



### Request for Contract Update

Pursuant to the terms of contract number R191806 for Jasper Seating Company, Inc. (dba JSI/Jasper Group) 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.

Jasper Seating Company, Inc. (dba JSI/Jasper Group) (Contractor) hereby provides notice of the following update on this date 01/19/2024.

**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

**Price Update**  
\_\_\_\_ Supporting Documentation

**Products/Services**  
\_\_\_\_ New Addition  
\_\_\_\_ Update Only  
\_\_\_\_ Supporting Documentation

**Discontinued Products/Services**  
\_\_\_\_ Supporting Documentation

**States/Territories**  
\_\_\_\_ Supporting Documentation

**Other** \_\_\_\_\_  
\_\_\_\_ Supporting Documentation

Notes: Contractor may include other notes regarding the contract update here: (attach another page if necessary). As an effort to improve lean manufacturing processes, JSI is discontinuing its Laurel series. Laurel is a guest/tandem seating series that contains a total of 18 models that include single seat, bariatric seat, two seat and occasional table models. Laurel is an outdated line with frames that are expensive to source making the models costly with low customer demand. JSI's recommended replacement for Laurel is Gatsby. Gatsby is an existing guest/tandem series, available on contract, with same functionality and similar but more modern design.

Submitted By: Amanda Keithley Amanda Keithley

Title: Contract Administrator

Email Address: AKeithley@jaspergroup.us.com

**Approved by Email: Date** 1/23/2024 | 7:36 AM CST

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

DocuSigned by:  
**Region 4 ESC:** Jorgannie Carter  
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*love what you do*

Jan 19, 2024

Region 4 contract:  
Attn: Robert Zingelmann  
Chief Financial Officer, Finance and Operations Services  
Region 4 Education Service Center  
7145 West Tidwell Road  
Houston, TX 77092

RE: Contract# R191806

Good morning,

In compliance with the terms and conditions of our contract, Jasper Seating Company, Inc. (dba JSI/Jasper Group) is requesting modification to our contract to remove Laurel from our Omnia contract offering. Laurel is a seating series that is being discontinued. There are a total of 18 models within the Laurel series that will be removed. JSI offers other series of same/similar function with a similar but more modern design. A list of recommended replacements is available upon request.

Attached you will find our Request for Contract Update form and a link listed below for an updated version of the Seating Price List where Laurel has been removed.

 [4.3.23 Price Lists](#)

Please note there are no pricing changes with this modification of removal and the only price list affected by this removal is JSI's Seating Price List where Laurel pages have been removed.

Should you have any questions, do not hesitate to reach out to myself or Kathy Vonderheide. Thank you.

Sincerely,

A handwritten signature in blue ink that reads "Amanda M. Keithley".

Amanda M. Keithley  
Contract Administrator  
p: 817-771-4876  
e: [AKeithley@jaspergroup.us.com](mailto:AKeithley@jaspergroup.us.com)

CC: Kathy Vonderheide

