



ANNE ARUNDEL
COUNTY PUBLIC SCHOOLS

2644 Riva Road, Annapolis, MD 21401 | 410-222-5000 · 410-222-5500 (TDD) | www.aacps.org

MODIFICATION #2 TO CONTRACT #18CM-174

MATERIALS OF INSTRUCTION DISCOUNT PROGRAM –Kurtz Bros., Inc.

This modification to Contract #18CM-174 (Contract), executed on August 23, 2018 for the Materials of Instruction Discount Program is made by and between **Kurtz Bros., Inc.** (or Contractor”) and the Board of Educational of Anne Arundel County, also called Anne Arundel County Public Schools (AACPS).

The Contract is amended as following:

AACPS exercises the second option to renew the contract in accordance with Section (5) of the Contract. The term of the contract is extended through August 21, 2022.

The other terms and conditions of the original contract remain unchanged.

IN WITNESS THEREOF, the parties have executed this Modification as below dated.

Kurtz Bros., Inc.

By: _____

Date

8/9/21

Anne Arundel County Public Schools

By: Mary Jo Childs, Esq., CPPO, CPCM

Date

8/10/21



400 Reed ST., P.O. BOX 392
CLEARFIELD, PA 16830-0392
800-252-3811
FAX 814-765-8690
www.kurtzbros.com

August 9, 2021

Anne Arundel County Public Schools
Juliet Hale – Senior Buyer
2644 Riva Road
Annapolis, MD 21401

Re: RFB #18CM-174 – Modification #2

Attn: Jennifer Cook:

Per your request, we would like to renew your 18CM-174 Materials of Instruction Catalog Discount Program through August 21, 2022 in accordance with the Duration of Contract, Page 12 Paragraph 5. Our renewal offer is below:

- **Classroom Instructional Supplies** – Catalog pages 2 – 610
 - **Discount:** 30% discount off prices as listed in Kurtz Bros. Catalog #128. ✓
 - **Shipping:** Shipping will be free of charge on all single orders totaling \$50.00 or more. ✓
Orders under \$50.00 will incur shipping charges of \$7.95
 - **Minimum Order for discount:** \$0.00 ✓
- **Furniture & Equipment** - Catalog pages 611 – 798 **excluded from this offer.**
- **On-Line Ordering:** The most cost-effective, efficient and accurate method of ordering is through our website: www.kurtzbros.com. After being set up with a user ID and password, you can place your orders on-line through our secure site and receive the 30% discount. Purchases can be made by direct billing to your account or charged to your VISA Purchasing Cards. The site has many attractive features including multi-tiered levels of authority for approval. Also, the systems allows for multiple teacher requisitions to be consolidated into one purchase order if desired. Our on-line system will notify the user when any discontinued items are ordered and provide a recommended substitute if available. If you require additional information you may contact your salesperson or our office.
- **Electronic Ordering Software:** Our on-line ordering system is by far the best method of entering orders to Kurtz Bros. However, if you choose not to use the on-line system, we can provide ordering software that can be loaded on IBM or MAC PCs. The system contains our complete database of products and allows for individual teacher requisitions to be consolidated into a single purchase order if desired.



- **Contract Period:** Terms of this discount offer will be guaranteed through August 21, 2022. When our new catalog is issued, which is every Fall, these terms will automatically apply to the new catalog.
- **Delivery:** Standard UPS transit time is 2 days from our warehouse located in central Pennsylvania. Normal delivery time ARO will be 3-5 days. Large bulk deliveries and drop ship items may take longer depending on the size of the order. Packages can be individually wrapped and packed for teachers.
- **Problem Resolution:** You may contact your sales representative to assist with any problems that may arise. Also, you may call our *Customer Service Department* at 800-252-3811 or e-mail your request to: custserv@kurtzbros.com. Kurtz Bros. will pay the return charges and arrange for pick-up of any defective or unacceptable materials. The school will be given full credit for these items.
- **Catalogs:** We can provide as many catalogs as your schools require to facilitate their ordering process.
- **Capacity to Meet Requirements:** Our factory and distribution facilities are conveniently located in central Pennsylvania which provides standard 2-business-day UPS transit times to Annapolis, MD. Our combined buildings comprise over 230,000 sq. ft. of manufacturing, warehousing, and distribution facilities. We currently stock over 13,000 different items to meet your classroom supply needs. Our order fill rate averages over 95% and the purchasing department reviews stocked-out items on a daily basis to fill your backorder as quickly as possible.
- **MSDS Sheets:** Our online ordering system provides a link to MSDS sheets. There is a link at the top of the item page, that when clicked on will bring up a PDF file of the manufacturer's MSDS Sheet.
- Thank you for considering this proposal. If you have any questions on this offer, you may contact me at 800-252-3811, ext. 2602.

Sincerely,



Debbie Pleskonko
School Marketing Manager

Cc: Jim Boate, Jeff Pistner