



Request for Contract Update

Pursuant to the terms of contract number R190303, R230303, R191812, R210405, R211302, for Office Supplies, School Supplies, Educational Supplies, Furniture Solutions, Technology Solutions, Cleaning Supplies, 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.

ODP Business Solutions, LLC hereby provides notice of the following update on
(Contractor)

this date December 19, 2023.

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

■ **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: Contractor may include other notes regarding the contract update here: (attach another page if necessary).

Updating Q4 pricing per terms of contract. Proposed implementation date 1-15-2024.

Submitted By: Drew Tuller

Title: Public Sector Program Manager

Email Address: drew.tuller@ODPBusiness.com

■ **Approved by Email:** Date 1/2/2024 | 8:22 AM CST

■ **Denied by Email:** Date _____

DocuSigned by:
Region 4 ESC: Jorgannic Carter, Region 4 CFO
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Region 4 ESC Q1-2024 Synopsis:

Q1-2024: Total of 7722 total across 6 Region 4 Cores and 8937 Non-Core items

- Master Core – 1324 items
 - School Core – 960 items *New School Core implemented Jan 1st, 2024*
 - Furniture Core – 1657 items
 - Jan/San Core – 2575 items
 - CPD Core – 986 items
 - Tech Core – 220 items
 - Q1-2024 Non-Core – 8937 items
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- 4 Items deleted across from Jan/San Core
 - 4 Items added across to Jan/San Core
 - 16 total items have been added across the Master/Furniture/Tech Core to account for items moving to School core in new contract
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- 255 Items removed from Q1-2024 Non-Core
 - 45 Items added to Q1-2024 Non-Core

Core:

There are 291 core items that increased an average of 5.53% due to vendor increases

Non-Core:

- 327 items decreased an average of 17.75%.
- 628 items increased an average of 10.29%

Update will go into effect: January 15, 2024