# AGENDA REGULAR MEETING 

## November 4, 2019 4:30 p.m.

## MEMORANDUM

November 1, 2019

In accordance with Section 42 of the City of St. John's Act, the Regular Meeting of the St. John's Municipal Council will be held on Monday, November 4 at 4:30 p.m.

By Order


Elaine Henley
City Clerk

## Regular Meeting - City Council <br> Agenda

November 4, 2019
4:30 p.m.
Conference Room A, 4th Floor City Hall

1. CALL TO ORDER
2. PROCLAMATIONS/PRESENTATIONS
2.1 Financial Literacy Month - November 2019
2.2 World Town Planning Day - November 8, 2019
2.3 Recognition of Rogers TV Volunteers for their many years of Council Meetings Coverage
3. APPROVAL OF THE AGENDA
3.1 Agenda of November 4, 2019
4. ADOPTION OF THE MINUTES
4.1 Adoption of Minutes - October 28, 2019
5. BUSINESS ARISING FROM THE MINUTES
5.1 Presentation of Motion - Climate Change Emergency 12

At the Regular Meeting of Council on October 15, 2019 Councillor Froude gave notice that he will be requesting Council's consideration of a motion for debate recognizing climate change as an emergency and set forward a course of action for the city's sustainability.
6. NOTICES PUBLISHED
6.1 16 Mahogany Place - Residential Low Density (R1) Zone - Ward 5

A Discretionary Use application has been submitted requesting permission to operate a Home Occupation for a Hair Salon at 16 Mahogany Place.

The floor area for the proposed business is $10.4 \mathrm{~m}^{2}$. The Hair Salon would include colors, cuts, stylings, etc. Hours of operation will be Monday Friday, 5:30-9:30 p.m. and Sunday 11 a.m. - 6 p.m. by appointment only with only 1 client per appointment ( $1-3$ hour duration). Applicant is the sole-employee and on-site parking is provided.

8 submissions received.

## 7. PUBLIC HEARINGS/MEETINGS

## 8. COMMITTEE REPORTS

9. RESOLUTIONS
10. DEVELOPMENT PERMITS LIST
10.1 Development Permits List for the period October 24 to October 30, 2019
11. BUILDING PERMITS LIST
11.1 Building Permits List for the period October 24 to October 30, 201925
12. REQUISITIONS, PAYROLLS AND ACCOUNTS
12.1 Weekly Payment Vouchers for the Week Ending October 30, 201928
13. TENDERS/RFPS

> 13.1 Bid Approval Note - RFP118028008A - Standing Offer Agreement for Office Supplies
13.2 Bid Approval Note-2019227 - Fire Retardant Uniforms 64

Approved via E-poll October 31, 2019
13.3 Bid Approval Note - 2019200 - Retaining Wall Rehabilitation Program
Contract (Phase 2)

## 14. NOTICES OF MOTION, RESOLUTIONS QUESTIONS AND PETITIONS

15. OTHER BUSINESS
15.1 Decision Note dated October 30, 2019 re: 226 Water Street, Royal Bank
of Canada (RBC) Building - Designated Heritage Building - Façade
Renovations
16. ADJOURNMENT

# Proclamation 

Financial Literacy Month

November 2019

WHEREAS: it is of vital importance to increase money awareness in our schools, with families and communities so that Newfoundlanders can live more financially sound and healthy lives by taking control of their finances.


#### Abstract

AND

WHEREAS: Advocis, The Financial Advisors Association of Canada, representing more than 13,000 financial advisors across Canada and their clients; wishes to draw awareness to Financial Literacy Month and the need for all Newfoundlanders to take this time to consider the resources available to improve their financial health.

AND WHEREAS: Financial Literacy Month shines a spotlight on the discussion of managing finances and building wealth. Through education and strategies for every household we can build a more financially aware and stable community. St. John's can lead the way in showing support for Financial Literacy! This month showcases the need for more financial awareness, support activities and education so that interested individuals can take advantage of the advice, resources and tools available to become Money Smart and have a more financially stable future.


THEREFORE: I, Mayor Danny Breen, do hereby proclaim NOVEMBER, as FINANCIAL LITERACY MONTH. in the City of St. John's.

Signed at City Hall, St. John's, NL on this $4^{\text {th }}$ day of November, 2019.

# Proclamation 

WORLD TOWN PLANNING DAY<br>November 8, 2019

WHEREAS: November $8^{\text {th }}$ has been celebrated as World Town Planning Day; and
WHEREAS: The Newfoundland and Labrador Association of Professional Planners (NLAPP), an affiliate of the Canadian Institute of Planners (CIP), recognizes this day to celebrate the accomplishments of planners and their contributions to their communities and environment, an international practice that began in 1949; and

WHEREAS: World Town Planning Day is an opportunity for planners to host various national and local public events such as conferences, walking tours, a lecture series, and recognize significant people, projects and developments in the planning field; and

WHEREAS: This day can be used as an opportunity to publicly recognize the critical role of planning in creating livable, sustainable communities; celebrate the valuable contributions sound planning makes to the quality of life in our local communities and all levels of government; and to promote a better understanding and awareness of who planners are and the work they do.

THEREFORE: I, Mayor Danny Breen, do hereby proclaim the $8^{\text {th }}$ day of November as World Town Planning Day in the City of St. John's.

Signed at City Hall, St. John's, NL on this $4^{\text {th }}$ day of November, 2019.

Danny Breen, Mayor

## ST. J®HN'S

Minutes of Regular Meeting - City Council<br>Council Chamber, 4th Floor, City Hall

October 28, 2019, 4:30 p.m.

| Present: | Mayor Danny Breen |
| :--- | :--- |
|  | Deputy Mayor Sheilagh O'Leary |
|  | Councillor Maggie Burton |
|  | Councillor Dave Lane |
|  | Councillor Sandy Hickman |
|  | Councillor Debbie Hanlon |
|  | Councillor Deanne Stapleton |
|  | Councillor Hope Jamieson |
|  | Councillor Jamie Korab |
| Councillor lan Froude |  |
|  | Councillor Wally Collins |
|  |  |
|  | Kevin Breen, City Manager |
|  | Derek Coffey, Deputy City Manager of Finance \& Administration |
|  | Tanya Haywood, Deputy City Manager of Community Services |
|  | Lynnann Winsor, Deputy City Manager of Public Works |
|  | Cheryl Mullett, City Solicitor |
|  | Elaine Henley, City Clerk |
|  | Ken O'Brien, Chief Municipal Planner |
|  | Maureen Harvey, Legislative Assistant |

## Land Acknowledgement

The following statement was read into the record:
"We respectfully acknowledge the Province of Newfoundland \& Labrador, of which the City of St. John's is the capital City, as the ancestral homelands of the Beothuk. Today, these lands are home to a diverse population of indigenous and other peoples. We would also like to acknowledge with respect the diverse histories and cultures of the Mi’kmaq, Innu, Inuit, and Southern Inuit of this Province."

## 1. CALL TO ORDER

2. PROCLAMATIONS/PRESENTATIONS

### 2.1 I Walk Meet the Mayor and Award Presentation

### 2.2 Down Syndrome Week - November 1-7, 2019

3. APPROVAL OF THE AGENDA

### 3.1 Approval of Agenda

SJMC-R-2019-10-28/478
Moved By Councillor Hanlon
Seconded By Councillor Froude
That the agenda be approved as presented.
MOTION CARRIED

## 4. ADOPTION OF THE MINUTES

4.1 Adoption of Minutes - October 212019

SJMC-R-2019-10-28/479
Moved By Councillor Collins
Seconded By Deputy Mayor O'Leary
That the minutes of the Regular Meeting held October 21, 2019 be adopted as presented.

## 5. BUSINESS ARISING FROM THE MINUTES

6. NOTICES PUBLISHED

### 6.1 4 Vanguard Court- Commercial Industrial (CI) Zone - Ward 1

A Discretionary Use application has been for submitted for a Retail Store. This will be in conjunction with the Permitted Use of a new canine training facility operated by Ruffin' It Canine Club Inc. located at 4 Vanguard Court.

The proposed store will sell items such as dog treats, clothing, toys, collars, and leashes. The proposed hours of operation will be seven days a week 7:30 a.m. - 8 p.m. On-site parking is provided.

No submissions Received
SJMC-R-2019-10-28/480
Moved By Councillor Stapleton
Seconded By Deputy Mayor O'Leary
That the discretionary use application for 4 Vanguard Court be approved subject to all applicable City requirements.

MOTION CARRIED

## 7. PUBLIC HEARINGS/MEETINGS

8. COMMITTEE REPORTS

### 8.1 Committee of the Whole Report - October 16, 2019

1. Decision Note dated October 10, 2019 re: Request to Waive Fees for Community Gardens on City Land - 85 Messenger Drive

SJMC-R-2019-10-28/481
Moved By Councillor Froude
Seconded By Councillor Hanlon
That Council confer to the Deputy City Manager of Planning, Engineering and Regulatory Services, the authority to waive the fees for community gardens.

MOTION CARRIED
2. Decision Note dated October 7, 2019 re: Iceberg Alley Performance Tent - 3 Year Approval

SJMC-R-2019-10-28/482
Moved By Councillor Jamieson
Seconded By Deputy Mayor O'Leary
That the Decision Note regarding a three-year approval for Iceberg Alley be deferred as requested by the promoter.

### 8.2 Development Committee Report - October 22, 2019

1. Decision Note dated October 22, 2019 re: Request to Establish Parking \& Zone Requirements - Industrial General (IG) Zone 50 Captain Prim Drive - SUB 1900027

SJMC-R-2019-10-28/483
Moved By Councillor Burton
Seconded By Councillor Hanlon
That Council establish the parking zone requirements for 50 Captain Prim Drive as outlined in the Decision Note.

MOTION CARRIED

### 8.3 Special Events Advisory Committee Report - October 23, 2019

1. Remembrance Day Parade - Downtown - November 11, 2019 SJMC-R-2019-10-28/484
Moved By Councillor Jamieson
Seconded By Councillor Stapleton
That Council approve the Downtown Remembrance Day Parade and associated road closures for November 11, 2019, subject to the conditions set out by the Special Events Advisory Committee.

MOTION CARRIED
2. Shea Heights Remembrance Day Parade - November 11, 2019

SJMC-R-2019-10-28/485
Moved By Councillor Jamieson
Seconded By Councillor Collins
That Council approve the Shea Heights Remembrance Day Parade and associated road closures on November 11, 2019 subject to the conditions set out by the Special Events Advisory Committee.

MOTION CARRIED
8.4 Special Events Advisory Committee Report - October 24, 2019

1. Rex - Film Shoot - October 24, 2019 - Ratification of E-Poll

SJMC-R-2019-10-28/486
Moved By Councillor Jamieson
Seconded By Councillor Hickman
That Council ratify the E-poll approved on October 24, 2019 approve the road closure at Battery Road at the intersection with Outer Battery Road from 8:30 am - 8:30 pm on October 28, 2019 subject to the conditions set out by the Special Events Advisory Committee.

MOTION CARRIED

## 9. RESOLUTIONS

10. DEVELOPMENT PERMITS LIST

### 10.1 Development Permits List - October 17-23, 2019

Council considered, for information, the development permits list for the period October 17-23, 2019

## 11. BUILDING PERMITS LIST

11.1 Building Permits List - October 17-23, 2019

SJMC-R-2019-10-28/487
Moved By Councillor Lane
Seconded By Councillor Froude
That Council approve the Building Permits List for the period October 1723, 2019 as presented.

MOTION CARRIED
12. REQUISITIONS, PAYROLLS AND ACCOUNTS
12.1 Weekly Payment Vouchers for the week ending October 23, 2019

SJMC-R-2019-10-28/488
Moved By Councillor Hanlon
Seconded By Councillor Stapleton
That Council approve the Weekly Payment Vouchers for the week ending October 23, 2019 in the amount of $\$ 2,346,099.92$

## 13. TENDERS/RFPS

13.1 RFP - 2019196 - Engineering Consulting Services - Kenmount Road Trunk Storm Sewer - Phase 2 and 3

SJMC-R-2019-10-28/489
Moved By Councillor Froude
Seconded By Deputy Mayor O'Leary
That RFP 2019196 be awarded to Pinnacle Engineering Limited in the amount of \$655,040.00 (incl HST) based on an evaluation of the proposals by the City's evaluation team as per the Public Procurement Act.

MOTION CARRIED
14. NOTICES OF MOTION, RESOLUTIONS QUESTIONS AND PETITIONS
15. OTHER BUSINESS
16. ADJOURNMENT

There being no further business, the meeting adjourned at 5:20 pm.

## NOTICE OF MOTION

Take Notice that I will at a future meeting of Council bring forward a motion for debate on recognizing climate change as an emergency and set forward a course of action for the City's sustainability.

DATED at St. John's, NL, this $15^{\text {th }}$ day of October, 2019.

## Motion

Establishing Climate Mitigation and Adaptation-as a Strategic Priority of the City of St. John's

## WHEREAS

1) The United Nation's International Panel on Climate Change (IPCC) has established that:
a. Human activities have caused approximately $1.0^{\circ} \mathrm{C}$ of global warming above preindustrial levels.
b. At current current greenhouse gas (GHG) emission rates, global warming will reach $1.5^{\circ} \mathrm{C}$ between 2030 and 2052;
c. Climate change is currently jeopardizing the health and survival of many species and other natural environments, stressing local and international eco-systems and economies;
d. Ambitious reduction in carbon emissions are necessary to avoid further economic, ecological, and societal loss;
2) Health Canada has established that:
a. Climate change is affecting Canadian's health and will continue to pose challenges in the future including impacts to temperature-related morbidity, weather-related natural hazards, as well as impacts to air quality, water and food-borne contaminants, vector-borne disease, and health effects of exposure to ultraviolet rays.
3) Natural Resources Canada has established that:
a. Atlantic Canada has experienced an increase in temperature of $0.7^{\circ} \mathrm{C}$;
b. The annual precipitation in Atlantic Canada has increased by approximately 11.3\%, while snow and ice have declined;
c. St. John's has seen a sea level rise of 1.9 mm per year, and temperatures have risen by $0.13^{\circ} \mathrm{C}$ per decade;
d. These regional and local trends are projected to continue and intensify because of climate change, exacerbating social, environmental and economic impacts.

## THEREFORE BE IT RESOLVED

4) THAT the City of St. John's officially affirm a climate emergency for the purpose of deepening our commitment to protecting our community, economy, natural assets, and ecosystems from changes in climate.

FURTHER THAT the City of St. John's affirms action on climate change as a strategic priority.

FURTHER THAT the City of St. John's commit to the Global Covenant of Mayors for Climate \& Energy (GCoM).

FURTHER THAT the City of St. John's direct staff to bring a report to Council for its consideration before the end of 2019 that describes an approach for creating a Sustainability Plan, which incorporates Climate Change Adaptation and Mitigation including, but not be limited to:
a. The assessment of climate risks and vulnerabilities and, ultimately, actions for the City of St. John's to increase local adaptation and resilience;
b. The development of specific greenhouse gas emissions reduction targets for 2030 and 2050 and, ultimately, actions and strategies for the City of St. John's to achieve its targets;
c. The development of reporting systems for energy utilization, greenhouse gas emissions, and weather impacts to inform policy and budgeting choices;
d. The identification of funding sources and collaboration opportunities to support the implementation of the plan.

## NOTICES PUBLISHED

Applications which have been advertised in accordance with the requirements of Section 5.5 of the St. John's Development Regulations and which are to be considered for approval by Council at the Regular Meeting of Council on November 4, 2019.

| Ref \# | Property Location/ Zone Designation And Ward | Application Details | Submissions Received | Planning and Development Division Notes |
| :---: | :---: | :---: | :---: | :---: |
| 1 | 16 Mahogany Place <br> Residential Low Density (R1) Zone <br> Ward 5 | Application <br> A Discretionary Use application has been submitted requesting permission to operate a Home Occupation for a Hair Salon at 16 Mahogany Place. <br> Description <br> The floor area for the proposed business is $10.4 \mathrm{~m}^{2}$. The Hair Salon would include colors, cuts, stylings, etc. Hours of operation will be Monday - Friday, 5:30-9:30 p.m. and Sunday 11 a.m. - 6 p.m. by appointment only with only 1 client per appointment ( $1-3$ hour duration). Applicant is the sole-employee and on-site parking is provided. | 8 <br> Submissions Received (attached) | It is recommended to approve the application subject to all applicable City requirements |

The Office of the City Clerk and the Department of Planning, Engineering and Regulatory Services, in joint effort, have sent written notification of the applications to property owners and occupants of buildings located within a minimum 150-metre radius of the application sites. Applications have also been advertised in The Telegram newspaper on at least one occasion and applications are also posted on the City's website. Where written representations on an application have been received by the City Clerk's Department, these representations have been included in the agenda for the Regular Meeting of Council.

[^0]
## From:

Sent:
To:
Subject:

Monday, October 21, 2019 12:04 PM
CityClerk
Proposed Hair Salon for Mahogany Place

This letter is concerning the discretionary application for a proposed hair salon at 16 Mahogany Place.

On behalf of myself and I wish to express strong objection to this application.

We have been residing at this location since 2001. Our primary reason for building here was fact that it is a small cul de sac in a quiet residential area, having said that I believe the addition of a small business will increase traffic and create on street parking issues. We already have a number of 2 apartment homes on the street which in itself puts pressure on street parking.

I would also add that I am surprised that council would even entertain this application. The idea of allowing a business to operate on a small cul-de-sac in a residential area seems very much off base.

We along with other residents believe that approval of this application would establish an unwanted precedent and could open the door for other discretionary use applications in future.

Sincerely,

## From:

Sent:
To:
Subject:

Sunday, October 20, 2019 7:11 PM
CityClerk
Office of the City Clerk - 16 Mahogany Place Business Opposition

Good Day,
My name is
We are sending this correspondence today to register our opposition to the establishment of a hair salon at \#16 Mahogany Place. We have lived on this cul-de-sac since 1999. When we purchased this property the area was designated as residential zone and we believe that it should remain this way. It is only a small cul-de-sac and there is already a number of two apartment homes on the street, which creates an excessive amount of vehicles being parked on the road as it is. We have spoken to a number of our neighbors regarding this issue and they all advised us that they are opposed to the establishment of a business on the street. We think that this will only open the door to other entities wanting to open businesses on Mahogany Place.

Thank you.

Sent from Mail for Windows 10

## From:

Sent:
To:
Subject:

## Monday, October 21, 2019 3:41 PM

CityClerk
re: Proposed Hair Salon 16 Mahogany Place

To City Clerk:
Hello,
We have enjoyed the peace and quiet on our cup-de-sac since we moved here over a decade ago.
We chose a cul-de-sac since it provided a safe, quiet area with a low volume of traffic which our children and ourselves could enjoy. Our children and our pets can be on the street without fear of being run down by a car. We accepted paying higher property tax in exchange for these conditions. We feel that a Hair Salon will significantly increase the volume of traffic and people on our cul-de-sac and thereby interfere with our enjoyment of our property and the quality of life which we are entitled to.
We moved here for the peace and tranquility and intentionally did not move into a commercial area, for example, Newfoundland Drive, where the taxes are much less. We pay extra for our peaceful community and we do not want commercialization of our cup-de-sac soon to be followed by further commercialization and soon thereafter decreased property values.
Please seriously consider our feedback. We deserve nothing less.
Thankyou, in advance for your consideration.

## Elaine Henley

From:

Sent:
To:
Subject:

Tuesday, October 15, 2019 9:49 AM
CityClerk
Hair salon

This is to inform you that I am opposed to giving permission to a resident of Mahogany place in Southland's to open and operate a business on our street.


Sent from my Samsung Galaxy smartphone.

## From:

Sent:
To:
Subject:
Saturday, October 12, 2019 11:40 AM
CityClerk
16 Mahogany Place

City Clerk.
We are in opposition of this discretionary use application to operate a Hair Salon at \#16 Mahogany Place, St. John's.

Reasons why:
Increase in Traffic on this residential Cul De Sac.
Children free space to play is affected. There are no sidewalks.
Could affect re-sale value of home with a Salon in neighborhood.
Sincerely.

