have extensive classroom experience. Our product developers are true educators who understand the functional requirements of classroom furniture. They ensure that our furniture is the best by conferring regularly with thought leaders and other experts in education research and design. Each Lakeshore furniture line is designed with the specific needs of students in mind, is developmentally appropriate and includes intentional elements that enhance the learning experience.

Flex-Space Furniture

Lakeshore designed Flex-Space to allow teachers to arrange flexible spaces that fluidly change throughout the day—supporting a wide variety of independent and cooperative learning activities, while also giving students choices about how they learn best. Innovative, comfortable and versatile, Flex-Space promotes inspiration and equips students for success in the 21st-century world. What better springboard for helping children create, collaborate, communicate and think critically!

From balance ball seats and cozy couches to mobile desks and tables that glide wherever students need them, Flex-Space provides the flexibility that 21st-century classrooms demand. Created for kindergarten through eighth grade, Flex-Space gets students actively involved in their own education, discovering which learning methods work best for them, and ultimately developing the higher-level thinking needed for college and career success.

Lakeshore's expert development team created Flex-Space to meet the highest standards of quality, durability and lasting value—all hallmarks of the company's long-standing reputation. Highlights of Flex-Space furniture include:

- **Mobility:** Built-in locking casters (which can also be easily removed) quickly transport furniture as activities change throughout the day. This makes it easy to create custom spaces for independent work, group projects, whole-class presentations and more.
- **Collaborative Spaces:** Desks and tables configure multiple ways to support student interaction, while cozy carpets and chairs provide comfortable settings for small-group meetings.
- **Flexible Seating:** A variety of seating options lets students choose those that help them focus and perform at their best—whether they prefer wobble chairs, beanbag seats or one of many other options.

Outdoor Furniture

We also offer a full line of rugged outdoor classroom furniture that is specifically designed to withstand exposure to the elements. Outdoor furniture includes tables, storage units, privacy nooks and even comfy furniture. The entire line was designed to be functional and easy to use. For example, cushions feature fade-resistant and water-resistant covers and attach to the seats with a simple hook-and-loop fastener. The entire line is crafted from all-weather, easy-clean materials that include hidden metal construction that is built to last. We have even created all-weather covers that slip right over the storage units to help protect materials.

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Heavy-Duty, Classic Birch, Kids Colors™ Furniture and More

Our Heavy-Duty, Classic Birch and Kids Colors furniture lines were designed with the specific needs of preschoolers in mind. Each piece is sized specifically for little ones while simultaneously keeping the needs of educators in mind. In addition to chairs and tables, each line includes storage units that have been specifically designed to store and organize materials required in high-quality early childhood classrooms. Lakeshore also offers top-quality carpets, soft seating and sturdy cots in addition to special furniture pieces needed in a preschool classroom. For example, our dramatic play furniture is designed with play in mind and has undergone extensive testing to meet real-world expectations. Likewise, our sensory tables are crafted for durability—plus, they are easy to clean and perfectly sized for little ones. We are confident that we have everything you need to completely furnish any early childhood classroom.

First Steps® and Connective Furniture

First Steps was created specifically for infants and toddlers. This beautiful birch line includes a non-toxic, wipe-clean finish for easy cleaning and care. It is also GREENGUARD Certified to help improve the quality of indoor air and earn LEED points. The design of the furniture includes a dense, rounded cruising rail, which is perfect to help little ones stand and eventually take their first steps. The pieces are also scientifically weighted to prevent tipping as little ones grasp for balance and learn to stand and walk. Shelf heights are accessible for little ones, and the overall low heights help caregivers keep toddlers in view. The variety of furniture pieces also helps support different classroom needs—from open materials storage to a locking cabinet. We also offer connective furniture, which is easily configured and includes storage units, panels and gates to accommodate any space. Connective furniture is ideal for creating nurturing spaces while supporting the practical classroom needs of caregivers and children.

Classroom Design

Our classroom design team is comprised of expert educators with years of real-life classroom experience. When it comes to classroom layout, they understand best practices and incorporate the most current research on learning and teaching while designing each classroom. Having designed thousands of classroom layouts, the team is able to identify and solve a variety of potential problems *before* they become problems. The team has designed a wide range of learning spaces, including traditional classrooms, flexible classrooms, outdoor classrooms, media centers, libraries and more. They also review and implement any requirements related to licensing, state or federal regulations, curriculum or accreditation standards, and more. We also offer complimentary 3-D classroom layouts for all Complete Classrooms® orders, which include “scaled” renderings depicting all furniture, carpet, doors, windows, etc., to ensure appropriate sizing and functionality.

After approval of classroom renderings, ordering and delivery is easy! Plus, everything ships together in a single order. You never need to worry about a partial classroom delivery or materials being left on the playground. Our installation teams ensure that every delivery runs smoothly and efficiently—and we don’t leave until you are happy. Finally, we won’t bill or invoice until every item is delivered—and you can expect your materials as soon as 7-10 business days from our California distribution center and 2-4 business days from our Kentucky distribution center.

Lakeshore strives to offer the best possible pricing, which we pass along to our customers every day. Regardless of volume, if School Board of Broward County contracts with Lakeshore, the board will receive the highest-



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quality products and the current best pricing available. With a 99% fill rate, Lakeshore is in stock and ready for immediate delivery.

When you work with Lakeshore, you get more than a vendor. You get a partner to help realize the educational goals of Broward County.

4.4.1.2 References (Attachment J) - Submit references as per Attachment J. Please include other Florida School Districts. (Up to 5 Points)

Lakeshore Learning Materials has over 66 years of experience in providing classroom equipment and supplies for schools, organizations and companies worldwide. As requested, please feel free to contact the following Florida-based references about our quality of goods and services:

Name of Firm: Duval County Public Schools

Contact Person: Sonya McSwain

Phone #: (904) 390-2000

Email: mcswains@duvalschools.org

Date of Service: 2017-2020

Description of Service: Furnished Multiple Early Childhood Classrooms with Full Furniture and All Necessary Classroom Manipulatives

Cost of Service: Over \$1,100,000

Address: 1701 Prudential Dr., Jacksonville, FL 32207

Name of Firm: Hillsborough County Public Schools

Contact Person: Kenneth Gerhart

Phone #: (813) 272-4301

Email: kenneth.gerhart@sdhc.k12.fl.us

Date of Service: 2017-2020

Description of Service: Provided a Variety of Furniture for Schools Across the District, Including Projects That Involve Large-Scale Installations

Cost of Service: Over \$1,900,000

Address: 901 E. Kennedy Blvd., Tampa, FL 33602

Name of Firm: Orange County Public Schools

Contact Person: Pamela Clark

Phone #: (407) 317-3200

Email: pamela.clark@ocps.net

Date of Service: 2017-2020

Description of Service: Multiple Projects Where Furniture Was Delivered and Installed. Multiple Classroom Orders Received and Fulfilled Without Issue.

Cost of Service: Over \$1,000,000

Address: 445 W. Amelia St., Orlando, FL 32801



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Name of Firm: Polk County Public Schools

Contact Person: Matti Friedt

Phone #: (863) 648-3047

Email: matti.friedt@polk-fl.net

Date of Service: 2017-2020

Description of Service: Furniture for a Wide Variety of Age Groups, from Early Childhood Through Upper Grades. Included Supplemental and Additional Materials to Support Student Learning.

Cost of Service: Over \$500,000

Address: 1915 S. Floral Ave., Bartow, FL 33830

Name of Firm: Pasco County Schools

Contact Person: Angela Porterfield

Phone #: (813) 794-2730

Email: aanglinp@pasco.k12.fl.us

Date of Service: 2017-2020

Description of Service: Wide Variety of Projects, Including Furniture Delivery and Installation. Provided Furniture and Installation Services in Support of District-Wide Furniture Contract.

Cost of Service: Over \$600,000

Address: 7227 Land O' Lakes Blvd., Land O' Lakes, FL 34638



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4.4.1.3 Supply Chain Strengths - Submit a letter detailing the strength of the Proposer's Supply Chain and how the Proposer has thrived during hardship times such as the Covid-19 Pandemic to stay competitive in today's market. Please state if you have any warehouses local in South Florida and local teams for installation (Up to 5 Points)

July 20, 2020

The School Board of Broward County, Florida (SBBC)
ATTN: Al Shelton, Purchasing Agent
Procurement & Warehousing Service Department
7720 W. Oakland Park Blvd., Suite 323
Sunrise, Florida 33351-6704

RE: Supply Chain Strengths for RFP #FY21-106 School and Department Furniture

Lakeshore has complete control of its supply chain—from raw materials acquisition to final product. In addition, we have multiple checks in place at every stage of design, development and delivery. This gives us the nimbleness and flexibility to ensure our customers are never impacted by sudden or unexpected changes. Because Lakeshore has such extensive control over our supply chain, we are in the unique position of being able to deliver our products regardless of prevailing market conditions.

Our due diligence begins with the strong partnership between our home office and the various teams who oversee each part of the production process. Both our domestic and overseas teams include expert engineers with deep knowledge of raw materials, mechanics and manufacturing. These professional teams work in harmony with each other to ensure our customers never have a poor experience. We are also committed to lean and responsible production processes, never relying on third parties to manufacture or review our items. By controlling this aspect of the supply chain, we ensure that we are able to provide products when others may have difficulty.

During development, we have complete oversight of the process, including extensive sampling and wide-ranging review at every point; this includes in-depth testing to ensure each item not only meets, but also exceeds, all state and federal guidelines. We also ensure that each item meets strict durability, functionality and quality standards through exhaustive use and abuse testing. We know how teachers will use our items—since our product developers are educators themselves. As a result, we are able to simulate the types of use and abuse Lakeshore products will undergo. We are constantly working in tandem with our engineering team to ensure that the most up-to-date processes are utilized, thus ensuring innovation is immediately integrated into development. As an added bonus, we also test new items and product designs at Kids & Company, our on-site lab school for employees' children.

This unique environment provides an opportunity for our RD&D (Research, Design & Development) team to see products in use long before they enter the marketplace. The team is able to see what works and what doesn't in the classroom. When necessary, they are able to redesign items to ensure students



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are able to utilize the items to their fullest capacity for real-life applications. This translates into better and more intentional products that are suited to the needs of teachers and students alike.

Only when samples have been approved for quality, durability, safety and function will we move to the production stage. And during every production run, Lakeshore's supply chain team continues to review and approve samples to ensure our exceptionally high standards of quality and consistency are being met. Leveraging our product developers' years of experience in classroom settings, we are able to provide unsurpassed live environment testing. We also check each shipment upon arrival to our national distribution centers to ensure that all items are consistent with our expectations.

At the outset of the current national emergency, Lakeshore formed an internal Coronavirus/COVID-19 Task Force to closely and continuously monitor all aspects of the supply chain. This executive-level task force confers daily and will remain active as long as needed. We constantly measure the health of our factories using a number of measures. We also ensure the wellness of our personnel via frequent health checks. Lakeshore also confirms the working condition of the equipment in our factories by scheduling frequent and redundant inspections. In addition, we have a variety of input-based controls related to the sources of raw materials so that we can provide our products even during uncertain times. We are diversified in the supply chain and have long-standing relationships with established factories to ensure an unsurpassed level of honesty and transparency at every step of the production process. This provides Lakeshore with a unique level of control over the day-to-day operations at our factories. Recognizing the pressing needs of our customers, we continue to aggressively process the numerous orders we receive—with a fulfillment rate over 99%. Because we control our supply chain so thoroughly and strive to maintain one year's stock at all times, we are able to adjust to unexpected situations so our customers are not affected. This holds true in the current situation as well. In addition, we always ship direct from our factories to our distribution centers to keep stock plentiful so students and educators have what they need when they need it.

Lakeshore owns and operates two national distribution centers with over 1.9 million square feet of inventory and distribution space. This puts Lakeshore's current in-stock rate at 99% and allows us to ship customer orders from multiple locations for faster delivery. Our west coast distribution center is located at company headquarters in Carson, California (close to the Ports of Los Angeles and Long Beach), approximately 7-10 business days' shipping distance from Florida, while our eastern distribution center in Midway, Kentucky, is only 2-4 business days' shipping distance from Florida. Because we possess such extensive storage capacity, Lakeshore can also help customers by storing items on-site in case of unexpected project delays.

In addition, we have product parity at both distribution centers to ensure that any item is available quickly and easily. Supplementing our comprehensive distribution facilities, Lakeshore also has three local retail stores in Florida—including our Davie store in Broward County. From retail stores and staff to our local sales team and full-service website, Lakeshore offers multiple channels to ensure that School Board of Broward County enjoys a frictionless experience free of supply chain issues or disruptions.

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We recognize the unique needs of School Board of Broward County and look forward to exceeding your expectations. We will work hand in hand with the board to ensure positive student outcomes in a variety of circumstances. Because at Lakeshore, we want to help you focus on what matters most—educating students!

Local Retail Stores

School Board of Broward County can also take advantage of our retail outposts located in Davie, Fern Park and Tampa, Florida. Our store managers and team of 62 store associates are available to provide a seamless shopping experience! Simply provide account #32249 and RFP #FY21-106 at the register to receive contract pricing. Lakeshore is also willing to make this retail store space available to School Board of Broward County for special events!

Lakeshore Learning Store (Davie)

5795 S. University Drive

Davie, FL 33328-6114

Phone: (954) 284-0411

Fax: (954) 908-2107

Store Hours: Monday-Saturday 10:00 AM-7:00 PM, Sunday 12:00 PM-5:00 PM

Lakeshore Learning Store (Fern Park)

335 E. State Road 436

Fern Park, FL 32730-2782

Phone: (407) 260-5531

Fax: (407) 260-5166

Store Hours: Monday-Saturday 10:00 AM-7:00 PM, Sunday 12:00 PM-5:00 PM

Lakeshore Learning Store (Tampa)

4501 W. Kennedy Blvd.

Tampa, FL 33609-2013

Phone: (813) 207-0468

Fax: (813) 207-0387

Store Hours: Monday-Saturday 10:00 AM-7:00 PM, Sunday 12:00 PM-5:00 PM

Local Florida Installation Team

Lakeshore has over 30 years of experience installing classrooms and other learning spaces throughout the United States. We work successfully with school districts, learning agencies, state and county offices, early learning programs, child care centers, architecture and design firms, and more. Our Florida team has deep experience with the local community and upholds the highest standards of Lakeshore's service commitment.

Fernando Triana, Sales Support and Installer

Fernando has been with Lakeshore for many years and is based Boca Raton, Florida. Fernando supports deliveries and installation projects in the state of Florida. He will oversee all of School Board of Broward

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County deliveries. Fernando can be reached at (561) 445-5412, by fax at (310) 537-7990 or by e-mail at ftriana@lakeshorelearning.com.

Kevin Murphy, Sales Support and Installer

Kevin has been with Lakeshore for over 4 years and is based out of Clearwater, Florida. Kevin manages deliveries and installation projects in his respective areas of Florida. He has supervised hundreds of installation projects and classroom setups. He will support all of School Board of Broward County deliveries. Kevin can be reached at (727) 543-1211, by fax at (310) 537-7990 or by e-mail at kmurphy@lakeshorelearning.com.

Installation Support from Our Florida Stores

Supported by a well-trained and friendly staff, our Florida stores are also a great resource for additional installation support. With 22 employees at our Davie store, 20 at our Fern Park store and 20 at our Tampa store, School Board of Broward County can rest assured that Lakeshore will provide the right-sized installation team for all classroom setups.

Dedicated Staff for School Board of Broward County

Tony Chaidez, Regional Manager – Southern Florida

Tony has been with Lakeshore for over 5 years and is based in Coral Springs, Florida. Tony has worked closely with School Board of Broward County for many years and is ready to provide personalized service at a moment's notice. Tony has been deeply involved in the community, doing a variety of outreach efforts to ensure students remained engaged. Mr. Chaidez has extensive experience working at School Board of Broward County elementary school sites, regularly visiting these locations. In addition, Tony is involved in the support of before- and after-school programs, infant and toddler and early childhood programs provided by School Board of Broward County, ensuring students receive a robust academic experience. Tony's responsibilities include personally servicing customers in his area of Florida to ensure that each customer's needs are met and that they receive superior service and quality educational materials. You can reach Tony by phone at (305) 619-4852, by fax at (310) 537-7990 or by e-mail at tchaidez@lakeshorelearning.com.

Ron Mohl, Lead Educational Presenter/ Local Based Educator

Ron is based in North Palm Beach, Florida. Ron holds a BA from Florida Atlantic University and brings over 20 years of experience in the education industry to his position as Lead Educational Presenter for Lakeshore Learning Materials. Ron's experience with infant and toddler, early childhood and elementary school programs spans across the country, with keynotes in state, regional and national conferences. Ron's interactive trainings help educators enrich curricula that relate to being a partner in education through authentic experiences with children. He is ready to support School Board of Broward County today! You can reach Ron at (561) 727-9089, by fax at (310) 537-7990 or by email at rmohl@lakeshorelearning.com.

Jarrett Klein, Executive Vice President

Jarrett has over 15 years of experience at Lakeshore. Jarrett oversees the business as a whole and possesses a deep understanding of Lakeshore's organizational capabilities—from product development and merchandising to supply chain and compliance. He regularly draws from a broad network of partners to help

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others engage in community, and he is ready to help School Board of Broward County achieve its goals. Mr. Klein possesses operational expertise and provides strategic problem solving for large or complex projects. Jarrett utilizes deep product knowledge to guide effective decision making, while utilizing his strong project management skills to achieve positive outcomes for customers. He has a direct role in servicing Lakeshore's customers and ensures that they receive the best possible services. You can reach Jarrett by phone at (310) 403-6505, by fax at (310) 537-7990 or by e-mail at jklein@lakeshorelearning.com.

Erik Zupal, Regional Manager – Central Florida

Erik has been with Lakeshore for 2 years and is based in Tampa, Florida. Erik's responsibilities include personally servicing customers in his respective areas of Central Florida to ensure that each customer's needs are met and that they receive superior service and quality educational materials. Erik is ready to help School Board of Broward County! You can reach Erik by phone at (813) 460-1453, by fax at (310) 537-7990 or by e-mail at ezupal@lakeshorelearning.com.

Brett Beckett, Regional Manager – Northern Florida

Brett has been with Lakeshore for 3 years and is based in Melrose, Florida. Brett's responsibilities include personally servicing customers in his respective areas of Northern Florida to ensure that each customer's needs are met and that they receive superior service and quality educational materials. Brett is looking forward to helping School Board of Broward County! You can reach Brett by phone at (904) 570-8980, by fax at (310) 537-7990 or by e-mail at bbeckett@lakeshorelearning.com.

Patrick Ryan, Regional Director – Southeast

Patrick has 3 years of experience at Lakeshore. He provides management and direction for Lakeshore's Regional Managers in the Southeast region of the United States. He ensures that all customers in his area are receiving the best possible service. He also has a direct role in servicing customers in the area. Patrick is also ready to help School Board of Broward County! You can reach Patrick by phone at (502) 780-2415, by fax at (310) 537-7990 or by e-mail at pryan@lakeshorelearning.com.

Jonathan Dills, Regional Vice President – Southeast

Jonathan has 10 years of experience at Lakeshore. He is responsible for managing 16 Regional Managers in the Southeast region of the United States. He ensures that all customers in his area are receiving the best possible service. He also has a direct role in servicing customers in the area. Jonathan is ready to help School Board of Broward County reach its goals. You can reach Jonathan by phone at (205) 908-3782, by fax at (310) 537-7990 or by e-mail at jdills@lakeshorelearning.com.

Yaz Moreno, Inside Partner

Yaz is your dedicated Broward inside partner. As a liaison between Lakeshore and the customer, she ensures open lines of communication so the customer's expectations are met and exceeded. Supported by the Inside Partner Team, her responsibilities include personal account service, management of large deliveries and orders that require special handling, general sales support, and special events. Yaz looks forward to facilitating communication with School Board of Broward County! You can reach Yaz by phone at (800) 421-5354, ext. 2893, by fax at (310) 537-7990 or by e-mail at ymoreno@lakeshorelearning.com.

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Tyler Domski, Vice President – Business Process & Contracts

Tyler has 8 years of experience at Lakeshore. He is responsible for managing Lakeshore's business process and contracts throughout the United States. He has a direct role in servicing Lakeshore's customers and ensures that they receive the best possible services. If you have questions about the proposal or contract, Tyler is here for School Board of Broward County! You can reach Tyler by phone at (800) 421-5354, ext. 2783, by fax at (310) 537-7990 or by e-mail at tdomski@lakeshorelearning.com.

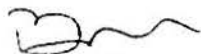
Jay Dudley, Vice President – Elementary & Professional Services Group

Jay has 13 years of experience at Lakeshore. As an educator himself, Jay is passionate about supporting his fellow educators with both high-quality resources and professional development. He is responsible for managing Lakeshore's elementary business development efforts throughout the United States as well as Lakeshore's Professional Services Group. He ensures that all customers are receiving the best possible service. He also has a direct role in servicing the education community. Jay looks forward to assisting School Board of Broward County in any way he can! You can reach Jay by phone at (469) 360-1075, by fax at (310) 537-7990 or by e-mail at jdudley@lakeshorelearning.com.

In addition, Lakeshore's Bid Department is also available to ensure completion of this project. Bid Manager Mike Duong, Bid Supervisor Rafael Muro and Bid Analyst Malissa Ramos will ensure Lakeshore adheres to all contractual agreements and commitments, assist with renewals and answer any questions regarding the contract. The team is available via e-mail at biddept@lakeshorelearning.com or by phone at (800) 421-5354.

Thank you in advance for giving Lakeshore Learning Materials the opportunity to serve you. We look forward to doing business with you!

Sincerely,



Rafael Muro
Bid Supervisor
Lakeshore Learning Materials



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4.4.1.4 Goods and Services Warranty - Submit a letter stating the Proposer's warranties for different manufacturers, if applicable. Submit information on how Proposer would handle warranty claims. (Up to 5 Points)

July 20, 2020

The School Board of Broward County, Florida (SBBC)
ATTN: Al Shelton, Purchasing Agent
Procurement & Warehousing Service Department
7720 W. Oakland Park Blvd., Suite 323
Sunrise, Florida 33351-6704

RE: Goods and Services Warranty for RFP #FY21-106 School and Department Furniture

Dear Mr. Shelton and the School Board of Broward County, Florida, Staff,

With Lakeshore, you will be working with a single point-of-contact from start to finish. As the direct manufacturer of Lakeshore products, we develop and manufacture the vast majority of the items featured in our catalogs, retail stores and website. We are not restricted from sales, territories or Dealer Authorizations. In addition, our products are always in stock and are backed by our ironclad warranty!

Product Warranty

We unconditionally guarantee every item. We stake our reputation on the quality of our products. If you are unhappy with any item for any reason, return it to us for a full refund or exchange.

- **Lifetime warranty** on all Premium-Quality Classroom Furniture, Tables and Desks, Chairs, and Cots from the following furniture lines and styles:
 - Flex-Space
 - Classic Birch
 - Heavy-Duty
 - Kids Colors™
 - First Steps®
 - Lakeshore Connective Furniture
 - Classic Classroom Tables, Rainbow Classroom Tables, Colors of Nature® Classroom Tables
 - Classic Stacking Chairs, Colors of Nature® Stacking Chairs
 - Premium Wobble Chairs
 - Lakeshore Easy-Stack Cots, Colors of Nature® Easy-Stack Cots
- **10-year warranty** on Classroom Carpets
- **5-year warranty** on Write & Wipe Mobile Tables & Desks, Outdoor Furniture, Trikes and Cribs
- All other items receive a full-year warranty (unless otherwise noted)

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Customer Service

We can't say it enough: Customer satisfaction is our number-one priority. As such, our Customer Service representatives are multifaceted individuals who go out of their way to provide a peak experience for every customer.

Customer Service Center:

Address: Lakeshore Learning Materials - Customer Service Department
2695 E. Dominguez St., Carson, CA 90895
Phone: (800) 428-4414
Fax: (310) 537-4261
E-mail: lakeshore@lakeshorelearning.com
Hours of Operation: Monday–Friday, 6:00 a.m.–6:00 p.m., PST

Returns

Not only are our products distinguished by their quality, educational merit and safety—they're also backed by our ironclad guarantee. If you are unhappy with any item for any reason, you may return it for a full refund or exchange...no questions asked! If you need assistance with an order, simply contact our Customer Service department at (800) 428-4414.

Thank you in advance for giving Lakeshore Learning Materials the opportunity to serve you. We look forward to doing business with you!

Sincerely,



Rafael Muro
Bid Supervisor
Lakeshore Learning Materials



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4.4.1.5 Eco-Friendly Certifications - Submit proof of certifications, such as Greenguard and LEED. Proposer has regarding eco-friendly products that you sell or manufacture. (Up to 5 Points)

GREENGUARD Certification

Lakeshore offers a variety of classroom furniture pieces that have earned GREENGUARD Certification. Many of our furniture lines (Classic Birch, Flex-Space, First Steps® and Heavy-Duty) are certified by the GREENGUARD Environmental Institute to support low emissions standards—reducing chemical pollutants and helping to improve indoor air quality.

GREENGUARD Certification is recognized by numerous sustainable building programs, including the LEED® Building Rating System. Purchasing products that are GREENGUARD Certified helps you earn points toward LEED certification. Products on our website that feature the GREENGUARD logo are certified by the GREENGUARD Environmental Institute to comply with low emissions standards—reducing chemical pollutants and helping improve the quality of indoor air.

For a complete listing of Lakeshore's GREENGUARD Certified products, just search for the keyword "GREENGUARD" on our website. You may also request more information from Lakeshore's Customer Service Department by calling (800) 421-5354.



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4.4.2 Scope of Services & Performance Specifications



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Minimum Scope of Services & Performance Specifications

Minimum Scope of Services & Performance Specifications

A. Delivery Services - Complimentary delivery and installation services on all Complete Classrooms orders; includes working with on-site personnel to schedule the delivery, meet the truck upon arrival, coordinate with site contacts, assemble all furniture, place materials and organize each room to specification, as well as remove all debris associated with the project.

Installation Procedure

On delivery day, we take care of everything! Our delivery teams are trained to provide unbeatable service from the moment they arrive. We'll take care of every detail from start to finish. Lakeshore's Installation Supervisor will oversee the delivery to ensure that all items are assembled, complete setup in each room and remove all debris, such as cardboard and packaging. Upon completion of each installation, our supervisor will also verify that classrooms are left in *ready-to-move-in* condition!

Complimentary White-Glove Delivery & Installation service on all Complete Classrooms orders \$10,000 or more that ship to a single location in the contiguous U.S. Additional charges may apply for remote locations.

This service includes:

- Unpacking and assembly
- Supervised classroom setup
- Debris removal
- Custom labeling and boxing of orders by designated information, such as by classroom or teacher

B. Upon request, provide up-to-date "testing" documentation showing that an item meets current ASTM (American Society for Testing and Materials) requirements.

Quality & Safety

At Lakeshore, children's safety is our highest priority—and we know it's the top concern of our customers, too. That's why we want to provide you with detailed information about Lakeshore's testing and certification process...and share with you the rigorous steps we take to ensure our products are safe.

In the 66 years that we've been in business, Lakeshore has always been a huge step ahead when it comes to safety. Not only do our products meet or exceed all state and federal safety regulations, we also have our own in-house Quality Assurance Team that tests and inspects every item we carry—following even more rigorous standards than those required by law. Every item we offer must meet these requirements, or we don't carry it—period.

For us, safety begins at the moment a product idea is conceived and put into development. First, we ensure that all the materials that go into each new product are safe. The materials must be phthalate-compliant (phthalates are sometimes found in PVC and other plastics) as well as BPA-compliant (BPA, or bisphenol A, is sometimes found in clear, hard plastics). The materials must also pass strict standards for lead content.



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Once we confirm that the materials we're using are safe, we conduct exhaustive "use and abuse" testing to make sure each product will remain safe through years of everyday use. And after a product passes our rigorous testing, it is then tested and certified by a federally approved third-party testing laboratory. Finally, we continue to monitor the safety of our products through periodic testing, both internally and by third-party labs, to ensure that our suppliers maintain the high level of integrity we demand of our materials.

For Lakeshore, children's safety always comes first. You can rest assured that the products we sell are safe and that we are doing everything we can to provide our customers with superior-quality products that they can trust with their children.

Please see the following page for Lakeshore's Safety Certification Letter.



SAFETY CERTIFICATION

Lakeshore is committed to the quality and safety of our products. All our products undergo extensive mechanical, chemical and foreseeable use tests before we offer them for sale. We certify that our products are safe, BPA and phthalate compliant (where applicable) and of no health hazard to children. As applicable, our products meet one or more of the following mandated safety regulations:

ASTM F963
ASTM F406 / 16CFR1220
ASTM D4236/ LHAMA
16 CFR 1501
16 CFR 1500.48-.49
16 CFR 1500.44/1610
CATB117
16 CFR 1632/1633
CPSIA / 16 CFR 1303
CPSIA Section 101
16 CFR 1307
AB1108/ Prop 65

Toy Safety Specification (USA)
Non-Full-Size Crib Requirements
Labeling of Hazardous Art Materials
Small Part Requirements
Sharp Point & Sharp Edge Requirements
Flammability of Solids/Textiles
Flammability - Upholstered Furniture
Flammability of Mattresses
Total Lead in Paint Requirement
Total Lead in Substrate
CPSC Phthalate restrictions
State of California Phthalate restrictions

The list above is not meant to be inclusive of all tests conducted, as every product has specific additional requirements that may apply. Reliable Third Party Certified, CPSC-accredited testing labs are used to test our products. In the case of products that are not required to follow specific established safety tests or guidelines, every attempt is made to incorporate a wide variety of safety features into the design of the product.

Don't hesitate to contact us if we can provide any further information or assistance regarding the safety of Lakeshore's products.

Department of Product Compliance
Lakeshore Learning Materials
(310) 537-8600



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C. Custom Cartoning & Labeling - Boxes are labeled by site, by classroom and/or by teacher name so materials can be quickly inventoried and delivered to each location without error.

Your dedicated Inside Partner, Yaz Moreno, can work with School Board of Broward County to ensure boxes are labeled by site, by classroom and/or by teacher name so materials can be quickly inventoried and delivered to each location without error.

When Lakeshore receives a purchase order from School Board of Broward County, Yaz will contact School Board of Broward County to coordinate the logistics of the delivery, such as:

- Delivery dates and locations
- Unloading restrictions
- Stairs/elevator restrictions
- Setup requirements

Once delivery details are confirmed, Yaz will process your purchase orders and work with our Traffic Department to arrange delivery dates according to your schedule.

For any delays in the project schedule, Lakeshore will coordinate to hold orders from shipping at one of our storage facilities (located in Midway, KY, and Carson, CA until School Board of Broward County provides confirmation to release orders and schedule deliveries.

D. Proposer must be able to provide the following

- A catalog selection for Infant/Toddler, Early Childhood, Elementary and Special Needs furniture and learning environment components.**
- A catalog selection of equipment and related services used in special needs environments, including but not limited to the areas of speech/language, audiology and orientation/mobility.**
- A catalog selection of educational materials and resources targeted to Infant/Toddler, Early Childhood, Elementary Grade Level and Special Needs Learners, including targeted instructional categories such as STEM, Sensory, Social-Emotional, Language, Science, Math and Social Studies.**

Lakeshore Learning Materials is more than happy to provide catalogs to School Board of Broward County and anyone else who requests them. We have provided our Infant/Toddler, Early Childhood and Elementary catalogs in our bid submission. Educators currently utilize our catalogs to support all learners, including children with special needs and English Language Learners (ELL). Educators know they will find products that are designed to be durable, intuitive and include product guides that feature activities specifically written for different types of learners.

Lakeshore Printed Catalogs

Infant & Toddler Catalog

Quality programs need quality materials. We offer fully stocked classrooms that are intentionally designed and developmentally appropriate—including premium-quality furniture backed by a lifetime warranty! Get the complete classroom...or just the materials you need.



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Lakeshore Early Childhood Catalog

Target key developmental milestones and prepare children for future success—with top-quality classroom materials for infants, preschool, kindergarten and special education. From fully assembled furniture that's backed by a lifetime warranty to dramatic play materials, arts & crafts, and innovative learning kits that boost math, literacy & science skills, you'll find tons of ready-to-use materials that support teachers and students

Lakeshore Elementary Catalog

Our exclusive, ready-to-use materials are developed by educators to meet real-world teaching needs—supporting daily instruction, intervention and assessment. You'll find high-quality materials to supplement your language arts, math, science (STEM) and social studies curriculum—all designed to help elementary students achieve their goals!

Lakeshore STEM Brochure

Our STEM brochure includes a specialized selection of products that support Science, Technology, Engineering and Math learning for students from preschool through Elementary school. Our STEM brochure makes it easy to find items to support 21st-century learning.

Head Start Catalog

Our Head Start catalog includes a specialized selection of items aligned to support the Head Start and Early Head Start Learning Outcomes Framework. This catalog makes it easy to find products that specifically support preschool educators in meeting school readiness goals.

Custom Created Catalogs

Our team of expert educators creates custom catalogs to meet the needs of our customers. These catalogs include items specifically aligned to state standards, school-based curriculums and environmental rating scales. We also create catalogs specifically to support the needs of our special needs community with products aligned to support the learning goals of all learners.

E. Proposer shall be capable of collaborating with schools to provide specific products and resources bundled to meet the needs of the school.

Lakeshore Learning Materials is capable of collaborating with schools to provide specific products and resources bundled to meet the needs of the school. Your local Regional Manager, Tony Chaidez, will work with School Board of Broward County hand in hand to provide you the best support and resources needed. Tony will meet with your staff to assist in classroom planning, product demonstrations, trainings, custom solutions, etc.

Customized Learning Solutions

At Lakeshore, we understand that a "one size fits all" product selection may not satisfy all your educational needs. Therefore, we created our Custom Solutions Team to assist in tailoring a custom approach to meet your unique product needs. Customizing educational materials is our business! We can develop customized learning solutions.

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We have extensive experience working with districts and schools in identifying the exact types of furnishings, instructional materials and resources needed for student success. Our Custom Solutions Division was created to specifically serve this purpose. We've worked with school districts and early childhood programs around the country to provide intentional, consistent and targeted resources based on the needs of our customers. We also have the ability to customize instructional materials and resources, which we've had the privilege of doing on several projects for School Board of Broward County in the past. We are also able to curate specialized assortments of materials specifically aligned to state standards or specific curriculums. During this process, we use our extensive expertise to review the standards, identify products to support each learning standard and subsequently create a specialized catalog. The customized catalog is created to include a diverse product offering that exactly supports each learning standard—making it easy to identify items to support students and educators.

Classroom Furniture Bundles - We can collaborate with school teams on the exact needs of existing or future classrooms, resource rooms, sensory areas and specialized spaces. Recent projects have also involved helping schools plan for social distancing requirements. We can help with product selection, layouts and planning for both indoor and outdoor classroom environments. We also have expertise in designing classrooms for students with special needs, making sure to keep the unique abilities of each student in mind. Our team can design classrooms to ADA specifications and show the necessary spacing on the layouts, as required.

We have also recently worked on library spaces and media centers with a specific eye to ensuring that the spaces are inviting, flexible and reflective of 21st-century learning needs. Our libraries and media centers are designed as flexible learning hubs for the entire school community. They can be used as whole school spaces or broken up into smaller collaborative groupings.

As schools are looking to create learning environments in non-traditional spaces, we have supported school teams on creating learning zones in hallways, entryways and in small classrooms. These breakout spaces have been instrumental in helping educators meet the needs of their students, especially as schools are looking for ways to meet social distancing requirements. We also have worked with schools on lobbies and entryways to additionally create learning environments in all areas of the school building. We can create classrooms for students with special needs, facilitating specialized instruction. In addition, we can create any number of themed environments to suit the needs of the end users. We want to create classroom spaces that allow all students to receive a high-quality education.

Family Engagement - Our approach is to provide resources that support learning in ways that are fun, seamless to implement at home and tailored to the needs of the families the school is serving. We've worked on several statewide and districtwide family engagement initiatives, along with helping individual school sites select appropriate materials for in-person and virtual family engagement events.

Curriculum Support - Schools turn to Lakeshore when they need consistency across classrooms for materials to support their adopted curriculum in multiple subject areas, intervention efforts and individual practice based on standards and skills. Recent projects include the development and distribution of distance learning support kits that provide access to the types of materials children need at home to complete activities and continue learning. We have created kits to support educators and students in Math, Language Arts, Science,



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STEM, Social Studies and Cultural Studies. We have also supported educators in meeting the social-emotional learning needs of their students by creating kits to build understanding, empathy, self-awareness and more.

Special Education - In addition to the hands-on learning resources we develop, Lakeshore is also the publisher of several curriculum guides and assessment tools for students with moderate to severe disabilities. These resources are used by districts across the country to help develop standards-based IEP goals and monitor student progress. We work with some of the largest school districts in the nation to develop innovative and unique Special Education programming, products and environments. Lakeshore has experience working with Special Education departments, including New York City District 75, Chicago Public Schools and Los Angeles Unified School District, as well as many other programs of varying size and scope. We are able to tailor solutions to the specific needs of these customers and their students.

The schools and programs that work with our Custom Solutions Team typically serve children from birth through middle school. Lakeshore is unique in our field, as we can provide the highest-quality classroom furniture AND instructional materials and resources available. We've been the awarded vendor on several recent statewide projects around the country due to our experience, the quality of our materials, the strength of our supply chain and our ability to deliver and exceed expectations. During the COVID outbreak, state offices of education, organizations supporting first responders (hospitals, etc.) and school districts across the country have turned to Lakeshore to provide the types of critical materials needed to continue instruction, and we've provided hundreds of thousands of children and families with materials and supplies during this time.

Lakeshore has extensive experience working with school districts, early childhood programs (both public and private) and government agencies. Below are a few examples of recent collaborations that Lakeshore has had with several districts across the nation:

- **Killeen Independent School District.** Based in Killeen, TX, the district tasked Lakeshore with designing and furnishing 60 elementary classrooms plus 10 specialty rooms—including breakout spaces, a music center, a library and a special education resource area. In addition to supplying the furniture and materials, Lakeshore also provided full installation services and debris removal for all 70 learning spaces. Killeen ISD is now equipped with flexible, multipurpose spaces to support teachers, students and overall classroom management.
- **San Diego City Schools.** Based in San Diego, CA, this sprawling district partnered with Lakeshore to modernize 151 elementary classrooms at 32 different sites. The goal was to provide teachers and students with environments that reflect best practices for 21st-century learning—while also encouraging engagement, exploration and collaboration across multiple learning domains. Lakeshore fulfilled every order and provided comprehensive setup for each location, including installation and debris removal. All 151 classrooms were completed ahead of schedule and in less than (4) weeks.
- **Los Angeles Unified School District.** Based in Los Angeles, CA, the district's Early Childhood and Special Education Department partnered with Lakeshore's Custom Learning Solutions division to develop and deliver more than 24,000 custom backpack kits to support its distance learning goals. Lakeshore also



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offered customized professional development for the dozens of curriculum coaches and teachers involved in the project to ensure each educational professional was comfortable using the resources with fidelity.

- **Governor's Office of Early Childhood/Kentucky Department of Education.** Based in Frankfort, KY, the governor's office reached out to Lakeshore to provide area-specific custom classroom solutions for the entire state. Lakeshore delivered and installed to 2,200 programs statewide—all on schedule, and with a total value of more than \$10 million. Each custom classroom solution was designed to meet the specific needs of its intended program and contained a combination of furniture, carpets and manipulatives. All 2,200 programs were delivered successfully and on time, with no drop shipments.

F. Proposer shall provide consultations regarding proposed products and services, including but not limited to, classroom assessments as it relates to design, layout, furnishings, and materials; catalog correlations; and educational material tutorials.

Your Regional Manager, Tony Chaidez, and our Professional Development Staff will be available for any product demonstrations or trainings that are needed by School Board of Broward County personnel. Trainings can be provided in person or via phone or the internet. If you choose to do trainings via the internet, we can set up a webinar that will allow your personnel to call and log in to view the training. Ron Mohl has extensive experience working across the State of Florida and the United States as a whole. He is local to the Broward County community and able to provide consultations or advisement meetings as needed. Should you have any need where the experience of a longtime educator would be beneficial, Ron will be able to partner with School Board of Broward County accordingly.

Professional Development

Lakeshore's passion for supporting educators does not end with the products we make. Our Lakeshore Professional Services Group (PSG) is proud to offer personalized, hands-on learning services designed to support the unique and growing needs of teachers and educators.

Your goals are our goals, and we don't believe in a one-size-fits-all approach. As former educators, our PSG specialists will partner with you to customize the perfect mix of content and training to support your professional development needs. In addition, our team will assist you with every step of the process:

- Determine your learning goals
- Assist with your organization's decision-making process
- Create a custom solution specific to your content/training needs
- Plan and lead implementation



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Below are just a few of our wide range of standing topics:

- Social-Emotional Development
- Flexible Seating for 21st-Century Learning
- Developmentally Appropriate Activities
- Language and Literacy
- Cognitive Development
- Standards for Mathematical Practice
- STEM/STEAM
- Environments
 - Infant & Toddler
 - Early Childhood
 - Elementary
 - Special Education
 - Collaborative Learning Spaces
 - Media Centers
 - Libraries
- Instructional Support
- Student Engagement and Classroom Management
- Intervention

Our sessions combine customized content, real-life stories, best practice implementation strategies and a motivational delivery to engage your participants. PSG trainers offer a personal touch that only teachers themselves can provide. Professional development can be tailored for a variety of audiences, including teachers, administrators and parents. Choose from in-person events, live or recorded virtual sessions, or a combination of both.

G. Proposer shall be able to meet with stakeholders to formulate appropriate plans for procurement of furniture that meets the goals of the district. This includes choice of product, design of use of the product, space planning, coordination of purchase, and fulfillment based on your district's needs.

Classroom Design Planning

We have extensive experience partnering with Site and Design Advisory Teams on large classroom projects. Upon award, our team can meet with Advisory Boards to visit the classroom sites to measure, develop and deliver 3-D renderings of each classroom at no additional cost.

We will offer complimentary 3-D classroom layouts for all Complete Classrooms® orders, which include "scaled" renderings depicting all furniture, carpet, doors, windows, etc., to ensure appropriate sizing and functionality in each classroom environment. Using our experienced Sales, Design and Installation teams, you get the expertise you need and the support you want.



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H. Proposer shall be able to provide a wide array of outdoor furniture.

Our outdoor furniture includes all-weather tables, benches, couches, chairs, floor seats, plus privacy nooks, cabanas, storage units, equipment carts and more. Plus, Lakeshore's outdoor furniture is completely sole-sourced, which means you won't find these products anywhere else! Finally, all Lakeshore outdoor furniture is covered by a 5-Year Warranty.

Our Outdoor furniture features:

- Adjustable feet to make leveling easy
- Hidden metal construction that's built to last
- All-weather, easy-clean materials
- Fade- and water-resistant fabric covers
- Steel Frame Construction

I. Provide samples of classroom designs of innovative classrooms based on the following themes:

- a. Esports (Esports is a form of sport competition using video games. Esports often takes the form of organized, multiplayer video game competitions)
- b. Aviation
- c. Podcasting/Shoutcasting
- d. Studio and Entertainment Media Spaces
- e. Concierge/Hospitality
- f. Marine Outboarding and Mechanics
- g. Business and Office Spaces

Lakeshore designs all of our furniture and materials to create comfortable learning environments that meet the needs of the educators and students who use them each day. All furniture and materials are designed to function as a springboard to help children learn to create, collaborate, problem solve, and build the needed skills required for success.

As educators, our product developers understand how to create furniture and materials that intrinsically meet the needs of students and teachers. All products and furniture are correctly sized, durable and top-quality—without a need for repairs or replacements, so educators can focus on what is most important...teaching and learning.

Please see Tab 4 – Supplemental Documents for our sample 3-D Classroom Design Layouts.

Esports Classroom

Our Esports classroom includes several areas where students can perfect their gaming skills. There are multiple areas for small groups to play together. The standing tables are perfect for establishing a genius bar where students can partner to work through challenges together; the center tables can be set up with individual computers for an independent gaming hub; and the central location in this classroom is the large group gaming area where students can gather for tournament-style gaming. Each furniture piece in the

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Esports classroom is flexible, allowing for easy modification of the space. The variety of soft seating is also ideal for gamers to perfect their skills in comfort.

Aviation Classroom

The Aviation classroom is set up with multiple centers intended to support skills needed for success in an aviation career. The cockpit centers can be set up with computers or simulators for flight practice; likewise, the control center can be set up for simulation activities for future air traffic controllers; preparing for a career in aviation includes studying and reading about flight, which can easily be accomplished in the cozy beanbag seats; and the whole group learning zone is perfect for large group presentations—during which students can break up into smaller groups facilitated by the variety of flexible desks, write & wipe tables, soft couches and standing desks. The needs of the educator are of course taken into consideration, with ample storage for everything from binders and books to anything that needs to be locked for safekeeping.

Podcasting/Shoutcasting Classroom

Our podcasting/shoutcasting classroom is designed to support the type of small group collaboration that leads to the creation of successful podcasts. This classroom is designed with three separate zones where students can write, research and collaborate. There are smaller areas within each zone that are set up for recording and interviewing; the cozy soft areas are perfect for listening to and critiquing podcast drafts and interviews. Sensitive and expensive recording equipment can be stored in locking storage cabinets, while individual notes and scripts can be organized in student storage bins. Since the tables in the middle are flexible, this podcasting room supports groups of all sizes. And the write & wipe wedge desks are perfect for impromptu brainstorming sessions.

Studio and Entertainment Media Spaces Classroom

The Media and Entertainment Studio Space Classroom is envisioned as a place to support all careers in the media and entertainment space—from performers to mixers to executives. The area with the carpet is perfect for performing and recording, while the large rectangular tables are ideal for holding mixing boards; the series of four standing desks are great for individual computers used for writing songs, mixing songs, creating media and working on the software skills that media and entertainment careers require; cozy soft areas are perfect for listening, collaborating and planning collaborative projects related to media and entertainment jobs. Finally, the pods of desks can be combined in different configurations to support varying groups of students, and the write & wipe desks are perfect for creating lists, brainstorming and sketching.

Concierge/Hospitality Classroom

Concierge and hospitality careers require practicing in environments set up to resemble hotels, restaurants and other spaces where hospitality skills are needed. Our Concierge/Hospitality classroom is set up with a hospitality desk and lounge for practice and role-playing; the “conference center” can be used for large group learning activities or for role-playing situations that might occur in large hotels or conference centers; all tables are flexible, allowing for easy reconfiguration depending on the needs of the lesson; the write & wipe tables are perfect for collaboration and brainstorming. We have even included a backpack cart, which is perfect for practicing with luggage.

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Marine Outboard and Mechanics Classroom

The Marine Outboarding and Mechanics classroom is designed for large group instruction that can be broken up into smaller collaborative groups. Demonstrations can also take place in the front of the classroom; large group tables with stools are perfect for working on large mechanics projects like props and engines; the large tray centers are great for holding items with small parts, and can be easily organized while other items are stored in the locking storage cabinets; the tables and desks can easily be pushed to the side as needed for large projects that might require substantial floor space.

Business and Office Spaces Classroom

The Business and Office Spaces classroom is set up to mimic an actual 21st-century office space with a large conference table. The conference table is ideal for a business classroom because it can serve as a single large table or be divided into smaller tables as needed; there are individual desk areas, perfect for practicing different office skills and software applications necessary for success in an office space; the standing desks are great for collaborating (and can also be used for small group meetings or as a tech genius bar); finally, a cozy lounge area is perfect for discussing projects or even grabbing a quick snack while catching up on studies.

Social Distancing Options

In addition to the innovative classrooms outlined above, we have also included samples of standard classrooms that demonstrate the many ways Lakeshore can support School Board of Broward County's social distancing guidelines for infants, preschoolers, elementary-age students and others.

In our *Early Head Start Room*, two cozy chairs encourage students to physically distance while still engaging in quiet reading together. Likewise, the connective furniture around the dramatic play area creates a physical separation between children, but also simulates the walls of a house or kitchen area. Children can be seated at the far ends of the tables and engage in parallel play as caregivers provide little ones with individual groupings of materials.

Many of the same concepts are demonstrated in the *Preschool Classroom*, with children seated only at the far ends of the tables. A large rug for 30 children provides ample space for 10 children to sit, but allows schools to flex back up to full enrollment at the appropriate time. One chair at the writing center creates a safe space for one student to engage in quiet writing, while two chairs in the library center allow kids to stay physically distanced but still engaged in reading together. The dramatic play center was created with several different play areas so one child can be "cooking" in the kitchen while another child can be on the opposite side with a baby doll.

The *Full Outdoor Classroom* is a perfect way to incorporate flexible areas that aren't typically used as actual classroom space. Within this outdoor classroom, we have included the traditional learning centers and play areas found in early childhood—but the outdoor classroom provides more open space. This allows teachers to utilize alternative locations for safer instruction. The indoor/outdoor carts even allow teachers and caregivers to roll materials inside for easy cleaning and rotation.

Our *Elementary Classroom for 15* is a great example of how Flex-Space furniture is perfect for meeting the unique needs of this time. As you can see, the desks can be arranged in small pods with the children still facing



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each other (encouraging social engagement and supporting social-emotional needs), but still keeping them separated for safety. Each pod also includes a tray storage unit that allows for individualized storage so students don't have to share. All soft areas are designed for a single student and made of easy-clean vinyl to support good hygiene.

Finally, our *Elementary Common Area* is designed as a multifunctional space for the entire school community. This flexible room is perfect for supporting gatherings of all sizes—serving instructional, recreational and even performance needs. Equipped with soft, modular seating, wobble chairs, mobile desks and more, this common area gives options for how to learn. As a common area serving multiple purposes, it also, creates a welcoming environment for all learners and establishes the learning environment for the school at large.

Scheduling Classroom Installations

Lakeshore will schedule classroom installations to suit the timing needs of School Board of Broward County. We use our own trained teams for all installations, never relying on third parties or other vendors to manage the process. From order to delivery and installation, you will work with Lakeshore staff overseen by a Lakeshore supervisor.

Social Distancing Protocols During Classroom Installations

To protect the health of school staff as well as Lakeshore installers and supervisors, our crews follow mandatory guidelines before, during and after classroom installation.

Symptom Assessments

- All installation staff must do a symptom assessment every day **before** meeting with a customer or entering a delivery site/facility. This information is managed through an electronic portal and stored in the event it ever needs to be referenced.
- Anyone with a temperature greater than or equal to 99 degrees Fahrenheit will not work.
- As part of ongoing assessment, staff is required to fill out a questionnaire **every day** to ensure that they are practicing responsible behavior away from work as well as on the job.
- If a staff member is sick or has been in contact with anyone who is sick or symptomatic, they will not participate in the installation.

Social Distancing

- Installation staff must stay at least **6 feet apart** from customers and any other business partners.
- Non-contact forms of greetings only (no shaking hands, fist or elbow bumps, etc.)
- If customers, schools or other institutions have their own social distancing protocols, they will be communicated to and followed by the installation team.

Masks/Face Coverings and Gloves

- Use of **face masks/coverings** and gloves is strictly enforced.

Handwashing

- All installation staff must wash hands (or use hand sanitizer) frequently for at least 20 seconds.



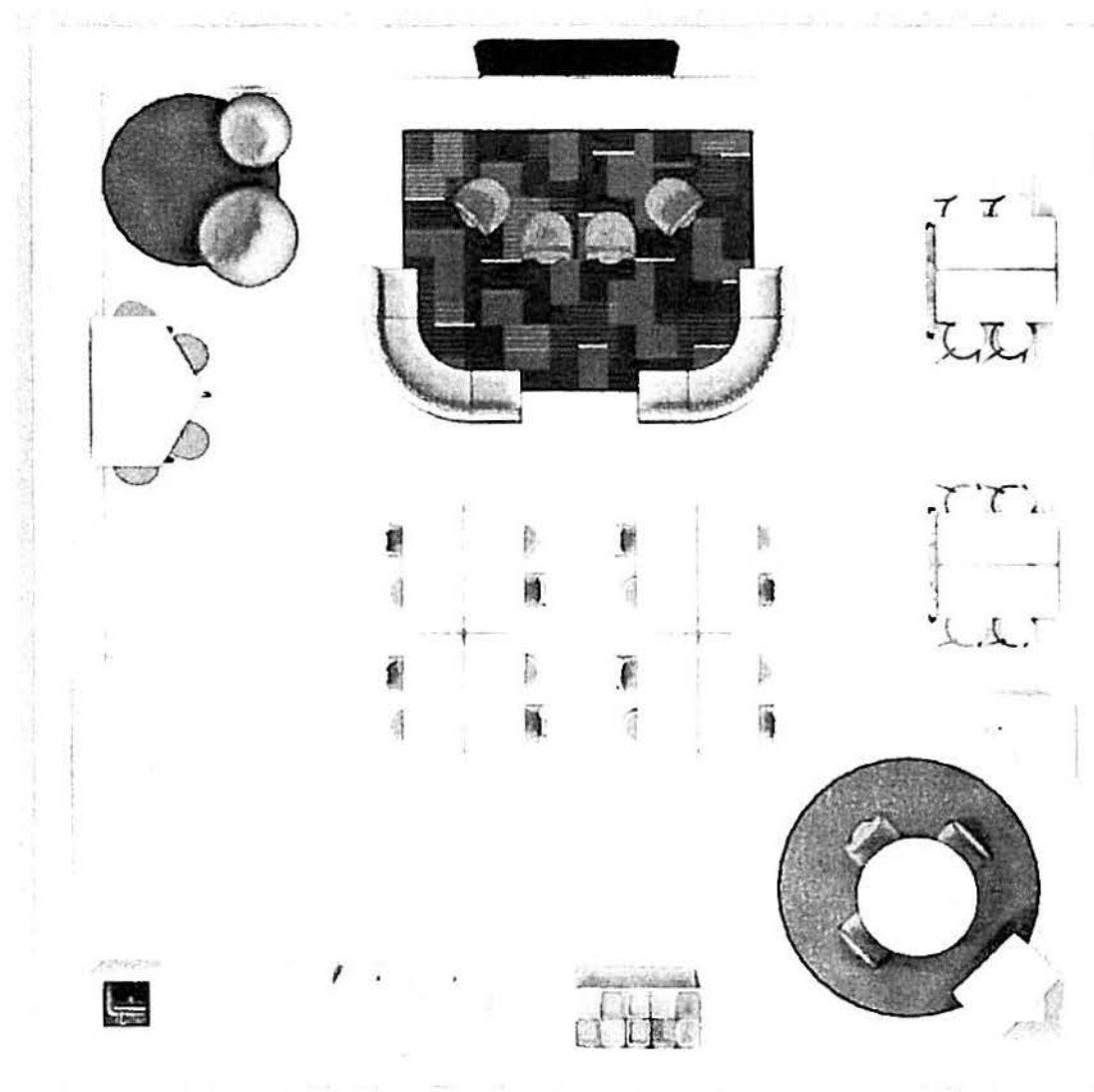
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Supplemental Documents

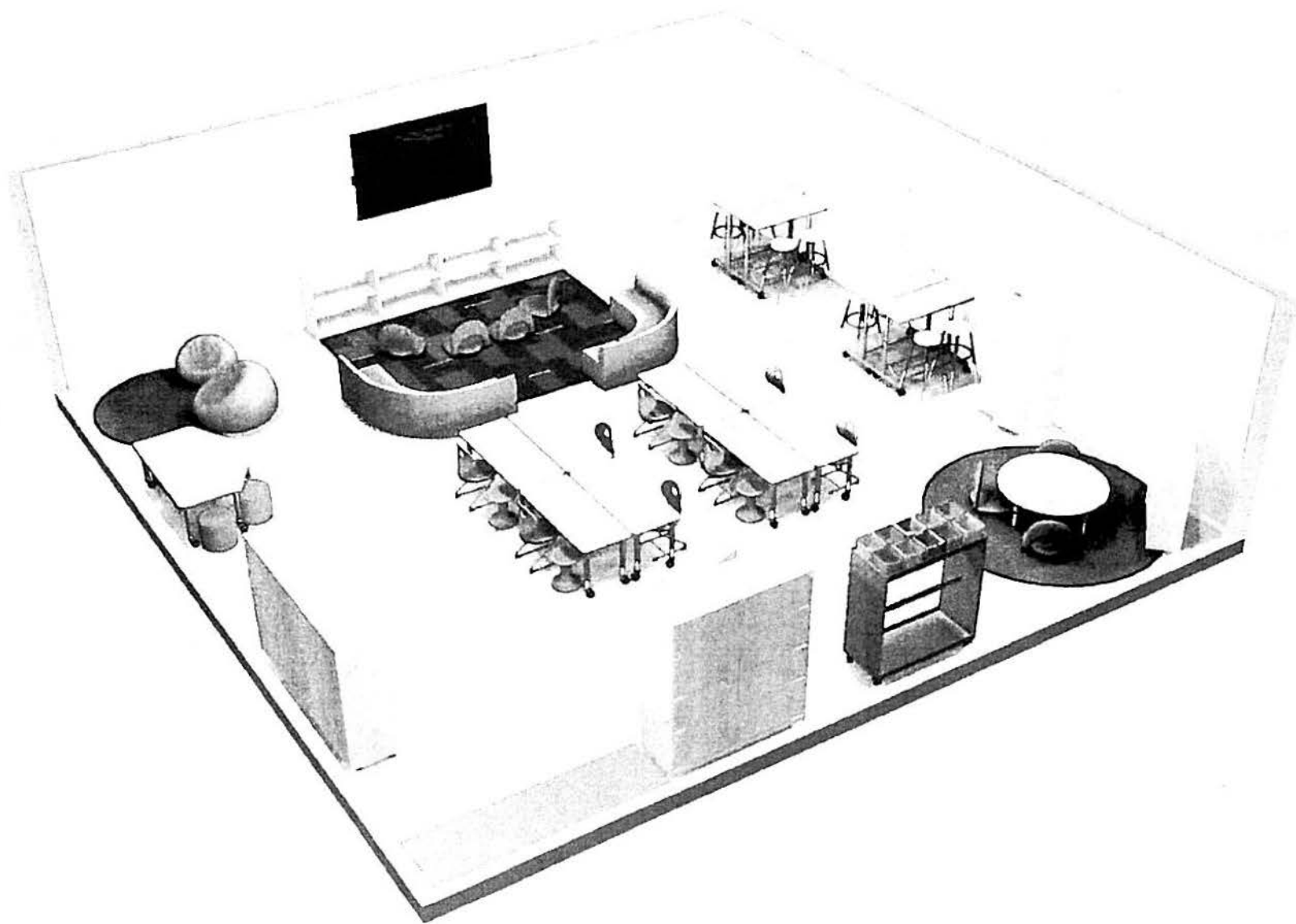


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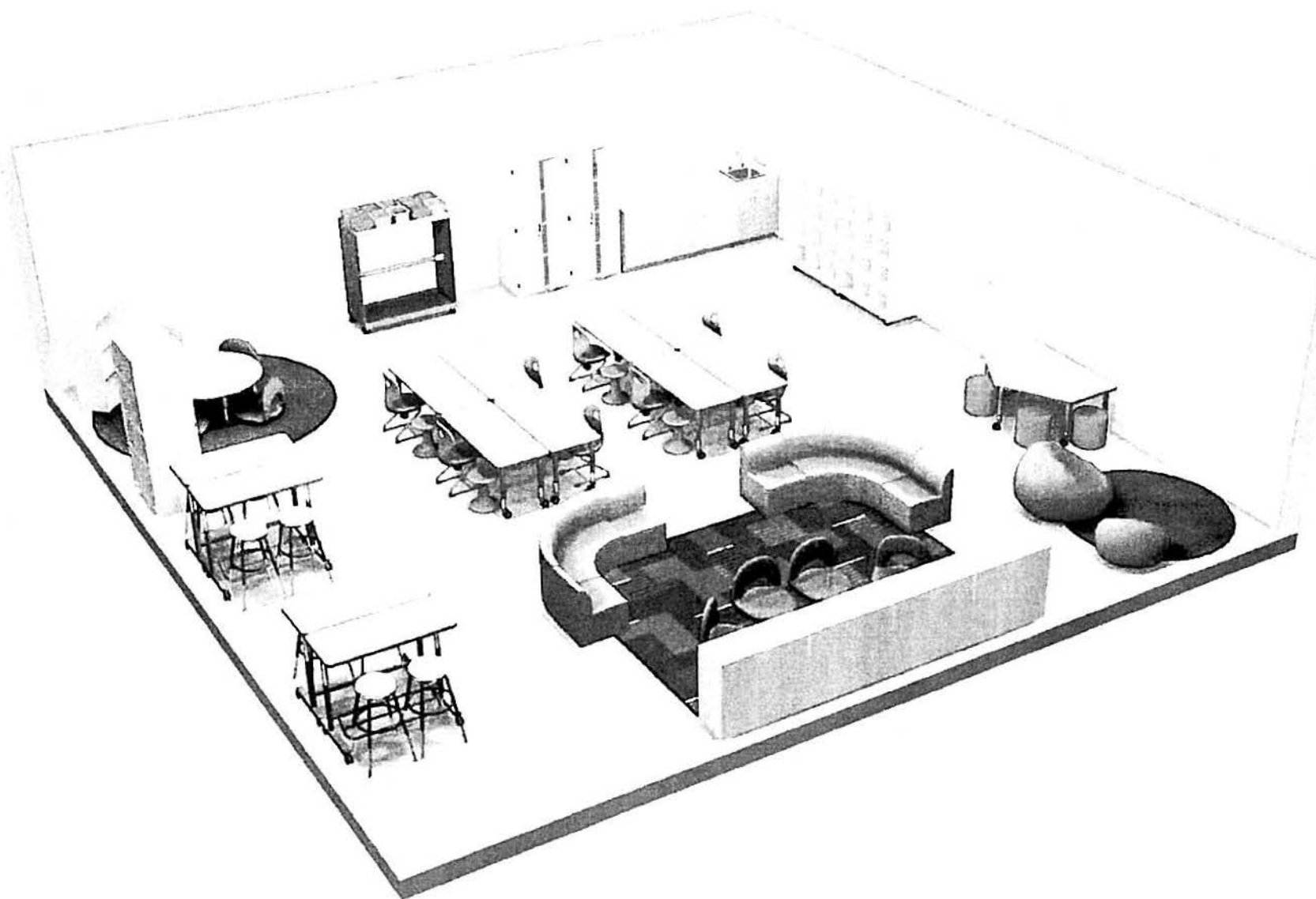
3-D Classroom Design Layouts



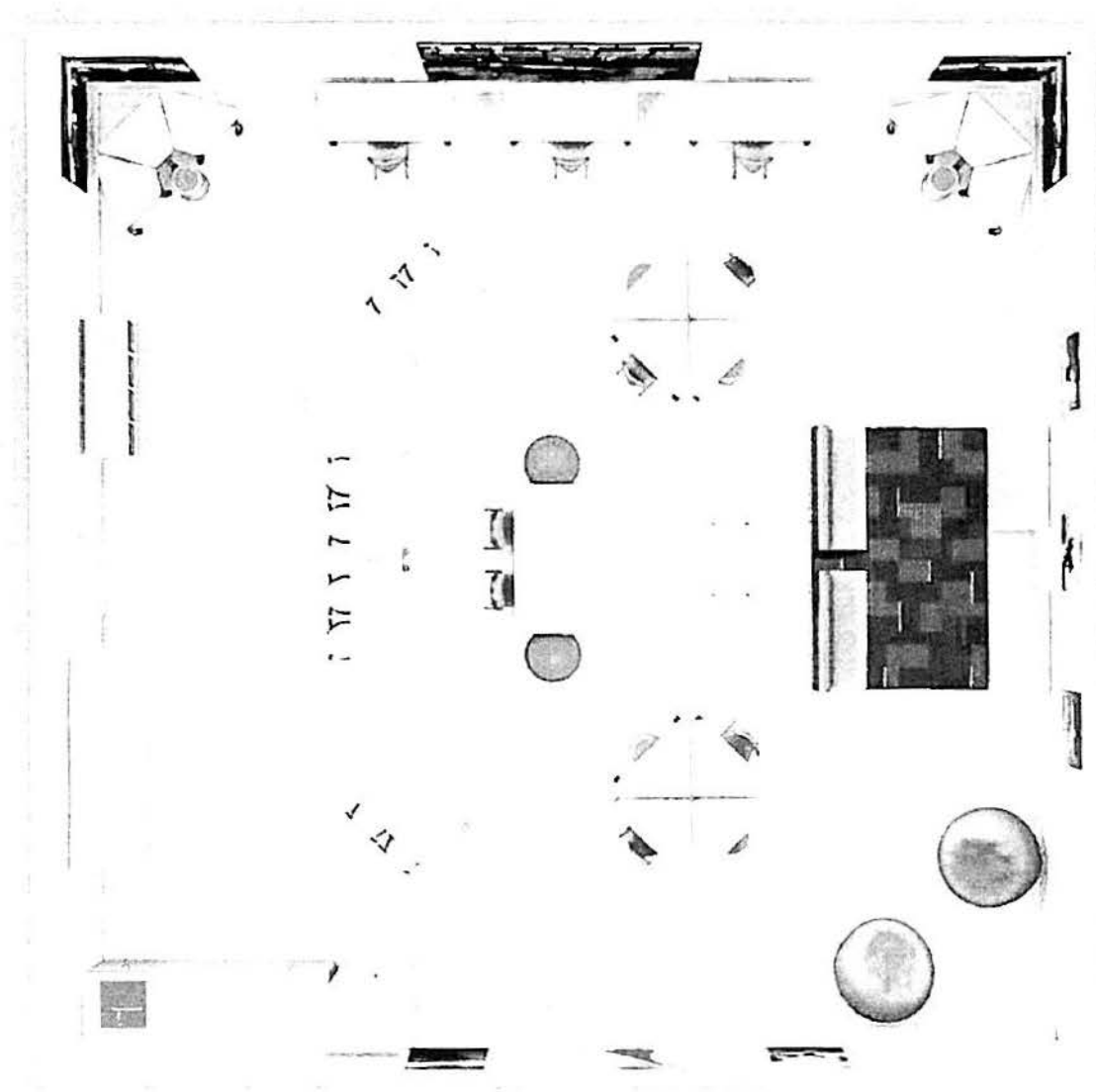
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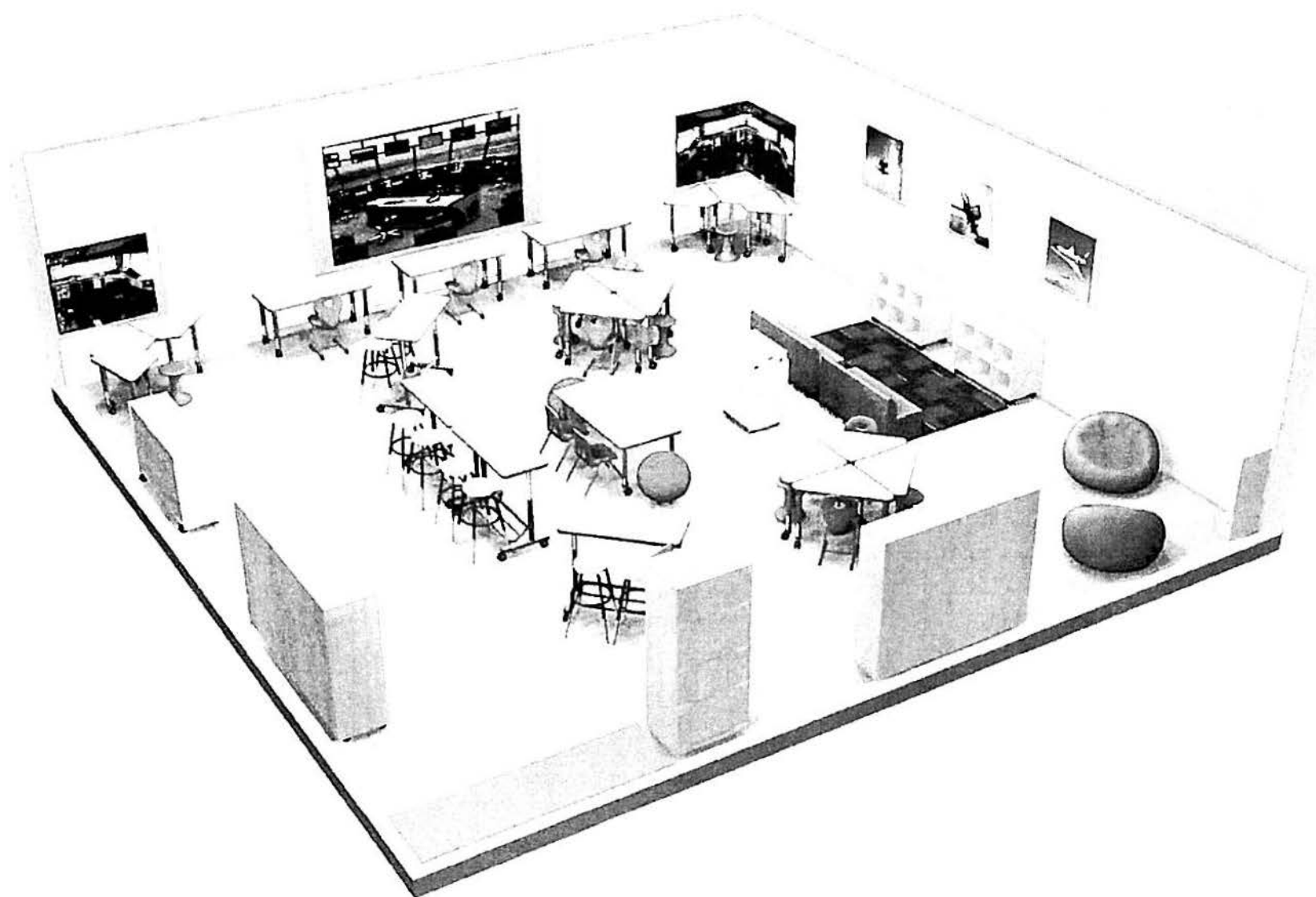
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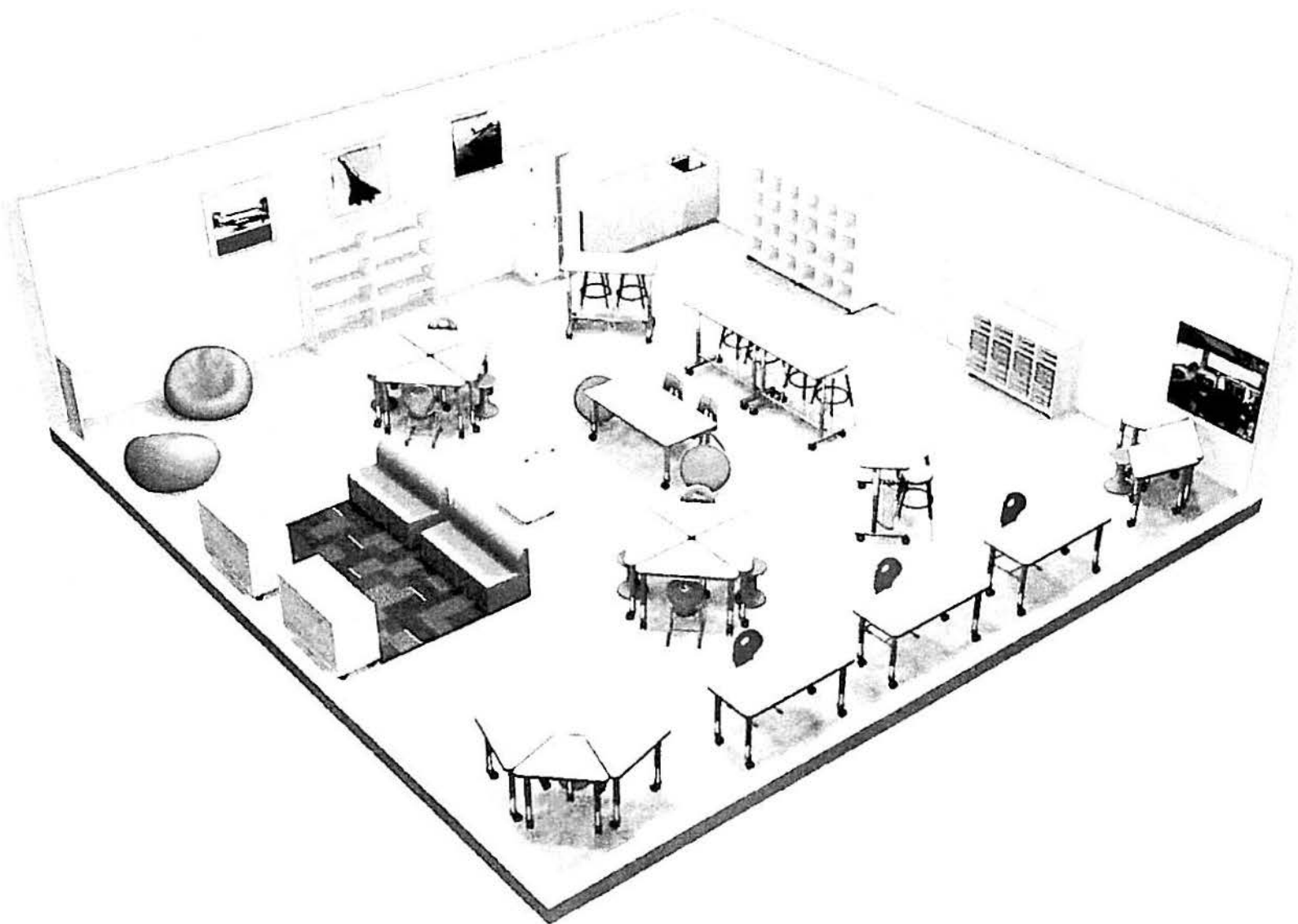


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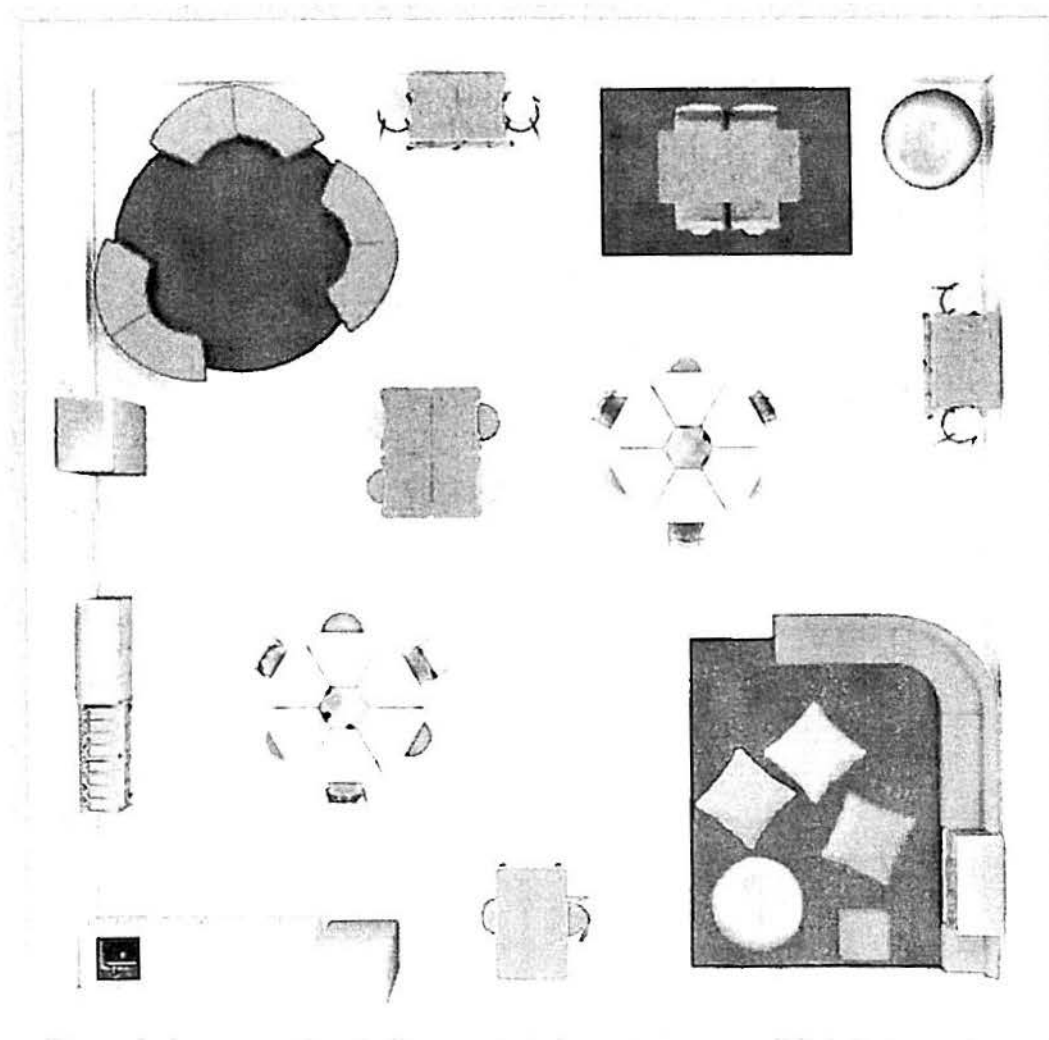


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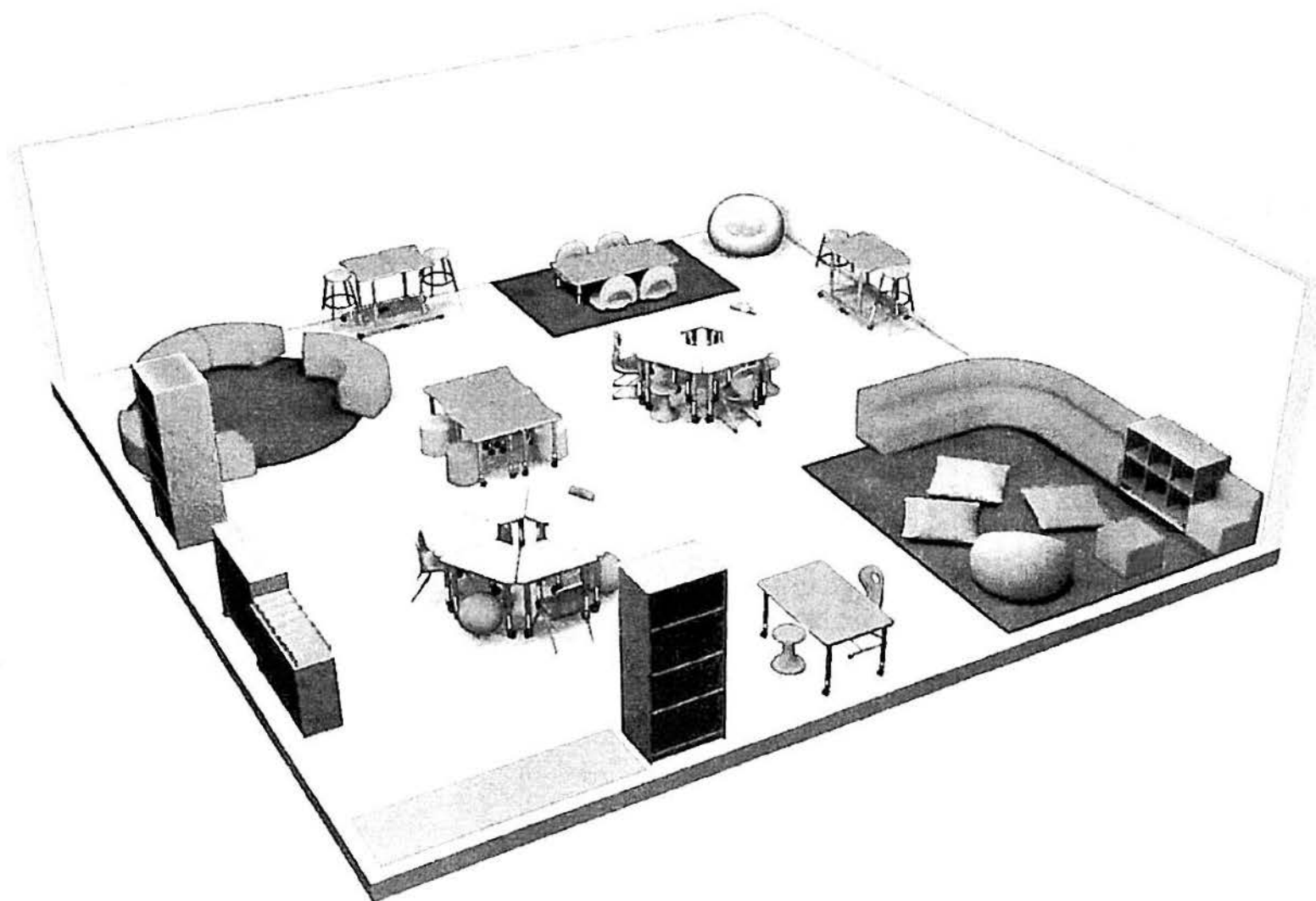
COMPLETE CLASSROOM® FOR
BROWARD COUNTY SCHOOL BOARD - AVIATION CLASSROOM



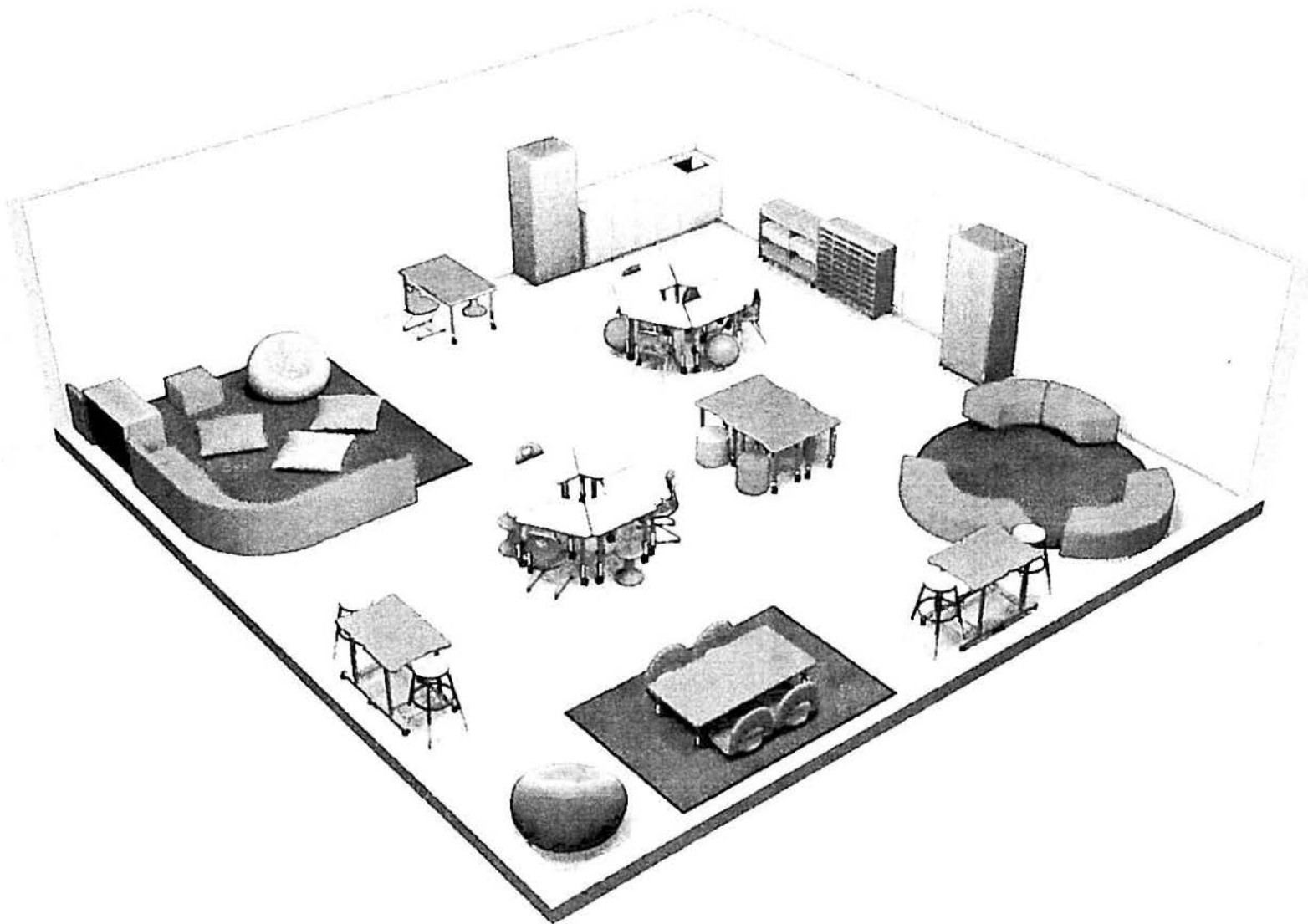
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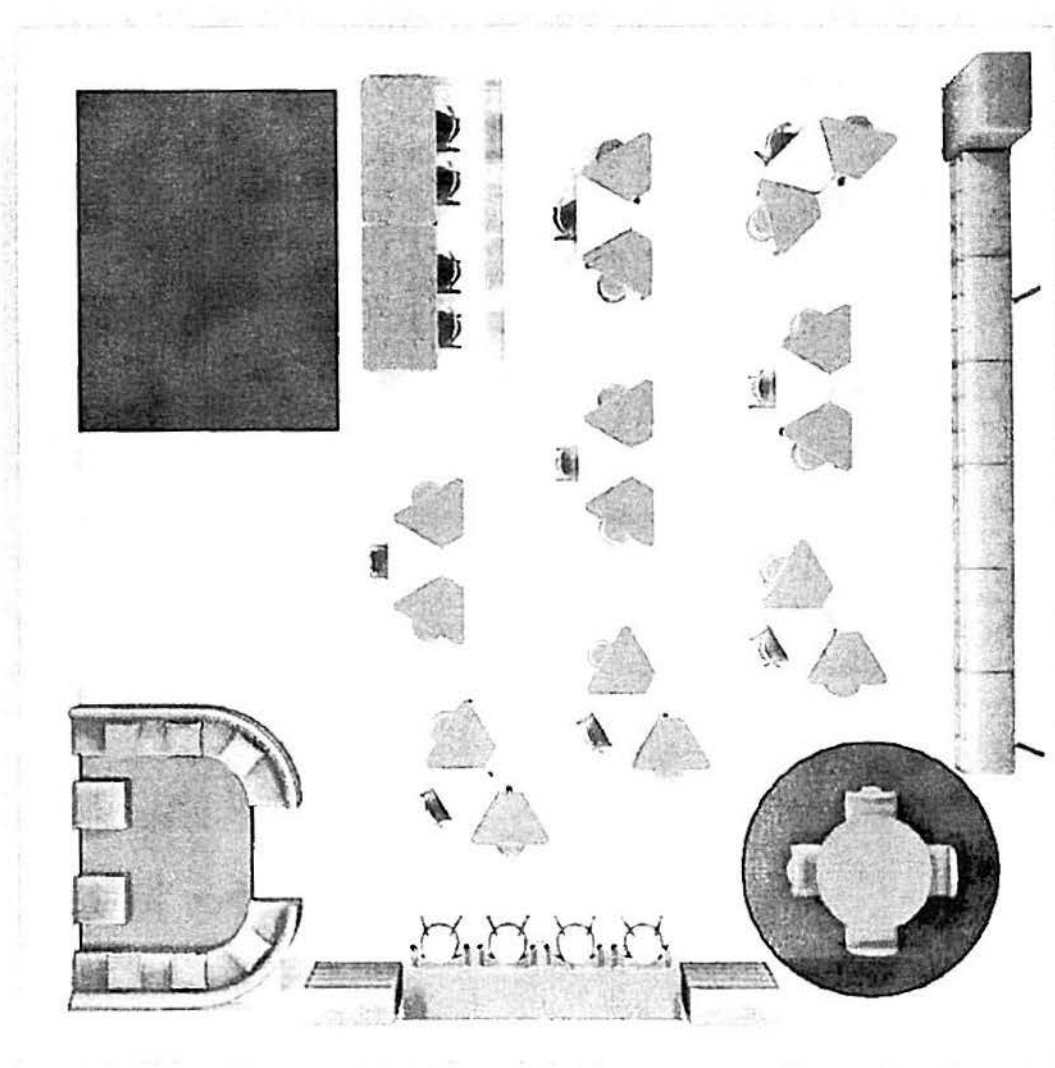


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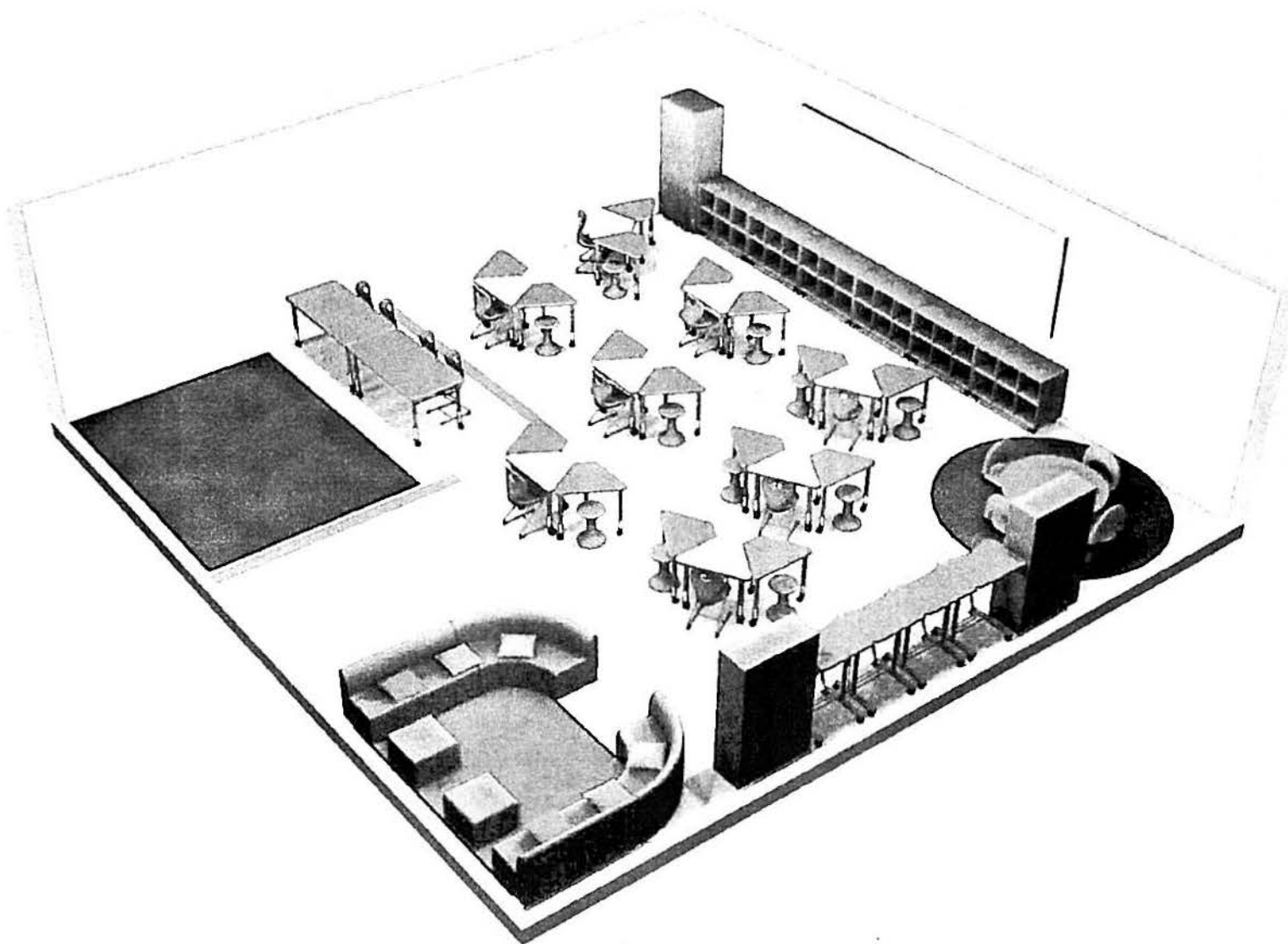
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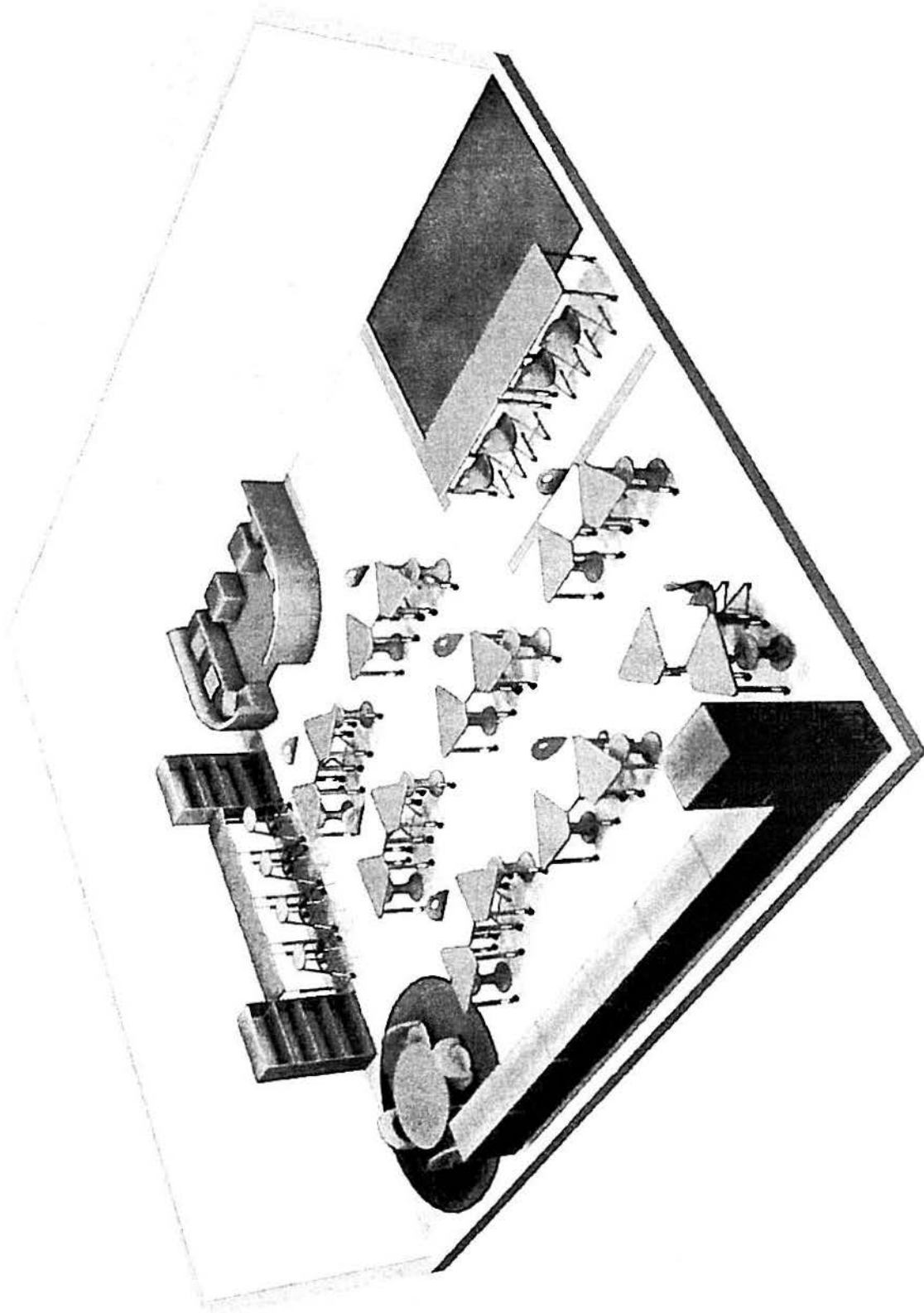
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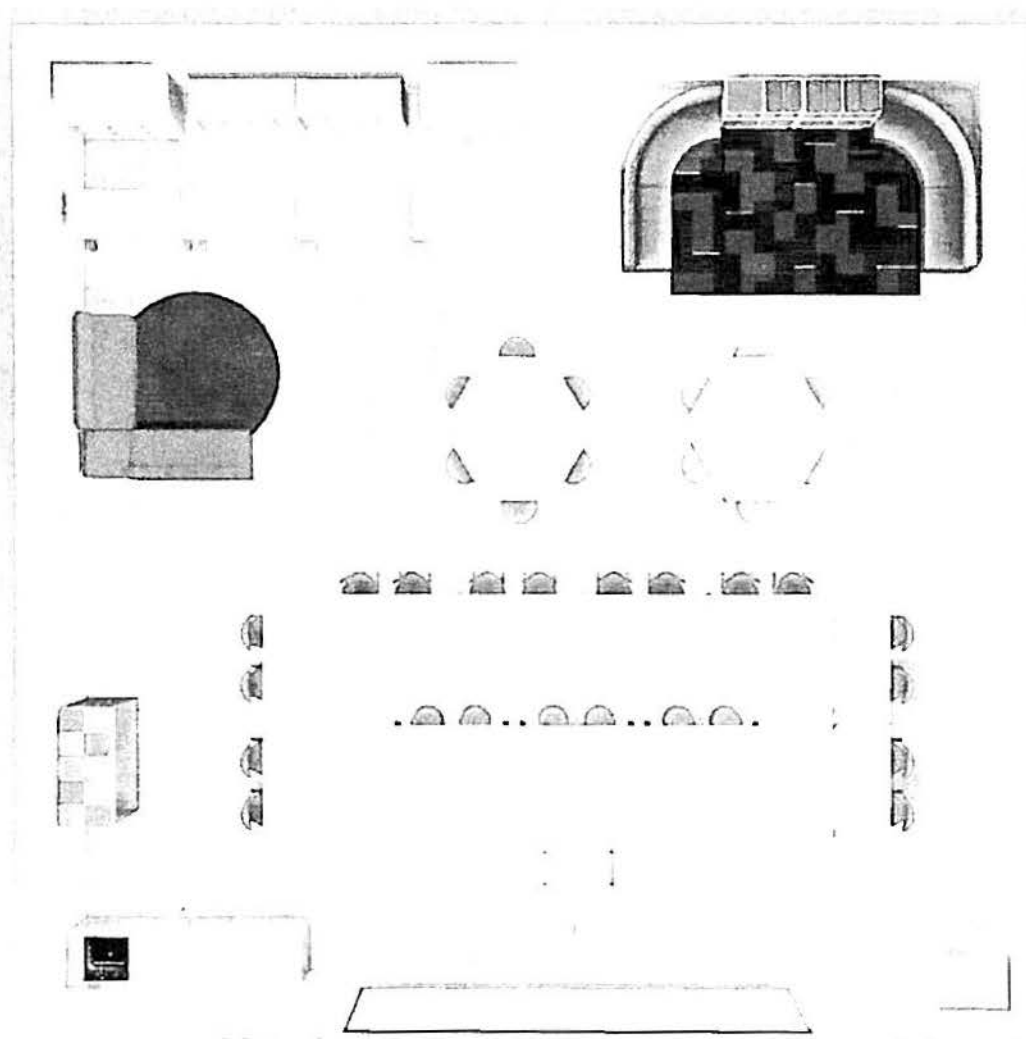


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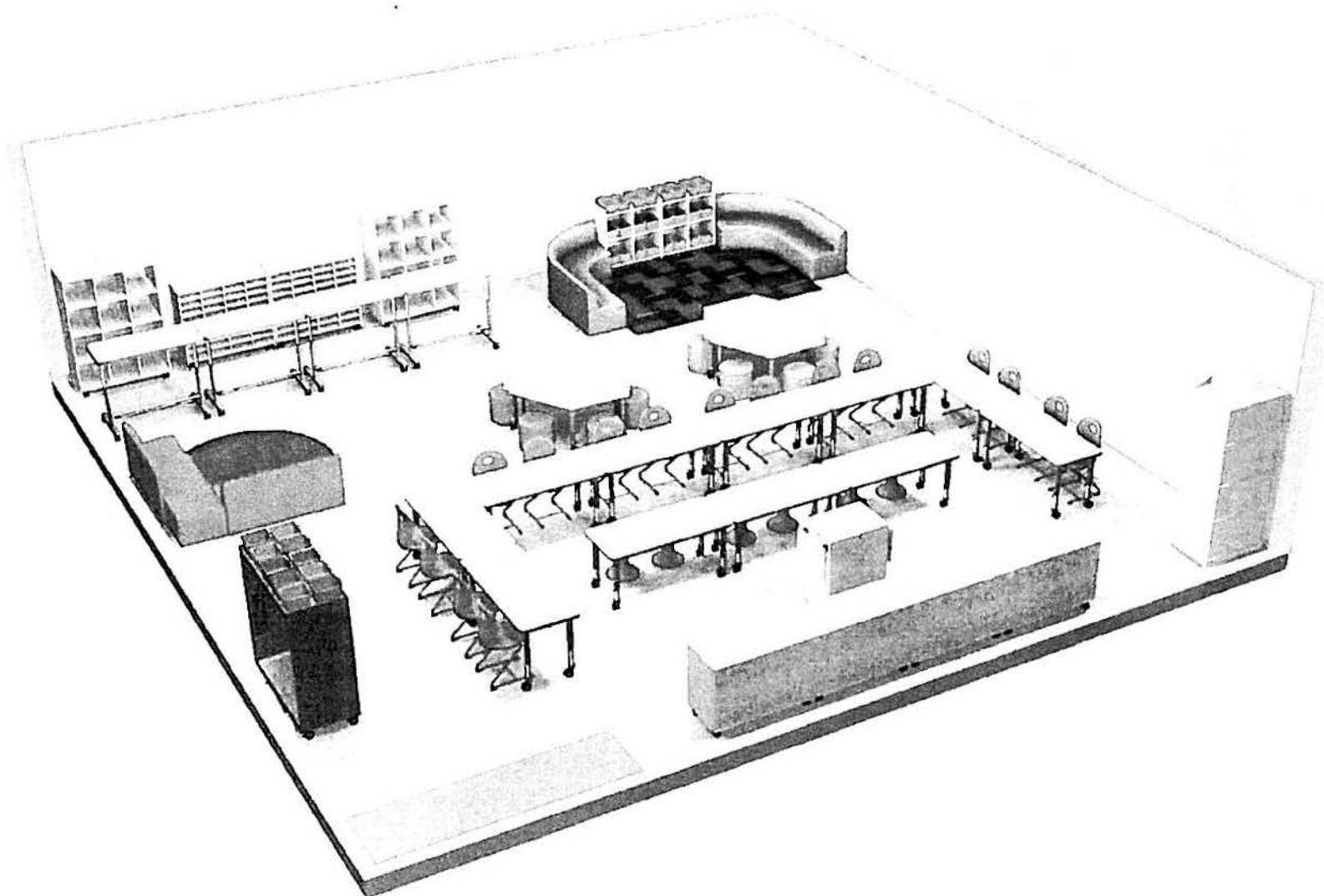
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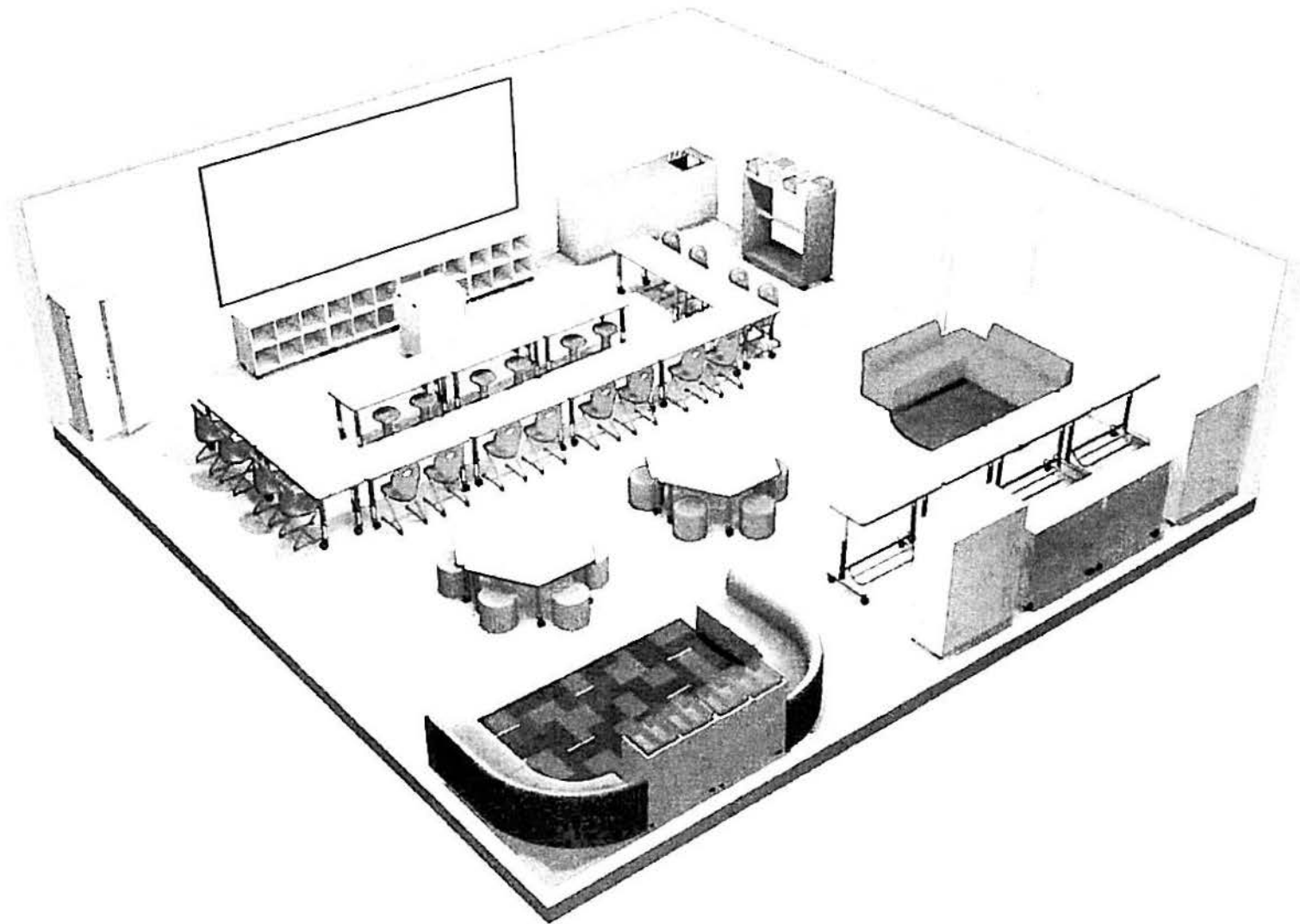
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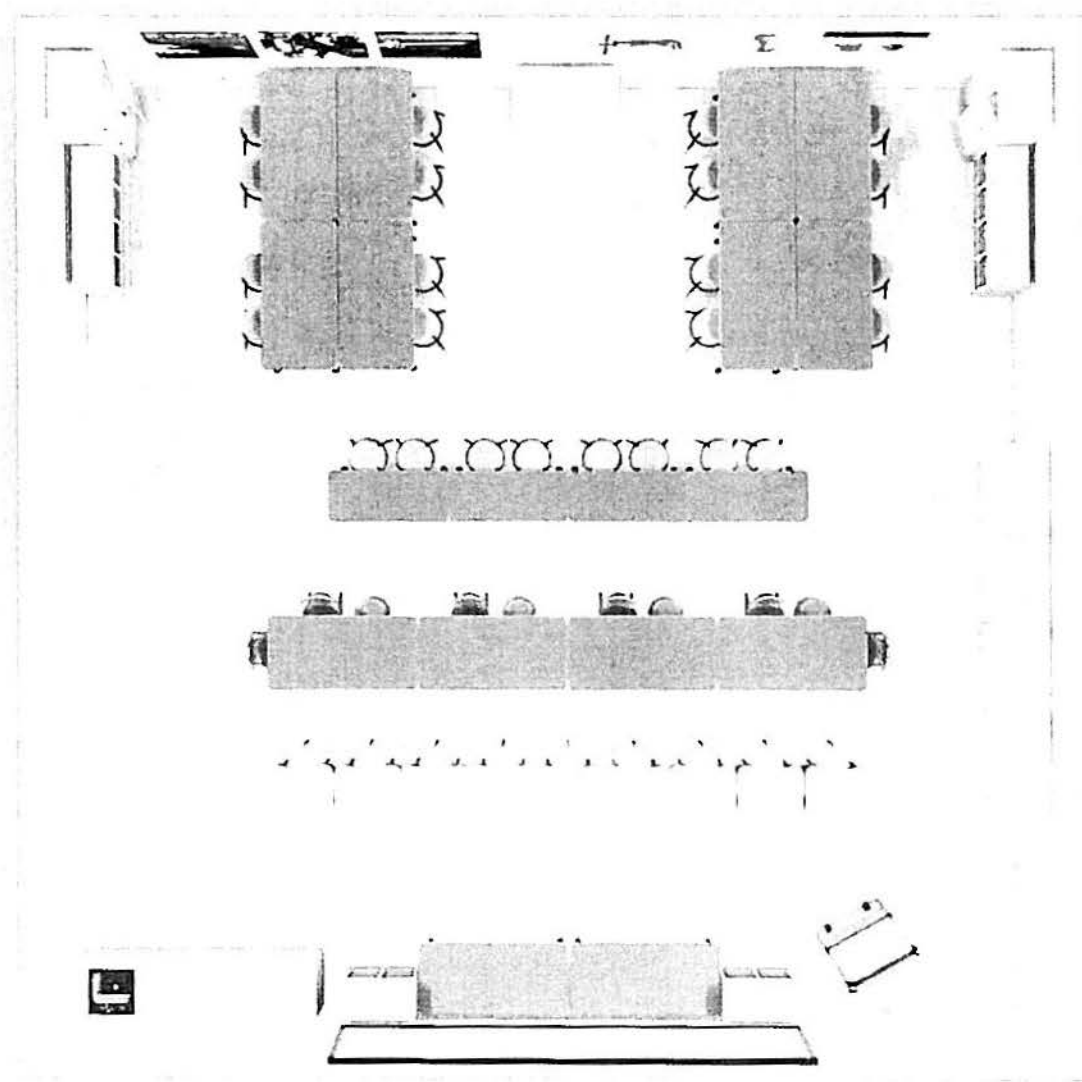
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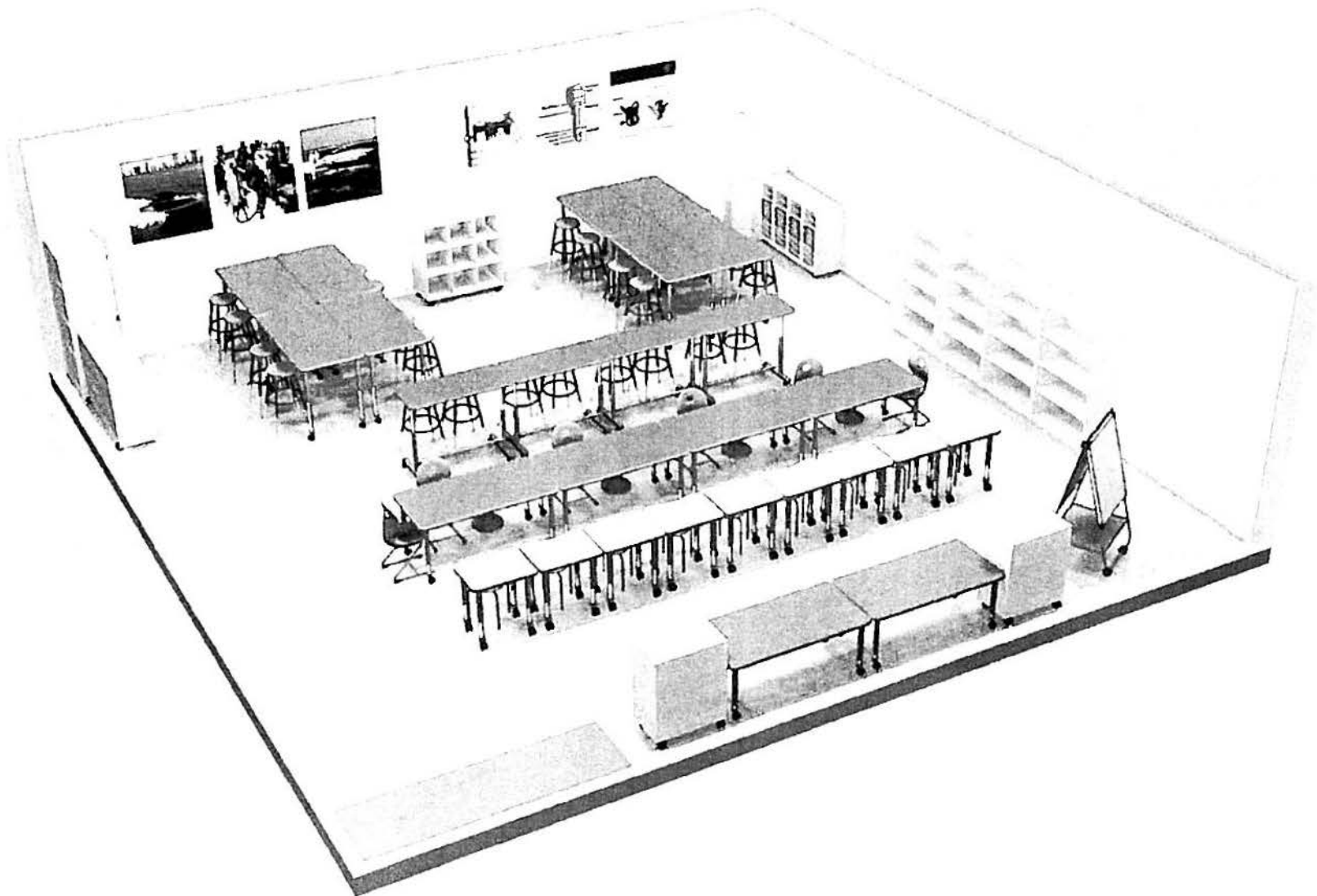
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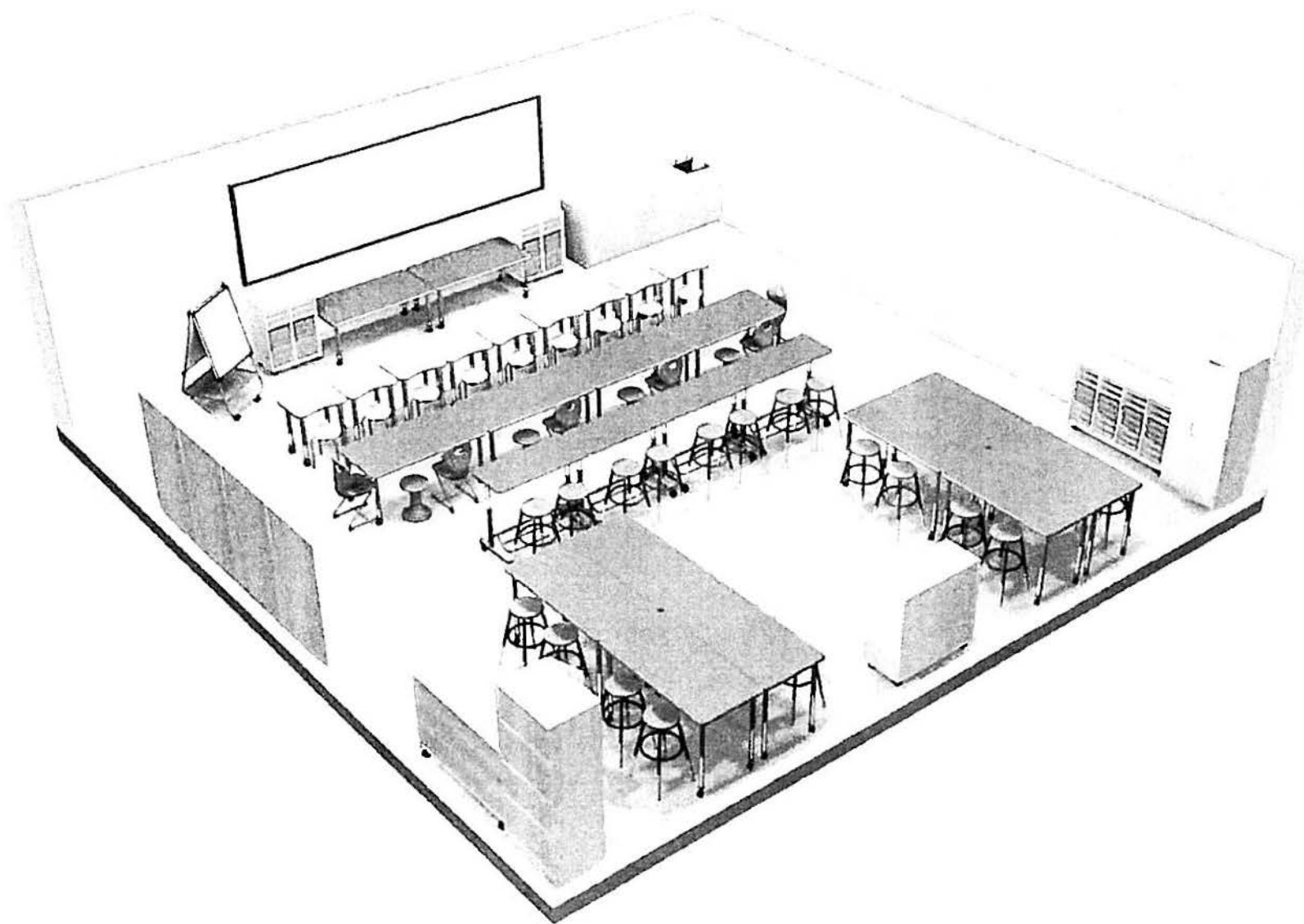
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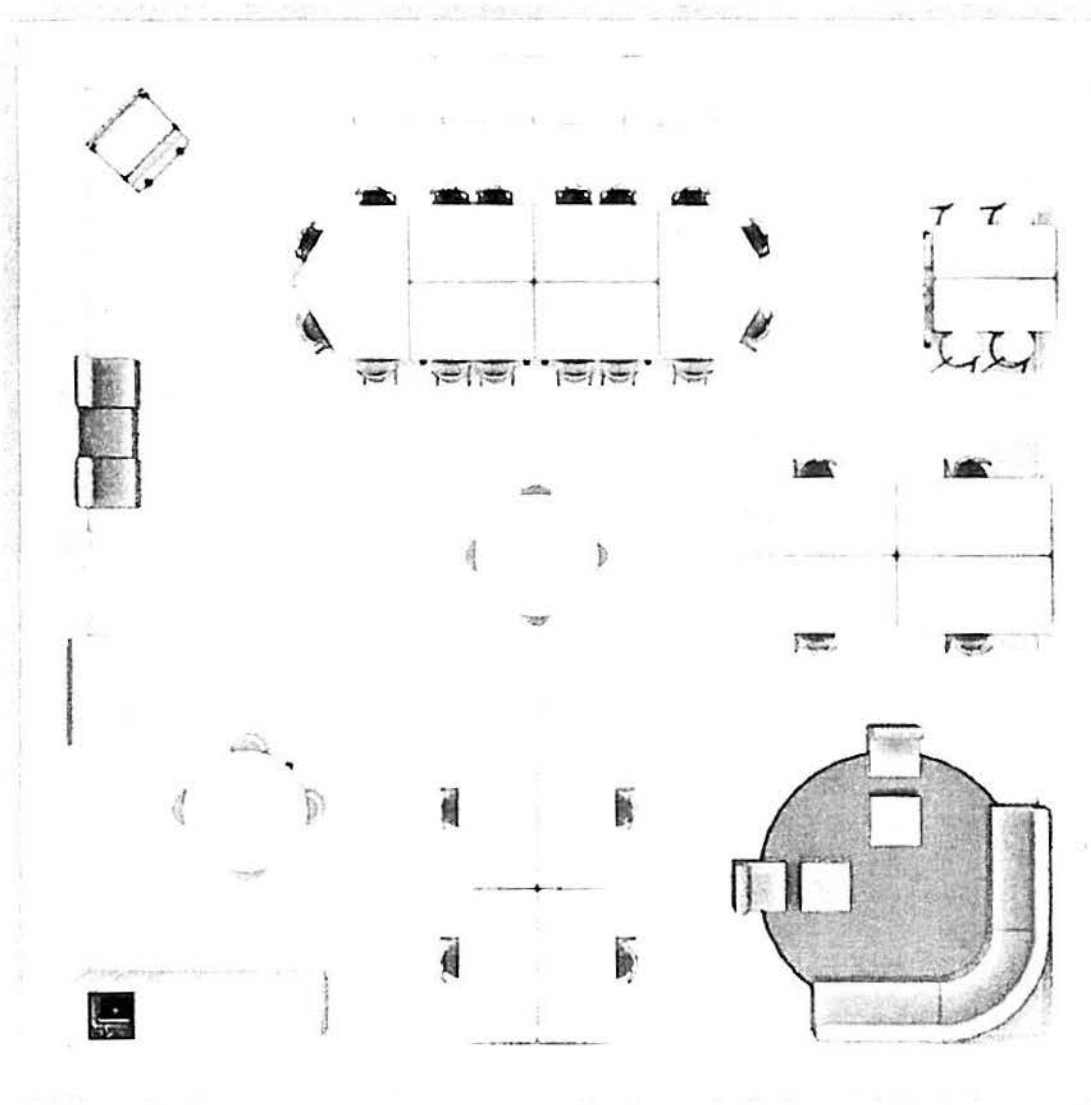
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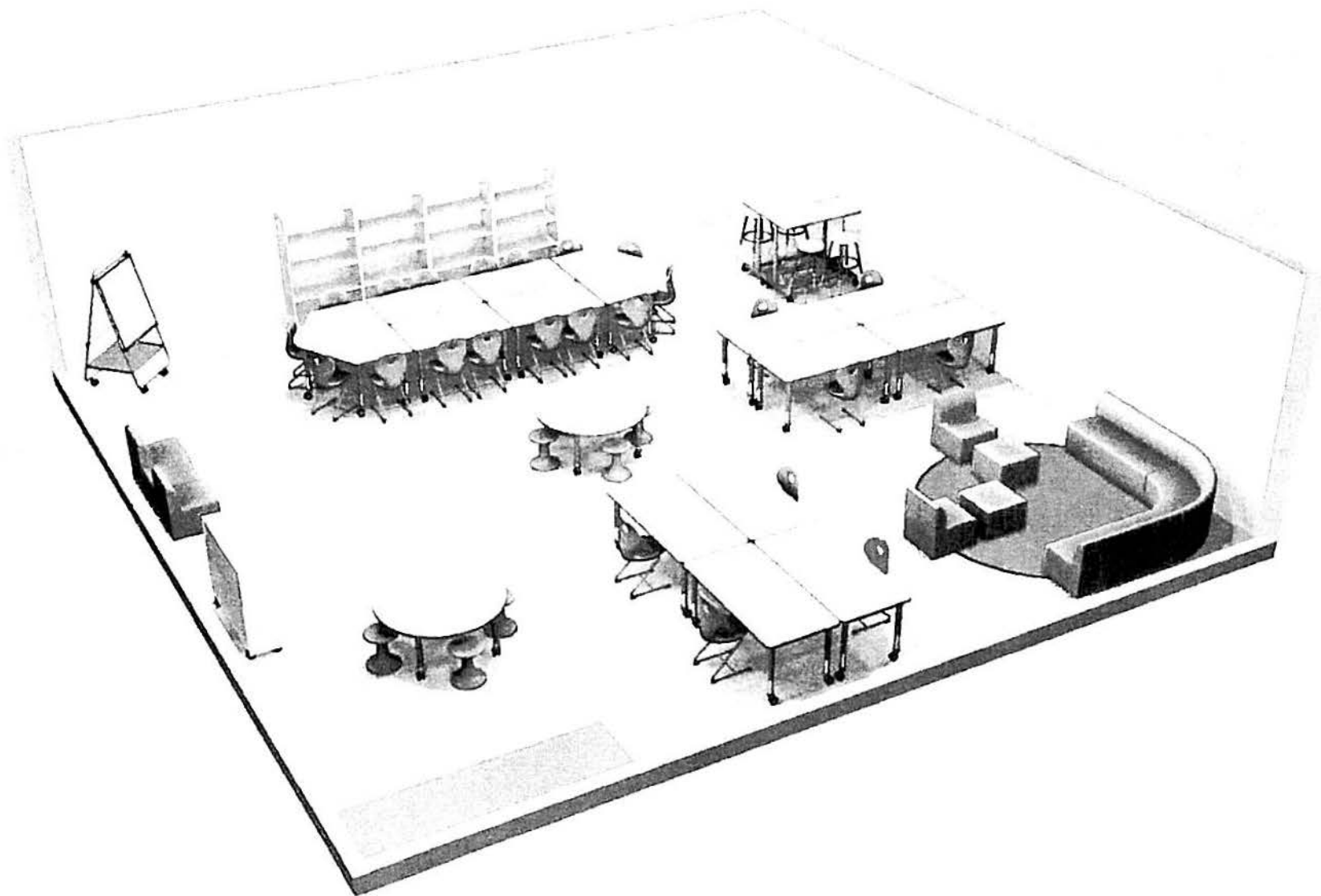
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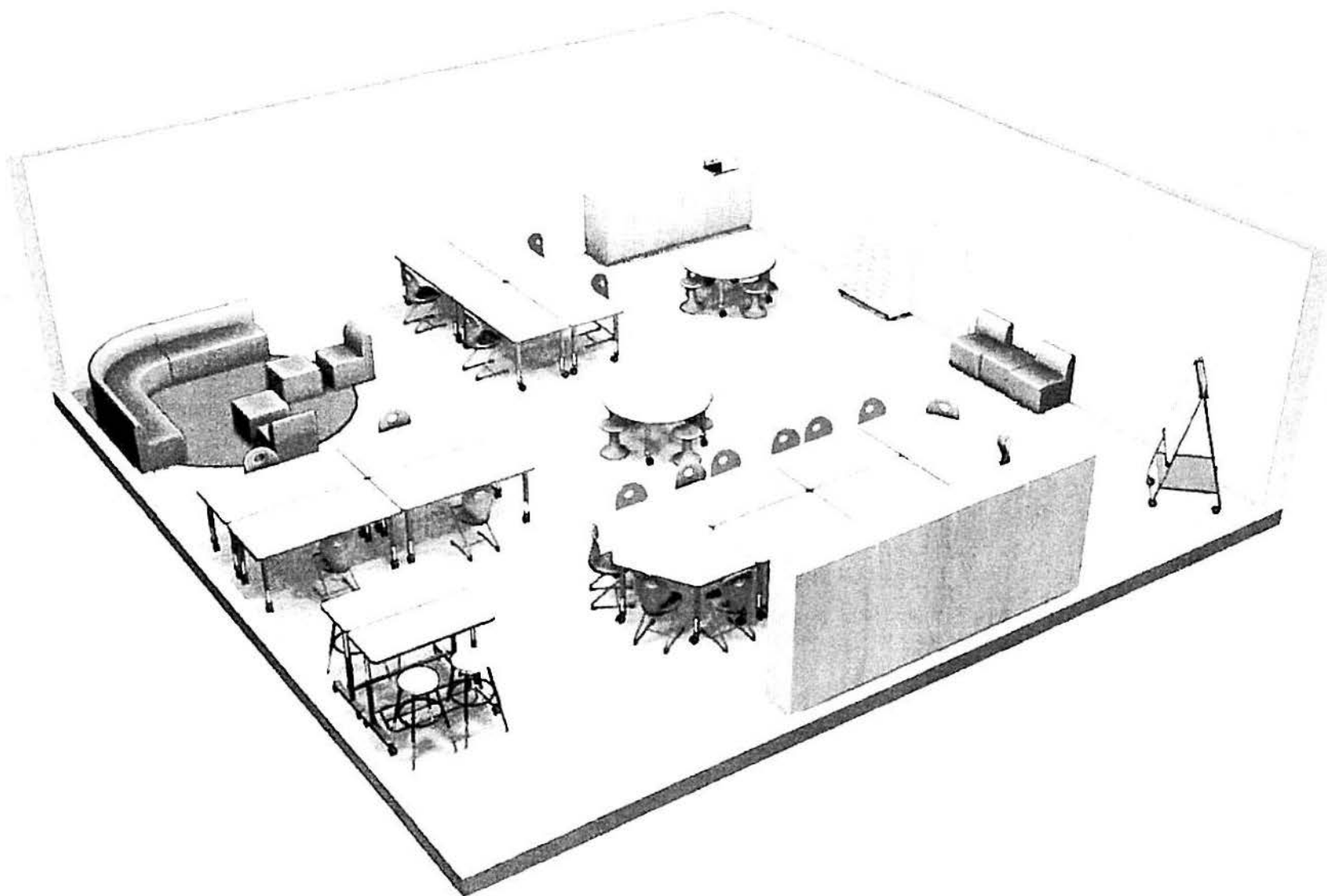
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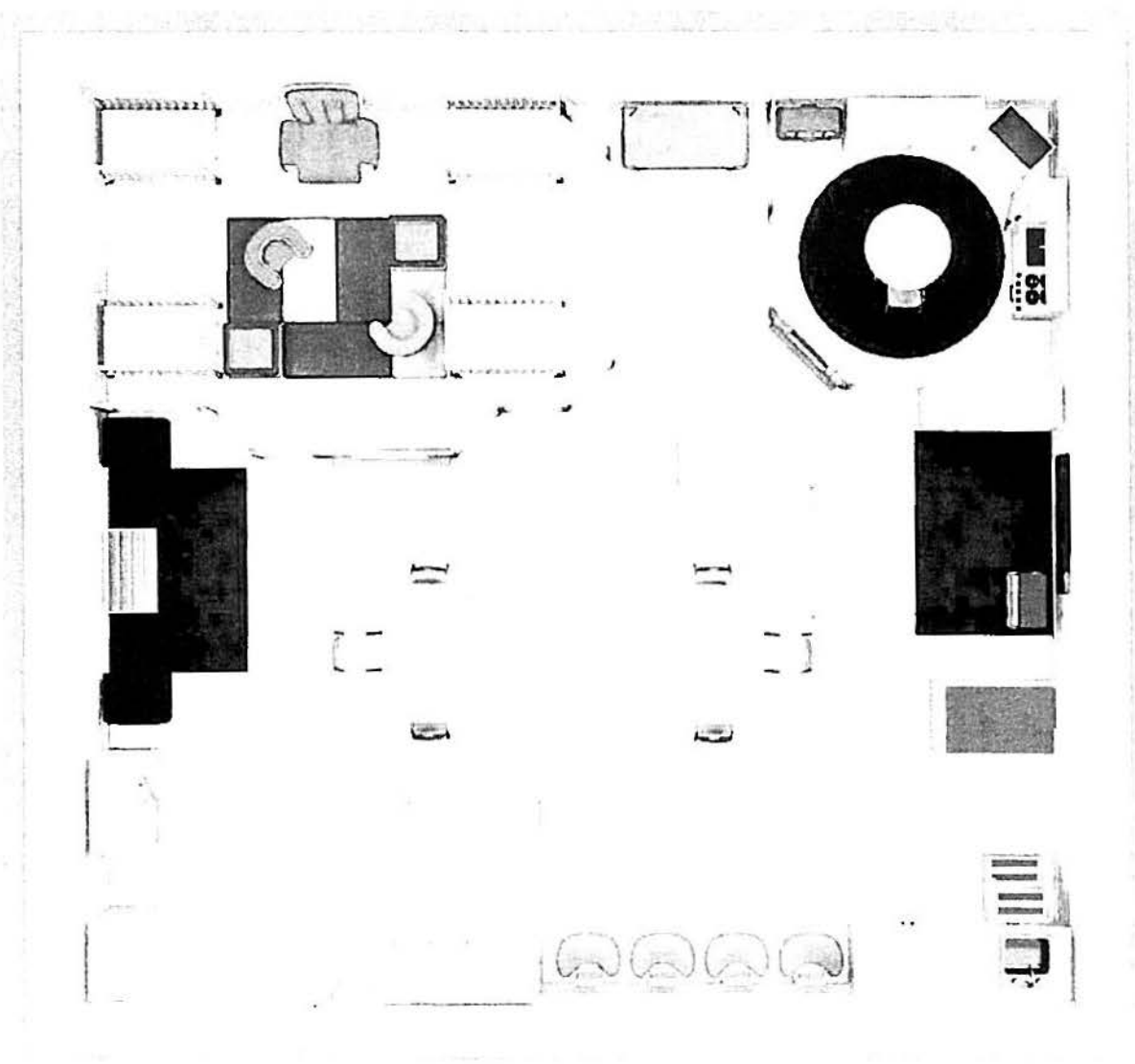
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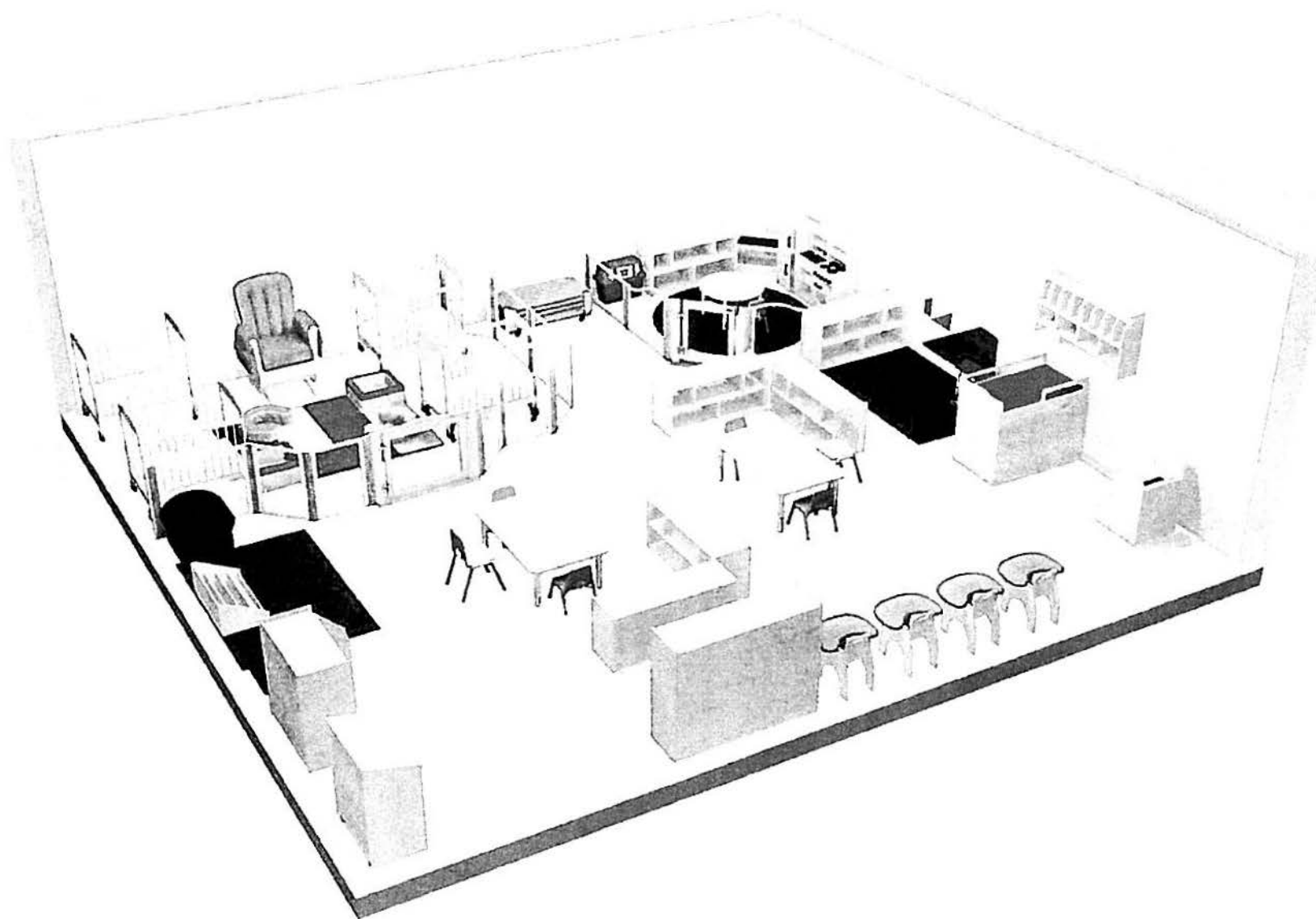


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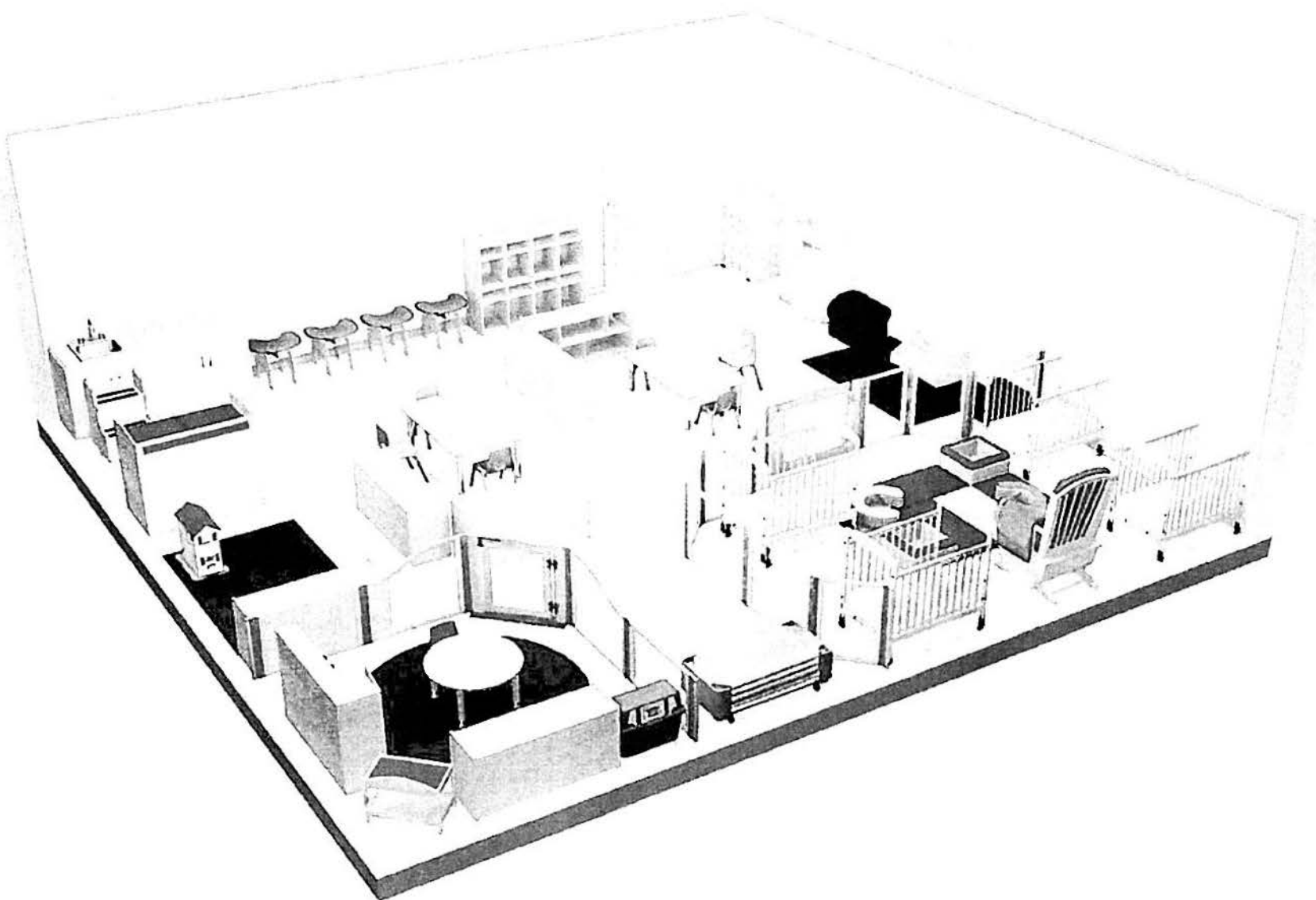


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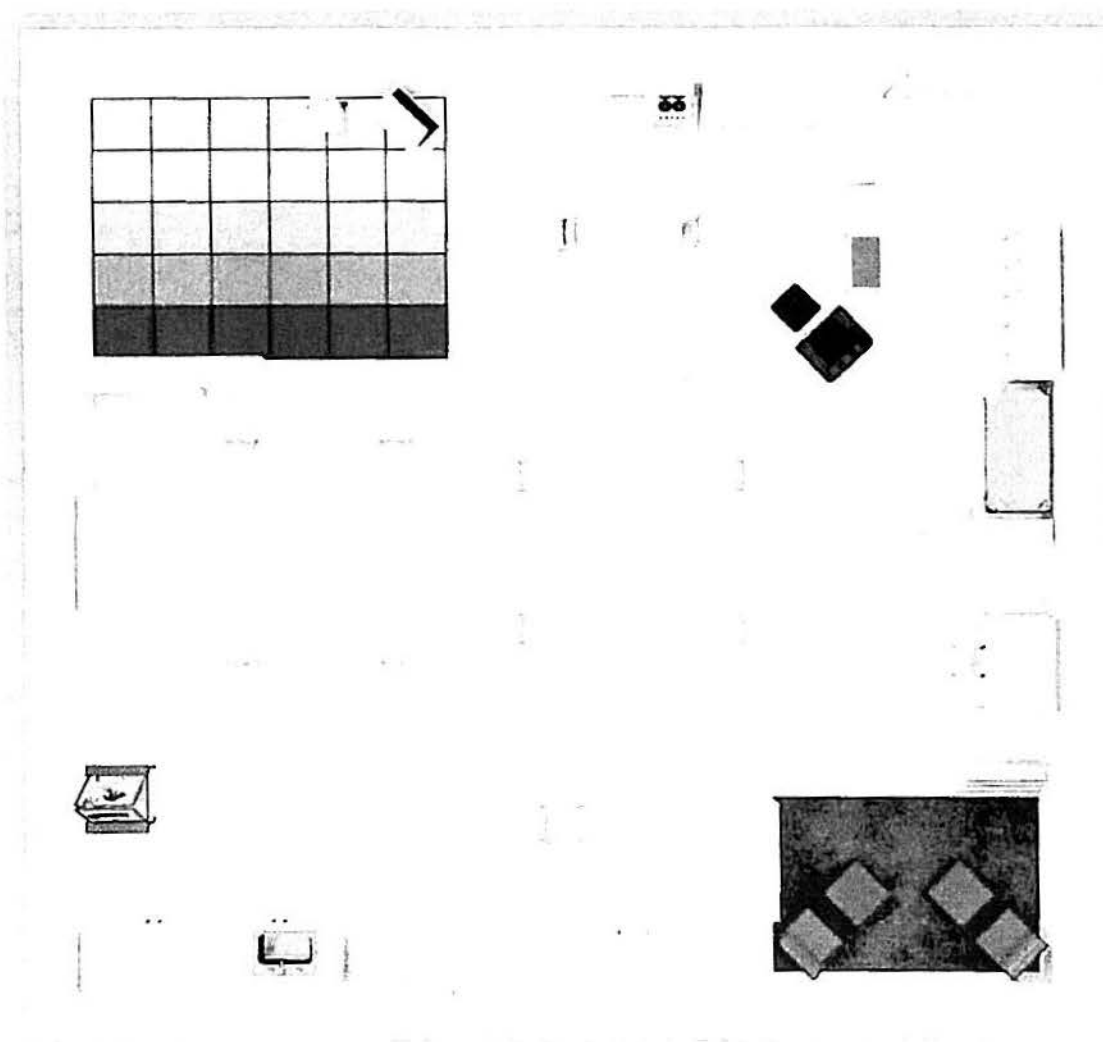
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EARLY HEAD START SOCIAL DISTANCING – 0-36 MONTHS: 8 CHILDREN**



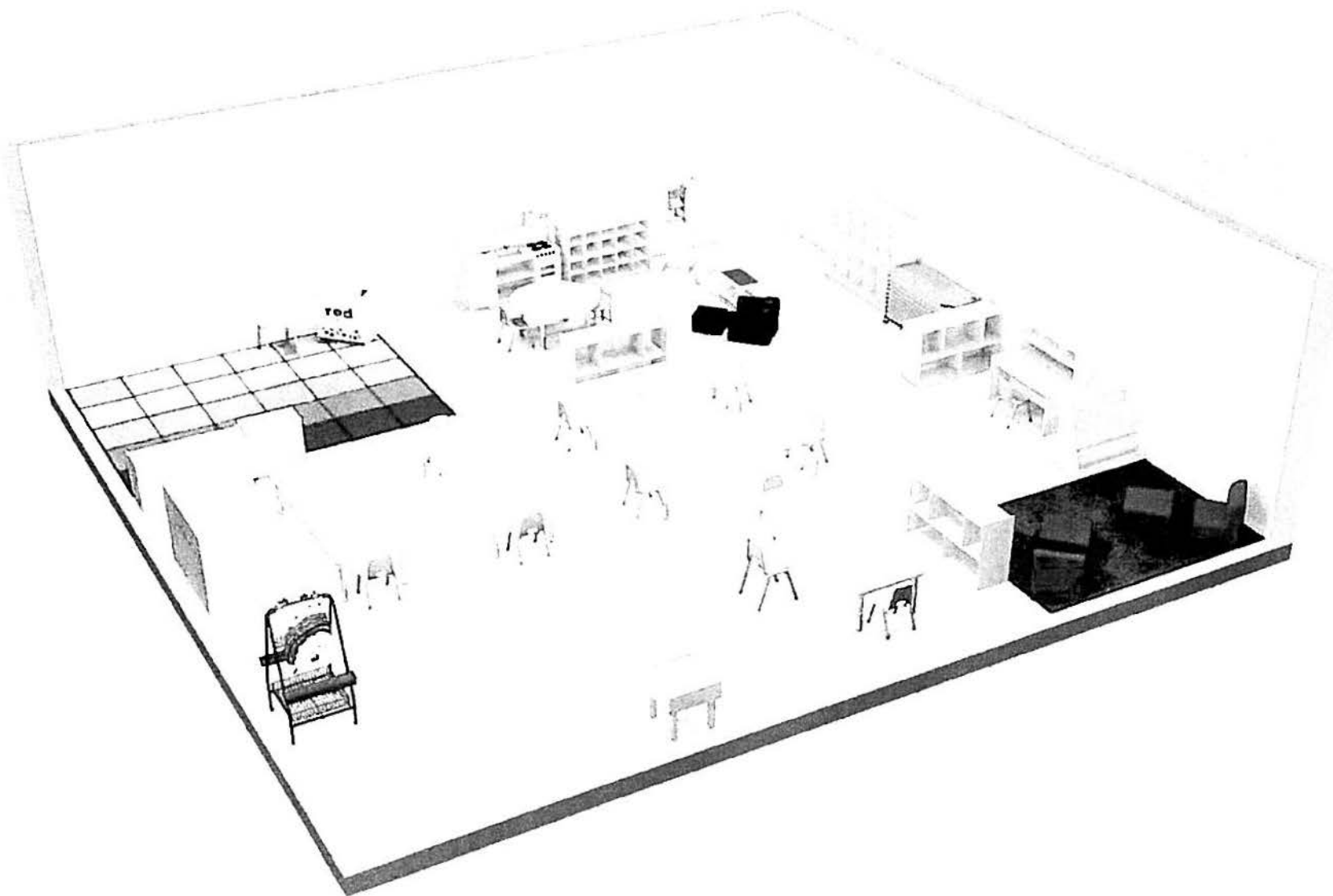
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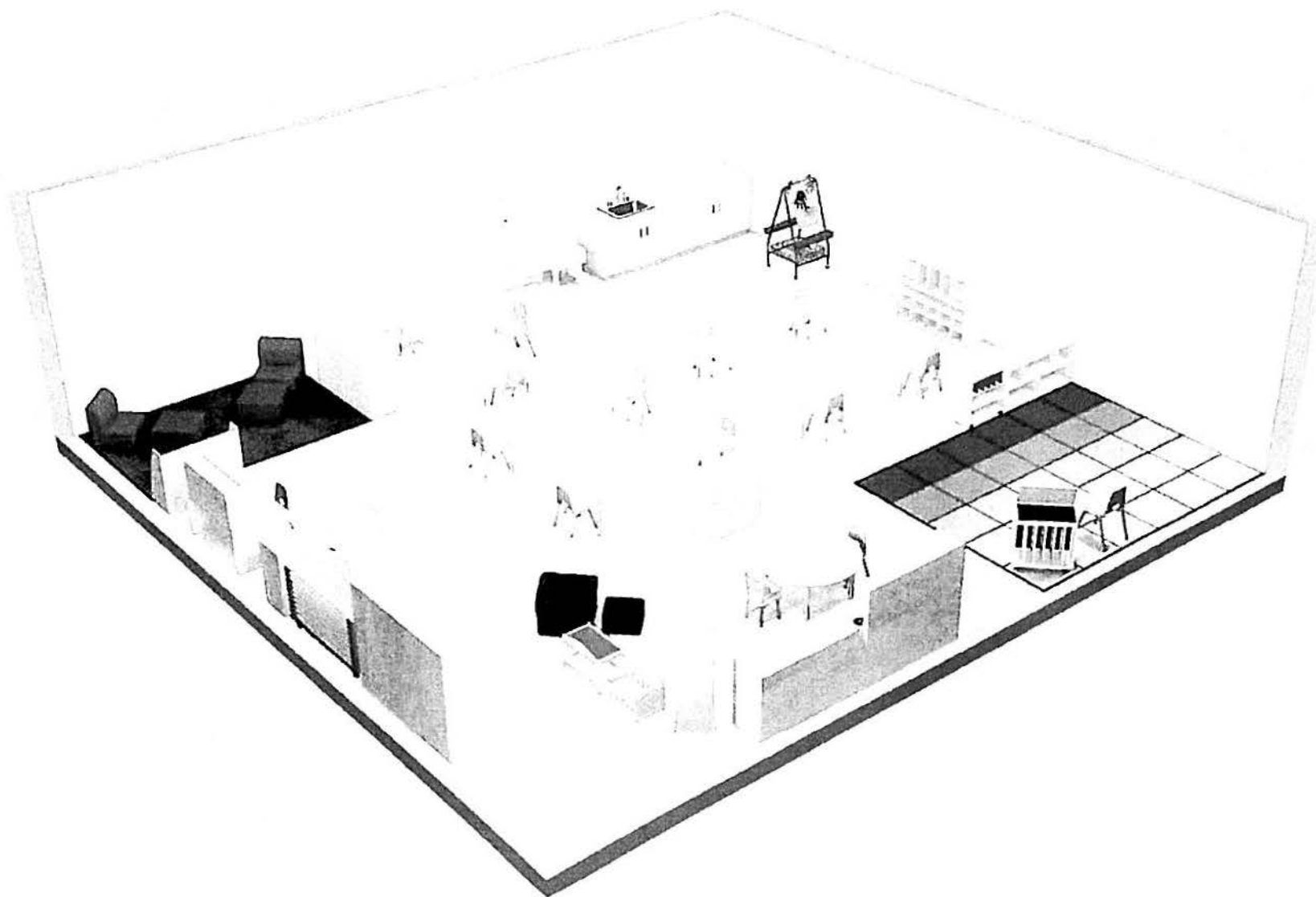
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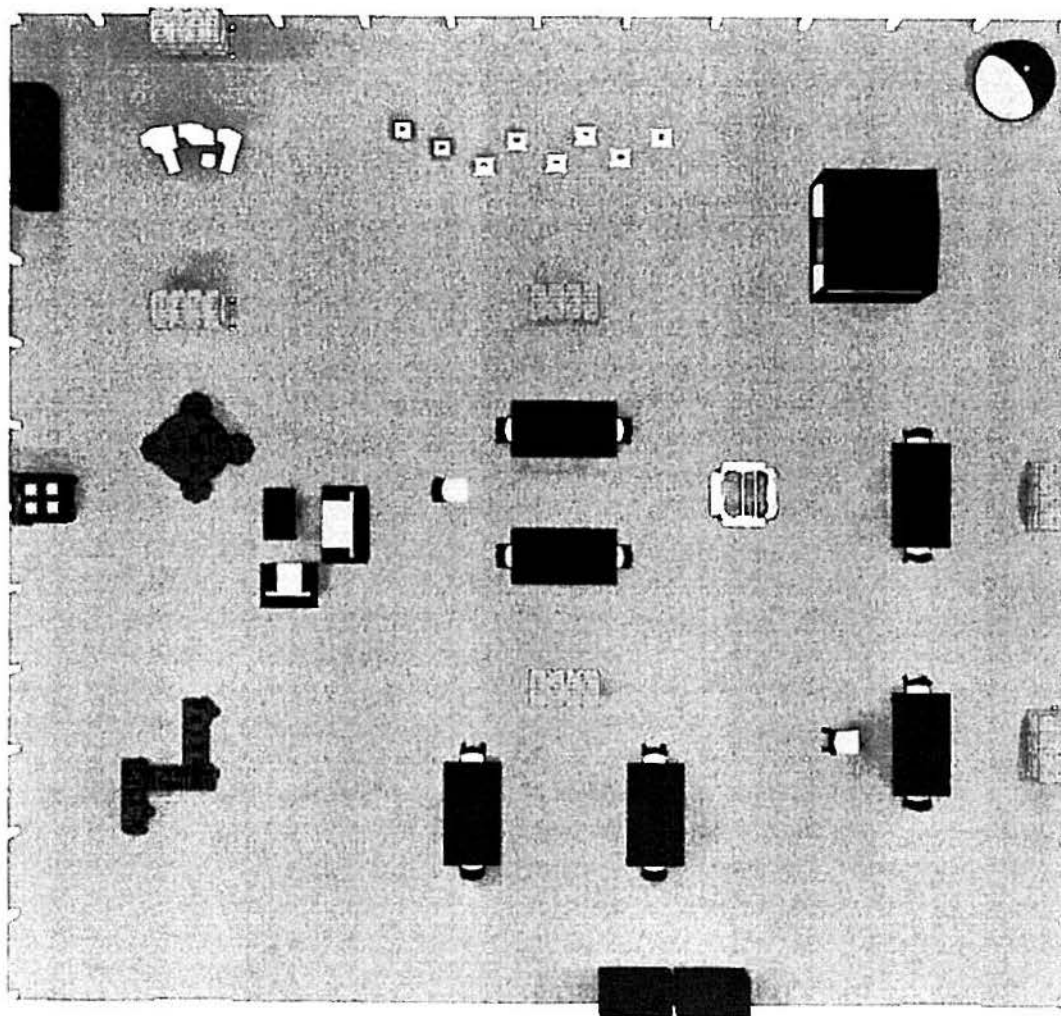


REPRESENTATION ONLY. ROOM DIMENSIONS OR MEASUREMENTS MAY VARY.

