

SUPPLY LINE NEWSLETTER



Procurement Services That Save You Time and Money



Dave Mahalko
Executive Director

Director's Corner

Taking KCDA to the next level ... What does it mean?

As I complete my transition to Executive Director on January 1st, I am reminded of KCDA's fundamental core values: *'To maintain the highest standards of contract compliance and ethical behavior towards our members, vendors, and employees'*.

Values are the standards that guide our behavior and it is these values that drive KCDA's primary mission: *'To provide superior service, value, and the lowest procurement costs for our members'*.

In my new role as Executive Director, I am committed to not only sustaining KCDA's core values and its mission, but with taking the organization to the next level . What does it mean? It means being the low cost provider of consumable items to school districts and being the first choice provider of contracts for members and vendors. It means maximizing member value by directing our efforts in a number of key areas:

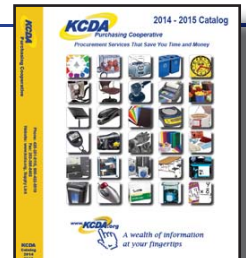
- Increasing the number of items and contracts that are available to our members
- Enhancing our digital presence and eCommerce capabilities
- Improving operational efficiencies and reducing waste
- Embracing a culture of continuous improvement

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 10 years. I am excited about 2014 and look forward to your continued support!

KCDA Catalog

In January, 2013, the new KCDA 2014-2015 catalogs will be mailed out. If you do not receive your catalog, please call or email customer service to order one.

Also the new KCDA calendar is now available, you will receive one with your new catalog and they are printable on our website www.kcda.org click on the publications tab. You may also call or email us and we will gladly send it to you. 1-800-422-5019 ext. 2 or customerservice@kcda.org.



Winter 2014

Welcome...

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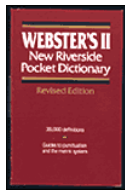
CUSTOMER SERVICE CORNER

MSP/HSPE Testing Supplies

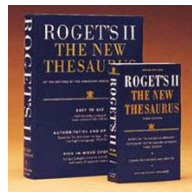
KCDA has a large selection of testing supplies, they can be found on Supply Link, click on *Testing Supplies, MSP/HSPE on the left side Catalog Browse Products navigation bar in Supply Link to find these categories:



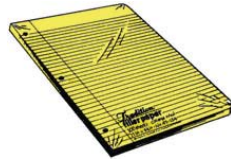
Calculators



Dictionaries



Thesaurus



Paper



Pencils



Erasers



Rulers



Protractors

If you cannot locate what you need, please call customer service, we may be able to special order that item for you. If you need it for testing, someone else may also.

Start Up Order Time for the School Year 2014-2015

It is time to start thinking about next year's school orders. We encourage early order placement in March, April and May.

This allows our purchasing department time to purchase, our warehouse time to receive, pull and pack items requested for summer and beginning of school year orders.

Make sure that you have the correct delivery date and location on your order. If you have changed location, please notify customer service so we can update your information to insure prompt and expedited delivery.

WINTER	SPRING	SUMMER	FALL
January 2014	April 2014	July 2014	October 2014
February 2014	May 2014	August 2014	November 2014
March 2014	June 2014	September 2014	December 2014

KCDA Procurement Services That Save You Time and Money
Phone: 435-251-8110 • Fax: 435-251-8119 • Email: 435-251-8112 • Website: www.kcda.org • Supply Link

Supply Link Frequently Asked Questions

- Q. How do I delete an line item on a cart?
- A. In the "View Cart" screen, scroll down to the item you would like to delete. Click on the garbage can to the right of the item. This will remove your item from your order.
- Q. Do I need to send a hard copy PO to KCDA after checkin out my cart?
- A. No, in fact this may cause a duplication of your order.
- Q. How can I get a copy of my invoice?
- A. Once the product has been received, simply access that cart in your cart manager, select "KCDA Confirmation", then click on "Invoice Info". You may print from there. You can always call Customer Service and we will gladly fax or email you a copy. Just supply us with the cart number.
- Q. How do I know KCDA has received my order?
- A. Locate your cart number in "Cart Manager". Pending-it is on its way to an approver or KCDA; Confirmed - KCDA has received; Partial-Part of the order has shipped; Completed-your entire order has shipped.



