

**ADDENDUM #1 TO LRCPA BID 13-1
OFFICE SUPPLIES**

TO: All Vendors

FROM: Lee-Russell Cooperative Purchasing Association (LRCPA)

RE: LRCPA BID 13-1

DATE: December 5, 2013

Additional information has been requested by a vendor. This information is being made available to all potential vendors. Please see the attached reports for information on usage pertaining to certain supplies contained in the bid.

Acknowledgment of receipt of this Addendum is required to be submitted with your response to this bid.

Company Name

Authorized Signature

Print or Type Authorized Name

2013 CORE ADDITIONS

SKU	Description	UOM	Usage
161130	KOSS ED1TC - HEADPHONES	EA	197
170719	PAPER,ASTRONEON,LTR,24#,HAPPY	RM	386
189654	CARD,INDEX,RLD,3X5,5 AST,100PK	PK	242
218877	INK,HP 564XL,BLACK	EA	247
221720	CLIP,PPR,#1,PRM SMTH,OD,500PK	PK	202
240556	90# WHITE INDEX	PK	248
242775	FOLDER,PPR,2PKT,FTRN,10PK,ASTD	PK	475
274411	HOLDER,SGN,VERTICAL,8.5X11,CLR	EA	205
279688	CARD,INDEX,CLR CODED,3X5,100PK	PK	213
345637	PAPER,COPIER,20#,LTR,BLU,500SH	RM	316
345645	PAPER,COPY,8.5X11,500SH,GRN	RM	230
345660	PAPER,COPY,8.5X11,YEL,500SH	RM	289
348243	VLM BRSTL67# 8.5X11 WHITE	PK	226
364364	LABEL,LSR,ADDR,WHT,3000CT	BX	250
393122	PAPER,PREM MP,HAMM,REAM,24/97	RM	227
396241	BINDER,OD,VIEW,RR,2",WHITE	EA	241
446445	SCISSOR,BLNT,KIDS,5",MICROBAN	EA	234
458411	PAPER,ASTROBRIGHTS,65# HAPPY A	PK	262
458621	PAPER,65#C,95B,250PK,B/WHITE	PK	358
493122	BNDR,3RG,VNL,2",BLK	EA	199
498811	SHEET PROTECT,OD,STD,CLR,100/B	BX	238
507990	TOTE,LETTER/LEGAL,32 LITER,CLR	EA	235
539262	SCISSORS,KIDS,BLUNT TIP,5",AST	EA	827
561339	CLIPS,BINDER,24PK,MED,BLK	PK	291
574803	DIVIDERS.INS,5,COLOR,OD,BIGTAB	ST	284
574978	DIVIDERS,OD,INS,XW,8ST,ASTD	ST	230
582114	CALCULATOR,HANDHELD,TI-503SV	EA	917
589113	PORTFOLIO,POLY,FASTENERS,RED	EA	231
589158	PORTFOLIO,POLY,FASTENERS,GREEN	EA	280
589194	PORTFOLIO,POLY,FASTENERS,YLW	EA	308
589203	PORTFOLIO,POLY,FASTENERS,BLUE	EA	556
591215	SHARPENER,PENCIL,MNL,2 HL,ASTD	EA	303
591964	DRIVE,USB,8GB,ASTD COLORS	EA	478
592057	DIVIDER,INSERTABLE,8TAB,PLAS	ST	326
605015	COMPASS,PNCIL,BLUNT PT.,MSRE G	EA	264
618033	CALCULATOR,SCIENTIFIC,TI-30XA	EA	450
620007	WATER,BTL,NSTL PURE LIFE,24/CS	CA	331
627457	DIVIDER,OD,BIGTAB,8T,2PK,COLOR	ST	202
713585	PROTRACTOR,6",180 DEGREES	EA	399
720461	RULER,W/BNDR HOLES,12",PLSTC,A	EA	885
724848	ERASERS,PNK BEVEL,MED	EA	204
729525	BINDER,VUE,3RG,11X8.5,1"C,WHT	EA	354
735871	BINDER,POCKET,POLY,5PK	PK	229
751095	SCANNING, DOC, ADDPAGE	EA	310
812247	LANYARDS,SUPER VALUE	EA	250
824487	MAXELL STEREO EARBUDS	EA	224
837905	BOOK,PRM COMP,DL-UNRL,9.75X7.5	EA	625
853098	CALCULATOR,STANDARD,MINI	EA	834
873941	PAPER,CNSTRCTN,9X12,ASST,50	PK	340
959429	FOLDER,HNG,LTR,1/5CT,25BX,AST1	BX	263

