



Request for Vendor Contract Update

Pursuant to the terms of your awarded vendor contract, all vendors must notify and receive approval from Region 4/OMNIA Partners, Public Sector when there is an update in the contract. No request will be officially approved without the prior authorization of Region 4. Region 4 reserves the right to accept or reject any request.

Kimball Midwest hereby provides notice of the following update to
(Vendor Name)

Contract number: R192004 for MRO and Related Materials on this date 3/4/2021.
Contract Title

Instructions: Vendors must check all that may apply and shall provide supporting documentation. Place your initials next to each item to confirm that documents are indeed included. Request received without supporting documentation will be returned. Be sure to sign prior to submitting your update for approval. **This form is not intended for use if there is a material change in operations, which may adversely affect members, i.e. assignment, bankruptcy, change of ownership, merger, etc. Please contact a member of the OMNIA Partners Contracting Team to request 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: Vendor may include other notes regarding the contract update here: (attach another page if necessary).

Submitted By: Seamus Moore

Approved Date 3.11.21

Title: Government Program Coordinator

Denied Date N/A

Contact Number: #R192004

Email Address: Seamus.moore@kimballmidwest.com

DocuSigned by:
Region 4 ES *Robert Engelmann*
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INTER COMPANY CORRESPONDENCE

TO: OMNIA Partners and Region 4 ESC
FROM: Seamus Moore – Government Sales
DATE: March 4, 2021
SUBJECT: Price Action Request

Kimball Midwest appreciates working with Region 4 ESC and OMNIA Partners in sustaining the exceptional standards and practices customers expect from our company and cooperative purchasing.

Kimball Midwest formally requests approval to modify prices on a portion of our stock catalog in order to account for changes in manufacturing and raw materials costs from our suppliers. The overall result is an approximate change of +.6% while, of the 51,000 stock MRO items available through contract R192004, roughly 80% will remain unchanged. For instance, we propose reductions on vital products like hand cleaners and other products like chemicals, which continue to be an essential need for our customers.

Should Region 4 ESC accept this proposal, it is Kimball Midwest's intention that the planned price action take place on April 2 and an announcement issued to our Sales Team two weeks prior so that they may inform contract users of these changes.

Enclosed are bulletins from our Pricing Department about specific changes and how they relate to the contract's market basket. Should there be any questions, the Kimball Midwest Government Sales Team will be available for questions.

As challenging as the last year has been, we are pleased to be partnered with Region 4 ESC and OMNIA Partners and appreciate your continued support as we tirelessly work to provide government institutions, schools and nonprofit organizations with necessary MRO supplies.