

NYS OGS - List of Preferred Source Offerings

## **LIST OF PREFERRED SOURCE OFFERINGS**

### **NOTE:**

Section A of this list has been updated to reflect recommendations of the State Procurement Council as approved by the Commissioner of General Services and to include New York State labeled wines (PDF file format) granted favored source status under Section 165(4)(a) of the State Finance Law.

The List contained herein is a general listing of commodities and services offered by preferred sources.

Please contact the appropriate preferred source to obtain specifications and prices for commodities.

For services, agencies are required to provide notification describing their requirements (i.e. detailed specifications) to preferred sources which provide the required service as indicated on the List.

If, within ten days of the notification, one or more preferred sources submit a notice of intent to provide the service in the form, function and utility required, said service shall be purchased from the preferred source. If more than one preferred source submits a notification of intent and meets the requirements, costs shall be the determining factor for purchase among the preferred sources.

The preferred source shall apply to the New York State Office of General Services for review and approval of price on an individual contract basis unless otherwise indicated on the List.

**For additional information see the NYS Procurement Bulletin - Preferred Source Guidelines.**

### **CORCRAFT**

New York State Department of Correctional Services  
Division of Industries  
550 Broadway, Menands, NY 12204  
Phone (518) 436-6321 1 (800) 436-6321  
FAX (518) 472-1614 1 (800) 898-5895  
Web Address: <http://www.corcraft.org>

### **INDUSTRIES FOR THE BLIND OF NEW YORK STATE, INC.**

296 Washington Avenue Extension  
Albany, NY 12203-5346  
Phone (518) 456-8671  
FAX (518) 456-3587  
Web Address: <http://www.ibnys.org>

### **NEW YORK STATE INDUSTRIES FOR THE DISABLED, INC.**

11 Columbia Circle Drive  
Albany, NY 12203  
Phone (518) 463-9706  
FAX (518) 463-9708  
Email: [admin@nysid.org](mailto:admin@nysid.org)  
Web Address: <http://www.nysid.org>

### **NEW YORK STATE OFFICE OF MENTAL HEALTH**

#### **BUY OMH**

44 Holland Avenue  
Albany, NY 12229  
Phone (518) 474-0121

## ABOUT NEW YORK'S PREFERRED SOURCES

### Corcraft

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Corcraft is the manufacturing program of the New York State Department of Correctional Services. Corcraft's mission is to support the Department's mission in four key areas:

1. Keeps inmates employed to help prevent disruption
2. Helps offset the cost of incarceration
3. Teaches work disciplines
4. Helps address taxpayer expectations that inmates do something productive while incarcerated.

In addition, Corcraft provides training, work experience and a work ethic to help inmates return to their communities prepared for employment.

Corcraft produces approximately 300 products for office, institutional and educational markets in the following categories:

- License plates
- Office, educational and institutional furniture and equipment
- Textile and apparel goods like bedding and uniforms
- Printing and signage
- Soap and janitorial supplies
- Eyeglasses

These products are produced in 30 shops in 15 correctional facilities. Corcraft is restricted to selling its products to its own Department, state and local governments, public schools and universities, and eleemosynary not for profits. Corcraft must win customers through competitive pricing, high quality and excellent service.

### Industries for the Blind

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The mission of Industries for the Blind of New York State, Inc. is a human and powerful one: to afford New Yorkers who are blind the opportunity to perform ably in doing meaningful work and to gain the self-respect, self-confidence and sense of purpose that productive employment can bring -- while providing quality products and services at reasonable prices to state agencies, political subdivisions, school districts, fire protection districts and public benefit corporations.

Our affiliated industries manufacture the pencils you write with, the flags you salute, the brooms that you sweep with, and the safety vests that you wear. They produce the towels that dry you, the latex gloves you wear for protection and the mops that clean your floors. They send you mail and provide answering services for phones that you call. In short, these are real jobs for New Yorkers, with an economic multiplier effect which generates additional related jobs, tax revenues and other economic benefits for the State of New York.

Our affiliated industries in New York City, Albany, Utica, Rochester, Buffalo, Elmira and Binghamton make a wide variety of products and provide a growing list of services, including CD replication and call center services that you can trust for quality and value for excellent pricing. The stability of employment opportunities for those involved in the Industries for the Blind program is dependent upon our ability to satisfy you, the consumer, with these products and services. It is our goal to provide you with the service you deserve. Feel free to write or call with any comments. You will receive prompt, personal attention from one of our staff.

## **Industries for the Disabled**

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New York State Industries for the Disabled, or NYSID, is a not-for-profit organization established in 1976 by the New York State Commissioner for Education in response to amendments to the State Finance Law, now reaffirmed in the Procurement Stewardship Act of 1995.

The law supports vocational empowerment of people with severe disabilities by making the organizations that serve them eligible for state contracts as preferred sources. NYSID was set up to act as the central coordinator for its member rehabilitation agencies in pursuing and carrying out commodities and services contracts with state agencies and political subdivisions.