## From:

Sent:
To:
Subject:

Monday, October 14, 2019 1:35 PM
CityClerk
Application for 16 Mahogany Place

To whom it my concern,
My husband and I have lived on Mahogany Place for 20 years. We choose this very nice, quiet culdesac where our children could play safely. There are still children playing on our street and we feel this business will definitely be danger. The home is situated exactly where they play.

We feel that if this business opens, it will set a precedent for other businesses to open.
There are already a number of rental properties on the street, sometimes resulting in a number of vehicles being parked on the road. This will add to that situation.

We are also concerned about the property values of the properties near this particular home. We are $100 \%$ against this application.

From:

Sent:
To:
Subject:

Saturday, October 12, 2019 1:56 PM
CityClerk
COMMENTS REGARDING HOME APPLICATION FOR HAIR SALON AT 16 MAHOGANY PLACE

Strongly oppose the above application being approved. This is a quiet residential street and in my opinion no business of any type should be permitted.

## From:

Sent:
To:
Subject:
Saturday, October 12, 2019 4:59 PM

CityClerk
Hair salon proposal - 14 Mahogany Place

Good day,
This is a response to the request for permission to operate a hair salon at 14 Mahogany Place. I am totally against this as a fellow resident of this cul de sac for the past 19 years. I don't want to see the extra traffic a business like this would yield.

Thanks and have a good day.

DEVELOPMENT PERMITS LIST
DEPARTMENT OF PLANNING, ENGINEERING AND REGULATORY SERVICES FOR THE PERIOD OF October 24, 2019 TO October 30, 2019


This list is issued for information purposes only. Applicants have been advised in writing of the Development Officer's decision and of their right to appeal any decision to the St. John's Local Board of Appeal.

## Permits List

# Council's November 4, 2019 Regular Meeting 

Permits Issued: 2019/10/24 to 2019/10/30

## BUILDING PERMITS ISSUED

## Residential

| Location | Permit Type | Structure Type |
| :--- | :--- | :--- |
| 10 Virginia Rd | Change of Occupancy | Home Office |
| 105 Ricketts Rd | Renovations | Townhousing |
| 107 Ricketts Rd | Renovations | Townhousing |
| 109 Ricketts Rd | Renovations | Townhousing |
| 111 Ricketts Rd | Renovations | Townhousing |
| 113 Ricketts Rd | Renovations | Townhousing |
| 115 Ricketts Rd | Renovations | Townhousing |
| 117 Ricketts Rd | Renovations | Townhousing |
| 119 Ricketts Rd | Renovations | Townhousing |
| 12 Riverglen Close | New Construction | Condominium |
| 14 Riverglen Close | New Construction | Condominium |
| 16 Riverglen Close | New Construction | Condominium |
| 18 Riverglen Close | New Construction | Condominium |
| 19 Froude Ave | New Construction | Apartment Building |
| 2 Guy St | Renovations | Single Detached Dwelling |
| 22 Bell's Turn | Renovations | Single Detached Dwelling |
| 22 Gooseberry Lane | Renovations | Single Detached Dwelling |
| 23 Frampton Ave | New Construction | Single Detached Dwelling |
| 25 Wedgeport Rd | Site Work | Single Detached Dwelling |
| 26 Pitcher's Path | Renovations | Single Detached Dwelling |
| 27 Suez St | Renovations | Single Detached Dwelling |
| 28 Silverton St | Deck | Patio Deck |
| 3 Malta St | Renovations | Single Detached Dwelling |
| 30 Lilac Cres | New Construction | Single Detached Dwelling |
| 32 Rosalind St | Renovations | Single Detached Dwelling |
| 34 Almond Cres | Fence | Fence |
| 4 Howley Ave | Renovations | Single Detached Dwelling |
| 6 Dover Pl | Renovations | Single Detached Dwelling |
| 60 Margaret's Pl Unit 401 | Renovations | Condominium |
| 87 Ricketts Rd | Renovations | Townhousing |
|  |  |  |


| 89 Ricketts Rd | Renovations |
| :--- | :--- |
| 9 Banting Pl | Site Work |
| 9 Beacon Hill Cres | Renovations |
| 9 Henry Larsen St | Accessory Building |
| 9 Military Rd | Renovations |
| 91 Ricketts Rd | Renovations |
| 93 Ricketts Rd | Renovations |
| 95 Ricketts Rd | Renovations |

Townhousing
Single Detached w/ apt.
Semi Detached Dwelling
Accessory Building
Semi Detached Dwelling
Townhousing
Townhousing
Townhousing
This Week: $\quad \$ 3,066,200.50$

## Commercial

Location
209 Logy Bay Rd
25-39 Hallett Cres
280-282 Main Rd
515 Kenmount Rd
而

## Permit Type

Site Work
Renovations
Extension
New Construction

## Structure Type

Communications Use
Office
Custom Workshop
Car Sales Lot
This Week: $\quad \$ 1,310,500.00$

## Government/Institutional

## Location

51 St. Clare Ave

## Location

|  |  |
| :--- | :--- |
| Location | Permit Type |
| 10 Maple St | Demolition |

## Industrial

Permit Type

Permit Type
Demolition
Permit Type
Site Work

## Demolition

Location
10 Maple St

## Structure Type

Place Of Assembly
This Week: $\quad \$ 69,000.00$

## Structure Type

This Week:
$\$ 0.00$
This Week. \$0.00

Structure Type
Single Detached Dwelling
This Week: $\quad \$ 15,000.00$
This Week's Total: \$4,460,700.50

REPAIR PERMITS ISSUED:
\$60,300.00
NO REJECTIONS

## YEAR TO DATE COMPARISONS

## November 4, 2019

| TYPE | $\mathbf{2 0 1 8}$ | $\mathbf{2 0 1 9}$ | \% Variance <br> $(+/-)$ |
| :--- | :---: | :---: | :---: |
| Residential | $\$ 67,773,037.00$ | $\$ 40,685,954.65$ | -40 |
| Commercial | $\$ 247,194,740.00$ | $\$ 150,035,171.72$ | -39 |
| Government/Institutional | $\$ 12,683,470.00$ | $\$ 2,824,650.00$ | -78 |
| Industrial | $\$ 5,000.00$ | $\$ 1,812,266.07$ | 36145 |
| Repairs | $\$ 2,374,705.00$ | $\$ 2,201,833.50$ | -23 |
| TOTAL | $\mathbf{\$ 3 3 0 , 0 3 0 , 9 5 2 . 0 0}$ | $\$ \mathbf{1 9 7 , 5 5 9 , 8 7 5 . 9 4}$ | -40 |
| Housing Units <br> Dwelling) | 132 | 101 |  |

Respectfully Submitted,

Jason Sinyard, P.Eng., MBA
Deputy City Manager
Planning, Engineering and Regulatory Services

# Weekly Payment Vouchers <br> For The <br> Week Ending October 30, 2019 

## Payroll

Public Works ..... \$ 717,156.70
Bi-Weekly Administration ..... \$ 806,056.51
Bi-Weekly Management ..... \$ 868,486.70
Bi-Weekly Fire Department ..... \$ 838,964.27
Accounts Payable ..... \$ 5,621,729.22
Total: \$ 8,852,393.40
ST.

| NAME | DESCRIPTION | AMOUNT |
| :---: | :---: | :---: |
| RECREONICS INC. | REPAIR PARTS | 703.05 |
| BORN AVIATION PRODUCTS INC. | PROMOTIONAL ITEMS | 1,376.14 |
| US DIGITAL DESIGNS | REPAIR PARTS | 3,373.69 |
| CITY OF ST. JOHN'S | REPLENISH PETTY CASH | 281.20 |
| ESTATE OF ELIZABETH E. BROWN | REFUND OVERPAYMENT OF TAXES | 205.38 |
| KEAN'S PUMP SHOP LTD. | REPAIR PARTS | 1,148.85 |
| LESTER'S FARM MARKET | BUNDLES OF HAY | 8.88 |
| DUFFY LAW OFFICE IN TRUST FOR RICHARD BOHLKE | LEGAL CLAIM | 2,500.00 |
| NEWFOUNDLAND \& LABRADOR HOUSING CORP. (NLCH) | REFUND OVERPAYMENT OF RENT | 491.00 |
| NEWFOUNDLAND EXCHEQUER ACCOUNT | ANNUAL OPERATING FEES | 349.60 |
| NEWFOUNDLAND EXCHEQUER ACCOUNT | REFUND OVERPAYMENT OF RENT | 5,980.00 |
| NEWFOUNDLAND EXCHEQUER ACCOUNT | FILING FEE | 70.00 |
| PLAZA BOWL LIMITED | YOUTH OUTING | 130.00 |
| STEELE COMMUNICATIONS | ADVERTISING | 2,300.00 |
| COMPUTROL FUEL SYSTEMS INC | OPERATOR FUEL CARDS | 1,351.25 |
| CROCKER'S COLLISION SERVICES | PROFESSIONAL SERVICES | 556.37 |
| DRIVE LINE MACHINE SHOP | AUTO PARTS | 285.10 |
| CITY-LITE ELECTRICAL LIMITED | REFUND SECURITY DEPOSIT | 90.76 |
| CANADIAN PLAYGROUND SAFETY INSTITUTE | RECERTIFICATION FEE | 262.50 |
| STERICYCLE INC., | PROFESSIONAL SERVICES | 55.20 |
| STAPLES ADVANTAGE | OFFICE SUPPLIES | 87.40 |
| KONICA MINOLTA BUSINESS SOLUTIONS CANADA LTD. | LEASING OF OFFICE EQUIPMENT | 9.69 |
| KONICA MINOLTA BUSINESS SOLUTIONS CANADA LTD | LEASING OF PHOTOCOPIER | 3,006.60 |
| ROCK SAFETY INDUSTRIAL LTD. | REPAIR PARTS | 562.33 |
| WHOLESALE CLUB | SUPPLIES FOR RECREATION PROGRAM | 144.30 |
| FATIMA'S INDIAN FOOD | REFUND SECURITY DEPOSIT | 200.00 |
| MARK HAYWARD | REFUND SECURITY DEPOSIT | 2,000.00 |
| CANADIAN PROPERTY TAX ASSOCIATION INC. | FINANCIAL SUPPORT FOR MEETING \& CONVENTIONS | 750.00 |
| GERALD \& KIMBERLY BOYLES | COURT OF APPEAL REFUND | 60.00 |
| ANNIE STAGG | RECREATION PROGRAM REFUND | 22.00 |
| CINDY LORQUET | RECREATION PROGRAM REFUND | 112.50 |
| BRIAN EMBERLEY | REFUND OVERPAYMENT OF TAXES | 250.66 |
| COREY BLUNDON | REFUND OVERPAYMENT OF TAXES | 3,534.79 |
| 74631 NEWFOUNDLAND AND LABRADOR INC. | REFUND OVERPAYMENT OF TAXES | 577.50 |
| QUIDI VIDI RENNIES RIVER DEVELOPMENT FOUNDATION | YOUTH OUTING | 66.00 |
| ENTERPRISE RENT A CAR | LEGAL CLAIM | 1,201.06 |
| NEWFOUNDLAND EXCHEQUER ACCOUNT | CADO LICENSE RENEWAL | 350.00 |
| DR. BRUCE DOULTON | MEDICAL EXAMINATION FEE | 20.00 |
| HANDBALL ASSOCIATION OF NEWFOUNDLAND | HANDBALL GEAR | 125.00 |
| FOLK ARTS SOCIETY | HONORARIUM | 2,300.00 |
| ZURICH INSURANCE CO. | LEGAL CLAIM | 56,914.40 |
| PAUL FISHER | RECREATION PROGRAM REFUND | 48.00 |
| SULLIVAN'S CONTRACTING | REFUND SECURITY DEPOSIT | 2,000.00 |
| ROCHE, GLORIA | REFUND SECURITY DEPOSIT | 100.00 |
| SNOWIE NEWFOUNDLAND | REFUND SECURITY DEPOSIT | 200.00 |


| NAME | DESCRIPTION | AMOUNT |
| :---: | :---: | :---: |
| REGAL REALTY LIMITED | COURT OF APPEAL REFUND | 200.00 |
| BLUE PRINT HOMES | REFUND SECURITY DEPOSIT | 1,000.00 |
| CANCELLED | CANCELLED | 0.00 |
| Allied technical sales inc | REPAIR PARTS | 625.60 |
| WILLIAM MCGRATH | LEGAL CLAIM | 517.50 |
| SHANE GAULTON | REFUND SECURITY DEPOSIT | 1,410.88 |
| D \& S VACUUM TRUCK SERVICES LTD. | PROFESSIONAL SERVICES | 1,092.50 |
| SMITH, DEBBIE | TRAVEL ADVANCE | 2,526.21 |
| TELUS | CELLULAR SERVICES | 13,039.33 |
| NEWFOUNDLAND POWER | ELECTRICAL SERVICES | 11,403.37 |
| WALSH, MARY | TRAVEL REIMBURSEMENT | 100.36 |
| CREWE, RYAN | TRAVEL REIMBURSEMENT | 48.98 |
| JENNIFER TIPPLE | TRAVEL ADVANCE | 2,395.10 |
| DOUGLAS PAWSON | TRAVEL ADVANCE | 3,469.00 |
| MACDONALD, WILLIAM | TRAVEL REIMBURSEMENT | 80.25 |
| MCLOUGHLAN SUPPLIES LTD. | ELECTRICAL SUPPLIES | 1,289.90 |
| HARRIS \& ROOME SUPPLY LIMITED | ELECTRICAL SUPPLIES | 2,384.13 |
| WATERWORKS SUPPLIES DIV OF EMCO LTD | REPAIR PARTS | 21,781.14 |
| PUBLIC SERVICE CREDIT UNION | PAYROLL DEDUCTIONS | 3,240.69 |
| CHRISTA NORMAN | EMPLOYMENT RELATED EXPENSES | 501.75 |
| JESSICA FOLEY | TRAVEL REIMBURSEMENT | 744.30 |
| NEWFOUNDLAND POWER | ELECTRICAL SERVICES | 28,246.66 |
| ELIZABETH MILOT | REFUND SECURITY DEPOSIT | 2,000.00 |
| ACKLANDS-GRAINGER | INDUSTRIAL SUPPLIES | 1,262.45 |
| ACTION CAR AND TRUCK ACCESSORIES | AUTO PARTS | 2,391.99 |
| AIMS LTD. | REPAIRS TO OVERHEAD DOORS | 344.97 |
| APEX CONSTRUCTION SPECIALTIES INC. | REPAIR PARTS | 2,769.78 |
| ATLANTIC PURIFICATION SYSTEM LTD | WATER PURIFICATION SUPPLIES | 1,151.62 |
| AUTOMOTIVE SUPPLIES 1985 LTD. | AUTO SUPPLIES | 2,231.30 |
| RDM INDUSTRIAL LTD. | INDUSTRIAL SUPPLIES | 97.52 |
| BAKER FLOORING CONTRACTS LTD. | SUPPLY/INSTALL FLOORING | 21.85 |
| DF BARNES SERVICES LIMITED | PROFESSIONAL SERVICES | 1,259.14 |
| HERCULES SLR INC. | REPAIR PARTS | 38.16 |
| DONALD C PECKHAM | COMMISSIONER - ASSESSMENT REVIEW COURT | 210.00 |
| SMS EQUIPMENT | REPAIR PARTS | 450.11 |
| CABOT PEST CONTROL | PEST CONTROL | 242.65 |
| ROCKWATER PROFESSIONAL PRODUCT | CHEMICALS | 50.14 |
| BLACK \& MCDONALD LIMITED | REFUND SECURITY DEPOSIT | 88,000.00 |
| PRINT \& SIGN SHOP | SIGNAGE | 86.25 |
| DESTINATION ST. JOHN'S | SECOND PAYMENT OF 2019 | 625,000.00 |
| UNITED RENTAL OF CANADA INC. | RENTAL OF EQUIPMENT | 336.38 |
| BROWNE'S AUTO SUPPLIES LTD. | AUTOMOTIVE REPAIR PARTS | 431.30 |
| CANSEL SURVEY EQUIPMENT INC. | REPAIR PARTS | 190.50 |
| AON REED STENHOUSE INC | COMMERCIAL PROPERTY POLICY | 810.36 |
| FARRELL'S EXCAVATING LTD. | ROAD GRAVEL | 202.12 |


| NAME | DESCRIPTION | AMOUNT |
| :---: | :---: | :---: |
| PINNACLE OFFICE SOLUTIONS LTD | PHOTOCOPIES | 73.05 |
| FIRE TECH SYSTEMS LIMITED | FIRE SUPPLIES | 5,921.35 |
| WESTERN HYDRAULIC 2000 LTD | REPAIR PARTS | 3,270.60 |
| WOOD ENVIRONMENT \& INFRASTRUCTURE SOLUTIONS | PROFESSIONAL SERVICES | 60,636.14 |
| THE OUTFITTERS | CLOTHING ALLOWANCE | 230.00 |
| ATLANTIC TRAILER \& EQUIPMENT | REPAIR PARTS | 454.21 |
| WAJAX EQUIPMENT | PROFESSIONAL SERVICES | 4,836.52 |
| CAMPBELL'S SHIPS SUPPLIES | CHEMICALS | 164.86 |
| CANADA POST CORPORATION | POSTAGE SERVICES | 39,460.22 |
| CANADIAN CORPS COMMISSIONAIRES | SECURITY SERVICES | 19,207.12 |
| CANADA CLEAN GLASS | CLEANING OF WINDOWS | 10,465.00 |
| COASTAL ENTRANCE SOLUTIONS | REPAIR PARTS | 634.80 |
| KENT | BUILDING SUPPLIES | 136.94 |
| CBCL LIMITED | PROFESSIONAL SERVICES | 460.00 |
| ATLANTIC HOME FURNISHINGS LTD | APPLIANCES | 573.85 |
| HAZMASTERS INC. | CHEMICALS | 1,219.00 |
| DULUX PAINTS | PAINT SUPPLIES | 332.79 |
| COLONIAL GARAGE \& DIST. LTD. | AUTO PARTS | 4,138.04 |
| CONSTRUCTION SIGNS LTD. | SIGNAGE | 4,388.13 |
| SCARLET EAST COAST SECURITY LTD | TRAFFIC CONTROL | 6,409.53 |
| BUREAU VERITAS CANADA (2019) INC | WATER PURIFICATION SUPPLIES | 313.72 |
| JAT EXCAVATING INC. | RENTAL OF EQUIPMENT | 44,459.00 |
| CRANE SUPPLY LTD. | PLUMBING SUPPLIES | 3,698.52 |
| CUMMINS CANADA ULC | REPAIR PARTS | 515.66 |
| ORTHOTIC AIDS LIMITED | PROTECTIVE FOOTWEAR | 575.00 |
| ENGINEERING \& ENVIRONMENTAL PRODUCTS | REPAIR PARTS | 3,680.00 |
| CYGNUS GYMNASTICS | GYM MEMBERSHIPS | 1,874.32 |
| CABOT READY MIX LIMITED | PROFESSIONAL SERVICES | 2,196.50 |
| DICKS \& COMPANY LIMITED | OFFICE SUPPLIES | 3,372.51 |
| HITECH COMMUNICATIONS LIMITED | REPAIRS TO EQUIPMENT | 89.13 |
| REEFER REPAIR SERVICES (2015) LIMITED | REPAIR PARTS | 5,613.49 |
| DOMINION RECYCLING LTD. | PIPE | 1,189.79 |
| THYSSENKRUPP ELEVATOR | ELEVATOR MAINTENANCE | 1,624.38 |
| CAHILL TECHNICAL SERVICES | PROFESSIONAL SERVICES | 5,397.46 |
| RUSSEL METALS INC. | METALS | 297.85 |
| ASTRO PARADE FLOAT MATERIALS | PARADE SUPPLIES | 1,050.00 |
| CANADIAN TIRE CORP.-HEBRON WAY | MISCELLANEOUS SUPPLIES | 400.51 |
| CANADIAN TIRE CORP.-MERCHANT DR. | MISCELLANEOUS SUPPLIES | 45.99 |
| CANADIAN TIRE CORP.-KELSEY DR. | MISCELLANEOUS SUPPLIES | 542.20 |
| WINNIE GLAVINE | INSTRUCTOR FEE | 610.00 |
| ELECTRIC MOTOR \& PUMP DIV. | REPAIR PARTS | 606.05 |
| NATIONAL ENERGY EQUIPMENT INC. | PROFESSIONAL SERVICES | 172.99 |
| HOME DEPOT OF CANADA INC. | BUILDING SUPPLIES | 391.54 |
| DOMINION STORE 935 | MISCELLANEOUS SUPPLIES | 518.92 |
| FASTSIGNS | SIGNAGE | 115.00 |