KCDA'S NEWEST WAREHOUSE ITEMS

Self-Adhesive Stars

Assorted foil colors, 1/2", Not printer compatible.

13351..... 440 Stars/Pkg. \$1.75



Literature/Magazine Holder

Single pocket, clear, counter/wall, 9-1/4" wide 3-3/4" deep.

21264..... each..... \$7.27



Hand Sanitizer, Hypoallergenic

Foam, alcohol free, rinse free. Non-flammable, fragrance free.

56000..... 18 oz. Pump Top Bottle, each. \$7.53

56200..... Gallon, each. \$22.56



Lab Label Tape

3" core, 3/4" wide, removes cleanly, can withstand temperatures from -23 C to 121 C. 4/60 yard rolls per package.

00344..... Blue..... \$19.48

00343..... Green..... \$19.48

00345..... Orange..... \$19.48

00341..... Red..... \$19.48

00340..... White..... \$19.48

00342..... Yellow..... \$19.48



Dawn Dishwashing Liquid

49137..... 4/1 gal per case..... \$65.18



Paper Cups

Treated, 5 ounce.

49318..... 3000/case..... \$104.01



Turkish Towels

White, great for drying 20"x40".

49471..... Dozen..... 15.22



While You Were Out Pads

Ruled, 1 part, pink, 5-1/2"x4-1/4", 50 sheets per pad.

97583..... 12 pads/pkg..... \$2.87



KCDA'S NEWEST CONTRACTS

Contracts Awarded in October, November and December 2013

October Bid Awards

Binder Indexes, Bid 13-009



Interactive Technology, Bid 13-053



Furniture, Artco Bell, Bid 13-136



Furniture, General, Bid 13-130



Lathe Equipment, Bid 13-340

Mill Equipment, Bid 13-431

XMT Welding Racks, Bid 13-432

Water Jet Cutting Center, Bid 13-323

Printers, HP, Bid 11-330



Printers, Xerox, Bid 11-333



Sports Field Drainage, Bid 12-415



November Bid Awards

Art Brushes, Bid 14-152



Classroom Aids, Bid 14-015



Printed Materials, Pre-Printed Envelopes, 14-331



Tapes & Adhesives, Bid 14-033



Hon Furniture, Bid 12-265



Virco Furniture, Bid 12-134



December Bid Awards

Paper Supplies, Dated Materials and Reference Resources, Bid 14-010



Chemical Maintenance, Bid 14-070



Maintenance Hardware Supplies, Bid 14-061



Construction Paper, Bid 14-011



Multipurpose Copy Paper - White Only, Bid 14-019



SPECIAL WORKS

KCDA contracts used in new Meadow Crest Early Learning Center

Renton School District opened the doors to their new Meadow Crest Early Learning Center on September 9th, providing learning opportunities for pre-school aged students. The center is designed to help students prepare for kindergarten and will accommodate 3 to 5 year old students from the former Spring Glen and Hillcrest Elementary schools. The school provides classrooms, indoor play courts, and a library all furnished with colorful kid-sized furniture and equipment that was purchased using KCDA contracts. Each classroom has a bathroom located adjacent to the room, with sinks and facilities at kid-level.



What set this apart was how it was sourced. Working in conjunction with Greene Gasaway Architects, KCDA ordered, received, and consolidated the furniture and equipment from twelve different manufacturers at our Kent facility until it was released by the district. For KCDA, this was opportunity to differentiate ourselves from other cooperative contracts. “Being able to stage an entire school’s FF&E requirements at our warehouse is another example of KCDA bringing added value to our members,” said Dave Mahalko, Executive Director at KCDA. “KCDA’s 170,000 square foot warehouse gives us the flexibility to handle these types of special requests from our members.”



KCDA Purchasing Cooperative was founded 1938 by school board members in King County. We help members save money by creating volume purchasing and fulfilling bid law requirements. KCDA manages centralized receiving, warehousing, and distribution while offering additional contracts to provide a single-source for consumable supplies, facilities projects, and technology equipment. Since KCDA is owned by Washington’s Public School Districts, every dollar spent using KCDA contracts increases our purchasing power and helps us get lower pricing for our members. More importantly, the dollars stay in the Northwest instead of ending up in some other part of the country.

For more information on KCDA’s procurement services, please contact Dave Mahalko, Executive Director at 1-800-422-5019 Ext 161 or visit our website at www.kcda.org.