Currently, 137 rehabilitation agencies have been certified by VESID for NYSID membership. Of these, 80 hold preferred source contracts and others stand ready to supply commodities and services. By doing so, they fulfill the goal of the law by giving persons with severe disabilities the chance to make use of their abilities -- through training, vocational experience and jobs.

## **BUY OMH**

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"BUY OMH" is a statewide job training and employment initiative which was developed in 1987 by the New York State Office of Mental Health to meet the work readiness and job needs of New Yorkers with a psychiatric disability.

Since its inception, BUY OMH has become nationally and internationally recognized as an effective means of increasing the economic independence, rehabilitation and recovery of persons with psychiatric disabilities. It has also received praise for the quality of its products and services, which underscores the capabilities and value which recipients of mental health services can bring to the workforce of the state. A network of 20 business programs, most of which are located in community business settings, provide a wide range of products and services primarily to the New York State Office of Mental Health, but also to private businesses and individuals with psychiatric disabilities in a BUY OMH Program.

## **SUMMARY OF PURCHASING PROCEDURES**

Agencies are required to purchase commodities and services from preferred sources when such commodities and services are on the List of Preferred Source Offerings and when they meet form, function and utility requirements as determined by the agency. Detailed purchasing procedures are provided in the N.Y.S. Procurement Bulletin - Preferred Source Guidelines.

### **A) Commodities**

- 1) Agency determines and defines its needs for commodities.
- 2) Reviews List of Preferred Source Offerings.
- 3) a.) Checks preferred source catalog and product specifications; or  
b.) If the commodity is not on the List, agency proceeds with alternative procurement.
- 4) If the commodity is on the List, agency makes form, function and utility determination.
- 5) a.) If the commodity meets agency requirements, the agency makes the purchase from the preferred source; or  
b.) If it does not meet requirements, the agency provides a 10 day notice to the preferred source.
- 6) a.) Within 10 days, the preferred source may indicate agreement with the agency decision; or  
b.) Provide no response to the agency; or  
c.) Provide notice to the agency that it disagrees with the agency decision.
- 7) a.) If (a) or (b) in step 6 occurs, the agency proceeds with an alternate procurement; or  
b.) If (c) occurs, the preferred source may consult with, or negotiate the procurement with the agency.
- 8) a.) If negotiations are successful, the agency may purchase from the preferred source; or  
b.) If unsuccessful, the agency may proceed with an alternative procurement.
- 9) The preferred source may file an objection with the agency commissioner which becomes part of the Procurement Record.

### **B) Services**

- 1) Agency determines and defines its need for services and develops service specification.
- 2) Reviews List of Preferred Source Offerings to determine if the service is available.
- 3) a.) Agency notifies the preferred source(s) of the need for services; or  
b.) If the service is not on the List, the agency proceeds with an alternative procurement.
- 4) a.) Within 10 days of agency notification, if a preferred source(s) responds that it wants to provide the service, the agency proceeds to step 5; or  
b.) If the preferred source does not respond, the agency proceeds with an alternative procurement.
- 5) The agency determines if the preferred source service meets the agency's form, function and utility requirements.
- 6) a.) If the preferred source service meets the agency's requirements, the agency may proceed with the procurement. If the procurement is valued in excess of \$50,000, the preferred source obtains OGS price approval.  
b.) If the service does not meet agency requirements, the agency may proceed with an alternative procurement.
- 7) If the preferred source disagrees with the agency determination, it may file an objection with the agency commissioner, which becomes part of the Procurement Record.

## USING THE LIST

Purchasing personnel should become familiar with the structure of the List and related procurement procedures. At the top of each page a description is provided as to whether the commodities or services appearing immediately below are approved as a preferred source item on a statewide basis, approved for a specific agency only, or not approved as a preferred source item but available for purchase on an optional basis.

The list is divided into five Sections designated A through E which are described as follows:

### SECTION

**A** **Commodities** in Section A have been approved as a preferred source item on a statewide basis. All State agencies, political subdivisions and public benefit corporations are required to purchase these items from a preferred source when they meet the form, function and utility requirements of the agency.

**B** **Commodities** in Section B have been approved as a preferred source item for a specific State agency, political subdivision or public benefit corporation. Other State agencies, political subdivisions or public benefit corporations may choose to purchase these commodities from the preferred source but are not required to do so. If a State agency elects to purchase from a preferred source, and the value of the procurement is in excess of \$50,000, OGS approval of the price is required. (Note: OGS price approval is not required if Corcraft is the preferred source; or if OMH is purchasing from the BUY OMH Program.) If the procurement is under \$50,000, agencies are required, as for all purchases, to document reasonableness of price.

**C** **Commodities** in Section C have not been approved as a preferred source item. State agencies, political subdivisions and public benefit corporations may choose to purchase these commodities from the preferred source but are not required to do so. If a State agency elects to purchase from a preferred source, and the value of the procurement is in excess of \$50,000, OGS approval of the price is required. (Note: OGS price approval is not required if Corcraft is the preferred source or if OMH is purchasing from the BUY OMH Program.) If the procurement is under \$50,000, agencies are required, as for all purchases, to document reasonableness of price.

