

SUPPLY LINE NEWSLETTER



Procurement Services That Save You Time and Money

VENDOR EXPO!

September is the month we hold our annual KCDA Vendor Expo at our facility in Kent, WA. This year's Expo, which will be held on Thursday September 24th from 10am – 1pm, features over 50 of KCDA's awarded contract vendors who will be bringing their "latest and greatest" products and services to offer our members as they start the new school year.

This September's Vendor Expo will include companies offering...

Modular Buildings	Custodial Supplies
Carpeting	Office Supplies
Furniture	Roofing
Technology	Artificial Turf
Playground Equipment	Field Lighting and scoreboards
	...and much more!

A complimentary lunch will be provided for all participating members and vendors attending. In addition to visiting with our vendors members will also be able to preview the all new KCDA.org website which is scheduled to launch in early 2016. If you'd like a sneak preview of our new website please plan to attend our demo from 9am – 10am prior to the start of the EXPO.



To RSVP, phone 800-422-5019 – Customer Service or email us at customerservice@kcda.org. As a "Thank you" each attendee will receive a KCDA Wall Clock to take back to their office or workplace.



September 2015

Welcome...

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Welcome to the 2015 – 2016 School year!

The month of September is all about new beginnings!

September marks the start of the school year (although some districts actually got underway in late August) teachers and students are back in their classrooms, Administrators and Office Staff are at their desks and the year ahead is full of promise and possibilities!

DIRECTOR'S CORNER



Dave Mahalko
Executive Director

An inside look at AEPA ...

AEPA (Association of Educational Purchasing Agencies) is one of the largest national educational purchasing cooperatives in the country, serving over 25 million students in 26 states. AEPA is a true cooperative that serves to leverage purchasing power to benefit all public schools and agencies, regardless of size. AEPA works to secure multi-state volume purchasing contracts with benefits that are measurable, cost-effective and continuously exceed our membership's expectations. AEPA streamlines the bidding and purchasing process through a single locally and nationally advertised purchasing solicitation. More importantly, AEPA contracts are tailored to meet each member state's specific legal requirements.



According to the NCBA (National Cooperative Business Association), there are approximately 250 purchasing cooperatives in the US that participate in group buying and shared services. With more national cooperatives issuing RFPs for public works or being affiliated with for-profit companies, it is more important than ever for school districts to perform their due diligence and consult their attorney before using a cooperative contract to insure they are in compliance with state bid laws. As a founding member of AEPA, KCDA members can legally utilize contracts from national vendors with the diversity and power to supply a variety of products and services at the lowest possible prices. KCDA members have access to the best contracts for administrative software, athletics, copiers, furniture, musical instruments, roofing, synthetic turf and track surfaces, scoreboards, and technology.

For more than 70 years, KCDA has been a leader in providing centralized procurement services to our member school districts. KCDA helps districts focus their resources in the classrooms by creating volume purchasing and fulfilling bid law requirements. KCDA operates as an extension of your purchasing department, governed by the basic laws and regulations that apply to all school districts in Washington. Every dollar spent using our contracts increases our purchasing power and helps us get lower pricing to our member districts. More importantly, you can be assured that our contracts are safe, legal, and compliant. KCDA is audited annually and we have enjoyed clean audits for the past 12 years.

KCDA'S NEWEST CONTRACTS

Contracts Awarded in June, July and August 2015

Binders, Bid 15-014



Printed Materials, Bid 15-331



Calculators, Bid 15-371



Copiers & Multifunctional Devices, Bid 15-213



Early Childhood, Bid 15-296



Grounds & Landscape Equipment, Bid 14-262A



Lunchroom Supplies, Bid 15-100



Robotics & Avionics, 14-500



Pilot FriXion Erasable Gel Pens - Retractable

These pens allow you to erase and rewrite on the same spot repeatedly without damaging documents. Thermosensitive, gel ink formula disappears with the erasing friction of a rubber plug eraser on the pen. Erasing leaves no residue or debris. Not recommended for signatures, examination papers or official documents where writing needs to remain permanent or for exposure to extreme temperatures.



- 21251..... Black7mm Fine Point..... Doz
- 21252..... Blue7mm Fine Point..... Doz
- 21253..... Red7mm Fine Point..... Doz
- 21254..... Green.....7mm Fine Point..... Doz
- 21255..... Navy7mm Fine Point..... Doz
- 21255..... Pink7mm Fine Point..... Doz
- 21256..... Purple.....7mm Fine Point..... Doz
- 21257..... Turquoise.....7mm Fine Point..... Doz
- 21259..... Assorted7mm Fine Point..... 7/Set

Post-it Super Sticky Note Pads

These note pads have a unique adhesive so your notes will stick securely to more surfaces like, monitors, doors and walls.



- 16618..... Rio De Janeiro..... Blank 4/Pkg
- 16619..... Rio De Janeiro..... Lined..... 4/Pkg

Low Profile Transparent Clipboards

These letter-sized plastic clipboards features a low-profile clip with a rubber grip to hold paper securely and a pullout hook for hanging. 12" rulers on the edges line both sides of the transparent clipboards.



