

June 21, 2018

Erma Webb
Managing Member
Webbco Enterprises LLC dba
Visual Communication Services
4355 Sylvanfield Dr., #230
Houston, TX 77014

Email: ermawebb@vcsoncall.com

Re: Award of Contract # R180706

Dear Ms. Webb:

Per official action taken by the Board of Directors of Region 4 Education Service Center, on June 19, 2018, National IPA is pleased to announce that Webbco Enterprises LLC dba Visual Communication Services has been awarded an annual contract for the following, based on the sealed proposal (RFP#18-07 – Language Service Providers and Related Services) submitted on May 22, 2018:

<u>Commodity/Service</u>	<u>Supplier</u>
Language Service Providers and Related Services	Webbco Enterprises LLC dba Visual Communication Services

This contract is effective July 1, 2018 and will expire on June 30, 2019.

As indicated above, your Contract # is R180706. This contract may be renewed annually for an additional four (4) years if mutually agreed by Region 4 ESC/National IPA and Webbco Enterprises LLC dba Visual Communication Services.

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 contact Christine Dorantes, Contract Manager assigned to your contract at christine.dorantes@nationalipa.org.

Sincerely,

Christine Dorantes
Christine Dorantes, CPPB, CPCP
Contract Manager

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 Webbco Enterprises LLC dba Visual Communication Services

Address 4355 Sylvanfield Dr., #230

City/State/Zip Houston, Texas 77014


Telephone No. 281-914-4892 (toll free:877-404-7713)

Fax No. 281-640-1906

Email address ermawebb@vcsoncall.com

Printed name Erma Webb

Position with company Managing Member

Authorized signature 

Accepted by The Cooperative Purchasing Network:


Term of contract July 1, 2018 to June 30, 2019

Revised Terms: Unless otherwise stated, all contracts are for a period of **one (1) year** with an option to renew annually for an additional **four (4) 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

Andy Reyes
Print Name

6/19/18
Date


Region 4 ESC Authorized Board Member

Carmen Moreno
Print Name

6/19/18
Date

TCPN Contract Number R180706