

## AES PRODUCT AND SERVICE NEEDS

- Advertising, Communications and Media Related Services
- Architect-Engineer and Other Professional Design Services
- Building Maintenance and Repair Services
- CAD Services
- Carpet Mat Cleaning Services
- Computer and Information Processing Systems, IT Hardware
- Computer Software, Peripherals and Accessories
- Consultant Services
- Contractors: Electrical, Flooring, General Trades, Mechanical and Sprinklers
- Envelopes: Plain and Printed
- Furniture: Cafeteria and Lounge (indoor and outdoor)
- Furniture: Office (includes filing cabinets, filing systems, shelving, etc.)
- Furniture and Workstation Installation
- Hardware: Locks, Ladders, Tools, etc.
- Imaging Equipment, Services and Supplies
- Lawn Care Services
- Lightbulbs and Electrical Supplies
- Mail House Services
- Office Equipment Maintenance, Reconditioning and Repair Services
- Office Machines, Equipment and Accessories (includes fax, copier, dictation)
- Paper: Cut Sheet, Tabs, etc.
- Photographic Equipment and Supplies (includes digital cameras, etc.)
- Plaques and Signs
- Plumbing Supplies
- Print Shop and Bindery Supplies
- Printer Supplies (includes toner, developer, labels, ribbons, etc.)
- Printing: Brochures, Booklets, Crash Imprinting, etc.
- Recycling Service
- Roll Paper and Forms
- Security Services
- Snow Removal
- Telephone/Telecommunications Equipment, Accessories and Supplies
- Vehicles
- Waste Disposal
- Window Cleaning