- 22310..... Assorted Neon Doz
- 22306..... Neon Blue Ea
- 22307..... Neon Green..... Ea
- 22309..... Neon Orange Ea
- 22308..... Neon Pink Ea
- 22304..... Clear Ea
- 22305..... Smoke Ea

Pamphlet Files

The cover on this shelf file is textured green paper with a pH of 7.0 and has a covered board closed back for safe long term acid free storage.



- 19152..... 4"x9-1/8"x12-1/2" Ea

School Zone Safety Vest

Made with mesh fabric in a lime color with "School Zone" in black lettering on back, 2" reflective striping, one small inside pocket with a zippered closure. Great visibility in daytime or nighttime conditions. Meets ANSI/ISEA 107-2010 Class 2. Fits Large, X-Large chest size approximately 44" to 52".



- 53100..... Ea

Utility Knife

Retractable medium duty utility knife, 6-1/8".



- 87212..... Ea

Utility Knife Blades

Heavy duty.



- 87213..... Ea

Wooden Color Cube Set

These 1 inch cubes build up skills for comparing quantities in a set, create and extend patterns, sorting, classifying, counting and spatial reasoning. They are made with durable hardwood and are in bright colors, red, yellow, orange, blue, green and white.



- 43551..... 102/Set

Hon Low Back Task Chair

This Armless chair has a unique multi-task control which is excellent for a wide range of office activities. The quick-adjust back height gives you tailored lower back support. Molded polymer outer back, the inner shell is made from a wood composite with high recycled content. 360 degree swivel, 5 casters.



- 71027..... Confetti Blue Fabric..... Ea

Nurses Cot

Recovery cot with 2" firm foam padding, 1" thick solid plywood frame construction. Stain resistant, woven, knit backed vinyl upholstery. Chrome legs, holds up to 250 pounds. These cots measures 72" long x 18" high x 27" wide and the paper dispenser is included and uses paper 18" to 21" wide.



- 52240..... Mulberry..... Ea

Tripod Projection Screen

The matte white fabric is flame retardant and mildew resistant with a 1 inch border on screen sides. With a built-in keystone eliminator which tilts the screen forward to compensate for distorted images. Made of durable steel construction with a rugged metal case, it folds down for easy storage or transport and weighs 29 pounds. The screen case and tripod adjust to accommodate ceiling height.



- 87213..... 5/Pkg

Electronic Keyboard

This 61 key touch response keyboard has easy to use professional features like AUX IN, DJ pattern mode and assignable live control knobs that unlock a world of options for musical expression. Includes internal memory, 1.54MB amplifiers and speakers, custom LCD.

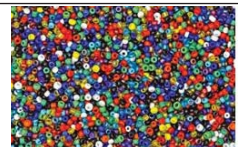


- 54133..... Ea

Indian Seed Beads

Multicolor glass beads, 1/2 pound bag.

- 27604..... 1/bag



Dissection Pan with Flex-Pad

This dissection pad is made of high-density polyethylene (HDPE) and includes a flex-pad. Flex pads replace wax for faster setup and cleanup and are machine washable and reusable.



- 02506..... Ea

CUSTOMER SERVICE CORNER



Staff Changes

The new school year is just starting. Contact KCDA Customer Service at 1-800-422-5019 with any changes to email address, names, and phone numbers of personnel so we can update our records. Supply Link registrations are specific to a location, if an employee has moved, is new, or is no longer there, an order placed online may get routed incorrectly if information has not been updated.

Duplicate Orders

Please help avoid duplicate orders. Submit your orders to KCDA by only one method.



Online with
Supply Link or
Skyward



Fax



Mail



Phone

No Fault Returns

No fault returns apply only to items shipped from our warehouse.

Members must notify KCDA within 20 business days of receiving the order. In order to receive credit, returned merchandise must be in new condition, original packaging and a complete unit. All returns must have the return authorization number noted on the outside of the carton. Once issued, the return authorization is valid for 20 days. Items returned after the 20 business day period may be assessed a restocking fee.

When requesting return authorization or reporting any discrepancies, please include the following information:

- Purchase order number.
- District name and ship-to location.
- KCDA invoice number/order number/cart number.
- KCDA item number and item description.
- Quantity (units).
- Reason for the return or details of the discrepancy.
- Contact name, e-mail, and phone number of the person requesting the RMA.
- Return forms are available on our website, www.kcda.org in an online or printable pdf format.

Scheduled Delivery Program



Short on Storage Space? Need paper, towels, tissues, can liners, or any other item delivered throughout the school year? KCDA's Scheduled Delivery Program offers flexibility, fixed pricing, and local availability of items from our nine million dollars of inventory. Place an order for the school year for your location and let us know when you would like to have it delivered. Pricing will be fixed at the time of the order placement and based upon the total quantity ordered. Billing follows each shipment. If you find that you need more of or less of an item, then simply call and we will adjust the delivery schedule. Forms for the Scheduled Delivery can be found on our website www.kcda.org. Please click on Ordering Information, then Order Forms. Please complete either the web based, or pdf-printed Scheduled Delivery Order form and send it along with your purchase order to KCDA, attention: Customer Service Department.

