



Bidder's Mailing List Application

The Board of Directors of the King County Directors' Association (KCDA) wishes to take this opportunity to thank you for your interest in bidding to our purchasing department. KCDA is very proud of the excellent list of vendors/suppliers/manufacturers representatives who continually supply technical support as well as very competitive prices.

Before your name can be placed on the mailing list, certain basic information is required about your company. Please complete the attached questionnaire and return it promptly to the address shown above; Attention: Charlene Turner; Reference: Bidder's Mailing List. Additional pages have been submitted listing the types of supplies, materials or services currently being bid by KCDA. Please check in the space(s) provided, for the bids you desire. Any vendor who fails to provide complete and accurate information on this application is subject to disqualification as a bidder.

After your basic company information is verified, you will be contacted shortly thereafter by a member of our purchasing staff regarding registration in eSchoolMall, the electronic bidding service which KCDA utilizes. Following the procedures that they forward to you will ensure proper registration and hence, timely notification of bidding opportunities from eSchoolMall for the bidding categories that you originally checked on this application.

If additional assistance is required, please call me at (425) 251-8115, ext. 143, or write to the address at the top of the form.

Respectfully,

Charlene Turner

Charlene Turner
Purchasing Manager
cturner@kcda.org

BIDDER'S MAILING LIST APPLICATION

To: King County Directors' Association
PO Box 5550
Kent, WA 98064-5550

Date of Application _____

1. Applicants name and address:

Phone # _____ Fax # _____ E-mail Address (please print) _____

2. Type of organization (check one) Individual ____ Partnership ____ Corporation ____ Non-profit ____
dba (if applicable) Legal Entity/Parent Organization

3. Federal Tax ID number _____

4. Names of officers, owners or partners:

President/Owner _____ Vice President _____ Secretary _____

5. Business authority:

Washington State Business License Number (if applicable) _____
Expiration Date _____

6. Size of business:

Small business concern (complete A & B) ____ Other than small business ____

A. Average number of employees for four preceding quarters: _____

B. Average annual sales for preceding three fiscal years: _____

7. Net worth: \$ _____ as of _____ (date)

8. Credit references (list at least 3)

Reference name	Address	Telephone number
1 _____	_____	_____
2 _____	_____	_____
3 _____	_____	_____

9. Certification and signature: I certify that the information supplied herein (including all attached pages) is correct.

Signature

Name (print in ink)

Title

Please check the space(s) provided for the supplies, materials or services you desire to have your company listed to receive bids from the KCDA Purchasing Department

ART SUPPLIES

- Art Brushes, 152
- Art Paper/Supplies, 150, 155
- Artist Pens, 038, 039
- Beads, 155
- Burlap, 155
- Buttons, 155
- Canvas Boards, 155
- Chalk, 038, 150
- Charcoal, 150
- Cold Water Dyes, 155
- Corobuff, 155
- Crayons, 155
- Easels, 155
- Foam Board, 155
- Friendly Plastic, 150
- Glitter, 155
- Glue Guns/Sticks, 150
- Linoleum, 150
- Macrame' Cords, 150
- Masonite Board, 155
- Modeling Clay, 150
- Needles, 150
- Paints, Acrylic, 150
- Paints, Oils, 150
- Semimoist Water Colors, 150
- Silk Screen Supplies, 150
- Speedball Supplies, 150, 155
- Styro Balls/Sheets, 155
- Temperas, 150, 155
- Tissue Paper, 150
- Water Colors, 150
- Yarn, 150

AUDIO VISUAL

- Camcorders, 050
- Video/Cassette Tapes, 050
- DVD/VCR Players, 050
- Digital Cameras, 050
- Headphones, 050
- Laminating Film, 050
- Laminating Pouches, 050
- Laminator, 050
- Listening Stations, 050
- Microphones, 050
- Overhead Projectors, 050
- Projection Lamps, 190
- Projection Screens, 050
- Projections Carts, 050
- Tape Cassette Players, 050
- Televisions, 050
- Transparencies, 050
- Two Way Radios, 050