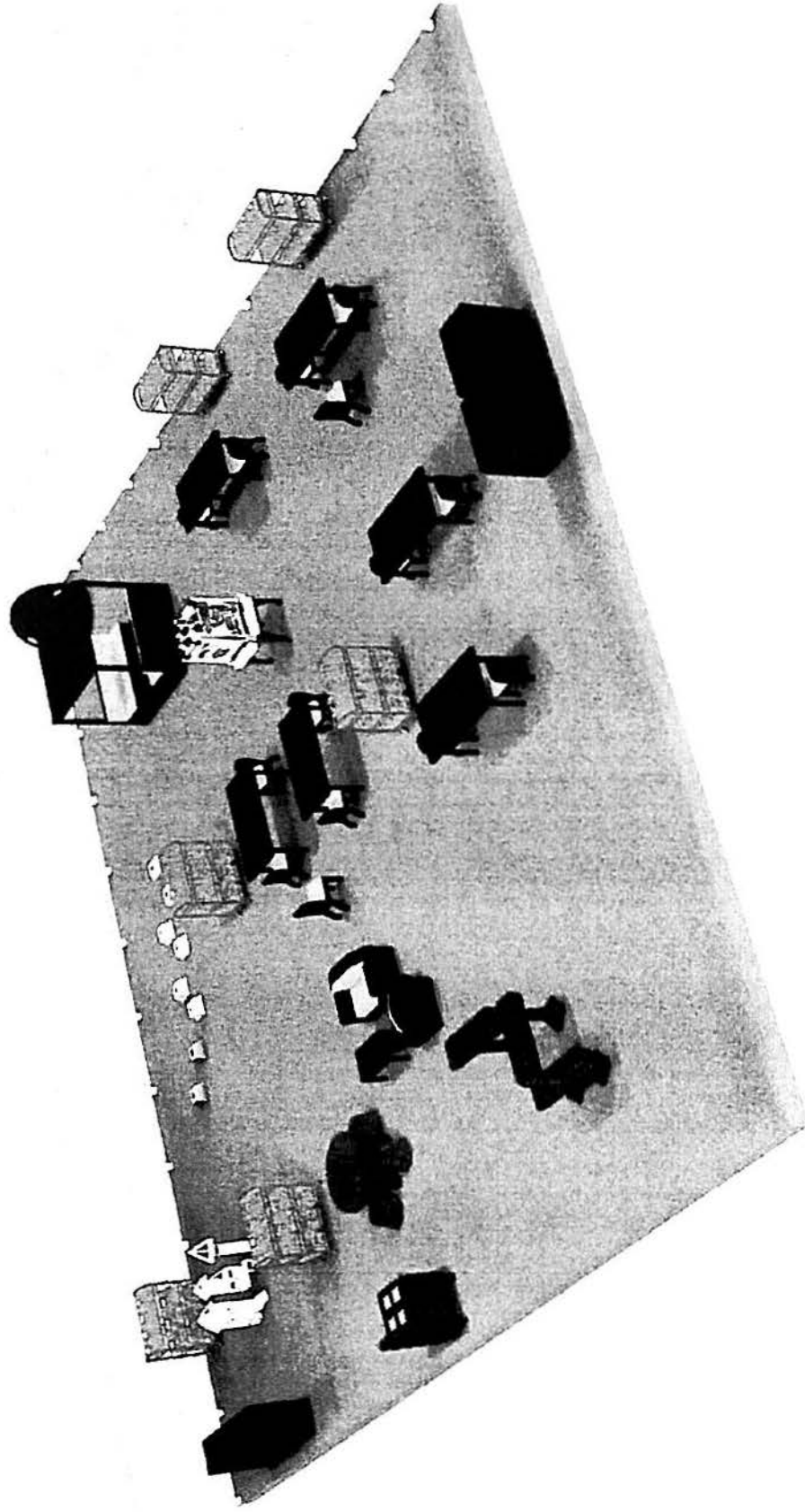


REPRESENTATION ONLY. ROOM DIMENSIONS OR MEASUREMENTS MAY VARY.

**COMPLETE CLASSROOM[®] FOR
FULL OUTDOOR CLASSROOM FOR 10 - 3-5 YEARS**

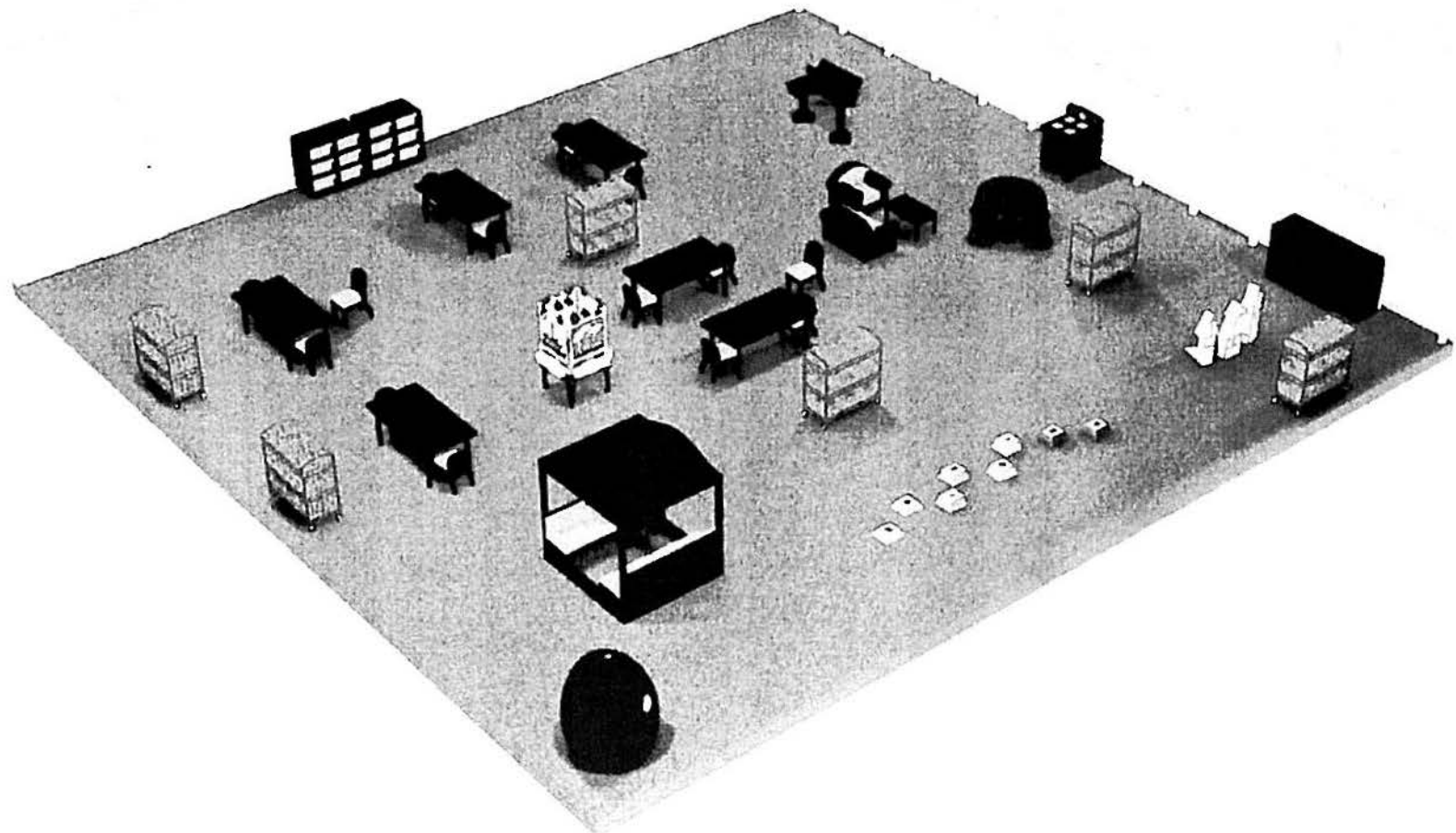


REPRESENTATION ONLY. ROOM DIMENSIONS OR MEASUREMENTS MAY VARY.



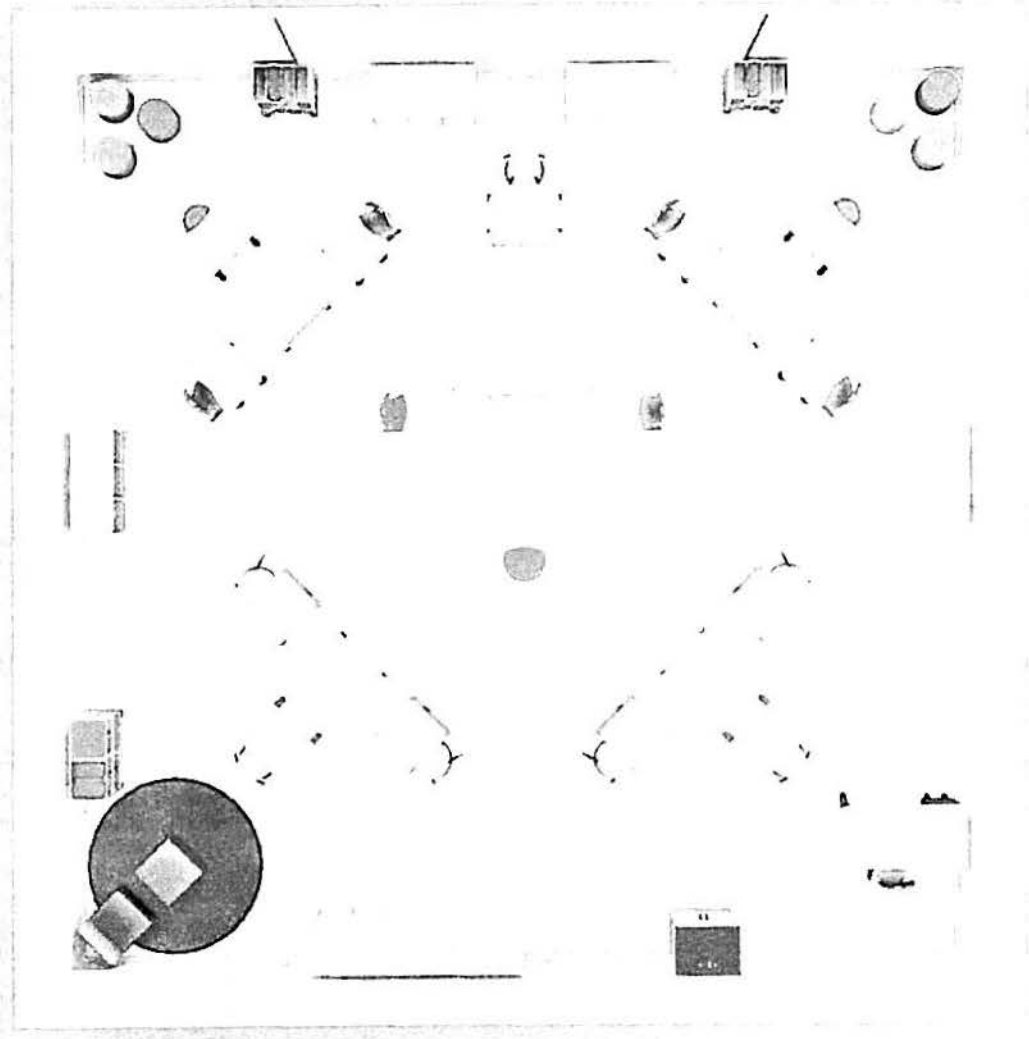
REPRESENTATION ONLY. ROOM DIMENSIONS OR MEASUREMENTS MAY VARY.

**COMPLETE CLASSROOM[®] FOR
FULL OUTDOOR CLASSROOM FOR 10 - 3-5 YEARS**

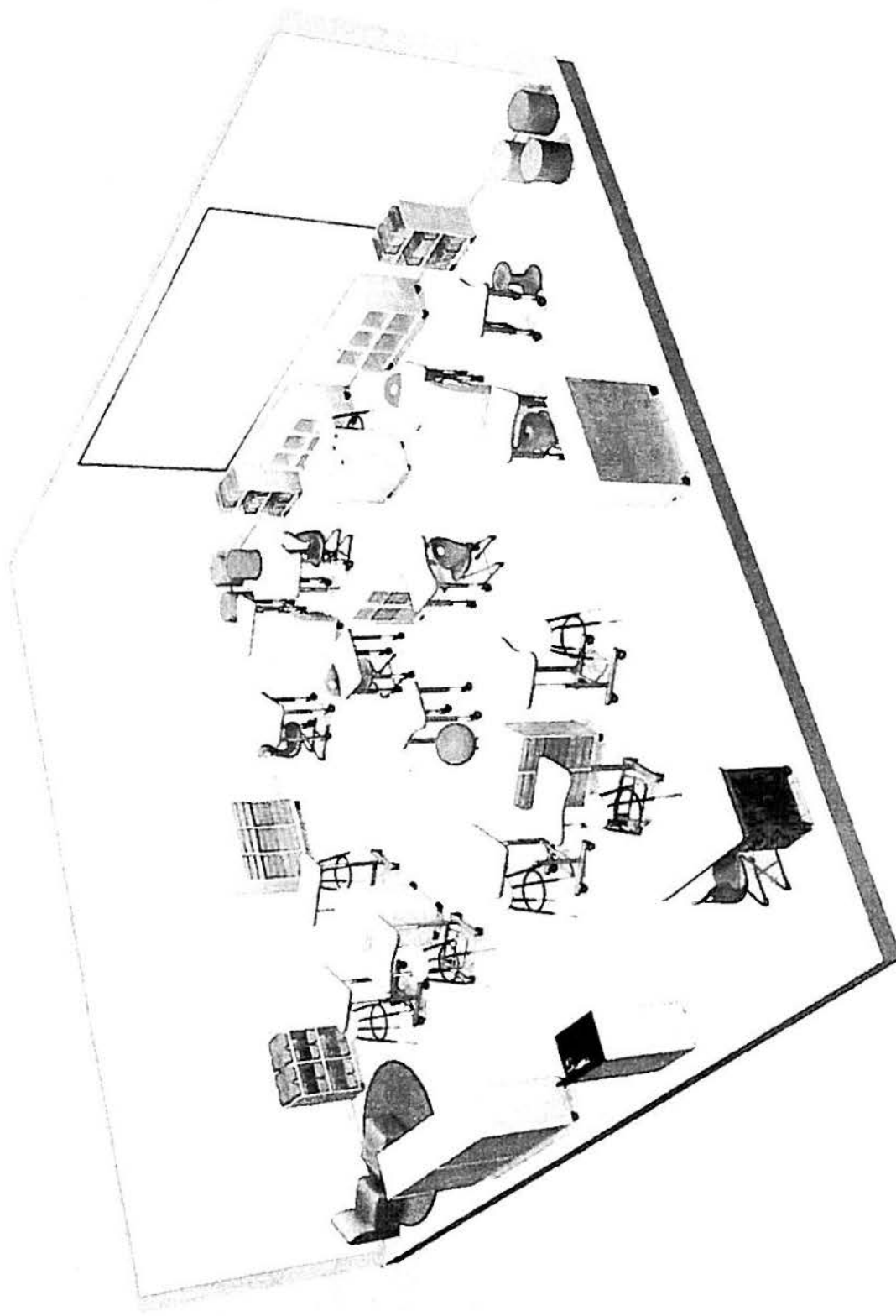


REPRESENTATION ONLY. ROOM DIMENSIONS OR MEASUREMENTS MAY VARY.

COMPLETE CLASSROOM* FOR
ELEMENTARY SOCIAL DISTANCING CLASSROOM FOR 15

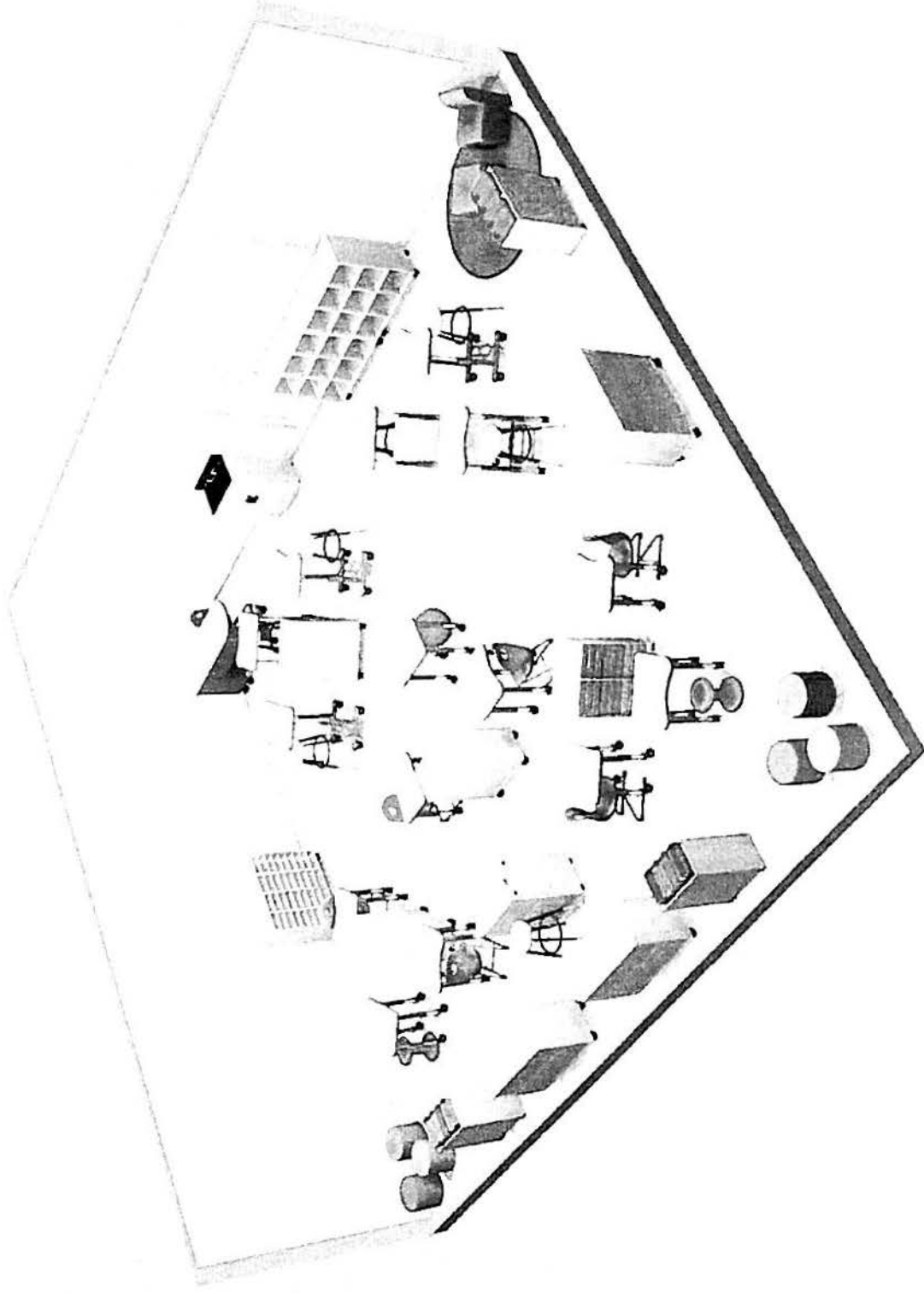


REPRESENTATION ONLY. ROOM DIMENSIONS OR MEASUREMENTS MAY VARY.

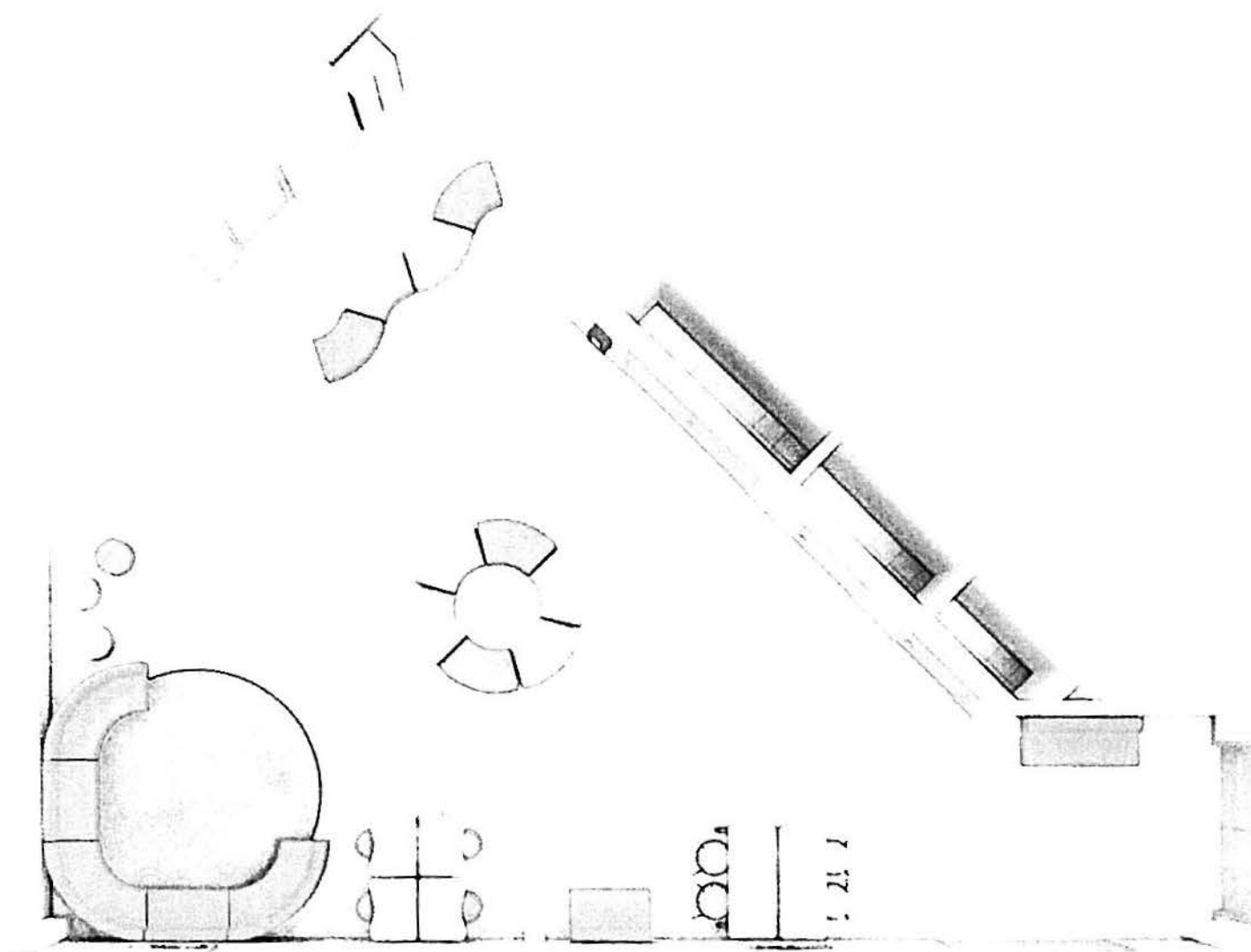


REPRESENTATION ONLY. ROOM DIMENSIONS OR MEASUREMENTS MAY VARY.

COMPLETE CLASSROOM* FOR
ELEMENTARY SOCIAL DISTANCING CLASSROOM FOR 15

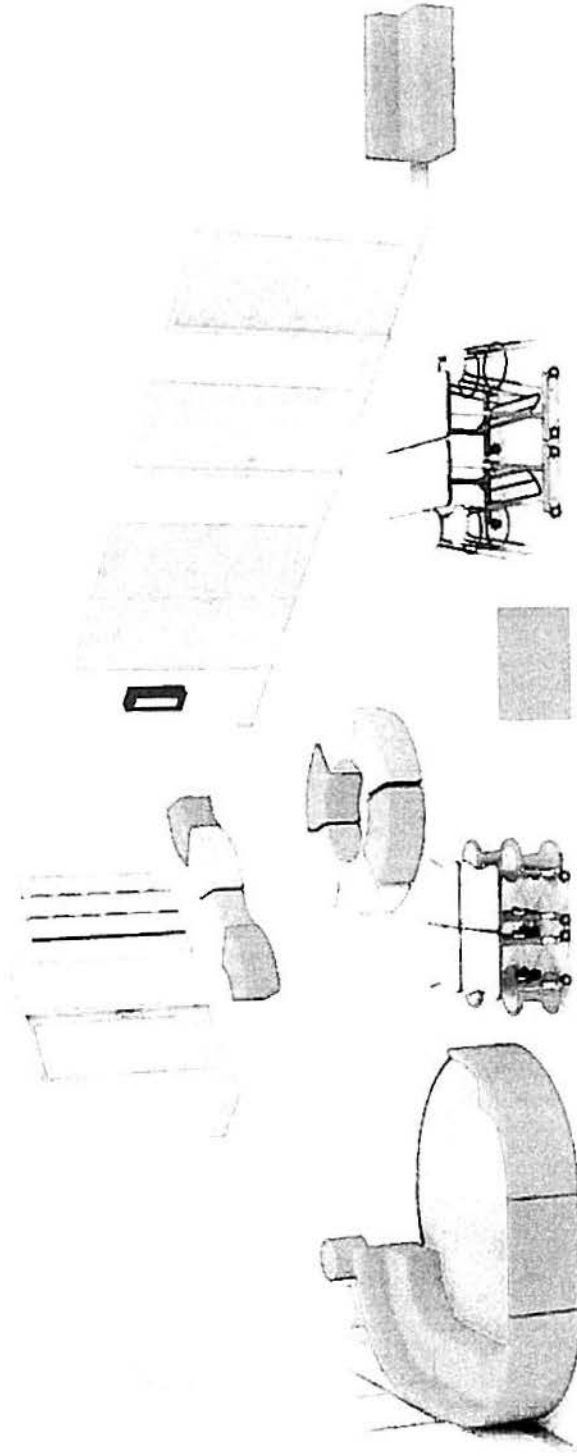


REPRESENTATION ONLY. ROOM DIMENSIONS OR MEASUREMENTS MAY VARY.

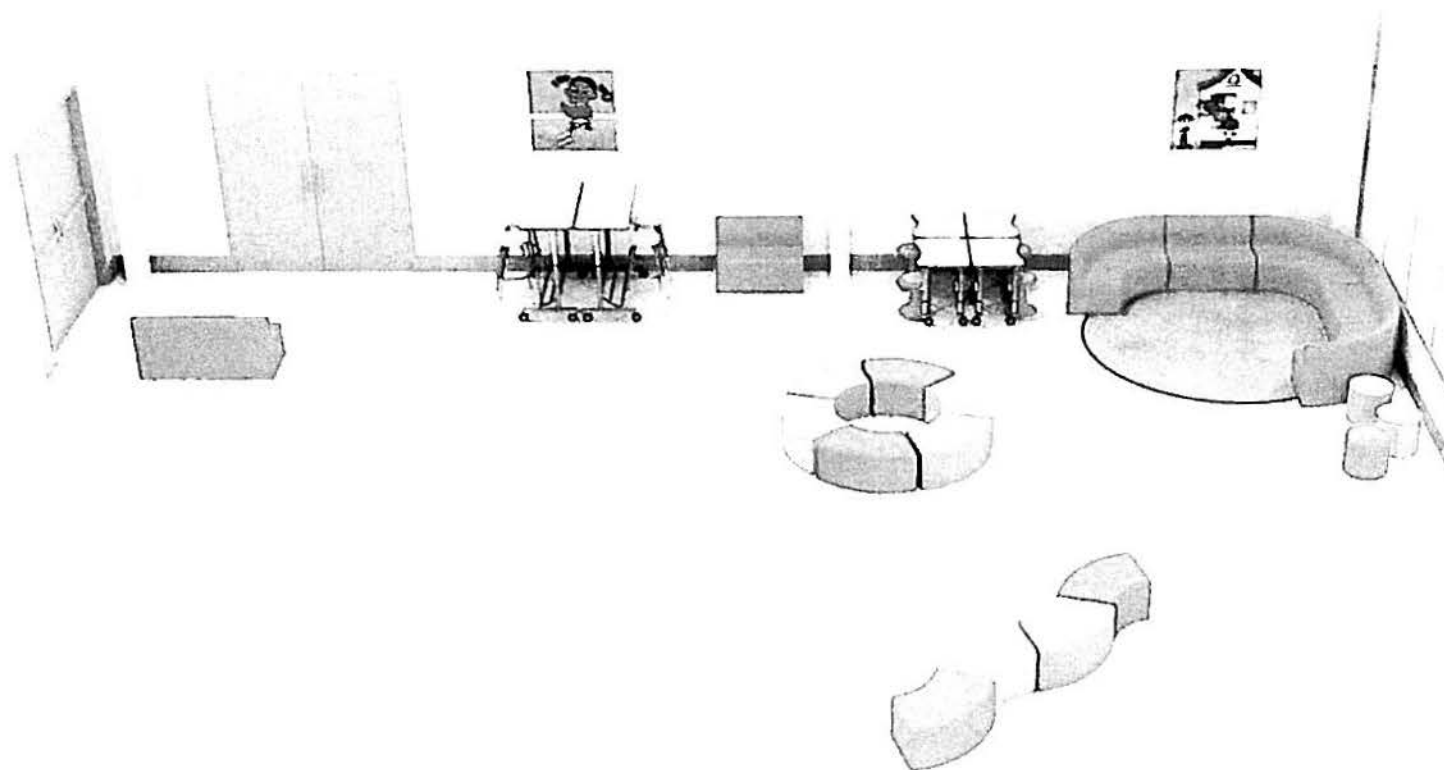


REPRESENTATION ONLY. ROOM DIMENSIONS OR MEASUREMENTS MAY VARY.

COMPLETE CLASSROOM® FOR
ELEMENTARY SCHOOL COMMON AREA #1



REPRESENTATION ONLY. ROOM DIMENSIONS OR MEASUREMENTS MAY VARY.



REPRESENTATION ONLY. ROOM DIMENSIONS OR MEASUREMENTS MAY VARY.



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Lakeshore Benefits Letter

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July 20, 2020

The School Board of Broward County, Florida (SBBC)
ATTN: Al Shelton, Purchasing Agent
Procurement & Warehousing Service Department
7720 W. Oakland Park Blvd., Suite 323
Sunrise, Florida 33351-6704

RE: Lakeshore Benefits Letter for RFP #FY21-106 School and Department Furniture

Dear Mr. Shelton and the School Board of Broward County, Florida, Staff,

Thank you for providing Lakeshore Learning Materials the opportunity to respond to the RFP #FY21-106 School and Department Furniture.

Offer

Lakeshore is pleased to present the following tiered discount structure to School Board of Broward County:

- 5% discount on Supplies: Any catalog item whose net price is under \$1,000.00
- 7% discount on Assets: Any catalog item whose net price is \$1,000 or more
 - Discounts are applicable on all non-sale items from Lakeshore's catalogs, website (www.LakeshoreLearning.com) and retail stores (see attached Store List for locations).
- FREE shipping on all orders in the contiguous U.S.

Complimentary White-Glove Delivery & Installation service on orders \$10,000 or more that ship to a single location in the contiguous U.S. Additional charges may apply for remote locations. This service includes:

- Unpacking and assembly
- Supervised classroom setup
- Debris removal
- Custom labeling and boxing of orders by designated information, such as by classroom or teacher

Please reference "Per RFP #FY21-106" on all purchase orders to receive these terms.

Lakeshore agrees to hold the discount offered in this submission throughout the lifetime of the contract.

Direct Manufacturer

With Lakeshore, you will be working with a single point-of-contact from start to finish. As the direct manufacturer of Lakeshore products, we develop and manufacture the vast majority of the items featured in our catalogs, retail stores and website. We are not restricted from sales, territories or Dealer Authorizations. In addition, our products are always in stock and are backed by our ironclad warranty!

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Exclusive Items

Among the wide range of educational products offered by Lakeshore, there are over a thousand outstanding and innovative items for which we are the sole-source vendor. These exclusive materials are easily identified by the prefix in their item number. Any items you see with the following prefixes are sole-source items that you simply won't find anywhere other than Lakeshore:

AA AB AX AZ DD DG EE FF GG HH JC JJ KC KT
LA LC LCW LDA LK LL LM PP PX RA RE RJ RR RX TT VX WF YB

Delivery of Goods

Lakeshore ships millions of boxes each year, with numerous semi-truckloads leaving our warehouses every day. We contract with leading trucking companies that deliver thousands of truckloads of materials each year to different regions across the country, and that number is growing.

Transit time is 7-10 business days from our distribution center in Carson, California. With the opening of our new distribution center in Midway, Kentucky, transit time to Florida can be reduced to 2-4 business days!

Lakeshore is flexible and can alter delivery and installation schedules if School Board of Broward County's schedule changes.

Product Availability and Delivery Capability

As a company, Lakeshore is proud to have a 99% fill rate. We work very hard to keep items stocked in our warehouse and available for immediate delivery; we won't bill or invoice you until every item is delivered. From the day we receive your order, transit times range from 2-4 business days shipping from Midway, Kentucky, and 7-10 business days shipping from Carson, California, guaranteed.

With more than 1.9 million square feet of warehouse space, we're able to keep items in stock and ready to ship. We have two state-of-the-art distribution centers located in Carson, California, and Midway, Kentucky, enabling us to serve the United States coast-to-coast! Our Carson distribution center is located at our company headquarters near the Ports of Long Beach and Los Angeles, accessible from every major trucking corridor, and our new distribution center in Midway, KY, is centrally located for all U.S. customers. Because Lakeshore is uniquely and strategically positioned geographically, our customers receive an unparalleled delivery experience.

From order to delivery, expect the best service in the industry!

- No invoice until your entire order has shipped
- No drop-shipments
- Simple and hassle-free order tracking
- Custom labeling—so every item is delivered to the right classroom
- A single invoice no matter how many boxes or shipments are in your order
- Personalized service from order to delivery



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Commitment to Innovation

Lakeshore continues to introduce new and innovative products to the marketplace. Whether it is our newly created Flex-Space furniture line, or one of the many sole-source products designed in-house, Lakeshore is constantly paying attention to the educational needs and the purchasing expectations of our customers. In addition to attending education fairs all over the world, Lakeshore has a dedicated group of current educators working to develop new materials that they know other teachers will need. Lakeshore is constantly trying to improve the service we provide to customers. By offering Complete Classrooms options, as well as one-stop solutions for meeting critical classroom needs, Lakeshore is able to maintain an intentional appropriateness in the marketplace.

Lakeshore also operates over 62 retail stores, providing innovative spaces for educators to learn about, and shop for, new and unique products. Through exceptional customer service and unmatched deliverability, Lakeshore is positioned to continue to provide exceptional service to our customers, both at the current time and as the educational space continues to advance. You can rest assured that Lakeshore will be a partner every step of the way.

Flex-Space Furniture for the 21st-Century Classroom

Design & Development

- Lakeshore's Flex-Space furniture is designed to support the development of key skills needed for the 21st century—communication, collaboration, critical thinking and creativity.
- By giving teachers the ability to create flexible spaces, Flex-Space furniture allows educators to quickly and easily reconfigure classrooms for various projects and group sizes!
- Flex-Space furniture is managed by Lakeshore's product developers—who are all current teachers! Their decades of combined classroom experience ensure that Flex-Space furniture is designed with the teacher and student in mind supporting best teaching practices.
- Lakeshore product developers' long experience designing manipulatives and supplemental curriculum assures that Flex-Space furniture will transform classrooms into student-centered environments that support project-based learning.
- The Flex-Space furniture line includes various flexible seating options, providing student choice to support their individual learning styles.
- All furniture pieces are designed to seamlessly integrate the storage and use of student and classroom manipulatives and materials.
- In-house design engineers ensure that all furniture is manufactured for ultimate strength and longevity.
- In-house mechanical/process engineers assist with the selection of raw materials, ensuring the highest quality and classroom appropriateness for all furniture.
- Lakeshore offers Professional Development services, including sessions targeted to support the implementation of an effective 21st-century classroom.

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Manufacturing Standards

- Strict control of manufacturing specifications and processes. Fully staffed office near factories ensures top-quality, virgin raw materials are used.
- In-house mechanical/process engineers regularly inspect and consult with factories, ensuring manufacturing processes operate effectively, producing consistent, high-quality furniture pieces.
- In-house inspectors conduct strict and thorough factory inspections on all orders following manufacturing—*before* furniture units are shipped and stocked at Lakeshore distribution centers.
- Uses metal-to-metal construction for ultimate durability, along with fully captured back panels and durable, protective edgebands to prevent moisture and warping

Testing & Quality Assurance

- In-house use-and-abuse testing is conducted on all designs throughout the development process to guarantee that furniture meets strict standards. Designs are revised and improved after each test prior to manufacturing until all standards are met. To ensure consistent quality over time, further use and abuse testing is administered on products after arrival at Lakeshore distribution centers.
- Outside lab testing and certifications conducted by federally approved and licensed testing houses to meet strict safety and flammability standards. Certification and testing documents available upon request.
- Every order is inspected to ensure 100% customer satisfaction
- Lifetime warranty on all tables, stacking chairs, storage units and shelves.

Awards & Recognition

Lakeshore has been developing its own line of innovative learning materials since 1988. All of our product developers are current educators who apply real-world classroom experience to every product we develop—helping us provide the materials children need to reach their education goals. Below are just a few of our most recent award-winning products:

- *Parents® Magazine Best Toys of 2017*: Fairy Land Playset
- *Scholastic Teachers' Pick 2017*: Lakeshore Alphabet Rockets
- *Learning® Magazine 2017 Teachers' Choice Award for the Family*: Young Scientist Chemistry Lab
- *Learning® Magazine 2017 Teachers' Choice Award for Preschool*: Counting Cars
- *Scholastic Teachers' Pick 2018*: Flex-Space Wobble Cushions
- *Scholastic Teachers' Pick 2018*: Trace & Write Story Stencils
- *2018 Oppenheim Toy Portfolio Gold Seal Award 2018*: Hardwood Unit Blocks – Starter Set

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Arbor Day Foundation®

In April 2013, we were honored to be the recipients of the **Rachel Carson Award** presented by the Arbor Day Foundation in honor of our outstanding contribution to getting young children engaged in nature, conservation and stewardship.

One of Lakeshore's most exciting projects is our outdoor **Nature Explore® Classroom** at *Kids & Company*, our on-site child development center for employees' children. It is the third California classroom and the 25th in the nation to be fully certified by the Arbor Day Foundation and Dimensions Educational Research Foundation—and we couldn't be more excited or proud of their accomplishment!



DonorsChoose.org

Support a classroom. Build a future.

We consistently receive the highest grade of vendor rating in DonorsChoose.org's annual report—99%—and have received the number-one ranking in every category from customer service to product quality since their inception in 2000. **DonorsChoose.org** is the leading online platform for giving to public schools, with over 75% of public schools having a teacher who has created a classroom project on their site. Since its founding in 2000, three million sponsors have donated over \$725 million to projects reaching more than 29 million students nationwide.

United States Postal Service

The United States Postal Service (USPS) recognized Lakeshore in May 2019 with the Pacific Area Mailing and Digital Award, given for innovation and industry best practices. This award recognizes companies who demonstrate creativity by finding new methods to use the mail to drive significant business results and mail growth. Lakeshore was one of 14 companies awarded nationwide.



In 2014, Lakeshore was named one of *Internet Retailer's* "Hot 100" Best Retail Web Site of the Year. In 2016, we were named one of the top E-Commerce platforms by *Internet Retailer*, making their B2B "Top 300" list.

Praise for Lakeshore's complimentary eProcurement Services:

"Our providers love the convenience that our Lakeshore eProcurement website offers. It has cut hours from our internal ordering and invoicing processes...and the customer support at Lakeshore is second to none!"

— Nicole Riehl, Director of Quality Improvement Initiatives, Denver Early Childhood Council, CO



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"Our Lakeshore website is so easy to use. Our secretaries have an easy time entering orders, and changing quotes to an order is quick and easy. If we need help with something, Lakeshore is always there to get the answer."

– Carol Hughes, Purchasing, Oklahoma City Public Schools, OK

Thank you in advance for giving Lakeshore Learning Materials the opportunity to serve you. We look forward to doing business with you!

Sincerely,

A handwritten signature in black ink, appearing to read "Rafael Muro".

Rafael Muro
Bid Supervisor
Lakeshore Learning Materials



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Dealer/Manufacturer Authorization Letter



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www.LakeshoreLearning.com

July 20, 2020

The School Board of Broward County, Florida (SBBC)
ATTN: Al Shelton, Purchasing Agent
Procurement & Warehousing Service Department
7720 W. Oakland Park Blvd., Suite 323
Sunrise, Florida 33351-6704

RE: 4.4.3 Dealer/Manufacturer Authorization for RFP #FY21-106 School and Department Furniture

Dear Mr. Shelton and the School Board of Broward County, Florida, Staff,

Lakeshore develops and manufactures the vast majority of the items featured in our catalogs, retail stores and website. As a direct manufacturer, we are not restricted from sales, territories or Dealer Authorizations. For this proposal, we are happy to offer our complete furniture lines for RFP # FY21-106. Please visit our website, www.LakeshoreLearning.com, or review the enclosed catalogs and price list to view all of our available products.

Among the wide range of educational products offered by Lakeshore, there are over a thousand outstanding and innovative items for which we are the sole-source vendor. These exclusive materials are easily identified by the prefix in their item number. Any items you see with the following prefixes are sole-source items that you simply won't find anywhere other than Lakeshore:

**AA AB AX AZ DD DG EE FF GG HH JC JJ KC KT
LA LC LCW LDA LK LL LM PP PX RA RE RJ RR RX TT VX WF YB**

Please see the attached store list for authorized Lakeshore retail stores.

We certify that we are the manufacturer of, and are authorized to sell and install, all Lakeshore Learning Materials products and furniture lines.

Thank you in advance for giving Lakeshore Learning Materials the opportunity to serve you. We look forward to doing business with you!

Sincerely,

A handwritten signature in black ink, appearing to read "Rafael Muro".

Rafael Muro
Bid Supervisor
Lakeshore Learning Materials



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Lakeshore Secretary's Certificate



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SECRETARY'S CERTIFICATE

The undersigned, David Bo Kaplan, being the duly elected and acting Assistant Secretary of Lakeshore Equipment Company, a California corporation (the "Corporation"), does hereby certify that the resolution set forth below is a true and complete copy of a resolution duly adopted by the Board of Directors of the Corporation by unanimous written consent on January 31, 2020; and that said resolution has not been amended or repealed and is still in full force and effect:

THEREFORE, BE IT RESOLVED that Tyler Domski, be, and he hereby is, appointed and designated as Vice President of Business Process and Contracts, Mike Duong, be, and he hereby is, appointed and designated as Bid Manager, Rafael Muro, be, and he hereby is, appointed and designated as Bid Supervisor, Audrey Lopez, be, and she hereby is, appointed and designated as Bid Analyst, Malissa Ramos, be, and she hereby is, appointed and designated as Bid Analyst, Sung Kim, be, and she hereby is, appointed and designated as Bid Analyst, Chelsea Gayden, be, and she hereby is, appointed and designated as Bid Analyst, and Luke Creamer, be, and he hereby is, appointed and designated as Bid Analyst, all with full power and authority to act in the name and on behalf of the Corporation in all negotiations, concerns and transactions with third parties, their employees or agents in connection with bidding, which actions shall include but not be limited to the execution of, and affixation of the corporate seal to, all bids, papers, documents, affidavits, bond, sureties, purchase orders and notices issued pursuant to the provisions of any such bid or contract, with each and every such act to be conclusive evidence of their authority therefore and the Corporation's ratification, approval, confirmation and acceptance thereof as valid and binding upon the Corporation.

IN WITNESS WHEREOF, I have hereunto set my hand and the seal of the Corporation this 14th day of July, 2020.

X

A handwritten signature in cursive script, appearing to read "Bo Kaplan", written over a horizontal line.

David Bo Kaplan
Assistant Secretary



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Warranty Flyer

Lakeshore®

Warranty Information

Lakeshore offers a lifetime warranty on premium-quality classroom furniture.



Premium-Quality Classroom Furniture

Lifetime Warranty

Premium-Quality Classroom Tables & Desks

Lifetime Warranty

Premium-Quality Classroom Chairs

Lifetime Warranty

Premium-Quality Classroom Cots

Lifetime Warranty

Classroom Carpets

10 Years

Write & Wipe Mobile Tables & Desks

5 Years

Outdoor Furniture

5 Years

Trikes

5 Years

Cribs

5 Years

All other items in catalog
(unless otherwise noted)

1 Year

Guarantee

We unconditionally guarantee every item we offer. If you are unhappy with any item for any reason, simply return it to us for a full refund or exchange. Your satisfaction is our top priority! If you ever have questions or concerns, contact Customer Service at (800) 428-4414 or e-mail lakeshore@lakeshorelearning.com.



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Certificate of Insurance

ACORD™

CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)

7/10/2020

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 have ADDITIONAL INSURED provisions or 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 any rights to the certificate holder in lieu of such endorsement(s).

PRODUCER Marsh & McLennan Agency LLC Marsh & McLennan Ins. Agency LLC 1 Polaris Way #300 Aliso Viejo, CA 92656		CONTACT NAME: Nick Newell PHONE (A/C, No, Ext): 949-425-7312 E-MAIL ADDRESS: Nick.Newell@MarshMMA.com FAX (A/C No):	
		INSURER(S) AFFORDING COVERAGE INSURER A: Hartford Fire Insurance Company	NAIC # 19682
INSURED Lakeshore Equipment Company 2695 E. Dominguez Street Carson, CA 90895		INSURER B: Sentry Casualty Company INSURER C: INSURER D: INSURER E: INSURER F:	28460

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 SUBR INSR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS			
A	<input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR <input checked="" type="checkbox"/> SIR \$10K (Prem Liab) <input checked="" type="checkbox"/> SIR \$500K All Other GEN'L AGGREGATE LIMIT APPLIES PER <input type="checkbox"/> POLICY <input checked="" type="checkbox"/> PRO-JECT <input checked="" type="checkbox"/> LOC <input type="checkbox"/> OTHER		72ECOSOF7567	07/01/2020	07/01/2021	EACH OCCURRENCE	\$1,000,000		
						DAMAGE TO RENTED PREMISES (Ea occurrence)	\$300,000		
						MED EXP (Any one person)	\$EXCLUDED		
						PERSONAL & ADV INJURY	\$1,000,000		
						GENERAL AGGREGATE	\$10,000,000		
						PRODUCTS - COM/OP AGG	\$2,000,000		
							\$		
A	AUTOMOBILE LIABILITY <input checked="" type="checkbox"/> ANY AUTO <input type="checkbox"/> OWNED AUTOS ONLY <input type="checkbox"/> HIRED AUTOS ONLY <input type="checkbox"/> SCHEDULED AUTOS <input type="checkbox"/> NON-OWNED AUTOS ONLY		72UUNVK0890	07/01/2020	07/01/2021	COMBINED SINGLE LIMIT (Ea accident)	\$1,000,000		
						BODILY INJURY (Per person)	\$		
						BODILY INJURY (Per accident)	\$		
						PROPERTY DAMAGE (Per accident)	\$		
							\$		
	UMBRELLA LIAB <input type="checkbox"/> OCCUR EXCESS LIAB <input type="checkbox"/> CLAIMS-MADE					EACH OCCURRENCE	\$		
						AGGREGATE	\$		
							\$		
B	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY <input checked="" type="checkbox"/> ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below	Y/N <input checked="" type="checkbox"/> Y <input type="checkbox"/> N/A	901691001 901691002 \$500,000 Retro	07/01/2020 07/01/2020	07/01/2021 07/01/2021	<input checked="" type="checkbox"/> PER STATUTE <input type="checkbox"/> OTH-ER	E.L. EACH ACCIDENT E.L. DISEASE - EA EMPLOYEE E.L. DISEASE - POLICY LIMIT	\$1,000,000 \$1,000,000 \$1,000,000	

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

Hired Auto Physical Damage:

Limit - \$50,000

Comprehensive Ded - \$500

Collision Ded - \$1,000

(See Attached Descriptions)

CERTIFICATE HOLDER

CANCELLATION

The School Board of Broward County, Florida c/o EXIGIS Risk Management Services P. O. Box 4668-ECM New York, NY 10163-4668	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 <i>Jack Newell</i>
--	---

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DESCRIPTIONS (Continued from Page 1)

The School Board of Broward County, Florida, its members, officers, employees, and agents are included as additional insured as respects to General Liability and Auto Liability per attached endorsements. Primary and Non-Contributory Wording applies per attached endorsement.

NAMED INSURED

- Lakeshore Equipment Company
- DBA: Lakeshore Learning Materials
- DBA: Lakeshore Curriculum Materials Company
- DBA: Lakeshore Learning Stores
- DBA: Toys to Grow On, Inc.
- Lakeshore Kids and Company, Inc.
- JoAnn Kaplan DBA Design Landscape & Kaplan Landscape
- Kaplan & Kaplan, LLC (as respects 2649-2654 and 2695 E. Dominguez St., Carson, CA; 1500 Dominguez St., Long Beach, CA; 2777-79 El Presidio, Carson, CA; 20974 S. Santa Fe Ave., Carson, CA)
- Montague Associates
- Building C LLC (as respects 20850 S. Alameda St., Carson, CA)
- Lakeshore Warehouse LLC (as respects 2161 Dominguez St., Carson, CA)
- Lakeshore Warehouse East LLC (as respects 547 McKinney Ave., Midway, KY)
- DC2, LLC (as respects 547 McKinney Ave., Midway, KY)



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www.LakeshoreLearning.com

Lakeshore Store List

Visit Our Stores!

For maps to store locations, visit: LakeshoreLearning.com

Arizona

Paradise Valley
(Phoenix Area)
4727 E. Bell Rd.
(602) 482-7900

Phoenix
4819 E. Ray Rd.
(480) 940-7700

California

Carson & outlet
2695 E. Dominguez St.
(310) 537-4778

Fountain Valley
18679 Brookhurst St.
(714) 963-8255

Laguna Hills
23501 Avenida de la Carlota
(949) 462-9353

Los Angeles
2323 S. Sepulveda Blvd.
(310) 893-1150

Murrieta
24420 Village Walk Pl.
(951) 461-1352

Northridge
17072 Devonshire St.
(818) 366-4105

Pasadena
3848 E. Foothill Blvd.
(626) 356-3848

Roseville
1850 Douglas Blvd.
(916) 774-4304

San Bernardino
898 E. Harriman Pl.
(909) 890-1222

San Diego
7510 Hazard Center Dr.
(619) 297-8494

San Jose
1099 S. Bascom Ave.
(408) 998-0794

San Leandro & outlet
1144 Montague Ave.
(510) 483-9750

San Marcos
702 Center Dr.
(760) 504-0292

Upland
125 N. Mountain Ave.
(909) 985-9945

California cont'd

Ventura New Location
4300 E. Main St.
(805) 289-1550

Walnut Creek
1929 Mt. Diablo Blvd.
(925) 944-1495

Colorado

Littleton
8680A Park Meadows
Center Dr.
(303) 768-8484

Connecticut

Hamden
2335 Dixwell Ave.
(203) 287-0900

Florida

Davie New
5795 S. University Dr.
(954) 284-0411

Fern Park
335 E. State Rd. 436
(407) 260-5531

Tampa
4501 W. Kennedy Blvd.
(813) 207-0468

Georgia

East Cobb
(Marietta Area)
4287 Roswell Rd.
(770) 578-3100

Idaho

Boise
417 N. Milwaukee St.
(208) 377-1855

Illinois

Chicago
2255 W. 95th St.
(773) 233-9210

Orland Park
15780 S. La Grange Rd.
(708) 403-6300

Palatine
1403 N. Rand Rd.
(847) 705-5052

Indiana

Indianapolis
1300 E. 86th St.
(317) 574-0304

Kansas

Merriam
5670 Antioch Rd.
(913) 432-3998

Maryland

Towson & outlet
1620 E. Joppa Rd.
(410) 296-5888

Massachusetts

Newton
230 Needham St.
(617) 969-1171

Saugus
352E Broadway
(781) 233-3770

Michigan

Sterling Heights
12210 Hall Rd.
(586) 803-1435

Minnesota

Maplewood
1721 Beam Ave.
(651) 777-0650

St. Louis Park
5699 W. 16th St.
(952) 541-0991

Nebraska

Omaha
12005 W. Center Rd.
(402) 334-4466

Nevada

Henderson
1243 W. Warm
Springs Rd.
(702) 396-2890

New Jersey

Cherry Hill
2020 Marlton Pike West
(856) 910-0888

East Brunswick New Location
269 State Route 18
(732) 967-8585

Hackensack
449 Essex St.
(201) 441-9214

New Mexico

Albuquerque
6646 Indian School Rd. NE
(505) 884-4866

New York

New Hyde Park
2079 Hillside Ave.
(516) 616-9360

Scarsdale
969A Central Park Ave.
(914) 472-1820

North Carolina

Matthews
10005 E. Independence
Blvd.
(704) 849-2370

Ohio

Cleveland
(Beachwood Area)
27500 Chagrin Blvd.
(216) 378-9488

Columbus
2148 Polaris Pkwy.
(614) 846-1710

Oklahoma

Oklahoma City
6300 N. May Ave.
(405) 858-8778

Oregon

Lake Oswego
16901 SW 65th Ave.
(503) 620-9888

Pennsylvania

King of Prussia
340 W. DeKalb Pike
(610) 354-0551

Rhode Island

Cranston
1400 Oaklawn Ave.
(401) 463-8800

Tennessee

Nashville New
21 White Bridge Rd.
(800) 428-4414

Texas

Austin
9828 Great Hills Trail
(512) 241-2885

Dallas
14060 N. Dallas Pkwy.
(972) 934-8866

Friendswood
19032 Gulf Fwy.
(281) 461-6263

Houston
2405 Post Oak Blvd.
(713) 355-1893

McAllen
1316 E. Expressway 83
(956) 618-0225

San Antonio
327 NW Loop 410
(210) 340-0504

The Woodlands
(Shenandoah Area)
19075 Interstate
45 South
(936) 271-3585

Utah

Salt Lake City
5480 S. 900 East
(801) 268-2224

Virginia

Alexandria
7003A Manchester Blvd.
(703) 719-0202

Washington

Bellevue
11027 NE 4th St.
(425) 462-8076

Visit our stores or shop online!
LakeshoreLearning.com

Lakeshore®

Economic Development & Diversity Compliance (EDDC)

ECONOMIC DEVELOPMENT & DIVERSITY COMPLIANCE (EDDC) SUPPLIER DIVERSITY PROGRAM (SDOP) AFFIRMATIVE PROCUREMENT INITIATIVES (API)

SUPPLIER DIVERSITY OUTREACH PROGRAM (SDOP): The SBBC has implemented a Supplier Diversity Outreach Program (SDOP) as part of the SBBC's competitive solicitation and contracting activity in accordance with School Board Policy 3330, Supplier Diversity Outreach Program and Guidelines. S/M/WBE is defined as an enterprise whose annual revenues and number of employees shall be no greater than fifty percent (50%) of the small business size standards for its industry(ies) as established by the U.S. Small Business Administration and meets significant business presence requirements as defined in Policy 3330. **SBBC Diversity Policy 1.5 & Supplier Diversity Outreach Policy 3330 can be seen at website URL: broward.k12.fl.us/sbbcpolicies.**

Nondiscrimination:

Each Bidder hereby certifies and agrees that the following information is correct: In preparing its response to this project, the Bidder has considered all proposals submitted from qualified, potential subcontractors and suppliers, and has not engaged in "discrimination" as defined in School Board Policy 3330 – Supplier Diversity Outreach Program, Section D.1.; to wit: discrimination in the solicitation, selection, or commercial treatment of any subcontractor, vendor, supplier, or commercial customer on the basis of race, color, religion, ancestry or national origin, sex, age, marital status, sexual orientation or on the basis of disability or other unlawful forms of discrimination. Without limiting the foregoing, "discrimination" also includes retaliating against any person or other entity for reporting any incident of "discrimination." Without limiting any other provision of the solicitation for responses on this project, it is understood and agreed that, if this certification is false, such false certification will constitute grounds for SBBC to reject the response submitted by the Bidder on this project, and terminate any contract awarded based on the response. As a condition of submitting a response to SBBC, the Bidder agrees to comply with SBBC's Commercial Nondiscrimination Policy as described under its School Board Policy 3330 – Supplier Diversity Outreach Program, Section D.1.

INDUSTRY-SPECIFIC REMEDIAL AFFIRMATIVE PROCUREMENT INITIATIVES

The Goal Setting Committee (GSC) has considered the following in the course of reaching a determination regarding which, S/M/WBE industry-specific remedial programs shall be applied to this solicitation and resulting contract:

The Affirmative Procurement Initiative (API) implemented in this solicitation is the Evaluation Preference for SBE Prime Bidders. (All SBBC Certified S/M/WBEs are considered SBEs).

In accordance with SBBC Policy No. 3330, Section E.3.b., the GSC has established the Evaluation Preference for SBE Prime Bidders. "Under this Program element, on "Best Value" contract solicitations where low price is not the only factor considered in contract award, the GSC may reserve from fifteen percent up to a maximum of twenty percent (15%-20%) of the total available evaluation points for award to those prime bidders or respondents that are certified as SBEs".

The Evaluation Preference for SBE Prime Bidders: A maximum of fifteen (15) points, as described in the Evaluation Points Table, will be awarded for SBE Participation.

SBBC Certified SBE Proposers will be awarded seven and a half (7.5) Evaluation Points for self-performance. Additional Points (Up to a maximum of Fifteen (15) Points) can be obtained if the Certified SBE Prime choose to subcontract a percentage of the total contract value to a SBBC Certified SBE as listed in the Evaluation Points Table..

In order to receive Points for self performing, the SBE Certified Proposer must identify itself on the Bidder/Proposer Assurance Statement, Document 00500.

In order to gain additional points, the Certified SBE Prime must commit to subcontracting a percentage of the total contract value to a SBBC Certified SBE Firm(s). The percentage amount on must be listed on the Bidder's Assurance Statement Document 00500 and submitted with your Proposal (All SBBC Certified S/M/WBEs are considered SBEs).

Proposers committing to subcontracting a percentage of the total contract value to a SBBC Certified SBE firm(s) at the time of submission will be awarded up to a maximum of seven and a half (7.5) points, as described in the Evaluation Points Table. (All SBBC Certified S/M/WBEs are considered SBEs). Primes must list SBE participation commitment by submitting the Bidder/Proposer Assurance Statement Document 00500.

Document 00500 – Bidder/Proposer Assurance Statement must be submitted with the solicitation/bid. Document 00500 is required by the SBBC to affirm the intent to meet the subcontracting requirements indicated in the solicitation. If awarded, the Proposer/ Bidder must submit Form 00470 Statement of Intent to Perform as an M/WBE Subcontractor and Form 00475 Subcontractor Participation Schedule prior to final approval/execution of the contract. The EDDC will evaluate Forms 00470 and 00475.

NOTE: Proposers not participating in the Evaluation Preference for SBE Prime Bidders for this solicitation must describe such a statement using Document 00500 – Bidder/Proposer Assurance Statement.

*****NOTE TO PROPOSERS/BIDDERS*****
STEPS TO MEET SBE REQUIREMENTS

1. To Be in Compliance with the SBE Requirements

At Bid Submission, Proposer/Bidder is required to state its commitment for SBE participation by completing the Bidder Assurance Document 00500.

Document 00470 - Statement of Intent, and Document 00475 – SBE Subcontractor Participation Form must be submitted prior to final approval/execution of the contract.

Awardee shall identify all M/WBE firms which will be utilized, including SBE Primes self-performing. The M/WBE participation commitment will be tracked and monitored based on total contract value of work assigned. Such contract award shall be contingent upon a commercially useful function being assigned by the Prime to the SBE subcontractors.

2. Penalties and Sanctions

In the absence of a waiver granted by the SDOP or the self-performance of a portion or all of the SBE subcontracting goal by a certified SBE proposer, the failure of a proposer to attain a subcontracting goal for SBE participation in the performance of its contract or otherwise comply with the provisions of this API shall be considered a material breach of contract, grounds for termination of that contract with the SBBC, and shall be subject to any penalties and sanctions available under the terms of the SDOP policy, its contract terms with the SBBC, or by law pursuant to the penalties and sanctions set forth in Section 13 of the Standard Operating Procedures for this Policy.

3. Suspension

The temporary stoppage of a SBE firm's beneficial participation in the District's SDOP for a finite period of time due to cumulative contract payments the SBE firm received during a fiscal year that exceed a certain dollar threshold as set forth in Section (7) of the Standard Operating Procedures for this Policy or pursuant to the penalties and sanctions set forth in Section 13 of the Standard Operating Procedures for this Policy.

The SBBC Supplier Diversity Outreach Program works to increase the participation of small, minority, and women-owned business enterprises in construction and purchasing contracts. It is the intent of the School Board of Broward County to have a diverse group of vendors to participate in the procurement process.

Please go to the following link to view the current list of SBBC-Certified firms: browardschools.com/Page/46981.

S/M/WBE INFORMATION: Proposals will be evaluated based on the evaluation criterion	Maximum Points
<p>A maximum of fifteen (15) points, as described in the Evaluation Points Table will be awarded for SBE Participation.</p> <p><u>SBBC Certified SBE Proposers</u> who are self-performing will be awarded up to a maximum of seven and a half (7.5) Evaluation preference points. SBE Proposer must identify itself on the Bidder/Proposer Assurance Statement, Document 00500.</p> <p>Additional points will be awarded <u>IF</u> the SBE Prime choose to subcontract a percentage of the total contract value to a SBBC Certified SBE Firm(s), as described in the Evaluation Points Table. <u>(All SBBC Certified S/M/WBEs are considered SBEs).</u></p> <p><u>Proposers</u> committing to subcontracting a percentage of the total contract value to a SBBC Certified SBE firm(s) at the time of submission will be awarded up to a maximum of seven and a half (7.5) points, as described in the Evaluation Point Table. <u>(All SBBC Certified S/M/WBEs are considered SBEs).</u></p> <p>Prior to final approval, the proposer shall identify each SBBC-Certified SBE firm, that will be utilized by completing the <i>Form 00470 - Statement of Intent to Perform as a SMWBE Subcontractor - and Form 00475 - Subcontractor Participation Schedule - (see Attachment A)</i>. The Statement of Intent submitted with the proposal reflects the intent of the parties, both prime and subcontractor, to establish a business relationship. Additionally, it will detail the type of work and percentage/dollar amount of work that the subcontractor will perform.</p> <p>Provide proof, in writing, that the SBE proposer is certified by The School Board of Broward County (SBBC), Florida.</p>	15
MAXIMUM POINTS TO BE AWARDED	15
<p>*If awarded, the Awardee will be required to submit <i>Form 00485 - Minority or Women Business Enterprise (MWBE) Monthly Utilization Report (Utilization Report)</i> (see Attachment A) to the Supplier Diversity Outreach Program Office which will track payments made. The timing of the Utilization Report shall coincide with invoice submission.</p> <p><u>State your willingness to comply with this requirement.</u></p>	<p>Yes <input checked="" type="checkbox"/></p> <p>No <input type="checkbox"/></p>

SECTION 5 EVALUATION OF PROPOSALS

- 5.1 The Evaluation Committee (hereinafter referred to as "Committee"), shall evaluate all Proposals received, which meet or exceed Section 4.2, Minimum Eligibility Requirements and Section 7.1 Indemnification, according to the following criteria:

CATEGORY	MAXIMUM POINTS
A. Experience and Qualifications	25
B. Scope of Services	40
C. Presentation	20
D. Supplier Diversity & Outreach Program	15
TOTAL	100

The SBBC Shall award a total of 15 Evaluation preference points to SBBC Certified SBEs (All Certified SMWBEs are considered SBEs)

Evaluation Points Table

<u>Percentage of Total Contract Value</u>	<u>Assigned # of SBE Points</u>
1% – 4%	2
5% – 9%	4
10% - 14%	6
≥ 15%	7.5
SBBC Certified SBE - Self Performance	7.5

Note: Evaluation points for "Category D" shall be provided by the Supplier Diversity Outreach.

Failure to respond, provide detailed information or to provide requested Proposal elements may result in the reduction of points in the evaluation process. The Committee may recommend the rejection of any proposal containing material deviations from the RFP. The Committee may recommend waiving any irregularities and technicalities. If only one responsive proposal is received, the Committee will proceed without scoring the one responsive proposal and may negotiate the best terms and conditions with that sole proposer or may recommend the rejection of all proposals as permitted by Section 6A-1.012(12)(c), F.A.C."

The SBBC Supplier Diversity Outreach Program works to increase the participation of small, minority and women-owned business enterprises in construction and purchasing contracts. It is the intent of the School Board of Broward County to have a diverse group of vendors to participate in the procurement process. The current list of SBBC S/M/WBE-Certified firms can be viewed at: browardschools.com/Page/46981.

At the time of the bid submittal, the Bidder shall identify itself as an SBBC-Certified SBE firm, by completing the *Bidder's Assurance Statement, Document 00500*. Prior to final approval, the proposer shall identify each SBBC-Certified SBE firm, that will be utilized by completing the *Form 00470 - Statement of Intent to Perform as a SMWBE Subcontractor* - and *Form 00475 - Subcontractor Participation Schedule* - (see Attachment A). After award is made, Awardee is required to submit the Monthly Utilization Report Form, #00485. Bidders must also adhere to Section 9 and 13 of the SDOP Standard Operating Procedures, which is available at browardschools.com/Page/32544.

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S/M/WBE Subcontractor Participation Commitment

Effective July 1, 2017 - Revised October 2019



THE SCHOOL BOARD OF BROWARD COUNTY, FLORIDA
ECONOMIC DEVELOPMENT & DIVERSITY COMPLIANCE DEPARTMENT (EDDC)

Document Number 00500

Bidder/Proposer Assurance Statement

SOLICITATION #: RFP FY21-106

SOLICITATION TITLE: School and Department Furniture

INSTRUCTIONS: Document 00500 – Bidder/Proposer Assurance Statement must be submitted with the solicitation/bid. Such documentation as required by the SBBC to affirm its intent to meet the subcontracting requirements indicated in the solicitation. **If awarded**, the Bidder/Proposer must submit Form 00470 Statement of Intent to Perform as an M/WBE Subcontractor and Form 00475 Subcontractor Participation Schedule before final approval/execution of the contract. The EDDC will evaluate Forms 00470 and 00475.

COMPANY NAME: Lakeshore Equipment Company dba Lakeshore Learning Materials

NAME OF BIDDER/PROPOSER Lakeshore Equipment Company dba Lakeshore Learning Materials

SBBC Certified SBE Firm Self Performing: Check HERE: ☐

The above-named company commits to meeting the following percentage of SBE participation during the life of the contract for the RFP FY21-106, School and Department Furniture.

Proposer Agree to commit 15 % of the Total contract Value to a SBBC Certified SBE subcontractor. **Failure by firms to commit to the M/WBE participation requirements will render said firms nonresponsive.**

Rafael Muro, Bid Supervisor
(Name and Title)

7/15/2020
(Date)


(Signature)

Economic Development & Diversity Compliance Department

7720 West Oakland Park Blvd., Suite 323, Sunrise, FL 33351 • (754) 321-0505 www.BrowardSchools.com/SDOP

ATTACHMENT A – S/M/WBE FORMS

The following forms are due (if applicable) at the time of Bid submittal:

1. FORM 00470

Document Link:

https://www.browardschools.com/cms/lib/FL01803656/Centricity/domain/12708/sdop%20files/sdop%20forms%20-%20policies/00470%20StatementofIntent_082017_Final.pdf

Document Preview:

Document Number 00470
Attachment

 Procurement & Warehousing Services
Supplier Diversity Outreach Program
Broward County Public Schools

STATEMENT OF INTENT TO PERFORM
AS AN S/M/WBE SUBCONTRACTOR

☐ SOLICITATIONS
☐ CONTRACTS

A Signed Statement of Intent to Perform as a Small/Minority/Women Business Enterprise (S/M/WBE) Subcontractor form must be completed by the owner or authorized principal of each S/M/WBE firm listed in the S/M/WBE Subcontractor Participation Schedule.

STATEMENT OF INTENT

The undersigned is certified as an S/M/WBE vendor by The School Board of Broward County, Florida's (SBOC) Supplier Diversity Outreach Program: ☐ Yes ☐ No

(Name of S/M/WBE Subcontractor) agrees to perform work on the above contract as a (check one):

☐ Individual ☐ Partnership ☐ Corporation

The S/M/WBE subcontractor will enter into a formal agreement with (Name of Bidder/Proposer) conditioned upon the Bidder/Proposer executing a contract with SBOC.

DESCRIPTION OF SCOPE & VALUE

Please provide the details and value of the work to be performed:

Item No.	Type of Work	Agreed Upon Price	% of Work
----------	--------------	-------------------	-----------


2. FORM 00475 - PARTICIPATION SCHEDULE FORM

Document Link:

https://www.browardschools.com/cms/lib/FL01803656/Centricity/domain/12708/sdop%20files/sdop%20forms%20-%20policies/ParticipationSchedule_082017_Final.pdf

Document Preview:

Document Number 00475
Attachment

 Procurement & Warehousing Services
Supplier Diversity Outreach Program
Broward County Public Schools

SMALL/MINORITY/WOMEN BUSINESS ENTERPRISE
SUBCONTRACTOR PARTICIPATION SCHEDULE

☐ SOLICITATIONS
☐ CONTRACTS

Contract # _____ Project Start Date _____

Project Name _____

Project Location _____

Bidder/Proposer _____

Address _____

Contact Person _____ Email Address _____ Phone # _____

DESCRIPTION OF SCOPE & VALUE

Business Association	Business Name	Business Address	Business Phone #	Type of work to be performed	% of Work	\$ Amount
Prime Bidder/Proposer					%	\$
Non S/M/WBE Subcontractor					%	\$
S/M/WBE Subcontractor					%	\$

3. FORM: 00485 UTILIZATION REPORT

Document Link:

https://www.browardschools.com/cms/lib/FL01803656/Centricity/domain/12708/sdop%20files/sdop%20forms%20-%20policies/00485%20S/M/WBEMonthlySubcontractorUtilizationReport%20082017_Finalv2.pdf

Document Preview:

Procurement & Warehousing Services Supplier Diversity Outreach Program Broward County Public Schools		Document Number 00485 Attachment						
S/M/WBE MONTHLY SUBCONTRACTOR UTILIZATION REPORT								
SECTION 1: GENERAL INFORMATION								
Project Name:		Contract Number and Work Order Number (if applicable):						
Report #:	Reporting Period:	S/M/WBE Contract Goal:	Contract Completion Date:					
to								
Prime Contractor Name:		Project Manager (PM) Name:						
Prime Contractor Street Address:								
Prime Contractor Phone #:	Prime Contractor Email Address:	PM Phone #:	PM Email Address:					
SECTION 2: SUBCONTRACTOR INFORMATION								
Prime Contractor must list ALL Certified and non-certified subcontractors that will be utilized for the entire contract period. For assistance in completing this form, please call the Supplier Diversity Outreach Program at (754) 321-0505.								
ROLE	FEDERAL IDENTIFICATION NUMBER	BUSINESS NAME	CERTIFIED BY SBC (Y/N)	DESCRIPTION OF WORK	TOTAL PROJECT AMOUNT	AMOUNT PAID DURING REPORTING PERIOD	WACHT F	TOTAL PAID TO DATE
PRIME CONTRACTOR					\$	\$		\$
SUBCONTRACTOR					\$	\$		\$
SUBCONTRACTOR					\$	\$		\$
SUBCONTRACTOR					\$	\$		\$

- SBBC Supplier Diversity Outreach Policy 3330 can be seen at website URL: https://www.browardschools.com/cms/lib/FL01803656/Centricity/Domain/12708/Policy_3330_Final_Adoption.pdf
- SDOP website with list of Certified S/M/WBE Vendors: browardschools.com/sdop



Procurement & Warehousing Services
Supplier Diversity Outreach Program
Broward County Public Schools

**STATEMENT OF INTENT TO PERFORM
AS AN S/M/WBE SUBCONTRACTOR**

SOLICITATION #: FY21-106

CONTRACT #: FY21-106

A signed *Statement of Intent to Perform as a Small/Minority/Women Business Enterprise (S/M/WBE) Subcontractor* form must be completed by the owner or authorized principal of each S/M/WBE firm listed in the *S/M/WBE Subcontractor Participation Schedule*.

STATEMENT OF INTENT

The undersigned is certified as an S/M/WBE vendor by The School Board of Broward County, Florida's (SBBC) Supplier Diversity Outreach Program: ☒ Yes ☐ No

Everglades Trading and Office Supply LLC (Name of S/M/WBE Subcontractor) agrees to perform work on the above contract as a (check one):

☐ Individual

☒ Partnership

☐ Corporation

The S/M/WBE subcontractor will enter into a formal agreement with Lakeshore Equipment Company dba Lakeshore Learning Materials (Name of Bidder/Proposer) conditioned upon the Bidder/Proposer executing a contract with SBBC.

DESCRIPTION OF WORK & VALUE

Please provide the details and value of the work to be performed:

Item No.	Type of Work	Agreed Upon Price	% of Work
1	Office Supplies	\$ TBD	15.00 %
2		\$	%
3		\$	%
TOTAL VALUE OF WORK		\$ TBD	15.00 %

S/M/WBE SUBCONTRACTOR SIGNATURE

Kathy B. Cross
(Signature)

S/M/WBE Subcontractor

OWNER
Title

KATHY B. CROSS
(Print)

Name of S/M/WBE Subcontractor

7/17/20
Date

THE SCHOOL BOARD OF BROWARD COUNTY, FLORIDA

SUPPLIER DIVERSITY & OUTREACH PROGRAM

A DIVISION OF
PROCUREMENT & WAREHOUSING SERVICES

This Certifies

Everglades Trading and Office Supply LLC

has met the requirements for certification established by the Supplier Diversity & Outreach Program of the School Board of Broward County as a

White Female

(WBE)

2/14/2017

Effective Date

7007-6413 09

Certification Number

2/14/2020

Expiration Date

Colleen M. Robbs

Colleen M. Robbs, Supplier Diversity & Outreach
Coordinator



Everglades Trading & Office Supply

1510 West Avenue A
Belle Glade, Florida 33430
Phone (561) 996-1212 Fax (561) 996-3020
(888) 561-1212 (888) 550-3020

07/20/2020

Everglades Trading & Office Supply completed its WBE re-certification process for The School Board of Broward County, Office of Supplier Diversity on February 10, 2020. The re-certification process has been delayed due to the COVID-19 pandemic. We will supply the certificate when the process is complete and it is received.

Kathy B. Cross

Owner



Procurement & Warehousing Services
Supplier Diversity Outreach Program
Broward County Public Schools

**SMALL/MINORITY/WOMEN BUSINESS ENTERPRISE
SUBCONTRACTOR PARTICIPATION SCHEDULE**

DATE 7/16/2020

SOLICITATION INFORMATION

Contract #: RFP #FY21-106 **Project Start Date:** TBA
Project Name: School and Department Furniture
Project Location: TBA
Bidder/Proposer: Lakeshore Equipment Company dba Lakeshore Learning Materials
Address: 2695 E. Dominguez Street, Carson, CA 90895
Contact Person: Rafael Muro **Email Address:** biddept@lakeshorelearning.com **Phone #:** (800) 421-5354

ORGANIZATION STATUS

Business Association	Business Name	Business Address	Business Phone #	Type of Work to be Performed	% of Work	\$ Amount
Prime Bidder/Proposer	Lakeshore Equipment Company dba Lakeshore Learning Materials	2695 E. Dominguez Street Carson, CA 90895	(800) 421-5354	Provider of educational supplies and equipment	85 %	\$ TBA
Non S/M/WBE Subcontractor					%	\$
S/M/WBE Subcontractor	Everglades Trading and Office Supply LLC	1510 West Avenue A Belle Glade, FL 33430	(561) 996-1212	Provides office supplies	15 %	\$ TBA
S/M/WBE Subcontractor					%	\$
S/M/WBE Subcontractor					%	\$
S/M/WBE Subcontractor					%	\$
TOTAL PARTICIPATION % & DOLLAR AMOUNT:					100%	\$ TBA
TOTAL CONTRACT AMOUNT:						\$ TBA

BIDDER/PROPOSER SIGNATURE

The listing of S/M/WBE(s) shall constitute a representation by the bidder/proposer to the SBBC that the bidder/proposer believes such S/M/WBE(s) to be technically and financially qualified and available to perform the work described. Bidders/Proposers are advised that the information contained herein may be verified. I certify that all information contained in this form is true and accurate to the best of my knowledge.

Bidder/Proposer Signature

Rafael Muro, Bid Supervisor

Name & Title (Print)

7/16/2020

Date

ATTACHMENT B – CONFLICT OF INTEREST

MUST BE COMPLETED BY ALL PROPOSERS

DISCLOSURE OF POTENTIAL CONFLICT OF INTEREST AND CONFLICT EMPLOYMENT OR CONTRACTUAL RELATIONSHIP

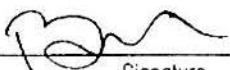
In accordance with General Condition 7.15, each Proposer must disclose, in its RFP, the names of any employees who are employed by Proposer who are also an employee of SBBC. Persons identified below may have obligations and restrictions applicable to them under Chapter 112, Florida Statutes.

Name of Proposer's Employee	SBBC Title or Position of Proposer's Employee	SBBC Department/ School of Proposer's Employee
N/A	N/A	N/A

Check one of the following and sign:

☒ I hereby affirm that there are no known persons employed by Proposer who are also an employee of SBBC.

☐ I hereby affirm that all known persons who are employed by Proposer, who are also an employee of SBBC, have been identified above.



Signature

Rafael Muro

Name of Official

Lakeshore Equipment Company
dba Lakeshore Learning Materials

Company Name

2695 E. Dominguez Street

Business Address

Carson, CA 90895

City, State, Zip Code

ATTACHMENT C – FLORIDA BIDDER'S PREFERENCE

NOT APPLICABLE

ATTACHMENT D – W-9 FORM

Please retrieve the latest version of the W-9 form from the IRS website listed below:

<https://www.irs.gov/pub/irs-pdf/fw9.pdf>

This form can be filled out online and printed for signature. Only page one (1) needs to be returned

Request for Taxpayer Identification Number and Certification

Give Form to the
requester. Do not
send to the IRS.

► Go to www.irs.gov/FormW9 for instructions and the latest information.

1 Name (as shown on your income tax return). Name is required on this line; do not leave this line blank.
Lakeshore Equipment Company

2 Business name/disregarded entity name, if different from above
Lakeshore Learning Materials

3 Check appropriate box for federal tax classification of the person whose name is entered on line 1. Check only one of the following seven boxes.

☐ Individual/sole proprietor or single-member LLC

☐ C Corporation

☒ S Corporation

☐ Partnership

☐ Trust/estate

☐ Limited liability company. Enter the tax classification (C=C corporation, S=S corporation, P=Partnership) ► _____

Note: Check the appropriate box in the line above for the tax classification of the single-member owner. Do not check LLC if the LLC is classified as a single-member LLC that is disregarded from the owner unless the owner of the LLC is another LLC that is not disregarded from the owner for U.S. federal tax purposes. Otherwise, a single-member LLC that is disregarded from the owner should check the appropriate box for the tax classification of its owner.

☐ Other (see instructions) ► _____

4 Exemptions (codes apply only to certain entities, not individuals; see instructions on page 3):

Exempt payee code (if any) **5**

Exemption from FATCA reporting code (if any) _____

(Applies to accounts maintained outside the U.S.)

5 Address (number, street, and apt. or suite no.) See instructions.
2695 E. Dominguez Street

6 City, state, and ZIP code
Carson, CA 90895

7 List account number(s) here (optional)

Requester's name and address (optional)

Part I Taxpayer Identification Number (TIN)

Enter your TIN in the appropriate box. The TIN provided must match the name given on line 1 to avoid backup withholding. For individuals, this is generally your social security number (SSN). However, for a resident alien, sole proprietor, or disregarded entity, see the instructions for Part I, later. For other entities, it is your employer identification number (EIN). If you do not have a number, see *How to get a TIN*, later.

Note: If the account is in more than one name, see the instructions for line 1. Also see *What Name and Number To Give the Requester* for guidelines on whose number to enter.

Social security number

or

Employer identification number

9 4 - 1 5 2 5 8 1 4

Part II Certification

Under penalties of perjury, I certify that:

1. The number shown on this form is my correct taxpayer identification number (or I am waiting for a number to be issued to me); and


2. I am not subject to backup withholding because: (a) I am exempt from backup withholding, or (b) I have not been notified by the Internal Revenue Service (IRS) that I am subject to backup withholding as a result of a failure to report all interest or dividends, or (c) the IRS has notified me that I am no longer subject to backup withholding; and

3. I am a U.S. citizen or other U.S. person (defined below); and

4. The FATCA code(s) entered on this form (if any) indicating that I am exempt from FATCA reporting is correct.

Certification instructions. You must cross out item 2 above if you have been notified by the IRS that you are currently subject to backup withholding because you have failed to report all interest and dividends on your tax return. For real estate transactions, item 2 does not apply. For mortgage interest paid, acquisition or abandonment of secured property, cancellation of debt, contributions to an individual retirement arrangement (IRA), and generally, payments other than interest and dividends, you are not required to sign the certification, but you must provide your correct TIN. See the instructions for Part II, later.

Sign Here

Signature of U.S. person ► 

Date ► **7/10/2020**

General Instructions

Section references are to the Internal Revenue Code unless otherwise noted.

Future developments. For the latest information about developments related to Form W-9 and its instructions, such as legislation enacted after they were published, go to www.irs.gov/FormW9.

Purpose of Form

An individual or entity (Form W-9 requester) who is required to file an information return with the IRS must obtain your correct taxpayer identification number (TIN) which may be your social security number (SSN), individual taxpayer identification number (ITIN), adoption taxpayer identification number (ATIN), or employer identification number (EIN), to report on an information return the amount paid to you, or other amount reportable on an information return. Examples of information returns include, but are not limited to, the following.

- Form 1099-INT (interest earned or paid)

- Form 1099-DIV (dividends, including those from stocks or mutual funds)
 - Form 1099-MISC (various types of income, prizes, awards, or gross proceeds)
 - Form 1099-B (stock or mutual fund sales and certain other transactions by brokers)
 - Form 1099-S (proceeds from real estate transactions)
 - Form 1099-K (merchant card and third party network transactions)
 - Form 1098 (home mortgage interest), 1098-E (student loan interest), 1098-T (tuition)
 - Form 1099-C (canceled debt)
 - Form 1099-A (acquisition or abandonment of secured property)
- Use Form W-9 only if you are a U.S. person (including a resident alien), to provide your correct TIN.

If you do not return Form W-9 to the requester with a TIN, you might be subject to backup withholding. See *What is backup withholding*, later.

By signing the filled-out form, you:

1. Certify that the TIN you are giving is correct (or you are waiting for a number to be issued),
2. Certify that you are not subject to backup withholding, or
3. Claim exemption from backup withholding if you are a U.S. exempt payee. If applicable, you are also certifying that as a U.S. person, your allocable share of any partnership income from a U.S. trade or business is not subject to the withholding tax on foreign partners' share of effectively connected income, and
4. Certify that FATCA code(s) entered on this form (if any) indicating that you are exempt from the FATCA reporting, is correct. See *What is FATCA reporting*, later, for further information.

Note: If you are a U.S. person and a requester gives you a form other than Form W-9 to request your TIN, you must use the requester's form if it is substantially similar to this Form W-9.

Definition of a U.S. person. For federal tax purposes, you are considered a U.S. person if you are:

- An individual who is a U.S. citizen or U.S. resident alien;
- A partnership, corporation, company, or association created or organized in the United States or under the laws of the United States;
- An estate (other than a foreign estate); or
- A domestic trust (as defined in Regulations section 301.7701-7).

Special rules for partnerships. Partnerships that conduct a trade or business in the United States are generally required to pay a withholding tax under section 1446 on any foreign partners' share of effectively connected taxable income from such business. Further, in certain cases where a Form W-9 has not been received, the rules under section 1446 require a partnership to presume that a partner is a foreign person, and pay the section 1446 withholding tax. Therefore, if you are a U.S. person that is a partner in a partnership conducting a trade or business in the United States, provide Form W-9 to the partnership to establish your U.S. status and avoid section 1446 withholding on your share of partnership income.

In the cases below, the following person must give Form W-9 to the partnership for purposes of establishing its U.S. status and avoiding withholding on its allocable share of net income from the partnership conducting a trade or business in the United States.

- In the case of a disregarded entity with a U.S. owner, the U.S. owner of the disregarded entity and not the entity;
- In the case of a grantor trust with a U.S. grantor or other U.S. owner, generally, the U.S. grantor or other U.S. owner of the grantor trust and not the trust; and
- In the case of a U.S. trust (other than a grantor trust), the U.S. trust (other than a grantor trust) and not the beneficiaries of the trust.

Foreign person. If you are a foreign person or the U.S. branch of a foreign bank that has elected to be treated as a U.S. person, do not use Form W-9. Instead, use the appropriate Form W-8 or Form 8233 (see Pub. 515, *Withholding of Tax on Nonresident Aliens and Foreign Entities*).

Nonresident alien who becomes a resident alien. Generally, only a nonresident alien individual may use the terms of a tax treaty to reduce or eliminate U.S. tax on certain types of income. However, most tax treaties contain a provision known as a "saving clause." Exceptions specified in the saving clause may permit an exemption from tax to continue for certain types of income even after the payee has otherwise become a U.S. resident alien for tax purposes.

If you are a U.S. resident alien who is relying on an exception contained in the saving clause of a tax treaty to claim an exemption from U.S. tax on certain types of income, you must attach a statement to Form W-9 that specifies the following five items.

1. The treaty country. Generally, this must be the same treaty under which you claimed exemption from tax as a nonresident alien.
2. The treaty article addressing the income.
3. The article number (or location) in the tax treaty that contains the saving clause and its exceptions.
4. The type and amount of income that qualifies for the exemption from tax.
5. Sufficient facts to justify the exemption from tax under the terms of the treaty article.

Example. Article 20 of the U.S.-China income tax treaty allows an exemption from tax for scholarship income received by a Chinese student temporarily present in the United States. Under U.S. law, this student will become a resident alien for tax purposes if his or her stay in the United States exceeds 5 calendar years. However, paragraph 2 of the first Protocol to the U.S.-China treaty (dated April 30, 1984) allows the provisions of Article 20 to continue to apply even after the Chinese student becomes a resident alien of the United States. A Chinese student who qualifies for this exception (under paragraph 2 of the first protocol) and is relying on this exception to claim an exemption from tax on his or her scholarship or fellowship income would attach to Form W-9 a statement that includes the information described above to support that exemption.

If you are a nonresident alien or a foreign entity, give the requester the appropriate completed Form W-8 or Form 8233.

Backup Withholding

What is backup withholding? Persons making certain payments to you must under certain conditions withhold and pay to the IRS 24% of such payments. This is called "backup withholding." Payments that may be subject to backup withholding include interest, tax-exempt interest, dividends, broker and barter exchange transactions, rents, royalties, nonemployee pay, payments made in settlement of payment card and third party network transactions, and certain payments from fishing boat operators. Real estate transactions are not subject to backup withholding.

You will not be subject to backup withholding on payments you receive if you give the requester your correct TIN, make the proper certifications, and report all your taxable interest and dividends on your tax return.

Payments you receive will be subject to backup withholding if:

1. You do not furnish your TIN to the requester,
2. You do not certify your TIN when required (see the instructions for Part II for details),
3. The IRS tells the requester that you furnished an incorrect TIN,
4. The IRS tells you that you are subject to backup withholding because you did not report all your interest and dividends on your tax return (for reportable interest and dividends only), or
5. You do not certify to the requester that you are not subject to backup withholding under 4 above (for reportable interest and dividend accounts opened after 1983 only).

Certain payees and payments are exempt from backup withholding. See *Exempt payee code*, later, and the separate instructions for the Requester of Form W-9 for more information.

Also see *Special rules for partnerships*, earlier.

What is FATCA Reporting?

The Foreign Account Tax Compliance Act (FATCA) requires a participating foreign financial institution to report all United States account holders that are specified United States persons. Certain payees are exempt from FATCA reporting. See *Exemption from FATCA reporting code*, later, and the Instructions for the Requester of Form W-9 for more information.

Updating Your Information

You must provide updated information to any person to whom you claimed to be an exempt payee if you are no longer an exempt payee and anticipate receiving reportable payments in the future from this person. For example, you may need to provide updated information if you are a C corporation that elects to be an S corporation, or if you no longer are tax exempt. In addition, you must furnish a new Form W-9 if the name or TIN changes for the account; for example, if the grantor of a grantor trust dies.

Penalties

Failure to furnish TIN. If you fail to furnish your correct TIN to a requester, you are subject to a penalty of \$50 for each such failure unless your failure is due to reasonable cause and not to willful neglect.

Civil penalty for false information with respect to withholding. If you make a false statement with no reasonable basis that results in no backup withholding, you are subject to a \$500 penalty.

Criminal penalty for falsifying information. Willfully falsifying certifications or affirmations may subject you to criminal penalties including fines and/or imprisonment.

Misuse of TINs. If the requester discloses or uses TINs in violation of federal law, the requester may be subject to civil and criminal penalties.

Specific Instructions

Line 1

You must enter one of the following on this line; **do not** leave this line blank. The name should match the name on your tax return.

If this Form W-9 is for a joint account (other than an account maintained by a foreign financial institution (FFI)), list first, and then circle, the name of the person or entity whose number you entered in Part I of Form W-9. If you are providing Form W-9 to an FFI to document a joint account, each holder of the account that is a U.S. person must provide a Form W-9.

a. Individual. Generally, enter the name shown on your tax return. If you have changed your last name without informing the Social Security Administration (SSA) of the name change, enter your first name, the last name as shown on your social security card, and your new last name.

Note: ITIN applicant: Enter your individual name as it was entered on your Form W-7 application, line 1a. This should also be the same as the name you entered on the Form 1040/1040A/1040EZ you filed with your application.

b. Sole proprietor or single-member LLC. Enter your individual name as shown on your 1040/1040A/1040EZ on line 1. You may enter your business, trade, or "doing business as" (DBA) name on line 2.

c. Partnership, LLC that is not a single-member LLC, C corporation, or S corporation. Enter the entity's name as shown on the entity's tax return on line 1 and any business, trade, or DBA name on line 2.

d. Other entities. Enter your name as shown on required U.S. federal tax documents on line 1. This name should match the name shown on the charter or other legal document creating the entity. You may enter any business, trade, or DBA name on line 2.

e. Disregarded entity. For U.S. federal tax purposes, an entity that is disregarded as an entity separate from its owner is treated as a "disregarded entity." See Regulations section 301.7701-2(c)(2)(iii). Enter the owner's name on line 1. The name of the entity entered on line 1 should never be a disregarded entity. The name on line 1 should be the name shown on the income tax return on which the income should be reported. For example, if a foreign LLC that is treated as a disregarded entity for U.S. federal tax purposes has a single owner that is a U.S. person, the U.S. owner's name is required to be provided on line 1. If the direct owner of the entity is also a disregarded entity, enter the first owner that is not disregarded for federal tax purposes. Enter the disregarded entity's name on line 2, "Business name/disregarded entity name." If the owner of the disregarded entity is a foreign person, the owner must complete an appropriate Form W-8 instead of a Form W-9. This is the case even if the foreign person has a U.S. TIN.

Line 2

If you have a business name, trade name, DBA name, or disregarded entity name, you may enter it on line 2.

Line 3

Check the appropriate box on line 3 for the U.S. federal tax classification of the person whose name is entered on line 1. Check only one box on line 3.

IF the entity/person on line 1 is a(n) . . .	THEN check the box for . . .
• Corporation	Corporation
• Individual • Sole proprietorship, or • Single-member limited liability company (LLC) owned by an individual and disregarded for U.S. federal tax purposes.	Individual/sole proprietor or single-member LLC
• LLC treated as a partnership for U.S. federal tax purposes, • LLC that has filed Form 8832 or 2553 to be taxed as a corporation, or • LLC that is disregarded as an entity separate from its owner but the owner is another LLC that is not disregarded for U.S. federal tax purposes.	Limited liability company and enter the appropriate tax classification. (P= Partnership; C= C corporation; or S= S corporation)
• Partnership	Partnership
• Trust/estate	Trust/estate

Line 4, Exemptions

If you are exempt from backup withholding and/or FATCA reporting, enter in the appropriate space on line 4 any code(s) that may apply to you.

Exempt payee code.

- Generally, individuals (including sole proprietors) are not exempt from backup withholding.
- Except as provided below, corporations are exempt from backup withholding for certain payments, including interest and dividends.
- Corporations are not exempt from backup withholding for payments made in settlement of payment card or third party network transactions.
- Corporations are not exempt from backup withholding with respect to attorneys' fees or gross proceeds paid to attorneys, and corporations that provide medical or health care services are not exempt with respect to payments reportable on Form 1099-MISC.

The following codes identify payees that are exempt from backup withholding. Enter the appropriate code in the space in line 4.

- 1—An organization exempt from tax under section 501(a), any IRA, or a custodial account under section 403(b)(7) if the account satisfies the requirements of section 401(f)(2)
- 2—The United States or any of its agencies or instrumentalities
- 3—A state, the District of Columbia, a U.S. commonwealth or possession, or any of their political subdivisions or instrumentalities
- 4—A foreign government or any of its political subdivisions, agencies, or instrumentalities
- 5—A corporation
- 6—A dealer in securities or commodities required to register in the United States, the District of Columbia, or a U.S. commonwealth or possession
- 7—A futures commission merchant registered with the Commodity Futures Trading Commission
- 8—A real estate investment trust
- 9—An entity registered at all times during the tax year under the Investment Company Act of 1940
- 10—A common trust fund operated by a bank under section 584(a)
- 11—A financial institution
- 12—A middleman known in the investment community as a nominee or custodian
- 13—A trust exempt from tax under section 664 or described in section 4947

The following chart shows types of payments that may be exempt from backup withholding. The chart applies to the exempt payees listed above, 1 through 13.

IF the payment is for . . .	THEN the payment is exempt for . . .
Interest and dividend payments	All exempt payees except for 7
Broker transactions	Exempt payees 1 through 4 and 6 through 11 and all C corporations. S corporations must not enter an exempt payee code because they are exempt only for sales of noncovered securities acquired prior to 2012.
Barter exchange transactions and patronage dividends	Exempt payees 1 through 4
Payments over \$600 required to be reported and direct sales over \$5,000 ¹	Generally, exempt payees 1 through 5 ²
Payments made in settlement of payment card or third party network transactions	Exempt payees 1 through 4

¹ See Form 1099-MISC, Miscellaneous Income, and its instructions.

² However, the following payments made to a corporation and reportable on Form 1099-MISC are not exempt from backup withholding: medical and health care payments, attorneys' fees, gross proceeds paid to an attorney reportable under section 6045(f), and payments for services paid by a federal executive agency.

Exemption from FATCA reporting code. The following codes identify payees that are exempt from reporting under FATCA. These codes apply to persons submitting this form for accounts maintained outside of the United States by certain foreign financial institutions. Therefore, if you are only submitting this form for an account you hold in the United States, you may leave this field blank. Consult with the person requesting this form if you are uncertain if the financial institution is subject to these requirements. A requester may indicate that a code is not required by providing you with a Form W-9 with "Not Applicable" (or any similar indication) written or printed on the line for a FATCA exemption code.

A—An organization exempt from tax under section 501(a) or any individual retirement plan as defined in section 7701(a)(37)

B—The United States or any of its agencies or instrumentalities

C—A state, the District of Columbia, a U.S. commonwealth or possession, or any of their political subdivisions or instrumentalities

D—A corporation the stock of which is regularly traded on one or more established securities markets, as described in Regulations section 1.1472-1(c)(1)(i)

E—A corporation that is a member of the same expanded affiliated group as a corporation described in Regulations section 1.1472-1(c)(1)(i)

F—A dealer in securities, commodities, or derivative financial instruments (including notional principal contracts, futures, forwards, and options) that is registered as such under the laws of the United States or any state

G—A real estate investment trust

H—A regulated investment company as defined in section 851 or an entity registered at all times during the tax year under the Investment Company Act of 1940

I—A common trust fund as defined in section 584(a)

J—A bank as defined in section 581

K—A broker

L—A trust exempt from tax under section 664 or described in section 4947(a)(1)

M—A tax exempt trust under a section 403(b) plan or section 457(g) plan

Note: You may wish to consult with the financial institution requesting this form to determine whether the FATCA code and/or exempt payee code should be completed.

Line 5

Enter your address (number, street, and apartment or suite number). This is where the requester of this Form W-9 will mail your information returns. If this address differs from the one the requester already has on file, write NEW at the top. If a new address is provided, there is still a chance the old address will be used until the payor changes your address in their records.

Line 6

Enter your city, state, and ZIP code.

Part I. Taxpayer Identification Number (TIN)

Enter your TIN in the appropriate box. If you are a resident alien and you do not have and are not eligible to get an SSN, your TIN is your IRS individual taxpayer identification number (ITIN). Enter it in the social security number box. If you do not have an ITIN, see *How to get a TIN* below.

If you are a sole proprietor and you have an EIN, you may enter either your SSN or EIN.

If you are a single-member LLC that is disregarded as an entity separate from its owner, enter the owner's SSN (or EIN, if the owner has one). Do not enter the disregarded entity's EIN. If the LLC is classified as a corporation or partnership, enter the entity's EIN.

Note: See *What Name and Number To Give the Requester*, later, for further clarification of name and TIN combinations.

How to get a TIN. If you do not have a TIN, apply for one immediately. To apply for an SSN, get Form SS-5, Application for a Social Security Card, from your local SSA office or get this form online at www.SSA.gov. You may also get this form by calling 1-800-772-1213. Use Form W-7, Application for IRS Individual Taxpayer Identification Number, to apply for an ITIN, or Form SS-4, Application for Employer Identification Number, to apply for an EIN. You can apply for an EIN online by accessing the IRS website at www.irs.gov/Businesses and clicking on Employer Identification Number (EIN) under Starting a Business. Go to www.irs.gov/Forms to view, download, or print Form W-7 and/or Form SS-4. Or, you can go to www.irs.gov/OrderForms to place an order and have Form W-7 and/or SS-4 mailed to you within 10 business days.

If you are asked to complete Form W-9 but do not have a TIN, apply for a TIN and write "Applied For" in the space for the TIN, sign and date the form, and give it to the requester. For interest and dividend payments, and certain payments made with respect to readily tradable instruments, generally you will have 60 days to get a TIN and give it to the requester before you are subject to backup withholding on payments. The 60-day rule does not apply to other types of payments. You will be subject to backup withholding on all such payments until you provide your TIN to the requester.

Note: Entering "Applied For" means that you have already applied for a TIN or that you intend to apply for one soon.

Caution: A disregarded U.S. entity that has a foreign owner must use the appropriate Form W-8.

Part II. Certification

To establish to the withholding agent that you are a U.S. person, or resident alien, sign Form W-9. You may be requested to sign by the withholding agent even if item 1, 4, or 5 below indicates otherwise.

For a joint account, only the person whose TIN is shown in Part I should sign (when required). In the case of a disregarded entity, the person identified on line 1 must sign. Exempt payees, see *Exempt payee code*, earlier.

Signature requirements. Complete the certification as indicated in items 1 through 5 below.

1. Interest, dividend, and barter exchange accounts opened before 1984 and broker accounts considered active during 1983. You must give your correct TIN, but you do not have to sign the certification.

2. Interest, dividend, broker, and barter exchange accounts opened after 1983 and broker accounts considered inactive during 1983. You must sign the certification or backup withholding will apply. If you are subject to backup withholding and you are merely providing your correct TIN to the requester, you must cross out item 2 in the certification before signing the form.

3. Real estate transactions. You must sign the certification. You may cross out item 2 of the certification.

4. Other payments. You must give your correct TIN, but you do not have to sign the certification unless you have been notified that you have previously given an incorrect TIN. "Other payments" include payments made in the course of the requester's trade or business for rents, royalties, goods (other than bills for merchandise), medical and health care services (including payments to corporations), payments to a nonemployee for services, payments made in settlement of payment card and third party network transactions, payments to certain fishing boat crew members and fishermen, and gross proceeds paid to attorneys (including payments to corporations).

5. Mortgage interest paid by you, acquisition or abandonment of secured property, cancellation of debt, qualified tuition program payments (under section 529), ABLE accounts (under section 529A), IRA, Coverdell ESA, Archer MSA or HSA contributions or distributions, and pension distributions. You must give your correct TIN, but you do not have to sign the certification.

What Name and Number To Give the Requester

For this type of account:	Give name and SSN of:
1. Individual	The individual
2. Two or more individuals (joint account) other than an account maintained by an FFI	The actual owner of the account or, if combined funds, the first individual on the account ¹
3. Two or more U.S. persons (joint account maintained by an FFI)	Each holder of the account
4. Custodial account of a minor (Uniform Gift to Minors Act)	The minor ²
5. a. The usual revocable savings trust (grantor is also trustee) b. So-called trust account that is not a legal or valid trust under state law	The grantor-trustee ¹ The actual owner ¹
6. Sole proprietorship or disregarded entity owned by an individual	The owner ³
7. Grantor trust filing under Optional Form 1099 Filing Method 1 (see Regulations section 1.671-4(b)(2)(i)(A))	The grantor ⁴
For this type of account:	Give name and EIN of:
8. Disregarded entity not owned by an individual	The owner
9. A valid trust, estate, or pension trust	Legal entity ⁴
10. Corporation or LLC electing corporate status on Form 8832 or Form 2553	The corporation
11. Association, club, religious, charitable, educational, or other tax-exempt organization	The organization
12. Partnership or multi-member LLC	The partnership
13. A broker or registered nominee	The broker or nominee

For this type of account:	Give name and EIN of:
14. Account with the Department of Agriculture in the name of a public entity (such as a state or local government, school district, or prison) that receives agricultural program payments	The public entity
15. Grantor trust filing under the Form 1041 Filing Method or the Optional Form 1099 Filing Method 2 (see Regulations section 1.671-4(b)(2)(i)(B))	The trust

¹ List first and circle the name of the person whose number you furnish. If only one person on a joint account has an SSN, that person's number must be furnished.

² Circle the minor's name and furnish the minor's SSN.

³ You must show your individual name and you may also enter your business or DBA name on the "Business name/disregarded entity" name line. You may use either your SSN or EIN (if you have one), but the IRS encourages you to use your SSN.

⁴ List first and circle the name of the trust, estate, or pension trust. (Do not furnish the TIN of the personal representative or trustee unless the legal entity itself is not designated in the account title.) Also see *Special rules for partnerships*, earlier.

***Note:** The grantor also must provide a Form W-9 to trustee of trust.

Note: If no name is circled when more than one name is listed, the number will be considered to be that of the first name listed.

Secure Your Tax Records From Identity Theft

Identity theft occurs when someone uses your personal information such as your name, SSN, or other identifying information, without your permission, to commit fraud or other crimes. An identity thief may use your SSN to get a job or may file a tax return using your SSN to receive a refund.

To reduce your risk:

- Protect your SSN,
- Ensure your employer is protecting your SSN, and
- Be careful when choosing a tax preparer.

If your tax records are affected by identity theft and you receive a notice from the IRS, respond right away to the name and phone number printed on the IRS notice or letter.

If your tax records are not currently affected by identity theft but you think you are at risk due to a lost or stolen purse or wallet, questionable credit card activity or credit report, contact the IRS Identity Theft Hotline at 1-800-908-4490 or submit Form 14039.

For more information, see Pub. 5027, Identity Theft Information for Taxpayers.

Victims of identity theft who are experiencing economic harm or a systemic problem, or are seeking help in resolving tax problems that have not been resolved through normal channels, may be eligible for Taxpayer Advocate Service (TAS) assistance. You can reach TAS by calling the TAS toll-free case intake line at 1-877-777-4778 or TTY/TDD 1-800-829-4059.

Protect yourself from suspicious emails or phishing schemes.

Phishing is the creation and use of email and websites designed to mimic legitimate business emails and websites. The most common act is sending an email to a user falsely claiming to be an established legitimate enterprise in an attempt to scam the user into surrendering private information that will be used for identity theft.

The IRS does not initiate contacts with taxpayers via emails. Also, the IRS does not request personal detailed information through email or ask taxpayers for the PIN numbers, passwords, or similar secret access information for their credit card, bank, or other financial accounts.

If you receive an unsolicited email claiming to be from the IRS, forward this message to phishing@irs.gov. You may also report misuse of the IRS name, logo, or other IRS property to the Treasury Inspector General for Tax Administration (TIGTA) at 1-800-366-4484. You can forward suspicious emails to the Federal Trade Commission at spam@uce.gov or report them at www.ftc.gov/complaint. You can contact the FTC at www.ftc.gov/idtheft or 877-IDTHEFT (877-438-4338). If you have been the victim of identity theft, see www.IdentityTheft.gov and Pub. 5027.

Visit www.irs.gov/IdentityTheft to learn more about identity theft and how to reduce your risk.

Privacy Act Notice

Section 6109 of the Internal Revenue Code requires you to provide your correct TIN to persons (including federal agencies) who are required to file information returns with the IRS to report interest, dividends, or certain other income paid to you; mortgage interest you paid; the acquisition or abandonment of secured property; the cancellation of debt; or contributions you made to an IRA, Archer MSA, or HSA. The person collecting this form uses the information on the form to file information returns with the IRS, reporting the above information. Routine uses of this information include giving it to the Department of Justice for civil and criminal litigation and to cities, states, the District of Columbia, and U.S. commonwealths and possessions for use in administering their laws. The information also may be disclosed to other countries under a treaty, to federal and state agencies to enforce civil and criminal laws, or to federal law enforcement and intelligence agencies to combat terrorism. You must provide your TIN whether or not you are required to file a tax return. Under section 3406, payers must generally withhold a percentage of taxable interest, dividend, and certain other payments to a payee who does not give a TIN to the payer. Certain penalties may also apply for providing false or fraudulent information.

ATTACHMENT E – DRUG FREE WORK PLACE

SWORN STATEMENT PURSUANT TO SECTION 287.087, FLORIDA STATUTES, AS CURRENTLY ENACTED OR AS AMENDED FROM TIME TO TIME, ON PREFERENCE TO BUSINESSES WITH DRUG-FREE WORKPLACE PROGRAMS.

THIS FORM MUST BE SIGNED AND SWORN TO IN THE PRESENCE OF A NOTARY PUBLIC OR OTHER OFFICIAL AUTHORIZED TO ADMINISTER OATHS.

This sworn statement is submitted to The School Board of Broward County, Florida,
by Rafael Muro, Bid Supervisor

(Print individual's name and title)
for Lakeshore Equipment Company dba Lakeshore Learning Materials

(Print name of entity submitting sworn statement)

whose business address is 2695 E. Dominguez Street, Carson CA 90895

and (if applicable) its Federal Employer Identification Number (FEIN) is 94-1525814

(If the entity has no FEIN, include the Social Security Number of the individual signing this sworn statement:
N/A.)

I certify that I have established a drug-free workplace program and have complied with the following:

1. Published a statement notifying employees that the unlawful manufacture, distribution, dispensing, possession, or use of a controlled substance is prohibited in the workplace and specifying the actions that will be taken against employees for violations of such prohibition.
2. Informed employees about the dangers of drug abuse in the workplace, the business' policy of maintaining a drug-free workplace, any available drug counseling, rehabilitation and employee assistance programs, and the penalties that may be imposed upon employees for drug abuse violations.
3. Given each employee engaged in providing the commodities or contractual services that are under bid a copy of the statement specified in subsection (1) above.
4. In the statement specified in subsection (1) above, notified the employees that, as a condition of working on the commodities or contractual services that are under bid, the employee will abide by the terms of the statement and will notify the employer of any conviction of, or plea of guilty or nolo contendere to, any violation of chapter 893 or of any controlled substance law of the United States or any state, for a violation occurring in the workplace no later than five (5) days after such conviction.
5. Will impose a sanction on, or require the satisfactory participation in a drug abuse assistance or rehabilitation program if such is available in the employee's community by, any employee who is so convicted.
6. Am making a good faith effort to continue to maintain a drug-free workplace through implementation of this section.

Sworn to and subscribed before me this 30TH day of June, 2020.

Personally known RAFAEL MURO JR or

Produced Identification CA Driver's License

(Type of Identification)

Notary Public State of California

My commission expires: _____

/ See attached
(Printed, typed, or stamped commissioned name of notary public)

CALIFORNIA JURAT

GOVERNMENT CODE § 8202

A notary public or other officer completing this certificate verifies only the identity of the individual who signed the document to which this certificate is attached, and not the truthfulness, accuracy, or validity of that document.

State of California

County of Los Angeles



Subscribed and sworn to (or affirmed) before me on
this 30th day of June, 2020, by
Date Month Year

(1) Rafael Munoz

(and (2) /),
Name(s) of Signer(s)

proved to me on the basis of satisfactory evidence to
be the person(s) who appeared before me.

Signature Mary E. Stevens
Signature of Notary Public

Place Notary Seal and/or Stamp Above

OPTIONAL

Completing this information can deter alteration of the document or
fraudulent reattachment of this form to an unintended document.

Description of Attached Document

Title or Type of Document: _____

Document Date: _____ Number of Pages: _____

Signer(s) Other Than Named Above: _____

ATTACHMENT F – SBBC SAMPLE AGREEMENT

SBBC SAMPLE AGREEMENT – [CLICK HERE](#)

You may also copy the link below and insert it into your browser window

Sample Agreement Link:

https://www.browardschools.com/cms/lib/FL01803656/Centricity/domain/12708/sbbc%20reference%20page/20190130_SAMPLEAGREEMENT.pdf

AGREEMENT

THIS AGREEMENT is made and entered into as of this [Click here to insert the day](#) day of [Click here to insert a month](#), [Click here to insert the year](#), by and between

THE SCHOOL BOARD OF BROWARD COUNTY, FLORIDA

(hereinafter referred to as "SBBC").

a body corporate and political subdivision of the State of Florida,
whose principal place of business is
600 Southeast Third Avenue, Fort Lauderdale, Florida 33301

and

INSERT EXACT LEGAL NAME OF OTHER PARTY

(hereinafter referred to as "*insert a short name of the other party here*"),
whose principal place of business is
insert other party address here.

WHEREAS, *[insert information in this portion of the document to explain the purposes and objectives for which the parties are entering into an agreement];*

WHEREAS, *[you may use as many of these recitals or "whereas clauses" as necessary to express the parties' purposes and objectives];*

NOW, THEREFORE, in consideration of the premises and of the mutual covenants contained herein and other good and valuable consideration, the receipt and sufficiency of which is hereby acknowledged, the Parties hereby agree as follows:

ARTICLE 1 - RECITALS

1.01 **Recitals.** The parties agree that the foregoing recitals are true and correct and that such recitals are incorporated herein by reference.

ARTICLE 2 – SPECIAL CONDITIONS

2.00 **Term of Agreement.** Unless terminated earlier pursuant to Section 3.05 of this Agreement, the term of this Agreement shall commence on [Click or tap to enter a date.](#) and conclude on [Click or tap to enter a date.](#).

2.01 **Term of Agreement.** Unless terminated earlier pursuant to Section 3.05 of this Agreement, the term of this Agreement shall commence upon the execution of all parties and shall conclude on Click or tap to enter a date..

2.02 **[Insert a Descriptive Title].** *Insert text.*

2.03 **[Insert a Descriptive Title].** **[Insert a Descriptive Title]**

2.04 **SBBC Disclosure of Education Records.**

(a) *State the purpose(s) of the disclosure of the education records*

(b) SBBC will provide *Insert text.* with the following education records: *Insert list of any and all education records that District staff will disclose or to which vendor will be allowed access.*

(c) SBBC will obtain consent from each student's parent/guardian or student age 18 or older whose education records are to be shared prior to disclosing or allowing access to the education records listed below. *(Should you believe that the vendor falls under an exception to obtaining consent, then consult with SBBC Privacy Officer on appropriate language.)*

2.05 *Insert Name* Confidentiality of Education Records.

(a) Notwithstanding any provision to the contrary within this Agreement, *Insert Name* shall:

1) fully comply with the requirements of Sections 1002.22, 1002.221, and 1002.222, Florida Statutes; the Family Educational Rights and Privacy Act, 20 U.S.C § 1232g (FERPA) and its implementing regulations (34 C.F.R. Part 99), and any other state or federal law or regulation regarding the confidentiality of student information and records;

2) hold any education records in strict confidence and not use or redisclose same except as required by this Agreement or as required or permitted by law unless the parent of each student or a student age 18 or older whose education records are to be shared provides prior written consent for their release;

3) ensure that, at all times, all of its employees who have access to any education records during the term of their employment shall abide strictly by its obligations under this Agreement, and that access to education records is limited only to its employees that require the information to carry out the responsibilities under this Agreement and shall provide said list of employees to SBBC upon request;

4) safeguard each education record through administrative, physical and technological safety standards to ensure that adequate controls are in place to protect the education records and information in accordance with FERPA's privacy requirements;

5) utilize the education records solely for the purposes of providing products and services as contemplated under this Agreement; and shall not share, publish, sell, distribute, target advertise, or display education records to any third party;

6) notify SBBC immediately upon discovery of a breach of confidentiality of education records by telephone at 754-321-0300 (Manager, Information Security), and 754-321-1900 (Privacy Officer), and email at privacy@browardschools.com, and take all necessary notification steps as may be required by federal and Florida law, including, but not limited to, those required by Section 501.171, Florida Statutes;

7) fully cooperate with appropriate SBBC staff, including Privacy Officer and/or Information Technology staff to resolve any privacy investigations and concerns in a timely manner;

8) prepare and distribute, at its own cost, any and all required breach notifications, under federal and Florida Law, or reimburse SBBC any direct costs incurred by SBBC for doing so, including, but not limited to, those required by Section 501.171, Florida Statutes;

9) be responsible for any fines or penalties for failure to meet breach notice requirements pursuant to federal and/or Florida law;

10) provide SBBC with the name and contact information of its employee who shall serve as SBBC's primary security contact and shall be available to assist SBBC in resolving obligations associated with a security breach of confidentiality of education records; and

11) securely erase education records from any media once any media equipment is no longer in use or is to be disposed; secure erasure will be deemed the deletion of the education records using a single pass overwrite Secure Erase (Windows) or Wipe (Unix).

(b) All education records shall remain the property of SBBC, and any party contracting with SBBC serves solely as custodian of such information pursuant to this Agreement and claims no ownership or property rights thereto and, upon termination of this Agreement shall, at SBBC's request, return to SBBC or dispose of the education records in compliance with the applicable Florida Retention Schedules and provide SBBC with a written acknowledgment of said disposition.

(c) *Insert Name* shall, for itself, its officers, employees, agents, representatives, contractors or subcontractors, fully indemnify and hold harmless SBBC and its officers and employees for any violation of this section, including, without limitation, defending SBBC and its officers and employees against any complaint, administrative or judicial proceeding, payment of any penalty imposed upon SBBC, or payment of any and all costs, damages, judgments or losses incurred by or imposed upon SBBC arising out of a breach of this covenant by the party, or an officer, employee, agent, representative, contractor, or sub-contractor of the party to the extent that the party or an officer, employee, agent, representative, contractor, or sub-contractor of the party shall either intentionally or negligently violate the provisions of this section or of Sections 1002.22 and/or 1002.221, Florida Statutes. This section shall survive the termination of all performance required or conclusion of all obligations existing under this Agreement.

2.06 HIPAA Compliance. *Insert Name* acknowledges that the Health Insurance Portability and Accountability Act ("HIPAA") and the Health Information Technology for Economic and Clinical Health Act of 2009 ("HITECH Act") (HIPAA and HITECH Act are collectively referred to herein as "HIPAA") protect the privacy of protected health information ("PHI") and may be applicable to student records in certain circumstances; and shall enter into SBBC's HIPAA Business Associate Agreement ("BAA") attached as **Exhibit** *Insert appropriate Exhibit letter or number*. PHI may be used and disclosed only in compliance with HIPAA.

2.07 Studies Conducted for SBBC. Under the terms of this Agreement, *Insert Name* will be conducting studies for, or on behalf of SBBC, to: (a) develop, validate or administer predictive tests; (b) administer student aid programs; or (c) improve instruction. The purposes and scope of the study/studies are described as follows: *Insert Purpose and Scope*

. SBBC may disclose personally identifiable information from an education record of a student to *Insert Name* in order for it to conduct said study. The type of personally identifiable student information to be disclosed by SBBC to *Insert Name* is described as follows: *Insert Description*. *Insert Name* shall conduct the study in a manner that does not permit personal identification of parents and students by individuals other than the representatives of *Insert Name* that have

Agreement with Insert Party Name

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legitimate interests in the information. The study shall commence Click or tap to enter a date. and conclude Click or tap to enter a date.. *Insert Name* agrees that it shall destroy or return any disclosed information to SBBC when no longer needed for the purposes for which the study is to be conducted. *Insert Name* acknowledges and agrees that it may use personally identifiable information from education records only to meet the purpose or purposes of the study as stated in this Agreement. *Insert Name* shall submit all educational research to SBBC's Institutional Review Board ("IRB") for review and prior approval. *Insert Name* shall comply with all of the requirements of the IRB.

For section 2.08 select only one

2.08 Inspection of *Insert Name's* Records by SBBC. *Insert Name* shall establish and maintain books, records and documents (including electronic storage media) sufficient to reflect all income and expenditures of funds provided by SBBC under this Agreement. All *Insert Name's* Records, regardless of the form in which they are kept, shall be open to inspection and subject to audit, inspection, examination, evaluation and/or reproduction, during normal working hours, by SBBC's agent or its authorized representative to permit SBBC to evaluate, analyze and verify the satisfactory performance of the terms and conditions of this Agreement and to evaluate, analyze and verify any and all invoices, billings, payments and/or claims submitted by *Insert Name* or any of *Insert Name's* payees pursuant to this Agreement. *Insert Name's* Records subject to examination shall include, without limitation, those records necessary to evaluate and verify direct and indirect costs (including overhead allocations) as they may apply to costs associated with this Agreement. *Insert Name's* Records subject to this section shall include any and all documents pertinent to the evaluation, analysis, verification and reconciliation of any and all expenditures under this Agreement without regard to funding sources.

(a) ***Insert Name's* Records Defined.** For the purposes of this Agreement, the term "*Insert Name's* Records" shall include, without limitation, accounting records, payroll time sheets, cancelled payroll checks, W-2 forms, written policies and procedures, computer records, disks and software, videos, photographs, executed subcontracts, subcontract files (including proposals of successful and unsuccessful bidders), original estimates, estimating worksheets, correspondence, change order files (including sufficient supporting documentation and documentation covering negotiated settlements), and any other supporting documents that would substantiate, reconcile or refute any charges and/or expenditures related to this Agreement.

(b) **Duration of Right to Inspect.** For the purpose of such audits, inspections, examinations, evaluations and/or reproductions, SBBC's agent or authorized representative shall have access to *Insert Name's* Records from the effective date of this Agreement, for the duration of the term of this Agreement, and until the later of five (5) years after the termination of this Agreement or five (5) years after the date of final payment by SBBC to *Insert Name* pursuant to this Agreement.

(c) **Notice of Inspection.** SBBC's agent or its authorized representative shall provide *Insert Name* reasonable advance notice (not to exceed two (2) weeks) of any intended audit, inspection, examination, evaluation and or reproduction.

(d) Audit Site Conditions. SBBC's agent or its authorized representative shall have access to *Insert Name's* facilities and to any and all records related to this Agreement, and shall be provided adequate and appropriate work space in order to exercise the rights permitted under this section.

(e) Failure to Permit Inspection. Failure by *Insert Name* to permit audit, inspection, examination, evaluation and/or reproduction as permitted under this section shall constitute grounds for termination of this Agreement by SBBC for cause and shall be grounds for the denial of some or all of any *Insert Name's* claims for payment by SBBC.

(f) Overcharges and Unauthorized Charges. If an audit conducted in accordance with this section discloses overcharges or unauthorized charges to SBBC by *Insert Name* in excess of two percent (2%) of the total billings under this Agreement, the actual cost of SBBC's audit shall be paid by *Insert Name*. If the audit discloses billings or charges to which *Insert Name* is not contractually entitled, *Insert Name* shall pay said sum to SBBC within twenty (20) days of receipt of written demand under otherwise agreed to in writing by both parties.

(g) Inspection of Subcontractor's Records. *Insert Name* shall require any and all subcontractors, insurance agents and material suppliers (hereafter referred to as "Payees") providing services or goods with regard to this Agreement to comply with the requirements of this section by insertion of such requirements in any written subcontract. Failure by *Insert Name* to include such requirements in any subcontract shall constitute grounds for termination of this Agreement by SBBC for cause and shall be grounds for the exclusion of some or all of any Payee's costs from amounts payable by SBBC to *Insert Name* pursuant to this Agreement and such excluded costs shall become the liability of *Insert Name*.

(h) Inspector General Audits. *Insert Name* shall comply and cooperate immediately with any inspections, reviews, investigations, or audits deemed necessary by the Florida Office of the Inspector General or by any other state or federal officials.

2.08 Inspection of *Insert Name's* Records by SBBC. *Insert Name* shall establish and maintain books, records and documents (including electronic storage media) sufficient to reflect all income and expenditures of funds provided by SBBC under this Agreement. All *Insert Name's* applicable records, regardless of the form in which they are kept, shall be open to inspection and subject to audit, inspection, examination, evaluation and/or reproduction, during normal working hours, by SBBC's agent or its authorized representative to permit SBBC to evaluate, analyze and verify the satisfactory performance of the terms and conditions of this Agreement and to evaluate, analyze and verify the applicable business records of *Insert Name* directly relating to this Agreement in order to verify the accuracy of invoices provided to SBBC. Such audit shall be no more than one (1) time per calendar year.

(a) Duration of Right to Inspect. For the purpose of such audits, inspections, examinations, evaluations and/or reproductions, SBBC's agent or authorized representative shall have access to *Insert Name's* records from the effective date of this Agreement, for the duration of the term of this Agreement, and until the later of five (5) years after the termination of this

Agreement or five (5) years after the date of final payment by SBBC to *Insert Name* pursuant to this Agreement.

(b) Notice of Inspection. SBBC's agent or its authorized representative shall provide *Insert Name* reasonable advance written notice (not to exceed two (2) weeks) of any intended audit, inspection, examination, evaluation and or reproduction.

(c) Audit Site Conditions. SBBC's agent or its authorized representative shall have access to *Insert Name*'s facilities and to any and all records related to this Agreement, and shall be provided adequate and appropriate work space in order to exercise the rights permitted under this section.

(d) Failure to Permit Inspection. Failure by *Insert Name* to permit audit, inspection, examination, evaluation and/or reproduction as permitted under this section shall constitute grounds for termination of this Agreement by SBBC for cause and shall be grounds for SBBC's denial of some or all of any *Insert Name*'s claims for payment.

(e). Overcharges and Unauthorized Charges. If an audit conducted in accordance with this section discloses overcharges or unauthorized charges to SBBC by *Insert Name* in excess of two percent (2%) of the total billings under this Agreement, the actual cost of SBBC's audit shall be paid by *Insert Name*. If the audit discloses billings or charges to which *Insert Name* is not contractually entitled, *Insert Name* shall pay said sum to SBBC within twenty (20) days of receipt of written demand unless otherwise agreed to in writing by both parties.

(f) Inspection of Subcontractor's Records. If applicable, *Insert Name* shall require any and all subcontractors, insurance agents and material suppliers (hereafter referred to as "Payees") providing services or goods with regard to this Agreement to comply with the requirements of this section by insertion of such requirements in any written subcontract. Failure by *Insert Name* to include such requirements in any subcontract shall constitute grounds for termination of this Agreement by SBBC for cause and shall be grounds for the exclusion of some or all of any Payees' costs from amounts payable by SBBC to *Insert Name* pursuant to this Agreement and such excluded costs shall become the liability of *Insert Name*.

(g) Inspector General Audits. *Insert Name* shall comply and cooperate immediately with any inspections, reviews, investigations, or audits deemed necessary by the Florida Office of the Inspector General or by any other state or federal officials.

2.08 Inspection of *Insert Name* Records by SBBC. *Insert Name* shall establish and maintain books, records and documents (including electronic storage media) related to this Agreement. All of *Insert Name*'s Records, regardless of the form in which they are kept, shall be open to inspection and subject to audit, inspection, examination, evaluation and/or reproduction, during normal working hours, by SBBC agent or its authorized representative. For the purpose of such audits, inspections, examinations, evaluations and/or reproductions, SBBC's agent or authorized representative shall have access to *Insert Name*'s Records from the effective date of this Agreement, for the duration of the term of the Agreement, and until the later of five (5) years after

the termination of this Agreement or five (5) years after the date of final payment by SBBC to *Insert Name* pursuant to this Agreement. SBBC's agent or its authorized representative shall provide *Insert Name* with reasonable advance notice (not to exceed two (2) weeks) of any intended audit, inspection, examination, evaluation and or reproduction. SBBC's agent or its authorized representative shall have access to the *Insert Name*'s facilities and to any and all records related to the Agreement, and shall be provided adequate and appropriate work space in order to exercise the rights permitted under this section. *Insert Name* shall comply and cooperate immediately with any inspections, reviews, investigations, or audits deemed necessary by the Florida Office of the Inspector General or by any other state or federal officials.

2.09 **Notice.** When any of the parties desire to give notice to the other, such notice must be in writing, sent by U.S. Mail, postage prepaid, addressed to the party for whom it is intended at the place last specified; the place for giving notice shall remain such until it is changed by written notice in compliance with the provisions of this paragraph. For the present, the Parties designate the following as the respective places for giving notice:

To SBBC: Superintendent of Schools
The School Board of Broward County, Florida
600 Southeast Third Avenue
Fort Lauderdale, Florida 33301

With a Copy to: *Insert Job Title of District Representative*
The School Board of Broward County, Florida
Insert Address of District Representative

To *Insert Name*: *Insert Name Provided by Other Party*
The School Board of Broward County, Florida
Insert Address Provided by Other Party

With a Copy to: *Insert Name Provided by Other Party*
Insert Address Provided by Other Party

For section 2.10 select only one.

2.10 **Background Screening.** *Insert Name* agrees to comply with all requirements of Sections 1012.32 and 1012.465, Florida Statutes, and all of its personnel who (1) are to be permitted access to school grounds when students are present, (2) will have direct contact with students, or (3) have access or control of school funds, will successfully complete the background screening required by the referenced statutes and meet the standards established by the statutes. This background screening will be conducted by SBBC in advance of *Insert Name* or its personnel providing any services under the conditions described in the previous sentence. *Insert Name* shall bear the cost of acquiring the background screening required by Section 1012.32, Florida Statutes, and any fee imposed by the Florida Department of Law Enforcement to maintain the fingerprints provided with respect to *Insert Name* and its personnel. The parties agree that the failure of *Insert Name* to perform any of the duties described in this section shall constitute a material breach of this Agreement entitling SBBC to terminate immediately with no further responsibilities or duties to perform under this Agreement. To the extent permitted by law, *Insert Name* agrees to indemnify

Agreement with Insert Party Name

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and hold harmless SBBC, its officers and employees from any liability in the form of physical or mental injury, death or property damage resulting from *Insert Name's* failure to comply with the requirements of this section or with Sections 1012.32 and 1012.465, Florida Statutes. Nothing herein shall be construed as a waiver by SBBC or *Insert Name* of sovereign immunity or of any rights or limits to liability existing under Section 768.28, Florida Statutes.

2.10 Background Screening. *Insert Name* shall comply with all requirements of Sections 1012.32 and 1012.465, Florida Statutes, and all of its personnel who (1) are to be permitted access to school grounds when students are present, (2) will have direct contact with students, or (3) have access or control of school funds, will successfully complete the background screening required by the referenced statutes and meet the standards established by the statutes. This background screening will be conducted by SBBC in advance of *Insert Name* or its personnel providing any services under the conditions described in the previous sentence. *Insert Name* shall bear the cost of acquiring the background screening required by Section 1012.32, Florida Statutes, and any fee imposed by the Florida Department of Law Enforcement to maintain the fingerprints provided with respect to *Insert Name* and its personnel. The parties agree that the failure of *Insert Name* to perform any of the duties described in this section shall constitute a material breach of this Agreement entitling SBBC to terminate immediately with no further responsibilities or duties to perform under this Agreement. *Insert Name* agrees to indemnify and hold harmless SBBC, its officers and employees from any liability in the form of physical or mental injury, death or property damage resulting from *Insert Name's* failure to comply with the requirements of this section or with Sections 1012.32 and 1012.465, Florida Statutes.

For section 2.11 select only one.

2.11 Public Records. Any party contracting with SBBC is required to (a) keep and maintain available for public inspection any records that pertain to services rendered under this Agreement; (b) provide the public with access to public records on the same terms and conditions that SBBC would provide such records and at a cost that does not exceed the cost provided in Chapter 119, Florida Statutes or as otherwise provided by law; (c) ensure that public records that are exempt or confidential and exempt from public records disclosure requirements are not disclosed except as authorized by law; and (d) meet all requirements for retaining public records and transfer, at no cost to SBBC, all public records in that party's possession upon termination of its Agreement with SBBC and destroy any duplicate public records that are exempt or confidential and exempt from public records disclosure requirements. All of such party's records stored electronically must be provided to SBBC in a format that is compatible with SBBC's information technology systems. Each party shall maintain its own respective records and documents associated with this Agreement in accordance with the records retention requirements applicable to public records. Each party shall be responsible for compliance with any public documents request served upon it pursuant to Section 119.07, Florida Statutes, and any resultant award of attorney's fees for non-compliance with that law. Each party acknowledges that this Agreement and all attachments thereto are public records and do not constitute trade secrets.

2.11 Public Records. The following provisions are required by Section 119.0701, Florida Statutes, and may not be amended. *Insert Name's* shall keep and maintain public records

Agreement with Insert Party Name

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required by SBBC to perform the services required under this Agreement. Upon request from SBBC's custodian of public records, *Insert Name's* shall provide SBBC with a copy of any requested public records or to allow the requested public records to be inspected or copied within a reasonable time at a cost that does not exceed the cost provided in Chapter 119, Florida Statutes, or as otherwise provided by law. *Insert Name's* shall ensure that public records that are exempt or confidential and exempt from public records disclosure requirements are not disclosed except as authorized by law for the duration of the Agreement's term and following completion of the Agreement if *Insert Name's* does not transfer the public records to SBBC. Upon completion of the Agreement, *Insert Name's* shall transfer, at no cost, to SBBC all public records in possession of *Insert Name's* or keep and maintain public records required by SBBC to perform the services required under the Agreement. If *Insert Name's* transfers all public records to SBBC upon completion of the Agreement, *Insert Name's* shall destroy any duplicate public records that are exempt or confidential and exempt from public records disclosure requirements. If *Insert Name's* keeps and maintains public records upon completion of the Agreement, *Insert Name's* shall meet all applicable requirements for retaining public records. All records stored electronically must be provided to SBBC, upon request from SBBC's custodian of public records, in a format that is compatible with SBBC's information technology systems.

IF A PARTY TO THIS AGREEMENT HAS QUESTIONS REGARDING THE APPLICATION OF CHAPTER 119, FLORIDA STATUTES, TO ITS DUTY TO PROVIDE PUBLIC RECORDS RELATING TO THE AGREEMENT, CONTACT THE CUSTODIAN OF PUBLIC RECORDS AT 754-321-1900, RECORDREQUESTS@BROWARDSCHOOLS.COM. RISK MANAGEMENT DEPARTMENT, PUBLIC RECORDS DIVISION, 600 SOUTHEAST THIRD AVENUE, FORT LAUDERDALE, FLORIDA 33301.

2.12 **Indemnification.** Each party agrees to be fully responsible for its acts of negligence, or its employees' acts of negligence when acting within the scope of their employment and agrees to be liable for any damages resulting from said negligence. This section shall survive the termination of all performance or obligations under this Agreement and shall be fully binding until such time as any proceeding brought on account of this Agreement is barred by any applicable statute of limitations.

2.13 **Liability.** This section shall survive the termination of all performance or obligations under this Agreement and shall be fully binding until such time as any proceeding brought on account of this Agreement is barred by any applicable statute of limitations.

(a) By SBBC: SBBC agrees to be fully responsible up to the limits of Section 768.28, Florida Statutes, for its acts of negligence, or its employees' acts of negligence when acting within the scope of their employment and agrees to be liable, up to the limits of Section 768.28, Florida Statutes, for any damages resulting from said negligence.

(b) By *Insert Name's*: *Insert Name* agrees to indemnify, hold harmless and defend SBBC, its agents, servants and employees from any and all claims, judgments, costs, and expenses

including, but not limited to, reasonable attorney's fees, reasonable investigative and discovery costs, court costs and all other sums which SBBC, its agents, servants and employees may pay or become obligated to pay on account of any, all and every claim or demand, or assertion of liability, or any claim or action founded thereon, arising or alleged to have arisen out of the products, goods or services furnished by *Insert Name*, its agents, servants or employees; the equipment of *Insert Name*, its agents, servants or employees while such equipment is on premises owned or controlled by SBBC; or the negligence of *Insert Name* or the negligence of *Insert Name's* agents when acting within the scope of their employment, whether such claims, judgments, costs and expenses be for damages, damage to property including SBBC's property, and injury or death of any person whether employed by *Insert Name*, SBBC or otherwise.