STAFF DIRECTORY

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

Customer Service Department	Purchasing Department	Administrative
<p>Field Representatives</p> <p>Ryan Burge rburge@kcda.org.....ext. 151 Representing Counties: Kitsap, S. King, Pierce, Skagit, N. Snohomish, Thurston, Whatcom School Districts: Auburn, Enumclaw, Tahoma</p> <p>Greg Wozny gwozny@kcda.orgext. 152 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</p> <p>Kevin Hedeem khedeem@kcda.org.....ext. 137 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</p> <p>Mike Rebitzke mrebitzke@kcda.orgext. 162 Representing Counties: Clallam, Clark, Cowlitz, Grays Harbor, Island, Jefferson, Klickitat, Lewis, Mason, Pacific, San Juan, Skamania, Wahkiakum Representing States: Alaska, Oregon</p> <p>Customer Service</p> <p>Chris Chandler, Supervisor cchandler@kcda.org.....ext. 118</p> <p>Pennie Britz pbritz@kcda.org.....ext. 120</p> <p>Etta Smith-Rice esmith-rice@kcda.orgext. 148</p> <p>Pauline Peterson ppeterson@kcda.orgext. 128</p> <p>Wendy Ettel, Website Designer wettel@kcda.orgext. 146</p>	<p>Judy Isaac, Manager jisaac@kcda.orgext. 143</p> <p>Contract & Procurement Specialists</p> <p>Kathy Elliott kelliott@kcda.org.....ext. 149 Appliances, Carpet/Flooring, Furniture, Musical Instruments, Whiteboards</p> <p>Shannon Kimball skimball@kcda.orgext. 129 Art Supplies, Audio Visual Equipment/Supplies, Calculators, CDW-G Technology, Early Childhood Furniture/Supplies, First Aid Supplies, Food Commodities, Interactive Technology, Intercom, Life Safety & Clocks, Library, Maps and Globes, Mechanical Drawing, PE Equipment and Supplies</p> <p>Paula Schilling pschilling@kcda.orgext. 127 Auditorium Seating, Bleachers, Classroom Aids, Custom Printed Materials, Ink/Toner Supplies, Lockers, Paper Supplies, Playground Equipment and Matting, Science Equipment/Supplies and Warehouse Supplies</p> <p>Shawne Anderson sanderson@kcda.orgext. 141 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</p> <p>Jon Sharp jsharp@kcda.orgext. 131 Office/Classroom Supplies</p> <p>Robert Wilson rwilson@kcda.orgext. 130 Custodial, Chemical & Maintenance Supplies, Large Lamps, Lunchroom Supplies, Maintenance Machines, Modular/Portable Buildings and Roofing</p> <p>Mary Herman, Purchasing Assistant mherman@kcda.orgext. 119 Orders: Custom Stamps and Name Plates, and Non-Standard Printer Toners</p>	<p>David Mahalko, Executive Director dmahalko@kcda.orgext. 161</p> <p>Judy Bush, Human Resource Manager jbush@kcda.orgext. 126</p> <p>Robert Payne, Chief Financial Officer rpayne@kcda.orgext. 110</p> <p>Marina Abromova, Accounting Administrative Assistant mabramova@kcda.orgext. 145</p> <p>Linda Barr, Receptionist lbarr@kcda.orgext. 112</p> <p>Tracie Keller, Accounts Receivable Lead tkeller@kcda.orgext. 139</p> <p>Pam McClain, Accounts Receivable pmclain@kcda.orgext. 150</p> <p>Cheryl Ayers, Accounts Payable Lead cayers@kcda.orgext. 114</p>
		<p>Information Services</p> <p>Computer Operator/Programers</p> <p>Bert Piedlow bpiedlow@kcda.orgext. 136</p> <p>Bob Pederson bpederson@kcda.orgext. 113</p>
		<p>Warehouse</p> <p>Barry Fredericks, Manager bfredericks@kcda.orgext. 154</p> <p>Tony Apodaca, Assistant Manager tapodaca@kcda.orgext. 121</p>



Phone: 425-251-8115, 800-422-5019 • Fax 253-395-5402 • www.kcda.org • Supply Link
Street: 18639 - 80th Ave S. Kent, WA 98032 • Mail: P.O. Box 5550, Kent, WA 98064