**Notification.** The 10 day notification requirement detailed in Step 5b of the Summary of Purchasing Procedures for Commodities on page 4 applies only to those commodities listed in Section A, i.e. commodities approved as a preferred source item on a statewide basis.

**Priority.** When purchasing commodities listed in Section A, priority among preferred services is extended first to Corcraft, then to Industries for the Blind, and then equally to Industries for the Disabled and to BUY OMH. Commodities/Preferred Sources listed in Section A have priority over optional purchases of the same commodities in Sections B or C. Agencies making optional purchases of commodities in Sections B or C may select any preferred source listed.

**D** **Services** in Section D have been approved as a preferred source service for one or more State agencies, political subdivisions or public benefit corporations. All State agencies, political subdivisions and public benefit corporations are required to purchase these services when they meet the form, function and utility requirements of the purchasing agency. Because service contracts may vary greatly in scope of services, performance requirements, etc. each service contract with a preferred source valued in excess of \$50,000 must be reviewed and approved by the Office of General Services to ensure that prices are as close to prevailing market price as practicable, and do not exceed 15 percent above prevailing market prices among responsive offers for the same or equivalent services. (OGS price approval is not required if OMH is purchasing services from the BUY OMH Program.) If the procurement is under \$50,000, agencies are required, as for all purchases to document reasonableness of price.

**E** **Services** in Section E have not been approved as a preferred source item. State agencies, political subdivisions and public benefit corporations may choose to purchase these services from the preferred source but are not required to do so. If a State agency elects to purchase from a preferred source, and the value of the procurement is in excess of \$50,000, OGS approval of the price is required. (Note: OGS price approval is not required if Corcraft is the preferred source; or if OMH is purchasing from the BUY OMH Program.) If the procurement is under \$50,000, agencies are required, as for all purchases, to document reasonableness of price.

**Notification.** The 10 day notification requirement detailed in Steps 3a and 4a of the Summary of Purchasing Procedures for Services on page 4 applies only to those services listed in Section D, i.e. services approved as a preferred source item for one or more State agencies, political subdivisions or public benefit corporations.

**Priority.** Industries for the Blind, Industries for the Disabled, and BUY OMH have equal priority for services and when two or more of these preferred sources offer the same service, costs shall be the determining factor. If a service is listed in both Sections D and E the service must be purchased from the preferred source listed under D if it meets the form, function and utility requirements of the agency.

**COMMODITY** Commodities listed below have been approved as a preferred source item on a statewide basis.

*{Section A}*

	Corcraft	Industries For Blind	Industries For Disabled	BUY OMH
<b>CLASSROOM/EDUCATIONAL</b>				
Benches	√			
Bookcases	√			
Bulletin Boards	√			
Cafeteria Tables	√			
Classroom Seating	√			
Computer Furniture	√			
Folding Tables	√			
General Purpose Tables	√			
Library Seating	√			
Lockers	√			
Stacking Chairs	√			
Student Desks	√			
<b>CUSTOM ORDERED PRODUCTS/SERVICES</b>				
Aluminum Castings	√			
Asbestos Abatement	√			
Construction	√			
Embroidered Emblems/Insignia Patches			√	
Exercise Yards	√			
Eye Wear	√			
License Plates	√			
Modular Housing	√			
Panel Systems	√			
Plaques			√	
Security Screens	√			
Storm Windows	√			
<b>FLAGS</b>				
Canadian Flag		√		
Classroom Flags (Various)		√		
New York State		√		
POW - MIA Flags		√		
United States		√		

**COMMODITY** Commodities listed below have been approved as a preferred source item on a statewide basis.  
*{Section A}*

	Corcraft	Industries For Blind	Industries For Disabled	BUY OMH
<b>FOOD AND BEVERAGES</b>				
Coffee			√	
Desserts			√	
Dried Vegetables			√	
Fresh Vegetables			√	
Frosting Mix- <i>Chocolate, Vanilla &amp; Butter Cream</i>			√	
Margarine			√	
Packaged Drink Mixes			√	
Packaged Food Mixes			√	
<i>Gelatin</i>			√	
<i>Gravy</i>			√	
<i>Pudding</i>			√	
<i>Sauce and Soup Bases</i>			√	
<i>Whipped Topping</i>			√	
Pasta			√	
Pureed Food Enhancer			√	
Seasonings and Spices			√	
Tea			√	
Vinegar			√	
<b>INSTITUTIONAL FURNITURE</b>				
Beds	√			
Benches	√			
Bookcases	√			
Bulletin Boards	√			
Clothing/Coat Racks	√			
Desks	√			
Dressers	√			
File Cabinets, Lateral	√			
File Cabinets, Vertical	√			
Garbage Cans	√			
Lockers	√			
Lounge Furniture	√			

**COMMODITY** Commodities listed below have been approved as a preferred source item on a statewide basis.  
*{Section A}*