2.14 **Insurance Requirements.** *Insert Name* shall comply with the following insurance requirements throughout the term of this Agreement:

(a) **General Liability.** *Insert Name* shall maintain General Liability insurance during the term of this Agreement with limits not less than \$1,000,000 per occurrence for Bodily Injury/Property Damage; \$1,000,000 General Aggregate; and limits not less than \$1,000,000 for Products/Completed Operations Aggregate.

(b) **Professional Liability/Errors & Omissions.** *Insert Name* shall maintain Professional Liability/Errors & Omissions insurance during the term of this Agreement with a limit of not less than \$1,000,000 per occurrence covering services provided under this Agreement.

(c) **Workers' Compensation.** *Insert Name* shall maintain Workers' Compensation insurance during the term of this Agreement in compliance with the limits specified in Chapter 440, Florida Statutes, and Employer's Liability limits shall not be less than \$100,000/\$100,000/\$500,000 (each accident/disease-each employee/disease-policy limit).

(d) **Auto Liability.** *Insert Name* shall maintain Owned, Non-Owned and Hired Auto Liability insurance with Bodily Injury and Property Damage limits of not less than \$1,000,000 Combined Single Limit.

(e) **Acceptability of Insurance Carriers.** The insurance policies required under this Agreement shall be issued by companies qualified to do business in the State of Florida and having a rating of at least A- VI by AM Best or Aa3 by Moody's Investor Service.

(f) **Verification of Coverage.** Proof of the required insurance must be furnished by *Insert Name* to SBBC's Risk Management Department by Certificate of Insurance within fifteen (15) days of the date of this Agreement. To streamline this process, SBBC has partnered with EXIGIS Risk Management Services to collect and verify insurance documentation. All certificates (and any required documents) must be received and approved by SBBC's Risk Management Department before any work commences to permit *Insert Name* to remedy any deficiencies. *Insert Name* must verify its account information and provide contact details for its Insurance Agent via the link provided to it by email.

(g) Required Conditions. Liability policies must include the following terms on the Certificate of Insurance:

- 1) The School Board of Broward County, Florida, its members, officers, employees and agents are added as additional insured.
- 2) All liability policies are primary of all other valid and collectable coverage maintained by The School Board of Broward County, Florida.
- 3) Certificate Holder: The School Board of Broward County, Florida, c/o EXIGIS Risk Management Services, P.O. Box 4668-ECM, New York, New York 10163-4668.

(h) Cancellation of Insurance. *Insert Name* is prohibited from providing services under this Agreement with SBBC without the minimum required insurance coverage and must notify SBBC within two (2) business days if required insurance is cancelled.

(i) SBBC reserves the right to review, reject or accept any required policies of insurance, including limits, coverage or endorsements, herein throughout the term of this Agreement.

2.15 Equal Opportunity Provision. The parties agree that no person shall be subjected to discrimination because of age, race, color, disability, gender identity, gender expression, marital status, national origin, religion, sex or sexual orientation in the performance of the parties' respective duties, responsibilities and obligations under this Agreement.

2.16 Nondiscrimination.

(a) As a condition of entering into this Agreement, *Insert Name* represents and warrants that it will comply with the SBBC's Commercial Nondiscrimination Policy, as described under, Section D.1 of SBBC's Policy No. 3330 – Supplier Diversity Outreach Program.

(b) As part of such compliance, *Insert Name* shall not discriminate on the basis of race, color, religion, ancestry or national origin, sex, age, marital status, sexual orientation, or on the basis of disability or other unlawful forms of discrimination in the solicitation, selection, hiring, or commercial treatment of subcontractors, vendors, suppliers, or commercial customers, nor shall *Insert Name* retaliate against any person for reporting instances of such discrimination. *Insert Name* shall provide equal opportunity for subcontractors, vendors, and suppliers to participate in all of its public sector and private sector subcontracting and supply opportunities, provided that nothing contained in this clause shall prohibit or limit otherwise lawful efforts to remedy the effects of marketplace discrimination that have occurred or are occurring in the SBBC's relevant marketplace. *Insert Name* understands and agrees that a material violation of this clause shall be considered a material breach of this Agreement and may result in termination of this Agreement, disqualification of the company from participating in SBBC Agreements, or other sanctions. This clause is not enforceable by or for the benefit of, and creates no obligation to, any third party.

2.17 **Travel.** In County travel shall not be billed as a reimbursable expense. Out of county travel and per diem may be allowable at the sole discretion of SBBC. SBBC has delegated authority to the Superintendent of Schools or his/her designee to provide prior approval to VENDOR for any and all travel and per diem. Should any out of county travel and/or per diem be allowed, then it shall be billed and reimbursed in compliance with the current or updated School Board Policy 3400 and/or other relevant School Board Policies.

2.18 **Annual Appropriation.** The performance and obligations of SBBC under this Agreement shall be contingent upon an annual budgetary appropriation by its governing body. If SBBC does not allocate funds for the payment of services or products to be provided under this Agreement, this Agreement may be terminated by SBBC at the end of the period for which funds have been allocated. SBBC shall notify the other party at the earliest possible time before such termination. No penalty shall accrue to SBBC in the event this provision is exercised, and SBBC shall not be obligated or liable for any future payments due or any damages as a result of termination under this section.

2.19 **Excess Funds.** Any party receiving funds paid by SBBC under this Agreement agrees to promptly notify SBBC of any funds erroneously received from SBBC upon the discovery of such erroneous payment or overpayment. Any such excess funds shall be refunded to SBBC.

2.20 **Incorporation by Reference.** *Exhibit[s] Insert appropriate Exhibit letters or numbers* attached hereto and referenced herein shall be deemed to be incorporated into this Agreement by reference.

ARTICLE 3 – GENERAL CONDITIONS

3.01 **No Waiver of Sovereign Immunity.** Nothing herein is intended to serve as a waiver of sovereign immunity by any agency or political subdivision to which sovereign immunity may be applicable or of any rights or limits to liability existing under Section 768.28, Florida Statutes. This section shall survive the termination of all performance or obligations under this Agreement and shall be fully binding until such time as any proceeding brought on account of this Agreement is barred by any applicable statute of limitations.

3.02 **No Third Party Beneficiaries.** The parties expressly acknowledge that it is not their intent to create or confer any rights or obligations in or upon any third person or entity under this Agreement. None of the parties intend to directly or substantially benefit a third party by this Agreement. The parties agree that there are no third party beneficiaries to this Agreement and that no third party shall be entitled to assert a claim against any of the parties based upon this Agreement. Nothing herein shall be construed as consent by an agency or political subdivision of the State of Florida to be sued by third parties in any matter arising out of any Agreement.

3.03 **Independent Contractor.** The parties to this Agreement shall at all times be acting in the capacity of independent contractors and not as an officer, employee or agent of one another. Neither party or its respective agents, employees, subcontractors or assignees shall represent to others that it has the authority to bind the other party unless specifically authorized in writing to do so. No right to SBBC retirement, leave benefits or any other benefits of SBBC

employees shall exist as a result of the performance of any duties or responsibilities under this Agreement. SBBC shall not be responsible for social security, withholding taxes, contributions to unemployment compensation funds or insurance for the other party or the other party's officers, employees, agents, subcontractors or assignees.

3.04 Default. The parties agree that, in the event that either party is in default of its obligations under this Agreement, the non-defaulting party shall provide to the defaulting party (30) days written notice to cure the default. However, in the event said default cannot be cured within said thirty (30) day period and the defaulting party is diligently attempting in good faith to cure same, the time period shall be reasonably extended to allow the defaulting party additional cure time. Upon the occurrence of a default that is not cured during the applicable cure period, this Agreement may be terminated by the non-defaulting party upon thirty (30) days notice. This remedy is not intended to be exclusive of any other remedy, and each and every such remedy shall be cumulative and shall be in addition to every other remedy now or hereafter existing at law or in equity or by statute or otherwise. No single or partial exercise by any party of any right, power, or remedy hereunder shall preclude any other or future exercise thereof. Nothing in this section shall be construed to preclude termination for convenience pursuant to Section 3.05.

3.05 Termination. This Agreement may be canceled with or without cause by SBBC during the term hereof upon thirty (30) days written notice to the other parties of its desire to terminate this Agreement. In the event of such termination, SBBC shall be entitled to a *pro rata* refund of any pre-paid amounts for any services scheduled to be delivered after the effective date of such termination. SBBC shall have no liability for any property left on SBBC's property by any party to this Agreement after the termination of this Agreement. Any party contracting with SBBC under this Agreement agrees that any of its property placed upon SBBC's facilities pursuant to this Agreement shall be removed within ten (10) business days following the termination, conclusion or cancellation of this Agreement and that any such property remaining upon SBBC's facilities after that time shall be deemed to be abandoned, title to such property shall pass to SBBC, and SBBC may use or dispose of such property as SBBC deems fit and appropriate.

3.06 Compliance with Laws. Each party shall comply with all applicable federal, state and local laws, SBBC policies, codes, rules and regulations in performing its duties, responsibilities and obligations pursuant to this Agreement.

3.07 Place of Performance. All obligations of SBBC under the terms of this Agreement are reasonably susceptible of being performed in Broward County, Florida and shall be payable and performable in Broward County, Florida.

3.08 Governing Law and Venue. This Agreement shall be interpreted and construed in accordance with and governed by the laws of the State of Florida. Any controversies or legal problems arising out of this Agreement and any action involving the enforcement or interpretation of any rights hereunder shall be submitted exclusively to the jurisdiction of the State courts of the Seventeenth Judicial Circuit of Broward County, Florida or to the jurisdiction of the United States District Court for the Southern District of Florida. Each party agrees and admits that the state courts of the Seventeenth Judicial Circuit of Broward County, Florida or the United States District Court for the Southern District of Florida shall have jurisdiction over it for any dispute arising under this Agreement.

3.09 **Entirety of Agreement.** This document incorporates and includes all prior negotiations, correspondence, conversations, agreements and understandings applicable to the matters contained herein and the parties agree that there are no commitments, agreements or understandings concerning the subject matter of this Agreement that are not contained in this document. Accordingly, the parties agree that no deviation from the terms hereof shall be predicated upon any prior representations or agreements, whether oral or written.

3.10 **Binding Effect.** This Agreement shall be binding upon and inure to the benefit of the parties hereto and their respective successors and assigns.

3.11 **Assignment.** Neither this Agreement nor any interest herein may be assigned, transferred or encumbered by any party without the prior written consent of the other party. There shall be no partial assignments of this Agreement including, without limitation, the partial assignment of any right to receive payments from SBBC.

3.12 **Captions.** The captions, section designations, section numbers, article numbers, titles and headings appearing in this Agreement are inserted only as a matter of convenience, have no substantive meaning, and in no way define, limit, construe or describe the scope or intent of such articles or sections of this Agreement, nor in any way effect affect this Agreement and shall not be construed to create a conflict with the provisions of this Agreement.

3.13 **Severability.** In the event that any one or more of the sections, paragraphs, sentences, clauses or provisions contained in this Agreement is held by a court of competent jurisdiction to be invalid, illegal, unlawful, unenforceable or void in any respect, such shall not affect the remaining portions of this Agreement and the same shall remain in full force and effect as if such invalid, illegal, unlawful, unenforceable or void sections, paragraphs, sentences, clauses or provisions had never been included herein.

3.14 **Preparation of Agreement.** The parties acknowledge that they have sought and obtained whatever competent advice and counsel as was necessary for them to form a full and complete understanding of all rights and obligations herein and that the preparation of this Agreement has been their joint effort. The language agreed to herein expresses their mutual intent and the resulting document shall not, solely as a matter of judicial construction, be construed more severely against one of the parties than the other.

3.15 **Amendments.** No modification, amendment, or alteration in the terms or conditions contained herein shall be effective unless contained in a written document prepared with the same or similar formality as this Agreement and executed by each party hereto.

3.16 **Waiver.** The parties agree that each requirement, duty and obligation set forth herein is substantial and important to the formation of this Agreement and, therefore, is a material term hereof. Any party's failure to enforce any provision of this Agreement shall not be deemed a waiver of such provision or modification of this Agreement unless the waiver is in writing and signed by the party waiving such provision. A written waiver shall only be effective as to the specific instance for which it is obtained and shall not be deemed a continuing or future waiver.

3.17 **Force Majeure.** Neither party shall be obligated to perform any duty, requirement or obligation under this Agreement if such performance is prevented by fire,

hurricane, earthquake, explosion, wars, sabotage, accident, flood, acts of God, strikes, or other labor disputes, riot or civil commotions, or by reason of any other matter or condition beyond the control of either party, and which cannot be overcome by reasonable diligence and without unusual expense ("Force Majeure"). In no event shall a lack of funds on the part of either party be deemed Force Majeure.

3.18 **Survival.** All representations and warranties made herein, indemnification obligations, obligations to reimburse SBBC, obligations to maintain and allow inspection and audit of records and property, obligations to maintain the confidentiality of records, reporting requirements, and obligations to return public funds shall survive the termination of this Agreement.

3.19 **Agreement Administration.** SBBC has delegated authority to the Superintendent of Schools or his/her designee to take any actions necessary to implement and administer this Agreement.

3.20 **Counterparts and Multiple Originals.** This Agreement may be executed in multiple originals, and may be executed in counterparts, each of which shall be deemed to be an original, but all of which, taken together, shall constitute one and the same Agreement.

3.21 **Authority.** Each person signing this Agreement on behalf of either party individually warrants that he or she has full legal power to execute this Agreement on behalf of the party for whom he or she is signing, and to bind and obligate such party with respect to all provisions contained in this Agreement.

IN WITNESS WHEREOF, the Parties hereto have made and executed this Agreement on the date first above written.

[THIS SPACE INTENTIONALLY LEFT BLANK; SIGNATURE PAGES FOLLOW]

FOR SBBC:

(Corporate Seal)

THE SCHOOL BOARD OF BROWARD
COUNTY, FLORIDA

ATTEST:

By _____
insert name of current Board Chair here, Chair

Robert W. Runcie, Superintendent of Schools

Approved as to Form and Legal Content:

Office of the General Counsel

[THIS SPACE INTENTIONALLY LEFT BLANK; SIGNATURE PAGE FOLLOWS]

FOR SBBC:

(Corporate Seal)

THE SCHOOL BOARD OF BROWARD
COUNTY, FLORIDA

WITNESS:

By _____
Robert W. Runcie, Superintendent of Schools

Signature
Print Name: _____

Approved as to Form and Legal Content:

Office of the General Counsel

[THIS SPACE INTENTIONALLY LEFT BLANK; SIGNATURE PAGE FOLLOWS]

FOR[INSERT A SHORT NAME OF THE OTHER PARTY HERE]:

(Corporate Seal)

Insert Exact Full Legal Name of the other
Corporation, Agency or Other Legal Entity

ATTEST:

By _____

_____, Secretary

-or-

Witness

Witness

**The Following Notarization is Required for Every Agreement Without Regard to
Whether the Party Chose to Use a Secretary's Attestation or Two (2) Witnesses.**

STATE OF _____

COUNTY OF _____

The foregoing instrument was acknowledged before me this Click here to insert the day
day of Click here to insert a month, Click here to insert the year

by _____ of _____, on behalf of the
Name of Person Name of Corporation or Agency
corporation/agency. He/She is personally known to me or produced
_____ as identification and did/did not first take an oath.
Type of Identification

My Commission Expires: Click enter expiration date.

Signature – Notary Public

(SEAL)

Printed Name of Notary

Notary's Commission No.

FOR[Insert Name Here]:

Witness

Signature

Witness

Printed Name

STATE OF _____

COUNTY OF _____

The foregoing instrument was acknowledged before me by Click here to enter Name
Insert Name Here
who is personally known to me or who produced Click here to enter Type of Identification as
Type of Identification
identification and who did/did not first take an this Click here to insert the day day of Click here
to insert a month, Click here to insert the year.

My Commission Expires:Enter expiration date

Signature – Notary Public

(SEAL)

Notary's Printed Name

Notary's Commission No.

[THIS SPACE INTENTIONALLY LEFT BLANK]

ATTACHMENT G – DEBARMENT

MUST BE COMPLETED BY ALL BIDDERS

CERTIFICATION OF DEBARMENT, SUSPENSION, INELIGIBILITY, AND VOLUNTARY EXCLUSION LOWER TIER TRANSACTIONS

This certification is required by the regulations implementing Executive Order 12549, Debarment and Suspension, 45 CFR 1183.35, Participants' responsibilities. The regulations were published as Part VII of the May 26, 1988 Federal Register (pages 19160-19211). Copies of the regulations may be obtained by going to this link: <http://www.gpo.gov/fdsys/granule/CFR-2011-title45-vol3/CFR-2011-title45-vol3-sec1183-35>

(BEFORE COMPLETING CERTIFICATION, READ INSTRUCTIONS ON NEXT PAGE)

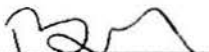
- (1) The prospective lower tier participant certifies, by submission of this proposal, that neither it nor its principals are presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from participation in this transaction by any federal department or agency.
- (2) Where the prospective lower tier participant is unable to certify to any of the statements in this certification, such prospective participant shall attach an explanation to this proposal.

Lakeshore Equipment Company dba Lakeshore Learning Materials

Organization Name

Rafael Muro, Bid Supervisor

Name(s) and Title(s) of Authorized Representative(s)


Signature(s)

7/10/2020
Date

ATTACHMENT G – INSTRUCTIONS FOR CERTIFICATION

1. By signing and submitting this proposal, the prospective lower tier participant is providing the certification set out below.
2. The certification in this clause is a material representation of fact upon which reliance was placed when this transaction was entered into. If it is later determined that the prospective lower tier participant knowingly rendered an erroneous certification, in addition to other remedies available to the federal government, the department or agency with which this transaction originated may pursue available remedies, including suspension and/or debarment.
3. The prospective lower tier participant shall provide immediate written notice to the person to which this proposal is submitted if at any time the prospective lower tier participant learns that its certification was erroneous when submitted or has become erroneous by reason of changed circumstances.
4. The terms "covered transaction," "debarred," "suspended," "ineligible," "lower tier covered transaction," "participant," "person," "primary covered transaction," "principal," "proposal," and "voluntarily excluded," as used in this clause, have the meanings set out in the Definitions and Coverage sections of rules implementing Executive Order 12549. You may contact the person to which this proposal is submitted for assistance in obtaining a copy of those regulations.
5. The prospective lower tier participant agrees by submitting this proposal that, should the proposed covered transaction be entered into, it shall not knowingly enter into any lower tier covered transaction with a person who is debarred, suspended, declared ineligible, or voluntarily excluded from participation in this covered transaction, unless authorized by the department or agency with which this transaction originated.
6. The prospective lower tier participant further agrees by submitting this proposal that it will include the clause titled "Certification Regarding Debarment, Suspension, Ineligibility, and Voluntary Exclusion-Lower Tier Covered Transactions," without modification, in all lower tier covered transactions and in all solicitations for lower tier covered transactions.
7. A participant in a covered transaction may rely upon a certification of a prospective participant in a lower tier covered transaction that it is not debarred, suspended, ineligible, or voluntarily excluded from the covered transaction, unless it knows that the certification is erroneous. A participant may decide the method and frequency by which it determines the eligibility of its principals. Each participant may, but is not required to, check the Non-procurement List (Telephone Number).
8. Nothing contained in the foregoing shall be construed to require establishment of a system of records in order to render in good faith the certification required by this clause. The knowledge and information of a participant is not required to exceed that which is normally possessed by a prudent person in the ordinary course of business dealings.
9. Except for transactions authorized under paragraph 5 of these instructions, if a participant in a covered transaction knowingly enters into a lower tier covered transaction with a person who is suspended, debarred, ineligible, or voluntary excluded from participation in this transaction, in addition to other remedies available to the federal government, the department or agency with which this transaction originated may pursue available remedies, including suspension and/or debarment.

**ATTACHMENT H – ACH FORM
ACH PAYMENT AGREEMENT FORM**

**The School Board of Broward County, Florida
ACH Payment Agreement Form (ACH CREDITS)**

VENDOR NAME: Lakeshore Equipment Company
dba Lakeshore Learning Materials

Authorization Agreement

I (we) hereby authorize The School Board of Broward County to initiate automatic deposits (credits) to my account at the financial institution named below. Additionally, I authorize The School Board of Broward County to make the necessary debit entries/adjustments in the event that a credit entry is made in error.

Further, I agree not to hold The School Board of Broward County responsible for any delay or loss of funds due to incorrect or incomplete information supplied by me or by my financial institution or due to an error on the part of my financial institution in depositing funds to my account.

This agreement shall remain in effect until The School Board of Broward County receives written notification of cancellation from me or my financial institution and that the origination of ACH transactions to my (our) account must comply with the provisions of U.S. law.

Account Information

Name of Bank or Financial Institute: Lakeshore has already set up ACH with Broward County School Board.

Branch/ State: _____

Routing No: _____

Account No: _____

VENDOR AREA: _____

Remittance Confirmation: _____
(please select one)

Federal Identification No. _____
Vendor _____

Checking ☐ Savings ☐

Fax ☐ Email ☐

TAX ID# ☐ SS# ☐


Update Purchase Order Fax & Email Address

Centralized Fax Number (800) 537-5403 Dept. Order Dept.

Centralized Email orderdept@lakeshorelearning.com Dept. Order Dept.

Centralized Phone No. (800) 778-4456 Dept. Order Dept.

Signature

Authorized Signature
(Primary) and Business title:  Bid Supervisor Date: 7/10/2020

Authorized Signature
(Joint) and Business title: N/A Date: N/A

Please attach a VOIDED check to verify bank details and routing number.

This form must be returned to: SBBC – Purchasing – Data Strategy Group
7720 W. Oakland Park Blvd, Sunrise FL 33351 call: 754-321-0516 or fax # 754-321-0533

For Use by DATA STRATEGY GROUP

Vendor Account# _____ Date Entered _____ Initials: _____

ATTACHMENT I – WORKERS' COMPENSATION AFFIDAVIT

THE SCHOOL BOARD OF BROWARD COUNTY, FLORIDA

WORKERS' COMPENSATION AFFIDAVIT

CERTIFICATION OF NUMBER OF EMPLOYEES

_____ (Vendor Name) hereby certifies and affirms that the entity named herein has less than four (4) employees nor uses any subcontractor(s) with four (4) or more employees and will not have four (4) or more employees during the term of this agreement.

I further certify that, if during the period covered by this affidavit the entity named herein becomes an employer with four (4) or more employees or uses subcontractor(s) with four (4) or more employees, a Certificate of Insurance shall be provided to The School Board of Broward County, Florida, within five (5) business days.

With respect to the construction industry, all employment in which one or more employees are employed shall provide evidence of Workers' Compensation coverage.

Signed: _____

Print/Type Name: _____

Title: _____

Sworn to and subscribed before me this _____ day of _____, _____.

Notary Public Signed: _____

Notary Public Print: _____

Notary Stamp Below:



ATTACHMENT J – REFERENCES

The School Board of Broward County, Florida Lakeshore Equipment Company Vendor Name: dba Lakeshore Learning Materials

List a minimum number of required references as stated in the Special Conditions which show experience in similar work, to include nature and scope of work, which demonstrates an expertise in providing the services as stated herein. Provide scope of work, contact name, addresses, telephone numbers, email addresses and dates of service.

Reference 1 –

Name of Firm: Duval County Public Schools Contact Person: Sonya McSwain
Phone #: (904) 390-2000 Email: mcswains@duvalschools.org
Date of Service: 2017-2020 Cost of Service: Over \$1,100,000
Address: 1701 Prudential Dr., Jacksonville, FL 32207

Scope of Work: Furnished Multiple Early Childhood Classrooms with Full Furniture and All Necessary Classroom Manipulatives

Reference 2 –

Name of Firm: Hillsborough County Public Schools Contact Person: Kenneth Gerhart
Phone #: (813) 272-4301 Email: kenneth.gerhart@sdhc.k12.fl.us
Date of Service: 2017-2020 Cost of Service: Over \$1,900,000
Address: 901 E. Kennedy Blvd., Tampa, FL 33602

Scope of Work: Provided a Variety of Furniture for Schools Across the District, Including Projects That Involve Large-Scale Installations

Reference 3 –

Name of Firm: Orange County Public Schools Contact Person: Pamela Clark
Phone #: (407) 317-3200 Email: pamela.clark@ocps.net
Date of Service: 2017-2020 Cost of Service: Over \$1,000,000
Address: 445 W. Amelia St., Orlando, FL 32801

Scope of Work: Multiple Projects Where Furniture Was Delivered and Installed. Multiple Classroom Orders Received and Fulfilled Without Issue.

Reference 4 –

Name of Firm: Polk County Public Schools Contact Person: Matti Friedt
Phone #: (863) 648-3047 Email: matti.friedt@polk-fl.net
Date of Service: 2017-2020 Cost of Service: Over \$500,000
Address: 1915 S. Floral Ave., Bartow, FL 33830

Scope of Work: Furniture for a Wide Variety of Age Groups, from Early Childhood Through Upper Grades. Included Supplemental and Additional Materials to Support Student Learning.

Reference 5 –

Name of Firm: Pasco County Schools Contact Person: Angela Porterfield
Phone #: (813) 794-2730 Email: aanglinp@pasco.k12.fl.us
Date of Service: 2017-2020 Cost of Service: Over \$600,000
Address: 7227 Land O' Lakes Blvd., Land O' Lakes, FL 34638

Scope of Work: Wide Variety of Projects, Including Furniture Delivery and Installation. Provided Furniture and Installation Services in Support of District-Wide Furniture Contract.

ATTACHMENT K – BID SUMMARY SHEET

THIS EXCEL FILE MUST BE DOWNLOADED DIRECTLY FROM WWW.DEMANDSTAR.COM

SPREADSHEET: Vendor **must** fill out the attached Bid Summary Excel document electronically. No handwritten summary sheets will be accepted. Complete the Excel file and submit in .xls type format with your bid proposal response on the flash drive.

NOTE: Carefully review each tab to ensure all applicable spaces are completed. Below is a list of the tabs:

SEE ATTACHED EXCEL (.XLS) BID SUMMARY SHEET TABS AS FOLLOWS:

- 1) Company Representative – Must be completed by Proposer
- 2) Line Item Pricing – Must be completed by Proposer



FY21-106 - School and Department Furniture

Procurement & Warehousing Services
Broward County Public Schools

Bidder Info	
Company Name	Lakeshore Equipment Company dba Lakeshore Learning Materials
Company Representative	Rafael Muro
Email Address	biddept@lakeshorelearning.com
Phone Number	(800) 421-5354
Fax Number	(310) 537-7990
Website Address	www.LakeshoreLearning.com
Street Address	2695 E. Dominguez Street
City	Carson
State	CA
Zip Code	90895
After Hours Contact	Tony Chaidez, Regional Manager Phone: (305) 619-4852 Email: tchaidez@lakeshorelearning.com
M/WBE Certification*	N/A
Agency Issuer*	N/A
*Review General Condition 52 prior to completing	

Summary Sheet Instructions:
1.) This form is to be filled out electronically, no handwritten summary sheets will be accepted
2.) All Fields in the Bidder Information box (above) should be filled in
Thank you for your cooperation!

Proposer must list all the Manufacturers for which it can sell and distribute its products. Furthermore, Proposer must submit Letter of Authorization in Manufacturer's letterhead for every Manufacturer listed. Failure to submit Letter of Authorization by Manufacturer such Manufacturer will be considered as non-authorized by Proposer.

Installation Cost - Percentage of Total Order	0%
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Manufacturers			
1	Lakeshore Learning Materials	5%	<p>5% discount applies to all Supplies (any catalog item whose net price is under \$1,000.00) in the following categories: Classroom, Cafeteria, STEM, Library, Early Childhood, Office, Theater and Performance, Outdoor, Other</p> <p>Lakeshore Learning Materials http://www.lakeshorelearning.com http://www.lakeshorelearning.com/Products/Classroom/Classroom%20Supplies.aspx http://www.lakeshorelearning.com/Products/Cafeteria/Cafeteria%20Supplies.aspx http://www.lakeshorelearning.com/Products/STEM/STEM%20Supplies.aspx http://www.lakeshorelearning.com/Products/Library/Library%20Supplies.aspx http://www.lakeshorelearning.com/Products/EarlyChildhood/EarlyChildhood%20Supplies.aspx http://www.lakeshorelearning.com/Products/Office/Office%20Supplies.aspx http://www.lakeshorelearning.com/Products/TheaterandPerformance/TheaterandPerformance%20Supplies.aspx http://www.lakeshorelearning.com/Products/Outdoor/Outdoor%20Supplies.aspx</p>
2	Lakeshore Learning Materials	7%	<p>7% discount applies to all Assets (any catalog item whose net price is \$1,000.00 or more) in the following categories: Classroom, Cafeteria, STEM, Library, Early Childhood, Office, Theater and Performance, Outdoor, Other</p> <p>Lakeshore Learning Materials http://www.lakeshorelearning.com http://www.lakeshorelearning.com/Products/Classroom/Classroom%20Supplies.aspx http://www.lakeshorelearning.com/Products/Cafeteria/Cafeteria%20Supplies.aspx http://www.lakeshorelearning.com/Products/STEM/STEM%20Supplies.aspx http://www.lakeshorelearning.com/Products/Library/Library%20Supplies.aspx http://www.lakeshorelearning.com/Products/EarlyChildhood/EarlyChildhood%20Supplies.aspx http://www.lakeshorelearning.com/Products/Office/Office%20Supplies.aspx http://www.lakeshorelearning.com/Products/TheaterandPerformance/TheaterandPerformance%20Supplies.aspx http://www.lakeshorelearning.com/Products/Outdoor/Outdoor%20Supplies.aspx</p>
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Proposer shall specify all the items for which Proposer cannot provide a Catalog listing MSRP

List Price						
1	N/A	N/A	N/A	N/A	N/A	N/A
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Lakeshore

Item #	Description	Qty	Unit Price	Total Price	Discount	Net Price	Category	Subcategory
AA103	Pastel Giant Washable Color Ink Pads - Set of 5 Colors	155		\$29.99	5%	\$28.49	Arts & Crafts	Stamps & Markers
AA105	Easy-Twist Animal Builders	140		\$19.99	5%	\$18.99	Infants & Toddlers	Fine Motor Skills
AA107	First Steps Sign-In Communication & Cubby Center	129		\$439.00	5%	\$417.05	Infants & Toddlers	Furniture
AA1101	Gross Motor Area - Birth-12 Months			\$650.00	5%	\$617.50	Infants & Toddlers	Classroom Environments
AA1107	Changing Station Area - Birth-12 Months			\$1,200.00	7%	\$1,116.00	Infants & Toddlers	Classroom Environments
AA1109	Mealtime Area - Birth-12 Months			\$750.00	5%	\$712.50	Infants & Toddlers	Classroom Environments
AA1110	Cubbies & Communication Area - Birth-12 Months			\$1,125.00	7%	\$1,046.25	Infants & Toddlers	Classroom Environments
AA1111	Library Area - Birth-12 Months			\$1,175.00	7%	\$1,092.75	Infants & Toddlers	Classroom Environments
AA1112	Block Play Area - Birth-12 Months			\$2,075.00	7%	\$1,929.75	Infants & Toddlers	Classroom Environments
AA1113	Sleeping Area - Birth-12 Months			\$3,625.00	7%	\$3,371.25	Infants & Toddlers	Classroom Environments
AA1114	Discovery Area - Birth-12 Months			\$1,575.00	7%	\$1,464.75	Infants & Toddlers	Classroom Environments
AA1115	Nonmobile Play Area - Birth-12 Months			\$3,100.00	7%	\$2,883.00	Infants & Toddlers	Classroom Environments
AA1202	Block Play Area - 12-24 Months			\$2,200.00	7%	\$2,046.00	Infants & Toddlers	Classroom Environments
AA1208	Changing Station Area - 12-24 Months			\$1,300.00	7%	\$1,209.00	Infants & Toddlers	Classroom Environments
AA1210	Mealtime Area - 12-24 Months			\$425.00	5%	\$403.75	Infants & Toddlers	Classroom Environments
AA1211	Dramatic Play Area - 12-24 Months			\$2,725.00	7%	\$2,534.25	Infants & Toddlers	Classroom Environments
AA1212	Naptime Area - 12-24 Months			\$1,650.00	7%	\$1,534.50	Infants & Toddlers	Classroom Environments
AA1213	Manipulatives Area - 12-24 Months			\$1,600.00	7%	\$1,488.00	Infants & Toddlers	Classroom Environments
AA1214	Music Area - 12-24 Months			\$900.00	5%	\$855.00	Infants & Toddlers	Classroom Environments
AA1215	Gross Motor Area - 12-24 Months			\$2,100.00	7%	\$1,953.00	Infants & Toddlers	Classroom Environments
AA1216	Library Area - 12-24 Months			\$925.00	5%	\$878.75	Infants & Toddlers	Classroom Environments
AA1217	Cubbies & Communication Area - 12-24 Months			\$1,125.00	7%	\$1,046.25	Infants & Toddlers	Classroom Environments
AA124	Lakeshore Career Hat Collection	52		\$79.99	5%	\$75.99	Social Studies	Cultures & The Community
AA1309	Changing Station Area - 24-36 Months			\$1,300.00	7%	\$1,209.00	Infants & Toddlers	Classroom Environments
AA1311	Arts & Crafts Area - 24-36 Months			\$2,750.00	7%	\$2,557.50	Infants & Toddlers	Classroom Environments
AA1312	Block Play Area - 24-36 Months			\$1,275.00	7%	\$1,185.75	Infants & Toddlers	Classroom Environments
AA1313	Manipulatives Area - 24-36 Months			\$1,425.00	7%	\$1,325.25	Infants & Toddlers	Classroom Environments
AA1314	Circle Time/Music Area - 24-36 Months			\$2,000.00	7%	\$1,860.00	Infants & Toddlers	Classroom Environments
AA1315	Library Area - 24-36 Months			\$3,250.00	7%	\$3,022.50	Infants & Toddlers	Classroom Environments
AA1316	Science Area - 24-36 Months			\$975.00	5%	\$926.25	Infants & Toddlers	Classroom Environments
AA1317	Learning Corner Area - 24-36 Months			\$1,450.00	7%	\$1,348.50	Infants & Toddlers	Classroom Environments
AA1318	Cubbies & Communication Area - 24-36 Months			\$1,125.00	7%	\$1,046.25	Infants & Toddlers	Classroom Environments
AA1319	Dramatic Play Area - 24-36 Months			\$2,675.00	7%	\$2,487.75	Infants & Toddlers	Classroom Environments
AA1320	Naptime Area - 24-36 Months			\$1,650.00	7%	\$1,534.50	Infants & Toddlers	Classroom Environments
AA156	First Steps Locking Supply Cabinet	128		\$499.00	5%	\$474.05	Infants & Toddlers	Furniture
AA158	First Steps Play-Top Storage Center	127		\$399.00	5%	\$379.05	Infants & Toddlers	Furniture
AA162	First 100 Sight-Words Talking Boards		40	\$79.99	5%	\$75.99	Language	Sight-Words
AA165X	Toddler Storytelling Kits - Complete Set	144		\$129.00	5%	\$122.55	Infants & Toddlers	Books & Language Development
AA166	Polar Bear, Polar Bear, What Do You Hear? Storytelling Kit	144		\$34.99	5%	\$33.24	Infants & Toddlers	Books & Language Development
AA167	Little Blue Truck Storytelling Kit	144		\$34.99	5%	\$33.24	Infants & Toddlers	Books & Language Development
AA168	Duck & Goose: Goose Needs a Hug Storytelling Kit	144		\$34.99	5%	\$33.24	Infants & Toddlers	Books & Language Development
AA169	The Rainbow Fish: Counting Storytelling Kit	144		\$34.99	5%	\$33.24	Infants & Toddlers	Books & Language Development
AA176AQ	Pastel Giant Washable Color Ink Pad - Aqua	155		\$6.49	5%	\$6.17	Arts & Crafts	Stamps & Markers
AA176LM	Pastel Giant Washable Color Ink Pad - Lime	155		\$6.49	5%	\$6.17	Arts & Crafts	Stamps & Markers
AA176PN	Pastel Giant Washable Color Ink Pad - Pink	155		\$6.49	5%	\$6.17	Arts & Crafts	Stamps & Markers
AA176TL	Pastel Giant Washable Color Ink Pad - Teal	155		\$6.49	5%	\$6.17	Arts & Crafts	Stamps & Markers
AA176YE	Pastel Giant Washable Color Ink Pad - Yellow	155		\$6.49	5%	\$6.17	Arts & Crafts	Stamps & Markers
AA185	My Spanish Word Journal		71	\$3.79	5%	\$3.60	Language	Spanish & ELL Materials
AA186	My Spanish Word Journal - Set of 10		71	\$36.99	5%	\$35.14	Language	Spanish & ELL Materials
AA200X	Lakeshore Block Play People - Complete Set	36		\$119.00	5%	\$113.05	Blocks & Manipulatives	Unit Blocks & Accessories
AA201	Lakeshore Block Play People - Caucasian Family	36		\$24.99	5%	\$23.74	Blocks & Manipulatives	Unit Blocks & Accessories
AA202	Lakeshore Block Play People - Asian Family	36		\$24.99	5%	\$23.74	Blocks & Manipulatives	Unit Blocks & Accessories
AA203	Lakeshore Block Play People - Hispanic Family	36		\$24.99	5%	\$23.74	Blocks & Manipulatives	Unit Blocks & Accessories

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Item #	Description	Qty	Unit Price	Total Price	Discount	Net Price	Category	Subcategory
AA204	Lakeshore Block Play People - Native American Family	36		\$24.99	5%	\$23.74	Blocks & Manipulatives	Unit Blocks & Accessories
AA205	Lakeshore Block Play People - African American Family	36		\$24.99	5%	\$23.74	Blocks & Manipulatives	Unit Blocks & Accessories
AA238	Spanish/English Building Language Photo Library	193		\$49.99	5%	\$47.49	Language	Spanish & ELL Materials
AA239	Soft & Safe Big Bin	127		\$179.00	5%	\$170.05	Infants & Toddlers	Furniture
AA241	Toddler Treehouse Hideaway	131		\$379.00	5%	\$360.05	Infants & Toddlers	Furniture
AA248	Building Language Photo Library	175		\$49.99	5%	\$47.49	Language	Vocabulary
AA252	Little Shoppers! Wooden Walker	136		\$139.00	5%	\$132.05	Infants & Toddlers	Gross Motor Skills
AA260	First Steps Cubbies & Coats Storage Center	129	4	\$599.00	5%	\$569.05	Infants & Toddlers	Furniture
AA266	Heavy-Duty Toddler Dress-Up Center	122		\$429.00	5%	\$407.55	Infants & Toddlers	Social-Emotional Development
AA275	Link & Go! Magnetic Train	139		\$29.99	5%	\$28.49	Dramatic Play	Cars, Trucks & Trains
AA279	Look at Me! Balance Bar	128		\$229.00	5%	\$217.55	Infants & Toddlers	Gross Motor Skills
AA295	School-To-Home Organizer	230		\$7.99	5%	\$7.59	Teaching Resources	Bins & Organizers
AA295X	School-To-Home Organizer - Set of 10	230		\$69.99	5%	\$66.49	Teaching Resources	Bins & Organizers
AA300X	Leveled Books Classroom Library 1 - Complete Library		56	\$649.00	5%	\$616.55	Books	Paperback Books
AA302	Leveled Books Classroom Library 1 - Book Bin Set - Level A (K)		56	\$42.99	5%	\$40.84	Books	Paperback Books
AA303	Leveled Books Classroom Library 1 - Book Bin Set - Level B (K)		56	\$39.99	5%	\$37.99	Books	Paperback Books
AA304	Leveled Books Classroom Library 1 - Book Bin Set - Level C (K)		56	\$41.99	5%	\$39.89	Books	Paperback Books
AA305	Leveled Books Classroom Library 1 - Book Bin Set - Level D (K-Gr. 1)		56	\$39.99	5%	\$37.99	Books	Paperback Books
AA306	Leveled Books Classroom Library 1 - Book Bin Set - Level E (Gr. 1)		56	\$40.99	5%	\$38.94	Books	Paperback Books
AA307	Leveled Books Classroom Library 1 - Book Bin Set - Level F (Gr. 1)		56	\$38.99	5%	\$37.04	Books	Paperback Books
AA308	Leveled Books Classroom Library 1 - Book Bin Set - Level G (Gr. 1)		56	\$43.99	5%	\$41.79	Books	Paperback Books
AA309	Leveled Books Classroom Library 1 - Book Bin Set - Level H (Gr. 1)		56	\$45.99	5%	\$43.69	Books	Paperback Books
AA316	Leveled Books Classroom Library 1 - Book Bin Set - Level I (Gr. 1)		56	\$45.99	5%	\$43.69	Books	Paperback Books
AA317	Leveled Books Classroom Library 1 - Book Bin Set - Level J (Gr. 1-2)		56	\$33.99	5%	\$32.29	Books	Paperback Books
AA318	Leveled Books Classroom Library 1 - Book Bin Set - Level K (Gr. 2)		56	\$38.99	5%	\$37.04	Books	Paperback Books
AA319	Leveled Books Classroom Library 1 - Book Bin Set - Level L (Gr. 2)		56	\$34.99	5%	\$33.24	Books	Paperback Books
AA320	Learn & Store Chart Stand	199		\$239.00	5%	\$227.05	Classroom Furniture	Teaching Easels
AA321	Toddler Dress-Up Center	50	24	\$329.00	5%	\$312.55	Infants & Toddlers	Social-Emotional Development
AA322	Magnetic Alphabet Fishing Set - Uppercase	17		\$49.99	5%	\$47.49	Sand & Water	Sand & Water Play
AA328	Magnetic Lowercase Fishing Letters	17		\$29.99	5%	\$28.49	Accessories	Accessories
AA330X	Dressing Frames - Complete Set	28		\$69.99	5%	\$66.49	Blocks & Manipulatives	Fine Motor Development
AA336	Leveled Books Classroom Library 1 - Book Bin Set - Level M (Gr. 2-3)		56	\$38.99	5%	\$37.04	Books	Paperback Books
AA337	Leveled Books Classroom Library 1 - Book Bin Set - Level N (Gr. 3)		56	\$39.99	5%	\$37.99	Books	Paperback Books
AA338	Leveled Books Classroom Library 1 - Book Bin Set - Level O (Gr. 3)		56	\$43.99	5%	\$41.79	Books	Paperback Books
AA339	Leveled Books Classroom Library 1 - Book Bin Set - Level P (Gr. 3-4)		56	\$40.99	5%	\$38.94	Books	Paperback Books
AA340BK	Washable Fingerpaint - Pint - Black	146		\$2.99	5%	\$2.84	Arts & Crafts	Paint & Painting Accessories
AA340BR	Washable Fingerpaint - Pint - Brown	146		\$2.99	5%	\$2.84	Arts & Crafts	Paint & Painting Accessories
AA340BU	Washable Fingerpaint - Pint - Blue	146		\$2.99	5%	\$2.84	Arts & Crafts	Paint & Painting Accessories
AA340GR	Washable Fingerpaint - Pint - Green	146		\$2.99	5%	\$2.84	Arts & Crafts	Paint & Painting Accessories
AA340RD	Washable Fingerpaint - Pint - Red	146		\$2.99	5%	\$2.84	Arts & Crafts	Paint & Painting Accessories
AA340RG	Washable Fingerpaint - Pint - Orange	146		\$2.99	5%	\$2.84	Arts & Crafts	Paint & Painting Accessories
AA340TQ	Washable Fingerpaint - Pint - Turquoise	146		\$2.99	5%	\$2.84	Arts & Crafts	Paint & Painting Accessories
AA340VT	Washable Fingerpaint - Pint - Violet	146		\$2.99	5%	\$2.84	Arts & Crafts	Paint & Painting Accessories
AA340WT	Washable Fingerpaint - Pint - White	146		\$2.99	5%	\$2.84	Arts & Crafts	Paint & Painting Accessories
AA340YE	Washable Fingerpaint - Pint - Yellow	146		\$2.99	5%	\$2.84	Arts & Crafts	Paint & Painting Accessories
AA342	Washable Fingerpaint - Pint - Set of 10 Colors	146	26	\$29.50	5%	\$28.03	Arts & Crafts	Paint & Painting Accessories
AA343	Teach & Store Chart Stand		77	\$269.00	5%	\$255.55	Classroom Furniture	Teaching Easels
AA348	Magnetic Write & Wipe Adjustable Easel		74	\$179.00	5%	\$170.05	Classroom Furniture	Teaching Easels
AA350	Toddler-Safe Food Basket	137	15	\$29.99	5%	\$28.49	Infants & Toddlers	Social-Emotional Development
AA356	Classic Birch Transition Table	119		\$339.00	5%	\$322.05	Infants & Toddlers	Furniture
AA357	Classic Birch Transition Chair - 9"	119	6	\$99.00	5%	\$94.05	Infants & Toddlers	Furniture
AA358	Classic Birch Transition Chair - 12"	119		\$105.00	5%	\$99.75	Infants & Toddlers	Furniture

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Product #	Description	Qty	Unit Price	Total Price	Discount	Net Price	Category	Development Area
AA371	Zip, Snap & Button Dressing Frames	28		\$39.99	5%	\$37.99	Blocks & Manipulatives	Fine Motor Development
AA372	Buckle, Lace & Tie Dressing Frames	28		\$39.99	5%	\$37.99	Blocks & Manipulatives	Fine Motor Development
AA382	Easy-Grip Jumbo Pegs & Pegboard Set	205		\$16.99	5%	\$16.14	Math	Sorting & Patterning
AA388	Color Discovery Boxes	142		\$53.99	5%	\$51.29	Infants & Toddlers	Cognitive Development
AA391	Number Line Math Activity Chart		104	\$49.99	5%	\$47.49	Math	Basic Operations
AA392	First Steps Double-Duty Storage Center	128		\$499.00	5%	\$474.05	Classroom Furniture	Storage Units
AA394	Early Writing Process Student Folder		66	\$2.39	5%	\$2.27	Language	Writing & Grammar
AA395	Early Writing Process Student Folder - Set of 10		66	\$21.99	5%	\$20.89	Language	Writing & Grammar
AA396	Extra Jumbo Pegboard	205		\$7.99	5%	\$7.59	Accessories	Accessories
AA397	Extra Easy-Grip Jumbo Pegs - Set of 100	205		\$29.99	5%	\$28.49	Accessories	Accessories
AA410X	Match-A-Sound Phonemic Awareness Boxes - Complete Set	176		\$139.00	5%	\$132.05	Language	Phonemic & Phonological Awareness
AA411	Beginning Sounds Phonemic Awareness Box	176		\$49.99	5%	\$47.49	Language	Phonemic & Phonological Awareness
AA412	Ending Sounds Phonemic Awareness Box	176		\$49.99	5%	\$47.49	Language	Phonemic & Phonological Awareness
AA413	Rhyming Sounds Phonemic Awareness Box	176		\$49.99	5%	\$47.49	Language	Phonemic & Phonological Awareness
AA420	Infant/Toddler Poster Pack	130		\$24.99	5%	\$23.74	Social Studies	Social-Emotional & Character Development
AA450	Toddler-Safe Active Play Kit	134		\$139.00	5%	\$132.05	Infants & Toddlers	Gross Motor Skills
AA455	Just-My-Size Comfy Book Nook	128		\$579.00	5%	\$550.05	Infants & Toddlers	Furniture
AA470	Pretend & Play Toddler Kitchen	136		\$579.00	5%	\$550.05	Infants & Toddlers	Social-Emotional Development
AA478	Puzzle Builders	141		\$39.99	5%	\$37.99	Infants & Toddlers	Fine Motor Skills
AA479	Magnetic Calendar Activity Center	230		\$69.99	5%	\$66.49	Math	Multiskill Math Products
AA480	Washable Tactile Pillows	21		\$69.99	5%	\$66.49	Sensory Exploration	Sensory Play
AA490	Step On Up! Toddler Changing Table	117		\$949.00	5%	\$901.55	Infants & Toddlers	Furniture
AA508	Lakeshore Active Play Kit	4		\$229.00	5%	\$217.55	Active Play	Balance & Coordination
AA517	Toddler-Tough Table & Chairs Set	119		\$299.00	5%	\$284.05	Infants & Toddlers	Furniture
AA518	Extra Toddler-Tough Chairs - Set of 2	119		\$139.00	5%	\$132.05	Accessories	Accessories
AA520	All-In-One Toddler Kitchen	137		\$599.00	5%	\$569.05	Infants & Toddlers	Social-Emotional Development
AA525X	Launch & Learn Language Games - Complete Set	179		\$85.00	5%	\$80.75	Language	Multiskill Language Products
AA526	Launch & Learn Alphabet Game	179		\$29.99	5%	\$28.49	Language	Alphabet
AA527	Launch & Learn Beginning Sounds Game	179		\$29.99	5%	\$28.49	Language	Phonemic & Phonological Awareness
AA528	Launch & Learn Rhyming Sounds Game	179		\$29.99	5%	\$28.49	Language	Phonemic & Phonological Awareness
AA531	Lakeshore Motion Discovery Tubes	217		\$39.99	5%	\$37.99	Science	Physical Science
AA537	Toddler-Safe Washable Sensory Spirals	135		\$32.99	5%	\$31.34	Infants & Toddlers	Sensory Development
AA538	Toddler-Safe Washable Sensory Balls	135		\$32.99	5%	\$31.34	Infants & Toddlers	Sensory Development
AA539	Toddler-Safe Washable Sensory Stars	135		\$32.99	5%	\$31.34	Infants & Toddlers	Sensory Development
AA540X	Toddler-Safe Washable Sensory Materials - Complete Set	135		\$95.00	5%	\$90.25	Infants & Toddlers	Sensory Development
AA550	First Steps See-Through Curved Storage Center	127		\$399.00	5%	\$379.05	Infants & Toddlers	Furniture
AA555	Printing Letters Practice Book - Uppercase	194		\$8.99	5%	\$8.54	Language	Alphabet
AA555X	Printing Letters Practice Book - Uppercase - Set of 10	194		\$79.99	5%	\$75.99	Language	Alphabet
AA560	First Steps Rectangular Classroom Carpet - 9' x 12'	129		\$489.00	5%	\$464.55	Infants & Toddlers	Furniture
AA562	First Steps Round Classroom Carpet - 6' Diameter	129		\$259.00	5%	\$246.05	Infants & Toddlers	Furniture
AA563	First Steps Round Classroom Carpet - 9' Diameter	129		\$449.00	5%	\$426.55	Infants & Toddlers	Furniture
AA564	First Steps Rectangular Classroom Carpet - 6' x 9'	129		\$299.00	5%	\$284.05	Infants & Toddlers	Furniture
AA565	Printing Letters Practice Book - Lowercase	194		\$8.99	5%	\$8.54	Language	Alphabet
AA565X	Printing Letters Practice Book - Lowercase - Set of 10	194		\$79.99	5%	\$75.99	Language	Alphabet
AA596	First Steps Corner Storage Center	127		\$199.00	5%	\$189.05	Infants & Toddlers	Furniture
AA599	Soft & Safe Community Helpers	136		\$36.99	5%	\$35.14	Social Studies	Cultures & The Community
AA605	Climb & Crawl Toddler Slide	130		\$599.00	5%	\$569.05	Infants & Toddlers	Gross Motor Skills
AA619	Collage Puppets - Set of 15	165		\$22.99	5%	\$21.84	Arts & Crafts	Craft & Collage Materials
AA620X	Addition Fluency Puzzles - Complete Set		102	\$69.99	5%	\$66.49	Math	Basic Operations
AA621	Adding 3 Numbers Addition Fluency Puzzles		102	\$24.99	5%	\$23.74	Math	Basic Operations
AA622	Missing Addend Addition Fluency Puzzles		102	\$24.99	5%	\$23.74	Math	Basic Operations
AA623	Decomposing Numbers Addition Fluency Puzzles		102	\$24.99	5%	\$23.74	Math	Basic Operations
AA628	Mix & Match Waterfalls - Set of 4	17		\$29.99	5%	\$28.49	Sand & Water	Sand & Water Play

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Product #	Description	Unit	Qty	Unit Price	Discount	Net Price	Category	Sub-Category
AA651	Building Math Skills Write & Wipe Boards - K-Gr. 2 - Set of 30		96	\$29.99	5%	\$28.49	Math	Multiskill Math Products
AA652	Building Math Skills Write & Wipe Boards - Gr. 3-5 - Set of 30		96	\$29.99	5%	\$28.49	Math	Multiskill Math Products
AA659	Lakeshore Toddler Loft	131		\$1,699.00	7%	\$1,580.07	Infants & Toddlers	Gross Motor Skills
AA670	Learn My Shapes! Magnetic Boards	144		\$49.99	5%	\$47.49	Infants & Toddlers	Cognitive Development
AA686	Heavy-Duty Adjustable Square Toddler Table - 30" x 30" - Low	123		\$219.00	5%	\$208.05	Classroom Furniture	Tables & Desks
AA687	Heavy-Duty Adjustable Round Table - 30" Diameter - Low	123		\$199.00	5%	\$189.05	Classroom Furniture	Tables & Desks
AA692	No-Climb Bookstand	127		\$149.00	5%	\$141.55	Infants & Toddlers	Furniture
AA693	Calming Colors Giant Soft Blocks	134		\$119.00	5%	\$113.05	Blocks & Manipulatives	Unit Blocks & Accessories
AA695	Soft & Safe Children with Differing Abilities	138		\$29.99	5%	\$28.49	Infants & Toddlers	Social-Emotional Development
AA696	Lakeshore Scissors Center	160		\$29.99	5%	\$28.49	Arts & Crafts	Scissors & Punches
AA708	Moods & Emotions Mirrors	229		\$39.99	5%	\$37.99	Social Studies	Social-Emotional & Character Development
AA719	Magic Board Printing Practice Cards	182		\$29.99	5%	\$28.49	Language	Alphabet
AA725X	Toddler Hardwood Kitchen Set	137		\$599.00	5%	\$569.05	Infants & Toddlers	Social-Emotional Development
AA726	Toddler Hardwood Stove	137		\$209.00	5%	\$198.55	Infants & Toddlers	Social-Emotional Development
AA727	Toddler Hardwood Kitchen Sink	137		\$209.00	5%	\$198.55	Infants & Toddlers	Social-Emotional Development
AA728	Toddler Hardwood Refrigerator	137		\$209.00	5%	\$198.55	Infants & Toddlers	Social-Emotional Development
AA739	My First Magic Board	144		\$16.99	5%	\$16.14	Infants & Toddlers	Books & Language Development
AA750X	Book Bins - Set of 16		57	\$94.50	5%	\$89.78	Accessories	Accessories
AA758BU	Connect & Store Book Bin - Blue	112	144	\$5.99	5%	\$5.69	Teaching Resources	Bins & Organizers
AA758GR	Connect & Store Book Bin - Green	112	144	\$5.99	5%	\$5.69	Teaching Resources	Bins & Organizers
AA758RD	Connect & Store Book Bin - Red	112	144	\$5.99	5%	\$5.69	Teaching Resources	Bins & Organizers
AA758RG	Connect & Store Book Bin - Orange	112	144	\$5.99	5%	\$5.69	Teaching Resources	Bins & Organizers
AA758VT	Connect & Store Book Bin - Purple	112	144	\$5.99	5%	\$5.69	Teaching Resources	Bins & Organizers
AA758X	Connect & Store Book Bins - Set of 6 Colors	112	144	\$34.99	5%	\$33.24	Teaching Resources	Bins & Organizers
AA758YE	Connect & Store Book Bin - Yellow	112	144	\$5.99	5%	\$5.69	Teaching Resources	Bins & Organizers
AA765	Collage Pots - Set of 15	165		\$22.99	5%	\$21.84	Arts & Crafts	Craft & Collage Materials
AA770	Crawl & Explore First Climber	131		\$599.00	5%	\$569.05	Infants & Toddlers	Gross Motor Skills
AA773	Blank Hardcover Book	195		\$3.99	5%	\$3.79	Arts & Crafts	Craft & Collage Materials
AA774	Blank Hardcover Book - Set of 10	195		\$38.99	5%	\$37.04	Arts & Crafts	Craft & Collage Materials
AA775	Button Size-Sorting Box	140		\$24.99	5%	\$23.74	Infants & Toddlers	Cognitive Development
AA786	My First Draw & Write Journal	195	70	\$3.99	5%	\$3.79	Language	Writing & Grammar
AA787	My First Draw & Write Journal - Set of 10	195	70	\$38.99	5%	\$37.04	Language	Writing & Grammar
AA790X	Reading & Writing Skills Folder Game Libraries Gr. 4-5 - Complete Set		27	\$149.00	5%	\$141.55	Games	File Folder Games
AA791	Grammar & Writing Folder Game Library - Gr. 4-5		27	\$39.99	5%	\$37.99	Games	File Folder Games
AA792	Reading Literature Folder Game Library - Gr. 4-5		27	\$39.99	5%	\$37.99	Games	File Folder Games
AA793	Reading Informational Text Folder Game Library - Gr. 4-5		27	\$39.99	5%	\$37.99	Games	File Folder Games
AA794	Vocabulary Folder Game Library - Gr. 4-5		27	\$39.99	5%	\$37.99	Games	File Folder Games
AA798	Toddler Hardwood Table & Chairs Set	118		\$299.00	5%	\$284.05	Infants & Toddlers	Furniture
AA799	Extra Toddler Hardwood Chairs - Set of 2	118		\$139.00	5%	\$132.05	Accessories	Accessories
AA803	Play & Explore Color-Changing Light Center	143		\$329.00	5%	\$312.55	Infants & Toddlers	Furniture
AA807	Store & Explore Play Mat	130		\$899.00	5%	\$854.05	Infants & Toddlers	Gross Motor Skills
AA808	Touch & Learn Picture Card Library			\$39.99	5%	\$37.99	Infants & Toddlers	Books & Language Development
AA8185B	Toddler Premium Beanbag Seat - Sky Blue	131		\$59.99	5%	\$56.99	Infants & Toddlers	Furniture
AA8185G	Toddler Premium Beanbag Seat - Sage Green	131		\$59.99	5%	\$56.99	Infants & Toddlers	Furniture
AA823	See-Inside Sensory Blocks	141		\$39.99	5%	\$37.99	Infants & Toddlers	Sensory Development
AA824	Lakeshore Hardwood Super Garage	45		\$169.00	5%	\$160.55	Dramatic Play	Cars, Trucks & Trains
AA826	Alphabet Sounds Picture Puzzles	58		\$129.99	5%	\$123.49	Puzzles	Wooden Puzzles
AA830	Extra 16" Changing Paper Roll	116		\$10.99	5%	\$10.44	Accessories	Accessories
AA833	Leveled Books Classroom Library 1 - Books Only - Level A (K)		56	\$32.00	5%	\$30.40	Books	Paperback Books
AA834	Leveled Books Classroom Library 1 - Books Only - Level B (K)		56	\$29.00	5%	\$27.55	Books	Paperback Books
AA835	Leveled Books Classroom Library 1 - Books Only - Level C (K)		56	\$31.00	5%	\$29.45	Books	Paperback Books
AA836	Leveled Books Classroom Library 1 - Books Only - Level D (K-Gr. 1)		56	\$29.00	5%	\$27.55	Books	Paperback Books
AA837	Leveled Books Classroom Library 1 - Books Only - Level E (Gr. 1)		56	\$30.00	5%	\$28.50	Books	Paperback Books

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Item #	Description	QTY	UNIT PRICE	TOTAL PRICE	TAX	NET PRICE	Category	Subcategory
AA838	Leveled Books Classroom Library 1 - Books Only - Level F (Gr. 1)		56	\$28.00	5%	\$26.60	Books	Paperback Books
AA839	Leveled Books Classroom Library 1 - Books Only - Level G (Gr. 1)		56	\$33.00	5%	\$31.35	Books	Paperback Books
AA840	Extra Changing Pad	116	4	\$49.99	5%	\$47.49	Accessories	Accessories
AA841	Leveled Books Classroom Library 1 - Books Only - Level H (Gr. 1)		56	\$35.00	5%	\$33.25	Books	Paperback Books
AA842	Leveled Books Classroom Library 1 - Books Only - Level I (Gr. 1)		56	\$35.00	5%	\$33.25	Books	Paperback Books
AA843	Leveled Books Classroom Library 1 - Books Only - Level J (Gr. 1-2)		56	\$23.00	5%	\$21.85	Books	Paperback Books
AA844	Leveled Books Classroom Library 1 - Books Only - Level K (Gr. 2)		56	\$28.00	5%	\$26.60	Books	Paperback Books
AA845	Leveled Books Classroom Library 1 - Books Only - Level L (Gr. 2)		56	\$24.00	5%	\$22.80	Books	Paperback Books
AA846	Leveled Books Classroom Library 1 - Books Only - Level M (Gr. 2-3)		56	\$28.00	5%	\$26.60	Books	Paperback Books
AA847	Leveled Books Classroom Library 1 - Books Only - Level N (Gr. 3)		56	\$29.00	5%	\$27.55	Books	Paperback Books
AA848	Leveled Books Classroom Library 1 - Books Only - Level O (Gr. 3)		56	\$33.00	5%	\$31.35	Books	Paperback Books
AA849	Leveled Books Classroom Library 1 - Books Only - Level P (Gr. 3-4)		56	\$30.00	5%	\$28.50	Books	Paperback Books
AA853	Literacy Centers Management Chart		76	\$39.99	5%	\$37.99	Teaching Resources	Pocket Charts & Accessories
AA860	Infant Changer & Storage Center	116	4	\$749.00	5%	\$711.55	Infants & Toddlers	Furniture
AA866	Lakeshore Toddler Science Center	143	28	\$79.99	5%	\$75.99	Infants & Toddlers	Cognitive Development
AA880	Are You Ready for Kindergarten? Game Show		27	\$29.99	5%	\$28.49	Games	Card Games
AA881	Are You Ready for 1st Grade? Game Show		27	\$29.99	5%	\$28.49	Games	Card Games
AA882	Are You Ready for 2nd Grade? Game Show		27	\$29.99	5%	\$28.49	Games	Card Games
AA883	Are You Ready for 3rd Grade? Game Show		27	\$29.99	5%	\$28.49	Games	Card Games
AA884	Are You Ready for 4th Grade? Game Show		27	\$29.99	5%	\$28.49	Games	Card Games
AA885	Are You Ready for 5th Grade? Game Show		27	\$29.99	5%	\$28.49	Games	Card Games
AA898	Roll & Race! Activity Ramp	224	117	\$59.99	5%	\$56.99	STEM	Lab & Activities
AA900	Lakeshore Easy-Stack Toddler Cot	118	13	\$69.99	5%	\$66.49	Infants & Toddlers	Furniture
AA905	Lakeshore Easy-Stack Toddler Cot - Set of 5	118		\$339.00	5%	\$322.05	Infants & Toddlers	Furniture
AA910	Lakeshore Toddler Cot Sheet	118	13	\$12.99	5%	\$12.34	Infants & Toddlers	Furniture
AA910Z	Lakeshore Toddler Cot Sheet - Set of 12	118		\$149.00	5%	\$141.55	Infants & Toddlers	Furniture
AA911	Lakeshore Toddler Cot Carrier	118	13	\$89.99	5%	\$85.49	Infants & Toddlers	Furniture
AA919	Heavy-Duty Easy-Stack Toddler Cot	121		\$69.99	5%	\$66.49	Infants & Toddlers	Furniture
AA920	Heavy-Duty Easy-Stack Toddler Cot - Set of 5	121		\$339.00	5%	\$322.05	Infants & Toddlers	Furniture
AA927	Linking Monkeys Toddler Activity Box	142		\$21.99	5%	\$20.89	Infants & Toddlers	Fine Motor Skills
AA928	Lacing Keys Toddler Activity Box	142		\$19.99	5%	\$18.99	Infants & Toddlers	Fine Motor Skills
AA929	Scooping Crabs Toddler Activity Box	142		\$21.99	5%	\$20.89	Infants & Toddlers	Fine Motor Skills
AA930X	Fine Motor Toddler Activity Boxes - Complete Set	142		\$59.99	5%	\$56.99	Infants & Toddlers	Fine Motor Skills
AA931	Giant Sight & Sound Tubes	135	7	\$69.99	5%	\$66.49	Infants & Toddlers	Sensory Development
AA937	Children of the World Book Set	228		\$89.99	5%	\$85.49	Social Studies	Cultures & The Community
AA948	Outdoor Comfy Lounger	67		\$699.00	5%	\$664.05	Classroom Furniture	Chairs & Seating
AA992BU	Kids Colors™ Easy-Stack Cot - Blue	80		\$69.99	5%	\$66.49	Classroom Furniture	Rest Mats & Cots
AA992GR	Kids Colors™ Easy-Stack Cot - Green	80		\$69.99	5%	\$66.49	Classroom Furniture	Rest Mats & Cots
AA992RD	Kids Colors™ Easy-Stack Cot - Red	80		\$69.99	5%	\$66.49	Classroom Furniture	Rest Mats & Cots
AA992YE	Kids Colors™ Easy-Stack Cot - Yellow	80		\$69.99	5%	\$66.49	Classroom Furniture	Rest Mats & Cots
AA993BU	Kids Colors™ Easy-Stack Cot - Set of 5 - Blue	80		\$339.00	5%	\$322.05	Classroom Furniture	Rest Mats & Cots
AA993GR	Kids Colors™ Easy-Stack Cot - Set of 5 - Green	80		\$339.00	5%	\$322.05	Classroom Furniture	Rest Mats & Cots
AA993RD	Kids Colors™ Easy-Stack Cot - Set of 5 - Red	80		\$339.00	5%	\$322.05	Classroom Furniture	Rest Mats & Cots
AA993YE	Kids Colors™ Easy-Stack Cot - Set of 5 - Yellow	80		\$339.00	5%	\$322.05	Classroom Furniture	Rest Mats & Cots
AA997	Build-A-Story Flip Book		66	\$16.99	5%	\$16.14	Language	Writing & Grammar
AB216	Paint & Craft Trays - Set of 6	146		\$24.99	5%	\$23.74	Arts & Crafts	Paint & Painting Accessories
AB243BU	Kids Colors™ Locking Storage Cabinet - Blue	79		\$849.00	5%	\$806.55	Classroom Furniture	Storage Units
AB243GR	Kids Colors™ Locking Storage Cabinet - Green	79		\$849.00	5%	\$806.55	Classroom Furniture	Storage Units
AB243RD	Kids Colors™ Locking Storage Cabinet - Red	79		\$849.00	5%	\$806.55	Classroom Furniture	Storage Units
AB243YE	Kids Colors™ Locking Storage Cabinet - Yellow	79		\$849.00	5%	\$806.55	Classroom Furniture	Storage Units
AB321BU	Kids Colors™ Toddler Storage Unit - Blue	79		\$369.00	5%	\$350.55	Classroom Furniture	Storage Units
AB321GR	Kids Colors™ Toddler Storage Unit - Green	79		\$369.00	5%	\$350.55	Classroom Furniture	Storage Units
AB321RD	Kids Colors™ Toddler Storage Unit - Red	79		\$369.00	5%	\$350.55	Classroom Furniture	Storage Units

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Item #	Item Description	Qty	Unit Price	Total Price	Category	Subcategory
AB321YE	Kids Colors™ Toddler Storage Unit - Yellow	79	\$369.00	\$29,151.00	Classroom Furniture	Storage Units
AB322BU	Kids Colors™ Preschool Storage Unit - Blue	79	\$449.00	\$35,471.00	Classroom Furniture	Storage Units
AB322GR	Kids Colors™ Preschool Storage Unit - Green	79	\$449.00	\$35,471.00	Classroom Furniture	Storage Units
AB322RD	Kids Colors™ Preschool Storage Unit - Red	79	\$449.00	\$35,471.00	Classroom Furniture	Storage Units
AB322YE	Kids Colors™ Preschool Storage Unit - Yellow	79	\$449.00	\$35,471.00	Classroom Furniture	Storage Units
AB323BU	Kids Colors™ All-Purpose Storage Unit - Blue	79	\$549.00	\$43,371.00	Classroom Furniture	Storage Units
AB323GR	Kids Colors™ All-Purpose Storage Unit - Green	79	\$549.00	\$43,371.00	Classroom Furniture	Storage Units
AB323RD	Kids Colors™ All-Purpose Storage Unit - Red	79	\$549.00	\$43,371.00	Classroom Furniture	Storage Units
AB323YE	Kids Colors™ All-Purpose Storage Unit - Yellow	79	\$549.00	\$43,371.00	Classroom Furniture	Storage Units
AB526BU	Kids Colors™ Spacemaker Storage Unit - Blue	80	\$649.00	\$51,920.00	Classroom Furniture	Storage Units
AB526GR	Kids Colors™ Spacemaker Storage Unit - Green	80	\$649.00	\$51,920.00	Classroom Furniture	Storage Units
AB526RD	Kids Colors™ Spacemaker Storage Unit - Red	80	\$649.00	\$51,920.00	Classroom Furniture	Storage Units
AB526YE	Kids Colors™ Spacemaker Storage Unit - Yellow	80	\$649.00	\$51,920.00	Classroom Furniture	Storage Units
AB527BU	Kids Colors™ 20-Cubby Unit - Blue	79	\$649.00	\$51,271.00	Classroom Furniture	Storage Units
AB527GR	Kids Colors™ 20-Cubby Unit - Green	79	\$649.00	\$51,271.00	Classroom Furniture	Storage Units
AB527RD	Kids Colors™ 20-Cubby Unit - Red	79	\$649.00	\$51,271.00	Classroom Furniture	Storage Units
AB527YE	Kids Colors™ 20-Cubby Unit - Yellow	79	\$649.00	\$51,271.00	Classroom Furniture	Storage Units
AB531BU	Kids Colors™ 8-Cubby Unit - Blue	79	\$319.00	\$25,301.00	Classroom Furniture	Storage Units
AB531GR	Kids Colors™ 8-Cubby Unit - Green	79	\$319.00	\$25,301.00	Classroom Furniture	Storage Units
AB531RD	Kids Colors™ 8-Cubby Unit - Red	79	\$319.00	\$25,301.00	Classroom Furniture	Storage Units
AB531YE	Kids Colors™ 8-Cubby Unit - Yellow	79	\$319.00	\$25,301.00	Classroom Furniture	Storage Units
AB668BU	Kids Colors™ Easy-Access Book Center - Blue	80	\$319.00	\$25,520.00	Classroom Furniture	Storage Units
AB668GR	Kids Colors™ Easy-Access Book Center - Green	80	\$319.00	\$25,520.00	Classroom Furniture	Storage Units
AB668RD	Kids Colors™ Easy-Access Book Center - Red	80	\$319.00	\$25,520.00	Classroom Furniture	Storage Units
AB668YE	Kids Colors™ Easy-Access Book Center - Yellow	80	\$319.00	\$25,520.00	Classroom Furniture	Storage Units
AB787BU	Kids Colors™ Coat Lockers for 10 - Blue	80	\$799.00	\$63,920.00	Classroom Furniture	Storage Units
AB787GR	Kids Colors™ Coat Lockers for 10 - Green	80	\$799.00	\$63,920.00	Classroom Furniture	Storage Units
AB787RD	Kids Colors™ Coat Lockers for 10 - Red	80	\$799.00	\$63,920.00	Classroom Furniture	Storage Units
AB787YE	Kids Colors™ Coat Lockers for 10 - Yellow	80	\$799.00	\$63,920.00	Classroom Furniture	Storage Units
AB788BU	Kids Colors™ Coat Lockers for 8 - Blue	80	\$649.00	\$51,920.00	Classroom Furniture	Storage Units
AB788GR	Kids Colors™ Coat Lockers for 8 - Green	80	\$649.00	\$51,920.00	Classroom Furniture	Storage Units
AB788RD	Kids Colors™ Coat Lockers for 8 - Red	80	\$649.00	\$51,920.00	Classroom Furniture	Storage Units
AB788YE	Kids Colors™ Coat Lockers for 8 - Yellow	80	\$649.00	\$51,920.00	Classroom Furniture	Storage Units
AC207	ABCs and 123 Sorting Rocket		\$19.99	\$19.99	Infants & Toddlers	Cognitive Development
AC214	Wikki Stix Alphabet Center	185	\$14.99	\$2,773.15	Language	Alphabet
AC215	Alphabet Pocket Chart Activity Cards	201	\$12.99	\$2,610.99	Teaching Resources	Pocket Charts & Accessories
AC216	Numbers & Counting Pocket Chart Activity Cards	201	\$12.99	\$2,610.99	Teaching Resources	Pocket Charts & Accessories
AC225	Alpha-Bots	184	\$29.99	\$5,518.16	Language	Alphabet
AD576	Pony Beads	163	\$9.99	\$1,628.77	Arts & Crafts	Craft & Collage Materials
AP303	Extra Toddler Changing Pad	117	\$49.99	\$5,849.83	Accessories	Accessories
AR872	Mix & Match Magnetic Wild Animals	139	\$29.99	\$4,168.81	Infants & Toddlers	Fine Motor Skills
AS214	Self-Adhesive Library Pockets		\$59.99	\$59.99	Teaching Resources	Classroom Essentials
AT564	Giraffes Can't Dance Hardcover Book	166	\$16.99	\$2,820.34	Books	Hardcover Books
AV222	All Kinds of Children Hardcover Book	166	\$16.99	\$2,820.34	Books	Hardcover Books
AV327	It's Okay to Be Different Hardcover Book	166	\$17.99	\$2,987.34	Books	Hardcover Books
AW32	Classroom Bulletin Board - 34" x 48"	200	\$89.99	\$17,998.00	Teaching Resources	Classroom Essentials
AW447	Classic Globe		\$54.99	\$54.99	Social Studies	Geography
AX10	Lakeshore Dough - Turquoise	156	\$10.99	\$1,714.44	Arts & Crafts	Dough & Modeling Materials
AX11	Lakeshore Dough - White	156	\$10.99	\$1,714.44	Arts & Crafts	Dough & Modeling Materials
AX12	Lakeshore Dough - Lilac	156	\$10.99	\$1,714.44	Arts & Crafts	Dough & Modeling Materials
AX14	Lakeshore Dough - Orange	156	\$10.99	\$1,714.44	Arts & Crafts	Dough & Modeling Materials
AX16	Lakeshore Dough - Purple	156	\$10.99	\$1,714.44	Arts & Crafts	Dough & Modeling Materials
AX2	Lakeshore Dough - Red	156	\$10.99	\$1,714.44	Arts & Crafts	Dough & Modeling Materials

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Product Code	Product Description	Quantity	Weight	Price	Discount	Price	Category	Subcategory
AX20	Lakeshore Dough - Set 1 - Set of 6 Colors	156		\$59.99	5%	\$56.99	Arts & Crafts	Dough & Modeling Materials
AX3	Lakeshore Dough - Black	156		\$10.99	5%	\$10.44	Arts & Crafts	Dough & Modeling Materials
AX30	Lakeshore Dough - Set 2 - Set of 6 Colors	156		\$59.99	5%	\$56.99	Arts & Crafts	Dough & Modeling Materials
AX4	Lakeshore Dough - Blue	156	26	\$10.99	5%	\$10.44	Arts & Crafts	Dough & Modeling Materials
AX6	Lakeshore Dough - Yellow	156	26	\$10.99	5%	\$10.44	Arts & Crafts	Dough & Modeling Materials
AX7	Lakeshore Dough - Lime	156		\$10.99	5%	\$10.44	Arts & Crafts	Dough & Modeling Materials
AX8	Lakeshore Dough - Green	156	26	\$10.99	5%	\$10.44	Arts & Crafts	Dough & Modeling Materials
AX9	Lakeshore Dough - Pink	156		\$10.99	5%	\$10.44	Arts & Crafts	Dough & Modeling Materials
AZ985	Push-Button Play Phone	44	15	\$14.99	5%	\$14.24	Dramatic Play	Kitchen & House Play
B750A	Hardwood Unit Blocks - Starter Set	34		\$299.00	5%	\$284.05	Blocks & Manipulatives	Unit Blocks & Accessories
B750B	Hardwood Unit Blocks - Master Set	34		\$549.00	5%	\$521.55	Blocks & Manipulatives	Unit Blocks & Accessories
B750C	Hardwood Unit Blocks - School Set	34		\$899.00	5%	\$854.05	Blocks & Manipulatives	Unit Blocks & Accessories
B50	Hardwood Half Unit Block	34		\$1.69	5%	\$1.61	Blocks & Manipulatives	Unit Blocks & Accessories
B51	Hardwood Unit Block	34		\$2.69	5%	\$2.56	Blocks & Manipulatives	Unit Blocks & Accessories
B52	Hardwood Double Unit Block	34		\$4.49	5%	\$4.27	Blocks & Manipulatives	Unit Blocks & Accessories
B53	Hardwood Quadruple Unit Block	34		\$8.49	5%	\$8.07	Blocks & Manipulatives	Unit Blocks & Accessories
B54	Hardwood Small Triangle Unit Block	34		\$1.99	5%	\$1.89	Blocks & Manipulatives	Unit Blocks & Accessories
B55	Hardwood Triangle Unit Block	34		\$2.99	5%	\$2.84	Blocks & Manipulatives	Unit Blocks & Accessories
B56	Hardwood Triangle Double Unit Block	34		\$4.99	5%	\$4.74	Blocks & Manipulatives	Unit Blocks & Accessories
B59	Hardwood Pillar Unit Block	34		\$1.99	5%	\$1.89	Blocks & Manipulatives	Unit Blocks & Accessories
B60	Hardwood Small Column Unit Block	34		\$1.99	5%	\$1.89	Blocks & Manipulatives	Unit Blocks & Accessories
B61	Hardwood Large Column Unit Block	34		\$6.79	5%	\$6.45	Blocks & Manipulatives	Unit Blocks & Accessories
B62	Hardwood Ramp Unit Block	34		\$3.59	5%	\$3.41	Blocks & Manipulatives	Unit Blocks & Accessories
B63	Hardwood Roof Board Unit Block	34		\$3.99	5%	\$3.79	Blocks & Manipulatives	Unit Blocks & Accessories
B64	Hardwood Roof Board Double Unit Block	34		\$4.99	5%	\$4.74	Blocks & Manipulatives	Unit Blocks & Accessories
B65	Hardwood Half Arch & Small Buttress Unit Block	34		\$5.99	5%	\$5.69	Blocks & Manipulatives	Unit Blocks & Accessories
B66	Hardwood Arch & Half Circle Unit Block	34		\$5.99	5%	\$5.69	Blocks & Manipulatives	Unit Blocks & Accessories
B67	Hardwood Circular Curve & Quarter Circle Unit Block	34		\$13.99	5%	\$13.29	Blocks & Manipulatives	Unit Blocks & Accessories
B68	Hardwood Y Switch & Gothic Door Unit Block	34		\$24.99	5%	\$23.74	Blocks & Manipulatives	Unit Blocks & Accessories
B69	Hardwood Large Buttress Unit Block	34		\$3.99	5%	\$3.79	Blocks & Manipulatives	Unit Blocks & Accessories
B70	Hardwood Small Switch Unit Block	34		\$10.99	5%	\$10.44	Blocks & Manipulatives	Unit Blocks & Accessories
B71	Hardwood Elliptical Curve Unit Block	34		\$16.99	5%	\$16.14	Blocks & Manipulatives	Unit Blocks & Accessories
B72	Hardwood X Switch Unit Block	34		\$24.99	5%	\$23.74	Blocks & Manipulatives	Unit Blocks & Accessories
B74	Hardwood Cross Unit Block	34		\$11.99	5%	\$11.39	Blocks & Manipulatives	Unit Blocks & Accessories
B75	Hardwood Large Arch Unit Block	34		\$11.99	5%	\$11.39	Blocks & Manipulatives	Unit Blocks & Accessories
B76	Hardwood Floorboard Unit Block	34		\$4.99	5%	\$4.74	Blocks & Manipulatives	Unit Blocks & Accessories
B77	Hardwood Floorboard Double Unit Block	34		\$7.99	5%	\$7.59	Blocks & Manipulatives	Unit Blocks & Accessories
BA109	See-Inside Bucket Balance	217	131	\$19.99	5%	\$18.99	Science	Science Tools & Equipment
BA305	Comp Skills Prac Cards-Gr1-2		53	\$49.99	5%	\$47.49	Language	Reading Comprehension & Fluency
BA306	Comp Skills Prac Cards-Gr2-3		53	\$49.99	5%	\$47.49	Language	Reading Comprehension & Fluency
BA307	Comp Skills Prac Cards-Gr3-5		53	\$49.99	5%	\$47.49	Language	Reading Comprehension & Fluency
BA696	Reading Comprehension Activities - Gr. 1-2		53	\$24.99	5%	\$23.74	Language	Reading Comprehension & Fluency
BA697	Reading Comprehension Activities - Gr. 3-4		53	\$24.99	5%	\$23.74	Language	Reading Comprehension & Fluency
BA698	Reading Comprehension Activities - Gr. 5-6		53	\$24.99	5%	\$23.74	Language	Reading Comprehension & Fluency
BA7112	Pipe Stems - Set of 100	162		\$1.99	5%	\$1.89	Arts & Crafts	Craft & Collage Materials
BA799	Texture Brushes	150		\$14.99	5%	\$14.24	Arts & Crafts	Paint & Painting Accessories
BA8112	Pom-Poms - Set of 100	162		\$3.29	5%	\$3.13	Arts & Crafts	Craft & Collage Materials
BA9150	Pom-Poms - Set of 300	162		\$8.99	5%	\$8.54	Arts & Crafts	Craft & Collage Materials
BA9112	Pipe Stems - Set of 1,000	162		\$18.99	5%	\$18.04	Arts & Crafts	Craft & Collage Materials
BA918	All-Purpose Paintbrush Assortment - Set of 30	150		\$19.99	5%	\$18.99	Arts & Crafts	Paint & Painting Accessories
BB109	Stellaluna Big Book		61	\$26.99	5%	\$25.64	Books	Big Books
BB198	The Cow That Went Oink Big Book	173	61	\$26.99	5%	\$25.64	Books	Big Books
BB261	Soft & Safe Balance Beam	4		\$199.00	5%	\$189.05	Active Play	Balance & Coordination

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Product #	Product Name	MSRP (Retail)	MSRP (Wholesale)	MSRP (Retail)	MSRP (Wholesale)	MSRP (Retail)	MSRP (Wholesale)	Category	Subcategory	
BB291	The Three Bears Hardcover Book	168				\$17.99	5%	\$17.09	Books	Hardcover Books
BB292	The Three Little Pigs Hardcover Book	168				\$16.99	5%	\$16.14	Books	Hardcover Books
BB293	The Three Billy Goats Gruff Hardcover Book	168				\$17.99	5%	\$17.09	Books	Hardcover Books
BB564	Soft & Safe Beanbags - Set of 6	5				\$7.99	5%	\$7.59	Active Play	Balance & Coordination
BB644	Whoever You Are Hardcover Book	166				\$17.99	5%	\$17.09	Books	Hardcover Books
BB816	The Great Kapok Tree Big Book		61			\$26.95	5%	\$25.60	Books	Big Books
BB881	I Know an Old Lady Who Swallowed a Pie Hardcover Book	167				\$16.99	5%	\$16.14	Books	Hardcover Books
BB882	Llama Llama Red Pajama Hardcover Book	167				\$17.99	5%	\$17.09	Books	Hardcover Books
BB885X	Building Literacy Hardcover Library	167				\$105.00	5%	\$99.75	Books	Hardcover Books
BB886	Bruno Munari's ABC Hardcover Book	167				\$19.99	5%	\$18.99	Books	Hardcover Books
BB887	Spunky Little Monkey Hardcover Book	167				\$17.99	5%	\$17.09	Books	Hardcover Books
BB888	Cat on the Bus Hardcover Book	167				\$16.95	5%	\$16.10	Books	Hardcover Books
BB889	The Word Collector Hardcover Book	167				\$17.99	5%	\$17.09	Books	Hardcover Books
BC124	Butterfly Climber	133				\$299.00	5%	\$284.05	Infants & Toddlers	Gross Motor Skills
BC301	Tabletop Hardwood Blocks - Starter Set	39				\$16.99	5%	\$16.14	Blocks & Manipulatives	Building Sets
BC302	Tabletop Hardwood Blocks - Master Set	39				\$29.99	5%	\$28.49	Blocks & Manipulatives	Building Sets
BC407	Soft & Safe Mirror Blocks	39		25		\$49.99	5%	\$47.49	Blocks & Manipulatives	Building Sets
BC553	See-Inside Sorting Bucket	141				\$16.99	5%	\$16.14	Infants & Toddlers	Cognitive Development
BC641BU	Lakeshore Scooter Board - Blue	6				\$22.99	5%	\$21.84	Active Play	Balance & Coordination
BC641RD	Lakeshore Scooter Board - Red	6				\$22.99	5%	\$21.84	Active Play	Balance & Coordination
BD294	Lace-A-Word Beads - Uppercase	163				\$19.99	5%	\$18.99	Arts & Crafts	Craft & Collage Materials
BD297	Lace-A-Word Beads - Lowercase	163				\$19.99	5%	\$18.99	Arts & Crafts	Craft & Collage Materials
BD520X	Power Pen! Math Quiz Cards - Complete Set		89			\$85.00	5%	\$80.75	Math	Multiskill Math Products
BD521	Addition Power Pen! Quiz Cards		89			\$10.99	5%	\$10.44	Math	Basic Operations
BD522	Subtraction Power Pen! Quiz Cards		89			\$10.99	5%	\$10.44	Math	Basic Operations
BD523	Telling Time Power Pen! Quiz Cards		89			\$10.99	5%	\$10.44	Math	Time
BD524	Money Power Pen! Quiz Cards		89			\$10.99	5%	\$10.44	Math	Money
BD525	Place Value Power Pen! Quiz Cards		89			\$10.99	5%	\$10.44	Math	Place Value
BD526	Fractions Power Pen! Quiz Cards		89			\$10.99	5%	\$10.44	Math	Fractions, Decimals & Percents
BD527	Multiplication Power Pen! Quiz Cards		89			\$10.99	5%	\$10.44	Math	Basic Operations
BD528	Division Power Pen! Quiz Cards		89			\$10.99	5%	\$10.44	Math	Basic Operations
BD530	Power Pen!		89			\$11.99	5%	\$11.39	Accessories	Accessories
BD530X	Power Pen! - Set of 4		89			\$46.99	5%	\$44.64	Accessories	Accessories
BD540X	Power Pen! Early Reading Quiz Cards - Complete Set		24			\$75.00	5%	\$71.25	Language	Phonics & Word Building
BD541	Reading Readiness Power Pen! Quiz Cards		24			\$12.99	5%	\$12.34	Language	Phonics & Word Building
BD542	Consonants Power Pen! Quiz Cards		24			\$12.99	5%	\$12.34	Language	Phonics & Word Building
BD543	Short Vowels Power Pen! Quiz Cards		24			\$12.99	5%	\$12.34	Language	Phonics & Word Building
BD544	Long Vowels Power Pen! Quiz Cards		24			\$12.99	5%	\$12.34	Language	Phonics & Word Building
BD545	Word Families Power Pen! Quiz Cards		24			\$12.99	5%	\$12.34	Language	Phonics & Word Building
BD546	Blends & Digraphs Power Pen! Quiz Cards		24			\$12.99	5%	\$12.34	Language	Phonics & Word Building
BD581	Power Pen! Reading Comprehension Quiz Cards - Gr. 1		46			\$15.99	5%	\$15.19	Language	Reading Comprehension & Fluency
BD582	Power Pen! Reading Comprehension Quiz Cards - Gr. 2		46			\$15.99	5%	\$15.19	Language	Reading Comprehension & Fluency
BD583	Power Pen! Reading Comprehension Quiz Cards - Gr. 3		46			\$15.99	5%	\$15.19	Language	Reading Comprehension & Fluency
BD584	Power Pen! Reading Comprehension Quiz Cards - Gr. 4		46			\$15.99	5%	\$15.19	Language	Reading Comprehension & Fluency
BD585	Power Pen! Reading Comprehension Quiz Cards - Gr. 5		46			\$15.99	5%	\$15.19	Language	Reading Comprehension & Fluency
BE331	Best-Buy Bins - Set of 4	113				\$16.99	5%	\$16.14	Teaching Resources	Bins & Organizers
BF191	Hands-On Fraction Tiles Set		112			\$11.99	5%	\$11.39	Math	Math Manipulatives
BF191X	Hands-On Fraction Tiles Set - Set of 10		112			\$99.50	5%	\$94.53	Math	Math Manipulatives
BF194	Hands-On Decimal Tiles Set		112			\$11.99	5%	\$11.39	Math	Math Manipulatives
BF194X	Hands-On Decimal Tiles Set - Set of 10		112			\$99.50	5%	\$94.53	Math	Math Manipulatives
BF196	Hands-On Percent Tiles Set		112			\$11.99	5%	\$11.39	Math	Math Manipulatives
BF196X	Hands-On Percent Tiles Set - Set of 10		112			\$99.50	5%	\$94.53	Math	Math Manipulatives
BG261	Bye-Bye Buggy for 5	132				\$1,599.00	7%	\$1,487.07	Infants & Toddlers	Furniture

Lakeshore 2020 Pricelist is subject to change with the release of new catalogs at the end of January and February of each year.

Lakeshore

Product #	Product Name	Qty	Unit Price	Subtotal	Tax	Shipping	Product #	Product Name	Qty	Unit Price	Subtotal	Tax	Shipping	Product #	Product Name	Qty	Unit Price	Subtotal	Tax	Shipping
BG262	Bye-Bye Buggy Cover	132		\$129.00	5%	\$122.55	Accessories	Accessories												
BG263	Bye-Bye Buggy Sun Canopy - Set of 3	132		\$199.00	5%	\$189.05	Accessories	Accessories												
BG507	Best-Buy Book Bags - Set of 6	198		\$12.99	5%	\$12.34	Teaching Resources	Bins & Organizers												
BG508	Jumbo Best-Buy Book Bags - Set of 5	198		\$12.99	5%	\$12.34	Teaching Resources	Bins & Organizers												
BG776	3-Way School Microscope		130	\$129.00	5%	\$122.55	Science	Science Tools & Equipment												
BJ2580	Wiggly Eyes - Set of 300	162		\$6.99	5%	\$6.64	Arts & Crafts	Craft & Collage Materials												
BJ2582	Wiggly Eyes - Set of 1,000	162		\$17.99	5%	\$17.09	Arts & Crafts	Craft & Collage Materials												
BJ3700AB	Azure Blue Scalloped Bordette	230		\$3.49	5%	\$3.32	Classroom Decorations	Borders												
BJ3700BB	Bright Blue Scalloped Bordette	230		\$3.49	5%	\$3.32	Classroom Decorations	Borders												
BJ3700BK	Black Scalloped Bordette	230		\$3.49	5%	\$3.32	Classroom Decorations	Borders												
BJ3700CY	Canary Yellow Scalloped Bordette	230		\$3.49	5%	\$3.32	Classroom Decorations	Borders												
BJ3700EG	Emerald Green Scalloped Bordette	230		\$3.49	5%	\$3.32	Classroom Decorations	Borders												
BJ3700FR	Flame Red Scalloped Bordette	230		\$3.49	5%	\$3.32	Classroom Decorations	Borders												
BJ3700LM	Lime Green Scalloped Bordette	230		\$3.49	5%	\$3.32	Classroom Decorations	Borders												
BJ3700MA	Magenta Scalloped Bordette	230		\$3.49	5%	\$3.32	Classroom Decorations	Borders												
BJ3700RG	Orange Scalloped Bordette	230		\$3.49	5%	\$3.32	Classroom Decorations	Borders												
BJ3700VT	Purple Scalloped Bordette	230		\$3.49	5%	\$3.32	Classroom Decorations	Borders												
BJ3700WT	White Scalloped Bordette	230		\$3.49	5%	\$3.32	Classroom Decorations	Borders												
BJ3700YB	Royal Blue Scalloped Bordette	230		\$3.49	5%	\$3.32	Classroom Decorations	Borders												
BJ7461	1" Ruled Chart Tablet	201		\$12.99	5%	\$12.34	Language	Writing & Grammar												
BJ7471	1 1/2" Ruled Chart Tablet	201		\$12.99	5%	\$12.34	Language	Writing & Grammar												
BJ7481	D'Nealian Ruled Chart Tablet	201		\$17.99	5%	\$17.09	Language	Writing & Grammar												
BJ9610X	Glitter Jumbo Jars - Set of 6	162		\$27.99	5%	\$26.59	Arts & Crafts	Craft & Collage Materials												
BK162	David Goes to School Hardcover Book	166		\$17.99	5%	\$17.09	Books	Hardcover Books												
BK165	Good Thing You're Not an Octopus! Hardcover Book	166		\$17.99	5%	\$17.09	Books	Hardcover Books												
BK167	Say Hello! Hardcover Book	166		\$17.99	5%	\$17.09	Books	Hardcover Books												
BK177	The Kissing Hand Hardcover Book	169		\$17.95	5%	\$17.05	Books	Hardcover Books												
BK1812	It Looked Like Spilt Milk Big Book	173	61	\$24.99	5%	\$23.74	Books	Big Books												
BK1820	Where the Wild Things Are Hardcover Book	166		\$18.95	5%	\$18.00	Books	Hardcover Books												
BK1822	Caps for Sale Hardcover Book	166		\$17.99	5%	\$17.09	Books	Hardcover Books												
BK1825	The Giving Tree Hardcover Book	166		\$17.99	5%	\$17.09	Books	Hardcover Books												
BK1832	It Looked Like Spilt Milk Hardcover Book	166		\$16.99	5%	\$16.14	Books	Hardcover Books												
BK195X	It's a Multicultural World! Hardcover Library	166		\$105.00	5%	\$99.75	Social Studies	Cultures & The Community												
BK196	The Colors of Us Hardcover Book	166	1	\$18.99	5%	\$18.04	Books	Hardcover Books												
BK1968	The Rainbow Fish Big Book	173	61	\$24.99	5%	\$23.74	Books	Big Books												
BK198	Same, Same but Different Hardcover Book	166		\$18.99	5%	\$18.04	Books	Hardcover Books												
BK2231	My Five Senses Big Book	173	61	\$24.99	5%	\$23.74	Books	Big Books												
BK240X	Building Empathy Hardcover Library	166		\$105.00	5%	\$99.75	Social Studies	Social-Emotional & Character Development												
BK241	The Invisible Boy Hardcover Book	166		\$17.99	5%	\$17.09	Books	Hardcover Books												
BK242	Last Stop on Market Street Hardcover Book	166		\$17.99	5%	\$17.09	Books	Hardcover Books												
BK243	Hey, Little Ant Hardcover Book	166		\$16.99	5%	\$16.14	Books	Hardcover Books												
BK244	A Sick Day for Amos McGee Hardcover Book	166		\$18.99	5%	\$18.04	Books	Hardcover Books												
BK245	We're All Wonders Hardcover Book	166		\$18.99	5%	\$18.04	Books	Hardcover Books												
BK246	One Hardcover Book	166		\$17.95	5%	\$17.05	Books	Hardcover Books												
BK267	Bilingual Board Book Collection	192		\$55.50	5%	\$52.73	Language	Spanish & ELL Materials												
BK273	Silly Sally Big Book	173	61	\$26.95	5%	\$25.60	Books	Big Books												
BK294	Little Red Riding Hood Hardcover Book	168		\$8.99	5%	\$8.54	Books	Hardcover Books												
BK321	Goodnight Moon Big Book	173		\$24.99	5%	\$23.74	Books	Big Books												
BK3210	The Very Hungry Caterpillar Hardcover Book	166		\$21.99	5%	\$20.89	Books	Hardcover Books												
BK326	If You Give a Mouse a Cookie Hardcover Book	166		\$17.99	5%	\$17.09	Books	Hardcover Books												
BK329	The Napping House Hardcover Book	166		\$18.99	5%	\$18.04	Books	Hardcover Books												
BK331	The Gingerbread Boy Big Book	173	61	\$26.99	5%	\$25.64	Books	Big Books												
BK3311	The Rainbow Fish Hardcover Book	166		\$18.95	5%	\$18.00	Books	Hardcover Books												

Lakeshore 2020 Price list is subject to change with the release of new catalogs at the end of January and February of each year.

Lakeshore

Product #	Product Name	Pages	Size	Weight	Price	Discount	Net Price	Category	Subcategory
BK3313	The Snowy Day Hardcover Book	166			\$17.99	5%	\$17.09	Books	Hardcover Books
BK3317	The Grouchy Ladybug Hardcover Book	166			\$17.99	5%	\$17.09	Books	Hardcover Books
BK333	Five Little Monkeys Jumping on the Bed Big Book		61		\$26.99	5%	\$25.64	Books	Big Books
BK334	In the Small, Small Pond Big Book		61		\$27.99	5%	\$26.59	Books	Big Books
BK336	Panda Bear, Panda Bear, What Do You See? Big Book		61		\$27.99	5%	\$26.59	Books	Big Books
BK337	Chrysanthemum Big Book		61		\$24.99	5%	\$23.74	Books	Big Books
BK338	The Little Red Hen Big Book	173	61		\$24.99	5%	\$23.74	Books	Big Books
BK356	Polar Bear, Polar Bear, What Do You Hear? Board Book	144		18	\$8.99	5%	\$8.54	Books	Board Books
BK357	Little Blue Truck Board Book	144		18	\$7.99	5%	\$7.59	Books	Board Books
BK358	Duck & Goose: Goose Needs a Hug Board Book	144		18	\$7.99	5%	\$7.59	Books	Board Books
BK359	The Rainbow Fish: Counting Board Book	144		18	\$7.95	5%	\$7.55	Books	Board Books
BK370X	Classroom Favorites Big Books - Set 2	173			\$125.00	5%	\$118.75	Books	Big Books
BK371	Brown Bear, Brown Bear, What Do You See? Big Book	173	61	28	\$27.95	5%	\$26.55	Books	Big Books
BK381	Iggy Peck, Architect Hardcover Book	167			\$18.99	5%	\$18.04	Books	Hardcover Books
BK382	Rosie Revere, Engineer Hardcover Book	167			\$18.99	5%	\$18.04	Books	Hardcover Books
BK384	Going Places Hardcover Book	167			\$17.99	5%	\$17.09	Books	Hardcover Books
BK386	Violet the Pilot Hardcover Book	167			\$17.99	5%	\$17.09	Books	Hardcover Books
BK388	How Many Seeds in a Pumpkin? Hardcover Book	167			\$17.99	5%	\$17.09	Books	Hardcover Books
BK395X	STEM Stories Hardcover Library	167			\$109.00	5%	\$103.55	Books	Hardcover Books
BK397	Ada Twist, Scientist Hardcover Book	167			\$18.99	5%	\$18.04	Books	Hardcover Books
BK408	Mrs. Wishy-Washy's Farm Hardcover Book	166			\$16.99	5%	\$16.14	Books	Hardcover Books
BK414	Panda Bear, Panda Bear, What Do You See? Hardcover Book	166			\$18.99	5%	\$18.04	Books	Hardcover Books
BK415X	Big Book Favorites - Set 3		61		\$149.00	5%	\$141.55	Books	Big Books
BK417	Where's My Teddy? Big Book		61		\$24.99	5%	\$23.74	Books	Big Books
BK428	What I Like About Me! Big Book	173	61		\$20.99	5%	\$19.94	Books	Big Books
BK435X	Classroom Favorites Big Books - Set 3	173			\$119.00	5%	\$113.05	Books	Big Books
BK442	Don't Let the Pigeon Drive the Bus! Hardcover Book	166			\$16.99	5%	\$16.14	Books	Hardcover Books
BK460	Polar Bear, Polar Bear, What Do You Hear? Big Book	173	61	28	\$27.99	5%	\$26.59	Books	Big Books
BK470X	Big Book Favorites - Set 4		61		\$155.00	5%	\$147.25	Books	Big Books
BK471	The Three Bears Big Book	173	61		\$26.99	5%	\$25.64	Books	Big Books
BK472	If You Give a Mouse a Cookie Big Book	173	61		\$24.99	5%	\$23.74	Books	Big Books
BK501	Mouse Paint Big Book	173	61		\$26.99	5%	\$25.64	Books	Big Books
BK512	Planting a Rainbow Big Book		61		\$26.99	5%	\$25.64	Books	Big Books
BK514	Pete the Cat: Rocking in My School Shoes Hardcover Book	169			\$17.99	5%	\$17.09	Books	Hardcover Books
BK536	No, David! Hardcover Book	166			\$17.99	5%	\$17.09	Books	Hardcover Books
BK568	From Caterpillar to Butterfly Big Book	173	61		\$24.99	5%	\$23.74	Books	Big Books
BK646	The Three Billy Goats Gruff Big Book	173	61		\$26.99	5%	\$25.64	Books	Big Books
BK647	Chicka Chicka Boom Boom Hardcover Book	168			\$18.99	5%	\$18.04	Books	Hardcover Books
BK652B	The Napping House Big Book	173	61		\$26.99	5%	\$25.64	Books	Big Books
BK660	Big Red Barn Big Book	173	61	28	\$24.99	5%	\$23.74	Books	Big Books
BK665X	Classroom Favorites Big Books - Set 1	173			\$129.00	5%	\$122.55	Books	Big Books
BK668	If You Give a Moose a Muffin Big Book		61		\$24.99	5%	\$23.74	Books	Big Books
BK675	Polar Bear, Polar Bear, What Do You Hear? Hardcover Book	166			\$17.99	5%	\$17.09	Books	Hardcover Books
BK681	Pete the Cat: I Love My White Shoes Hardcover Book	166			\$17.99	5%	\$17.09	Books	Hardcover Books
BK682	Harold and the Purple Crayon Hardcover Book	166			\$16.99	5%	\$16.14	Books	Hardcover Books
BK683	Little Blue Truck Hardcover Book	166			\$17.99	5%	\$17.09	Books	Hardcover Books
BK684	Pete the Cat and His Four Groovy Buttons Hardcover Book	166			\$17.99	5%	\$17.09	Books	Hardcover Books
BK685X	Best-Buy Classics Hardcover Collection	166			\$499.00	5%	\$474.05	Books	Hardcover Books
BK692	Five Little Monkeys Jumping on the Bed Hardcover Book	166			\$16.99	5%	\$16.14	Books	Hardcover Books
BK694	How Do Dinosaurs Go to School? Hardcover Book	166			\$16.99	5%	\$16.14	Books	Hardcover Books
BK723	Caps for Sale Big Book	173	61		\$24.99	5%	\$23.74	Books	Big Books
BK77	Three Billy Goats Gruff - PB	190			\$7.99	5%	\$7.59	Books	Paperback Books
BK818	The Jacket I Wear in the Snow Hardcover Book	169			\$16.99	5%	\$16.14	Books	Hardcover Books

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Product Code	Product Description	Qty Per Case	Unit Price	Case Price	Case Weight	Case Dimensions	Category	Subcategory
BK830X	Math Big Book Favorites	61	\$125.00	5%	\$118.75		Books	Big Books
BK831	The Doorbell Rang Big Book	61	\$24.99	5%	\$23.74		Books	Big Books
BK832	Curious George Learns to Count from 1 to 100 Big Book	61	\$28.99	5%	\$27.54		Books	Big Books
BK833	One Is a Snail, Ten Is a Crab Big Book	61	\$24.99	5%	\$23.74		Books	Big Books
BK834	Full House: An Invitation to Fractions Big Book	61	\$24.99	5%	\$23.74		Books	Big Books
BK854	When Sophie Gets Angry—Really, Really Angry... Hardcover Book	166	\$17.99	5%	\$17.09		Books	Hardcover Books
BK871	If the Dinosaurs Came Back Big Book	61	\$26.95	5%	\$25.60		Books	Big Books
BK950	There Was an Old Lady Who Swallowed a Fly Hardcover Book	169	\$14.99	5%	\$14.24		Books	Hardcover Books
BK956	Brown Bear, Brown Bear, What Do You See? Hardcover Book	166	\$17.99	5%	\$17.09		Books	Hardcover Books
BK994	In the Tall, Tall Grass Big Book	173	\$27.99	5%	\$26.59		Books	Big Books
BM369	Butcher Paper 4-Roll Holder/Cutter Floor Rack	159	\$299.00	5%	\$284.05		Teaching Resources	Classroom Equipment
BM370	Portable Butcher Paper 4-Roll Holder/Cutter Floor Rack	159	\$369.00	5%	\$350.55		Teaching Resources	Classroom Equipment
BM536	Butcher Paper Single Roll Holder/Cutter	159	\$59.99	5%	\$56.99		Teaching Resources	Classroom Equipment
BR281	Honeybee Tree Game	236	\$21.99	5%	\$20.89		Games	Fine Motor Games
BR302BU	Comfy Floor Seat - Blue	109	\$59.99	5%	\$56.99	7	Classroom Furniture	Chairs & Seating
BR302RD	Comfy Floor Seat - Red	109	\$59.99	5%	\$56.99		Classroom Furniture	Chairs & Seating
BR569	Clip & Create Builders	24	\$39.99	5%	\$37.99		Blocks & Manipulatives	Building Sets
BR573	Easy-Build Bricks - Starter Set	25	\$149.00	5%	\$141.55		Blocks & Manipulatives	Building Sets
BR574	Easy-Build Bricks - Master Set	25	\$299.00	5%	\$284.05		Blocks & Manipulatives	Building Sets
BR874	Light-Up Building Bricks - Starter Set	224	\$29.99	5%	\$28.49		Blocks & Manipulatives	Building Sets
BR875	Light-Up Building Bricks - Master Set	224	\$79.99	5%	\$75.99		Blocks & Manipulatives	Building Sets
B5500	Jumbo Washable Watercolor Set	148	\$4.49	5%	\$4.27	26	Arts & Crafts	Paint & Painting Accessories
B5500Z	Jumbo Washable Watercolor Set - Set of 12	148	\$52.99	5%	\$50.34		Arts & Crafts	Paint & Painting Accessories
B5925	Washable Watercolor Set	148	\$2.79	5%	\$2.65		Arts & Crafts	Paint & Painting Accessories
B5525Z	Washable Watercolor Set - Set of 12	148	\$32.99	5%	\$31.34		Arts & Crafts	Paint & Painting Accessories
BT183	Best-Buy Tub of Animals	55	\$49.99	5%	\$47.49		Dramatic Play	Animal Playsets
BT224	Giant Bug Collection	55	\$49.99	5%	\$47.49		Dramatic Play	Animal Playsets
BT363	Bee-Bot Programmable Robot	225	\$79.99	5%	\$75.99		STEM	Building & Engineering
BV633	Graduated Cylinders Set		\$29.99	5%	\$28.49	130	Science	Science Tools & Equipment
BW632	LMNO Peas Hardcover Book	166	\$17.99	5%	\$17.09		Books	Hardcover Books
BX234	Store-It-All Craft Containers - Set of 10	165	\$21.99	5%	\$20.89		Arts & Crafts	Craft & Collage Materials
BX532	Easy-Clean Craft Trays - Set of 4	165	\$19.99	5%	\$18.99		Arts & Crafts	Craft & Collage Materials
BX700X	Heavy-Duty Book Bins - Set of 6 Colors	113	\$49.99	5%	\$47.49	144	Teaching Resources	Bins & Organizers
BX703X	Storage Bins - Set of 3	127	\$26.50	5%	\$25.18		Accessories	Accessories
BX708BU	Heavy-Duty Book Bin - Blue	113	\$9.99	5%	\$8.54	144	Teaching Resources	Bins & Organizers
BX708GR	Heavy-Duty Book Bin - Green	113	\$8.99	5%	\$8.54	144	Teaching Resources	Bins & Organizers
BX708RD	Heavy-Duty Book Bin - Red	113	\$8.99	5%	\$8.54	144	Teaching Resources	Bins & Organizers
BX708RG	Heavy-Duty Book Bin - Orange	113	\$8.99	5%	\$8.54	144	Teaching Resources	Bins & Organizers
BX708VT	Heavy-Duty Book Bin - Purple	113	\$8.99	5%	\$8.54	144	Teaching Resources	Bins & Organizers
BX708YE	Heavy-Duty Book Bin - Yellow	113	\$8.99	5%	\$8.54	144	Teaching Resources	Bins & Organizers
BY453	Colored Wiggly Eyes - Set of 300	162	\$7.99	5%	\$7.59		Arts & Crafts	Craft & Collage Materials
BY455	Colored Wiggly Eyes - Set of 1,000	162	\$19.99	5%	\$18.99		Arts & Crafts	Craft & Collage Materials
CA110	Mavalus Stick Anywhere Tape Pack - White	161	\$19.99	5%	\$18.99		Arts & Crafts	Glue, Tape & Adhesives
CA115	Mavalus Stick Anywhere Tape Pack - Bright Colors	161	\$19.99	5%	\$18.99		Arts & Crafts	Glue, Tape & Adhesives
CA201	Cuddly Puppy Weighted Shoulder Wrap	20	\$39.99	5%	\$37.99		Sensory Exploration	Sensory Play
CA202	Cuddly Puppy Weighted Lap Pad	20	\$49.99	5%	\$47.49		Sensory Exploration	Sensory Play
CA454	Clear Adhesive Roll - 20' x 18"	161	\$9.99	5%	\$9.49		Arts & Crafts	Glue, Tape & Adhesives
CA455	Clear Adhesive Roll - 60' x 18"	161	\$28.99	5%	\$27.54		Arts & Crafts	Glue, Tape & Adhesives
CA609	Sing-Along Read-Along Classics with CDs	172	\$34.50	5%	\$32.78	14	Books	Read-Alongs
CB213	Jumbo Cardboard Blocks - Starter Set	39	\$24.99	5%	\$23.74	25	Blocks & Manipulatives	Building Sets
CB214	Jumbo Cardboard Blocks - Master Set	39	\$39.99	5%	\$37.99		Blocks & Manipulatives	Building Sets
CB503	The Cat in the Hat Hardcover Book	166	\$9.99	5%	\$9.49		Books	Hardcover Books
CB521	Ten Apples Up on Top! Hardcover Book	166	\$9.99	5%	\$9.49		Books	Hardcover Books

Lakeshore

CB783	Listen, Read & Rhyme with Dr. Seuss	172				\$43.50	5%	\$41.33	Books	Read-Alongs
CD101	Sing, Learn & Play CD Collection			14		\$39.99	5%	\$37.99	Music	Music CDs
CD281	Multicultural Movement Fun CD	63				\$15.99	5%	\$15.19	Music	Music CDs
CD421D	Shakin' the Chute CD	3				\$15.99	5%	\$15.19	Music	Music CDs
CD523	Classroom Digital Camera	233				\$199.00	5%	\$189.05	Teaching Resources	Classroom Equipment
CD796	Classroom Document Camera		151			\$199.00	5%	\$189.05	Teaching Resources	Classroom Equipment
CD835	Ball Fun Activity CD	7				\$15.99	5%	\$15.19	Music	Music CDs
CE326	CD & Cassette Player with Bluetooth	65	150	6		\$129.00	5%	\$122.55	Music	Audio Equipment & Listening Centers
CE501	Magnetic Field Wonder Window	218				\$39.99	5%	\$37.99	Science	Physical Science
CE772	Ready-To-Go Listening Center for 8	64	150			\$229.00	5%	\$217.55	Music	Audio Equipment & Listening Centers
CF425	Comfy Seats - Set of 3	132				\$229.00	5%	\$217.55	Classroom Furniture	Chairs & Seating
CF639	Click & Pose Farm Animals			27		\$19.99	5%	\$18.99	Dramatic Play	Animal Playsets
CF802SB	Lakeshore Sit-Me-Up - Sky Blue	130		7		\$89.99	5%	\$85.49	Infants & Toddlers	Gross Motor Skills
CF802SG	Lakeshore Sit-Me-Up - Sage Green	130		7		\$89.99	5%	\$85.49	Infants & Toddlers	Gross Motor Skills
CG582	Super-Lightweight Adjustable Vinyl Paint Apron - Red	151				\$5.99	5%	\$5.69	Arts & Crafts	Paint & Painting Accessories
CG584	Super-Lightweight Adjustable Vinyl Paint Apron - Blue	151				\$5.99	5%	\$5.69	Arts & Crafts	Paint & Painting Accessories
CG586	Super-Lightweight Adjustable Vinyl Paint Apron - Yellow	151				\$5.99	5%	\$5.69	Arts & Crafts	Paint & Painting Accessories
CG639	Roll-On Painters - Set of 10 Colors	147				\$24.99	5%	\$23.74	Arts & Crafts	Paint & Painting Accessories
CN311BU	Rainbow Adjustable Round Table - 42" Diameter - Blue	95				\$259.00	5%	\$246.05	Classroom Furniture	Tables & Desks
CN311RD	Rainbow Adjustable Round Table - 42" Diameter - Red	95				\$259.00	5%	\$246.05	Classroom Furniture	Tables & Desks
CN311YE	Rainbow Adjustable Round Table - 42" Diameter - Yellow	95				\$259.00	5%	\$246.05	Classroom Furniture	Tables & Desks
CN312BU	Rainbow Adjustable Round Table - 42" Diameter - Low - Blue	95				\$259.00	5%	\$246.05	Classroom Furniture	Tables & Desks
CN312RD	Rainbow Adjustable Round Table - 42" Diameter - Low - Red	95				\$259.00	5%	\$246.05	Classroom Furniture	Tables & Desks
CN312YE	Rainbow Adjustable Round Table - 42" Diameter - Low - Yellow	95				\$259.00	5%	\$246.05	Classroom Furniture	Tables & Desks
CN313BU	Rainbow Adjustable Round Table - 48" Diameter - Blue	95				\$269.00	5%	\$255.55	Classroom Furniture	Tables & Desks
CN313RD	Rainbow Adjustable Round Table - 48" Diameter - Red	95				\$269.00	5%	\$255.55	Classroom Furniture	Tables & Desks
CN313YE	Rainbow Adjustable Round Table - 48" Diameter - Yellow	95				\$269.00	5%	\$255.55	Classroom Furniture	Tables & Desks
CN314BU	Rainbow Adjustable Round Table - 48" Diameter - Low - Blue	95				\$269.00	5%	\$255.55	Classroom Furniture	Tables & Desks
CN314RD	Rainbow Adjustable Round Table - 48" Diameter - Low - Red	95				\$269.00	5%	\$255.55	Classroom Furniture	Tables & Desks
CN314YE	Rainbow Adjustable Round Table - 48" Diameter - Low - Yellow	95				\$269.00	5%	\$255.55	Classroom Furniture	Tables & Desks
CN321BU	Rainbow Adjustable Group Table - 36" x 72" - Blue	95				\$299.00	5%	\$284.05	Classroom Furniture	Tables & Desks
CN321RD	Rainbow Adjustable Group Table - 36" x 72" - Red	95				\$299.00	5%	\$284.05	Classroom Furniture	Tables & Desks
CN321YE	Rainbow Adjustable Group Table - 36" x 72" - Yellow	95				\$299.00	5%	\$284.05	Classroom Furniture	Tables & Desks
CN322BU	Rainbow Adjustable Group Table - 36" x 72" - Low - Blue	95				\$299.00	5%	\$284.05	Classroom Furniture	Tables & Desks
CN322RD	Rainbow Adjustable Group Table - 36" x 72" - Low - Red	95				\$299.00	5%	\$284.05	Classroom Furniture	Tables & Desks
CN322YE	Rainbow Adjustable Group Table - 36" x 72" - Low - Yellow	95				\$299.00	5%	\$284.05	Classroom Furniture	Tables & Desks
CN323BU	Rainbow Adjustable Group Table - 48" x 72" - Blue	95				\$349.00	5%	\$331.55	Classroom Furniture	Tables & Desks
CN323RD	Rainbow Adjustable Group Table - 48" x 72" - Red	95				\$349.00	5%	\$331.55	Classroom Furniture	Tables & Desks
CN323YE	Rainbow Adjustable Group Table - 48" x 72" - Yellow	95				\$349.00	5%	\$331.55	Classroom Furniture	Tables & Desks
CN324BU	Rainbow Adjustable Group Table - 48" x 72" - Low - Blue	95				\$349.00	5%	\$331.55	Classroom Furniture	Tables & Desks
CN324RD	Rainbow Adjustable Group Table - 48" x 72" - Low - Red	95				\$349.00	5%	\$331.55	Classroom Furniture	Tables & Desks
CN324YE	Rainbow Adjustable Group Table - 48" x 72" - Low - Yellow	95				\$349.00	5%	\$331.55	Classroom Furniture	Tables & Desks
CN331BU	Rainbow Adjustable Rectangular Table - 24" x 36" - Blue	95				\$199.00	5%	\$189.05	Classroom Furniture	Tables & Desks
CN331RD	Rainbow Adjustable Rectangular Table - 24" x 36" - Red	95				\$199.00	5%	\$189.05	Classroom Furniture	Tables & Desks
CN331YE	Rainbow Adjustable Rectangular Table - 24" x 36" - Yellow	95				\$199.00	5%	\$189.05	Classroom Furniture	Tables & Desks
CN332BU	Rainbow Adjustable Rectangular Table - 24" x 36" - Low - Blue	95				\$199.00	5%	\$189.05	Classroom Furniture	Tables & Desks
CN332RD	Rainbow Adjustable Rectangular Table - 24" x 36" - Low - Red	95				\$199.00	5%	\$189.05	Classroom Furniture	Tables & Desks
CN332YE	Rainbow Adjustable Rectangular Table - 24" x 36" - Low - Yellow	95				\$199.00	5%	\$189.05	Classroom Furniture	Tables & Desks
CN333BU	Rainbow Adjustable Rectangular Table - 24" x 48" - Blue	95				\$209.00	5%	\$198.55	Classroom Furniture	Tables & Desks
CN333RD	Rainbow Adjustable Rectangular Table - 24" x 48" - Red	95				\$209.00	5%	\$198.55	Classroom Furniture	Tables & Desks
CN333YE	Rainbow Adjustable Rectangular Table - 24" x 48" - Yellow	95				\$209.00	5%	\$198.55	Classroom Furniture	Tables & Desks
CN334BU	Rainbow Adjustable Rectangular Table - 24" x 48" - Low - Blue	95				\$209.00	5%	\$198.55	Classroom Furniture	Tables & Desks
CN334RD	Rainbow Adjustable Rectangular Table - 24" x 48" - Low - Red	95				\$209.00	5%	\$198.55	Classroom Furniture	Tables & Desks

Lakeshore 2020 Pricelist is subject to change with the release of new catalogs at the end of January and February of each year.

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Item #	Description	Qty	Unit Price	Total Price	Tax	Net Price	Category	Subcategory
CN334YE	Rainbow Adjustable Rectangular Table - 24" x 48" - Low - Yellow	95		\$209.00	5%	\$198.55	Classroom Furniture	Tables & Desks
CN341BU	Rainbow Adjustable Rectangular Table - 30" x 60" - Blue	95		\$229.00	5%	\$217.55	Classroom Furniture	Tables & Desks
CN341RD	Rainbow Adjustable Rectangular Table - 30" x 60" - Red	95		\$229.00	5%	\$217.55	Classroom Furniture	Tables & Desks
CN341YE	Rainbow Adjustable Rectangular Table - 30" x 60" - Yellow	95		\$229.00	5%	\$217.55	Classroom Furniture	Tables & Desks
CN342BU	Rainbow Adjustable Rectangular Table - 30" x 60" - Low - Blue	95		\$229.00	5%	\$217.55	Classroom Furniture	Tables & Desks
CN342RD	Rainbow Adjustable Rectangular Table - 30" x 60" - Low - Red	95		\$229.00	5%	\$217.55	Classroom Furniture	Tables & Desks
CN342YE	Rainbow Adjustable Rectangular Table - 30" x 60" - Low - Yellow	95		\$229.00	5%	\$217.55	Classroom Furniture	Tables & Desks
CN343BU	Rainbow Adjustable Rectangular Table - 30" x 72" - Blue	95		\$259.00	5%	\$246.05	Classroom Furniture	Tables & Desks
CN343RD	Rainbow Adjustable Rectangular Table - 30" x 72" - Red	95		\$259.00	5%	\$246.05	Classroom Furniture	Tables & Desks
CN343YE	Rainbow Adjustable Rectangular Table - 30" x 72" - Yellow	95		\$259.00	5%	\$246.05	Classroom Furniture	Tables & Desks
CN344BU	Rainbow Adjustable Rectangular Table - 30" x 72" - Low - Blue	95		\$259.00	5%	\$246.05	Classroom Furniture	Tables & Desks
CN344RD	Rainbow Adjustable Rectangular Table - 30" x 72" - Low - Red	95		\$259.00	5%	\$246.05	Classroom Furniture	Tables & Desks
CN344YE	Rainbow Adjustable Rectangular Table - 30" x 72" - Low - Yellow	95		\$259.00	5%	\$246.05	Classroom Furniture	Tables & Desks
CN351BU	Rainbow Adjustable Square Table - 30" x 30" - Blue	95		\$199.00	5%	\$189.05	Classroom Furniture	Tables & Desks
CN351RD	Rainbow Adjustable Square Table - 30" x 30" - Red	95		\$199.00	5%	\$189.05	Classroom Furniture	Tables & Desks
CN351YE	Rainbow Adjustable Square Table - 30" x 30" - Yellow	95		\$199.00	5%	\$189.05	Classroom Furniture	Tables & Desks
CN352BU	Rainbow Adjustable Square Table - 30" x 30" - Low - Blue	95		\$199.00	5%	\$189.05	Classroom Furniture	Tables & Desks
CN352RD	Rainbow Adjustable Square Table - 30" x 30" - Low - Red	95		\$199.00	5%	\$189.05	Classroom Furniture	Tables & Desks
CN352YE	Rainbow Adjustable Square Table - 30" x 30" - Low - Yellow	95		\$199.00	5%	\$189.05	Classroom Furniture	Tables & Desks
CN411	Classic Adjustable Teaching Table - 48" x 72"	94		\$379.00	5%	\$360.05	Classroom Furniture	Tables & Desks
CN412	Classic Adjustable Teaching Table - 48" x 72" - Low	94		\$379.00	5%	\$360.05	Classroom Furniture	Tables & Desks
CN421	Classic Adjustable Round Table - 42" Diameter	94		\$259.00	5%	\$246.05	Classroom Furniture	Tables & Desks
CN422	Classic Adjustable Round Table - 42" Diameter - Low	94		\$259.00	5%	\$246.05	Classroom Furniture	Tables & Desks
CN423	Classic Adjustable Round Table - 48" Diameter	94		\$269.00	5%	\$255.55	Classroom Furniture	Tables & Desks
CN424	Classic Adjustable Round Table - 48" Diameter - Low	94		\$269.00	5%	\$255.55	Classroom Furniture	Tables & Desks
CN431	Classic Adjustable Group Table - 36" x 72"	94		\$299.00	5%	\$284.05	Classroom Furniture	Tables & Desks
CN432	Classic Adjustable Group Table - 36" x 72" - Low	94		\$299.00	5%	\$284.05	Classroom Furniture	Tables & Desks
CN433	Classic Adjustable Group Table - 48" x 72"	94		\$349.00	5%	\$331.55	Classroom Furniture	Tables & Desks
CN434	Classic Adjustable Group Table - 48" x 72" - Low	94		\$349.00	5%	\$331.55	Classroom Furniture	Tables & Desks
CN441	Classic Adjustable Rectangular Table - 24" x 36"	94		\$199.00	5%	\$189.05	Classroom Furniture	Tables & Desks
CN442	Classic Adjustable Rectangular Table - 24" x 36" - Low	94		\$199.00	5%	\$189.05	Classroom Furniture	Tables & Desks
CN443	Classic Adjustable Rectangular Table - 24" x 48"	94		\$209.00	5%	\$198.55	Classroom Furniture	Tables & Desks
CN444	Classic Adjustable Rectangular Table - 24" x 48" - Low	94		\$209.00	5%	\$198.55	Classroom Furniture	Tables & Desks
CN451	Classic Adjustable Rectangular Table - 30" x 60"	94		\$229.00	5%	\$217.55	Classroom Furniture	Tables & Desks
CN452	Classic Adjustable Rectangular Table - 30" x 60" - Low	94		\$229.00	5%	\$217.55	Classroom Furniture	Tables & Desks
CN453	Classic Adjustable Rectangular Table - 30" x 72"	94		\$259.00	5%	\$246.05	Classroom Furniture	Tables & Desks
CN454	Classic Adjustable Rectangular Table - 30" x 72" - Low	94		\$259.00	5%	\$246.05	Classroom Furniture	Tables & Desks
CN461	Classic Adjustable Square Table - 30" x 30"	94		\$199.00	5%	\$189.05	Classroom Furniture	Tables & Desks
CN462	Classic Adjustable Square Table - 30" x 30" - Low	94		\$199.00	5%	\$189.05	Classroom Furniture	Tables & Desks
CN607BU	Classic Stacking Chair - 7 1/2" - Blue	93		\$36.99	5%	\$35.14	Classroom Furniture	Chairs & Seating
CN607RD	Classic Stacking Chair - 7 1/2" - Red	93		\$36.99	5%	\$35.14	Classroom Furniture	Chairs & Seating
CN607YE	Classic Stacking Chair - 7 1/2" - Yellow	93		\$36.99	5%	\$35.14	Classroom Furniture	Chairs & Seating
CN609BU	Classic Stacking Chair - 9 1/2" - Blue	93		\$39.99	5%	\$37.99	Classroom Furniture	Chairs & Seating
CN609RD	Classic Stacking Chair - 9 1/2" - Red	93		\$39.99	5%	\$37.99	Classroom Furniture	Chairs & Seating
CN609YE	Classic Stacking Chair - 9 1/2" - Yellow	93		\$39.99	5%	\$37.99	Classroom Furniture	Chairs & Seating
CN611BU	Classic Stacking Chair - 11 1/2" - Blue	93		\$42.99	5%	\$40.84	Classroom Furniture	Chairs & Seating
CN611RD	Classic Stacking Chair - 11 1/2" - Red	93		\$42.99	5%	\$40.84	Classroom Furniture	Chairs & Seating
CN611YE	Classic Stacking Chair - 11 1/2" - Yellow	93		\$42.99	5%	\$40.84	Classroom Furniture	Chairs & Seating
CN613BU	Classic Stacking Chair - 13 1/2" - Blue	93		\$44.99	5%	\$42.74	Classroom Furniture	Chairs & Seating
CN613RD	Classic Stacking Chair - 13 1/2" - Red	93		\$44.99	5%	\$42.74	Classroom Furniture	Chairs & Seating
CN613YE	Classic Stacking Chair - 13 1/2" - Yellow	93		\$44.99	5%	\$42.74	Classroom Furniture	Chairs & Seating
CN615BU	Classic Stacking Chair - 15 1/2" - Blue	93		\$56.99	5%	\$54.14	Classroom Furniture	Chairs & Seating
CN615RD	Classic Stacking Chair - 15 1/2" - Red	93		\$56.99	5%	\$54.14	Classroom Furniture	Chairs & Seating

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Part Number	Description	Qty	Unit Price	Subtotal	Tax	Shipping	Handling	Notes	Category	Subcategory
CN615YE	Classic Stacking Chair - 15 1/2" - Yellow	93		\$56.99	5%	\$54.14			Classroom Furniture	Chairs & Seating
CN617BU	Classic Stacking Teacher's Chair - 17 1/2" - Blue	93		\$69.99	5%	\$66.49			Classroom Furniture	Chairs & Seating
CN617RD	Classic Stacking Teacher's Chair - 17 1/2" - Red	93		\$69.99	5%	\$66.49			Classroom Furniture	Chairs & Seating
CN617YE	Classic Stacking Teacher's Chair - 17 1/2" - Yellow	93		\$69.99	5%	\$66.49			Classroom Furniture	Chairs & Seating
CR122BU	Wobble Chair - 12" - Blue	92		\$49.99	5%	\$47.49			Classroom Furniture	Chairs & Seating
CR122GR	Wobble Chair - 12" - Green	92		\$49.99	5%	\$47.49			Classroom Furniture	Chairs & Seating
CR122RD	Wobble Chair - 12" - Red	92		\$49.99	5%	\$47.49			Classroom Furniture	Chairs & Seating
CR124BU	Wobble Chair - 14" - Blue	92		\$59.99	5%	\$56.99			Classroom Furniture	Chairs & Seating
CR124GR	Wobble Chair - 14" - Green	92		\$59.99	5%	\$56.99			Classroom Furniture	Chairs & Seating
CR124RD	Wobble Chair - 14" - Red	92		\$59.99	5%	\$56.99			Classroom Furniture	Chairs & Seating
CR126BU	Wobble Chair - 16" - Blue	92		\$69.99	5%	\$66.49			Classroom Furniture	Chairs & Seating
CR126GR	Wobble Chair - 16" - Green	92		\$69.99	5%	\$66.49			Classroom Furniture	Chairs & Seating
CR126RD	Wobble Chair - 16" - Red	92		\$69.99	5%	\$66.49			Classroom Furniture	Chairs & Seating
CR211	Kid-Tough Train		27	\$29.99	5%	\$28.49			Dramatic Play	Cars, Trucks & Trains
CR690X	I Can Read! Readers - Complete Series		60	\$145.00	5%	\$137.75			Books	Paperback Books
CR691	I Can Read! Readers - Level 1		60	\$49.50	5%	\$47.03			Books	Paperback Books
CR692	I Can Read! Readers - Level 2		60	\$49.50	5%	\$47.03			Books	Paperback Books
CR693	I Can Read! Readers - Level 3		60	\$49.50	5%	\$47.03			Books	Paperback Books
CS416	Child-Sized Safety Helmet - Extra-Small	10		\$16.99	5%	\$16.14			Active Play	Trikes & Accessories
CS417	Child-Sized Safety Helmet - Small	10		\$19.99	5%	\$18.99			Active Play	Trikes & Accessories
CS418	Child-Sized Safety Helmet - Medium	10		\$21.99	5%	\$20.89			Active Play	Trikes & Accessories
CS428	Snap Builders	25		\$39.99	5%	\$37.99			Blocks & Manipulatives	Building Sets
CS439	Crazy Shapes Magnetic Building Set	30		\$49.99	5%	\$47.49			Blocks & Manipulatives	Building Sets
CS459	Snap & Build Blocks	24		\$29.99	5%	\$28.49			Blocks & Manipulatives	Building Sets
CS463	Heavy-Duty Safety Crib	116	6	\$329.00	5%	\$312.55			Infants & Toddlers	Furniture
CS464	Heavy-Duty Safety Crib with Drawer	116		\$439.00	5%	\$417.05			Infants & Toddlers	Furniture
CS467	Heavy-Duty Evacuation Crib	116	6	\$399.00	5%	\$379.05			Infants & Toddlers	Furniture
CS468	Easy-Reach Safety Crib	117		\$399.00	5%	\$379.05			Infants & Toddlers	Furniture
CS547	Student Microscopes - Set of 12		131	\$99.99	5%	\$94.99			Science	Science Tools & Equipment
CS548	Student Microscopes - Set of 36		131	\$289.00	5%	\$274.55			Science	Science Tools & Equipment
CS779	Mold & Play Sand	156		\$29.99	5%	\$28.49			Sensory Exploration	Sensory Materials
CS833	Big Bolt Construction - Starter Set	31		\$59.99	5%	\$56.99			Blocks & Manipulatives	Building Sets
CS834	Big Bolt Construction - Master Set	31		\$99.99	5%	\$94.99			Blocks & Manipulatives	Building Sets
CS922	Look-At-Me Mirror Center	133		\$139.00	5%	\$132.05			Infants & Toddlers	Gross Motor Skills
CW345	Precision School Balance with Metric Weights		111	\$39.99	5%	\$37.99			Math	Measurement & Data
CW346	Customary Weight Set		111	\$34.99	5%	\$33.24			Math	Measurement & Data
CX648	50-Milliliter Graduated Cylinders - Set of 12		131	\$24.99	5%	\$23.74			Science	Science Tools & Equipment
CX649	50-Milliliter Graduated Cylinders - Set of 36		131	\$69.99	5%	\$66.49			Science	Science Tools & Equipment
DA334	Wooden Pattern Blocks	212		\$24.99	5%	\$23.74			Math	Math Manipulatives
DA362	Best-Buy Geoboards (6" x 6") - Set of 6		106	\$16.99	5%	\$16.14			Math	Shapes & Geometry
DA363	Best-Buy Geoboards (9" x 9") - Set of 6		106	\$21.99	5%	\$20.89			Math	Shapes & Geometry
DA365	Extra Rubber Bands		106	\$4.99	5%	\$4.74			Accessories	Accessories
DA910	Plastic Pattern Blocks	212	106	\$19.99	5%	\$18.99			Math	Math Manipulatives
DB251	Playstix	30		\$24.99	5%	\$23.74			Blocks & Manipulatives	Building Sets
DC177	Tub of Cars & Trucks	36	25	\$59.99	5%	\$56.99			Dramatic Play	Cars, Trucks & Trains
DC346	Classic Dinosaur Collection	55		\$49.99	5%	\$47.49			Dramatic Play	Animal Playsets
DD100	Magnetic Write & Wipe Markers with Eraser Caps - Set of 4 Colors	196		\$4.99	5%	\$4.74			Teaching Resources	Dry-Erase Boards, Markers & Erasers
DD101	Magnetic Write & Wipe Markers with Eraser Caps - Set of 8 Colors	196		\$8.99	5%	\$8.54			Teaching Resources	Dry-Erase Boards, Markers & Erasers
DD102	Magnetic Write & Wipe Markers with Eraser Caps - Set of 4 - Black	196		\$4.99	5%	\$4.74			Teaching Resources	Dry-Erase Boards, Markers & Erasers
DD103	Write & Wipe Thin-Line Markers - Set of 4 Colors	196	72	\$3.99	5%	\$3.79			Teaching Resources	Dry-Erase Boards, Markers & Erasers
DD104	Write & Wipe Thin-Line Markers - Set of 8 Colors	154	72	\$7.49	5%	\$7.12			Teaching Resources	Dry-Erase Boards, Markers & Erasers
DD105	Write & Wipe Thin-Line Markers - Set of 4 - Black	206	72	\$3.99	5%	\$3.79			Teaching Resources	Dry-Erase Boards, Markers & Erasers
DD106	Write & Wipe Broad Tip Markers - Set of 4 Colors		98	\$4.99	5%	\$4.74			Teaching Resources	Dry-Erase Boards, Markers & Erasers

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Item #	Description	Qty	Unit Price	Total Price	Discount	Net Price	Category	Subcategory	
DD107	Write & Wipe Broad-Tip Markers - Set of 4 - Black			101	\$4.99	5%	\$4.74	Teaching Resources	Dry-Erase Boards, Markers & Erasers
DD108	Write & Wipe Broad-Tip Markers - Set of 8 Colors	154			\$8.99	5%	\$8.54	Teaching Resources	Dry-Erase Boards, Markers & Erasers
DD119	Indoor/Outdoor Painting Center for 4	149			\$299.00	5%	\$284.05	Arts & Crafts	Art Easels & Drying Racks
DD121	Survive the Quake Engineering Kit	225			\$39.99	5%	\$37.99	STEM	Building & Engineering
DD127	Lakeshore Wrist Ribbons - Set of 12	7		14	\$24.99	5%	\$23.74	Active Play	Balance & Coordination
DD128	Science Discovery Chest	220			\$249.00	5%	\$236.55	Science	Multiskill Science Products
DD133	Magnetic Fraction Circles			81	\$9.99	5%	\$9.49	Math	Math Manipulatives
DD134	Magnetic Balls			81	\$9.99	5%	\$9.49	Math	Math Manipulatives
DD135	Magnetic Base 10 Set			81	\$9.99	5%	\$9.49	Math	Math Manipulatives
DD136	Magnetic Coins			81	\$9.99	5%	\$9.49	Math	Math Manipulatives
DD138	Magnetic Numerals & Operation Signs			81	\$10.99	5%	\$10.44	Math	Math Manipulatives
DD144	Ten-Frames Card Decks - Set of 8			99	\$29.99	5%	\$28.49	Math	Basic Operations
DD150X	Magnetic Math Manipulatives Library			81	\$59.99	5%	\$56.99	Math	Math Manipulatives
DD151	Magnetic Pattern Blocks			81	\$9.99	5%	\$9.49	Math	Math Manipulatives
DD169	Dig & Discover Dinosaur Eggs	216			\$19.99	5%	\$18.99	Science	Life Science
DD175X	Science Bingo Library			128	\$39.99	5%	\$37.99	Games	Bingo Games
DD179	Giant Magnetic Dominoes			80	\$29.99	5%	\$28.49	Math	Math Manipulatives
DD187	Permanent Thin-Line Markers - Set of 5 - Black	230			\$4.99	5%	\$4.74	Teaching Resources	Classroom Essentials
DD188	Permanent Thin-Line Markers - Set of 8 Colors	230			\$7.99	5%	\$7.59	Teaching Resources	Classroom Essentials
DD190X	Nuts About Math! - Complete Set	204			\$85.00	5%	\$80.75	Math	Multiskill Math Products
DD191	Nuts About Sorting!	204			\$29.99	5%	\$28.49	Math	Sorting & Patterning
DD192	Nuts About Patterning!	204			\$29.99	5%	\$28.49	Math	Sorting & Patterning
DD195	Heavy-Duty Adjustable Mobile Computer Station for Two	76			\$379.00	5%	\$360.05	Classroom Furniture	Tables & Desks
DD210	Multipurpose Headphones with Volume Control	64		65	\$10.99	5%	\$10.44	Music	Audio Equipment & Listening Centers
DD216	Reading Comprehension Instant Learning Center			22	\$34.99	5%	\$33.24	Language	Reading Comprehension & Fluency
DD219	Toddler Indoor/Outdoor Painting Center for 4	149		26	\$289.00	5%	\$274.55	Arts & Crafts	Art Easels & Drying Racks
DD220X	Multipurpose Headphones with Volume Control - Set of 8	64		65	\$86.99	5%	\$82.64	Music	Audio Equipment & Listening Centers
DD226X	Reading & Writing Instant Learning Centers - Complete Set			22	\$269.00	5%	\$255.55	Language	Multiskill Language Products
DD233	Contractions Instant Learning Center			22	\$34.99	5%	\$33.24	Language	Vocabulary
DD234	Word Families Instant Learning Center			22	\$34.99	5%	\$33.24	Language	Phonics & Word Building
DD235	Phonics Instant Learning Center			22	\$34.99	5%	\$33.24	Language	Phonics & Word Building
DD238	Capitalization and Punctuation Instant Learning Center			22	\$34.99	5%	\$33.24	Language	Writing & Grammar
DD267	Snap & Slide Number Bonds - Set of 4			102	\$29.99	5%	\$28.49	Math	Basic Operations
DD314	Twist & Turn 4-Letter Word Builders - Set of 10	186			\$34.99	5%	\$33.24	Language	Phonics & Word Building
DD316	Twist & Turn 3-Letter Word Builders - Set of 10	186			\$29.99	5%	\$28.49	Language	Phonics & Word Building
DD320X	Counting Money Puzzles - Complete Set			109	\$36.99	5%	\$35.14	Math	Money
DD321	Counting Money Puzzles - Level 1			109	\$12.99	5%	\$12.34	Math	Money
DD322	Counting Money Puzzles - Level 2			109	\$12.99	5%	\$12.34	Math	Money
DD323	Counting Money Puzzles - Level 3			109	\$12.99	5%	\$12.34	Math	Money
DD335	Multiplication Write & Wipe Boards			105	\$29.99	5%	\$28.49	Math	Basic Operations
DD336	Building Language Lotto	179			\$39.99	5%	\$37.99	Language	Vocabulary
DD338	Write & Wipe Thin-Line Markers - Class Pack	154		141	\$27.99	5%	\$26.59	Teaching Resources	Dry-Erase Boards, Markers & Erasers
DD349	Easy-Read Rulers - Set of 30			111	\$21.99	5%	\$20.89	Math	Measurement & Data
DD350X	Learning Science Activity Tubs - Gr. 4-6 - Complete Set			134	\$439.00	5%	\$417.05	Science	Multiskill Science Products
DD351	Electricity Activity Tub - Gr. 4-6			135	\$69.99	5%	\$66.49	Science	Physical Science
DD352	Human Body Activity Tub - Gr. 4-6			135	\$69.99	5%	\$66.49	Science	Life Science
DD353	Matter Activity Tub - Gr. 4-6			135	\$69.99	5%	\$66.49	Science	Physical Science
DD354	Force & Motion Activity Tub - Gr. 4-6			135	\$69.99	5%	\$66.49	Science	Physical Science
DD355	Solar System Activity Tub - Gr. 4-6			135	\$69.99	5%	\$66.49	Science	Earth & Space Science
DD356	Simple Machines Activity Tub - Gr. 4-6			135	\$69.99	5%	\$66.49	Science	Physical Science
DD357	Properties of Earth Activity Tub - Gr. 4-6			135	\$69.99	5%	\$66.49	Science	Earth & Space Science
DD358	Cells & Organisms Activity Tub - Gr. 4-6			135	\$69.99	5%	\$66.49	Science	Life Science
DD370X	Soft Seats - Set of 6 Colors	109			\$69.99	5%	\$66.49	Classroom Furniture	Chairs & Seating

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Item #	Description	QTY	UNIT PRICE	TOTAL PRICE	TAX	NET TOTAL	Category	Sub-Category
DD371BU	Soft Seat - Blue	109	\$12.99	\$12.99	5%	\$12.34	Classroom Furniture	Chairs & Seating
DD371GR	Soft Seat - Green	109	\$12.99	\$12.99	5%	\$12.34	Classroom Furniture	Chairs & Seating
DD371RD	Soft Seat - Red	109	\$12.99	\$12.99	5%	\$12.34	Classroom Furniture	Chairs & Seating
DD371RG	Soft Seat - Orange	109	\$12.99	\$12.99	5%	\$12.34	Classroom Furniture	Chairs & Seating
DD371VT	Soft Seat - Purple	109	\$12.99	\$12.99	5%	\$12.34	Classroom Furniture	Chairs & Seating
DD371YE	Soft Seat - Yellow	109	\$12.99	\$12.99	5%	\$12.34	Classroom Furniture	Chairs & Seating
DD372	Nuts About Counting!	204	\$29.99	\$29.99	5%	\$28.49	Math	Numbers & Counting
DD380X	Calming Colors Soft Seats - Set of 5 Colors	108	\$59.99	\$59.99	5%	\$56.99	Classroom Furniture	Chairs & Seating
DD381AT	Calming Colors Soft Seat - Almond Tan	108	\$12.99	\$12.99	5%	\$12.34	Classroom Furniture	Chairs & Seating
DD381MN	Calming Colors Soft Seat - Mint Green	108	\$12.99	\$12.99	5%	\$12.34	Classroom Furniture	Chairs & Seating
DD381SB	Calming Colors Soft Seat - Sky Blue	108	\$12.99	\$12.99	5%	\$12.34	Classroom Furniture	Chairs & Seating
DD381SE	Calming Colors Soft Seat - Sea Blue	108	\$12.99	\$12.99	5%	\$12.34	Classroom Furniture	Chairs & Seating
DD381SG	Calming Colors Soft Seat - Sage Green	108	\$12.99	\$12.99	5%	\$12.34	Classroom Furniture	Chairs & Seating
DD384	Soft & Washable Sensory Balls	132	\$39.99	\$39.99	5%	\$37.99	Infants & Toddlers	Sensory Development
DD407	Find the Number Activity Center	210	\$29.99	\$29.99	5%	\$28.49	Math	Numbers & Counting
DD420SB	Calming Colors Premium Beanbag Seat - Sky Blue	108	\$69.99	\$69.99	5%	\$66.49	Classroom Furniture	Chairs & Seating
DD420SG	Calming Colors Premium Beanbag Seat - Sage Green	108	\$69.99	\$69.99	5%	\$66.49	Classroom Furniture	Chairs & Seating
DD425	Rekenrek to 100		\$19.99	\$19.99	5%	\$18.99	Math	Place Value
DD430SB	Calming Colors Premium Teardrop Beanbag Seat - Sky Blue	108	\$89.99	\$89.99	5%	\$85.49	Classroom Furniture	Chairs & Seating
DD430SG	Calming Colors Premium Teardrop Beanbag Seat - Sage Green	108	\$89.99	\$89.99	5%	\$85.49	Classroom Furniture	Chairs & Seating
DD445	Giant Magnetic Rekenrek		\$29.99	\$29.99	5%	\$28.49	Math	Numbers & Counting
DD467	Ten-Frames Magnetic Answer Boards	99	\$29.99	\$29.99	5%	\$28.49	Math	Numbers & Counting
DD468	Visualize Math Write & Wipe Boards	105	\$29.99	\$29.99	5%	\$28.49	Math	Basic Operations
DD470X	Lakeshore Washable Baby Dolls - Complete Set	48	\$74.99	\$74.99	5%	\$71.24	Dramatic Play	Dolls & Accessories
DD471	Lakeshore Washable African American Baby Doll	48	\$19.99	\$19.99	5%	\$18.99	Dramatic Play	Dolls & Accessories
DD472	Lakeshore Washable Caucasian Baby Doll	48	\$19.99	\$19.99	5%	\$18.99	Dramatic Play	Dolls & Accessories
DD473	Lakeshore Washable Asian Baby Doll	48	\$19.99	\$19.99	5%	\$18.99	Dramatic Play	Dolls & Accessories
DD474	Lakeshore Washable Hispanic Baby Doll	48	\$19.99	\$19.99	5%	\$18.99	Dramatic Play	Dolls & Accessories
DD496	Numbers & Letters Activity Carpet - 6' x 9'	101	\$299.00	\$299.00	5%	\$284.05	Classroom Furniture	Classroom Carpets & Rugs
DD497	Numbers & Letters Activity Carpet - 9' x 12'	101	\$489.00	\$489.00	5%	\$464.55	Classroom Furniture	Classroom Carpets & Rugs
DD516	Pretend & Play Combo Kitchen	40	\$699.00	\$699.00	5%	\$664.05	Classroom Furniture	Dramatic Play Furniture
DD518	Wireless Classroom Headphones Set	65	\$151.00	\$151.00	5%	\$143.95	Music	Audio Equipment & Listening Centers
DD519	Extra Wireless Headphones	65	\$49.99	\$49.99	5%	\$47.49	Accessories	Accessories
DD522	Around Our Community Vocabulary Development Photo Card Library		\$21.99	\$21.99	5%	\$20.89	Language	Spanish & ELL Materials
DD525	Animals Vocabulary Development Photo Card Library		\$21.99	\$21.99	5%	\$20.89	Language	Spanish & ELL Materials
DD527	All About Me Vocabulary Development Photo Card Library		\$21.99	\$21.99	5%	\$20.89	Language	Spanish & ELL Materials
DD528	Foods Vocabulary Development Photo Card Library		\$21.99	\$21.99	5%	\$20.89	Language	Spanish & ELL Materials
DD529	School Vocabulary Development Photo Card Library		\$21.99	\$21.99	5%	\$20.89	Language	Spanish & ELL Materials
DD539	Soft & Washable Doll Bassinet	48	\$24.99	\$24.99	5%	\$23.74	Dramatic Play	Dolls & Accessories
DD545	Play-All-Around Dollhouse Furniture	46	\$149.00	\$149.00	5%	\$141.55	Dramatic Play	Dolls & Accessories

