



## Request for Contract Update

(corrected to be R211302)

Pursuant to the terms of contract number R190303, R190502, R191812, R210405, ~~R211303~~, R171404 for Office Supplies, School Supplies, Educational Supplies, Furniture Solutions, Technology Solutions, Cleaning Supplies, & Managed Print Solutions 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.

Office Depot, LLC hereby provides notice of the following update on  
(Contractor)

this date June 20, 2022.

**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 Q3 pricing per terms of contract. Proposed implementation date 06-018-2022.

Submitted By: Drew Tuller

Title: Public Sector Program Manager

Email Address: drew.tuller@OfficeDepot.com

■ **Approved by Email:** Date 6/27/2022 | 9:12 AM CDT

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

DocuSigned by:  
Robert Engelmann  
Region 4 ESC: \_\_\_\_\_  
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Region 4 ESC Q3-2022 Synopsis:

Q2-2022: Total of 8199 total across 6 Region 4 Cores and 8944 Non-Core items

Q3-2022: Total of 8176 total across 6 Region 4 Cores and 8741 Non-Core items

- Master Core – 1324 items
- School Core – 1332 items
- Furniture Core – 1687 items
- Jan/San Core – 2575 items
- CPD Core – 1038 items
- Tech Core – 220 items
- Q3-2022 Non-Core – 8741 items

There has been a total of 5 items removed and 5 items added to Master Core

There has been a total of 13 items removed and 13 items added to School Core

There has been a total of 22 items removed from Furniture Core

There has been a total of 6 items removed and 5 items added to Jan-San Core

There has been total of 5 items removed and 5 items added to Tech Core

- 753 Items removed from Q3-2022 Non-core
- 551 Items added to Q3-2022 Non-Core

Core:

There are 2458 core items that increased an average of 7.90% due to vendor increases

Non-Core:

- 120 items decreased an average of 9.38%.
- 3011 items increased an average of 12.57%

Update will go into effect: July 18, 2022