

# Procurement Services

## “**BUYLINE’S**”

November 2016  
Edition

*NOTICE: HISD requires all vendors to have an approved procurement instrument (i.e., purchase order, term contract, blanket purchase agreement, etc.) in place prior to providing goods or services. Entering into contracts verbally or without appropriate authorization is a violation of state law and is prohibited. Any vendor who delivers services or goods to HISD without a proper contract is doing so entirely at their own risk. HISD does not pay for goods or services that were provided without the benefit of a properly executed contract.*

# PROCUREMENT SERVICES

11/30/2016


## BUYLINE'S

The Procurement Department monthly newsletter "BuyLine's" is intended to notify schools and departments of new contracts awarded by the Board of Education. For more detailed information about any contracts awarded, **please contact the specialist at 713-556-6515.**

Sourcing Specialist: [Christopher Vest CVEST@HoustonISD.org](mailto:Christopher.Vest@HoustonISD.org)

Contract Term:

11/11/16 thru 11/10/17 (with 4yr renewal option)

<u>Project #</u>	<u>Product Services</u>	<u>Supplier</u>
16-08-07	OEM & Heavy Duty Vehicle Parts & Services 	<ul style="list-style-type: none"><li>• B &amp; C Truck Electric, Inc.</li><li>• Chalks Truck Parts, Inc.</li><li>• International Trucks of Houston</li><li>• Longhorn Bus Sales</li><li>• Pearland Alternator Co.</li><li>• Rush Truck Centers of Texas, L.P. dba Rush Bus Center Houston</li><li>• Wood Alternator and Starter</li></ul>

**Description:** To provide original equipment manufacturer (OEM) vehicle parts and services for the Transportation Department.

(New)

Sourcing Specialist: [Victoria Rivera VRIVERA5@HoustonISD.org](mailto:Victoria.Rivera@HoustonISD.org)

Contract Term:

11/11/16 thru 12/31/21 (with no renewal option)

<u>Project #</u>	<u>Product Services</u>	<u>Supplier</u>
16-11-08-22 (PACE)	Retail Suppliers 	<ul style="list-style-type: none"><li>• H-E-B Grocery Company</li><li>• Sam's club</li><li>• Wayfair Inc.</li></ul>

**Description:** To support schools and departments in purchasing small supplies for school events and/or activities that require last-minute purchases (i.e. water bottles, juice boxes, small snacks, utensils, decorations, etc.)

(New)

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Sourcing Specialist: [Deyen Greene-Evans DGREENEE@HoustonISD.org](mailto:DGreenEE@HoustonISD.org) Contract Term: 11/11/16 thru 11/10/17 (with 4yr renewal option)

<u>Project #</u>	<u>Product Services</u>	<u>Supplier</u>
16-10-42-06 (Region IV)	Region IV Education Service Center	• Region IV Education Service Center

## REGION IV

**Description:** To allow HISD and Region IV Education Center (Region IV) to reduce the cost to both parties that desire to obtain or use the same goods or services.  
(New)

Sourcing Specialist: [Prakash Vara PVARA@HoustonISD.org](mailto:PVARA@HoustonISD.org) Contract Term: 11/11/16 thru 08/17/17 (with 3yr renewal option)

<u>Project #</u>	<u>Product Services</u>	<u>Supplier</u>
16-09-19-04 (HCDE)	Food Equipment, Parts, Repair, Installation, Maintenance, Small Wares, and Related Items/ Services	<ul style="list-style-type: none"><li>• ISI Commercial Refrigeration</li><li>• Preferred Food Service Design</li><li>• Shepherd Food Equipment</li><li>• Texas Food Service Equipment</li><li>• Ace Mart</li><li>• Jean's Restaurant Supply</li><li>• Kommercial Kitchens</li><li>• Pasco Brokerage</li><li>• Heritage Food Service</li><li>• Hobart Service</li></ul>



**Description:** To provide and support a contingency plan to keep school kitchens and the food production center at maximum capacity.  
(New)

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Sourcing Specialist: [Okina Alford OKINA.ALFORD@HoustonISD.org](mailto:Okina.Alford@HoustonISD.org)