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Product Code	Product Name	Quantity	Unit Price	Discount	Net Price	Category	Subcategory
DD611BU	Who's Listening Headphones - Blue	64	\$19.99	5%	\$18.99	Music	Audio Equipment & Listening Centers
DD611GR	Who's Listening Headphones - Green	64	\$19.99	5%	\$18.99	Music	Audio Equipment & Listening Centers
DD612BU	Who's Listening Headphones - Set of 8 - Blue	64	\$149.00	5%	\$141.55	Music	Audio Equipment & Listening Centers
DD612GR	Who's Listening Headphones - Set of 8 - Green	64	\$149.00	5%	\$141.55	Music	Audio Equipment & Listening Centers
DD614	Super-Safe Specimen Viewers	143	\$29.99	5%	\$28.49	Infants & Toddlers	Cognitive Development
DD615	Connective Furniture Play-Top Storage Unit	125	\$419.00	5%	\$398.05	Classroom Furniture	Storage Units
DD622	Connective Furniture Toddler Archway	125	\$149.00	5%	\$141.55	Classroom Furniture	Room Dividers & Connecting Panels
DD624	Connective Furniture Straight Panel - 20" w x 22 1/2" h	124	\$129.00	5%	\$122.55	Classroom Furniture	Room Dividers & Connecting Panels
DD625	Connective Furniture Straight Panel - 20" w x 30" h	124	\$149.00	5%	\$141.55	Classroom Furniture	Room Dividers & Connecting Panels
DD626	Connective Furniture Straight Panel - 33" w x 22 1/2" h	124	\$159.00	5%	\$151.05	Classroom Furniture	Room Dividers & Connecting Panels
DD627	Connective Furniture Straight Panel - 33" w x 30" h	124	\$179.00	5%	\$170.05	Classroom Furniture	Room Dividers & Connecting Panels
DD629	Connective Furniture Wave Panel - 33" w x 18 1/2" to 22 1/2" h	124	\$159.00	5%	\$151.05	Classroom Furniture	Room Dividers & Connecting Panels
DD630	Connective Furniture Safety Gate - 32" w x 30" h	124	\$379.00	5%	\$360.05	Classroom Furniture	Room Dividers & Connecting Panels
DD631	Connective Furniture Wall Adaptor - 22 1/2" h	125	\$29.99	5%	\$28.49	Classroom Furniture	Room Dividers & Connecting Panels
DD632	Connective Furniture Wall Adaptor - 30" h	125	\$34.99	5%	\$33.24	Classroom Furniture	Room Dividers & Connecting Panels
DD634	Connective Furniture Connector - 18 1/2" h	125	\$22.99	5%	\$21.84	Classroom Furniture	Room Dividers & Connecting Panels
DD635	Connective Furniture Connector - 22 1/2" h	125	\$24.99	5%	\$23.74	Classroom Furniture	Room Dividers & Connecting Panels
DD637	Connective Furniture Connector - 30" h	125	\$27.99	5%	\$26.59	Classroom Furniture	Room Dividers & Connecting Panels
DD638	First Steps Manipulative Storage Center	127	\$379.00	5%	\$360.05	Infants & Toddlers	Furniture
DD640	Connective Furniture Wave Panel - 33" w x 22 1/2" to 30" h	124	\$179.00	5%	\$170.05	Classroom Furniture	Room Dividers & Connecting Panels
DD641	Connective Furniture ADA-Compliant Safety Gate - 42" w x 30" h	124	\$429.00	5%	\$407.55	Classroom Furniture	Room Dividers & Connecting Panels
DD642	Connective Furniture Wave Panel - 33" w x 18 1/2" to 30" h	124	\$169.00	5%	\$160.55	Classroom Furniture	Room Dividers & Connecting Panels
DD645	My First Pegboard Set	139	\$29.99	5%	\$28.49	Math	Sorting & Patterning
DD657	Super-Safe Color Viewers	143	\$19.99	5%	\$18.99	Infants & Toddlers	Cognitive Development
DD658	Super-Safe Magnifiers	143	\$19.99	5%	\$18.99	Infants & Toddlers	Cognitive Development
DD659	Super-Safe Mirrors	143	\$19.99	5%	\$18.99	Social Studies	Social-Emotional & Character Development
DD672	Weather Bingo	128	\$10.99	5%	\$10.44	Games	Bingo Games
DD673	Plants Bingo	128	\$10.99	5%	\$10.44	Games	Bingo Games
DD674	Matter & Energy Bingo	128	\$10.99	5%	\$10.44	Games	Bingo Games
DD677	Health & Nutrition Bingo	128	\$10.99	5%	\$10.44	Games	Bingo Games
DD691	CVC Word Work Center	186	\$49.99	5%	\$47.49	Language	Phonics & Word Building
DD696	Magnetic Ten-Frames Builders	81	\$49.99	5%	\$47.49	Math	Math Manipulatives
DD728	Developing Writing Skills Magnetic Teaching Charts	69	\$29.99	5%	\$28.49	Language	Writing & Grammar
DD739	Self-Inking Coin Stamps	109	\$19.99	5%	\$18.99	Math	Money
DD741	Hands-On Graphing Tray	202	\$10.99	5%	\$10.44	Math	Measurement & Data
DD742	Hands-On Sorting Tray	202	\$10.99	5%	\$10.44	Math	Sorting & Patterning
DD743	Hands-On Patterning Tray	202	\$10.99	5%	\$10.44	Math	Sorting & Patterning
DD744	Hands-On Venn Diagram Tray	202	\$10.99	5%	\$10.44	Math	Measurement & Data
DD745X	Lakeshore Hands-On Math Trays - Complete Set	202	\$49.99	5%	\$47.49	Math	Multiskill Math Products
DD747	Hands-On Counting Tray	202	\$10.99	5%	\$10.44	Math	Numbers & Counting
DD755X	Magnetic Language Rods - Complete Set	177	\$85.00	5%	\$80.75	Language	Multiskill Language Products
DD759	Magnetic Category Sorting Rods	177	\$29.99	5%	\$28.49	Language	Vocabulary
DD760	Magnetic Sequencing Rods	177	\$29.99	5%	\$28.49	Language	Oral Language & Storytelling
DD761	Magnetic Descriptive Words Rods	177	\$29.99	5%	\$28.49	Language	Vocabulary
DD764	Count and Link	209	\$19.99	5%	\$18.99	Math	Numbers & Counting
DD779	Suncatchers Craft Kit	165	\$19.99	5%	\$18.99	Arts & Crafts	Craft & Collage Materials
DD812	Reading Comprehension Daily Practice Journal - Gr. 1-2	47	\$4.49	5%	\$4.27	Language	Reading Comprehension & Fluency
DD813	Reading Comprehension Daily Practice Journal - Gr. 3-4	47	\$4.49	5%	\$4.27	Language	Reading Comprehension & Fluency
DD814	Reading Comprehension Daily Practice Journal - Gr. 4-5	47	\$4.49	5%	\$4.27	Language	Reading Comprehension & Fluency
DD817	Reading Comprehension Daily Practice Journal - Gr. 1-2 - Set of 10	47	\$42.99	5%	\$40.84	Language	Reading Comprehension & Fluency
DD818	Reading Comprehension Daily Practice Journal - Gr. 3-4 - Set of 10	47	\$42.99	5%	\$40.84	Language	Reading Comprehension & Fluency
DD819	Reading Comprehension Daily Practice Journal - Gr. 4-5 - Set of 10	47	\$42.99	5%	\$40.84	Language	Reading Comprehension & Fluency
DD851	Beginner's Reading Trackers - Set of 30	74	\$16.99	5%	\$16.14	Teaching Resources	Classroom Essentials

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Product Code	Product Description	Quantity	Unit Price	Total Price	Discount	Net Price	Category	Subcategory
DD852	Intermediate Reading Trackers - Set of 30	74	\$16.99	\$125.72	5%	\$119.43	Teaching Resources	Classroom Essentials
DD908	Pattern Blocks Activity Cards	106	\$14.99	\$158.89	5%	\$150.95	Math	Shapes & Geometry
DD927	Number Bond Magnetic Answer Boards	104	\$29.99	\$311.86	5%	\$296.27	Math	Basic Operations
DD935X	Magnetic Fishing Math Centers - Complete Set	208	\$69.99	\$145.58	5%	\$138.30	Math	Multiskill Math Products
DD936	Magnetic Fishing Counting Center	208	\$24.99	\$51.98	5%	\$49.38	Math	Numbers & Counting
DD937	Magnetic Fishing Sorting Center	208	\$24.99	\$51.98	5%	\$49.38	Math	Sorting & Patterning
DD938	Magnetic Fishing Patterning Center	208	\$24.99	\$51.98	5%	\$49.38	Math	Sorting & Patterning
DD939	Turn & Learn Magnetic Gears	30	\$29.99	\$89.97	5%	\$85.47	Blocks & Manipulatives	Fine Motor Development
DD954	Correct the Sentence! Daily Journal - Gr. 5-6 - Set of 10	71	\$39.99	\$283.93	5%	\$269.73	Language	Writing & Grammar
DD955	Correct the Sentence! Daily Journal - Gr. 5-6	71	\$4.29	\$304.41	5%	\$289.19	Language	Writing & Grammar
DD956	Correct the Sentence! Daily Journal - Gr. 3-4 - Set of 10	71	\$39.99	\$283.93	5%	\$269.73	Language	Writing & Grammar
DD957	Correct the Sentence! Daily Journal - Gr. 3-4	71	\$4.29	\$304.41	5%	\$289.19	Language	Writing & Grammar
DD958	Correct the Sentence! Daily Journal - Gr. 1-2 - Set of 10	71	\$39.99	\$283.93	5%	\$269.73	Language	Writing & Grammar
DD959	Correct the Sentence! Daily Journal - Gr. 1-2	71	\$4.29	\$304.41	5%	\$289.19	Language	Writing & Grammar
DD965X	Lakeshore Pose & Play Families - Complete Set	46	\$84.99	\$390.96	5%	\$371.41	Dramatic Play	Dolls & Accessories
DD966	Lakeshore Pose & Play Dolls - Hispanic Family	46	\$21.99	\$99.16	5%	\$94.20	Dramatic Play	Dolls & Accessories
DD967	Lakeshore Pose & Play Dolls - African American Family	46	\$21.99	\$99.16	5%	\$94.20	Dramatic Play	Dolls & Accessories
DD968	Lakeshore Pose & Play Dolls - Caucasian Family	46	\$21.99	\$99.16	5%	\$94.20	Dramatic Play	Dolls & Accessories
DD969	Lakeshore Pose & Play Dolls - Asian Family	46	\$21.99	\$99.16	5%	\$94.20	Dramatic Play	Dolls & Accessories
DD970X	Science Instant Learning Centers - Complete Set	220	\$269.00	\$591.80	5%	\$561.21	Science	Multiskill Science Products
DD971	Phonics Interactive Journal	71	\$4.49	\$318.41	5%	\$302.49	Language	Phonics & Word Building
DD972	Phonics Interactive Journal - Set of 10	71	\$42.99	\$304.93	5%	\$289.68	Language	Phonics & Word Building
DD973	Magnets Instant Learning Center	220	\$34.99	\$769.78	5%	\$731.20	Science	Physical Science
DD974	Bugs & Insects Instant Learning Center	220	\$34.99	\$769.78	5%	\$731.20	Science	Life Science
DD975	Nutrition Instant Learning Center	220	\$34.99	\$769.78	5%	\$731.20	Science	Health & Nutrition
DD978	Animals Instant Learning Center	220	\$34.99	\$769.78	5%	\$731.20	Science	Life Science
DE190	Reusable Write & Wipe Pocket - Set of 10	197	\$22.99	\$452.90	5%	\$430.26	Teaching Resources	Classroom Essentials
DE191	Reusable Write & Wipe Pocket	197	\$2.49	\$491.43	5%	\$466.86	Teaching Resources	Classroom Essentials
DF468	Sponge Painting Design Set	149	\$29.99	\$446.86	5%	\$424.52	Arts & Crafts	Paint & Painting Accessories
DG111	Heavy-Duty Toddler Store Anything Shelves	72	\$399.00	\$28728.00	5%	\$27281.60	Infants & Toddlers	Furniture
DG112	Heavy-Duty Space-Saver Storage Unit	121	\$219.00	\$26499.00	5%	\$25174.05	Infants & Toddlers	Furniture
DG113	Heavy-Duty Toddler Help-Yourself Center	122	\$279.00	\$34038.00	5%	\$32236.10	Infants & Toddlers	Furniture
DG114	Heavy-Duty Toddler Cubbies	121	\$599.00	\$72479.00	5%	\$68856.05	Infants & Toddlers	Furniture
DG115	Heavy-Duty No-Climb Bookstand	121	\$169.00	\$20459.00	5%	\$19436.05	Infants & Toddlers	Furniture
DG116	Heavy-Duty Toddler Safety Storage Cabinet	123	\$449.00	\$55127.00	5%	\$52370.65	Classroom Furniture	Storage Units
DG123	Toddler Heavy-Duty Hardwood Easel	146	\$179.00	\$26134.00	5%	\$24827.30	Arts & Crafts	Art Easels & Drying Racks
DG215	Heavy-Duty 5-Foot Locking Storage Cabinet	73	\$679.00	\$49567.00	5%	\$47088.65	Classroom Furniture	Storage Units
DG218	Heavy-Duty 6-Foot Locking Storage Cabinet	73	\$759.00	\$55387.00	5%	\$52617.65	Classroom Furniture	Storage Units
DG231	Heavy-Duty Spacemaker Storage Unit	72	\$599.00	\$43128.00	5%	\$41071.60	Classroom Furniture	Storage Units
DG232	Heavy-Duty 8-Cubby Unit	71	\$299.00	\$21229.00	5%	\$20167.55	Classroom Furniture	Storage Units
DG233	Heavy-Duty 20-Cubby Unit	71	\$599.00	\$42529.00	5%	\$40402.55	Classroom Furniture	Storage Units
DG234	Heavy-Duty Toddler Double-Sided Storage Unit	75	\$479.00	\$35925.00	5%	\$34118.75	Classroom Furniture	Storage Units
DG235	Heavy-Duty Preschool Double-Sided Storage Unit	75	\$579.00	\$43425.00	5%	\$41253.75	Classroom Furniture	Storage Units
DG236	Heavy-Duty Fold & Roll Cubby Unit	75	\$899.00	\$67425.00	5%	\$64053.75	Classroom Furniture	Storage Units
DG237	Heavy-Duty Fold & Roll Storage Unit	75	\$799.00	\$59925.00	5%	\$56928.75	Classroom Furniture	Storage Units
DG238	Heavy-Duty Coat Lockers for 8	71	\$599.00	\$42529.00	5%	\$40402.55	Classroom Furniture	Storage Units
DG239	Heavy-Duty Coat Lockers for 10	71	\$749.00	\$53179.00	5%	\$50520.55	Classroom Furniture	Storage Units
DG240	Heavy-Duty Storage & Communication Center	73	\$749.00	\$54577.00	5%	\$51848.55	Classroom Furniture	Storage Units
DG241	Heavy-Duty Toddler Storage Unit	71	\$339.00	\$24069.00	5%	\$22865.55	Infants & Toddlers	Furniture
DG242	Heavy-Duty Preschool Storage Unit	71	\$399.00	\$28329.00	5%	\$26903.55	Classroom Furniture	Storage Units
DG243	Heavy-Duty All Purpose Storage Unit	71	\$499.00	\$35429.00	5%	\$33653.55	Classroom Furniture	Storage Units
DG244	Help-Yourself Heavy-Duty Bookstand - 3-Foot Wide	74	\$299.00	\$22126.00	5%	\$21029.70	Classroom Furniture	Storage Units
DG245	Help-Yourself Heavy-Duty Bookstand - 4-Foot Wide	74	\$369.00	\$27294.00	5%	\$25929.30	Classroom Furniture	Storage Units

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DG247	Heavy-Duty Magnetic Write & Wipe Big Book Center	74	\$399.00	\$379.05	Classroom Furniture	Storage Units
DG249	Heavy-Duty Sign-In Communication Center	73	\$499.00	\$474.05	Infants & Toddlers	Furniture
DG255	Heavy-Duty Classroom Bin Center	76	\$449.00	\$426.55	Classroom Furniture	Storage Units
DG261	Heavy-Duty Holds Everything Storage Unit	74	\$399.00	\$379.05	Classroom Furniture	Storage Units
DG277	Heavy-Duty Medium Store Anything Shelves	72	\$499.00	\$474.05	Classroom Furniture	Storage Units
DG278	Heavy-Duty Large Store Anything Shelves	72	\$599.00	\$569.05	Classroom Furniture	Storage Units
DG332	Heavy-Duty Shelves & Trays Storage Unit	74	\$449.00	\$426.55	Classroom Furniture	Storage Units
DG334	Heavy-Duty Mobile Teaching Cabinet	72	\$649.00	\$616.55	Classroom Furniture	Storage Units
DG374	Heavy-Duty Easy-Stack Cot	73	\$69.99	\$66.49	Classroom Furniture	Rest Mats & Cots
DG375	Heavy-Duty Easy-Stack Cot - Set of 5	73	\$339.00	\$322.05	Classroom Furniture	Rest Mats & Cots
DG437	Heavy-Duty Space-Saver Writing Center	76	\$499.00	\$474.05	Classroom Furniture	Tables & Desks
DG506	Heavy-Duty Stacking Toddler Chair - 6"	77	\$49.99	\$47.49	Classroom Furniture	Chairs & Seating
DG508	Heavy-Duty Stacking Chair - 7 1/2"	77	\$51.99	\$49.39	Classroom Furniture	Chairs & Seating
DG509	Heavy-Duty Stacking Chair - 9 1/2"	77	\$59.99	\$56.99	Classroom Furniture	Chairs & Seating
DG511	Heavy-Duty Stacking Chair - 11 1/2"	77	\$61.99	\$58.89	Classroom Furniture	Chairs & Seating
DG513	Heavy-Duty Stacking Chair - 13 1/2"	77	\$64.99	\$61.74	Classroom Furniture	Chairs & Seating
DG515	Heavy-Duty Stacking Chair - 15 1/2"	77	\$76.99	\$73.14	Classroom Furniture	Chairs & Seating
DG517	Heavy-Duty Stacking Teacher's Chair - 17 1/2"	77	\$82.99	\$78.84	Classroom Furniture	Chairs & Seating
DG546	Magna-Tiles - Starter Set	23	\$52.99	\$50.34	Blocks & Manipulatives	Light Tables & Accessories
DG547	Magna-Tiles - Master Set	23	\$129.99	\$123.49	Blocks & Manipulatives	Light Tables & Accessories
DG577	Heavy-Duty Adjustable Group Table - 48" x 72"	77	\$369.00	\$350.55	Classroom Furniture	Tables & Desks
DG578	Heavy-Duty Adjustable Group Table - 48" x 72" - Low	77	\$369.00	\$350.55	Classroom Furniture	Tables & Desks
DG579	Heavy-Duty Adjustable Round Table - 42" Diameter	77	\$269.00	\$255.55	Classroom Furniture	Tables & Desks
DG580	Heavy-Duty Adjustable Round Table - 42" Diameter - Low	77	\$269.00	\$255.55	Classroom Furniture	Tables & Desks
DG581	Heavy-Duty Adjustable Round Table - 48" Diameter	77	\$299.00	\$284.05	Classroom Furniture	Tables & Desks
DG582	Heavy-Duty Adjustable Round Table - 48" Diameter - Low	77	\$299.00	\$284.05	Classroom Furniture	Tables & Desks
DG583	Heavy-Duty Adjustable Rectangular Table - 30" x 36"	77	\$229.00	\$217.55	Classroom Furniture	Tables & Desks
DG584	Heavy-Duty Adjustable Rectangular Table - 30" x 36" - Low	77	\$229.00	\$217.55	Classroom Furniture	Tables & Desks
DG585	Heavy-Duty Adjustable Rectangular Table - 30" x 48"	77	\$249.00	\$236.55	Classroom Furniture	Tables & Desks
DG586	Heavy-Duty Adjustable Rectangular Table - 30" x 48" - Low	77	\$249.00	\$236.55	Classroom Furniture	Tables & Desks
DG587	Heavy-Duty Adjustable Rectangular Table - 30" x 60"	77	\$259.00	\$246.05	Classroom Furniture	Tables & Desks
DG588	Heavy-Duty Adjustable Rectangular Table - 30" x 60" - Low	77	\$259.00	\$246.05	Classroom Furniture	Tables & Desks
DG589	Heavy-Duty Adjustable Rectangular Table - 30" x 78"	77	\$299.00	\$284.05	Classroom Furniture	Tables & Desks
DG590	Heavy-Duty Adjustable Rectangular Table - 30" x 78" - Low	77	\$299.00	\$284.05	Classroom Furniture	Tables & Desks
DR221	All About Me Journal - K-Gr1	70	\$4.99	\$4.74	Language	Writing & Grammar
DR221X	All About Me Jrn-K-Gr1-St 10	70	\$47.99	\$45.59	Language	Writing & Grammar
DR222	All About Me Journal- Gr 2-3	70	\$4.99	\$4.74	Language	Writing & Grammar
DR222X	All About Me Jrn-Gr2-3-St 10	70	\$47.99	\$45.59	Language	Writing & Grammar
DR315	Jumbo Paint Dabbers - Set of 20	150	\$12.99	\$12.34	Arts & Crafts	Paint & Painting Accessories
DR501	Lakeshore Design Rollers - Set of 6	155	\$16.99	\$16.14	Arts & Crafts	Stamps & Markers
DS101	Daily Science Activities Gr1	128	\$29.99	\$28.49	Science	Multiskill Science Products
DS102	Daily Science Activities Gr2	128	\$29.99	\$28.49	Science	Multiskill Science Products
DS103	Daily Science Activities Gr3	128	\$29.99	\$28.49	Science	Multiskill Science Products
DS104	Daily Science Activities Gr4	128	\$29.99	\$28.49	Science	Multiskill Science Products
DS105	Daily Science Activities Gr5	128	\$29.99	\$28.49	Science	Multiskill Science Products
DS122	Pop & Play Sensory Dimpl™	141	\$12.99	\$12.34	Infants & Toddlers	Sensory Development
DS142	Landforms-Mapping Pb Library	138	\$66.50	\$63.18	Social Studies	Geography
DS165	Write & Wipe Crayon Pack	196	\$3.99	\$3.79	Arts & Crafts	Crayons & Colored Pencils
DS195	U.S. Government Paperbk Lib	137	\$71.50	\$67.93	Social Studies	History & Government
DS200X	Feels Real Newborn Dolls - Complete Set	48	\$49.99	\$47.49	Dramatic Play	Dolls & Accessories
DS201	Feels Real African American Newborn Doll	48	\$12.99	\$12.34	Dramatic Play	Dolls & Accessories
DS202	Feels Real Asian Newborn Doll	48	\$12.99	\$12.34	Dramatic Play	Dolls & Accessories
DS203	Feels Real Caucasian Newborn Doll	48	\$12.99	\$12.34	Dramatic Play	Dolls & Accessories

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Product #	Product Name	Age Range	Count	Price	Discount	Price	Category	Sub-Category
DS204	Feels Real Hispanic Newborn Doll	48		\$12.99	5%	\$12.34	Dramatic Play	Dolls & Accessories
DS205	Clothes for 10" Newborn Dolls	48		\$25.99	5%	\$25.64	Dramatic Play	Dolls & Accessories
DS239	Baby Doll Feeding Set	48		\$21.99	5%	\$20.89	Dramatic Play	Dolls & Accessories
DS240	Baby Doll Blankets & Bottles	48		\$24.99	5%	\$23.74	Dramatic Play	Dolls & Accessories
DS296	Mix & Match Sensory Spheres	157		\$19.99	5%	\$18.99	Arts & Crafts	Dough & Modeling Materials
DS300X	Feels Real Baby Dolls - Complete Set	48		\$74.99	5%	\$71.24	Dramatic Play	Dolls & Accessories
DS301	Feels Real African American Baby Doll	48		\$19.99	5%	\$18.99	Dramatic Play	Dolls & Accessories
DS302	Feels Real Asian Baby Doll	48		\$19.99	5%	\$18.99	Dramatic Play	Dolls & Accessories
DS303	Feels Real Caucasian Baby Doll	48		\$19.99	5%	\$18.99	Dramatic Play	Dolls & Accessories
DS304	Feels Real Hispanic Baby Doll	48		\$19.99	5%	\$18.99	Dramatic Play	Dolls & Accessories
DS305	Clothes for 14" Baby Dolls	48		\$34.99	5%	\$33.24	Dramatic Play	Dolls & Accessories
DS430X	Mad Mattr Sensory Dough - Set of 6 Colors	157		\$76.99	5%	\$73.14	Sensory Exploration	Sensory Materials
DS431	Mad Mattr Sensory Dough - Blue	157		\$12.99	5%	\$12.34	Sensory Exploration	Sensory Materials
DS432	Mad Mattr Sensory Dough - Green	157		\$12.99	5%	\$12.34	Sensory Exploration	Sensory Materials
DS433	Mad Mattr Sensory Dough - Red	157		\$12.99	5%	\$12.34	Sensory Exploration	Sensory Materials
DS434	Mad Mattr Sensory Dough - Purple	157		\$12.99	5%	\$12.34	Sensory Exploration	Sensory Materials
DS435	Mad Mattr Sensory Dough - Pink	157		\$12.99	5%	\$12.34	Sensory Exploration	Sensory Materials
DS436	Mad Mattr Sensory Dough - Teal	157		\$12.99	5%	\$12.34	Sensory Exploration	Sensory Materials
DS483	Speedy Snow - 3.5-Ounce Jar	19		\$7.99	5%	\$7.59	Sensory Exploration	Sensory Materials
DS484	Speedy Snow - 1-Pound Bucket	19		\$19.99	5%	\$18.99	Sensory Exploration	Sensory Materials
DS491	Extra 18" Changing Paper Roll	117	12	\$10.99	5%	\$10.44	Accessories	Accessories
DS602	Design & Play Jumbo Fort Builder	2		\$329.00	5%	\$312.55	Blocks & Manipulatives	Building Sets
DS693	Digital Scale		130	\$49.99	5%	\$47.49	Science	Science Tools & Equipment
DS694	Gram Weight Set		130	\$5.99	5%	\$5.69	Science	Science Tools & Equipment
DS710	Exploring Other Countries Photo Book Series		138	\$89.50	5%	\$85.03	Social Studies	Cultures & The Community
DS729	Building Character Photo Bks		137	\$57.50	5%	\$54.63	Social Studies	Social-Emotional & Character Development
DS737	Dealing with Feelings Book Series		136	\$54.50	5%	\$51.78	Social Studies	Social-Emotional & Character Development
DS740X	Tutti Frutti Fruit-Scented Dough - Set of 6 Colors	157		\$59.99	5%	\$56.99	Arts & Crafts	Dough & Modeling Materials
DS741	Tutti Frutti Grape-Scented Dough	157		\$10.99	5%	\$10.44	Arts & Crafts	Dough & Modeling Materials
DS742	Tutti Frutti Banana-Scented Dough	157		\$10.99	5%	\$10.44	Arts & Crafts	Dough & Modeling Materials
DS743	Tutti Frutti Green Apple-Scented Dough	157		\$10.99	5%	\$10.44	Arts & Crafts	Dough & Modeling Materials
DS744	Tutti Frutti Orange-Scented Dough	157		\$10.99	5%	\$10.44	Arts & Crafts	Dough & Modeling Materials
DS745	Tutti Frutti Strawberry-Scented Dough	157		\$10.99	5%	\$10.44	Arts & Crafts	Dough & Modeling Materials
DS746	Tutti Frutti Blueberry-Scented Dough	157		\$10.99	5%	\$10.44	Arts & Crafts	Dough & Modeling Materials
DS800X	Big Huggable & Washable Baby Dolls - Complete Set	48		\$139.00	5%	\$132.05	Dramatic Play	Dolls & Accessories
DS801	Big Huggable & Washable African American Baby Doll	48		\$36.99	5%	\$35.14	Dramatic Play	Dolls & Accessories
DS802	Big Huggable & Washable Asian Baby Doll	48		\$36.99	5%	\$35.14	Dramatic Play	Dolls & Accessories
DS803	Big Huggable & Washable Caucasian Baby Doll	48		\$36.99	5%	\$35.14	Dramatic Play	Dolls & Accessories
DS804	Big Huggable & Washable Hispanic Baby Doll	48		\$36.99	5%	\$35.14	Dramatic Play	Dolls & Accessories
DT508	Decorate-Your-Own Tote Bags - Set of 15	165		\$19.99	5%	\$18.99	Arts & Crafts	Craft & Collage Materials
DT576	Math Start Stories - Gr. 1-3		97	\$59.50	5%	\$56.53	Math	Multiskill Math Products
DT577	Math Start Stories - Gr. 2-4		97	\$59.50	5%	\$56.53	Math	Multiskill Math Products
DT641	Silly Starters Flip Book Gr 1-3		68	\$9.99	5%	\$9.49	Language	Writing & Grammar
DT642	Story Starters Flipbk Gr 1-3		68	\$9.99	5%	\$9.49	Language	Writing & Grammar
DT645X	Lets Get Writing Flipbks-G1-3		68	\$29.50	5%	\$28.03	Language	Writing & Grammar
DT660X	Lets Get Writing Flipbks-G4-8		68	\$29.50	5%	\$28.03	Language	Writing & Grammar
DT661	Writing Starters Flipbk G4-8		68	\$9.99	5%	\$9.49	Language	Writing & Grammar
DT662	Story Starters Flipbk Gr 4-8		68	\$9.99	5%	\$9.49	Language	Writing & Grammar
DT663	Creative Thinking Flipbk G4-8		68	\$9.99	5%	\$9.49	Language	Writing & Grammar
DT730	Create-Your-Own Mini Books - Set of 30	165		\$22.99	5%	\$21.84	Arts & Crafts	Craft & Collage Materials
DV480X	Sight-Words Flash Cards - Complete Set		40	\$22.99	5%	\$21.84	Language	Sight-Words
DV481	Sight-Words Flash Cards - Level 1		40	\$7.99	5%	\$7.59	Language	Sight-Words
DV482	Sight-Words Flash Cards - Level 2		40	\$7.99	5%	\$7.59	Language	Sight-Words

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Product Code	Product Description	Quantity	Unit Price	Discount	Net Price	Category	Product Description
DV483	Sight-Words Flash Cards - Level 3	40	\$7.99	5%	\$7.59	Language	Sight Words
DW2990	Jumbo Craft Sticks	162	\$2.19	5%	\$2.08	Arts & Crafts	Craft & Collage Materials
EA123	Puffy Pipe Stems	226	\$6.99	5%	\$6.64	STEM	Building & Engineering
EA163	Time Timer	233	\$34.99	5%	\$33.24	Teaching Resources	Classroom Equipment
EA165	Jumbo Time Timer	233	\$39.99	5%	\$37.99	Teaching Resources	Classroom Equipment
EA166	Mini Time Timer	233	\$29.99	5%	\$28.49	Teaching Resources	Classroom Equipment
EA210X	Giant Sand Timers - Complete Set	213	\$65.00	5%	\$61.75	Teaching Resources	Classroom Equipment
EA211	Easy-View Classroom Aquarium	214	\$159.00	5%	\$151.05	Science	Life Science
EA212	Aquarium Accessory Kit	214	\$19.99	5%	\$18.99	Accessories	Accessories
EA213	Refill Pack for Easy-View Classroom Aquarium	214	\$39.99	5%	\$37.99	Accessories	Accessories
EA292	Giant Sand Timer - 1 Minute	213	\$16.99	5%	\$16.14	Teaching Resources	Classroom Equipment
EA293	Giant Sand Timer - 3 Minutes	213	\$16.99	5%	\$16.14	Teaching Resources	Classroom Equipment
EA294	Giant Sand Timer - 5 Minutes	213	\$16.99	5%	\$16.14	Teaching Resources	Classroom Equipment
EA295	Giant Sand Timer - 10 Minutes	213	\$16.99	5%	\$16.14	Teaching Resources	Classroom Equipment
EB723D	Children of the World CD	63	\$15.99	5%	\$15.19	Music	Music CDs
EB871	World Travels: World Music for Kids CD	63	\$14.99	5%	\$14.24	Music	Music CDs
EB872	Songs of Our World CD	63	\$14.99	5%	\$14.24	Music	Music CDs
EB875X	Multicultural CD Library	63	\$76.99	5%	\$73.14	Music	Music CDs
EE100X	Social-Emotional Match-Ups - Complete Set	136	\$36.99	5%	\$35.14	Social Studies	Social-Emotional & Character Development
EE104	Understanding Myself Match-Ups	136	\$12.99	5%	\$12.34	Social Studies	Social-Emotional & Character Development
EE105	Building Relationships Match-Ups	136	\$12.99	5%	\$12.34	Social Studies	Social-Emotional & Character Development
EE106	Making Good Choices Match-Ups	136	\$12.99	5%	\$12.34	Social Studies	Social-Emotional & Character Development
EE107	Word Family Practice Cards	186	\$24.99	5%	\$23.74	Language	Phonics & Word Building
EE110	Number Talk Daily Activity Center - Kindergarten	85	\$29.99	5%	\$28.49	Math	Multiskill Math Products
EE111	Number Talk Daily Activity Center - Gr. 1	85	\$29.99	5%	\$28.49	Math	Multiskill Math Products
EE112	Number Talk Daily Activity Center - Gr. 2	85	\$29.99	5%	\$28.49	Math	Multiskill Math Products
EE113	Number Talk Daily Activity Center - Gr. 3	85	\$29.99	5%	\$28.49	Math	Multiskill Math Products
EE114	Number Talk Daily Activity Center - Gr. 4	85	\$29.99	5%	\$28.49	Math	Multiskill Math Products
EE115	Number Talk Daily Activity Center - Gr. 5	85	\$29.99	5%	\$28.49	Math	Multiskill Math Products
EE117	Grab & Write Social-Emotional Prompts - K-Gr. 2	67	\$29.99	5%	\$28.49	Language	Writing & Grammar
EE118	Grab & Write Social-Emotional Prompts - Gr. 3-5	67	\$29.99	5%	\$28.49	Language	Writing & Grammar
EE136	Trace & Write Story Stencils	69	\$24.99	5%	\$23.74	Language	Writing & Grammar
EE181	Syllable Count Instant Learning Center	177	\$34.99	5%	\$33.24	Language	Phonemic & Phonological Awareness
EE182	Sound Sort Instant Learning Center	32	\$34.99	5%	\$33.24	Language	Phonemic & Phonological Awareness
EE183	Sound Switch Instant Learning Center	32	\$34.99	5%	\$33.24	Language	Phonics & Word Building
EE185	Middle Sounds Instant Learning Center	32	\$34.99	5%	\$33.24	Language	Phonemic & Phonological Awareness
EE187	Sight-Words Instant Learning Center	177	\$34.99	5%	\$33.24	Language	Sight Words
EE188	Simple Sentences Instant Learning Center	177	\$34.99	5%	\$33.24	Language	Writing & Grammar
EE190	Matter Book Library - Gr. 4-6	135	\$47.50	5%	\$45.13	Science	Physical Science
EE192	Properties of Earth Book Library - Gr. 4-6	135	\$47.50	5%	\$45.13	Science	Earth & Space Science
EE193	Solar System Book Library - Gr. 4-6	135	\$44.50	5%	\$42.28	Science	Earth & Space Science
EE194	Force & Motion Book Library - Gr. 4-6	135	\$46.50	5%	\$44.18	Science	Physical Science
EE195	Cells & Organisms Book Library - Gr. 4-6	135	\$47.50	5%	\$45.13	Science	Life Science
EE203	Guided Reading Lvl A Book St	58	\$39.99	5%	\$37.99	Books	Paperback Books
EE204	Guided Reading Lvl B Book St	58	\$39.99	5%	\$37.99	Books	Paperback Books
EE205	Guided Reading Lvl C Book St	58	\$39.99	5%	\$37.99	Books	Paperback Books
EE206	Guided Reading Lvl D Book St	58	\$39.99	5%	\$37.99	Books	Paperback Books
EE207	Guided Reading Lvl E Book St	58	\$39.99	5%	\$37.99	Books	Paperback Books
EE210X	Guided Reading Lvl Iks-Set	58	\$179.00	5%	\$170.05	Books	Paperback Books
EE211	The Everything Lesson Plan Book	230	\$12.99	5%	\$12.34	Teaching Resources	Lesson Plan & Record Books
EE216	Mobile Listening & Storage Center	65	\$499.00	5%	\$474.05	Music	Audio Equipment & Listening Centers
EE222	Landforms & Mapping Resource Box - Gr. 1-3	138	\$99.50	5%	\$94.53	Social Studies	Geography
EE226	Pre-Writing Magnetic Board	194	\$29.99	5%	\$28.49	Language	Writing & Grammar

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Item #	Description	Quantity	Unit Price	Total Price	Category	Subcategory
EE228	Giant Alphabet Beads	28	\$29.99	\$839.72	Blocks & Manipulatives	Fine Motor Development
EE256	Sift & Find Alphabet Shells	14	\$29.99	\$419.86	Sand & Water	Sand & Water Play
EE258	Tactile Letters - Uppercase	185	\$16.99	\$3143.15	Language	Alphabet
EE259	Tactile Letters - Lowercase	185	\$16.99	\$3143.15	Language	Alphabet
EE290	Design & Build Water Blocks	15	\$29.99	\$449.85	Sand & Water	Sand & Water Play
EE300	Peek-A-Boo Octopus		\$24.99	\$24.99	Infants & Toddlers	Sensory Development
EE328	Spanish Alphabet Books	193	\$59.99	\$11577.87	Language	Spanish & ELL Materials
EE329	Magnetic Pattern Block Builders	31	\$49.99	\$1549.69	Math	Shapes & Geometry
EE332	Float & Find Alphabet Bubbles	16	\$29.99	\$479.84	Sand & Water	Sand & Water Play
EE354	Wacky Water Droppers - Set of 4	17	\$12.99	\$220.83	Sand & Water	Sand & Water Play
EE359	Moods & Emotions Wooden Match-Ups	229	\$29.99	\$6867.71	Social Studies	Social-Emotional & Character Development
EE365	Space-Saver Mobile Art Center	147	\$329.00	\$48354.00	Arts & Crafts	Art Easels & Drying Racks
EE367	Hardwood Coffee Table	43	\$79.99	\$3439.57	Classroom Furniture	Dramatic Play Furniture
EE369	Hardwood Side Table	43	\$59.99	\$2579.57	Classroom Furniture	Dramatic Play Furniture
EE396	Story Sequencing Puzzle Set	58	\$29.99	\$1739.42	Puzzles	Wooden Puzzles
EE398	Float & Find Number Bubbles	16	\$24.99	\$399.84	Sand & Water	Sand & Water Play
EE410X	Learning Science Libraries - Gr. 4-6 - Complete Set		\$359.00	\$359.00	Science	Multiskill Science Products
EE417	Word Family Flip Books		\$59.99	\$59.99	Language	Phonics & Word Building
EE428	Lakeshore Super Sand Set	16	\$69.99	\$1119.84	Sand & Water	Sand & Water Play
EE439	Big Knob First Puzzle Set	145	\$49.99	\$7248.55	Infants & Toddlers	Cognitive Development
EE464	Human Body Book Library - Gr. 4-6		\$40.50	\$40.50	Science	Life Science
EE466	Electricity Book Library - Gr. 4-6		\$43.50	\$43.50	Science	Physical Science
EE468	Simple Machines Book Library - Gr. 4-6		\$46.50	\$46.50	Science	Physical Science
EE475X	Flip & Solve Math Boards - Complete Set	207	\$69.99	\$14487.83	Math	Multiskill Math Products
EE476	Addition Flip & Solve Board	207	\$24.99	\$5172.83	Math	Basic Operations
EE477	Subtraction Flip & Solve Board	207	\$24.99	\$5172.83	Math	Basic Operations
EE478	Comparing Numbers Flip & Solve Board	207	\$24.99	\$5172.83	Math	Numbers & Counting
EE485X	Roll & Solve Math Games - Complete Set		\$75.00	\$75.00	Games	Board & Dice Games
EE486	Roll & Solve Addition Game		\$19.99	\$19.99	Games	Board & Dice Games
EE487	Roll & Solve Subtraction Game		\$19.99	\$19.99	Games	Board & Dice Games
EE488	Roll & Solve Money Game		\$19.99	\$19.99	Games	Board & Dice Games
EE489	Roll & Solve Place Value Game		\$19.99	\$19.99	Games	Board & Dice Games
EE496	Construct-A-Letter Activity Center	184	\$49.99	\$9198.16	Language	Alphabet
EE498	3-D Geometric Shapes Tub	212	\$24.99	\$5297.88	Math	Shapes & Geometry
EE501	Building Fluency Card Bank - Gr. 1-3		\$59.99	\$59.99	Language	Reading Comprehension & Fluency
EE503	Building Fluency Card Bank - Gr. 4-6		\$59.99	\$59.99	Language	Reading Comprehension & Fluency
EE504BU	Kids Colors™ Stacking Toddler Chair - 6" - Blue	81	\$49.99	\$4049.79	Classroom Furniture	Chairs & Seating
EE504GR	Kids Colors™ Stacking Toddler Chair - 6" - Green	81	\$49.99	\$4049.79	Classroom Furniture	Chairs & Seating
EE504RD	Kids Colors™ Stacking Toddler Chair - 6" - Red	81	\$49.99	\$4049.79	Classroom Furniture	Chairs & Seating
EE504YE	Kids Colors™ Stacking Toddler Chair - 6" - Yellow	81	\$49.99	\$4049.79	Classroom Furniture	Chairs & Seating
EE505BU	Kids Colors™ Stacking Chair - 7 1/2" - Blue	81	\$51.99	\$4212.19	Classroom Furniture	Chairs & Seating
EE505GR	Kids Colors™ Stacking Chair - 7 1/2" - Green	81	\$51.99	\$4212.19	Classroom Furniture	Chairs & Seating
EE505RD	Kids Colors™ Stacking Chair - 7 1/2" - Red	81	\$51.99	\$4212.19	Classroom Furniture	Chairs & Seating
EE505YE	Kids Colors™ Stacking Chair - 7 1/2" - Yellow	81	\$51.99	\$4212.19	Classroom Furniture	Chairs & Seating
EE509BU	Kids Colors™ Stacking Chair - 9 1/2" - Blue	81	\$59.99	\$4859.19	Classroom Furniture	Chairs & Seating
EE509GR	Kids Colors™ Stacking Chair - 9 1/2" - Green	81	\$59.99	\$4859.19	Classroom Furniture	Chairs & Seating
EE509RD	Kids Colors™ Stacking Chair - 9 1/2" - Red	81	\$59.99	\$4859.19	Classroom Furniture	Chairs & Seating
EE509YE	Kids Colors™ Stacking Chair - 9 1/2" - Yellow	81	\$59.99	\$4859.19	Classroom Furniture	Chairs & Seating
EE511BU	Kids Colors™ Stacking Chair - 11 1/2" - Blue	81	\$61.99	\$5021.19	Classroom Furniture	Chairs & Seating
EE511GR	Kids Colors™ Stacking Chair - 11 1/2" - Green	81	\$61.99	\$5021.19	Classroom Furniture	Chairs & Seating
EE511RD	Kids Colors™ Stacking Chair - 11 1/2" - Red	81	\$61.99	\$5021.19	Classroom Furniture	Chairs & Seating
EE511YE	Kids Colors™ Stacking Chair - 11 1/2" - Yellow	81	\$61.99	\$5021.19	Classroom Furniture	Chairs & Seating
EE513BU	Kids Colors™ Stacking Chair - 13 1/2" - Blue	81	\$64.99	\$5264.19	Classroom Furniture	Chairs & Seating

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Item #	Description	Qty	Unit Price	Total Price	Discount	Net Price	Category	Sub-Category
EE513GR	Kids Colors™ Stacking Chair - 13 1/2" - Green	81	\$64.99	\$5,264.19	5%	\$501.74	Classroom Furniture	Chairs & Seating
EE513RD	Kids Colors™ Stacking Chair - 13 1/2" - Red	81	\$64.99	\$5,264.19	5%	\$501.74	Classroom Furniture	Chairs & Seating
EE513YE	Kids Colors™ Stacking Chair - 13 1/2" - Yellow	81	\$64.99	\$5,264.19	5%	\$501.74	Classroom Furniture	Chairs & Seating
EE515BU	Kids Colors™ Stacking Chair - 15 1/2" - Blue	81	\$76.99	\$6,236.19	5%	\$593.14	Classroom Furniture	Chairs & Seating
EE515GR	Kids Colors™ Stacking Chair - 15 1/2" - Green	81	\$76.99	\$6,236.19	5%	\$593.14	Classroom Furniture	Chairs & Seating
EE515RD	Kids Colors™ Stacking Chair - 15 1/2" - Red	81	\$76.99	\$6,236.19	5%	\$593.14	Classroom Furniture	Chairs & Seating
EE515YE	Kids Colors™ Stacking Chair - 15 1/2" - Yellow	81	\$76.99	\$6,236.19	5%	\$593.14	Classroom Furniture	Chairs & Seating
EE517BU	Kids Colors™ Stacking Teacher's Chair - 17 1/2" - Blue	81	\$82.99	\$6,722.19	5%	\$641.84	Classroom Furniture	Chairs & Seating
EE517GR	Kids Colors™ Stacking Teacher's Chair - 17 1/2" - Green	81	\$82.99	\$6,722.19	5%	\$641.84	Classroom Furniture	Chairs & Seating
EE517RD	Kids Colors™ Stacking Teacher's Chair - 17 1/2" - Red	81	\$82.99	\$6,722.19	5%	\$641.84	Classroom Furniture	Chairs & Seating
EE517YE	Kids Colors™ Stacking Teacher's Chair - 17 1/2" - Yellow	81	\$82.99	\$6,722.19	5%	\$641.84	Classroom Furniture	Chairs & Seating
EE521BU	Kids Colors™ Adjustable Group Table - 48" x 72" - Blue	81	\$369.00	\$29,889.00	5%	\$2838.55	Classroom Furniture	Tables & Desks
EE521GR	Kids Colors™ Adjustable Group Table - 48" x 72" - Green	81	\$369.00	\$29,889.00	5%	\$2838.55	Classroom Furniture	Tables & Desks
EE521RD	Kids Colors™ Adjustable Group Table - 48" x 72" - Red	81	\$369.00	\$29,889.00	5%	\$2838.55	Classroom Furniture	Tables & Desks
EE521YE	Kids Colors™ Adjustable Group Table - 48" x 72" - Yellow	81	\$369.00	\$29,889.00	5%	\$2838.55	Classroom Furniture	Tables & Desks
EE522BU	Kids Colors™ Adjustable Group Table - 48" x 72" - Low - Blue	81	\$369.00	\$29,889.00	5%	\$2838.55	Classroom Furniture	Tables & Desks
EE522GR	Kids Colors™ Adjustable Group Table - 48" x 72" - Low - Green	81	\$369.00	\$29,889.00	5%	\$2838.55	Classroom Furniture	Tables & Desks
EE522RD	Kids Colors™ Adjustable Group Table - 48" x 72" - Low - Red	81	\$369.00	\$29,889.00	5%	\$2838.55	Classroom Furniture	Tables & Desks
EE522YE	Kids Colors™ Adjustable Group Table - 48" x 72" - Low - Yellow	81	\$369.00	\$29,889.00	5%	\$2838.55	Classroom Furniture	Tables & Desks
EE524	Lakeshore Tabletop Drying Rack	149	\$59.99	\$8,838.51	5%	\$840.19	Arts & Crafts	Art Easels & Drying Racks
EE531BU	Kids Colors™ Adjustable Round Table - 42" Diameter - Blue	81	\$269.00	\$21,789.00	5%	\$2069.55	Classroom Furniture	Tables & Desks
EE531GR	Kids Colors™ Adjustable Round Table - 42" Diameter - Green	81	\$269.00	\$21,789.00	5%	\$2069.55	Classroom Furniture	Tables & Desks
EE531RD	Kids Colors™ Adjustable Round Table - 42" Diameter - Red	81	\$269.00	\$21,789.00	5%	\$2069.55	Classroom Furniture	Tables & Desks
EE531YE	Kids Colors™ Adjustable Round Table - 42" Diameter - Yellow	81	\$269.00	\$21,789.00	5%	\$2069.55	Classroom Furniture	Tables & Desks
EE532BU	Kids Colors™ Adjustable Round Table - 42" Diameter - Low - Blue	81	\$269.00	\$21,789.00	5%	\$2069.55	Classroom Furniture	Tables & Desks
EE532GR	Kids Colors™ Adjustable Round Table - 42" Diameter - Low - Green	81	\$269.00	\$21,789.00	5%	\$2069.55	Classroom Furniture	Tables & Desks
EE532RD	Kids Colors™ Adjustable Round Table - 42" Diameter - Low - Red	81	\$269.00	\$21,789.00	5%	\$2069.55	Classroom Furniture	Tables & Desks
EE532YE	Kids Colors™ Adjustable Round Table - 42" Diameter - Low - Yellow	81	\$269.00	\$21,789.00	5%	\$2069.55	Classroom Furniture	Tables & Desks
EE533BU	Kids Colors™ Adjustable Round Table - 48" Diameter - Blue	81	\$299.00	\$24,219.00	5%	\$2280.05	Classroom Furniture	Tables & Desks
EE533GR	Kids Colors™ Adjustable Round Table - 48" Diameter - Green	81	\$299.00	\$24,219.00	5%	\$2280.05	Classroom Furniture	Tables & Desks
EE533RD	Kids Colors™ Adjustable Round Table - 48" Diameter - Red	81	\$299.00	\$24,219.00	5%	\$2280.05	Classroom Furniture	Tables & Desks
EE533YE	Kids Colors™ Adjustable Round Table - 48" Diameter - Yellow	81	\$299.00	\$24,219.00	5%	\$2280.05	Classroom Furniture	Tables & Desks
EE534BU	Kids Colors™ Adjustable Round Table - 48" Diameter - Low - Blue	81	\$299.00	\$24,219.00	5%	\$2280.05	Classroom Furniture	Tables & Desks
EE534GR	Kids Colors™ Adjustable Round Table - 48" Diameter - Low - Green	81	\$299.00	\$24,219.00	5%	\$2280.05	Classroom Furniture	Tables & Desks
EE534RD	Kids Colors™ Adjustable Round Table - 48" Diameter - Low - Red	81	\$299.00	\$24,219.00	5%	\$2280.05	Classroom Furniture	Tables & Desks
EE534YE	Kids Colors™ Adjustable Round Table - 48" Diameter - Low - Yellow	81	\$299.00	\$24,219.00	5%	\$2280.05	Classroom Furniture	Tables & Desks
EE538	Hear Myself Sound Phone	177	\$5.99	\$1,060.23	5%	\$101.71	Language	Oral Language & Storytelling
EE539	Hear Myself Sound Phone - Set of 10	177	\$56.99	\$10,087.23	5%	\$961.14	Language	Oral Language & Storytelling
EE541BU	Kids Colors™ Adjustable Rectangular Table - 30" x 36" - Blue	81	\$229.00	\$18,549.00	5%	\$1751.55	Classroom Furniture	Tables & Desks
EE541GR	Kids Colors™ Adjustable Rectangular Table - 30" x 36" - Green	81	\$229.00	\$18,549.00	5%	\$1751.55	Classroom Furniture	Tables & Desks
EE541RD	Kids Colors™ Adjustable Rectangular Table - 30" x 36" - Red	81	\$229.00	\$18,549.00	5%	\$1751.55	Classroom Furniture	Tables & Desks
EE541YE	Kids Colors™ Adjustable Rectangular Table - 30" x 36" - Yellow	81	\$229.00	\$18,549.00	5%	\$1751.55	Classroom Furniture	Tables & Desks
EE542BU	Kids Colors™ Adjustable Rectangular Table - 30" x 36" - Low - Blue	81	\$229.00	\$18,549.00	5%	\$1751.55	Classroom Furniture	Tables & Desks
EE542GR	Kids Colors™ Adjustable Rectangular Table - 30" x 36" - Low - Green	81	\$229.00	\$18,549.00	5%	\$1751.55	Classroom Furniture	Tables & Desks
EE542RD	Kids Colors™ Adjustable Rectangular Table - 30" x 36" - Low - Red	81	\$229.00	\$18,549.00	5%	\$1751.55	Classroom Furniture	Tables & Desks
EE542YE	Kids Colors™ Adjustable Rectangular Table - 30" x 36" - Low - Yellow	81	\$229.00	\$18,549.00	5%	\$1751.55	Classroom Furniture	Tables & Desks
EE543BU	Kids Colors™ Adjustable Rectangular Table - 30" x 48" - Blue	81	\$249.00	\$20,169.00	5%	\$1935.55	Classroom Furniture	Tables & Desks
EE543GR	Kids Colors™ Adjustable Rectangular Table - 30" x 48" - Green	81	\$249.00	\$20,169.00	5%	\$1935.55	Classroom Furniture	Tables & Desks
EE543RD	Kids Colors™ Adjustable Rectangular Table - 30" x 48" - Red	81	\$249.00	\$20,169.00	5%	\$1935.55	Classroom Furniture	Tables & Desks
EE543YE	Kids Colors™ Adjustable Rectangular Table - 30" x 48" - Yellow	81	\$249.00	\$20,169.00	5%	\$1935.55	Classroom Furniture	Tables & Desks
EE544BU	Kids Colors™ Adjustable Rectangular Table - 30" x 48" - Low - Blue	81	\$249.00	\$20,169.00	5%	\$1935.55	Classroom Furniture	Tables & Desks
EE544GR	Kids Colors™ Adjustable Rectangular Table - 30" x 48" - Low - Green	81	\$249.00	\$20,169.00	5%	\$1935.55	Classroom Furniture	Tables & Desks
EE544RD	Kids Colors™ Adjustable Rectangular Table - 30" x 48" - Low - Red	81	\$249.00	\$20,169.00	5%	\$1935.55	Classroom Furniture	Tables & Desks

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ITEM NO.	DESCRIPTION	QTY	UNIT PRICE	PRICE	TAX	PRICE	PRICE	PRICE	PRICE
EE544YE	Kids Colors™ Adjustable Rectangular Table - 30" x 48" - Low - Yellow	81		\$249.00	5%	\$236.55	Classroom Furniture	Tables & Desks	
EE545BU	Kids Colors™ Adjustable Rectangular Table - 30" x 60" - Blue	81		\$259.00	5%	\$246.05	Classroom Furniture	Tables & Desks	
EE545GR	Kids Colors™ Adjustable Rectangular Table - 30" x 60" - Green	81		\$259.00	5%	\$246.05	Classroom Furniture	Tables & Desks	
EE545RD	Kids Colors™ Adjustable Rectangular Table - 30" x 60" - Red	81		\$259.00	5%	\$246.05	Classroom Furniture	Tables & Desks	
EE545YE	Kids Colors™ Adjustable Rectangular Table - 30" x 60" - Yellow	81		\$259.00	5%	\$246.05	Classroom Furniture	Tables & Desks	
EE546BU	Kids Colors™ Adjustable Rectangular Table - 30" x 60" - Low - Blue	81		\$259.00	5%	\$246.05	Classroom Furniture	Tables & Desks	
EE546GR	Kids Colors™ Adjustable Rectangular Table - 30" x 60" - Low - Green	81		\$259.00	5%	\$246.05	Classroom Furniture	Tables & Desks	
EE546RD	Kids Colors™ Adjustable Rectangular Table - 30" x 60" - Low - Red	81		\$259.00	5%	\$246.05	Classroom Furniture	Tables & Desks	
EE546YE	Kids Colors™ Adjustable Rectangular Table - 30" x 60" - Low - Yellow	81		\$259.00	5%	\$246.05	Classroom Furniture	Tables & Desks	
EE547BU	Kids Colors™ Adjustable Rectangular Table - 30" x 78" - Blue	81		\$299.00	5%	\$284.05	Classroom Furniture	Tables & Desks	
EE547GR	Kids Colors™ Adjustable Rectangular Table - 30" x 78" - Green	81		\$299.00	5%	\$284.05	Classroom Furniture	Tables & Desks	
EE547RD	Kids Colors™ Adjustable Rectangular Table - 30" x 78" - Red	81		\$299.00	5%	\$284.05	Classroom Furniture	Tables & Desks	
EE547YE	Kids Colors™ Adjustable Rectangular Table - 30" x 78" - Yellow	81		\$299.00	5%	\$284.05	Classroom Furniture	Tables & Desks	
EE548BU	Kids Colors™ Adjustable Rectangular Table - 30" x 78" - Low - Blue	81		\$299.00	5%	\$284.05	Classroom Furniture	Tables & Desks	
EE548GR	Kids Colors™ Adjustable Rectangular Table - 30" x 78" - Low - Green	81		\$299.00	5%	\$284.05	Classroom Furniture	Tables & Desks	
EE548RD	Kids Colors™ Adjustable Rectangular Table - 30" x 78" - Low - Red	81		\$299.00	5%	\$284.05	Classroom Furniture	Tables & Desks	
EE548YE	Kids Colors™ Adjustable Rectangular Table - 30" x 78" - Low - Yellow	81		\$299.00	5%	\$284.05	Classroom Furniture	Tables & Desks	
EE552	Kids Around the World Block Play People	38		\$33.99	5%	\$37.99	Blocks & Manipulatives	Unit Blocks & Accessories	
EE557	Lakeshore Hardwood Doll Highchair	49		\$99.50	5%	\$94.53	Dramatic Play	Dolls & Accessories	
EE558	Lakeshore Hardwood Doll Crib	49	15	\$99.50	5%	\$94.53	Dramatic Play	Dolls & Accessories	
EE559	Lakeshore Hardwood Doll Changing Table	49		\$99.50	5%	\$94.53	Dramatic Play	Dolls & Accessories	
EE567	Creating Sight-Word Sentences Center	188		\$49.99	5%	\$47.49	Language	Sight-Words	
EE568	Roll & Read Word Family Game		35	\$19.99	5%	\$18.99	Games	Board & Dice Games	
EE579	Mix & Match Magnetic Families	38		\$39.99	5%	\$37.99	Blocks & Manipulatives	Building Sets	
EE590X	Roll & Read Phonics Games - Complete Set		35	\$75.00	5%	\$71.25	Games	Board & Dice Games	
EE591	Roll & Read Blends & Digraphs Game		35	\$19.99	5%	\$18.99	Games	Board & Dice Games	
EE594	Roll & Read Long Vowel Game		35	\$19.99	5%	\$18.99	Games	Board & Dice Games	
EE597	Roll & Read Short Vowel Game		35	\$19.99	5%	\$18.99	Games	Board & Dice Games	
EE600X	Feed-The-Animals Fine Motor Games - Complete Set	29		\$69.99	5%	\$66.49	Blocks & Manipulatives	Fine Motor Development	
EE601	Feed-The-Dog Fine Motor Game	29		\$24.99	5%	\$23.74	Blocks & Manipulatives	Fine Motor Development	
EE602	Feed-The-Monkey Fine Motor Game	29		\$24.99	5%	\$23.74	Blocks & Manipulatives	Fine Motor Development	
EE603	Feed-The-Bunny Fine Motor Game	29		\$24.99	5%	\$23.74	Blocks & Manipulatives	Fine Motor Development	
EE604	Lakeshore Big Bubbles Kit	15		\$39.99	5%	\$37.99	Sand & Water	Sand & Water Play	
EE607	Easy-Grip Safety Tweezers - Set of 12	29		\$12.99	5%	\$12.34	Blocks & Manipulatives	Fine Motor Development	
EE609	My Feelings Journal	195		\$3.99	5%	\$3.79	Social Studies	Social-Emotional & Character Development	
EE610	My Feelings Journal - Set of 10	195		\$38.99	5%	\$37.04	Social Studies	Social-Emotional & Character Development	
EE612	Lakeshore Character Kids	229		\$39.99	5%	\$37.99	Social Studies	Social-Emotional & Character Development	
EE613	Character Kids Save the Day! Hardcover Book	229		\$16.99	5%	\$16.14	Social Studies	Social-Emotional & Character Development	
EE615	Save the Day! Character Capes	51		\$49.99	5%	\$47.49	Dramatic Play	Dress-Up & Role Play	
EE621	Social-Emotional Photo Library	229		\$29.99	5%	\$28.49	Social Studies	Social-Emotional & Character Development	
EE626	Learn-The-Alphabet Rubbing Plates	153		\$19.99	5%	\$18.99	Arts & Crafts	Crayons & Colored Pencils	
EE634	The Snowy Day Storytelling Kit	169		\$34.99	5%	\$33.24	Language	Oral Language & Storytelling	
EE655X	Teaching Math Skills Activity Centers - Complete Set		88	\$159.00	5%	\$151.05	Math	Multiskill Math Products	
EE656	Teaching Operations Activity Center		88	\$39.99	5%	\$37.99	Math	Basic Operations	
EE657	Teaching Number Sense Activity Center		88	\$39.99	5%	\$37.99	Math	Numbers & Counting	
EE658	Teaching Geometry Activity Center		88	\$39.99	5%	\$37.99	Math	Shapes & Geometry	
EE659	Teaching Place Value Activity Center		88	\$39.99	5%	\$37.99	Math	Place Value	
EE667	Lakeshore Word Family Readers	187		\$43.99	5%	\$41.79	Language	Phonics & Word Building	
EE668	Lakeshore Word Family Big Books	187		\$199.00	5%	\$189.05	Language	Phonics & Word Building	
EE676	Big Builders Construction Set	27		\$399.00	5%	\$379.05	Blocks & Manipulatives	Building Sets	
EE700X	Snap-Build Phonics - Comp St		37	\$85.00	5%	\$80.75	Language	Phonics & Word Building	
EE706	Snap-Build Phonics-Vowel Sound		37	\$29.99	5%	\$28.49	Language	Phonics & Word Building	
EE707	Snap-Build Phonics-Bldg Digraph		37	\$29.99	5%	\$28.49	Language	Phonics & Word Building	

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Product Code	Product Name	Quantity	Unit Price	Total Price	Category	Subject
EE708	Snap-Build Phonics-Cvc Words	37	\$28.99	\$1,072.63	Language	Phonics & Word Building
EE709	Change-A-Sound Flip Books	186	\$39.99	\$7,438.82	Language	Phonics & Word Building
EE751	Collage Flowers	163	\$14.99	\$2,443.37	Arts & Crafts	Craft & Collage Materials
EE759	Science Tools Supply Center	131	\$299.00	\$39,169.00	Science	Science Tools & Equipment
EE784	Sift & Find Number Shells	14	\$24.99	\$349.86	Sand & Water	Sand & Water Play
EE785	1 7/8" Highlighter Tape Pack	74	\$29.99	\$2,219.26	Teaching Resources	Classroom Essentials
EE786	1 7/8" Highlighter Tape Center	74	\$59.99	\$4,439.26	Teaching Resources	Classroom Essentials
EE787	1/2" Highlighter Tape Center	74	\$39.99	\$2,959.26	Teaching Resources	Classroom Essentials
EE788	Let's Go Fishing! Playset	141	\$34.99	\$4,933.59	Infants & Toddlers	Cognitive Development
EE789	1/2" Highlighter Tape Pack	74	\$19.99	\$1,479.26	Teaching Resources	Classroom Essentials
EE801	Can Do! Human Body Game - Gr. 2-4	128	\$19.99	\$2,558.72	Games	Card Games
EE802	Can Do! Animals Game - Gr. 2-4	128	\$19.99	\$2,558.72	Games	Card Games
EE803	Can Do! Solar System Game - Gr. 2-4	128	\$19.99	\$2,558.72	Games	Card Games
EE804	Can Do! Earth Game - Gr. 2-4	128	\$19.99	\$2,558.72	Games	Card Games
EE805	Can Do! Matter Game - Gr. 2-4	128	\$19.99	\$2,558.72	Games	Card Games
EE806	Can Do! Force & Motion Game - Gr. 2-4	128	\$19.99	\$2,558.72	Games	Card Games
EE809	Magnetic Fishing Poles - Set of 2	17	\$12.99	\$220.83	Sand & Water	Sand & Water Play
EE810X	Can Do! Science Games - Gr. 2-4 - Complete Set	128	\$115.00	\$14,720.00	Games	Card Games
EE819	Magnetic Numbers Fishing Set	17	\$46.99	\$798.83	Sand & Water	Sand & Water Play
EE820X	Phonemic Awareness Instant Learning Centers - Complete Set	32	\$199.00	\$6,368.00	Language	Phonemic & Phonological Awareness
EE823	Fishing for Addition Facts	102	\$24.99	\$2,549.78	Games	Fine Motor Games
EE824	Fishing for Subtraction Facts	102	\$24.99	\$2,549.78	Games	Fine Motor Games
EE905X	Phonological Awareness Learning Puzzles - Complete Set	32	\$49.99	\$1,599.68	Language	Phonemic & Phonological Awareness
EE906	Beginning Sounds Learning Puzzles	32	\$12.99	\$415.68	Language	Phonemic & Phonological Awareness
EE907	Middle Sounds Learning Puzzles	32	\$12.99	\$415.68	Language	Phonemic & Phonological Awareness
EE908	Ending Sounds Learning Puzzles	32	\$12.99	\$415.68	Language	Phonemic & Phonological Awareness
EE909	Rhyming Sounds Learning Puzzles	32	\$12.99	\$415.68	Language	Phonemic & Phonological Awareness
EE922	Giant Magnetic Fraction Circles & Bars	80	\$49.99	\$3,999.20	Math	Math Manipulatives
EE923	Giant Magnetic Place Value Blocks	80	\$59.99	\$4,799.20	Math	Math Manipulatives
EE924	Giant Magnetic Geometric Shapes	80	\$59.99	\$4,799.20	Math	Math Manipulatives
EE925X	Giant Magnetic Teaching Manipulatives - Complete Set	80	\$169.00	\$13,520.00	Math	Math Manipulatives
EE927	Comparing Sizes Activity Box	175	\$24.99	\$4,372.75	Language	Vocabulary
EE928	What Goes Together? Activity Box	175	\$24.99	\$4,372.75	Language	Vocabulary
EE929	Category Sorting Activity Box	175	\$24.99	\$4,372.75	Language	Vocabulary
EE930X	Early Language Activity Boxes - Complete Set	175	\$69.99	\$12,148.25	Language	Vocabulary
EE940X	Reading Skills Giant Activity Dice - Complete Set	28	\$75.00	\$2,100.00	Language	Multiskill Language Products
EE941	Daily Math Practice Journal - Gr. 1	85	\$4.49	\$381.25	Math	Multiskill Math Products
EE942	Daily Math Practice Journal - Gr. 2	85	\$4.49	\$381.25	Math	Multiskill Math Products
EE943	Daily Math Practice Journal - Gr. 3	85	\$4.49	\$381.25	Math	Multiskill Math Products
EE944	Daily Math Practice Journal - Gr. 4	85	\$4.49	\$381.25	Math	Multiskill Math Products
EE945	Daily Math Practice Journal - Gr. 5	85	\$4.49	\$381.25	Math	Multiskill Math Products
EE946	Word Families Giant Activity Dice	28	\$19.99	\$559.72	Language	Phonics & Word Building
EE947	CVC Words Giant Activity Dice	28	\$19.99	\$559.72	Language	Phonics & Word Building
EE948	Sight Words Giant Activity Dice	28	\$19.99	\$559.72	Language	Sight Words
EE949	Prefixes & Suffixes Giant Activity Dice	28	\$19.99	\$559.72	Language	Phonics & Word Building
EE971	Daily Math Practice Journal - Gr. 1 - Set of 10	85	\$42.99	\$3,654.15	Math	Multiskill Math Products
EE972	Daily Math Practice Journal - Gr. 2 - Set of 10	85	\$42.99	\$3,654.15	Math	Multiskill Math Products
EE973	Daily Math Practice Journal - Gr. 3 - Set of 10	85	\$42.99	\$3,654.15	Math	Multiskill Math Products
EE974	Daily Math Practice Journal - Gr. 4 - Set of 10	85	\$42.99	\$3,654.15	Math	Multiskill Math Products
EE975	Daily Math Practice Journal - Gr. 5 - Set of 10	85	\$42.99	\$3,654.15	Math	Multiskill Math Products
EE986	Readers' Theater Script Box - K-Gr. 1	45	\$49.99	\$2,249.55	Language	Reading Comprehension & Fluency
EE987	Readers' Theater Script Box - Gr. 1-2	45	\$49.99	\$2,249.55	Language	Reading Comprehension & Fluency
EE988	Readers' Theater Script Box - Gr. 3-4	45	\$49.99	\$2,249.55	Language	Reading Comprehension & Fluency

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Product Code	Product Description	Quantity	Unit Price	Discount	Net Price	Category	Subcategory
EE989	Readers' Theater Script Box - Gr. 5-6	45	\$49.99	5%	\$47.49	Language	Reading Comprehension & Fluency
EE990X	Visualize It! Part-Whole Cards - Complete Set	94	\$75.00	5%	\$71.25	Math	Multiskill Math Products
EE991	Visualize It! Part-Whole Addition and Subtraction Cards	94	\$19.99	5%	\$18.99	Math	Basic Operations
EE992	Visualize It! Part-Whole Multiplication and Division Cards	94	\$19.99	5%	\$18.99	Math	Basic Operations
EE993	Visualize It! Part-Whole Place Value Cards	94	\$19.99	5%	\$18.99	Math	Place Value
EE994	Visualize It! Part-Whole Fractions Cards	94	\$19.99	5%	\$18.99	Math	Fractions, Decimals & Percents
EG430	Sand & Water Activity Tubs - Set of 4	15	\$79.99	5%	\$75.99	Sand & Water	Sand & Water Tables
EG648	Egg Shakers - Set of 12	63	\$19.99	5%	\$18.99	Music	Musical Instruments
ER549	Explore & Play Activity Rattles	140	\$29.99	5%	\$28.49	Infants & Toddlers	Sensory Development
ES119	Heavy-Duty Electric Pencil Sharpener	233	\$79.99	5%	\$75.99	Teaching Resources	Classroom Equipment
ES204	Infant/Toddler DVD Guide & Workbook	234	\$4.99	5%	\$4.74	Accessories	Accessories
ES205	Infant/Toddler DVD	234	\$63.99	5%	\$60.79	Accessories	Accessories
ES211	Environment Rating Scale - Infant/Toddler	234	\$24.99	5%	\$23.74	Teaching Resources	Classroom Essentials
ES301	Environment Rating Scale - Family Child Care	234	\$24.99	5%	\$23.74	Teaching Resources	Classroom Essentials
ES304	Family Child Care DVD Guide & Workbook	234	\$4.99	5%	\$4.74	Accessories	Accessories
ES305	Family Child Care DVD	234	\$63.99	5%	\$60.79	Accessories	Accessories
ES372	Speak & Listen Recording Microphone	44	\$49.99	5%	\$47.49	Language	Reading Comprehension & Fluency
ES404	Environment Rating Scale - Early Childhood	234	\$24.99	5%	\$23.74	Teaching Resources	Classroom Essentials
ES501	Environment Rating Scale - School-Age	234	\$24.99	5%	\$23.74	Teaching Resources	Classroom Essentials
EV212	Regular Dot Art Painters - Set of 6	151	\$15.99	5%	\$15.19	Arts & Crafts	Paint & Painting Accessories
EV213	Shimmering Dot Art Painters - Set of 5	151	\$15.99	5%	\$15.19	Arts & Crafts	Paint & Painting Accessories
EV214	Brilliant Dot Art Painters - Set of 6	151	\$15.99	5%	\$15.19	Arts & Crafts	Paint & Painting Accessories
EV360X	Link & Go! Magnetic Vehicles	140	\$39.99	5%	\$37.99	Dramatic Play	Cars, Trucks & Trains
EV364	Magnetic Emergency Vehicles	140	\$19.99	5%	\$18.99	Dramatic Play	Cars, Trucks & Trains
EV367	Magnetic Construction Vehicles	140	\$19.99	5%	\$18.99	Dramatic Play	Cars, Trucks & Trains
F250A	Soft Unit Blocks - Starter Set	34	\$159.00	5%	\$151.05	Blocks & Manipulatives	Unit Blocks & Accessories
F250B	Soft Unit Blocks - Master Set	34	\$299.00	5%	\$284.05	Blocks & Manipulatives	Unit Blocks & Accessories
F250C	Soft Unit Blocks - School Set	34	\$499.00	5%	\$474.05	Blocks & Manipulatives	Unit Blocks & Accessories
F50	Soft Half Unit Block	34	\$0.79	5%	\$0.75	Blocks & Manipulatives	Unit Blocks & Accessories
F51	Soft Unit Block	34	\$1.59	5%	\$1.51	Blocks & Manipulatives	Unit Blocks & Accessories
F52	Soft Double Unit Block	34	\$2.69	5%	\$2.56	Blocks & Manipulatives	Unit Blocks & Accessories
F53	Soft Quadruple Unit Block	34	\$5.99	5%	\$5.69	Blocks & Manipulatives	Unit Blocks & Accessories
F54	Soft Small Triangle Unit Block	34	\$0.69	5%	\$0.66	Blocks & Manipulatives	Unit Blocks & Accessories
F55	Soft Triangle Unit Block	34	\$1.19	5%	\$1.13	Blocks & Manipulatives	Unit Blocks & Accessories
F56	Soft Triangle Double Unit Block	34	\$1.79	5%	\$1.70	Blocks & Manipulatives	Unit Blocks & Accessories
F59	Soft Pillar Unit Block	34	\$0.99	5%	\$0.94	Blocks & Manipulatives	Unit Blocks & Accessories
F60	Soft Small Column Unit Block	34	\$1.29	5%	\$1.23	Blocks & Manipulatives	Unit Blocks & Accessories
F61	Soft Large Column Unit Block	34	\$2.99	5%	\$2.84	Blocks & Manipulatives	Unit Blocks & Accessories
F62	Soft Ramp Unit Block	34	\$1.59	5%	\$1.51	Blocks & Manipulatives	Unit Blocks & Accessories
F63	Soft Roof Board Unit Block	34	\$1.99	5%	\$1.89	Blocks & Manipulatives	Unit Blocks & Accessories
F64	Soft Roof Board Double Unit Block	34	\$3.69	5%	\$3.51	Blocks & Manipulatives	Unit Blocks & Accessories
F65	Soft Half Arch & Small Buttress Unit Block	34	\$1.99	5%	\$1.89	Blocks & Manipulatives	Unit Blocks & Accessories
F66	Soft Arch & Half Circle Unit Block	34	\$1.79	5%	\$1.70	Blocks & Manipulatives	Unit Blocks & Accessories
F67	Soft Circular Curve & Quarter Circle Unit Block	34	\$2.99	5%	\$2.84	Blocks & Manipulatives	Unit Blocks & Accessories
F68	Soft Y Switch & Gothic Door Unit Block	34	\$7.99	5%	\$7.59	Blocks & Manipulatives	Unit Blocks & Accessories
F69	Soft Large Buttress Unit Block	34	\$1.99	5%	\$1.89	Blocks & Manipulatives	Unit Blocks & Accessories
F70	Soft Small Switch Unit Block	34	\$3.99	5%	\$3.79	Blocks & Manipulatives	Unit Blocks & Accessories
F71	Soft Elliptical Curve Unit Block	34	\$7.49	5%	\$7.12	Blocks & Manipulatives	Unit Blocks & Accessories
F72	Soft X Switch Unit Block	34	\$9.99	5%	\$9.49	Blocks & Manipulatives	Unit Blocks & Accessories
F74	Soft Cross Unit Block	34	\$4.99	5%	\$4.74	Blocks & Manipulatives	Unit Blocks & Accessories
F75	Soft Large Arch Unit Block	34	\$4.99	5%	\$4.74	Blocks & Manipulatives	Unit Blocks & Accessories
F76	Soft Floorboard Unit Block	34	\$2.99	5%	\$2.84	Blocks & Manipulatives	Unit Blocks & Accessories
F77	Soft Floorboard Double Unit Block	34	\$5.99	5%	\$5.69	Blocks & Manipulatives	Unit Blocks & Accessories

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Product #	Product Name	QTY	QTY	QTY	QTY	QTY	QTY	QTY	QTY
FA112	Toddler-Safe Kitchen Playset	137			\$24.99	5%	\$23.74	Dramatic Play	Kitchen & House Play
FA219	Big Tape Measure	213			\$10.99	5%	\$10.44	Math	Measurement & Data
FA253	Alphabet Picture Stencils	151			\$31.99	5%	\$30.39	Arts & Crafts	Paint & Painting Accessories
FA325	Stainless Steel Classroom Cookware	44			\$42.99	5%	\$40.84	Dramatic Play	Kitchen & House Play
FA415X	Kid-Safe Appliances	44			\$59.99	5%	\$56.99	Dramatic Play	Kitchen & House Play
FA844	Magnetic Paper Pockets - Set of 4		142		\$21.99	5%	\$20.89	Teaching Resources	Bins & Organizers
FB307	Soft & Safe Flexi Blocks	139		8	\$29.99	5%	\$28.49	Infants & Toddlers	Fine Motor Skills
FB480	Easy-Clean Pocket Bibs	119			\$29.99	5%	\$28.49	Infants & Toddlers	Furniture
FB710X	Eyewitness Nonfiction Readers - Complete Series		60		\$189.00	5%	\$179.55	Books	Paperback Books
FB711	Eyewitness Nonfiction Readers - Level 1		60		\$49.50	5%	\$47.03	Books	Paperback Books
FB712	Eyewitness Nonfiction Readers - Level 2		60		\$49.50	5%	\$47.03	Books	Paperback Books
FB713	Eyewitness Nonfiction Readers - Level 3		60		\$49.50	5%	\$47.03	Books	Paperback Books
FB714	Eyewitness Nonfiction Readers - Level 4		60		\$49.50	5%	\$47.03	Books	Paperback Books
FB997	Sensory Beads Lacing Set	140		16	\$29.99	5%	\$28.49	Infants & Toddlers	Fine Motor Skills
FC589	Soft & Safe Comet Balls	8			\$29.99	5%	\$28.49	Active Play	Sports & Ball Activities
FD117	Indestructible Giant Beads & Patterns	28			\$39.99	5%	\$37.99	Math	Sorting & Patterning
FD875	Teaching Gear Clock	213	108		\$39.99	5%	\$37.99	Math	Time
FD876	Student Gear Clocks - Set of 6		108		\$34.99	5%	\$33.24	Math	Time
FE401	Igneous Rock Collection		130		\$29.99	5%	\$28.49	Science	Earth & Space Science
FE402	Sedimentary Rock Collection		130		\$29.99	5%	\$28.49	Science	Earth & Space Science
FE403	Metamorphic Rock Collection		130		\$29.99	5%	\$28.49	Science	Earth & Space Science
FE404	Fossil Collection		130		\$29.99	5%	\$28.49	Science	Earth & Space Science
FE405X	Classroom Rock, Fossil & Mineral Collections - Complete Set		130		\$139.00	5%	\$132.05	Science	Earth & Space Science
FE406	Mineral Collection		130		\$29.99	5%	\$28.49	Science	Earth & Space Science
FF106	Collage Buttons	163			\$10.99	5%	\$10.44	Arts & Crafts	Craft & Collage Materials
FF127	Magnetic Store & Display Chart Easel		148		\$259.00	5%	\$246.05	Classroom Furniture	Teaching Easels
FF147	Fine Motor Forest Friends	140		16	\$24.99	5%	\$23.74	Infants & Toddlers	Fine Motor Skills
FF185	Cozy Corner Canopy	107			\$79.99	5%	\$75.99	Classroom Furniture	Chairs & Seating
FF186	Early Math Activity Center	203		29	\$39.99	5%	\$37.99	Math	Sorting & Patterning
FF188	Big Knob Learning Puzzle Set	145		29	\$49.99	5%	\$47.49	Infants & Toddlers	Cognitive Development
FF195X	Early Language Folder Game Libraries - Complete Set - Pre K-K	175			\$149.00	5%	\$141.55	Games	File Folder Games
FF196	Phonemic Awareness Folder Game Library - Pre K-K	175			\$39.99	5%	\$37.99	Games	File Folder Games
FF197	Alphabet Folder Game Library - Pre K-K	175			\$39.99	5%	\$37.99	Games	File Folder Games
FF198	Vocabulary Folder Game Library - Pre K-K	175			\$39.99	5%	\$37.99	Games	File Folder Games
FF199	Word Work Folder Game Library - Pre K-K	175			\$39.99	5%	\$37.99	Games	File Folder Games
FF209	Young Architects Design Blocks - Starter Set	226			\$29.99	5%	\$28.49	Blocks & Manipulatives	Building Sets
FF210	Young Architects Design Blocks - Master Set	226			\$49.99	5%	\$47.49	Blocks & Manipulatives	Building Sets
FF236	Sequence & Write Story Tiles		66		\$29.99	5%	\$28.49	Language	Writing & Grammar
FF246	Giant Classroom Spin Art Center	150			\$189.00	5%	\$180.05	Arts & Crafts	Paint & Painting Accessories
FF250	Hide & Seek Beehive	141		8	\$29.99	5%	\$28.49	Infants & Toddlers	Sensory Development
FF253	Ramps & Balls Exploration Set	36			\$149.00	5%	\$141.55	Blocks & Manipulatives	Unit Blocks & Accessories
FF260	Ramps & Balls Storage Box	36			\$49.99	5%	\$47.49	Accessories	Accessories
FF289	Best-Buy Storage Center Only	65	65		\$39.99	5%	\$37.99	Accessories	Accessories
FF290	Best-Buy Listening Center	65	65		\$229.00	5%	\$217.55	Music	Audio Equipment & Listening Centers
FF292X	Hands-On Regrouping Kits - Complete Set		101		\$149.00	5%	\$141.55	Math	Place Value
FF293	Hands-On Multiplication Regrouping Kit		101		\$39.99	5%	\$37.99	Math	Place Value
FF294	Hands-On Division Regrouping Kit		101		\$39.99	5%	\$37.99	Math	Place Value
FF297	Hands-On Addition Regrouping Kit		101		\$34.99	5%	\$33.24	Math	Place Value
FF298	Hands-On Subtraction Regrouping Kit		101		\$34.99	5%	\$33.24	Math	Place Value
FF300	Giant Magnetic Regrouping Chart		101		\$39.99	5%	\$37.99	Math	Place Value
FF315	Alphabet Mystery Box	183			\$49.99	5%	\$47.49	Language	Alphabet
FF318	Dress-Up Tree	50			\$79.99	5%	\$75.99	Classroom Furniture	Dramatic Play Furniture
FF319	Sit & Teach Mobile Media Cart		149		\$479.00	5%	\$455.05	Classroom Furniture	Storage Units

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Item #	Description	QTY	Unit Price	Total Price	Discount	Net Price	Category	Subcategory
FF320X	Reading Comprehension Bingo Library		51	\$39.99	5%	\$37.99	Games	Bingo Games
FF321	Fact & Opinion Bingo		51	\$10.99	5%	\$10.44	Games	Bingo Games
FF322	Predicting Outcomes Bingo		51	\$10.99	5%	\$10.44	Games	Bingo Games
FF323	Context Clues Bingo		51	\$10.99	5%	\$10.44	Games	Bingo Games
FF324	Main Idea Bingo		51	\$10.99	5%	\$10.44	Games	Bingo Games
FF336	File Holder Teacher's Tote	140		\$39.99	5%	\$37.99	Teaching Resources	Bins & Organizers
FF340	Mobile STEM Station	227		\$499.00	5%	\$474.05	Classroom Furniture	Storage Units
FF347	Mobile 10-Bin Storage Center		146	\$279.00	5%	\$265.05	Teaching Resources	Bins & Organizers
FF348	Mobile 15-Bin Storage Center		146	\$399.00	5%	\$379.05	Teaching Resources	Bins & Organizers
FF349	Lakeshore Hardwood Hollow Blocks	36		\$299.00	5%	\$284.05	Blocks & Manipulatives	Unit Blocks & Accessories
FF358	The Writing Process Student Folder		67	\$2.59	5%	\$2.46	Language	Writing & Grammar
FF359	The Writing Process Student Folder - Set of 10		67	\$24.99	5%	\$23.74	Language	Writing & Grammar
FF368	Life Science Picture Puzzles	216		\$79.99	5%	\$75.99	Puzzles	Wooden Puzzles
FF407	8-Tray Mobile Organizer		149	\$129.00	5%	\$122.55	Teaching Resources	Bins & Organizers
FF417	All Around Dress-Up Center	50		\$399.00	5%	\$379.05	Classroom Furniture	Dramatic Play Furniture
FF419	Best-Buy Backpack Storage Cart		148	\$399.00	5%	\$379.05	Classroom Furniture	Storage Units
FF420X	Reading & Writing Activity Stations - Complete Set		24	\$349.00	5%	\$331.55	Language	Multiskill Language Products
FF421	Phonics Activity Stations		24	\$69.99	5%	\$66.49	Language	Phonics & Word Building
FF422	Word Work Activity Stations		24	\$69.99	5%	\$66.49	Language	Multiskill Language Products
FF423	Vocabulary Activity Stations		24	\$69.99	5%	\$66.49	Language	Vocabulary
FF424	Reading Comprehension Activity Stations		24	\$69.99	5%	\$66.49	Language	Reading Comprehension & Fluency
FF425	Writing Activity Stations		24	\$69.99	5%	\$66.49	Language	Writing & Grammar
FF428	Build-A-Word! Magnet Board - 4-Letter Words	186		\$29.99	5%	\$28.49	Language	Phonics & Word Building
FF429	Build-A-Word! Magnet Board - 3-Letter Words	186		\$29.99	5%	\$28.49	Language	Phonics & Word Building
FF430	Comfy Wedge Seats - Set of 6	107		\$499.00	5%	\$474.05	Classroom Furniture	Chairs & Seating
FF431	Moods & Emotions Puzzle Set	60		\$79.99	5%	\$75.99	Puzzles	Wooden Puzzles
FF439	Help-Yourself Supply Center		74	\$36.99	5%	\$35.14	Teaching Resources	Bins & Organizers
FF444	Color Rings Sorting Board	142		\$19.99	5%	\$18.99	Math	Sorting & Patterning
FF448	Single Line Write & Wipe Board	196		\$2.39	5%	\$2.27	Teaching Resources	Dry-Erase Boards, Markers & Erasers
FF448X	Single Line Write & Wipe Board - Set of 10	196		\$22.99	5%	\$21.84	Teaching Resources	Dry-Erase Boards, Markers & Erasers
FF450BU	Creative Spaces Comfy Couch for Three - Blue	106		\$399.00	5%	\$379.05	Classroom Furniture	Chairs & Seating
FF450RD	Creative Spaces Comfy Couch for Three - Red	106		\$399.00	5%	\$379.05	Classroom Furniture	Chairs & Seating
FF455X	Phonics Magnetic Word Building Boards - Complete Set		39	\$115.00	5%	\$109.25	Language	Phonics & Word Building
FF456	Magnetic Short Vowels Word Building Board		39	\$29.99	5%	\$28.49	Language	Phonics & Word Building
FF457	Magnetic Long Vowels Word Building Board		39	\$29.99	5%	\$28.49	Language	Phonics & Word Building
FF458	Magnetic Digraphs Word Building Board		39	\$29.99	5%	\$28.49	Language	Phonics & Word Building
FF459	Magnetic Blends Word Building Board		39	\$29.99	5%	\$28.49	Language	Phonics & Word Building
FF460	Best-Buy Mobile Organization Station	149		\$249.00	5%	\$236.55	Teaching Resources	Bins & Organizers
FF464	Levelled Library Mobile Storage Cart		57	\$159.00	5%	\$151.05	Teaching Resources	Bins & Organizers
FF465	Moods & Emotions Book Set	228		\$49.99	5%	\$47.49	Social Studies	Social-Emotional & Character Development
FF468	Magnetic Sight Word Sentence Board		43	\$29.99	5%	\$28.49	Language	Sight-Words
FF470X	Vocabulary Match-Ups - Complete Set		29	\$69.99	5%	\$66.49	Language	Vocabulary
FF471	Extra Paper for Giant Classroom Spin Art Center - 100 Sheets	150		\$19.99	5%	\$18.99	Accessories	Accessories
FF472	Context Clues Match-Ups		29	\$12.99	5%	\$12.34	Language	Vocabulary
FF473	Prefixes & Suffixes Match-Ups		29	\$12.99	5%	\$12.34	Language	Vocabulary
FF474	Multiple Meanings Match-Ups		29	\$12.99	5%	\$12.34	Language	Vocabulary
FF475	Homophones Match-Ups		29	\$12.99	5%	\$12.34	Language	Vocabulary
FF476	Antonyms Match-Ups		29	\$12.99	5%	\$12.34	Language	Vocabulary
FF477	Synonyms Match-Ups		29	\$12.99	5%	\$12.34	Language	Vocabulary
FF478	Fluency & Comprehension Partner Scripts - Gr. 1-2		44	\$39.99	5%	\$37.99	Language	Reading Comprehension & Fluency
FF479	Fluency & Comprehension Partner Scripts - Gr. 3-4		44	\$39.99	5%	\$37.99	Language	Reading Comprehension & Fluency
FF484	Learning Letters Activity Carpet - 6' x 9'	102		\$299.00	5%	\$284.05	Classroom Furniture	Classroom Carpets & Rugs
FF485	Learning Letters Activity Carpet - 9' x 12'	102		\$489.00	5%	\$464.55	Classroom Furniture	Classroom Carpets & Rugs

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Item #	Description	Qty	Unit Price	Total Price	Category	Sub-Category
FF491	Alphabet Collage Beads	163	\$19.99	\$3,258.37	Arts & Crafts	Craft & Collage Materials
FF509	Mobile Media Cart	149	\$499.00	\$74,351.00	Classroom Furniture	Storage Units
FF511	1-Minute Sand Timers - Set of 12	45	\$19.99	\$8,995.50	Teaching Resources	Classroom Equipment
FF514	Toddler Hardwood Unit Blocks	134	\$149.00	\$19,966.00	Infants & Toddlers	Fine Motor Skills
FF518	Let's Get Moving! Numbers & Counting Kit	5	\$49.99	\$249.95	Active Play	Balance & Coordination
FF520	Learn to Count! Picture Puzzles	58	\$69.99	\$4,059.42	Puzzles	Wooden Puzzles
FF524	Small-Group Teaching Easel	115	\$79.99	\$9,198.85	Classroom Furniture	Teaching Easels
FF525	Snap-Together Letter Blocks	184	\$59.99	\$10,998.16	Blocks & Manipulatives	Fine Motor Development
FF534	Tissue Paper Squares	163	\$14.99	\$2,442.87	Arts & Crafts	Craft & Collage Materials
FF536	Alphabet Bowling	8	\$69.99	\$559.92	Active Play	Sports & Ball Activities
FF539	Decorate & Design Paper Squares	163	\$14.99	\$2,442.87	Arts & Crafts	Craft & Collage Materials
FF558	Giant Outdoor Building Blocks	39	\$399.00	\$15,561.00	Blocks & Manipulatives	Building Sets
FF559	Extra Wooden Blocks	226	\$29.99	\$6,776.74	Accessories	Accessories
FF560	Complete Beanbag Learning Center	6	\$179.55	\$1,077.30	Active Play	Balance & Coordination
FF561	Beanbag Board	6	\$89.99	\$539.94	Active Play	Balance & Coordination
FF576	Leveled Library Checkout Chart	57	\$39.99	\$2,279.43	Accessories	Accessories
FF579	Blocks & Blueprints Learning Center	226	\$59.99	\$13,556.74	STEM	Building & Engineering
FF606BU	Creative Spaces Comfy Chair - Blue	106	\$189.00	\$19,994.00	Classroom Furniture	Chairs & Seating
FF606RD	Creative Spaces Comfy Chair - Red	106	\$189.00	\$19,994.00	Classroom Furniture	Chairs & Seating
FF607BU	Creative Spaces Comfy Couch for Two - Blue	106	\$284.05	\$30,109.30	Classroom Furniture	Chairs & Seating
FF607RD	Creative Spaces Comfy Couch for Two - Red	106	\$284.05	\$30,109.30	Classroom Furniture	Chairs & Seating
FF608	Giant Tracing Numbers	211	\$28.99	\$6,126.79	Math	Numbers & Counting
FF617	Just Like Home Comfy Chair	108	\$217.55	\$23,495.40	Classroom Furniture	Chairs & Seating
FF618	Just Like Home Comfy Couch	108	\$265.05	\$28,625.40	Classroom Furniture	Chairs & Seating
FF624	Comfy Corner Listening Center	108	\$379.05	\$40,927.40	Music	Audio Equipment & Listening Centers
FF640X	Lakeshore Theme Boxes - Set 1	180	\$499.00	\$89,820.00	Language	Multisite Language Products
FF645	Just Like Home Toddler Comfy Couch	118	\$255.55	\$30,155.90	Infants & Toddlers	Furniture
FF647	Just Like Home Toddler Comfy Chair	118	\$208.05	\$24,550.90	Infants & Toddlers	Furniture
FF658	Just Like Home Comfy Ottoman	108	\$75.99	\$8,196.72	Classroom Furniture	Chairs & Seating
FF660	Help-Yourself Dress-Up Center	53	\$379.05	\$19,998.65	Classroom Furniture	Dramatic Play Furniture
FF667	Magnetic Shapes Maze	212	\$39.99	\$8,476.68	Math	Shapes & Geometry
FF670	Block Play Home Builder	35	\$59.99	\$2,099.65	Blocks & Manipulatives	Unit Blocks & Accessories
FF680	Lakeshore Alphabet Reference Nameplates - Pre K-K	231	\$4.74	\$1,094.94	Teaching Resources	Nameplates & Name Tags
FF682BU	Easy-Clean Comfy Chair - Blue	43	\$217.55	\$9,354.65	Classroom Furniture	Dramatic Play Furniture
FF682RD	Easy-Clean Comfy Chair - Red	43	\$217.55	\$9,354.65	Classroom Furniture	Dramatic Play Furniture
FF683BU	Easy-Clean Comfy Couch - Blue	43	\$265.05	\$11,397.15	Classroom Furniture	Dramatic Play Furniture
FF683RD	Easy-Clean Comfy Couch - Red	43	\$265.05	\$11,397.15	Classroom Furniture	Dramatic Play Furniture
FF688	File and Store Mobile Cart	147	\$217.55	\$31,980.85	Teaching Resources	Bins & Organizers
FF704	Feelings & Emotions Washable Dolls	136	\$90.25	\$12,274.00	Social Studies	Social-Emotional & Character Development
FF705	Happy Doll	136	\$24.99	\$3,398.64	Infants & Toddlers	Social-Emotional Development
FF706	Sad Doll	136	\$24.99	\$3,398.64	Infants & Toddlers	Social-Emotional Development
FF707	Angry Doll	136	\$24.99	\$3,398.64	Infants & Toddlers	Social-Emotional Development
FF708	Scared Doll	136	\$24.99	\$3,398.64	Infants & Toddlers	Social-Emotional Development
FF726	Elapsed Time Write & Wipe Boards - Set of 10	108	\$24.99	\$2,698.92	Math	Time
FF727	My First Journal	195	\$3.32	\$647.40	Language	Writing & Grammar
FF728	My First Journal - Set of 10	195	\$33.99	\$6,628.05	Language	Writing & Grammar
FF740X	High-Interest Intervention Reading Folders - Gr. 4-5 - Complete Set	53	\$149.00	\$7,897.00	Language	Reading Comprehension & Fluency
FF741	Main Idea High-Interest Intervention Reading Folders - Gr. 4-5	53	\$29.99	\$1,589.47	Language	Reading Comprehension & Fluency
FF742	Sequencing High-Interest Intervention Reading Folders - Gr. 4-5	53	\$29.99	\$1,589.47	Language	Reading Comprehension & Fluency
FF743	Making Inferences High-Interest Intervention Reading Folders - Gr. 4-5	53	\$29.99	\$1,589.47	Language	Reading Comprehension & Fluency
FF744	Cause & Effect High-Interest Intervention Reading Folders - Gr. 4-5	53	\$29.99	\$1,589.47	Language	Reading Comprehension & Fluency
FF745	Reading For Details High-Interest Intervention Reading Folders - Gr. 4-5	53	\$29.99	\$1,589.47	Language	Reading Comprehension & Fluency
FF770X	Grab & Play Social Studies Games - Complete Set	139	\$90.25	\$12,544.75	Games	Card Games

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Item #	Description	Age	Price	Discount	Price	Category	Category
FF771	United States Grab & Play Game	139	\$19.99	5%	\$18.99	Games	Card Games
FF772	The World Grab & Play Game	139	\$19.99	5%	\$18.99	Games	Card Games
FF773	Landforms & Mapping Grab & Play Game	139	\$19.99	5%	\$18.99	Games	Card Games
FF774	Native Americans Grab & Play Game	139	\$19.99	5%	\$18.99	Games	Card Games
FF775	Explorers Grab & Play Game	139	\$19.99	5%	\$18.99	Games	Card Games
FF895	Operations Equivalency Puzzles	84	\$12.99	5%	\$12.34	Math	Basic Operations
FF896	Time Equivalency Puzzles	84	\$12.99	5%	\$12.34	Math	Time
FF897	Money Equivalency Puzzles	84	\$12.99	5%	\$12.34	Math	Money
FF899	Place Value Equivalency Puzzles	84	\$12.99	5%	\$12.34	Math	Place Value
FF900X	Math Equivalency Puzzles - Complete Set	84	\$59.99	5%	\$56.99	Math	Multiskill Math Products
FF901	Fractions Equivalency Puzzles	84	\$12.99	5%	\$12.34	Math	Fractions, Decimals & Percents
FF916	16-Tray Mobile Organizer	149	\$249.00	5%	\$236.55	Teaching Resources	Bins & Organizers
FF919	Growing Things Theme Box	181	\$69.99	5%	\$66.49	Science	Life Science
FF922	All About Me Theme Box	180	\$69.99	5%	\$66.49	Social Studies	Social-Emotional & Character Development
FF923	Block Play Construction Set	37	\$29.99	5%	\$28.49	Blocks & Manipulatives	Unit Blocks & Accessories
FF935X	Lakeshore Theme Boxes - Set 2	181	\$499.00	5%	\$474.05	Language	Multiskill Language Products
FF937	Transportation Theme Box	180	\$69.99	5%	\$66.49	Social Studies	Cultures & The Community
FF938	Classic Birch Mobile Locking Teacher Cabinet with Power	85	\$699.00	5%	\$664.05	Classroom Furniture	Storage Units
FF941	Earth & Environment Theme Box	180	\$69.99	5%	\$66.49	Science	Earth & Space Science
FF942	Cultures of the World Theme Box	181	\$69.99	5%	\$66.49	Social Studies	Cultures & The Community
FF944	Five Senses Theme Box	181	\$69.99	5%	\$66.49	Science	Life Science
FF945	Alphabet Theme Box	180	\$69.99	5%	\$66.49	Language	Alphabet
FF947	Community & Careers Theme Box	180	\$69.99	5%	\$66.49	Social Studies	Cultures & The Community
FF948	Health & Safety Theme Box	181	\$69.99	5%	\$66.49	Science	Health & Nutrition
FF949	Life Cycles Theme Box	181	\$69.99	5%	\$66.49	Science	Life Science
FF955X	Story Sequencing Cards - Complete Set	178	\$39.99	5%	\$37.99	Language	Oral Language & Storytelling
FF957	3-Scene Sequencing Cards	178	\$14.99	5%	\$14.24	Language	Oral Language & Storytelling
FF958	4-Scene Sequencing Cards	178	\$14.99	5%	\$14.24	Language	Oral Language & Storytelling
FF959	6-Scene Sequencing Cards	178	\$14.99	5%	\$14.24	Language	Oral Language & Storytelling
FF961	Farms Theme Box	181	\$69.99	5%	\$66.49	Science	Life Science
FF964	Numbers & Counting Theme Box	181	\$69.99	5%	\$66.49	Math	Numbers & Counting
FF965	Families Theme Box	181	\$69.99	5%	\$66.49	Social Studies	Social-Emotional & Character Development
FF966	Seasons & Weather Theme Box	180	\$69.99	5%	\$66.49	Science	Earth & Space Science
FF968	Food & Nutrition Theme Box	180	\$69.99	5%	\$66.49	Science	Health & Nutrition
FF969	Space Theme Box	180	\$69.99	5%	\$66.49	Science	Earth & Space Science
FF970FG	Colors of Nature Easy-Stack Cot - Set of 5 - Forest Green	110	\$339.00	5%	\$322.05	Classroom Furniture	Rest Mats & Cots
FF970DB	Colors of Nature Easy-Stack Cot - Set of 5 - Ocean Blue	110	\$339.00	5%	\$322.05	Classroom Furniture	Rest Mats & Cots
FF970SS	Colors of Nature Easy-Stack Cot - Set of 5 - Summer Sand	110	\$339.00	5%	\$322.05	Classroom Furniture	Rest Mats & Cots
FF977FG	Colors of Nature Easy-Stack Cot - Forest Green	110	\$69.99	5%	\$66.49	Classroom Furniture	Rest Mats & Cots
FF977DB	Colors of Nature Easy-Stack Cot - Ocean Blue	110	\$69.99	5%	\$66.49	Classroom Furniture	Rest Mats & Cots
FF977SS	Colors of Nature Easy-Stack Cot - Summer Sand	110	\$69.99	5%	\$66.49	Classroom Furniture	Rest Mats & Cots
FF978BU	Creative Spaces Comfy Ottoman - Blue	106	\$159.00	5%	\$151.05	Classroom Furniture	Chairs & Seating
FF978RD	Creative Spaces Comfy Ottoman - Red	106	\$159.00	5%	\$151.05	Classroom Furniture	Chairs & Seating
FF979BU	Creative Spaces Comfy Curved Couch - Blue	106	\$459.00	5%	\$436.05	Classroom Furniture	Chairs & Seating
FF979RD	Creative Spaces Comfy Curved Couch - Red	106	\$459.00	5%	\$436.05	Classroom Furniture	Chairs & Seating
FF980X	Learning Science Activity Tubs - Gr. 1-3	132	\$499.00	5%	\$474.05	Science	Multiskill Science Products
FF982	Rocks & Soil Activity Tub - Gr. 1-3	133	\$69.99	5%	\$66.49	Science	Earth & Space Science
FF983	Weather Activity Tub - Gr. 1-3	133	\$69.99	5%	\$66.49	Science	Earth & Space Science
FF984	Force & Motion Activity Tub - Gr. 1-3	133	\$69.99	5%	\$66.49	Science	Physical Science
FF985	Insects Activity Tub - Gr. 1-3	133	\$69.99	5%	\$66.49	Science	Life Science
FF986	Plants Activity Tub - Gr. 1-3	133	\$69.99	5%	\$66.49	Science	Life Science
FF987	Animals Activity Tub - Gr. 1-3	133	\$69.99	5%	\$66.49	Science	Life Science
FF988	Matter Activity Tub - Gr. 1-3	133	\$69.99	5%	\$66.49	Science	Physical Science

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Product Code	Product Description	Qty	Unit Price	Total Price	MSRP	Discount	Net Price	Category	Subcategory
FF989	Solar System Activity Tub - Gr. 1-3		133		\$69.99	5%	\$66.49	Science	Earth & Space Science
FF993	See-Inside Activity Balls	8			\$49.99	5%	\$47.49	Sensory Exploration	Sensory Play
FF998	I Can Build It! Construction Planks	227	117		\$39.99	5%	\$37.99	STEM	Building & Engineering
FG206	Peel & Stick Magnet Dots	163			\$12.99	5%	\$12.34	Arts & Crafts	Glue, Tape & Adhesives
FG240X	Early Skills Game Library	236			\$64.99	5%	\$61.74	Games	Fine Motor Games
FG246	How Tall Am I? Measurement Game	236			\$18.99	5%	\$18.04	Games	Fine Motor Games
FG248	Spin-A-Roo Sorting & Counting Game	236			\$19.99	5%	\$18.99	Games	Bingo Games
FG303	Fabric Collage Animals	163			\$12.99	5%	\$12.34	Arts & Crafts	Craft & Collage Materials
FG349	Fold & Learn Geometric Shapes		106		\$39.99	5%	\$37.99	Math	Shapes & Geometry
FG350	First Composition Book		75		\$2.99	5%	\$2.84	Language	Writing & Grammar
FG350X	First Composition Book - Set of 10		75		\$28.99	5%	\$27.54	Language	Writing & Grammar
FG360	First Picture-Story Composition Book		75		\$2.99	5%	\$2.84	Language	Writing & Grammar
FG360X	First Picture-Story Composition Book - Set of 10		75		\$28.99	5%	\$27.54	Language	Writing & Grammar
FG362	File Folder Pocket Chart		77		\$14.99	5%	\$14.24	Teaching Resources	Pocket Charts & Accessories
FG445	Classic Composition Book		75		\$2.99	5%	\$2.84	Language	Writing & Grammar
FG445X	Classic Composition Book - Set of 10		75		\$28.99	5%	\$27.54	Language	Writing & Grammar
FG465	Classic Primary Composition Book		75		\$2.99	5%	\$2.84	Language	Writing & Grammar
FG465X	Classic Primary Composition Book - Set of 10		75		\$28.99	5%	\$27.54	Language	Writing & Grammar
FG520X	Classic Games for Beginners	236			\$59.99	5%	\$56.99	Games	Board & Dice Games
FG522	Memory Match Game	236			\$12.99	5%	\$12.34	Games	Card Games
FG523	Tic-Tac-Toe Game	236			\$14.99	5%	\$14.24	Games	Board & Dice Games
FG524	Classic Dominoes Game	236			\$9.99	5%	\$9.49	Games	Fine Motor Games
FG639	Yarn Laces with Tips	163			\$12.99	5%	\$12.34	Arts & Crafts	Craft & Collage Materials
FG826	Fold & Go Rolling Cart		143		\$34.99	5%	\$33.24	Teaching Resources	Bins & Organizers
FK109	Bugs Floor Puzzle	61			\$12.99	5%	\$12.34	Puzzles	Floor Puzzles
FK212	Solar System Floor Puzzle	61			\$12.99	5%	\$12.34	Puzzles	Floor Puzzles
FK216	Children of the World Floor Puzzle	61			\$12.99	5%	\$12.34	Puzzles	Floor Puzzles
FK217	Going Places Transportation Floor Puzzles	61			\$12.99	5%	\$12.34	Puzzles	Floor Puzzles
FK223	Ocean Animals Floor Puzzle	61			\$12.99	5%	\$12.34	Puzzles	Floor Puzzles
FK224	Giant Fire Truck Floor Puzzle	61			\$12.99	5%	\$12.34	Puzzles	Floor Puzzles
FK227	U.S.A. Map Floor Puzzle	61			\$12.99	5%	\$12.34	Puzzles	Floor Puzzles
FK228	Four Seasons Floor Puzzles	61			\$12.99	5%	\$12.34	Puzzles	Floor Puzzles
FK230X	Classroom Floor Puzzles - Complete Set	61			\$199.00	5%	\$189.05	Puzzles	Floor Puzzles
FK231	Alphabet Photo Floor Puzzle	61			\$12.99	5%	\$12.34	Puzzles	Floor Puzzles
FK232	Number Train Floor Puzzle	61			\$12.99	5%	\$12.34	Puzzles	Floor Puzzles
FK235	Number Photo Floor Puzzle	61			\$12.99	5%	\$12.34	Puzzles	Floor Puzzles
FK276	Dinosaurs Floor Puzzle	61			\$12.99	5%	\$12.34	Puzzles	Floor Puzzles
FN2924C	Listening Center Headphones	65	65		\$16.99	5%	\$16.14	Music	Audio Equipment & Listening Centers
FN2924CX	Listening Center Headphones - Set of 8	64	65		\$129.00	5%	\$122.55	Music	Audio Equipment & Listening Centers
FR150X	First Little Readers - Complete Library	189			\$249.00	5%	\$236.55	Books	Paperback Books
FR151	First Little Readers - Level A	189			\$84.99	5%	\$80.74	Books	Paperback Books
FR152	First Little Readers - Level B	189			\$84.99	5%	\$80.74	Books	Paperback Books
FR153	First Little Readers - Level C	189			\$84.99	5%	\$80.74	Books	Paperback Books
FR263	Feel & Roll Bumpy Balls	140			\$32.99	5%	\$31.34	Infants & Toddlers	Sensory Development
FR268D	Multicultural Children's Songs CD	63			\$16.99	5%	\$16.14	Music	Music CDs
FR774	Fraction Stax		112		\$26.99	5%	\$25.64	Math	Fractions, Decimals & Percents
FS126	Jumbo Eyedropper Center	219			\$14.99	5%	\$14.24	Science	Science Tools & Equipment
FS244	Kid-Sized Binoculars - Set of 6	219			\$49.99	5%	\$47.49	Science	Science Tools & Equipment
FS326	Super-Safe Prisms - Set of 6	218			\$49.99	5%	\$47.49	Science	Science Tools & Equipment
FS489	Kid-Sized Flashlights - Set of 6	218			\$19.99	5%	\$18.99	Science	Science Tools & Equipment
FS491	Human X-Rays - Set of 18	221			\$31.95	5%	\$30.39	Science	Life Science
FT2496	Craft Sticks	162			\$8.99	5%	\$8.54	Arts & Crafts	Craft & Collage Materials
FT452	Blank Slides - Set of 18		130		\$5.99	5%	\$5.69	Science	Science Tools & Equipment

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FT569D	Kids in Action CD	63		\$15.99	5%	\$15.19	Music	Music CDs
FT824	Puzzle Storage Case	59		\$39.99	5%	\$37.99	Puzzles	Wooden Puzzles
GA328	Learning to Get Along Book Set	229		\$95.50	5%	\$90.73	Social Studies	Social-Emotional & Character Development
GA329	Learning to Get Along Bilingual Book Set	192		\$74.50	5%	\$70.78	Language	Spanish & ELL Materials
GA351	Easy-Punch Alphabet	160		\$79.99	5%	\$75.99	Arts & Crafts	Craft & Collage Materials
GA355	Easy-Punch Design Shapes	160		\$29.99	5%	\$28.49	Arts & Crafts	Craft & Collage Materials
GA920	Ten-Frames Class Set	211	99	\$39.99	5%	\$37.99	Math	Math Manipulatives
GB201	Lakeshore Playground Balls - Complete Set	9		\$89.99	5%	\$85.49	Active Play	Sports & Ball Activities
GB619	Giant Soft Building Blocks	38	17	\$179.00	5%	\$170.05	Blocks & Manipulatives	Unit Blocks & Accessories
GC108	Picture Globe	229		\$44.99	5%	\$42.74	Social Studies	Geography
GC130D	Shake, Rattle & Rock CD	63		\$15.99	5%	\$15.19	Music	Music CDs
GC141	Lowercase Alphabet Dies - 3 1/2"	232		\$229.00	5%	\$217.55	Accessories	Accessories
GC142	Uppercase Alphabet Dies - 3 1/2"	232		\$249.00	5%	\$236.55	Accessories	Accessories
GC143	Number Dies - 3 1/2"	232		\$89.50	5%	\$85.03	Accessories	Accessories
GC144	Teacher's Favorite Dies - 3 1/2" to 4 1/2"	232		\$199.00	5%	\$189.05	Accessories	Accessories
GC145	Die Storage Rack	232		\$24.99	5%	\$23.74	Accessories	Accessories
GC150	Safe & Simple Die-Cut Machine	232		\$99.50	5%	\$94.53	Teaching Resources	Classroom Equipment
GE202GR	Cotton Thermal Blanket - Green	116	13	\$12.99	5%	\$12.34	Classroom Furniture	Rest Mats & Cots
GE202GRZ	Cotton Thermal Blanket - Set of 12 - Green	116		\$149.00	5%	\$141.55	Classroom Furniture	Rest Mats & Cots
GE202WT	Cotton Thermal Blanket - White	116		\$12.99	5%	\$12.34	Classroom Furniture	Rest Mats & Cots
GE202WTZ	Cotton Thermal Blanket - Set of 12 - White	116		\$149.00	5%	\$141.55	Classroom Furniture	Rest Mats & Cots
GE202YE	Cotton Thermal Blanket - Yellow	116		\$12.99	5%	\$12.34	Classroom Furniture	Rest Mats & Cots
GE202YEZ	Cotton Thermal Blanket - Set of 12 - Yellow	116		\$149.00	5%	\$141.55	Classroom Furniture	Rest Mats & Cots
GG101	Daily Language Practice Journal - Gr. 1		23	\$4.49	5%	\$4.27	Language	Multiskill Language Products
GG102	Daily Language Practice Journal - Gr. 1 - Set of 10		23	\$42.99	5%	\$40.84	Language	Multiskill Language Products
GG103	Daily Language Practice Journal - Gr. 2		23	\$4.49	5%	\$4.27	Language	Multiskill Language Products
GG104	Daily Language Practice Journal - Gr. 2 - Set of 10		23	\$42.99	5%	\$40.84	Language	Multiskill Language Products
GG105	Daily Language Practice Journal - Gr. 3		23	\$4.49	5%	\$4.27	Language	Multiskill Language Products
GG106	Daily Language Practice Journal - Gr. 3 - Set of 10		23	\$42.99	5%	\$40.84	Language	Multiskill Language Products
GG107	Daily Language Practice Journal - Gr. 4		23	\$4.49	5%	\$4.27	Language	Multiskill Language Products
GG108	Daily Language Practice Journal - Gr. 4 - Set of 10		23	\$42.99	5%	\$40.84	Language	Multiskill Language Products
GG109	Daily Language Practice Journal - Gr. 5		23	\$4.49	5%	\$4.27	Language	Multiskill Language Products
GG110	Daily Language Practice Journal - Gr. 5 - Set of 10		23	\$42.99	5%	\$40.84	Language	Multiskill Language Products
GG112	Daily Language Practice Journal - Kindergarten		23	\$4.43	5%	\$4.27	Language	Multiskill Language Products
GG113	Daily Language Practice Journal - Kindergarten - Set of 10		23	\$42.99	5%	\$40.84	Language	Multiskill Language Products
GG121	Vocabulary Journal		71	\$3.99	5%	\$3.79	Language	Vocabulary
GG125	Vocabulary Journal - Set of 10		71	\$38.99	5%	\$37.04	Language	Vocabulary
GG139	Build-A-Paragraph Flip Book		67	\$16.99	5%	\$16.14	Language	Writing & Grammar
GG148	A Place for Everyone Circle Time Carpet for 10 Kids - 6' x 9'	98		\$289.00	5%	\$274.55	Classroom Furniture	Classroom Carpets & Rugs
GG166	Goldilocks & the Three Bears Storytelling Puppet Set	168		\$49.99	5%	\$47.49	Language	Oral Language & Storytelling
GG167	The Three Little Pigs Storytelling Puppet Set	168		\$49.99	5%	\$47.49	Language	Oral Language & Storytelling
GG168	The Three Billy Goats Gruff Storytelling Puppet Set	168		\$49.99	5%	\$47.49	Language	Oral Language & Storytelling
GG173	Crinkle-Cut Craft Scissors Center	160		\$34.99	5%	\$33.24	Arts & Crafts	Scissors & Punches
GG174	Crinkle-Cut Craft Scissors - Set of 12	160		\$19.99	5%	\$18.99	Arts & Crafts	Scissors & Punches
GG179	Write & Wipe Pockets Storage Chart		77	\$24.99	5%	\$23.74	Teaching Resources	Pocket Charts & Accessories
GG183	Sight-Word Daily Activity Journal		40	\$4.29	5%	\$4.08	Language	Sight-Words
GG184	Sight-Word Daily Activity Journal - Set of 10		40	\$39.99	5%	\$37.99	Language	Sight-Words
GG187	Sound-It-Out Blends Puzzles	38		\$12.99	5%	\$12.34	Language	Phonics & Word Building
GG197	Sound-It-Out Vowel Combinations Puzzles	38		\$12.99	5%	\$12.34	Language	Phonics & Word Building
GG200X	Sound-It-Out Phonics Puzzles	38		\$35.99	5%	\$35.14	Language	Phonics & Word Building
GG207	Sound-It-Out Digraphs Puzzles	38		\$12.99	5%	\$12.34	Language	Phonics & Word Building
GG216	Roller Coaster Craze: Word Blending Game	36		\$24.99	5%	\$23.74	Games	Board & Dice Games
GG217	Tiki Challenge: Blends & Digraphs Game	36		\$24.99	5%	\$23.74	Games	Board & Dice Games

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GG218	Keeper of the Castle: Long Vowels Game	36	\$24.99	5%	\$23.74	Games	Board & Dice Games
GG219	Jet-Boat Harbor: Short Vowels Game	36	\$24.99	5%	\$23.74	Games	Board & Dice Games
GG245X	Mastering Phonics Games Library	36	\$99.50	5%	\$94.53	Games	Board & Dice Games
GG264	Little Red Riding Hood Storytelling Puppet Set	168	\$49.99	5%	\$47.49	Language	Oral Language & Storytelling
GG265X	Let's Talk! Storytelling Puppets - Complete Set	168	\$199.00	5%	\$189.05	Language	Oral Language & Storytelling
GG266	Giant Sentence Building Cubes	68	\$29.99	5%	\$28.49	Language	Writing & Grammar
GG274	Writing Prompts Journal - Gr. 3-4	70	\$3.99	5%	\$3.79	Language	Writing & Grammar
GG275	Writing Prompts Journal - Gr. 3-4 - Set of 10	70	\$38.99	5%	\$37.04	Language	Writing & Grammar
GG281	Spanish-English Activity Carpet - 9' x 12'	103	\$489.00	5%	\$464.55	Classroom Furniture	Classroom Carpets & Rugs
GG282	Getting Ready to Read Activity Carpet - 6' x 9'	101	\$293.00	5%	\$284.05	Classroom Furniture	Classroom Carpets & Rugs
GG287	Spanish-English Activity Carpet - 6' x 9'	101	\$299.00	5%	\$284.05	Classroom Furniture	Classroom Carpets & Rugs
GG288	Getting Ready to Read Activity Carpet - 9' x 12'	101	\$489.00	5%	\$464.55	Classroom Furniture	Classroom Carpets & Rugs
GG294	Fill-In-The-Blank Phonics Stamps - Set 2	36	\$39.99	5%	\$37.99	Language	Phonics & Word Building
GG296	Behavior Management Pocket Chart Replacement Cards	77	\$5.99	5%	\$5.69	Accessories	Accessories
GG297	Behavior Management Pocket Chart	77	\$26.99	5%	\$25.64	Teaching Resources	Pocket Charts & Accessories
GG299	Fill-In-The-Blank Phonics Stamps - Set 1	36	\$39.99	5%	\$37.99	Language	Phonics & Word Building
GG315X	Reading Comp Games Lib Gr4-5	49	\$149.00	5%	\$141.55	Games	Board & Dice Games
GG338	Take-Home Pouch	143	\$4.99	5%	\$4.74	Teaching Resources	Bins & Organizers
GG338X	Take-Home Pouch - Set of 10	143	\$46.99	5%	\$44.64	Teaching Resources	Bins & Organizers
GG348	Classic Wild Animal Collection	54	\$49.99	5%	\$47.49	Dramatic Play	Animal Playsets
GG357	A Spot for Everyone Classroom Carpet for 20 Kids - 8' x 9' - Blue	104	\$379.00	5%	\$360.05	Classroom Furniture	Classroom Carpets & Rugs
GG358	A Spot for Everyone Classroom Carpet for 30 Kids - 9' x 12' - Blue	104	\$489.00	5%	\$464.55	Classroom Furniture	Classroom Carpets & Rugs
GG365X	Touch & Read Phonics Word Match - Complete Set	34	\$85.00	5%	\$80.75	Language	Phonics & Word Building
GG366	Building Language Discovery Boxes	29	\$59.99	5%	\$56.99	Infants & Toddlers	Books & Language Development
GG367	Touch & Read Blends & Digraphs Match	34	\$29.99	5%	\$28.49	Language	Phonics & Word Building
GG368	Touch & Read Vowel Sounds Match	34	\$29.99	5%	\$28.49	Language	Phonics & Word Building
GG369	Touch & Read CVC Words Match	34	\$29.99	5%	\$28.49	Language	Phonics & Word Building
GG371	Hazard Mountain: Inference Game	49	\$24.99	5%	\$23.74	Games	Board & Dice Games
GG372	Main Street Shopping: Main Idea Game	49	\$24.99	5%	\$23.74	Games	Board & Dice Games
GG373	Capture the Flag: Reading Comprehension Game	49	\$24.99	5%	\$23.74	Games	Board & Dice Games
GG374	Outlast: Reading for Information Game	49	\$24.99	5%	\$23.74	Games	Board & Dice Games
GG375	Quest for the Jewels: Cause & Effect Game	49	\$24.99	5%	\$23.74	Games	Board & Dice Games
GG376	Wipeout! Vocabulary Game	49	\$24.99	5%	\$23.74	Games	Board & Dice Games
GG379	Reusable Write & Wipe Pocket - Set of 30	197	\$59.99	5%	\$56.99	Teaching Resources	Classroom Essentials
GG395X	Phonics Crossword Puzzles Activity Centers - Complete Set	38	\$85.00	5%	\$80.75	Language	Phonics & Word Building
GG396	CVC Words Crossword Puzzles Activity Center	38	\$25.99	5%	\$24.69	Language	Phonics & Word Building
GG397	Vowel Sounds Crossword Puzzles Activity Center	38	\$25.99	5%	\$24.69	Language	Phonics & Word Building
GG398	Blends & Digraphs Crossword Puzzles Activity Center	38	\$25.99	5%	\$24.69	Language	Phonics & Word Building
GG421	Book Display Stand for 20	107	\$26.99	5%	\$25.64	Accessories	Accessories
GG442	Play & Learn Nature Activity Carpet - 6' x 9'	100	\$299.00	5%	\$284.05	Classroom Furniture	Classroom Carpets & Rugs
GG443	Play & Learn Nature Activity Carpet - 9' x 12'	100	\$489.00	5%	\$464.55	Classroom Furniture	Classroom Carpets & Rugs
GG458	Build & Learn Geometric Shapes Kit	107	\$36.99	5%	\$35.14	Math	Shaper & Geometry
GG470X	Touch & Read Phonics Sentence Match - Complete Set	34	\$93.50	5%	\$88.83	Language	Phonics & Word Building
GG471	Touch & Read CVC Words Sentence Match	34	\$34.99	5%	\$33.24	Language	Phonics & Word Building
GG472	Touch & Read Vowel Sounds Sentence Match	34	\$34.99	5%	\$33.24	Language	Phonics & Word Building
GG473	Touch & Read Blends & Digraphs Sentence Match	34	\$34.99	5%	\$33.24	Language	Phonics & Word Building
GG477	A Place for Everyone Classroom Carpet for 12 Kids - 6' x 8'	98	\$279.00	5%	\$265.05	Classroom Furniture	Classroom Carpets & Rugs
GG479	Calming Colors A Place for Everyone Carpet for 12 Kids - 6' x 8'	97	\$279.00	5%	\$265.05	Classroom Furniture	Classroom Carpets & Rugs
GG487	Shapes Discovery Boxes	142	\$59.99	5%	\$56.99	Infants & Toddlers	Cognitive Development
GG520X	Single Student Read-Alongs	190	\$399.00	5%	\$379.05	Books	Read-Alongs
GG547	Geostix Activity Set	81	\$24.99	5%	\$23.74	Math	Math Manipulatives
GG560	Doctor's Office	51	\$29.99	5%	\$28.49	Dramatic Play	Dress-Up & Role Play
GG566	Magnetic Behavior Mgmt Chart	143	\$39.99	5%	\$37.99	Teaching Resources	Classroom Essentials

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GG580X	Hands-On Math Teaching Kits - Gr. 3-5 - Complete Set	83		\$349.00	5%	\$331.55	Math	Math Manipulatives
GG581	Place Value Hands-On Teaching Kit	83		\$89.99	5%	\$85.49	Math	Math Manipulatives
GG582	Place Value Hands-On Student Pack	83		\$5.99	5%	\$5.69	Math	Math Manipulatives
GG583	Fractions & Decimals Hands-On Teaching Kit	83		\$89.99	5%	\$85.49	Math	Math Manipulatives
GG584	Fractions & Decimals Hands-On Student Pack	83		\$5.99	5%	\$5.69	Math	Math Manipulatives
GG585	Area & Perimeter Hands-On Teaching Kit	83		\$89.99	5%	\$85.49	Math	Shapes & Geometry
GG586	Area & Perimeter Hands-On Student Pack	83		\$5.99	5%	\$5.69	Math	Shapes & Geometry
GG587	Multiplying Fractions Hands-On Teaching Kit	83		\$89.99	5%	\$85.49	Math	Math Manipulatives
GG588	Multiplying Fractions Hands-On Student Pack	83		\$5.99	5%	\$5.69	Math	Math Manipulatives
GG601	Classic Forest Animal Collection	54		\$49.99	5%	\$47.49	Dramatic Play	Animal Playsets
GG604	Kids Around the World Activity Carpet - 6' x 9'	102		\$299.00	5%	\$284.05	Classroom Furniture	Classroom Carpets & Rugs
GG605	Kids Around the World Activity Carpet - 9' x 12'	102		\$489.00	5%	\$464.55	Classroom Furniture	Classroom Carpets & Rugs
GG615X	Reading Comp Games Lib Gr1-3	48		\$149.00	5%	\$141.55	Games	Board & Dice Games
GG621	Star Power Premiere: Following Directions Game	48		\$24.99	5%	\$23.74	Games	Board & Dice Games
GG622	Skatepark Rally: Predicting Outcomes Game	48		\$24.99	5%	\$23.74	Games	Board & Dice Games
GG623	Pirate Island: Reading for Details Game	48		\$24.99	5%	\$23.74	Games	Board & Dice Games
GG624	Extra! Extra! Informational Text Game	48		\$24.99	5%	\$23.74	Games	Board & Dice Games
GG625	Kooky Carnival: Context Clues Game	48		\$24.99	5%	\$23.74	Games	Board & Dice Games
GG626	Adventure Camp: Sequencing Game	48		\$24.99	5%	\$23.74	Games	Board & Dice Games
GG627	Up, Up & Away Activity Carpet - 6' x 9'	103		\$299.00	5%	\$284.05	Classroom Furniture	Classroom Carpets & Rugs
GG628	Up, Up & Away Activity Carpet - 9' x 12'	103		\$489.00	5%	\$464.55	Classroom Furniture	Classroom Carpets & Rugs
GG640X	Family Engagement Language Packs - Preschool-Kindergarten - Complete Set	178		\$189.00	5%	\$179.55	Games	Board & Dice Games
GG642	Sight Words Family Engagement Pack	178		\$24.99	5%	\$23.74	Games	Board & Dice Games
GG643	Retelling Family Engagement Pack	178		\$24.99	5%	\$23.74	Language	Oral Language & Storytelling
GG644	Rhyming Family Engagement Pack	178		\$24.99	5%	\$23.74	Games	Board & Dice Games
GG645	Syllables Family Engagement Pack	178		\$24.99	5%	\$23.74	Games	Board & Dice Games
GG646	Letter Identification Family Engagement Pack	178		\$24.99	5%	\$23.74	Games	Board & Dice Games
GG647	Beginning Sounds Family Engagement Pack	178		\$24.99	5%	\$23.74	Games	Board & Dice Games
GG648	Vocabulary Family Engagement Pack	178		\$24.99	5%	\$23.74	Games	Board & Dice Games
GG649	Word Building Family Engagement Pack	178		\$24.99	5%	\$23.74	Games	Board & Dice Games
GG650X	Family Engagement Math Packs - Preschool-Kindergarten - Complete Set	207		\$189.00	5%	\$179.55	Games	Board & Dice Games
GG651	Family Engagement Packs Storage Rack	207		\$39.99	5%	\$37.99	Accessories	Accessories
GG652	Counting Family Engagement Pack	207		\$24.99	5%	\$23.74	Math	Numbers & Counting
GG653	Numbers & Quantities Family Engagement Pack	207		\$24.99	5%	\$23.74	Math	Numbers & Counting
GG654	Comparing Numbers Family Engagement Pack	207		\$24.99	5%	\$23.74	Math	Numbers & Counting
GG655	Addition Family Engagement Pack	207		\$24.99	5%	\$23.74	Games	Board & Dice Games
GG656	Subtraction Family Engagement Pack	207		\$24.99	5%	\$23.74	Games	Board & Dice Games
GG657	Patterning Family Engagement Pack	207		\$24.99	5%	\$23.74	Games	Board & Dice Games
GG658	Measurement Family Engagement Pack	207		\$24.99	5%	\$23.74	Math	Measurement & Data
GG659	Shapes Family Engagement Pack	207		\$24.99	5%	\$23.74	Games	Board & Dice Games
GG675X	Finding Evidence Comprehension Kits - Gr. 4-5 - Complete Set	51		\$299.00	5%	\$284.05	Language	Reading Comprehension & Fluency
GG676	Theme & Main Idea Finding Evidence Kit - Gr. 4-5	51		\$39.99	5%	\$37.99	Language	Reading Comprehension & Fluency
GG677	Summarizing Finding Evidence Kit - Gr. 4-5	51		\$39.99	5%	\$37.99	Language	Reading Comprehension & Fluency
GG678	Point of View Finding Evidence Kit - Gr. 4-5	51		\$39.99	5%	\$37.99	Language	Reading Comprehension & Fluency
GG679	Text Structure Finding Evidence Kit - Gr. 4-5	51		\$39.99	5%	\$37.99	Language	Reading Comprehension & Fluency
GG680	Analyzing Characters Finding Evidence Kit - Gr. 4-5	51		\$39.99	5%	\$37.99	Language	Reading Comprehension & Fluency
GG681	Making Inferences Finding Evidence Kit - Gr. 4-5	51		\$39.99	5%	\$37.99	Language	Reading Comprehension & Fluency
GG682	Analyzing Key Ideas Finding Evidence Kit - Gr. 4-5	51		\$39.99	5%	\$37.99	Language	Reading Comprehension & Fluency
GG683	Compare & Contrast Finding Evidence Kit - Gr. 4-5	51		\$39.99	5%	\$37.99	Language	Reading Comprehension & Fluency
GG709	Upper Grades Leveled Books Classroom Library - Book Bin Set - Level Q (Gr. 4)	50		\$44.99	5%	\$42.74	Books	Paperback Books
GG710X	Upper Grades Leveled Books Classroom Library - Complete Library	59		\$469.00	5%	\$445.55	Books	Paperback Books

Lakeshore 2020 Pricelist is subject to change with the release of new catalogs at the end of January and February of each year.

Lakeshore

Item #	Description	Unit	Quantity	Unit Price	Discount	Net Price	Category	Subcategory
GG711	Upper Grades Leveled Books Classroom Library - Book Bin Set - Level R (Gr. 4)		59	\$44.99	5%	\$42.74	Books	Paperback Books
GG712	Upper Grades Leveled Books Classroom Library - Book Bin Set - Level S (Gr. 4-5)		59	\$46.99	5%	\$44.64	Books	Paperback Books
GG713	Upper Grades Leveled Books Classroom Library - Book Bin Set - Level T (Gr. 5)		59	\$43.99	5%	\$41.79	Books	Paperback Books
GG714	Upper Grades Leveled Books Classroom Library - Book Bin Set - Level U (Gr. 5)		59	\$46.99	5%	\$44.64	Books	Paperback Books
GG715	Upper Grades Leveled Books Classroom Library - Book Bin Set - Level V (Gr. 5-6)		59	\$47.99	5%	\$45.59	Books	Paperback Books
GG716	Upper Grades Leveled Books Classroom Library - Book Bin Set - Level W (Gr. 6)		59	\$50.99	5%	\$48.44	Books	Paperback Books
GG717	Upper Grades Leveled Books Classroom Library - Book Bin Set - Level X (Gr. 6)		59	\$48.99	5%	\$46.54	Books	Paperback Books
GG718	Upper Grades Leveled Books Classroom Library - Book Bin Set - Level Y (Gr. 6)		59	\$46.99	5%	\$44.64	Books	Paperback Books
GG719	Upper Grades Leveled Books Classroom Library - Book Bin Set - Level Z (Gr. 7-8)		59	\$49.99	5%	\$47.49	Books	Paperback Books
GG735	Let's Get Moving! Activity Mats	4		\$49.99	5%	\$47.49	Active Play	Balance & Coordination
GG787	Compare & Contrast Finding Evidence Kit - Gr. 2-3		50	\$39.99	5%	\$37.99	Language	Reading Comprehension & Fluency
GG788	Making Inferences Finding Evidence Kit - Gr. 2-3		50	\$39.99	5%	\$37.99	Language	Reading Comprehension & Fluency
GG789	Author's Purpose Finding Evidence Kit - Gr. 2-3		50	\$39.99	5%	\$37.99	Language	Reading Comprehension & Fluency
GG790	Main Idea Finding Evidence Kit - Gr. 2-3		50	\$39.99	5%	\$37.99	Language	Reading Comprehension & Fluency
GG792	Character Traits Finding Evidence Kit - Gr. 2-3		50	\$39.99	5%	\$37.99	Language	Reading Comprehension & Fluency
GG794	Text Features Finding Evidence Kit - Gr. 2-3		50	\$39.99	5%	\$37.99	Language	Reading Comprehension & Fluency
GG795X	Finding Evidence Comprehension Kits - Gr. 2-3 - Complete Set		50	\$299.00	5%	\$284.05	Language	Reading Comprehension & Fluency
GG796	Point of View Finding Evidence Kit - Gr. 2-3		50	\$39.99	5%	\$37.99	Language	Reading Comprehension & Fluency
GG797	Key Details Finding Evidence Kit - Gr. 2-3		50	\$39.99	5%	\$37.99	Language	Reading Comprehension & Fluency
GG809	Stack & Build Simple Words	187		\$39.99	5%	\$37.99	Language	Phonics & Word Building
GG819	Read-Along Storage Unit Only		65	\$119.00	5%	\$113.05	Accessories	Accessories
GG820	Read-Along Listening Center		65	\$269.00	5%	\$255.55	Music	Audio Equipment & Listening Centers
GG822	Hopscotch Carpet	7		\$49.99	5%	\$47.49	Games	Outdoor Games
GG824	Indoor/Outdoor 3-Station Easel	148		\$219.00	5%	\$208.05	Arts & Crafts	Art Easels & Drying Racks
GG825	Read-Along Storage Box Only	190		\$69.99	5%	\$66.49	Accessories	Accessories
GG834	See-Inside Storage Pouch	198		\$5.99	5%	\$5.69	Teaching Resources	Bins & Organizers
GG834X	See-Inside Storage Pouch - Set of 10	198		\$58.99	5%	\$56.04	Teaching Resources	Bins & Organizers
GG837	English Alphabet Books	184		\$59.99	5%	\$56.99	Language	Alphabet
GG843	Ten-Frames Hands-On Student Pack		82	\$5.99	5%	\$5.69	Math	Math Manipulatives
GG844	Money Hands-On Student Pack		82	\$5.99	5%	\$5.69	Math	Math Manipulatives
GG845	Base 10 Hands-On Student Pack		82	\$5.99	5%	\$5.69	Math	Math Manipulatives
GG847	Fractions Hands-On Student Pack		82	\$5.99	5%	\$5.69	Math	Math Manipulatives
GG860X	Learning Science Libraries - Gr. 1-3		132	\$259.00	5%	\$246.05	Science	Multiskill Science Products
GG862	Rocks & Soil Book Library - Gr. 1-3		133	\$30.50	5%	\$28.98	Science	Earth & Space Science
GG863	Insects Book Library - Gr. 1-3		133	\$33.50	5%	\$31.83	Science	Life Science
GG864	Force & Motion Book Library - Gr. 1-3		133	\$28.50	5%	\$27.08	Science	Physical Science
GG865	Plants Book Library - Gr. 1-3		133	\$36.50	5%	\$34.68	Science	Life Science
GG866	Animals Book Library - Gr. 1-3		133	\$30.50	5%	\$28.98	Science	Life Science
GG867	Matter Book Library - Gr. 1-3		133	\$36.50	5%	\$34.68	Science	Physical Science
GG868	Solar System Book Library - Gr. 1-3		133	\$34.50	5%	\$32.78	Science	Earth & Space Science
GG869	Weather Book Library - Gr. 1-3		133	\$31.50	5%	\$29.93	Science	Earth & Space Science
GG872	Lakeshore Community Garages - Set of 8	35		\$79.99	5%	\$75.99	Blocks & Manipulatives	Unit Blocks & Accessories
GG901	Money Hands-On Teaching Kit		82	\$83.99	5%	\$80.49	Math	Math Manipulatives

Lakeshore 2020 Pricelist is subject to change with the release of new catalogs at the end of January and February of each year.