| NAME | DESCRIPTION | AMOUNT |
| :---: | :---: | :---: |
| REDWOOD CONSTRUCTION LIMITED | PROGRESS PAYMENTS | 37,905.38 |
| OMB PARTS \& INDUSTRIAL INC. | REPAIR PARTS | 7,182.11 |
| FRESHWATER AUTO CENTRE LTD. | AUTO PARTS/MAINTENANCE | 4,047.90 |
| IMPACT SIGNS AND GRAPHICS | SIGNAGE | 425.50 |
| COASTLINE SPECIALTIES | PROFESSIONAL SERVICES | 2,041.25 |
| ENTERPRISE RENT-A-CAR | RENTAL OF VEHICLES | 2,645.00 |
| REVOLUTION ENVIRONMENTAL SOLUTIONS LP/TERRAPURE | PROFESSIONAL SERVICES | 47,620.52 |
| PROVINCIAL FENCE PRODUCTS | FENCING MATERIALS | 460.00 |
| H \& R MECHANICAL SUPPLIES LTD. | MECHANICAL SUPPLIES | 295.18 |
| DOMINION STORES 934 | MISCELLANEOUS SUPPLIES | 500.00 |
| XYLEM CANADA COMPANY | REPAIR PARTS | 393.07 |
| EASTERN PROPANE | PROPANE | 13.80 |
| CPA NEWFOUNDLAND AND LABRADOR | CONFERENCE FEE | 2,846.25 |
| HARVEY'S OIL LTD. | PETROLEUM PRODUCTS | 286.49 |
| MIOVISION TECHNOLOGIES INC. | PROFESSIONAL SERVICES | 310.48 |
| GUILLEVIN INTERNATIONAL CO. | ELECTRICAL SUPPLIES | 488.93 |
| GRAYMONT (NB) INC., | HYDRATED LIME | 22,545.46 |
| STELLA BURRY COMMUNITY SER. | CATERING SERVICES | 546.70 |
| HOLDEN'S TRANSPORT LTD. | RENTAL OF EQUIPMENT | 586.50 |
| TTI SALES \& SERVICES INC., | REPAIR PARTS | 4,284.51 |
| SOURCE ATLANTIC INDUSTRIAL DISTRIBUTION | REPAIR PARTS | 95.17 |
| UNIVAR CANADA | CHEMICALS | 12,774.92 |
| VESEY'S SEEDS LIMITED | REPAIR PARTS | 79.04 |
| FIRST WESTERN BOUTIQUE | CLOTHING ALLOWANCE | 230.00 |
| PENNECON TECHNICAL SERVICES LTD | PROGRESS PAYMENTS | 84,308.84 |
| GERALD PENNEY ASSOCIATES LIMITED | PROFESSIONAL SERVICES | 3,450.00 |
| SCOTIA RECYCLING (NL) LIMITED | REPAIR PARTS | 371.09 |
| HENRY'S | INK CARTRIDGES | 236.90 |
| IMPRINT SPECIALTY PROMOTIONS LTD | PROMOTIONAL ITEMS | 504.85 |
| HICKMAN DODGE JEEP CHRYSLER | PURCHASE OF VEHICLE | 41,144.70 |
| UMBRELLA SECURITY | ALARM MONITORING | 409.69 |
| CLEAN AIR SOLUTIONS | PROFESSIONAL SERVICES | 3,766.25 |
| PRINTER TECH SOLUTIONS INC., | REPAIRS TO EQUIPMENT | 57.44 |
| BOSCH REXROTH CANADA CORP. | REPAIR PARTS | 5,708.29 |
| KAVANAGH \& ASSOCIATES | PROFESSIONAL SERVICES | 70,377.13 |
| WORK AUTHORITY | CLOTHING ALLOWANCE | 143.75 |
| SAFETY FIRST-SFC LTD. | PROFESSIONAL SERVICES | 28,075.76 |
| XYLEM WATER SOLUTIONS CANADA | REPAIR PARTS | 1,168.40 |
| THE TOY BOX | REPAIR PARTS | 1,784.64 |
| NEWFOUND MECHANICAL LTD. | PROFESSIONAL SERVICES | 690,000.00 |
| MARK'S WORK WEARHOUSE | PROTECTIVE CLOTHING | 143.75 |
| MARTIN'S FIRE SAFETY LTD. | SAFETY SUPPLIES | 52.90 |
| ALYSSA'S PROPERTY SERVICES PRO INC. | PROFESSIONAL SERVICES | 4,155.53 |
| DISTRIBUTION NOW | REPAIR PARTS | 224.04 |
| JJ MACKAY CANADA LTD. | PARKING METER KEYS | 10,082.63 |


| NAME | DESCRIPTION | AMOUNT |
| :---: | :---: | :---: |
| MIKAN SCIENTIFIC INC. | REPAIR PARTS | 827.94 |
| CUTTING EDGE EXCAVATION INC., | PROFESSIONAL SERVICES | 552.00 |
| CAP-IT | REPAIR PARTS | 2,039.61 |
| SUMMIT PLUMBING \& HEATING LTD. | PROFESSIONAL SERVICES | 4,885.53 |
| SHORELINE LUBRICANTS \& INDUSTRIAL SUPPLY | CHEMICALS | 317.98 |
| ENGLOBE CORP | PROFESSIONAL SERVICES | 3,928.40 |
| NEWFOUNDLAND HVAC LTD. | PROFESSIONAL SERVICES | 2,988.56 |
| NEWFOUNDLAND DISTRIBUTORS LTD. | INDUSTRIAL SUPPLIES | 960.79 |
| TOROMONT CAT | AUTO PARTS | 741.88 |
| NORTH ATLANTIC PETROLEUM | PETROLEUM PRODUCTS | 37,090.54 |
| NOVA CONSULTANTS INC. | PROFESSIONAL SERVICES | 1,155.75 |
| PBA INDUSTRIAL SUPPLIES LTD. | INDUSTRIAL SUPPLIES | 35.65 |
| GCR TIRE CENTRE | TIRES | 13,121.92 |
| THE HUB | CATERING SERVICES | 797.81 |
| K \& D PRATT LTD. | REPAIR PARTS AND CHEMICALS | 10,304.00 |
| PROFESSIONAL UNIFORMS \& MATS INC. | PROTECTIVE CLOTHING | 137.99 |
| RIDEOUT TOOL \& MACHINE INC. | TOOLS | 743.94 |
| NAPA ST. JOHN'S 371 | AUTO PARTS | 24.36 |
| ROYAL FREIGHTLINER LTD | REPAIR PARTS | 449.94 |
| S \& S SUPPLY LTD. CROSSTOWN RENTALS | REPAIR PARTS | 2,533.57 |
| BIG ERICS INC | SANITARY SUPPLIES | 304.37 |
| SAUNDERS EQUIPMENT LIMITED | REPAIR PARTS | 13,915.78 |
| CHANDLER | CLOTHING ALLOWANCE | 16,575.76 |
| SPEEDY AUTOMOTIVE LTD. | AUTOMOTIVE SUPPLIES | 200.86 |
| TRACTION DIV OF UAP | REPAIR PARTS | 2,853.19 |
| TULK'S GLASS \& KEY SHOP LTD. | PROFESSIONAL SERVICES | 1,110.31 |
| URBAN CONTRACTING נJ WALSH LTD | PROPERTY REPAIRS | 287.50 |
| WINDCO ENTERPRISES LTD. | PROFESSIONAL SERVICES | 6,978.79 |
| DR. WADE MERCER | MEDICAL EXAMINATION FEE | 20.00 |
| CAMPIA GYMNASTICS | REAL PROGRAM | 276.88 |
| BELL MOBILITY INC. RADIO DIVISION | MAINTENANCE CHARGES \& REPAIRS | 2,187.30 |
| PAJ CANADA COMPANY | PROMOTIONAL ITEMS | 131.10 |
| GFL ENVIRONMENTAL INC. | PROFESSIONAL SERVICES | 7,768.33 |
| CLARITY CONFERENCING INC. | CONFERENCE CALLS | 1.67 |
| MCDONALD, HEATHER | EMPLOYMENT RELATED EXPENSES | 45.98 |
| JASON PHILLIPS | MILEAGE | 277.14 |
| DAPHNE SULLIVAN | MILEAGE | 275.33 |
| HAYWARD, SARAH | VEHICLE BUSINESS INSURANCE | 169.00 |
| LISA BENNETT | MILEAGE | 36.54 |
| KATIE PHILPOTT | EMPLOYMENT RELATED EXPENSES | 20.00 |
| ANNA BAUDITZ | VEHICLE BUSINESS INSURANCE | 28.75 |
| RENEE DEVEREAUX | MILEAGE | 31.55 |
| VALLEN | REPAIR PARTS | 887.25 |
| LEADING EDGE GROUP | CERTIFICATION FEES | 1,322.50 |
| INDEPENDENT ARMORED TRANSPORT ATLANTIC INC. | COURIER SERVICES | 816.39 |


| NAME | DESCRIPTION |  | AMOUNT |
| :---: | :---: | :---: | :---: |
| NEPTUNE SECURITY SERVICES INC. | SECURITY SERVICES |  | 10,929.60 |
| INTERNATIONAL NAME PLATE SUPPLIES LTD. | SIGNAGE |  | 46.35 |
| HIGHLAND CELLULAR / THE HOME DOCTOR LTD | OTTERBOX |  | 63.19 |
| EMCO SUPPLY | REPAIR PARTS |  | 4,407.00 |
| WEIRS CONSTRUCTION LTD. | PROGRESS PAYMENTS |  | 791,879.42 |
| PYRAMID CONSTRUCTION LIMITED | PROGRESS PAYMENTS |  | 1,437,997.57 |
| JMJ HOLDINGS LTD | PROGRESS PAYMENTS |  | 25,592.65 |
| MODERN PAVING LTD. | PROGRESS PAYMENTS |  | 807,514.62 |
| INFINITY CONSTRUCTION | PROGRESS PAYMENTS |  | 144,167.53 |
|  |  | TOTAL: \$ | 5,621,729.22 |

## BID APPROVAL NOTE


*Only required for a bid exception (contract award without open call or professional services).

> ST. J®HN'S


MASTER STANDING OFFER AGREEMENT FOR OFFICE SUPPLIES

The resulting Standing Offer Agreement shall permit any Government Department, and any Public Body having delegated purchasing authority to the Public Procurement Agency to order, on an "as and when required basis", the items listed herein at the prices set against each.

RFP118028008A shall form part of the contract.

PUBLIC PROCUREMENT AGENCY CONTACT:
Janet Hynes
Tel: 709-729-6965
Email: janethynes@gov.nl.ca

VENDOR CONTACT:
Dave Edney
Phone: (709) 579-5111
Fax: (709) 579-2305
orders@dacnl.com
www.dacnl.com

PRICING
Please refer to the attached document, 219020314_Pricing Schedule.pdf, for a listing of each line item, price and product code. For a visual of a product, refer to the vendors website at http://www.dacnl.com/ and enter the product code in the search bar.

PERIOD OF CONTRACT
The term of the Agreement is the period from the date of issue to

| Newfoundland Labrador |  | Government of Newfoundland and Labrador <br> Public Procurement Agency 30 Strawberry Marsh Rd. St. John's NL A1B 4R4 |  |  | Purchase Order No. |  | Revision No. | $\frac{\text { Page No. }}{2}$ |
| :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: |
|  |  | 219020314 | 0 |  |
|  |  |  |  |  |  |  |
| Line NO: | Item No. |  |  |  | Description | Promised Date | Quan <br> / UO |  | Unit Price | Extended | Tax |

September 30, 2021, with an option in favour of Public Procurement Agency to extend the Agreement on the same terms and conditions up to an additional 12 months.

VOLUME OF WORK AND EXCLUSIVITY OF CONTRACT
Public Procurement Agency makes no guarantee as to the value or volume of the Deliverables to the successful Proponent (s). The Agreement with the preferred supplier(s), as defined in the Public Procurement Act, will be an exclusive contract for the provision of the Deliverables.

PUBLIC PROCUREMENT ACT, REGULATIONS, POLICIES AND TRADE AGREEMENTS
This Request for Proposal is subject to Public Procurement Agency's Legislative Framework: The Public Procurement Act, Public Procurement Regulations and Public Procurement Policy.

Proponents should note that this procurement falls within the scope of The Canadian Free Trade Agreement (CFTA) and the Atlantic Procurement Agreement and are subject to those trade agreements but that the rights and obligations of the parties shall be governed by the specific terms of this RFP.

The Atlantic Standard Terms and Conditions also apply to this RFP and may be obtained from Public Procurement Agency, or by way of the internet at: www.ppa.gov.nl.ca

THE DELIVERABLES
The deliverables are the products as listed in APPENDIX C - RATE BID FORM. Prices quoted shall be FOB participating government funded body. Labrador City, Churchill Falls and Wabush. Coastal Labrador shipments shall be made during regular coastal shipping season; however shipments to Happy Valley-Goose Bay shall not be limited to the coastal shipping season due to the accessibility of this area via the Trans Labrador Highway.

Separate orders going to a single location which is shipped as one package shall be individually wrapped and properly identified (i.e. purchase order number, ordering personnel, etc.). Shipments are to be adequately packaged so that member organizations receive their supplies in good condition. Items ordered by schools in May and June shall be delivered by August 31, if so required, for the beginning of the school year.

Orders shall be delivered in full. Notwithstanding, should a backorder occur for any item(s), the supplier shall be responsible for delivering that
item(s) at no additional cost to the end user. The end user shall not be required to reorder the backordered item and incur a delivery charge.

Deliveries shall be made in accordance with dates and delivery
location stated on participating organizationis Purchase Order.

| Newfoundland Labrador |  | Government of Newfoundland and Labrador <br> Public Procurement Agency 30 Strawberry Marsh Rd. <br> St. John's NL A1B 4R4 |  |  | Purchase Order No. |  | Revision No. | $\frac{\text { Page No. }}{3}$ |
| :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: |
|  |  | 219020314 | 0 |  |
|  |  |  |  |  |  |  |
| Line NO: | Item No./ |  |  |  | Description | Promised Date | Quan |  | Unit Price | Extended | Tax |

Deliveries will only be accepted during the regular business hours of the organization. Summer business hours for all Transportation Depots are 7:00 am to 5:30 pm from Monday to Thursday.

All shipments shall be properly packed to avoid breakage or spoilage.
If applicable, shipments/deliveries shall state Purchase Order number.

The successful supplier shall have deliveries completed to participants on the island portion of the Province within seven (7) days upon receipt of each purchase order. Deliveries shall be completed to Labrador within twenty one (21) days upon receipt of each purchase order. Delivery performance shall be monitored for the life of the contract. Central Purchasing Authority reserves the right to cancel this award if delinquent deliveries are experienced.

When shipping, suppliers are required to supply up-to-date Material Safety Data Sheets - applicable to anything regulated under transportation of dangerous goods, or the shipment cannot be accepted.

PERFORMANCE TERMS AND CONDITIONS

Cancellation of Contract
Any contract issued as a result of this RFP shall be subject to cancellation by Public Procurement Agency within 30 days of written notification and by the Supplier within 90 days written notice. Payment of goods on order or in the process of being delivered will be honoured.

Public Procurement Agency shall be entitled to suspend and/or terminate the Agreement for cause, upon the occurrence of any of the following events:
i. Supplier breaches or fails to comply with the Agreement and such security breach or failure is not remedied by Supplier to the reasonable satisfaction of the Agency within ten (10) days after written notice from PPA to remedy the breach or failure;
ii. Supplier becomes insolvent, commits an act of bankruptcy, makes an assignment for the benefit of creditors, or otherwise acknowledges its insolvency, or a receiver or receiver manager is appointed for any property of Supplier;
iii. Supplier repudiates its obligations under the Agreement; or
iv. The Agency determines that any statement, representation or warranty made by Supplier in its Supplier Proposal or in the Agreement was untrue or incorrect.

Upon the supplier not complying with the terms and conditions set forth in the contract, they will receive a maximum of two (2) written notices from Public Procurement Agency. After a third incident the Agency will reserve its right to cancel the contract.

Upon termination or suspension of the Agreement, Supplier shall be responsible for and shall reimburse Public Procurement Agency for all

| Newfoundland Labrador |  | Government of Newfoundland and Labrador <br> Public Procurement Agency 30 Strawberry Marsh Rd. St. John's NL A1B 4R4 |  |  | $\begin{array}{\|c\|} \hline \text { Purchase Order No. } \\ \hline 219020314 \\ \hline \end{array}$ |  | Revision No. | Page No. |
| :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: |
|  |  | 0 | 4 |  |  |
|  |  |  |  |  |  |
| Line NO: | Item No. |  |  |  | Description | Promised Date | Quantity <br> / UOM |  | Unit Price | Extended | Tax |

loss, costs and damages incurred by the Agency as a result of or arising from event of default.

Public Procurement Agency may, at its sole discretion, and at any time, terminate the Agreement without cause upon giving thirty (30) days prior written notice of termination to Supplier. In such event, Supplier shall be entitled to receive payment for the goods it has delivered to the Agency and for which acceptance has been provided, and for services it has satisfactorily performed up to the date of termination. Payments to Supplier of the foregoing amounts shall constitute full and final satisfaction of the Agency's obligations to Supplier under the Agreement.

In the event the Agreement is terminated by Public Procurement Agency pursuant to this Section, Supplier shall not be reimbursed for any profits that may have been anticipated but not earned up to the termination date, and Supplier shall not have any claim or entitlement to any additional compensation or damages arising from such termination.

In the event the Supplier fails to enter into agreement or terminates the contract, for any reason, Public Procurement Agency reserves the right to contract with the next preferred Proponent that meets the terms and conditions set out in the original RFP.

Customer Support
The Successful supplier shall provide effective customer support to participants including, but not limited to:

- A responsive account executive (or a team of personnel lead by an account executive) assigned to the Client to support their needs by providing day-to-day and ongoing administrative support;
- The Successful supplier's team must be responsive to the needs of the participants (i.e. next Business Day response), provide requested information and documentation in a timely manner and issue resolution;
- Ensuring minimal disruption to participants;
- Easy access to the Supplier (i.e. by toll free telephone number, email, voicemail, and fax);
- Day-to-day support (e.g. process issues, technical, and administrative);
- Establishing an ongoing communications program with participants (e.g. new Products and initiatives, substitution Products, discontinued Products);
- Providing reports to participating public bodies, as required.

Product Warranty
The successful supplier shall warrant all its Products from the date of receipt against, but not limited to the following conditions:

| Newfoundland Labrador |  | Government of Newfoundland and Labrador <br> Public Procurement Agency 30 Strawberry Marsh Rd. St. John's NL A1B 4R4 |  |  | Purchase Order No. <br> 219020314 |  | Revision No. <br> 0 | $\frac{\text { Page No. }}{5}$ |
| :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: |
|  |  |  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |  |
| Line NO: | Item No. |  |  |  | Description | Promised Date | Quan / UO |  | Unit Price | Extended | Tax |

- Faulty material; and
- Manufacturing defects.

Where a manufacturer's warranty applies to the Products, the successful supplier shall be responsible for arranging Product exchanges and repairs. All shipping costs related to approved warranty exchanges and repairs shall be at no cost to the participants.

Returns
In the event of a defective product, any participating organization reserves the right to return it to the supplier. All delivery and return costs will be the responsibility of the supplier. Claims for either shortages or damaged merchandise will be submitted to the vendor within thirty days of invoice. Incorrect items supplied will be returned to supplier at NO cost of the department and NO restocking charges shall be considered. All cost for restocking and transportation shall be the responsibility of the supplier.

Back Order
Back orders should be confirmed at the time of the order confirmation with an estimated delivery date, Participants will have an option to cancel or keep the back orders.

The successful supplier should consider the peak ordering periods, and ensure sufficient inventory to minimize back orders.