Contract Term:

11/11/16 thru 09/30/17 (with 2yr renewal option)

<u>Project #</u>	<u>Product Services</u>	<u>Supplier</u>
16-05-25-01 (BuyBoard)	LED Marquee Signs and Scoreboards	<ul style="list-style-type: none"><li>Daktronics, Inc.</li><li>Nevco, Inc.</li><li>Spectrum Corporation</li></ul>



**Description:** To obtain the supervision, labor, materials, permits, utility fees, engineering design layout, stamped blueprint, equipment, machinery and all other fees and items necessary to complete LED electrical marquee signs and scoreboard installation

(New)

Sourcing Specialist: [Victoria Rivera VRIVERA5@HoustonISD.org](mailto:Victoria.Rivera@HoustonISD.org)

Contract Term:

11/11/16 thru 04/27/20 (with no renewal option)

<u>Project #</u>	<u>Product Services</u>	<u>Supplier</u>
16-10-40-02 (DIR)	Technology Hardware, Software, and Services for Verizon Wireless	<ul style="list-style-type: none"><li>Cellco Partnership dba Verizon Wireless</li></ul>



**Description:** To obtain hardware, software, and services for wireless, voice and data, pagers, and mobile satellite voice through Verizon Wireless for HISD districtwide.

(New)

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Sourcing Specialist: [Prakash Vara PVARA@HoustonISD.org](mailto:Prakash.Vara@HoustonISD.org) Contract Term:

10/10/16 thru 10/09/17 (with no renewal option)

<u>Project #</u>	<u>Product Services</u>	<u>Supplier</u>
14-08-04	General Kitchen Repairs & Equipment Maintenance	<ul style="list-style-type: none"><li>• Brandt Constructors &amp; Facility Services</li><li>• Cooler's Inc.</li><li>• Hydroclean</li><li>• Kommercial Kitchens</li></ul>



**Description:** To keep school kitchens and the food production center at maximum capacity  
(New)

Sourcing Specialist: [Demetria Thomas DTHOMA30@HoustonISD.org](mailto:Demetria.Thomas@HoustonISD.org) Contract Term:

11/11/16 thru 05/14/17 (with no renewal option)

<u>Project #</u>	<u>Product Services</u>	<u>Supplier</u>
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16-10-26-11 (TXMAS)	Chemicals & Chemical Cleaning Products	<ul style="list-style-type: none"><li>• Competitive Choice, Inc.</li></ul>
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**Description:** To obtain chemical and chemical cleaning products and related items  
(New)

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Sourcing Specialist: [Victoria Rivera VRIVERA5@HoustonISD.org](mailto:VRIVERA5@HoustonISD.org)

Contract Term:

11/11/16 thru 06/30/17 (with no renewal option)

<u>Project #</u>	<u>Product Services</u>	<u>Supplier</u>
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16-10-15-13  
(CONTRACT)

iTrack STAAR  
Scanners and  
Software System

- PC Pal Solutions, Inc.

# STAAR

**Description:** To renew iTrack STAAR Software to maintain use for December 2016 STAAR end-of-course (EOC) administration and Spring 2017 administration  
(Renewal)

Sourcing Specialist: [Victoria Rivera VRIVERA5@HoustonISD.org](mailto:VRIVERA5@HoustonISD.org)

Contract Term:

11/11/16 thru 03/31/17 (with no renewal option)

<u>Project #</u>	<u>Product Services</u>	<u>Supplier</u>
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16-10-32-13  
(CONTRACT)

ASPIRE Award  
Program

- Battelle for Kids

# ASPIRE

**Description:** To extend services with Battelle for Kids to complete support for the final phases of the 2015-2016 ASPIRE Award Program  
(Renewal)

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Contract Term:

11/11/16 thru 06/30/17 (with no renewal option)

<u>Project #</u>	<u>Product Services</u>	<u>Supplier</u>
14-05-10	Translation and Interpretation Services	<ul style="list-style-type: none"> <li>• Language Line Services</li> <li>• MasterWord Services, Inc.</li> <li>• Universe Technical Translations, Inc.</li> <li>• Travaille L.L.C.</li> <li>• CTS Language Link</li> </ul>