	Corcraft	Industries For Blind	Industries For Disabled	BUY OMH
Night Stands	√			
Oak Molding				√
Seating	√			
<i>Benches</i>	√			
<i>Library Chairs</i>	√			
<i>Stacking Chairs</i>	√			
<i>Student Desk</i>	√			
<i>Tablet Arm Chairs</i>	√			
Security Screens	√			
Shelving, Industrial	√			
Storage Cabinets	√			
Tables	√			
Telephone Stands	√			
Wardrobes	√			
Wastebaskets	√			
Window Guards	√			
<b>JANITORIAL AND HOUSEKEEPING SUPPLIES</b>				
Air Freshener			√	
Biodegradable Garbage Bags		√		
Brooms		√		
Brushes		√		
<i>Counter Duster</i>		√		
<i>Deck Scrub</i>		√		
<i>Hand Scrub</i>		√		
<i>Sweep</i>		√		
<i>Toilet</i>		√		
<i>Window Washing</i>		√		
Carpet & Upholstery Cleaner			√	
Cleaning Carts, Multi-Use		√		
Cleaning Products	√		√	
Cleaning System (JAWS)		√		
Cleaning Wipes				
<i>Disposable</i>		√		
<i>Laundryable</i>		√		
Concrete Sealer			√	

**COMMODITY** Commodities listed below have been approved as a preferred source item on a statewide basis.

*{Section A}*

	Corcraft	Industries For Blind	Industries For Disabled	BUY OMH
Deodorizer, Clean Odor Patrol, <i>Cherry Scented</i>		√		
Deodorizer, Restroom Tablets	√			
Dishwashing Detergent			√	
Drain Cleaner, <i>Biological Digestant/Deodorant</i>			√	
Dust Mop Heads, Inhibitor, Anti-Microbial		√		
Dust Mops		√		
Dustpans				
<i>Metal</i>	√			
<i>Plastic</i>		√		
Feather Duster, Retractable, Ostrich			√	
Fleet Wash Agents		√		
Floor Care Products	√			
Floor Finish Remover			√	
Food Service Cleaner			√	
Floor Finishes ( <i>4 &amp; 5 Gallon Pails</i> )			√	
Glass Cleaner		√	√	
Gloves				
<i>Cleaning, Extra Duty Late</i>		√		
<i>Cleaning, Latex Neoprene</i>		√		
<i>Plastic Disposable</i>			√	
Laundry Products	√		√	
Lighting Fixtures			√	
Liqui-bac Cleaner			√	
Low Foam All Purpose Cleaner			√	
Mop Bucket			√	
Mop Wringer			√	
Mops		√		
Neutral Disinfectant Cleaner			√	
Odor Counteractants			√	
Pads				
<i>Floor Maintenance</i>			√	
<i>Scouring</i>			√	
Plastic Bags			√	
Plastic Bags, <i>Low Density Poly-Garbage Bags</i>		√		
Reclaimed Cleaning Rags			√	
Resilient Tile Coating			√	

**COMMODITY** Commodities listed below have been approved as a preferred source item on a statewide basis.

*{Section A}*

	Corcraft	Industries For Blind	Industries For Disabled	BUY OMH
Shovels			√	
Polyethylene			√	
Steel				
Solar Trash Compactors			√	
Sponges		√		
Spray Bottles		√		
Stainless Steel Cleaner			√	
Sweep Handles		√		
Sweeping Cloths, Disposable, Dry			√	
Toilet Bowl Cleaner		√		
Tough Job Cleaner			√	
Urinal Blocks		√		
Vacuum Cleaners		√		
Wet Mop Handles		√		
<b>MEDICAL AND INSTITUTIONAL CARE ITEMS</b>				
Adult Disposable Incontinent Briefs			√	
Blood Pressure Cuffs		√		
CPR Masks		√		
Disposable Paper Bath Towels		√		
Drug Test Kits			√	
First Aid Blanket			√	
Flu Contamination Kits			√	
Gloves				
<i>Latex Examination, Non-Sterile</i>		√		
<i>Nitrile Examination Gloves</i>		√		
<i>Polyurethane Examination Gloves</i>		√		
<i>Vinyl Disposable, Examination</i>			√	
Gowns			√	
Head Immobilizer			√	
Kits, including			√	
<i>First Aid Kit</i>			√	
<i>Hospital Patient Care Kit</i>			√	
<i>Infectious Disease Control Kit</i>		√		
Laundry Bags		√	√	
Mattress Underpads		√		
Medical Assemblies			√	
Patient Amenity Kits			√	
Patient Securing Straps		√		
Pregnancy and Ovulation Kits			√	