Substitutions
During the term of a contract, no product shall be substituted for another without agreement from the Public Procurement Agency. Upon agreement by all parties, items may be substituted by similar products of equal size and cost and quality. All requests to substitute shall be accompanied by full specification, literature or catalogues.

Discontinued Products
The Supplier shall not arbitrarily discontinue Products. When discontinuing Products, the Supplier shall provide the manufacturer's supporting letter to the Public Procurement Agency prior to discontinuation.

Product Samples
During the Term of the Agreement, participants may request Product samples for testing and evaluation to ensure Products meet their requirements and are suitable for their purpose. Product samples may also be required when evaluating new Products, substitutions or alternatives. These Product samples shall be provided to participants at no cost. At the end of the evaluation, participants are under no obligation to purchase these samples, and may return them to the proponent at no cost.

Reporting
The successful supplier SHALL provide quarterly usage reports
regarding the individual product usage for all the items listed on this RFP, in a format and time frame determined by the Public Procurement Agency (i.e. items procured by entities, product usage, delivery, order-fill rates, and backorders). The successful Proponent

| Newfoundland Labrador |  | Government of Newfoundland and Labrador <br> Public Procurement Agency 30 Strawberry Marsh Rd. St. John's NL A1B 4R4 |  |  | Purchase Order No. |  | Revision No. | Page No. |
| :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: |
|  |  | 219020314 | 0 |  |
|  |  |  |  |  |  |  |
| Line NO: | Item No. |  |  |  | Description | Promised Date | Quan / UO |  | Unit Price | Extended | Tax |

may be requested to provide usage reports on related items not listed on this document for future reference.

Quantity
The quantities listed herein are projected usages for the contract period and are estimates made in good faith and are not a guarantee of the quantities that may be ordered. The contract shall be limited to the actual quantities ordered and delivered during the contract period. The successful supplier shall maintain adequate stock to cover requirements when requested. The suppliers shall provide only the quantity of an item ordered by the end user, regardless of the manufacturer/supplier's standard packaging. The estimated quantities on Appendix C, reflect undetermined estimates required during the period of the contract.

Notice of Non-Compliance
If for any reason supplier does not comply, or anticipates that it will be unable to comply, with a provision in this Schedule in any respect, supplier must promptly notify the Agency of the particulars of the non-compliance or anticipated non-compliance and what steps it proposes to take to address, or prevent recurrence of, the noncompliance or anticipated non-compliance.

PRICING ADJUSTMENT MECHANISM:
Prices quoted shall remain unchanged for the first two (2) years of the contract.
If the renewal option is exercised, Public Procurement Agency will accept, for consideration, a written submission of a price increase beyond the vendor's control due to an increase affecting the proposed rates.

Supporting documentation shall be provided by the vendor justifying the request for a price increase.
The increase shall not exceed that of the Consumer Price Index (CPI) All-Items.
Price adjustment requests shall be submitted 30 days prior to date of renewal.
The following table shall be used for the completion of the annual pricing adjustment:
Consumer Price Index, by province (monthly) (Newfoundland and Labrador)
https://www150.statcan.gc.ca/t1/tbl1/en/tv.action?pid=1810000413\&pickM embers $\% 5 B 0 \% 5 D=1.3$

Index Base Period:
Year 1 Renewal: CPI Period June 2020 - June 2021 for contract year 3 from September 1, 2021 - August 30, 2022.

For Example:
(Year 1) The CPI All-Items from June 2020 - June 2021 in Newfoundland has risen by 2.5\%.

Line Item \# 1
Contract Price: \$10.00
Percent Change: 2.5\%
Increase Amount: $\$ 0.25$ rounded to 2 decimal points
New Price: \$10.25

| Newfoundland Labrador |  | Government of Newfoundland and Labrador <br> Public Procurement Agency <br> 30 Strawberry Marsh Rd. <br> St. John's NL <br> A1B 4R4 |  |  | Purchase Order No. <br> 219020314 |  | Revision No. <br> 0 | $\frac{\text { Page No. }}{7}$ |
| :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: |
|  |  |  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |  |
| Line NO: | Item No. |  |  |  | Description | Promised Date | Quan / UO |  | Unit Price | Extended | Tax |

Purchasing Card (P-Card)
Any Public Body reserves the right to utilize a procurement card (PCard) in lieu of a purchase order for all or select acquisitions. Vendors shall not refuse nor charge additional premiums or fees when procurements cards are tendered for payment.

Invoicing
Each participating Public Body will be responsible for issuing its own contract/purchase orders(s) and is to be invoiced accordingly. Contact names and numbers will be provided to the successful Proponent. Any agreement issued pursuant to this invitation to tender shall be issued in the name of the vendor exactly as that Proponent's personal or corporate name is stated in the tender document. Under no circumstances will an agreement be issued to an individual or corporation other than that named in the tender document. Payment shall only be issued in the name of the vendor as stated in the tender document.

Invoices shall be submitted directly to each participating organization who obtain the goods. It is to be understood that payment of invoices will be the responsibility of the ordering Public Body and further understood that the successful supplier(s) will hold the Public Procurement Agency harmless respecting any loss, damage and non-payment resulting from or relating to any order placed with the supplier against any contract resulting from this Invitation to Tender.

The successful supplier shall ensure that the company name, address and contact details (phone number, fax number) provided on the tender response shall also be used on all invoicing presented for payment. (ie: The company name and address on monthly invoices submitted for payment shall be the same as the company name and address submitted on tender bid). Payment terms will be net 30 days following completion of any services and receipt of invoice.

## GOVERNMENT DEPARTMENTS ONLY

The Government of Newfoundland and Labrador (GNL) has expanded its financial management system and streamlining the accounts payable process. Invoices and credit memos that were traditionally sent to individual departments will be emailed or mailed to one central government location, the Department of Finance, Corporate Financial Services Division (CFS).

For orders placed by PCard, all invoices/receipts are to be forwarded to the cardholder.

To receive payment on a timely basis for orders placed by Purchase Order, please mail or email invoices to: Department of Finance Corporate Financial Services Division 657 Topsail Road, St. John's, NL A1E 2E3 Email: gnlinvoices@gov.nl.ca

| Newfoundland Labrador |  | Government of Newfoundland and Labrador <br> Public Procurement Agency 30 Strawberry Marsh Rd. St. John's NL A1B 4R4 |  |  | Purchase Order No. <br> 219020314 |  | Revision No. | Page No. |
| :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: |
|  |  | 0 | 8 |  |  |
|  |  |  |  |  |  |
| Line NO: | Item No. |  |  |  | Description | Promised Date | Quan / UO |  | Unit Price | Extended | Tax |

```
ALL GOVERNMENT DEPARTMENTS
The following Public Bodies:
College of the North Atlantic
Conseil Scolaire Francophone Provincial de Terre-Neuve
Newfoundland and Labrador English School District
Burin Peninsula Regional Service Board
Legal Aid NL
Newfoundland and Labrador Centre for Health Information
Newfoundland and Labrador Liquor Corporation
NL Housing Corp
NL Sports Center Inc.
Pippy Park Commission
Vera Perlin Society
Workplace NL
MUNICIPALITIES
```

Birchy Bay
Bonavista
Botwood
Brighton
Clarenville
Conception Bay South
Deer Lake
Gambo
Glovertown
Grand Falls-Windsor
Harbour Grace
Mout Pearl
Old Perlican
Paradise
Placentia
Point Leamington
Portugal Cove - St. Phillips
Roddickton-Bide Arm
Spaniard's Bay
St. George's
St. John's
St. Lawrence
Torbay
Victoria
***End of Document***

| MSOA - 219020314 <br> OFFICE SUPPLIES <br> Pricing Schedule |  |  | DICKS AND COMPANY LIMITED 709-579-5111 orders@dacnl.com www.dacnl.com |  |  |
| :---: | :---: | :---: | :---: | :---: | :---: |
| Line \# | Category | Description | UOM | Price | Product Code |
| 1 | Arts \& Crafts Supplies | Crayola Watercolour Paint Set, 8 Colours SKU: 53-0526 <br> No Substitute | SET | \$2.55 | 91280-00 |
| 2 | Arts \& Crafts Supplies | Crayola ${ }^{\text {® }}$ Crayons, 8 Pack SKU: 52-0008 <br> No Substitute | PACKAGE | \$0.33 | 53021-00 |
| 3 | Arts \& Crafts Supplies | Crayola ${ }^{\bullet}$ Modelling Clay, 4-4 oz Sticks, total weight 453 g White, Orange, Brown \& Black Colours SKU: 57-0323, No Substitute | PACKAGE | \$2.00 | 91281-00 |
| 4 | Arts \& Crafts Supplies | Crayola Dual-sided Dry Erase Board <br> Must contain 1 dry erase dual-sided board, 8 washable dry erase bright crayons, $\mathrm{E}-\mathrm{Z}$ erase mitt and bulit in crayon sharpener <br> SKU: 98-8647, No Substitute | EACH | \$5.45 | 80518-00 |
| 5 | Arts \& Crafts Supplies | Crayola ${ }^{\circledR}$ Construction Paper, 120 Count, 10 different Colours SKU: 61-2005 <br> No Substitute | PAD | \$2.50 | 95917-00 |
| 6 | Binders, Covers, Folders, Indexes | Binders, 3-ring, Letter Size, 1", Black Should be PVC Free | EACH | \$0.99 | 35115-01 |
| 7 | Binders, Covers, Folders, Indexes | Binders, 3-ring, Letter Size, 1", Blue Should be PVC Free | EACH | \$0.99 | 35115-02 |
| 8 | Binders, Covers, Folders, Indexes | Binders, 3-ring, Letter Size, 1", Green Should be PVC Free | EACH | \$0.99 | 35115-04 |
| 9 | Binders, Covers, Folders, Indexes | Binders, 3-ring, Letter Size, 1", Red Should be PVC Free | EACH | \$0.99 | 35115-03 |
| 10 | Binders, Covers, Folders, Indexes | Binders, 3-ring, Letter Size, 1.5", Black Should be PVC Free | EACH | \$1.09 | 83520-01 |
| 11 | Binders, Covers, Folders, Indexes | Binders, 3-ring, Letter Size, 1.5", Blue Should be PVC Free | EACH | \$1.09 | 83520-02 |
| 12 | Binders, Covers, Folders, Indexes | Binders, 3-ring, Letter Size, 1.5", Green Should be PVC Free | EACH | \$1.09 | 83520-04 |
| 13 | Binders, Covers, Folders, Indexes | Binders, 3-ring, Letter Size, 1.5", Red Should be PVC Free | EACH | \$1.09 | 83520-03 |
| 14 | Binders, Covers, Folders, Indexes | Binders, 3-ring, Letter Size, 2", Black Should be PVC Free | EACH | \$2.90 | 83521-01 |
| 15 | Binders, Covers, Folders, Indexes | Binders, 3-ring, Letter Size, 2", Blue Should be PVC Free | EACH | \$2.90 | 83521-02 |
| 16 | Binders, Covers, Folders, Indexes | Binders, 3-ring, Letter Size, 2", Green Should be PVC Free | EACH | \$2.90 | 83521-04 |
| 17 | Binders, Covers, Folders, Indexes | Binders, 3-ring, Letter Size, 2", Red Should be PVC Free | EACH | \$2.90 | 83521-03 |
| 18 | Binders, Covers, Folders, Indexes | Binders, 3-ring, Letter Size, 3", Black Should be PVC Free | EACH | \$3.25 | 83522-01 |
| 19 | Binders, Covers, Folders, Indexes | Binders, 3-ring, Letter Size, 3", Blue Should be PVC Free | EACH | \$3.25 | 83522-02 |


| Line \# | Category | Description | UOM | Price | Product Code |
| :---: | :---: | :---: | :---: | :---: | :---: |
| 20 | Binders, Covers, Folders, Indexes | Binders, 3-ring, Letter Size, 3", Green PVC Free | EACH | \$3.25 | 83522-04 |
| 21 | Binders, Covers, Folders, Indexes | Binders, 3-ring, Letter Size, $3^{3}$,Red Should be PVC Free | EACH | \$3.25 | 83522-03 |
| 22 | Binders, Covers, Folders, Indexes | Binders, White Presentation, customized so that the spine and front cover fits with one insert sheet, 5/8" | EACH | \$2.99 | 35540-18 |
| 23 | Binders, Covers, Folders, Indexes | Binders, White Presentation, customized so that the spine and front cover fits with one insert sheet, 1" | EACH | \$3.10 | 35541-18 |
| 24 | Binders, Covers, Folders, Indexes | Binders, White Presentation, customized so that the spine and front cover fits with one insert sheet, 1.5" | EACH | \$3.89 | 35542-18 |
| 25 | Binders, Covers, Folders, Indexes | Binders, White Presentation, customized so that the spine and front cover fits with one insert sheet, 2" | EACH | \$4.75 | 35543-18 |
| 26 | Binders, Covers, Folders, Indexes | Binders, White Presentation, customized so that the spine and front cover fits with one insert sheet, 3" | EACH | \$6.10 | 35544-18 |
| 27 | Binders, Covers, Folders, Indexes | Binders, White Presentation, customized so that the spine and front cover fits with one insert sheet, 4" | EACH | \$9.50 | 35525-18 |
| 28 | Binders, Covers, Folders, Indexes | Pendaflex 2-Divider Recycled Classification Folders with Fasteners, Legal Size, Box/10 $29076 \mathrm{R}^{\text {( }}$ | BOX | \$32.00 | 24093-00 |
| 29 | Binders, Covers, Folders, Indexes | File Folders, Legal Size, Reversible, Black, Box/100 Should contain at least $10 \%$ post-consumer material | BOX | \$16.85 | 24007-01 |
| 30 | Binders, Covers, Folders, Indexes | File Folders, Legal Size, Reversible, Blue, Box/100 Should contain at least $10 \%$ post-consumer material | BOX | \$16.85 | 24007-02 |
| 31 | Binders, Covers, Folders, Indexes | File Folders, Legal Size, Reversible, Burgundy, Box/100 Should contain at least $10 \%$ post-consumer material | BOX | \$16.85 | 24007-31 |
| 32 | Binders, Covers, Folders, Indexes | File Folders, Legal Size, Reversible, Green, Box/100 Should contain at least $10 \%$ post-consumer material | BOX | \$16.85 | 24007-04 |
| 33 | Binders, Covers, Folders, Indexes | File Folders, Legal Size, Reversible, Navy, Box/100 Should contain at least $10 \%$ post-consumer material | BOX | \$16.85 | 24007-22 |
| 34 | Binders, Covers, Folders, Indexes | File Folders, Legal Size, Reversible, Orange, Box/100 Should contain at least $10 \%$ post-consumer material | BOX | \$16.85 | 24007-27 |
| 35 | Binders, Covers, Folders, Indexes | File Folders, Legal Size, Reversible, Pink, Box/100 Should contain at least $10 \%$ post-consumer material | BOX | \$16.85 | 24007-06 |
| 36 | Binders, Covers, Folders, Indexes | File Folders, Legal Size, Reversible, Red, Box/100 Should contain at least $10 \%$ post-consumer material | BOX | \$16.85 | 24007-03 |
| 37 | Binders, Covers, Folders, Indexes | File Folders, Legal Size, Reversible, Semi-bleached Kraft, Box/100 Should contain at least 10\% post-consumer material | BOX | \$9.25 | 24084-08 |
| 38 | Binders, Covers, Folders, Indexes | File Folders, Legal Size, Reversible, Teal, Box/100 Should contain at least $10 \%$ post-consumer material | BOX | \$16.85 | 24007-12 |
| 39 | Binders, Covers, Folders, Indexes | File Folders, Legal Size, Reversible, Violet, Box/100 Should contain at least $10 \%$ post-consumer material | BOX | \$16.85 | 24007-25 |
| 40 | Binders, Covers, Folders, Indexes | File Folders, Legal Size, Reversible, Yellow, Box/100 Should contain at least $10 \%$ post-consumer material | BOX | \$16.85 | 24007-07 |


| Line \# | Category | Description | UOM | Price | Product Code |
| :---: | :---: | :---: | :---: | :---: | :---: |
| 41 | Binders, Covers, Folders, Indexes | File Folders, Letter Size, Reversible, Blue, Box/100 Should contain at least $10 \%$ post-consumer material | BOX | \$14.54 | 24009-02 |
| 42 | Binders, Covers, Folders, Indexes | File Folders, Letter Size, Reversible, Red, Box/100 Should contain at least $10 \%$ post-consumer material | BOX | \$14.54 | 24009-03 |
| 43 | Binders, Covers, Folders, Indexes | File Folders, Letter Size, Reversible, semi-bleached kraft, Box/100 Should contain at least 10\% post-consumer material | BOX | \$7.00 | 24079-08 |
| 44 | Binders, Covers, Folders, Indexes | File Folders, Letter Size, Reversible, Teal, Box/100 Should contain at least $10 \%$ post-consumer material | BOX | \$14.54 | 24009-12 |
| 45 | Binders, Covers, Folders, Indexes | File Folders, Letter Size, Reversible, Yellow, Box/100 Should contain at least $10 \%$ post-consumer material | BOX | \$14.54 | 24009-07 |
| 46 | Binders, Covers, Folders, Indexes | File Pocket, Legal Size, Expanding with Open Top, A-Z Should contain at least $30 \%$ post-consumer material | EACH | \$9.60 | 22004-00 |
| 47 | Binders, Covers, Folders, Indexes | File Pocket, Letter Size, Expanding with Open Top, A-Z Should contain at least $30 \%$ post-consumer material | EACH | \$6.96 | 22003-00 |
| 48 | Binders, Covers, Folders, Indexes | File Pocket, Legal Size, Expanding with Cover and Elastic Cord, 4 Gussets, 3 1/2" Expansion, Without Partitions <br> Should contain at least $30 \%$ post-consumer material, Package/5 | PACKAGE | \$5.94 | 22197-00 |
| 49 | Binders, Covers, Folders, Indexes | File Pocket, Legal Size, Expanding with Cover and Elastic Cord, 4 Gussets, 5 1/4" Expansion, Without Partitions <br> Should contain at least 30\% post-consumer material, Package/5 | PACKAGE | \$8.50 | 22198-00 |
| 50 | Binders, Covers, Folders, Indexes | File Pocket, Letter Size, Expanding with Cover and Elastic Cord, 4 Gussets, 3 1/2" Expansion, Without Partitions <br> Should contain at least 30\% post-consumer material, Package/5 | PACKAGE | \$5.49 | 22195-00 |
| 51 | Binders, Covers, Folders, Indexes | File Pockets, Legal Size, 3 1/2" Expansion Should contains at least $30 \%$ post-consumer material | EACH | \$0.75 | 22033-00 |
| 52 | Binders, Covers, Folders, Indexes | File Pockets, Legal Size, 5 1/4" Expansion Should contain at least $30 \%$ post-consumer material | EACH | \$0.85 | 22036-00 |
| 53 | Binders, Covers, Folders, Indexes | File Pockets, Letter 3 1/2" Expansion Should contain at least $30 \%$ post-consumer material | EACH | \$0.67 | 22024-00 |
| 54 | Binders, Covers, Folders, Indexes | File Pockets, Letter 5 1/4" Expansion Should contain at least $30 \%$ post-consumer material | EACH | \$0.85 | 22027-00 |
| 55 | Binders, Covers, Folders, Indexes | Hanging File Folder Tabs, 2" Clear, Package/25 | PACKAGE | \$3.25 | 24064-30 |
| 56 | Binders, Covers, Folders, Indexes | Hanging File Folder Tabs, 3 1/2" Clear, Package/25 | PACKAGE | \$3.75 | 24065-30 |
| 57 | Binders, Covers, Folders, Indexes | Hanging Folder, Legal Size, Blue, Box/25 <br> Should contain at least $10 \%$ post-consumer material | BOX | \$12.75 | 24108-02 |
| 58 | Binders, Covers, Folders, Indexes | Hanging Folder, Legal Size, Green, Box/25 Should contain at least $10 \%$ post-consumer material | BOX | \$5.67 | 24108-04 |
| 59 | Binders, Covers, Folders, Indexes | Hanging Folder, Legal Size, Red, Box/25 <br> Should contain at least $10 \%$ post-consumer material | BOX | \$12.75 | 24108-03 |
| 60 | Binders, Covers, Folders, Indexes | Hanging Folder, Legal Size, Teal, Box/25 <br> Should contain at least $10 \%$ post-consumer material | BOX | \$12.75 | 91762-00 |
| 61 | Binders, Covers, Folders, Indexes | Hanging Folder, Legal Size, Yellow, Box/25 <br> Should contain at least $10 \%$ post-consumer material | BOX | \$12.75 | 24108-07 |