Top 25 Product Purchases

SKU	Description	CATEGORY	Units TP	Units LP
348037	PAPER,COPY,OD,CASE,10-REAM	Paper	1154	2201
347098	TONER,HP 78A,DUAL PACK, BLACK	Ink and Toner	183	56
566118	TONER,HP CB436,DUAL PACK,BLK	Ink and Toner	104	87
635225	SPECIAL ORDER,TSA	Copy and Print Depot	0	3
231822	TONER,LJ CE278A,HP,BLACK	Ink and Toner	170	237
273646	PAPER,COPY,WHITE TOP,10/CA	Paper	520	799
618033	CALCULATOR,SCIENTIFIC,TI-30XA	Technology	450	966
878270	TONER,HP CE505A,BLACK	Ink and Toner	114	159
810838	FOLDER,LTR,1/3CUT,100BX,MANILA	Filing and Binding	1771	1221
492864	LMNTNG ROLL,1.5MIL,25X500,2PK	Filing and Binding	172	93
595671	SHARPNR,PENCIL,SCHOOL PRO	Writing and Drafting	334	222
940593	PAPER,MULTIPURP,OD,CASE,10REAM	Paper	244	210
892501	SHARPENER,X-ACTO,TEACHER PRO	Writing and Drafting	187	323
102015	PAD,EASEL,SELF STCK,25X30,WHT	Office Essentials	47	8
636645	TONER,HP 35A,BLACK	Ink and Toner	96	119
733601	PENCIL,#2,OD,72/BX	Writing and Drafting	6511	4439
463865	TONER,HP 36A,BLACK	Ink and Toner	94	187
465412	TONER,DELL,2330/2350,HY,BLACK	Ink and Toner	66	11
785085	TONER,HIGH YIELD,DELL,BLACK	Ink and Toner	68	74
535349	LPTP,CHRM BK,WIFI,11.6",SAMSUNG	Technology	35	0
695769	TONER,BROTHER TN450,HY,BLACK	Ink and Toner	125	79
566037	TONER,HP,DUAL PACK,BLACK	Ink and Toner	40	59
526387	E-ALL-IN-ONE,WRLS,OJ PRO 8600	Technology	35	24
648112	TONER,LASER,OD F/HP Q2612A,BLK	Ink and Toner	97	67
347125	TONER,HP 85A,DUAL PACK,BLACK	Ink and Toner	59	5