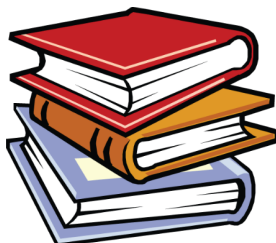
**Description:** Translation and interpretation services  
(Renewal)

Sourcing Specialist: [Richard Nestor RNESTOR@HoustonISD.org](mailto:RNESTOR@HoustonISD.org)

Contract Term:

11/19/16 thru 11/18/17 (with 1yr renewal option)

<u>Project #</u>	<u>Product Services</u>	<u>Supplier</u>
16-05-68-04 (HCDE)	Education Materials, Textbooks, and Library Books	<ul style="list-style-type: none"> <li>• Benchmark Education Company</li> <li>• Curriculum Associates</li> <li>• LEGO Educations</li> <li>• McGraw Hill School Education</li> <li>• Newmark Learning</li> <li>• SEBCO Books</li> <li>• Teaching System's Inc</li> </ul>



**Description:** Supplemental curriculum materials  
(Renewal)

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Sourcing Specialist: [Cristina Giacaman CGIACAMA@HoustonISD.org](mailto:Cristina.Giacaman@HoustonISD.org)

Contract Term:

11/13/16 thru 11/12/17 (with 3yr renewal option)


<u>Project #</u>	<u>Product Services</u>	<u>Supplier</u>
15-06-09	Work Uniforms and Related Products 	<ul style="list-style-type: none"><li>• G &amp; K Uniforms</li><li>• Radia Enterprises, Inc. dba Career Uniforms</li></ul>

**Description:** Work uniforms  
(Renewal)

Sourcing Specialist: [Everlynn Goff EGOFF@HoustonISD.org](mailto:Everlynn.Goff@HoustonISD.org)

Contract Term:

11/13/16 thru 11/12/17 (with 1yr renewal option)

<u>Project #</u>	<u>Product Services</u>	<u>Supplier</u>
15-06-12	Musical Instruments 	<ul style="list-style-type: none"><li>• Amati Violin Shop, Inc.</li><li>• Aves Audio Visual Systems, Inc.</li><li>• BlazinBrooks E-Management, Inc.</li><li>• Broughton's Horn Shop</li><li>• Cochran and Cochran dba Fort Bend Music</li><li>• J.W. Pepper</li><li>• LeRoy's Service Center</li><li>• Lisle Violin Shop</li><li>• Music &amp; Arts Center</li><li>• Pender's Music</li><li>• Peripole-Bergerault, Inc.</li><li>• Universal Melody Services dba H&amp;H Music</li><li>• West Music Company</li></ul>

**Description:** To obtain musical instrumentals  
(Renewal)



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Sourcing Specialist: [Deyen Greene-Evans DGREENEE@HoustonISD.org](mailto:DGreenEE@HoustonISD.org) Contract Term:

11/1/16 thru 10/31/17 (with 3yr renewal option)

<u>Project #</u>	<u>Product Services</u>	<u>Supplier</u>
14-03-08	Worker Compensation Administration	<ul style="list-style-type: none"><li>Cannon Cochran Management Service, Inc.</li></ul>

## WORKERS COMP

**Description:** Workers' Compensation  
(Renewal)

Sourcing Specialist: [Raymond Hooks RHOOKS@HoustonISD.org](mailto:RHOOKS@HoustonISD.org) Contract Term:

11/13/16 thru 11/12/17 (with 1yr renewal option)

<u>Project #</u>	<u>Product Services</u>	<u>Supplier</u>
15-09-03	Plumbing Services	<ul style="list-style-type: none"><li>American Mechanical Services, LLC</li><li>Charlie's Plumbing Inc.</li><li>Corte Enterprises, Inc.</li><li>Gowan Inc.</li></ul>