CERAMICS

- Books, 160
- Brushes, 160
- Clays, 160
- Cones, 160
- Glazes, 160
- Kilns, 160
- Raw Materials, 160
- Sponges, 160
- Stilts, 160
- Supports, 160
- Tools, 160

CUSTODIAL/MAINTENANCE

- Air Filters, 061
- Batteries, 061
- Brooms/Brushes, 060,061
- Buckets, Wringers, 060
- Can Liners, 065
- Chair Glides, 061
- Chemicals/Cleaners, 070
- Maintenance Equipment, 261
- Facial Tissue, 066
- Fire Extinguishers, 180
- Floor Mats, 060
- Floor Pads, 060
- Floor Screens, 060
- Garbage Cans, 060
- Garden Tools, 061
- Gloves, Custodial, 060
- Grounds Maintenance, 061
- Hand Trucks, 061
- Lifts, Platform, 260
- Ladders, 061
- Mops, Wet/Dust, 060
- Padlocks, 061
- Paint Brushes, 061
- Plastic Glazing Sheets, 206
- Rags/Wipers, 060
- Sanitary Napkins, 066
- Sash Cords, 061
- Squeegees, 060
- Toilet Tissue/Dispensers, 066, 060
- Towels/Dispensers, 066, 060
- Waste Receptacles, 060

FIRST AID

- Air Sick Bags, 110
- Antiseptics, 110
- Bandages, 110
- Bedding, 110
- Cleaners & Ointments, 110
- Cold Packs, 110
- Compresses, 110
- Crutches, 110
- Cotton, 110
- Eye Charts, 110
- Eye Wash, 110
- First Aid Kits, 110
- Disposable Gloves, 110
- Hand Lotion, 110
- Hand Wash, 110
- Helmets, 110
- Jars & Bottles, 110
- Medical Equipment, 110
- Medicine Cabinets, 110
- Nurses Cots, 110
- Patrol Merit Pins, 110
- Patrol Vests, 110
- Raincoats, 110
- Splints, 110
- Swabs, 110
- Tape, 110
- Thermometers, 110

FURNITURE

- Bulletin Boards, 130
- Classroom, 130,134,136,265
- Floor Mats, 130
- Metal, 130,134,136,265
- Office, 130,134,136,265
- Shelving, 130,265
- Stools, 130,134,136,265
- Tables, 130,134,136,265
- Wall Panels, 130,265
- Whiteboards,130
- Wood, 130,134,136,265
- Workstations, 130,134,265

GENERAL OFFICE SUPPLIES

__Binders, 014
__Cash Box, 035
__Certificate Holders/Frames,035
__Clip Boards, 030
__Clips and Fasteners, 030
__Clocks, 032
__Collators, 030
__Computer Accessories, 035
__Convention Badges, 030
__Copyholders, 032
__Correction Supplies, 030
__Data Binders/Racks , 030
__Desk Accessories, 030, 035
__Diskette/Files, 030
__Easels, 030
__Erasers, 030
__Expanding Files, 032
__File Folder Frames, 030
__Flash Drives, 035
__Flags, 032
__Foot Rests, 035
__Highlighter Tapes, 030
__Ink Pads & Ink, 035
__Label Holders/Labels, 020,030
__Laminating Sheets, 030
__Lap Boards, 032
__Literature Holders, 032
__Magnifying Glasses, 030
__Map Rails, 030
__Maps/Globes, 036
__Message Pads, 032
__Numbering Machines, 032
__Paper Punches, 032
__Paper Trimmers, 030
__Paper Holders & Racks, 030
__Pencil Sharpeners, 032
__Postal Scales, 030
__Post-It Pads, 030
__Power Strips/Surge Protect.,035
__Project Display Boards, 032
__Push Pins, 035
__Ribbons, 030
__Rotary Files, 035
__Rubber Bands, Fingers, 030
__Rubber Stamps, 035
__Rulers, 032
__Scissors, 032
__Sheet Protectors, 030
__Shredders, 032
__Signage 035
__Sorters, 035
__Staplers & Staples, 032
__Storage Files, 032
__Tapes/Adhesives, 033

