

# Commodity Guideline List

**Please Note:** The below list is meant to serve only as a guideline in determining which commodity a product/service should be included under and is not inclusive of all products/services utilized the District.

**Academics  
Student Services  
(PGroup: ACS)**

- Art & Science Supplies
- School Athletics
- Costumes
- ESE Equipment
- Gas / Science Labs
- Library Supplies
- Music (Instruments)
- Paper (Construction)
- Pet & Veterinarian Supplies
- Sewing Machines
- Student Testing
- Textbooks
- Arts & Crafts

**Business Operations  
Products  
(PGroup: BOP)**

- Forms
- Magazine / Newspaper
- Miscellaneous
- Office Equipment
- Office Supplies
- Paper (not Construction)
- SIU Equipment & Supplies
- Promotional Materials
- Safety Equipment & Supplies (PPE)
- CPR Supplies, Equip., Training
- Safes
- Laminating (Supplies & Equip.)

**Business Operations  
Services  
(PGroup: BOS)**

- Advertising
- Armored Car Services
- Auditors
- Banking Services
- Consultant Services
- Courier Services
- Finance
- Interpreters
- Leasing / Real Estate
- Lobbying
- Mail / Postage Printing
- Media
- Occupational Therapy
- Registration / Memberships
- Risk Insurance
- Shredding Services
- Travel Agency Services

**Facilities / Maintenance  
& Repair (Interior)  
(PGroup: FMR)**

- Signs, Sign Materials & Equip.
- Electrical Equip/Supplies/Repair
- Elevators
- Facility Flooring (Carpet, Tile, Wood, etc.)
- Fire Systems
- Furniture
- HVAC
- Hand Tools
- Interior Repairs
- Minor Repairs / Remodel
- MRO
- Paint (Services & Supplies)
- Safety Supplies & Equipment
- Lighting
- Theatrical Equip (stage curtains, lighting, etc.)
- Security/Alarm Equipment (Installation)

**Food Services  
Cafeteria  
(PGroup: FNS)**

- Cafeteria Equipment
- Cafeteria Supplies
- Foods
- Utensils
- Vending
- Washer / Dryer
- Water (Service & Equipment)
- Water Filtration Systems

**Grounds / Structure  
(Exterior)  
(PGroup: GSE)**

- Environmental Services
- Fencing
- Generators
- Grounds Equipment
- Grounds Services
- Landscaping Services
- Plumbing
- Public Works
- Roofing (Supplies & Repair)

**Human Resources  
(PGroup: HRS)**

- Employee Uniforms
- Fingerprinting
- Health Services
- Insurance Services
- Retirement Planning
- Risk Management
- Staffing Services
- Unemployment Services

**Janitorial / Custodial  
(PGroup: JCS)**

- Cleaning Chemicals
- Cleaning Services
- Janitorial / Custodial Supplies

**Major Constuction  
(PGroup: CON)**

- Contractors
- Consultants
- Architectural Services
- Engineering Services
- Construction Projects

**Technology  
(PGroup: TEC)**

- Surveillance Equip & Supplies
- Audio Visual Supplies
- Becon
- Computers/Laptops
- Printers
- Copiers
- Fax Machines
- Hardware (Supplies & Services)
- Library Tracking
- Public Address Systems
- Security/ Surveillance Software
- Software as a Service (SaaS)
- Telephones (Service & Equip.)
- Time clocks
- Web Services
- Wires / Cabling
- Wireless Communications

**Transportation /  
Logistics  
(PGroup: TRL)**

- Automotive (Service & Supplies)
- Field Trips
- Fleet Vehicles
- Forklifts
- Fuel
- Golf Carts
- Moving Services
- Propane Tanks
- Shipping Supplies
- Surplus
- Tires
- Warehouse Supplies