| Line \# | Category | Description | UOM | Price | Product Code |
| :---: | :---: | :---: | :---: | :---: | :---: |
| 62 | Binders, Covers, Folders, Indexes | Hanging Folder, Letter Size, Green, Box/25 <br> Should contain at least $10 \%$ post-consumer material | BOX | \$4.64 | 24105-04 |
| 63 | Organizers and Accessories | Pendaflex ${ }^{\circledR}$ Fastener Folder with 1 Fastener Position, 2 Prong, Legal Size, Ivory, Box/10 No Substitute | BOX | \$9.00 | 91759-00 |
| 64 | Organizers and Accessories | Pendaflex ${ }^{\circledR}$ Hanging Pockets, Legal, 3-1/2" Cap, Std Green, Package/4 No Substitute | PACKAGE | \$14.50 | 24109-04 |
| 65 | Binders, Covers, Folders, Indexes | Insertable Tab Index, Inserts are included, Letter Size, 3 Hole Punched, 5 Tabs, Assorted Colors | SET | \$0.25 | 39012-00 |
| 66 | Binders, Covers, Folders, Indexes | Insertable Tab Index, Inserts are included, Letter Size, 3 Hole Punched, 5 Tabs, Clear | SET | \$0.45 | 39013-00 |
| 67 | Binders, Covers, Folders, Indexes | Insertable Tab Index, Inserts are included,Letter Size, 3 Hole Punched, 8 Tabs, Assorted Colors | SET | \$0.45 | 39014-00 |
| 68 | Binders, Covers, Folders, Indexes | Insertable Tab Index, Inserts are included, Letter Size 3 Hole Punched, 8 Tabs, Clear | SET | \$0.50 | 39015-00 |
| 69 | Binders, Covers, Folders, Indexes | Insertable Tab Index, Letter Size, Lettered A-Z, Buff, Mylar Tab, 3 Hole Punched | SET | \$2.28 | 39036-00 |
| 70 | Binders, Covers, Folders, Indexes | Insertable Tab Index, Letter Size, Lettered A-Z White, Mylar Tab, 3 Hole Punched | SET | \$2.84 | 91758-00 |
| 71 | Binders, Covers, Folders, Indexes | Insertable Tab Index, Letter Size, Numbered 1-10, Buff, Mylar Tab,3 Hole Punched | SET | \$0.99 | 39110-00 |
| 72 | Binders, Covers, Folders, Indexes | Insertable Tab Index, Letter Size, Numbered 1-10, White, Mylar Tab, 3 Hole Punched | SET | \$1.07 | 39111-00 |
| 73 | Binders, Covers, Folders, Indexes | Insertable Tab Index, Letter Size, Numbered 1-100, White, Mylar Tab, 3 Hole Punched | SET | \$10.86 | 39108-00 |
| 74 | Binders, Covers, Folders, Indexes | Insertable Tab Index, Letter Size, Numbered 1-31, Buff, Mylar Tab, 3 Hole Punched | SET | \$2.87 | 39038-00 |
| 75 | Binders, Covers, Folders, Indexes | Insertable Tab Index, Letter Size, Numbered 1-31, White, Mylar Tab, 3 Hole Punched | SET | \$4.06 | 91757-00 |
| 76 | Binders, Covers, Folders, Indexes | Insertable Tab Index, Letter Size, Numbered 1-50, White, Mylar Tab, 3 Hole Punched | SET | \$5.45 | 39107-00 |
| 77 | Binders, Covers, Folders, Indexes | Printable (Inkjet or Laser Printer) Index Maker Dividers, <br> White tabs, 5 tabs, Clear Labels,Letter Size, 3 Hole Punched, Package/5 Sets Avery 11436 or equivalent | PACKAGE | \$13.20 | 39128-00 |
| 78 | Binders, Covers, Folders, Indexes | Printable (Inkjet or Laser Printer) Index Maker Dividers, White tabs, 8 tabs, Clear Labels, Letter Size, 3 Hole Punched, Package/5 Sets Avery 11437 or equivalent | PACKAGE | \$15.18 | 39127-00 |
| 79 | Binders, Covers, Folders, Indexes | Avery ${ }^{\oplus}$ Write-on Big Tab Dividers, White, Set/5 tabs SKU:AVE23075 <br> No Substitute | SET | \$1.25 | 83914-00 |
| 80 | Binders, Covers, Folders, Indexes | Avery ${ }^{*}$ Ready Index Numbered (1-10) Divider Tabs, Multi Colour, Letter Size, 10 tabs/Set SKU: AVE11135 <br> No Substitute | SET | \$4.25 | 39136-00 |
| 81 | Binders, Covers, Folders, Indexes | Report Covers, Letter Size, Duo-Tang, Black, Package/25 Item has 3 prongs/fasteners to hold contents securely Should contains at least $10 \%$ post-consumer material | PACKAGE | \$6.39 | 37980-01 |
| 82 | Binders, Covers, Folders, Indexes | Report Covers, Letter Size, Duo-Tang, Dark Blue, Package/25 Item has 3 prongs/fasteners to hold contents securely Should contains at least $10 \%$ post-consumer material | PACKAGE | \$6.39 | 37980-22 |


| Line \# | Category | Description | UOM | Price | Product Code |
| :---: | :---: | :---: | :---: | :---: | :---: |
| 83 | Binders, Covers, Folders, Indexes | Report Covers, Letter Size, Duo-Tang, Green, Package/25 Item has 3 prongs/fasteners to hold contents securely Should contains at least $10 \%$ post-consumer material | PACKAGE | \$6.39 | 37980-04 |
| 84 | Binders, Covers, Folders, Indexes | Report Covers, Letter Size, Duo-Tang, Grey, Package/25 Item has 3 prongs/fasteners to hold contents securely Should contains at least $10 \%$ post-consumer material | PACKAGE | \$6.39 | 37980-05 |
| 85 | Binders, Covers, Folders, Indexes | Report Covers, Letter Size, Duo-Tang, Light Blue, Package/25 Item has 3 prongs/fasteners to hold contents securely Should contains at least $10 \%$ post-consumer material | PACKAGE | \$6.39 | 37980-12 |
| 86 | Binders, Covers, Folders, Indexes | Report Covers, Letter Size, Duo-Tang, Orange, Package/25 Item has 3 prongs/fasteners to hold contents securely Should contains at least $10 \%$ post-consumer material | PACKAGE | \$6.39 | 91756-00 |
| 87 | Binders, Covers, Folders, Indexes | Report Covers, Letter Size, Duo-Tang, Red, Package/25 Item has 3 prongs/fasteners to hold contents securely Should contains at least $10 \%$ post-consumer material | PACKAGE | \$6.39 | 37980-03 |
| 88 | Binders, Covers, Folders, Indexes | Report Covers, Letter Size, Duo-Tang, Yellow, Package/25 Item has 3 prongs/fasteners to hold contents securely Should contains at least $10 \%$ post-consumer material | EACH | \$6.39 | 37980-07 |
| 89 | Binders, Covers, Folders, Indexes | Report Covers, Panel and Boarder Front, Package/25 Fasterners Hold up to $1 / 2$ " of 3-hold punched sheets | PACKAGE | \$11.50 | 37018-00 |
| 90 | Binders, Covers, Folders, Indexes | Report Covers, Pressboard, 11" x 8.5", Black, ACC25971 or equivalent | EACH | \$2.50 | 37004-01 |
| 91 | Binders, Covers, Folders, Indexes | Report Covers, Pressboard, 11" x 8.5", Light Blue, ACC25972 or equivalent | EACH | \$2.50 | 37004-02 |
| 92 | Binders, Covers, Folders, Indexes | Report Covers, Slide, Letter, Black, EXP93020 or equivalent | EACH | \$2.50 | 37076-01 |
| 93 | Binders, Covers, Folders, Indexes | Report Covers, Slide, Letter, Royal Blue, EXP93021 or equivalent | EACH | \$2.50 | 37076-22 |
| 94 | Binders, Covers, Folders, Indexes | Sheet Protectors, $81 / 2 \times 11$ ", Top loading, 3 hole punch, Package/50 | PACKAGE | \$8.50 | 40997-00 |
| 95 | Cutting Tools | Knife, Utility, Heavy Duty, with ratchet wheel blade-locking mechanism | EACH | \$4.39 | 13551-00 |
| 96 | Cutting Tools | Knife, Small Snap, fully retractable blade | EACH | \$1.59 | 13545-00 |
| 97 | Cutting Tools | Scissors, Approximately 8" Straight, one sharp pointed blade and one bevelled edge blade | EACH | \$1.60 | 13965-00 |
| 98 | Cutting Tools | Scissors, Kindergarten: <br> Approximately 5 1/4" blunt, Right or Left Handed | EACH | \$1.00 | L0912-00 |
| 99 | Desk Supplies | Desk Pad, 19" $\times 24$ ", Padded corners, non flexible | EACH | \$3.00 | 13023-01 |
| 100 | Desk Supplies | Desk Protector, Clear, 19" $\times 24$ " | EACH | \$1.90 | 13013-00 |
| 101 | Desk Supplies | Staedtler ${ }^{\circledR}$ Eraser, Paper, Tracing cloth or Drafting Film, white flexible vinyl, <br> SKU: 52650 . <br> No Substitute | EACH | \$0.69 | 19042-00 |
| 102 | Desk Supplies | Eraser, Pencil \& Ink | EACH | \$0.19 | 19110-00 |
| 103 | Desk Supplies | Letter Opener, Metal, Approximatley 9" long | EACH | \$1.58 | 13068-00 |


| Line \# | Category | Description | UOM | Price | Product Code |
| :---: | :---: | :---: | :---: | :---: | :---: |
| 104 | Desk Supplies | Paper Mate ${ }^{\circledR}$ Liquid Paper Correction Fluid, 22 ml , SKU: PAP56432 <br> No Substitute | EACH | \$0.45 | 19019-00 |
| 105 | Desk Supplies | Paper Mate ${ }^{\circledR}$ Dryline, Disposal, SKU: PAP06604 <br> No Substitute | EACH | \$1.00 | 19010-00 |
| 106 | Desk Supplies | Correction Tape, White, Package/6 | PACKAGE | \$5.00 | 91755-00 |
| 107 | Desk Supplies | Staedtler ${ }^{*}$ Pencil Sharpener, Single Hole Tub <br> - Sharpener for standard-sized black lead pencils up to $8.2 \mathrm{~mm} \varnothing$ with a sharpening angle of $23^{\circ}$ for clear and accurate lines <br> - Hinged cover prevents the shavings from spilling, Lid with safety lock to avoid accidental opening SKU: 511001 A6, No Substitute | EACH | \$2.00 | 63009-00 |
| 108 | Desk Supplies | Pencil Sharpener, X-Acto by Boston Model KS Manual Crank Pencil Sharpener, Wall or Desk Mount Compatible, Mounting Screws Included. <br> SKU: \#01031, No Substitute | EACH | \$15.00 | 63002-00 |
| 109 | Desk Supplies | Plastic Bottle Moistener with sponge tip | EACH | \$2.20 | 47005-00 |
| 110 | Desk Supplies | Rubber Finger Pads, Large, Package/12 | PACKAGE | \$2.70 | 45077-00 |
| 111 | Desk Supplies | Rubber Finger Pads, Medium, Package/12 | PACKAGE | \$2.70 | 45076-00 |
| 112 | Desk Supplies | Rubber Finger Pads, Small, Package/12 | PACKAGE | \$2.70 | 45075-00 |
| 113 | Desk Supplies | Ruler - 12" Plastic, Clear Acrylic, Inch and Centimeter markings | EACH | \$0.40 | 13263-00 |
| 114 | Desk Supplies | Ruler - 12" Steel with Inch and Centimeter markings | EACH | \$2.95 | 13101-00 |
| 115 | Desk Supplies | Ruler - 12" Wooden, Inch scale on bevelled side, metric on reverse, single bevel, metal edge | EACH | \$2.29 | 13094-00 |
| 116 | Desk Supplies | Ruler - 18" Steel with Inch and Centimeter markings | EACH | \$5.50 | 13103-00 |
| 117 | Desk Supplies | Staple Remover, Curved Stick Style Handle | EACH | \$1.50 | 69111-00 |
| 118 | Desk Supplies | Staple Remover, Pinch Style | EACH | \$0.89 | 69044-00 |
| 119 | Desk Supplies | Swingline ${ }^{\circledR} 390$ Stapler, Heavy Duty, (staples up 160 sheets) <br> No Substitute | EACH | \$34.06 | 69124-00 |
| 120 | Desk Supplies | Swingline © Staples, Heavy Duty, 3/8", (25-60 sheets), SKU: 35318, Box/1000 <br> No Substitute | BOX | \$5.50 | 69069-00 |
| 121 | Desk Supplies | Staples, Heavy Duty, 1/2", (40-90 sheets), <br> Swingline SKU: 35312, Box/1000 <br> No Substitute | BOX | \$6.50 | 69068-00 |
| 122 | Desk Supplies | Swingline © Staples, Heavy Duty, 3/4", (90-160 sheets), SKU: 35319, Box/1000 <br> No Substitute | BOX | \$8.90 | 69165-00 |
| 123 | Desk Supplies | Swingline ${ }^{\circledR}$ Stapler, 747, Black No Substitute | EACH | \$17.50 | 69147-01 |


| Line \# | Category | Description | UOM | Price | Product Code |
| :---: | :---: | :---: | :---: | :---: | :---: |
| 124 | Desk Supplies | Swingline © SF1 Standard Staples, 1/4", Box/5000 No Substitute | BOX | \$0.86 | 69086-00 |
| 125 | Desk Supplies | Swingline © SF4 Premium Staples, 1/4", Box/3750 No Substitute | BOX | \$4.25 | 69010-00 |
| 126 | Desk Supplies | Trodat 7011 Premium Ink, Black, 28 ml size No Substitute | EACH | \$3.25 | 67810-01 |
| 127 | Desk Supplies | Trodat 7011 Premium Ink, Blue, 28 ml size No Substitute | EACH | \$3.25 | 67810-02 |
| 128 | Desk Supplies | Trodat 7011 Premium Ink, Red, 28 ml size No Substitute | EACH | \$3.25 | 67810-03 |
| 129 | Desk Supplies | Trodat ${ }^{\text {® }}$ Felt Stamp Pads, Black, Approx. Size \#1, 2 3/4" $\times 45 / 16^{\prime \prime}$ No Substitute | EACH | \$1.75 | 67078-01 |
| 130 | Desk Supplies | Trodat ${ }^{\circledR}$ Felt Stamp Pads, Blue, Approx. Size \#1, 2 3/4" $\times 4$ 5/16" No Substitute | EACH | \$1.75 | 67078-02 |
| 131 | Desk Supplies | Trodat ${ }^{\text {® }}$ Felt Stamp Pads, Red, Approx. Size \#1, 2 3/4" $\times 4$ 5/16" No Substitute | EACH | \$1.75 | 67078-03 |
| 132 | Desk Trays | Korr ${ }^{\circledR}$ Desk Tray, Legal, Self Stacking, Side Loading, SKU: 27502 <br> No Substitute | EACH | \$7.00 | 91761-00 |
| 133 | Desk Trays | Korr ${ }^{\circledR}$ Desk Tray, Letter, Self Stacking, Side Loading, SKU: 18002 <br> No Substitute | EACH | \$5.00 | 91760-00 |
| 134 | Desk Trays | Desktopper ${ }^{\text {® File, Legal, Black, }}$ SKU: FEL00544 No Substitute | EACH | \$17.00 | 13481-01 |
| 135 | Fastening Supplies | Elastic Bands, No. 14, 1/4 lb. 2"L x 1/16"W | BOX | \$1.50 | 58500-14 |
| 136 | Fastening Supplies | Elastic Bands, No. 18, $1 / 4 \mathrm{lb} .3 \mathrm{l}$ L $\times 1 / 16^{\prime \prime} \mathrm{W}$ | BOX | \$1.50 | 58500-18 |
| 137 | Fastening Supplies | Elastic Bands, No. 19, $1 / 4 \mathrm{lb} .31 / 2^{\prime \prime} \mathrm{L} \mathrm{x} \mathrm{1/16"W}$ | BOX | \$1.50 | 58500-19 |
| 138 | Fastening Supplies | Elastic Bands, No. $24,1 / 4 \mathrm{lb} .6$ "L x 1/16"W | BOX | \$1.25 | 58500-24 |
| 139 | Fastening Supplies | Elastic Bands, No. $33,1 / 4 \mathrm{lb} .31 / 2^{\prime \prime} \mathrm{L} \times 1 / 8 \mathrm{l}$ W | BOX | \$0.75 | 58500-33 |
| 140 | Fastening Supplies | Elastic Bands, No. 333, 1/4 lb., Assorted | BOX | \$0.75 | 58500-53 |
| 141 | Fastening Supplies | Elastic Bands, No. 64, 1/4 lb. 3 1/2"L x 1/4"W | BOX | \$0.75 | 58500-64 |
| 142 | Fastening Supplies | Fasteners, $23 / 4$ " Centre, 2" Capacity, Complete Unit, Box/50 | BOX | \$1.00 | 12991-00 |
| 143 | Fastening Supplies | Fasteners, $23 / 4$ ", 2" Capacity , Base Only, Box/100 | BOX | \$3.00 | 12989-00 |
| 144 | Fastening Supplies | Foldback Clips, 9/16" W <br> Package/12 | PACKAGE | \$0.24 | 12004-00 |


| Line \# | Category | Description | UOM | Price | Product Code |
| :---: | :---: | :---: | :---: | :---: | :---: |
| 145 | Fastening Supplies | Foldback Clips, 3/4" W Package/12 | PACKAGE | \$0.36 | 12000-00 |
| 146 | Fastening Supplies | Foldback Clips, 1 1/4" W Package/12 | PACKAGE | \$1.44 | 12001-00 |
| 147 | Fastening Supplies | Foldback Clips, 1 5/8" W, Package/12 | PACKAGE | \$1.56 | 12002-00 |
| 148 | Fastening Supplies | Foldback Clips, 1" W , Package/12 | PACKAGE | \$0.48 | 12036-00 |
| 149 | Fastening Supplies | Foldback Clips, 2" W, Package/12 | PACKAGE | \$2.28 | 12003-00 |
| 150 | Fastening Supplies | Ideal Clamps, \#1 Approximatedly $21 / 4$ ", Box/12 | Box | \$0.89 | 12020-00 |
| 151 | Fastening Supplies | Ideal Clamps, \#2 Approximately 1 1/2", Box/50 | BOX | \$0.89 | 12019-00 |
| 152 | Fastening Supplies | Magnetic Paperclip Dispenser, clear plastic base, Approximatley $23 / 4 \mathrm{H}$ H, $13 / 4 \mathrm{WW}$ W, removable top | EACH | \$1.75 | 13009-00 |
| 153 | Fastening Supplies | Paper Clips, \#1, Corrugated, ACCO or equivalent, 100 per box, 10 boxes/Package | PACKAGE | \$1.50 | 12016-00 |
| 154 | Fastening Supplies | Paper Clips, \#3, Corrugated, ACCO or equivalent, Box/100 | BOX | \$0.39 | 94202-00 |
| 155 | Fastening Supplies | Paper Clips, \#4, Corrugated, ACCO or equivalent, Box/100 | Box | \$0.42 | 12018-00 |
| 156 | Fastening Supplies | Push Pins, Large heads for firm griping, Assorted Colors, Box/100 | BOX | \$1.00 | 05010-16 |
| 157 | Fastening Supplies | Push Pins, Large heads for firm griping, Clear, Box/100 | Box | \$1.00 | 05010-30 |
| 158 | Fastening Supplies | Thumb Tacks, Approximately 3/8" Box/100 | Box | \$0.65 | L4561-00 |
| 159 | Fastening Supplies | Treasury Tags, $3^{\prime \prime}$, Metal Tip/Ended Package/100 | PACKAGE | \$25.00 | 83110-00 |
| 160 | Glue | Elmer's® Washable School Glue, Non toxix, 120 ml . No Substitute | EACH | \$0.63 | 04019-00 |
| 161 | Glue | Glue Stick, Non-toxic, 20-22 gm | EACH | \$0.39 | 70071-00 |
| 162 | Glue | Glue Stick, Non-toxic, 8-10 gm size acceptable | EACH | \$0.22 | 70070-00 |
| 163 | Label Printer and Accessories | Thermal Label Printer: <br> Printer shall be able to handle labels up to $21 / 8^{\prime \prime}$, <br> Complete with software and cables required for connections, Software shall be windows compatible, <br> No inks, ribbons or toner required. | EACH | \$50.00 | 44302-00 |
| 164 | Label Printer and Accessories | Environmental Handling Fee (EHF) for item \# 163 <br> This fee will be adjusted throughout the term of the contract as Environmental Handling Fees are modified (up or down) by the Electronic Products Recycling Association (EPRA) Newfoundland and Labrador. | EACH | \$3.00 | NA |


