

February 28, 2018

Mr. Jim Foster
Vice President, Finance
The HON Company, LLC
contractmanager@honcompany.com
200 Oak Street
Muscatine, IA 52762

Re: Award of Contract # R180403

Dear Mr. Foster:

Per official action taken by the Board of Directors of Region 4 Education Service Center, on February 27, 2018, National IPA is pleased to announce that The HON Company, LLC has been awarded an annual contract for the following, based on the sealed proposal (RFP# 18-04) submitted on December 21, 2017:

Commodity/Service

Supplier

Ergonomic Solutions

The HON Company, LLC

This contract is effective April 1, 2018 and will expire on March 31, 2021. As indicated above, your Contract # is R180403. This contract may be renewed annually for an additional two (2) years if mutually agreed by Region 4 ESC/National IPA and The HON Company, LLC.

Your participation in the proposal process is appreciated and we look forward to a successful partnership. Please feel free to provide copies of this letter to your sales representative(s) to assist in their daily course of business.

I will be the Contract Manager assigned to your contract. If you have any questions, please feel free to contact me at 615-431-8182 or christine.dorantes@nationalipa.org

Sincerely,


Christine Dorantes

Christine Dorantes, CPPB, CPCP
Contract Manager – Public Sector

VENDOR CONTRACT SIGNATURE FORM

The undersigned hereby proposes and agrees to furnish goods and/or services in strict compliance with the terms, specifications and conditions at the prices proposed within response unless noted in writing. The undersigned further certifies that he/she is an officer of the company and has authority to negotiate and bind the company named below and has not prepared this proposal in collusion with any other Offeror and that the contents of this proposal as to prices, terms or conditions of said proposal have not been communicated by the undersigned nor by any employee or agent to any person engaged in this type of business prior to the official opening of this proposal.


Prices are guaranteed: 120 days

Company name The HON Company, LLC
Address 200 Oak Street
City/State/Zip Muscatine, IA 52761
Telephone No. 800-833-3964
Fax No. _____
Email address contractmanager@honcompany.com
Printed name Jim Foster
Position with company Vice President, Finance, The HON Company LLC
Authorized signature 

Accepted by The Cooperative Purchasing Network:

Term of contract April 1, 2018 to March 31, 2021

Unless otherwise stated, all contracts are for a period of three (3) years with an option to renew annually for an additional two (2) years if agreed to by Region 4 ESC and the awarded vendor. Awarded vendor shall honor all administrative fees for any sales made based on a contract whether renewed or not.



Region 4 ESC Authorized Board Member

2/27/2018
Date



Print Name

Margaret A. Bass

Region 4 ESC Authorized Board Member

2/27/2018
Date

Margaret Bass

Print Name

TCPN Contract Number R180403