



# Frederick County Public Schools

... to ensure all students an excellent education

Purchasing Supervisor

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Frederick County Public Schools  
Joshua Higdon, Purchasing Supervisor  
1415 Amherst Street  
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To Whom It May Concern:

In an effort to improve efficiencies and leverage our purchasing power, we decided to evaluate moving from a program of multiple office supply providers to one "single source-preferred" supplier relationship. We determined the multiple vendor platform led to higher prices and procedural inefficiencies due to the volume of purchase orders and in turn invoices that needed to be processed.

After a thorough review of potential sources for our office supplies, we decided our best solution was to utilize the office supply contract from OfficeMax called "America Saves", which is a cooperative contract available through Oakland County, Michigan as the lead agency. We project that utilizing this agreement and moving from multiple suppliers to one, single source should save us up to 20%. Further, because the "America Saves" contract was competitively bid by a public entity, we could avoid going through the time consuming and expensive solicitation process.

While we have only been active with this solution for a few months, so far we are pleased with the results of OfficeMax. We have found the OfficeMax representatives to be pro-active partners, who continually look for and recommend ways for our school division to trim costs. Further, we have found that our bookkeepers and key office supply end users have found the transition to be very easy and effective.

Respectfully,

A handwritten signature in black ink, appearing to read 'Joshua Higdon', is written over a light grey circular stamp.

Joshua Higdon