




**Los Angeles County  
Office of Education**

Serving Students • Supporting Communities  
Leading Educators

April 17, 2023

TO: Dr. Debra Duardo, Superintendent

FROM: Terri Lyttaker, Controller   
Business Services [Terri Lyttaker \(Apr 17, 2023 17:22 PDT\)](#)

SUBJECT: Request for Approval for Renewal of Bid No. 20/21-1651  
Standard School Supplies

We are requesting renewal of Standard School Supplies Bid #20/21-1651 to the following suppliers:

<u>Supplier</u>	<u>Primary Commodity</u>
State Toner	Ink & Toner
Kelly Spicer's	Cut Stock Paper
Staples Advantage	Office Supplies
Staples Advantage	First Aid and Safety
P&R Paper Supply	Janitorial Supplies

Education Code, Section 38110, directs the County Board of Education to establish rules and regulations under which any school district in the county may purchase standard school supplies. To give maximum legal authority for other school districts to use the contract, the bid cited Public Contract Code 20118 and Education Code 38110, dealing with cooperatives and standard school supplies.

The Los Angeles County Office of Education (LACOE), acting on behalf of the school districts, annually prepares and awards contracts resulting from these bids, then offers them for “piggybacking” to districts and eligible California Agencies. The bids are effective April 13, 2023 through April 12, 2024.

Approval of renewal to suppliers:



Dr. Debra Duardo, Superintendent  
Los Angeles County Office of Education

TL:MM