**COMMODITY** Commodities listed below have been approved as a preferred source item on a statewide basis.

*{Section A}*

	Corcraft	Industries For Blind	Industries For Disabled	BUY OMH
Prescription Containers			√	
Specimen Bags		√		
Sphygmomanometers		√		
Stethoscopes		√		
Surgical Towels with Barium Thread		√		
Towels		√		
Underpads			√	
<b>MISCELLANEOUS</b>				
Air Filters (HVAC)			√	
Aluminum Castings	√			
Cable Ties		√		
Calcium Chloride Ice Melt Pellets			√	
Caulk, Acrylic and Silicone			√	
Computer Privacy Screens		√		
Cutlery, <i>Disposable</i>			√	
Dustpans	√			
Faucets <i>Touch Free, Battery Operated</i>			√	
Fireplace/Barbecue Grills	√			
Firewood			√	
Frames <i>Posters, Prints &amp; Original Artwork</i>				√
Garden Hoses			√	
Graphics, Letters and Numerals			√	
License Plates	√			
Moh's Hardness Scale Collection Kits			√	
Oil Filters			√	
Osmosis and Diffusion Lab Activity Kit			√	
Picnic Tables			√	
Recycling Bins	√			
Refuse Containers, <i>Wheeled</i>			√	
Security Screens	√			
Shower Curtain			√	
Stainless Steel Tong			√	
Tableware, <i>Biodegradable</i>		√		
Tine Steel Rakes			√	
Touch Free Door Openers			√	
Vehicle Covers			√	
Wastebaskets	√			
Window Guards	√			
Windshield Wipers ( <i>Summer and Winter</i> )			√	

**COMMODITY** Commodities listed below have been approved as a preferred source item on a statewide basis.  
*{Section A}*

	Corcraft	Industries For Blind	Industries For Disabled	BUY OMH
<b>OFFICE FURNITURE</b>				
Bookcases	√			
Bulletin Boards	√			
Clothing/Coat Racks	√			
Costumers	√			
Credenzas				
<i>Modular</i>	√			
<i>Plastic Laminated</i>	√			
Desks, including				
<i>Executive</i>	√			
<i>Hardwood Veneer</i>	√			
File Cabinets, Lateral	√			
File Cabinets, Vertical	√			
Lounge Furniture	√			
Modular Workstations	√			
Panel Systems	√			
Seating, including				
<i>Conference</i>	√			
<i>Ergonomic</i>	√			
<i>Executive</i>	√			
Storage Cabinets	√			
Tables, including				
<i>Computer</i>	√			
<i>Conference</i>	√			
<i>Folding</i>	√			
<i>Typewriter</i>	√			
Telephone Stands	√			
Video/VCR Cabinets	√			
Wastebaskets	√			

**COMMODITY** Commodities listed below have been approved as a preferred source item on a statewide basis.

*{Section A}*

	Corcraft	Industries For Blind	Industries For Disabled	BUY OMH
<b>OFFICE AND SCHOOL SUPPLIES</b>				
Address Labels for Copiers, <i>White Self-Adhesive</i>			√	
Athletic Field Marking Paint			√	
Bags, <i>Reclosable, Zipper, Poly</i>		√		
Calendars( <i>Monthly Desk Planning, Desk Blotter</i> )			√	
Clam-Clip Mechanisms		√		
Clipboards			√	
Computer Cleaning Products			√	
Correction Fluid			√	
Corrugated Boxes			√	
Desk Organizer, <i>Rhinolin</i>			√	
Desk Pads			√	
DVR-HDD Multimedia Enclosure Player/Recorder			√	
Examination Booklets			√	
File Boxes			√	
Flash Drives		√		
Hanging File Folders		√		
Highlighters, <i>Assorted Colors</i>			√	
Integrated Microcomputer Systems				
<i>Assistive Technology</i>		√		
Interagency Messenger Envelopes			√	
Kodak:				
<i>Mini Digital Video Cassettes</i>			√	
<i>Preservation DVD-Rs and CD-Rs</i>			√	
<i>T-120 High Standard Videotapes</i>			√	
Magnetic Disks			√	
Manila File Folders		√		
Memory PRO Duo				
<i>1 GB – Memory Stick</i>			√	
<i>4 GB – Memory Stick</i>			√	
Pad Holders			√	
Paper, <i>25% Cotton Bond</i>			√	
Paper, <i>Recycled Offset</i>			√	
Paper, <i>White, Recycled, Uncoated, Opaque (Vellum)</i>		√		
Paper Clips			√	
Paper Fasteners			√	

**COMMODITY** Commodities listed below have been approved as a preferred source item on a statewide basis.

*{Section A}*

	Corcraft	Industries For Blind	Industries For Disabled	BUY OMH
PC Camera			√	
Pencils		√		
Pen Drives				
2 GB			√	
4 GB			√	
Pens		√		
Pocket Memo Books		√		
Portfolios		√		
Post-It Notes		√		
Pressboard Binder Covers		√		
Pressboard Classification Folders			√	
Push Pins			√	
Rubber Bands		√		
Rubber Stamp ( <i>w/o Ink Pad</i> )			√	
Rulers			√	
Scissors			√	
Scratch Pads ( <i>Recycled Bond</i> )			√	
Security-Finger Print Pen Drive			√	
Self Inking Stamp			√	
Stamp Pads			√	
Staple Removers			√	
Staples			√	
Staplers			√	
Student Dissecting Kit			√	
Tape			√	
Toner Cartridge, Double Life, <i>Laser, Remanufactured</i>		√		
Typewriter Materials				
<i>Lift Off</i>			√	
USB Hub. 2.0, 4 Port			√	
Wall Clocks			√	
White Board Cleaner			√	
White Board Erasers			√	
Writing Pad Holders		√		
Vertical File Pockets		√		

