

Purchasing Vendors and Contracts

Furniture

Corporate Express

Workstations, office chairs, tables, reception furniture, conference room furniture, classroom tables, etc.

They have contract pricing (at least half off) on HON, KI, AllSteel and other commercial furniture lines.

Our rep is Jenny Lysne at 651-234-4133 (jenny.lysne@cexp.com).

Her inside sales assistant is DeAnn Welch at 651-234-4145

(deann.welch@cexp.com). Fax number is 651-234-1254.

The Hon furniture is off the Joint Purchasing contract with Wayzata schools.

The other furniture contracts may be State of MN or US Communities- ask Jenny for “contract pricing”.

Virco

Student desks, student chairs

Contract pricing through US Communities for a substantial discount

Our rep is Don Gustafson at 1-800-882-6692, ext. 1735

(Don.Gustafson@virco.com)

Classroom furniture/supplies

School Specialty

Rep is Jeff Corcoran at 651-734-0127 (jcorcoran@schoolspecialty.com)

Fax number is 651-734-0128

20% discount on items in black in catalog (excludes furniture and equipment) Call Jeff for pricing

Free shipping if order is over \$50 (not furniture/large items)

Whiteboards

Acoustics Associates

763-544-8901 (Golden Valley)

Contact Al Schwartz for pricing

als@acousticsassociates.com

Electronics

TV's, DVD players, boomboxes, cameras, etc.

Best Buy

Look at their website and see if they have an item that would work, and then call or e-mail rep for pricing. We are customer #10533.

1-888-224-8181, ext. 60829 is Joe Freppert (Joe.Freppert@bestbuy.com)

Fax number is 952-430-6130. They accept school purchase orders.

Target

You can bring a purchase order to the Knollwood store and buy something that you have seen in a Target ad. Please check in at the service desk first before shopping and show them your P.O. The receipt must be turned in to the Business Office (Accts. Payable) with the green copy of the purchase order for payment.

GovConnection

This is a great place to buy PDA's, cameras, etc.

Our rep is Ron Osborne at 1-800-800-0019, ext. 75016.

Fax number is 1-603-683-1477

Go to their website www.govconnection.com to browse products, and then contact Ron for pricing/quotes. They accept school purchase orders.

National Camera

A great local company to buy cameras from (and other photographic equipment). They are known for their service.

EPA Audio Visual

Rep is Dan Bruchmann at 763-477-6931 (dan.bruchmann@epaaudio.com)

Printer toner cartridges

Advanced Graphic Systems

Order using the order forms (school secretary should have)

Fax order to AGS (Plymouth)

Phone 763-545-1755, Fax 763-545-5323

For printer cleaning/repair, please contact tech support staff first.

They will call Advanced Graphic Systems if they need a repair done.

Used textbooks

Follett Educational Services (and Academic Book Services)

Rep is Susanne Bogo at 800-621-4272, ext. 4176 (sbogo@fes.follett.com).

Fax number is 800-638-4424

Textbook Warehouse

Contact: Dan Cashman 612-926-5366 (fax 612-926-9914)

Free shipping

Also- Cashman Enterprises for Advanced Placement books (call Dan)

Current books purchased through local bookstore

Barnes and Noble (NOT Borders)

They accept our school purchase orders. Purchase order should be faxed to store and they can compile the order. Call the store to let them know what you need and let them know fax is coming.

Often, they will hand deliver books to the school.

Phy Ed/Sports Equipment

Gopher Sport

Rep is Jerry "Halsey" Hall at 952-443-3696. Fax is 952-443-3687. Fax a request for pricing on the items you want.

Greg Larson Sports (GL Sports)

Rep is John Bohmbach at 952-893-0046. Fax is 952-893-0868. There is a Joint Powers contract in place for pricing through NE Metro 916.

Office Supplies

Office Depot

We get the best price on almost all office supplies by ordering online (after logging in). If you are ordering something LARGE, like a shredder or overhead projector, then you should be calling the rep to get a price quote.

Her name is Deb Haberkorn and phone number is 763-513-4022

(deb.haberkorn@officedepot.com). The fax number is 763-513-4017.

The pricing we get is based on the U.S. Communities contract.