Flu Season Supplies

KCDA carries a number of preventative supplies to help you prepare for it. Items like facial tissue, gloves, face masks, microbial wipes, bleach, thermometers, and other supplies are stocked and readily available for shipment.



FROM OUR MARKETING DEPARTMENT



Can you guess KCDA's most popular Warehouse and Direct Ship categories?

KCDA serves our school district and other public agency members by offering a wide variety of products, equipment and services. Whether your need is for something as small as a pencil or as large as a modular buildings KCDA works on behalf of our members to fulfill their supply and equipment needs. Many of our member's product orders, such as office and classroom supplies, are fulfilled and shipped by our hardworking KCDA Warehouse team. Other member orders are shipped direct from the vendors that we select each year through KCDA's sealed bid awarded contract process.

If you have been wondering which are KCDA's most popular product lines, the orders most frequently shipped from the KCDA Warehouse include; paper supplies, office supplies, custodial supplies, arts and ceramics and first aid supplies. Our outside direct ship vendors are kept very busy throughout the year by our members ordering from direct ship categories including; modular classrooms, furniture, technology products and services, track and field surfaces, roofing and carpet installations. Each of these product and equipment categories appear poised for continued growth over the coming years. As we look to beyond the 2015-2016 school year we would welcome your input as to other products and services that KCDA should consider offering to our membership. If there is a category of products or services that you regularly buy that is not currently offered by KCDA please drop me a note at dhewitt@kcda.org. We would welcome your input as we continue to position KCDA to be responsive to the needs of our members over the coming years.

Dane Hewitt
Director of Marketing

MEET OUR STAFF



Meet Our Staff: Ryan Burge

KCDA Field Representative Ryan Burge has lived in Washington State for 11 years which is also when he started working for KCDA. Ryan is originally from Minnesota where he earned his Bachelor of Science degree from St. Cloud State University. Ryan met his wife while traveling to Hawaii which brought him to Washington where she lived.

Prior to his employment at KCDA, Ryan worked in the technology industry in California and Hawaii helping companies with their technology training, website application development and web hosting. Ryan's wife is a Speech Therapist and her mother was a teacher. Ryan had always been interested in Education which ultimately led him to KCDA. Ryan enjoys working with his western Washington school districts while trying to figure out solutions to their unique product and service needs. He is involved in his schools Capital Projects and is active in CEFPI, the Council of Educational Facilities Planners International. CEFPI members regularly tour new or remodeled schools while getting a chance to share ideas among different school districts and architects.

In his spare time Ryan enjoys being with his family... having two young kids keeps him busy and having fun. If you see a vehicle in your parking lot with a Minnesota Vikings license plate cover, that's probably Ryan. As a lifelong Viking's fan, he couldn't leave his roots behind!

STAFF DIRECTORY

Cooperative Purchasing for Supplies, Equipment and Services
Take advantage of KCDA free membership and start saving today!

Marketing Department

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Field Representatives

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School Districts: Auburn, Enumclaw, Tahoma

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Representing Counties: Adams, Asotin, Benton, Columbia, Douglas, Ferry, Franklin, Garfield, Grant, Lincoln, Okanogan, Pend Oreille, Spokane, Stevens, Walla Walla, Whitman, Yakima
Representing States: Idaho, Montana

Kevin Hedeon
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Representing Counties: Chelan, Kittitas, N. King, S. Snohomish
School Districts: Bellevue, Edmonds, Everett, Federal Way, Highline, Issaquah, Kent, Lake Washington, Mukilteo, Northshore, Renton, Riverview, Seattle, Shoreline, Snoqualmie Valley

Mike Rebitzke
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Representing Counties: Clallam, Clark, Cowlitz, Grays Harbor, Island, Jefferson, Klickitat, Lewis, Mason, Pacific, San Juan, Skamania, Wahkiakum
Representing States: Alaska, Oregon

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Auditorium Seating, Bleachers, Classroom Aids, Custom Printed Materials, Ink & Toner Supplies, Lockers, Paper Supplies, Playground Equipment and Matting, Science Equipment & Supplies and Warehouse Supplies

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Ceramic Supplies, Crayola, Copiers, Industrial Art Supplies/Tools, Printers, Score Board & Marquee Signage, Sports Court Lighting, Sports Field Drainage, Synthetic Turf & Field Surfaces, Telephone Systems

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Custodial, Chemical & Maintenance Supplies, Large Lamps, Lunchroom Supplies, Maintenance Machines, Modular/Portable Buildings and Roofing

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Orders: Custom Stamps and Name Plates, and Non-Standard Printer Toners

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Tony Apodaca, Assistant Manager
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www.kcda.org • Supply Link