**COMMODITY** Commodities listed below have been approved as a preferred source item on a statewide basis.

*{Section A}*

	Corcraft	Industries For Blind	Industries For Disabled	BUY OMH
<b>PERSONAL CARE PRODUCTS</b>				
Antimicrobial Hand & Skin Cleansers			√	
Bath Oil			√	
Bathing Products			√	
Body Wash			√	
Dental Kits			√	
Deodorant Bar Soap	√			
Disposable Wet Wipes			√	
Hair Care			√	
Hand/Hair Dryers, Electric			√	
Hand Sanitizing Gel			√	
Liquid Lotion Type Handsoap	√		√	
Paper Towels, C-Fold			√	
Pre-Moistened Towelettes			√	
Personal Care Hygiene Kits			√	
Pumice Bar Soap			√	
Razors			√	
Sanitary Napkins			√	
Shampoo			√	
Skin Care				
<i>Skin Lotion</i>			√	
Tampons ( <i>Regular Absorbency</i> )			√	
Toilet Paper			√	
Toothpaste			√	
<b>SAFETY SUPPLIES AND EQUIPMENT</b>				
Anti-Shank Security Pens			√	
Back Support Belt w/Suspenders			√	
Barricade <i>Flashing Lights</i>			√	
Barrier Tape		√		
Carbon Monoxide Alarms			√	
Channelizer Drums w/tire ring or molded base			√	
Coverall Safety Garments		√		
Disaster Pack Kit ( <i>Pillow, Blanket, Foam-pad</i> )			√	
Eye Protection Devices		√		
Face Masks		√		
Fire Extinguisher		√		
First Responder Kits			√	
Flare Kits, Electronic			√	
Flashlights			√	

**COMMODITY** Commodities listed below have been approved as a preferred source item on a statewide basis.

*{Section A}*

	Corcraft	Industries For Blind	Industries For Disabled	BUY OMH
Flashlights, <i>Aluminum</i>		√		
Helmet Lamp			√	
Light Sticks		√		
MSDS Compliance Center			√	
Safety Batons, Lighted		√		
Safety Fence, <i>Plastic</i>			√	
Safety Flags		√		
Safety Markers			√	
Safety T-Shirts		√		
Safety Vests		√		
Security Search Probe			√	
Snow Fence, Warning Barrier			√	
Surge Suppressors, Transient Voltage			√	
Traveler Survival Pak		√		
<b>SIGNAGE</b>				
Aluminum Castings	√			
Driver Feedback Signs			√	
Electronic Traffic Signs			√	
Engraved	√			
Highway/Traffic	√			
LED Exit Signs and Retrofit Kits			√	
Plastic Snowmobile Signs			√	
Plastic Trail Marker Signs			√	
Silkscreened	√			
<b>FILM, STILL FILM (UNEXPOSED) AND CAMERAS</b>				
Black and White		√		
Color Print		√		
Flash Response Camera ( <i>Disposable</i> )		√		
<b>TABLES</b>				
Cafeteria	√			
Computer	√			
Conference	√			
Folding	√			
General Purpose	√			
Lounge	√			
Office	√			
Typewriter	√			

**COMMODITY** Commodities listed below have been approved as a preferred source item for a specific State agency, political subdivision or public benefit corporation.

*{Section A}*

	Corcraft	Industries For Blind	Industries For Disabled	BUY OMH
<b>TEXTILES/APPAREL</b>				
Aprons	√	√		
Athletic Apparel			√	
<i>Jeans</i>			√	
<i>Pants</i>			√	
<i>Socks</i>			√	
<i>Sneakers, White, Men's High &amp; Low Top</i>		√		
<i>Sweatpants</i>			√	
Bedding				
<i>Bedspreads</i>		√		
<i>Blankets</i>		√		
<i>Pillowcases</i>	√	√		
<i>Pillows</i>	√	√		
<i>Sheets</i>	√	√		
Bibs		√		
Caps, <i>Knit</i>		√		
Caps, <i>Nurses and Surgeons</i>		√		
Diapers		√		
Dish Cloth		√		
Dish Towel		√		
Handkerchiefs	√			
Isolation Gowns		√		
Jackets/Coats	√		√	
Jackets, <i>Winter</i>			√	
Jumpsuits	√			
Laundry Bags		√	√	
Oven Mitt		√		
Pot Holder		√		
Printed				
<i>Canvas Tote Bags</i>	√			
<i>Jackets</i>			√	
<i>Shirts</i>	√			
<i>Sweatshirts</i>	√			
Raincoats			√	
Shoe Covers, <i>non-skid, nonconductive</i>		√		

**COMMODITY** Commodities listed below have been approved as a preferred source item for a specific State agency, political subdivision or public benefit corporation.

