



## Request for Vendor Contract Update

Pursuant to the terms of contract number R191814 for Office Furniture \_\_\_\_\_ Contractor must notify and receive approval from Region 4 ESC when there is an update in the contract. No request will be officially approved without the prior authorization of Region 4 ESC. Region 4 ESC reserves the right to accept or reject any request.

Safco Products Co. hereby provides notice of the following update on  
(Contractor)  
this date 1/18/22 .

Contract Title

**Instructions:** Contractor must check all that may apply and shall provide supporting documentation. Requests received without supporting documentation will be returned. This form is not intended for use if there is a material change in operations, such as assignment, bankruptcy, change of ownership, merger, etc. Material changes must be submitted on a "Notice of Material Change to Vendor Contract" form.

**Authorized Distributors/Dealers**

- Addition
- Deletion
- Supporting Documentation

**Products/Services**

- New Addition
- Update Only
- Supporting Documentation

- States/Territories**
- Supporting Documentation

**X Price Update**

- Supporting Documentation

**Discontinued Products/Services**

- Supporting Documentation

**Other** \_\_\_\_\_

- Supporting Documentation

Notes: Contractor may include other notes regarding the contract update here: (attach another page if necessary).

Safco Products Co. is requesting a price list increase to the Feb 2022 price list. The Omnia Partners discount off list will not change.

Submitted By: Yvonne Moore

Title: State/Local Contract Sales Manager

Email Address yvonnemoore@safcoproducts.com

**Approved by Email:** Date 1/20/2022 | 8:03 AM CST

**Denied by Email:** Date \_\_\_\_\_

DocuSigned by:  
Robert Zingelmann  
Region 4 ESC: \_\_\_\_\_  
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December 22, 2021

Dear Valued Customer,

2021 has been an unprecedented year filled with economic challenges that have impacted virtually every segment of our industry and the economy at large. As we look toward the future, the leading economic indicators project these cost pressures to continue well into 2022. The entire SAFCO team is dedicated to minimizing the impact of these issues on your business by proactively working to reduce our operating costs, without compromising the quality of our products and services.

Raw material costs for our products have increased considerably over the past year in North America and abroad. Examples impacting our product lines include:

- Cold Rolled Steel Sheet
- Steel Plate
- Steel Rod
- Aluminum
- ABS Plastic
- HDPE Plastic
- Glass Filled Nylon
- Corrugated Cardboard

In addition to these raw materials, we have seen increases associated with industry sustainability compliance and regulations, labor, insurance, benefits, and transportation.

Effective 2/14/2022, Safco will implement a price increase of 2-11% across our product portfolio.

Thank you for your continued support of our brand and our comprehensive offering of competitive products delivered fast, curated, and complete. Working together as a community is more the norm than the exception within a world reshaped by the challenges we have faced together. We apologize for the inconvenience and will continue to work to minimize the financial burden on our customers.

Sincerely,

A handwritten signature in black ink, appearing to read "Shawn Green", written over a horizontal line.

Shawn Green  
VP Product Development and Marketing