**Description:** To obtain plumbing services  
(Renewal)

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11/30/2016

## BUYLINE'S

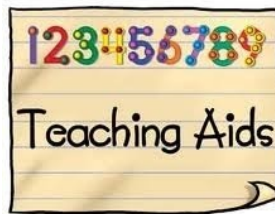
The Procurement Department monthly newsletter "BuyLine's" is intended to notify schools and departments of new contracts awarded by the Board of Education. For more detailed information about any contracts awarded, **please contact the specialist at 713-556-6515.**

Sourcing Specialist: [Richard Nestor RNESTOR@HoustonISD.org](mailto:RNESTOR@HoustonISD.org)

Contract Term:

06/10/16 thru 11/22/18 (with no renewal option)

<u>Project #</u>	<u>Product Services</u>	<u>Supplier</u>
16-05-69-23 (TIPS)	Classroom and Teaching Aids	<ul style="list-style-type: none"><li>• The Chapters Group LLC</li><li>• Kagan Professional Development</li></ul>



**Description:** Classroom and teaching aids  
(Renewal)

Sourcing Specialist: [Demetria Thomas DTHOMA30@HoustonISD.org](mailto:DTHOMA30@HoustonISD.org)

Contract Term:

11/13/16 thru 11/12/17 (with 1yr renewal option)

<u>Project #</u>	<u>Product Services</u>	<u>Supplier</u>
15-05-06	Janitorial Floor Chemicals, Cleaners, and Supplies	<ul style="list-style-type: none"><li>• Buckeye International, Inc. dba Buckeye Cleaning Center– Houston</li><li>• Pollock Investments Inc. dba Pollock Pollock Paper Distributors</li><li>• Tejas Office Productions, Inc.</li><li>• U.S. Coating Specialties &amp; Supplies LLC</li></ul>



**Description:** Janitorial floor chemicals, cleaners, and supplies  
(Renewal)

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Contract Term:

11/19/16 thru 11/18/17 (with no renewal option)

<u>Project #</u>	<u>Product Services</u>	<u>Supplier</u>
16-03-31-04 (HCDE)	Janitorial Floor Chemicals, Cleaners, and Supplies	<ul style="list-style-type: none"><li>• Buckeye Cleaning Center– Houston</li><li>• Complete Supply, Inc.</li><li>• Cordell Incorporated dba Ridley's Vacuum &amp; Janitorial Supply</li></ul>



**Description:** Janitorial supplies  
(Renewal)

Sourcing Specialist: [Demetria Thomas DTHOMA30@HoustonISD.org](mailto:Demetria.Thomas@HoustonISD.org)

Contract Term:

11/19/16 thru 11/18/17 (with no renewal option)

<u>Project #</u>	<u>Product Services</u>	<u>Supplier</u>
16-03-22-04 (HCDE)	Supplemental Garbage Can Liners	<ul style="list-style-type: none"><li>• Buckeye Cleaning Center– Houston</li><li>• Complete Supply, Inc.</li><li>• Cordell Incorporated dba Ridley's Vacuum &amp; Janitorial Supply</li></ul>



**Description:** Garbage can liners  
(Renewal)

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Sourcing Specialist: [Demetria Thomas DTHOMA30@HoustonISD.org](mailto:DTHOMA30@HoustonISD.org)

Contract Term:

04/15/16 thru 11/30/18 (with no renewal option)

<u>Project #</u>	<u>Product Services</u>	<u>Supplier</u>
16-03-38-01 (BuyBoard)	Building and Janitorial Materials, Tools, Uniforms, and Supplies	<ul style="list-style-type: none"> <li>• Grainger</li> <li>• MSC Industrial Supply Company</li> </ul>



**Description:** Building and Janitorial materials and tools  
(Renewal)

Sourcing Specialist: [Christopher Vest CVEST@HoustonISD.org](mailto:CVEST@HoustonISD.org)

Contract Term:

11/13/16 thru 11/12/17 (with 1yr renewal option)

Project #	Product Services	Supplier
15-09-02	Purchase of Building Automated System (BAS) Supplies, Direct Digital Control (DDC), and Troubleshooting	<ul style="list-style-type: none"> <li>Aggreko, LLC</li> <li>Carrier Rental Systems</li> </ul>