*{Section A}*

	Corcraft	Industries For Blind	Industries For Disabled	BUY OMH
Sweatshirts	√	√		
Tote Bags	√			
Towels		√		
Underwear	√		√	
Uniforms	√			
Washcloths		√		
Wheelchair Ponchos			√	
Work Clothes	√		√	
Work Gloves		√		
Work Shoes				
<i>Mens, Polishable, Shock Camp</i>			√	
Work Wear		√		

**COMMODITY** Commodities listed below have been approved as a preferred source item for a specific State agency, political subdivision or public benefit corporation.

*{Section B}*

	Corcraft	Industries For Blind	Industries For Disabled	BUY OMH
<b>CLASSROOM/EDUCATIONAL</b>				
Benches				√
Bookcases				√
Bulletin Boards				√
Cafeteria Tables				√
Computer Furniture				√
General Purpose Tables				√
Student Desks				√
<b>CUSTOM ORDERED PRODUCTS/SERVICES</b>				
Construction				√
Electrical Assemblies			√	
Housing Renovation and Construction				√
<b>INSTITUTIONAL FURNITURE</b>				
Benches				√
Bookcases				√
Bulletin Boards				√
Clothing/Coat Racks				√
Desks				√
Dressers				√
Entertainment Centers				√
Lounge Furniture				√
Night Stands				√
Plant Stands				√
Seating				
<i>Benches</i>				√
<i>Student Desk</i>				√
Storage Cabinets				√
Tables				√
Telephone Stands				√
Wall Shelves				√
Wardrobes				√
Wastebaskets				√
<b>JANITORIAL AND HOUSEKEEPING SUPPLIES</b>				
Oil Absorbent Mats			√	
Pads				
<i>Utility</i>			√	
Utility Pad Holders			√	
Utility Pad Holder Kits			√	

**COMMODITY** Commodities listed below have been approved as a preferred source item for a specific State agency, political subdivision or public benefit corporation.

*{Section B}*

	Corcraft	Industries For Blind	Industries For Disabled	BUY OMH
<b>MEDICAL AND INSTITUTIONAL CARE ITEMS</b>				
Kits, including				
<i>Custom Hospital Admission Kit</i>			√	
<i>Hospital Patient Care Kit</i>				√
<i>Infectious Disease Control Kit</i>				√
<i>Sex Offense Evidence Kit</i>			√	
<b>MISCELLANEOUS</b>				
Adirondack & Outdoor Recreational Furn.				√
Gift Items				√
Picnic Tables				√
Wastebaskets				√
Wheelchair Tray, Footrest, Carry Pouch				√
<b>OFFICE AND SCHOOL SUPPLIES</b>				
Clipboards				√
Pressboard Folders			√	
Rebuilt Laser Printer Cartridges			√	
<b>OFFICE FURNITURE</b>				
Bookcases				√
Bulletin Boards				√
Clothing/Coat Racks				√
Credenzas				
<i>Modular</i>				√
<i>Plastic Laminated</i>				√
Desks, including				√
<i>Executive</i>				√
<i>Hardwood Veneer</i>				√
Modular Workstations				√
Plant Stands				√
Tables, including				
<i>Computer</i>				√
<i>Conference</i>				√
<i>Typewriter</i>				√
Telephone Stands				√
Video/VCR Cabinets				√
Wall Shelves				√
Wastebaskets				√
<b>PERSONAL CARE PRODUCTS</b>				
Personal Care Hygiene Kits				√
<b>SIGNAGE</b>				
Engraved				√

**COMMODITY** Commodities listed below have been approved as a preferred source item for a specific State agency, political subdivision or public benefit corporation.

*{Section B}*

	Corcraft	Industries For Blind	Industries For Disabled	BUY OMH
Police Car Markings			√	
Silkscreened				√
<b>TABLES</b>				
Cafeteria				√
Computer				√
Conference				√
General Purpose				√
Lounge				√
Office				√
<b>TEXTILES/APPAREL</b>				
Aprons				√
Printed				
<i>Athletic Bags</i>			√	√
<i>Canvas Rash Bags</i>			√	√
<i>Canvas Tote Bags</i>			√	√
<i>Caps</i>			√	
<i>Cold Weather Coats</i>			√	
<i>Shirts</i>			√	√
<i>Shorts</i>			√	
<i>Sweatpants</i>			√	
<i>Sweatshirts</i>			√	√
<i>Swimwear</i>			√	
<i>Uniforms</i>			√	
<i>Visors</i>			√	
Sneakers			√	
Tote Bags				√
Uniforms			√	

**COMMODITY** Commodities listed below have not been approved as a preferred source item.

*{Section C}*

	Corcraft	Industries For Blind	Industries For Disabled	BUY OMH
<b>FOOD AND BEVERAGES</b>				
Margarine			√	
<b>JANITORIAL AND HOUSEKEEPING SUPPLIES</b>				
Pallets			√	
<b>MEDICAL AND INSTITUTIONAL CARE ITEMS</b>				
Kits, including				
<i>Blood Alcohol Analysis Kit</i>			√	
<i>Medical Kit</i>			√	

**SERVICE** Services listed below have been approved as a preferred source service for one or more State agencies, political subdivisions or public benefit corporations.

