

**WALKER COUNTY DEPARTMENT OF EDUCATION  
FACILITIES & OPERATIONS**

**MEMO**

DATE: April 1, 2016  
TO: ALL VENDORS  
FROM: KELIA KIMBELL, FACILITIES & OPERATIONS – WAREHOUSE  
RE: INSTRUCTIONAL ITEMS THAT WE ARE CONSIDERING STOCKING

We are in the process of trying to streamline and update our product inventory. There are a few items that we are considering stocking and would like to see what kind of price range we are looking at before making the decision to move forward with new items for inventory and an exact number of how many we want to stock. We may or may not order these items, depending on the budget and pricing. Please feel free to include pricing on any or all of these items, as well as samples of each.

<b>DESCRIPTION</b>	<b>Estimated Qty</b>	<b>NOTES</b>
K-5 <sup>TH</sup> Grade Scissors (Fiskars or equal)	300	Must be safe to use in schools.
Cap Erasers (white or various colors)	300 pks	
3-ring Clear View White Binders 1", 2", & 3"	100 ea	High quality.
Spiral notebooks (1 subject 70-100 pgs)	300	College Rule and Wide Rule
Correction Tape	100 pks	
Classroom Electric Pencil Sharpeners		**Also mentioned on bid sheets
Bright Colors of 8 1/2" x 11" Copy Paper	2 cases /color	Orange, Blue, Red, Yellow, Neon Colors, etc. Start with small quantity and increase as needed.
Classroom Size Georgia Flags (16" x 24")	50	Black pole, good quality
Classroom Size Georgia Flags (24" x 34")	50	Black pole, good quality
Notebook Tab Dividers (white, 8 tabs, write on)	300 pks	Good quality