GENERAL OFFICE (CONTINUED)

__Telephone Accessories, 030
__Tickets/holders, 030
__Trays, 035
__Vinyl Letters, 035
__Wall Posters & Charts, 035
__Whiteboard Cleaner, 030
__Writing Instruments, 038, 039

INDUSTRIAL ARTS SUPPLIES

__Abrasives, 189
__Brushes, 060, 061
__Ear Plugs, 180
__Electrical Cord, 180
__Finishes, 180
__Foundry Supplies, 170, 180
__Goggles, Safety Glasses, 180
__Lubricants, 180
__Particle Masks, 180
__Rags, 060
__Resins, 180
__Safety Tape, 180
__Solvents, 180
__Solder/Flux, 180
__Styrofoam Sheets, 180
__Welding Apparel. 180
__Welding Rods, 180
__Wire, 180

INDUSTRIAL ARTS TOOLS

__Bandsaw Blades, 175
__Chisels, 175
__Clamps, 170
__Drill Bits, 175
__Files, 175
__Gauges, 170
__Grinding Wheels, Stones, 189
__Hammers, 170
__Knives, 175
__Levels, 170
__Micrometers, 170
__Planes, 170
__Pliers, 170
__Power Tools, 170
__Propane Tools, 170
__Punches, 170
__Saws & Blades, 170, 175
__Screwdrivers, 170
__Snips, 170, 175
__Soldering Guns, 170
__Squares, 170
__Stamps, 170
__Tape Measures, 170
__Taps & Dies, 175
__Vises, 170
__Wood Dowels, 180
__Wrenches, 170

LUNCHROOM-FOOD SERVICE

__Aprons, 100
__Can Openers, 100
__Coffee Filters, 105
__Coffee Makers, 100
__Cups/Containers, Paper, 105
__Cups/Containers, Plastic, 105
__Cups/Containers, Styrofoam, 105
__Cutlery, Metal, 100
__Cutlery, Plastic, 105
__Cutting Boards, 100
__Dish Towels/Cloths, 100
__Dishwashing Compounds, 100
__Foil, 105
__Food Prep Equipment, 100
__Food Storage Boxes, 100
__Gloves, Mitts, 100
__Ingredient Bins, 100
__Lunch Trays, 100
__Mixing Bowls, 100
__Pitchers, 100
__Plates/Trays, Paper, 105
__Plates/Trays, Plastic, 105
__Plates/Trays, Styrofoam, 105
__Potholders, 100
__Pots and Pans, 100
__PVC Film, 105
__Scales, 100
__Soap Pads, 100
__Straws, 105
__Table Covering, 105
__Thermometers, 100
__Vegetable Brushes, 060
__Wax Paper, 105

LAMPS

__Ballasts 193
__Compact Fluorescents, 193
__Fluorescent, 193
__Incandescent, 193
__Mercury Vapor, 193
__Projection, 190
__Sodium, 193
__Stage/Studio, 190, 193

LIBRARY

__Binding Machine/Combs, 020
__Book Supplies, 020, 033
__Book Ends, 020
__Book Trucks, 020
__Cold Laminating Film, 020
__Hanging Bags, 020
__Label Holders, 020
__Magazine Binders/Protectors, 020
__Subject Labels, 020
__Trays, 020-035

MECHANICAL DRAWING

- __Curves, 140
- __Drawing Boards, 140
- __Drawing Papers, 140
- __Drawing Sets, 140
- __Drawing Vellum, 140
- __Erasing Machines, 140
- __Pencil Pointers, 140
- __Plastic Triangles, 140
- __Plotter Supplies, 140
- __Protractors, 140
- __Technical Pens, 140
- __Templates, 140
- __T-Squares, 140