Item #	Description	Qty	Unit Price	Discount	Net Price	Category	Subcategory
GG902	Base 10 Hands-On Teaching Kit	82	\$89.99	5%	\$85.49	Math	Math Manipulatives
GG904	Fractions Hands-On Teaching Kit	82	\$89.99	5%	\$85.49	Math	Math Manipulatives
GG905X	Hands-On Math Teaching Kits - K-Gr. 3 - Complete Set	82	\$349.00	5%	\$331.55	Math	Math Manipulatives
GG906	Ten-Frames Hands-On Teaching Kit	82	\$89.99	5%	\$85.49	Math	Math Manipulatives
GG907	A Spot for Everyone Classroom Carpet for 20 Kids - 8' x 9' - Green	104	\$379.00	5%	\$360.05	Classroom Furniture	Classroom Carpets & Rugs
GG908	A Spot for Everyone Classroom Carpet for 30 Kids - 9' x 12' - Green	104	\$489.00	5%	\$464.55	Classroom Furniture	Classroom Carpets & Rugs
GG909	Upper Grades Leveled Books Classroom Library - Books Only - Level Q (Gr. 4)	59	\$34.00	5%	\$32.30	Books	Paperback Books
GG911	Upper Grades Leveled Books Classroom Library - Books Only - Level R (Gr. 4)	59	\$34.00	5%	\$32.30	Books	Paperback Books
GG912	Upper Grades Leveled Books Classroom Library - Books Only - Level S (Gr. 4-5)	59	\$36.00	5%	\$34.20	Books	Paperback Books
GG913	Upper Grades Leveled Books Classroom Library - Books Only - Level T (Gr. 5)	59	\$33.00	5%	\$31.35	Books	Paperback Books
GG914	Upper Grades Leveled Books Classroom Library - Books Only - Level U (Gr. 5)	59	\$36.00	5%	\$34.20	Books	Paperback Books
GG915	Upper Grades Leveled Books Classroom Library - Books Only - Level V (Gr. 5-6)	59	\$37.00	5%	\$35.15	Books	Paperback Books
GG916	Upper Grades Leveled Books Classroom Library - Books Only - Level W (Gr. 6)	59	\$40.00	5%	\$38.00	Books	Paperback Books
GG917	Upper Grades Leveled Books Classroom Library - Books Only - Level X (Gr. 6)	59	\$38.00	5%	\$36.10	Books	Paperback Books
GG918	Upper Grades Leveled Books Classroom Library - Books Only - Level Y (Gr. 6)	59	\$36.00	5%	\$34.20	Books	Paperback Books
GG919	Upper Grades Leveled Books Classroom Library - Books Only - Level Z (Gr. 7-8)	59	\$39.00	5%	\$37.05	Books	Paperback Books
GG929	Air, Land & Sea Hardwood Vehicles	36	\$26.99	5%	\$25.64	Blocks & Manipulatives	Unit Blocks & Accessories
GG932	Mini Hardwood Vehicles - Set of 35	45	\$29.99	5%	\$28.49	Dramatic Play	Cars, Trucks & Trains
GG948	Fiction Read & Sequence Comprehension Puzzles	46	\$16.99	5%	\$16.14	Language	Reading Comprehension & Fluency
GG949	Nonfiction Read & Sequence Comprehension Puzzles	46	\$16.99	5%	\$16.14	Language	Reading Comprehension & Fluency
GG954	Word Building Tiles	187	\$5.99	5%	\$5.69	Language	Phonics & Word Building
GG955	Word Building Tiles - Class Set	187	\$89.99	5%	\$85.49	Language	Phonics & Word Building
GG958	Prefix & Suffix Word Building Tiles - Class Set	29	\$89.99	5%	\$85.49	Language	Vocabulary
GG959	Prefix & Suffix Word Building Tiles	29	\$5.99	5%	\$5.69	Language	Vocabulary
GG963BU	Help-Yourself Book Bin - Blue	198	\$7.99	5%	\$7.59	Teaching Resources	Bins & Organizers
GG963GR	Help-Yourself Book Bin - Green	198	\$7.99	5%	\$7.59	Teaching Resources	Bins & Organizers
GG963RD	Help-Yourself Book Bin - Red	198	\$7.99	5%	\$7.59	Teaching Resources	Bins & Organizers
GG963RG	Help-Yourself Book Bin - Orange	198	\$7.99	5%	\$7.59	Teaching Resources	Bins & Organizers
GG963VT	Help-Yourself Book Bin - Purple	198	\$7.99	5%	\$7.59	Teaching Resources	Bins & Organizers
GG963YE	Help-Yourself Book Bin - Yellow	198	\$7.99	5%	\$7.59	Teaching Resources	Bins & Organizers
GG964	Large Take-Home Backpack	143	\$21.99	5%	\$20.89	Teaching Resources	Bins & Organizers
GG964X	Large Take-Home Backpack - Set of 10	143	\$199.00	5%	\$189.05	Teaching Resources	Bins & Organizers
GG965X	Help-Yourself Book Bins - Set of 6 Colors	198	\$44.99	5%	\$42.74	Teaching Resources	Bins & Organizers
GG975	Self-Inking Teacher Stamps - Set 1	141	\$19.99	5%	\$18.99	Teaching Resources	Classroom Essentials
GG978	Self-Inking Teacher Stamps - Set 2	141	\$19.99	5%	\$18.99	Teaching Resources	Classroom Essentials
GG979	Spanish Self-Inking Teacher Stamps	141	\$19.99	5%	\$18.99	Teaching Resources	Classroom Essentials
GG991	Growth Mindset Daily Practice Journal - Gr. 1-2	71	\$4.49	5%	\$4.27	Language	Reading Comprehension & Fluency
GG992	Growth Mindset Daily Practice Journal - Gr. 1-2 - Set of 10	71	\$42.99	5%	\$40.84	Language	Reading Comprehension & Fluency
GG993	Growth Mindset Daily Practice Journal - Gr. 3-5	71	\$4.49	5%	\$4.27	Language	Reading Comprehension & Fluency
GG994	Growth Mindset Daily Practice Journal - Gr. 3-5 - Set of 10	71	\$42.99	5%	\$40.84	Language	Reading Comprehension & Fluency
GM706	Grammar Tales Book Set	69	\$39.99	5%	\$37.99	Language	Writing & Grammar
GR117	Pencil Grips - Pack of 12	199	\$22.99	5%	\$21.84	Teaching Resources	Classroom Essentials

Product #	Description	Qty	Unit Price	Total Price	Discount	Net Price	Category	Subcategory
GR212	Writing Claws - Set of 12	199		\$19.99	5%	\$18.99	Teaching Resources	Classroom Essentials
GR242	See It Grow Plant Lab	216		\$29.99	5%	\$28.49	Science	Life Science
GR290	Classroom-Safe Glider Rocker	116		\$499.00	5%	\$474.05	Infants & Toddlers	Furniture
GR501	Social-Emotional Paperback Library - K-Gr. 1		136	\$76.50	5%	\$72.68	Social Studies	Social-Emotional & Character Development
GR502	Social-Emotional Paperback Library - Gr. 2-3		136	\$75.50	5%	\$71.73	Social Studies	Social-Emotional & Character Development
GR503	Social-Emotional Paperback Library - Gr. 4-5		136	\$79.50	5%	\$75.53	Social Studies	Social-Emotional & Character Development
GR700	Life Cycle Sequencing Kit	215		\$29.99	5%	\$28.49	Science	Life Science
GS304	Jumbo Soft Dice	205		\$19.99	5%	\$18.99	Math	Math Manipulatives
GS364	Geostix	30		\$29.99	5%	\$28.49	Blocks & Manipulatives	Building Sets
GS454	Safety Scissors	160		\$1.79	5%	\$1.70	Arts & Crafts	Scissors & Punches
GS454Z	Safety Scissors - Set of 12	160		\$19.99	5%	\$18.99	Arts & Crafts	Scissors & Punches
GS531	Synonyms Bingo		68	\$10.99	5%	\$10.44	Games	Bingo Games
GS532	Homophones Bingo		68	\$10.99	5%	\$10.44	Games	Bingo Games
GS534	Parts of Speech Bingo		68	\$10.99	5%	\$10.44	Games	Bingo Games
GS536	Prefixes & Suffixes Bingo		68	\$10.99	5%	\$10.44	Games	Bingo Games
GS540X	Vocabulary & Grammar Bingo Library		68	\$39.99	5%	\$37.99	Games	Bingo Games
GT278	Write & Wipe Graphing Boards - Set of 30		111	\$29.99	5%	\$28.49	Math	Measurement & Data
GT279	Write & Wipe Graphing Boards with X-Y Axis - Set of 30		111	\$29.99	5%	\$28.49	Math	Measurement & Data
GT539	Hands-On Teaching Globe		139	\$39.99	5%	\$37.99	Social Studies	Geography
HH128	Outdoor Classroom Cart with Cover	2		\$399.00	5%	\$379.05	Active Play	Balance & Coordination
HH131	Can Do! Phonic Awareness Game - Gr. 1-2		22	\$19.99	5%	\$18.99	Games	Card Games
HH132	Can Do! Vowel Sounds Game - Gr. 1-2		22	\$19.99	5%	\$18.99	Games	Card Games
HH133	Can Do! Word Families Game - Gr. 1-2		22	\$19.99	5%	\$18.99	Games	Card Games
HH134	Can Do! Sight-Words Game - Gr. 1-2		22	\$19.99	5%	\$18.99	Games	Card Games
HH144	Glue Pump	161		\$22.99	5%	\$21.84	Accessories	Accessories
HH149	Fiction & Nonfiction Paired Passages - Gr. 1		47	\$49.99	5%	\$47.49	Language	Reading Comprehension & Fluency
HH151	Fiction & Nonfiction Paired Passages - Gr. 2		47	\$49.99	5%	\$47.49	Language	Reading Comprehension & Fluency
HH152	Fiction & Nonfiction Paired Passages - Gr. 3		47	\$49.99	5%	\$47.49	Language	Reading Comprehension & Fluency
HH153	Fiction & Nonfiction Paired Passages - Gr. 4		47	\$49.99	5%	\$47.49	Language	Reading Comprehension & Fluency
HH154	Fiction & Nonfiction Paired Passages - Gr. 5		47	\$49.99	5%	\$47.49	Language	Reading Comprehension & Fluency
HH166	Fill It Up! Fine Motor Jars	27		\$39.99	5%	\$37.99	Blocks & Manipulatives	Fine Motor Development
HH169	Super-Safe Light-Up Water Table	12		\$399.00	5%	\$379.05	Sand & Water	Sand & Water Tables
HH175	United States Government Resource Box - Gr. 4-5		137	\$99.50	5%	\$94.53	Social Studies	History & Government
HH188	Reading Corner Classroom Carpet		60	\$179.00	5%	\$170.05	Classroom Furniture	Classroom Carpets & Rugs
HH219	Can Do! Magnification Discovery Kit	216		\$24.99	5%	\$23.74	Science	Physical Science
HH220	Can Do! Sink or Float Discovery Kit	216		\$24.99	5%	\$23.74	Science	Physical Science
HH221	Can Do! Color & Light Discovery Kit	216		\$24.99	5%	\$23.74	Science	Physical Science
HH222	Can Do! Magnets Discovery Kit	216		\$24.99	5%	\$23.74	Science	Physical Science
HH223	Can Do! Motion Discovery Kit	216		\$24.99	5%	\$23.74	Science	Physical Science
HH224	Can Do! Sound Discovery Kit	216		\$24.99	5%	\$23.74	Science	Physical Science
HH225X	Can Do! Science Discovery Kits - Complete Set	216		\$149.00	5%	\$141.55	Science	Physical Science
HH238	Treehouse Imagination Builders	24		\$49.99	5%	\$47.49	Blocks & Manipulatives	Building Sets
HH239	Pose & Play Kids - Set of 4	24		\$14.99	5%	\$14.24	Dramatic Play	Dolls & Accessories
HH281	Early Years Ball Toss	134		\$79.99	5%	\$75.99	Infants & Toddlers	Gross Motor Skills
HH288	Easy-Squeeze Fine Motor Scoops - Set of 10	27		\$14.99	5%	\$14.24	Blocks & Manipulatives	Fine Motor Development
HH331	Heavy-Duty Premium Wobble Chair - 12"	76		\$69.99	5%	\$66.49	Classroom Furniture	Chairs & Seating
HH332	Heavy-Duty Premium Wobble Chair - 14"	76		\$79.99	5%	\$75.99	Classroom Furniture	Chairs & Seating
HH333	Heavy-Duty Premium Wobble Chair - 16"	76		\$89.99	5%	\$85.49	Classroom Furniture	Chairs & Seating
HH334	Place Value Folder Game Library - Gr. 4-5		87	\$39.99	5%	\$37.99	Games	File Folder Games
HH335X	Math Folder Game Libraries - Gr. 4-5 - Complete Set		87	\$149.00	5%	\$141.55	Games	File Folder Games
HH336	Fractions & Decimals Folder Game Library - Gr. 4-5		87	\$39.99	5%	\$37.99	Games	File Folder Games
HH337	Geometry & Measurement Folder Game Library - Gr. 4-5		87	\$39.99	5%	\$37.99	Games	File Folder Games
HH344	Stack & Build Emotion Kids	27		\$29.99	5%	\$28.49	Social Studies	Social-Emotional & Character Development

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ITEM #	DESCRIPTION	QTY	UNIT PRICE	DISC %	DISC AMT	NET PRICE	CATEGORY	SUBCATEGORY
HH345	What Should You Do? A Game of Consequences	136	\$19.99	5%	\$18.99		Games	Board & Dice Games
HH400X	Math Instant Learning Centers - Gr. 2-3	95	\$269.00	5%	\$255.55		Math	Multiskill Math Products
HH410X	Can Do! Reading Games - Gr. 1-2 - Complete Set	22	\$149.00	5%	\$141.55		Games	Card Games
HH411	Can Do! Vocabulary Game - Gr. 1-2	22	\$19.99	5%	\$18.99		Games	Card Games
HH412	Can Do! Language Skills Game - Gr. 1-2	22	\$19.99	5%	\$18.99		Games	Card Games
HH414	Just Like Home Kitchen Playset	44	\$29.99	5%	\$28.49		Dramatic Play	Kitchen & House Play
HH423	Operations & Algebraic Thinking Folder Game Library - Gr. 4-5	87	\$39.99	5%	\$37.99		Games	File Folder Games
HH438	Write & Wipe Magnet Bars - Set of 6	4	\$14.99	5%	\$14.24		Teaching Resources	Classroom Essentials
HH439	Can Do! Phonics Game - Gr. 1-2	22	\$19.99	5%	\$18.99		Games	Card Games
HH447	Store-It-All Wall Unit	117	\$299.00	5%	\$284.05		Infants & Toddlers	Furniture
HH455	Nameplate Display Trays - Set of 6	231	\$24.99	5%	\$23.74		Teaching Resources	Classroom Essentials
HH460X	Early Math Folder Game Libraries - Pre K-K - Complete Set	205	\$149.00	5%	\$141.55		Games	File Folder Games
HH461	Numbers & Counting Folder Game Library - Pre K-K	205	\$39.99	5%	\$37.99		Games	File Folder Games
HH462	Beginning Operations Folder Game Library - Pre K-K	205	\$39.99	5%	\$37.99		Games	File Folder Games
HH463	Patterning & Sorting Folder Game Library - Pre K-K	205	\$39.99	5%	\$37.99		Games	File Folder Games
HH464	Shapes & Measurement Folder Game Library - Pre K-K	205	\$39.99	5%	\$37.99		Games	File Folder Games
HH492	Elapsed Time Instant Learning Center	95	\$34.99	5%	\$33.24		Math	Time
HH494	Comparing Numbers Instant Learning Center	95	\$34.99	5%	\$33.24		Math	Numbers & Counting
HH495	Beginning Multiplication Instant Learning Center	95	\$34.99	5%	\$33.24		Math	Basic Operations
HH496	Algebraic Thinking Instant Learning Center	95	\$34.99	5%	\$33.24		Math	Basic Operations
HH497	Number Sense Instant Learning Center	95	\$34.99	5%	\$33.24		Math	Basic Operations
HH498	Problem Solving Instant Learning Center	95	\$34.99	5%	\$33.24		Math	Basic Operations
HH506	What's the Sound? Mystery Capsules	219	\$29.99	5%	\$28.49		Sensory Exploration	Sensory Play
HH507	Can Do! Comprehension Game - Gr. 1-2	22	\$19.99	5%	\$18.99		Games	Card Games
HH509	Touch & Feel Mystery Capsules	219	\$29.99	5%	\$28.49		Sensory Exploration	Sensory Play
HH519	All Kinds of Families Puzzle Set	61	\$79.99	5%	\$75.99		Puzzles	Wooden Puzzles
HH576	Learning Lacers	29	\$29.99	5%	\$28.49		Blocks & Manipulatives	Fine Motor Development
HH578	Soft & Safe Pots & Pans	137	\$32.99	5%	\$31.34		Infants & Toddlers	Social-Emotional Development
HH580	Mammals Specimen Center	214	\$32.99	5%	\$31.34		Science	Life Science
HH582	Birds Specimen Center	214	\$32.99	5%	\$31.34		Science	Life Science
HH583	Sea Life Specimen Center	214	\$32.99	5%	\$31.34		Science	Life Science
HH584	Reptiles Specimen Center	214	\$32.99	5%	\$31.34		Science	Life Science
HH585	Insects Specimen Center	214	\$32.99	5%	\$31.34		Science	Life Science
HH590X	Hands-On Science Specimen Centers - Complete Set	214	\$159.00	5%	\$151.05		Science	Life Science
HH601	Lakeshore Easy-Grip Sponge Painters - Uppercase	149	\$34.99	5%	\$33.24		Arts & Crafts	Paint & Painting Accessories
HH602	Lakeshore Easy-Grip Sponge Painters - Lowercase	149	\$34.99	5%	\$33.24		Arts & Crafts	Paint & Painting Accessories
HH603	Lakeshore Easy-Grip Sponge Painters - Numbers	149	\$14.99	5%	\$14.24		Arts & Crafts	Paint & Painting Accessories
HH618	Pull & Reveal Animal Skeleton Cards	214	\$39.99	5%	\$37.99		Science	Life Science
HH623BU	Comfy Toddler Couch - Blue	119	\$269.00	5%	\$255.55		Infants & Toddlers	Furniture
HH623RD	Comfy Toddler Couch - Red	119	\$269.00	5%	\$255.55		Infants & Toddlers	Furniture
HH625BU	Comfy Toddler Chair - Blue	119	\$219.00	5%	\$208.05		Infants & Toddlers	Furniture
HH625RD	Comfy Toddler Chair - Red	119	\$219.00	5%	\$208.05		Infants & Toddlers	Furniture
HH640	Arch Blocks	37	\$69.99	5%	\$66.49		Blocks & Manipulatives	Unit Blocks & Accessories
HH642	Indestructible Pots & Pans Playset	40	\$29.99	5%	\$28.49		Dramatic Play	Kitchen & House Play
HH650X	Big Book Storytelling Activity Kits - Complete Set	173	\$499.00	5%	\$474.05		Language	Oral Language & Storytelling
HH651	Mouse Paint Big Book Activity Kit	173	\$64.99	5%	\$61.74		Language	Oral Language & Storytelling
HH652	Dinosaurs, Dinosaurs Big Book Activity Kit	173	\$64.99	5%	\$61.74		Language	Oral Language & Storytelling
HH653	Silly Sally Big Book Activity Kit	173	\$64.99	5%	\$61.74		Language	Oral Language & Storytelling
HH654	If You Give a Mouse a Cookie Big Book Activity Kit	173	\$64.99	5%	\$61.74		Language	Oral Language & Storytelling
HH655	In the Tall, Tall Grass Big Book Activity Kit	173	\$64.99	5%	\$61.74		Language	Oral Language & Storytelling
HH656	The Cow That Went Onk Big Book Activity Kit	173	\$64.99	5%	\$61.74		Language	Oral Language & Storytelling
HH657	The Seals on the Bus Big Book Activity Kit	173	\$64.99	5%	\$61.74		Language	Oral Language & Storytelling
HH658	From Caterpillar to Butterfly Big Book Activity Kit	173	\$64.99	5%	\$61.74		Language	Oral Language & Storytelling

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Item #	Description	Qty	Unit Price	Total Price	Category	Sub-Category
HH668	Bamboo Building Blocks - Starter Set	39	\$49.99	\$47.49	Blocks & Manipulatives	Building Sets
HH669	Bamboo Building Blocks - Master Set	39	\$79.99	\$75.99	Blocks & Manipulatives	Building Sets
HH672	Colors of Nature Classroom Carpet for 20 Kids - 6' x 9'	97	\$299.00	\$284.05	Classroom Furniture	Classroom Carpets & Rugs
HH673	Colors of Nature Classroom Carpet for 30 Kids - 9' x 12'	97	\$489.00	\$464.55	Classroom Furniture	Classroom Carpets & Rugs
HH695	Pop & Learn! Letters & Numbers Game	236	\$29.99	\$28.49	Games	Board & Dice Games
HH706	Flip & Read Sight Word Sentences	41	\$49.99	\$47.49	Language	Sight Words
HH710	Shake & Move Ribbon Bells - Set of 6	7	\$29.99	\$28.49	Music	Musical Instruments
HH716BU	Super-Soft Fleece Blanket - Blue	117	\$12.99	\$12.34	Classroom Furniture	Rest Mats & Cots
HH716BUZ	Super-Soft Fleece Blanket - Set of 12 - Blue	117	\$149.00	\$141.55	Classroom Furniture	Rest Mats & Cots
HH716GR	Super-Soft Fleece Blanket - Green	117	\$12.99	\$12.34	Classroom Furniture	Rest Mats & Cots
HH716GRZ	Super-Soft Fleece Blanket - Set of 12 - Green	117	\$149.00	\$141.55	Classroom Furniture	Rest Mats & Cots
HH716YE	Super-Soft Fleece Blanket - Yellow	117	\$12.99	\$12.34	Classroom Furniture	Rest Mats & Cots
HH716YEZ	Super-Soft Fleece Blanket - Set of 12 - Yellow	117	\$149.00	\$141.55	Classroom Furniture	Rest Mats & Cots
HH721	Toddler Dollhouse with Soft Furniture	138	\$159.00	\$151.05	Infants & Toddlers	Social-Emotional Development
HH725X	Self-Checking Math Match-Ups - Complete Set	88	\$49.99	\$47.49	Math	Multiskill Math Products
HH726	Number Patterns Match-Ups	88	\$12.99	\$12.34	Math	Numbers & Counting
HH727	Equation Match-Ups	88	\$12.99	\$12.34	Math	Basic Operations
HH728	Numbers to 100 Match-Ups	88	\$12.99	\$12.34	Math	Numbers & Counting
HH729	Word Problems Match-Ups	88	\$12.99	\$12.34	Math	Basic Operations
HH739	Addition & Subtraction Strategies Instant Learning Center	95	\$34.99	\$33.24	Math	Basic Operations
HH742	Easy-Climb Step Stool	128	\$269.00	\$255.55	Infants & Toddlers	Furniture
HH745X	Pop & Match Beginning Phonics Games - Complete Set	37	\$115.00	\$109.25	Games	Board & Dice Games
HH746	Pop & Match Beginning Sounds Game Box	37	\$39.99	\$37.99	Games	Board & Dice Games
HH747	Pop & Match Middle Sounds Game Box	37	\$39.99	\$37.99	Games	Board & Dice Games
HH748	Pop & Match Ending Sounds Game Box	37	\$39.99	\$37.99	Games	Board & Dice Games
HH759	Fine Motor Scissor Scoops - Set of 4	26	\$14.99	\$14.24	Blocks & Manipulatives	Fine Motor Development
HH765	Linking Number Monkeys	29	\$29.99	\$28.49	Math	Numbers & Counting
HH781	Understanding Fractions Instant Learning Center	95	\$34.99	\$33.24	Math	Fractions, Decimals & Percents
HH806	Treehouse Furniture Set	47	\$139.00	\$132.05	Dramatic Play	Dolls & Accessories
HH817	Lakeshore Giant Treehouse	47	\$199.00	\$189.05	Dramatic Play	Dolls & Accessories
HH827	Hardwood Construction Vehicles	37	\$29.99	\$28.49	Blocks & Manipulatives	Unit Blocks & Accessories
HH828	Children's Timer - Set of 6	233	\$39.99	\$37.99	Teaching Resources	Classroom Equipment
HH829	Children's Timer	233	\$6.99	\$6.64	Teaching Resources	Classroom Equipment
HH844	Classic Birch Reading Nook	86	\$699.00	\$664.05	Classroom Furniture	Chairs & Seating
HH866	Build-It-Yourself Woodworking Kit	164	\$39.99	\$37.99	Blocks & Manipulatives	Building Sets
HH870X	Building Vocabulary Listening Center Skill Packs - Complete Set	28	\$179.00	\$170.05	Language	Vocabulary
HH871	Multiple Meanings Listening Center Skill Pack	28	\$29.99	\$28.49	Language	Vocabulary
HH872	Prefixed Listening Center Skill Pack	28	\$29.99	\$28.49	Language	Vocabulary
HH873	Suffixes Listening Center Skill Pack	28	\$29.99	\$28.49	Language	Vocabulary
HH874	Synonyms Listening Center Skill Pack	28	\$29.99	\$28.49	Language	Vocabulary
HH875	Antonyms Listening Center Skill Pack	28	\$29.99	\$28.49	Language	Vocabulary
HH876	Using Context Clues Listening Center Skill Pack	28	\$29.99	\$28.49	Language	Vocabulary
HH877	Store & Explore Science Cart	217	\$399.00	\$379.05	Classroom Furniture	Storage Units
HH878	Linking Letter Monkeys - Uppercase	25	\$29.99	\$28.49	Blocks & Manipulatives	Fine Motor Development
HH879	Linking Letter Monkeys - Lowercase	29	\$29.99	\$28.49	Blocks & Manipulatives	Fine Motor Development
HH919	Lakeshore Grocery Set	43	\$49.99	\$47.49	Dramatic Play	Kitchen & House Play
HH956BU	Premium Wobble Chair - 12" - Blue	93	\$69.99	\$66.49	Classroom Furniture	Chairs & Seating
HH956GR	Premium Wobble Chair - 12" - Green	93	\$69.99	\$66.49	Classroom Furniture	Chairs & Seating
HH956RD	Premium Wobble Chair - 12" - Red	93	\$69.99	\$66.49	Classroom Furniture	Chairs & Seating
HH957BU	Premium Wobble Chair - 14" - Blue	93	\$79.99	\$75.99	Classroom Furniture	Chairs & Seating
HH957GR	Premium Wobble Chair - 14" - Green	93	\$79.99	\$75.99	Classroom Furniture	Chairs & Seating
HH957RD	Premium Wobble Chair - 14" - Red	93	\$79.99	\$75.99	Classroom Furniture	Chairs & Seating
HH958BU	Premium Wobble Chair - 16" - Blue	93	\$89.99	\$85.49	Classroom Furniture	Chairs & Seating

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Item #	Description	QTY	QTY	QTY	QTY	QTY	QTY	QTY	QTY
HH958GR	Premium Wobble Chair - 16" - Green	93			\$89.99	5%	\$85.49	Classroom Furniture	Chairs & Seating
HH958RD	Premium Wobble Chair - 16" - Red	93			\$89.99	5%	\$85.49	Classroom Furniture	Chairs & Seating
HH965X	Pop & Add Games - Complete Set	206			\$89.99	5%	\$85.49	Math	Basic Operations
HH966	Pop & Add to 12 Game	206			\$27.99	5%	\$26.59	Math	Basic Operations
HH967	Pop & Add to 20 Game	206			\$29.99	5%	\$28.49	Math	Basic Operations
HH968	Pop & Add to 30 Game	206			\$32.99	5%	\$31.34	Math	Basic Operations
HH970	Ready for Preschool Backpack	174			\$27.99	5%	\$26.59	Language	Multiskill Language Products
HH970X	Ready for Preschool Backpack - Set of 10	174			\$269.00	5%	\$255.55	Language	Multiskill Language Products
HH978	Building Fractions Activity Center		112		\$49.99	5%	\$47.49	Math	Fractions, Decimals & Percents
HH990X	Soft & Safe Families - Complete Set	138			\$119.00	5%	\$113.05	Infants & Toddlers	Social-Emotional Development
HH991	Soft & Safe Dolls - African American Family	138		17	\$29.99	5%	\$28.49	Infants & Toddlers	Social-Emotional Development
HH992	Soft & Safe Dolls - Caucasian Family	138		17	\$29.99	5%	\$28.49	Infants & Toddlers	Social-Emotional Development
HH993	Soft & Safe Dolls - Asian Family	138		9	\$29.99	5%	\$28.49	Infants & Toddlers	Social-Emotional Development
HH994	Soft & Safe Dolls - Hispanic Family	138		9	\$29.99	5%	\$28.49	Infants & Toddlers	Social-Emotional Development
HL125	Jumbo Colored Craft Sticks	162	133		\$2.99	5%	\$2.84	STEM	Building & Engineering
HL150	Colored Craft Sticks	162			\$8.99	5%	\$8.54	Arts & Crafts	Craft & Collage Materials
HM231	American Heritage Children's Dictionary		69		\$21.99	5%	\$20.89	Language	Writing & Grammar
ID9890	Adjustable Chart Stand	201			\$59.99	5%	\$56.99	Teaching Resources	Pocket Charts & Accessories
JC13	Rhythm Stick Activity Kit	7		28	\$34.99	5%	\$33.24	Music	Musical Instruments
JD642	Lakeshore Student Clocks - Set of 12		108		\$24.99	5%	\$23.74	Math	Time
JJ105	Classic Birch Coat Lockers for 8	84			\$429.00	5%	\$407.55	Classroom Furniture	Storage Units
JJ106	Classic Birch Coat Lockers for 10	84			\$479.00	5%	\$455.05	Classroom Furniture	Storage Units
JJ110	Regular At-Your-Seat Storage Sack (15" h x 16 1/4" w)	231	143		\$12.99	5%	\$12.34	Teaching Resources	Bins & Organizers
JJ110X	Regular At-Your-Seat Storage Sack (15" h x 16 1/4" w) - Set of 10	231	143		\$119.00	5%	\$113.05	Teaching Resources	Bins & Organizers
JJ120	Extra-Large At-Your-Seat Storage Sack (15" h x 18" w)		143		\$13.99	5%	\$13.29	Teaching Resources	Bins & Organizers
JJ120X	Extra-Large At-Your-Seat Storage Sack (15" h x 18" w) - Set of 10		143		\$129.00	5%	\$122.55	Teaching Resources	Bins & Organizers
JJ126	Numbers & Counting Rubbing Plates	153			\$16.99	5%	\$16.14	Arts & Crafts	Crayons & Colored Pencils
JJ130X	Sight-Word Puzzles - Complete Set		42		\$55.00	5%	\$52.25	Language	Sight-Words
JJ131	Listen & Learn Letter Sounds Activity Program		33		\$199.00	5%	\$189.05	Language	Alphabet
JJ132	Sight-Word Puzzles - Level 1		42		\$19.99	5%	\$18.99	Language	Sight-Words
JJ133	Sight-Word Puzzles - Level 2		42		\$19.99	5%	\$18.99	Language	Sight-Words
JJ134	Sight-Word Puzzles - Level 3		42		\$19.99	5%	\$18.99	Language	Sight-Words
JJ152	Soft & Safe Sensory Balls			8	\$12.99	5%	\$12.34	Infants & Toddlers	Sensory Development
JJ156	Classic Birch Spacemaker Storage Unit	89			\$499.00	5%	\$474.05	Classroom Furniture	Storage Units
JJ157	What's the Rhyme? Sorting Houses	176			\$29.99	5%	\$28.49	Language	Phonemic & Phonological Awareness
JJ164	Classic Birch 2-Shell Space-Saver Storage Unit	90			\$199.00	5%	\$189.05	Classroom Furniture	Storage Units
JJ165	Classic Birch 8-Cubby Storage Unit	83			\$199.00	5%	\$189.05	Classroom Furniture	Storage Units
JJ166	Classic Birch 20-Cubby Storage Unit	83			\$399.00	5%	\$379.05	Classroom Furniture	Storage Units
JJ167	Classic Birch Toddler Storage Unit	83			\$269.00	5%	\$255.55	Infants & Toddlers	Furniture
JJ168	Classic Birch Preschool Storage Unit	83			\$299.00	5%	\$284.05	Classroom Furniture	Storage Units
JJ175	Classic Birch Help-Yourself Storage Center	89			\$429.00	5%	\$407.55	Classroom Furniture	Storage Units
JJ185	All-Purpose Teaching Cart	201	147		\$249.00	5%	\$236.55	Teaching Resources	Bins & Organizers
JJ188	Classic Birch Locking Storage Cabinet	83			\$799.00	5%	\$759.05	Classroom Furniture	Storage Units
JJ195	Classic Birch All-Purpose Storage Unit	83			\$339.00	5%	\$322.05	Classroom Furniture	Storage Units
JJ204AB	Colors of Nature Adjustable Group Table - 48" x 72" - Autumn Brown	96			\$349.00	5%	\$331.55	Classroom Furniture	Tables & Desks
JJ204FG	Colors of Nature Adjustable Group Table - 48" x 72" - Forest Green	96			\$349.00	5%	\$331.55	Classroom Furniture	Tables & Desks
JJ204OB	Colors of Nature Adjustable Group Table - 48" x 72" - Ocean Blue	96			\$349.00	5%	\$331.55	Classroom Furniture	Tables & Desks
JJ205AB	Colors of Nature Adjustable Group Table - 48" x 72" - Low - Autumn Brown	96			\$349.00	5%	\$331.55	Classroom Furniture	Tables & Desks
JJ205FG	Colors of Nature Adjustable Group Table - 48" x 72" - Low - Forest Green	96			\$349.00	5%	\$331.55	Classroom Furniture	Tables & Desks
JJ205OB	Colors of Nature Adjustable Group Table - 48" x 72" - Low - Ocean Blue	96			\$349.00	5%	\$331.55	Classroom Furniture	Tables & Desks
JJ224	Classic Birch Store Anything Low Classroom Shelves	83			\$329.00	5%	\$312.55	Infants & Toddlers	Furniture

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Item #	Description	Quantity	Unit Price	Total Price	Category	Sub-Category
JJ227	Magnetic Pocket Chart	77	\$29.99	\$28.49	Teaching Resources	Pocket Charts & Accessories
JJ234	Classic Birch 4-Way Teach & Store Center	90	\$399.00	\$379.05	Classroom Furniture	Storage Units
JJ247	Scoop-A-Bug Sorting Kit	26	\$29.99	\$28.49	Math	Sorting & Patterning
JJ268	Classic Birch Easy-Reach Bookstand	86	\$249.00	\$236.55	Classroom Furniture	Storage Units
JJ270	Classic Birch Store Anything Shelves & Cubbies	90	\$449.00	\$426.55	Classroom Furniture	Storage Units
JJ271	Lakeshore Traditional Manuscript Reference Nameplates - Pre K-K	231	\$7.99	\$7.59	Teaching Resources	Nameplates & Name Tags
JJ273	Lakeshore Traditional Manuscript Reference Nameplates - Gr. 1-3	141	\$7.99	\$7.59	Teaching Resources	Nameplates & Name Tags
JJ293	Classic Birch Space-Saver Storage Tray Center	88	\$299.00	\$284.05	Classroom Furniture	Storage Units
JJ299	Classic Birch All-In-One Storage Unit	85	\$449.00	\$426.55	Classroom Furniture	Storage Units
JJ302	Books on Wheels Mobile Cart - 6 Bins	148	\$199.00	\$189.05	Teaching Resources	Bins & Organizers
JJ303	Books on Wheels Mobile Cart - 12 Bins	148	\$379.00	\$360.05	Teaching Resources	Bins & Organizers
JJ309	Animals Up Close Puzzle Set	60	\$99.50	\$94.53	Puzzles	Wooden Puzzles
JJ311	Alphabet Bingo	236	\$10.99	\$10.44	Games	Bingo Games
JJ312	Numbers Bingo	236	\$10.99	\$10.44	Games	Bingo Games
JJ313	Rhyming Bingo	236	\$10.99	\$10.44	Games	Bingo Games
JJ314	Colors & Shapes Bingo	236	\$10.99	\$10.44	Games	Bingo Games
JJ315	Beginning Sounds Bingo	236	\$10.99	\$10.44	Games	Bingo Games
JJ317	Picture-Words Bingo	236	\$10.99	\$10.44	Games	Bingo Games
JJ320	Classic Birch Classroom Chair - 7 1/2"	91	\$69.99	\$66.49	Classroom Furniture	Chairs & Seating
JJ321	Classic Birch Classroom Chair - 9 1/2"	91	\$79.99	\$75.99	Classroom Furniture	Chairs & Seating
JJ322	Classic Birch Classroom Chair - 11 1/2"	91	\$89.99	\$85.49	Classroom Furniture	Chairs & Seating
JJ323	Classic Birch Classroom Chair - 13 1/2"	91	\$99.99	\$94.99	Classroom Furniture	Chairs & Seating
JJ324	Classic Birch Classroom Chair - 15 1/2"	91	\$109.99	\$104.49	Classroom Furniture	Chairs & Seating
JJ325	Classic Birch Teacher's Chair - 17 1/2"	91	\$129.99	\$123.49	Classroom Furniture	Chairs & Seating
JJ326	Listen & Learn Early Comprehension Activity Program	46	\$129.00	\$122.55	Language	Reading Comprehension & Fluency
JJ327	Listen & Learn Phonemic Awareness Activity Program	33	\$129.00	\$122.55	Language	Phonemic & Phonological Awareness
JJ330X	Math Bingo Library - Gr. 1-3	98	\$59.99	\$56.99	Games	Bingo Games
JJ332	Measurement Bingo	98	\$10.99	\$10.44	Games	Bingo Games
JJ336	Best-Buy Broad-Tip Markers - Student Pack	154	\$2.99	\$2.84	Arts & Crafts	Stamps & Markers
JJ336Z	Best-Buy Broad-Tip Markers - Set of 12 Student Packs	154	\$34.99	\$33.24	Arts & Crafts	Stamps & Markers
JJ347	Classic Birch Store Anything Medium Classroom Shelves	88	\$399.00	\$379.05	Classroom Furniture	Storage Units
JJ348	Classic Birch Store Anything Large Classroom Shelves	88	\$479.00	\$455.05	Classroom Furniture	Storage Units
JJ364	Classic Birch Help-Yourself Extra-Wide Bookstand	87	\$299.00	\$284.05	Classroom Furniture	Storage Units
JJ366	Classic Birch 3-Shelf Space-Saver Storage Unit	90	\$269.00	\$255.55	Classroom Furniture	Storage Units
JJ367	Classic Birch 4-Shelf Space-Saver Storage Unit	90	\$329.00	\$312.55	Classroom Furniture	Storage Units
JJ374	Keep It Safe! Traffic Signs	11	\$79.99	\$75.99	Active Play	Tricks & Accessories
JJ376	Classic Birch Individual Coat Lockers for 10	84	\$559.00	\$531.05	Classroom Furniture	Storage Units
JJ378	Classic Birch Individual Coat Lockers for 8	84	\$499.00	\$474.05	Classroom Furniture	Storage Units
JJ386	Double-Sided Learn to Print Write & Wipe Board	196	\$5.99	\$5.69	Teaching Resources	Dry-Erase Boards, Markers & Erasers
JJ386X	Double-Sided Learn to Print Write & Wipe Board - Set of 10	196	\$58.99	\$56.04	Teaching Resources	Dry-Erase Boards, Markers & Erasers
JJ390X	Bingo Games Learning Library	236	\$99.50	\$94.53	Games	Bingo Games
JJ391	Time Bingo	236	\$10.99	\$10.44	Games	Bingo Games
JJ392	Fractions Bingo	98	\$10.99	\$10.44	Games	Bingo Games
JJ393	Multiplication Bingo	98	\$10.99	\$10.44	Games	Bingo Games
JJ394	Addition Bingo	236	\$10.99	\$10.44	Games	Bingo Games
JJ395	Subtraction Bingo	236	\$10.99	\$10.44	Games	Bingo Games
JJ396	Money Bingo	236	\$10.99	\$10.44	Games	Bingo Games
JJ407	Classic Birch Sign-In Communication Station	86	\$429.00	\$407.55	Classroom Furniture	Storage Units
JJ424	No-Slip Classroom Step Stool	91	\$99.50	\$94.53	Classroom Furniture	Chairs & Seating
JJ426	Listen & Learn Phonics Activity Program	34	\$199.00	\$189.05	Language	Phonics & Word Building
JJ434	Sort-A-Shape Activity Board	142	\$19.99	\$18.99	Math	Sorting & Patterning
JJ437	Classic Hardwood Activity Boards - Complete Set	142	\$49.99	\$47.49	Math	Sorting & Patterning
JJ438	Best-Buy Washable Broad-Tip Markers - Student Pack	154	\$3.99	\$3.79	Arts & Crafts	Stamps & Markers

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JJ438Z	Best-Buy Washable Broad-Tip Markers - Set of 12 Student Packs	154	\$46.99	\$7,236.66	Arts & Crafts	Stamps & Markers
JJ439	Best-Buy Washable Broad-Tip Markers - Class Pack	154	\$79.99	\$12,317.66	Arts & Crafts	Stamps & Markers
JJ440FG	Colors of Nature Stacking Chair - 7 1/2" - Forest Green	92	\$36.99	\$3,393.08	Classroom Furniture	Chairs & Seating
JJ440OB	Colors of Nature Stacking Chair - 7 1/2" - Ocean Blue	92	\$36.99	\$3,393.08	Classroom Furniture	Chairs & Seating
JJ440SS	Colors of Nature Stacking Chair - 7 1/2" - Summer Sand	92	\$36.99	\$3,393.08	Classroom Furniture	Chairs & Seating
JJ441FG	Colors of Nature Stacking Chair - 9 1/2" - Forest Green	92	\$39.99	\$3,679.08	Classroom Furniture	Chairs & Seating
JJ441OB	Colors of Nature Stacking Chair - 9 1/2" - Ocean Blue	92	\$39.99	\$3,679.08	Classroom Furniture	Chairs & Seating
JJ441SS	Colors of Nature Stacking Chair - 9 1/2" - Summer Sand	92	\$39.99	\$3,679.08	Classroom Furniture	Chairs & Seating
JJ442FG	Colors of Nature Stacking Chair - 11 1/2" - Forest Green	92	\$42.99	\$3,955.08	Classroom Furniture	Chairs & Seating
JJ442OB	Colors of Nature Stacking Chair - 11 1/2" - Ocean Blue	92	\$42.99	\$3,955.08	Classroom Furniture	Chairs & Seating
JJ442SS	Colors of Nature Stacking Chair - 11 1/2" - Summer Sand	92	\$42.99	\$3,955.08	Classroom Furniture	Chairs & Seating
JJ443FG	Colors of Nature Stacking Chair - 13 1/2" - Forest Green	92	\$44.99	\$4,139.08	Classroom Furniture	Chairs & Seating
JJ443OB	Colors of Nature Stacking Chair - 13 1/2" - Ocean Blue	92	\$44.99	\$4,139.08	Classroom Furniture	Chairs & Seating
JJ443SS	Colors of Nature Stacking Chair - 13 1/2" - Summer Sand	92	\$44.99	\$4,139.08	Classroom Furniture	Chairs & Seating
JJ444FG	Colors of Nature Stacking Chair - 15 1/2" - Forest Green	92	\$56.99	\$5,243.08	Classroom Furniture	Chairs & Seating
JJ444OB	Colors of Nature Stacking Chair - 15 1/2" - Ocean Blue	92	\$56.99	\$5,243.08	Classroom Furniture	Chairs & Seating
JJ444SS	Colors of Nature Stacking Chair - 15 1/2" - Summer Sand	92	\$56.99	\$5,243.08	Classroom Furniture	Chairs & Seating
JJ445FG	Colors of Nature Stacking Teacher's Chair - 17 1/2" - Forest Green	92	\$69.99	\$6,439.08	Classroom Furniture	Chairs & Seating
JJ445OB	Colors of Nature Stacking Teacher's Chair - 17 1/2" - Ocean Blue	92	\$69.99	\$6,439.08	Classroom Furniture	Chairs & Seating
JJ445SS	Colors of Nature Stacking Teacher's Chair - 17 1/2" - Summer Sand	92	\$69.99	\$6,439.08	Classroom Furniture	Chairs & Seating
JJ465	Word Building Puzzles - 4-Letter Words	187	\$14.99	\$2,793.13	Language	Phonics & Word Building
JJ466	Word Building Puzzles - 3-Letter Words	187	\$14.99	\$2,793.13	Language	Phonics & Word Building
JJ484	Write & Wipe Student Clocks - Set of 10		\$12.99	\$129.90	Math	Time
JJ498	Classic Birch Storage Bench	91	\$299.00	\$27,209.00	Classroom Furniture	Storage Units
JJ511	Toddler Sand & Water Table	14	\$319.00	\$4,466.00	Infants & Toddlers	Furniture
JJ512	Preschool Sand & Water Table	14	\$329.00	\$4,606.00	Sand & Water	Sand & Water Tables
JJ513	Preschool Two-Station Sand & Water Table	14	\$349.00	\$4,886.00	Sand & Water	Sand & Water Tables
JJ514	Toddler Two-Station Sand & Water Table	14	\$339.00	\$4,746.00	Infants & Toddlers	Furniture
JJ516	Double-Wide Teaching Easel with Locking Casters	115	\$429.00	\$49,335.00	Classroom Furniture	Teaching Easels
JJ535	Classic Birch Toddler Double-Sided Storage Unit	89	\$449.00	\$39,961.00	Classroom Furniture	Storage Units
JJ539	Write & Wipe Alphabet Practice Cards	182	\$24.99	\$4,548.18	Language	Alphabet
JJ549	Classic Birch Preschool Double-Sided Storage Unit	89	\$529.00	\$47,081.00	Classroom Furniture	Storage Units
JJ581	Stand for Housecleaning Set	44	\$59.99	\$2,639.56	Accessories	
JJ618	Classic Birch Tabletop Communication Center		\$119.00	\$1,190.00	Classroom Furniture	Storage Units
JJ629	Toddler Sand & Water Table - Natural Colors	15	\$319.00	\$4,785.00	Infants & Toddlers	Furniture
JJ630	Toddler Two-Station Sand & Water Table - Natural Colors	15	\$339.00	\$5,085.00	Infants & Toddlers	Furniture
JJ631	Preschool Sand & Water Table - Natural Colors	15	\$329.00	\$4,935.00	Sand & Water	Sand & Water Tables
JJ632	Preschool Two-Station Sand & Water Table - Natural Colors	15	\$349.00	\$5,235.00	Sand & Water	Sand & Water Tables
JJ633	Classic Birch 12-Cubby Storage Unit	83	\$299.00	\$24,817.00	Classroom Furniture	Storage Units
JJ635	See-Me Privacy Partitions - Set of 10		\$36.99	\$369.90	Teaching Resources	Classroom Essentials
JJ639	Classic Birch Lakeshore Writing Center	87	\$499.00	\$43,413.00	Classroom Furniture	Tables & Desks
JJ646	Classic Birch Space-Saver Mobile Book Organizer	86	\$279.00	\$23,994.00	Classroom Furniture	Storage Units
JJ654	Fractions & Decimals Bingo		\$10.99	\$1,099.00	Games	Bingo Games
JJ656	Problem Solving Bingo		\$10.99	\$1,099.00	Games	Bingo Games
JJ658	Geometry Bingo		\$10.99	\$1,099.00	Games	Bingo Games
JJ660X	Math Bingo Library - Gr. 3-5		\$59.99	\$5,999.00	Games	Bingo Games
JJ664	Elementary Calendar Math Center		\$99.50	\$9,950.00	Math	Multiskill Math Products
JJ665	Portable CD Player	65	\$99.50	\$6,467.50	Music	Audio Equipment & Listening Centers
JJ670	Privacy Partitions Storage Rack		\$39.99	\$3,999.00	Accessories	
JJ676	Classic Birch Mobile Book Organizer	86	\$449.00	\$38,614.00	Classroom Furniture	Storage Units
JJ678	Classic Birch Big 8 Cubbies Storage Unit	85	\$399.00	\$33,915.00	Classroom Furniture	Storage Units
JJ679	Classic Birch Big 12 Cubbies Storage Unit	85	\$499.00	\$42,415.00	Classroom Furniture	Storage Units
JJ689	Privacy Partitions - Set of 10	232	\$36.99	\$8,581.68	Teaching Resources	Classroom Essentials

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Item #	Description	QTY	UNIT PRICE	TOTAL PRICE	SALES TAX	NET PRICE	Category	Subcategory
J1691	Place Value Bingo		98	\$10.99	5%	\$10.44	Games	Bingo Games
J1695	Division Bingo		98	\$10.99	5%	\$10.44	Games	Bingo Games
J1726	Classic Birch Space-Saver Writing Center	87		\$399.00	5%	\$379.05	Classroom Furniture	Tables & Desks
J1728	Story Wands	189		\$29.99	5%	\$28.49	Language	Oral Language & Storytelling
J1748	Classic Birch Rectangular Table - 72" w x 30" d x 16" h	91		\$349.00	5%	\$331.55	Classroom Furniture	Tables & Desks
J1749	Classic Birch Rectangular Table - 72" w x 30" d x 18" h	91		\$359.00	5%	\$341.05	Classroom Furniture	Tables & Desks
J1750	Classic Birch Rectangular Table - 72" w x 30" d x 21" h	91		\$369.00	5%	\$350.55	Classroom Furniture	Tables & Desks
J1751	Classic Birch Rectangular Table - 72" w x 30" d x 24" h	91		\$379.00	5%	\$360.05	Classroom Furniture	Tables & Desks
J1752	Classic Birch Round Table - 42" Diameter x 16" h	91		\$299.00	5%	\$284.05	Classroom Furniture	Tables & Desks
J1753	Classic Birch Round Table - 42" Diameter x 18" h	91		\$309.00	5%	\$293.55	Classroom Furniture	Tables & Desks
J1754	Classic Birch Round Table - 42" Diameter x 21" h	91		\$319.00	5%	\$303.05	Classroom Furniture	Tables & Desks
J1755	Classic Birch Round Table - 42" Diameter x 24" h	91		\$329.00	5%	\$312.55	Classroom Furniture	Tables & Desks
J1756	Classic Birch Round Table - 48" Diameter x 16" h	91		\$329.00	5%	\$312.55	Classroom Furniture	Tables & Desks
J1757	Classic Birch Round Table - 48" Diameter x 18" h	91		\$339.00	5%	\$322.05	Classroom Furniture	Tables & Desks
J1758	Classic Birch Round Table - 48" Diameter x 21" h	91		\$349.00	5%	\$331.55	Classroom Furniture	Tables & Desks
J1759	Classic Birch Round Table - 48" Diameter x 24" h	91		\$359.00	5%	\$341.05	Classroom Furniture	Tables & Desks
J1760	Classic Birch Cubbies & Shelves Low Storage Unit	84		\$349.00	5%	\$331.55	Classroom Furniture	Storage Units
J1762	Classic Birch Cubbies & Shelves Medium Storage Unit	84		\$429.00	5%	\$407.55	Classroom Furniture	Storage Units
J1764	Classic Birch Cubbies & Shelves Large Storage Unit	84		\$499.00	5%	\$474.05	Classroom Furniture	Storage Units
J1766	Colorpillar Sorting Mat		7	\$49.99	5%	\$47.49	Infants & Toddlers	Cognitive Development
J1767	Magnetic Learning Numbers	29		\$79.99	5%	\$75.99	Blocks & Manipulatives	Fine Motor Development
J1769	Classic Birch Rectangular Table - 36" w x 24" d x 16" h	91		\$199.00	5%	\$189.05	Classroom Furniture	Tables & Desks
J1770	Classic Birch Rectangular Table - 36" w x 24" d x 18" h	91		\$209.00	5%	\$198.55	Classroom Furniture	Tables & Desks
J1771	Classic Birch Rectangular Table - 36" w x 24" d x 21" h	91		\$219.00	5%	\$208.05	Classroom Furniture	Tables & Desks
J1772	Classic Birch Rectangular Table - 36" w x 24" d x 24" h	91		\$229.00	5%	\$217.55	Classroom Furniture	Tables & Desks
J1773	Classic Birch Rectangular Table - 48" w x 24" d x 16" h	91		\$249.00	5%	\$236.55	Classroom Furniture	Tables & Desks
J1774	Classic Birch Rectangular Table - 48" w x 24" d x 18" h	91		\$259.00	5%	\$246.05	Classroom Furniture	Tables & Desks
J1775	Classic Birch Rectangular Table - 48" w x 24" d x 21" h	91		\$269.00	5%	\$255.55	Classroom Furniture	Tables & Desks
J1776	Classic Birch Rectangular Table - 48" w x 24" d x 24" h	91		\$279.00	5%	\$265.05	Classroom Furniture	Tables & Desks
J1779	Button Sorting Center	204		\$39.99	5%	\$37.99	Math	Sorting & Patterning
J1789	Classic Birch Rectangular Table - 60" w x 30" d x 16" h	91		\$299.00	5%	\$284.05	Classroom Furniture	Tables & Desks
J1790	Classic Birch Rectangular Table - 60" w x 30" d x 18" h	91		\$309.00	5%	\$293.55	Classroom Furniture	Tables & Desks
J1791	Classic Birch Rectangular Table - 60" w x 30" d x 21" h	91		\$319.00	5%	\$303.05	Classroom Furniture	Tables & Desks
J1795	Classic Birch Rectangular Table - 60" w x 30" d x 24" h	91		\$329.00	5%	\$312.55	Classroom Furniture	Tables & Desks
J1798	Classroom Space-Saver Bookcase		74	\$279.00	5%	\$265.05	Classroom Furniture	Storage Units
J1802AB	Colors of Nature Adjustable Round Table - 42" Diameter - Autumn Brown	96		\$259.00	5%	\$246.05	Classroom Furniture	Tables & Desks
J1802FG	Colors of Nature Adjustable Round Table - 42" Diameter - Forest Green	96		\$259.00	5%	\$246.05	Classroom Furniture	Tables & Desks
J1802OB	Colors of Nature Adjustable Round Table - 42" Diameter - Ocean Blue	96		\$259.00	5%	\$246.05	Classroom Furniture	Tables & Desks
J1803AB	Colors of Nature Adjustable Round Table - 42" Diameter - Low - Autumn Brown	96		\$259.00	5%	\$246.05	Classroom Furniture	Tables & Desks
J1803FG	Colors of Nature Adjustable Round Table - 42" Diameter - Low - Forest Green	96		\$259.00	5%	\$246.05	Classroom Furniture	Tables & Desks
J1803OB	Colors of Nature Adjustable Round Table - 42" Diameter - Low - Ocean Blue	96		\$259.00	5%	\$246.05	Classroom Furniture	Tables & Desks
J1804AB	Colors of Nature Adjustable Round Table - 48" Diameter - Autumn Brown	96		\$269.00	5%	\$255.55	Classroom Furniture	Tables & Desks
J1804FG	Colors of Nature Adjustable Round Table - 48" Diameter - Forest Green	96		\$269.00	5%	\$255.55	Classroom Furniture	Tables & Desks
J1804OB	Colors of Nature Adjustable Round Table - 48" Diameter - Ocean Blue	96		\$269.00	5%	\$255.55	Classroom Furniture	Tables & Desks
J1805AB	Colors of Nature Adjustable Round Table - 48" Diameter - Low - Autumn Brown	96		\$269.00	5%	\$255.55	Classroom Furniture	Tables & Desks
J1805FG	Colors of Nature Adjustable Round Table - 48" Diameter - Low - Forest Green	96		\$269.00	5%	\$255.55	Classroom Furniture	Tables & Desks

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Item #	Description	QTY	UNIT PRICE	DISC	NET PRICE	Category	Sub-Category
JJ805OB	Colors of Nature Adjustable Round Table - 48" Diameter - Low - Ocean Blue	96	\$269.00	5%	\$255.55	Classroom Furniture	Tables & Desks
JJ810AB	Colors of Nature Adjustable Rectangular Table - 30" x 72" - Autumn Brown	96	\$259.00	5%	\$246.05	Classroom Furniture	Tables & Desks
JJ810FG	Colors of Nature Adjustable Rectangular Table - 30" x 72" - Forest Green	96	\$259.00	5%	\$246.05	Classroom Furniture	Tables & Desks
JJ810OB	Colors of Nature Adjustable Rectangular Table - 30" x 72" - Ocean Blue	96	\$259.00	5%	\$246.05	Classroom Furniture	Tables & Desks
JJ811AB	Colors of Nature Adjustable Rectangular Table - 30" x 72" - Low - Autumn Brown	96	\$259.00	5%	\$246.05	Classroom Furniture	Tables & Desks
JJ811FG	Colors of Nature Adjustable Rectangular Table - 30" x 72" - Low - Forest Green	96	\$259.00	5%	\$246.05	Classroom Furniture	Tables & Desks
JJ811OB	Colors of Nature Adjustable Rectangular Table - 30" x 72" - Low - Ocean Blue	96	\$259.00	5%	\$246.05	Classroom Furniture	Tables & Desks
JJ822AB	Colors of Nature Adjustable Rectangular Table - 24" x 48" - Autumn Brown	96	\$209.00	5%	\$198.55	Classroom Furniture	Tables & Desks
JJ822FG	Colors of Nature Adjustable Rectangular Table - 24" x 48" - Forest Green	96	\$209.00	5%	\$198.55	Classroom Furniture	Tables & Desks
JJ822OB	Colors of Nature Adjustable Rectangular Table - 24" x 48" - Ocean Blue	96	\$209.00	5%	\$198.55	Classroom Furniture	Tables & Desks
JJ823AB	Colors of Nature Adjustable Rectangular Table - 24" x 48" - Low - Autumn Brown	96	\$209.00	5%	\$198.55	Classroom Furniture	Tables & Desks
JJ823FG	Colors of Nature Adjustable Rectangular Table - 24" x 48" - Low - Forest Green	96	\$209.00	5%	\$198.55	Classroom Furniture	Tables & Desks
JJ823OB	Colors of Nature Adjustable Rectangular Table - 24" x 48" - Low - Ocean Blue	96	\$209.00	5%	\$198.55	Classroom Furniture	Tables & Desks
JJ824AB	Colors of Nature Adjustable Rectangular Table - 30" x 60" - Autumn Brown	96	\$229.00	5%	\$217.55	Classroom Furniture	Tables & Desks
JJ824FG	Colors of Nature Adjustable Rectangular Table - 30" x 60" - Forest Green	96	\$229.00	5%	\$217.55	Classroom Furniture	Tables & Desks
JJ824OB	Colors of Nature Adjustable Rectangular Table - 30" x 60" - Ocean Blue	96	\$229.00	5%	\$217.55	Classroom Furniture	Tables & Desks
JJ826AB	Colors of Nature Adjustable Rectangular Table - 30" x 60" - Low - Autumn Brown	96	\$229.00	5%	\$217.55	Classroom Furniture	Tables & Desks
JJ826FG	Colors of Nature Adjustable Rectangular Table - 30" x 60" - Low - Forest Green	96	\$229.00	5%	\$217.55	Classroom Furniture	Tables & Desks
JJ826OB	Colors of Nature Adjustable Rectangular Table - 30" x 60" - Low - Ocean Blue	96	\$229.00	5%	\$217.55	Classroom Furniture	Tables & Desks
JJ829AB	Colors of Nature Adjustable Group Table - 36" x 72" - Autumn Brown	96	\$299.00	5%	\$284.05	Classroom Furniture	Tables & Desks
JJ829FG	Colors of Nature Adjustable Group Table - 36" x 72" - Forest Green	96	\$299.00	5%	\$284.05	Classroom Furniture	Tables & Desks
JJ829OB	Colors of Nature Adjustable Group Table - 36" x 72" - Ocean Blue	96	\$299.00	5%	\$284.05	Classroom Furniture	Tables & Desks
JJ830AB	Colors of Nature Adjustable Group Table - 36" x 72" - Low - Autumn Brown	96	\$299.00	5%	\$284.05	Classroom Furniture	Tables & Desks
JJ830FG	Colors of Nature Adjustable Group Table - 36" x 72" - Low - Forest Green	96	\$299.00	5%	\$284.05	Classroom Furniture	Tables & Desks
JJ830OB	Colors of Nature Adjustable Group Table - 36" x 72" - Low - Ocean Blue	96	\$299.00	5%	\$284.05	Classroom Furniture	Tables & Desks
JJ832	Classic Birch Store-It-All Teaching Center	88	\$799.00	5%	\$759.05	Classroom Furniture	Storage Units
JJ836	Classic Birch Help-Yourself Bookstand	87	\$199.00	5%	\$189.05	Classroom Furniture	Storage Units
JJ837AB	Colors of Nature Adjustable Rectangular Table - 24" x 36" - Low - Autumn Brown	96	\$199.00	5%	\$189.05	Classroom Furniture	Tables & Desks
JJ837FG	Colors of Nature Adjustable Rectangular Table - 24" x 36" - Low - Forest Green	96	\$199.00	5%	\$189.05	Classroom Furniture	Tables & Desks
JJ837OB	Colors of Nature Adjustable Rectangular Table - 24" x 36" - Low - Ocean Blue	96	\$199.00	5%	\$189.05	Classroom Furniture	Tables & Desks
JJ838AB	Colors of Nature Adjustable Rectangular Table - 24" x 36" - Autumn Brown	96	\$199.00	5%	\$189.05	Classroom Furniture	Tables & Desks
JJ838FG	Colors of Nature Adjustable Rectangular Table - 24" x 36" - Forest Green	96	\$199.00	5%	\$189.05	Classroom Furniture	Tables & Desks
JJ838OB	Colors of Nature Adjustable Rectangular Table - 24" x 36" - Ocean Blue	96	\$199.00	5%	\$189.05	Classroom Furniture	Tables & Desks

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Product #	Product Description	Quantity	Unit Price	Total Price	Category	Subcategory
JJ845	Butcher-Block Table and Chair Set	41	\$279.00	\$11,439.00	Classroom Furniture	Dramatic Play Furniture
JJ847	Extra Butcher-Block Chair	41	\$79.99	\$3,279.59	Accessories	Accessories
JJ850	Letters, Numbers & Shapes Giant Stencil Box	155	\$49.99	\$7,748.45	Arts & Crafts	Crayons & Colored Pencils
JJ853	Help Yourself Bookstand with Storage	166	\$249.00	\$41,334.00	Classroom Furniture	Storage Units
JJ854	Classic Birch All-Purpose Classroom Storage Tray Center	88	\$499.00	\$43,912.00	Classroom Furniture	Storage Units
JJ877	Turn-In-Your-Work Organizer	140	\$49.99	\$6,998.60	Teaching Resources	Bins & Organizers
JJ906	Giant Classic Dollhouse	46	\$199.00	\$9,154.00	Dramatic Play	Dolls & Accessories
JJ907	Classic Dollhouse Furniture	46	\$159.00	\$7,314.00	Dramatic Play	Dolls & Accessories
JJ908	Classic Birch Classroom Communication & Storage Center	89	\$699.00	\$62,211.00	Classroom Furniture	Storage Units
JJ909	What's Inside? Soft Feely Box	135	\$49.99	\$6,748.65	Infants & Toddlers	Sensory Development
JJ926	Classic Birch Tabletop Writing Center	194	\$119.00	\$23,086.00	Classroom Furniture	Storage Units
JJ931	Spanish Nonfiction Emergent Readers	192	\$49.99	\$9,598.08	Language	Spanish & ELL Materials
JJ934	Spanish Emergent Readers	192	\$49.99	\$9,598.08	Language	Spanish & ELL Materials
JJ965	Classic Birch Anyplace, Anytime Mobile Listening Center	90	\$279.00	\$25,110.00	Music	Audio Equipment & Listening Centers
JJ968	Classic Birch Big Bins See-Inside Storage Unit - 9 Cubby	85	\$469.00	\$39,865.00	Classroom Furniture	Storage Units
JJ969	Classic Birch Big Bins See-Inside Storage Unit - 12 Cubby	85	\$539.00	\$45,815.00	Classroom Furniture	Storage Units
JJ972	Differing Abilities Puzzle Set	60	\$59.99	\$3,599.40	Puzzles	Wooden Puzzles
JJ987	Classic Birch Magnetic Write & Wipe Big Book Center	87	\$299.00	\$26,013.00	Classroom Furniture	Storage Units
KC60	Write & Wipe Lapboard	196	\$3.39	\$665.24	Teaching Resources	Dry-Erase Boards, Markers & Erasers
KC70	Write & Wipe Lapboard - Set of 10	196	\$32.99	\$6,466.04	Teaching Resources	Dry-Erase Boards, Markers & Erasers
KM132	Multicultural Rhythm Stick Fun CD	7	\$15.99	\$111.93	Music	Music CDs
KM8102D	Singable Songs for the Very Young CD	119	\$14.99	\$1,783.81	Music	Music CDs
KT2900	Lakeshore Classroom Management System	234	\$329.00	\$76,986.00	Teaching Resources	Classroom Essentials
KT2901	Daily Attendance & Classroom Helpers Chart	234	\$39.99	\$9,357.66	Teaching Resources	Pocket Charts & Accessories
KT2902	Everyday Songs & Activities Box	234	\$79.99	\$18,717.66	Teaching Resources	Curriculum Support Kits
KT2903	A-Z Photo Card Accents	234	\$19.99	\$4,677.66	Classroom Decorations	Accents
KT2904	Daily Schedule Chart	234	\$29.99	\$7,017.66	Teaching Resources	Pocket Charts & Accessories
KT2905	Classroom Label Pack	234	\$34.99	\$8,187.66	Teaching Resources	Classroom Essentials
KT2906	Jumbo Magnetic Building Tiles	234	\$39.99	\$9,357.66	Teaching Resources	Classroom Essentials
KT2907	News & Rules Poster Pack	234	\$39.99	\$9,357.66	Classroom Decorations	Posters & Charts
KWS850	Art Tissue Paper - Pack of 20 Sheets	159	\$3.79	\$599.61	Arts & Crafts	Paper
KWS851	Art Tissue Paper - Pack of 100 Sheets	159	\$13.99	\$2,224.41	Arts & Crafts	Paper
KX23	Flannel Board - 24" x 36"	200	\$59.99	\$11,998.00	Teaching Resources	Classroom Essentials
KX34	Flannel Board - 36" x 48"	200	\$89.99	\$17,998.00	Teaching Resources	Classroom Essentials
LA114	Peel & Stick Foam Pattern Blocks - Set of 1,041	163	\$10.99	\$1,791.37	Arts & Crafts	Craft & Collage Materials
LA115	Peel & Stick Foam Pattern Blocks - Set of 1,962	163	\$19.99	\$3,258.37	Arts & Crafts	Craft & Collage Materials
LA1200X	Adaptive Equipment for Dolls with Special Needs - Complete Set	49	\$159.00	\$7,795.00	Social Studies	Social-Emotional & Character Development
LA1201	Protective Helmet	49	\$12.99	\$636.51	Dramatic Play	Dolls & Accessories
LA123	Best-Buy Magnifiers - Set of 12	131	\$12.99	\$1,701.69	Science	Science Tools & Equipment
LA124	Best-Buy Magnifiers - Set of 36	131	\$36.99	\$4,845.69	Science	Science Tools & Equipment
LA129	Top for Giant Clear-View Water Play Table	12	\$59.99	\$719.88	Accessories	Accessories
LA132	Best-Buy Round Classroom Carpet - 6' Diameter - Blue	104	\$149.00	\$15,496.00	Classroom Furniture	Classroom Carpets & Rugs
LA133	Best-Buy Round Classroom Carpet - 6' Diameter - Green	104	\$149.00	\$15,496.00	Classroom Furniture	Classroom Carpets & Rugs
LA134	Best-Buy Round Classroom Carpet - 6' Diameter - Gray	104	\$149.00	\$15,496.00	Classroom Furniture	Classroom Carpets & Rugs
LA138	Write & Wipe Broad-Top Markers - Class Pack	154	\$34.99	\$5,388.46	Teaching Resources	Dry-Erase Boards, Markers & Erasers
LA145	Best-Buy Round Classroom Carpet - 9' Diameter - Blue	104	\$329.00	\$34,216.00	Classroom Furniture	Classroom Carpets & Rugs
LA146	Best-Buy Round Classroom Carpet - 9' Diameter - Green	104	\$329.00	\$34,216.00	Classroom Furniture	Classroom Carpets & Rugs
LA147	Best-Buy Round Classroom Carpet - 9' Diameter - Gray	104	\$329.00	\$34,216.00	Classroom Furniture	Classroom Carpets & Rugs
LA152	Lakeshore 3-Wheel Scooter	10	\$179.00	\$1,790.00	Active Play	Trikes & Accessories
LA153	Lakeshore First Trike	11	\$199.00	\$2,189.00	Infants & Toddlers	Gross Motor Skills
LA154	Lakeshore School Trike	11	\$219.00	\$2,409.00	Active Play	Trikes & Accessories
LA155	Lakeshore Jumbo Trike	11	\$249.00	\$2,739.00	Active Play	Trikes & Accessories
LA157	Lakeshore Taxi-Trike	11	\$379.00	\$4,169.00	Active Play	Trikes & Accessories

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Product #	Product Name	Quantity	Unit Price	Total Price	Category	Subject Area
LA158	Lakeshore Scooter Trike	10	\$179.00	\$1,790.00	Infants & Toddlers	Gross Motor Skills
LA176	Help-Yourself Pitchers - Set of 6	221	\$24.99	\$5,522.79	Teaching Resources	Classroom Essentials
LA189	Foam Sheets	163	\$19.99	\$3,258.37	Arts & Crafts	Craft & Collage Materials
LA190	Lakeshore Trike Trailer	10	\$229.00	\$2,290.00	Active Play	Trikes & Accessories
LA201	Unit Block Storage Cabinet - Starter Set	35	\$229.00	\$8,015.00	Blocks & Manipulatives	Unit Blocks & Accessories
LA202	Unit Block Storage Cabinet - Master Set	35	\$329.00	\$11,515.00	Blocks & Manipulatives	Unit Blocks & Accessories
LA203	Unit Block Storage Cabinet - School Set	35	\$429.00	\$15,015.00	Blocks & Manipulatives	Unit Blocks & Accessories
LA214	Jumbo Magnetic Building Tiles	25	\$399.00	\$9,975.00	Blocks & Manipulatives	Building Sets
LA216	Student Safety Goggles - Set of 12	130	\$49.99	\$6,498.70	Science	Science Tools & Equipment
LA217	Student Safety Goggles - Set of 36	130	\$139.00	\$18,070.00	Science	Science Tools & Equipment
LA243	Super-Size Heavy-Duty Play Tunnel (28" Diameter x 9' Long)	3	\$149.99	\$449.97	Active Play	Balance & Coordination
LA244	Giant Heavy-Duty Play Tunnel (22" Diameter x 9' Long)	3	\$99.99	\$299.97	Active Play	Balance & Coordination
LA245	Regular Heavy-Duty Play Tunnel (19" Diameter x 6' Long)	3	\$69.99	\$209.97	Active Play	Balance & Coordination
LA259	Sand & Water Storage Center	12	\$149.00	\$1,788.00	Sand & Water	Sand & Water Play
LA266	Pretend & Play Market	42	\$399.00	\$16,758.00	Classroom Furniture	Dramatic Play Furniture
LA278	Uppercase Alphabet & Number Dough Stampers	156	\$29.99	\$4,678.44	Arts & Crafts	Dough & Modeling Materials
LA286	More Magnetic Words	67	\$24.99	\$1,672.33	Accessories	Accessories
LA288	Magnetic Activity Board	38	\$7.99	\$303.62	Teaching Resources	Dry-Erase Boards, Markers & Erasers
LA299	Learn the Alphabet! Dough Mats	157	\$16.99	\$2,667.43	Arts & Crafts	Dough & Modeling Materials
LA308	Giant Economy Sand & Water Table	17	\$119.99	\$2,039.83	Sand & Water	Sand & Water Tables
LA309	Economy Sand & Water Table	17	\$89.99	\$1,529.83	Sand & Water	Sand & Water Tables
LA314	Top for Giant Economy Sand & Water Table	17	\$49.99	\$849.83	Accessories	Accessories
LA315	Top for Economy Sand & Water Table	17	\$39.99	\$679.83	Accessories	Accessories
LA318BU	Washable Glitter Tempera Paint - Pint - Blue	147	\$3.99	\$586.73	Arts & Crafts	Paint & Painting Accessories
LA318GL	Washable Glitter Tempera Paint - Pint - Gold	147	\$3.99	\$586.73	Arts & Crafts	Paint & Painting Accessories
LA318GR	Washable Glitter Tempera Paint - Pint - Green	147	\$3.99	\$586.73	Arts & Crafts	Paint & Painting Accessories
LA318RD	Washable Glitter Tempera Paint - Pint - Red	147	\$3.99	\$586.73	Arts & Crafts	Paint & Painting Accessories
LA318RG	Washable Glitter Tempera Paint - Pint - Orange	147	\$3.99	\$586.73	Arts & Crafts	Paint & Painting Accessories
LA318SV	Washable Glitter Tempera Paint - Pint - Silver	147	\$3.99	\$586.73	Arts & Crafts	Paint & Painting Accessories
LA318VT	Washable Glitter Tempera Paint - Pint - Violet	147	\$3.99	\$586.73	Arts & Crafts	Paint & Painting Accessories
LA318YE	Washable Glitter Tempera Paint - Pint - Yellow	147	\$3.99	\$586.73	Arts & Crafts	Paint & Painting Accessories
LA322	Washable Glitter Tempera Paint - Pint - Set of 8 Colors	147	\$31.50	\$4,630.50	Arts & Crafts	Paint & Painting Accessories
LA325	Lakeshore Balance Bike	10	\$199.00	\$1,990.00	Active Play	Trikes & Accessories
LA327	It Looked Like Spilt Milk Storytelling Kit	169	\$34.99	\$5,913.31	Language	Oral Language & Storytelling
LA329	The Napping House Storytelling Kit	169	\$34.99	\$5,913.31	Language	Oral Language & Storytelling
LA333	Student Compasses - Set of 12	131	\$14.99	\$1,963.69	Science	Science Tools & Equipment
LA334	Student Compasses - Set of 36	131	\$42.99	\$5,631.69	Science	Science Tools & Equipment
LA363	Phonics Word Builder Magnetic Kit	38	\$29.99	\$1,139.62	Language	Phonics & Word Building
LA371	Classroom Clay & Dough Designer Kit	157	\$49.99	\$7,848.43	Arts & Crafts	Dough & Modeling Materials
LA374	Blends & Digraphs Teaching Tubs	33	\$79.99	\$2,639.67	Language	Phonics & Word Building
LA412	Glitter Glue Painters - Set of 12	161	\$16.99	\$2,735.39	Arts & Crafts	Paint & Painting Accessories
LA416	Classroom Carry-All Supply Caddy	154	\$24.99	\$3,848.66	Teaching Resources	Bins & Organizers
LA427	Best-Buy Kitchen Playset	43	\$35.99	\$1,547.57	Dramatic Play	Kitchen & House Play
LA443	Unbreakable Magnets - Set of 12	220	\$19.99	\$4,397.80	Science	Science Tools & Equipment
LA444	Hand Magnifiers - Set of 12	218	\$39.99	\$8,717.82	Science	Science Tools & Equipment
LA445	Student Thermometers - Set of 12	131	\$16.99	\$2,225.69	Science	Science Tools & Equipment
LA493	Peel & Stick Pom-Poms - Set of 250	162	\$10.99	\$1,780.58	Arts & Crafts	Craft & Collage Materials
LA494	Peel & Stick Pom-Poms - Set of 500	162	\$19.99	\$3,237.78	Arts & Crafts	Craft & Collage Materials
LA499	Feelings & Emotions Dough Mats	157	\$15.99	\$2,510.43	Arts & Crafts	Dough & Modeling Materials
LA510	There Was an Old Lady Who Swallowed a Fly Storytelling Kit	169	\$34.99	\$5,913.31	Language	Oral Language & Storytelling
LA520	Peel & Stick Foam Cubes	163	\$16.99	\$2,769.37	Arts & Crafts	Craft & Collage Materials
LA526	Watch It Flow! Water Table	13	\$399.00	\$5,187.00	Sand & Water	Sand & Water Tables
LA532	Lowercase Alphabet Dough Stampers	156	\$24.99	\$3,898.44	Arts & Crafts	Dough & Modeling Materials

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Product #	Product Name	Quantity	Unit Price	Total Price	Category	Sub-Category
LA534	Sit-Together Animals	140	\$59.99	\$56.99	Infants & Toddlers	Fine Motor Skills
LA547	My Body Magnetic Activity Board	221	\$29.99	\$28.49	Science	Life Science
LA550	Character Kids Peel & Stick Frames	229	\$24.99	\$23.74	Arts & Crafts	Craft & Collage Materials
LA563	Knock Down! Number Challenge	5	\$59.99	\$56.99	Active Play	Balance & Coordination
LA572	Unbreakable Magnets - Set of 36	131	\$54.99	\$52.24	Science	Science Tools & Equipment
LA573	Hand Magnifiers - Set of 36	218	\$99.99	\$94.99	Science	Science Tools & Equipment
LA574	Student Thermometers - Set of 36	131	\$49.99	\$47.49	Science	Science Tools & Equipment
LA577	Stand-Up Brick-Building Center	33	\$249.00	\$236.55	Blocks & Manipulatives	Building Sets
LA579	Peel & Stick Moody Monsters	164	\$19.99	\$18.99	Arts & Crafts	Craft & Collage Materials
LA583	Stand-Up Magnetic Write & Wipe Center	26	\$129.00	\$122.55	Classroom Furniture	Teaching Aids
LA585	Jumbo Magnetic Design Shapes	26	\$39.99	\$37.99	Math	Math Manipulatives
LA591	Toddler Bristle Builders	139	\$29.99	\$28.49	Infants & Toddlers	Fine Motor Skills
LA620	All-In-One CD Player with BLUETOOTH	64	\$129.00	\$122.55	Music	Audio Equipment & Listening Centers
LA621	Self-Adhesive Classroom Labeling Pockets - Set of 30 - 5 1/2" x 4"	113	\$29.99	\$28.49	Teaching Resources	Classroom Essentials
LA623	Self-Adhesive Classroom Labeling Pockets - Set of 30 - 3 5/8" x 3 5/8"	113	\$24.99	\$23.74	Teaching Resources	Classroom Essentials
LA624	Self-Adhesive Classroom Labeling Pockets - Set of 30 - 7" x 1 1/4"	113	\$24.99	\$23.74	Teaching Resources	Classroom Essentials
LA627	Teaching Tubs Storage Rack	182	\$49.99	\$47.49	Accessories	Accessories
LA645	Activity Tree for Chicka Chicka Boom Boom	168	\$39.99	\$37.99	Language	Oral Language & Storytelling
LA649	Lakeshore Puzzle Rack	59	\$14.99	\$14.24	Puzzles	Wooden Puzzles
LA653	Shatterproof Safety Mirrors - Set of 12	218	\$21.99	\$20.89	Science	Science Tools & Equipment
LA654	Shatterproof Safety Mirrors - Set of 36	218	\$59.99	\$56.99	Science	Science Tools & Equipment
LA657	Bar Magnets - Set of 12	218	\$39.99	\$37.99	Science	Science Tools & Equipment
LA658	Bar Magnets - Set of 36	218	\$99.99	\$94.99	Science	Science Tools & Equipment
LA712	Bright Giant Washable Color Ink Pads - Set of 5 Colors	155	\$29.99	\$28.49	Arts & Crafts	Stamps & Markers
LA716	Hair-Colors Crinkle Strips	162	\$14.99	\$14.24	Arts & Crafts	Craft & Collage Materials
LA719	Giant Clear-View Water Play Table	12	\$229.00	\$217.55	Sand & Water	Sand & Water Tables
LA745X	Toddler Manipulative Library 2	141	\$199.00	\$189.05	Infants & Toddlers	Fine Motor Skills
LA751	Fish Builders	141	\$49.99	\$47.49	Infants & Toddlers	Fine Motor Skills
LA752	Jumbo Nuts & Bolts	141	\$59.99	\$56.99	Infants & Toddlers	Fine Motor Skills
LA766	Tower Builders	141	\$49.99	\$47.49	Infants & Toddlers	Fine Motor Skills
LA768BU	Bright Giant Washable Color Ink Pad - Blue	155	\$6.49	\$6.17	Arts & Crafts	Stamps & Markers
LA768GR	Bright Giant Washable Color Ink Pad - Green	155	\$6.49	\$6.17	Arts & Crafts	Stamps & Markers
LA768RD	Bright Giant Washable Color Ink Pad - Red	155	\$6.49	\$6.17	Arts & Crafts	Stamps & Markers
LA768RG	Bright Giant Washable Color Ink Pad - Orange	155	\$6.49	\$6.17	Arts & Crafts	Stamps & Markers
LA768VT	Bright Giant Washable Color Ink Pad - Purple	155	\$6.49	\$6.17	Arts & Crafts	Stamps & Markers
LA788	Mix & Match Farm Animals - Set of 6	8	\$19.99	\$18.99	Infants & Toddlers	Fine Motor Skills
LA796	Best-Buy Colored Pencils - 12-Color Box	153	\$69.99	\$66.49	Arts & Crafts	Crayons & Colored Pencils
LA797	Best-Buy Colored Pencils Pack	153	\$3.29	\$3.13	Arts & Crafts	Crayons & Colored Pencils
LA902	B-Station Junction Box With Volume Controls	64	\$26.99	\$25.64	Music	Audio Equipment & Listening Centers
LA903	B-Station Junction Box Without Volume Controls	64	\$16.99	\$16.14	Music	Audio Equipment & Listening Centers
LA905	Lakeshore Puppet Theater	57	\$99.50	\$94.53	Classroom Furniture	Dramatic Play Furniture
LA915	Pretend & Play Mailbox	44	\$29.99	\$28.49	Dramatic Play	Dress-Up & Role Play
LA919	Lakeshore No-Spill Paint Cup - Clear	150	\$1.99	\$1.69	Arts & Crafts	Paint & Painting Accessories
LA920X	Lakeshore No-Spill Paint Cups - Set of 10 Colors	150	\$14.99	\$14.24	Arts & Crafts	Paint & Painting Accessories
LA921BK	Lakeshore No-Spill Paint Cup - Black	150	\$1.79	\$1.70	Arts & Crafts	Paint & Painting Accessories
LA921BR	Lakeshore No-Spill Paint Cup - Brown	150	\$1.79	\$1.70	Arts & Crafts	Paint & Painting Accessories
LA921BU	Lakeshore No-Spill Paint Cup - Blue	150	\$1.79	\$1.70	Arts & Crafts	Paint & Painting Accessories
LA921GR	Lakeshore No-Spill Paint Cup - Green	150	\$1.79	\$1.70	Arts & Crafts	Paint & Painting Accessories
LA921RD	Lakeshore No-Spill Paint Cup - Red	150	\$1.79	\$1.70	Arts & Crafts	Paint & Painting Accessories
LA921RG	Lakeshore No-Spill Paint Cup - Orange	150	\$1.79	\$1.70	Arts & Crafts	Paint & Painting Accessories
LA921TQ	Lakeshore No-Spill Paint Cup - Turquoise	150	\$1.79	\$1.70	Arts & Crafts	Paint & Painting Accessories
LA921VT	Lakeshore No-Spill Paint Cup - Violet	150	\$1.79	\$1.70	Arts & Crafts	Paint & Painting Accessories
LA921WT	Lakeshore No-Spill Paint Cup - White	150	\$1.79	\$1.70	Arts & Crafts	Paint & Painting Accessories

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Product Code	Product Description	Quantity	Unit Price	Discount	Net Price	Category	Subcategory
LA821YE	Lakeshore No-Spill Paint Cup - Yellow	150	\$1.79	5%	\$1.70	Arts & Crafts	Paint & Painting Accessories
LA822	Paint Cup Carrier	150	\$16.99	5%	\$16.14	Accessories	Accessories
LA827	Lakeshore Puppet Tree	56	\$59.99	5%	\$56.99	Classroom Furniture	Dramatic Play Furniture
LA835	Storytelling Glove	168	\$9.99	5%	\$9.49	Language	Oral Language & Storytelling
LA840X	Toddler Manipulative Library 1	140	\$199.00	5%	\$189.05	Infants & Toddlers	Fine Motor Skills
LA847	Giant Star Builders	140	\$39.99	5%	\$37.99	Infants & Toddlers	Fine Motor Skills
LA848	ABC Blocks	140	\$49.99	5%	\$47.49	Infants & Toddlers	Fine Motor Skills
LA859	Alphabet Puzzles Storage Rack	58	\$39.99	5%	\$37.99	Accessories	Accessories
LA868	Acrylic Gemstones	163	\$19.99	5%	\$18.99	Arts & Crafts	Craft & Collage Materials
LA872	Color Paddle Sets - Set of 12	218	\$21.99	5%	\$20.89	Blocks & Manipulatives	Light Tables & Accessories
LA873	Color Paddle Sets - Set of 36	218	\$59.99	5%	\$56.99	Blocks & Manipulatives	Light Tables & Accessories
LA874	Motor Links	140	\$49.99	5%	\$47.49	Infants & Toddlers	Fine Motor Skills
LA883	Best-Buy Broad-Tip Markers - Class Pack	154	\$59.99	5%	\$56.99	Arts & Crafts	Stamps & Markers
LA888	Learn to Brush Demonstration Kit	221	\$39.99	5%	\$37.99	Science	Health & Nutrition
LA910	Take-Apart Human Body Model		\$99.50	5%	\$94.53	Science	Life Science
LA912	In the City Logic Puzzle	61	\$29.99	5%	\$28.49	Puzzles	Wooden Puzzles
LA913	Around the Town Logic Puzzle	61	\$29.99	5%	\$28.49	Puzzles	Wooden Puzzles
LA914	On the Farm Logic Puzzle	61	\$29.99	5%	\$28.49	Puzzles	Wooden Puzzles
LA915X	Build & Play Logic Puzzles - Complete Set	61	\$79.99	5%	\$75.99	Puzzles	Wooden Puzzles
LA926	Lakeshore Jumbo Colored Pencils	153	\$8.99	5%	\$8.54	Arts & Crafts	Crayons & Colored Pencils
LA933	Hygienic Toothbrush Holder Screen Cover for 12 Toothbrushes	221	\$16.99	5%	\$16.14	Accessories	Accessories
LA934	Hygienic Toothbrush Holder Screen Cover for 10 Toothbrushes	221	\$14.99	5%	\$14.24	Accessories	Accessories
LA935	Hygienic Toothbrush Holder for 12 Toothbrushes	221	\$69.99	5%	\$66.49	Science	Health & Nutrition
LA936	Hygienic Toothbrush Holder for 10 Toothbrushes	221	\$59.99	5%	\$56.99	Science	Health & Nutrition
LA949	Lakeshore Heavy-Duty Hardwood Easel	146	\$189.00	5%	\$179.55	Arts & Crafts	Art Easels & Drying Racks
LA952	A Place for Everyone Classroom Carpet for 30 Kids - 9' x 12'	98	\$489.00	5%	\$464.55	Classroom Furniture	Classroom Carpets & Rugs
LA954	Brown Bear, Brown Bear, What Do You See? Storytelling Kit	169	\$34.99	5%	\$33.24	Language	Oral Language & Storytelling
LA955X	Lakeshore Storytelling Kits - Set 1	169	\$199.00	5%	\$189.05	Language	Oral Language & Storytelling
LA956	The Very Hungry Caterpillar Storytelling Kit	169	\$34.99	5%	\$33.24	Language	Oral Language & Storytelling
LA959	The Kissing Hand Storytelling Kit	169	\$34.99	5%	\$33.24	Language	Oral Language & Storytelling
LA960X	Lakeshore Storytelling Kits - Set 2	169	\$199.00	5%	\$189.05	Language	Oral Language & Storytelling
LA964	Adjustable Pocket Chart Stand	200	\$59.99	5%	\$56.99	Teaching Resources	Pocket Charts & Accessories
LA969	Peel & Stick Jewels	163	\$19.99	5%	\$18.99	Arts & Crafts	Craft & Collage Materials
LA987	Stay-Dry Water Play Smock	12	\$11.99	5%	\$11.39	Sand & Water	Sand & Water Play
LA987Z	Stay-Dry Water Play Smock - Set of 12	12	\$129.00	5%	\$122.55	Sand & Water	Sand & Water Play
LA990	Storytelling Board with Magnetic Backing	169	\$29.99	5%	\$28.49	Language	Oral Language & Storytelling
LA998	Storytelling Lapboard	168	\$10.99	5%	\$10.44	Language	Oral Language & Storytelling
LC101	Comfy Round Classroom Carpet - 9' Diameter - Forest Green	105	\$359.00	5%	\$341.05	Classroom Furniture	Classroom Carpets & Rugs
LC102	Comfy Round Classroom Carpet - 9' Diameter - Charcoal	105	\$359.00	5%	\$341.05	Classroom Furniture	Classroom Carpets & Rugs
LC103	Comfy Round Classroom Carpet - 9' Diameter - Plum	105	\$359.00	5%	\$341.05	Classroom Furniture	Classroom Carpets & Rugs
LC107	Magnetic Designer	24	\$19.99	5%	\$18.99	Blocks & Manipulatives	Fine Motor Development
LC108	Pattern Cards for Magnetic Designer	24	\$7.99	5%	\$7.59	Accessories	Accessories
LC109	Comfy Round Classroom Carpet - 9' Diameter - Navy Blue	105	\$359.00	5%	\$341.05	Classroom Furniture	Classroom Carpets & Rugs
LC110	Comfy Rectangular Classroom Carpet - 9' x 12' - Forest Green	105	\$389.00	5%	\$369.55	Classroom Furniture	Classroom Carpets & Rugs
LC112	Comfy Rectangular Classroom Carpet - 4' x 6' - Forest Green	105	\$119.00	5%	\$113.05	Classroom Furniture	Classroom Carpets & Rugs
LC113	Letter Crayons Word Building Center	168	\$29.99	5%	\$28.49	Language	Phonics & Word Building
LC1143	Wheelchair	49	\$46.99	5%	\$44.64	Dramatic Play	Dolls & Accessories
LC1145	Two Leg Stairs and Two Forearm Crutches	49	\$22.99	5%	\$21.84	Dramatic Play	Dolls & Accessories
LC1147	Two Hearing Aids and Two Pairs of Eyeglasses	49	\$9.99	5%	\$9.49	Dramatic Play	Dolls & Accessories
LC1149	Guide Dog, Harness and Cane	49	\$24.99	5%	\$23.74	Dramatic Play	Dolls & Accessories
LC115	Comfy Round Classroom Carpet - 6' Diameter - Forest Green	105	\$169.00	5%	\$160.55	Classroom Furniture	Classroom Carpets & Rugs
LC1151	Walker and Accessory Bag	49	\$44.99	5%	\$42.74	Dramatic Play	Dolls & Accessories
LC116	Comfy Round Classroom Carpet - 6' Diameter - Charcoal	105	\$169.00	5%	\$160.55	Classroom Furniture	Classroom Carpets & Rugs

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Product #	Product Name	Quantity	Unit Price	Discount	Net Price	Category	Subcategory
LC1166	Addition Machine	102	\$19.99	5%	\$18.99	Math	Basic Operations
LC1167	Subtraction Machine	102	\$19.99	5%	\$18.99	Math	Basic Operations
LC1168	Multiplication Machine	102	\$19.99	5%	\$18.99	Math	Basic Operations
LC1169	Division Machine	102	\$19.99	5%	\$18.99	Math	Basic Operations
LC117	Comfy Round Classroom Carpet - 6' Diameter - Plum	105	\$169.00	5%	\$160.55	Classroom Furniture	Classroom Carpets & Rugs
LC1170	Self-Teaching Math Machines - Complete Set	102	\$75.00	5%	\$71.25	Math	Basic Operations
LC118	Comfy Round Classroom Carpet - 6' Diameter - Navy Blue	105	\$169.00	5%	\$160.55	Classroom Furniture	Classroom Carpets & Rugs
LC1198	Classroom Calendar Pocket Chart	201	\$29.99	5%	\$28.49	Teaching Resources	Pocket Charts & Accessories
LC120	Colored Feathers - 1-Dunce Bag	162	\$5.99	5%	\$5.69	Arts & Crafts	Craft & Collage Materials
LC121	Comfy Rectangular Classroom Carpet - 6' x 9' - Forest Green	105	\$229.00	5%	\$217.55	Classroom Furniture	Classroom Carpets & Rugs
LC126	Alphabet Learning Locks	185	\$39.99	5%	\$37.99	Language	Alphabet
LC127	Unlock It! Number Match	209	\$29.99	5%	\$28.49	Math	Numbers & Counting
LC1273	Machine-Washable Alphabet Puppet Set	56	\$229.00	5%	\$217.55	Dramatic Play	Puppets
LC1276	Stand for Alphabet Puppets	56	\$59.99	5%	\$56.99	Accessories	Accessories
LC1279	The Allowance Game	236	\$19.99	5%	\$18.99	Games	Board & Dice Games
LC129	Toddler Housecleaning Set	137	\$39.99	5%	\$37.99	Infants & Toddlers	Social-Emotional Development
LC130	Macaroni - 1-Pound Bag	162	\$8.99	5%	\$8.54	Arts & Crafts	Craft & Collage Materials
LC133	Addition Learning Locks	104	\$36.99	5%	\$35.14	Math	Basic Operations
LC1340X	Nylon-Bristle Paintbrushes - Set of 10	150	\$9.99	5%	\$9.49	Arts & Crafts	Paint & Painting Accessories
LC135X	English Language Development Skill-Building Centers - Complete Set	55	\$149.00	5%	\$141.55	Language	Spanish & ELL Materials
LC136	English Language Development Vocabulary Center	55	\$39.99	5%	\$37.99	Language	Spanish & ELL Materials
LC137	English Language Development Speaking & Listening Center	55	\$39.99	5%	\$37.99	Language	Spanish & ELL Materials
LC138	English Language Development Reading Comprehension Center	55	\$39.99	5%	\$37.99	Language	Spanish & ELL Materials
LC139	English Language Development Writing Center	55	\$39.99	5%	\$37.99	Language	Spanish & ELL Materials
LC140	Comfy Rectangular Classroom Carpet - 9' x 12' - Charcoal	105	\$389.00	5%	\$369.55	Classroom Furniture	Classroom Carpets & Rugs
LC141	Comfy Rectangular Classroom Carpet - 6' x 9' - Charcoal	105	\$229.00	5%	\$217.55	Classroom Furniture	Classroom Carpets & Rugs
LC1410	10-Player Rhythm Set	62	\$49.99	5%	\$47.49	Music	Musical Instruments
LC1415	15-Player Rhythm Set	62	\$99.99	5%	\$94.99	Music	Musical Instruments
LC142	Comfy Rectangular Classroom Carpet - 4' x 6' - Charcoal	105	\$119.00	5%	\$113.05	Classroom Furniture	Classroom Carpets & Rugs
LC1430	30-Player Rhythm Set	62	\$199.00	5%	\$189.05	Music	Musical Instruments
LC147	Lounge & Learn Hideaway	107	\$499.00	5%	\$474.05	Classroom Furniture	Chairs & Seating
LC1479	Activity Kit Storage Rack	173	\$49.99	5%	\$47.49	Accessories	Accessories
LC148	Magnetic Word Builders	36	\$39.99	5%	\$37.99	Language	Phonics & Word Building
LC150	Comfy Rectangular Classroom Carpet - 9' x 12' - Plum	105	\$389.00	5%	\$369.55	Classroom Furniture	Classroom Carpets & Rugs
LC151	Comfy Rectangular Classroom Carpet - 6' x 9' - Plum	105	\$229.00	5%	\$217.55	Classroom Furniture	Classroom Carpets & Rugs
LC152	Comfy Rectangular Classroom Carpet - 4' x 6' - Plum	105	\$119.00	5%	\$113.05	Classroom Furniture	Classroom Carpets & Rugs
LC153	Flex-Space Student Lap Desk	195	\$79.99	5%	\$75.99	Classroom Furniture	Tables & Desks
LC1561	Sentence Strips Storage Box	201	\$10.99	5%	\$10.44	Teaching Resources	Pocket Charts & Accessories
LC1587	Lakeshore Easy-Stack Cot	110	\$69.99	5%	\$66.49	Classroom Furniture	Rest Mats & Cots
LC1589	Lakeshore Cot Sheet	73	\$12.99	5%	\$12.34	Classroom Furniture	Rest Mats & Cots
LC15892	Lakeshore Cot Sheet - Set of 12	73	\$149.00	5%	\$141.55	Classroom Furniture	Rest Mats & Cots
LC1591	Easy-Stack Cot Carrier	73	\$89.99	5%	\$85.49	Classroom Furniture	Rest Mats & Cots
LC1597	Lakeshore Easy-Stack Cot - Set of 5	110	\$399.00	5%	\$379.05	Classroom Furniture	Rest Mats & Cots
LC160	Comfy Rectangular Classroom Carpet - 9' x 12' - Navy Blue	105	\$389.00	5%	\$369.55	Classroom Furniture	Classroom Carpets & Rugs
LC161	Comfy Rectangular Classroom Carpet - 6' x 9' - Navy Blue	105	\$229.00	5%	\$217.55	Classroom Furniture	Classroom Carpets & Rugs
LC162	Comfy Rectangular Classroom Carpet - 4' x 6' - Navy Blue	105	\$119.00	5%	\$113.05	Classroom Furniture	Classroom Carpets & Rugs
LC1636	Pace Value Blocks Only	100	\$24.99	5%	\$23.74	Accessories	Accessories
LC1639	Magnetic Story Board	67	\$29.99	5%	\$28.49	Language	Writing & Grammar
LC164	Jumbo Magnetic Multiplication Arrays - Set of 4	103	\$39.99	5%	\$37.99	Math	Basic Operations
LC165	Pace Value Activity Kit	103	\$34.99	5%	\$33.24	Math	Pace Value
LC1651	Size & Color Bug Counters	202	\$24.99	5%	\$23.74	Math	Math Manipulatives
LC1653	Fun Fruit Counters	202	\$24.99	5%	\$23.74	Math	Math Manipulatives
LC1657	Size & Color Teddy Counters	202	\$24.99	5%	\$23.74	Math	Math Manipulatives

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Item #	Description	QTY	UNIT PRICE	SALES TAX	NET PRICE	Category	Sub-Category
LC166	Hands-On Multiplication & Division Kit	105	\$39.99	5%	\$37.99	Math	Basic Operations
LC166SX	Lakeshore Math Counters Library 1	202	\$149.00	5%	\$141.55	Math	Math Manipulatives
LC1666	Dinosaur Counters	202	\$24.99	5%	\$23.74	Math	Math Manipulatives
LC1667	Sea Animal Counters	202	\$24.99	5%	\$23.74	Math	Math Manipulatives
LC1668	Vehicle Counters	202	\$24.99	5%	\$23.74	Math	Math Manipulatives
LC169	People Shapes™	164	\$9.99	5%	\$9.49	Arts & Crafts	Craft & Collage Materials
LC170	People Shapes™ Project Kit	164	\$29.99	5%	\$28.49	Arts & Crafts	Craft & Collage Materials
LC174	Fix-Spc Mbl Stndt Wk Orgzr-Gry	14	\$799.00	5%	\$759.05	Classroom Furniture	Storage Units
LC176	Giant Magnetic Letters - Uppercase	197	\$14.99	5%	\$14.24	Language	Alphabet
LC177	Giant Magnetic Letters - Lowercase	197	\$14.99	5%	\$14.24	Language	Alphabet
LC178	Giant Magnetic Numbers	197	\$14.99	5%	\$14.24	Math	Math Manipulatives
LC180X	Lakeshore Multi-Ethnic School Doll Set	49	\$299.00	5%	\$284.05	Dramatic Play	Dolls & Accessories
LC181	Lakeshore Caucasian Girl Doll	49	\$39.99	5%	\$37.99	Dramatic Play	Dolls & Accessories
LC182	Lakeshore Caucasian Boy Doll	49	\$39.99	5%	\$37.99	Dramatic Play	Dolls & Accessories
LC183	Lakeshore Hispanic Girl Doll	49	\$39.99	5%	\$37.99	Dramatic Play	Dolls & Accessories
LC184	Lakeshore Hispanic Boy Doll	49	\$39.99	5%	\$37.99	Dramatic Play	Dolls & Accessories
LC185	Lakeshore African American Girl Doll	49	\$39.99	5%	\$37.99	Dramatic Play	Dolls & Accessories
LC186	Lakeshore African American Boy Doll	49	\$39.99	5%	\$37.99	Dramatic Play	Dolls & Accessories
LC187	Lakeshore Asian Girl Doll	49	\$39.99	5%	\$37.99	Dramatic Play	Dolls & Accessories
LC188	Lakeshore Asian Boy Doll	49	\$39.99	5%	\$37.99	Dramatic Play	Dolls & Accessories
LC189	Comfy Pillows - Set of 5	111	\$129.00	5%	\$122.55	Classroom Furniture	Chairs & Seating
LC191	Pillow Folding Rest Mat	111	\$19.99	5%	\$18.99	Classroom Furniture	Rest Mats & Cots
LC192	Heat-Sealed Hygienic Folding Rest Mat	111	\$34.99	5%	\$33.24	Classroom Furniture	Rest Mats & Cots
LC193	Heavy-Duty Folding Rest Mat	111	\$36.99	5%	\$35.14	Classroom Furniture	Rest Mats & Cots
LC195	Paint Pump	146	\$2.99	5%	\$2.84	Accessories	Accessories
LC198	Giant Magnetic Graph & Array Chart	87	\$29.99	5%	\$28.49	Teaching Resources	Classroom Essentials
LC199	Calming Colors Pillows - Set of 5	111	\$129.00	5%	\$122.55	Classroom Furniture	Chairs & Seating
LC200X	Block Play Simple Machines - Complete Set	37	\$119.00	5%	\$113.05	Blocks & Manipulatives	Unit Blocks & Accessories
LC202	Block Play Conveyor Belt	37	\$39.99	5%	\$37.99	Blocks & Manipulatives	Unit Blocks & Accessories
LC203	Block Play Elevator	37	\$39.99	5%	\$37.99	Blocks & Manipulatives	Unit Blocks & Accessories
LC204	Block Play Crane	37	\$49.99	5%	\$47.49	Blocks & Manipulatives	Unit Blocks & Accessories
LC206	Magnetic Letters - Uppercase	197	\$9.99	5%	\$9.49	Language	Alphabet
LC207	Magnetic Letters - Lowercase	197	\$9.99	5%	\$9.49	Language	Alphabet
LC208	Magnetic Numbers	197	\$9.99	5%	\$9.49	Math	Math Manipulatives
LC211	Fix-Spc 42In Rnd Mbl Tbl-Gray	17	\$449.00	5%	\$426.55	Classroom Furniture	Tables & Desks
LC212	Fix-Spc 48In Rnd Mbl Tbl-Gray	17	\$499.00	5%	\$474.05	Classroom Furniture	Tables & Desks
LC213	Fix-Spc 30X48 Mobile Tbl-Gray	17	\$449.00	5%	\$426.55	Classroom Furniture	Tables & Desks
LC214	Fix-Space 30X60 Mbl Tbl-Gray	17	\$499.00	5%	\$474.05	Classroom Furniture	Tables & Desks
LC215	Fix-Spc 6-Cubby Mbl Stor-Gray	15	\$699.00	5%	\$664.05	Classroom Furniture	Storage Units
LC220	Natural-Bristle Paintbrushes - Set of 10	150	\$9.99	5%	\$9.49	Arts & Crafts	Paint & Painting Accessories
LC224	Medium Safety Wall Mirror (2' x 4')	115	\$149.00	5%	\$141.55	Infants & Toddlers	Furniture
LC228	Flex-Space 2-Shelf All-Purpose Storage Unit	10	\$349.00	5%	\$331.55	Classroom Furniture	Storage Units
LC229	Flex-Space 3-Shelf All-Purpose Storage Unit	10	\$459.00	5%	\$435.05	Classroom Furniture	Storage Units
LC230	Flex-Space 4-Shelf All-Purpose Storage Unit	10	\$579.00	5%	\$550.05	Classroom Furniture	Storage Units
LC231BU	Flex-Space Comfy Stool - Blue	3	\$149.00	5%	\$141.55	Classroom Furniture	Chairs & Seating
LC231GR	Flex-Space Comfy Stool - Green	3	\$149.00	5%	\$141.55	Classroom Furniture	Chairs & Seating
LC231RG	Flex-Space Comfy Stool - Orange	3	\$149.00	5%	\$141.55	Classroom Furniture	Chairs & Seating
LC232BU	Premium Beanbag Seat - Blue	109	\$69.99	5%	\$66.49	Classroom Furniture	Chairs & Seating
LC232GR	Premium Beanbag Seat - Green	109	\$69.99	5%	\$66.49	Classroom Furniture	Chairs & Seating
LC232RD	Premium Beanbag Seat - Red	109	\$69.99	5%	\$66.49	Classroom Furniture	Chairs & Seating
LC231BU	Premium Teardrop Beanbag Seat - Blue	109	\$89.99	5%	\$85.49	Classroom Furniture	Chairs & Seating
LC233GR	Premium Teardrop Beanbag Seat - Green	109	\$89.99	5%	\$85.49	Classroom Furniture	Chairs & Seating
LC233RD	Premium Teardrop Beanbag Seat - Red	109	\$89.99	5%	\$85.49	Classroom Furniture	Chairs & Seating

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Item #	Description	QTY	UNIT PRICE	TOTAL PRICE	QTY	UNIT PRICE	TOTAL PRICE	Category	Subcategory
LC238	Flex-Space 2-Shelf Binder Storage Center	11	\$189.00	\$2,079.00	5%	\$189.05	\$2,079.05	Classroom Furniture	Storage Units
LC239	Flex-Space 3-Shelf Binder Storage Center	11	\$299.00	\$3,289.00	5%	\$299.05	\$3,289.05	Classroom Furniture	Storage Units
LC240K	Flex-Space Comfy Stools - Set of 3 Colors	3	\$399.00	\$1,197.00	5%	\$399.05	\$1,197.05	Classroom Furniture	Chairs & Seating
LC241	Heavy-Duty Drums - Set of 4	63	\$49.99	\$3,149.37	5%	\$47.49	\$3,041.97	Music	Musical Instruments
LC244	Flex-Space Mobile 18-Tray Storage Center	12	\$699.00	\$8,388.00	5%	\$664.05	\$7,968.60	Classroom Furniture	Storage Units
LC245	Flex-Space Mobile 27-Tray Storage Center	12	\$999.00	\$11,988.00	5%	\$949.05	\$11,388.60	Classroom Furniture	Storage Units
LC246BU	Flex-Space Lounge & Learn Couch for Two - Blue	19	\$379.00	\$7,201.00	5%	\$360.05	\$6,840.95	Classroom Furniture	Chairs & Seating
LC246GA	Flex-Space Lounge & Learn Couch for Two - Green	19	\$379.00	\$7,201.00	5%	\$360.05	\$6,840.95	Classroom Furniture	Chairs & Seating
LC246GR	Flex-Space Lounge & Learn Couch for Two - Orange	19	\$379.00	\$7,201.00	5%	\$360.05	\$6,840.95	Classroom Furniture	Chairs & Seating
LC249	All-In-One Kitchen	41	\$729.00	\$29,899.00	5%	\$692.55	\$28,404.45	Dramatic Play	Play Furniture
LC250X	Lakeshore Hardwood Kitchen Set	41	\$979.00	\$40,239.00	5%	\$930.05	\$38,131.05	Dramatic Play	Play Furniture
LC251	Lakeshore Hardwood Sink	41	\$249.00	\$10,209.00	5%	\$236.55	\$9,699.45	Dramatic Play	Play Furniture
LC252	Flex-Space Mobile 36-Tray Storage Center	12	\$1,299.00	\$15,588.00	7%	\$1,208.07	\$14,496.84	Classroom Furniture	Storage Units
LC253	Flex-Space Mbl Stand Desk - Gray	15	\$379.00	\$5,685.00	5%	\$360.05	\$5,400.75	Classroom Furniture	Tables & Desks
LC254	Flex-Space Mbl Stand Desk - Gray	16	\$499.00	\$7,984.00	5%	\$474.05	\$7,584.80	Classroom Furniture	Tables & Desks
LC255	Indoor/Outdoor Floor Seats - Set of 4	106	\$79.99	\$8,478.94	5%	\$75.99	\$8,054.94	Classroom Furniture	Chairs & Seating
LC256	Flex-Space Mbl Wdg Stnd Dsk - Gray	16	\$279.00	\$4,464.00	5%	\$265.05	\$4,240.80	Classroom Furniture	Tables & Desks
LC257	Flex-Space Mbl Stnd Desk - Gray	16	\$319.00	\$5,104.00	5%	\$303.05	\$4,848.80	Classroom Furniture	Tables & Desks
LC259	Flex-Space Mbl Tchr Desk - Gray	17	\$899.00	\$15,283.00	5%	\$854.05	\$14,518.85	Classroom Furniture	Tables & Desks
LC260X	Storytelling Puppets - Set 2	168	\$39.99	\$6,718.32	5%	\$37.99	\$6,382.32	Language	Oral Language & Storytelling
LC261	Three Billy Goats Gruff Storytelling Puppets	168	\$8.99	\$1,510.32	5%	\$8.54	\$1,434.72	Language	Oral Language & Storytelling
LC262	Three Bears Storytelling Puppets	168	\$8.99	\$1,510.32	5%	\$8.54	\$1,434.72	Language	Oral Language & Storytelling
LC263	Three Little Pigs Storytelling Puppets	168	\$8.99	\$1,510.32	5%	\$8.54	\$1,434.72	Language	Oral Language & Storytelling
LC264	Itsy Bitsy Spider Storytelling Puppets	168	\$8.99	\$1,510.32	5%	\$8.54	\$1,434.72	Language	Oral Language & Storytelling
LC265	Gingerbread Man Storytelling Puppets	168	\$8.99	\$1,510.32	5%	\$8.54	\$1,434.72	Language	Oral Language & Storytelling
LC266	Little Red Hen Storytelling Puppets	168	\$8.99	\$1,510.32	5%	\$8.54	\$1,434.72	Language	Oral Language & Storytelling
LC267	Old MacDonald Storytelling Puppets	168	\$8.99	\$1,510.32	5%	\$8.54	\$1,434.72	Language	Oral Language & Storytelling
LC268	Teasing Mr. Crocodile Storytelling Puppets	168	\$8.99	\$1,510.32	5%	\$8.54	\$1,434.72	Language	Oral Language & Storytelling
LC269	Five Little Ducks Storytelling Puppets	168	\$8.99	\$1,510.32	5%	\$8.54	\$1,434.72	Language	Oral Language & Storytelling
LC270X	Storytelling Puppets - Set 1	168	\$39.99	\$6,718.32	5%	\$37.99	\$6,382.32	Language	Oral Language & Storytelling
LC271	Five Green & Speckled Frogs Storytelling Puppets	168	\$8.99	\$1,510.32	5%	\$8.54	\$1,434.72	Language	Oral Language & Storytelling
LC272BU	Flex-Space Comfy Curved Seat - Blue	4	\$279.00	\$1,116.00	5%	\$265.05	\$1,060.20	Classroom Furniture	Chairs & Seating
LC272GR	Flex-Space Comfy Curved Seat - Green	4	\$279.00	\$1,116.00	5%	\$265.05	\$1,060.20	Classroom Furniture	Chairs & Seating
LC272RG	Flex-Space Comfy Curved Seat - Orange	4	\$279.00	\$1,116.00	5%	\$265.05	\$1,060.20	Classroom Furniture	Chairs & Seating
LC274BU	Flex-Space Lounge & Learn Ottoman - Blue	19	\$199.00	\$3,781.00	5%	\$189.05	\$3,591.95	Classroom Furniture	Chairs & Seating
LC274GA	Flex-Space Lounge & Learn Ottoman - Green	19	\$199.00	\$3,781.00	5%	\$189.05	\$3,591.95	Classroom Furniture	Chairs & Seating
LC274GR	Flex-Space Lounge & Learn Ottoman - Orange	19	\$199.00	\$3,781.00	5%	\$189.05	\$3,591.95	Classroom Furniture	Chairs & Seating
LC274RG	Flex-Space Lounge & Learn Ottoman - Orange	19	\$199.00	\$3,781.00	5%	\$189.05	\$3,591.95	Classroom Furniture	Chairs & Seating
LC275X	Our Community Washable Dolls - Complete Set	47	\$139.00	\$6,533.00	5%	\$132.05	\$6,216.35	Dramatic Play	Dolls & Accessories
LC276	Doctor Washable Doll	47	\$24.99	\$1,174.53	5%	\$23.74	\$1,115.18	Dramatic Play	Dolls & Accessories
LC277	Firefighter Washable Doll	47	\$24.99	\$1,174.53	5%	\$23.74	\$1,115.18	Dramatic Play	Dolls & Accessories
LC278	Police Officer Washable Doll	47	\$24.99	\$1,174.53	5%	\$23.74	\$1,115.18	Dramatic Play	Dolls & Accessories
LC279	Mail Carrier Washable Doll	47	\$24.99	\$1,174.53	5%	\$23.74	\$1,115.18	Dramatic Play	Dolls & Accessories
LC280	Construction Worker Washable Doll	47	\$24.99	\$1,174.53	5%	\$23.74	\$1,115.18	Dramatic Play	Dolls & Accessories
LC281	Chef Washable Doll	47	\$24.99	\$1,174.53	5%	\$23.74	\$1,115.18	Dramatic Play	Dolls & Accessories
LC282	Flex-Space Spot Carpet 8X9	20	\$379.00	\$7,580.00	5%	\$360.05	\$7,201.00	Classroom Furniture	Classroom Carpets & Rugs
LC283	Flex-Space Spot Carpet 9X12	20	\$489.00	\$9,780.00	5%	\$464.55	\$9,291.00	Classroom Furniture	Classroom Carpets & Rugs
LC2831	Flexible Foam Shapes	163	\$9.99	\$1,625.37	5%	\$9.49	\$1,544.77	Arts & Crafts	Craft & Collage Materials
LC2832	Peel & Stick Flexible Foam Shapes	163	\$16.99	\$2,769.37	5%	\$16.14	\$2,630.82	Arts & Crafts	Craft & Collage Materials
LC286	Outdoor Ramps Exploration Set	2	\$349.00	\$698.00	5%	\$331.55	\$663.10	Blocks & Manipulatives	Building Sets
LC287	Balls for Outdoor Ramps Exploration Set	2	\$19.99	\$39.98	5%	\$18.99	\$37.98	Accessories	Accessories
LC288	Flex-Space Locking Storage Cabinet	12	\$799.00	\$9,588.00	5%	\$759.05	\$9,108.60	Classroom Furniture	Storage Units

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LC2915	Heavy-Duty Adjustable Vinyl Paint Apron - Red	151	\$7.99	\$1,206.49	5%	\$7.59	\$1,156.29	Arts & Crafts	Paint & Painting Accessories
LC298	Flex-Space Mobile Book Bin Storage Center	10	\$459.00	\$4,590.00	5%	\$436.05	\$4,360.50	Classroom Furniture	Storage Units
LC321BU	Lakeshore Rainbow Rest Mat - Blue	110	\$36.99	\$4,068.90	5%	\$35.14	\$3,865.90	Classroom Furniture	Rest Mats & Cots
LC321GR	Lakeshore Rainbow Rest Mat - Green	110	\$36.99	\$4,068.90	5%	\$35.14	\$3,865.90	Classroom Furniture	Rest Mats & Cots
LC321RD	Lakeshore Rainbow Rest Mat - Red	110	\$36.99	\$4,068.90	5%	\$35.14	\$3,865.90	Classroom Furniture	Rest Mats & Cots
LC321VT	Lakeshore Rainbow Rest Mat - Purple	110	\$36.99	\$4,068.90	5%	\$35.14	\$3,865.90	Classroom Furniture	Rest Mats & Cots
LC321YE	Lakeshore Rainbow Rest Mat - Yellow	110	\$36.99	\$4,068.90	5%	\$35.14	\$3,865.90	Classroom Furniture	Rest Mats & Cots
LC322AT	Lakeshore Calming Colors Rest Mat - Almond Tan	110	\$36.99	\$4,068.90	5%	\$35.14	\$3,865.90	Classroom Furniture	Rest Mats & Cots
LC322SB	Lakeshore Calming Colors Rest Mat - Sky Blue	110	\$36.99	\$4,068.90	5%	\$35.14	\$3,865.90	Classroom Furniture	Rest Mats & Cots
LC322SE	Lakeshore Calming Colors Rest Mat - Sea Blue	110	\$36.99	\$4,068.90	5%	\$35.14	\$3,865.90	Classroom Furniture	Rest Mats & Cots
LC322SG	Lakeshore Calming Colors Rest Mat - Sage Green	110	\$36.99	\$4,068.90	5%	\$35.14	\$3,865.90	Classroom Furniture	Rest Mats & Cots
LC323	Heavy-Duty Toddler Vinyl Paint Smock	151	\$7.99	\$1,206.49	5%	\$7.59	\$1,156.29	Arts & Crafts	Paint & Painting Accessories
LC326	Lakeshore Hardwood Hutch Cabinet	41	\$249.00	\$10,209.00	5%	\$236.55	\$9,708.55	Dramatic Play	Play Furniture
LC327	Lakeshore Hardwood Stove	41	\$249.00	\$10,209.00	5%	\$236.55	\$9,708.55	Dramatic Play	Play Furniture
LC329	Lakeshore Hardwood Refrigerator	41	\$249.00	\$10,209.00	5%	\$236.55	\$9,708.55	Dramatic Play	Play Furniture
LC330	Best-Buy Rectangular Classroom Carpet - 9' x 12' - Green	104	\$340.00	\$35,360.00	5%	\$331.55	\$34,489.20	Classroom Furniture	Classroom Carpets & Rugs
LC331	Best-Buy Rectangular Classroom Carpet - 6' x 9' - Green	104	\$199.00	\$20,696.00	5%	\$189.05	\$19,661.20	Classroom Furniture	Classroom Carpets & Rugs
LC332	Indian Kurta and Scarf	52	\$36.99	\$1,923.48	5%	\$35.14	\$1,827.32	Dramatic Play	Dress-Up & Role Play
LC333	Chinese Manchurian Robe	52	\$36.99	\$1,923.48	5%	\$35.14	\$1,827.32	Dramatic Play	Dress-Up & Role Play
LC335	Ghanaian Dashiki and Kuku	52	\$36.99	\$1,923.48	5%	\$35.14	\$1,827.32	Dramatic Play	Dress-Up & Role Play
LC337	Mexican Falda and Blusa	52	\$36.99	\$1,923.48	5%	\$35.14	\$1,827.32	Dramatic Play	Dress-Up & Role Play
LC338	Japanese Happi Coat	52	\$36.99	\$1,923.48	5%	\$35.14	\$1,827.32	Dramatic Play	Dress-Up & Role Play
LC339	Nigerian Iro, Buba and Gele	52	\$36.99	\$1,923.48	5%	\$35.14	\$1,827.32	Dramatic Play	Dress-Up & Role Play
LC341	Sight-Word Magnets - Level 1	42	\$29.99	\$1,259.58	5%	\$28.49	\$1,196.58	Language	Sight-Words
LC342	Sight-Word Magnets - Level 2	42	\$29.99	\$1,259.58	5%	\$28.49	\$1,196.58	Language	Sight-Words
LC343	Sight-Word Magnets - Level 3	42	\$29.99	\$1,259.58	5%	\$28.49	\$1,196.58	Language	Sight-Words
LC344	Sight-Word Magnets - Level 4	42	\$29.99	\$1,259.58	5%	\$28.49	\$1,196.58	Language	Sight-Words
LC345X	Sight-Word Magnets - Complete Set	42	\$115.00	\$4,830.00	5%	\$109.25	\$4,590.50	Language	Sight-Words
LC348BU	Flex-Space Lounge & Learn Curved Couch - Blue	19	\$569.00	\$10,811.00	5%	\$540.55	\$10,270.45	Classroom Furniture	Chairs & Seating
LC348GA	Flex-Space Lounge & Learn Curved Couch - Grey	19	\$569.00	\$10,811.00	5%	\$540.55	\$10,270.45	Classroom Furniture	Chairs & Seating
LC348GR	Flex-Space Lounge & Learn Curved Couch - Green	19	\$569.00	\$10,811.00	5%	\$540.55	\$10,270.45	Classroom Furniture	Chairs & Seating
LC348RG	Flex-Space Lounge & Learn Curved Couch - Orange	19	\$569.00	\$10,811.00	5%	\$540.55	\$10,270.45	Classroom Furniture	Chairs & Seating
LC353	Wooden Boat Rocker	5	\$229.00	\$1,145.00	5%	\$217.55	\$1,087.75	Active Play	Balance & Coordination
LC3540X	Prepared Slides - Complete Set	221	\$49.99	\$11,047.79	5%	\$47.49	\$10,505.29	Science	Science Tools & Equipment
LC3541	Plants Prepared Slide Kit	221	\$12.99	\$2,870.79	5%	\$12.34	\$2,727.14	Science	Science Tools & Equipment
LC3543	Insects Prepared Slide Kit	221	\$12.99	\$2,870.79	5%	\$12.34	\$2,727.14	Science	Science Tools & Equipment
LC3545	Vegetables Prepared Slide Kit	221	\$12.99	\$2,870.79	5%	\$12.34	\$2,727.14	Science	Science Tools & Equipment
LC3547	Animals Prepared Slide Kit	221	\$12.99	\$2,870.79	5%	\$12.34	\$2,727.14	Science	Science Tools & Equipment
LC355X	Lakeshore Multicultural Clothing Set	52	\$229.00	\$11,898.00	5%	\$217.55	\$11,312.60	Social Studies	Cultures & The Community
LC356	Word Building Magnetic Letters - Uppercase	197	\$9.99	\$1,968.03	5%	\$9.49	\$1,868.53	Language	Phonics & Word Building
LC357	Word Building Magnetic Letters - Lowercase	197	\$9.99	\$1,968.03	5%	\$9.49	\$1,868.53	Language	Phonics & Word Building
LC360	People Colors Crayon Pack	153	\$6.99	\$1,069.47	5%	\$6.54	\$1,000.82	Arts & Crafts	Crayons & Colored Pencils
LC360Z	People Colors Crayons - Set of 12 Packs	153	\$82.99	\$12,597.47	5%	\$78.84	\$12,061.52	Arts & Crafts	Crayons & Colored Pencils
LC362	The Butterfly Nursery	214	\$39.99	\$8,577.86	5%	\$37.99	\$8,129.86	Science	Life Science
LC363	Jumbo People Colors Crayon Pack	153	\$10.99	\$1,681.47	5%	\$10.44	\$1,596.12	Arts & Crafts	Crayons & Colored Pencils
LC363Z	Jumbo People Colors Crayons - Set of 12 Packs	153	\$129.00	\$19,737.00	5%	\$122.55	\$18,750.15	Arts & Crafts	Crayons & Colored Pencils
LC37	Heavy-Duty Mid-Sleeved Adjustable Vinyl Paint Apron	151	\$8.99	\$1,357.49	5%	\$8.54	\$1,280.54	Arts & Crafts	Paint & Painting Accessories
LC380	Best-Buy Rectangular Classroom Carpet - 9' x 12' - Blue	104	\$340.00	\$35,360.00	5%	\$331.55	\$34,489.20	Classroom Furniture	Classroom Carpets & Rugs
LC381	Best-Buy Rectangular Classroom Carpet - 6' x 9' - Blue	104	\$199.00	\$20,696.00	5%	\$189.05	\$19,661.20	Classroom Furniture	Classroom Carpets & Rugs
LC382	Peruvian Boy Washable Doll	47	\$24.99	\$1,174.53	5%	\$23.74	\$1,115.18	Dramatic Play	Dolls & Accessories
LC386	People Colors Jumbo Colored Pencils	153	\$8.99	\$1,357.47	5%	\$8.54	\$1,280.52	Arts & Crafts	Crayons & Colored Pencils
LC402	Large Safety Wall Mirror (3' x 3')	115	\$199.00	\$22,885.00	5%	\$189.05	\$21,740.75	Infants & Toddlers	Furniture
LC403	All-In-One Magnetic Writing Center	194	\$29.99	\$5,818.06	5%	\$28.49	\$5,528.06	Language	Alphabet

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Item #	Description	QTY	UNIT PRICE	DISC %	DISC AMT	NET PRICE	Category	Sub-Category
LC404	Small Safety Wall Mirror (2' x 2')	115	\$99.50	5%	\$94.53	\$94.53	Infants & Toddlers	Furniture
LC405BU	Flex-Space Comfy Floor Seat - Blue		\$59.99	5%	\$56.99	\$56.99	Classroom Furniture	Chairs & Seating
LC405GA	Flex-Space Comfy Floor Seat - Green		\$59.99	5%	\$56.99	\$56.99	Classroom Furniture	Chairs & Seating
LC405GR	Flex-Space Comfy Floor Seat - Orange		\$59.99	5%	\$56.99	\$56.99	Classroom Furniture	Chairs & Seating
LC405RG	Flex-Space Comfy Floor Seat - Gray		\$59.99	5%	\$56.99	\$56.99	Classroom Furniture	Chairs & Seating
LC412	Flex-Spc 2-Shlf Bndr Str-Gray	15	\$199.00	5%	\$189.05	\$189.05	Classroom Furniture	Storage Units
LC414	Flex-Spc 3-Shlf Bndr Str-Gray	15	\$299.00	5%	\$284.05	\$284.05	Classroom Furniture	Storage Units
LC4205	Rainbow Parachute for 8 Kids - 6' Diameter	3	\$24.99	5%	\$23.74	\$23.74	Active Play	Balance & Coordination
LC4206	Rainbow Parachute for 10 Kids - 12' Diameter	3	\$59.99	5%	\$56.99	\$56.99	Active Play	Balance & Coordination
LC4207	Rainbow Parachute for 18 Kids - 20' Diameter	3	\$119.99	5%	\$113.99	\$113.99	Active Play	Balance & Coordination
LC421	Spanish Alphabet Teaching Tubs	193	\$179.00	5%	\$170.05	\$170.05	Language	Spanish & ELL Materials
LC429	Stand for Toddler Housecleaning Set	137	\$49.99	5%	\$47.49	\$47.49	Accessories	Accessories
LC430X	Washable Dolls from Around the World - Complete Set	47	\$139.00	5%	\$132.05	\$132.05	Social Studies	Cultures & The Community
LC433	Mexican Girl Washable Doll	47	\$24.99	5%	\$23.74	\$23.74	Dramatic Play	Dolls & Accessories
LC434	Chinese Boy Washable Doll	47	\$24.99	5%	\$23.74	\$23.74	Dramatic Play	Dolls & Accessories
LC435	Russian Boy Washable Doll	47	\$24.99	5%	\$23.74	\$23.74	Dramatic Play	Dolls & Accessories
LC436	Ghanaian Girl Washable Doll	47	\$24.99	5%	\$23.74	\$23.74	Dramatic Play	Dolls & Accessories
LC437	Indian Girl Washable Doll	47	\$24.99	5%	\$23.74	\$23.74	Dramatic Play	Dolls & Accessories
LC438	Mazaroni - 2-Pound Bag	162	\$16.99	5%	\$16.14	\$16.14	Arts & Crafts	Craft & Collage Materials
LC440X	Can Do! Reading Games - Gr. 3-4 - Complete Set		\$149.00	5%	\$141.55	\$141.55	Games	Card Games
LC441	Can Do! Reading Literature Game - Gr. 3-4	23	\$19.99	5%	\$18.99	\$18.99	Games	Card Games
LC442	Can Do! Reading Informational Text Game - Gr. 3-4	23	\$19.99	5%	\$18.99	\$18.99	Games	Card Games
LC443	Can Do! Writing Skills Game - Gr. 3-4	23	\$19.99	5%	\$18.99	\$18.99	Games	Card Games
LC444	Can Do! Vocabulary Game - Gr. 3-4	23	\$19.99	5%	\$18.99	\$18.99	Games	Card Games
LC445	Can Do! Prefixes & Suffixes Game - Gr. 3-4	23	\$19.99	5%	\$18.99	\$18.99	Games	Card Games
LC446	Can Do! Parts of Speech Game - Gr. 3-4	23	\$19.99	5%	\$18.99	\$18.99	Games	Card Games
LC447	Can Do! Language Conventions Game - Gr. 3-4	23	\$19.99	5%	\$18.99	\$18.99	Games	Card Games
LC448	Can Do! Figurative Language Game - Gr. 3-4	23	\$19.99	5%	\$18.99	\$18.99	Games	Card Games
LC450	Best-Buy Rectangular Classroom Carpet - 6' x 12' - Gray	104	\$349.00	5%	\$331.55	\$331.55	Classroom Furniture	Classroom Carpets & Rugs
LC451	Best-Buy Rectangular Classroom Carpet - 6' x 9' - Gray	104	\$199.00	5%	\$189.05	\$189.05	Classroom Furniture	Classroom Carpets & Rugs
LC453	Flex-Space Store-It-All Mobile Locking Media Tower		\$799.00	5%	\$759.05	\$759.05	Classroom Furniture	Storage Units
LC455	Outdoor Privacy Nook	68	\$799.00	5%	\$759.05	\$759.05	Classroom Furniture	Chairs & Seating
LC465X	High-Interest Intervention Reading Folders - Gr. 2-3 - Complete Set	52	\$149.00	5%	\$141.55	\$141.55	Language	Reading Comprehension & Fluency
LC466	Main Idea High-Interest Intervention Reading Folders - Gr. 2-3	52	\$29.99	5%	\$28.49	\$28.49	Language	Reading Comprehension & Fluency
LC467	Sequencing High-Interest Intervention Reading Folders - Gr. 2-3	52	\$29.99	5%	\$28.49	\$28.49	Language	Reading Comprehension & Fluency
LC468	Making Inferences High-Interest Intervention Reading Folders - Gr. 2-3	52	\$29.99	5%	\$28.49	\$28.49	Language	Reading Comprehension & Fluency
LC469	Reading for Details High-Interest Intervention Reading Folders - Gr. 2-3	52	\$29.99	5%	\$28.49	\$28.49	Language	Reading Comprehension & Fluency
LC470	Central Message High-Interest Intervention Reading Folders - Gr. 2-3	52	\$29.99	5%	\$28.49	\$28.49	Language	Reading Comprehension & Fluency
LC471	Jumbo Magnetic Ten-Frames - Set of 4	211	\$19.99	5%	\$18.99	\$18.99	Math	Numbers & Counting
LC474	All-Weather Cover for Outdoor Storage Unit	69	\$159.00	5%	\$151.05	\$151.05	Accessories	Accessories
LC475	Outdoor Comfy Chair	67	\$459.00	5%	\$436.05	\$436.05	Classroom Furniture	Chairs & Seating
LC476	Outdoor Toddler Table - 48" w x 26" d x 18" h	68	\$429.00	5%	\$407.55	\$407.55	Classroom Furniture	Tables & Desks
LC477	Outdoor Preschool Table - 48" w x 26" d x 21" h	68	\$459.00	5%	\$436.05	\$436.05	Classroom Furniture	Tables & Desks
LC478	Outdoor Comfy Couch	67	\$599.00	5%	\$569.05	\$569.05	Classroom Furniture	Chairs & Seating
LC479	Outdoor Storage Unit	69	\$799.00	5%	\$759.05	\$759.05	Classroom Furniture	Storage Units
LC480	Outdoor Coffee Table	67	\$249.00	5%	\$236.55	\$236.55	Classroom Furniture	Tables & Desks
LC481	Outdoor Toddler Bench - 48" w x 12" d x 9 1/2" h	69	\$349.00	5%	\$331.55	\$331.55	Classroom Furniture	Chairs & Seating
LC482	Outdoor Preschool Bench - 48" w x 12" d x 11 1/2" h	69	\$379.00	5%	\$360.05	\$360.05	Classroom Furniture	Chairs & Seating
LC483	Outdoor Chair - 9 1/2"	69	\$169.00	5%	\$160.55	\$160.55	Classroom Furniture	Chairs & Seating
LC484	Outdoor Chair - 11 1/2"	69	\$179.00	5%	\$170.05	\$170.05	Classroom Furniture	Chairs & Seating
LC485	Outdoor Chair - 13 1/2"	69	\$189.00	5%	\$179.55	\$179.55	Classroom Furniture	Chairs & Seating
LC486	Outdoor Toddler Table - 36" w x 26" d x 18" h	68	\$369.00	5%	\$350.55	\$350.55	Classroom Furniture	Tables & Desks
LC487	Outdoor Preschool Table - 36" w x 26" d x 21" h	68	\$399.00	5%	\$379.05	\$379.05	Classroom Furniture	Tables & Desks

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LC488	Outdoor Toddler Bench - 36" w x 12" d x 9 1/2" h	69			\$299.00	5%	\$284.05	Classroom Furniture	Chairs & Seating
LC489	Outdoor Preschool Bench - 36" w x 12" d x 11 1/2" h	69			\$329.00	5%	\$312.55	Classroom Furniture	Chairs & Seating
LC492	Outdoor Cozy Cabana	67			\$2,499.00	7%	\$2,324.07	Classroom Furniture	Chairs & Seating
LC495	Outdoor Drum Center	63			\$499.00	5%	\$474.05	Music	Musical Instruments
LC496	Best-Buy Tote Bags - Set of 10		72		\$24.99	5%	\$23.74	Teaching Resources	Bins & Organizers
LC499	All-Weather Cover for Outdoor Store Anything Shelves	69			\$169.00	5%	\$160.55	Accessories	Accessories
LC500	Outdoor Store Anything Shelves	69			\$899.00	5%	\$854.05	Classroom Furniture	Storage Units
LC501	Indoor/Outdoor Table & Tree Seats	106			\$399.00	5%	\$379.05	Classroom Furniture	Tables & Desks
LC502	Outdoor 6-Cubby Storage Unit	68			\$699.00	5%	\$664.05	Classroom Furniture	Storage Units
LC503	Outdoor 9-Cubby Storage Unit	68			\$899.00	5%	\$854.05	Classroom Furniture	Storage Units
LC504	All-Weather Cover for Outdoor 6-Cubby Storage Unit	68			\$119.00	5%	\$113.05	Accessories	Accessories
LC505	All-Weather Cover for Outdoor 9-Cubby Storage Unit	68			\$159.00	5%	\$151.05	Accessories	Accessories
LC506	Flex-Space Mobile 6-Cubby Storage Unit		11		\$699.00	5%	\$664.05	Classroom Furniture	Storage Units
LC507	Flex-Space Mobile 9-Cubby Storage Unit		11		\$999.00	5%	\$949.05	Classroom Furniture	Storage Units
LC508	Flex-Space Mobile 12-Cubby Storage Unit		11		\$1,299.00	7%	\$1,208.07	Classroom Furniture	Storage Units
LC511BU	Flex-Space Wobble Cushion - Blue		3		\$19.99	5%	\$18.99	Classroom Furniture	Chairs & Seating
LC511GR	Flex-Space Wobble Cushion - Green		3		\$19.99	5%	\$18.99	Classroom Furniture	Chairs & Seating
LC511RG	Flex-Space Wobble Cushion - Orange		3		\$19.99	5%	\$18.99	Classroom Furniture	Chairs & Seating
LC512	Flex-Space Lock Strg Cab-Gray		15		\$799.00	5%	\$759.05	Classroom Furniture	Storage Units
LC513BU	Flex-Space Stacking Chair - 13 1/2" - Blue		4		\$44.99	5%	\$42.74	Classroom Furniture	Chairs & Seating
LC513GA	Flex-Space Stacking Chair - 13 1/2" - Gray		4		\$44.99	5%	\$42.74	Classroom Furniture	Chairs & Seating
LC513RG	Flex-Space Stacking Chair - 13 1/2" - Orange		4		\$44.99	5%	\$42.74	Classroom Furniture	Chairs & Seating
LC515BU	Flex-Space Stacking Chair - 15 1/2" - Blue		4		\$56.99	5%	\$54.14	Classroom Furniture	Chairs & Seating
LC515GA	Flex-Space Stacking Chair - 15 1/2" - Gray		4		\$56.99	5%	\$54.14	Classroom Furniture	Chairs & Seating
LC515RG	Flex-Space Stacking Chair - 15 1/2" - Orange		4		\$56.99	5%	\$54.14	Classroom Furniture	Chairs & Seating
LC517BU	Flex-Space Stacking Chair - 17 1/2" - Blue		4		\$69.99	5%	\$66.49	Classroom Furniture	Chairs & Seating
LC517GA	Flex-Space Stacking Chair - 17 1/2" - Gray		4		\$69.99	5%	\$66.49	Classroom Furniture	Chairs & Seating
LC517RG	Flex-Space Stacking Chair - 17 1/2" - Orange		4		\$69.99	5%	\$66.49	Classroom Furniture	Chairs & Seating
LC528BU	Flex-Space Balance Ball Seat - 17" - Blue		5		\$19.99	5%	\$18.99	Classroom Furniture	Chairs & Seating
LC528GR	Flex-Space Balance Ball Seat - 17" - Green		5		\$19.99	5%	\$18.99	Classroom Furniture	Chairs & Seating
LC528RG	Flex-Space Balance Ball Seat - 17" - Orange		5		\$19.99	5%	\$18.99	Classroom Furniture	Chairs & Seating
LC529BU	Flex-Space Balance Ball Seat - 22" - Blue		5		\$24.99	5%	\$23.74	Classroom Furniture	Chairs & Seating
LC529GR	Flex-Space Balance Ball Seat - 22" - Green		5		\$24.99	5%	\$23.74	Classroom Furniture	Chairs & Seating
LC529RG	Flex-Space Balance Ball Seat - 22" - Orange		5		\$24.99	5%	\$23.74	Classroom Furniture	Chairs & Seating
LC531	Flex-Space 2-Shelf Storg-Gray		14		\$349.00	5%	\$331.55	Classroom Furniture	Storage Units
LC532	Flex-Space 3-Shelf Storg-Gray		14		\$459.00	5%	\$436.05	Classroom Furniture	Storage Units
LC5326	Storage Rack		28		\$19.99	5%	\$18.99	Accessories	Accessories
LC533	Flex-Space 4-Shelf Storg-Gray		14		\$579.00	5%	\$550.05	Classroom Furniture	Storage Units
LC534	Flex-Space Comfy Pillows - Set of 6		4		\$149.00	5%	\$141.55	Classroom Furniture	Chairs & Seating
LC539	Flex-Space Mobil Trapezoid Tbl-Gray		17		\$489.00	5%	\$464.55	Classroom Furniture	Tables & Desks
LC544	Flex-Spc 14In Pm Stack Stool		9		\$69.99	5%	\$66.49	Classroom Furniture	Chairs & Seating
LC546	Circle Time Learning Center	174			\$99.50	5%	\$94.53	Language	Multiskill Language Products
LC547	Calming Colors 3-In-1 Chair Set	108			\$239.00	5%	\$227.05	Classroom Furniture	Chairs & Seating
LC548	Indoor/Outdoor 3-In-1 Chair Set	109			\$239.00	5%	\$227.05	Classroom Furniture	Chairs & Seating
LC55	Super Housecleaning Set	44			\$49.99	5%	\$47.49	Classroom Furniture	Dramatic Play Furniture
LC555BU	Flex-Space Giant Comfy Pillow - Blue		5		\$69.99	5%	\$66.49	Classroom Furniture	Chairs & Seating
LC555GR	Flex-Space Giant Comfy Pillow - Green		5		\$69.99	5%	\$66.49	Classroom Furniture	Chairs & Seating
LC555RG	Flex-Space Giant Comfy Pillow - Orange		5		\$69.99	5%	\$66.49	Classroom Furniture	Chairs & Seating
LC558X	Flex-Space Giant Comfy Pillows - Set of 3 Colors		5		\$199.00	5%	\$189.05	Classroom Furniture	Chairs & Seating
LC560X	Giant Comfy Pillows - Set of 4 Colors	111			\$269.00	5%	\$255.55	Classroom Furniture	Chairs & Seating
LC561BU	Giant Comfy Pillow - Blue	111			\$69.99	5%	\$66.49	Classroom Furniture	Chairs & Seating
LC561GR	Giant Comfy Pillow - Green	111			\$69.99	5%	\$66.49	Classroom Furniture	Chairs & Seating
LC561RD	Giant Comfy Pillow - Red	111			\$69.99	5%	\$66.49	Classroom Furniture	Chairs & Seating

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Item #	Description	QTY	UNIT PRICE	TOTAL PRICE	SALES TAX	NET PRICE	Category	Subcategory
LC561YE	Giant Comfy Pillow - Yellow	111	\$69.99	\$7,769.89	5%	\$7,381.40	Classroom Furniture	Chairs & Seating
LC562	Color Blocks Activity Mat	133	\$159.00	\$21,147.00	5%	\$20,080.65	Infants & Toddlers	Gross Motor Skills
LC563	Super-Safe Color Blocks	133	\$99.50	\$13,233.50	5%	\$12,569.73	Accessories	Accessories
LC564	Felt	162	\$16.99	\$2,752.38	5%	\$2,614.63	Arts & Crafts	Craft & Collage Materials
LC565	Magnetic Letter Builders - Starter Set	185	\$49.99	\$9,248.15	5%	\$8,785.73	Language	Alphabet
LC569	Magnetic Letter Builders - Master Set	185	\$89.99	\$16,648.15	5%	\$15,811.73	Language	Alphabet
LC570X	Calming Colors Giant Pillows - Set of 4 Colors	111	\$269.00	\$29,859.00	5%	\$28,366.05	Classroom Furniture	Chairs & Seating
LC571AT	Calming Colors Giant Pillow - Almond Tan	111	\$69.99	\$7,768.89	5%	\$7,380.40	Classroom Furniture	Chairs & Seating
LC571SB	Calming Colors Giant Pillow - Sky Blue	111	\$69.99	\$7,768.89	5%	\$7,380.40	Classroom Furniture	Chairs & Seating
LC571SE	Calming Colors Giant Pillow - Sea Blue	111	\$69.99	\$7,768.89	5%	\$7,380.40	Classroom Furniture	Chairs & Seating
LC571SG	Calming Colors Giant Pillow - Sage Green	111	\$69.99	\$7,768.89	5%	\$7,380.40	Classroom Furniture	Chairs & Seating
LC573BU	Flex-Space Big Beanbag Seat - Blue (30")	3	\$89.99	\$269.97	5%	\$256.47	Classroom Furniture	Chairs & Seating
LC573GR	Flex-Space Big Beanbag Seat - Green (30")	3	\$89.99	\$269.97	5%	\$256.47	Classroom Furniture	Chairs & Seating
LC573RG	Flex-Space Big Beanbag Seat - Orange (30")	3	\$89.99	\$269.97	5%	\$256.47	Classroom Furniture	Chairs & Seating
LC574BU	Flex-Space Jumbo Beanbag Seat - Blue (41")	3	\$199.00	\$597.00	5%	\$567.15	Classroom Furniture	Chairs & Seating
LC574GR	Flex-Space Jumbo Beanbag Seat - Green (41")	3	\$199.00	\$597.00	5%	\$567.15	Classroom Furniture	Chairs & Seating
LC574RG	Flex-Space Jumbo Beanbag Seat - Orange (41")	3	\$199.00	\$597.00	5%	\$567.15	Classroom Furniture	Chairs & Seating
LC575	Fix-Spc 12-Bin Mobil Strg-Gray	15	\$359.00	\$5,385.00	5%	\$5,115.75	Classroom Furniture	Storage Units
LC576	Fix-Spc 24-Bin Mobil Strg-Gray	15	\$579.00	\$8,685.00	5%	\$8,256.75	Classroom Furniture	Storage Units
LC581	Translucent Dominoes	23	\$12.99	\$298.77	5%	\$283.80	Blocks & Manipulatives	Light Tables & Accessories
LC582	Translucent Color Chips	23	\$12.99	\$298.77	5%	\$283.80	Blocks & Manipulatives	Light Tables & Accessories
LC583	Translucent Buttons	23	\$12.99	\$298.77	5%	\$283.80	Blocks & Manipulatives	Light Tables & Accessories
LC584	Fix-Spc 18In Firm Stack Stool	9	\$79.99	\$719.91	5%	\$684.96	Classroom Furniture	Chairs & Seating
LC585	Translucent Pattern Blocks	23	\$12.99	\$298.77	5%	\$283.80	Blocks & Manipulatives	Light Tables & Accessories
LC586	Translucent Gems	23	\$12.99	\$298.77	5%	\$283.80	Blocks & Manipulatives	Light Tables & Accessories
LC587	Translucent Bugs	23	\$12.99	\$298.77	5%	\$283.80	Blocks & Manipulatives	Light Tables & Accessories
LC588	Translucent Letters	23	\$12.99	\$298.77	5%	\$283.80	Blocks & Manipulatives	Light Tables & Accessories
LC589	Translucent Numbers	23	\$12.99	\$298.77	5%	\$283.80	Blocks & Manipulatives	Light Tables & Accessories
LC590X	Light Table Manipulative Center	23	\$99.50	\$2,298.50	5%	\$2,184.25	Blocks & Manipulatives	Light Tables & Accessories
LC610	Family Engagement Math Pack - Kindergarten	90	\$29.99	\$2,699.10	5%	\$2,569.16	Games	Board & Dice Games
LC611	Family Engagement Math Pack - Kindergarten - Set of 10	90	\$289.00	\$26,010.00	5%	\$24,729.00	Games	Board & Dice Games
LC612	Family Engagement Math Pack - Gr. 1	90	\$29.99	\$2,699.10	5%	\$2,569.16	Games	Board & Dice Games
LC613	Family Engagement Math Pack - Gr. 1 - Set of 10	90	\$289.00	\$26,010.00	5%	\$24,729.00	Games	Board & Dice Games
LC614	Family Engagement Math Pack - Gr. 2	90	\$29.99	\$2,699.10	5%	\$2,569.16	Games	Board & Dice Games
LC615	Family Engagement Math Pack - Gr. 2 - Set of 10	90	\$289.00	\$26,010.00	5%	\$24,729.00	Games	Board & Dice Games
LC616	Family Engagement Math Pack - Gr. 3	91	\$29.99	\$2,729.09	5%	\$2,599.10	Games	Board & Dice Games
LC617	Family Engagement Math Pack - Gr. 3 - Set of 10	91	\$289.00	\$26,299.00	5%	\$24,990.00	Games	Board & Dice Games
LC618	Family Engagement Math Pack - Gr. 4	91	\$29.99	\$2,729.09	5%	\$2,599.10	Games	Board & Dice Games
LC619	Family Engagement Math Pack - Gr. 4 - Set of 10	91	\$289.00	\$26,299.00	5%	\$24,990.00	Games	Board & Dice Games
LC620	Family Engagement Math Pack - Gr. 5	91	\$29.99	\$2,729.09	5%	\$2,599.10	Games	Board & Dice Games
LC621	Family Engagement Math Pack - Gr. 5 - Set of 10	91	\$289.00	\$26,299.00	5%	\$24,990.00	Games	Board & Dice Games
LC622X	Lakeshore Dramatic Play Table - Complete Set	54	\$439.00	\$23,706.00	5%	\$22,515.30	Dramatic Play	Play Furniture
LC627	Dramatic Play Table Only	54	\$339.00	\$18,306.00	5%	\$17,436.30	Accessories	Accessories
LC629	Vehicle Playset	54	\$39.99	\$2,159.46	5%	\$2,054.01	Dramatic Play	Cars, Trucks & Trains
LC63	Coupon for 3-5 Extra Caterpillars	214	\$19.99	\$4,277.86	5%	\$4,065.96	Accessories	Accessories
LC630	Animal Playset	54	\$29.99	\$1,619.46	5%	\$1,549.01	Dramatic Play	Animal Playsets
LC634BU	Easy-Clean Room Divider - Blue	114	\$159.00	\$18,126.00	5%	\$17,211.30	Classroom Furniture	Room Dividers & Connecting Panels
LC634GR	Easy-Clean Room Divider - Green	114	\$159.00	\$18,126.00	5%	\$17,211.30	Classroom Furniture	Room Dividers & Connecting Panels
LC634RD	Easy-Clean Room Divider - Red	114	\$159.00	\$18,126.00	5%	\$17,211.30	Classroom Furniture	Room Dividers & Connecting Panels
LC634YE	Easy-Clean Room Divider - Yellow	114	\$159.00	\$18,126.00	5%	\$17,211.30	Classroom Furniture	Room Dividers & Connecting Panels
LC635AT	Calming Colors Easy-Clean Room Divider - Almond Tan	114	\$159.00	\$18,126.00	5%	\$17,211.30	Classroom Furniture	Room Dividers & Connecting Panels
LC635MN	Calming Colors Easy-Clean Room Divider - Mint Green	114	\$159.00	\$18,126.00	5%	\$17,211.30	Classroom Furniture	Room Dividers & Connecting Panels
LC635SB	Calming Colors Easy-Clean Room Divider - Sky Blue	114	\$159.00	\$18,126.00	5%	\$17,211.30	Classroom Furniture	Room Dividers & Connecting Panels

