

February 23, 2017

Mike Mayes
National Sales Director-Healthcare
Office Depot, Inc
6600 North Military Trail
Boca Raton, FL 33496

Re: Award of Contract #R162102

Dear Mr. Mayes:

Per official action taken by the Board of Directors of Region 4 Education Service Center, on February 21, 2017, National IPA is pleased to announce after approval of the exceptions as agreed upon in the terms and conditions that Office Depot, Inc has been awarded an annual contract for the following, based on the sealed proposal (RFP#16-21) submitted on November 18, 2016.

Commodity/Service

Janitorial Supplies, Equipment,
Maintenance and Repair

Contractor

Office Depot, Inc

This contract is effective March 1, 2017 and will expire on February 29, 2020. As indicated above, your Contract # is R162102. This contract may be renewed annually for an additional two (2) years if mutually agreed by Region 4ESC/National IPA and Office Depot, Inc.

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.

If you have any questions, please feel free to contact me at 615-380-1307 or alan.piper@nationalipa.org.

Sincerely,



Al Piper, CPPB
Contract Manager