Top 200 Products - By Parent

Item #	Description	2013	2012
		Net Sales Units	Net Sales Units
	Summary	1,666,283	578,741
167060	BW SS Letter	245,770	68,600
166955	BW DS Letter	227,300	96,960
167053	BW DS Ledger	182,352	
861747	STAPLING,BOOKLET	23,398	250
167298	3 Part NCR - Letter - W/C/P	12,030	455
589483	PAPER,FLR,10.5X8,150CT,WD RLD	5,632	7,788
733601	PENCIL,#2,OD,72/BX	3,844	6,529
956112	PAPER,FLR,11X8.5,CR,150CT,3HP	3,800	2,255
729558	BINDER,OVERLAY,CLEAR,1.5",WHT	2,238	1,438
348037	PAPER,COPY,OD,CASE,10-REAM	2,042	1,167
913036	DRIVE,USB,STORE N GO,4GB	1,383	1,290
853098	CALCULATOR,STANDARD,MINI	1,270	834
729525	BINDER,VUE,3RG,11X8.5,1"C,WHT	1,076	354
810838	FOLDER,LTR,1/3CUT,100BX,MANILA	1,049	1,788
618033	CALCULATOR,SCIENTIFIC,TI-30XA	723	450
273646	PAPER,COPY,WHITE TOP,10/CA	703	535
172816	FOLDER,LTR,1/3CUT,150BX,MANILA	699	498
905068	FOLDER,CTLS,1/3CUT,100BX,MNLA	640	612
528712	MARKER,DRYERASE,EXPO,12PK,ASTD	621	792
116253	FOLDER,LTR,1/3CUT,100BX,ASST 1	618	286
240556	90# WHITE INDEX	455	250
330808	ENVELOPE,CLSP,RCYCL,9X12,100BX	455	598
498811	SHEET PROTECT,OD,STD,CLR,100/BX	451	240
582114	CALCULATOR,HANDHELD,TI-503SV	438	917
869832	MRKR,EXPO2,DE,CHSL PT,4PK,ASTD	370	183
569502	DRIVE,USB,4GB,TWIST TURN	359	
330888	ENVELOPE,CLASP,28LB,#97,100BX	350	274
790761	PEN,RETRACT,G-2,BK,FN	346	431
644739	DRIVE,USB,4GB,ATIVA	345	
203349	MARKER,SHARPIE,FINE,DZ,BLACK	334	364
908194	STAPLER,DESK,STD,FULL,BLACK	318	249
345660	PAPER,COPY,8.5X11,YEL,500SH	284	291
345637	PAPER,COPIER,20#,LTR,BLU,500SH	284	319
863214	Kingston DataTraveler 100 G2 -	271	
364364	LABEL,LSR,ADDR,WHT,3000CT	265	253
892501	SHARPENER,X-ACTO,TEACHER PRO	258	188
162672	PAPER,CONSTRUC,SPRVLU,9X12	257	161
805564	SHARPENER,PENCIL,ELEC,BLACK	244	207
315515	FOLDER,LTR,1/3CUT,100BX,MANILA	222	61
345645	PAPER,COPY,8.5X11,500SH,GRN	215	233
121121	CALCULATOR,SCNTFC,SOLAR,FX-260	206	48
536640	PAPER,PREMIUM MP,OD,CASE,10-RM	197	
231822	TONER,LJ CE278A,HP,BLACK	196	194
126405	INK,HP 564,BLACK	179	122
659646	PAPER,ASTROBRT,5PK/CASE,ASTD	176	153
959429	FOLDER,HNG,LTR,1/5CT,25BX,AST1	176	263
813845	INK,HP 940XL,BLACK	172	71

595671	SHARPNR,PENCIL,SCHOOL PRO	170	334
463865	TONER,HP 36A,BLACK	169	100
940593	PAPER,MULTIPURP,OD,CASE,10REAM	168	246
507990	TOTE,LETTER/LEGAL,32 LITER,CLR	165	235
489461	TAPE,MGC,SCTH,3/4"X1000",10PK	156	142
491694	SHEET PROT,OD,STD,CLR,200/BX	148	46
136780	INK,HP 564,3/PK,COMBO	146	22
108953	INK,HP 21,TWIN PACK,BLACK	145	134
344352	BATTERY,ENERGIZER MAX AA,36PK	128	116
878270	TONER,HP CE505A,BLACK	124	117
450745	Ink,HP 901,Black	112	107
440520	INK CARTRIDGE,96,BLACK,HP	103	37
961679	INK,HP 96/97,COMBO,BLACK/COLOR	95	66
492864	LMNTNG ROLL,1.5MIL,25X500,2PK	89	169
450790	INK,HP 60,COMBO,BLACK/COLOR	89	94
715460	INK,HP 920XL,BLACK	88	70
636645	TONER,HP 35A,BLACK	87	97
402444	940 INK CARTRIDGE COMBO PACK	87	67
108890	INK,HP 92,TWIN PACK,BLACK	87	56
218877	INK,HP 564XL,BLACK	84	251
143195	INK,HP 21/21/22/22,4/PK	83	70
154414	CARTRIDGE,LASER,Q2612A	82	55
440648	INK CARTRIDGE,TRICOLOR,97,HP	82	34
417798	FOLDER,ET,CLS,RCY,10BX,LTR,GRN	81	135
970568	TONER,LASER,BROTHER TN350BLK	76	47
450405	Ink,HP 60XL,Black	76	79
745404	PLANNER,WKLY,APPT,AAG,8X11,BLK	74	7
230275	TONER,REPLACE HP P1505,BLACK	71	21
108638	INK,HP 27,TWIN PACK,BLACK	65	35
523959	INK,HP 61XL,BLACK	65	136
751054	INK,HP 932XL,OFFICEJET,BLACK	64	65
940650	PAPER,30% REC,OD,CASE,10-REAM	60	34
648112	TONER,LASER,OD F/HP Q2612A,BLK	58	108
695769	TONER,BROTHER TN450,HY,BLACK	57	136
101313	INK,LEXMARK 100,SY,3PK,COLOR	57	13
115820	INK,HP 27/28,COMBO,BLACK/COLOR	56	30
424026	INK,HP 74/74/75,3/PK,BLK/CLR	55	43
986952	CARTRIDGE,INKJET,HP 88 XL,BLK	55	43
785085	TONER,HIGH YIELD,DELL,BLACK	54	75
762813	TONER,REPLACES HP 05A,BLK	54	5
648176	TONER,LASER,OD F/HP Q2613A,BLK	53	4
949725	TI Class Set for K4	53	27
420939	INK,LEXMARK 100XL,2PK,BLACK	53	20
962148	INK,HP 56A,TWIN PACK,BLACK	53	55
980839	PUNCH,ELECTRIC,3HOLE,PLATINUM	52	41
450750	Ink,HP 901XL,Black	52	86
448938	DUSTER,CENTURY,10OZ,6/PK	51	14
112999	INK,HP 96,TWIN PACK,BLACK	50	49
715010	CHAIR,ALVY,TASK,MESH,BLACK	49	
104262	70FT PRESENTER W RED LASER	49	3
230266	TONER,REPLACE HP P1005,BLACK	48	63
781692	INK,HP,950,XL,BLACK	48	180