| Line \# | Category | Description | UOM | Price | Product Code |
| :---: | :---: | :---: | :---: | :---: | :---: |
| 165 | Label Printer and Accessories | Labels, <br> White Address, 1 1/8" x 3 1/2", <br> Labels shall also be compatible with Seiko SLP 440, Seiko SLP 620 and DYMO 450, as well as item 163, 260 labels per roll <br> Box/2 | BOX | \$15.60 | 31984-00 |
| 166 | Label Printer and Accessories | Brother Ptouch Label Tape, 12mm, Black on White TZE231 <br> No Substitute | EACH | \$8.00 | 41063-01 |
| 167 | Label Printer and Accessories | Brother Ptouch Label Tape, 9 mm , Black on White TZE221 <br> No Substitute | EACH | \$7.90 | 41061-01 |
| 168 | Labels | Avery® Copier Mailing Labels, $213 / 16^{\prime \prime} \times 1$ ", White, Package/3300, SKU: AVE45004 <br> No Substitute | PACKAGE | \$9.00 | 91410-00 |
| 169 | Labels | Avery ${ }^{\circledR}$ Removable Print or Write Multi-Purpose Labels, $3^{\prime \prime} \times 1$ 1", White, Package/230, SKU: AVE02217 <br> No Substitute | PACKAGE | \$1.02 | 31391-00 |
| 170 | Labels | Avery ${ }^{\circledR}$ Neon Yellow Laser High Visibility Labels, 2-5/8 x 1", Package/750 SKU: AVE05972 <br> No Substitute | PACKAGE | \$6.00 | 31413-07 |
| 171 | Labels | Avery ${ }^{\circledR}$ Removable Print or Write Multi-Purpose Labels, 4 " $\times 2$ ", White, AVE02225, Package/114 No Substitute | PACKAGE | \$0.80 | 31388-00 |
| 172 | Labels | Avery ${ }^{\circledR}$ White Easy Peel Mailing Labels - Laser/Inkjet, 2 5/8" x 1", Box/3000, SKU:AVE05160 <br> No Substitute | BOX | \$11.42 | 31997-00 |
| 173 | Labels | Avery ${ }^{\circledR}$ Mini Sheets File Folder Labels, $3-7 / 16^{\prime \prime} \times 2 / 3$, White, Pack of 300 SKU: 2181 <br> No Substitute | PACKAGE | \$4.00 | 31359-00 |
| 174 | Labels | Avery ${ }^{\oplus}$ Filing Labels, with TrueBlock ${ }^{\text {TM }}$ Technology, $3-1 / 16^{\prime \prime} \times 2 / 3^{\prime \prime}$, White, Pack of 600 SKU: 5366, No Substitute | PACKAGE | \$6.00 | 31412-18 |
| 175 | Mailing Supplies | Kraft Mailing Tubes, 2" $\times 18^{\prime \prime}$ <br> Made with $100 \%$ post-consumer waste/recycled content | EACH | \$1.50 | 91753-00 |
| 176 | Mailing Supplies | Kraft Mailing Tubes, 2" $\times 24$ " <br> Made with $100 \%$ post-consumer waste/recycled content | EACH | \$1.75 | 91754-00 |
| 177 | Mailing Supplies | Kraft Paper Rolls, $40 \mathrm{lb}, 30 \mathrm{x} \times 900$ | ROLL | \$23.50 | 64149-00 |
| 178 | Mailing Supplies | Manilla Shipping Tags, $41 / 4^{\prime \prime} \times 2$ 1/8", Package/100 Avery 13034 or equivalent | PACKAGE | \$0.61 | 31114-00 |
| 179 | Mailing Supplies | Crownhill © Cast Stretch Pallet Wrap, Clear, 12-3/4" x 1,476' No Substitute | ROLL | \$19.00 | 91752-00 |
| 180 | Mailing Supplies | Packing Slip Envelopes, Half Panel, 4-1/2 $\times 5-1 / 2^{\prime \prime}$ size | PACKAGE | \$5.05 | 64046-00 |
| 181 | Miscellaneous | Alkaline Batteries, "AA", Package/4 | PACKAGE | \$6.60 | 45974-00 |
| 182 | Miscellaneous | Alkaline Batteries, "AA", Box/24 | Box | \$14.80 | 45480-00 |
| 183 | Miscellaneous | Alkaline Batteries, "AAA", Package/4 | PACKAGE | \$8.25 | 45527-00 |
| 184 | Miscellaneous | Alkaline Batteries, "AAA", Box/24 | Box | \$16.25 | 45482-00 |
| 185 | Miscellaneous | Extension Cord, 3 Prong, Outlets: Maximum 3, Minimum 14' to Maximum 15' in length | EACH | \$10.00 | 74462-00 |


| Line \# | Category | Description | UOM | Price | Product Code |
| :---: | :---: | :---: | :---: | :---: | :---: |
| 186 | Miscellaneous | Mouse Pad with Gel Wrist Rest | EACH | \$7.26 | 73275-00 |
| 187 | Miscellaneous | Plastic Wastebasket, 26 L-27 L, Black, Rubbermaid ${ }^{\circledR} 2956$ or equivalent | EACH | \$3.10 | 38089-01 |
| 188 | Miscellaneous | Recycling Box, Blue, White Recycling Label, $121 / 4^{\prime \prime} \mathrm{W} \times 151 / 4^{\prime \prime} \mathrm{D} \times 8{ }^{\prime \prime} \mathrm{H}$, Fellowes ${ }^{\circledR} 04750$ or equivalent | EACH | \$3.25 | 13496-00 |
| 189 | Miscellaneous | *Recycling Container, Blue, White Recycling Label, $141 / 2^{\prime \prime} \mathrm{W} \times 101 / 2^{\prime \prime} \mathrm{D} \times 15^{\prime \prime} \mathrm{H}$, Rubbermaid ${ }^{\bullet}$ 2956-73 or equivalent | EACH | \$3.25 | 13012-00 |
| 190 | Miscellaneous | Avery ${ }^{\text {® }}$ Retractable Reel Clip, 30" extension, Package/12, SKU: 74711 <br> No Substitute | PACKAGE | \$11.61 | 31023-00 |
| 191 | Miscellaneous | Surge Protector Power Bar, Minimum 6 Outlet - Maximum 7 Outlet, Minimum 12' to Maximum 15' length | EACH | \$6.05 | 74005-00 |
| 192 | Miscellaneous | Surge Protector Power Bar, Minimum 6 Outlet - Maximum 7 Outlet, Minimum 6' to Maximum 7' length | EACH | \$5.90 | 74908-00 |
| 193 | Miscellaneous | White Swan ${ }^{\ominus}$ Facial Tissue, 2-ply, 100 sheets per box 9 boxes/Package or Equivalent | PACKAGE | \$9.50 | 38126-00 |
| 194 | Miscellaneous | Chlorox ${ }^{\text {® }}$ Disinfecting Wipes, 75/Tub | EACH | \$8.25 | 38391-00 |
| 195 | Miscellaneous | Purello Sanitizing Hand Wipes, 100/Box | BOX | \$7.50 | 38256-00 |
| 196 | Miscellaneous | Nexcare ${ }^{\text {TM }}$ Comfort Bandages, CS203, Assorted Sizes, 80/Package or equivalent | PACKAGE | \$6.95 | 46950-00 |
| 197 | Office Machine Accessorries | Binding Combs, 3/8", Black, 55-60 Sheet Capacity, Box/100 | Box | \$5.00 | 37211-01 |
| 198 | Office Machine Accessorries | Binding Combs, 1/2", Black, 85-90 Sheet Capacity, Box/100 | BOX | \$5.50 | 37213-01 |
| 199 | Office Machine Accessorries | Binding Combs, 5/8", Black, 130 Sheet Capacity, Box/100 | BOX | \$7.50 | 37214-01 |
| 200 | Office Machine Accessorries | Binding Combs, 3/4", Black, 160 Sheet Capacity, Box/100 | BOX | \$9.00 | 37215-01 |
| 201 | Office Machine Accessorries | Binding Combs, $1^{\prime \prime}$, Black, 200-225, Sheet Capacity, Box/100 | BOX | \$11.00 | 37216-01 |
| 202 | Office Machine Accessorries | Binding Combs, 1 1/2", Black, 320-330 Sheet Capacity, Box/100 | BOX | \$17.00 | 37101-01 |
| 203 | Office Machine Accessorries | Transparency Film, Letter Size, $81 / 2^{\prime \prime} \times 11$ ", Box/100 | BOX | \$8.19 | 41078-00 |
| 204 | Organizers and Accessories | Fellowes ${ }^{\text {® }}$ Bankers Box Magazine File, \#7223 <br> No Substitute | EACH | \$1.86 | 23131-00 |
| 205 | Organizers and Accessories | Binding Cases, 2 Ring Mechanism, Letter Size, Package/6 | PACKAGE | \$39.00 | 23066-00 |
| 206 | Organizers and Accessories | Book Ends, SteelMaster, SKU: 241005004 No Substitute | SET | \$2.50 | 13006-00 |


| Line \# | Category | Description | UOM | Price | Product Code |
| :---: | :---: | :---: | :---: | :---: | :---: |
| 207 | Organizers and Accessories | *Book Ends, SteelMaster, <br> SKU: 241009004 <br> No Substitute | SET | \$5.10 | 81305-00 |
| 208 | Organizers and Accessories | Book Ends, SteelMaster, SKU: 241009104 No Substitute | SET | \$6.10 | 13007-00 |
| 209 | Organizers and Accessories | Clip Boards, Legal Size, Masonite | EACH | \$1.59 | 23044-00 |
| 210 | Organizers and Accessories | Clip Boards, Letter Size, Masonite | EACH | \$1.10 | 23043-00 |
| 211 | Organizers and Accessories | 3M • In-line Document Holder, SKU: MMMDH640 No Substitute | EACH | \$34.50 | 73532-00 |
| 212 | Organizers and Accessories | Pendaflex ${ }^{\text {® }}$ Pressboard Guides, Legal, A-Z. Or Equivalent. | SET | \$8.00 | 29027-00 |
| 213 | Organizers and Accessories | Pendaflex UniFrame Drawer File Frame, Fits both Letter or Legal size hanging file folders. | EACH | \$8.00 | 24045-00 |
| 214 | Organizers and Accessories | Storage Box, 12 " $\times 15^{\prime \prime} \times 10^{\prime \prime}$, Carton/12 <br> Fast-fold set-up. Contains a minimum of $60 \%$ post-consumer recycled material. <br> Locking lid, 500 lb stacking strength.Letter or Legal | CARTON | \$26.00 | 23962-18 |
| 215 | Organizers and Accessories | Heavy Duty Storage Box, $12^{\prime \prime} \times 15^{\prime \prime} \times 10^{\prime \prime}$, Carton/ 12 <br> Quick set-up. Contains a minimum of $50 \%$ post-consumer recycled material. Lift-off lid, 800 lb stacking strength, Letter or Legal | CARTON | \$30.00 | 23744-00 |
| 216 | Organizers and Accessories | Wall File Pockets, Legal, Plastic, Mounting Hardware Included, Package/3 | PACKAGE | \$6.00 | 13932-01 |
| 217 | Organizers and Accessories | Wall File Pockets, Letter, Plastic, Mounting Hardware Included, Package/3 | PACKAGE | \$6.00 | 13696-01 |
| 218 | Paper Products | Blueline ${ }^{\circledR}$ A790 Series Account Book, Perfect Binding, Record, 12 1/2" $\times 7$ 7/8", 200 Pages (100 sheets), hard black cover <br> SKU: DMNA79020001, No Substitute | BOOK | \$4.00 | 06610-01 |
| 219 | Paper Products | Blueline ${ }^{\circledR}$ A790 Series Account Book, Twin-wire Binding, Record, 12 1/2" x 7 7/8", 300 Numbered Pages (150 sheets), hard black cover SKU: DMNA7903001, No Substitute | BOOK | \$9.00 | 06615-01 |
| 220 | Paper Products | Blueline ${ }^{\circledR}$ Bound Notebook, 10 1/2" x 8", 112 Pages ( 56 Sheets), Red Margin, hard cover (Color Black or Blue) <br> No Substitute | BOOK | \$3.25 | 88888-00 |
| 221 | Paper Products | Blueline ${ }^{\oplus}$ Bound Notebook, 9 1/4" $\times 7$ 1/4", 192 Pages ( 96 Sheets), blue margin, hard black cover, selfadhesive tabs included <br> SKU: DMNA9, No Substitute | воок | \$3.00 | 59116-01 |
| 222 | Paper Products | Blueline ${ }^{\star}$ MiracleBind Note Organizer, Black, 9 1/4" $\times 7$ 1/4", 150 pages, SKU: DMNAF915081 <br> No Substitute | BOOK | \$4.50 | 06060-01 |
| 223 | Paper Products | Blueline ${ }^{\text {® }}$ MiracleBind Refills - 9 1/4" x 7 1/4", 100 Ruled pages ( 50 sheets) SKU: DMNAFR9050R <br> No Substitute | PACKAGE | \$2.50 | 06065-00 |
| 224 | Paper Products | Blueline ${ }^{\circledR}$ NotePro Notebook, 10 3/4" x 8 1/2", 300 Pages (150 Sheets), Ruled micro-perforated pages with margin <br> SKU: DMNA10300BLK, No Substitute | воок | \$7.50 | 59039-00 |
| 225 | Paper Products | Blueline ${ }^{\circledR}$ NotePro Notebook, 9 1/4" x 7 1/4", 192 Pages ( 96 Sheets), Ruled micro-perforated pages with margin, hard black cover <br> SKU: DMNA9C81, No Substitute | воок | \$4.00 | 59115-01 |
| 226 | Paper Products | Book, Memo, $3^{\prime \prime} \times 5$ ", Soft Cover, Coil Bound at Top, 60 Ruled Sheets/120 Pages | воок | \$0.90 | 06352-00 |
| 227 | Paper Products | Book, Steno, 9 "' $\times 6$ ", coil bound across the top with stiff cover, centre line, green tinted paper OR white paper, 120 pages | воок | \$0.40 | 06009-00 |


| Line \# | Category | Description | UOM | Price | Product Code |
| :---: | :---: | :---: | :---: | :---: | :---: |
| 228 | Paper Products | Books, Hilroy Exercise Books, Approximatley 9" x 7 " ( $91 / 8^{\prime \prime} \times 71 / 8^{\prime \prime}$ ), 40 Pages, 8 mm ruled w/margin, Package/25 | PACKAGE | \$8.50 | 59228-00 |
| 229 | Paper Products | Poster Board, 22" $\times 28$ ", Black, 4 PLY | SHEET | \$0.50 | 02011-01 |
| 230 | Paper Products | Poster Board, 22" $\times 28$ ", Blue - Dark, 4 PLY | SHEET | \$0.50 | 02011-02 |
| 231 | Paper Products | Poster Board, 22" $\times 28$ ", Blue - Light, 4 PLY | SHEET | \$0.50 | 02011-12 |
| 232 | Paper Products | Poster Board, 22 " $\times 28$ ", Green - Dark, 4 PLY | SHEET | \$0.50 | 02011-04 |
| 233 | Paper Products | Poster Board, 22" $\times 28$ ", Magenta, 4 PLY | SHEET | \$0.50 | 02011-15 |
| 234 | Paper Products | Poster Board, 22" $\times 28$ ", Orange, 4 PLY | SHEET | \$0.50 | 02011-27 |
| 235 | Paper Products | Poster Board, 22" $\times 28$ ", Pink, 4 PLY | SHEET | \$0.50 | 02011-06 |
| 236 | Paper Products | Poster Board, 22 " $\times 28$ ", Red, 4 PLY | SHEET | \$0.50 | 02011-03 |
| 237 | Paper Products | Poster Board, 22" $\times 28$ ", White, 4 PLY | SHEET | \$0.39 | 02011-18 |
| 238 | Paper Products | Poster Board, 22 " $\times 28$ ", Yellow, 4 PLY | SHEET | \$0.50 | 02011-07 |
| 239 | Paper Products | Construction Paper, 9" x 12", Black Package/50 sheets | PACKAGE | \$2.00 | 02255-01 |
| 240 | Paper Products | Construction Paper, 9" $\times 12$ ", Assorted Colors Package/50 sheets | PACKAGE | \$2.00 | 02255-16 |
| 241 | Paper Products | Construction Paper, 9 " $\times 12$ ", Blue Package/50 sheets | PACKAGE | \$2.00 | 02255-02 |
| 242 | Paper Products | Construction Paper, 9" $\times 12$ ", Dark Red Package/50 sheets | PACKAGE | \$2.00 | 02255-23 |
| 243 | Paper Products | Construction Paper, 9 " $\times 12$ ", Light Grey Package 50/sheets | PACKAGE | \$2.00 | 02255-05 |
| 244 | Paper Products | Construction Paper, 9 " $\times 12$ ", Orange, Package/50 sheets | PACKAGE | \$2.00 | 02255-27 |
| 245 | Paper Products | Construction Paper, 9" x 12", Pink Package/50 sheets | PACKAGE | \$2.00 | 02255-06 |
| 246 | Paper Products | Construction Paper, 9 " x 12", White Package/50 sheets | PACKAGE | \$2.00 | 02255-18 |
| 247 | Paper Products | Construction Paper, 9" x 12", Yellow Package/50 sheets | PACKAGE | \$2.00 | 02255-07 |
| 248 | Paper Products | Easel Pad, 24" $\times 36$ ", Newsprint, Pad/50 sheets, Package/2 | PACKAGE | \$5.00 | 05957-00 |


