



LSU and OfficeMax Partnership Overview

September 10th, 2013



office supplies

| interiors & furniture

| print & documents

| facility resources

| technology

Program Overview



- *Best in Class Pricing – with over 320 best value core items*
- *Free desktop delivery*
- *Next day delivery on most items*
- *No minimum order requirements*
- *Ability to customize core list for LSU*
- *Best Value Alerts*
- *Suggested shopping lists*
- *Unparalleled Suite of Reporting*
- *Dedicated Customer Service team*
- *On Campus Intern*
- *Customer Service 6am to 10pm CT*

OfficeMax WORKPLACE

office supplies

interiors & furniture

print & documents

facility resources

technology

OfficeMax At A Glance



- 950 Purchase Orders electronically released to OfficeMax
- 1,064 Invoices electronically received from OfficeMax
- \$186,211 Total OfficeMax Spend since 'Go Live' July 22nd

OfficeMax WORKPLACE

office supplies

interiors & furniture

print & documents

facility resources

technology

Pricing



There are over 320 low cost, best value priced, items that represent the most frequently used items by our university. For your convenience, this list of core items is provided by categories in the featured shopping list in the OfficeMax punch-out catalog. For more information on accessing the Shopping List refer to the OfficeMax punch-out catalog user guide.

If you have a unique item, high use item, or special printer cartridge that is not on the core list, contact our OfficeMax representative to have the item added. Item updates are subject to approval by the LSU Office of Procurement Services. Please report unusual pricing issues to the GeauxShop Help desk at geauxshophelp@lsu.edu.

OfficeMax WORKPLACE

office supplies

interiors & furniture

print & documents

facility resources

technology

Paper

OfficeMax paper pricing has substantial advantages over previous paper contracts

- Previous paper purchases were \$41.80 per case (8.5x11 – 20#)
- Current pricing is \$29.60 per case (8.5x11 – 20#)

A savings of **\$12.20 per case**, or **29.2%**

Toner

High demand toners have been added to our Core list for deeply discounted pricing

Toners constitute a substantial portion of our annual office supply spend

Departments can add toners to our Core list for additional discounts by contacting our dedicated OfficeMax representative

OfficeMax WORKPLACE

office supplies

interiors & furniture

print & documents

facility resources

technology

Delivery

Next day desktop delivery on most items

No minimum order quantities



OfficeMax WORKPLACE

office supplies

interiors & furniture

print & documents

facility resources

technology

Returns

If a purchased item needs to be returned:

Step 1: Contact OfficeMax

- Customer Support
 - 1.877.429.4565
 - customersupport@officemax.com
- Marco Morales
 - 1.985.510.0468
 - marcomorales@officemax.com

Step 2: Return the Item

+ Return the purchased item in the return packaging supplied by OfficeMax

Customer Support



- Dedicated LSU student intern
- Dedicated LSU representative
 - Marco Morales and he can be reached via phone at (985) 510-0468 or via email at marcomorales@officemax.com.
- Dedicated Customer Support team via web or phone

Reach out directly to the OfficeMax Representative for the following issues:

- Low Cost Alternatives
- Special quotes on unique items
- Training on the OfficeMax punch- out catalog
- Custom items
- Delivery issues
- Core list additions
- Large quantities of a single item

Questions?



Marco Morales OMX Account Executive

(985) 510-0468

marcomorales@officemax.com

(877) 429-4565

CustomerSupport@officemax.com

OfficeMax WORKPLACE

office supplies

interiors & furniture

print & documents

facility resources

technology

LSU GeauxShop Contacts

LSU GeauxShop Help
GeauxShopHelp@lsu.edu

<http://www.lsu.edu/geauxshop/>



OfficeMax WORKPLACE

office supplies

interiors & furniture

print & documents

facility resources

technology