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Item #	Description	Qty	Unit Price	Total Price	Discount	Net Price	Category	Sub-Category
LC635E	Calming Colors Easy-Clean Room Divider - Sea Blue	114		\$159.00	5%	\$151.05	Classroom Furniture	Room Dividers & Connecting Panels
LC637	Flex-Space Height-Adjustable Stool	8		\$149.00	5%	\$141.55	Classroom Furniture	Chairs & Seating
LC640X	Match It! Spanish-English Activity Pockets - Complete Set	54		\$85.00	5%	\$80.75	Language	Spanish & ELL Materials
LC641	Flex-Space Mobile Trapezoid Table	7		\$489.00	5%	\$464.55	Classroom Furniture	Tables & Desks
LC642	Flex-Space Mobile Group Table	7		\$649.00	5%	\$616.55	Classroom Furniture	Tables & Desks
LC645	Match It! Spanish-English Words Activity Pockets	54		\$29.99	5%	\$28.49	Language	Spanish & ELL Materials
LC647	Match It! Spanish-English Phrases Activity Pockets	54		\$29.99	5%	\$28.49	Language	Spanish & ELL Materials
LC648	Match It! Spanish-English Sentences Activity Pockets	54		\$29.99	5%	\$28.49	Language	Spanish & ELL Materials
LC65	Heavy-Duty Adjustable Vinyl Paint Apron - Yellow	151		\$7.99	5%	\$7.59	Arts & Crafts	Paint & Painting Accessories
LC652	Lakeshore Double-Space Mobile Drying Rack	148		\$189.00	5%	\$179.55	Arts & Crafts	Art Easels & Drying Racks
LC653	Extra 12" Art Paper Roll	159	26	\$26.99	5%	\$25.64	Accessories	Accessories
LC654	Super-Safe Paper Center	159	26	\$49.99	5%	\$47.49	Arts & Crafts	Paper
LC657	Count to 120! Magnetic Number Chart		92	\$39.99	5%	\$37.99	Math	Numbers & Counting
LC658	Colored Feathers - 3-Ounce Bag	162		\$10.99	5%	\$10.44	Arts & Crafts	Craft & Collage Materials
LC661	Flex-Space Write & Wipe Mobile Wedge Student Desk		13	\$299.00	5%	\$284.05	Classroom Furniture	Tables & Desks
LC662	Flex-Space Write & Wipe Mobile Student Desk		13	\$339.00	5%	\$322.05	Classroom Furniture	Tables & Desks
LC663	Flex-Space Write & Wipe Mobile Rectangular Table		13	\$549.00	5%	\$521.55	Classroom Furniture	Tables & Desks
LC664	Flex-Space Write & Wipe Mobile Trapezoid Table		13	\$539.00	5%	\$512.05	Classroom Furniture	Tables & Desks
LC673	Flex-Space Mobile Storage Bin Center for 12 Students		11	\$359.00	5%	\$341.05	Classroom Furniture	Storage Units
LC674	Flex-Space Mobile Storage Bin Center for 24 Students		11	\$579.00	5%	\$550.05	Classroom Furniture	Storage Units
LC676	Magnetic Numbers & Counters	210		\$29.99	5%	\$28.49	Math	Numbers & Counting
LC678	Flex-Space Round Floor Table - 48" Diameter		8	\$349.00	5%	\$331.55	Classroom Furniture	Tables & Desks
LC679	Flex-Space Mobile Round Table - 48" Diameter		7	\$499.00	5%	\$474.05	Classroom Furniture	Tables & Desks
LC680	Flex-Space Round Floor Table - 42" Diameter		8	\$299.00	5%	\$284.05	Classroom Furniture	Tables & Desks
LC681	Flex-Space Mobile Round Table - 42" Diameter		7	\$449.00	5%	\$426.55	Classroom Furniture	Tables & Desks
LC682	Vowel Teaching Tubs		33	\$79.99	5%	\$75.99	Language	Phonics & Word Building
LC683	Lakeshore All-Purpose Drying Rack	148		\$139.00	5%	\$132.05	Arts & Crafts	Art Easels & Drying Racks
LC685	Lakeshore Double-Space Mobile Drying Rack - Natural Color	148		\$189.00	5%	\$179.55	Arts & Crafts	Art Easels & Drying Racks
LC686	Lakeshore All-Purpose Drying Rack - Natural Color	148		\$139.00	5%	\$132.05	Arts & Crafts	Art Easels & Drying Racks
LC692	Light Table Counting Tray	23		\$12.99	5%	\$12.34	Math	Numbers & Counting
LC693	Light Table Patterning Tray	23		\$12.99	5%	\$12.34	Math	Sorting & Patterning
LC694	Light Table Sorting Tray	23		\$12.99	5%	\$12.34	Math	Sorting & Patterning
LC695X	Light Table Math Trays - Complete Set	23		\$36.99	5%	\$35.14	Math	Multiskill Math Products
LC696	Fix-Spc Mobil Bk Bin Strg-Gray		14	\$459.00	5%	\$436.05	Classroom Furniture	Storage Units
LC697	Flex-Space A Place for Everyone Carpet for 20 Kids - 8' x 9'		20	\$379.00	5%	\$360.05	Classroom Furniture	Classroom Carpets & Rugs
LC698	Flex-Space A Place for Everyone Carpet for 30 Kids - 9' x 12'		20	\$489.00	5%	\$464.55	Classroom Furniture	Classroom Carpets & Rugs
LC706	Fix-Spc 42In Rnd Flr Tbl-Gray		16	\$299.00	5%	\$284.05	Classroom Furniture	Tables & Desks
LC707	Fix-Spc 48In Rnd Flr Tbl-Gray		18	\$349.00	5%	\$331.55	Classroom Furniture	Tables & Desks
LC708	Flex-Space 30X48 Flr Tbl-Gray		18	\$279.00	5%	\$265.05	Classroom Furniture	Tables & Desks
LC709	Flex-Space 30X60 Flr Tbl-Gray		18	\$329.00	5%	\$312.55	Classroom Furniture	Tables & Desks
LC710X	Pretend & Play Hardwood Kitchen Set	40		\$799.00	5%	\$759.05	Dramatic Play	Play Furniture
LC711	Pretend & Play Hardwood Refrigerator	40		\$209.00	5%	\$198.55	Dramatic Play	Play Furniture
LC712	Pretend & Play Hardwood Stove	40		\$199.00	5%	\$189.05	Dramatic Play	Play Furniture
LC713	Pretend & Play Hardwood Sink	40		\$199.00	5%	\$189.05	Dramatic Play	Play Furniture
LC714	Pretend & Play Hardwood Hutch	40		\$209.00	5%	\$198.55	Dramatic Play	Play Furniture
LC717	Blanket Bags - Set of 12	111		\$34.99	5%	\$33.24	Accessories	Accessories
LC721	Flex-Space Mobile Standing Desk		8	\$379.00	5%	\$360.05	Classroom Furniture	Tables & Desks
LC722	Flex-Space Mobile Standing Desk for Two		8	\$499.00	5%	\$474.05	Classroom Furniture	Tables & Desks
LC735	Lakeshore Color Discovery Tubes	219		\$59.99	5%	\$56.99	Science	Physical Science
LC737	Pump & Play Mud Kitchen	12		\$799.00	5%	\$759.05	Sand & Water	Sand & Water Tables
LC738	Outdoor Kitchen Playset	12		\$39.99	5%	\$37.99	Dramatic Play	Kitchen & House Play
LC739	Flex-Space Mobile Teacher Desk		9	\$899.00	5%	\$854.05	Classroom Furniture	Tables & Desks
LC740X	Learning Letters Activity Centers - Complete Set	184		\$69.99	5%	\$66.49	Language	Alphabet

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Item #	Description	Qty	Unit Price	Total Price	Category	Sub-Category
LC741	Fix-Spc Height-Adj Stool-Gray	16	\$149.00	\$2,384.00	Classroom Furniture	Chairs & Seating
LC742	Find the Letter Activity Center	184	\$24.99	\$4,598.16	Language	Alphabet
LC743	Build the Letter Activity Center	184	\$24.99	\$4,598.16	Language	Alphabet
LC744	Write the Letter Activity Center	184	\$24.99	\$4,598.16	Language	Alphabet
LC745	Fix-Spc Bu Design Crpt-6X9	21	\$299.00	\$6,279.00	Classroom Furniture	Classroom Carpets & Rugs
LC746	Fix-Spc Bu Design Crpt-9X12	21	\$489.00	\$10,269.00	Classroom Furniture	Classroom Carpets & Rugs
LC747	Fix-Spc Wdg Dsk Bk Box-Mapl	6	\$329.00	\$1,974.00	Classroom Furniture	Tables & Desks
LC748	Flex-Space Double-Sided Mobile Teaching Easel	18	\$449.00	\$8,082.00	Classroom Furniture	Teaching Easels
LC751	Flex-Space Student Storage Backpack Cart	18	\$699.00	\$12,582.00	Classroom Furniture	Storage Units
LC756	Flex-Space Rectangular Floor Table - 30" x 48"	8	\$279.00	\$2,232.00	Classroom Furniture	Tables & Desks
LC757	Flex-Space Mobile Rectangular Table - 30" x 48"	7	\$449.00	\$3,143.00	Classroom Furniture	Tables & Desks
LC758	Flex-Space Rectangular Floor Table - 30" x 60"	8	\$329.00	\$2,632.00	Classroom Furniture	Tables & Desks
LC759	Flex-Space Mobile Rectangular Table - 30" x 60"	7	\$499.00	\$3,493.00	Classroom Furniture	Tables & Desks
LC762BU	Flex-Space Premium Wobble Chair - 12" - Blue	5	\$69.99	\$349.95	Classroom Furniture	Chairs & Seating
LC762GA	Flex-Space Premium Wobble Chair - 12" - Gray	5	\$69.99	\$349.95	Classroom Furniture	Chairs & Seating
LC762GR	Flex-Space Premium Wobble Chair - 12" - Green	5	\$69.99	\$349.95	Classroom Furniture	Chairs & Seating
LC762RG	Flex-Space Premium Wobble Chair - 12" - Orange	5	\$69.99	\$349.95	Classroom Furniture	Chairs & Seating
LC763BU	Fix-Spc 13.5in Ergo Chair-Bu	5	\$119.00	\$595.00	Classroom Furniture	Chairs & Seating
LC763GA	Fix-Spc 13.5in Ergo Chair-Gray	5	\$119.00	\$595.00	Classroom Furniture	Chairs & Seating
LC763GR	Fix-Spc 13.5in Ergo Chair-Gr	5	\$119.00	\$595.00	Classroom Furniture	Chairs & Seating
LC763RG	Fix-Spc 13.5in Ergo Chair-Rg	5	\$119.00	\$595.00	Classroom Furniture	Chairs & Seating
LC764BU	Flex-Space Premium Wobble Chair - 14" - Blue	5	\$79.99	\$399.95	Classroom Furniture	Chairs & Seating
LC764GA	Flex-Space Premium Wobble Chair - 14" - Gray	5	\$79.99	\$399.95	Classroom Furniture	Chairs & Seating
LC764GR	Flex-Space Premium Wobble Chair - 14" - Green	5	\$79.99	\$399.95	Classroom Furniture	Chairs & Seating
LC764RG	Flex-Space Premium Wobble Chair - 14" - Orange	5	\$79.99	\$399.95	Classroom Furniture	Chairs & Seating
LC765BU	Fix-Spc 15.5in Ergo Chair-Bu	5	\$124.00	\$620.00	Classroom Furniture	Chairs & Seating
LC765GA	Fix-Spc 15.5in Ergo Chair-Gray	5	\$124.00	\$620.00	Classroom Furniture	Chairs & Seating
LC765GR	Fix-Spc 15.5in Ergo Chair-Gr	5	\$124.00	\$620.00	Classroom Furniture	Chairs & Seating
LC765RG	Fix-Spc 15.5in Ergo Chair-Rg	5	\$124.00	\$620.00	Classroom Furniture	Chairs & Seating
LC766BU	Flex-Space Premium Wobble Chair - 16" - Blue	5	\$89.99	\$449.95	Classroom Furniture	Chairs & Seating
LC766GA	Flex-Space Premium Wobble Chair - 16" - Gray	5	\$89.99	\$449.95	Classroom Furniture	Chairs & Seating
LC766GR	Flex-Space Premium Wobble Chair - 16" - Green	5	\$89.99	\$449.95	Classroom Furniture	Chairs & Seating
LC766RG	Flex-Space Premium Wobble Chair - 16" - Orange	5	\$89.99	\$449.95	Classroom Furniture	Chairs & Seating
LC767BU	Fix-Spc 17.5in Ergo Chair-Bu	5	\$129.00	\$645.00	Classroom Furniture	Chairs & Seating
LC767GA	Fix-Spc 17.5in Ergo Chair-Gray	5	\$129.00	\$645.00	Classroom Furniture	Chairs & Seating
LC767GR	Fix-Spc 17.5in Ergo Chair-Gr	5	\$129.00	\$645.00	Classroom Furniture	Chairs & Seating
LC767RG	Fix-Spc 17.5in Ergo Chair-Rg	5	\$129.00	\$645.00	Classroom Furniture	Chairs & Seating
LC768BU	Fix-Spc 18in Prem Wob Chr-Bu	5	\$99.99	\$499.95	Classroom Furniture	Chairs & Seating
LC768GA	Fix-Spc 18in Prem Wob Chr-Gr	5	\$99.99	\$499.95	Classroom Furniture	Chairs & Seating
LC768GR	Fix-Spc 18in Prem Wob Chr-Rg	5	\$99.99	\$499.95	Classroom Furniture	Chairs & Seating
LC768RG	Fix-Spc 18in Prem Wob Chr-Rg	5	\$99.99	\$499.95	Classroom Furniture	Chairs & Seating
LC770	Math Manipulative Toolbox - K-Gr. 1	89	\$21.99	\$1,957.11	Math	Math Manipulatives
LC771	Math Manipulative Toolbox - K-Gr. 1 - Set of 10	89	\$199.00	\$17,711.00	Math	Math Manipulatives
LC772	Math Manipulative Toolbox - Gr. 2-3	89	\$21.99	\$1,957.11	Math	Math Manipulatives
LC773	Math Manipulative Toolbox - Gr. 2-3 - Set of 10	89	\$199.00	\$17,711.00	Math	Math Manipulatives
LC774	Math Manipulative Toolbox - Gr. 4-5	89	\$21.99	\$1,957.11	Math	Math Manipulatives
LC775	Math Manipulative Toolbox - Gr. 4-5 - Set of 10	89	\$199.00	\$17,711.00	Math	Math Manipulatives
LC776	Flex-Space Mobile Triangular Student Desk	6	\$279.00	\$1,674.00	Classroom Furniture	Tables & Desks
LC787	Flex-Space Mobile Wedge Student Desk	6	\$279.00	\$1,674.00	Classroom Furniture	Tables & Desks
LC788	Flex-Space Mobile Student Desk	6	\$319.00	\$1,914.00	Classroom Furniture	Tables & Desks
LC790X	Tinkering Toolbox - Fully Loaded	226	\$295.00	\$66,670.00	STEM	Building & Engineering
LC791	Tinkering Toolbox Only	226	\$149.00	\$33,674.00	Accessories	Accessories
LC792	Tinkering Toolbox Hole Punch Tool Pack	226	\$6.99	\$1,578.74	STEM	Building & Engineering

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Item #	Description	QTY	UNIT PRICE	DISCOUNT	NET PRICE	DISCOUNT	NET PRICE	Category	Subcategory
LC793	Tinkering Toolbox Wheels Pack	226			\$9.99	5%	\$9.49	STEM	Building & Engineering
LC794	Tinkering Toolbox Foam Balls Pack	226			\$19.99	5%	\$18.99	STEM	Building & Engineering
LC795	Tinkering Toolbox Wooden Dowels Pack	226			\$19.99	5%	\$18.99	STEM	Building & Engineering
LC796	Tinkering Toolbox Containers Pack	226			\$9.99	5%	\$9.49	STEM	Building & Engineering
LC797	Tinkering Toolbox Gears Pack	226			\$16.99	5%	\$16.14	STEM	Building & Engineering
LC798	Tinkering Toolbox Plastic Rivets Pack	226			\$7.99	5%	\$7.59	STEM	Building & Engineering
LC799	Tinkering Toolbox Foam Shapes Pack	226			\$14.99	5%	\$14.24	STEM	Building & Engineering
LC800	Tinkering Toolbox Craft Boxes Pack	226			\$19.99	5%	\$18.99	STEM	Building & Engineering
LC801	Mail Carrier Costume	50			\$39.99	5%	\$37.99	Dramatic Play	Dress-Up & Role Play
LC802	Astronaut Costume	51			\$39.99	5%	\$37.99	Dramatic Play	Dress-Up & Role Play
LC803	Pilot Costume	51			\$39.99	5%	\$37.99	Dramatic Play	Dress-Up & Role Play
LC804	Veterinarian Costume	50			\$34.99	5%	\$33.24	Dramatic Play	Dress-Up & Role Play
LC805	Quiet Time Privacy Cube	107			\$279.00	5%	\$265.05	Classroom Furniture	Chairs & Seating
LC806	Cushion for Quiet Time Privacy Cube	107			\$59.99	5%	\$56.99	Accessories	Accessories
LC807	Doctor Costume	51			\$34.99	5%	\$33.24	Dramatic Play	Dress-Up & Role Play
LC808	Flex-Spc Mbl Dsk For 2 - Maple		6		\$439.00	5%	\$417.05	Classroom Furniture	Tables & Desks
LC812BU	Flex-Space Lounge & Learn Chair - Blue		19		\$249.00	5%	\$236.55	Classroom Furniture	Chairs & Seating
LC812GA	Flex-Spc Lounge & Learn Chair - Ga		19		\$249.00	5%	\$236.55	Classroom Furniture	Chairs & Seating
LC812GR	Flex-Space Lounge & Learn Chair - Green		19		\$249.00	5%	\$236.55	Classroom Furniture	Chairs & Seating
LC812RG	Flex-Space Lounge & Learn Chair - Orange		19		\$249.00	5%	\$236.55	Classroom Furniture	Chairs & Seating
LC813BU	Flex-Space Lounge & Learn Couch for Three - Blue		19		\$499.00	5%	\$474.05	Classroom Furniture	Chairs & Seating
LC813GA	Flex-Spc Lnge Couch For 3-Ga		19		\$499.00	5%	\$474.05	Classroom Furniture	Chairs & Seating
LC813GR	Flex-Space Lounge & Learn Couch for Three - Green		19		\$499.00	5%	\$474.05	Classroom Furniture	Chairs & Seating
LC813RG	Flex-Space Lounge & Learn Couch for Three - Orange		19		\$499.00	5%	\$474.05	Classroom Furniture	Chairs & Seating
LC814	Handy Bags and Dispenser	117			\$69.99	5%	\$66.49	Infants & Toddlers	Furniture
LC815	Construction Worker Costume	50			\$39.99	5%	\$37.99	Dramatic Play	Dress-Up & Role Play
LC820	Natural Accents Ocean Classroom Carpet - 4' x 6'	105			\$149.00	5%	\$141.55	Classroom Furniture	Classroom Carpets & Rugs
LC821	Natural Accents Ocean Classroom Carpet - 6' x 9'	105			\$299.00	5%	\$284.05	Classroom Furniture	Classroom Carpets & Rugs
LC822	Natural Accents Ocean Classroom Carpet - 9' x 12'	105			\$489.00	5%	\$464.55	Classroom Furniture	Classroom Carpets & Rugs
LC823	Flex-Spc Gry Design Crpt-6X9		21		\$299.00	5%	\$284.05	Classroom Furniture	Classroom Carpets & Rugs
LC824	Flex-Spc Gry Design Crpt-9X12		21		\$489.00	5%	\$464.55	Classroom Furniture	Classroom Carpets & Rugs
LC825	Nurse Costume	50			\$39.99	5%	\$37.99	Dramatic Play	Dress-Up & Role Play
LC828	Indoor/Outdoor Painting Center for 4 - Natural Colors	149			\$299.00	5%	\$284.05	Arts & Crafts	Art Easels & Drying Racks
LC829	Toddler Painting Center for 4 - Natural Colors	149			\$289.00	5%	\$274.55	Arts & Crafts	Art Easels & Drying Racks
LC830	Natural Accents Cobblestone Classroom Carpet - 4' x 6'	105			\$149.00	5%	\$141.55	Classroom Furniture	Classroom Carpets & Rugs
LC831	Natural Accents Cobblestone Classroom Carpet - 6' x 9'	105			\$299.00	5%	\$284.05	Classroom Furniture	Classroom Carpets & Rugs
LC832	Natural Accents Cobblestone Classroom Carpet - 9' x 12'	105			\$489.00	5%	\$464.55	Classroom Furniture	Classroom Carpets & Rugs
LC840	Natural Accents Leaves Classroom Carpet - 4' x 6'	105			\$149.00	5%	\$141.55	Classroom Furniture	Classroom Carpets & Rugs
LC841	Natural Accents Leaves Classroom Carpet - 6' x 9'	105			\$299.00	5%	\$284.05	Classroom Furniture	Classroom Carpets & Rugs
LC842	Natural Accents Leaves Classroom Carpet - 9' x 12'	105			\$489.00	5%	\$464.55	Classroom Furniture	Classroom Carpets & Rugs
LC847	Flex-Space Mobile Student Work Organizer		10		\$799.00	5%	\$759.05	Classroom Furniture	Storage Units
LC848	Firefighter Costume	50			\$39.99	5%	\$37.99	Dramatic Play	Dress-Up & Role Play
LC849	Flex-Space Comfy Round Classroom Carpet - 6' Diameter - Blue		21		\$169.00	5%	\$160.55	Classroom Furniture	Classroom Carpets & Rugs
LC850	Flex-Space Comfy Round Classroom Carpet - 6' Diameter - Green		21		\$169.00	5%	\$160.55	Classroom Furniture	Classroom Carpets & Rugs
LC851	Flex-Space Comfy Round Classroom Carpet - 6' Diameter - Gray		21		\$169.00	5%	\$160.55	Classroom Furniture	Classroom Carpets & Rugs
LC852	Flex-Space Comfy Round Classroom Carpet - 9' Diameter - Blue		21		\$359.00	5%	\$341.05	Classroom Furniture	Classroom Carpets & Rugs
LC853	Flex-Space Comfy Round Classroom Carpet - 9' Diameter - Green		21		\$359.00	5%	\$341.05	Classroom Furniture	Classroom Carpets & Rugs
LC854	Flex-Space Comfy Round Classroom Carpet - 9' Diameter - Gray		21		\$359.00	5%	\$341.05	Classroom Furniture	Classroom Carpets & Rugs
LC855	Police Officer Costume	50			\$39.99	5%	\$37.99	Dramatic Play	Dress-Up & Role Play
LC856	Alphabet Sounds Teaching Tubs	182			\$159.00	5%	\$151.05	Language	Alphabet
LC857	Flex-Space Comfy Rectangular Classroom Carpet - 4' x 6' - Blue		21		\$119.00	5%	\$113.05	Classroom Furniture	Classroom Carpets & Rugs
LC858	Flex-Space Comfy Rectangular Classroom Carpet - 4' x 6' - Green		21		\$119.00	5%	\$113.05	Classroom Furniture	Classroom Carpets & Rugs
LC859	Flex-Space Comfy Rectangular Classroom Carpet - 4' x 6' - Gray		21		\$119.00	5%	\$113.05	Classroom Furniture	Classroom Carpets & Rugs

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LC860	Flex-Space Comfy Rectangular Classroom Carpet - 6' x 9' - Blue	21	\$229.00	5%	\$217.55		Classroom Furniture	Classroom Carpets & Rugs
LC861	Flex-Space Comfy Rectangular Classroom Carpet - 6' x 9' - Green	21	\$229.00	5%	\$217.55		Classroom Furniture	Classroom Carpets & Rugs
LC862	Flex-Space Comfy Rectangular Classroom Carpet - 6' x 9' - Gray	21	\$229.00	5%	\$217.55		Classroom Furniture	Classroom Carpets & Rugs
LC863	Flex-Space Comfy Rectangular Classroom Carpet - 9' x 12' - Blue	21	\$369.00	5%	\$369.55		Classroom Furniture	Classroom Carpets & Rugs
LC864	Flex-Space Comfy Rectangular Classroom Carpet - 9' x 12' - Green	21	\$369.00	5%	\$369.55		Classroom Furniture	Classroom Carpets & Rugs
LC865	Flex-Space Comfy Rectangular Classroom Carpet - 9' x 12' - Gray	21	\$369.00	5%	\$369.55		Classroom Furniture	Classroom Carpets & Rugs
LC867	Super-Safe Tumbling Mat - 4' x 6'	7	\$199.00	5%	\$189.05		Active Play	Balance & Coordination
LC868	Super-Safe Tumbling Mat - 4' x 8'	7	\$259.00	5%	\$246.05		Active Play	Balance & Coordination
LC870	Family Engagement Reading Pack - Kindergarten	30	\$29.99	5%	\$28.49		Games	Board & Dice Games
LC871	Family Engagement Reading Pack - Kindergarten - Set of 10	30	\$289.00	5%	\$274.55		Games	Board & Dice Games
LC872	Family Engagement Reading Pack - Gr. 1	30	\$29.99	5%	\$28.49		Games	Board & Dice Games
LC873	Family Engagement Reading Pack - Gr. 1 - Set of 10	30	\$289.00	5%	\$274.55		Games	Board & Dice Games
LC874	Family Engagement Reading Pack - Gr. 2	30	\$29.99	5%	\$28.49		Games	Board & Dice Games
LC875	Family Engagement Reading Pack - Gr. 2 - Set of 10	30	\$289.00	5%	\$274.55		Games	Board & Dice Games
LC876	Family Engagement Reading Pack - Gr. 3	31	\$29.99	5%	\$28.49		Games	Board & Dice Games
LC877	Family Engagement Reading Pack - Gr. 3 - Set of 10	31	\$289.00	5%	\$274.55		Games	Board & Dice Games
LC878	Family Engagement Reading Pack - Gr. 4	31	\$29.99	5%	\$28.49		Games	Board & Dice Games
LC879	Family Engagement Reading Pack - Gr. 4 - Set of 10	31	\$289.00	5%	\$274.55		Games	Board & Dice Games
LC880	Family Engagement Reading Pack - Gr. 5	31	\$29.99	5%	\$28.49		Games	Board & Dice Games
LC881	Family Engagement Reading Pack - Gr. 5 - Set of 10	31	\$289.00	5%	\$274.55		Games	Board & Dice Games
LC883	Pretend & Play Mud Oven	13	\$499.00	5%	\$474.05		Sand & Water	Sand & Water Tables
LC884	Mud Oven Playset	13	\$39.99	5%	\$37.99		Sand & Water	Sand & Water Play
LC887	Lakeshore Classroom Money Kit	109	\$29.99	5%	\$28.49		Math	Math Manipulatives
LC890X	Lakeshore Career Costume Set	50	\$379.00	5%	\$360.05		Social Studies	Cultures & The Community
LC891	Tinkering Toolbox Plastic Tubes Pack	226	\$8.99	5%	\$8.54		STEM	Building & Engineering
LC892	Tinkering Toolbox Craft Tubes Pack	226	\$16.99	5%	\$16.14		STEM	Building & Engineering
LC894	Tinkering Toolbox Assorted Material Sheets Pack	226	\$24.99	5%	\$23.74		STEM	Building & Engineering
LC901	Chef Costume	50	\$34.99	5%	\$33.24		Dramatic Play	Dress-Up & Role Play
LC91	Lakeshore Clear-View Storage Box	112	\$6.99	5%	\$6.64		Teaching Resources	Bins & Organizers
LC924	Pretend & Play Table and Chair Set	40	\$499.00	5%	\$474.05		Classroom Furniture	Dramatic Play Furniture
LC926	Classroom Magnetic Letters Kit	185	\$49.99	5%	\$47.49		Language	Phonics & Word Building
LC928	Classroom Magnetic Numbers & Operations Kit	104	\$39.99	5%	\$37.99		Math	Math Manipulatives
LC93	Id for Lakeshore Clear-View Storage Box	112	\$2.99	5%	\$2.84		Accessories	Accessories
LC933	Create-A-Burger Sequencing Stacker	27	\$19.99	5%	\$18.99		Blocks & Manipulatives	Fine Motor Development
LC935X	Maker Space Mobile Project Cart - Fully Loaded	114	\$899.00	5%	\$854.05		STEM	Building & Engineering
LC937	Maker Space Mobile Cart	114	\$499.00	5%	\$474.05		Accessories	Accessories
LC938	Maker Space Tool Pack	114	\$89.99	5%	\$85.49		STEM	Building & Engineering
LC939	Maker Space Hardware Pack	114	\$39.99	5%	\$37.99		STEM	Building & Engineering
LC940	Maker Space Craft Boxes Pack	114	\$19.99	5%	\$18.99		STEM	Building & Engineering
LC941	Maker Space Assorted Material Sheets Pack	114	\$29.99	5%	\$28.49		STEM	Building & Engineering
LC942	Maker Space Foam Shapes Pack	114	\$16.99	5%	\$16.14		STEM	Building & Engineering
LC943	Maker Space Wooden Shapes Pack	114	\$21.99	5%	\$20.89		STEM	Building & Engineering
LC944	Maker Space Wooden Dowels Pack	114	\$29.99	5%	\$28.49		STEM	Building & Engineering
LC945	Maker Space Containers Pack	114	\$19.99	5%	\$18.99		STEM	Building & Engineering
LC946	Maker Space Plastic Tubing Pack	114	\$24.99	5%	\$23.74		STEM	Building & Engineering
LC947	Maker Space Fasteners Pack	114	\$24.99	5%	\$23.74		STEM	Building & Engineering
LC948	Maker Space Gears & Spools Pack	114	\$21.99	5%	\$20.89		STEM	Building & Engineering
LC949	Maker Space Wheels & Propellers Pack	114	\$14.99	5%	\$14.24		STEM	Building & Engineering
LC950	Maker Space Wire Pack	114	\$39.99	5%	\$37.99		STEM	Building & Engineering
LC951	Maker Space Electrical Components Pack	114	\$49.99	5%	\$47.49		STEM	Building & Engineering
LC952	Maker Space Craft Tubes Pack	114	\$24.99	5%	\$23.74		STEM	Building & Engineering
LC953	Extra Plastic Nails	31	\$5.99	5%	\$5.69		Accessories	Accessories
LC954	Replacement Hammering Board	31	\$6.99	5%	\$6.64		Accessories	Accessories

Lakeshore 2020 Pricelist is subject to change with the release of new catalogs at the end of January and February of each year.

Product #	Description	QTY	UNIT PRICE	DISCOUNT	NET PRICE	Category	Subcategory
LC955	Beginner's Hammering Kit	31	\$39.99	5%	\$37.99	Blocks & Manipulatives	Fine Motor Development
LC968	Jumbo Magnetic Letters - Uppercase	183	\$29.99	5%	\$28.49	Language	Alphabet
LC969	Jumbo Magnetic Letters - Lowercase	183	\$29.99	5%	\$28.49	Language	Alphabet
LC987	Newsprint Easel Paper - 16" x 17 1/2"	149	\$8.99	5%	\$8.54	Arts & Crafts	Paper
LC988	Tub O' Spanish Words - Set 1	192	\$24.99	5%	\$23.74	Language	Spanish & ELL Materials
LC989	Tub O' Spanish Words - Set 2	192	\$24.99	5%	\$23.74	Language	Spanish & ELL Materials
LC991	Maker Space Project Cards	115	\$39.99	5%	\$37.99	STEM	Building & Engineering
LCW1960	3-Way Tabletop Easel	149	\$49.99	5%	\$47.49	Arts & Crafts	Art Easels & Drying Racks
LDA177	Indestructible Play Dishes - 12-Service Set	41	\$49.99	5%	\$47.49	Dramatic Play	Kitchen & House Play
LDA178	Indestructible Play Dishes - 4-Service Set	41	\$19.99	5%	\$18.99	Dramatic Play	Kitchen & House Play
LDA179	Indestructible Kitchen Playset	41	\$69.99	5%	\$66.49	Dramatic Play	Kitchen & House Play
LE284	Tap & Play Color-Changing Light Center	20	\$129.00	5%	\$122.55	Sensory Exploration	Sensory Play
LE465	Spray Bottles - Set of 8	151	\$19.99	5%	\$18.99	Arts & Crafts	Paint & Painting Accessories
LK297BU	Heavy-Duty Pocket Chart - Blue	200	\$24.99	5%	\$23.74	Teaching Resources	Pocket Charts & Accessories
LK297GR	Heavy-Duty Pocket Chart - Green	200	\$24.99	5%	\$23.74	Teaching Resources	Pocket Charts & Accessories
LK297RD	Heavy-Duty Pocket Chart - Red	200	\$24.99	5%	\$23.74	Teaching Resources	Pocket Charts & Accessories
LK467	Crystal Climbers	23	\$29.99	5%	\$28.49	Blocks & Manipulatives	Light Tables & Accessories
LK522BU	Heavy-Duty Small Pocket Chart - Blue	200	\$18.99	5%	\$18.04	Teaching Resources	Pocket Charts & Accessories
LK522GR	Heavy-Duty Small Pocket Chart - Green	200	\$18.99	5%	\$18.04	Teaching Resources	Pocket Charts & Accessories
LK522RD	Heavy-Duty Small Pocket Chart - Red	200	\$18.99	5%	\$18.04	Teaching Resources	Pocket Charts & Accessories
LK668	Colorful Buttons Seating Carpet for 20 Kids - 8' x 9'	99	\$379.00	5%	\$360.05	Classroom Furniture	Classroom Carpets & Rugs
LK669	Colorful Buttons Seating Carpet for 30 Kids - 9' x 12'	99	\$469.00	5%	\$445.55	Classroom Furniture	Classroom Carpets & Rugs
LL108	Tweezer Tongs Color Sorting Kit	26	\$24.99	5%	\$23.74	Math	Sorting & Patterning
LL111	Lakeshore Storage Trays - Set of 10	73	\$79.50	5%	\$75.53	Accessories	Accessories
LL112BU	Lakeshore Paper Tray - Blue	112	\$7.99	5%	\$7.59	Teaching Resources	Bins & Organizers
LL112GR	Lakeshore Paper Tray - Green	112	\$7.99	5%	\$7.59	Teaching Resources	Bins & Organizers
LL112RD	Lakeshore Paper Tray - Red	112	\$7.99	5%	\$7.59	Teaching Resources	Bins & Organizers
LL112RG	Lakeshore Paper Tray - Orange	112	\$7.99	5%	\$7.59	Teaching Resources	Bins & Organizers
LL112VT	Lakeshore Paper Tray - Purple	112	\$7.99	5%	\$7.59	Teaching Resources	Bins & Organizers
LL112YE	Lakeshore Paper Tray - Yellow	112	\$7.99	5%	\$7.59	Teaching Resources	Bins & Organizers
LL119	Large Self-Adhesive Nameplate Sleeves (4 3/4" x 18 1/4") - Set of 12	231	\$29.99	5%	\$28.49	Teaching Resources	Nameplates & Name Tags
LL130	Lakeshore Paper Trays - Set of 3	147	\$23.50	5%	\$22.33	Accessories	Accessories
LL131BU	Lid for Lakeshore Paper Tray - Blue	112	\$3.99	5%	\$3.79	Accessories	Accessories
LL131GR	Lid for Lakeshore Paper Tray - Green	112	\$3.99	5%	\$3.79	Accessories	Accessories
LL131RD	Lid for Lakeshore Paper Tray - Red	112	\$3.99	5%	\$3.79	Accessories	Accessories
LL131RG	Lid for Lakeshore Paper Tray - Orange	112	\$3.99	5%	\$3.79	Accessories	Accessories
LL131VT	Lid for Lakeshore Paper Tray - Purple	112	\$3.99	5%	\$3.79	Accessories	Accessories
LL131YE	Lid for Lakeshore Paper Tray - Yellow	112	\$3.99	5%	\$3.79	Accessories	Accessories
LL132	Best-Buy Washable Fine-Tip Markers - Class Pack	154	\$69.99	5%	\$66.49	Arts & Crafts	Stamps & Markers
LL133	Best-Buy Washable Fine-Tip Markers - Student Pack	154	\$3.79	5%	\$3.60	Arts & Crafts	Stamps & Markers
LL132	Best-Buy Washable Fine-Tip Markers - Set of 12 Student Packs	154	\$44.99	5%	\$42.74	Arts & Crafts	Stamps & Markers
LL139	Fine Motor Tweezer Tongs - Set of 4	26	\$9.99	5%	\$9.49	Blocks & Manipulatives	Fine Motor Development
LL148	Jumbo Translucent Pattern Blocks	212	\$29.99	5%	\$28.49	Math	Shapes & Geometry
LL156	Lakeshore Blunt-Tip Scissors - Set of 12	160	\$16.99	5%	\$16.14	Arts & Crafts	Scissors & Punches
LL169	Carry-All Teacher's Caddy	231	\$24.99	5%	\$23.74	Teaching Resources	Bins & Organizers
LL171	Lakeshore Washable Ink Pads - Set of 5 Colors	155	\$18.99	5%	\$18.04	Arts & Crafts	Stamps & Markers
LL172BK	Lakeshore Washable Ink Pad - Black	155	\$3.99	5%	\$3.79	Arts & Crafts	Stamps & Markers
LL172BU	Lakeshore Washable Ink Pad - Blue	155	\$3.99	5%	\$3.79	Arts & Crafts	Stamps & Markers
LL172GR	Lakeshore Washable Ink Pad - Green	155	\$3.99	5%	\$3.79	Arts & Crafts	Stamps & Markers
LL172RD	Lakeshore Washable Ink Pad - Red	155	\$3.99	5%	\$3.79	Arts & Crafts	Stamps & Markers
LL172VT	Lakeshore Washable Ink Pad - Purple	155	\$3.99	5%	\$3.79	Arts & Crafts	Stamps & Markers
LL187	Magnetic Write & Wipe Erasers - Set of 10	196	\$14.99	5%	\$14.24	Teaching Resources	Dry-Erase Boards, Markers & Erasers
LL234	Large Dishwasher-Safe Plastic Basket - Dark Brown (15" x 13" w x 8")	113	\$19.99	5%	\$18.99	Teaching Resources	Bins & Organizers

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Item #	Description	QTY	UNIT PRICE	DISC %	NET PRICE	Category	Subcategory
LL235	Medium Dishwasher-Safe Plastic Basket - Dark Brown (14 1/2" x 11" w x 7 1/2" h)	113	\$16.99	5%	\$16.14	Teaching Resources	Bins & Organizers
LL236	Small Dishwasher-Safe Plastic Basket - Dark Brown (13 1/2" x 8 1/2" w x 6" h)	113	\$14.99	5%	\$14.24	Teaching Resources	Bins & Organizers
LL237	Alphabet Magnetic Activity Tin	179	\$29.99	5%	\$28.49	Language	Alphabet
LL238	Phonemic Awareness Magnetic Activity Tin	179	\$29.99	5%	\$28.49	Language	Phonemic & Phonological Awareness
LL239	Word Building Magnetic Activity Tin	179	\$29.99	5%	\$28.49	Language	Phonics & Word Building
LL240X	Fill-In-The-Blank Magnetic Activity Tins - Complete Set	179	\$85.00	5%	\$80.75	Language	Multiskill Language Products
LL242	Peel & Stick Tactile Letters	163	\$14.99	5%	\$14.24	Arts & Crafts	Craft & Collage Materials
LL248	Alphabet Picture Magnets	185	\$24.99	5%	\$23.74	Language	Alphabet
LL250X	Lakeshore Cuddly Washable Dolls - Complete Set	136	\$75.00	5%	\$71.25	Infants & Toddlers	Social-Emotional Development
LL251	Lakeshore Cuddly Washable African American Doll	136	\$19.99	5%	\$18.99	Infants & Toddlers	Social-Emotional Development
LL252	Lakeshore Cuddly Washable Caucasian Doll	136	\$19.99	5%	\$18.99	Infants & Toddlers	Social-Emotional Development
LL253	Lakeshore Cuddly Washable Hispanic Doll	136	\$19.99	5%	\$18.99	Infants & Toddlers	Social-Emotional Development
LL254	Lakeshore Cuddly Washable Asian Doll	136	\$19.99	5%	\$18.99	Infants & Toddlers	Social-Emotional Development
LL257	Giant Alphabet Stepping Stones	3	\$249.00	5%	\$236.55	Active Play	Balance & Coordination
LL258	Giant Number Stepping Stones	3	\$199.00	5%	\$189.05	Active Play	Balance & Coordination
LL268	Dishwasher-Safe Plastic Baskets - Set of 3	122	\$44.50	5%	\$42.28	Accessories	Accessories
LL278	Ladybug Number Match	144	\$24.99	5%	\$23.74	Math	Numbers & Counting
LL279	Dishwasher-Safe Baskets - Set of 9	112	\$129.00	5%	\$122.55	Accessories	Accessories
LL299	Easy-Reach Storage Center	112	\$299.00	5%	\$284.05	Classroom Furniture	Storage Units
LL300	Large Dishwasher-Safe Plastic Basket - Natural (15" x 13" w x 8" h)	112	\$19.99	5%	\$18.99	Teaching Resources	Bins & Organizers
LL302	Medium Dishwasher-Safe Plastic Basket - Natural (14 1/2" x 11" w x 7 1/2" h)	112	\$16.99	5%	\$16.14	Teaching Resources	Bins & Organizers
LL304	Small Dishwasher-Safe Plastic Basket - Natural (13 1/2" x 8 1/2" w x 6" h)	112	\$14.99	5%	\$14.24	Teaching Resources	Bins & Organizers
LL329	Stow & Go Art Easel	147	\$269.00	5%	\$255.55	Arts & Crafts	Art Easels & Drying Racks
LL356	Dishwasher-Safe Plastic Baskets - Set of 2	166	\$29.50	5%	\$28.03	Accessories	Accessories
LL362	Lakeshore Kids™ Record Book	230	\$5.99	5%	\$5.69	Teaching Resources	Lesson Plan & Record Books
LL363	Dishwasher-Safe Plastic Baskets - Set of 3	53	\$49.99	5%	\$47.49	Accessories	Accessories
LL397	Understanding Homophones Teaching Cards	52	\$21.99	5%	\$20.89	Language	Vocabulary
LL398	Understanding Multiple Meanings Teaching Cards	52	\$21.99	5%	\$20.89	Language	Vocabulary
LL399	Understanding Idioms Teaching Cards	52	\$21.99	5%	\$20.89	Language	Vocabulary
LL405X	Tricky Words & Phrases Teaching Cards	52	\$59.99	5%	\$56.99	Language	Vocabulary
LL407	How Much Does It Weigh? Measurement Center	213	\$49.99	5%	\$47.49	Math	Measurement & Data
LL418	How Much Does It Hold? Measurement Center	213	\$39.99	5%	\$37.99	Math	Measurement & Data
LL422	Plastic Book Basket	170	\$21.99	5%	\$20.89	Accessories	Accessories
LL426	Squeeze, Scoop & Count Ice Cream Shop	27	\$19.99	5%	\$18.99	Blocks & Manipulatives	Fine Motor Development
LL435X	Magnetic Sound Sorting Boards - Complete Set	176	\$85.00	5%	\$80.75	Language	Phonemic & Phonological Awareness
LL436	Beginning Sounds Magnetic Sorting Board	176	\$29.99	5%	\$28.49	Language	Phonemic & Phonological Awareness
LL437	Lapboard Supply Center	197	\$39.99	5%	\$37.99	Teaching Resources	Bins & Organizers
LL438	Ending Sounds Magnetic Sorting Board	176	\$29.99	5%	\$28.49	Language	Phonemic & Phonological Awareness
LL439	Rhyming Sounds Magnetic Sorting Board	176	\$29.99	5%	\$28.49	Language	Phonemic & Phonological Awareness
LL440X	Lakeshore Measurement Centers - Complete Set	213	\$129.00	5%	\$122.55	Math	Measurement & Data
LL443	How Long is It? Measurement Center	213	\$39.99	5%	\$37.99	Math	Measurement & Data
LL453	See-Inside Magnetic Blocks	23	\$69.99	5%	\$66.49	Blocks & Manipulatives	Light Tables & Accessories
LL479	Jumbo Log Builders	2	\$299.00	5%	\$284.05	Blocks & Manipulatives	Building Sets
LL496	Counting Cars	210	\$39.99	5%	\$37.99	Math	Numbers & Counting
LL509X	Light Table Sensory Play Materials - Complete Set	19	\$149.00	5%	\$141.55	Sensory Exploration	Sensory Materials
LL526	Space-Saver Color-Changing Light Table	22	\$399.00	5%	\$379.05	Blocks & Manipulatives	Light Tables & Accessories
LL539	Translucent Sensory Balls	19	\$59.99	5%	\$56.99	Sensory Exploration	Sensory Materials
LL540	Translucent Sensory Rings	19	\$49.99	5%	\$47.49	Sensory Exploration	Sensory Materials
LL541	Translucent Sensory Beads	19	\$49.99	5%	\$47.49	Sensory Exploration	Sensory Materials
LL543	Color-Changing Light Table	22	\$699.00	5%	\$664.05	Blocks & Manipulatives	Light Tables & Accessories

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Item #	Description	Qty	Unit Price	Total Price	Discount	Net Price	Category	Subcategory
LL555	Light Table Pegs & Pegboard Set	22		\$21.99	5%	\$20.89	Blocks & Manipulatives	Light Tables & Accessories
LL559	Light Table Pegs & Pegboard Set - Set of 4	22		\$79.99	5%	\$75.99	Blocks & Manipulatives	Light Tables & Accessories
LL565X	Number Sequencing Puzzles - Complete Set	211		\$59.99	5%	\$56.99	Math	Numbers & Counting
LL567	Sequencing Numbers 1-10 Puzzles - Set of 3	211		\$12.99	5%	\$12.34	Math	Numbers & Counting
LL568	Sequencing Numbers 1-20 Puzzles - Set of 3	211		\$19.99	5%	\$18.99	Math	Numbers & Counting
LL569	Sequencing Numbers 1-30 Puzzles - Set of 3	211		\$29.99	5%	\$28.49	Math	Numbers & Counting
LL570	Engineer-A-Coaster Activity Kit	227	116	\$43.99	5%	\$41.79	STEM	Building & Engineering
LL571	English Language Development Activity Cards - Level 1		55	\$39.99	5%	\$37.99	Language	Spanish & ELL Materials
LL572	English Language Development Activity Cards - Level 2		55	\$39.99	5%	\$37.99	Language	Spanish & ELL Materials
LL573	English Language Development Activity Cards - Level 3		55	\$39.99	5%	\$37.99	Language	Spanish & ELL Materials
LL574	English Language Development Activity Cards - Level 4		55	\$39.99	5%	\$37.99	Language	Spanish & ELL Materials
LL575X	English Language Development Activity Cards - Complete Set		55	\$149.00	5%	\$141.55	Language	Spanish & ELL Materials
LL581	Light Table Sensory Tray	19		\$69.99	5%	\$66.49	Blocks & Manipulatives	Light Tables & Accessories
LL582	Verb Tense Instant Learning Center		22	\$34.99	5%	\$33.24	Language	Vocabulary
LL584	English Language Learner Games Library		54	\$159.00	5%	\$151.05	Language	Spanish & ELL Materials
LL596	Sequencing Instant Learning Center		22	\$34.99	5%	\$33.24	Language	Reading Comprehension & Fluency
LL597	Writing Super Sentences Instant Learning Center		22	\$34.99	5%	\$33.24	Language	Writing & Grammar
LL600X	Science Viewers - Set of 5	215		\$89.99	5%	\$85.49	Science	Life Science
LL601	Animals Science Viewer	215		\$19.99	5%	\$18.99	Science	Life Science
LL602	Sea Life Science Viewer	215		\$19.99	5%	\$18.99	Science	Life Science
LL603	Insects & Spiders Science Viewer	215		\$19.99	5%	\$18.99	Science	Life Science
LL604	Birds Science Viewer	215		\$19.99	5%	\$18.99	Science	Life Science
LL605	Life Cycles Science Viewer	215		\$19.99	5%	\$18.99	Science	Life Science
LL609	Tactile Numbr Lines-St Of 30		105	\$39.99	5%	\$37.99	Math	Basic Operations
LL610X	Nonfiction Leveled Books Classroom Library - Complete Library		58	\$689.00	5%	\$654.55	Books	Paperback Books
LL611	Nonfiction Leveled Books Classroom Library - Book Bin Set - Level A (K)		58	\$43.99	5%	\$41.79	Books	Paperback Books
LL612	Nonfiction Leveled Books Classroom Library - Book Bin Set - Level B (K)		58	\$39.99	5%	\$37.99	Books	Paperback Books
LL613	Nonfiction Leveled Books Classroom Library - Book Bin Set - Level C (K)		58	\$37.99	5%	\$36.09	Books	Paperback Books
LL614	Nonfiction Leveled Books Classroom Library - Book Bin Set - Level D (K-Gr. 1)		58	\$40.99	5%	\$38.94	Books	Paperback Books
LL615	Nonfiction Leveled Books Classroom Library - Book Bin Set - Level E (Gr. 1)		58	\$43.99	5%	\$41.79	Books	Paperback Books
LL616	Nonfiction Leveled Books Classroom Library - Book Bin Set - Level F (Gr. 1)		58	\$46.99	5%	\$44.64	Books	Paperback Books
LL617	Nonfiction Leveled Books Classroom Library - Book Bin Set - Level G (Gr. 1)		58	\$45.99	5%	\$43.69	Books	Paperback Books
LL618	Nonfiction Leveled Books Classroom Library - Book Bin Set - Level H (Gr. 1)		58	\$41.99	5%	\$39.89	Books	Paperback Books
LL619	Nonfiction Leveled Books Classroom Library - Book Bin Set - Level I (Gr. 1)		58	\$44.99	5%	\$42.74	Books	Paperback Books
LL621	Nonfiction Leveled Books Classroom Library - Book Bin Set - Level J (Gr. 1-2)		58	\$43.99	5%	\$41.79	Books	Paperback Books
LL622	Nonfiction Leveled Books Classroom Library - Book Bin Set - Level K (Gr. 2)		58	\$49.99	5%	\$47.49	Books	Paperback Books
LL623	Nonfiction Leveled Books Classroom Library - Book Bin Set - Level L (Gr. 2)		58	\$42.99	5%	\$40.84	Books	Paperback Books
LL624	Nonfiction Leveled Books Classroom Library - Book Bin Set - Level M (Gr. 2-3)		58	\$40.99	5%	\$38.94	Books	Paperback Books
LL625	Nonfiction Leveled Books Classroom Library - Book Bin Set - Level N (Gr. 3)		58	\$40.99	5%	\$38.94	Books	Paperback Books
LL626	Nonfiction Leveled Books Classroom Library - Book Bin Set - Level O (Gr. 3)		58	\$39.99	5%	\$37.99	Books	Paperback Books

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Product #	Description	Quantity	Unit Price	Total Price	Discount	Net Price	Category	Notes
LL627	Nonfiction Leveled Books Classroom Library - Book Bin Set - Level P (Gr. 3-4)		58	\$47.99	5%	\$45.59	Books	Paperback Books
LL628	Double-Sided Magnetic Write & Wipe Board	197	73	\$8.99	5%	\$8.54	Teaching Resources	Dry-Erase Boards, Markers & Erasers
LL628X	Double-Sided Magnetic Write & Wipe Board - Set of 10	197	73	\$88.99	5%	\$84.54	Teaching Resources	Dry-Erase Boards, Markers & Erasers
LL658	Giant Number Sense Stamp Set		100	\$19.99	5%	\$18.99	Math	Basic Operations
LL676	Magnetic Alphabet Maze	183		\$49.99	5%	\$47.49	Language	Alphabet
LL677	Light Table Mirror Center	22		\$129.00	5%	\$122.55	Blocks & Manipulatives	Light Tables & Accessories
LL680X	Toddler Career Costume Set	52		\$189.00	5%	\$179.55	Social Studies	Cultures & The Community
LL682	Toddler Police Officer Costume	52	15	\$32.99	5%	\$31.34	Infants & Toddlers	Social-Emotional Development
LL683	Toddler Firefighter Costume	52	15	\$32.99	5%	\$31.34	Infants & Toddlers	Social-Emotional Development
LL684	Toddler Mail Carrier Costume	52		\$32.99	5%	\$31.34	Infants & Toddlers	Social-Emotional Development
LL685	Toddler Doctor Costume	52		\$32.99	5%	\$31.34	Infants & Toddlers	Social-Emotional Development
LL686	Toddler Chef Costume	52	15	\$32.99	5%	\$31.34	Infants & Toddlers	Social-Emotional Development
LL687	Toddler Construction Worker Costume	52	15	\$32.99	5%	\$31.34	Infants & Toddlers	Social-Emotional Development
LL688	Learn to Count! Dough Mats	157	26	\$14.99	5%	\$14.24	Arts & Crafts	Dough & Modeling Materials
LL696	Number Line Slider Boards (0-20) - Set of 10		105	\$29.99	5%	\$28.49	Math	Basic Operations
LL697	Trace & Write Alphabet Center	183		\$39.99	5%	\$37.99	Language	Alphabet
LL711	Nonfiction Leveled Books Classroom Library - Books Only - Level A (K)		58	\$33.00	5%	\$31.35	Books	Paperback Books
LL712	Nonfiction Leveled Books Classroom Library - Books Only - Level B (K)		58	\$29.00	5%	\$27.55	Books	Paperback Books
LL713	Nonfiction Leveled Books Classroom Library - Books Only - Level C (K)		58	\$27.00	5%	\$25.65	Books	Paperback Books
LL714	Nonfiction Leveled Books Classroom Library - Books Only - Level D (K-Gr. 1)		58	\$30.00	5%	\$28.50	Books	Paperback Books
LL715	Nonfiction Leveled Books Classroom Library - Books Only - Level E (Gr. 1)		58	\$33.00	5%	\$31.35	Books	Paperback Books
LL716	Nonfiction Leveled Books Classroom Library - Books Only - Level F (Gr. 1)		58	\$36.00	5%	\$34.20	Books	Paperback Books
LL717	Nonfiction Leveled Books Classroom Library - Books Only - Level G (Gr. 1)		58	\$35.00	5%	\$33.25	Books	Paperback Books
LL718	Nonfiction Leveled Books Classroom Library - Books Only - Level H (Gr. 1)		58	\$31.00	5%	\$29.45	Books	Paperback Books
LL719	Nonfiction Leveled Books Classroom Library - Books Only - Level I (Gr. 1)		58	\$34.00	5%	\$32.30	Books	Paperback Books
LL721	Nonfiction Leveled Books Classroom Library - Books Only - Level J (Gr. 1-2)		58	\$33.00	5%	\$31.35	Books	Paperback Books
LL722	Nonfiction Leveled Books Classroom Library - Books Only - Level K (Gr. 2)		58	\$39.00	5%	\$37.05	Books	Paperback Books
LL723	Nonfiction Leveled Books Classroom Library - Books Only - Level L (Gr. 2)		58	\$32.00	5%	\$30.40	Books	Paperback Books
LL724	Nonfiction Leveled Books Classroom Library - Books Only - Level M (Gr. 2-3)		58	\$30.00	5%	\$28.50	Books	Paperback Books
LL725	Nonfiction Leveled Books Classroom Library - Books Only - Level N (Gr. 3)		58	\$30.00	5%	\$28.50	Books	Paperback Books
LL726	Nonfiction Leveled Books Classroom Library - Books Only - Level O (Gr. 3)		58	\$29.00	5%	\$27.55	Books	Paperback Books
LL727	Nonfiction Leveled Books Classroom Library - Books Only - Level P (Gr. 3-4)		58	\$37.00	5%	\$35.15	Books	Paperback Books
LL728	Upper Grades Nonfiction Leveled Books Classroom Library - Book Bin Set - Level Q (Gr. 4)		59	\$48.99	5%	\$46.54	Books	Paperback Books
LL729	Upper Grades Nonfiction Leveled Books Classroom Library - Book Bin Set - Level R (Gr. 4)		59	\$46.99	5%	\$44.64	Books	Paperback Books
LL730X	Upper Grades Nonfiction Leveled Books Classroom Library - Complete Library		59	\$519.00	5%	\$493.05	Books	Paperback Books
LL731	Upper Grades Nonfiction Leveled Books Classroom Library - Book Bin Set - Level S (Gr. 4-5)		59	\$46.99	5%	\$44.64	Books	Paperback Books
LL732	Upper Grades Nonfiction Leveled Books Classroom Library - Book Bin Set - Level T (Gr. 5)		59	\$50.99	5%	\$48.44	Books	Paperback Books
LL733	Upper Grades Nonfiction Leveled Books Classroom Library - Book Bin Set - Level U (Gr. 5)		59	\$55.99	5%	\$53.19	Books	Paperback Books
LL734	Upper Grades Nonfiction Leveled Books Classroom Library - Book Bin Set - Level V (Gr. 5-6)		59	\$62.99	5%	\$59.84	Books	Paperback Books

Lakeshore 2020 Pricelist is subject to change with the release of new catalogs at the end of January and February of each year.

Product #	Product Description	Quantity	Unit Price	Total Price	Discount	Net Price	Category	Subcategory
LL735	Upper Grades Nonfiction Leveled Books Classroom Library - Book Bin Set - Level W (Gr. 6)	59	\$47.99	\$2,831.41	5%	\$45.59	Books	Paperback Books
LL736	Upper Grades Nonfiction Leveled Books Classroom Library - Book Bin Set - Level X (Gr. 6)	59	\$48.99	\$2,890.41	5%	\$46.54	Books	Paperback Books
LL737	Upper Grades Nonfiction Leveled Books Classroom Library - Book Bin Set - Level Y (Gr. 6)	59	\$59.99	\$3,539.81	5%	\$56.99	Books	Paperback Books
LL738	Upper Grades Nonfiction Leveled Books Classroom Library - Book Bin Set - Level Z (Gr. 7-8)	59	\$53.99	\$3,185.81	5%	\$51.29	Books	Paperback Books
LL739	Upper Grades Nonfiction Leveled Books Classroom Library - Books Only - Level Q (Gr. 4)	59	\$38.00	\$2,242.00	5%	\$36.10	Books	Paperback Books
LL741	Upper Grades Nonfiction Leveled Books Classroom Library - Books Only - Level R (Gr. 4)	59	\$36.00	\$2,124.00	5%	\$34.20	Books	Paperback Books
LL742	Upper Grades Nonfiction Leveled Books Classroom Library - Books Only - Level S (Gr. 4-5)	59	\$36.00	\$2,124.00	5%	\$34.20	Books	Paperback Books
LL743	Upper Grades Nonfiction Leveled Books Classroom Library - Books Only - Level T (Gr. 5)	59	\$40.00	\$2,360.00	5%	\$38.00	Books	Paperback Books
LL744	Upper Grades Nonfiction Leveled Books Classroom Library - Books Only - Level U (Gr. 5)	59	\$45.00	\$2,655.00	5%	\$42.75	Books	Paperback Books
LL745	Upper Grades Nonfiction Leveled Books Classroom Library - Books Only - Level V (Gr. 5-6)	59	\$52.00	\$3,068.00	5%	\$49.40	Books	Paperback Books
LL746	Upper Grades Nonfiction Leveled Books Classroom Library - Books Only - Level W (Gr. 6)	59	\$37.00	\$2,183.00	5%	\$35.15	Books	Paperback Books
LL747	Upper Grades Nonfiction Leveled Books Classroom Library - Books Only - Level X (Gr. 6)	59	\$38.00	\$2,242.00	5%	\$36.10	Books	Paperback Books
LL748	Upper Grades Nonfiction Leveled Books Classroom Library - Books Only - Level Y (Gr. 6)	59	\$49.00	\$2,891.00	5%	\$46.55	Books	Paperback Books
LL749	Upper Grades Nonfiction Leveled Books Classroom Library - Books Only - Level Z (Gr. 7-8)	59	\$43.00	\$2,537.00	5%	\$40.85	Books	Paperback Books
LL759	Hide & Seek Discovery Ball	134	\$29.99	\$3,999.66	5%	\$28.49	Infants & Toddlers	Cognitive Development
LL774	My First Sorting Bears	16	\$29.99	\$479.84	5%	\$28.49	Math	Sorting & Patterning
LL786	Double-Sided Magnetic Write & Wipe Mini Board	196	\$4.99	\$978.24	5%	\$4.74	Teaching Resources	Dry-Erase Boards, Markers & Erasers
LL786X	Double-Sided Magnetic Write & Wipe Mini Board - Set of 10	196	\$48.99	\$9,599.24	5%	\$46.54	Teaching Resources	Dry-Erase Boards, Markers & Erasers
LL800X	Phonics Magnetic Sorting Tiles - Complete Set	35	\$115.00	\$3,999.50	5%	\$109.25	Language	Phonics & Word Building
LL801	Learning Shapes & Colors Activity Carpet - 6' x 9'	99	\$299.00	\$29,601.00	5%	\$284.05	Classroom Furniture	Classroom Carpets & Rugs
LL802	Learning Shapes & Colors Activity Carpet - 9' x 12'	99	\$489.00	\$48,411.00	5%	\$464.55	Classroom Furniture	Classroom Carpets & Rugs
LL803	Beginning Sounds Magnetic Sorting Tiles	35	\$39.99	\$1,399.65	5%	\$37.99	Language	Phonics & Word Building
LL804	Vowel Sounds Magnetic Sorting Tiles	35	\$39.99	\$1,399.65	5%	\$37.99	Language	Phonics & Word Building
LL805	Blends & Digraphs Magnetic Sorting Tiles	35	\$39.99	\$1,399.65	5%	\$37.99	Language	Phonics & Word Building
LL806	Light Table Alphabet Tracing Tiles	195	\$39.99	\$7,798.05	5%	\$37.99	Language	Writing & Grammar
LL807	Light Table Simple Words Tracing Tiles	195	\$39.99	\$7,798.05	5%	\$37.99	Language	Writing & Grammar
LL843	Nonfiction Sequence & Write Tiles	66	\$29.99	\$1,979.34	5%	\$28.49	Language	Writing & Grammar
LL859	Measuring Tapes	79	\$24.99	\$1,974.21	5%	\$23.74	Math	Math Manipulatives
LL860X	Upper Grades Math Manipulative Library	79	\$329.00	\$25,891.00	5%	\$312.55	Math	Math Manipulatives
LL862	Nonfiction Comprehension Quickie Cards	51	\$29.99	\$1,529.49	5%	\$28.49	Games	Card Games
LL863	5-Minute Vocabulary Practice Cards - Gr. 3-5	29	\$29.99	\$869.71	5%	\$28.49	Language	Vocabulary
LL869	Magnetic Write & Wipe Mini Board	196	\$3.39	\$664.44	5%	\$3.22	Teaching Resources	Dry-Erase Boards, Markers & Erasers
LL869X	Magnetic Write & Wipe Mini Board - Set of 10	196	\$32.99	\$6,466.04	5%	\$31.34	Teaching Resources	Dry-Erase Boards, Markers & Erasers
LL878	Classroom Clipboards - Set of 6	141	\$29.99	\$4,228.59	5%	\$28.49	Teaching Resources	Classroom Essentials
LL879	Linking Centimeter Cubes	79	\$29.99	\$2,369.21	5%	\$28.49	Math	Math Manipulatives
LL904	Storyteller Writing Box	179	\$29.99	\$5,368.21	5%	\$28.49	Language	Oral Language & Storytelling
LL918	Shimmer Shapes	163	\$12.99	\$2,117.37	5%	\$12.34	Arts & Crafts	Craft & Collage Materials
LL919	Peel & Stick Shimmer Shapes	163	\$19.99	\$3,258.37	5%	\$18.99	Arts & Crafts	Craft & Collage Materials

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Product #	Product Description	Quantity	Unit Price	Total Price	Discount	Net Price	Category	Product Description
LL925X	Teaching Reading Skills Activity Centers - Complete Set	28	\$199.00	\$5,572.00	5%	\$5,292.40	Language	Multiskill Language Products
LL929	Teaching Phonics Skills Activity Center	28	\$39.99	\$1,119.72	5%	\$1,063.73	Language	Phonics & Word Building
LL938	Teaching Vocabulary Skills Activity Center	28	\$39.99	\$1,119.72	5%	\$1,063.73	Language	Vocabulary
LL939	Teaching Comprehension Skills Activity Center	28	\$39.99	\$1,119.72	5%	\$1,063.73	Language	Reading Comprehension & Fluency
LL949	Lakeshore Lesson Plan Book - Apple	230	\$7.99	\$1,837.70	5%	\$1,745.81	Teaching Resources	Lesson Plan & Record Books
LL961	Teaching Phonemic Awareness Skills Activity Center	28	\$39.99	\$1,119.72	5%	\$1,063.73	Language	Phonemic & Phonological Awareness
LL965	Teaching Fluency Skills Activity Center	28	\$39.99	\$1,119.72	5%	\$1,063.73	Language	Reading Comprehension & Fluency
LL970	Fraction Multipliers	79	\$29.99	\$2,369.21	5%	\$2,250.75	Math	Math Manipulatives
LL976	Decimal Operations Grids	79	\$24.99	\$1,974.21	5%	\$1,875.50	Math	Math Manipulatives
LL979	Area Tiles	79	\$27.99	\$2,211.21	5%	\$2,100.65	Math	Math Manipulatives
LL981	Equation Tiles	79	\$29.99	\$2,369.21	5%	\$2,250.75	Math	Math Manipulatives
LL982	Whole Number Place Value Cards	79	\$24.99	\$1,974.21	5%	\$1,875.50	Math	Math Manipulatives
LL983	Fractions, Decimals & Percents Circles	79	\$27.99	\$2,211.21	5%	\$2,100.65	Math	Math Manipulatives
LL984	Probability Spinners	79	\$24.99	\$1,974.21	5%	\$1,875.50	Math	Math Manipulatives
LL985	Card Decks	79	\$29.99	\$2,369.21	5%	\$2,250.75	Math	Math Manipulatives
LL986	Protractors	79	\$29.99	\$2,369.21	5%	\$2,250.75	Math	Math Manipulatives
LL988	Factor Triangles	79	\$29.99	\$2,369.21	5%	\$2,250.75	Math	Math Manipulatives
LM102	Clear-View Bins - Set of 6	84	\$41.50	\$3,486.00	5%	\$3,311.70	Accessories	Accessories
LM103	Clear-View Bins - Set of 20	71	\$137.00	\$9,727.00	5%	\$9,240.65	Accessories	Accessories
LM108	Lakeshore Storage Trays - Set of 8	121	\$62.50	\$7,562.50	5%	\$7,184.38	Accessories	Accessories
LM112	Storage Trays - Set of 12	88	\$94.00	\$8,272.00	5%	\$7,858.40	Accessories	Accessories
LM114	Clear-View Bins - Set of 4	74	\$27.50	\$2,035.00	5%	\$1,933.25	Accessories	Accessories
LM115	Clear-View Bins - Set of 5	85	\$34.50	\$2,932.50	5%	\$2,785.88	Accessories	Accessories
LM120	Clear-View Bins - Set of 10	72	\$68.50	\$4,932.00	5%	\$4,685.40	Accessories	Accessories
LM121	See-Inside Bins - Set of 9	85	\$89.50	\$7,607.50	5%	\$7,227.13	Accessories	Accessories
LM122	See-Inside Bins - Set of 12	85	\$119.00	\$10,115.00	5%	\$9,609.25	Accessories	Accessories
LM124	Storage Trays - Set of 24	88	\$188.00	\$16,544.00	5%	\$15,716.80	Accessories	Accessories
LM129	See-Inside Cubby Bins - Set of 8	71	\$72.50	\$5,147.50	5%	\$4,889.13	Accessories	Accessories
LM130	See-Inside Cubby Bins - Set of 10	71	\$89.50	\$6,354.50	5%	\$6,036.78	Accessories	Accessories
LM133	Clear-View Bins - Set of 12	83	\$82.50	\$6,847.50	5%	\$6,505.13	Accessories	Accessories
LM136	Toddler-Safe Sensory Bins - Set of 3	135	\$24.99	\$3,373.25	5%	\$3,204.59	Accessories	Accessories
LM142	See-Inside Storage Trays - Set of 6	74	\$59.50	\$4,393.00	5%	\$4,173.35	Accessories	Accessories
LM143	See-Inside Bins - Set of 3	91	\$29.99	\$2,729.09	5%	\$2,592.54	Accessories	Accessories
LM152	Outdoor Storage Bins - Set of 6	68	\$99.00	\$6,732.00	5%	\$6,395.40	Accessories	Accessories
LM153	Outdoor Storage Bins - Set of 9	68	\$139.00	\$9,452.00	5%	\$8,979.40	Accessories	Accessories
LM155	See-Inside Bins & Trays - Set of 12	76	\$119.00	\$9,044.00	5%	\$8,591.80	Accessories	Accessories
LM165	Book Bins - Set of 4	90	\$23.50	\$2,115.00	5%	\$2,009.25	Accessories	Accessories
LM205	Indoor/Outdoor 2-Station Easel	148	\$183.00	\$27,084.00	5%	\$25,729.80	Arts & Crafts	Art Easels & Drying Racks
LM250X	Grab & Play Math Games - Gr. 1-2 - Complete Set	84	\$115.00	\$9,660.00	5%	\$9,177.00	Math	Multiskill Math Products
LM251	Addition Grab & Play Game - Gr. 1-2	84	\$19.99	\$1,679.16	5%	\$1,595.10	Math	Basic Operations
LM252	Subtraction Grab & Play Game - Gr. 1-2	84	\$19.99	\$1,679.16	5%	\$1,595.10	Math	Basic Operations
LM253	Shapes Grab & Play Game - Gr. 1-2	84	\$19.99	\$1,679.16	5%	\$1,595.10	Math	Shapes & Geometry
LM254	Place Value Grab & Play Game - Gr. 1-2	84	\$19.99	\$1,679.16	5%	\$1,595.10	Math	Place Value
LM255	Time Grab & Play Game - Gr. 1-2	84	\$19.99	\$1,679.16	5%	\$1,595.10	Math	Time
LM256	Money Grab & Play Game - Gr. 1-2	84	\$19.99	\$1,679.16	5%	\$1,595.10	Math	Money
LM270X	Meet-Stdnds Sci Kits-Gr2 Set	126	\$149.00	\$18,774.00	5%	\$17,735.30	Science	Multiskill Science Products
LM271	Matter Physical Sci Kit-Gr2	126	\$49.99	\$6,298.74	5%	\$5,983.80	Science	Physical Science
LM272	Landform-Erosion Sci Kit-Gr2	126	\$49.99	\$6,298.74	5%	\$5,983.80	Science	Earth & Space Science
LM273	Seeds-Plants Sci Kit-Gr2	126	\$49.99	\$6,298.74	5%	\$5,983.80	Science	Life Science
LM274	Force-Motion Sci Kit-Gr3	126	\$49.99	\$6,298.74	5%	\$5,983.80	Science	Physical Science
LM275	Weather-Climate Sci Kit-Gr3	126	\$49.99	\$6,298.74	5%	\$5,983.80	Science	Earth & Space Science
LM276	Habitats Life Science Kit-Gr3	126	\$49.99	\$6,298.74	5%	\$5,983.80	Science	Life Science
LM280X	Meet-Stdnds Sci Kits-Gr3 Set	126	\$149.00	\$18,774.00	5%	\$17,735.30	Science	Multiskill Science Products

Lakeshore 2020 Price list is subject to change with the release of new catalogs at the end of January and February of each year.

Item #	Description	QTY	UNIT PRICE	PRICE	TAX	PRICE	PRICE	PRICE	PRICE
LM310X	Meet-Stdnds Sci Kts-Gr4 Set		127		\$149.00	5%	\$141.55	Science	Multiskill Science Products
LM311	Energy Physical Sci Kit-Gr4		127		\$49.99	5%	\$47.49	Science	Physical Science
LM312	Changes-Landscape Sci Kit-Gr4		127		\$49.99	5%	\$47.49	Science	Earth & Space Science
LM313	Human Body Life Sci Kit-Gr4		127		\$49.99	5%	\$47.49	Science	Life Science
LM314	Properties Matter Sci Kit-Gr5		127		\$49.99	5%	\$47.49	Science	Physical Science
LM315	Water Conservation Sci Kit-Gr5		127		\$49.99	5%	\$47.49	Science	Earth & Space Science
LM316	Ecosystems Life Sci Kit-Gr5		127		\$49.99	5%	\$47.49	Science	Life Science
LM320X	Meet-Stdnds Sci Kts-Gr5 Set		127		\$149.00	5%	\$141.55	Science	Multiskill Science Products
LM330X	Grab & Play Math Games - Gr. 3-4 - Complete Set		84		\$115.00	5%	\$109.25	Math	Multiskill Math Products
LM331	Multiplication Grab & Play Game - Gr. 3-4		84		\$19.99	5%	\$18.99	Math	Basic Operations
LM332	Division Grab & Play Game - Gr. 3-4		84		\$19.99	5%	\$18.99	Math	Basic Operations
LM333	Adding & Subtracting Fractions Grab & Play Game - Gr. 3-4		84		\$19.99	5%	\$18.99	Math	Fractions, Decimals & Percents
LM334	Comparing Fractions Grab & Play Game - Gr. 3-4		84		\$19.99	5%	\$18.99	Math	Fractions, Decimals & Percents
LM335	Place Value Grab & Play Game - Gr. 3-4		84		\$19.99	5%	\$18.99	Math	Place Value
LM336	Geometric Measurement Grab & Play Game - Gr. 3-4		84		\$19.99	5%	\$18.99	Math	Shapes & Geometry
LM365	Best-Buy Play Food Assortment	43		24	\$49.99	5%	\$47.49	Dramatic Play	Kitchen & House Play
LM366	Best-Buy Multicultural Play Food Assortment	43			\$49.99	5%	\$47.49	Social Studies	Cultures & The Community
LM390X	Splash! Reading Games - Complete Set		29		\$49.99	5%	\$47.49	Language	Multiskill Language Products
LM391	Splash! Two-Syllable Words Game		29		\$10.99	5%	\$10.44	Language	Phonics & Word Building
LM392	Splash! CVC Words Game		29		\$10.99	5%	\$10.44	Language	Phonics & Word Building
LM393	Splash! Blends & Digraphs Game		29		\$10.99	5%	\$10.44	Language	Phonics & Word Building
LM394	Splash! Vowel Sounds Game		29		\$10.99	5%	\$10.44	Language	Phonics & Word Building
LM395	Splash! Sight Words Game		29		\$10.99	5%	\$10.44	Language	Sight Words
LM453	Book Bins - Set of 12		146		\$89.50	5%	\$85.03	Accessories	Accessories
LM510	All-Purpose Teaching Easel	114			\$319.00	5%	\$303.05	Classroom Furniture	Teaching Easels
LM514	Hardwood Mobile Teaching Easel	115			\$499.00	5%	\$474.05	Classroom Furniture	Teaching Easels
LM520	All-Purpose Mobile Teaching Easel - Elementary	114	147		\$429.00	5%	\$407.55	Classroom Furniture	Teaching Easels
LM540	Store & Display Teaching Cart	232	147		\$499.00	5%	\$474.05	Classroom Furniture	Teaching Easels
LM594	Alphabet Giant Stampers - Uppercase	155			\$29.99	5%	\$28.49	Language	Alphabet
LM604	Alphabet Giant Stampers - Lowercase	155			\$29.99	5%	\$28.49	Language	Alphabet
LM615	Lakeshore Liquid Discovery Tubes	219			\$79.99	5%	\$75.99	Science	Physical Science
LM731	Color Bins - Set of 10	72			\$49.50	5%	\$47.03	Accessories	Accessories
LM773	All-Purpose Teaching Easel with Locking Casters	114			\$339.00	5%	\$322.05	Classroom Furniture	Teaching Easels
LM826	Hardwood Community Vehicles - Set of 10	35			\$29.99	5%	\$28.49	Blocks & Manipulatives	Unit Blocks & Accessories
LM902	Double-Sided Write & Wipe Magnetic Room Divider	114			\$329.00	5%	\$312.55	Classroom Furniture	Room Dividers & Connecting Panels
LM908	Bins & Folders Set	89			\$159.00	5%	\$151.05	Accessories	Accessories
LM923	Super-Safe 1" Craft Tape Center	161			\$75.99	5%	\$75.99	Arts & Crafts	Glue, Tape & Adhesives
LM927	Super-Safe 1/2" Craft Tape Center	161			\$49.99	5%	\$47.49	Arts & Crafts	Glue, Tape & Adhesives
LM980X	Lakeshore Math Counters Library 2	202			\$149.00	5%	\$141.55	Math	Math Manipulatives
LM981	Farm Animal Counters	202			\$24.99	5%	\$23.74	Math	Math Manipulatives
LM982	Butterfly Counters	202			\$24.99	5%	\$23.74	Math	Math Manipulatives
LM983	Prehistoric Animal Counters	202			\$24.99	5%	\$23.74	Math	Math Manipulatives
LM984	Fish Counters	202			\$24.99	5%	\$23.74	Math	Math Manipulatives
LM985	Ocean Animal Counters	202			\$24.99	5%	\$23.74	Math	Math Manipulatives
LM986	Wild Animal Counters	202			\$24.99	5%	\$23.74	Math	Math Manipulatives
LX375BU	Duo-Finish Butcher Paper Roll - Blue	159			\$89.99	5%	\$85.49	Arts & Crafts	Paper
LX375GR	Duo-Finish Butcher Paper Roll - Green	159			\$89.99	5%	\$85.49	Arts & Crafts	Paper
LX375RD	Duo-Finish Butcher Paper Roll - Red	159			\$89.99	5%	\$85.49	Arts & Crafts	Paper
LX375YE	Duo-Finish Butcher Paper Roll - Yellow	159			\$89.99	5%	\$85.49	Arts & Crafts	Paper
LX468BU	Extra Storage Bin - Blue	201	147		\$9.99	5%	\$9.49	Teaching Resources	Bins & Organizers
LX625	Storage Bins - Set of 4	54			\$39.99	5%	\$37.99	Accessories	Accessories
LX9950	Craft Butcher Paper Roll	159			\$59.99	5%	\$56.99	Arts & Crafts	Paper
LX9990	White Butcher Paper Roll	159			\$64.99	5%	\$61.74	Arts & Crafts	Paper

Product #	Product Name	Price	Quantity	Unit Price	Discount	Net Price	Category	Subcategory
MN10	Easy-Grip Triangular Pencils	199	74	\$5.99	5%	\$5.69	Language	Writing & Grammar
MN6	Jumbo Pencils	199	74	\$14.99	5%	\$14.24	Language	Writing & Grammar
NF9763	White Sentence Strips	201	76	\$4.99	5%	\$4.74	Teaching Resources	Pocket Charts & Accessories
NF9765	Rainbow Sentence Strips	201	76	\$5.99	5%	\$5.69	Teaching Resources	Pocket Charts & Accessories
NF9767	Mini Rainbow Sentence Strips	201		\$4.99	5%	\$4.74	Teaching Resources	Pocket Charts & Accessories
NR15	Log Builders - Starter Set	26		\$34.99	5%	\$33.24	Blocks & Manipulatives	Building Sets
NR30	Log Builders - Master Set	26		\$59.99	5%	\$56.99	Blocks & Manipulatives	Building Sets
NS17	Roll of Bags	117		\$49.99	5%	\$47.49	Accessories	Accessories
NZ18	T.I.-108 Calculator - Set of 10		113	\$79.99	5%	\$75.99	Math	Multiskill Math Products
NZ44	T.I.-15 Calculator		113	\$24.99	5%	\$23.74	Math	Multiskill Math Products
NZ45	T.I.-15 Calculator - Set of 10		113	\$239.00	5%	\$227.05	Math	Multiskill Math Products
NZ8	T.I.-108 Calculator		113	\$8.49	5%	\$8.07	Math	Multiskill Math Products
PE325	Rest Mat Sheet - 20" x 46"	111		\$13.99	5%	\$13.29	Classroom Furniture	Rest Mats & Cots
PE326	Rest Mat Sheet - 24" x 48"	110		\$14.99	5%	\$14.24	Classroom Furniture	Rest Mats & Cots
PE384	Tot Tunnel Climber	132		\$499.00	5%	\$474.05	Infants & Toddlers	Gross Motor Skills
PH345	Magnetic Write & Wipe Board - 18" x 24"	183	81	\$39.99	5%	\$37.99	Classroom Furniture	Teaching Easels
PH346	Magnetic Write & Wipe Board - 24" x 36"	200	80	\$69.99	5%	\$66.49	Classroom Furniture	Teaching Easels
PH347	Magnetic Write & Wipe Board - 34" x 48"	200		\$99.99	5%	\$94.99	Teaching Resources	Dry-Erase Boards, Markers & Erasers
PM15	Indestructible Folding Rest Mat	111		\$39.99	5%	\$37.99	Classroom Furniture	Rest Mats & Cots
PM404	Sanitary Rest Mat Divider	110		\$6.99	5%	\$6.64	Classroom Furniture	Rest Mats & Cots
PP111	Real-Size Classroom Food Set	42		\$99.50	5%	\$94.53	Science	Health & Nutrition
PP116	Sort & Store Book Totes - Set of 4	198	140	\$26.99	5%	\$25.64	Teaching Resources	Bins & Organizers
PP117	Magnetic Picture Pockets - Set of 20	231		\$29.99	5%	\$28.49	Teaching Resources	Classroom Essentials
PP118X	Math in a Flash! Discovery Cards - Gr. 4-5 - Complete Set		93	\$149.00	5%	\$141.55	Math	Multiskill Math Products
PP127	Paul Bunyan Problem Solving STEM Kit		118	\$59.99	5%	\$56.99	STEM	Building & Engineering
PP128	Johnny Appleseed Problem Solving STEM Kit		118	\$59.99	5%	\$56.99	STEM	Building & Engineering
PP129	John Henry Problem Solving STEM Kit		118	\$59.99	5%	\$56.99	STEM	Building & Engineering
PP157	Math Brain Electronic Games		113	\$29.99	5%	\$28.49	Math	Basic Operations
PP158	Infant/Toddler Photo Library	144		\$49.99	5%	\$47.49	Infants & Toddlers	Books & Language Development
PP161	Writing Prompts Journal - Gr. 1-2		70	\$3.99	5%	\$3.79	Language	Writing & Grammar
PP162	Writing Prompts Journal - Gr. 1-2 - Set of 10		70	\$38.99	5%	\$37.04	Language	Writing & Grammar
PP163	Community Workers Poster Pack	228		\$29.99	5%	\$28.49	Social Studies	Cultures & The Community
PP169	Community Workers Book Set	228		\$64.99	5%	\$61.74	Social Studies	Cultures & The Community
PP181	Giant Classroom Timer	233	108	\$39.99	5%	\$37.99	Teaching Resources	Classroom Equipment
PP182	Light-Up Countdown Timer	233	152	\$29.99	5%	\$28.49	Teaching Resources	Classroom Equipment
PP183	Count Up & Count Down Digital Timer	213	103	\$14.99	5%	\$14.24	Teaching Resources	Classroom Equipment
PP184	Moods & Emotions Poster Pack	228		\$29.99	5%	\$28.49	Social Studies	Social-Emotional & Character Development
PP185	Lakeshore Alphabet Rockets	25		\$59.99	5%	\$56.99	Language	Alphabet
PP186	Lakeshore Number Rockets	25		\$49.99	5%	\$47.49	Math	Numbers & Counting
PP188	Cot Clips - Set of 5	73		\$10.99	5%	\$10.44	Classroom Furniture	Rest Mats & Cots
PP190	Lakeshore Preschool Puzzle Library with Rack	59		\$219.00	5%	\$208.05	Puzzles	Wooden Puzzles
PP191	Three Bears Puzzle	59		\$10.99	5%	\$10.44	Puzzles	Wooden Puzzles
PP192	Colors Puzzle	59		\$10.99	5%	\$10.44	Puzzles	Wooden Puzzles
PP193	Three Little Pigs Puzzle	59		\$10.99	5%	\$10.44	Puzzles	Wooden Puzzles
PP194	Wild Animals Puzzle	59		\$10.99	5%	\$10.44	Puzzles	Wooden Puzzles
PP195	Farm Animals Puzzle	59		\$10.99	5%	\$10.44	Puzzles	Wooden Puzzles
PP196	Bugs Puzzle	59		\$10.99	5%	\$10.44	Puzzles	Wooden Puzzles
PP197	Sea Life Puzzle	59		\$10.99	5%	\$10.44	Puzzles	Wooden Puzzles
PP198	Butterfly Puzzle	59		\$10.99	5%	\$10.44	Puzzles	Wooden Puzzles
PP199	Airplane Puzzle	59		\$10.99	5%	\$10.44	Puzzles	Wooden Puzzles
PP200	Train Puzzle	59		\$10.99	5%	\$10.44	Puzzles	Wooden Puzzles
PP201	Dinosaurs Puzzle	59		\$10.99	5%	\$10.44	Puzzles	Wooden Puzzles
PP202	Castle Puzzle	59		\$10.99	5%	\$10.44	Puzzles	Wooden Puzzles

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Product Code	Product Name	Quantity	Unit Price	Discount	Net Price	Category	Sub-Category
PP203	Shapes Puzzle	59	\$10.99	5%	\$10.44	Puzzles	Wooden Puzzles
PP204	Community Helpers Puzzle	59	\$10.99	5%	\$10.44	Puzzles	Wooden Puzzles
PP205	Transportation Puzzle	59	\$10.99	5%	\$10.44	Puzzles	Wooden Puzzles
PP206	Space Puzzle	59	\$10.99	5%	\$10.44	Puzzles	Wooden Puzzles
PP207	Fruit Puzzle	59	\$10.99	5%	\$10.44	Puzzles	Wooden Puzzles
PP208	Vegetable Garden Puzzle	59	\$10.99	5%	\$10.44	Puzzles	Wooden Puzzles
PP209	Boy and Girl Puzzle	59	\$10.99	5%	\$10.44	Puzzles	Wooden Puzzles
PP210	Humpty Dumpty Puzzle	59	\$10.99	5%	\$10.44	Puzzles	Wooden Puzzles
PP211	Pets Puzzle	59	\$10.99	5%	\$10.44	Puzzles	Wooden Puzzles
PP212	Boat Puzzle	59	\$10.99	5%	\$10.44	Puzzles	Wooden Puzzles
PP213	Three Billy Goats Gruff Puzzle	59	\$10.99	5%	\$10.44	Puzzles	Wooden Puzzles
PP214	Touch & Match Guessing Game	176	\$29.99	5%	\$28.49	Accessories	Accessories
PP215	Hey Diddle Diddle Puzzle	59	\$10.99	5%	\$10.44	Puzzles	Wooden Puzzles
PP216	Careers Puzzle Set	60	\$119.99	5%	\$113.99	Puzzles	Wooden Puzzles
PP217	Seasons and Weather Puzzle Set	59	\$39.99	5%	\$37.99	Puzzles	Wooden Puzzles
PP220X	Physical Science Activity Labs - Complete Set		\$299.00	5%	\$284.05	Science	Physical Science
PP221	Pop to Win! Math Game - Gr. 1	96	\$24.99	5%	\$23.74	Games	Board & Dice Games
PP222	Pop to Win! Math Game - Gr. 2	96	\$24.99	5%	\$23.74	Games	Board & Dice Games
PP223	Pop to Win! Math Game - Gr. 3	96	\$24.99	5%	\$23.74	Games	Board & Dice Games
PP224	Pop to Win! Math Game - Gr. 4	96	\$24.99	5%	\$23.74	Games	Board & Dice Games
PP225	Pop to Win! Math Game - Gr. 5	96	\$24.99	5%	\$23.74	Games	Board & Dice Games
PP226	Simple Machines Activity Lab	129	\$79.99	5%	\$75.99	Science	Physical Science
PP245X	Match & Sort Language Quickies - K-Gr. 1 - Complete Set	25	\$115.00	5%	\$109.25	Games	Card Games
PP246	Match & Sort Phonics Quickies - K-Gr. 1	25	\$29.99	5%	\$28.49	Games	Card Games
PP247	Match & Sort Language Skills Quickies - K-Gr. 1	25	\$29.99	5%	\$28.49	Games	Card Games
PP248	Match & Sort Vocabulary Quickies - K-Gr. 1	25	\$29.99	5%	\$28.49	Games	Card Games
PP249	Match & Sort Early Reading Comprehension Quickies - K-Gr. 1	25	\$29.99	5%	\$28.49	Games	Card Games
PP257	Differing Abilities Poster Pack	228	\$29.99	5%	\$28.49	Social Studies	Social-Emotional & Character Development
PP258	Differing Abilities Book Set	228	\$49.99	5%	\$47.49	Social Studies	Social-Emotional & Character Development
PP260X	Mastering Early Learning Skills - Interactive CD-ROM Bundle - Single License	235	\$599.00	5%	\$569.05	Educational Software	Math Interactive Games
PP260XCP	Mastering Early Learning Skills - Interactive CD-ROM Bundle - Class License	235	\$1,499.00	7%	\$1,394.07	Educational Software	Math Interactive Games
PP260XSL	Mastering Early Learning Skills - Interactive CD-ROM Bundle - Site License	235	\$5,999.00	7%	\$5,579.07	Educational Software	Math Interactive Games
PP268BU	Classroom Supply Caddy - Blue	231	\$6.99	5%	\$6.64	Teaching Resources	Bins & Organizers
PP268GR	Classroom Supply Caddy - Green	231	\$6.99	5%	\$6.64	Teaching Resources	Bins & Organizers
PP268RD	Classroom Supply Caddy - Red	231	\$6.99	5%	\$6.64	Teaching Resources	Bins & Organizers
PP268RG	Classroom Supply Caddy - Orange	231	\$6.99	5%	\$6.64	Teaching Resources	Bins & Organizers
PP268VT	Classroom Supply Caddy - Purple	231	\$6.99	5%	\$6.64	Teaching Resources	Bins & Organizers
PP268YE	Classroom Supply Caddy - Yellow	231	\$6.99	5%	\$6.64	Teaching Resources	Bins & Organizers
PP269	Washable Sensory Beads	18	\$49.99	5%	\$47.49	Sensory Materials	Sensory Materials
PP270	Washable Sensory Balls	18	\$59.99	5%	\$56.99	Sensory Materials	Sensory Materials
PP273	Sensory Tubes - Set of 3	18	\$29.99	5%	\$28.49	Accessories	Accessories
PP274	Classroom Collage Box	162	\$79.99	5%	\$75.99	Arts & Crafts	Craft & Collage Materials
PP281	Magnetic Storage Boxes - Set of 4		\$14.99	5%	\$14.24	Teaching Resources	Bins & Organizers
PP282	Magnetic Color Maze	28	\$39.99	5%	\$37.99	Math	Sorting & Patterning
PP283	Magnetic Counting Maze	28	\$39.99	5%	\$37.99	Blocks & Manipulatives	Fine Motor Development
PP308	Calming Colors A Place for Everyone Carpet for 20 Kids - 8' x 9'	97	\$379.00	5%	\$360.05	Classroom Furniture	Classroom Carpets & Rugs
PP309	Calming Colors A Place for Everyone Carpet for 30 Kids - 9' x 12'	97	\$489.00	5%	\$464.55	Classroom Furniture	Classroom Carpets & Rugs
PP340X	Famous Inventors Problem Solving STEM Kits		\$169.00	5%	\$160.55	STEM	Building & Engineering
PP341	Samuel Morse Problem Solving STEM Kit		\$59.99	5%	\$56.99	STEM	Building & Engineering
PP342	Alexander Graham Bell Problem Solving STEM Kit		\$59.99	5%	\$56.99	STEM	Building & Engineering
PP343	Thomas Edison Problem Solving STEM Kit		\$59.99	5%	\$56.99	STEM	Building & Engineering

Lakeshore 2020 Price List is subject to change with the release of new catalogs at the end of January and February of each year.

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Item #	Description	Quantity	Unit Price	Total Price	Category	Sub-Category
PP344	Comfy Couch Listening Center	191	\$399.00	\$379.05	Music	Audio Equipment & Listening Centers
PP360X	Grab & Match Leveled Math Quickies - Gr. 4-5 - Complete Set	95	\$199.00	\$189.05	Math	Multiskill Math Products
PP361	Grab & Match Leveled Operations Quickies - Gr. 4-5	95	\$39.99	\$37.99	Math	Basic Operations
PP362	Grab & Match Leveled Geometry & Measurement Quickies - Gr. 4-5	95	\$39.99	\$37.99	Math	Shapes & Geometry
PP363	Grab & Match Leveled Measurement & Data Quickies - Gr. 4-5	95	\$39.99	\$37.99	Math	Measurement & Data
PP364	Grab & Match Leveled Algebraic Thinking Quickies - Gr. 4-5	95	\$39.99	\$37.99	Math	Basic Operations
PP365	Grab & Match Leveled Fractions Quickies - Gr. 4-5	95	\$39.99	\$37.99	Math	Fractions, Decimals & Percents
PP366	Grab & Match Leveled Place Value Quickies - Gr. 4-5	95	\$39.99	\$37.99	Math	Place Value
PP368	Classroom Supplies Organization Chart	77	\$29.99	\$28.49	Teaching Resources	Pocket Charts & Accessories
PP370X	Global Challenges Project-Based STEM Kits	125	\$199.00	\$189.05	STEM	Labs & Activities
PP371	Water Shortage Project-Based STEM Kit	125	\$69.99	\$66.49	STEM	Labs & Activities
PP372	Oil Spill Project-Based STEM Kit	125	\$69.99	\$66.49	STEM	Labs & Activities
PP373	Energy Crisis Project-Based STEM Kit	125	\$69.99	\$66.49	STEM	Labs & Activities
PP374	I Know the Answer! Game Buzzers	152	\$19.99	\$18.99	Teaching Resources	Classroom Equipment
PP380X	Folk Tales Problem Solving STEM Kits	118	\$169.00	\$160.55	STEM	Building & Engineering
PP385X	Washable Sensory Play Materials - Complete Set	18	\$159.00	\$151.05	Sensory Exploration	Sensory Materials
PP386	Washable Sensory Noodles	18	\$59.99	\$56.99	Sensory Exploration	Sensory Materials
PP409	Multiplication & Division Discovery Can - Gr. 4-5	93	\$19.99	\$18.99	Math	Basic Operations
PP411	Fractions Discovery Can - Level 2 - Gr. 4-5	93	\$19.99	\$18.99	Math	Fractions, Decimals & Percents
PP412	Place Value Discovery Can - Gr. 4-5	93	\$19.99	\$18.99	Math	Place Value
PP413	Fractions Discovery Can - Level 1 - Gr. 4-5	93	\$19.99	\$18.99	Math	Fractions, Decimals & Percents
PP414	Decimals Discovery Can - Gr. 4-5	93	\$19.99	\$18.99	Math	Fractions, Decimals & Percents
PP415	Measurement Conversion Discovery Can - Gr. 4-5	93	\$19.99	\$18.99	Math	Measurement & Data
PP416	Volume Discovery Can - Gr. 4-5	93	\$19.99	\$18.99	Math	Shapes & Geometry
PP417	Angles & Symmetry Discovery Can - Gr. 4-5	93	\$19.99	\$18.99	Math	Shapes & Geometry
PP420	Alphabet Stamps - Lowercase	198	\$16.99	\$16.14	Language	Alphabet
PP421	Alphabet Stamps - Uppercase	198	\$16.99	\$16.14	Language	Alphabet
PP422	Hold-It-All Teacher Tote	230	\$16.99	\$16.14	Teaching Resources	Classroom Essentials
PP423	All-Purpose Teacher's Apron	230	\$19.99	\$18.99	Teaching Resources	Classroom Essentials
PP424	All-Purpose Teacher's Utility Apron	230	\$14.99	\$14.24	Teaching Resources	Classroom Essentials
PP426	Grandma's Dress-Up Trunk	53	\$179.00	\$170.05	Dramatic Play	Dress-Up & Role Play
PP427	Grandpa's Dress-Up Trunk	53	\$179.00	\$170.05	Dramatic Play	Dress-Up & Role Play
PP430X	Building Math Skills Playing Cards - Complete Set	93	\$179.00	\$170.05	Math	Multiskill Math Products
PP431	Multiplication & Division Playing Cards	93	\$29.99	\$28.49	Math	Basic Operations
PP432	Addition & Subtraction Playing Cards	93	\$29.99	\$28.49	Math	Basic Operations
PP433	Place Value Playing Cards	93	\$29.99	\$28.49	Math	Place Value
PP434	Money Playing Cards	93	\$29.99	\$28.49	Math	Money
PP435	Time Playing Cards	93	\$29.99	\$28.49	Math	Time
PP436	Fractions Playing Cards	93	\$29.99	\$28.49	Math	Fractions, Decimals & Percents
PP438	Hydraulics Engineering STEM Kit	124	\$59.99	\$56.99	STEM	Building & Engineering
PP439	Lakeshore Water Play Kit	16	\$79.99	\$75.99	Sand & Water	Sand & Water Play
PP447	Giant Geometric Shapes	212	\$24.99	\$23.74	Math	Shapes & Geometry
PP451	Families Book Set	228	\$49.99	\$47.49	Social Studies	Social-Emotional & Character Development
PP456	Families Poster Pack	228	\$29.99	\$28.49	Social Studies	Social-Emotional & Character Development
PP467	Reading Comprehension Practice Cards - Gr. 2-3	48	\$59.99	\$56.99	Language	Reading Comprehension & Fluency
PP468	Reading Comprehension Practice Cards - Gr. 4-5	48	\$59.99	\$56.99	Language	Reading Comprehension & Fluency
PP469	Reading Comprehension Practice Cards - Gr. 1-2	48	\$59.99	\$56.99	Language	Reading Comprehension & Fluency
PP470	Clear-View Alphabet Stamps - Lowercase	198	\$14.99	\$14.24	Language	Alphabet
PP471	Clear-View Alphabet Stamps - Uppercase	198	\$14.99	\$14.24	Language	Alphabet
PP476	Magnetic Display Shelves	142	\$39.99	\$37.99	Teaching Resources	Bins & Organizers
PP478	Adventure Dress-Up Trunk	53	\$179.00	\$170.05	Dramatic Play	Dress-Up & Role Play
PP504	Get-Bead Sensory Shapes - Set of 8	18	\$29.99	\$28.49	Sensory Exploration	Sensory Play
PP506	Classroom Supply Caddies - Set of 6 Colors	231	\$39.99	\$37.99	Teaching Resources	Bins & Organizers

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Product	Description	Quantity	Unit Price	Total Price	Category	Subject
PPS08	Sensory Star Beanbags - Set of 6	135	\$16.99	\$16.14	Infants & Toddlers	Sensory Development
PPS09	Store & Charge Tablet Station	233	\$199.00	\$189.05	Music	Audio Equipment & Listening Centers
PPS11	Sensory Slime	20	\$19.99	\$18.99	Sensory Exploration	Sensory Materials
PPS17	Lakeshore Magnet Kit	218	\$59.99	\$56.99	Science	Physical Science
PPS14	Hands-On Number Grid	99	\$49.99	\$47.49	Math	Place Value
PPS20X	Reading Skills Folder Game Libraries - K-Gr. 1 - Complete Set	26	\$149.00	\$141.55	Games	File Folder Games
PPS21	Phonological Awareness Folder Game Library - K-Gr. 1	26	\$39.99	\$37.99	Games	File Folder Games
PPS22	Phonics & Word Recognition Folder Game Library - K-Gr. 1	26	\$39.99	\$37.99	Games	File Folder Games
PPS23	Vocabulary Folder Game Library - K-Gr. 1	26	\$39.99	\$37.99	Games	File Folder Games
PPS24	Language Skills Folder Game Library - K-Gr. 1	26	\$39.99	\$37.99	Games	File Folder Games
PPS27	Force & Motion Activity Lab	129	\$79.99	\$75.99	Science	Physical Science
PPS28	Magnet Activity Lab	129	\$69.99	\$66.49	Science	Physical Science
PPS29	Electricity Activity Lab	129	\$69.99	\$66.49	Science	Physical Science
PPS30X	Feel & Find Sensory Tubs - Complete Set	21	\$115.00	\$109.25	Sensory Exploration	Sensory Materials
PPS31	Numbers Feel & Find Sensory Tub	21	\$39.99	\$37.99	Sensory Exploration	Sensory Materials
PPS32	Alphabet Feel & Find Sensory Tub	21	\$39.99	\$37.99	Sensory Exploration	Sensory Materials
PPS33	Shapes Feel & Find Sensory Tub	21	\$39.99	\$37.99	Sensory Exploration	Sensory Materials
PPS39	Giant Magnetic Lined Page	72	\$29.99	\$28.49	Teaching Resources	Classroom Essentials
PPS40X	Living Things Magnetic Activity Tins - Complete Set	217	\$85.00	\$80.75	Science	Life Science
PPS41	Animals Magnetic Activity Tin	217	\$29.99	\$28.49	Science	Life Science
PPS42	Insects & Spiders Magnetic Activity Tin	217	\$29.99	\$28.49	Science	Life Science
PPS43	Plants Magnetic Activity Tin	217	\$29.99	\$28.49	Science	Life Science
PPS59	Water Play STEM Early Learning Kit	222	\$79.50	\$75.53	STEM	Labs & Activities
PPS65	Create-A-Chain Reaction STEM Kit - Pre K-Gr. 2 - Starter Set	122	\$49.99	\$47.49	STEM	Building & Engineering
PPS66	Create-A-Chain Reaction STEM Kit - Pre K-Gr. 2 - Master Set	122	\$79.99	\$75.99	STEM	Building & Engineering
PPS67	Ready to Write! Prompt Box - K-Gr. 1	68	\$49.99	\$47.49	Language	Writing & Grammar
PPS68	Ready to Write! Prompt Box - Gr. 2-3	68	\$49.99	\$47.49	Language	Writing & Grammar
PPS69	Ready to Write! Prompt Box - Gr. 4-5	68	\$49.99	\$47.49	Language	Writing & Grammar
PPS74	Divided Storage Bins - Set of 4	113	\$24.99	\$23.74	Teaching Resources	Bins & Organizers
PPS75X	Match & Sort Language Quickies - Gr. 2-3 - Complete Set	25	\$115.00	\$109.25	Games	Card Games
PPS76	Match & Sort Reading Comprehension Quickies - Gr. 2-3	25	\$29.99	\$28.49	Games	Card Games
PPS77	Match & Sort Language Skills Quickies - Gr. 2-3	25	\$29.99	\$28.49	Games	Card Games
PPS78	Match & Sort Vocabulary Quickies - Gr. 2-3	25	\$29.99	\$28.49	Games	Card Games
PPS79	Match & Sort Phonics Quickies - Gr. 2-3	25	\$29.99	\$28.49	Games	Card Games
PPS80	Giant Magnetic Early Writing Page	199	\$29.99	\$28.49	Teaching Resources	Classroom Essentials
PPS89	Magnetic Write & Wipe Organization Charts	142	\$29.99	\$28.49	Teaching Resources	Classroom Essentials
PP617	Student Rekenrek - Set of 4	100	\$37.99	\$36.09	Math	Numbers & Counting
PP618	Student Rekenrek	100	\$9.99	\$9.49	Math	Numbers & Counting
PP620X	Phonics Instant Learning Centers - Complete Set	39	\$199.00	\$189.05	Language	Phonics & Word Building
PP621	Prefixes & Suffixes Instant Learning Center	39	\$34.99	\$33.24	Language	Vocabulary
PP622	Decoding 2-Syllable Words Instant Learning Center	39	\$34.99	\$33.24	Language	Phonics & Word Building
PP623	Blends & Digraphs Instant Learning Center	39	\$34.99	\$33.24	Language	Phonics & Word Building
PP624	Vowel Teams Instant Learning Center	39	\$34.99	\$33.24	Language	Phonics & Word Building
PP625	Final E Instant Learning Center	39	\$34.99	\$33.24	Language	Phonics & Word Building
PP626	Short Vowels Instant Learning Center	39	\$34.99	\$33.24	Language	Phonics & Word Building
PP627	Rapunzel Problem Solving STEM Kit	225	\$59.99	\$55.99	STEM	Building & Engineering
PP628	Gingerbread Man Problem Solving STEM Kit	225	\$49.99	\$47.49	STEM	Building & Engineering
PP629	Little Red Riding Hood Problem Solving STEM Kit	225	\$49.99	\$47.49	STEM	Building & Engineering
PP630X	Fairy Tales Problem Solving STEM Kits - Set 2	225	\$149.00	\$141.55	STEM	Building & Engineering
PP631	Grab & Match Leveled Money Quickies - Gr. 2-3	95	\$39.99	\$37.99	Math	Money
PP632	Grab & Match Leveled Time & Measurement Quickies - Gr. 2-3	95	\$39.99	\$37.99	Math	Time
PP633	Grab & Match Leveled Fractions Quickies - Gr. 2-3	95	\$39.99	\$37.99	Math	Fractions, Decimals & Percents
PP634	Grab & Match Leveled Place Value Quickies - Gr. 2-3	95	\$39.99	\$37.99	Math	Place Value

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Product Code	Product Description	Quantity	Unit Price	Discount	Net Price	Category	Subject
PP635	Grab & Match Leveled Operations Quickies - Gr. 2-3	95	\$39.99	5%	\$37.99	Math	Basic Operations
PP636	Grab & Match Leveled Geometry & Geometric Measurement Quickies - Gr. 2-3	95	\$39.99	5%	\$37.99	Math	Shapes & Geometry
PP637	The Three Little Pigs Problem Solving STEM Kit	224	\$49.99	5%	\$47.49	STEM	Building & Engineering
PP638	The Three Billy Goats Gruff Problem Solving STEM Kit	224	\$59.99	5%	\$56.99	STEM	Building & Engineering
PP639	Goldilocks & the Three Bears Problem Solving STEM Kit	224	\$49.99	5%	\$47.49	STEM	Building & Engineering
PP640X	Fairy Tales Problem Solving STEM Kits - Set 1	224	\$149.00	5%	\$141.55	STEM	Building & Engineering
PP650X	Grab & Match Leveled Math Quickies - Gr. 2-3 - Complete Set	95	\$199.00	5%	\$189.05	Math	Multiskill Math Products
PP661	Pick-A-Problem Math Warm-Ups - Gr. 1	97	\$29.99	5%	\$28.49	Math	Multiskill Math Products
PP662	Pick-A-Problem Math Warm-Ups - Gr. 2	97	\$29.99	5%	\$28.49	Math	Multiskill Math Products
PP663	Pick-A-Problem Math Warm-Ups - Gr. 3	97	\$29.99	5%	\$28.49	Math	Multiskill Math Products
PP664	Pick-A-Problem Math Warm-Ups - Gr. 4	97	\$29.99	5%	\$28.49	Math	Multiskill Math Products
PP665	Pick-A-Problem Math Warm-Ups - Gr. 5	97	\$29.99	5%	\$28.49	Math	Multiskill Math Products
PP667	Nonfiction Reading Comprehension Practice Cards - Gr. 2-3	49	\$59.99	5%	\$56.99	Language	Reading Comprehension & Fluency
PP668	Nonfiction Reading Comprehension Practice Cards - Gr. 4-5	49	\$59.99	5%	\$56.99	Language	Reading Comprehension & Fluency
PP669	Nonfiction Reading Comprehension Practice Cards - Gr. 1-2	49	\$59.99	5%	\$56.99	Language	Reading Comprehension & Fluency
PP670	Foam Sensory Paint - Set of 5	18	\$29.99	5%	\$28.49	Sensory Exploration	Sensory Materials
PP708	Answer Board Supply Center	197	\$34.99	5%	\$33.24	Teaching Resources	Bins & Organizers
PP709	Jumbo Double-Sided Magnetic Money	109	\$49.99	5%	\$47.49	Math	Math Manipulatives
PP710X	Math Folder Game Libraries - K-Gr. 1 - Complete Set	86	\$149.00	5%	\$141.55	Games	File Folder Games
PP711	Counting & Place Value Folder Game Library - K-Gr. 1	86	\$39.99	5%	\$37.99	Games	File Folder Games
PP712	Operations Folder Game Library - K-Gr. 1	86	\$39.99	5%	\$37.99	Games	File Folder Games
PP713	Measurement & Data Folder Game Library - K-Gr. 1	86	\$39.99	5%	\$37.99	Games	File Folder Games
PP714	Geometry Folder Game Library - K-Gr. 1	86	\$39.99	5%	\$37.99	Games	File Folder Games
PP716	Tilt & Turn Liquid Sensory Windows	21	\$49.99	5%	\$47.49	Sensory Exploration	Sensory Play
PP717	Lakeshore Magic Board	182	\$12.99	5%	\$12.34	Teaching Resources	Classroom Essentials
PP717X	Lakeshore Magic Board - Set of 10	182	\$129.00	5%	\$122.55	Teaching Resources	Classroom Essentials
PP718	Classroom Vet Center	51	\$39.99	5%	\$37.99	Dramatic Play	Dress-Up & Role Play
PP719	Poseable Puppy	51	\$12.99	5%	\$12.34	Accessories	Accessories
PP723	Real-Working Cash Register	42	\$36.99	5%	\$35.14	Dramatic Play	Kitchen & House Play
PP738	Power Tiles Circuit Kit - Starter Set	115	\$99.50	5%	\$94.53	STEM	Building & Engineering
PP739	Power Tiles Circuit Kit - Master Set	115	\$199.00	5%	\$189.05	STEM	Building & Engineering
PP749	Lakeshore Write & Wipe Answer Boards	197	\$49.99	5%	\$47.49	Teaching Resources	Dry-Erase Boards, Markers & Erasers
PP750X	Design & Build Engineering Centers	223	\$129.00	5%	\$122.55	STEM	Building & Engineering
PP751	Bridge Building Engineering Center	223	\$39.99	5%	\$37.99	STEM	Building & Engineering
PP752	Vehicle Building Engineering Center	223	\$39.99	5%	\$37.99	STEM	Building & Engineering
PP753	House Building Engineering Center	223	\$49.99	5%	\$47.49	STEM	Building & Engineering
PP754	Stack & Build Addition/Subtraction Flip Books	105	\$49.99	5%	\$47.49	Math	Basic Operations
PP761	Place Value Discovery Can - Gr. 2-3	92	\$19.99	5%	\$18.99	Math	Place Value
PP762	Money Discovery Can - Gr. 2-3	92	\$19.99	5%	\$18.99	Math	Money
PP763	Time Discovery Can - Gr. 2-3	92	\$19.99	5%	\$18.99	Math	Time
PP764	Algebraic Thinking Discovery Can - Gr. 2-3	92	\$19.99	5%	\$18.99	Math	Basic Operations
PP765	Fractions Discovery Can - Gr. 2-3	92	\$19.99	5%	\$18.99	Math	Fractions, Decimals & Percents
PP766	Operations Discovery Can - Gr. 2-3	92	\$19.99	5%	\$18.99	Math	Basic Operations
PP767	Measurement Discovery Can - Gr. 2-3	92	\$19.99	5%	\$18.99	Math	Measurement & Data
PP768	Geometric Measurement Discovery Can - Gr. 2-3	92	\$19.99	5%	\$18.99	Math	Shapes & Geometry
PP769X	Math in a Hash! Discovery Cans - Gr. 2-3 - Complete Set	92	\$149.00	5%	\$141.55	Math	Multiskill Math Products
PP777	Create-A-Path Magnetic Center	26	\$59.99	5%	\$56.99	STEM	Building & Engineering
PP779	Play & Explore Rocket	45	\$39.99	5%	\$37.99	Dramatic Play	Cars, Trucks & Trains
PP784	Transportation Book Set	228	\$49.99	5%	\$47.49	Social Studies	Cultures & The Community
PP785X	Social Studies Book Library	228	\$349.00	5%	\$331.55	Social Studies	Multiskill Social Studies Products
PP789	Transportation Poster Pack	228	\$29.99	5%	\$28.49	Social Studies	Cultures & The Community
PP790X	Social Studies Poster Packs - Complete Set	228	\$179.00	5%	\$170.05	Social Studies	Multiskill Social Studies Products

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PP791	Boost Comprehension! Small-Group Teaching Center - Gr. 1	50	\$59.99	5%	\$56.99	Language	Reading Comprehension & Fluency
PP792	Boost Comprehension! Small-Group Teaching Center - Gr. 2	50	\$59.99	5%	\$56.99	Language	Reading Comprehension & Fluency
PP793	Boost Comprehension! Small-Group Teaching Center - Gr. 3	50	\$59.99	5%	\$56.99	Language	Reading Comprehension & Fluency
PP794	Boost Comprehension! Small-Group Teaching Center - Gr. 4	50	\$59.99	5%	\$56.99	Language	Reading Comprehension & Fluency
PP795X	STEM Early Learning Kits - Complete Set	222	\$269.00	5%	\$255.55	STEM	Lab & Activities
PP798	Active Play STEM Early Learning Kit	222	\$99.50	5%	\$94.53	STEM	Lab & Activities
PP799	Block Play STEM Early Learning Kit	222	\$99.50	5%	\$94.53	STEM	Lab & Activities
PP838	Snap-Bots	31	\$39.99	5%	\$37.99	Blocks & Manipulatives	Building Sets
PP848	Create-A-Chain Reaction STEM Kit - Gr. 3-5 - Starter Set	123	\$49.99	5%	\$47.49	STEM	Building & Engineering
PP849	Create-A-Chain Reaction STEM Kit - Gr. 3-5 - Master Set	123	\$89.99	5%	\$85.49	STEM	Building & Engineering
PP856	Social Studies File Folder Games - K-Gr. 1	137	\$39.99	5%	\$37.99	Social Studies	Multiskill Social Studies Products
PP857	Social Studies File Folder Games - Gr. 2-3	137	\$39.99	5%	\$37.99	Social Studies	Multiskill Social Studies Products
PP858	Social Studies File Folder Games - Gr. 4-5	137	\$39.99	5%	\$37.99	Social Studies	Multiskill Social Studies Products
PP863	Fraction Number Lines Write & Wipe Boards - Set of 30	112	\$29.99	5%	\$28.49	Math	Fractions, Decimals & Percents
PP866	Comparing Fractions Flip Books - Set of 10	112	\$39.99	5%	\$37.99	Math	Fractions, Decimals & Percents
PP871	Castle Blocks	38	\$79.99	5%	\$75.99	Blocks & Manipulatives	Building Sets
PP873	Magnetic Folder Bins - Set of 3	142	\$39.99	5%	\$37.99	Teaching Resources	Bins & Organizers
PP881	My First Pop Beads	141	\$29.99	5%	\$28.49	Sensory Exploration	Sensory Play
PP893	My First Sight-Word Journal	195	\$3.79	5%	\$3.60	Language	Writing & Grammar
PP894	My First Sight-Word Journal - Set of 10	195	\$36.99	5%	\$35.14	Language	Writing & Grammar
PP900X	STEM Learning Labs - Gr. 4-5 - Complete Set	121	\$199.00	5%	\$189.05	STEM	Lab & Activities
PP902	Space Landier STEM Learning Lab	121	\$69.99	5%	\$66.49	STEM	Lab & Activities
PP903	Don't Lose Your Marbles STEM Learning Lab	121	\$69.99	5%	\$66.49	STEM	Lab & Activities
PP905	Alarm Your Pencil Box STEM Learning Lab	121	\$69.99	5%	\$66.49	STEM	Lab & Activities
PP907	Real-World STEM Challenges Small-Group Kit - K-Gr. 1	122	\$149.00	5%	\$141.55	STEM	Building & Engineering
PP908	Real-World STEM Challenges Small-Group Kit - Gr. 2-3	123	\$149.00	5%	\$141.55	STEM	Building & Engineering
PP909	Real-World STEM Challenges Small-Group Kit - Gr. 4-5	124	\$149.00	5%	\$141.55	STEM	Building & Engineering
PP910X	Social Studies Instant Learning Centers - Complete Set	138	\$199.00	5%	\$189.05	Social Studies	Multiskill Social Studies Products
PP911	Economy Instant Learning Center	138	\$34.99	5%	\$33.24	Social Studies	History & Government
PP912	U.S. Symbols Instant Learning Center	138	\$34.99	5%	\$33.24	Social Studies	History & Government
PP913	Landforms & Mapping Instant Learning Center	138	\$34.99	5%	\$33.24	Social Studies	Geography
PP914	Cultures Around the World Instant Learning Center	138	\$34.99	5%	\$33.24	Social Studies	Cultures & The Community
PP915	Then & Now Instant Learning Center	138	\$34.99	5%	\$33.24	Social Studies	History & Government
PP916	Continents & Oceans Instant Learning Center	138	\$34.99	5%	\$33.24	Social Studies	Geography
PP920X	STEM Learning Labs - Gr. 2-3 - Complete Set	121	\$199.00	5%	\$189.05	STEM	Lab & Activities
PP921	Car Designer STEM Learning Lab	121	\$69.99	5%	\$66.49	STEM	Lab & Activities
PP922	Plane Designer STEM Learning Lab	121	\$69.99	5%	\$66.49	STEM	Lab & Activities
PP923	Windmill Designer STEM Learning Lab	121	\$69.99	5%	\$66.49	STEM	Lab & Activities
PP924	Snap-Dinos	31	\$39.99	5%	\$37.99	Blocks & Manipulatives	Building Sets
PP929	Giant Magnetic Visual Models Chart	98	\$29.99	5%	\$28.49	Math	Basic Operations
PP936	Children of the World Poster Pack	228	\$29.99	5%	\$28.49	Social Studies	Cultures & The Community
PP937	Giant Magnetic Number of the Day Chart	88	\$29.99	5%	\$28.49	Math	Multiskill Math Products
PP940X	Math Folder Game Libraries - Gr. 2-3 - Complete Set	86	\$149.00	5%	\$141.55	Games	File Folder Games
PP941	Operations & Algebraic Thinking Folder Game Library - Gr. 2-3	86	\$39.99	5%	\$37.99	Games	File Folder Games
PP942	Place Value Folder Game Library - Gr. 2-3	86	\$39.99	5%	\$37.99	Games	File Folder Games
PP943	Money Folder Game Library - Gr. 2-3	86	\$39.99	5%	\$37.99	Games	File Folder Games
PP944	Time & Measurement Folder Game Library - Gr. 2-3	86	\$39.99	5%	\$37.99	Games	File Folder Games
PP949	Positional Words Resource Box	178	\$29.99	5%	\$28.49	Language	Vocabulary
PP955X	Match & Sort Language Quickies - Gr. 4-5 - Complete Set	25	\$115.00	5%	\$109.25	Games	Card Games
PP956	Match & Sort Grammar & Writing Quickies - Gr. 4-5	25	\$29.99	5%	\$28.49	Games	Card Games
PP957	Match & Sort Vocabulary Quickies - Gr. 4-5	25	\$29.99	5%	\$28.49	Games	Card Games
PP958	Match & Sort Literature Quickies - Gr. 4-5	25	\$29.99	5%	\$28.49	Games	Card Games
PP959	Match & Sort Informational Text Quickies - Gr. 4-5	25	\$29.99	5%	\$28.49	Games	Card Games

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PP969	Build-A-Number Houses	211			\$39.99	5%	\$37.99	Math	Numbers & Counting
PR811	Craft Laces	163			\$3.99	5%	\$3.79	Arts & Crafts	Craft & Collage Materials
PX128BK	Superbright Liquid Tempera Paint - Gallon - Black	147			\$13.99	5%	\$13.29	Arts & Crafts	Paint & Painting Accessories
PX128BR	Superbright Liquid Tempera Paint - Gallon - Brown	147			\$13.99	5%	\$13.29	Arts & Crafts	Paint & Painting Accessories
PX128BU	Superbright Liquid Tempera Paint - Gallon - Blue	147			\$13.99	5%	\$13.29	Arts & Crafts	Paint & Painting Accessories
PX128GR	Superbright Liquid Tempera Paint - Gallon - Green	147			\$13.99	5%	\$13.29	Arts & Crafts	Paint & Painting Accessories
PX128RD	Superbright Liquid Tempera Paint - Gallon - Red	147			\$13.99	5%	\$13.29	Arts & Crafts	Paint & Painting Accessories
PX128RG	Superbright Liquid Tempera Paint - Gallon - Orange	147			\$13.99	5%	\$13.29	Arts & Crafts	Paint & Painting Accessories
PX128TQ	Superbright Liquid Tempera Paint - Gallon - Turquoise	147			\$13.99	5%	\$13.29	Arts & Crafts	Paint & Painting Accessories
PX128VT	Superbright Liquid Tempera Paint - Gallon - Violet	147			\$13.99	5%	\$13.29	Arts & Crafts	Paint & Painting Accessories
PX128WT	Superbright Liquid Tempera Paint - Gallon - White	147			\$13.99	5%	\$13.29	Arts & Crafts	Paint & Painting Accessories
PX128YE	Superbright Liquid Tempera Paint - Gallon - Yellow	147			\$13.99	5%	\$13.29	Arts & Crafts	Paint & Painting Accessories
PX2016BK	Lakeshore Fully Washable Liquid Tempera Paint - Pint - Black	146			\$3.49	5%	\$3.32	Arts & Crafts	Paint & Painting Accessories
PX2016BR	Lakeshore Fully Washable Liquid Tempera Paint - Pint - Brown	146			\$3.49	5%	\$3.32	Arts & Crafts	Paint & Painting Accessories
PX2016BU	Lakeshore Fully Washable Liquid Tempera Paint - Pint - Blue	146			\$3.49	5%	\$3.32	Arts & Crafts	Paint & Painting Accessories
PX2016GR	Lakeshore Fully Washable Liquid Tempera Paint - Pint - Green	146			\$3.49	5%	\$3.32	Arts & Crafts	Paint & Painting Accessories
PX2016RD	Lakeshore Fully Washable Liquid Tempera Paint - Pint - Red	146			\$3.49	5%	\$3.32	Arts & Crafts	Paint & Painting Accessories
PX2016RG	Lakeshore Fully Washable Liquid Tempera Paint - Pint - Orange	146			\$3.49	5%	\$3.32	Arts & Crafts	Paint & Painting Accessories
PX2016TQ	Lakeshore Fully Washable Liquid Tempera Paint - Pint - Turquoise	146			\$3.49	5%	\$3.32	Arts & Crafts	Paint & Painting Accessories
PX2016VT	Lakeshore Fully Washable Liquid Tempera Paint - Pint - Violet	146			\$3.49	5%	\$3.32	Arts & Crafts	Paint & Painting Accessories
PX2016WT	Lakeshore Fully Washable Liquid Tempera Paint - Pint - White	146			\$3.49	5%	\$3.32	Arts & Crafts	Paint & Painting Accessories
PX2016YE	Lakeshore Fully Washable Liquid Tempera Paint - Pint - Yellow	146			\$3.49	5%	\$3.32	Arts & Crafts	Paint & Painting Accessories
PX2020	Lakeshore Fully Washable Liquid Tempera Paint - Pint - Set of 10 Colors	146	26		\$34.50	5%	\$32.78	Arts & Crafts	Paint & Painting Accessories
PX2128BK	Lakeshore Fully Washable Liquid Tempera Paint - Gallon - Black	146			\$15.99	5%	\$15.19	Arts & Crafts	Paint & Painting Accessories
PX2128BR	Lakeshore Fully Washable Liquid Tempera Paint - Gallon - Brown	146			\$15.99	5%	\$15.19	Arts & Crafts	Paint & Painting Accessories
PX2128BU	Lakeshore Fully Washable Liquid Tempera Paint - Gallon - Blue	146			\$15.99	5%	\$15.19	Arts & Crafts	Paint & Painting Accessories
PX2128GR	Lakeshore Fully Washable Liquid Tempera Paint - Gallon - Green	146			\$15.99	5%	\$15.19	Arts & Crafts	Paint & Painting Accessories
PX2128RD	Lakeshore Fully Washable Liquid Tempera Paint - Gallon - Red	146			\$15.99	5%	\$15.19	Arts & Crafts	Paint & Painting Accessories
PX2128RG	Lakeshore Fully Washable Liquid Tempera Paint - Gallon - Orange	146			\$15.99	5%	\$15.19	Arts & Crafts	Paint & Painting Accessories
PX2128TQ	Lakeshore Fully Washable Liquid Tempera Paint - Gallon - Turquoise	146			\$15.99	5%	\$15.19	Arts & Crafts	Paint & Painting Accessories
PX2128VT	Lakeshore Fully Washable Liquid Tempera Paint - Gallon - Violet	146			\$15.99	5%	\$15.19	Arts & Crafts	Paint & Painting Accessories
PX2128WT	Lakeshore Fully Washable Liquid Tempera Paint - Gallon - White	146			\$15.99	5%	\$15.19	Arts & Crafts	Paint & Painting Accessories
PX2128YE	Lakeshore Fully Washable Liquid Tempera Paint - Gallon - Yellow	146			\$15.99	5%	\$15.19	Arts & Crafts	Paint & Painting Accessories
PX60	Superbright Liquid Tempera Paint - Pint - Set of 10 Colors	147			\$29.50	5%	\$28.03	Arts & Crafts	Paint & Painting Accessories
PX8BK	Superbright Liquid Tempera Paint - Pint - Black	147			\$2.99	5%	\$2.84	Arts & Crafts	Paint & Painting Accessories
PX8BR	Superbright Liquid Tempera Paint - Pint - Brown	147			\$2.99	5%	\$2.84	Arts & Crafts	Paint & Painting Accessories
PX8BU	Superbright Liquid Tempera Paint - Pint - Blue	147			\$2.99	5%	\$2.84	Arts & Crafts	Paint & Painting Accessories
PX8GR	Superbright Liquid Tempera Paint - Pint - Green	147			\$2.99	5%	\$2.84	Arts & Crafts	Paint & Painting Accessories
PX8RD	Superbright Liquid Tempera Paint - Pint - Red	147			\$2.99	5%	\$2.84	Arts & Crafts	Paint & Painting Accessories
PX8RG	Superbright Liquid Tempera Paint - Pint - Orange	147			\$2.99	5%	\$2.84	Arts & Crafts	Paint & Painting Accessories
PX8TQ	Superbright Liquid Tempera Paint - Pint - Turquoise	147			\$2.99	5%	\$2.84	Arts & Crafts	Paint & Painting Accessories
PX8VT	Superbright Liquid Tempera Paint - Pint - Violet	147			\$2.99	5%	\$2.84	Arts & Crafts	Paint & Painting Accessories
PX8WT	Superbright Liquid Tempera Paint - Pint - White	147			\$2.99	5%	\$2.84	Arts & Crafts	Paint & Painting Accessories
PX8YE	Superbright Liquid Tempera Paint - Pint - Yellow	147			\$2.99	5%	\$2.84	Arts & Crafts	Paint & Painting Accessories
QR578	Disposable Sanitary Gloves	117	4		\$6.99	5%	\$6.64	Accessories	Accessories
QR733	Brass Cymbals - Pair	62			\$19.99	5%	\$18.99	Music	Musical Instruments
QR759	Triangle	62			\$7.99	5%	\$7.59	Music	Musical Instruments
QR753	Sand Blocks - Pair	62			\$5.99	5%	\$5.69	Music	Musical Instruments
QR756	Gong Tone Block	62			\$6.99	5%	\$6.64	Music	Musical Instruments
QR764	Wrist & Ankle Bells	62			\$3.99	5%	\$3.79	Music	Musical Instruments
QR767	Rhythm Sticks - Pair	62			\$3.99	5%	\$3.79	Music	Musical Instruments
QR784	Finger Cymbals - Two Pairs	62			\$14.99	5%	\$14.24	Music	Musical Instruments
QR838	Cluster Bells	62			\$5.99	5%	\$5.69	Music	Musical Instruments

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Product Code	Product Name	Quantity	Unit Price	Total Price	Category	Subcategory
QR841	Hand Bell	62	\$6.99	\$6.64	Music	Musical Instruments
QR848	Jingle Clog	62	\$3.99	\$3.79	Music	Musical Instruments
QR858	Handle Castanets	62	\$5.99	\$5.69	Music	Musical Instruments
QR861	Bongo Drum	62	\$24.99	\$23.74	Music	Musical Instruments
QR862	Chino Tone Block	62	\$5.99	\$5.69	Music	Musical Instruments
QR863	Claves - Pair	62	\$3.99	\$3.79	Music	Musical Instruments
QR918	Hand Tom-Tom	62	\$15.99	\$15.19	Music	Musical Instruments
QR923	Tick-Tock Block	62	\$5.99	\$5.69	Music	Musical Instruments
QR925X	Tambourine	62	\$14.99	\$14.24	Music	Musical Instruments
QR953	Plastic Maracas - Pair	62	\$7.99	\$7.59	Music	Musical Instruments
QX616BU	Cotton Thermal Cot Blanket - Blue	111	\$16.99	\$16.14	Classroom Furniture	Rest Mats & Cots
QX616BUZ	Cotton Thermal Cot Blanket - Set of 12 - Blue	111	\$199.00	\$189.05	Classroom Furniture	Rest Mats & Cots
QX616GR	Cotton Thermal Cot Blanket - Green	111	\$16.99	\$16.14	Classroom Furniture	Rest Mats & Cots
QX616GRZ	Cotton Thermal Cot Blanket - Set of 12 - Green	111	\$199.00	\$189.05	Classroom Furniture	Rest Mats & Cots
RA119	Lakeshore Creature Builder	25	\$59.99	\$56.99	Blocks & Manipulatives	Building Sets
RA131	Differing Abilities Paperback Library	171	\$89.50	\$85.03	Social Studies	Social-Emotional & Character Development
RA181	Best-Buy Jumbo Building Bricks - Starter Set	33	\$39.99	\$37.99	Blocks & Manipulatives	Building Sets
RA182	Best-Buy Jumbo Building Bricks - Master Set	33	\$69.99	\$66.49	Blocks & Manipulatives	Building Sets
RA184	Easy-Grip Balls	9	\$29.99	\$28.49	Active Play	Sports & Ball Activities
RA191	Beginner's Balance Beams	8	\$129.00	\$122.55	Active Play	Balance & Coordination
RA216	Classic Board Book Story Collection	172	\$67.50	\$64.13	Books	Board Books
RA218	Animals Up Close Photo Books	215	\$71.50	\$67.93	Science	Life Science
RA226	STEM Stories Paperback Library	171	\$96.50	\$91.68	Books	Paperback Books
RA233	Best-Buy Building Bricks - Starter Set	33	\$49.99	\$47.49	Blocks & Manipulatives	Building Sets
RA234	Best-Buy Building Bricks - Master Set	33	\$99.99	\$94.99	Blocks & Manipulatives	Building Sets
RA239	Colors & Shapes Activity Mats	6	\$49.99	\$47.49	Active Play	Balance & Coordination
RA258	Spanish Board Book Collection	193	\$64.50	\$61.28	Language	Spanish & ELL Materials
RA261	Working Together Paperback Library	170	\$92.50	\$87.88	Books	Paperback Books
RA272	Tangrams	78	\$24.99	\$23.74	Math	Math Manipulatives
RA273	Social-Emotional Board Book Collection	145	\$71.50	\$67.93	Books	Board Books
RA298	Lakeshore 6" Activity Balls	7	\$19.99	\$18.99	Active Play	Sports & Ball Activities
RA302	Fraction Circles	78	\$29.99	\$28.49	Math	Math Manipulatives
RA313	Unifix Cubes	203	\$24.99	\$23.74	Math	Math Manipulatives
RA314	Best Behavior Bilingual Board Book Collection	192	\$53.50	\$50.83	Language	Spanish & ELL Materials
RA318	Storybooks for Learning Centers Paperback Library	170	\$109.00	\$103.55	Books	Paperback Books
RA324	Multicultural Board Book Collection	172	\$59.50	\$56.53	Books	Board Books
RA351	Best Behavior Board Book Collection	172	\$71.50	\$67.93	Books	Board Books
RA362	Soft & Squeezable Wild Animals	54	\$29.99	\$28.49	Dramatic Play	Animal Playsets
RA367	Soft & Squeezable Farm Animals	54	\$29.99	\$28.49	Dramatic Play	Animal Playsets
RA368	Soft & Squeezable Ocean Animals	54	\$29.99	\$28.49	Dramatic Play	Animal Playsets
RA369	Soft & Squeezable Dinosaurs	54	\$29.99	\$28.49	Dramatic Play	Animal Playsets
RA384	Owl Babies Big Book	61	\$24.99	\$23.74	Books	Big Books
RA391	Easy-Stick Glitter Shapes - Set of 600	163	\$8.99	\$8.54	Arts & Crafts	Craft & Collage Materials
RA392	Easy-Stick Glitter Shapes - Set of 1,200	163	\$16.99	\$16.14	Arts & Crafts	Craft & Collage Materials
RA400X	Soft & Squeezable Animals - Complete Set	54	\$115.00	\$109.25	Dramatic Play	Animal Playsets
RA414	Tabletop Paper Center	140	\$26.99	\$25.64	Teaching Resources	Bins & Organizers
RA415	Extra Chart Stand Rings - Set of 5	200	\$7.99	\$7.59	Teaching Resources	Pocket Charts & Accessories
RA417	Lakeshore Word Building Blocks	187	\$39.99	\$37.99	Language	Phonics & Word Building
RA421	Rubbing Crayons - Set of 40	153	\$9.99	\$9.49	Arts & Crafts	Crayons & Colored Pencils
RA432	Crystal Building Blocks	143	\$49.99	\$47.49	Blocks & Manipulatives	Light Tables & Accessories
RA436	Number Tiles	78	\$24.99	\$23.74	Math	Math Manipulatives
RA442	Nonhardening Modeling Clay Bucket	156	\$10.99	\$10.44	Arts & Crafts	Dough & Modeling Materials
RA442Z	Nonhardening Modeling Clay Bucket - Set of 12	156	\$129.00	\$122.55	Arts & Crafts	Dough & Modeling Materials

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Item #	Description	Qty	Unit Price	Total Price	Category	Sub-Category
RA449	Math & Science Board Book Collection	172	\$66.50	\$63.18	Books	Board Books
RA468	3-D Magnetic Builders - Starter Set	24	\$54.99	\$52.24	Blocks & Manipulatives	Building Sets
RA469	3-D Magnetic Builders - Master Set	24	\$129.99	\$123.49	Blocks & Manipulatives	Building Sets
RA478	Heavy-Duty Rhythm Set	63	\$49.99	\$47.49	Music	Musical Instruments
RA503	Magna-Cars & Trucks	31	\$59.99	\$56.99	Dramatic Play	Cars, Trucks & Trains
RA510X	Elementary Math Manipulative Library	78	\$329.00	\$312.55	Math	Math Manipulatives
RA521	Paper Money	203	\$29.99	\$28.49	Math	Math Manipulatives
RA522	Double-Sided Counters	203	\$19.99	\$18.99	Math	Math Manipulatives
RA529	Linking Cubes	203	\$19.99	\$18.99	Math	Sorting & Patterning
RA534	Predictable Text Paperback Library	170	\$119.00	\$113.05	Books	Paperback Books
RA572	Pattern Blocks	203	\$29.99	\$28.49	Math	Math Manipulatives
RA585X	Early Math Manipulative Library	203	\$299.00	\$284.05	Math	Math Manipulatives
RA587	Foam Number Dice	203	\$29.99	\$28.49	Math	Math Manipulatives
RA588	Jumbo Buttons	203	\$29.99	\$28.49	Math	Sorting & Patterning
RA599	Growth Mindset Paperback Library	171	\$95.50	\$90.73	Books	Paperback Books
RA629	Math Dice Tub	81	\$29.99	\$28.49	Math	Math Manipulatives
RA637	Lakeshore Double Dice	81	\$19.99	\$18.99	Math	Math Manipulatives
RA657	Math Stories Paperback Library	171	\$94.50	\$89.78	Math	Multiskill Math Products
RA667	Small Hop-Along Ball (15")	8	\$19.99	\$18.99	Active Play	Balance & Coordination
RA668	Medium Hop-Along Ball (18")	8	\$24.99	\$23.74	Active Play	Balance & Coordination
RA669	Large Hop-Along Ball (22")	8	\$29.99	\$28.49	Active Play	Balance & Coordination
RA683	Math Links	203	\$16.99	\$16.14	Math	Sorting & Patterning
RA709	Dealing with Feelings Board Book Collection	172	\$58.50	\$55.58	Books	Board Books
RA714	Paperback Classics Library	170	\$119.00	\$113.05	Books	Paperback Books
RA730X	Big Book Favorites - Set 1	61	\$155.00	\$147.25	Books	Big Books
RA770	Spanish Paperback Library	193	\$115.00	\$109.25	Language	Spanish & ELL Materials
RA801	Seashells	162	\$16.99	\$16.14	Arts & Crafts	Craft & Collage Materials
RA802	Dominoes	203	\$29.99	\$28.49	Math	Math Manipulatives
RA804	Geometric Foam Shapes	203	\$29.99	\$28.49	Math	Math Manipulatives
RA807	Plastic Coins	203	\$29.99	\$28.49	Math	Math Manipulatives
RA838	1" Color Cubes	203	\$24.99	\$23.74	Math	Math Manipulatives
RA924	Foam Dice	78	\$29.99	\$28.49	Math	Math Manipulatives
RA928	Tub of Boats	16	\$29.99	\$28.49	Dramatic Play	Cars, Trucks & Trains
RA976	Giant Lacing Shapes	28	\$29.99	\$28.49	Blocks & Manipulatives	Fine Motor Development
RA991	Place Value Blocks	78	\$29.99	\$28.49	Math	Math Manipulatives
RC244	1" Graphing Chart Pad	110	\$21.99	\$20.89	Teaching Resources	Classroom Essentials
RE100X	Instruments from Around the World Collection	62	\$139.00	\$132.05	Social Studies	Cultures & The Community
RE101	Mexican Guiro	62	\$14.99	\$14.24	Music	Musical Instruments
RE102	Chilean Rainsticks - Set of 2	62	\$29.99	\$28.49	Music	Musical Instruments
RE103	Chinese Gong	62	\$34.99	\$33.24	Music	Musical Instruments
RE104	Asian Frog Rasp	62	\$14.99	\$14.24	Music	Musical Instruments
RE105	Peruvian Gourd Maracas - Set of 2	62	\$24.99	\$23.74	Music	Musical Instruments
RE106	Ghanaian Woven Rattles - Set of 2	62	\$14.99	\$14.24	Music	Musical Instruments
RE107	Japanese Den Den	62	\$9.99	\$9.49	Music	Musical Instruments
RE111	Dino-Dig Excavation Kit	16	\$29.99	\$28.49	Sand & Water	Sand & Water Play
RE148	Stack & Nest Sensory Toys	140	\$29.99	\$28.49	Infants & Toddlers	Sensory Development
RE173	Little Hands Tool Tote	51	\$29.99	\$28.49	Dramatic Play	Dress-Up & Role Play
RE191	Sheila Rae, the Brave Read-Along	63	\$44.50	\$42.28	Books	Read-Alongs
RE192	Cloudy with a Chance of Meatballs Read-Along	63	\$44.50	\$42.28	Books	Read-Alongs
RE202	Whistle for Willie Read-Along	64	\$44.50	\$42.28	Books	Read-Alongs
RE206X	Favorite Picture Book Read-Alongs - Set 1	63	\$225.00	\$213.75	Books	Read-Alongs
RE207X	Favorite Picture Book Read-Alongs - Set 2	63	\$219.00	\$208.05	Books	Read-Alongs
RE208X	Favorite Picture Book Read-Alongs - Set 3	63	\$219.00	\$208.05	Books	Read-Alongs

Lakeshore 2020 Pricelist is subject to change with the release of new catalogs at the end of January and February of each year.