| Line \# | Category | Description | UOM | Price | Product Code |
| :---: | :---: | :---: | :---: | :---: | :---: |
| 249 | Paper Products | Easel Pad, 24 " $\times 36 "$, White, Lined, Pad/50 sheets, Package/2 | PACKAGE | \$5.30 | 05927-00 |
| 250 | Paper Products | Easel Pad, 24 " $\times 36$ ", White, Plain, Pad/50 sheets, Package/2 | PACKAGE | \$5.10 | 05929-00 |
| 251 | Paper Products | Index Cards, Ruled 1 side, $3^{\prime \prime} \times 5$ ", White, Package/100 | PACKAGE | \$0.53 | 29010-00 |
| 252 | Paper Products | Index Cards, Ruled 1 side, 4" $\times 6$ 6", White, Package/100 | PACKAGE | \$0.96 | 29008-00 |
| 253 | Paper Products | Index Cards, Ruled 1 side, $5^{\prime \prime} \times 8$ " ${ }^{\prime \prime}$, White, Package/100 | PACKAGE | \$1.62 | 29006-00 |
| 254 | Paper Products | Index Cards, Unruled 3" $\times 5$ ", White, Package/100 | PACKAGE | \$0.53 | 29000-00 |
| 255 | Paper Products | Loose Leaf Refill Paper, Wide ruled, Approximately $81 / 2^{\prime \prime} \times 11^{\prime \prime}, 3$ hole punched, Package/200 sheets | PACKAGE | \$2.00 | 40010-00 |
| 256 | Paper Products | Memo/Scratch Pads, $3^{\prime \prime} \times 5$ ", Plain White, Glued Top, 96 sheets per pad, Package/10 | PACKAGE | \$6.00 | 49071-00 |
| 257 | Paper Products | Memo/Scratch Pads, 4" $\times 6$ ", Plain White, Glued Top, 96 sheets per pad, Package/10 | PACKAGE | \$7.00 | 49072-00 |
| 258 | Paper Products | Memo/Scratch Pads, $5^{"} \times 8$ 8", Plain White, Glued Top, 96 sheets per pad, Package/10 | PACKAGE | \$13.00 | 49073-00 |
| 259 | Paper Products | Paper, Adding Machine Paper 2 1/4" Wide Package/5 | PACKAGE | \$7.50 | 01002-00 |
| 260 | Paper Products | Receipt Book, Duplicate Receipts, 4 per page, Book/200 | воок | \$4.75 | 06006-00 |
| 261 | Paper Products | Telephone Message Book, Dual Copy - no carbon required. Snap sets for easy removal of original. 4 messages per page, Book/400 messages | воок | \$2.63 | 71069-36 |
| 262 | Paper Products | Telephone Message Pads, "While You Were Out", 50 sheets per pad Package/10 | PACKAGE | \$5.00 | 71023-36 |
| 263 | Paper Products | Writing/Paper Pads, Glued Top, Letter Size, Narrow Ruled, White, 96 sheets per pad, Package/5 | PACKAGE | \$1.75 | 49150-40 |
| 264 | Paper Products | Writing/Paper Pads, Glued Top, Letter Size, Quad 4 sq/inch, White, 96 sheets per pad, Package/5 | PACKAGE | \$4.50 | 49610-44 |
| 265 | Paper Products | Writing/Paper Pads, Glued Top, Letter Size, Wide Ruled, Canary, 80 sheets per pad, Package/5 | PACKAGE | \$6.70 | 49197-00 |
| 266 | Paper Products | Writing/Paper Pads, Glued Top, Letter Size, Wide Ruled, White, 96 sheets per pad, Package/5 | PACKAGE | \$3.15 | 49610-01 |
| 267 | Paper Products | Writing/Paper Pads, Micro-Perforated Top, Legal Size, Wide Ruled, Canary, 50 sheets per pad, Package/10 | PACKAGE | \$15.00 | 49962-07 |
| 268 | Paper Products | Writing/Paper Pads, Micro-Perforated Top, Legal Size, Wide Ruled, White, 50 sheets per pad, Package/10 | PACKAGE | \$15.00 | 49962-18 |
| 269 | Paper Products | Writing/Paper Pads, Micro-Perforated Top, Letter Size, Wide Ruled, Canary, 50 sheets per pad, Package/10 | PACKAGE | \$10.00 | 49961-07 |


| Line \# | Category | Description | UOM | Price | Product Code |
| :---: | :---: | :---: | :---: | :---: | :---: |
| 270 | Paper Products | Writing/Paper Pads, Micro-Perforated Top, Letter Size, Wide Ruled, White, 50 sheets per pad, Package/10 | PACKAGE | \$10.00 | 49961-18 |
| 271 | Paper Punches | Paper Punch - One Hole Punch, 1/4" hole. Minimum 5 Sheet Capacity | EACH | \$1.50 | 57004-00 |
| 272 | Paper Punches | Paper Punch - Three Hole, Heavy Duty, $1 / 4^{\prime \prime}, 3$ adjustable punch heads, centre head may be neutralized. Minimum 30 Sheet Capacity. | EACH | \$26.50 | 57005-00 |
| 273 | Paper Punches | Paper Punch - Three Hole, steel/metal construction with protective plastic base, 3 adjustable punch heads, centre head may be neutralized, built in centering guide. Minimum 10 Sheet Capacity. | EACH | \$4.43 | 57007-00 |
| 274 | Paper Punches | Paper Punch - Three Hole, ergonomic design, all metal contruction with locking lever, 20 sheet capacity <br> Swingline ${ }^{\oplus}$ 30L Light Touch , or Equivalent | EACH | \$9.00 | 57074-00 |
| 275 | Paper Punches | Paper Punch - Two Hole Punch, 1/4" hole, 2 3/4" centre to centre, with paper guide. Minimum 20 Sheet Capacity | EACH | \$1.70 | 57001-00 |
| 276 | Planning Systems | At-A-Glance ${ }^{\circledR}$ Calendar Refill Pad, 6 " $\times 3$ 1/2" (holes on side), <br> SKU: AAGE717F50 <br> Or Equivalent | EACH | \$1.20 | 61002-36 |
| 277 | Planning Systems | At-A-Glance ${ }^{\text {® }}$ Desk Calendar Plastic Base for AAGE717F50, $71 / 2^{\prime \prime} \times 83 / 4$ ", <br> SKU: AAGE1700 <br> Or Equivalent | EACH | \$5.10 | 61003-00 |
| 278 | Planning Systems | Brownline ${ }^{\oplus}$ Desk Pad Refill, 21 1/4" $\times 16$ 1/2", One Month on Each sheet, 1 lined block per day, yearly calendar at the bottom of each sheet, <br> SKU: C191722R, No Substitute | EACH | \$6.00 | 61013-36 |
| 279 | Planning Systems | Brownline ${ }^{\ominus}$ Vinyl Holder for C191722R, <br> SKU: C191722S <br> No Substitute | EACH | \$7.50 | 94204-00 |
| 280 | Planning Systems | Blueline ${ }^{\circledR}$ Desk Pad or Wall Calendar, 21 1/4" $\times 16$ ", one month on each sheet, 1 block per day, tearoff sheets bound at top, <br> SKU: C181731 <br> No Substitute | EACH | \$1.75 | 61205-36 |
| 281 | Planning Systems | Blueline ${ }^{\oplus}$ Daily Appointment Planner, $8^{\prime \prime} \times 5^{\prime \prime}, 1$ day per page, half hour appointments, note box on each page, hard cover with perfect binding, black, <br> SKU: C1504.81, No Substitute | EACH | \$5.25 | 61312-01 |
| 282 | Planning Systems | Blueline ${ }^{\circledR}$ Daily Appointment Planner, $8^{\prime \prime} \times 5^{\prime \prime}, 1$ day per page, half hour appointments, note box on each page, soft cover with spiral binding, black, <br> SKU: C1504.81BT <br> No Substitute | EACH | \$4.80 | 61311-01 |
| 283 | Planning Systems | Blueline ${ }^{\oplus}$ Monthly Appointment Planner, 9 1/4" $\times 7$ 1/4", 16 month planner, twin wire binding and soft cover, one month on each spread, <br> SKU: C1200.81BT, No Substitute | EACH | \$7.50 | 61169-01 |
| 284 | Planning Systems | Blueline Weekly Appointment Planner, 11" x 9 1/16", twin-wire binding and soft cover, weekday appointment schedule from 7AM to 8:45 PM in 15 minute intervals, lined space for Sunday. SKU: C5950.81BT, No Substitute | EACH | \$4.20 | 61100-00 |
| 285 | Planning Systems | Blueline ${ }^{\oplus}$ Weekly Appointment Planner, $6^{\prime \prime} \times 3$ 1/2", pocket size, soft cover with stitched binding, two weeks on each spread, lined spaces for each day, black, <br> SKU: CB7.AST, No Substitute | EACH | \$3.75 | 94205-00 |
| 286 | Post-it Products | Post-it ${ }^{\oplus}$, Canary Yellow Notes, $11 / 2^{\prime \prime} \times 2$ ", 100 sheets per pad, Package/12 <br> SKU: \#653YW <br> Or Equivalant | PACKAGE | \$1.45 | 49032-07 |
| 287 | Post-it Products | Post-it ${ }^{\text {® }}$, Canary Yellow Notes, $3^{\prime \prime} \times 3^{\prime \prime}, 100$ sheets per pad, SKU: \#654Yw <br> Or Equivalent | EACH | \$0.42 | 84901-00 |
| 288 | Post-it Products | Post-it ${ }^{\text {® }}$, Canary Yellow Notes, $3^{\prime \prime} \times 5$ ", 100 sheets per pad, Package/12 SKU: \#655 <br> Or Equivalent | PACKAGE | \$5.10 | 49030-00 |
| 289 | Post-it Products | Post-it ${ }^{\text {® }}$, Canary Yellow Pop-up Notes, $3^{\prime \prime} \times 3$ ", 100 sheets per pad, Package/12 SKU: \#3306YW <br> Or Equivalent | PACKAGE | \$4.20 | 49080-07 |
| 290 | Post-it Products | Post-it ${ }^{\text {® }}$, Coloured Pop-up Notes, $3^{\prime \prime} \times 3$ ", 100 sheets per pad, Package/12 SKU: \#3306AN <br> Or Equivalent | PACKAGE | \$4.20 | 49080-16 |


| Line \# | Category | Description | UOM | Price | Product Code |
| :---: | :---: | :---: | :---: | :---: | :---: |
| 291 | Post-it Products | Post-it ${ }^{\oplus}$, Notes in Ultra Colours, $11 / 2^{\prime \prime} \times 2^{\prime \prime}$, 100 sheets per pad, Package/12 SKU: \#653AU <br> No Substitute | PACKAGE | \$4.70 | 49040-00 |
| 292 | Post-it Products | Post-it ${ }^{\oplus}$, Notes in Ultra Colours, Jaipur Collection, $3^{\prime \prime} \times 5$ ", 100 sheets per pad, Package/ 5 SKU: \#6555UC <br> No Substitute | PACKAGE | \$6.19 | 49056-00 |
| 293 | Post-it Products | Post-it ${ }^{\text {® }}$, Notes in Ultra Colours, Jaipur Collection, $3^{\prime \prime} \times 5^{\prime \prime}$, Ruled, 200 sheets per pad, Package/5 SKU: \#6355AU, No Substitute | PACKAGE | \$6.80 | 49042-00 |
| 294 | Post-it Products | Post-it ${ }^{\oplus}$, Notes in Ultra Colours,Jaipur Collection, 4" x 4", Ruled, 100 sheets per pad, Package/3 SKU: \#6753AUL, No Substitute | PACKAGE | \$8.68 | 49946-00 |
| 295 | Post-it Products | Post-it ${ }^{\oplus}$ Notes in Ultra Colours, Jaipur Collection, 4 " x 6 ", Ruled, 100 sheets per pad, Package/3 SKU: \#6603AU, No Substitute | PACKAGE | \$5.75 | 49012-00 |
| 296 | Post-it Products | Post-it ${ }^{\star}$, Super Sticky Notes, Marrakesh Collection, $3^{\prime \prime}$ x 3", 90 sheets per pad, Package/5 SKU: \#6545SSAN, No Substitute | PACKAGE | \$4.05 | 49035-00 |
| 297 | Post-it Products | Post-it® ${ }^{\oplus}$ Super Sticky Recycled Notes in Bora Bora Colours, 4" x 4", Ruled, 90 sheets per pad, Package/3 <br> SKU: \#6753SSTC, No Substitute | PACKAGE | \$4.75 | 49951-00 |
| 298 | Post-it Products | Post-it ${ }^{\oplus}$ Pop-up Note Dispenser for 3" x 3" Notes, SKU: WD-330 only. Black or White No Substitute | EACH | \$7.50 | 13951-01 |
| 299 | Post-it Products | Post-it ${ }^{\oplus}$ Standard $1 / 2^{\prime \prime}$ Flags, 4 pads of 35 flags, Assorted Flags, SKU: \#6834 <br> No Substitute | PACKAGE | \$2.77 | 49135-00 |
| 300 | Post-it Products | Post-it ${ }^{\oplus}$ Standard 1/2" Flags, 4 pads of 35 flags, Bright Assorted Flags, SKU: \#6834AB <br> No Substitute | PACKAGE | \$2.77 | 49083-00 |
| 301 | Post-it Products | Post-it ${ }^{\circledR}$ Standard 1" Flags, Red, 50 flags per dispenser SKU: \#6801 <br> No Substitute | EACH | \$1.97 | 49017-03 |
| 302 | Post-it Products | *Post-it ${ }^{\circledR}$ Standard 1" Flags, Yellow, 50 flags per dispenser SKU: \#6805 <br> No Substitute | EACH | \$1.97 | 49017-07 |
| 303 | Post-it Products | Post It ${ }^{\oplus}$ "Sign Here" Flages, 680-9, 1 " x 1.7", 50-Pack SKU: 15562 <br> No Substitute | EACH | \$5.09 | 49129-00 |
| 304 | Post-it Products | Post It ${ }^{\oplus}$ Page Markers, 1" x 3" Assorted Colors, 50 Sheets per Pad, Package/4 SKU: 671-4AU <br> No Substitute | PACKAGE | \$4.70 | 49108-00 |
| 305 | Post-it Products | Post It ${ }^{\oplus}$ Super Sticky Self-Stick Wall Pad, 566, White, 20" x 23", 20 sheets per pad, Package/2 SKU: MMM556 <br> No Substitute | PACKAGE | \$45.00 | 05618-00 |
| 306 | Removable Storage Media | CD-R, 700 MB or 80 minutes, 52 X write speed, with jewel slim case, Package/10 | PACKAGE | \$3.50 | 11078-00 |
| 307 | Removable Storage Media | DVD-R, 4.7 GB or 120 minutes, 16x write speed, with jewel slim case, Package /10 | PACKAGE | \$2.29 | 95099-00 |
| 308 | Removable Storage Media | DVD-R, 4.7 GB or 120 minutes, 16x write speed, white inkjet printable, Package/50 | PACKAGE | \$5.75 | 95137-00 |
| 309 | Removable Storage Media | Disc Cases, Clear, Package/50 <br> Will allow package sizes of 40 clear +10 assorted colored cases | PACKAGE | \$11.25 | 74800-00 |
| 310 | Shredder Supplies | Bags: Fellowes ${ }^{\otimes}$ PowerShred Shredder Waste Bags, 23" W x 21" D x 39"H, Roll/50 SKU: 3605801 <br> No Substitute | ROLL | \$49.00 | 41339-00 |
| 311 | Shredder Supplies | Fellowes ${ }^{\circledR}$ PowerShred Paper Shredder Oil, 12 oz. bottle, SKU: 35250 <br> No Substitute | EACH | \$7.90 | 73680-00 |


| Line \# | Category | Description | UOM | Price | Product Code |
| :---: | :---: | :---: | :---: | :---: | :---: |
| 312 | Tapes | Deluxe Tape Dispenser, Black, Desk Model | EACH | \$1.83 | 70995-00 |
| 313 | Tapes | Masking Tape, $12 \mathrm{~mm} \times 55$ meters | ROLL | \$1.10 | 70209-00 |
| 314 | Tapes | Masking Tape, $18 \mathrm{~mm} \times 55$ meters | ROLL | \$1.19 | 70148-00 |
| 315 | Tapes | Masking Tape, $24 \mathrm{~mm} \times 55$ meters | ROLL | \$1.59 | 70149-00 |
| 316 | Tapes | Masking Tape, $36 \mathrm{~mm} \times 55$ meters | ROLL | \$2.39 | 70150-00 |
| 317 | Tapes | Masking Tape, $48 \mathrm{~mm} \times 55$ meters | ROLL | \$3.19 | 70151-00 |
| 318 | Tapes | Nylon Filament Tape, $24 \mathrm{~mm} \times 55$ meters | ROLL | \$4.57 | 70154-00 |
| 319 | Tapes | Packaging Tape, Clear, $48 \mathrm{~mm} \times 50$ meters, Package/6 | PACKAGE | \$3.75 | 70119-00 |
| 320 | Tapes | Packing Tape Dispenser for Packaging Tape, $48 \mathrm{~mm} \times 50$ meters Easy hold pistol grip tape gun | EACH | \$7.50 | 64028-00 |
| 321 | Tapes | Scotch Magic ${ }^{\text {TM }}$ Tape, $19 \mathrm{~mm} \times 32.9 \mathrm{~m}$, without dispenser, SKU: \#810 3M <br> No Substitute | ROLL | \$1.90 | 70034-00 |
| 322 | Tapes | Scotch ${ }^{\circledR}$ Removeable Poster Tape with dispenser, $19 \mathrm{~mm} \times 3.8 \mathrm{~m}$. SKU: 3M 109 <br> No Substitute | ROLL | \$3.05 | 94210-00 |
| 323 | Tapes | Scotch ${ }^{\circledR}$ Tear-By-Hand Packaging Tape, <br> SKU: 3M 3841 <br> No Substitute | EACH | \$1.86 | 70172-00 |
| 324 | Tapes | Tape, Invisible/Matte Finish, $12.0 \mathrm{~mm}-12.7 \mathrm{~mm} \times 32.9 \mathrm{~m}-33 \mathrm{~m}$, with dispenser Can be written on with inks, pencils or markers | EACH | \$0.89 | 70114-00 |
| 325 | Tapes | Tape, Invisible/Matte Finish, $19 \mathrm{~mm} \times 32.9 \mathrm{~m}-33 \mathrm{~m}$, with dispenser Can be written on with inks, pencils or markers | EACH | \$0.90 | 70115-00 |
| 326 | Tapes | Tape, Invisible/Matte Finish, $19 \mathrm{~mm} \times 32.9 \mathrm{~m}-33 \mathrm{~m}$, without dispenser Can be written on with inks, pencils or markers | EACH | \$0.79 | 70113-00 |
| 327 | Tapes | Tape, Transparent/Clear, $12.0 \mathrm{~mm}-12.7 \mathrm{~mm} \times 32.9 \mathrm{~m}-33 \mathrm{~m}$, with dispenser | EACH | \$0.89 | 70110-00 |
| 328 | Tapes | Tape, Transparent/Clear, $12.0 \mathrm{~mm}-12.7 \mathrm{~mm} \times 32.9 \mathrm{~m}-33 \mathrm{~m}$, without dispenser | EACH | \$0.59 | 70108-00 |
| 329 | Tapes | Tape, Transparent/Clear, $18 \mathrm{~mm}-19 \mathrm{~mm} \times 32.9 \mathrm{~m}-33 \mathrm{~m}$, with dispenser | EACH | \$0.45 | 70111-00 |
| 330 | Tapes | Tape, Transparent/Clear, $18 \mathrm{~mm}-19 \mathrm{~mm} \times 32.9 \mathrm{~m}-33 \mathrm{~m}$, without dispenser | EACH | \$0.59 | 70109-00 |
| 331 | Technology | Plantronics ${ }^{\oplus}$ CS540 Convertible Wireless Office Headset System PLN84693-01 <br> No Subsitute | EACH | \$259.00 | 44096-00 |
| 332 | Technology | Environmental Handling Fee (EHF) for item \# 331 <br> This fee will be adjusted throughout the term of the contract as Environmental Handling Fees are modified (up or down) by the Electronic Products Recycling Association (EPRA) Newfoundland and lahrador | EACH | \$0.50 | NA |