566118	TONER,HP CB436,DUAL PACK,BLK	47	106
579505	TONER,HP 12AD,2/PK,BLACK	47	43
402417	INK,HP 901,2/PK,COMBO	47	34
231939	TONER,LJ CE285A,HP,BLACK	46	26
842133	INK,HP 74XL,HIGH YIELD,BLACK	46	56
287865	TONER,HP LJ CC533A,MAGENTA	45	19
962099	INK,HP45A/78D,COMBO,BLK,COLOR	45	20
876670	TONER,LEX E260/E36X/E46X,BLACK	44	25
295223	CARTRIDGE,HP LJ Q7553A,BLACK	44	17
962015	INK,HP 56A/57A,COMBO,BLACK/CLR	44	50
961760	CHAIR,FLDG,METAL,4/PK,TAN	44	
347005	PAPER,COPY PLUS,HAM,CASE,10-RM	42	61
287850	TONER,HP LJ CC530A,BLACK	41	27
287855	TONER,HP LJ CC531A,CYAN	40	21
502934	toner,remn,od,1160/1320std	40	16
566037	TONER,HP,DUAL PACK,BLACK	39	42
977952	CARTRIDGE,LASERJET,Q6470A,BLK	38	22
287860	TONER,HP LJ CC532A,YELLOW	38	21
514608	LMNTNG ROLL,1.5MIL,27X500,2PK	38	7
420993	INK,LEXMARK 100XL,3PK,COLOR	38	16
2001888	9750GII GRAPHING CALCULATOR, 1	37	
347098	TONER,HP 78A,DUAL PACK, BLACK	35	186
685257	TONER,LJCE320A,BLACK	34	35
597110	BOARD,PRESNT,36"X48",24PK,W	33	7
911559	UPS,BATTERY BACK-UP,ES 550	32	5
716553	TONER,E250/E350/E352,3.5K,BLK	30	14
108687	INK,HP 97,TWIN PACK,TRI-COLOR	30	10
685302	TONER,LJCE322A,YELLOW	29	22
352608	CARTRIDGE,LASERJET 4700,BLACK	28	19
685266	TONER,LJ CE321A,CYAN	28	20
904224	TONER,COLOR LASERJET,00A,BLK	27	33
685329	TONER,LJCE323A,MAGENTA	26	19
562080	BOSS CHAIR VISITOR	25	
705472	TONER,LASER,LEXMARK E232,BLACK	25	12
198802	FILE,STRGE,ECON,LTR/LGL,12CT	25	
392430	TONER,HP CC364A,BLACK	24	13
722407	E-ALL IN ONE,WRLS,OJ 6600	24	10
808256	TONER,LJ 2100 SERIES,96A	24	8
114756	TONER,HP 51A,LASERJET,BLACK	23	20
526387	E-ALL-IN-ONE,WRLS,OJ PRO 8600	22	36
776184	TONER,Q5949A,HP,BLK	22	20
421722	INK,HP 56/56/57,3PK,TRICOLOR	22	16
798214	KINDLE,FIRE,7",AMAZON,BLACK	21	
899445	TONER,HP CLJ CC530A,2PK,BLACK	21	28
992280	CARTRIDGE,HP,LJ,4250/4350	21	15
516487	Toner,LexmkE260/E360/E460/E462	21	
614007	E260dn Monochrome Laser Printe	20	
554463	TONER,HP LJ CE255A,BLACK	20	21
199344	SAFE,FIRE-SAFE,ELECTRONIC	18	
352672	CARTRIDGE,LJ 4700,HP,YELLOW	17	5
692016	BOARD,DRY-ERASE,4'X8',WHITE	17	1
125405	BOARD,CRK,ERTHIT4X6,FRM,STNLS	16	