Product Code	Product Name	Quantity	Unit Price	Total Price	Discount	Net Price	Category	Material
RE209X	Leveled L-N Read-Alongs		64	\$225.00	5%	\$213.75	Books	Read-Alongs
RE241	Sylvester and the Magic Pebble Read-Along		63	\$48.50	5%	\$46.08	Books	Read-Alongs
RE247	Too Many Tamales Read-Along		64	\$48.50	5%	\$46.08	Books	Read-Alongs
RE249	The Girl Who Loved Wild Horses Read-Along		64	\$44.50	5%	\$42.28	Books	Read-Alongs
RE251	The Gingerbread Boy Read-Along	190		\$44.50	5%	\$42.28	Books	Read-Alongs
RE252	The Little Red Hen Read-Along	190		\$44.50	5%	\$42.28	Books	Read-Alongs
RE254	The Three Bears Read-Along	190		\$44.50	5%	\$42.28	Books	Read-Alongs
RE258	Red Riding Hood Read-Along		64	\$44.50	5%	\$42.28	Books	Read-Alongs
RE266	Lens & Prism Set		130	\$24.99	5%	\$23.74	Science	Science Tools & Equipment
RE281	Sheep in a Jeep Read-Along	190	64	\$40.50	5%	\$38.48	Books	Read-Alongs
RE313	Lakeshore Liquid Measurement Kit		110	\$34.99	5%	\$33.24	Math	Measurement & Data
RE320X	I Can Read! Read-Alongs - Level 1		62	\$159.00	5%	\$151.05	Books	Read-Alongs
RE322	Lakeshore Sensory Ball Set	8		\$39.99	5%	\$37.99	Sensory Exploration	Sensory Play
RE335X	Big Book Favorites - Set 2		61	\$159.00	5%	\$151.05	Books	Big Books
RE349	Go Away, Dog Read-Along		62	\$32.50	5%	\$30.88	Books	Read-Alongs
RE351	Little Bear's Friend Read-Along		62	\$32.50	5%	\$30.88	Books	Read-Alongs
RE352	Amelia Bedelia Read-Along		62	\$32.50	5%	\$30.88	Books	Read-Alongs
RE353	Danny and the Dinosaur Read-Along		62	\$32.50	5%	\$30.88	Books	Read-Alongs
RE354	Frog and Toad Are Friends Read-Along		62	\$32.50	5%	\$30.88	Books	Read-Alongs
RE355	Biscuit Goes to School Read-Along		62	\$32.50	5%	\$30.88	Books	Read-Alongs
RE357	Anansi and the Magic Stick Read-Along		63	\$44.50	5%	\$42.28	Books	Read-Alongs
RE359	Un día de nieve Read-Along		63	\$44.50	5%	\$42.28	Language	Spanish & ELL Materials
RE371	¡Salta, ranita, salta! Read-Along		63	\$44.50	5%	\$42.28	Language	Spanish & ELL Materials
RE373	Corduroy (Spanish) Read-Along		63	\$44.50	5%	\$42.28	Language	Spanish & ELL Materials
RE387	Ellen Tebbits Read-Along		64	\$45.50	5%	\$43.23	Books	Read-Alongs
RE395	Charlotte's Web Read-Along		64	\$52.50	5%	\$50.38	Books	Read-Alongs
RE417	Tales of a Fourth Grade Nothing Read-Along		64	\$46.50	5%	\$44.18	Books	Read-Alongs
RE418	The Lion, the Witch and the Wardrobe Read-Along		64	\$45.50	5%	\$43.23	Books	Read-Alongs
RE430X	Leveled R-T Read-Alongs		64	\$265.00	5%	\$251.75	Books	Read-Alongs
RE431	Room One Read-Along		64	\$51.50	5%	\$48.93	Books	Read-Alongs
RE432	Bridge to Terabithia Read-Along		64	\$53.50	5%	\$50.83	Books	Read-Alongs
RE437	Feelings & Emotions Paperback Library	171		\$89.50	5%	\$85.03	Social Studies	Social-Emotional & Character Development
RE438	Frog and Toad Together Read-Along		62	\$32.50	5%	\$30.88	Books	Read-Alongs
RE439	The River Read-Along		64	\$54.50	5%	\$51.78	Books	Read-Alongs
RE451	Mouse Soup Read-Along		62	\$32.50	5%	\$30.88	Books	Read-Alongs
RE452	Bud, Not Buddy Read-Along		64	\$55.50	5%	\$52.73	Books	Read-Alongs
RE455	A Wrinkle in Time Read-Along		64	\$52.50	5%	\$49.88	Books	Read-Alongs
RE457X	I Can Read! Read-Alongs Lvl 2		62	\$159.00	5%	\$151.05	Books	Read-Alongs
RE459	Frog and Toad All Year Rd Alg		62	\$32.50	5%	\$30.88	Books	Read-Alongs
RE480X	Board Book Theme Libraries - Complete Set	145		\$199.00	5%	\$189.05	Books	Board Books
RE481	Me & My Family Board Book Library	145		\$39.50	5%	\$37.53	Books	Board Books
RE482	On the Farm Board Book Library	145		\$33.50	5%	\$31.83	Books	Board Books
RE483	Nursery Rhymes Board Book Library	145		\$27.50	5%	\$26.13	Books	Board Books
RE484	Colors & Shapes Board Book Library	145		\$31.50	5%	\$29.93	Books	Board Books
RE485	Ocean Animals Board Book Library	145		\$34.50	5%	\$32.78	Books	Board Books
RE486	Things That Go Board Book Library	145		\$35.50	5%	\$33.73	Books	Board Books
RE491	Miss Nelson Is Back Read-Along		63	\$42.50	5%	\$40.38	Books	Read-Alongs
RE511	Bathtime for Biscuit Read-Along		62	\$32.50	5%	\$30.88	Books	Read-Alongs
RE516	Little Bear Read-Along		62	\$32.50	5%	\$30.88	Books	Read-Alongs
RE536	¡Qué montón de tamales! Read-Along		63	\$48.50	5%	\$46.08	Language	Spanish & ELL Materials
RE541	Five Little Monkeys Jumping on the Bed Read-Along	190		\$44.50	5%	\$42.28	Books	Read-Alongs
RE542	Goodnight Moon Read-Along		64	\$48.50	5%	\$46.08	Books	Read-Alongs
RE543	It Looked Like Spilt Milk Read-Along		64	\$44.50	5%	\$42.28	Books	Read-Alongs

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Product Code	Product Description	Quantity	Unit Price	Total Price	Discount	Net Price	Category	Notes
RE544	The Three Billy Goats Gruff Read-Along	190	\$44.50	\$8,455.00	5%	\$8,032.25	Books	Read-Alongs
RE550X	Leveled C-G Read-Alongs	64	\$215.00	\$13,760.00	5%	\$13,072.00	Books	Read-Alongs
RE553	Rosie's Walk Read-Along	64	\$44.50	\$2,848.00	5%	\$2,705.60	Books	Read-Alongs
RE554	Se venden gorras Read-Along	63	\$44.50	\$2,800.50	5%	\$2,660.48	Language	Spanish & ELL Materials
RE555	El perro vagabundo Read-Along	63	\$44.50	\$2,800.50	5%	\$2,660.48	Language	Spanish & ELL Materials
RE558	Shoes Read-Along	64	\$44.50	\$2,848.00	5%	\$2,705.60	Books	Read-Alongs
RE569	Un bolsillo para Corduroy Read-Along	63	\$44.50	\$2,800.50	5%	\$2,660.48	Language	Spanish & ELL Materials
RE570X	My First I Can Read! Read-Alongs	62	\$159.00	\$9,858.00	5%	\$9,465.10	Books	Read-Alongs
RE572	Danny and the Dinosaur Go to Camp Read-Along	62	\$32.50	\$2,015.00	5%	\$1,914.25	Books	Read-Alongs
RE577	Biscuit's New Trick Read-Along	62	\$32.50	\$2,015.00	5%	\$1,914.25	Books	Read-Alongs
RE578	Biscuit Finds a Friend Read-Along	62	\$32.50	\$2,015.00	5%	\$1,914.25	Books	Read-Alongs
RE579	Sammy the Seal Read-Along	62	\$32.50	\$2,015.00	5%	\$1,914.25	Books	Read-Alongs
RE623	Baby Band Rhythm Set	8	\$24.99	\$199.92	5%	\$189.92	Infants & Toddlers	Music
RE676	I Went Walking Read-Along	64	\$44.50	\$2,848.00	5%	\$2,705.60	Books	Read-Alongs
RE677	The Snowy Day Read-Along	190	\$44.50	\$8,455.00	5%	\$8,032.25	Books	Read-Alongs
RE732	Stone Soup Read-Along	63	\$44.50	\$2,800.50	5%	\$2,660.48	Books	Read-Alongs
RE733	Caps for Sale Read-Along	190	\$44.50	\$8,455.00	5%	\$8,032.25	Books	Read-Alongs
RE735X	My First Informational Text Read-Alongs - Set 1	62	\$159.00	\$9,858.00	5%	\$9,465.10	Books	Read-Alongs
RE736	Jump, Purl Read-Along	62	\$32.50	\$2,015.00	5%	\$1,914.25	Books	Read-Alongs
RE737	Race Day Read-Along	62	\$32.50	\$2,015.00	5%	\$1,914.25	Books	Read-Alongs
RE738	Safari Read-Along	62	\$32.50	\$2,015.00	5%	\$1,914.25	Books	Read-Alongs
RE739	Swim, Fish! Read-Along	62	\$32.50	\$2,015.00	5%	\$1,914.25	Books	Read-Alongs
RE741	Swing, Sloth! Read-Along	62	\$32.50	\$2,015.00	5%	\$1,914.25	Books	Read-Alongs
RE746	When Sophie Gets Angry—Really, Really Angry... Read-Along	190	\$40.50	\$7,695.00	5%	\$7,310.25	Books	Read-Alongs
RE747	Where the Wild Things Are Read-Along	190	\$48.50	\$9,215.00	5%	\$8,753.75	Books	Read-Alongs
RE748X	Classroom Classics Read-Alongs - Set 1	190	\$219.00	\$41,610.00	5%	\$39,529.50	Books	Read-Alongs
RE749X	Classroom Classics Read-Alongs - Set 2	190	\$215.00	\$40,850.00	5%	\$38,807.50	Books	Read-Alongs
RE751	Imogene's Antlers Read-Along	63	\$44.50	\$2,800.50	5%	\$2,660.48	Books	Read-Alongs
RE754	The Relatives Came Read-Along	63	\$48.50	\$3,055.50	5%	\$2,902.73	Books	Read-Alongs
RE758	Tacky the Penguin Read-Along	190	\$44.50	\$8,455.00	5%	\$8,032.25	Books	Read-Alongs
RE763	Inch by Inch Read-Along	64	\$44.50	\$2,848.00	5%	\$2,705.60	Books	Read-Alongs
RE774	The Three Little Pigs Read-Along	190	\$44.50	\$8,455.00	5%	\$8,032.25	Books	Read-Alongs
RE777X	Fairy Tales Read-Alongs	190	\$219.00	\$41,610.00	5%	\$39,529.50	Books	Read-Alongs
RE793	Planting a Rainbow Read-Along	190	\$44.50	\$8,455.00	5%	\$8,032.25	Books	Read-Alongs
RE794	The Dinosaur Who Lived in My Backyard Read-Along	64	\$40.50	\$2,592.00	5%	\$2,461.20	Books	Read-Alongs
RE805X	Science Big Book Favorites	61	\$129.00	\$7,869.00	5%	\$7,475.55	Books	Big Books
RE821	Chicka Chicka Boom Boom Read-Along	190	\$44.50	\$8,455.00	5%	\$8,032.25	Books	Read-Alongs
RE835X	Leveled O-Q Read-Alongs	64	\$235.00	\$15,040.00	5%	\$14,288.00	Books	Read-Alongs
RE836	The Mouse and the Motorcycle Read-Along	64	\$47.50	\$3,040.00	5%	\$2,888.00	Books	Read-Alongs
RE837	Ramona and Her Father Read-Along	64	\$46.50	\$2,976.00	5%	\$2,827.20	Books	Read-Alongs
RE838	Little House on the Prairie Read-Along	64	\$50.50	\$3,232.00	5%	\$3,070.40	Books	Read-Alongs
RE841	Harold and the Purple Crayon Read-Along	63	\$44.50	\$2,800.50	5%	\$2,660.48	Books	Read-Alongs
RE854	Ponies Read-Along	62	\$32.50	\$2,015.00	5%	\$1,914.25	Books	Read-Alongs
RE855X	Informational Text Read-Alongs - Level 1	62	\$159.00	\$9,858.00	5%	\$9,465.10	Books	Read-Alongs
RE856	Ants Read-Along	62	\$32.50	\$2,015.00	5%	\$1,914.25	Books	Read-Alongs
RE857	Trains Read-Along	62	\$32.50	\$2,015.00	5%	\$1,914.25	Books	Read-Alongs
RE858	Dinosaurs Read-Along	62	\$32.50	\$2,015.00	5%	\$1,914.25	Books	Read-Alongs
RE859	Storms Read-Along	62	\$32.50	\$2,015.00	5%	\$1,914.25	Books	Read-Alongs
RE868	¿Cómo comen los dinosaurios? Read-Along	63	\$40.50	\$2,590.50	5%	\$2,460.98	Language	Spanish & ELL Materials
RE872	Salí de paseo Read-Along	63	\$44.50	\$2,800.50	5%	\$2,660.48	Language	Spanish & ELL Materials
RE874	¿Tu mamá es una llama? Read-Along	63	\$40.50	\$2,590.50	5%	\$2,460.98	Language	Spanish & ELL Materials
RE875X	Lakeshore Theme Book Libraries - Set 1	180	\$299.00	\$53,820.00	5%	\$51,129.00	Books	Paperback Books
RE876X	Spanish Picture Book Read-Alongs - Set 2	63	\$215.00	\$13,545.00	5%	\$12,867.75	Books	Read-Alongs

Lakeshore 2020 Price List is subject to change with the release of new catalogs at the end of January and February of each year.

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Item #	Description	Qty	Unit Price	Total Price	Category	Sub-Category
RE877X	Spanish Picture Book Read-Alongs - Set 3	63	\$215.00	\$13,545.00	Books	Read-Alongs
RE885X	Lakeshore Theme Book Libraries - Set 2	181	\$299.00	\$54,019.00	Books	Paperback Books
RE888	Window Blocks	39	\$49.99	\$1,949.61	Books & Manipulatives	Unit Blocks & Accessories
RE895X	Leveled U-Y Read-Alongs	64	\$279.00	\$17,856.00	Books	Read-Alongs
RE897	The Call of the Wild Read-Along	64	\$52.50	\$3,360.00	Books	Read-Alongs
RE904	Dolphins Read-Along	62	\$32.50	\$2,015.00	Books	Read-Alongs
RE905X	Informational Text Read-Alongs - Level 2	62	\$159.00	\$9,858.00	Books	Read-Alongs
RE906	Pandas Read-Along	62	\$32.50	\$2,015.00	Books	Read-Alongs
RE907	Volcanoes Read-Along	62	\$32.50	\$2,015.00	Books	Read-Alongs
RE908	Cheetahs Read-Along	62	\$32.50	\$2,015.00	Books	Read-Alongs
RE909	Planets Read-Along	62	\$32.50	\$2,015.00	Books	Read-Alongs
RE926	Holes Read-Along	64	\$55.50	\$3,552.00	Books	Read-Alongs
RE928	Where the Red Fern Grows Read-Along	64	\$65.50	\$4,192.00	Books	Read-Alongs
RE936	Miss Nelson is Missing! Read-Along	63	\$42.50	\$2,677.50	Books	Read-Alongs
RE940X	Spanish Picture Book Read-Alongs - Set 1	63	\$229.00	\$14,427.00	Language	Spanish & ELL Materials
RE941	La verdadera historia de los tres cerditos! Read-Along	63	\$49.50	\$3,118.50	Language	Spanish & ELL Materials
RE942	Un sillón para mi mamá Read-Along	63	\$40.50	\$2,551.50	Language	Spanish & ELL Materials
RE943	Alexander y el día terrible, horrible, espantoso, horrible Read-Along	63	\$44.50	\$2,803.50	Language	Spanish & ELL Materials
RE944	Sopa de piedras Read-Along	63	\$52.50	\$3,307.50	Language	Spanish & ELL Materials
RE945	Llaman a la puerta Read-Along	63	\$44.50	\$2,803.50	Language	Spanish & ELL Materials
RE962	The Doorbell Rang Read-Along	64	\$44.50	\$2,848.00	Books	Read-Alongs
RE963	Corduroy Read-Along	190	\$44.50	\$8,455.00	Books	Read-Alongs
RE965X	Leveled H-K Read-Alongs	64	\$219.00	\$14,016.00	Books	Read-Alongs
RE971	All About Me Theme Book Library	180	\$31.50	\$5,670.00	Social Studies	Social-Emotional & Character Development
RE973	Space Theme Book Library	180	\$37.50	\$6,750.00	Books	Paperback Books
RE974	Food & Nutrition Theme Book Library	180	\$41.50	\$7,470.00	Science	Health & Nutrition
RE976	Transportation Theme Book Library	180	\$39.50	\$7,110.00	Social Studies	Cultures & The Community
RE978	Seasons & Weather Theme Book Library	180	\$37.50	\$6,750.00	Books	Paperback Books
RE979	Families Theme Book Library	181	\$39.50	\$7,149.50	Social Studies	Social-Emotional & Character Development
RE981	Numbers & Counting Theme Book Library	181	\$41.50	\$7,509.50	Books	Paperback Books
RE982	Growing Things Theme Book Library	181	\$38.50	\$6,968.50	Books	Paperback Books
RE985	Farms Theme Book Library	181	\$33.50	\$6,063.50	Books	Paperback Books
RE986	Life Cycles Theme Book Library	181	\$37.50	\$6,787.50	Books	Paperback Books
RE987	Health & Safety Theme Book Library	181	\$36.50	\$6,625.50	Science	Health & Nutrition
RE988	Community & Careers Theme Book Library	180	\$34.50	\$6,210.00	Social Studies	Cultures & The Community
RE992	Alphabet Theme Book Library	180	\$40.50	\$7,290.00	Books	Paperback Books
RE993	Five Senses Theme Book Library	181	\$38.50	\$6,968.50	Books	Paperback Books
RE995	Cultures of the World Theme Book Library	181	\$38.50	\$6,968.50	Social Studies	Cultures & The Community
RE996	Earth & Environment Theme Book Library	180	\$37.50	\$6,750.00	Books	Paperback Books
RI10	Block Play Traffic Signs	35	\$29.99	\$1,049.65	Books & Manipulatives	Unit Blocks & Accessories
RI200	Magnet Discovery Board	218	\$34.99	\$7,627.82	Science	Physical Science
RI27	The Mystery Box	176	\$39.99	\$7,038.24	Sensory Exploration	Sensory Play
RR146	Squeeze Bottles - Set of 10	150	\$9.99	\$1,498.50	Arts & Crafts	Paint & Painting Accessories
RR160	Space-Saver Book Tree	167	\$269.00	\$44,933.00	Classroom Furniture	Storage Units
RR175	Student Place Value Practice Boards - Set of 10	101	\$39.99	\$4,038.99	Math	Place Value
RR207	Roll & Write Word Game	236	\$29.99	\$7,077.64	Games	Board & Dice Games
RR212	Lakeshore Barn	55	\$99.50	\$5,472.50	Dramatic Play	Animal Playsets
RR215X	Lakeshore Learning Games - Complete Set	236	\$74.99	\$17,698.64	Games	Board & Dice Games
RR250	Classic Farm Animal Collection	55	\$49.99	\$2,749.45	Dramatic Play	Animal Playsets
RR260	Kid-Size Indoor/Outdoor Equipment Cart	9	\$229.00	\$2,061.00	Active Play	Sports & Ball Activities
RR269	Lakeshore Paper Storage Center	159	\$99.50	\$15,820.50	Classroom Furniture	Storage Units
RR280	Read & Relax Comfy Chair	170	\$349.00	\$59,330.00	Classroom Furniture	Chairs & Seating
RR326	Brick-Building Activity Table	33	\$399.00	\$13,167.00	Books & Manipulatives	Building Sets

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Product Number	Product Description	Quantity	Unit Price	Total Price	Category	Subcategory
RR364	Read & Relax Comfy Couch	170	\$599.00	\$569.05	Classroom Furniture	Chairs & Seating
RR371	Plastic Book Baskets - Set of 3	170	\$49.99	\$47.49	Accessories	Accessories
RR374X	Transition to School Backpack - Set of 10	174	\$269.00	\$255.55	Language	Multiskill Language Products
RR375	Transition to School Backpack	174	\$27.99	\$26.59	Language	Multiskill Language Products
RR400	Flex-Space Classroom Storage Bench	9	\$379.00	\$360.05	Classroom Furniture	Chairs & Seating
RR414	All-Purpose Classroom Balance	213	\$19.99	\$18.99	Math	Measurement & Data
RR416	Color-Changing Touch Board	30	\$49.99	\$47.49	Science	Physical Science
RR417	Child's View Changeable Display Center	130	\$99.50	\$94.53	Infants & Toddlers	Furniture
RR423	Write & Wipe Lapboard Erasers - Set of 10	196	\$14.99	\$14.24	Teaching Resources	Dry-Erase Boards, Markers & Erasers
RR426	Peel & Stick Collage Frames - Set of 30	165	\$19.99	\$18.99	Arts & Crafts	Craft & Collage Materials
RR427	Peel & Stick Foam Sheets	163	\$22.99	\$21.84	Arts & Crafts	Craft & Collage Materials
RR435	Storyteller Read-Along Library	167	\$89.99	\$85.49	Books	Read-Alongs
RR475	Lakeshore Indoor/Outdoor Equipment Cart	9	\$329.00	\$312.55	Active Play	Sports & Ball Activities
RR476BU	Heavy-Duty Extra-Wide Pocket Chart - Blue	200	\$39.99	\$37.99	Teaching Resources	Pocket Charts & Accessories
RR476GR	Heavy-Duty Extra-Wide Pocket Chart - Green	200	\$39.99	\$37.99	Teaching Resources	Pocket Charts & Accessories
RR476RD	Heavy-Duty Extra-Wide Pocket Chart - Red	200	\$39.99	\$37.99	Teaching Resources	Pocket Charts & Accessories
RR491	Place Value Coins	101	\$19.99	\$18.99	Math	Math Manipulatives
RR513	No, David! Storytelling Kit	169	\$34.99	\$33.24	Language	Oral Language & Storytelling
RR514	Pete the Cat: Rocking in My School Shoes Storytelling Kit	169	\$34.99	\$33.24	Language	Oral Language & Storytelling
RR543	The Rainbow Fish Storytelling Kit	169	\$34.99	\$33.24	Language	Oral Language & Storytelling
RR565	Extra-Wide Adjustable Pocket Chart Stand	200	\$79.99	\$75.99	Teaching Resources	Pocket Charts & Accessories
RR580X	Big Mouth Animal Puppets - Complete Set	57	\$55.00	\$52.25	Dramatic Play	Puppets
RR581	Big Mouth Cow Puppet	57	\$9.99	\$9.49	Dramatic Play	Puppets
RR582	Big Mouth Pig Puppet	57	\$9.99	\$9.49	Dramatic Play	Puppets
RR583	Big Mouth Frog Puppet	57	\$9.99	\$9.49	Dramatic Play	Puppets
RR584	Big Mouth Duck Puppet	57	\$9.99	\$9.49	Dramatic Play	Puppets
RR585	Big Mouth Dog Puppet	57	\$9.99	\$9.49	Dramatic Play	Puppets
RR586	Big Mouth Bear Puppet	57	\$9.99	\$9.49	Dramatic Play	Puppets
RR621	Magnetic Write & Wipe Lapboard	210	\$6.99	\$6.64	Teaching Resources	Dry-Erase Boards, Markers & Erasers
RR621X	Magnetic Write & Wipe Lapboard - Set of 10	196	\$68.99	\$65.54	Teaching Resources	Dry-Erase Boards, Markers & Erasers
RR630	Draw & Write Journal - Set of 10	195	\$38.99	\$37.04	Language	Writing & Grammar
RR631	Draw & Write Journal	195	\$3.99	\$3.79	Language	Writing & Grammar
RR632	Giant Ten-Frames Activity Dice	80	\$19.99	\$18.99	Math	Math Manipulatives
RR634	Classroom Song Bank CD	119	\$12.99	\$12.34	Music	Music CDs
RR645	Let's Talk! Asian Boy Puppet	57	\$16.99	\$16.14	Dramatic Play	Puppets
RR646	Let's Talk! Asian Girl Puppet	57	\$16.99	\$16.14	Dramatic Play	Puppets
RR650X	Let's Talk! Kid Puppets - Complete Set	57	\$129.00	\$122.55	Dramatic Play	Puppets
RR653	Lakeshore Community Block Play People	37	\$34.99	\$33.24	Blocks & Manipulatives	Unit Blocks & Accessories
RR655	Let's Talk! African American Boy Puppet	57	\$16.99	\$16.14	Dramatic Play	Puppets
RR656	Let's Talk! African American Girl Puppet	57	\$16.99	\$16.14	Dramatic Play	Puppets
RR657	Lakeshore Lapboard Stand	196	\$5.99	\$5.69	Teaching Resources	Dry-Erase Boards, Markers & Erasers
RR663	Let's Talk! Caucasian Boy Puppet	57	\$16.99	\$16.14	Dramatic Play	Puppets
RR664	Let's Talk! Caucasian Girl Puppet	57	\$16.99	\$16.14	Dramatic Play	Puppets
RR667	Student Write & Wipe Number Lines - Decimals	92	\$21.99	\$20.89	Math	Fractions, Decimals & Percents
RR668	Student Write & Wipe Number Lines - Whole Numbers	92	\$21.99	\$20.89	Math	Basic Operations
RR669	Student Write & Wipe Number Lines - Fractions	92	\$21.99	\$20.89	Math	Fractions, Decimals & Percents
RR673	My Word Journal	71	\$3.79	\$3.60	Language	Writing & Grammar
RR674	My Word Journal - Set of 10	71	\$36.99	\$35.14	Language	Writing & Grammar
RR677	Pete the Cat: I Love My White Shoes Storytelling Kit	169	\$34.99	\$33.24	Language	Oral Language & Storytelling
RR678	Let's Talk! Hispanic Boy Puppet	57	\$16.99	\$16.14	Dramatic Play	Puppets
RR679	Let's Talk! Hispanic Girl Puppet	57	\$16.99	\$16.14	Dramatic Play	Puppets
RR690	Toddler Soft & Safe Tree Seats	118	\$199.00	\$189.05	Infants & Toddlers	Furniture
RR698	Draw & Write Touch Board	30	\$39.99	\$37.99	Blocks & Manipulatives	Fine Motor Development

Lakeshore 2020 Pricelist is subject to change with the release of new catalogs at the end of January and February of each year.

Lakeshore

RR718	Writing Practice Magic Board	194	73		\$12.99	5%	\$12.34	Teaching Resources	Classroom Essentials
RR718X	Writing Practice Magic Board - Set of 10	194	73		\$129.00	5%	\$122.55	Teaching Resources	Classroom Essentials
RR724	Lakeshore Magnetic Fishing Set	14			\$29.99	5%	\$28.49	Sand & Water	Sand & Water Play
RR740	Giant Activity Dice		80		\$19.99	5%	\$18.99	Math	Math Manipulatives
RR748	Hold-A-Ring Walking Rope	5			\$34.99	5%	\$33.24	Infants & Toddlers	Gross Motor Skills
RR750	Bristle Builders - Starter Set	24			\$19.99	5%	\$18.99	Blocks & Manipulatives	Building Sets
RR751	Bristle Builders - Master Set	24			\$39.99	5%	\$37.99	Blocks & Manipulatives	Building Sets
RR752BU	Take-Home Backpack - Blue	231	143		\$9.99	5%	\$9.49	Teaching Resources	Bins & Organizers
RR752BUX	Take-Home Backpack - Set of 10 - Blue	231	143		\$89.99	5%	\$85.49	Teaching Resources	Bins & Organizers
RR752GR	Take-Home Backpack - Green	231	143		\$9.99	5%	\$9.49	Teaching Resources	Bins & Organizers
RR752GRX	Take-Home Backpack - Set of 10 - Green	231	143		\$89.99	5%	\$85.49	Teaching Resources	Bins & Organizers
RR752RD	Take-Home Backpack - Red	231	143		\$9.99	5%	\$9.49	Teaching Resources	Bins & Organizers
RR752RDX	Take-Home Backpack - Set of 10 - Red	231	143		\$89.99	5%	\$85.49	Teaching Resources	Bins & Organizers
RR754	Waterfall Climber	133			\$499.00	5%	\$474.05	Infants & Toddlers	Gross Motor Skills
RR759	Lakeshore Block Play People with Differing Abilities	37			\$24.99	5%	\$23.74	Blocks & Manipulatives	Unit Blocks & Accessories
RR760	Giant Equation Dice		80		\$13.99	5%	\$13.29	Math	Math Manipulatives
RR790	Soft & Safe Tree Seats - Set of 3	107			\$229.00	5%	\$217.55	Classroom Furniture	Chairs & Seating
RR793	Magnetic Tub O' Letters	185			\$39.99	5%	\$37.99	Language	Phonics & Word Building
RR794	Soft & Safe Building Blocks	139		9	\$59.99	5%	\$56.99	Infants & Toddlers	Gross Motor Skills
RR795X	Reading & Writing Skills Folder Game Libraries - Gr. 2-3 - Complete Set		26		\$149.00	5%	\$141.55	Games	File Folder Games
RR796	Grammar & Writing Folder Game Library - Gr. 2-3		26		\$39.99	5%	\$37.99	Games	File Folder Games
RR797	Reading Comprehension Folder Game Library - Gr. 2-3		26		\$39.99	5%	\$37.99	Games	File Folder Games
RR798	Vocabulary Folder Game Library - Gr. 2-3		26		\$39.99	5%	\$37.99	Games	File Folder Games
RR799	Phonics & Language Skills Folder Game Library - Gr. 2-3		26		\$39.99	5%	\$37.99	Games	File Folder Games
RR840	Easy-Clean Snap-On Tray	119		6	\$89.99	5%	\$85.49	Accessories	Accessories
RR850X	Multicultural Stories Paperback Library	171			\$109.00	5%	\$103.55	Social Studies	Cultures & The Community
RR896	Let's Go Shopping Vegetable Basket	42			\$29.99	5%	\$28.49	Science	Health & Nutrition
RR897	Let's Go Shopping Fruit Basket	42			\$29.99	5%	\$28.49	Science	Health & Nutrition
RR898	Let's Go Shopping Bread Basket	42			\$29.99	5%	\$28.49	Science	Health & Nutrition
RR899	Let's Go Shopping Meat, Fish & Cheese Basket	42			\$29.99	5%	\$28.49	Science	Health & Nutrition
RR900X	Let's Go Shopping Food Baskets - Complete Set	42			\$115.00	5%	\$109.25	Science	Health & Nutrition
RR915	Picnic Counting Box	209			\$22.99	5%	\$21.84	Math	Numbers & Counting
RR916	Treasure Chest Counting Box	209			\$22.99	5%	\$21.84	Math	Numbers & Counting
RR917	Fish Tank Counting Box	209			\$22.99	5%	\$21.84	Math	Numbers & Counting
RR919	Let's Go Shopping Grocery Basket	42			\$7.99	5%	\$7.59	Dramatic Play	Kitchen & House Play
RR927	Flowers Counting Box	209			\$22.99	5%	\$21.84	Math	Numbers & Counting
RR928	Ladybugs Counting Box	209			\$22.99	5%	\$21.84	Math	Numbers & Counting
RR935	Spider Web Counting Box	209			\$22.99	5%	\$21.84	Math	Numbers & Counting
RR937	Apple Tree Counting Box	209			\$22.99	5%	\$21.84	Math	Numbers & Counting
RR938	Candy Jar Counting Box	209			\$22.99	5%	\$21.84	Math	Numbers & Counting
RR939	Airplanes Counting Box	209			\$22.99	5%	\$21.84	Math	Numbers & Counting
RR944	The Jacket I Wear in the Snow Storytelling Kit	169			\$34.99	5%	\$33.24	Language	Oral Language & Storytelling
RR945	Lakeshore Counting Boxes - Complete Set	209			\$229.00	5%	\$217.55	Math	Numbers & Counting
RR959	Let's Go Shopping Grocery Baskets - Set of 3	42			\$21.99	5%	\$20.89	Accessories	Accessories
RR971	Frogs Counting Box	209			\$22.99	5%	\$21.84	Math	Numbers & Counting
RS262	Best-Buy School Glue - Pint	161			\$2.99	5%	\$2.84	Arts & Crafts	Glue, Tape & Adhesives
RS263	Best-Buy School Glue - Quart	161			\$4.99	5%	\$4.74	Arts & Crafts	Glue, Tape & Adhesives
RS264	Best-Buy School Glue - Gallon	161			\$13.99	5%	\$13.29	Arts & Crafts	Glue, Tape & Adhesives
RS4	Best-Buy School Glue - 4-Ounce Bottle	161			\$0.99	5%	\$0.94	Arts & Crafts	Glue, Tape & Adhesives
RY928	Make-A-Face Sheets	161			\$12.99	5%	\$12.34	Arts & Crafts	Craft & Collage Materials
SD742	1" Craft Tape Pack - Bright Colors	161			\$26.99	5%	\$25.64	Arts & Crafts	Glue, Tape & Adhesives
SD743	1" Craft Tape Pack - Pastel Colors	161			\$26.99	5%	\$25.64	Arts & Crafts	Glue, Tape & Adhesives
SD748	1/2" Craft Tape Pack	161			\$29.99	5%	\$28.49	Arts & Crafts	Glue, Tape & Adhesives

Lakeshore 2020 Pricelist is subject to change with the release of new catalogs at the end of January and February of each year.

EXECUTIVE SUMMARY

Recommendation of \$500,000 or Greater (RFP) FY21-106 – School and Department Furniture

Introduction

Responsible: Procurement & Warehousing Services (PWS)

This item requests approval of agreements with Apricot Office Interiors, Inc., Classroom Outfitters, LLC, Empire Office, Inc., Berwin Inc. d/b/a JC White Architectural Interior Products, Lakeshore Equipment Company, School Specialty, Inc., Schoolhouse Products, Inc., and Virco Inc. for the provision of furniture pursuant to Request for Proposal (RFP) FY21-106 – School and Department Furniture, for a term of three (3) years commencing upon Board-approval, and may, by mutual agreement, be extended for two (2) additional, one (1) year periods. (RFP) FY21-106 was issued to replace the previous Invitation to Bid (ITB) 17-009V – School and Department Furniture and 18-044T – Outdoor Tables, Benches, and Trash Receptacles.

The spending authority being requested is \$8,080,000.

Goods/Services Description

Responsible: PWS and District-wide

The purpose of this RFP is to solicit proposals from qualified vendors wishing to provide furniture solutions, including space solutions, and products for School and Department Furniture delivery, installation, and other related services that are commonly used in various schools and departments of The School Board of Broward County, Florida.

All school furniture orders must be approved by the school's principal, and department furniture orders are approved by the Department's Director; however, no district office or buildings other than schools can purchase furniture without prior approval.

Procurement Method

Responsible: PWS

The solicitation for this RFP ran from June 25, 2020 through July 22, 2020. One hundred eighty-five (185) vendors were notified, and fifty-eight (58) vendors downloaded the RFP documentation. Procurement & Warehousing Services (PWS) received twenty-two (22) responses.

The Affirmative Procurement Initiative recommended by the Supplier Diversity and Outreach Program for this Bid was the Evaluation Preference for Small Business Enterprise Prime Bidders.

This Bid brings a new concept for furniture purchase since it is not only based on catalog but also in solutions to accommodate District's recent requests to have a Bid and vendors that may allow the District to procure different alternatives that fit the needs for education customized spaces, including but not limited to Magnet and iCan (i.e.: game room, science, law, etc.). On July 6, 2020, PWS staff held a Non-Mandatory Proposers' Conference to explain the requirements of the RFP, and sixteen (16) vendors attended. The vendors will be competing among themselves on such projects, and the best value-added solution shall be selected. The Evaluation Committee was comprised of representatives from different areas as Innovative Programs, Facilities, and Career, Technical & Adult/Community Education. Nineteen (19) vendors provided presentations to the Evaluation Committee for scoring.

**Recommendation of \$500,000 or Greater
(RFP) FY21-106 – School and Department Furniture
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Protest:

The District received two (2) notices of protest. The first notice to intent to protest from Libero Consulting Group, Inc. d/b/a LCG Space Makers & Office Furniture was received on August 10, 2020; however, after the ten (10) days, as established by Purchasing Policy 3320, the vendor did not file the formal written protest. PWS staff contacted the vendor on August 24, 2020, and confirmed the vendor decided not to file the formal protest.

The second notice to protest from Office Xpress Supply, Inc. was received on August 17, 2020. The protest notice was dismissed based on the fact the vendor communicated its intent to protest beyond the seventy-two (72) hours after the posting of the recommendation tabulation, as defined by Purchasing Policy 3320. After a few official communications exchanged with the vendor, PWS staff along with Economic Development & Diversity Compliance Department and the Legal Counsel Office reviewed the claims made by the vendor and submitted a final letter, on September 8, 2020, stating no issues were found; therefore the District would move forward with the existing recommendation tabulation.

Financial Impact

Responsible: PWS

The spending authority being requested is \$8,080,000 according to the below breakdown:

Spending Authority request (general funds)*		\$	200,000
Forecasted spending for SMART Projects**	+	\$	7,130,000
Forecasted spending for iCAN Projects***	+	\$	750,000
Total Spend Authority (rounded)		\$	8,080,000

**The Superintendent did not include any allocation for furniture in the District-based general fund budget recommendation to the School Board at the budget hearing on July 28, 2020. As a result, any furniture will only be purchased if it is part of the implementation of a grant or included in an approved capital project (including the SMART Program).

**The SMART Program utilizes this Bid for School Choice Enhancement Projects (SCEP) to purchase furniture and related items. Approved construction projects (including SMART) for new building and renovation projects also use this Bid for equipment. SMART construction projects and SCEP led to the requested additional spend authority.

***The Integrated Career Academic Networks (iCAN) magnet program will utilize this Bid to furnish selected classrooms at any of the six (6) iCAN schools into real-life classroom experiences such as law, engineering, and robotics, and eSports classrooms.

The below-projected amount of \$12,524,508, based on the historical average monthly expenditure, was reduced to cover emergency needs, SMART and iCAN Projects. No purchases shall be made without prior review and approval from PWS.

Projected amount based on historical purchases (for information purposes only):

Projected Average Monthly Expenditures	\$	347,903
Number of months	X	36
Estimated forecasted spend	\$	12,524,508

Recommendation of \$500,000 or Greater
(RFP) FY21-106 – School and Department Furniture
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PWS is responsible for the control of the District contracts' spending authority. This action is performed through the unique Bid ID issued per solicitation, which only has a new number assigned when a new solicitation is awarded. In a renewal, the original Bid ID assigned to the contract does not change, therefore spending authority analysis is performed in its totality.

The funding source will come from the general funds (school budgets only), grant funds as well as the capital budget for approved construction projects including SMART and SCEP. The amount requested was determined to satisfy the needs of the District. The financial impact amount represents an estimated contract value; however, the amount authorized will not exceed the estimated contract award amount.



PROCUREMENT & WAREHOUSING SERVICES

BID INFORMATION			
New Bid # (Ex: 10-004R):	FY21-106	Preparation Date:	August 24, 2020
Previous Bid # (Ex: 10-004R):	17-009V	Buyer/PA:	EDGAR LUGO
New Bid Award Total:	\$8,080,000	Bid Title:	SCHOOL AND DEPARTMENT FURNITURE (09/20 Board Date)
Previous Award Total:	\$16,700,000		
Bid Type:	NEW BID		
Previous Bid Term (Start Date):	10/21/2016	New Bid Term (In Months):	36
Previous Bid Term (End Date):	9/30/2020	# of Months Into Bid:	46

SPEND REPORTING	
Purchase Order(s) Spend:	\$15,790,396
P Card Purchases:	\$0
Total Invoiced-to-Date Amount (PO + Pcard Purchases):	\$15,790,396
Average Monthly Expenditure:	\$343,269
Unused Authorized Spending:	\$909,604
Est. Forecasted Spend (For Entire Bid Term):	

VENDOR INFORMATION		
Awarded Vendors:	M/WBE Status (If applicable):	Spend:
100356-VIRCO MFG CORPORATION		\$ 3,366,217
106464-BERWIN INC DBA JC WHITE FURNITURE		\$ 1,625,069
131746-CONTRAX HOLDINGS LLC		\$ 1,282,878
116335-EMPIRE OFFICE		\$ 1,266,345
108356-SCHOOL SPECIALTY INC		\$ 1,251,126
112331-SCHOOLHOUSE PRODUCTS INC		\$ 1,211,640
116972-APRICOT OFFICE INTERIORS INC		\$ 996,155
116352-OFFICE EXPRESS SUPPLIES INC		\$ 938,962
106911-LAKESHORE LEARNING MATERIALS		\$ 802,448
117282-LIBERO CONSULTING GROUP INC		\$ 751,496
117283-GLOBAL INDUSTRIES INC		\$ 737,748
128514-CLASSROOM OUTFITTERS LLC		\$ 411,605
129894-EMPIRE OFFICE		\$ 215,516
111696-SCHOOL SPECIALTY INC		\$ 191,777
114818-STAPLES CONTRACT (FURNITURE)		\$ 181,952
110455-ERNIE MORRIS ENTERPRISES INC		\$ 147,764
100352-UNIVERSAL SEATING COMPANY		\$ 103,573
102671-LIBRARY INTERIORS OF FLORIDA INC		\$ 92,493
106332-KAPLAN COMPANIES		\$ 58,423
105568-VIRCO INC		\$ 46,275
108252-TROXELL COMMUNICATIONS INC		\$ 31,537
128513-COMPASS OFFICE SOLUTIONS LLC		\$ 30,159
109185-STAPLES ADVANTAGE - OFFICE SUPPLIES		\$ 21,090
117291-CONTRAX FURNISHINGS LLC		\$ 17,889
108220-FISHER SCIENTIFIC		\$ 9,835
105070-DECKER INC DBA DECKER EQUIPMENT INC		\$ 423
	PO VENDOR SPEND:	\$ 15,790,396
	P-CARD SPEND:	\$ -
	TOTAL SPEND:	\$ 15,790,396

NOTES (Type Below):

ICAN:					
FUND	LOCATION	GRANT	FUNDED PROGRAM	FA - ALL	CMMT ITEM
4210	ELY BLANCHE H	A98120011.2021	A9812001101.0361A	5103000000000000	56410000
4210	NEW RIVER M	A98120011.2021	A9812001101.0881	5102000000000000	56410000
4210	OLSEN M	A98120011.2021	A9812001101.0471	5102000000000000	56410000
4210	POMPANO BEACH M	A98120011.2021	A9812001101.0021	5102000000000000	56410000
4210	SOUTH BROWARD H	A98120011.2021	A9812001101.0171	5103000000000000	56410000
4210	STRANAHAN H	A98120011.2021	A9812001101.0211	5103000000000000	56410000

Default Funding Source		Department Approval	
Cost Center	Multiple	Name (First & Last)	Jeffrey Moquin
Fund	1000/3XXX	Title	Chief of Staff
Functional Area	Multiple	Department/School Name	District-wide
Commitment Item	564X0000/564X0X00	Sign-off provided by	Jeffrey Whitney

Data Source: SAP and Works (Bank of America system)

Prepared on:

All information included in this summary is based on the preparation date listed above and may change at any time beyond that date.



All information included in this summary is based on the preparation date listed above and may change at any time beyond that date.

FAW Attachment - Purchasing Card Report

**Recommendation of \$500,000 or Greater
RFP FY21-106 – School and Department Furniture**

P-card expenditures associated with the 18-044T – Outdoor Tables, Benches, and Trash Receptacles since October 1, 2017, as demonstrated in the table below.

Vendor Name	Total Amount
Swartz Associates	\$ 1,085
Total	\$ 1,085

AGREEMENT

THIS AGREEMENT is made and entered into as of this 20th day of October, 2020, by and between

THE SCHOOL BOARD OF BROWARD COUNTY, FLORIDA
(hereinafter referred to as "SBBC"),
a body corporate and political subdivision of the State of Florida,
whose principal place of business is
600 Southeast Third Avenue, Fort Lauderdale, Florida 33301

and

SCHOOLHOUSE PRODUCTS
(hereinafter referred to as "VENDOR"),
whose principal place of business is
13517 Prestige Place
Tampa, FL 33685.

WHEREAS, on June 25, 2020, SBBC advertised Request for Proposal FY21-106, seeking vendor proposals for School and Department Furniture (hereinafter, the "RFP"); and

WHEREAS, VENDOR was one of twenty-two (22) vendors which submitted proposals in response to the RFP; and

WHEREAS, VENDOR hereby agrees to provide furniture solutions, including furniture turn-key solutions, and products for School and Department Furniture delivery, installation, and other related services which are commonly used in various schools and departments of the SBBC pursuant to the terms and pricing identified hereinbelow, attached and via hyperlink.

NOW, THEREFORE, in consideration of the mutual covenants contained herein, and other good and valuable consideration, the receipt and sufficiency of which is hereby acknowledged, the Parties hereby agree as follows:

ARTICLE 1 - RECITALS

1.01 **Recitals.** The parties agree that the foregoing recitals are true and correct and that such recitals are incorporated herein by reference.

ARTICLE 2 – SPECIAL CONDITIONS

2.01 **Term of Agreement.** Unless terminated earlier pursuant to Section 3.05 of this Agreement, the term of this Agreement shall commence on October 1, 2020 or the date of its approval by SBBC, whichever date is later, and conclude on midnight three years after the actual date of commencement, with an option for two (2) additional one (1) year renewal.

2.02 **Description of Goods or Services Provided.** VENDOR shall provide the furniture and services pursuant to the terms of the RFP and as listed in its proposal attached hereto and incorporated herein as **Exhibit "A."**

2.03 **Cost and Payment.** SBBC shall pay VENDOR for services and products provided and accepted by SBBC pursuant to this Agreement and the discounted pricing specified in VENDOR's proposal accessible via the hyperlink below. Payment terms for such services and products shall be net 30 days from the date that the VENDOR submits an acceptable invoice to SBBC.

https://browardcountyschools.sharepoint.com/:f:/r/sites/Procurement/PWS%20Bid%20Documents/PWS%20Bid%20Documents/FY2021/FY21-106_SchoolandDepartmentFurniture/Pricing%20List/Schoolhouse%20Products.%20Inc?csf=1&web=1&e=dKM8Sh

2.04 **VENDOR Confidentiality of Education Records.**

(a) Notwithstanding any provision to the contrary within this Agreement, VENDOR shall:

1) fully comply with the requirements of Sections 1002.22, 1002.221, and 1002.222, Florida Statutes; the Family Educational Rights and Privacy Act, 20 U.S.C § 1232g (FERPA) and its implementing regulations (34 C.F.R. Part 99), and any other state or federal law or regulation regarding the confidentiality of student information and records;

2) hold any education records in strict confidence and not use or redisclose same except as required by this Agreement or as required or permitted by law unless the parent of each student or a student age 18 or older whose education records are to be shared provides prior written consent for their release;

3) ensure that, at all times, all of its employees who have access to any education records during the term of their employment shall abide strictly by its obligations under this Agreement, and that access to education records is limited only to its employees that require the information to carry out the responsibilities under this Agreement and shall provide said list of employees to SBBC upon request;

4) safeguard each education record through administrative, physical and technological safety standards to ensure that adequate controls are in place to protect the education records and information in accordance with FERPA's privacy requirements;

5) utilize the education records solely for the purposes of providing products and services as contemplated under this Agreement; and shall not share, publish, sell, distribute, target advertise, or display education records to any third party;

6) notify SBBC immediately upon discovery of a breach of confidentiality of education records by telephone at 754-321-0300 (Manager, Information Security), and 754-321-1900 (Privacy Officer), and email at privacy@browardschools.com, and take all

necessary notification steps as may be required by federal and Florida law, including, but not limited to, those required by Section 501.171, Florida Statutes;

7) fully cooperate with appropriate SBBC staff, including Privacy Officer and/or Information Technology staff to resolve any privacy investigations and concerns in a timely manner;

8) prepare and distribute, at its own cost, any and all required breach notifications, under federal and Florida Law, or reimburse SBBC any direct costs incurred by SBBC for doing so, including, but not limited to, those required by Section 501.171, Florida Statutes;

9) be responsible for any fines or penalties for failure to meet breach notice requirements pursuant to federal and/or Florida law;

10) provide SBBC with the name and contact information of its employee who shall serve as SBBC's primary security contact and shall be available to assist SBBC in resolving obligations associated with a security breach of confidentiality of education records; and

11) securely erase education records from any media once any media equipment is no longer in use or is to be disposed; secure erasure will be deemed the deletion of the education records using a single pass overwrite Secure Erase (Windows) or Wipe (Unix).

(b) All education records shall remain the property of SBBC, and any party contracting with SBBC serves solely as custodian of such information pursuant to this Agreement and claims no ownership or property rights thereto and, upon termination of this Agreement shall, at SBBC's request, return to SBBC or dispose of the education records in compliance with the applicable Florida Retention Schedules and provide SBBC with a written acknowledgment of said disposition.

(c) VENDOR shall, for itself, its officers, employees, agents, representatives, contractors or subcontractors, fully indemnify and hold harmless SBBC and its officers and employees for any violation of this section, including, without limitation, defending SBBC and its officers and employees against any complaint, administrative or judicial proceeding, payment of any penalty imposed upon SBBC, or payment of any and all costs, damages, judgments or losses incurred by or imposed upon SBBC arising out of a breach of this covenant by the party, or an officer, employee, agent, representative, contractor, or sub-contractor of the party to the extent that the party or an officer, employee, agent, representative, contractor, or sub-contractor of the party shall either intentionally or negligently violate the provisions of this section or of Sections 1002.22 and/or 1002.221, Florida Statutes. This section shall survive the termination of all performance required or conclusion of all obligations existing under this Agreement.

2.05 Inspection of VENDORS Records by SBBC. VENDOR shall establish and maintain books, records and documents (including electronic storage media) sufficient to reflect all income and expenditures of funds provided by SBBC under this Agreement. All VENDORS applicable records, regardless of the form in which they are kept, shall be open to inspection and subject to audit, inspection, examination, evaluation and/or reproduction, during normal working

hours, by SBBC's agent or its authorized representative to permit SBBC to evaluate, analyze and verify the satisfactory performance of the terms and conditions of this Agreement and to evaluate, analyze and verify the applicable business records of VENDOR directly relating to this Agreement in order to verify the accuracy of invoices provided to SBBC. Such audit shall be no more than one (1) time per calendar year.

(a) Duration of Right to Inspect. For the purpose of such audits, inspections, examinations, evaluations and/or reproductions, SBBC's agent or authorized representative shall have access to VENDOR's records from the effective date of this Agreement, for the duration of the term of this Agreement, and until the later of five (5) years after the termination of this Agreement or five (5) years after the date of final payment by SBBC to VENDOR pursuant to this Agreement.

(b) Notice of Inspection. SBBC's agent or its authorized representative shall provide VENDOR reasonable advance written notice (not to exceed two (2) weeks) of any intended audit, inspection, examination, evaluation and or reproduction.

(c) Audit Site Conditions. SBBC's agent or its authorized representative shall have access to VENDOR's facilities and to any and all records related to this Agreement, and shall be provided adequate and appropriate work space in order to exercise the rights permitted under this section.

(d) Failure to Permit Inspection. Failure by VENDOR to permit audit, inspection, examination, evaluation and/or reproduction as permitted under this section shall constitute grounds for termination of this Agreement by SBBC for cause and shall be grounds for SBBC's denial of some or all of any VENDOR's claims for payment.

(e) Overcharges and Unauthorized Charges. If an audit conducted in accordance with this section discloses overcharges or unauthorized charges to SBBC by VENDOR in excess of two percent (2%) of the total billings under this Agreement, the actual cost of SBBC's audit shall be paid by VENDOR. If the audit discloses billings or charges to which VENDOR is not contractually entitled, VENDOR shall pay said sum to SBBC within twenty (20) days of receipt of written demand unless otherwise agreed to in writing by both parties.

(f) Inspection of Subcontractor's Records. If applicable, VENDOR shall require any and all subcontractors, insurance agents and material suppliers (hereafter referred to as "Payees") providing services or goods with regard to this Agreement to comply with the requirements of this section by insertion of such requirements in any written subcontract. Failure by VENDOR to include such requirements in any subcontract shall constitute grounds for termination of this Agreement by SBBC for cause and shall be grounds for the exclusion of some or all of any Payees' costs from amounts payable by SBBC to VENDOR pursuant to this Agreement and such excluded costs shall become the liability of VENDOR.

(g) Inspector General Audits. VENDOR shall comply and cooperate immediately with any inspections, reviews, investigations, or audits deemed necessary by the Florida Office of the Inspector General or by any other state or federal officials.

2.06 Notice. When any of the parties desire to give notice to the other, such notice must be in writing, sent by U.S. Mail, postage prepaid, addressed to the party for whom it is intended at the place last specified; the place for giving notice shall remain such until it is changed by written notice in compliance with the provisions of this paragraph. For the present, the Parties designate the following as the respective places for giving notice:

To SBBC:	Superintendent of Schools The School Board of Broward County, Florida 600 Southeast Third Avenue Fort Lauderdale, Florida 33301
With a Copy to:	Director – Procurement & Warehousing Services The School Board of Broward County, Florida 7720 W Oakland Park Blvd., Suite 323 Sunrise, Florida 33351
To VENDOR:	Erik Posusta Schoolhouse Products 13517 Prestige Place Tampa, FL 33635
With a Copy to:	Nicole Ciampini 13517 Prestige Place Tampa, FL 33635

2.07 Background Screening. VENDOR shall comply with all requirements of Sections 1012.32 and 1012.465, Florida Statutes, and all of its personnel who (1) are to be permitted access to school grounds when students are present, (2) will have direct contact with students, or (3) have access or control of school funds, will successfully complete the background screening required by the referenced statutes and meet the standards established by the statutes. This background screening will be conducted by SBBC in advance of VENDOR or its personnel providing any services under the conditions described in the previous sentence. VENDOR shall bear the cost of acquiring the background screening required by Section 1012.32, Florida Statutes, and any fee imposed by the Florida Department of Law Enforcement to maintain the fingerprints provided with respect to VENDOR and its personnel. The parties agree that the failure of VENDOR to perform any of the duties described in this section shall constitute a material breach of this Agreement entitling SBBC to terminate immediately with no further responsibilities or duties to perform under this Agreement. VENDOR agrees to indemnify and hold harmless SBBC, its officers and employees from any liability in the form of physical or mental injury, death or property damage resulting from VENDOR's failure to comply with the requirements of this section or with Sections 1012.32 and 1012.465, Florida Statutes.

2.08 **Public Records.** Any party contracting with SBBC is required to (a) keep and maintain available for public inspection any records that pertain to services rendered under this Agreement; (b) provide the public with access to public records on the same terms and conditions that SBBC would provide such records and at a cost that does not exceed the cost provided in Chapter 119, Florida Statutes or as otherwise provided by law; (c) ensure that public records that are exempt or confidential and exempt from public records disclosure requirements are not disclosed except as authorized by law; and (d) meet all requirements for retaining public records and transfer, at no cost to SBBC, all public records in that party's possession upon termination of its Agreement with SBBC and destroy any duplicate public records that are exempt or confidential and exempt from public records disclosure requirements. All of such party's records stored electronically must be provided to SBBC in a format that is compatible with SBBC's information technology systems. Each party shall maintain its own respective records and documents associated with this Agreement in accordance with the records retention requirements applicable to public records. Each party shall be responsible for compliance with any public documents request served upon it pursuant to Section 119.07, Florida Statutes, and any resultant award of attorney's fees for non-compliance with that law. Each party acknowledges that this Agreement and all attachments thereto are public records and do not constitute trade secrets.

IF A PARTY TO THIS AGREEMENT HAS QUESTIONS REGARDING THE APPLICATION OF CHAPTER 119, FLORIDA STATUTES, TO ITS DUTY TO PROVIDE PUBLIC RECORDS RELATING TO THE AGREEMENT, CONTACT THE CUSTODIAN OF PUBLIC RECORDS AT 754-321-1900, RECORDREQUESTS@BROWARDSCHOOLS.COM, RISK MANAGEMENT DEPARTMENT, PUBLIC RECORDS DIVISION, 600 SOUTHEAST THIRD AVENUE, FORT LAUDERDALE, FLORIDA 33301.

2.09 **Liability.** This section shall survive the termination of all performance or obligations under this Agreement and shall be fully binding until such time as any proceeding brought on account of this Agreement is barred by any applicable statute of limitations.

(a) By SBBC: SBBC agrees to be fully responsible up to the limits of Section 768.28, Florida Statutes, for its acts of negligence, or its employees' acts of negligence when acting within the scope of their employment and agrees to be liable, up to the limits of Section 768.28, Florida Statutes, for any damages resulting from said negligence.

(b) By VENDOR: VENDOR agrees to indemnify, hold harmless and defend SBBC, its agents, servants and employees from any and all claims, judgments, costs, and expenses including, but not limited to, reasonable attorney's fees, reasonable investigative and discovery costs, court costs and all other sums which SBBC, its agents, servants and employees may pay or become obligated to pay on account of any, all and every claim or demand, or assertion of liability, or any claim or action founded thereon, arising or alleged to have arisen out of the products, goods or services furnished by VENDOR, its agents, servants or employees; the equipment of VENDOR, its agents, servants or employees while such equipment is on premises owned or controlled by SBBC; or the negligence of VENDOR or the negligence of VENDOR's agents when acting within the scope of their employment, whether such claims, judgments, costs and expenses be for damages, damage

to property including SBBC's property, and injury or death of any person whether employed by VENDOR, SBBC or otherwise.

2.10 **Insurance Requirements.** VENDOR shall comply with the following insurance requirements throughout the term of this Agreement:

(a) **General Liability.** VENDOR shall maintain General Liability insurance during the term of this Agreement with limits not less than \$1,000,000 per occurrence for Bodily Injury/ Property Damage; \$1,000,000 General Aggregate; and limits not less than \$1,000,000 for Products/Completed Operations Aggregate.

(b) **Professional Liability/Errors & Omissions.** VENDOR shall maintain Professional Liability/Errors & Omissions insurance during the term of this Agreement with a limit of not less than \$1,000,000 per occurrence covering services provided under this Agreement.

(c) **Workers' Compensation.** VENDOR shall maintain Workers' Compensation insurance during the term of this Agreement in compliance with the limits specified in Chapter 440, Florida Statutes, and Employer's Liability limits shall not be less than \$100,000/\$100,000/\$500,000 (each accident/disease-each employee/disease-policy limit).

(d) **Auto Liability.** VENDOR shall maintain Owned, Non-Owned and Hired Auto Liability insurance with Bodily Injury and Property Damage limits of not less than \$1,000,000 Combined Single Limit.

(e) **Acceptability of Insurance Carriers.** The insurance policies required under this Agreement shall be issued by companies qualified to do business in the State of Florida and having a rating of at least A- VI by AM Best or Aa3 by Moody's Investor Service.

(f) **Verification of Coverage.** Proof of the required insurance must be furnished by VENDOR to SBBC's Risk Management Department by Certificate of Insurance within fifteen (15) days of the date of this Agreement. To streamline this process, SBBC has partnered with EXIGIS Risk Management Services to collect and verify insurance documentation. All certificates (and any required documents) must be received and approved by SBBC's Risk Management Department before any work commences to permit VENDOR to remedy any deficiencies. VENDOR must verify its account information and provide contact details for its Insurance Agent via the link provided to it by email.

(g) **Required Conditions.** Liability policies must include the following terms on the Certificate of Insurance:

- 1) The School Board of Broward County, Florida, its members, officers, employees and agents are added as additional insured.

2) All liability policies are primary of all other valid and collectable coverage maintained by The School Board of Broward County, Florida.

3) Certificate Holder: The School Board of Broward County, Florida, c/o EXIGIS Risk Management Services, P.O. Box 4668-ECM, New York, New York 10163-4668.

(h) Cancellation of Insurance. VENDOR is prohibited from providing services under this Agreement with SBBC without the minimum required insurance coverage and must notify SBBC within two (2) business days if required insurance is cancelled.

(i) SBBC reserves the right to review, reject or accept any required policies of insurance, including limits, coverage or endorsements, herein throughout the term of this Agreement.

2.11 Nondiscrimination.

(a) As a condition of entering into this Agreement, VENDOR represents and warrants that it will comply with the SBBC's Commercial Nondiscrimination Policy, as described under, Section D.1 of SBBC's Policy No. 3330 – Supplier Diversity Outreach Program.

(b) As part of such compliance, VENDOR shall not discriminate on the basis of race, color, religion, ancestry or national origin, sex, age, marital status, sexual orientation, or on the basis of disability or other unlawful forms of discrimination in the solicitation, selection, hiring, or commercial treatment of subcontractors, vendors, suppliers, or commercial customers, nor shall VENDOR retaliate against any person for reporting instances of such discrimination. VENDOR shall provide equal opportunity for subcontractors, vendors, and suppliers to participate in all of its public sector and private sector subcontracting and supply opportunities, provided that nothing contained in this clause shall prohibit or limit otherwise lawful efforts to remedy the effects of marketplace discrimination that have occurred or are occurring in the SBBC's relevant marketplace. VENDOR understands and agrees that a material violation of this clause shall be considered a material breach of this Agreement and may result in termination of this Agreement, disqualification of the company from participating in SBBC Agreements, or other sanctions. This clause is not enforceable by or for the benefit of, and creates no obligation to, any third party.

2.12 Annual Appropriation. The performance and obligations of SBBC under this Agreement shall be contingent upon an annual budgetary appropriation by its governing body. If SBBC does not allocate funds for the payment of services or products to be provided under this Agreement, this Agreement may be terminated by SBBC at the end of the period for which funds have been allocated. SBBC shall notify the other party at the earliest possible time before such termination. No penalty shall accrue to SBBC in the event this provision is exercised, and SBBC shall not be obligated or liable for any future payments due or any damages as a result of termination under this section.

2.13 **Excess Funds.** Any party receiving funds paid by SBBC under this Agreement agrees to promptly notify SBBC of any funds erroneously received from SBBC upon the discovery of such erroneous payment or overpayment. Any such excess funds shall be refunded to SBBC.

2.14 **Incorporation by Reference.** Any and all exhibits attached hereto and referenced herein shall be deemed to be incorporated into this Agreement by reference.

ARTICLE 3 – GENERAL CONDITIONS

3.01 **No Waiver of Sovereign Immunity.** Nothing herein is intended to serve as a waiver of sovereign immunity by any agency or political subdivision to which sovereign immunity may be applicable or of any rights or limits to liability existing under Section 768.28, Florida Statutes. This section shall survive the termination of all performance or obligations under this Agreement and shall be fully binding until such time as any proceeding brought on account of this Agreement is barred by any applicable statute of limitations.

3.02 **No Third Party Beneficiaries.** The parties expressly acknowledge that it is not their intent to create or confer any rights or obligations in or upon any third person or entity under this Agreement. None of the parties intend to directly or substantially benefit a third party by this Agreement. The parties agree that there are no third party beneficiaries to this Agreement and that no third party shall be entitled to assert a claim against any of the parties based upon this Agreement. Nothing herein shall be construed as consent by an agency or political subdivision of the State of Florida to be sued by third parties in any matter arising out of any Agreement.

3.03 **Independent Contractor.** The parties to this Agreement shall at all times be acting in the capacity of independent contractors and not as an officer, employee or agent of one another. Neither party or its respective agents, employees, subcontractors or assignees shall represent to others that it has the authority to bind the other party unless specifically authorized in writing to do so. No right to SBBC retirement, leave benefits or any other benefits of SBBC employees shall exist as a result of the performance of any duties or responsibilities under this Agreement. SBBC shall not be responsible for social security, withholding taxes, contributions to unemployment compensation funds or insurance for the other party or the other party's officers, employees, agents, subcontractors or assignees.

3.04 **Default.** The parties agree that, in the event that either party is in default of its obligations under this Agreement, the non-defaulting party shall provide to the defaulting party (30) days written notice to cure the default. However, in the event said default cannot be cured within said thirty (30) day period and the defaulting party is diligently attempting in good faith to cure same, the time period shall be reasonably extended to allow the defaulting party additional cure time. Upon the occurrence of a default that is not cured during the applicable cure period, this Agreement may be terminated by the non-defaulting party upon thirty (30) days notice. This remedy is not intended to be exclusive of any other remedy, and each and every such remedy shall be cumulative and shall be in addition to every other remedy now or hereafter existing at law or in equity or by statute or otherwise. No single or partial exercise by any party of any right, power, or remedy hereunder shall preclude any other or future exercise thereof. Nothing in this section shall be construed to preclude termination for convenience pursuant to Section 3.05.

3.05 **Termination.** This Agreement may be canceled with or without cause by SBBC during the term hereof upon thirty (30) days written notice to the other parties of its desire to terminate this Agreement. In the event of such termination, SBBC shall be entitled to a *pro rata* refund of any pre-paid amounts for any services scheduled to be delivered after the effective date of such termination. SBBC shall have no liability for any property left on SBBC's property by any party to this Agreement after the termination of this Agreement. Any party contracting with SBBC under this Agreement agrees that any of its property placed upon SBBC's facilities pursuant to this Agreement shall be removed within ten (10) business days following the termination, conclusion or cancellation of this Agreement and that any such property remaining upon SBBC's facilities after that time shall be deemed to be abandoned, title to such property shall pass to SBBC, and SBBC may use or dispose of such property as SBBC deems fit and appropriate.

3.06 **Compliance with Laws.** Each party shall comply with all applicable federal, state and local laws, SBBC policies, codes, rules and regulations in performing its duties, responsibilities and obligations pursuant to this Agreement.

3.07 **Place of Performance.** All obligations of SBBC under the terms of this Agreement are reasonably susceptible of being performed in Broward County, Florida and shall be payable and performable in Broward County, Florida.

3.08 **Governing Law and Venue.** This Agreement shall be interpreted and construed in accordance with and governed by the laws of the State of Florida. Any controversies or legal problems arising out of this Agreement and any action involving the enforcement or interpretation of any rights hereunder shall be submitted exclusively to the jurisdiction of the State courts of the Seventeenth Judicial Circuit of Broward County, Florida or to the jurisdiction of the United States District Court for the Southern District of Florida. Each party agrees and admits that the state courts of the Seventeenth Judicial Circuit of Broward County, Florida or the United States District Court for the Southern District of Florida shall have jurisdiction over it for any dispute arising under this Agreement.

3.09 **Entirety of Agreement.** This document incorporates and includes all prior negotiations, correspondence, conversations, agreements and understandings applicable to the matters contained herein and the parties agree that there are no commitments, agreements or understandings concerning the subject matter of this Agreement that are not contained in this document. Accordingly, the parties agree that no deviation from the terms hereof shall be predicated upon any prior representations or agreements, whether oral or written.

3.10 **Binding Effect.** This Agreement shall be binding upon and inure to the benefit of the parties hereto and their respective successors and assigns.

3.11 **Assignment.** Neither this Agreement nor any interest herein may be assigned, transferred or encumbered by any party without the prior written consent of the other party. There shall be no partial assignments of this Agreement including, without limitation, the partial assignment of any right to receive payments from SBBC.

3.12 **Captions.** The captions, section designations, section numbers, article numbers, titles and headings appearing in this Agreement are inserted only as a matter of convenience, have no substantive meaning, and in no way define, limit, construe or describe the scope or intent of

such articles or sections of this Agreement, nor in any way ~~effect~~ affect this Agreement and shall not be construed to create a conflict with the provisions of this Agreement.

3.13 **Severability**. In the event that any one or more of the sections, paragraphs, sentences, clauses or provisions contained in this Agreement is held by a court of competent jurisdiction to be invalid, illegal, unlawful, unenforceable or void in any respect, such shall not affect the remaining portions of this Agreement and the same shall remain in full force and effect as if such invalid, illegal, unlawful, unenforceable or void sections, paragraphs, sentences, clauses or provisions had never been included herein.

3.14 **Preparation of Agreement**. The parties acknowledge that they have sought and obtained whatever competent advice and counsel as was necessary for them to form a full and complete understanding of all rights and obligations herein and that the preparation of this Agreement has been their joint effort. The language agreed to herein expresses their mutual intent and the resulting document shall not, solely as a matter of judicial construction, be construed more severely against one of the parties than the other.

3.15 **Amendments**. No modification, amendment, or alteration in the terms or conditions contained herein shall be effective unless contained in a written document prepared with the same or similar formality as this Agreement and executed by each party hereto.

3.16 **Waiver**. The parties agree that each requirement, duty and obligation set forth herein is substantial and important to the formation of this Agreement and, therefore, is a material term hereof. Any party's failure to enforce any provision of this Agreement shall not be deemed a waiver of such provision or modification of this Agreement unless the waiver is in writing and signed by the party waiving such provision. A written waiver shall only be effective as to the specific instance for which it is obtained and shall not be deemed a continuing or future waiver.

3.17 **Force Majeure**. Neither party shall be obligated to perform any duty, requirement or obligation under this Agreement if such performance is prevented by fire, hurricane, earthquake, explosion, wars, sabotage, accident, flood, acts of God, strikes, or other labor disputes, riot or civil commotions, epidemics, pandemics, government regulations, and the issuance or extension of existing government orders of the United States, the State of Florida, or local county and municipal governing bodies, or by reason of any other matter or condition beyond the control of either party, and which cannot be overcome by reasonable diligence and without unusual expense ("Force Majeure"). In no event shall lack of funds on the part of either party be deemed Force Majeure.

3.18 **Survival**. All representations and warranties made herein, indemnification obligations, obligations to reimburse SBBC, obligations to maintain and allow inspection and audit of records and property, obligations to maintain the confidentiality of records, reporting requirements, and obligations to return public funds shall survive the termination of this Agreement.

3.19 **Agreement Administration**. SBBC has delegated authority to the Superintendent of Schools or his/her designee to take any actions necessary to implement and administer this Agreement.

3.20 **Counterparts and Multiple Originals.** This Agreement may be executed in multiple originals, and may be executed in counterparts, each of which shall be deemed to be an original, but all of which, taken together, shall constitute one and the same Agreement.

3.21 **Authority.** Each person signing this Agreement on behalf of either party individually warrants that he or she has full legal power to execute this Agreement on behalf of the party for whom he or she is signing, and to bind and obligate such party with respect to all provisions contained in this Agreement.

IN WITNESS WHEREOF, the Parties hereto have made and executed this Agreement on the date first above written.

FOR SBBC:

(Corporate Seal)

THE SCHOOL BOARD OF BROWARD
COUNTY, FLORIDA

By Donna Korn
Donna P. Korn, Chair

ATTEST:

Robert W. Runcie
Robert W. Runcie, Superintendent of Schools

Approved as to Form and Legal Content:

M. J. Conway
Office of the General Counsel

[THIS SPACE INTENTIONALLY LEFT BLANK; SIGNATURE PAGE FOLLOWS]

FOR VENDOR:

(Corporate Seal)

SCHOOLHOUSE PRODUCTS

ATTEST:

By [Signature]

Print Name: Erik Posusta

Title: Account Manager.

_____, Secretary

-or-

[Signature]

Witness

[Signature]

Witness

STATE OF Florida

COUNTY OF Hillsborough

The foregoing instrument was acknowledged before me by means of ☒ physical presence or ☐ online notarization, this 9-25-2020 (date) by Erik Posusta (name of officer or agent, title of officer or agent) of Schoolhouse Products (name of corporation acknowledging), a Florida (state or place of incorporation) corporation, on behalf of the corporation. He/she is personally known to me (underline if applicable) or has produced Personally Known (type of identification) as identification and who ☒ did/☐ did not first take an oath this 25th day of September, 2020.

My Commission Expires:

[Signature]
Signature – Notary Public

Alana Melling
Notary's Printed Name

2/19/2022
Notary's Commission No.

(SEAL)

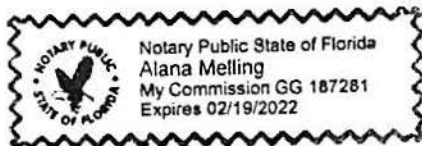


Exhibit “A”



Schoolhouse
— PRODUCTS INC. —

13517 Prestige Place
Tampa, FL 33635
800-942-3360 Toll Free
813-855-1414, Fax 813-855-5414
www.schoolhouseproducts.com

Section 4.1.1

RFP NO.: FY21-106

RFP Title: School and Department Furniture

Date: July 21, 2020

Original



Schoolhouse

PRODUCTS INC.

Schoolhouse Products Inc.
13517 Prestige Place
Tampa, FL 33635
800-942-3360 Toll Free
813-855-1414, Fax 813-855-5414
www.schoolhouseproducts.com


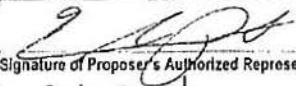
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4.1.3: Letter of Transmittal

- **Erik Posusta.** Account Manager. 13517 Prestige Place. Tampa, FL 33635. 727-452-2651
- **Andrea Posusta.** Sales Manager. 13517 Prestige Place. Tampa, FL 33635. 727-452-2442.
- **Nicole Ciampini.** Office Manager. 13517 Prestige Place. Tampa, FL 33635. 813-855-1414

4.1.4: Section 1 – Required Response Form

Bid Title: School and Department Furniture The School Board of Broward County, Florida		RFP No. FY21-106 Page 4 of 42 Pages	
 The School Board of Broward County, Florida PROCUREMENT AND WAREHOUSING SERVICES 7720 West Oakland Park Boulevard, Suite 323 Sunrise, Florida 33351-6704 754-321-0505		REQUEST FOR PROPOSAL (RFP)	
DUE DATE: This proposal must be submitted to the Procurement & Warehousing Service Department, The School Board of Broward County, Florida, 7720 W. Oakland Park Blvd., Suite 323, Sunrise, Florida 33351-6704 on or before 2:00 p.m. Eastern Time (ET): 7/21/2020 and plainly marked with the RFP number and title. Proposal(s) received, after the date and time stated above, shall not be considered for award. Faxed and/or emailed bids are not allowed and will not be considered for award.		RFP NO.: FY21-106	RELEASE DATE: 6/25/2020
		PURCHASING AGENT: Al Shelton 754-321-0520	
		RFP TITLE: SCHOOL AND DEPARTMENT FURNITURE	
Note: Cost of Service should be submitted in a sealed envelope along with, but separate, from the remainder of the proposal.			
One complete, original hard-copy Proposal (clearly marked as such) and one complete, original electronic version (both clearly marked as "original") will constitute the original governing documents. The original hard-copy Proposal must be IDENTICAL to the Proposal submitted by the RFP Proposal, including this REQUIRED RESPONSE FORM fully executed and returned on or before 2:00 p.m. ET on the date due to the Procurement & Warehousing Services Department in accordance with the submittal requirements. In the case of any discrepancy between the original hard-copy Proposal and the copies, the original hard-copy Proposal will be the governing document. The proposal must contain all information required to be included in the Proposal as described herein. Completed Proposals must be submitted in a SEALED (envelope, package, box, etc.) with the RFP number and title clearly typed or written on the front of the envelope, package, box, etc.			
SECTION 1 – REQUIRED RESPONSE FORM			
NOTE: Entries must be completed in ink or typewritten. This original Required Response Form must be fully executed and submitted with this Proposal (see Section 4.1.4).			
Proposer's (Company) Name and state "Doing Business As", where applicable: <i>Schoolhouse Products</i>		"REMIT TO" ADDRESS FOR PAYMENT: If payments are to be made to address other than as stated on the left, please complete the section below. <input checked="" type="checkbox"/> Check this box if the address is the same as stated on the left.	
Address: <i>13517 Prestige Place</i>		P.O. Address:	
City: <i>Tampa</i>		City:	
State: <i>FL</i>		State:	
Telephone Number: <i>800-942-3360</i>		Contact Person: <i>Nicole Campini</i>	
Proposer's Taxpayer Identification Number: <i>59-2916938</i>		Contact Telephone Number: <i>813-855-1414</i>	
E-Mail Address for PO: <i>info@schoolhouseproducts.com</i>		Contact Person's E-Mail Address: <i>nicole@schoolhouseproducts.com</i>	
Proposal Certification			
I hereby certify that I am submitting the following information as my firm's (Proposer) Proposal and am authorized by Proposer to do so. Proposer has not divulged, discussed, or compared the Proposal with other Proposers and has not colluded with any other Proposer or party to any other Proposal. Proposer, its principals, or their lobbyist has not offered campaign contributions to School Board Members or offered contributions to School Board Members for campaigns of other candidates for political office during the period in which the Proposer is attempting to sell goods or services to the School Board. This period of limitation of offering campaign contributions shall commence at the time of the "close of source" period for any solicitation for a competitive procurement as described by School Board Policy 3320, Part II, Section GG as well as School Board Policy 1607, Section 5.4 - Campaign Contribution Fundraising. Proposer acknowledges that all information contained herein is part of the public record as defined by the State of Florida Sunshine and Public Records Laws, all responses, data, and information contained in this Proposal are true and accurate. Proposer agrees to complete and unconditional acceptance of the contents of all pages in this Request for Proposals (RFP), and all appendices and the contents of any Addenda released hereto; Proposer agrees to be bound in any and all specifications, terms, and conditions contained in this Request for Proposals, and any released Addenda and understand that the following are requirements of this RFP and failure to comply will result in disqualification of Proposal submitted.			
Signature of Proposer's Authorized Representative:  <i>Erik Posusta</i>		Date: <i>7/10/20</i>	
Name of Proposer's Authorized Representative:		Title of Proposer's Authorized Representative: <i>Account Manager</i>	
Please sign all originals in blue ink.			

4.1.5: Notice of Provision

4.2: Minimum Eligibility Requirements

Bid Title: School and Department Furniture
The School Board of Broward County, Florida

RFP No. FY21-106
Page 8 of 42 Pages

SECTION 4 – INFORMATION TO BE INCLUDED IN THE SUBMITTED PROPOSAL

- 4.1 To maintain comparability and facilitate the review process, it is requested that Proposals be organized in the manner specified below. Include all the information requested herein in your Proposal.

- 4.1.1 **Title Page:** Include RFP Number, subject, the name of the Proposer, address, telephone number, and date.
- 4.1.2 **Table of Contents:** Include a clear identification of the material by section and by page number
- 4.1.3 **Letter of Transmittal:** Include the names of the persons who will be authorized to make representations for the Proposer, their titles, addresses, and telephone numbers.
- 4.1.4 **Required Response Form:** (Section 1 of RFP) with all required information completed and all signatures as specified (blue ink preferred on original). Any modifications or alterations to this form shall not be accepted and Proposal will be rejected. The enclosed original Required Response Form will be the only acceptable form.
- 4.1.5 **Notice Provision:** Should your firm become an Awardee under this RFP, please specify the name and address of the person(s) to whom any notices should be sent under SBBC's contract with the Awardee:

Name/Title, Address and email address of Awardee's Representative for Notices:

Erik Posusta, Account Manager. Erik@schoolhouseproducts.com

13517 Prestige Place, Tampa, FL 33635

With a Copy To: (Name/Title and Address)

Nicole Ciampini, Office Manager. Nicole@schoolhouseproducts.com

13517 Prestige Place, Tampa, FL 33635

The SBBC's Procurement & Warehousing Services Department shall determine whether each Proposer meets the Minimum Eligibility requirements of Section 4.2 and shall only deliver Proposals meeting the Minimum Eligibility requirements to the Evaluation Committee for further evaluation.

- 4.2 Minimum Eligibility Requirement(s): To be considered for an award and to be further evaluated, Proposer must meet or exceed the following criteria as of the opening date of the Proposal. Failure to provide or clearly state the information requested below will result in the disqualification of proposal. The Proposer is responsible for providing the following information in its response. The Proposer must also include a statement of acknowledgement for each item below. The requested information below must be numbered as indicated below and be included in "this section" of your submitted proposal; do not place this information in any other section of your proposal.
- 4.2.1 Proposer must meet or exceed the requirements of Section 7.1, Liability. Will your company meet or exceed the requirements as written in Section 7.1 for this contract? ☒ Yes ☐ No Do not check both boxes.
Yes
- 4.2.2 Local Representative within the Tri-County Area (Broward, Miami-Dade, Palm Beach).
Yes
- 4.2.3 Proposer must submit all Discounts and Prices in the Bid Summary Sheet provided by SBBC (Attachment K).
Yes. All Manufacturer price lists can be located on accompanying Flash Drive
- 4.3 State under what other or former name(s) the Proposer is currently operating under or has operated under.
None

4.4.1: Proposer's Experience and Qualifications

4.4.1.1 Executive Summary:

Established in 1987, Schoolhouse Products quickly became a leading distributor of educational furniture products. We have 31 years of experience in the sales and installation of educational furniture and school interiors. We are one of Florida's leading suppliers of furniture for the educational market. Our strength is our ability to offer our customers the best-valued and most innovative products available. Schoolhouse Products distributes furniture from leading North American manufacturers –many on an exclusive basis. With direct sales representatives in every county of the state, we can work with customers on a face-to-face basis to better meet their needs.

Our Florida operation is head quartered in Tampa with local throughout the State. Schoolhouse Products maintains a 12,000 sq. ft. showroom and warehouse where we are able to offer staging, furniture demonstrations, and the ability to store your order. At our warehouse we have an inventory of quick ship classroom furniture for schools that have immediate furniture needs.

Our Mission at Schoolhouse Products is to encompass more. We believe that 21st century learning comes from creating dynamic environments that allow for changing modes. We want to make students excited and comfortable in their learning environments. A modern learning environment brings educational systems up to speed with our rapidly evolving world. We believe in a first-class learning environment that has effective teaching and learning practices.

At Schoolhouse Products we furnish classrooms, cafeterias & food courts, media centers, computer labs, casework systems, science labs, STEM & STEAM labs, administration, specialty academics and auditoriums for educational facilities.

We take pride in our exclusive sales relationships with some of the leading and most established manufacturers in the industry. Schoolhouse Products and the manufacturers we represent are specialists with years of experience in total project solutions, and full turnkey project installations. We believe that ergonomically correct furniture can enhance the physical environment to improve results in education. Below is a brief list of the variety of products we sell.

- Classroom- All types of collaborative and traditional furniture, maker space furniture, STEM/STEAM related furniture, seating, desks, tables, soft seating, teacher chairs/desks, bookcases, storage, shelving, computer tables, lab stools, early childhood furniture, charging carts, charging lockers etc.
- Cafeteria & Food Courts- Mobile cafeteria tables, booths, café tables, seating, signage, logo/displays, wall art etc.
- Media- Shelving, tables, seating, soft seating, circulation desk, teaming tables, carpets, etc.
- Science/Computer Labs- Chemguard & Chemsurf, epoxy, phenolic tables and lab stations, demonstration stations, computer tables, power/charging stations, seating with power, etc.
- Visual Furniture- White boards, tack/cork boards, easels, projection boards, glass boards, visual walls, mobile white boards, etc.
- Outdoor Furniture- Benches, picnic tables, bleachers, and shade/shelter, etc.
- Administration Furniture- Desking systems, conference rooms, cubicles, filing, storage, executive/task/secretarial seating, reception seating and soft seating, etc.

All products and manufacturers utilized by Schoolhouse Products are factory-made and manufactured in the United States.

One of Schoolhouse Products' strengths is our ability to offer our customers the best-valued and most innovative products available. Our high-quality products are durable and competitively priced. These products are backed with service and long-term manufacturer warranties. We continue to follow new technology and trends for our furniture applications. This allows us to introduce new solutions for your future and existing requirements with cutting edge products that will improve your surroundings.

Piggybacking off local county contracts/bids is another way we are able to offer savings on products and school-based projects quoted. Because we have many large local contracts, we are able to extend these prices to other counties for their use. Our strong relationships with our manufacturers allow us to do this.

Dynamic project management is what Schoolhouse Products does best. We value the importance of being fluid, supportive and responsive in the way we manage projects and work with the needs of everyone involved. We value the importance of an integrated project management approach with our customers. Open communication is imperative to identify opportunities that enhance project delivery and ensure the client's ultimate satisfaction.

From the very start Schoolhouse Product's sales and account managers are always available to meet and discuss the specifications for the upcoming products needed and offer any suggestions or ideas. We make sure to offer the very best in furniture solutions to fulfill the school's needs. Our project managers are assisted by our manufacturer representatives to ensure that the furniture selected will best serve the space and function required of them.

We want our customers to be 100% satisfied with their final product in every way possible. Unlimited samples, color chips, layouts, revised layouts, cut sheets, specifications and any other tool needed to help in the decision-making process are made available at any time at no cost.

4.4.1.2 References (Attachment J)

Bid Title: School and Department Furniture
The School Board of Broward County, Florida

RFP No. FY21-106
Page 32 of 42 Pages



ATTACHMENT J - REFERENCES

The School Board of Broward County, Florida

Vendor Name: Schoolhouse Products

List a minimum number of required references as stated in the Special Conditions which show experience in similar work to include nature and scope of work, which demonstrates an expertise in providing the services as stated herein. Provide scope of work, contact name, addresses, telephone numbers, email addresses and dates of service.

Reference 1 -

Name of Firm: St. Johns County School District Contact Person: Patrick Snodgrass
Phone #: 904-547-8941 Email: Patrick.snodgrass@stjohns.k12.fl.us
Date of Service: 2014 - current Cost of Service: \$3,000,000+
Address: 40 Orange St. St. Augustine, FL 32084

Scope of Work: Furnished and installed 3 new schools, multiple media centers, steam labs, and portables throughout the district.

Reference 2 -

Name of Firm: Clay County School District Contact Person: Bryce Ellis
Phone #: 904-336-6851 Email: Bryce.ellis@myoneclay.net
Date of Service: 2015 - current Cost of Service: \$1,500,000+
Address: 925 W. Center St. Green Cove Springs, FL 32043

Scope of Work: Furnished and installed new middle school. Admin building and media centers throughout district.

Reference 3 -

Name of Firm: Volusia County School District Contact Person: Anthony McCall
Phone #: 386-947-8786 Email: amccall@volusia.k12.fl.us
Date of Service: 2017 - current Cost of Service: \$1,500,000+
Address: 3750 Olson Dr. Daytona Beach, FL 32121

Scope of Work: Furnished and installed new elementary school. District offices, cafeteria, and media centers throughout district.

Reference 4 -

Name of Firm: Lee County School District of Lee County Contact Person: Dana Gorton
Phone #: 239-337-8160 Email: dgorton@leeschools.net
Date of Service: 2015 - current Cost of Service: \$2,000,000+
Address: 2855 Colonial Blvd, Fort Myers, FL 33906

Scope of Work: Furnished and installed new high school. District wide furniture for complete cafeteria, 3 classroom refreshes for older schools. Awarded 2021 new middle school.

Reference 5 -

Name of Firm: Miami Dade County Public Schools Contact Person: Tellie Roberts
Phone #: 305-995-4204 Email: troberts@dadeschools.net
Date of Service: 2015 - current Cost of Service: \$2,000,000+
Address: 1450 NE 2nd Ave, Miami, FL 33132

Scope of Work: Furnished and installed district wide media centers and cafeterias classroom building additions and various projects throughout County.

Broward County Public Schools is an Equal Opportunity/Equal Access Employer

4.4.1.3 Supply Chain Strengths

Schoolhouse Products distributes furniture from leading North American manufacturers –many on an exclusive basis. Because of our strong relationships with many different manufacturers we are able to give you the best pricing for the style and type of furniture needed. Our manufacturers understand our need to stay competitive. We are fortunate to have the ability to use diverse selection of manufacturers to meet the budgeting needs of our customer while still offering strong warranties and high-quality furniture.

During this recent crisis throughout the Country, our close relationships with our manufacturer allows for easy and open communication. We have found transparency and staying on top of such issues to be the best method for success. If our manufacturers foresee any delays with raw materials, personnel or product, they communicate those short comings with us. It allows us to look at alternative options to your furniture needs, if the delay will cause a disruption in the project timeline.

Many of our manufacturers try to stay ahead, offering quick ship products throughout the year. These are products that they stock year-round and can ship within 1-2 weeks. Keeping a stock throughout the year is beneficial in that if supply lines are disruptive, they have an inhouse stock to pull from.

Schoolhouse Products maintains a 12,000sqft office, showroom, and warehouse in Tampa, Florida, where we can store your order up to 6 weeks if your project has unforeseen delays in the timeline. We also keep furniture samples and a stock of quick ship items as well.

We do offer installation through our own Schoolhouse Products lead installers, from small projects to full turnkey projects. Our installers are all Jessica Lunsford badged to visit school properties. We use two South Florida local installation companies as well. These companies have their own warehouses and have been a great experience to work with. We typically subcontract to these companies during the busy Summer months as our installers are working on projects throughout the state. Having local crews that know the area and are familiar with South Florida School Districts is a great advantage to work with. Below is their contact information.

Furniture Installation Solutions.

Donovan Williams
800 NW 15th Ave, Suite B
Fort Lauderdale, FL 33309
954-638-2432

Move and Install

Brennen Grubbs
5813 SE Forest Glade Trail
Hobe Sound, FL 33455
772-285-9168

4.4.1.4 Good and Services Warranty

Schoolhouse Products takes pride in the high-quality products we represent that are not only durable but are backed with service and long-term warranties. Our main manufacturers have over 50 years' experience in the educational furniture industry. Majority of products below will have production date stamped on the bottom of the products to help identify when the product was manufactured. Listed below are all the manufacturers that we are bidding for this project and their product warranties. On the accompanying zip drive I have included the warranties on the manufacturer letter head which states in detail their warranty and what it covers.

If there is an issue with a delivered product. The Account Manager and Customer Service Manager are both notified. We then run through all pertinent information before we reach out to the manufacturer to file a claim. Most warranty claims occur at delivery or install. During these instances we take/request picture of the damaged product and file a claim with the manufacturer. Once approved, the product is then rushed through production to get a completed product out to our customer as quickly as possible.

If a warranty claim occurs sometime into the products life, we notify the issue with the manufacturer and take one of two actions. We can send out an installer to assess and fix the product on site with replacement parts, or if that is deemed not possible, we will send out an entirely new product. Customer satisfaction is very important to us at Schoolhouse Products. Taking care of these issues in a timely manner shows how we as a company value our customers and our relationships with them.

Below is a list of these manufacturers and their warranties:

- Smith System- Lifetime frame warranty, 12-year warranty on all other items
- Scholar Craft- Lifetime warranty
- Paragon- Lifetime structural warranty, 15-year work surface warranty. Other warranty info is attached.
- Mien- Limited lifetime warranty on tables, 10 years for chairs
- Allied- 30½ year Warranty
- Global- Lifetime warranty
- Diversified Wood Crafts – Limited Lifetime Warranty
- Tennsco – Limited Warranty
- Midwest Folding – 10-year Warranty
- Fleetwood – Limited Lifetime Warranty
- FomeCore – Lifetime Warranty
- Media Technologies – 5-Year Warranty
- Carpets for Kids – Limited Lifetime Warranty
- Superior - 7-Year Limited Warranty on Textured Polyethylene Site Amenities Coating. 5-Year Limited Warranty on Powder Coating
- Offices To Go – Lifetime Warranty
- Palmer Hamilton- 15-year Warranty
- SmartDesks – Limited Lifetime Warranty
- Artco Bell – Lifetime Warranty
- Mooreco- 12-year warranty for furniture, 50-year warranty for the surface of whiteboards & mobile whiteboards with surface of glass, porcelain steel, porcelain aluminized steel & Rubber-Tak
- Ultra-Site- Hardware lifetime warranty, outdoor furniture 5-year warranty
- Corilam- 15-year warranty
- Tesco- 20-year warranty

- National Public Seating/Oklahoma Sound- 15 years on mobile cafeteria tables, 10 years on all other items
- Jonti-Craft- Limited lifetime warranty
- WB Manufacturing- Limited lifetime warranty
- OFM- Limited lifetime warranty

4.4.1.5 Eco-Friendly Certifications

We are representing numerous manufacturers for this bid. In the accompanying zip drive you will find all the manufacturers that we are bidding that participate in some form of GreenGuard, LEED certifications, SCS Global, or Green initiatives. If you have any further questions or concerns, please reach out to your Account Manager.

Global and Offices to Go. All products meets or exceeds GreenGuard standards, and can be found under each product on the manufacturers website. www.globalfurnituregroup.com

4.4.2 Scope of Services & Performance Specifications

A. Schoolhouse Products delivery services include holding contracts with several large logistic companies which helps us to set up our own shipping for our products to be loaded and delivered according to our time frame. We also have 3 box trucks and moving vans which assist in making smaller deliveries to sites throughout a County from a centralized warehouse.

On large-scale project installations Schoolhouse Products has 2-3 Installation Supervisors on site who manage a team of workers. Sales and Account Managers are always on site for the duration of the installation, helping to insure everything is accounted for and in its proper place. Supervisors are notified in advance of which product will arrive each day and they prepare the workers with inventory lists and instructions of each product's destination daily. Below is a bulleted list explaining the detailed steps we as a company go through with our customer for any type of project with installation:

Pre-Installation Steps:

- * Assign Project/Installation managers to work with installation team
- * Contact each manufacturer to verify that all orders have been received
- * Provide status reports, progress charts and maintain weekly updates advising of any changes to the project
- * Schedule delivery dates with manufacturers to coincide with client dates
- * Coordinate a pre-installation meeting with client and project team
- * Coordinate a meeting with the install team to become familiar with the facility.
- * Prior to delivery, the building will be inspected for pre-existing damages and any damages found will be noted and verified with the client
- * The building will be prepared for delivery by our crew with protective cardboard or blanketing anywhere it is necessary to assure protection on the installation route.
- * Once the site is prepared for installation, we are then ready to allow trucks to come on the property

Installation:

- * Our installation teams use the most efficient methods to offload trucks, keep traffic to a minimum, and help to keep main school roads clear. When shipment is received at the project site, a project manager will be with the installation team to verify product coming off the trucks corresponds with the packing slip provided by the manufacturer.
- * Project managers and installation supervisors with crew are on hand to supervise unloading of all trucks at jobsite and staging areas.
- * We implement a staging area to set products aside, so school personnel can count along with our team, before items are dispersed throughout the school or specific locations. Each supervisor is in possession of a master inventory list. Every room will have an inventory list on the door, which is checked off as each item is placed and assembled.
- * Together the project manager and installation team will then inspect the boxes for visible damage. If there is a damaged product, they are put on a factory rush order, and detailed reports will be supplied to all those whom they may concern.
- * The project or account manager will perform sight inspections during the whole installation phase. If damage or malfunction of furniture is noted, then the project or account manager will order replacement parts or products and note issue on final punch list.
- * Schoolhouse Products team will perform a walk-through to ensure all products are as specified and working properly.

Post –Installation:

- * Schoolhouse Product's team will coordinate with the client a walk-through and final punch list.
- * Our team will follow up and oversee that all items listed on the punch list are completed in a professional, timely manner and to client's satisfaction.
- * Sales and account manager will provide a detailed list of any replacement parts required to complete the installation as a result of the final walk-through.
- * Schoolhouse Products will perform a quality audit and final walk-through and follow-up to ensure that the installation exceeds the satisfaction of our client.

B. Please reach out to your account manager on items you are interested in seeing documentation stating that a product meets or exceeds ASTM guideline.

C. Our Manufacturer's label all boxes/cartons/items with product model number, finishes, and PO numbers. If notified in advance, they will also include room numbers and other pertinent information so that delivery and setup can occur without error and in a timely manner.

D. All of our manufacturers offer full line catalogs. Either in paper, electronic or both formats. Please reach out to your Account Manager for items that you are interested in seeing and they can provide you with the manufacturer and catalog to best suit those requirements. Our educational furniture lines cover:

- a. Infant/Toddler, Early Childhood, Elementary and Special Needs furniture.
- b. Our furniture lines have successfully been implemented in special needs environments including but not limited to ADA requirements, ESE resource rooms, mobility, ASD, and other special needs environments.
- c. We carry furniture lines that include Infant/Toddler, Early Childhood, Elementary Grade Level, and Special Needs Learners, including targeted instructional categories such as STEM, Sensory, Social-Emotional, Language, Science, Math, and Social Studies.

E. Schoolhouse Products is capable of working with schools in selecting product to best meet their needs, we can offer product from multiple manufacturers, bundled together on one quote, so that each requirement of the project is met. The first step when working with school-based projects similar to this RFQ is to meet with the school's administrator(s) and/or principal, facilities staff (director and project coordinator), contractors, architects, and purchasing staff. This meeting is to discuss the general overview of the project, scope of items needed, project timeline, and the school's vision for furniture, its function, and the needs of students. Our strength in representing multiple manufacturers is the ability to offer our customer full turnkey project solutions. We are able to complete all furniture portions of a project and offer multiple solutions to those requirements from one dealer and at a price point to meet the clients budgets.

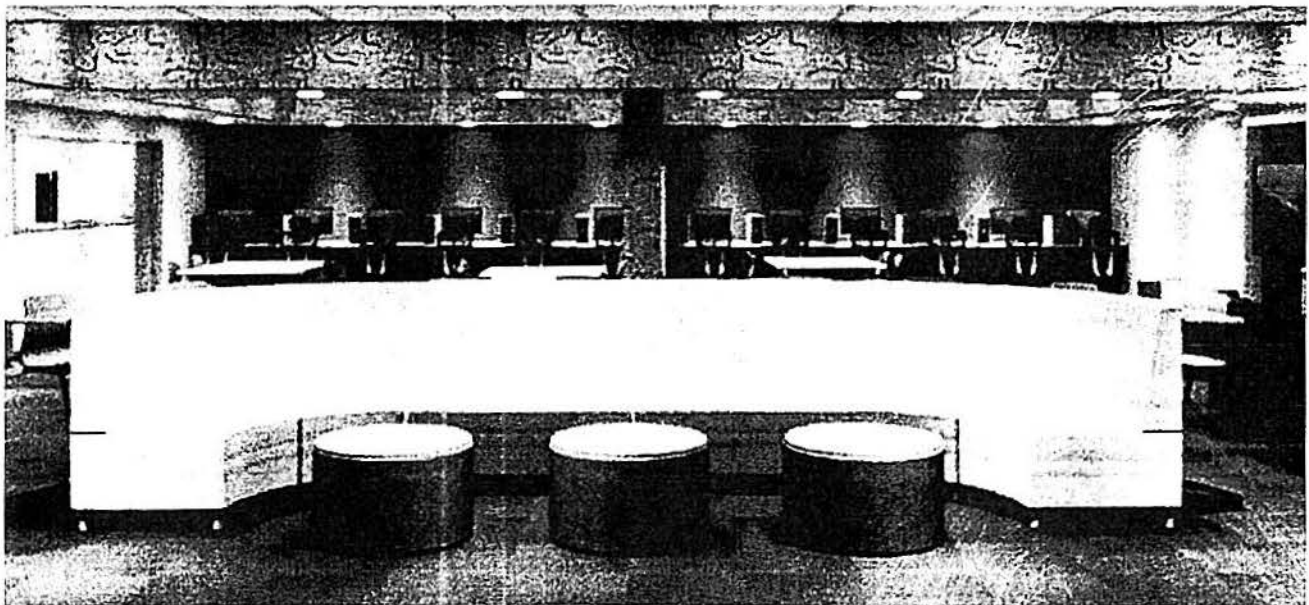
F. Account Managers are always available to meet with project personnel to assist in selecting the best products, in look, durability, function and cost, to meet the project specs. We want our customers to be 100% satisfied with their final product in every way possible. Unlimited samples, color chips, layouts, and any other tool needed to help in the decision-making process are made available at any time at no cost. After the initial meeting we start by designing different floor layouts concerning the specific school needs and wants of the customer. We also go over any existing plans and see where and if certain specific furniture is needed. During additional meetings specific drawings are chosen, furniture sizing is discussed, and colors picked. We are always able to provide product cut sheets, revised layouts, and specifications at

any time during the planning process. Once finishes are finalized, we can put a color board together to better assist the customer in their decision.

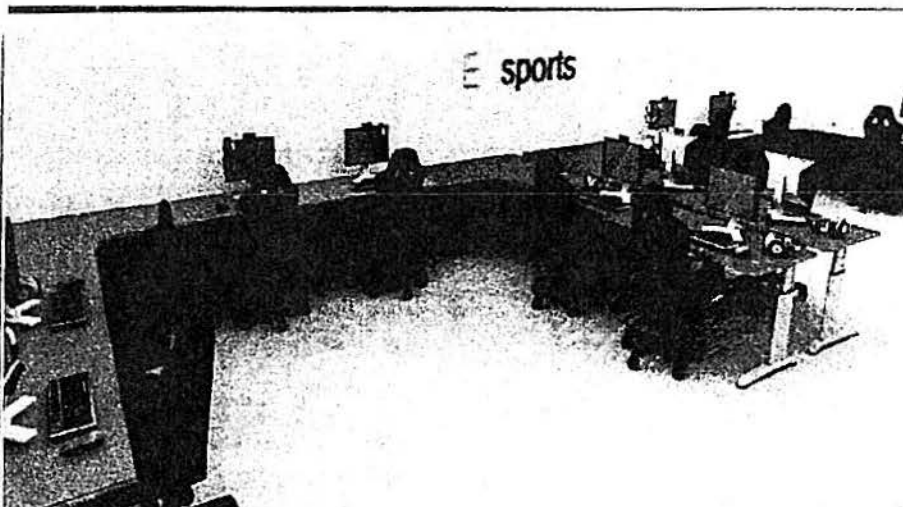
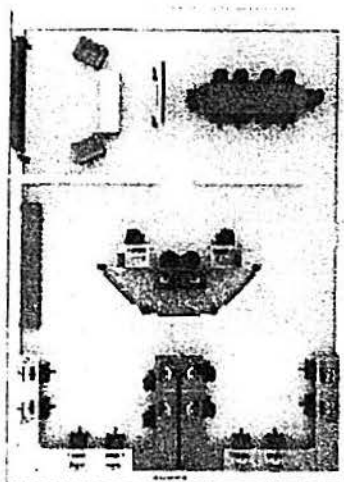
G. From the very start Schoolhouse Product's sales and account managers are always available to meet and discuss the specifications for the upcoming products needed and offer any suggestions or ideas. We make sure to offer the very best in furniture solutions to fulfill the school's needs. Our project managers are assisted by our manufacturer representatives to ensure that the furniture selected will best serve the space and function required of them. At Schoolhouse Products, we utilize multiple programs for design and rendering to better help our customer to visualize their new space. Schoolhouse Account Managers are proficient with KITS Design. This program is best for single room renders, such as offices, classrooms or media centers. Many of our manufacturers offer design services free of charge. These are beneficial in that they can include exact colors or custom logos on the furniture in the design. We also can access AutoCAD designs for larger scale projects. We can supply furniture blocks to architects to use in their designs or supply the layout ourselves.

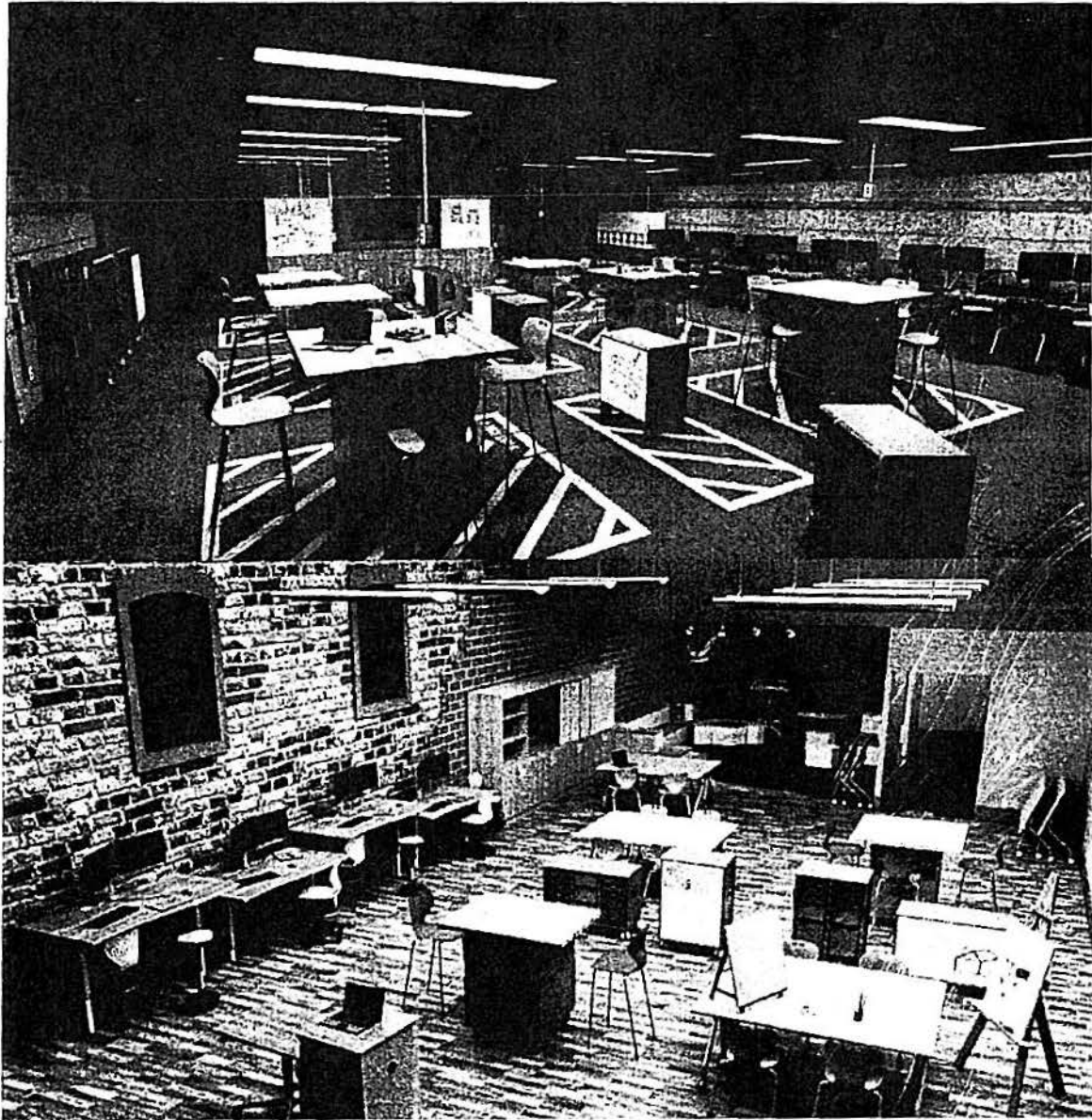
H. We are bidding three manufacturers whom carry outdoor furniture. Including but not limited to, thermo coated steel tables, benches, and receptacles, outdoor aluminum furniture, outdoor recycled furniture, outdoor risers and bleachers, outdoor workout equipment, outdoor shades and umbrellas, and bike racks. These items can be portable or surface mounted.

I. Below are designs and renderings that layout furniture for the requested spaces. Many of these rooms can be used interchangeably depending on how the end user would like the room to look and function as well as if they need to be used for multiple spaces throughout a given day. It can be difficult to design a room only knowing its theme as most rooms and classes will have specific needs, requirements, and limitations. Below are designs meant to showcase our capabilities and certainly could represent the programs you intend to utilize those rooms for.

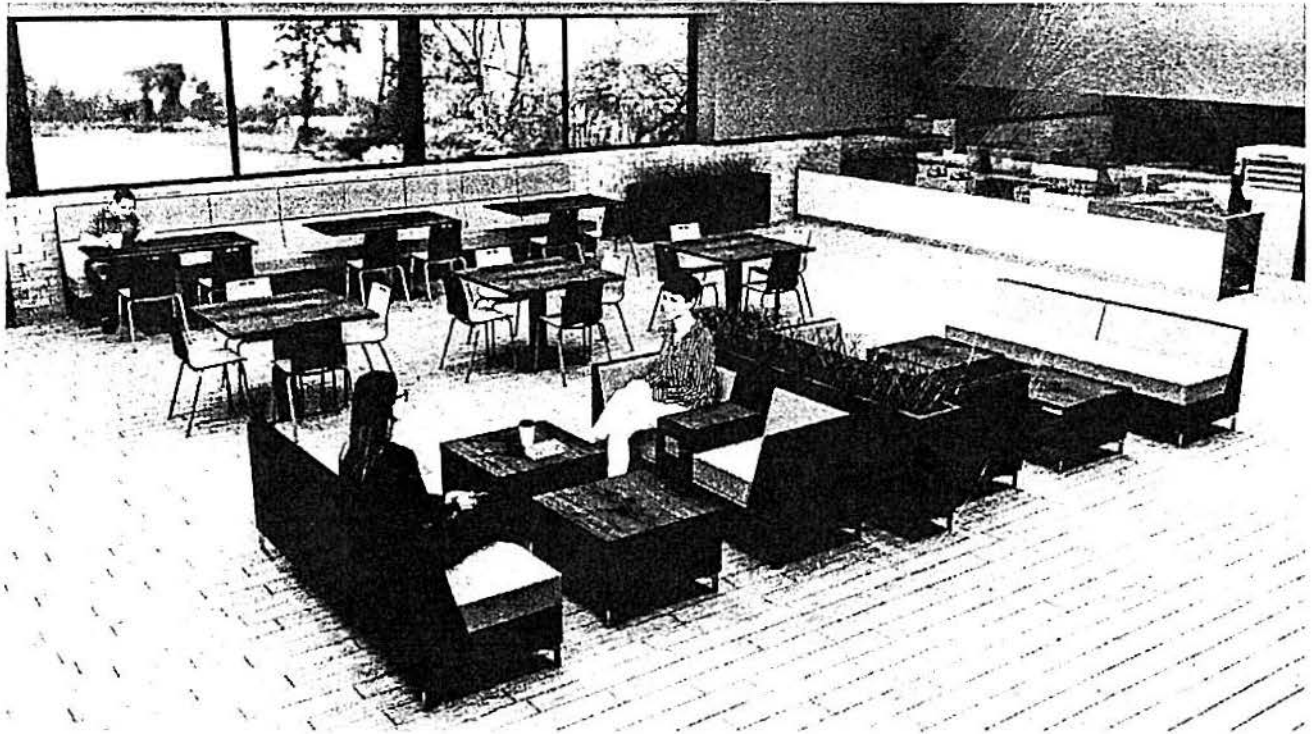
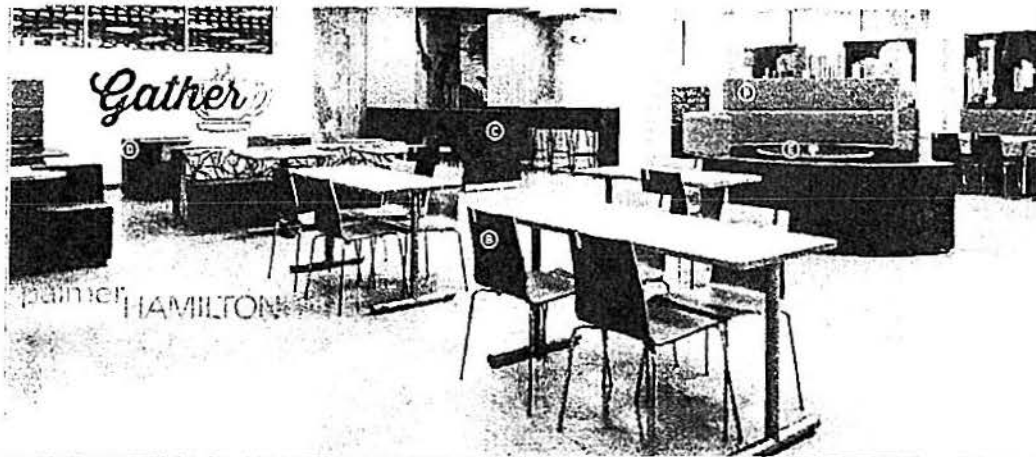


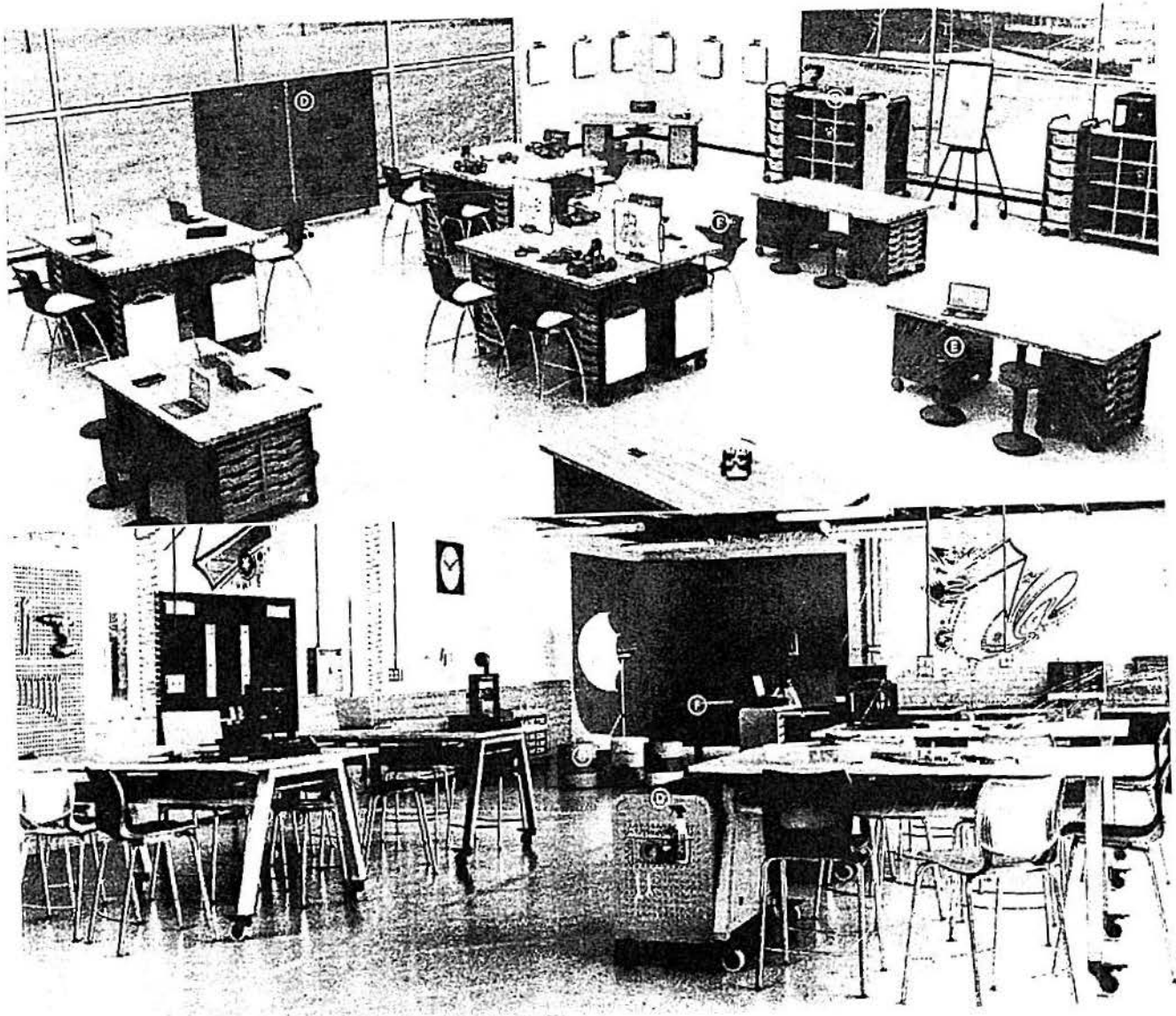


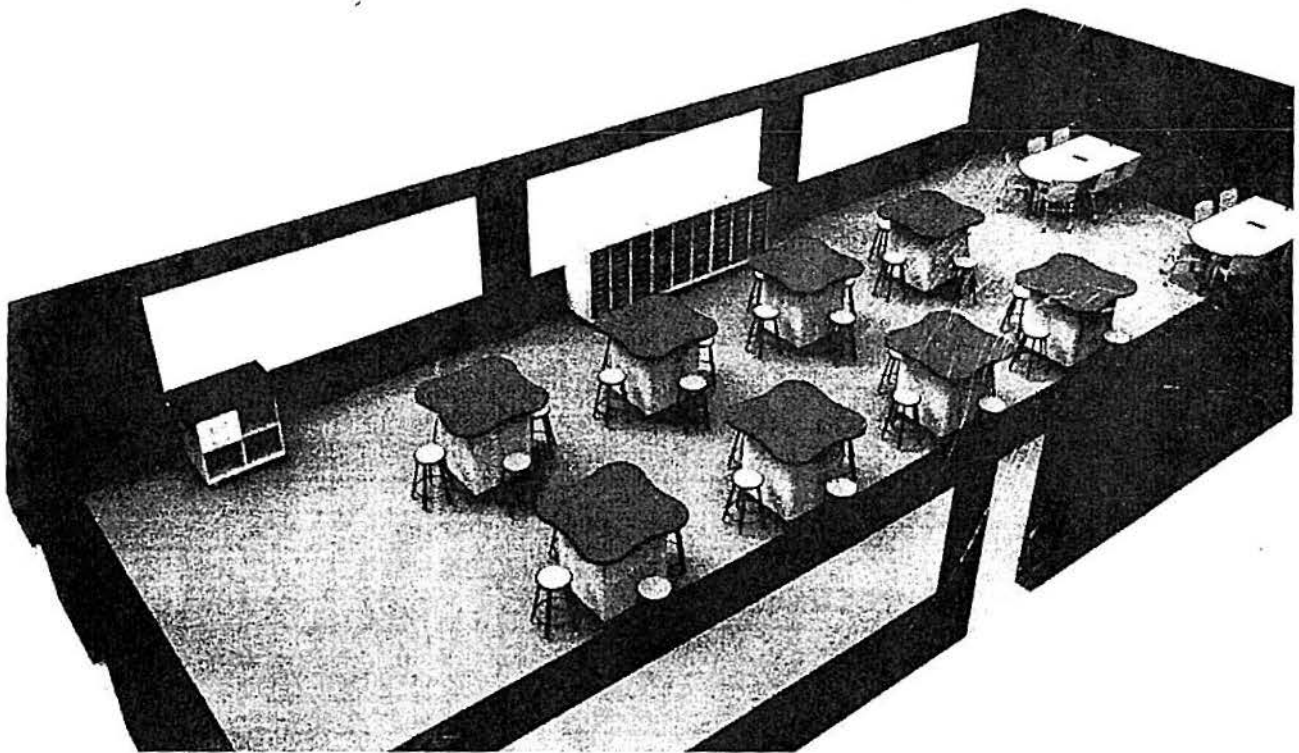




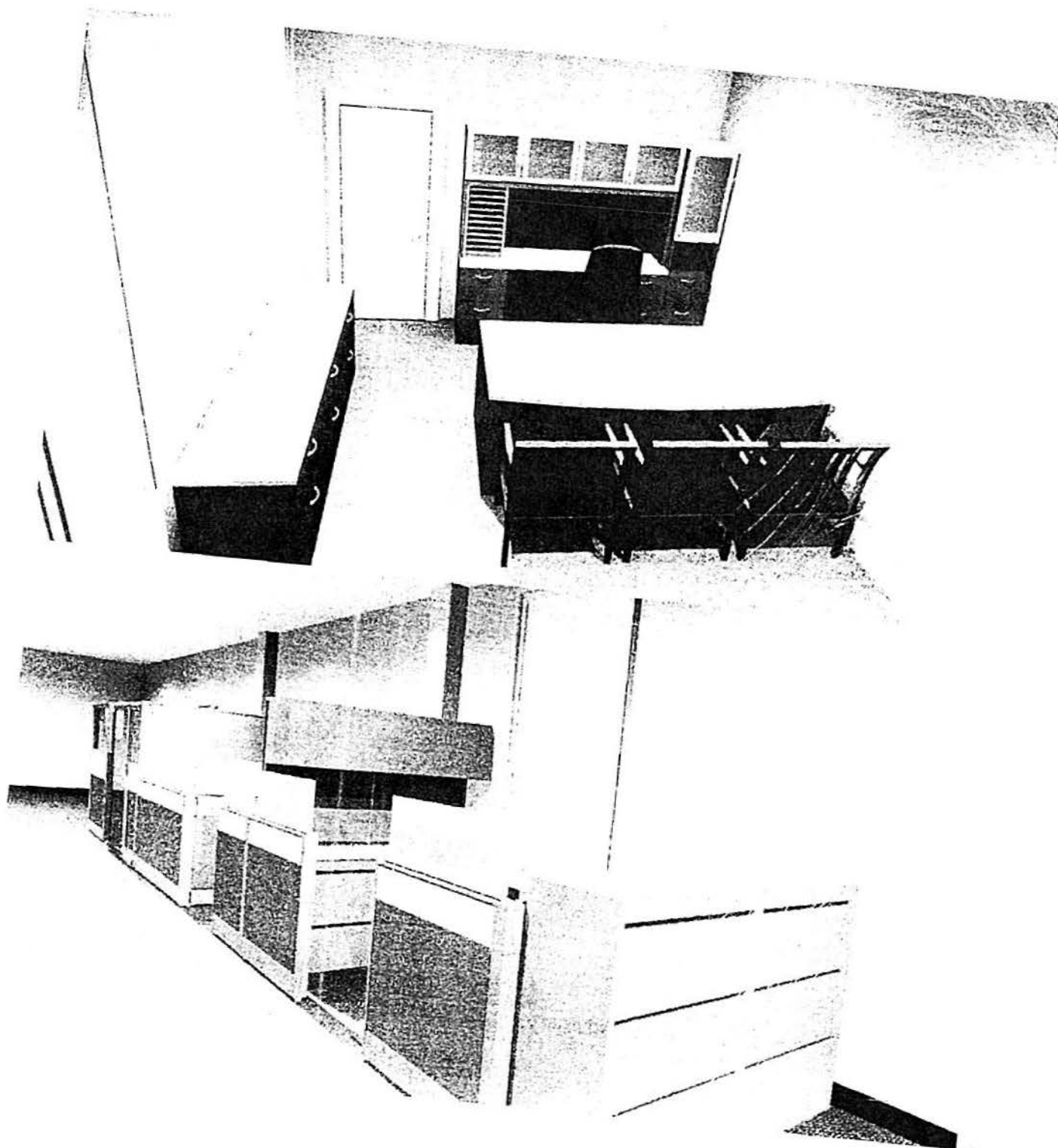


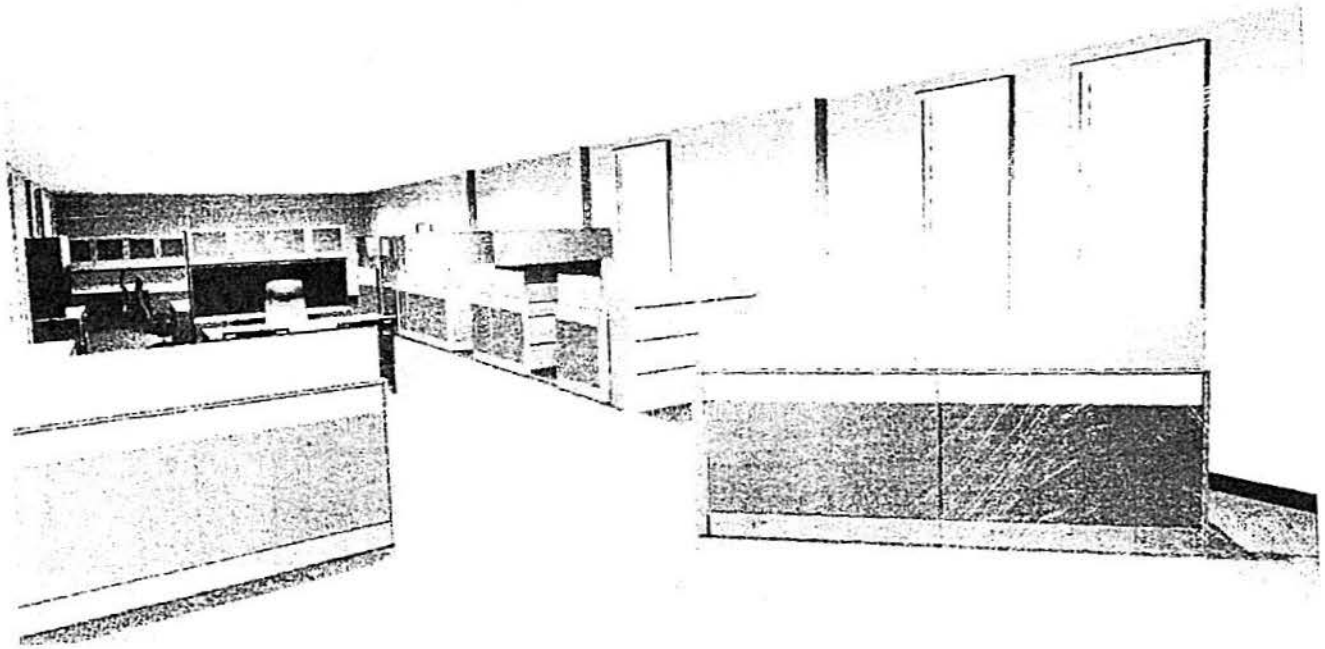












4.4.3 Cost of Services

Please see attached Bid Summary Sheet - Attachment K, which is located in the attachments section of the bid.

4.4.4 S/M/WBE Participation

See below form 00500 indicating Schoolhouse Products subcontracting a percentage of the contract to Furniture Installations Solutions, Inc. FIS is certified Broward County Small Business, as well as FDOT certified DBE. They are in the process of becoming SBBC S/M/WBE Certified as well and should have that on hand once the certification process is approved by the Board. If awarded the contract we will submit Form 00470 and Form 00475, per Addendum 1 instructions. If you need additional information, please let your Account Manager know. Thank you.



THE SCHOOL BOARD OF BROWARD COUNTY, FLORIDA
ECONOMIC DEVELOPMENT & DIVERSITY COMPLIANCE DEPARTMENT (EDDC)

Document Number 00500

Bidder/Proposer Assurance Statement

SOLICITATION #: RFP FY21-106
SOLICITATION TITLE: School and Department Furniture

INSTRUCTIONS: Document 00500 – Bidder/Proposer Assurance Statement must be submitted with the solicitation/bid. Such documentation is required by the SBBC to affirm its intent to meet the subcontracting requirements indicated in the solicitation. If awarded, the Bidder/Proposer must submit Form 00470 Statement of Intent to Perform as an M/WBE Subcontractor and Form 00475 Subcontractor Participation Schedule before final approval/execution of the contract. The EDDC will evaluate Forms 00470 and 00475.

COMPANY NAME Furniture Installations Solutions, Inc.
NAME OF BIDDER/PROPOSER Schoolhouse Products

SBBC Certified SBE Firm Self Performing: Check HERE: ☐

The above-named company commits to meeting the following percentage of SBE participation during the life of this contract for the RFP FY21-106, School and Department Furniture.

Proposer Agree to commit 8-12 % of the Total contract Value to a SBBC Certified SBE subcontractor. Failure
by firms to commit to the M/WBE participation requirements will render said firms nonresponsive.

Erik Posada-Arce 7/20/20
(Name and Title) Manager (Date)

[Signature]
(Signature)

Page 5 of 7

SBBC Form 00500 – Bidder/Proposer Assurance Statement

Revised: 10/17/2017. Original Version: 10/17/2017.

4.4.5 Presentation

Once the Evaluation Committee makes there recommendation, please advise Schoolhouse Products on their time slot and we will be able to provide a presentation to the Committee and answer any questions or concerns that they might have regarding Schoolhouse Products.

Section 8 Attachments A-K



THE SCHOOL BOARD OF BROWARD COUNTY, FLORIDA
ECONOMIC DEVELOPMENT & DIVERSITY COMPLIANCE DEPARTMENT (EDDC)

Document Number 00500

Bidder/Proposer Assurance Statement

SOLICITATION #: RFP FY21-106

SOLICITATION TITLE: School and Department Furniture

INSTRUCTIONS: Document 00500 – Bidder/Proposer Assurance Statement must be submitted with the solicitation/bid. Such documentation as required by the SBBC to affirm its intent to meet the subcontracting requirements indicated in the solicitation. If awarded, the Bidder/Proposer must submit Form 00470 Statement of Intent to Perform as an M/WBE Subcontractor and Form 00475 Subcontractor Participation Schedule before final approval/execution of the contract. The EDDC will evaluate Forms 00470 and 00475.

COMPANY NAME: Furniture Installations Solutions, Inc.

NAME OF BIDDER/PROPOSER Schoolhouse Products.

SBBC Certified SBE Firm Self Performing: Check HERE: ☐

The above-named company commits to meeting the following percentage of SBE participation during the life of the contract for the RFP FY21-106, School and Department Furniture.

Proposer Agree to commit 8-12 % of the Total contract Value to a SBBC Certified SBE subcontractor. **Failure by firms to commit to the M/WBE participation requirements will render said firms nonresponsive.**

Erik Posner - Account Manager 7/20/20
(Name and Title) (Date)

[Signature]
(Signature)

ATTACHMENT B – CONFLICT OF INTEREST

MUST BE COMPLETED BY ALL PROPOSERS

DISCLOSURE OF POTENTIAL CONFLICT OF INTEREST AND CONFLICT EMPLOYMENT OR CONTRACTUAL RELATIONSHIP

In accordance with General Condition 7.15, each Proposer must disclose, in its RFP, the names of any employees who are employed by Proposer who are also an employee of SBBC. Persons identified below may have obligations and restrictions applicable to them under Chapter 112, Florida Statutes.

Name of Proposer's Employee	SBBC Title or Position of Proposer's Employee	SBBC Department/ School of Proposer's Employee
NA		

Check one of the following and sign:

☒ I hereby affirm that there are no known persons employed by Proposer who are also an employee of SBBC.

☐ I hereby affirm that all known persons who are employed by Proposer, who are also an employee of SBBC, have been identified above.


Signature

Scharhouse Products
Company Name

Erik Posusta
Name of Official

13517 Prestige Place
Business Address

Tampa, FL, 33635
City, State, Zip Code

ATTACHMENT C – FLORIDA BIDDER'S PREFERENCE

NOT APPLICABLE

ATTACHMENT D – W-9 FORM

Please retrieve the latest version of the W-9 form from the IRS website listed below:

<https://www.irs.gov/pub/irs-pdf/fw9.pdf>

This form can be filled out online and printed for signature. Only page one (1) needs to be returned

**Request for Taxpayer
Identification Number and Certification**

Go to www.irs.gov/FormW9 for instructions and the latest information.

Give Form to the
requester. Do not
send to the IRS.

Print or type.
See Specific Instructions on page 3.

1 Name (as shown on your income tax return). Name is required on this line; do not leave this line blank.

Schoolhouse Products Inc.

2 Business name/disregarded entity name, if different from above

3 Check appropriate box for federal tax classification of the person whose name is entered on line 1. Check only one of the following seven boxes.

☐ Individual/sole proprietor or single-member LLC

☒ C Corporation

☐ S Corporation

☐ Partnership

☐ Trust/estate

☐ Limited liability company. Enter the tax classification (C=C corporation, S=S corporation, P=Partnership) [§] _____

Note: Check the appropriate box in the line above for the tax classification of the single-member owner. Do not check LLC if the LLC is classified as a single-member LLC that is disregarded from the owner unless the owner of the LLC is another LLC that is not disregarded from the owner for U.S. federal tax purposes. Otherwise, a single-member LLC that is disregarded from the owner should check the appropriate box for the tax classification of its owner.

☐ Other (see instructions) [§] _____

4 Exemptions (codes apply only to certain entities, not individuals; see instructions on page 3):

Exempt payee code (if any) _____

Exemption from FATCA reporting code (if any) _____

(Applies to accounts maintained outside the U.S.)

5 Address (number, street, and apt. or suite no.) See instructions.

13517 Prestige Place

6 City, state, and ZIP code

Tampa FL 33635

Requester's name and address (optional)

7 List account number(s) here (optional)

Part I Taxpayer Identification Number (TIN)

Enter your TIN in the appropriate box. The TIN provided must match the name given on line 1 to avoid backup withholding. For individuals, this is generally your social security number (SSN). However, for a resident alien, sole proprietor, or disregarded entity, see the instructions for Part I, later. For other entities, it is your employer identification number (EIN). If you do not have a number, see *How to get a TIN*, later.

Note: If the account is in more than one name, see the instructions for line 1. Also see *What Name and Number To Give the Requester* for guidelines on whose number to enter.

Social security number

____ - ____ - ____

or

Employer identification number

59 - 2916938

Part II Certification

Under penalties of perjury, I certify that:

1. The number shown on this form is my correct taxpayer identification number (or I am waiting for a number to be issued to me); and
2. I am not subject to backup withholding because: (a) I am exempt from backup withholding, or (b) I have not been notified by the Internal Revenue Service (IRS) that I am subject to backup withholding as a result of a failure to report all interest or dividends, or (c) the IRS has notified me that I am no longer subject to backup withholding; and
3. I am a U.S. citizen or other U.S. person (defined below); and
4. The FATCA code(s) entered on this form (if any) indicating that I am exempt from FATCA reporting is correct.

Certification instructions. You must cross out item 2 above if you have been notified by the IRS that you are currently subject to backup withholding because you have failed to report all interest and dividends on your tax return. For real estate transactions, item 2 does not apply. For mortgage interest paid, acquisition or abandonment of secured property, cancellation of debt, contributions to an individual retirement arrangement (IRA), and generally, payments other than interest and dividends, you are not required to sign the certification, but you must provide your correct TIN. See the instructions for Part II, later.

Sign
Here

Signature of
U.S. person ²

[Signature]

Date ¹

7/17/20

General Instructions

Section references are to the Internal Revenue Code unless otherwise noted.

Future developments. For the latest information about developments related to Form W-9 and its instructions, such as legislation enacted after they were published, go to www.irs.gov/FormW9.

Purpose of Form

An individual or entity (Form W-9 requester) who is required to file an information return with the IRS must obtain your correct taxpayer identification number (TIN) which may be your social security number (SSN), individual taxpayer identification number (ITIN), adoption taxpayer identification number (ATIN), or employer identification number (EIN), to report on an information return the amount paid to you, or other amount reportable on an information return. Examples of information returns include, but are not limited to, the following.

- Form 1099-INT (interest earned or paid)

- Form 1099-DIV (dividends, including those from stocks or mutual funds)
- Form 1099-MISC (various types of income, prizes, awards, or gross proceeds)
- Form 1099-B (stock or mutual fund sales and certain other transactions by brokers)
- Form 1099-S (proceeds from real estate transactions)
- Form 1099-K (merchant card and third party network transactions)
- Form 1098 (home mortgage interest), 1098-E (student loan interest), 1098-T (tuition)
- Form 1099-C (canceled debt)
- Form 1099-A (acquisition or abandonment of secured property)

Use Form W-9 only if you are a U.S. person (including a resident alien), to provide your correct TIN.

If you do not return Form W-9 to the requester with a TIN, you might be subject to backup withholding. See *What is backup withholding*, later.

ATTACHMENT E – DRUG FREE WORK PLACE

SWORN STATEMENT PURSUANT TO SECTION 287.087, FLORIDA STATUTES, AS CURRENTLY ENACTED OR AS AMENDED FROM TIME TO TIME, ON PREFERENCE TO BUSINESSES WITH DRUG-FREE WORKPLACE PROGRAMS.

THIS FORM MUST BE SIGNED AND SWORN TO IN THE PRESENCE OF A NOTARY PUBLIC OR OTHER OFFICIAL AUTHORIZED TO ADMINISTER OATHS.

This sworn statement is submitted to The School Board of Broward County, Florida,

by Erik Poulsen Account Manager

(Print individual's name and title)

for Schoolhouse Products

(Print name of entity submitting sworn statement)

whose business address is

13517 Prestige Place Tampa FL 33635

and (if applicable) its Federal Employer Identification Number (FEIN) is 892916988

(If the entity has no FEIN, include the Social Security Number of the individual signing this sworn statement: _____.)

I certify that I have established a drug-free workplace program and have complied with the following:

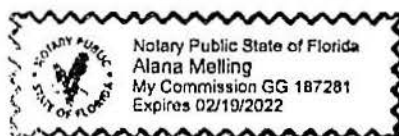
1. Published a statement notifying employees that the unlawful manufacture, distribution, dispensing, possession, or use of a controlled substance is prohibited in the workplace and specifying the actions that will be taken against employees for violations of such prohibition.
2. Informed employees about the dangers of drug abuse in the workplace, the business' policy of maintaining a drug-free workplace, any available drug counseling, rehabilitation and employee assistance programs, and the penalties that may be imposed upon employees for drug abuse violations.
3. Given each employee engaged in providing the commodities or contractual services that are under bid a copy of the statement specified in subsection (1) above.
4. In the statement specified in subsection (1) above, notified the employees that, as a condition of working on the commodities or contractual services that are under bid, the employee will abide by the terms of the statement and will notify the employer of any conviction of, or plea of guilty or nolo contendere to, any violation of chapter 893 or of any controlled substance law of the United States or any state, for a violation occurring in the workplace no later than five (5) days after such conviction.
5. Will impose a sanction on, or require the satisfactory participation in a drug abuse assistance or rehabilitation program if such is available in the employee's community by, any employee who is so convicted.
6. Am making a good faith effort to continue to maintain a drug-free workplace through implementation of this section.

Sworn to and subscribed before me this 17 day of July, 2020

Personally known ✓ (Known) or

Produced Identification _____

(Type of Identification)



Notary Public State of Florida

My commission expires: 2/19/2022

(Printed, typed, or stamped commissioned name of notary public)

Alana Melling


ATTACHMENT F – SBBC SAMPLE AGREEMENT

SBBC SAMPLE AGREEMENT – [CLICK HERE](#)

You may also copy the link below and insert it into your browser window

Sample Agreement Link:

https://www.browardschools.com/cms/lib/FL01803656/Centricity/domain/12708/sbbc%20reference%20page/20190130_SAMPLEAGREEMENT.pdf

Agreed Erik Rosster - Account Manager.


ATTACHMENT G – DEBARMENT

MUST BE COMPLETED BY ALL BIDDERS

CERTIFICATION OF DEBARMENT, SUSPENSION, INELIGIBILITY, AND VOLUNTARY EXCLUSION LOWER TIER TRANSACTIONS

This certification is required by the regulations implementing Executive Order 12549, Debarment and Suspension, 45 CFR 1183.35, Participants' responsibilities. The regulations were published as Part VII of the May 26, 1988 Federal Register (pages 19160-19211). Copies of the regulations may be obtained by going to this link: <http://www.gpo.gov/fdsys/granule/CFR-2011-title45-vol3/CFR-2011-title45-vol3-sec1183-35>

(BEFORE COMPLETING CERTIFICATION, READ INSTRUCTIONS ON NEXT PAGE)

(1) The prospective lower tier participant certifies, by submission of this proposal, that neither it nor its principals are presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from participation in this transaction by any federal department or agency.

(2) Where the prospective lower tier participant is unable to certify to any of the statements in this certification, such prospective participant shall attach an explanation to this proposal.

Schoolhouse Products Inc

Organization Name

Erik Posusta - Account Manager

Name(s) and Title(s) of Authorized Representative(s)



Signature(s)

7/14/20

Date

ATTACHMENT G – INSTRUCTIONS FOR CERTIFICATION

1. By signing and submitting this proposal, the prospective lower tier participant is providing the certification set out below.
2. The certification in this clause is a material representation of fact upon which reliance was placed when this transaction was entered into. If it is later determined that the prospective lower tier participant knowingly rendered an erroneous certification, in addition to other remedies available to the federal government, the department or agency with which this transaction originated may pursue available remedies, including suspension and/or debarment.
3. The prospective lower tier participant shall provide immediate written notice to the person to which this proposal is submitted if at any time the prospective lower tier participant learns that its certification was erroneous when submitted or has become erroneous by reason of changed circumstances.
4. The terms "covered transaction," "debarred," "suspended," "ineligible," "lower tier covered transaction," "participant," "person," "primary covered transaction," "principal," "proposal," and "voluntarily excluded," as used in this clause, have the meanings set out in the Definitions and Coverage sections of rules implementing Executive Order 12549. You may contact the person to which this proposal is submitted for assistance in obtaining a copy of those regulations.
5. The prospective lower tier participant agrees by submitting this proposal that, should the proposed covered transaction be entered into, it shall not knowingly enter into any lower tier covered transaction with a person who is debarred, suspended, declared ineligible, or voluntarily excluded from participation in this covered transaction, unless authorized by the department or agency with which this transaction originated.
6. The prospective lower tier participant further agrees by submitting this proposal that it will include the clause titled "Certification Regarding Debarment, Suspension, Ineligibility, and Voluntary Exclusion-Lower Tier Covered Transactions," without modification, in all lower tier covered transactions and in all solicitations for lower tier covered transactions.
7. A participant in a covered transaction may rely upon a certification of a prospective participant in a lower tier covered transaction that it is not debarred, suspended, ineligible, or voluntarily excluded from the covered transaction, unless it knows that the certification is erroneous. A participant may decide the method and frequency by which it determines the eligibility of its principals. Each participant may, but is not required to, check the Non-procurement List (Telephone Number).
8. Nothing contained in the foregoing shall be construed to require establishment of a system of records in order to render in good faith the certification required by this clause. The knowledge and information of a participant is not required to exceed that which is normally possessed by a prudent person in the ordinary course of business dealings.
9. Except for transactions authorized under paragraph 5 of these instructions, if a participant in a covered transaction knowingly enters into a lower tier covered transaction with a person who is suspended, debarred, ineligible, or voluntarily excluded from participation in this transaction, in addition to other remedies available to the federal government, the department or agency with which this transaction originated may pursue available remedies, including suspension and/or debarment.

ATTACHMENT H – ACH FORM
ACH PAYMENT AGREEMENT FORM

The School Board of Broward County, Florida
ACH Payment Agreement Form (ACH CREDITS)

VENDOR NAME: Schoolhouse Products

Authorization Agreement

I (we) hereby authorize The School Board of Broward County to initiate automatic deposits (credits) to my account at the financial institution named below. Additionally, I authorize The School Board of Broward County to make the necessary debit entries/adjustments in the event that a credit entry is made in error.

Further, I agree not to hold The School Board of Broward County responsible for any delay or loss of funds due to incorrect or incomplete information supplied by me or by my financial institution or due to an error on the part of my financial institution in depositing funds to my account.

This agreement shall remain in effect until The School Board of Broward County receives written notification of cancellation from me or my financial institution and that the origination of ACH transactions to my (our) account must comply with the provisions of U.S. law.

Account Information

Name of Bank or
Financial Institute:

Bank of America

Branch/ State

Florida

Routing No:

063100277

Account No:

001263167198

VENDOR AREA:

Remittance Confirmation:
(please select one)

Erik@schoolhouseproducts.com

Checking
☒

Savings
☐

Fax
☐

Email
☒

Federal Identification No.
Vendor

589916938

TAX ID#
☒

SS#
☐

Update Purchase Order Fax & Email Address

Centralized Fax Number

813-855-5414

Dept. _____

Centralized Email

info@schoolhouseproducts.com

Dept. _____

Centralized Phone No.

813-855-1414

Dept. _____

Signature

Authorized Signature
(Primary) and Business title:



Date: 7/20/20

Authorized Signature
(Joint) and Business title:

Date: _____

Please attach a VOIDED check to verify bank details and routing number.

This form must be returned to: SBBC – Purchasing – Data Strategy Group
7720 W. Oakland Park Blvd, Sunrise FL 33351 call: 754-321-0516 or fax # 754-321-0533

For Use by DATA STRATEGY GROUP

Vendor Account# _____ Date Entered _____ Initials: _____

ATTACHMENT I – WORKERS' COMPENSATION AFFIDAVIT

THE SCHOOL BOARD OF BROWARD COUNTY, FLORIDA

WORKERS' COMPENSATION AFFIDAVIT

CERTIFICATION OF NUMBER OF EMPLOYEES

Scheelhouse Products (Vendor Name) hereby certifies and affirms that the entity named herein has less than four (4) employees nor uses any subcontractor(s) with four (4) or more employees and will not have four (4) or more employees during the term of this agreement.

I further certify that, if during the period covered by this affidavit the entity named herein becomes an employer with four (4) or more employees or uses subcontractor(s) with four (4) or more employees, a Certificate of Insurance shall be provided to The School Board of Broward County, Florida, within five (5) business days.

With respect to the construction industry, all employment in which one or more employees are employed shall provide evidence of Workers' Compensation coverage.

Signed: [Signature]

Print/Type Name: Erik Rosster

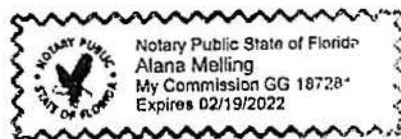
Title: Account Manager

Sworn to and subscribed before me this 17 day of July, 2020.

Notary Public Signed: [Signature]

Notary Public Print: Alana Melling

Notary Stamp Below:





ATTACHMENT J – REFERENCES

The School Board of Broward County, Florida

Vendor Name: Schoolhouse Products

List a minimum number of required references as stated in the Special Conditions which show experience in similar work, to include nature and scope of work, which demonstrates an expertise in providing the services as stated herein. Provide scope of work, contact name, addresses, telephone numbers, email addresses and dates of service.

Reference 1 –

Name of Firm: St. Johns County School District Contact Person: Patrick Snodgrass
Phone #: 904-547-8941 Email: Patrick.snodgrass@stjohns.k12.fl.us
Date of Service: 2014 - current Cost of Service: \$3,000,000 +
Address: 40 Orange St. St. Augustine, FL 32084

Scope of Work: Furnished and installed 3 new schools, multiple media centers, steam labs, and portables throughout the district.

Reference 2 –

Name of Firm: Clay County School District Contact Person: Bryce Ellis
Phone #: 904-336-6851 Email: Bryce.ellis@myclay.net
Date of Service: 2015 - current Cost of Service: \$1,500,000 +
Address: 925 W. Center St. Green Cove Springs, FL 32043

Scope of Work: Furnished and installed new middle school. Admin building and media centers throughout district.

Reference 3 –

Name of Firm: Volusia County School District Contact Person: Anthony McCall
Phone #: 386-947-8786 Email: amccall@volusia.k12.fl.us
Date of Service: 2017 - current Cost of Service: \$1,500,000 +
Address: 3750 Olson Dr. Daytona Beach, FL 32121

Scope of Work: Furnished and installed new elementary school. District offices, cafeterias, and media centers throughout district.

Reference 4 –

Name of Firm: Lee County School District of Lee County Contact Person: Doug Gorton
Phone #: 239-337-8160 Email: Doug.Gorton@leeschools.net
Date of Service: 2015 - current Cost of Service: \$2,000,000 +
Address: 2855 Colonial Blvd, Fort Myers, FL 33966

Scope of Work: Furnished and installed new high school. District wide furniture for complete cafeterias, 3 classroom refreshes for older schools. Awarded 2021 new middle school.

Reference 5 –

Name of Firm: Miami Dade County Public Schools Contact Person: Tellise Roberts
Phone #: 305-995-4204 Email: troberts@daadeschools.net
Date of Service: 2015 - current Cost of Service: \$2,000,000 +
Address: 1450 NE 2nd Ave, Miami, FL 33132

Scope of Work: Furnished and installed district wide media centers and cafeterias. Classroom building additions and various projects throughout County.

ATTACHMENT K – BID SUMMARY SHEET

THIS EXCEL FILE MUST BE DOWNLOADED DIRECTLY FROM WWW.DEMANDSTAR.COM

SPREADSHEET: Vendor **must** fill out the attached Bid Summary Excel document electronically. No handwritten summary sheets will be accepted. Complete the Excel file and submit in .xls type format with your bid proposal response on the flash drive.

NOTE: Carefully review each tab to ensure all applicable spaces are completed. Below is a list of the tabs:

SEE ATTACHED EXCEL (.XLS) BID SUMMARY SHEET TABS AS FOLLOWS:

- 1) Company Representative – Must be completed by Proposer
- 2) Line Item Pricing – Must be completed by Proposer



FY21-106 - School and Department Furniture

Procurement & Warehousing Services
Broward County Public Schools

Bidder Info

Company Name	Schoolhouse Products Inc
Company Representative	Erik Posusta
Email Address	Erik@schoolhouseproducts.com
Phone Number	727-452-2651
Fax Number	813-855-1414
Website Address	www.schoolhouseproducts.com
Street Address	13517 Prestige Place
City	Tampa
State	FL
Zip Code	33635
After Hours Contact	Nicole Ciampini 813-855-1414
M/WBE Certification*	
Agency Issuer*	

*Review General Condition 52 prior to completing

Summary Sheet Instructions:

1.) This form is to be filled out electronically, no handwritten summary sheets will be accepted

2.) All Fields in the Bidder Information box (above) should be filled in

Thank you for your cooperation!



