



November 4, 2022

Ms. Amy Maxey
amaxey@fellowes.com
Director of Vertical Markets
Fellowes, Inc. d/b/a ESI Ergonomic Solutions
1314 N Recker Rd.
Mesa, AZ 85205

Re: Award of Contract #R221001

Dear Ms. Maxey:

Per official action taken by the Board of Directors of Region 4 Education Service Center on October 25, 2022, we are pleased to announce that ***after successful negotiated terms and conditions***, Fellowes, Inc. d/b/a ESI Ergonomic Solutions has been awarded an annual contract for the following, based on the sealed proposal (RFP #22-10) submitted on July 6, 2022:

Commodity/Service

Supplier

Ergonomic Workplace Solutions

Fellowes, Inc. d/b/a ESI Ergonomic Solutions

This contract is effective January 1, 2023, and will expire on December 31, 2025. As indicated above, your contract # is R221001. This contract may be renewed annually for an additional two (2) years if mutually agreed upon by Region 4 ESC/OMNIA Partners, Public Sector and Fellowes, Inc. d/b/a ESI Ergonomic Solutions.

Upon mutual agreement by Region 4 ESC/OMNIA Partners and ESI, a division of Fellowes, Inc. (formerly Fellowes, Inc. dba ESI Ergonomic Solutions), this contract award may supersede and replace your current contract R180401.

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, the Contract Manager assigned to your contract, at (615) 431-8182 or christine.dorantes@omniapartners.com.

Sincerely,

DocuSigned by:

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Robert Zingelmann

Chief Financial Officer, Finance and Operations Services



To: Dr. Rodney Watson
Executive Director

From: Robert Zingelmann
Chief Financial Officer, Finance and Operations Services

Date: October 25, 2022

Re: Ergonomic Workplace Solutions; RFP # 22-10

The Evaluation Committee has reviewed the responses and recommends that the following companies be awarded:

- Fellowes, Inc. d/b/a ESI Ergonomic Solutions
- Humanscale Solutions
- Krueger International, Inc.
- Vari Sales Corporation
- Workrite Ergonomics

The recommended vendors submitted offers that were determined to be most advantageous to OMNIA Partners, Public Sector members, based upon the bid tabulation. All the recommended respondents were determined to be competitively priced and strong for the specified services outlined in the RFP.

We believe all recommended vendors demonstrate the ability to provide and perform the services requested in the proposal. We will monitor their performance and determine at the end of each year if they are eligible for renewal with each new term.

This multiple award is recommended as most advantageous as it limits contract awards to the least number of suppliers necessary to meet the requirements of OMNIA Partners, Public Sector members. In order to serve the entire nation, a multiple award is recommended to provide any governmental agency with complete coverage of commodities, services and any other offering within the scope of proposal.

Please let me know if you have any questions.



To: Christine Dorantes
Contract Manager

From: Robert Zingelmann
Chief Financial Officer, Finance and Operations Services

Date: October 25, 2022

Subject: Approval of Contract Award

Per official action taken by the Board of Directors of Region 4 Education Service Center (ESC) on October 25, 2022, the following contract was approved as presented:

➤ **Ergonomic Workplace Solutions**

- Fellowes, Inc. d/b/a ESI Ergonomic Solutions
- Humanscale Corporation
- Vari Sales Corporation
- Workrite Ergonomics
- Krueger International, Inc.

Contract is effective January 1, 2023. If you have any questions, please let me know.



To: Board of Directors
From: Robert Zingelmann
Date: October 25, 2022
Subject: Recommendation of Contract Award

Region 4 ESC held a RFP opening on July 6, 2022 for RFP # 22-10 for Ergonomic Workplace Solutions. There were ten (10) proposals submitted:

- 9to5 Seating
- Fellowes, Inc. d/b/a ESI Ergonomic Solutions
- Gebesa
- Humanscale Corporation
- Inscape, Inc.
- Krueger International, Inc.
- Special T
- Vari Sales Corporation
- Viaseating
- Workrite Ergonomics

After careful review of all proposals, the Evaluation Team has determined that five (5) companies demonstrated the ability to provide the products and services outlined in the solicitation while offering competitive pricing to the members.

CONSIDERATION

Award of annual contract in compliance with the bid laws of the State of Texas is recommended.

RECOMMENDATION

The Evaluation Team recommends the following companies for award based on their response:

Contract	Vendor	Term of Contract
Ergonomic Workplace Solutions	Fellowes, Inc. d/b/a ESI Ergonomic Solutions Humanscale Corporation Krueger International, Inc. Vari Sales Corporation Workrite Ergonomics	(3) years with option of (2) one-year renewals

Support documentation has been attached for your reference.
Enclosure: Bid Tab Summary