# B.A.S.

**Description:** Purchase of Building Automated System (BAS) Supplies, Direct Digital Control (DDC), and Troubleshooting  
(Renewal)

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Sourcing Specialist: [Christopher Vest CVEST@HoustonISD.org](mailto:Christopher.Vest@HoustonISD.org)

Contract Term:

11/13/16 thru 11/12/18 (with no renewal option)


<u>Project #</u>	<u>Product Services</u>	<u>Supplier</u>
14-08-03	Purchase of Heating, Ventilation, and Air Conditioning (HVAC) Parts and Supplies 	<ul style="list-style-type: none"><li>• Air Filters, Inc.</li><li>• Carrier Enterprise, LLC</li><li>• Hunton Distribution</li><li>• Johnson Controls</li><li>• Johnson Supply</li><li>• Johnstone Supply</li><li>• Texas Specialty Products</li><li>• United Air Conditioning Supply</li><li>• United Refrigeration</li></ul>

**Description:** Purchase of HVAC parts and supplies  
(Renewal)

Sourcing Specialist: [Christopher Vest CVEST@HoustonISD.org](mailto:Christopher.Vest@HoustonISD.org)

Contract Term:

11/13/16 thru 11/12/17 (with no renewal option)

<u>Project #</u>	<u>Product Services</u>	<u>Supplier</u>
14-07-06	Purchase of Electrical Parts and Supplies 	<ul style="list-style-type: none"><li>• Consolidated Electrical Distributors, Inc.</li><li>• Crawford Electric Supply Company dba CESCO</li><li>• Elliot Electrical Supply, Inc.</li><li>• Turtle &amp; Hughes, Inc.</li><li>• Voss Electric</li></ul>

**Description:** Purchase of electrical parts and supplies  
(Renewal)

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Contract Term:

11/13/16 thru 11/12/18 (with 1yr renewal option)

<u>Project #</u>	<u>Product Services</u>	<u>Supplier</u>
15-06-06	Rental of Heating, Ventilation, and Air Conditioning (HVAC) Pump and Boiler Equipment	<ul style="list-style-type: none"><li>• Aggreko, LLC</li><li>• Carrier Rental Systems</li></ul>



**Description:** Rental of HVAC pumps, boiler equipment and other related items  
(Renewal)

Sourcing Specialist: [Christopher Vest CVEST@HoustonISD.org](mailto:Christopher.Vest@HoustonISD.org)

Contract Term:

11/30/16 thru 11/30/17 (with no renewal option)

<u>Project #</u>	<u>Product Services</u>	<u>Supplier</u>
16-02-34-01 (BuyBoard)	Vehicle Parts/ Warehouse	<ul style="list-style-type: none"><li>• NAPA Auto Parts</li></ul>



**Description:** To obtain auto parts  
(Renewal)

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Contract Term:

11/13/16 thru 11/12/17 (with 3yr renewal option)

<u>Project #</u>	<u>Product Services</u>	<u>Supplier</u>
15-08-06	Furniture District Wide 	<ul style="list-style-type: none"><li>• Educator's Depot</li><li>• Hertz Furniture Systems, L.L.C.</li><li>• Indeco Sales, Inc.</li><li>• J.R., Inc.</li><li>• Kay Davis Associates, L.L.C.</li><li>• Lakeshore Equipment Company dba Lakeshore Learning Materials</li><li>• McCoy Workplace Solutions, LP</li><li>• RLS Interest Inc. dba Prime Systems</li><li>• School Specialty, Inc.</li><li>• Smarketing Business Systems Inc.</li><li>• Tesco Industries, LP</li><li>• Today's Business Solutions</li><li>• Worthington Contract Furniture, LP</li></ul>

**Description:** Purchase of furniture  
(Renewal)

Sourcing Specialist: [Christopher Vest CVEST@HoustonISD.org](mailto:Christopher.Vest@HoustonISD.org)

Contract Term:

11/13/16 thru 11/12/17 (with no renewal option)