Proposer must list all the Manufacturers for which it can sell and distribute its products. Furthermore, Proposer must submit Letter of Authorization in Manufacturer's letterhead for every Manufacturer listed. Failure to submit Letter of Authorization by Manufacturer such Manufacturer will be considered as non-authorized by Proposer.

Installation Cost - Percentage of Total Order	8%-12%
---	--------

			Manufacturers
Item	Manufacturer	Percentage of Total Order	Manufacturers
1	OFM	56%	Classroom, Library, Office, Other
2	Smith System	38%	Classroom, Library, Other, STEM, Ea
3	WB Manufacturing	56%	Classroom, Library, Other, STEM, Ea
4	Scholar Craft	46%	Classroom, Library, STEM, Early Child
5	Global	48%	Classroom, Office, Cafeteria
6	Offices to Go	53%	Classroom, Office, Cafeteria
7	Artco Bell	52%	Classroom, Library, Other, STEM, Ea
8	National Public Seating	43%	Classroom, Library, Other, STEM, Ea
9	Oklahoma Sound	40%	Other
10	Diversified Woodcrafts	48%	Classroom, Library, STEM, Early Child
11	Allied Manufacturing	56%	Classroom, Library, STEM
12	Tennsco	35%	Other
13	Tesco	35%	Classroom, Library, STEM
14	Midwest Folding	40%	Other
15	Fleetwood	35%	Classroom, Library, STEM, Early Child
16	Ultra Site	5%	Outdoor
17	Media Technologies	35%	Classroom, Library, STEM, Early Child
18	Palmer Hamilton	45%	Cafeteria, Outdoor, STEM, Library
19	Phab Lab	5%	STEM, Classroom
20	Mooreco - General	44%	Classroom, Library, STEM, Early Child
21	Mooreco - Soft Seating	40%	Library
22	Corilam	40%	Classroom, Library, STEM, Early Child
23	Jonti Craft	22%	Classroom, Library, STEM, Early Child
24	Mien Company	35%	Classroom, Library, Other, STEM, Ea
25	Paragon	40%	Classroom, Library, Other, STEM, Ea
26	FomCore	46%	Library, Classroom, Other
27	Smart Desks	38%	Office, Other, Classroom
28	Superior Amenities	2%	Outdoor
29	Carpets for Kids	20%	Early Childhhod
30	Ultra Board	1%	Other
31	Vanerum	40%	Classroom, Library, Other, STEM, Ea
32			
33			
34			
35			
36			
37			
38			
39			



Manufacturer Website
https://www.ofminc.com/
https://smithsystem.com/
https://www.wibenchmfg.com/
https://www.scholarcraft.com/
https://www.globalfurnituregroup.com/
https://www.officestogo.com/
https://www.artcobell.com/
https://www.nationalpublicseating.com/
https://www.nationalpublicseating.com/
https://www.diversifiedwoodcrafts.com/
https://www.alliedmanufacturing.com/
https://tenssco.com/
https://www.tesco-ind.com/
https://midwestfolding.com/
https://www.fleetwoodfurniture.com/
https://www.ultra-site.com/
https://www.mediatechnologies.com/
http://www.palmerhamilton.com/
https://phab-lab.com/
https://moorecoinc.com/
https://moorecoinc.com/
https://www.corilam.com/
www.jonticraft.com
https://miencompany.com/
https://www.paragoninc.com/
https://www.fomcore.com/
https://www.smartdesks.com/
https://webcoat.com/
http://www.carpetsforkids.com/
https://ultraboard.com/product/barrier/
Early Childhood, Cafeteria

AGREEMENT

THIS AGREEMENT is made and entered into as of this 20th day of October, 2020, by and between

THE SCHOOL BOARD OF BROWARD COUNTY, FLORIDA
(hereinafter referred to as "SBBC"),
a body corporate and political subdivision of the State of Florida,
whose principal place of business is
600 Southeast Third Avenue, Fort Lauderdale, Florida 33301

and

LAKESHORE EQUIPMENT COMPANY DBA LAKESHORE LEARNING MATERIALS
(hereinafter referred to as "VENDOR"),
whose principal place of business is
2695 E. Dominguez Street
Carson, CA 90895.

WHEREAS, on June 25, 2020, SBBC advertised Request for Proposal FY21-106, seeking vendor proposals for School and Department Furniture (hereinafter, the "RFP"); and

WHEREAS, VENDOR was one of twenty-two (22) vendors which submitted proposals in response to the RFP; and

WHEREAS, VENDOR hereby agrees to provide furniture solutions, including furniture turn-key solutions, and products for School and Department Furniture delivery, installation, and other related services which are commonly used in various schools and departments of the SBBC pursuant to the terms and pricing identified hereinbelow, attached and via hyperlink.

NOW, THEREFORE, in consideration of the mutual covenants contained herein, and other good and valuable consideration, the receipt and sufficiency of which is hereby acknowledged, the Parties hereby agree as follows:

ARTICLE 1 - RECITALS

1.01 **Recitals.** The parties agree that the foregoing recitals are true and correct and that such recitals are incorporated herein by reference.

ARTICLE 2 – SPECIAL CONDITIONS

2.01 **Term of Agreement.** Unless terminated earlier pursuant to Section 3.05 of this Agreement, the term of this Agreement shall commence on October 1, 2020 or the date of its

approval by SBBC, whichever date is later, and conclude on midnight three years after the actual date of commencement, with an option for two (2) additional one (1) year renewal.

2.02 **Description of Goods or Services Provided.** VENDOR shall provide the furniture and services pursuant to the terms of the RFP and as listed in its proposal attached hereto and incorporated herein as **Exhibit "A."**

2.03 **Cost and Payment.** SBBC shall pay VENDOR for services and products provided and accepted by SBBC pursuant to this Agreement and the discounted pricing specified in VENDOR's proposal accessible via the hyperlink below. Payment terms for such services and products shall be net 30 days from the date that the VENDOR submits an acceptable invoice to SBBC.

https://browardcountyschools.sharepoint.com/:f:/r/sites/Procurement/PWS%20Bid%20Documents/PWS%20Bid%20Documents/FY2021/FY21-106_SchoolandDepartmentFurniture/Pricing%20List/Lakeshore%20Equipment%20Company?csf=1&web=1&e=c2UCpO

2.04 **VENDOR Confidentiality of Education Records.**

(a) Notwithstanding any provision to the contrary within this Agreement, VENDOR shall:

1) fully comply with the requirements of Sections 1002.22, 1002.221, and 1002.222, Florida Statutes; the Family Educational Rights and Privacy Act, 20 U.S.C § 1232g (FERPA) and its implementing regulations (34 C.F.R. Part 99), and any other state or federal law or regulation regarding the confidentiality of student information and records;

2) hold any education records in strict confidence and not use or redisclose same except as required by this Agreement or as required or permitted by law unless the parent of each student or a student age 18 or older whose education records are to be shared provides prior written consent for their release;

3) ensure that, at all times, all of its employees who have access to any education records during the term of their employment shall abide strictly by its obligations under this Agreement, and that access to education records is limited only to its employees that require the information to carry out the responsibilities under this Agreement and shall provide said list of employees to SBBC upon request;

4) safeguard each education record through administrative, physical and technological safety standards to ensure that adequate controls are in place to protect the education records and information in accordance with FERPA's privacy requirements;

5) utilize the education records solely for the purposes of providing products and services as contemplated under this Agreement; and shall not share, publish, sell, distribute, target advertise, or display education records to any third party;

6) notify SBBC immediately upon discovery of a breach of confidentiality of education records by telephone at 754-321-0300 (Manager, Information Security), and 754-321-1900 (Privacy Officer), and email at privacy@browardschools.com, and take all necessary notification steps as may be required by federal and Florida law, including, but not limited to, those required by Section 501.171, Florida Statutes;

7) fully cooperate with appropriate SBBC staff, including Privacy Officer and/or Information Technology staff to resolve any privacy investigations and concerns in a timely manner;

8) prepare and distribute, at its own cost, any and all required breach notifications, under federal and Florida Law, or reimburse SBBC any direct costs incurred by SBBC for doing so, including, but not limited to, those required by Section 501.171, Florida Statutes;

9) be responsible for any fines or penalties for failure to meet breach notice requirements pursuant to federal and/or Florida law;

10) provide SBBC with the name and contact information of its employee who shall serve as SBBC's primary security contact and shall be available to assist SBBC in resolving obligations associated with a security breach of confidentiality of education records; and

11) securely erase education records from any media once any media equipment is no longer in use or is to be disposed; secure erasure will be deemed the deletion of the education records using a single pass overwrite Secure Erase (Windows) or Wipe (Unix).

(b) All education records shall remain the property of SBBC, and any party contracting with SBBC serves solely as custodian of such information pursuant to this Agreement and claims no ownership or property rights thereto and, upon termination of this Agreement shall, at SBBC's request, return to SBBC or dispose of the education records in compliance with the applicable Florida Retention Schedules and provide SBBC with a written acknowledgment of said disposition.

(c) VENDOR shall, for itself, its officers, employees, agents, representatives, contractors or subcontractors, fully indemnify and hold harmless SBBC and its officers and employees for any violation of this section, including, without limitation, defending SBBC and its officers and employees against any complaint, administrative or judicial proceeding, payment of any penalty imposed upon SBBC, or payment of any and all costs, damages, judgments or losses incurred by or imposed upon SBBC arising out of a breach of this covenant by the party, or an officer, employee, agent, representative, contractor, or sub-contractor of the party to the extent that the party or an officer, employee, agent, representative, contractor, or sub-contractor of the party shall either intentionally or negligently violate the provisions of this section or of Sections 1002.22 and/or 1002.221, Florida Statutes. This section shall survive the termination of all performance required or conclusion of all obligations existing under this Agreement.

2.05 Inspection of VENDORS Records by SBBC. VENDOR shall establish and maintain books, records and documents (including electronic storage media) sufficient to reflect

all income and expenditures of funds provided by SBBC under this Agreement. All VENDORS applicable records, regardless of the form in which they are kept, shall be open to inspection and subject to audit, inspection, examination, evaluation and/or reproduction, during normal working hours, by SBBC's agent or its authorized representative to permit SBBC to evaluate, analyze and verify the satisfactory performance of the terms and conditions of this Agreement and to evaluate, analyze and verify the applicable business records of VENDOR directly relating to this Agreement in order to verify the accuracy of invoices provided to SBBC. Such audit shall be no more than one (1) time per calendar year.

(a) Duration of Right to Inspect. For the purpose of such audits, inspections, examinations, evaluations and/or reproductions, SBBC's agent or authorized representative shall have access to VENDOR's records from the effective date of this Agreement, for the duration of the term of this Agreement, and until the later of five (5) years after the termination of this Agreement or five (5) years after the date of final payment by SBBC to VENDOR pursuant to this Agreement.

(b) Notice of Inspection. SBBC's agent or its authorized representative shall provide VENDOR reasonable advance written notice (not to exceed two (2) weeks) of any intended audit, inspection, examination, evaluation and or reproduction.

(c) Audit Site Conditions. SBBC's agent or its authorized representative shall have access to VENDOR's facilities and to any and all records related to this Agreement, and shall be provided adequate and appropriate work space in order to exercise the rights permitted under this section.

(d) Failure to Permit Inspection. Failure by VENDOR to permit audit, inspection, examination, evaluation and/or reproduction as permitted under this section shall constitute grounds for termination of this Agreement by SBBC for cause and shall be grounds for SBBC's denial of some or all of any VENDOR's claims for payment.

(e) Overcharges and Unauthorized Charges. If an audit conducted in accordance with this section discloses overcharges or unauthorized charges to SBBC by VENDOR in excess of two percent (2%) of the total billings under this Agreement, the actual cost of SBBC's audit shall be paid by VENDOR. If the audit discloses billings or charges to which VENDOR is not contractually entitled, VENDOR shall pay said sum to SBBC within twenty (20) days of receipt of written demand unless otherwise agreed to in writing by both parties.

(f) Inspection of Subcontractor's Records. If applicable, VENDOR shall require any and all subcontractors, insurance agents and material suppliers (hereafter referred to as "Payees") providing services or goods with regard to this Agreement to comply with the requirements of this section by insertion of such requirements in any written subcontract. Failure by VENDOR to include such requirements in any subcontract shall constitute grounds for termination of this Agreement by SBBC for cause and shall be grounds for the exclusion of some or all of any Payees' costs from amounts payable by

SBBC to VENDOR pursuant to this Agreement and such excluded costs shall become the liability of VENDOR.

(g) Inspector General Audits. VENDOR shall comply and cooperate immediately with any inspections, reviews, investigations, or audits deemed necessary by the Florida Office of the Inspector General or by any other state or federal officials.

2.06 Notice. When any of the parties desire to give notice to the other, such notice must be in writing, sent by U.S. Mail, postage prepaid, addressed to the party for whom it is intended at the place last specified; the place for giving notice shall remain such until it is changed by written notice in compliance with the provisions of this paragraph. For the present, the Parties designate the following as the respective places for giving notice:

To SBBC: Superintendent of Schools
The School Board of Broward County, Florida
600 Southeast Third Avenue
Fort Lauderdale, Florida 33301

With a Copy to: Director – Procurement & Warehousing Services
The School Board of Broward County, Florida
7720 W Oakland Park Blvd., Suite 323
Sunrise, Florida 33351

To VENDOR: Rafael Muro
Lakeshore Equipment Company dba Lakeshore Learning
Materials
2695 E. Dominguez Street
Carson, CA 90895

With a Copy to: Mike Duong
2695 E. Dominguez Street
Carson, CA 90895

2.07 Background Screening. VENDOR shall comply with all requirements of Sections 1012.32 and 1012.465, Florida Statutes, and all of its personnel who (1) are to be permitted access to school grounds when students are present, (2) will have direct contact with students, or (3) have access or control of school funds, will successfully complete the background screening required by the referenced statutes and meet the standards established by the statutes. This background screening will be conducted by SBBC in advance of VENDOR or its personnel providing any services under the conditions described in the previous sentence. VENDOR shall bear the cost of acquiring the background screening required by Section 1012.32, Florida Statutes, and any fee imposed by the Florida Department of Law Enforcement to maintain the fingerprints provided with respect to VENDOR and its personnel. The parties agree that the failure of VENDOR to perform any of the duties described in this section shall constitute a material breach of this Agreement entitling SBBC to terminate immediately with no further responsibilities or duties to perform under this Agreement. VENDOR agrees to indemnify and hold harmless SBBC, its officers and employees from any liability in the form of physical or mental injury, death or property

damage resulting from VENDOR's failure to comply with the requirements of this section or with Sections 1012.32 and 1012.465, Florida Statutes.

2.08 **Public Records.** Any party contracting with SBBC is required to (a) keep and maintain available for public inspection any records that pertain to services rendered under this Agreement; (b) provide the public with access to public records on the same terms and conditions that SBBC would provide such records and at a cost that does not exceed the cost provided in Chapter 119, Florida Statutes or as otherwise provided by law; (c) ensure that public records that are exempt or confidential and exempt from public records disclosure requirements are not disclosed except as authorized by law; and (d) meet all requirements for retaining public records and transfer, at no cost to SBBC, all public records in that party's possession upon termination of its Agreement with SBBC and destroy any duplicate public records that are exempt or confidential and exempt from public records disclosure requirements. All of such party's records stored electronically must be provided to SBBC in a format that is compatible with SBBC's information technology systems. Each party shall maintain its own respective records and documents associated with this Agreement in accordance with the records retention requirements applicable to public records. Each party shall be responsible for compliance with any public documents request served upon it pursuant to Section 119.07, Florida Statutes, and any resultant award of attorney's fees for non-compliance with that law. Each party acknowledges that this Agreement and all attachments thereto are public records and do not constitute trade secrets.

IF A PARTY TO THIS AGREEMENT HAS QUESTIONS REGARDING THE APPLICATION OF CHAPTER 119, FLORIDA STATUTES, TO ITS DUTY TO PROVIDE PUBLIC RECORDS RELATING TO THE AGREEMENT, CONTACT THE CUSTODIAN OF PUBLIC RECORDS AT 754-321-1900, RECORDREQUESTS@BROWARDSCHOOLS.COM, RISK MANAGEMENT DEPARTMENT, PUBLIC RECORDS DIVISION, 600 SOUTHEAST THIRD AVENUE, FORT LAUDERDALE, FLORIDA 33301.

2.09 **Liability.** This section shall survive the termination of all performance or obligations under this Agreement and shall be fully binding until such time as any proceeding brought on account of this Agreement is barred by any applicable statute of limitations.

(a) By SBBC: SBBC agrees to be fully responsible up to the limits of Section 768.28, Florida Statutes, for its acts of negligence, or its employees' acts of negligence when acting within the scope of their employment and agrees to be liable, up to the limits of Section 768.28, Florida Statutes, for any damages resulting from said negligence.

(b) By VENDOR: VENDOR agrees to indemnify, hold harmless and defend SBBC, its agents, servants and employees from any and all claims, judgments, costs, and expenses including, but not limited to, reasonable attorney's fees, reasonable investigative and discovery costs, court costs and all other sums which SBBC, its agents, servants and employees may pay or become obligated to pay on account of any, all and every claim or demand, or assertion of liability, or any claim or action founded thereon, arising or alleged to have arisen out of the products, goods or services furnished by VENDOR, its agents, servants or employees; the equipment of VENDOR, its agents, servants or employees while

such equipment is on premises owned or controlled by SBBC; or the negligence of VENDOR or the negligence of VENDOR's agents when acting within the scope of their employment, whether such claims, judgments, costs and expenses be for damages, damage to property including SBBC's property, and injury or death of any person whether employed by VENDOR, SBBC or otherwise.

2.10 **Insurance Requirements.** VENDOR shall comply with the following insurance requirements throughout the term of this Agreement:

(a) **General Liability.** VENDOR shall maintain General Liability insurance during the term of this Agreement with limits not less than \$1,000,000 per occurrence for Bodily Injury/ Property Damage; \$1,000,000 General Aggregate; and limits not less than \$1,000,000 for Products/Completed Operations Aggregate.

(b) **Professional Liability/Errors & Omissions.** VENDOR shall maintain Professional Liability/Errors & Omissions insurance during the term of this Agreement with a limit of not less than \$1,000,000 per occurrence covering services provided under this Agreement.

(c) **Workers' Compensation.** VENDOR shall maintain Workers' Compensation insurance during the term of this Agreement in compliance with the limits specified in Chapter 440, Florida Statutes, and Employer's Liability limits shall not be less than \$100,000/\$100,000/\$500,000 (each accident/disease-each employee/disease-policy limit).

(d) **Auto Liability.** VENDOR shall maintain Owned, Non-Owned and Hired Auto Liability insurance with Bodily Injury and Property Damage limits of not less than \$1,000,000 Combined Single Limit.

(e) **Acceptability of Insurance Carriers.** The insurance policies required under this Agreement shall be issued by companies qualified to do business in the State of Florida and having a rating of at least A- VI by AM Best or Aa3 by Moody's Investor Service.

(f) **Verification of Coverage.** Proof of the required insurance must be furnished by VENDOR to SBBC's Risk Management Department by Certificate of Insurance within fifteen (15) days of the date of this Agreement. To streamline this process, SBBC has partnered with EXIGIS Risk Management Services to collect and verify insurance documentation. All certificates (and any required documents) must be received and approved by SBBC's Risk Management Department before any work commences to permit VENDOR to remedy any deficiencies. VENDOR must verify its account information and provide contact details for its Insurance Agent via the link provided to it by email.

(g) **Required Conditions.** Liability policies must include the following terms on the Certificate of Insurance:

- 1) The School Board of Broward County, Florida, its members, officers, employees and agents are added as additional insured.
- 2) All liability policies are primary of all other valid and collectable coverage maintained by The School Board of Broward County, Florida.
- 3) Certificate Holder: The School Board of Broward County, Florida, c/o EXIGIS Risk Management Services, P.O. Box 4668-ECM, New York, New York 10163-4668.

(h) Cancellation of Insurance. VENDOR is prohibited from providing services under this Agreement with SBBC without the minimum required insurance coverage and must notify SBBC within two (2) business days if required insurance is cancelled.

(i) SBBC reserves the right to review, reject or accept any required policies of insurance, including limits, coverage or endorsements, herein throughout the term of this Agreement.

2.11 Nondiscrimination.

(a) As a condition of entering into this Agreement, VENDOR represents and warrants that it will comply with the SBBC's Commercial Nondiscrimination Policy, as described under, Section D.1 of SBBC's Policy No. 3330 – Supplier Diversity Outreach Program.

(b) As part of such compliance, VENDOR shall not discriminate on the basis of race, color, religion, ancestry or national origin, sex, age, marital status, sexual orientation, or on the basis of disability or other unlawful forms of discrimination in the solicitation, selection, hiring, or commercial treatment of subcontractors, vendors, suppliers, or commercial customers, nor shall VENDOR retaliate against any person for reporting instances of such discrimination. VENDOR shall provide equal opportunity for subcontractors, vendors, and suppliers to participate in all of its public sector and private sector subcontracting and supply opportunities, provided that nothing contained in this clause shall prohibit or limit otherwise lawful efforts to remedy the effects of marketplace discrimination that have occurred or are occurring in the SBBC's relevant marketplace. VENDOR understands and agrees that a material violation of this clause shall be considered a material breach of this Agreement and may result in termination of this Agreement, disqualification of the company from participating in SBBC Agreements, or other sanctions. This clause is not enforceable by or for the benefit of, and creates no obligation to, any third party.

2.12 Annual Appropriation. The performance and obligations of SBBC under this Agreement shall be contingent upon an annual budgetary appropriation by its governing body. If SBBC does not allocate funds for the payment of services or products to be provided under this Agreement, this Agreement may be terminated by SBBC at the end of the period for which funds have been allocated. SBBC shall notify the other party at the earliest possible time before such

termination. No penalty shall accrue to SBBC in the event this provision is exercised, and SBBC shall not be obligated or liable for any future payments due or any damages as a result of termination under this section.

2.13 **Excess Funds.** Any party receiving funds paid by SBBC under this Agreement agrees to promptly notify SBBC of any funds erroneously received from SBBC upon the discovery of such erroneous payment or overpayment. Any such excess funds shall be refunded to SBBC.

2.14 **Incorporation by Reference.** Any and all exhibits attached hereto and referenced herein shall be deemed to be incorporated into this Agreement by reference.

ARTICLE 3 – GENERAL CONDITIONS

3.01 **No Waiver of Sovereign Immunity.** Nothing herein is intended to serve as a waiver of sovereign immunity by any agency or political subdivision to which sovereign immunity may be applicable or of any rights or limits to liability existing under Section 768.28, Florida Statutes. This section shall survive the termination of all performance or obligations under this Agreement and shall be fully binding until such time as any proceeding brought on account of this Agreement is barred by any applicable statute of limitations.

3.02 **No Third Party Beneficiaries.** The parties expressly acknowledge that it is not their intent to create or confer any rights or obligations in or upon any third person or entity under this Agreement. None of the parties intend to directly or substantially benefit a third party by this Agreement. The parties agree that there are no third party beneficiaries to this Agreement and that no third party shall be entitled to assert a claim against any of the parties based upon this Agreement. Nothing herein shall be construed as consent by an agency or political subdivision of the State of Florida to be sued by third parties in any matter arising out of any Agreement.

3.03 **Independent Contractor.** The parties to this Agreement shall at all times be acting in the capacity of independent contractors and not as an officer, employee or agent of one another. Neither party or its respective agents, employees, subcontractors or assignees shall represent to others that it has the authority to bind the other party unless specifically authorized in writing to do so. No right to SBBC retirement, leave benefits or any other benefits of SBBC employees shall exist as a result of the performance of any duties or responsibilities under this Agreement. SBBC shall not be responsible for social security, withholding taxes, contributions to unemployment compensation funds or insurance for the other party or the other party's officers, employees, agents, subcontractors or assignees.

3.04 **Default.** The parties agree that, in the event that either party is in default of its obligations under this Agreement, the non-defaulting party shall provide to the defaulting party (30) days written notice to cure the default. However, in the event said default cannot be cured within said thirty (30) day period and the defaulting party is diligently attempting in good faith to cure same, the time period shall be reasonably extended to allow the defaulting party additional cure time. Upon the occurrence of a default that is not cured during the applicable cure period, this Agreement may be terminated by the non-defaulting party upon thirty (30) days notice. This remedy is not intended to be exclusive of any other remedy, and each and every such remedy shall

be cumulative and shall be in addition to every other remedy now or hereafter existing at law or in equity or by statute or otherwise. No single or partial exercise by any party of any right, power, or remedy hereunder shall preclude any other or future exercise thereof. Nothing in this section shall be construed to preclude termination for convenience pursuant to Section 3.05.

3.05 **Termination.** This Agreement may be canceled with or without cause by SBBC during the term hereof upon thirty (30) days written notice to the other parties of its desire to terminate this Agreement. In the event of such termination, SBBC shall be entitled to a *pro rata* refund of any pre-paid amounts for any services scheduled to be delivered after the effective date of such termination. SBBC shall have no liability for any property left on SBBC's property by any party to this Agreement after the termination of this Agreement. Any party contracting with SBBC under this Agreement agrees that any of its property placed upon SBBC's facilities pursuant to this Agreement shall be removed within ten (10) business days following the termination, conclusion or cancellation of this Agreement and that any such property remaining upon SBBC's facilities after that time shall be deemed to be abandoned, title to such property shall pass to SBBC, and SBBC may use or dispose of such property as SBBC deems fit and appropriate.

3.06 **Compliance with Laws.** Each party shall comply with all applicable federal, state and local laws, SBBC policies, codes, rules and regulations in performing its duties, responsibilities and obligations pursuant to this Agreement.

3.07 **Place of Performance.** All obligations of SBBC under the terms of this Agreement are reasonably susceptible of being performed in Broward County, Florida and shall be payable and performable in Broward County, Florida.

3.08 **Governing Law and Venue.** This Agreement shall be interpreted and construed in accordance with and governed by the laws of the State of Florida. Any controversies or legal problems arising out of this Agreement and any action involving the enforcement or interpretation of any rights hereunder shall be submitted exclusively to the jurisdiction of the State courts of the Seventeenth Judicial Circuit of Broward County, Florida or to the jurisdiction of the United States District Court for the Southern District of Florida. Each party agrees and admits that the state courts of the Seventeenth Judicial Circuit of Broward County, Florida or the United States District Court for the Southern District of Florida shall have jurisdiction over it for any dispute arising under this Agreement.

3.09 **Entirety of Agreement.** This document incorporates and includes all prior negotiations, correspondence, conversations, agreements and understandings applicable to the matters contained herein and the parties agree that there are no commitments, agreements or understandings concerning the subject matter of this Agreement that are not contained in this document. Accordingly, the parties agree that no deviation from the terms hereof shall be predicated upon any prior representations or agreements, whether oral or written.

3.10 **Binding Effect.** This Agreement shall be binding upon and inure to the benefit of the parties hereto and their respective successors and assigns.

3.11 **Assignment.** Neither this Agreement nor any interest herein may be assigned, transferred or encumbered by any party without the prior written consent of the other party. There

shall be no partial assignments of this Agreement including, without limitation, the partial assignment of any right to receive payments from SBBC.

3.12 **Captions.** The captions, section designations, section numbers, article numbers, titles and headings appearing in this Agreement are inserted only as a matter of convenience, have no substantive meaning, and in no way define, limit, construe or describe the scope or intent of such articles or sections of this Agreement, nor in any way effect affect this Agreement and shall not be construed to create a conflict with the provisions of this Agreement.

3.13 **Severability.** In the event that any one or more of the sections, paragraphs, sentences, clauses or provisions contained in this Agreement is held by a court of competent jurisdiction to be invalid, illegal, unlawful, unenforceable or void in any respect, such shall not affect the remaining portions of this Agreement and the same shall remain in full force and effect as if such invalid, illegal, unlawful, unenforceable or void sections, paragraphs, sentences, clauses or provisions had never been included herein.

3.14 **Preparation of Agreement.** The parties acknowledge that they have sought and obtained whatever competent advice and counsel as was necessary for them to form a full and complete understanding of all rights and obligations herein and that the preparation of this Agreement has been their joint effort. The language agreed to herein expresses their mutual intent and the resulting document shall not, solely as a matter of judicial construction, be construed more severely against one of the parties than the other.

3.15 **Amendments.** No modification, amendment, or alteration in the terms or conditions contained herein shall be effective unless contained in a written document prepared with the same or similar formality as this Agreement and executed by each party hereto.

3.16 **Waiver.** The parties agree that each requirement, duty and obligation set forth herein is substantial and important to the formation of this Agreement and, therefore, is a material term hereof. Any party's failure to enforce any provision of this Agreement shall not be deemed a waiver of such provision or modification of this Agreement unless the waiver is in writing and signed by the party waiving such provision. A written waiver shall only be effective as to the specific instance for which it is obtained and shall not be deemed a continuing or future waiver.

3.17 **Force Majeure.** Neither party shall be obligated to perform any duty, requirement or obligation under this Agreement if such performance is prevented by fire, hurricane, earthquake, explosion, wars, sabotage, accident, flood, acts of God, strikes, or other labor disputes, riot or civil commotions, epidemics, pandemics, government regulations, and the issuance or extension of existing government orders of the United States, the State of Florida, or local county and municipal governing bodies, or by reason of any other matter or condition beyond the control of either party, and which cannot be overcome by reasonable diligence and without unusual expense ("Force Majeure"). In no event shall lack of funds on the part of either party be deemed Force Majeure.

3.18 **Survival.** All representations and warranties made herein, indemnification obligations, obligations to reimburse SBBC, obligations to maintain and allow inspection and audit of records and property, obligations to maintain the confidentiality of records, reporting requirements, and obligations to return public funds shall survive the termination of this Agreement.

3.19 **Agreement Administration.** SBBC has delegated authority to the Superintendent of Schools or his/her designee to take any actions necessary to implement and administer this Agreement.

3.20 **Counterparts and Multiple Originals.** This Agreement may be executed in multiple originals, and may be executed in counterparts, each of which shall be deemed to be an original, but all of which, taken together, shall constitute one and the same Agreement.

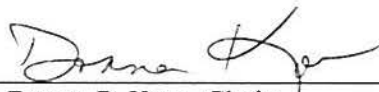
3.21 **Authority.** Each person signing this Agreement on behalf of either party individually warrants that he or she has full legal power to execute this Agreement on behalf of the party for whom he or she is signing, and to bind and obligate such party with respect to all provisions contained in this Agreement.

IN WITNESS WHEREOF, the Parties hereto have made and executed this Agreement on the date first above written.


FOR SBBC:

(Corporate Seal)

THE SCHOOL BOARD OF BROWARD
COUNTY, FLORIDA

By 
Donna P. Korn, Chair

ATTEST:


Robert W. Runcie, Superintendent of Schools

Approved as to Form and Legal Content:


Office of the General Counsel

[THIS SPACE INTENTIONALLY LEFT BLANK; SIGNATURE PAGE FOLLOWS]

FOR VENDOR:

(Corporate Seal)

**LAKESHORE EQUIPMENT
COMPANY DBA LAKESHORE LEARNING MATERIALS**

ATTEST:

By [Signature]

Print Name: Rafael Muro

Title: Bid Supervisor

_____, Secretary

-or-

[Signature]

Witness

[Signature]

Witness

STATE OF California

COUNTY OF Los Angeles

The foregoing instrument was acknowledged before me by means of ☒ physical presence or ☐ online notarization, this 29th of September, 2020 (date) by Rafael Muro (name of officer or agent, title of officer or agent) of Lakeshore Equipment Company dba Lakeshore Learning Materials (name of corporation acknowledging), a Carson, CA (state or place of incorporation) corporation, on behalf of the corporation. He/she is personally known to me (underline if applicable) or has produced a California driver's license (type of identification) as identification and who ☒ did/☐ did not first take an oath this 29th day of September, 2020.

My Commission Expires:

[Signature]

Signature – Notary Public

CASSANDRA NASH

Notary's Printed Name

(SEAL)

2220982

Notary's Commission No.

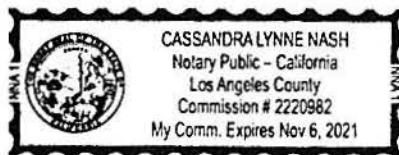


Exhibit “A”

ORIGINAL



Lakeshore Learning Materials
The School Board of Broward County, Florida
RFP # FY21-106

Bid Department
Phone: (800) 421-5354
E-mail: bid@lakeshorelearning.com

2695 E. Dominguez St. • Carson, CA 90895 • (800) 421-5354 • Fax (310) 537-7990
www.LakeshoreLearning.com

Lakeshore®

Lakeshore Learning Materials Proposal Response to



The School Board of Broward County, Florida RFP #FY21-106 School and Department Furniture

Date: July 20, 2020

Points of Contact:

Rafael Muro, Bid Supervisor
(800) 421-5354
biddept@lakeshorelearning.com

Tony Chaidez, Regional Manager
(305) 619-4852
tchaidez@lakeshorelearning.com



2695 E. Dominguez St. • Carson, CA 90895 • (800) 421-5354 • Fax (310) 537-7990
www.LakeshoreLearning.com

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www.LakeshoreLearning.com

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2695 E. Dominguez St. • Carson, CA 90895 • (800) 421-5354 • Fax (310) 537-7990
www.LakeshoreLearning.com

July 20, 2020

The School Board of Broward County, Florida (SBBC)
ATTN: Al Shelton, Purchasing Agent
Procurement & Warehousing Service Department
7720 W. Oakland Park Blvd., Suite 323
Sunrise, Florida 33351-6704

RE: Letter of Transmittal for RFP #FY21-106 School and Department Furniture

Dear Mr. Shelton and the School Board of Broward County, Florida, Staff,

Thank you for providing Lakeshore Learning Materials the opportunity to respond to RFP #FY21-106 School and Department Furniture.

Names of the Persons Who Are Authorized to Make Representations for the Proposer:

Name: Rafael Muro

Title: Bid Supervisor

Address: 2695 E. Dominguez Street, Carson, CA 90895

Telephone Number: (800) 421-5354

Lakeshore is dedicated to creating innovative educational materials and furniture that spark young imaginations, instill a sense of wonder and foster a lifelong love of learning. With materials, furniture, and environments for infants, toddlers and children through the 8th grade, we help children reach developmental milestones and achieve educational goals—while still having fun!

Lakeshore is proud to have over 1,000 knowledgeable people around the United States who comprise our field team(s). As the needs of education are ever changing, our team continues to learn and evolve to meet and exceed those needs. You can be confident that your local Lakeshore representative, Tony Chaidez, is an experienced, practiced professional who understands the needs of teachers, students, families and educational environments in all settings.

Brief History

Like many great enterprises, Lakeshore started with one person taking a chance. An Omaha homemaker named Ethelyn decided to pack up her family and move to California, opening a toy store in 1954. The move was a bit unconventional for a woman in 1950s America, but then again, entrepreneurs don't typically follow the status quo. Initially, Ethelyn focused on selling toys to parents, but before long, local schools started calling her for art materials and other classroom supplies. Ethelyn listened to her customers. Sensing a need in the community, she sold the store and started Lakeshore Learning Materials.

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www.LakeshoreLearning.com

Eventually, Ethelyn's sons, Charles and Michael, joined the business—expanding operations and turning Lakeshore into a million-dollar company within just a few years. When Ethelyn retired in 1971, Michael assumed the duties of CEO, while Charles became the Vice President in charge of merchandise and buying. Today, Michael's sons, Bo and Josh, are an integral part of the business as well—having worked their way up from summer jobs in the warehouse to President/CEO and President of Merchandising, respectively.

Two generations later, Lakeshore continues to offer the best products and service around—and we're still expanding! In addition to our growing network of over 62 retail stores, we offer two mail-order catalogs to meet the needs of parents, teachers and children worldwide. Plus, our full-service website offers instantaneous access to our catalogs as well as free activity ideas and much more.

To this day, Lakeshore maintains the same strict standards that first made us great! Every product we make is distinguished by its quality, safety, educational merit and play value. And naturally, every Lakeshore product is backed by our ironclad guarantee: If you are unhappy with any item for any reason, you may return it for a full refund or exchange...no questions asked! If you have any questions or need help with an order, just contact our Customer Service department. We'll make sure you get in touch with a real, live person who can address your needs.

Lakeshore has grown from that first brick-and-mortar store to a leading developer, manufacturer and retailer of top-quality educational materials for infant and toddler programs, early childhood programs, elementary and middle schools, and homes nationwide. Today, we have a thriving e-commerce business, a national sales division, various catalogs and 62 retail locations across the country, but we still consider ourselves "66 years young"—a company that experiences record growth year after year. We attribute that growth to the more than 2,000 people who make up our team. While 30% of our full-time employees have been with us for more than a decade, we've also been fortunate to attract lots of new talent—with all the fresh ideas and outside experience they bring to the table. The combined talents of our people allow us to reach for the stars—as we continue to experiment and try new things. In recent years, we have expanded our export market, developed an in-house, expert professional development team, opened offices in Asia and built a second distribution center in Midway, Kentucky—increasing our inventory and distribution space to more than 1.9 million square feet.

We also continue to reinvent ourselves and explore new areas of business—recently launching a brand-new furniture line for the elementary school market, partnering with school districts and nonprofit organizations to create customized learning materials and developing a Complete Classrooms® service that includes the design, delivery and installation of entire classrooms. As we continue to evolve, we are so thankful for the talents and agility of our team, and we look forward to what the future will bring.

Throughout our proposal, we have outlined our proposed discount and freight terms along with the many benefits of partnering with Lakeshore.



2695 E. Dominguez St. • Carson, CA 90895 • (800) 421-5354 • Fax (310) 537-7990
www.LakeshoreLearning.com

Should you have any questions, please feel free to contact your Regional Manager, Tony Chaidez, at (305) 619-4852 or tchaidez@lakeshorelearning.com

Thank you in advance for giving Lakeshore Learning Materials the opportunity to serve you. We look forward to doing business with you!

Sincerely,

A handwritten signature in black ink, appearing to read "Rafael Muro".

Rafael Muro
Bid Supervisor
Lakeshore Learning Materials



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www.LakeshoreLearning.com

RFP Required Forms and Attachments



THE SCHOOL BOARD OF BROWARD COUNTY, FLORIDA

7720 WEST OAKLAND PARK BOULEVARD, SUITE 323, SUNRISE, FLORIDA 33351 - TEL 754-321-0505 - FAX 754-321-0936

PROCUREMENT & WAREHOUSING SERVICES

MARY CATHERINE COKER, DIRECTOR

www.BrowardSchools.com

The School Board of
Broward County, Florida

Donna P. Korn, Chair
Dr. Rosalind Osgood, Vice Chair

6/25/2020

Dear Prospective Proposers,

**SUBJECT: Instructions to Proposers
Request for Proposals (RFP): FY21-106 – School and Department Furniture**

Lori Alhadeff
Robin Bartleman
Patricia Good
Heather P. Brinkworth
Lauree Rich Levinson
Ann Murray
Nora Rupert

Robert W. Runcie
Superintendent of Schools

The School Board of Broward County, Florida (SBBC) is interested in receiving proposals in response to the attached RFP for School and Department Furniture. Any questions regarding this RFP should be addressed to the Purchasing Agent, in writing, at the address stated above, via facsimile at 754-321-0533 or via e-mail to al.shelton@browardschools.com. Once this solicitation is released to the General Public, the Cone of Silence (See General Condition 7.45) shall take effect. Any proposer, or lobbyist for a proposer, is prohibited from having any communications concerning any solicitation for a competitive procurement with any School Board member, the Superintendent, any Evaluation Committee Member, or any other School District employee after Procurement and Warehousing Services releases a solicitation to the General Public. All communications must go through the Purchasing Agent.

No other School Board or staff member(s) should be contacted in relation to this RFP. Any information that amends any portion of this RFP, which is received by any method other than an Addendum issued to the RFP, is not binding on SBBC.

In order to assure that your bid is in full compliance with all requirements of the RFP, carefully read all portions of the RFP document, paying particular attention to the following areas:

SUPPLIER DIVERSITY OUTREACH PROGRAM (SDOP) PARTICIPATION (See Section 4.4.4 & Attachment A)

SBBC has implemented a Small/Minority/Women Business Enterprise (S/M/WBE) Program as part of the SBBC's competitive solicitation and contracting activity in accordance with School Board Policy 3330 Supplier Diversity Outreach Program. The purpose of the program is to remedy the ongoing effects of identified marketplace discrimination that the School Board has found to adversely affect the participation of Small/Minority and/or Women Business Enterprises ("S/M/WBE") in School Board contracts. S/M/WBE vendors utilized for this contract must be certified by SBBC's Supplier Diversity Outreach Program Office before the submission of the bid proposal. For information on S/M/WBE Certification or Policy 3330, contact SBBC's Supplier Diversity Outreach Program at 754-321-0550 or visit <http://www.browardschools.com/sdop>.

• NON-MANDATORY BIDDERS' CONFERENCE

A Proposers' Conference will be held on 7/6/2020, beginning at 10AM Eastern Time (ET), in the Technology and Support Services Center, Procurement and Warehousing Services, 7720 West Oakland Park Boulevard, Sunrise, Florida 33351-6704. Representatives from all interested companies are encouraged to attend.

• REQUIRED RESPONSE FORM

Section 1, Required Response Form must be completed in full and executed by an authorized representative.

• PROPOSAL SUBMITTAL FORMAT

Proposers are requested to organize their Proposals in accordance with Section 4. SBBC reserves the right to reject and not consider any Proposal not organized and not containing all the information outlined in Section 4.

• DUE DATE

Proposals are due in the Procurement & Warehousing Services Department on the date and time stated in Section 3. In order to have your Proposal considered, it must be received on or before the date and time due. Proposals received after 2:00 p.m. ET on the date due will not be considered.

• STATEMENT OF "NO BID"

If you are not submitting a proposal in response to this RFP, please complete Attachment M, Statement of "No Bid" and return via e-mail to harmoni.clealand@browardschools.com. Your response to the Statement of "No" Bid is very important to Procurement and Warehousing Services when creating future RFPs.

Thank you for your interest in SBBC. Again, if you have any questions please email me at the email address stated above.

Al Shelton
Purchasing Agent



Educating Today's Students to
Succeed in Tomorrow's World

REQUEST FOR PROPOSALS (RFP)

RFP FY21-106

SCHOOL AND DEPARTMENT FURNITURE



RFP Release Date: 6/25/2020

Non-Mandatory Proposers' Conference: * Monday, July 6, 2020

Written Questions Due: On or Before 5:00 p.m. ET
7/9/2020
in Procurement & Warehousing Services Department

Proposals Due: * On or Before 2:00 p.m. ET
7/21/2020
in Procurement & Warehousing Services Department

THE SCHOOL BOARD OF BROWARD COUNTY, FLORIDA
Procurement & Warehousing Services Department
7720 W. Oakland Park Boulevard, Suite 323
Sunrise, Florida 33351-6704

**These are public meetings.*

NONDISCRIMINATION STATEMENT – POLICY 4001.1 The School Board of Broward County, Florida, prohibits any policy or procedure in discrimination on the basis of age, color, disability, gender identity, gender expression, genetic information, marital status, national origin, race, religion, sex or sexual orientation. The School Board also provides equal access to the Boy Scouts and other designated youth groups. Individuals who wish to file a discrimination and/or harassment complaint may call the Director, Equal Educational Opportunities/ADA Compliance Department & District's Equity Coordinator/Title IX Coordinator at 754-321-2150 or Teletype Machine (TTY) 754-321-2158.

Americans with Disabilities Act Amendments Act of 2008

Individuals with disabilities requesting accommodations under the Americans with Disabilities Act (ADA) may call Equal Educational Opportunities/ADA Compliance Department at 754-321-2150 or Teletype Machine (TTY) 754-321-2158

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	The School Board of Broward County, Florida PROCUREMENT AND WAREHOUSING SERVICES 7720 West Oakland Park Boulevard, Suite 323 Sunrise, Florida 33351-6704 754-321-0505	REQUEST FOR PROPOSAL (RFP)						
DUE DATE: This proposal must be submitted to the Procurement & Warehousing Service Department, The School Board of Broward County, Florida, 7720 W. Oakland Park Blvd., Suite 323, Sunrise, Florida 33351-6704 on or before 2:00 p.m. Eastern Time (ET): 7/21/2020 and plainly marked with the RFP number and title. Proposal(s) received, after the date and time stated above, shall not be considered for award. Faxed and/or emailed bids are not allowed and will not be considered for award.		<table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 33%;">RFP NO.: FY21-106</td> <td style="width: 33%;">RELEASE DATE: 6/25/2020</td> <td style="width: 33%;">PURCHASING AGENT: Al Shelton 754-321-0520</td> </tr> <tr> <td colspan="3">RFP TITLE: SCHOOL AND DEPARTMENT FURNITURE</td> </tr> </table>	RFP NO.: FY21-106	RELEASE DATE: 6/25/2020	PURCHASING AGENT: Al Shelton 754-321-0520	RFP TITLE: SCHOOL AND DEPARTMENT FURNITURE		
RFP NO.: FY21-106	RELEASE DATE: 6/25/2020	PURCHASING AGENT: Al Shelton 754-321-0520						
RFP TITLE: SCHOOL AND DEPARTMENT FURNITURE								
Note: Cost of Service should be submitted in a sealed envelope along with, but separate, from the remainder of the proposal.								
<p>One complete, original hard-copy Proposal (clearly marked as such), and one complete, original electronic version (both clearly marked as "original") will constitute the original governing documents. The electronic version in PDF on a Flash Drive must be IDENTICAL to the original Proposal, of the RFP Proposal, including this REQUIRED RESPONSE FORM fully executed and returned on or before 2:00 p.m. ET on the date due to the Procurement & Warehousing Services Department in accordance with the submittal requirements. In the case of any discrepancy between the original hard-copy Proposal and the copies, the original hard-copy Proposal will be the governing document. The proposal must contain all information required to be included in the Proposal as described herein. Completed Proposals must be submitted in a SEALED (envelope, package, box, etc.) with the RFP number and title clearly typed or written on the front of the envelope, package, box, etc.</p>								
SECTION 1 – REQUIRED RESPONSE FORM								
<p>NOTE: Entries must be completed in ink or typewritten. This original Required Response Form must be fully executed and submitted with this Proposal (see Section 4.1.4).</p>								
Proposer's (Company) Name and state "Doing Business As", where applicable: Lakeshore Equipment Company dba Lakeshore Learning Materials		"REMIT TO" ADDRESS FOR PAYMENT: If payment(s) is/are to be mailed to address other than as stated on the left, please complete the section below. <input checked="" type="checkbox"/> Check this box if the address is the same as stated on the left.						
Address: 2695 E. Dominguez Street		P.O. Address: _____						
City: Carson		City: _____						
State: CA Zip Code: 90895		State: _____ Zip Code: _____						
Telephone Number: (800) 421-5354		Contact Person: Rafael Muro						
Proposer's Taxpayer Identification Number: 94-1525814		Contact Telephone Number: (800) 421-5354						
E-Mail Address for PO: orderdept@lakeshorelearning.com		Contact Person's E-Mail Address: biddept@lakeshorelearning.com						
Proposal Certification								
<p>I hereby certify that: I am submitting the following information as my firm's (Proposer) Proposal and am authorized by Proposer to do so. Proposer has not divulged, discussed, or compared the Proposal with other Proposers and has not colluded with any other Proposer or party to any other Proposal; Proposer, its principals, or their lobbyists has not offered campaign contributions to School Board Members or offered contributions to School Board Members for campaigns of other candidates for political office during the period in which the Proposer is attempting to sell goods or services to the School Board. This period of limitation of offering campaign contributions shall commence at the time of the "cone of silence" period for any solicitation for a competitive procurement as described by School Board Policy 3320, Part II, Section GG as well as School Board Policy 1007, Section 5.4 – Campaign Contribution Fundraising. Proposer acknowledges that all information contained herein is part of the public record as defined by the State of Florida Sunshine and Public Records Laws; all responses, data, and information contained in this Proposal are true and accurate. Proposer agrees to complete and unconditional acceptance of the contents of all pages in this Request for Proposals (RFP), and all appendices and the contents of any Addenda released hereto; Proposer agrees to be bound to any and all specifications, terms, and conditions contained in the Request for Proposals, and any released Addenda and understand that the following are requirements of this RFP and failure to comply will result in disqualification of Proposal submitted.</p>								
 _____ Signature of Proposer's Authorized Representative		7/10/2020 _____ Date						
Rafael Muro _____ Name of Proposer's Authorized Representative		Bid Supervisor _____ Title of Proposer's Authorized Representative						
<p><i>Please sign all originals in blue ink.</i></p>								

SECTION 2 – INTRODUCTION AND GENERAL INFORMATION

- 2.1 **Introduction:** The purpose of this Request for Proposal (RFP) is to solicit proposals from qualified vendors wishing to provide furniture solutions, including furniture turn-key solutions, and products for School and Department Furniture delivery, installation, and other related services which are commonly used in various schools and departments of The School Board of Broward County. Types of furniture commonly used within the District include, but not limited to items within the following categories:

Classroom	Library	Office	Other
Bookcases	Audio Visual Carts	Cubicles	Folding Tables
Desks	Bookcases	Desks	Folding Chairs
Stools	Booktrucks	File Cabinets	Podiums
Tables	Carrels	Office Chairs	Room Dividers
Work Benches	Circulation Desks	Conference Room	
	Display Racks		
Cafeteria	Early Childhood	Theater and Performance	Outdoor
Booths	Area Rugs	Acoustical Shells	Trash Receptacles
Cabinets	Play Systems	Conductor Stands	Benches
Chairs	Storage	Music Chairs	Outdoor Tables
Stools	Desks	Music Stands	Picnic Tables
Tables		Portable Stages	
STEM			
Lab Furniture	Science Furniture	Specialty Classrooms/Labs	
Robotics	Collaborative Spaces		

- 2.2 **Questions and Interpretations:** Any questions concerning any portion of this RFP must be submitted, in writing, to Al Shelton, **Procurement & Warehousing Services Department**, at the address listed in Section 6.1 or via e-mail al.shelton@browardschools.com. Any questions which require a response which amends the RFP document in any manner will be answered via Addendum by the Procurement & Warehousing Services Department and provided to all Proposers. No information given in any other matter will be binding on SBBC.

Any questions concerning any condition or requirement of this RFP must be received in the Procurement & Warehousing Services Department, in writing, **on or before 5:00 p.m. ET 6/19/2020**. Questions received after this date and time may not be answered. Submit all questions to the attention of the individual stated above. If necessary, an Addendum will be issued. Any verbal or written information, which is obtained other than by information in this RFP document or by Addenda, shall not be binding on SBBC.

- 2.3 **Contract Term:** The purpose of this RFP is to establish a contract beginning upon execution of both parties for a period of three (3) years. The term of the contract may, by mutual agreement between SBBC and the Awardee, be extended for two additional one-year periods and, if needed, 180 days beyond the expiration date of the renewal period. Procurement & Warehousing Services Department, will, if considering renewing, request a letter of intent to renew from each Awardee, before the end of the current contract period. The Awardee will be notified when the recommendation has been acted upon by the School Board. All costs shall be firm for the term of the contract, as stated in Section 2.4 of this RFP. The Proposer agrees to this condition by signing its Proposal.
- 2.4 **Submittal of Proposal:** Submit Proposals in accordance with Section 4. Proposals should be organized and shall include the necessary information to be in full compliance with this Section. To facilitate the Proposal evaluation process, special attention should be paid to organizing Proposals in a manner consistent with Section 4. SBBC reserves the right to reject and

not consider any proposal that is not submitted in accordance with Section 4 or that does not include any necessary information.

- 2.5 **Evaluation and Award:** All proposals received must meet the Minimum Eligibility Requirements as stated in Section 4.2 of the RFP in order to be further considered for evaluation. Failure to meet the Minimum Eligibility Requirements shall result in disqualification of the entire proposal and shall not be considered for further evaluation. Those proposals which meet the minimum requirements shall be further evaluated and scored by an Evaluation Committee. **General Condition 7.1, Liability, is NOT subject to negotiation and any Proposal that fails to accept these conditions will be rejected as "non-responsive".**

All responsive Proposals will be evaluated by the Evaluation Committee (hereinafter referred to as "Committee") based upon the information submitted by Proposers in response to Section 4 and in accordance with the evaluation criteria established in Section 5.1 for Category A.) Experience & Qualifications and Category B.) Scope of Services. Category C.) Presentation and Category D.) Minority/Women Business Participation will be evaluated and scored by the SBBC's Supplier Diversity Outreach Program staff. Based upon the evaluation of Proposals, the Committee will recommend Proposer(s) to SBBC for an award. The number of firms to be recommended is solely at the discretion of the Committee.

SECTION 3 – CALENDAR

6/25/2020	Release of RFP FY21-106
7/6/2020	*Non-Mandatory Proposers' Conference
7/9/2020	Written questions due on or before 5:00 p.m. ET in Procurement & Warehousing Services Department
7/21/2020	*Proposals due on or before 2:00 p.m. ET in Procurement & Warehousing Services Department. Proposal opening will be at 7720 West Oakland Park Blvd., Suite 323, Sunrise, Florida 33351-6704
8/3/2020	*Evaluation Committee reviews proposals, demonstrations and makes recommendation for award. Meeting to be held at: Procurement & Warehousing Services Department 7720 West Oakland Park Boulevard, Suite 323 Sunrise, Florida 33351-6704 at 10:00 a.m. ET and/or through communications media technology (CMT) – Video Conference via Microsoft Teams**.
8/5/2020	Posting of Recommendation

** These are public meetings. The School Board of Broward County, Florida, prohibits any policy or procedure which results in discrimination on the basis of age, color, disability, gender identity, gender expression, national origin, marital status, race, religion, sex or sexual orientation. Individuals who wish to file a discrimination and/or harassment complaint may call the Director of EEO/ADA Compliance at 754-321-2150 or Teletype Machine (TTY) 754-321-2158.*

Individuals with disabilities requesting accommodations under the Americans with Disabilities Act (ADA) may call Equal Educational Opportunities (EEO) at 754-321-2150 or Teletype Machine (TTY) 754-321-2158.

*** SBBC will follow any applicable guidelines regarding CMT as defined by the State of Florida and as applicable for the date of the meetings and will also comply to all CDC and Florida State Guidelines for the COVID-19 pandemic.*

SECTION 4 – INFORMATION TO BE INCLUDED IN THE SUBMITTED PROPOSAL

- 4.1 To maintain comparability and facilitate the review process, it is requested that Proposals be organized in the manner specified below. Include all the information requested herein in your Proposal.

4.1.1 **Title Page:** Include RFP Number, subject, the name of the Proposer, address, telephone number, and date.

4.1.2 **Table of Contents:** Include a clear identification of the material by section and by page number.

4.1.3 **Letter of Transmittal:** Include the names of the persons who will be authorized to make representations for the Proposer, their titles, addresses, and telephone numbers.

4.1.4 **Required Response Form:** (Section 1 of RFP) with all required information completed and all signatures as specified (blue ink preferred on original). Any modifications or alterations to this form shall not be accepted and Proposal will be rejected. The enclosed original Required Response Form will be the only acceptable form.

4.1.5 **Notice Provision:** Should your firm become an Awardee under this RFP, please specify the name and address of the person(s) to whom any notices should be sent under SBBC's contract with the Awardee:

Name/Title, Address and email address of Awardee's Representative for Notices:

Rafael Muro, Bid Supervisor
2695 E. Dominguez St., Carson, CA 90895
biddept@lakeshorelearning.com

With a Copy To: (Name/Title and Address)

Mike Duong, Bid Manager
2695 E. Dominguez St., Carson, CA 90895

The SBBC's Procurement & Warehousing Services Department shall determine whether each Proposer meets the Minimum Eligibility requirements of Section 4.2 and shall only deliver Proposals meeting the Minimum Eligibility requirements to the Evaluation Committee for further evaluation.

- 4.2 **Minimum Eligibility Requirement(s):** To be considered for an award and to be further evaluated, Proposer must meet or exceed the following criteria as of the opening date of the Proposal. **Failure to provide or clearly state the information requested below will result in the disqualification of proposal.** The Proposer is responsible for providing the following information in its response. The Proposer must also include a statement of acknowledgement for each item below. **The requested information below must be numbered as indicated below and be included in "this section" of your submitted proposal; do not place this information in any other section of your proposal.**

4.2.1 Proposer must meet or exceed the requirements of Section 7.1, Liability. Will your company meet or exceed the requirements as written in Section 7.1 for this contract? ☒ Yes ☐ No **Do not check both boxes.**

4.2.2 Local Representative within the Tri-County Area (Broward, Miami-Dade, Palm Beach).

4.2.3 Proposer must submit all Discounts and Prices in the Bid Summary Sheet provided by SBBC (Attachment K).

- 4.3 State under what other or former name(s) the Proposer is currently operating under or has operated under.

N/A

4.4 **Evaluation Criteria - (Proposer Qualifications, Scope of Services, Costs of Services, Presentation, and S/M/WBE Participation):** This section represents the information that will be utilized in the evaluation of Proposals received and assignment of points in accordance with the evaluation criteria established in Section 5.0 for Proposals submitted. Proposers are cautioned to read this section carefully and respond with full complete information that will assist the Evaluation Committee in evaluating Proposal submitted. Proposers are requested to respond in the format and organizational structure stated and to refrain from including promotional or advertising materials in their proposal. The maximum allowable points (See Section 5) that will be awarded for each section are stated. Failure to respond or incomplete responses to any evaluation criteria below will result in zero or reduced allocation of points for the criteria and may result in disqualification of the entire proposal.

4.4 **Evaluation Criteria - (Proposer Experience & Qualifications, Scope of Services & Performance Specifications, Costs of Services, and S/M/WBE Participation):**

4.4.1 Proposer's Experience & Qualifications – (Maximum 25 allowable points)

- 4.4.1.1 **Executive Summary** - Submit a executive summary (abstract) stating the Proposer's understanding of the nature and scope of the services to be provided and the capacity and capability to comply with all terms and conditions of RFP. **(Up to 5 Points)**
- 4.4.1.2 **References (Attachment J)** - Submit references as per Attachment J. Please include other Florida School Districts. **(Up to 5 Points)**
- 4.4.1.3 **Supply Chain Strengths** - Submit a letter detailing the strength of the Proposer's Supply Chain and how the Proposer has thrived during hardship times such as the Covid-19 Pandemic to stay competitive in today's market. Please state if you have any warehouses local in South Florida and local teams for installation **(Up to 5 Points)**
- 4.4.1.4 **Good and Services Warranty** - Submit a letter stating the Proposer's warranties for different manufacturers, if applicable. Submit information on how Proposer would handle warranty claims. **(Up to 5 Points)**
- 4.4.1.5 **Eco-Friendly Certifications** - Submit proof of certifications, such as Greenguard and LEED, Proposer has regarding eco-friendly products that you sell or manufacture. **(Up to 5 Points)**

4.4.2 Scope of Services & Performance Specifications – (Maximum 40 allowable points): The scope of services & performance specifications listed is minimum requirements. By providing a proposal, Proposer agrees to comply with the minimum Scope of Services & Performance Specifications. Proposers are instructed to indicate a response to ALL service requirements below and specifications contained in this section in the order listed using the same numbering system.

The inability or denial expressed in a proposal, or omission in the proposal, to offer to a comply, comply with deviations or no, cannot comply or provide with the technical requirements of this section of the RFP may result in deductions in the allocation of points by the Evaluation Committee.

Minimum Scope of Services & Performance Specifications

- A. Delivery Services - Complimentary delivery and installation services on all Complete Classroom orders; includes working with on-site personnel to schedule the delivery, meet the truck upon arrival, coordinate with site contacts, assemble all furniture, place materials and organize each room to specification, as well as remove all debris associated with the project.
- B. Upon request, provide up-to-date "testing" documentation showing that and item meets current ASTM (American Society for Testing and Materials) requirements.
- C. Custom Cartoning & Labeling - Boxes are labeled by site, by classroom and/or by teacher name so materials can be quickly inventoried and delivered to each location without error.
- D. Proposer must be able to provide the following
 - a. A catalog selection for Infant/Toddler, Early Childhood, Elementary and Special Needs furniture and learning environment components.
 - b. A catalog selection of equipment and related services used in special needs environments, including but not limited to the areas of speech/language, audiology, and orientation/mobility.
 - c. A catalog selection of educational materials and resources targeted to Infant/Toddler, Early Childhood, Elementary Grade Level, and Special Needs Learners, including targeted instructional categories such as STEM, Sensory, Social-Emotional, Language, Science, Math, and Social Studies.
- E. Proposer shall be capable of collaborating with schools to provide specific products and resources bundled to meet the needs of the school.
- F. Proposer shall provide consultations regarding proposed products and services, including but not limited to, classroom assessments as it relates to design, layout, furnishings, and materials; catalog correlations; and educational material tutorials.
- G. Proposer shall be able to meet with stake holders to formulate appropriate plans for procurement of furniture that meets the goals of the district this includes choice of product, design of use of the product, space planning, coordination of purchase and fulfillment based on your districts needs.
- H. Proposer shall be able to provide a wide array of outdoor furniture.
- I. Provide samples of classroom designs of innovative classrooms based on the following themes:
 - a. Esports (Esports is a form of sport competition using video games. Esports often takes the form of organized, multiplayer video game competitions)
 - b. Aviation
 - c. Podcasting/Shoutcasting
 - d. Studio and Entertainment Media Spaces
 - e. Concierge/Hospitality
 - f. Marine Outboarding and Mechanics
 - g. Business and Office Spaces

4.4.3 Cost of Services

The proposer must complete and submit the Bid Summary Sheet as provided with this RFP (Attachment K). Proposer must list all the Manufacturers for which it can sell and distribute its products. Proposer shall offer the **GREATEST SINGLE-FIXED PERCENTAGE DISCOUNT** and it be a whole number. For example, 12% is acceptable, 11.075% is not acceptable) from manufacturer's suggested retail price list (MSRP). Offering a percentage mark-up instead of discount shall result in disqualification of bid item.

SINGLE FIXED PERCENTAGE DISCOUNT OFFERED: Proposer should indicate in all spaces provided on the Bid Summary Sheet their single fixed percentage discount **(Must be a whole number. For example, 12% is acceptable, 11.075% is not acceptable)** for the indicated manufacturer's discount. That will be used for the term of the contract. Single fixed percentage offered shall remain firm throughout the term of the contract. Supplies and Assets for the purpose of this bid shall be defined as:

- i. **SUPPLIES:** Any catalog item whose net price is under \$1,000.00.
- ii. **ASSETS:** Any catalog item whose net price is \$1,000.00 or more.

Proposers shall offer their single fixed percentage discount as described on the Bid Summary Sheet, to be calculated from the most current manufacturer's list price. Net pricing is acceptable. Awardees may offer SBBC additional educational discounts at any time and invoice SBBC at a greater discount than their bid discount.

Furthermore, Proposer must submit Letter of Authorization in Manufacturer's letterhead for every Manufacturer listed. Failure to submit Letter of Authorization by Manufacturer such Manufacturer will be considered as non-authorized by Proposer.

Moreover, Proposer shall specify all the items, under the Worksheet "List Price", all the items that Proposer represents from the Manufacturers listed.

Proposer must include in Bid Summary Sheet the hourly cost for installation, if applicable. Proposer must include if there is any minimum order quantity to qualify for free installation.

During the Term of this Contract, SBBC reserves the right to ask for quotes to the Awardees for common items purchased throughout the District. Pricing provided will expire at the anniversary, in which case SBBC will release subsequent request quotes and update the common items as needed. Such examples of common items are, but not limited too, folding chairs, student-desk combos, and cafeteria tables.

On the annual anniversary of the Contract Term, Awardees may update by adding or removing the list of Manufactures for which they are awarded. In order to add a new Manufacturer, Awardee must submit Letter of Authorization in Manufacturer's letterhead for every Manufacturer which Awardee wishes to add. Failure to submit Letter of Authorization by Manufacturer such Manufacturer will be considered as non-authorized by Awardee. Any addition/removal of a manufacturers must be approved by SBBC Procurement and Wahoursing Services in writing.

Award of this contract shall not be a guarantee of business, a guarantee of a specified volume of service or minimum dollar revenue to be received under this contract.

4.4.4 S/M/WBE Participation: (Maximum 15 allowable points):

SUPPLIER DIVERSITY OUTREACH PROGRAM (SDOP): The SBBC has implemented a Supplier Diversity Outreach Program (SDOP) as part of the SBBC's competitive solicitation and contracting activity in accordance with School Board Policy 3330, Supplier Diversity Outreach Program and Guidelines. S/M/WBE is defined as an enterprise whose annual revenues and number of employees shall be no greater than fifty percent (50%) of the small business size standards for its industry(ies) as established by the U.S. Small Business Administration and meets significant business presence requirements as defined in Policy 3330. **SBBC Diversity Policy 1.5 & Supplier Diversity Outreach Policy 3330 can be seen at website URL:** broward.k12.fl.us/sbbcpolicies.

Nondiscrimination:

Each Bidder hereby certifies and agrees that the following information is correct: In preparing its response to this project, the Bidder has considered all proposals submitted from qualified, potential subcontractors and suppliers, and has not engaged in "discrimination" as defined in School Board Policy 3330 – Supplier Diversity Outreach Program, Section D.1.; to wit: discrimination in the solicitation, selection, or commercial treatment of any subcontractor, vendor, supplier, or commercial customer on the basis of race, color, religion, ancestry or national origin, sex, age, marital status, sexual orientation or on the basis of disability or other unlawful forms of discrimination. Without limiting the foregoing, "discrimination" also includes retaliating against any person or other entity for reporting any incident of "discrimination." Without limiting any other provision of the solicitation for responses on this project, it is understood and agreed that, if this certification is false, such false certification will constitute grounds for SBBC to reject the response submitted by the Bidder on this project, and terminate any contract awarded based on the response. As a condition of submitting a response to SBBC, the Bidder agrees to comply with SBBC's Commercial Nondiscrimination Policy as described under its School Board Policy 3330 – Supplier Diversity Outreach Program, Section D.1.

INDUSTRY-SPECIFIC REMEDIAL AFFIRMATIVE PROCUREMENT INITIATIVES

The Goal Setting Committee (GSC) has considered the following in the course of reaching a determination regarding which, MAWBE SBE industry-specific remedial programs shall be applied to this solicitation and resulting contract:

The Affirmative Procurement Initiative (API) implemented in this solicitation is the SBE Evaluation Preference for Prime Bidders.

In accordance with SBBC Policy No. 3330, Section E.3.b. Under this Program element, on "Best Value" contract solicitations where low price is not the only factor considered in contract award, the GSC may reserve from fifteen percent up to a maximum of twenty percent (15%-20%) of the total available evaluation points for award to those prime bidders or respondents that are certified as SBEs.

- **Proposers responding to this solicitation that are SBBC-Certified SBE will be awarded ten (10) points.** The SBE Proposers who are self-performing must identify themselves by completing the Form 00470 and 00475. The Statement of Intent submitted with the proposal reflects the intent to self-perform. Additionally, it will detail the scope of work and dollar amount to perform (see **Attachment A**).
- **Non SBBC Certified SBE Proposers committing to subcontracting eight percent (8%) or more of the total contract value to a certified SBE firm at the time of submission will be awarded five (5) points.** The proposer shall identify each SBBC-Certified SBE firm, that will be utilized by completing the Form 00470 Statement of Intent to Perform as an SBE Subcontractor and Form 00475 Subcontractor Participation Schedule (see **Attachment A**).

NOTE: Points in both categories will not be combined.

A maximum of ten (10) points shall be awarded to SBBC Certified SBE Proposers who self performs a portion of the scope of work. Non-SBBC Certified Proposer who commits to subcontracting eight percent (8%) or more of the scope of work to a SBBC certified SBE will be awarded Five (5) points.

Please go to the following link to view the current list of SBBC-Certified firms: browardschools.com/Page/46981.

Penalties and Sanctions

In the absence of a waiver granted by the SDOP, the failure of a proposer to attain at minimum the five percent (5) subcontracting goal for SBE participation in the performance of its contract or otherwise comply with the provisions of this API shall be considered a material breach of contract, grounds for termination of that contract with the SBBC, and shall be subject to any penalties and sanctions available under the terms of the SDOP policy, its contract terms with the SBBC, or by law pursuant to the penalties and sanctions set forth in Section 13 of the Standard Operating Procedures for this Policy.

Suspension

The temporary stoppage of a SBE firm's beneficial participation in the District's SDOP for a finite period of time due to cumulative contract payments the SBE firm received during a fiscal year that exceed a certain dollar threshold as set forth in Section (7) of the Standard Operating Procedures for this Policy or pursuant to the penalties and sanctions set forth in Section 13 of the Standard Operating Procedures for this Policy.

NOTE TO PROPOSER (s): Proposals will be evaluated based on the evaluation criterion below		Maximum Points
	<u>Proposers responding to this solicitation that are SBBC-Certified SBE will be awarded ten (10) points. All SBBC Certified S/M/WBEs are considered SBEs.</u> The SBE Proposers who are self-performing must identify themselves by completing the Form 00470 and 00475. The Statement of Intent submitted with the proposal reflects the intent to self-perform. Additionally, it will detail the scope of work and or percentage/dollar amount to performed (see Attachment A). Indicate the extent and nature of the firm's work with specificity, as it relates to the services as described in this RFP. If you are not a SBBC Certified SBE Proposer state N/A on the form and return it with your Proposal.	10
	<u>Proposers committing to subcontracting eight percent (8%) or more of the total contract value to a certified SBE firm at the time of submission will be awarded five points (5). All SBBC Certified S/M/WBEs are considered SBEs.</u> The proposer shall identify each SBBC-Certified SBE firm, that will be utilized by completing the <i>Form 00470</i> Statement of Intent to Perform as a SBE Subcontractor and <i>Form 00475</i> Subcontractor Participation Schedule (see Attachment A). The Statement of Intent submitted with the proposal reflects the intent of the parties, both prime and subcontractor, to establish a business relationship. Additionally, it will detail the type of work and percentage of work that the subcontractor will perform. Provide proof, in writing, that the SBE subcontractor is certified by The School Board of Broward County (SBBC), Florida. Any participation commitment by firms not certified with SBBC at the time the proposal is due will not count towards the points for this solicitation. If you are not a SBBC Certified SBE Proposer state N/A on the form and return it with your Proposal.	5
	MAXIMUM POINTS TO BE AWARDED	15
	*If awarded, the Awardee will be required to submit <i>Form 00485</i> - Small Minority or Women Business Enterprise (SBE) Monthly Utilization Report (Utilization Report) (see Attachment A) to the Supplier Diversity Outreach Program Office which will track payments made. The timing of the Utilization Report shall coincide with invoice submission. <u>State your willingness to comply with this requirement.</u>	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>

4.4.5 Presentation (Maximum 20 allowable points):

During the Evaluation Committee Meeting, every Proposer shall present on the following:

- What are value added services that the Proposer can bring forward to the District?
- What is the Proposer ability to furnish all sorts of classrooms and office spaces such as Science, Early Childhood, Special Needs, Physical Education, Art and Curriculum?
- How is the Proposer working towards modern classroom designs such as E-Sports Labs?

All presentations must not exceed 10 minutes and shall be superceded by a three minute Q&A from the Evaluation Committee Members, shall they have any questions. Proposers will present in alphabetical order. If Proposer fails to present, such Proposer will receive 0 Points in Section 4.4.5 Presentation.

SECTION 5 – EVALUATION OF PROPOSALS

- 5.1 The Evaluation Committee (hereinafter referred to as "Committee"), shall evaluate all Proposals received, which meet or exceed Section 4.2, Minimum Eligibility Requirements and Section 7.1 Indemnification, according to the following criteria:

CATEGORY	MAXIMUM POINTS
A. Experience and Qualifications	25
B. Scope of Services	40
C. Presentation	20
D. Supplier Diversity & Outreach Program	
SBE Certified Prime Proposer	10
Non-SBE Certified Prime Proposer Subcontracting 8% or more to SBE(s)	5
TOTAL	100

A maximum of ten (10) points shall be awarded to SBBC Certified SBE Proposer who self performs a portion of the scope of work. Non-SBBC Certified Proposer who commits to subcontracting eight percent (8%) of the scope of work to a SBBC certified SBE will be awarded Five (5) points. Points in both categories will not be combined.

15-Point Table for SBE Participation	
SBBC Certified SBE Prime	10 Points
8% SBE Subcontracting	5 Points

Note: Evaluation points for "Category D" shall be provided by the Supplier Diversity Outreach Program Office.

Failure to respond, provide detailed information or provide requested Proposal elements may result in the reduction of points in the evaluation process. The Committee may recommend the rejection of any proposal containing material deviations from the RFP. The Committee may recommend waiving any irregularities and technicalities. If only one (1) responsive proposal is received, the Committee will proceed without scoring the one (1) responsive proposal and may negotiate the best terms and conditions with that sole proposer or may recommend the rejection of all proposals as permitted by Section 6A-1.012(12)(c), F.A.C."

The SBBC Supplier Diversity Outreach Program works to increase the participation of small, minority and women-owned business enterprises in construction and purchasing contracts. It is the intent of the School Board of Broward County to have a diverse group of vendors to participate in the procurement process. The current list of SBBC S/M/WBE-Certified firms can be viewed at: browardschools.com/Page/46981.

At the time of the bid submittal, the Bidder shall identify itself as an SBBC-Certified SBE firm, by completing the Form 00470 and Form 00475. Once awarded, the Bidder is required to submit the Monthly Utilization Report Form, #00485. The Bidder must also adhere to Section 9 and 13 of the SDOP Standard Operating Procedures, which is available at browardschools.com/Page/32544

- 5.2 The Committee reserves the right to ask questions of a clarifying nature once Proposals have been opened, require presentations from all Proposers, interview any or all Proposers that respond to the RFP, or make their recommendations based solely on the information contained in the Proposals submitted. Presentations, if required, will be part of the evaluation process.
- 5.3 **Committee's Recommendation.** The number of firms to be recommended for an award is solely at the discretion of the Committee. The Committee has the discretion to recommend an award to one or more proposer(s) or to reject any or all of the submitted proposals. The Committee also has the discretion to commence negotiations with ranked responsive proposers if the Committee chooses to do so. During any such negotiations, the Committee reserves the right to negotiate any term, condition, specification, or price (other than those found or specified in Section 4.2 and Section 7.1 of this RFP) during an exempt negotiations session with the highest ranked responsive proposer. Each ranked responsible proposer

must be represented during its exempt negotiations session by an authorized representative possessing authority to bind the proposer to the changes made in their proposal. The Committee will recess the open public portion of the evaluation meeting and conduct the exempt negotiations session of the competitive selection process beginning with the highest ranked responsive proposer as determined under Section 5.1 of this RFP. In accordance with Section 286.0113(2), Florida Statutes, any negotiations session will be conducted to the exclusion of the other ranked responsive proposers. The Committee may choose to conduct one or more exempt negotiation session(s) with a ranked responsive proposer, the Committee shall reconvene the open public portion of the evaluation meeting and determine, by motion and a roll call vote, whether to recommend an award to one or more ranked responsive proposer(s). The Committee may declare an impasse with a ranked responsive proposer at any time; or to proceed with further negotiations with one or more of the next highest ranked responsive proposers. If the negotiations are not successful, the Committee reserves the right not to award a ranked proposer if it is in the best interest to SBBC.

- 5.4 **Award:** Proposers will be evaluated first as per Section 4.4.1 Experience and Qualifications, Section 4.4.2 Scope of Services, 4.4.4 S/M/WBE Participation, and 4.4.5 Presentation for a maximum of 100 points. It is SBBC's intention to recommend for award a pool of six (6) vendors with the highest score received. The Top 6 Proposers with the highest scores will be recommended for Award.

These Proposers must have complied with the terms, conditions, and specifications of the RFP. After the conclusion of negotiations (as stated above), the recommended award would be made for the services sought in this RFP in accordance with the terms of negotiations. An Agreement (in the form of the Sample Agreement attached hereto as Attachment "E") shall be prepared for execution by the Awardee and SBBC, and shall be governed by the laws of the State of Florida, and must have venue established in the 17th Judicial Circuit Court of Broward County, Florida or the United States Court of the Southern District of Florida. This Agreement approved by the SBBC's General Counsel will be submitted to SBBC for final approval. **Approval shall not be a guarantee of business, a guarantee of specified volume of service or minimum dollar revenue to be received under this contract.**

SECTION 6 – SPECIAL CONDITIONS

- 6.1 The complete original hard-copy Proposal properly completed and signed must be submitted in a sealed envelope and received on or before 2:00 p.m. ET, 7/7/2020 at the following address in order to be considered. Please utilize Attachment L.

PROCUREMENT & WAREHOUSING SERVICES DEPARTMENT
The School Board of Broward County, Florida
7720 West Oakland Park Boulevard, Suite 323
Sunrise, Florida 33351-6704
Attention: FY21-106 - School and Department Furniture

One (1) complete, original hard-copy Proposal (clearly marked as such), and one (1) complete, original electronic version (both clearly marked as "original") will constitute the original governing documents. The electronic version in PDF on a Flash Drive must be IDENTICAL to the original Proposal. The proposal shall include any supplemental information/marketing materials, of the RFP Proposal, including the REQUIRED RESPONSE FORM (Section 1 of RFP), must be fully executed and returned on or before 2:00 p.m. ET on the date due to the Procurement & Warehousing Services Department in accordance with the submittal requirements. In the case of any discrepancy between the original hard-copy Proposal and the copies, the original hard-copy Proposal will be the governing document. The proposal must contain all information required to be included in the Proposal as described herein. Completed Proposals must be submitted in a sealed envelope (package, box, etc.) with the RFP number and title clearly typed or written on the front.

- 6.2 **JOINT VENTURES:** In the event, multiple Proposers submit a joint proposal in response to the RFP, a single proposer shall be identified as the prime proposer. If offering a joint proposal, prime proposer must include the name and address of all parties of the joint proposal. Prime proposer shall provide all bonding and insurance requirements, execute any Contract, complete the REQUIRED RESPONSE FORM shown herein, have overall and complete accountability to resolve any dispute arising within this contract. Only a single contract with one Proposer shall be acceptable. Prime Proposer responsibilities shall include, but not be limited to, performing of overall contract administration, preside over other Proposers participating or present at SBBC meetings, oversee the preparation of reports and presentations, and file any notice of protest and final protest as described herein. Prime Proposer shall also prepare and present a consolidated invoice(s) for services performed. SBBC shall issue only one (1) check for each consolidated invoice to the Prime Proposer for services performed. Prime Proposer shall remain responsible for performing services associated with response to this RFP.

6.3 INSURANCE REQUIREMENTS – MINIMUM INSURANCE REQUIREMENTS

- 6.3.1 **GENERAL LIABILITY:** Limits not less than \$1,000,000 per occurrence for Bodily Injury/ Property Damage; \$1,000,000 General Aggregate. Limits not less than \$1,000,000 for Products/Completed Operations Aggregate.
- 6.3.2 **PROFESSIONAL LIABILITY/ ERRORS & OMISSIONS:** Limit not less than \$1,000,000 per occurrence covering services provided under this Agreement.
- 6.3.3 **WORKER'S COMPENSATION:** Florida Statutory limits in accordance with Chapter 440; Employer's Liability limits not less than \$100,000/\$100,000/\$500,000 (each accident/disease-each employee/disease-policy limit).
- 6.3.4 **AUTO LIABILITY:** Owned, Non-Owned and Hired Auto Liability with Bodily Injury and Property Damage limits of not less than \$1,000,000 Combined Single Limit. If Awardee does not own any vehicles, hired and non-owned automobile liability coverage in the amount of \$1,000,000 shall be accepted. In addition, an affidavit signed by the Awardee must be furnished to SBBC indicating the following:

_____ (Awardee Name) does not own any vehicles. In the event the insured acquires any vehicles throughout the term of this agreement, the insured agrees to provide proof of "Any Auto" coverage effective the date of acquisition.

6.3 INSURANCE REQUIREMENTS – MINIMUM INSURANCE REQUIREMENTS (Continued)

6.3.5 **ACCEPTABILITY OF INSURANCE CARRIERS:** The insurance policies shall be issued by companies qualified to do business in the State of Florida. The insurance companies must be rated at least A- VI by AM Best or Aa3 by Moody's Investor Service.

6.3.6 **VERIFICATION OF COVERAGE:** Proof of Insurance must be furnished within 15 days of execution of this Agreement. To streamline this process, SBBC has partnered with EXIGIS RiskWorks to collect and verify insurance documentation. All certificates (and any required documents) must be received and approved by SBBC before any work commences to permit Awardee time to remedy any deficiencies. EXIGIS RiskWorks will send an email notification within three (3) business days after receipt of the award letter.

- New vendors will receive an email notification requesting account verification and insurance agent information.
- Existing vendors will receive an email notification of the current status.

6.3.7 **REQUIRED CONDITIONS:** Liability policies must contain the following provisions. In addition, the following wording must be included on the Certificate of Insurance:

6.3.7.1 The School Board of Broward County, Florida, its members, officers, employees, and agents are added as additional insured.

6.3.7.2 All liability policies are primary of all other valid and collectible coverage maintained by The School Board of Broward County, Florida.

6.3.7.3 Certificate Holder: The School Board of Broward County, Florida, c/o EXIGIS Risk Management Services, P. O. Box 4668-ECM, New York, New York 10163-4668

6.3.8 **CANCELLATION OF INSURANCE:** Vendors are prohibited from providing services under this Agreement with SBBC without the minimum required insurance coverage and must notify SBBC within two (2) business days if required insurance is canceled.

The School Board of Broward County, Florida reserves the right to review, reject or accept any required policies of insurance, including limits, coverage's or endorsements, herein throughout the term of this agreement

6.4 **AWARDEE ACCOUNTING RECORDS AND RIGHT TO AUDIT PROVISIONS:**

6.4.1 Awardee's and Sub-Contractor's records shall include, but not be limited to, accounting records, payroll time sheets, audited and unaudited financial statements to substantiate payment rates and income, written policies and procedures, Sub-Contractor's files and any other supporting evidence necessary to substantiate payments and income related to this Agreement (all the foregoing hereinafter referred to as "records") shall be open to inspection and subject to audit and/or reproduction, during normal working hours, by SBBC's agent or its authorized representative to the extent necessary to adequately permit evaluation and verification of any invoices, payments or claims submitted by the Awardee(s) or any of his/her payees pursuant to the execution of the Agreement. Such records subject to the examination shall also include, but not be limited to, those records necessary to evaluate and verify payments and any other matters or items associated with this Agreement.

6.4.2 For the purpose of such audits, inspections, examinations and evaluations, SBBC's agent or authorized representative shall have access to said records from the effective date of this Agreement, for the duration of the work, and until five (5) years after the date of final payment by Awardee(s) pursuant to this Agreement. All payments which cannot be documented as paid as required by the Agreement and found not to be in compliance with the provisions of this Agreement shall be reimbursed to SBBC.

6.4 **AWARDEE ACCOUNTING RECORDS AND RIGHT TO AUDIT PROVISIONS (Continued):**

6.4.3 SBBC's agent or its authorized representative shall have access to the Awardee's facilities, shall have access to all necessary records, and shall be provided adequate and appropriate workspace, to conduct audits in compliance with this article. SBBC's agent or its authorized representative shall give audited firm reasonable advance notice of intended audits.

6.4.4 Awardee(s) shall certify that payments are accurate and correct on each and every payment. If an audit reveals discrepancies, such as an overpayment, the Awardee will be required to reimburse SBBC for the discrepancy with a minimum of eighteen percent (18%) per annum.

6.4.5 If an audit inspection or examination in accordance with this article, discloses overpayments (of any nature) to the Awardee(s) by SBBC in excess of ten percent (10%) of the total payments, the actual cost of SBBC's audit shall be paid by the Awardee as well as the overpayments by SBBC.

6.5 **W-9 FORM:** All Proposers are requested to complete their W-9, (see **Attachment D**), and submit with their Proposal.

6.6 **FLORIDA BIDDER'S PREFERENCE:** General Condition 7.2.4 does not apply to this RFP as no personal property is being purchased.

6.7 **COPYRIGHT INDEMNIFICATION:** SBBC agrees to notify Awardee promptly in writing of any threatened or pending judicial action brought against SBBC alleging SBBC's improper or unlawful use of any of the Services or Awardee Property, including but not limited to its infringement of a valid United States copyright law, patent or regulation (all such claims being referred to collectively herein as "Infringement Claims"). Awardee shall indemnify and defend the SBBC, including its board members, employees, and agents, against any and all of such Infringement Claims at its own expense and will pay (i) the legal fees of counsel engaged to defend SBBC and all of SBBC's related reasonable expenses, (ii) any costs and damages awarded against the SBBC in such action, and (iii) any amount agreed to be paid by SBBC in settlement of such action. Awardee's foregoing obligations are subject to and conditioned upon SBBC's full cooperation with Awardee in the defense of such Infringement Claims.

6.8 **ACCEPTANCE AND REJECTION OF PROPOSALS:**

6.8.1 **Acceptance:** All Proposals properly completed and submitted will be evaluated in accordance with Section 2.1 and Section 5.1. SBBC reserves the right to reject any or all Proposals that contain material deviations from the RFP or that fail to meet all mandatory requirements. SBBC may reject any or all Proposals when it serves the best interest of SBBC.

6.8.2 SBBC also reserves the right to waive irregularities or technicalities in any Proposal received if such action is in the best interest of SBBC. However, such a waiver shall in no way modify the RFP requirements or excuse the Proposer from full compliance with the RFP specifications and other contract requirements if the Proposer is awarded the contract.

6.8.3 **Rejection:** A Proposal may be rejected if it does not conform to the rules or the requirements contained in this RFP. Examples for rejection include, but are not limited to, the following:

6.8 **ACCEPTANCE AND REJECTION OF PROPOSALS (Continued):**

- 6.8.3.1 The Proposal is time-stamped at the Procurement & Warehousing Services Department after the deadline specified in the RFP.
- 6.8.3.2 Failure to execute and return the enclosed original **REQUIRED RESPONSE FORM** as defined in Subsection 4.1.4 (see Section 1- Required Response Form).
- 6.8.3.3 Failure to respond to all subsections within the RFP.
- 6.8.3.4 Proof of collusion among Proposers, in which case all suspected Proposals involved in the alleged collusive action shall be rejected, and any participants to such collusion shall be barred from future procurement opportunities until reinstated.
- 6.8.3.5 The Proposal shows non-compliance with applicable laws or contains any unauthorized additions or deletions, is a conditional Proposal, is an incomplete Proposal, or contains irregularities of any kind, which make the Proposal incomplete, indefinite, or ambiguous as to its meaning.
- 6.8.3.6 The Proposer adds provisions reserving the right to accept or reject an award or to enter into a contract pursuant to an award or adds provisions contrary to those in the RFP.
- 6.8.3.7 In the best interest of SBBC, the Board reserves the right to reject any or all proposals received when there is sound documented business reasons that serve the best interest of SBBC.

6.9 **VENDOR REGISTRATION:** To become a registered vendor for SBBC, vendors must access, complete and submit a Supplier Profile Questionnaire (SPQ) through SBBC's new eProcure Online Supplier Portal, powered by Ariba which can be located at: <http://schoolboardofbrowardcounty.supplier.ariba.com/register> Training materials are available via our website at <https://www.browardschools.com/PWS> (if needed).

6.10 **NONDISCRIMINATION STATEMENT – POLICY 4001.1** The School Board of Broward County, Florida, prohibits any policy or procedure in discrimination on the basis of age, color, disability, gender identity, gender expression, genetic information, marital status, national origin, race, religion, sex or sexual orientation. The School Board also provides equal access to the Boy Scouts and other designated youth groups. Individuals who wish to file a discrimination and/or harassment complaint may call the Director, Equal Educational Opportunities/ADA Compliance Department & District's Equity Coordinator/Title IX Coordinator at 754-321-2150 or Teletype Machine (TTY) 754-321-2158.

6.11 **PRE-QUALIFICATION:** In the event that the District requires Awardee to be pre-qualified, Awardee must complete pre-qualification process within 20 days from notice.

SECTION 7 – GENERAL CONDITIONS

- 7.1 LIABILITY:** This General Condition of the RFP is **NOT** subject to negotiation and any Proposal that fails to accept these conditions will be rejected as "non-responsive".
- 7.1.1** By SBBC: SBBC agrees to be fully responsible up to the limits of Section 768.28, Florida Statutes, for its acts of negligence, or its employees' acts of negligence when acting within the scope of their employment and agrees to be liable for any damages resulting from said negligence.
- 7.1.2** By AWARDDEE: AWARDDEE agrees to indemnify, hold harmless and defend SBBC, its agents, servants and employees from any and all claims, judgments, costs and expenses including, but not limited to, reasonable attorney's fees, reasonable investigative and discovery costs, court costs and all other sums which SBBC, its agents, servants, and employees may pay or become obligated to pay on account of any, all and every claim or demand, or assertion of liability, or any claim or action founded thereon, arising or alleged to have arisen out of the products, goods or services furnished by the VENDOR, its agents, servants or employees; the equipment of the AWARDDEE, its agents, servants or employees while such equipment is on premises owned or controlled by SBBC; or the negligence of AWARDDEE or the negligence of AWARDDEE's agents when acting within the scope of their employment, whether such claims, judgments, costs, and expenses be for damages, damage to property including SBBC's property, and injury or death of any person whether employed by the AWARDDEE, SBBC or otherwise.
- 7.2 SEALED PROPOSAL REQUIREMENTS:** The "Required Response Form" must be completed, signed and returned with your submitted proposal. To be considered, all proposals must be delivered in a sealed envelope, clearly marked with the words "Proposal Documents", Request for Proposal (RFP) number and the title of the RFP and received in the Procurement & Warehousing Services Department no later than the specified date and time for the Request for Proposal opening.
- 7.2.1 PROPOSER'S RESPONSIBILITY:** It is the responsibility of the Proposer to be certain that all numbered pages of the RFP and all attachments thereto are received and all Addendum released are received before submitting a proposal without regard to how a copy of this RFP was obtained.
- It is the responsibility of the Proposer to make sure the original proposal matches the proposal copies as requested in the RFP. SBBC is not responsible for missing information in the proposal copies. Failure to check your proposal for missing information shall be at the risk of the Proposer and shall not be the responsibility of SBBC.
- 7.2.2 PROPOSAL SUBMITTED:** Completed proposal must be submitted in a sealed envelope with the RFP number and name clearly typed or written on the front of the envelope. Proposals must be time-stamped in the Procurement & Warehousing Services Department on or before 2:00 p.m. ET on the date due for proposal to be considered. Proposals will be opened at 2:00 p.m. ET on the date due. Failure to timely submit such a proposal shall disqualify the Proposer and such a proposal will be either returned to the Proposer or stored and unopened. **NO FAXED PROPOSALS SHALL BE ACCEPTED.** The School Board of Broward County (SBBC) reserves the right to reject any proposal that fails to comply with these submittal requirements.
- 7.2.3 EXECUTION OF PROPOSAL:** Proposal must contain an original manual signature (in blue ink) of an authorized representative, who can bind the company to the requirements of the RFP, in the space provided on the Required Response Form. All proposals must be typewritten. It is requested that the submitted proposal follow the exact format as outlined in the RFP.
- 7.2.4 BIDDING PREFERENCE LAWS:** The State of Florida provides a Proposer's preference for Florida vendors for the purchase of personal property. **SERVICES ARE NOT COVERED UNDER THIS REQUIREMENT.** The local preference is five (5) percent. Proposers outside the State of Florida must have an attorney, licensed to practice law in the out-of-state jurisdiction, as required by Florida Statute 287.084(2), execute the "Opinion of Out-of-State Bidder's Attorney on Bidding Preferences" form and must submit this form with the submitted proposal. Such an opinion should permit SBBC's reliance on such an attorney's opinion for purposes of complying with Florida Statute 287.084. Florida Proposers must also complete its portion of the form. Failure to submit and execute this form, with the proposal, shall result in the proposal being considered "non-responsive" and proposal rejected. **See the Minimum Eligibility Requirements of the RFP.**
- 7.3 SUBMITTAL OF PROPOSALS:** All Proposers are reminded that it is the sole responsibility of the PROPOSER to assure that their proposal is time-stamped in **PROCUREMENT AND WAREHOUSING SERVICES** on or before 2:00 p.m. ET on the date due. Late proposals shall not be accepted. The address for proposal submittal, including hand-delivery and overnight courier delivery, is indicated as 7720 West Oakland Park Boulevard, Suite 323, Sunrise, Florida 33351-6704. The Proposer is fully and completely responsible for the payment of all delivery costs associated with the delivery of their proposal or related material. Procurement and Warehousing Services will not accept delivery of any proposal or related material requiring the School Board to pay for any portion of the delivery cost or the complete delivery cost. Before the proposal submittal, it is the responsibility of the proposer to be certain that all Addenda released have been received, that all Addendum requirements have been completed, and that all submittals required by the Addendum have been timely filed. (See General Condition 7.2.2)
- 7.4 ORIGINAL DOCUMENT FORMAT:** Only the terms and conditions of this solicitation, as they were released by SBBC, or amended via Addendum, are valid. Any modification to any term or condition by a vendor is not binding unless it is expressly agreed to, in writing, by SBBC.
- 7.5 PRICES QUOTED:** All prices for goods quoted shall be F.O.B. Destination and freight prepaid (Proposer pays and bears freight charges). Proposer owns goods in transit and files any claims unless otherwise stated in the Special Conditions of the RFP. In case of a discrepancy in computing the amount of the proposal, the Unit Price quoted shall govern. For services, the unit price shall be all-inclusive of services performed.
- a) TAXES:** The School Board of Broward County, Florida, does not pay Federal Excise and State taxes on direct purchases of tangible personal property. The applicable tax exemption number is shown on the Purchase Order. This exemption does not apply to purchases of tangible property made by contractors who use the tangible personal property in the performance of contracts for the improvement of School Board owned real property as defined in Chapter 192 of the Florida Statutes.
- b) MISTAKES:** Proposers are expected to examine the specifications, delivery schedules, proposal prices and extensions, and all instructions pertaining to supplies and services. Failure to do so will be at the Proposer's risk.
- c) CONDITIONS AND PACKAGING:** It is understood and agreed that any item offered or shipped as a result of this proposal shall be new (current production model at the time of this proposal) unless otherwise specified in this RFP. All containers shall be suitable for storage or shipment and all prices shall include standard commercial packaging.
- d) UNDERWRITERS' LABORATORIES:** Unless otherwise stipulated in the proposal, all manufactured items and fabricated assemblies shall be UL listed where such has been established by UL for the item(s) offered and furnished. In lieu of the UL listing, the Proposer may substitute a listing by an independent testing laboratory recognized by OSHA under the Nationally Recognized Testing Laboratories (NRTL) Recognition Program.
- e) PROPOSER'S CONDITIONS:** Proposal conditions and specifications shall not be changed, altered or conditioned in any way. The Evaluation Committee reserves the right to reject any conditional proposal.
- 7.6 SAMPLES:** Samples of items, when required, must be furnished free of expense within five (5) working days unless otherwise stated in the RFP or by the Purchasing Agent's letter to the Proposer requesting the sample(s). If the Proposer must have the sample(s) returned, then the sample(s) will be returned at the Proposer's expense. Proposer(s) will be responsible for the removal of all sample(s) furnished within thirty (30) days after the award of the RFP. All sample(s) will be disposed of after thirty (30) days after the award of the RFP.
- Each individual sample must be labeled with the Proposer's name, RFP Number and item number. Failure of the Proposer to either deliver the required sample(s) or to clearly identify samples as indicated may be a reason for rejection of the proposal item. Unless otherwise indicated in the RFP, sample(s) should be delivered to the Procurement & Warehousing Services Department, The School Board of Broward County, Florida, 7720 West Oakland Park Boulevard, Suite 323, Sunrise, Florida, 33351-6704.

- 7.7 **DELIVERY:** ALL DELIVERIES SHALL BE F.O.B. DESTINATION POINT. Shipping points offered other than F.O.B. Destination shall be rejected. Unless the actual date of delivery is specified (or specified delivery cannot be met), show the number of days required to make delivery after receipt of Purchase Order in space provided. Delivery time may become a basis for making an award (see Special Conditions). Delivery shall be within the normal working hours of the user, Monday through Friday, excluding state holidays and days during which the school district administration is closed.
- 7.8 **INTERPRETATIONS:** Any questions concerning conditions and specifications must be submitted in writing and received by the Procurement and Warehousing Services Department as requested in the Conditions of the RFP, Information. If necessary, an Addendum will be issued.
- 7.9 **EVALUATION COMMITTEES AND PROPOSALS:** SBBC and its Proposal Evaluation Committees evaluate and negotiate all Proposals in accordance with State Statutes 119.071 and 286.0113.
- 7.10 **AWARDS:** In the best interest of SBBC, the Procurement & Warehousing Services Department reserves the right to withdraw this RFP at any time prior to the time and date specified for the RFP opening. The Evaluation Committee reserves the right to reject any or all proposals received when there is sound documented business reason(s) that serve the best interest of SBBC. The Evaluation Committee reserves the right to accept any item or groups of items unless qualified by the Proposer. All awards made as a result of this RFP shall conform to applicable Florida Statutes and be governed by the laws of the State of Florida, and must have a venue established in the 17th Judicial Circuit Court of Broward County, Florida or the United States Court of the Southern District of Florida.
- 7.11 **PROPOSAL OPENING:** Proposal opening shall be public, on the date and at the time specified in the RFP. Any proposal(s) received after that time shall not be considered.
- 7.12 **ADVERTISING:** In submitting a proposal, Proposer agrees not to use the results therefrom as a part of any commercial advertising without prior approval of the School Board.
- 7.13 **INSPECTION, ACCEPTANCE & TITLE:** Inspection and acceptance will be at destination unless otherwise provided in the RFP. Title to/ or risk of loss or damage to all items shall be the responsibility of the Awardee until acceptance by SBBC unless loss or damage resulting from negligence by SBBC. If the materials or services supplied to SBBC are found to be defective or not conform to specifications, SBBC reserves the right to cancel the order upon written notice to the Awardee(s) and return the product at Awardee's expense.
- 7.14 **PAYMENT:** Payment will be made by SBBC after the items awarded have been received, inspected, found to comply with award specifications and free of damage or defect and properly invoiced. Services will be paid after the service has been performed and meets the requirements of the RFP. All payments will be made by ACH (Automated Clearing House) for automatic deposits (credits).
- 7.15 **CONFLICT OF INTEREST AND CONFLICT EMPLOYMENT OR CONTRACTUAL RELATIONSHIP:** Section 112.313 (3) and (7), Florida Statutes, sets forth restrictions on the ability of SBBC employees acting in a private capacity to rent, lease, or sell any realty, goods or services to SBBC. It also places restrictions on SBBC employees concerning outside employment or contractual relationships with any business entity which is doing business with SBBC. Each Proposer is to disclose any employees it has who are also SBBC employees by submitting Attachment B, Disclosure of Potential Conflict of Interest and Conflict Employment or Contractual Relationship, with its proposal. Any employees identified by the Proposer when completing Attachment B should obtain legal advice as to their obligations and restrictions under Section 112.313 (3) and (7), Florida Statutes.
- 7.16 **INSURANCE:** Proposer, by virtue of submitting a proposal, shall be in full compliance with paragraph 7.24 LIABILITY INSURANCE, LICENSES, AND PERMITS of the General Conditions. Insurance Requirements are shown in Section 6.3 of this RFP. The proposer shall take special notice that SBBC shall be named as an additional insured under the General Liability policy including Products Liability. (Refer to the Special Conditions of the RFP for the threshold requirements) The insurance policies shall be issued by companies qualified to do business in the State of Florida. The insurance companies must be rated at least A-VI by AM Best or Aa3 by Moody's Investor Service. All policies must remain in effect during the performance of the contract.
- 7.17 **LICENSES, CERTIFICATIONS, AND REGISTRATIONS:** As of the RFP Opening Date, Proposer must have all Licenses, Certifications, and Registrations required when performing the services as described herein, in order for the proposal to be considered a responsive and responsible proposal. Licenses, Certifications, and Registrations required for this RFP shall be as required by Chapter 489, Florida Statutes, as currently enacted or as amended from time to time; by the State Requirements for Educational Facilities (SREF), latest version; and by Broward County, Florida. The proposer must submit a copy of all its current Licenses, Certifications, and Registrations required as described herein, either with its proposal or within five (5) working days of notification.
- An Awardee who has any License, Certification, or Registration either suspended, revoked or expired after the date of the Bid Opening shall provide notice to the Director of Procurement & Warehousing Services Department within five (5) working days of such suspension, revocation or expiration. However, such suspension, revocation or expiration after the date of the RFP opening shall not relieve the Awardee of its responsibilities under a contract awarded under this RFP.*
- 7.18 **PRIORITY OF DOCUMENTS:** In the event of a conflict between the documents, the order of priority of the documents shall be as follows:
- Any Agreement resulting from the award of this RFP; then
 - Addenda released for this RFP, with the latest Addendum taking precedence; then
 - The RFP; then
 - Awardee's proposal.
- 7.18.1 **DISPUTES:** In the event any dispute or difference of opinion concerning the interpretation of the Agreement and any documents incorporated therein, the decision of SBBC shall be final and binding upon all parties.
- 7.19 **PATENTS & ROYALTIES:** Awardee(s), without exception, shall indemnify and save harmless The School Board of Broward County, Florida and its employees from liability of any nature or kind, including cost and expenses for any copyrighted, patented, or unpatented invention, process, or article manufactured or used in the performance of the contract, including its use by The School Board of Broward County, Florida. If the Awardee(s) uses any design, device, or materials covered by letters, patent, or copyright, it is mutually understood and agreed without exception that the proposal prices shall include all royalties or cost arising from the use of such design, device or materials in any way involved in the work.
- 7.20 **OSHA:** Awardee warrants that the product(s) supplied to The School Board of Broward County, Florida shall conform in all respects to the standards set forth in the Occupational Safety and Health Act of 1970, as amended, and the failure to comply with this condition will be considered as a breach of contract.
- 7.21 **SPECIAL CONDITIONS:** The Superintendent or Designee has the authority to issue Special Conditions and Specifications as required for individual proposals. Any and all Special Conditions that may vary from these General Conditions shall have precedence.
- 7.22 **NONDISCRIMINATION:** The respondent hereby certifies and agrees that the following information is correct. In preparing its response on this project, the respondent has considered all proposals submitted from qualified, potential subcontractors and suppliers, and has not engaged in "discrimination" as defined in the District's Policy No. 3330 - Supplier Diversity Outreach Program, Section D.1; to wit: discrimination in the solicitation, selection, or commercial treatment of any subcontractor, vendor, supplier, or commercial customer on the basis of race, color, religion, ancestry or national origin, sex, age, marital status, sexual orientation or on the basis of disability or other unlawful forms of discrimination. Without limiting the foregoing, "discrimination" also includes retaliating against any person or other entity for reporting any incident of "discrimination." Without limiting any other provision of the solicitation for responses on this project, it is understood and agreed that, if this certification is false, such false certification will constitute grounds for the School District to reject the response submitted by the respondent on this project, and terminate any contract awarded based on the response. As part of its response, the respondent shall provide to the School District a list of all instances within the immediate past four (4) years where there has been a final adjudicated determination in a legal or administrative proceeding in the State of Florida that the respondent discriminated against its subcontractors, vendors, suppliers, or commercial customers, and a description of the status or resolution of that complaint, including any remedial action taken. As a condition of submitting a response to the School Board, the respondent agrees to comply with the District's Commercial Nondiscrimination Policy as described under its School Board Policy No. 3330 - Supplier Diversity Outreach Program, Section D.1.
- 7.23 **QUALITY:** All materials used for the manufacture or construction of any supplies, materials or equipment covered by this RFP shall be new unless otherwise specified. The items bid must be new, the latest model, of the best quality and highest grade workmanship. Product(s) offered that have not been previously used in any way and are being actively marketed by the manufacturer will be accepted. Minor parts within the product(s) may have remanufactured components. Therefore, reconditioned, refurbished, rebuilt, discontinued, used, shopworn, demonstrator, prototype or other types of product(s) of this kind are not acceptable and will be rejected.

- 7.24 **LIABILITY INSURANCE, LICENSES AND PERMITS:** Where Awardees are required to enter or go onto School Board property to deliver materials or perform work or services as a result of an RFP award, the Awardee agrees to The Hold Harmless Agreement stated herein and will assume the full duty obligation and expense of obtaining all necessary licenses, permits, and insurance. The Awardee shall be liable for any damages or loss to the School Board occasioned by the negligence of the Awardee (or agent) or any person the Awardee has designated in the completion of the contract as a result of their bid.
- 7.25 **BID BONDS, PERFORMANCE BONDS AND CERTIFICATES OF INSURANCE:** Bid bonds, when required, shall be submitted with the proposal in the amount specified in Special Conditions. Bid bonds will be returned to non-Awardees. After acceptance of the proposal, the School Board will notify the Awardee to submit a performance bond and certificate of insurance in the amount specified in Special Conditions. Upon receipt of the performance bond, the bid bond will be returned to the Awardee.
- 7.26 **CANCELLATION:** In the event any of the provisions of this RFP are violated by the Awardee, the Superintendent shall give written notice to the Awardee stating the deficiencies and unless deficiencies are corrected within five (5) business days (or as required), recommendation will be made to the School Board for immediate cancellation of the Awardee's contract.
- 7.27 **BILLING INSTRUCTIONS:** Invoices, unless otherwise indicated, must show Purchase Order numbers and shall be submitted in duplicate to The School Board of Broward County, Florida, Accounting and Financial Reporting Department, Attn: Accounts Payable, 600 S.E. 3rd Avenue, 7th Floor, Fort Lauderdale, Florida 33301. Payment will be made a minimum of 30 days after delivery, authorized inspection and acceptance. When vendors are directed to send invoices to a school, the school will make direct payments to the vendor.
- 7.28 **DELIVERING TO CENTRAL WAREHOUSE:** Receiving hours are Monday through Friday (excluding state holidays and days during which the school district administration is closed) 7:00 a.m. to 2:00 p.m. ET.
- 7.29 **SUBSTITUTIONS:** The School Board of Broward County, Florida **WILL NOT** accept substitute shipments of any kind. Awardees are expected to furnish the brand/manufacture quoted in their proposal once awarded by the School Board. Any substitute shipments shall be returned at the Awardee's expense.
- 7.30 **FACILITIES:** SBBC reserves the right to inspect the Awardee's facilities at any time with prior notice. SBBC may use the information obtained from this in determining whether a Proposer is a responsible bidder.
- 7.31 **ASBESTOS AND FORMALDEHYDE STATEMENT:** All building materials, pressed boards, and furniture supplied to SBBC shall be 100% asbestos-free. It is desired that all building materials, pressed boards and furniture supplied to the School Board also be 100% formaldehyde-free. Proposer, by virtue of bidding, certifies by signing a proposal that, if awarded this RFP, only building materials, pressed boards, and/or furniture that is 100% asbestos-free will be supplied.
- 7.32 **ASSIGNMENT:** Neither any award of this RFP nor any interest in any award of this RFP may be assigned, transferred or encumbered by any party without the prior written consent from the Director, Procurement and Warehousing Services. There shall be no partial assignments of this RFP including, without limitation, the partial assignment of any right to receive payments from SBBC.
- 7.33 **EXTENSION:** In addition to any extension options contained herein, SBBC is granted the right to extend any award resulting from this RFP for the period of time necessary for SBBC to release, award and implement a replacement RFP for the goods, products and/or services provided through this RFP. Such extension shall be upon the same prices, terms and conditions as existing at the time of SBBC's exercise of this extension right. The period of any extension under this provision shall not be for a period in excess of six (6) months from (a) the termination date of a contract entered into as a result of this bid or (b) the termination date under any applicable period of extension under a contract entered into as a result of this bid.
- 7.34 **OMISSION FROM THE SPECIFICATIONS:** The apparent silence of this specification and any Addendum regarding any details or the omission from the specification of a detailed description concerning any point shall be regarded as meaning that only the best available units or service shall be provided and the best commercial practices are to prevail, and that only materials and workmanship of first quality are to be used. All interpretations of this specification shall be made upon the basis of this Agreement.
- 7.35 **SUBMITTAL OF INVOICES:** All Proposers are hereby notified that any invoice submitted as a result of the award of this RFP must be in the same format as any Purchase Order released as a result of the award of this RFP. Each line of the invoice must reference a corresponding single line shown on the Purchase Order. A single invoice line must not correspond to or commingle the cost shown on multiple Purchase Order lines. An invoice submitted that does not follow the same format and line numbering as shown on the Purchase Order will be deemed to be not correct and will be returned to the vendor by the Accounts Payable Department for correction. The address for submitting invoices is included on Purchase Order.
- 7.36 **PURCHASE AGREEMENT:** This RFP, written Agreement, and the corresponding Purchase Orders will constitute the complete agreement. SBBC will not accept proposed terms and conditions that are different than those contained in this RFP, including pre-printed text contained on catalogs, price lists, other descriptive information submitted or any other materials. By virtue of submitting a proposal, Awardee(s) agrees to not submit to any SBBC employee, for signature, any document that contains terms and conditions that are different than those contained herein and that in the event any document containing any term or condition that differs from those contained herein is executed, said document shall not be binding on SBBC.
- 7.37 **SBBC INFORMATION SECURITY GUIDELINES:** It is the responsibility of the Awardee to read and adhere to the SBBC Information Security Guidelines when using any device connected to the SBBC's network. Following the conclusion of the contract term, all of SBBC's confidential information must be removed from Awardee's equipment and all access privileges must be revoked. The final payment will be withheld until the Awardee has confirmed, in writing, that all SBBC's confidential information has been purged from any and all electronic technology devices that were used during this contract and were connected to the SBBC's network.
- 7.38 **SUPPLIER DIVERSITY OUTREACH PROGRAM (SDOP) PARTICIPATION:** SBBC has implemented a Supplier Diversity Outreach Program (SDOP) as part of the SBBC's competitive solicitation and contracting activity in accordance with School Board Policy 3330, Supplier Diversity Outreach Program. The purpose of the program is to utilize available small, minority and women businesses within the Board's market area to compete for the award of SBBC construction and purchasing contracts. S/M/WBE vendors utilized for this contract must be certified by SBBC's Supplier Diversity Outreach Program Office prior to the submission of the bid proposal. For information on S/M/WBE Certification, contact SBBC's Supplier Diversity Outreach Program at 754-321-0550 or <http://www.broward.k12.fl.us/supply/sdop/index.html>.
- 7.39 **SBBC PHOTO IDENTIFICATION BADGE: Background Screening:** Awardee agrees to comply with all the requirements of Sections 1012.32 and 1012.465, Florida Statutes, and that Awardee and all its personnel who (1) are to be permitted access to school grounds when students are present, (2) will have direct contact with students, or (3) have access or control of school funds will successfully complete the background screening required by the referenced statutes and meet the standards established by the statutes. Personnel shall include employees, representatives, agents or sub-contractors performing duties under the contract to SBBC, and who meet any or all of the three (3) requirements identified above. This background screening will be conducted by SBBC in advance of the Awardee or its personnel providing any services. The Awardee will bear the cost of acquiring the background screening required under Section 1012.32, Florida Statutes, and any fee imposed by the Florida Department of Law Enforcement to maintain the fingerprints provided with respect to the Awardee and its personnel. The Parties agree that the failure of Awardee to perform any of the duties described in this section shall constitute a material breach of this ITB entitling SBBC to terminate immediately with no further responsibilities or duties to perform under this Agreement. Awardee agrees to indemnify and hold harmless SBBC, its officers and employees of any liability in the form of physical or mental injury, death or property damage resulting in Awardee's failure to comply with the requirements of this section or Sections 1012.32 and 1012.465, Florida Statutes. **SBBC issued identification badges must be worn at all times when on SBBC property and must be worn where they are visible and easily readable.**
- As of 7/01/15, Fieldprint, Inc. has been contracted to provide all background and fingerprinting services. All questions pertaining to fingerprinting, photo identification and background check services must be directed to the Project Coordinator at 754-321-1630 or 754-321-2374. Each individual, for whom an SBBC photo identification badge is requested, must be registered into the Fieldprint, Inc. applicant enrollment website. A background check will be conducted for each badge applicant. SBBC reserves the right to require additional information, should it be necessary, and to deny the issuance of a badge to an applicant. Any applicant, that has been denied a badge, is prohibited from entering SBBC property as an employee, sub-contractor or agent of a contract Awardee. Applicant enrollment and scheduling website is www.fieldprintflorida.com. The total fee(s) for the SBBC photo identification badge, fingerprinting and an FBI background check can be found at the following website: http://www.broward.k12.fl.us/police/pdf/seccl/FIELDPRINT_CODES.pdf. Payment options can be made by electronic check (e-check), Visa, MasterCard or use of an established escrow account code. (Continued)...

These fees are non-refundable and are subject to change without notice. Badges are issued for a one-year period and must be renewed annually. The renewal date will be one (1) year from the date of issuance. Failure to renew the badge, at that time, will result in the vendor being required to re-apply and pay the going rate for badging and fingerprinting.

Vendors shall return expired and/or terminated employee badges to the following location: The School Board of Broward County, Florida, Attn: Fieldprint, Inc., 600 S.E. 3rd Avenue, Fort Lauderdale, Florida 33301.

- 7.40 **PROTESTING OF BID CONDITIONS/SPECIFICATIONS:** Any person desiring to protest the conditions/specifications in this RFP, or any Addenda subsequently released thereto, shall file a notice of intent to protest, in writing, within 72 hours after electronic release of the competitive solicitation or Addendum and shall file a formal written protest within ten calendar days after the date the notice of protest was filed. Saturdays, Sundays, state holidays, or days during which the school district administration is closed shall be excluded in the computation of the 72 hours. If the tenth calendar day falls on a Saturday, Sunday, state holiday or day during which the school district administration is closed, the formal written protest must be received on or before 5:00 p.m. ET of the next calendar day that is not a Saturday, Sunday, state holiday or day during which the school district administration is closed. Section 120.57(3)(b), Florida Statutes, as currently enacted or as amended from time to time, states that "The formal written protest shall state with particularity the facts and law upon which the protest is based."

Failure to file a notice of protest or to file a formal written protest within the time prescribed by Section 120.57(3), Florida Statutes, or a failure to post the bond or other security required by SBBC Policy 3320, within the time allowed for filing a bond, shall constitute a waiver of proceedings. The failure to post the bond required by SBBC Policy 3320, Part VIII, as currently enacted or as amended from time to time, shall constitute a waiver of proceedings. Notices of protest, formal written protests, and the bonds required by SBBC Policy 3320, shall be filed at the office of the Director, Procurement and Warehousing Services, 7720 West Oakland Park Boulevard, Suite 323, Sunrise, Florida 33351-6704 (fax 754-321-0936). Fax filing will not be acceptable for the filing of bonds.

- 7.41 **POSTING OF BID RECOMMENDATIONS/TABULATIONS:** RFP Recommendations and Tabulations will be posted in Procurement and Warehousing Services and on www.demandstar.com on 8/5/2020 @ 3:00 pm and will remain posted for 72 hours. Any change to the date and time established herein for the posting of RFP Recommendations/Tabulations shall be posted in Procurement and Warehousing Services and/or at www.demandstar.com (under the document section for this RFP). In the event the date and time of the posting of RFP Recommendations/Tabulations are changed, it is the responsibility of each Proposer to ascertain the revised date of the posting of RFP Recommendations/Tabulations. Any person desiring to protest the intended decision shall file a notice of protest, in writing, within 72 hours after the posting of the RFP tabulation and shall file a formal written protest within ten calendar days after the date the notice of protest was filed. Saturdays, Sundays, state holidays and days during which the school district administration is closed shall be excluded in the computation of the 72 hours. If the tenth calendar day falls on a Saturday, Sunday, state holiday or day during which the school district administration is closed, the formal written protest must be received on or before 5:00 p.m. ET of the next calendar day that is not a Saturday or Sunday, state holiday or days during which the school district administration is closed. No submissions made after the Bid opening amending or supplementing the Bid shall be considered. Section 120.57(3)(b), Florida Statutes, as currently enacted or as amended from time to time, states that "The formal written protest shall state with particularity the facts and law upon which the protest is based". Any person who files an action protesting an intended decision shall post with SBBC, at the time of filing the formal written protest, a bond, payable to SBBC, in an amount equal to one percent (1%) of SBBC's estimate of the total volume of the contract. SBBC shall provide the estimated contract amount to the Proposer within 72 hours, excluding Saturdays, Sundays and other days during which SBBC administration is closed, of receipt of notice of intent to protest. The estimated contract amount is not subject to protest pursuant to Section 120.57(3), Florida Statutes. The bond shall be conditioned upon the payment of all costs which may be adjudged against the protestant in an Administrative Hearing in which the action is brought and in any subsequent appellate court proceeding. In lieu of a bond, SBBC may accept a cashier's check, official bank check or money order in the amount of the bond.

If, after completion of the Administrative Hearing process and any appellate court proceedings, SBBC prevails, SBBC shall recover all costs and charges which shall be included in the Final Order or judgment, including charges made by the Division of Administrative Hearings, but excluding attorney's fees. Upon payment of such costs and charges by the protestant, the bond shall be returned. If the protestant prevails, then the protestant shall recover from the School Board all costs and charges which shall be included in the Final Order or judgment, excluding attorney's fees. All documentation necessary for the protest proceedings will be provided electronically by SBBC.

Failure to file a notice of protest or to file a formal written protest within the time prescribed by Section 120.57(3), Florida Statutes, or a failure to post the bond or other security required by SBBC Policy 3320 within the time allowed for filing a bond, shall constitute a waiver of proceedings. The failure to post the bond required by SBBC Policy 3320, Part VIII, as currently enacted or as amended from time to time, shall constitute a waiver of proceedings. Notices of protests, formal written protests, and the bonds required by Policy 3320, shall be filed at the office of the Director, Procurement and Warehousing Services, 7720 West Oakland Park Boulevard, Suite 323, Sunrise, Florida 33351-6704 (fax 754-321-0936). Fax filing will not be acceptable for the filing of bonds.

- 7.42 **AUDIT AND INSPECTION OF AWARD-EE'S DOCUMENTS AND RECORDS:** The District or its representative reserves the right to inspect and/or audit all the Award-ee's documents and records as they pertain to the products and services delivered under this agreement. Such rights will be exercised with notice to the Award-ee to determine compliance with and performance of the terms, conditions, and specifications on all matters, rights, and duties, and obligations established by this agreement. Documents/records in any form shall be open to the District or State's representative and may include but are not limited to all correspondence, ordering, payment, inspection, and receiving records, contracts or sub-contracts that directly or indirectly pertain to the transactions between the District and the Award-ee(s). (See Special Conditions of the RFP)

- 7.43 **CREDIT CARDS:** Individual schools and departments may place some orders and utilize, as the form of payment, a District-issued credit card to the extent authorized by the School Board. These orders will be made via phone or fax for direct delivery and billing to the requesting work location. Please note that credit card purchases will benefit all vendors by providing immediate payment (i.e. within 48-72 hours), thereby eliminating the need to submit an invoice to the District's Accounts Payable Department or reconcile receivable balances. For credit card purchases, all vendors must have the capability to accept fax orders, which must be confirmed by calling back the requesting work location to verify prices and obtain a credit card number. Only actual items shipped/delivered can be charged to the credit card account (i.e., no back-orders). All purchase deliveries must include a packing slip or receipt/invoice listing the items and prices of goods delivered. For security reasons, the credit card charge receipt showing the work location's credit card number cannot be attached to the packing slip or receipt/invoice submitted as part of the purchase delivery. District work locations may request that a vendor maintains secure records of the credit card account assigned an alias or password, to avoid divulging the actual credit card number upon every purchase.

- 7.44 **NONCONFORMANCE TO CONTRACT CONDITIONS:** Items or services offered may be tested for compliance with RFP conditions and specifications at any time. Items delivered not conforming to RFP conditions or specifications, may be rejected and returned at the vendor's expense. Services not conforming to RFP specifications shall be corrected and performed again to meet the specifications of the RFP at the expense of the Award-ee. Goods or services not delivered as per delivery date in RFP and/or Purchase Order may be rejected upon delivery and/or may be purchased on the open market. Any increase in cost may be charged against the Award-ee. Any violation of these stipulations may also result in:
- a) Cancellation and default of contract;
 - b) For a period of two (2) years, any proposal submitted by the vendor will not be considered and will not be recommended for an award;
 - c) All departments being advised not to do business with the vendor.

- 7.45 **CONE OF SILENCE:** Any proposer, or lobbyist for a proposer, is prohibited from having any communications (except as provided in this rule) concerning any solicitation for a competitive procurement with any School Board member, the Superintendent, any Evaluation Committee Member, or any other School District employee after Procurement and Warehousing Services releases a solicitation to the General Public. All communications regarding this solicitation shall be directed to the designated Purchasing Agent unless so notified by Procurement and Warehousing Services. This "Cone of Silence" period shall go into effect and shall remain in effect from the time of the release of the solicitation until the contract is awarded by the School Board. Further, any vendor, its principals, or their lobbyists shall not offer campaign contributions to School Board Members or offer contributions to School Board Members for campaigns of other candidates for political office during the period in which the vendor is attempting to sell goods or services to the School Board. This period of limitation of offering campaign contributions shall commence at the time of the "cone of silence" period for any solicitation for a competitive procurement as described by School Board Policy 3320, Part II, Section GG as well as School Board Policy 1007, Section 5.4 - Campaign Contribution Fundraising. Any vendor or lobbyist who violates this provision shall cause their Proposal (or that of their principal) to be considered non-responsive and therefore be ineligible for award.

- 7.46 **TERMINATION:** This contract award may be terminated with or without cause by SBBC during the term hereof thirty (30) days after the Superintendent gives written notice to the other parties that a recommendation will be made to the School Board for the contract award's termination.

- 7.47 **PACKING SLIPS:** It will be the responsibility of the Awardee to attach all packing slips to the OUTSIDE of each shipment. The packing slip must reference the SBBC Purchase Order number/control number. Failure to provide a packing slip attached to the outside of shipment will result in refusal of shipment at the vendor's expense.
- 7.48 **USE OF OTHER CONTRACTS:** SBBC reserves the right to utilize any other SBBC contract, any State of Florida Contract, any contract awarded by any other city or county governmental agencies, other school boards, other community college/state university system cooperative bid agreement, or to directly negotiate/purchase per School Board policy and/or State Board Rule 6A-1.012, as currently enacted or as amended from time to time, in lieu of any offer received or award made as a result of this bid if it is in its best interest to do so.
- 7.49 **PURCHASE BY OTHER PUBLIC AGENCIES:** With the consent and agreement of the awarded contractor(s), purchases may be made under this RFP by other agencies. Such purchases shall be governed by the same terms and conditions as stated herein.
- 7.50 **PUBLIC ENTITY CRIMES:** Section 287.133(2)(a), Florida Statutes, as currently enacted or as amended from time to time, states that a person or affiliate who has been placed on the convicted vendor list following a conviction for a public entity crime may not submit a proposal on a contract to provide any goods or services to a public entity, may not submit a bid on a contract with a public entity for the construction or repair of a public building or public work, may not submit bids on leases of real property to a public entity, may not be awarded or perform work as a contractor, supplier, subcontractor, or consultant under a contract with any public entity, and may not transact business with any public entity in excess of the threshold amount provided in Section 287.017 for CATEGORY TWO (currently \$25,000) for a period of 36 months from the date of being placed on the convicted vendor list.
- 7.51 **SEVERABILITY:** In case of any one or more of the provisions contained in this RFP shall be for any reason be held to be invalid, illegal, unlawful, unenforceable or void in any respect, the invalidity, illegality, unenforceability or unlawful or void nature of that provision shall not affect any other provision and this RFP shall be considered as if such invalid, unlawful, unenforceable or void provision had never been included herein.
- 7.52 **DISTRIBUTION:** DemandStar by Onvia, www.demandstar.com, is the official method approved by Procurement and Warehousing Services for the distribution of all competitive solicitations including ITBs and RFPs. It is the responsibility of all interested parties to assure they have received all necessary documents, including Addenda and have included all necessary information within their response. SBBC is not responsible for Proposer's failure to obtain complete bidding documents from DemandStar. SBBC reserves the right to reject any bid as non-responsive for failure to include all necessary documents or required Addenda. For information regarding the above-referenced solicitation, contact the designated Purchasing Agent as stated herein.
- 7.53 **PRICE REDUCTIONS:** If, from the date of proposal opening, the Awardee either bids the same products and/or services at a lower price than offered to SBBC or reduces the price of the proposed product or service, the lowest of these reduced prices will be extended to SBBC.
- 7.54 **LOBBYIST ACTIVITIES:** In accordance with SBBC Policy 1100B, as currently enacted or as amended from time to time, persons acting as lobbyists must state, at the beginning of their presentation, letter, telephone call, e-mail or facsimile transmission to School Board Members, Superintendent or Members of Senior Management, the group, association, organization or business interest she/he is representing.
- A lobbyist is defined as a person who for immediate or subsequent compensation, (e.g., monetary profit/personal gain) represents a public or private group, association, organization or business interest and engages in efforts to influence School Board Members on matters within their official jurisdiction.
 - A lobbyist is not considered a person representing school-affiliated groups (e.g., PTA, DAC, Band Booster Associations, etc.) nor a public official acting in her/his official capacity.
 - Lobbyists shall annually (July 1) disclose in each instance and for each client prior to any lobbying activities, their identity and activities by completing the lobbyist statement form which can be obtained from Official School Board Records, School Board Member's Offices or the Superintendent's Office and will be recorded on The School Board of Broward County's website, www.browardschools.com.
 - The lobbyist must disclose any direct business association with any current elected or appointed official or employee of SBBC or any immediate family member of such elected or appointed official or employee of SBBC.
- e) Senior-level employees (Pay Grade 30 and above) and/or School Board Members are prohibited from lobbying activities for one (1) year after resignation or retirement or expiration of their term of office.
- 7.55 **TIE BID PROCEDURES:** When identical prices are received from two (2) or more vendors and all other factors are equal, priority for the award shall be given to vendors in the following sequence:
- A business that certifies that it has implemented a drug-free workplace program shall be given preference in accordance with the provisions of Chapter 287.087, Florida Statutes, as currently enacted or as amended from time to time;
 - The Broward County Certified Minority/Women Business Enterprise vendor;
 - The Palm Beach County or Miami-Dade County Certified Minority/Women Business Enterprise vendor;
 - The Florida Certified Minority/Women Business Enterprise vendor;
 - The Broward County vendor, other than a Minority/Women Business Enterprise vendor;
 - The Palm Beach County or Miami-Dade County vendor, other than a Minority/Women Business Enterprise vendor;
 - The Florida vendor, whose main office is in the State of Florida, other than a Minority/Women Business Enterprise vendor.
 - If the application of the above criteria does not indicate a priority for an award, the award will be decided by a coin toss. The coin toss shall be held publicly in Procurement and Warehousing Services; the tie low bid vendors invited to be present as witnesses.
- Included as a part of the RFP documents is a Form entitled **SWORN STATEMENT PURSUANT TO CHAPTER 287.087, FLORIDA STATUTES, AS CURRENTLY ENACTED OR AS AMENDED FROM TIME TO TIME, ON PREFERENCE TO BUSINESSES WITH DRUG-FREE WORKPLACE PROGRAMS**. This form will be used by the Proposer to certify that it has implemented a drug-free workplace program. The Required Response Form (Page 4 of this RFP) must be properly signed in order for the proposal to be considered. A Proposer cannot sign this form in lieu of properly signing the Required Response Form.
- 7.56 **AUDITING SERVICES POLICY 3100:** If the RFP is for auditing services and in accordance with Policy 3100 – Annual Financial Audit, the independent audit firm selected by the School Board shall serve at the discretion of the School Board for five (5) consecutive years, the firm selected shall not succeed itself as the School Board's independent auditor except for the first selection when the current auditor will be exempted.
- 7.57 **CONFIDENTIAL RECORDS:** The Awardee acknowledges that certain information about the District's students is contained in records created, maintained or accessed by the Awardee and that this information is confidential and protected by the Family Educational Rights and Privacy Act of 1974 (FERPA) (20 U.S.C. 1232g), and/or the Health Insurance Portability and Accountability Act (HIPAA) (45 CFR parts 160-164) and related District policies, as amended from time to time, currently available at www.browardschools.com. The confidential information cannot be disclosed unless valid consent is obtained from the students or their legal guardians. Both parties agree to protect these records in compliance with FERPA, HIPAA, and the District's policy. To the extent permitted by law, nothing contained herein shall be construed as precluding either party from releasing such information to the other so that each can perform its respective responsibilities.
- Awardee agrees that it may create, receive from or on behalf of the District, or have access to, records or record systems that are subject to FERPA and/or HIPAA (collectively, the "Confidential Records"). Awardee represents, warrants, and agrees that it will: (1) hold the Confidential Records in strict confidence and will not use or disclose the Confidential Records except as (a) permitted or required by this Agreement, (b) required by law, or (c) otherwise authorized by the District in writing; (2) safeguard the Confidential Records according to commercially reasonable administrative, physical and technical standards as required by law; and (3) continually monitor its operations and take any and all action necessary to assure that the Confidential Records are safeguarded in accordance with the terms of this Agreement. At the request of the District, Awardee agrees to provide the District with a written summary of the procedures Awardee uses to safeguard the Confidential Records. A breach of these confidentiality requirements shall constitute grounds for the District to terminate any Agreement with Awardee.*
- 7.58 **SBBC INFORMATION SECURITY GUIDELINES:** It is the responsibility of the Awardee to read and adhere to the SBBC Information Security Guidelines when using any device connected to the SBBC's network. Following the conclusion of the contract term, all of SBBC's confidential information must be removed from Awardee's equipment and all access privileges must be revoked. The final payment will be withheld until the Awardee has confirmed, in writing, that all SBBC's confidential information has been purged from any and all electronic technology devices that were used during this contract and were connected to the SBBC's network.

7.59 **CERTIFICATION REGARDING DEBARMENT, SUSPENSION, INELIGIBILITY OR VOLUNTARY EXCLUSION – Lower Tier Covered Transactions:** Executive Order 12549, as currently enacted or as amended from time to time, provides that, to the extent permitted by law, Executive departments and agencies shall participate in a government-wide system for non-procurement debarment and suspension. A person who is debarred or suspended shall be excluded from Federal financial and nonfinancial assistance and benefits under Federal programs and activities. Except as provided in § 85.200, Debarment or Suspension, § 85.201, Treatment of Title IV HEA participation, and § 85.215, Exception Provision, debarment or suspension of a participant in a program by one (1) agency shall have a government-wide effect. A lower-tier covered transaction is, in part, any transaction between a participant [SBBC] and a person other than a procurement contract for goods or services, regardless of type, under a primary covered transaction; and any procurement contract for goods or services between a participant and a person, regardless of type, expected to equal or exceed the Federal procurement small purchase threshold fixed at 10 U.S.C. 2304(g) and 41 U.S.C. 253(g) (currently \$100,000) under a primary covered transaction; or any procurement contract for goods or services between a participant and a person under a covered transaction, regardless of amount, under which that person shall have a critical influence on or substantive control over that covered transaction. A participant may rely upon the certification of a prospective participant in a lower tier covered transaction that it and its principals are not debarred, suspended, proposed for debarment under 48 CFR part 9, subpart 9.4, ineligible, or voluntarily excluded from the covered transaction, unless it knows that the certification is erroneous. Each participant shall require participants in lower tier covered transactions to include the certification for it and its principals in any bid submitted in connection with such lower tier covered transactions.

CERTIFICATION:

- a) The prospective lower tier participant certifies, by submission of this RFP, that neither it nor its principals is presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from participation in this transaction by any Federal department or agency.
- b) Where the prospective lower tier participant is unable to certify to any of the statements in this certification, such prospective participant shall attach an explanation to this bid.

Every time a proposal is submitted that includes a reference to this Form, a new Form is required. Any proposal that does not include this required Form shall not be evaluated and shall not be considered for award. A signature is required on BOTH the Debarment Form, AND the Required Response Form. A signature on one document cannot be substituted for the signature required on the other document. Failure to complete and sign both documents requiring signature shall result in rejection of the proposal submitted.

7.60 **PUBLIC INSPECTION OF PROPOSALS:** Pursuant to Section 119.071 (1)(b), Florida Statutes, responses received as a result of this RFP shall be exempt from public inspection and copying until thirty (30) days after the opening of the proposals or until posting of the recommendation for intended award, whichever is earlier. If SBBC rejects all proposals and concurrently provides notice of its intent to reissue the competitive solicitation, the rejected proposals shall remain exempt from public inspection and copying until such time as SBBC posts notice of an intended decision concerning the reissued competitive solicitation or until SBBC withdraws the reissued competitive solicitation.

If a Proposer contends that any portion of its response to the RFP is confidential and exempt from public inspection and copying, it is the Proposer's responsibility to clearly label each such portion of its proposal as confidential and specify the applicable statutory exemption from public inspection and copying on such portion(s) of its proposal. Confidential or exempt portions of any proposal must also be submitted in a separate sealed envelope and marked as such. A failure by the Proposer to prepare and label the confidential or exempt portions of its proposal in the manner specified in this section of the RFP shall constitute a waiver by Proposer of any applicable exemptions from disclosure or any confidential status including ones that may be applicable to trade secrets under Florida law.

SBBC will promptly provide a Proposer's contact person with written notice if a public records request has been made for any portions of Proposer's response to the RFP. SBBC will provide for the inspection or copying of any non-exempt portions of any proposal in its possession in accordance with applicable law. If a Proposer wishes to preclude the inspection or copying of any non-exempt portions of its response to the RFP or if a dispute exists as to whether such portions are entitled to an exemption, the Proposer must obtain a protective order from a court of competent jurisdiction prohibiting the inspection or copying of the requested materials. The failure to timely initiate such legal proceedings shall constitute a waiver by the Proposer of any applicable exemption or confidential status of the requested materials.

By submitting a response to this RFP, the Proposer agrees to waive any cause of action or claim for damages it may have against SBBC for its release of records in response to a public record other than those that are prepared and labeled as confidential or exempt as described in this section. The Proposer agrees to hold SBBC harmless from any award to a plaintiff for damages, costs or attorney's fees based upon SBBC's non-disclosure of portions of Proposer's response that have been prepared and labeled as confidential or exempt from public inspection and further agrees to reimburse SBBC for any attorney's fees and costs it may incur in the defense of such nondisclosure.

7.61 **PUBLIC RECORDS.** The following provisions are required by Section 119.0701, Florida Statutes, and may not be amended. Vendor shall keep and maintain public records required by SBBC to perform the services required under this RFP. Upon request from SBBC's custodian of public records, Vendor shall provide SBBC with a copy of any requested public records or to allow the requested public records to be inspected or copied within a reasonable time at a cost that does not exceed the cost provided in Chapter 119, Florida Statutes, or as otherwise provided by law. Vendor shall ensure that public records that are exempt or confidential and exempt from public records disclosure requirements are not disclosed except as authorized by law for the duration of the RFP's term and following completion of the RFP if Vendor does not transfer the public records to SBBC. Upon completion of the RFP, Vendor shall transfer, at no cost, to SBBC all public records in possession of Vendor or keep and maintain public records required by SBBC to perform the services required under the RFP. If Vendor transfers all public records to SBBC upon completion of the RFP, Vendor shall destroy any duplicate public records that are exempt or confidential and exempt from public records disclosure requirements. If Vendor keeps and maintains public records upon completion of the RFP, Vendor shall meet all applicable requirements for retaining public records. All records stored electronically must be provided to SBBC, upon request from SBBC's custodian of public records, in a format that is compatible with SBBC's information technology systems.

IF A PARTY TO THIS RFP HAS QUESTIONS REGARDING THE APPLICATION OF CHAPTER 119, FLORIDA STATUTES, TO ITS DUTY TO PROVIDE PUBLIC RECORDS RELATING TO THE AGREEMENT, CONTACT THE CUSTODIAN OF PUBLIC RECORDS AT 754-321-1900, RECORDREQUESTS@BROWARDSCHOOLS.COM, RISK MANAGEMENT DEPARTMENT, PUBLIC RECORDS DIVISION, 600 SOUTHEAST THIRD AVENUE, FORT LAUDERDALE, FLORIDA 33301.

SECTION 8 – FORMS AND ATTACHMENTS

Please fill out all attachments below. Some attachments must be notarized.



2695 E. Dominguez St. • Carson, CA 90895 • (800) 421-5354 • Fax (310) 537-7990
www.LakeshoreLearning.com

Section 4.2 Minimum Eligibility Requirements



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www.LakeshoreLearning.com

Section 4.2 Minimum Eligibility Requirements

4.2 Minimum Eligibility Requirement(s): To be considered for an award and to be further evaluated, Proposer must meet or exceed the following criteria as of the opening date of the Proposal. Failure to provide or clearly state the information requested below will result in the disqualification of proposal. The Proposer is responsible for providing the following information in its response. The Proposer must also include a statement of acknowledgement for each item below. The requested information below must be numbered as indicated below and be included in "this section" of your submitted proposal; do not place this information in any other section of your proposal.

4.2.1 Proposer must meet or exceed the requirements of Section 7.1, Liability. Will your company meet or exceed the requirements as written in Section 7.1 for this contract? ☒ Yes ☐ No Do not check both boxes.

Yes, please see the Supplemental Documents section for our Certificate of Insurance, exceeding the requirements as written in Section 7.1 for this contract.

4.2.2 Local Representative within the Tri-County Area (Broward, Miami-Dade, Palm Beach).

Your local Lakeshore Representative, Tony Chaidez, is based in Coral Springs, Florida, and is a short drive away from School Board of Broward County. Tony is heavily involved in the local community, spending a large amount of time working with the school sites in Broward County and the community as a whole. Tony will meet with your staff to assist in classroom planning, product demonstrations, trainings, etc. Whether it be a small question or an inquiry about a large project, Mr. Chaidez remains eminently available to assist School Board of Broward County. He is available to meet in-person or remotely—whichever is best for School Board of Broward County. As a local resident, most of Mr. Chaidez's time is spent in the community of Broward County. Tony is a true resource for School Board of Broward County, providing expanded abilities in a variety of areas. You can reach Tony by phone at (305) 619-4852, by fax at (310) 537-7990 or by e-mail at tchaidez@lakeshorelearning.com.

School Board of Broward County also has additional Florida-based representatives and installers available for support. Please see our Lakeshore Benefits Letter, the Dedicated Staff for the School Board of Broward County, Florida, section in the Supplemental Documents for details on your entire support team. Lakeshore is committed to supporting School Board of Broward County through a variety of local representation.

4.2.3 Proposer must submit all Discounts and Prices in the Bid Summary Sheet provided by SBBC (Attachment K).

Lakeshore Learning Materials has submitted all Discounts and Prices in the Bid Summary Sheet v2 provided by School Board of Broward County.



2695 E. Dominguez St. • Carson, CA 90895 • (800) 421-5354 • Fax (310) 537-7990

www.LakeshoreLearning.com

4.3 State under what other or former name(s) the Proposer is currently operating under or has operated under.

N/A – Since it was founded in 1954, Lakeshore Learning Materials has only operated under the name of Lakeshore Equipment Company dba Lakeshore Learning Materials.

ATTACHMENT A – S/M/WBE FORMS

The following forms are due (if applicable) at the time of Bid submittal:

(forms referenced below can be obtained on our website at: <https://www.browardschools.com/Page/32118>)

1. FORM 00470

Document Link:

https://www.browardschools.com/cms/lib/FL01803656/Centricity/domain/12708/sdop%20files/sdop%20forms%20-%20policies/00470%20StatementofIntent_082017_Final.pdf

Document Preview:

Document Number 00470
Attachment

Procurement & Warehousing Services
Supplier Diversity Outreach Program
Broward County Public Schools

**STATEMENT OF INTENT TO PERFORM
AS AN S/M/WBE SUBCONTRACTOR**

SOLICITATION # _____
CONTRACT # _____

A signed Statement of Intent to Perform as a Small/Minority/Women Business Enterprise (S/M/WBE) Subcontractor form must be completed by the owner or authorized principal of each S/M/WBE firm listed in the S/M/WBE Subcontractor Participation Schedule.

STATEMENT OF INTENT

The undersigned is certified as an S/M/WBE vendor by The School Board of Broward County, Florida's (SBAC) Supplier Diversity Outreach Program ☐ Yes ☐ No

(Name of S/M/WBE Subcontractor) agrees to perform work on the above contract as a (check one):
☐ Individual ☐ Partnership ☐ Corporation

The S/M/WBE subcontractor will enter into a formal agreement with (Name of Bidder/Proposer) conditioned upon the Bidder/Proposer executing a contract with SBAC.

MINIMUM PARTICIPATION SCHEDULE

Please provide the details and values of the work to be performed:

Item No.	Type of Work	Agreed Upon Price	% of Work
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2. FORM 00475 - PARTICIPATION SCHEDULE FORM

Document Link:

https://www.browardschools.com/cms/lib/FL01803656/Centricity/domain/12708/sdop%20files/sdop%20forms%20-%20policies/ParticipationSchedule_082017_Final.pdf

Document Preview:

Document Number 00475
Attachment

Procurement & Warehousing Services
Supplier Diversity Outreach Program
Broward County Public Schools

**STATEMENT OF INTENT TO PERFORM
AS AN S/M/WBE SUBCONTRACTOR**

SOLICITATION # _____
CONTRACT # _____

CONTRACT # _____
Project Start Date _____

Project Name _____
Project Location _____
Bidder/Proposer _____
Address _____
Contact Person _____
Email Address _____
Phone # _____

MINIMUM PARTICIPATION SCHEDULE

Business Association	Business Name	Business Address	Business Phone #	Type of Work to be Performed	% of Work	\$ Amount
Prime Bidder/Proposer					%	\$
Non S/M/WBE Subcontractor					%	\$
S/M/WBE Subcontractor					%	\$

3. FORM: 00485 UTILIZATION REPORT

Document Link:

https://www.browardschools.com/cms/lib/FL01803656/Centricity/domain/12708/sdop%20files/sdop%20forms%20-%20policies/00485%20SMWBEMonthlySubcontractorUtilizationReport%20082017_Finalv2.pdf

Document Preview:

Procurement & Warehousing Services <small>Supplier Diversity Outreach Program</small> <small>Approved for Broward County Public Schools</small>		<small>Document Number 00425</small> <small>Attachment</small>						
S/M/WBE MONTHLY SUBCONTRACTOR UTILIZATION REPORT								
SECTION 1: GENERAL INFORMATION								
Project Name:		Contract Number and Work Order Number (if applicable):						
Report #:	Reporting Period: _____ to _____	S/M/WBE Contract Goal:	Contract Completion Date:					
Prime Contractor Name:		Project Manager (PM) Name:						
Prime Contractor Street Address:								
Prime Contractor Phone #:	Prime Contractor Email Address:	PM Phone #:	PM Email Address:					
SECTION 2: UTILIZATION SUMMARY								
<small>Prime Contractor must list ALL Certified and non-certified subcontractors that will be utilized for the entire contract period. For assistance in completing this form, please call the Supplier Diversity Outreach Program at (754) 321-0505.</small>								
ROLE	FEDERAL IDENTIFICATION NUMBER	BUSINESS NAME	SMALL BUSINESS CERTIFIED BY SBC (Y/N)	DESCRIPTION OF WORK	TOTAL DOLLAR AMOUNT	PERCENTAGE OF CONTRACT VALUE	PERCENT (%)	TOTAL DOLLAR AMOUNT
PRIME CONTRACTOR					\$	\$		\$
SUBCONTRACTOR					\$	\$		\$
SUBCONTRACTOR					\$	\$		\$
SUBCONTRACTOR					\$	\$		\$

- SBBC Supplier Diversity Outreach Policy 3330 can be seen at website URL:
https://www.browardschools.com/cms/lib/FL01803656/Centricity/Domain/12708/Policy_3330_Final_Adoption.pdf
- SDOP website with list of Certified S/M/WBE Vendors: [browardschools.com/sdop](https://www.browardschools.com/sdop)