



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.

Network Distribution hereby provides notice of the following update to
(Vendor Name)

Contract number: R211301 for Cleaning Supplies, Breakroom and Related Products on
this date November 9, 2023.
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

☐ **Products/Services**

 New Addition

 Update Only

 Supporting Documentation

☐ **States/Territories**

 Supporting Documentation

☒ **Price Update**

 X Supporting Documentation

☐ **Discontinued Products/Services**

 Supporting Documentation

☐ **Other** _____

 Supporting Documentation

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

Network requests an increase in our pricing, effective December 1, 2023. At this time, only one manufacturer has raised our costs which only impacts 12 items out of the nearly 1200 items on our list. A detailed summary of the request is attached along with supporting documentation. As such, Network Distribution is asking for price adjustment on the enclosed product list. On June 1, 2024, pricing will be re-assessed, and Network Distribution submit a justification for Region 4's approval for any further price adjustments. Should pricing decrease prior to June 1, 2024, the decrease will be reflected in the pricing offered to Participating Public Agencies. Network Distribution is committed to providing high quality products at a price that is competitive and sustainable.

Submitted By: Martha Renkoski

Title: Corporate Account Director

Contact Number: _____

Email Address: mrenkoski@networkdistribution.com

☐ **Approved Date** 12/4/2023 | 2:52 PM CST

☐ **Denied Date** _____

DocuSigned by:
Robert Zingelmann
Region 4 ESC: 0B4B33BB0130490...
Robert Zingelmann