*{Section D}*

	Corcraft	Industries For Blind	Industries For Disabled	BUY OMH
Assemblies				
<i>Electronic Assembly</i>			√	
<i>Kit Assembly and Maintenance</i>			√	
Call Center Services				
<i>Inbound Tele-response &amp; Fulfillment</i>		√		
<i>Outbound Telephone Survey &amp; Fulfillment</i>		√		
CD Replication		√		
Data Entry			√	
Document Processing				
<i>Photocopying</i>			√	
<i>Reproduction</i>			√	
Electronics Recycling			√	
Food Services				
<i>Food Warehousing, Storage &amp; Dist Service</i>			√	
<i>Meal Preparation &amp; Delivery</i>			√	
Furniture Refurbishment				
<i>Re-upholstery</i>			√	
<i>Repair</i>			√	
<i>Stripping and Refinishing</i>			√	
Information & Records Conversion Mgt.				
<i>Data Imaging Services</i>			√	
<i>Microfiche</i>			√	
<i>Microfilming</i>			√	
Inventory Control Services			√	
Laundry Service ( <i>Industrial</i> )			√	
Mail Fulfillment Services				
<i>Cheshire Labeling</i>		√	√	
<i>Collating, Packaging, Distribution</i>		√	√	
<i>Folding &amp; Inserting</i>		√	√	
<i>Inkjet Labeling</i>		√	√	
<i>Offsite Mailroom, Services</i>		√	√	
<i>Onsite Mailroom Services</i>			√	
<i>Presort, All Classes</i>		√	√	

**SERVICE** Services listed below have been approved as a preferred source service for one or more State agencies, political subdivisions or public benefit corporations.

*{Section D}*

	Corcraft	Industries For Blind	Industries For Disabled	BUY OMH
Maintenance and Janitorial				
<i>Carpet Cleaning</i>			√	
<i>Fan Cleaning</i>			√	
<i>Floor Maintenance</i>			√	
<i>Graffiti Removal</i>			√	
<i>Groundskeeping &amp; Lawn Maintenance</i>			√	
<i>Janitorial</i>			√	
<i>Snow Removal</i>			√	
<i>Window Blind Cleaning</i>			√	
<i>Window Cleaning</i>			√	
Messenger Services				
<i>Foot Messenger</i>			√	
<i>Pkg &amp; Document Pick Up &amp; Delivery</i>			√	
<i>Vehicular Messenger Services</i>			√	
Resource Management				
<i>Garbage Pickup</i>			√	
<i>Recycling</i>			√	
Secure Document Destruction		√	√	
Temporary Personnel				
<i>Office</i>			√	
<i>Warehouse</i>			√	
Transcription			√	
Warehousing/Distribution		√		

**SERVICE** Services listed below have not been approved as a preferred source item.

*{Section E}*

	Corcraft	Industries For Blind	Industries For Disabled	BUY OMH
Art Curatorial/Installation Services				√
Assemblies				
<i>Electronic Assembly</i>				√
<i>General Assembly</i>				√
<i>Kit Assembly and Maintenance</i>				√
<i>Mechanical Assembly</i>				√
Building and Grounds Maintenance			√	√
Copying, Collating, Mailing				√
Customer Services				
<i>Advocacy</i>				√
<i>Customer Enrollment Services</i>				√
<i>Surveys</i>				√
Data Entry				√
Document Processing				
<i>Binding</i>			√	
Food Services				√
<i>Food Cafeteria Services</i>			√	
Freight and Trucking			√	
Furniture Refurbishment				
<i>Re-upholstery</i>				√
<i>Repair</i>				√
Graphics Design				√
Horticulture Services			√	√
Information & Records Conversion Mgt.	√			√
<i>Microfiche</i>				√
<i>Microfilming</i>				√
<i>Optical Imaging</i>			√	√

*Services listed under BUY OMH in this section can be ordered by the NYS Mental Health System without first contacting another preferred source agency. Non-OMH agencies are obligated to utilize existing preferred sources in Section D prior to ordering the same service from BUY OMH.*

**SERVICE** Services listed below have not been approved as a preferred source item.

*{Section E}*

	Corcraft	Industries For Blind	Industries For Disabled	BUY OMH
Mail Fulfillment Services				√
Maintenance and Janitorial				
<i>Carpet Cleaning</i>				√
<i>Fan Cleaning</i>				√
<i>Floor Maintenance</i>				√
<i>Graffiti Removal</i>				√
<i>Groundskeeping &amp; Lawn Maintenance</i>				√
<i>Janitorial Cleaning</i>				√
<i>Snow Removal</i>				√
<i>Street Cleaning</i>				√
<i>Window Cleaning</i>				√
Packaging Services			√	√
Telereponse/Telemarketing	√			
Temporary Personnel			√	√
<i>Office</i>			√	√
<i>Warehouse</i>				√
<i>Various Applications &amp; Environments</i>				√
Work Crews	√			√

*Services listed under BUY OMH in this section can be ordered by the NIS Mental Health System without first contacting another preferred source agency. Non-OMH agencies are obligated to utilize existing preferred sources in Section D prior to ordering the same service from BUY OMH.*