MISCELLANEOUS

- __Adding Machines, 371
- __Adding Machine Rolls, 371
- __Apple Computers, 334
- __Appliances, 300
- __Auditorium Seating, 374
- __Bleachers, 374
- __Calculators, 371
- __Cardboard Boxes, 309
- __Carpet, 340
- __Compaq Computers, 334
- __Early Child.Supplies/Furn., 296
- __Gateway Computers, 334
- __Genie Platform Lifts, 260
- __IBM & HP Computers, 334
- __Lockers, 374
- __Musical Instruments, 342
- __Musical Supplies, 342
- __Networking Equipment, 334
- __Playground Equipment, 315
- __Playground Surfacing, 315
- __Poly Wrap, 309
- __Science Supplies, 293
- __Test Scan. Equip./Forms, 401
- __Tier III Computers, 334
- __Warehouse Supplies, 309

OFFICE EQUIPMENT

- __Copier Supplies, 037
- __Copiers, 213
- __Duplicators, 213
- __Fax Machines, 213
- __Folding Equipment, 213
- __Printer Supplies, 335
- __Scanners/Printers, 334
- __Shredders, 035

PAPER SUPPLIES

- __Butcher Paper, 015
- __Calendars, 010
- __Carbon Paper, 015
- __Carbonless Forms, 019
- __Chipboard, 015
- __Compositions Books, 015
- __Construction Paper, 011
- __Continuous Papers, 019
- __Copy/Printing, 019
- __Drawing Paper, 015
- __Easel Pads, 015
- __Envelopes, 015
- __File Folders, 010
- __Foil Paper, 010
- __Index Cards, 010
- __Index Tabs, 010
- __Index Cover, 019
- __Kraft 015
- __Newsprint, 015
- __Note Pads, Adhesive, 015
- __Notebooks, 015
- __Offset Paper 019
- __Parchment, 019
- __Portfolios, 015
- __Railroad Board, 010
- __Report Covers, 015
- __Ruled Pads, 015
- __Ruled Papers, 015
- __Scratch Pads, 015
- __Stars, 015
- __Tagboard, 015
- __Text/Cover, 019
- __Transfer Plus Paper, 015

PHYSICAL EDUCATION SUPPLIES

- __Archery, 120
- __Badminton, 120
- __Balls, Inflated, 120
- __Baseball, 120
- __Basketball, 120
- __Cone Markers, 120
- __Field Hockey, 120
- __Football, 120
- __Gym Mats, 120
- __Juggling, 120
- __Jump Ropes, 120
- __Line Marking, 120
- __PE Medical Supplies, 120
- __Reel Tapes, 120
- __Scorebooks, 120
- __Soccer, 120

PE SUPPLIES (CONTINUED)

- __Softball, 120
- __Sponge Balls, 120
- __Stopwatches, 120
- __Tape, Striping 120
- __Tennis, 120
- __Towels, 120
- __Track & Field, 120
- __Volleyball, 120
- __Whistles, 120

PLASTIC GLAZING SHEETS

- __Acrylic, 206
- __Polycarbonate, 206
- __Abrasion Resistant Polycarb., 206

PRINTING SERVICES

- __Printed Materials, 331

TEACHING/ACADEMIC AIDS

- __Class Record Books, 015
- __Dictionaries, 010
- __D'nealian Books, 015
- __D'nealian Class Aids, 015
- __Flash Cards, 015
- __Grade Books, 015
- __Handwriting Aids, 015
- __Judy Clocks, 015
- __Math/Measurement, 015
- __Money, Toy/Play, 015
- __Overhead Calculators, 015
- __Overhead Proj. Aids, 015
- __Ruled Butcher Rolls, 015

TECHNOLOGY

- __AV Mounting Systems, 053
- __Classroom Amplification, 053
- __Document Cameras, 053
- __DVD/VCR/DVR, 053
- __Flat Panel TV's/Displays, 053
- __Interactive Whiteboards, 053
- __LCD/DLP Projectors, 053
- __Presentation Carts, 053
- __Presentation Screens, 053
- __Projection Screens, 053
- __Room Control/Cabeling, 053

TELEPHONE EQUIPMENT

- Phone Network Systems, 007

TRANSPORTATION

- __Tires, 212
- __Tire Service, 212
- __Tubes, 212