| Line \# | Category | Description | UOM | Price | Product Code |
| :---: | :---: | :---: | :---: | :---: | :---: |
| 333 | Technology | Replacement Battery for Plantronics ${ }^{\text {® }}$ CS540 Convertible Wireless Office Headset System | EACH | \$31.00 | 44995-00 |
| 334 | Technology | Kingston ${ }^{\text {® }}$ Data Traveler USB, 8 GB DT1G4 <br> No Substitute | EACH | \$8.79 | 11015-00 |
| 335 | White Board Accessories | Expo ${ }^{\circledR}$ White Board Cleaner, Wipes, 50 per package, SKU: 81850 <br> No Substitute | PACKAGE | \$5.00 | 05224-00 |
| 336 | White Board Accessories | Quartet ${ }^{\oplus}$ White Board Dry Erase Markers, Chisel Point, Black. No Substitute | EACH | \$0.58 | 43517-01 |
| 337 | White Board Accessories | Quartet ${ }^{\oplus}$ White Board Dry Eraser Marker, Chisel Point, Blue. No Substitute | EACH | \$0.58 | 43517-02 |
| 338 | White Board Accessories | Quartet ${ }^{\circledR}$ White Board Dry Erase Markers, Chisel Point, Green. No Substitute | EACH | \$0.58 | 43517-04 |
| 339 | White Board Accessories | Quartet ${ }^{\oplus}$ White Board Dry Erase Markers, Chisel Point, Red. No Substitute | EACH | \$0.58 | 43517-03 |
| 340 | White Board Accessories | Expo ${ }^{\circledR}$ White Board Dry Erase Markers, Chisel Point, Black. No Substitute | EACH | \$0.63 | 43087-01 |
| 341 | White Board Accessories | Expo ${ }^{\circ}$ White Board Dry Eraser Marker, Chisel Point, Blue. <br> No Substitute | EACH | \$0.63 | 43087-02 |
| 342 | White Board Accessories | Expo ${ }^{\circledR}$ White Board Dry Erase Markers, Chisel Point, Green. <br> No Substitute | EACH | \$0.63 | 43087-04 |
| 343 | White Board Accessories | Expo ${ }^{\circledR}$ White Board Dry Erase Markers, Chisel Point, Red. No Substitute | EACH | \$0.63 | 43087-03 |
| 344 | White Board Accessories | White Board Dry Erase Markers, Quartet Endura Glide 4 Assorted Colors, SKU: \# 03479 <br> No Substitute | PACKAGE | \$4.00 | 43054-16 |
| 345 | White Board Accessories | Expo ${ }^{*}$ White Board Dry Erase Markers, Package/4 One each Black, Blue, Green and Red, Chisel Tip SKU: 80174T, No Substitute | PACKAGE | \$2.10 | 43084-00 |
| 346 | White Board Accessories | Whiteboard Eraser, for dry-erase marker boards, Expo ${ }^{\circledR} 81505$ or equivalent | EACH | \$1.00 | 05417-00 |
| 347 | White Board Accessories | Quartet ${ }^{\circledR}$ Ghostduster Whiteboard Eraser, for dry-erase marker boards, SKU: 920332 <br> No Substitute | EACH | \$5.00 | 90018-00 |
| 348 | White Board Accessories | Quartet ${ }^{\circledR}$ Rare Earth Magnets 1-1/2" Grey, Package/6 No Substitute | PACKAGE | \$11.50 | 05181-00 |
| 349 | Writing Instruments | Highlighter, Chisel Tip (not micro), Blue, Box/12 | BOX | \$2.40 | 43052-02 |
| 350 | Writing Instruments | Highlighter, Chisel Tip (not micro), Green, Box/12 | BOX | \$2.40 | 43052-04 |
| 351 | Writing Instruments | Highlighter, Chisel Tip (not micro), Orange, Box/12 | BOX | \$3.60 | 43932-27 |
| 352 | Writing Instruments | Highlighter, Chisel Tip (not micro), Pink, Box/12 | BOX | \$2.40 | 43052-06 |
| 353 | Writing Instruments | Highlighter, Chisel Tip (not micro), Yellow, Box/10 | BOX | \$1.00 | 43134-07 |


| Line \# | Category | Description | UOM | Price | Product Code |
| :---: | :---: | :---: | :---: | :---: | :---: |
| 354 | Writing Instruments | Highlighter, Chisel Tip, Yellow, Box/12 | BOX | \$2.40 | 45990-07 |
| 355 | Writing Instruments | Marker, Audio Visual, Permanent, Fine, Black SKU: Staedtler 318-9 or equivalent | EACH | \$0.25 | 43147-01 |
| 356 | Writing Instruments | Marker, Audio Visual, Permanent, Fine, Blue SKU: Staedtler 318-3 or equivalent | EACH | \$0.25 | 43147-02 |
| 357 | Writing Instruments | Marker, Audio Visual, Permanent, Fine, Green SKU: Staedtler 318-5 or equivalent | EACH | \$0.25 | 43147-04 |
| 358 | Writing Instruments | Marker, Audio Visual, Permanent, Fine, Red SKU: Staedtler 318-2 or equivalent | EACH | \$0.25 | 43147-03 |
| 359 | Writing Instruments | Marker, Audio Visual, Transparency, Fine, Washable, 8 color set, SKU: Staedtler Lumcolor \#316WP8 No Substitute | SET | \$3.25 | 43124-00 |
| 360 | Writing Instruments | Marker, Permanent, Chisel Point, Black, Box/12 | BOX | \$2.40 | 43135-01 |
| 361 | Writing Instruments | Marker, Permanent, Chisel Point, Blue, Box/10 | BOX | \$3.40 | 43027-02 |
| 362 | Writing Instruments | Marker, Permanent, Chisel Point, Red, Box/12 | BOX | \$4.08 | 43950-03 |
| 363 | Writing Instruments | Pen, Ballpoint, Black, Fine, Box/12 | BOX | \$0.96 | 55300-01 |
| 364 | Writing Instruments | Pen, Ballpoint, Black, Medium, Box/12 | BOX | \$0.84 | 55050-01 |
| 365 | Writing Instruments | Pen, Ballpoint, Blue, Fine, Box/12 | BOX | \$0.96 | 55300-02 |
| 366 | Writing Instruments | Pen, Ballpoint, Blue, Medium , Box/12 | BOX | \$0.84 | 55050-02 |
| 367 | Writing Instruments | Pen, Ballpoint, Red, Fine, Box/12 | BOX | \$1.20 | 55035-03 |
| 368 | Writing Instruments | Pen, Felt Tip, Fine, Black, Box/12 | BOX | \$5.40 | 91763-00 |
| 369 | Writing Instruments | Pen, Paper Mate Flexgrip Ultra Retractable Ballpoint, Blue, Fine, Box/12 SKU: 95601, No Substitute <br> Made with 55\% recycled material | BOX | \$5.50 | 55902-02 |
| 370 | Writing Instruments | Pen, Paper Mate Flexgrip Ultra Retractable Ballpoint, Blue, Medium, Box/12 SKU: 95101, No Substitute <br> Made with 55\% recycled material | BOX | \$5.50 | 55901-02 |
| 371 | Writing Instruments | Pen, Papermate Flexgrip Ultra, Ballpoint, Black, Fine, Box/12 SKU: 96801, No Substitute <br> Made with 55\% recycled material | BOX | \$4.25 | 55897-01 |
| 372 | Writing Instruments | Pen, Papermate Flexgrip Ultra, Ballpoint, Black, Medium, Box/12 SKU: 96301, No Substitute <br> Made with $55 \%$ recycled material | BOX | \$4.25 | 55896-01 |
| 373 | Writing Instruments | Pen, Papermate Flexgrip Ultra, Ballpoint, Blue, Fine, Box/12 SKU: 96601, No Substitute <br> Made with 55\% recycled material | BOX | \$4.25 | 55897-02 |
| 374 | Writing Instruments | Pen, Papermate Flexgrip Ultra, Ballpoint, Blue, Medium, Box/12 SKU: 96101, No Substitute <br> Made with 55\% recycled material | BOX | \$4.25 | 55896-02 |


| Line \# | Category | Description | UOM | Price | Product Code |
| :---: | :---: | :---: | :---: | :---: | :---: |
| 375 | Writing Instruments | Pen, Pentel R.S.V.P, Fine, Black, Box/12 SKU: BK90A <br> No Substitute | BOX | \$10.05 | 55906-01 |
| 376 | Writing Instruments | Pen, Pentel R.S.V.P, Fine, Blue, Box/12 SKU: BK90C <br> No Substitute | BOX | \$10.05 | 55906-02 |
| 377 | Writing Instruments | Pen, Pentel R.S.V.P., Fine, Red, Box/12 SKU: BK90B <br> No Substitute | BOX | \$10.05 | 55906-03 |
| 378 | Writing Instruments | Pen, Pentel Vicuna Retractable BallpointPen, Fine Point, 0.7mm, Blue, Box/12 SKU: BX157-C <br> No Substitute | BOX | \$24.00 | 91751-00 |
| 379 | Writing Instruments | Pen, Pilot BPS, Fine, Blue, Box/12 SKU: BPS-F-BE No Substitute | BOX | \$6.50 | 55063-02 |
| 380 | Writing Instruments | Pen, Pilot G-2 Gel Retractable, Blue, 0.5 mm , Box/ 12 SKU: BLG25BE <br> No Substitute | BOX | \$9.00 | 55227-02 |
| 381 | Writing Instruments | Pen, Uni-ball Standard Roller Ball, Fine Point, Metal Tip, Black, Box/12 SKU: 60101, No Substitute Contains $80 \%$ post-consumer recycled material | BOX | \$7.00 | 55885-01 |
| 382 | Writing Instruments | Pen, Uni-ball Standard Roller Ball, Fine Point, Metal Tip, Blue, Box/12 SKU: 60103, No Substitute <br> Contains $80 \%$ post-consumer recycled material | BOX | \$7.00 | 55885-02 |
| 383 | Writing Instruments | Pen, Uni-ball Standard Roller Ball, Fine Point, Metal Tip, Red, Box/12 SKU: 60102, No Substitute Contains $80 \%$ post-consumer recycled material | BOX | \$7.00 | 55885-03 |
| 384 | Writing Instruments | Pen, Uni-ball Standard Roller Ball, Micro Point, Metal Tip, Black, Box/12 SKU: 60151, No Substitute <br> Contains 80\% post-consumer recycled material | BOX | \$7.00 | 55886-01 |
| 385 | Writing Instruments | Pen, Uni-ball Standard Roller Ball, Micro Point, Metal Tip, Blue, Box/12 SKU: 60153, No Substitute <br> Contains 80\% post-consumer recycled material | BOX | \$7.00 | 55886-02 |
| 386 | Writing Instruments | Pen, Uni-ball Standard Roller Ball, Micro Point, Metal Tip, Green, Box/12 SKU: 60154, No Substitute Contains $80 \%$ post-consumer recycled material | BOX | \$7.00 | 55886-04 |
| 387 | Writing Instruments | Pen, Uni-ball Standard Roller Ball, Micro Point, Metal Tip, Red, Box/12 SKU: 60152, No Substitute <br> Contains $80 \%$ post-consumer recycled material | BOX | \$7.00 | 55886-03 |
| 388 | Writing Instruments | Pen, Uni-ball Vision, Fine Point, Blue, Box/12 <br> SKU: 60134 <br> No Substitute | BOX | \$11.00 | 55884-02 |
| 389 | Writing Instruments | Pen, Uni-ball Vision, Fine Point, Green, Box/12 SKU: 60386, No Substitute | BOX | \$11.00 | 55884-04 |
| 390 | Writing Instruments | Pen, Uni-ball Vision, Fine Point, Purple, Box/12 SKU: 60382 <br> No Substitute | BOX | \$11.00 | 55884-15 |
| 391 | Writing Instruments | Pen, Uni-ball Vision, Fine Point, Red, Box/12 SKU: 60139 <br> No Substitute | BOX | \$11.00 | 55884-03 |
| 392 | Writing Instruments | Pen, Zebra Sarasa Retractable Gel, Blue, 1.0 mm , Box/12 <br> SKU: 46620 <br> No Substitute | BOX | \$8.00 | 55142-02 |
| 393 | Writing Instruments | Pen, Zebra Sarasa Retractable Gel, Blue, 0.7 mm , Box/12 SKU: 46820 <br> No Substitute | BOX | \$7.50 | 55140-02 |
| 394 | Writing Instruments | Pencils, 2H Extra Hard, Dixon Ticonderoga, Box/12 <br> SKU: 13884 <br> No Substitute | BOX | \$1.25 | 53079-12 |
| 395 | Writing Instruments | Pencils, B Soft, Dixon Ticonderoga, Box/12 <br> SKU: 13881 <br> No Substitute | BOX | \$1.25 | 53079-13 |


| Line \# | Category | Description | UOM | Price | Product Code |
| :---: | :---: | :---: | :---: | :---: | :---: |
| 396 | Writing Instruments | Pencils, HB Medium Soft, Dixon Oriole, Box/12 <br> SKU: 12872 <br> No Substitute | BOX | \$1.00 | 94212-00 |
| 397 | Writing Instruments | Pencils, Assorted Colours, Laurentian or Equivalent, Package/12 | PACKAGE | \$1.50 | L6939-00 |
| 398 | Writing Instruments | Pencils, Assorted Colours, Laurentian or Equivalent, Package/24 | PACKAGE | \$2.20 | 02005-00 |
| 399 | Writing Instruments | Pencils, Mechanical, . 5 mm , Box/6 | BOX | \$0.72 | 53007-00 |
| 400 | Writing Instruments | Pencils, Mechanical, . 7 mm , Box/12 | BOX | \$1.20 | 53069-00 |
| 401 | Writing Instruments | Pencils, Mechanical Refill, HB , .5 mm , 40 leads per tube | EACH | \$3.60 | 53015-10 |
| 402 | Writing Instruments | Pencils, Mechanical Refill, HB , .7 mm , 40 leads per tube | EACH | \$3.60 | 53016-10 |
| 403 | Writing Instruments | Sharpie Permanent Marker, Black, Fine, Box/12 SKU: 30001 No Substitute | BOX | \$6.00 | 43913-01 |
| 404 | Writing Instruments | Sharpie ${ }^{\circledR}$ Chisel Permanent Marker, Black, Box/12 <br> SKU: 38201 <br> No Substitute | BOX | \$7.20 | 43927-01 |
| 405 | Writing Instruments | Sharpie ${ }^{\circledR}$ Permanent Marker, Blue, Fine, Box/12 <br> SKU: 30003 <br> No Substitute | BOX | \$6.00 | 43913-02 |
| 406 | Writing Instruments | Sharpie ${ }^{\circledR}$ Permanent Marker, Red, Fine, Box/12 <br> SKU: 30002 <br> No Substitute | BOX | \$6.00 | 43913-03 |
| 407 | Writing Instruments | Sharpie ${ }^{\circledR}$ Permanent Marker, Blue, Ultra - Fine, Box/12 SKU: 37003 <br> No Substitute | BOX | \$6.00 | 43094-02 |
| 408 | Writing Instruments | Sharpie ${ }^{\ominus}$, Liquid Accent Pen Style Highlighters, Set 5, Micro Chisel Tip, SKU: 24555 <br> No Substitute | SET | \$3.71 | 94213-00 |
| 409 | Writing Instruments | Sharpie ${ }^{\circledR}$, Pen, Black, Fine, Box/12 SKU: 1742663 <br> No Substitute | BOX | \$5.43 | 55427-01 |
| 410 | Writing Instruments | Sharpie ${ }^{\circledR}$, Pen, Blue, Fine,Box/12 <br> SKU: 1742664 <br> No Substitute | BOX | \$5.43 | 55427-02 |
| 411 | Writing Instruments | Sharpie Pen , Fine, Assorted Colors (Black, Blue, Red, Green), Package/4 SKU: 1742662 <br> No Substitute | PACKAGE | \$3.42 | 55428-16 |
| 412 | Writing Instruments | Sharpie ${ }^{\circledR}$ Flip Chart Markers, Assorted Colors, Set 4, SKU: 22474 <br> No Substitute | SET | \$2.50 | 43122-00 |

BID APPROVAL NOTE

*Only required for a bid exception (contract award without open call or professional services).

> ST. J尺HN'S

## BID APPROVAL NOTE


*Only required for a bid exception (contract award without open call or professional services).

> ST. JคHN'S

## DECISION/DIRECTION NOTE

Title:

226 Water Street, Royal Bank of Canada (RBC) Building Designated Heritage Building<br>Façade Renovations

## Date Prepared:

Report To:
Councillor \& Role:
Ward:
October 30, 2019
His Worship the Mayor and Members of Council
Councillor Maggie Burton, Planning and Development Lead

## Decision/Direction Required:

To seek approval for façade renovations at 226 Water Street, the Royal Bank of Canada (RBC) Building, which is a designated heritage building.

## Discussion - Background and Current Status:

Gannet Construction Ltd., on behalf of the RBC Royal Bank has applied for façade renovations at 226 Water Street. The subject property is located in Heritage Area 1, the Commercial Downtown District of the St. John's Municipal Plan and is zoned Commercial Central Retail (CCR). The property is designated by Council as a Heritage Building.

Any exterior alterations to a designated Heritage Building require Council's approval. At the May 13, 2019 Council meeting, Council directed that minor maintenance applications for designated Heritage Buildings can be evaluated by staff and sent directly to a Council meeting for Council's approval.

In 2018, there were reports of stone elements that had fallen off the building onto the sidewalk. Since that time, the condition of the stone masonry walls at the front façade on Water Street has been reviewed. While there are several repairs recommended, the façade is in relatively good condition. The two areas of concern are loose stone at the top-level cornice and in the window surrounds at the 1980s extension of the building.

The applicant is proposing to repair all of the elements recommended in the report. These include: removing the metal cornice flashing to repair damaged stone, removing stones surrounding the 1980s windows to assess waterproofing solutions, as well as minor repairs like re-pointing mortar joints, replacing small areas of stone, repairing cracked stone and cleaning the surface.

The applicants carefully considered the repairs needed and proposed best practice solutions that will conserve the historic building. Therefore, it is recommended to approve the façade renovations, as proposed.

## Key Considerations/Implications:

1. Budget/Financial Implications: Not applicable.
2. Partners or Other Stakeholders:

Property owner
3. Alignment with Strategic Directions/Adopted Plans:

A Sustainable City - Plan for land use and preserve and enhance the natural and built environment where we live.
4. Legal or Policy Implications: Not applicable.
5. Engagement and Communications Considerations: Not applicable.
6. Human Resource Implications: Not applicable.
7. Procurement Implications: Not applicable.
8. Information Technology Implications: Not applicable.
9. Other Implications: Not applicable.

## Recommendation:

It is recommended to approve the façade renovations at 226 Water Street, as proposed.
Prepared by/Signature:
Ann-Marie Cashin, MCIP - Planner III, Urban Design \& Heritage

Signature: $\qquad$

## Approved by/Date/Signature:

Ken O'Brien, MCIP - Chief Municipal Planner

Signature: $\qquad$
AMC/dlm
Attachments:
Location of Subject Property
Photo of Subject Property
Statement of Significance

Location of Subject Property
226 Water Street


Photo of Subject Property


## Statement of Significance



## 226 Water Street - The Royal Bank

## Formal Recognition Type

City of St. John's Heritage Building, Structure, Land or Area

## Description of Historic Place

The Royal Bank is a stone building in the Classical Revival style located at 226 Water Street, St. John's, NL. It is a large building that occupies an area of downtown St. John's in which several other banking institutions are also present. The designation is confined to the footprint of the building.

## Heritage Value

226 Water Street has been designated a City of St. John's Municipal Heritage Building because of its architectural and historic values.

226 Water Street is aesthetically valuable because it is a very fine example of the Classical Revival architectural style. This is evident in the symmetrical façade and balanced use of decorations. Classical details, such as pilasters, dentils, columns, urns and fret work express the institutional nature of this bank building, while also emphasizing the importance of the financial institution. 226 Water Street is faced with a lightly colored cut ashlar, and stands apart from surrounding buildings because of its color and high level of decoration. The size of the building is also another distinguishing feature, set off by the very large plate glass windows on the first level. The main entrance is recessed and columns flank each side of the opening.

226 Water Street is historically valuable because it is considered the oldest existing "foreign" branch In Canada. The bank opened in St. John's in 1895, the year the colony's banks failed. Then called the Merchants Bank of Halifax, the Royal Bank opened an agency in Water Street to assist in the restoration of essential banking services. It remained the only branch on the island until 1911.

## Character Defining Elements

All elements that reflect the building's Classical Revival design, including:

- symmetry and use of pilasters, columns, dentils urns and fret work in the decoration of the facade of the building;
- light coloured ashlar sheathing;
- shape, size, decoration, and placement of windows;
- brackets under the first storey windows;
- second entrance with its recessed doorway and transom; and
- size, location and dimensions of building.

Notes of Interest

- Large multi-paned windows on first storey façade;
- Pilasters decorate the first storey;
- Urn decorations between the second storey windows;
- Brackets under the first storey windows;
- Fret work over the first storey windows; and
- Second entrance has a recessed doorway with transom.


## Location and History

| Community |  | St. John's |
| ---: | :--- | :--- |
| Municipality |  | City of St. John's |
| Civic Address |  | 226 Water Street |
| Construction |  | $1892-1893$ |
| Architect |  | Unknown |
| Builder | Unknown |  |
| Style | Classical Revival |  |
| Building Plan | Rectangular Long Façade |  |
| Website Link | http://www.stjohns.ca/index.jsp |  |
|  |  |  |

## Additional Photos




[^0]:    Jason Sinyard, P. Eng, MBA
    Deputy City Manager, Planning, Engineering and Regulatory Services

