



## FY20 Primary Vendor Information

For goods or services that are not available from the primary vendor, please contact [purchasing@okcps.org](mailto:purchasing@okcps.org)  
On the first line (10) of the PR be sure to add the quote/order number and email quotes to the appropriate buyer.  
If the primary vendor is not used please follow the D-14- RI

### **Art Supplies: Blick Art Materials LLC (302002)**

Please obtain quote  
[orders@dickblick.com](mailto:orders@dickblick.com)  
800-828-4548

### **Art Supplies and Classroom Supplies: School Specialty (301933)**

Use the online ordering process and complete your purchase requisition.  
[www.store.schoolspecialty.com](http://www.store.schoolspecialty.com)  
Schools Username: school #-name  
Password: Welcome1

### **Classroom Supplies: ETA (312302)**

Please obtain quote  
[info@hand2mind.com](mailto:info@hand2mind.com)  
800-445-5985

### **Custodial Supplies: Massco (301433)**

<https://www.masslink.biz>  
405-947-6006

Username: school number-name Password: Welcome1

### **Office Supplies & Copy Paper: Staples (308333)**

All office supplies: pens, pencils, crayons and glue.

#### **NO TONER OR INK CARTRIDGES**

[www.staplesadvantage.com](http://www.staplesadvantage.com)

User Name: School # - School Name Password: Welcome1

### **Ink and Toner: (Does not have primary vendor)**

**Ink and Toner can be ordered from  
Staples, Trinity3 or Fuzzells.**

**Reminder all ink and toner must be original manufacturer  
no remanufacturers or generic**

### **PE & Sport Equipment: BSN Sports (308222)**

Contact: 501-407-8181

Or Contact OKCPS Athletic Office for Sales Rep information

### **Technology: Dell (300614) & Trinity 3 (312300)**

Request an E-Quote from Mike Willeford for Dell.  
Must submit a TPR using Helpstar and complete a Purchase Requisition to Buyer 100 Marti Sawyer-  
[mwsturm-sawyer@okcps.org](mailto:mwsturm-sawyer@okcps.org) .  
Please refer to Technology Purchasing Guide.

### **Musical Instruments: Edmond Music Inc. (303921)**

Contact [jimmeiller@gilliammusic.com](mailto:jimmeiller@gilliammusic.com)  
or 405-348-0004 for pricing.

### **Apple (301796)**

Request an E-Quote from Neal Kellogg.  
Must submit a TPR using Helpstar and complete a Purchase Requisition to Buyer 100 Marti Sawyer-  
[mwsturm-sawyer@okcps.org](mailto:mwsturm-sawyer@okcps.org)  
Please refer to Technology Purchasing Guide.

### **Book Jobber Services:**

**Follett Library Resources (300649)  
& Perma-Bound (300911)**

**Follett orders must be submitted online through Titlewave.**

**Perma-Bound orders must be submitted online through  
Perma-Bound.**

Contact Media Services for logins.

### **School Pictures: Lifetouch (309784)**

Contact [JROBINSON@LIFETOUCH.COM](mailto:JROBINSON@LIFETOUCH.COM)  
303-542-9497

### **Travel Agent Services: All About Travel (300420)**

Complete the Request for Travel Quote Form on Purchasing Website  
Email to [okcps@allabout-travel.com](mailto:okcps@allabout-travel.com)  
Phone: 405-384-3880 Fax: 405-384-3888

## **Oklahoma City Public Schools**

P.O. Box 36609, Oklahoma City, OK 73136  
Phone: 405-587-1000 | web: [www.okcps.org](http://www.okcps.org)