<u>Project #</u>	<u>Product Services</u>	<u>Supplier</u>
14-07-05	Purchase of Rebuilt Engines	<ul style="list-style-type: none"><li>• Jasper Engines and Transmission Exchange Inc.</li></ul>



**Description:** To obtain engines to service schools buses and vehicles  
(Renewal)



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Contract Term:

11/13/16 thru 11/12/17 (with 3yr renewal option)

<u>Project #</u>	<u>Product Services</u>	<u>Supplier</u>
16-07-13-01 (BuyBoard)	Vocational Welding Materials	<ul style="list-style-type: none"><li>• Alamo Iron Works</li><li>• Airgas</li></ul>



**Description:** To acquire vocational welding materials for student career development.  
(Renewal)



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Sourcing Specialist: [Everlynn Goff EGOFF@HoustonISD.org](mailto:Everlynn.Goff@HoustonISD.org)

Contract Term:

11/13/16 thru 11/12/17 (with 1yr renewal option)

<u>Project #</u>	<u>Product Services</u>	<u>Supplier</u>
15-07-04	Fully Processed and Cataloged Library Books	<ul style="list-style-type: none"><li>• ABDO Publishing</li><li>• Bearport Publishing</li><li>• Bound To Stay Bound</li><li>• Capstone</li><li>• Children's Plus Inc.</li><li>• Davidson Titles, Inc.</li><li>• DLB Educational Corp</li><li>• Escue &amp; Associates</li><li>• Follet School Solutions, Inc.</li><li>• Garrett Book Company</li><li>• Gumdrop Books</li><li>• Jade Distributing</li><li>• Junior Library Guild</li><li>• Keystone Books &amp; Media</li><li>• Mackin Educational Resources</li><li>• Perma Bound</li><li>• Rainbow Books</li><li>• SEBCO Books</li><li>• World Book</li></ul>



**Description:** To purchase new shelf ready library books districtwide.  
**(Renewal)**

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## Shopping Carts/SRM

HISD has enabled **External Catalog** (Punch-Out) capabilities within the SAP-SRM portal. Additionally, all Internal Catalogs have been updated with current items and pricing. When placing an order with suppliers that have an External Catalog, it is important that all users begin utilizing the Punch-Out process and cease creating free text orders. In an effort to ensure that the many advantages of the Catalogs are realized, free text orders placed with suppliers that have either an External or Internal Catalog enabled will be rejected upon receipt.

This purchasing process will relieve the labor intensive process, reducing time and delivery of goods.

### Here is how it works:

- When shopping cart is opened through SRM, the supplier's external catalog can be selected via hyperlink and will transport the user directly to the supplier's HISD approved website for ordering. Once the order is completed, select check out and the entire shopping cart will be transferred back into the SRM system for processing.

Once all of the information is entered in SRM (Unloading point, Cost Center, General Ledger Account, and Fund) click ORDER and the shopping cart will be transported to the approver's UWL.

### Suppliers that have Active External Catalogs:

- |                                                               |                                          |
|---------------------------------------------------------------|------------------------------------------|
| • S&S Worldwide (Athletic Supply)                             | • Today's Business Solutions (OEM Toner) |
| • Lakeshore Learning (Classroom Supplies and Pre-K Furniture) | • Kamico (STAAR Testing Material)        |
| • Enhanced Laser Products (Re-manu & OEM Toner)               | • Children's Plus (Books)                |
| • Office Depot (Office Supply)                                | • Netsync (Technology)                   |
| • Blick Art Supplies (Art Supplies)                           | • Sargent Welch                          |
| • Carolina Biological (Science Supplies)                      | • Gopher (PE and Athletic Supplies)      |
| • Tech Depot (Technology Equip)                               | • Permabound (Books)                     |
| • Follett (Books)                                             | • Mackin Books (Library Books)           |
| • ETA (Hands to Mind)                                         | • Flinn Scientific (Science Supplies)    |
| • Mentoring Minds (Instructional)                             | • Really Good Stuff (Classroom Supplies) |

### **Complete Catalog Listing Including Upcoming Internal Catalogs!**

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**Catalogs Coming Soon**

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