295230	CARTRIDGE,HP LJ Q7553X,BLACK	16	5
766077	TONER,LASER,HP,CE505A,2PK,BLK	16	6
231444	PRINTER,LASERJET PRO,HP P1102W	16	
992232	CARTRIDGE,LASERJET,HP Q5949X	16	3
352688	CARTRIDGE,LJ4700,HP,MAGENTA	15	2
352640	CARTRIDGE,LASERJET 4700,CYAN	15	6
878310	TONER,HP CE505X,HIGH YIELD,BLK	15	14
182562	SHREDDER,18SHT,X-CUT,SILVER	14	0
940584	CARTRIDGE,HP Q6471A,LSRJT,CYAN	14	9
834066	HP LaserJet P2035 - printer -	13	4
844008	CARTRIDGE,TONER,HP Q7582A,YLW	13	4
627057	SMALL BUSINESS WRLS-N ACCESS	13	8
839040	TONER,LEXMARK,STANDARD YIELD	13	14
385899	CHAIR,MID,BACK,GUEST,SLED	12	
886228	Adesso NuScan 500 - document c	12	12
289419	ALL-IN-ONE,MONO LASER,M1536DNF	11	3
844016	CARTRIDGE,HP Q7583A,MAGENTA	11	4
843992	CARTRIDGE,HP Q7581A,LSRJT,CYAN	11	5
214647	COPIER,MONOLASER,DCP7065DN	11	14
747828	INK,HP LJC3505X,2/PK,BLACK	10	
450092	FILE,VERT,4DRWR,LTR,26.5"D,BLK	10	8
642217	Printer,Laser,Mono,HL-2280DW	10	3
367753	E-ALL-IN-ONE,WRLS,IJ,PS 7510	10	
606663	TONER,HP CB541/2/3A,3PK,COLOR	9	10
115036	TONER,LASERJET,HP 51X,BLACK	8	6
109539	CLOCK,TIME,PYRAMID 2600	8	4
837115	LASERJET PRO 400 COLOR M451NW	7	4
863152	FAX,LASER,HIGH SPEED,2920	7	
997230	TONER,LEXMARK X654/56/58,BLACK	6	
289122	ALL-IN-ONE,WRLS,LSR,CM1415FNW	6	
193066	Toshiba 32C120U - 32" Class (6	
487764	TONER,HP,CE261A,CYAN	6	7
487908	TONER,HP,CE262A,YELLOW	6	7
487953	TONER,HP,CE263A,MAGENTA	6	7
143455	TONER,HP CLJ Q01/02/03,3PK,CLR	6	16
818908	DESKTOP,OMNI 120-1130PC,20",HP	5	
877025	TONER,X65X,25K,HY,BLACK	4	3
479506	CAMERA,DIGITAL,SX40HS,BLACK	4	
639094	PROJECTOR,EX7210,EPSON	3	
639076	PROJECTOR,EX5210,EPSON	3	2
595290	LAMINATOR,PINNACLE 27	2	
371643	HP Color LaserJet Enterprise C	2	
393399	SHREDDER,20-SHT,X CUT,C-225Ci	2	
834228	HP DesignJet 510 - large-forma	1	
214795	Lexmark X 656dte MFP - multifu	1	
8422848	4PT NCR 25 DIFFERENT SCHOOLS	1	
746791	FILE,LGL,4DR,31"DEEP,PLATINUM	1	
695165	LAMINATOR,EZLOAD,PINNACLE27	1	2
829233	PAPER-FOLDER	1	