

August 23, 2013

TO: All Principals and Account Clerks
FROM: Joe Deckelmann
RE: Xerographic Paper

As you are aware, Xerographic Paper is no longer stocked by the Central Warehouse. In order to obtain paper to fulfill your individual school=s needs, it will be necessary to procure this paper on your own by following the standard purchasing guidelines. The vendor will then deliver the paper directly to your location.

In order to assist you, the following information is provided:

The current School System bid for WHITE Xerographic Paper is with Unisource. This contract is in effect from September 1, 2013 until February 28, 2014. There is a 20 case minimum order requirement. The following size is available:

8 1/2" x 11" - White \$ 27.45/case

Brand: Spectrum Multi Use/Georgia Pacific
Per IFB # 3065 JPPSS Contract # 3749

All orders from the JPPSS Bid are to be sent to:

Unisource
12124 Industriplex Blvd.
Baton Rouge, LA 70809

Telephone orders can be placed by calling 1-800-897-1174
Mike Freeman or Hoyt Arnold

FAX orders can be placed at 1-800-488-8504

The current School System bid for COLOR Xerographic Paper is with Economical Janitorial. This contract is in effect from September 1, 2013 until February 28, 2014. There is a \$100.00 minimum order requirement. The following size is available:

8 1/2" x 11" - Colors \$ 36.70/case

Brand: Fireworx Colors/Boise

Per IFB # 3065 JPPSS Contract # 3750

Available Colors: Contact Economical Janitorial for information

All orders from the JPPSS Bid are to be sent to:

Economical Janitorial

P.O. Box 23607

New Orleans, LA 70183-3607

Telephone orders can be placed by calling (504) 464-7166, ext. 3104 or (504) 210-4007 and speak to Connie Priddy.

FAX orders can be placed at (504) 465-9563 or email orders placed at cpriddy@economicaljanitorial.com

If you have any questions or require any additional information, please feel free to contact me at 349-7667.