



## 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.

Safco Products Co. \_\_\_\_\_ hereby provides notice of the following update to  
(Vendor Name)

Contract number: R240114 \_\_\_\_\_ for Office Furniture and Related Services on this date 8/4/2025 .  
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.

**Authorized Distributors/Dealers**  
\_\_\_\_ Addition  
\_\_\_\_ Deletion  
\_\_\_\_ Supporting Documentation

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

**xProducts/Services**

New Addition  
\_\_\_\_ Update Only  
\_\_\_\_ Supporting Documentation

**Material Change**  
\_\_\_\_ Assignment  
\_\_\_\_ Change in ownership (*sale/purchase*)  
\_\_\_\_ Bankruptcy  
\_\_\_\_ Acquisition  
\_\_\_\_ Merger  
\_\_\_\_ 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). For material changes, indicate the name of the company of the awarded supplier and the official name of assigned or added company.

Please allow Safco to add READY STORAGE to our product offering. Model numbers and list pricing is attached.

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Signature of Vendor: *Yvonne Moore*

**Approved Date** 8/6/2025 | 8:37 PM CDT

**Denied Date** \_\_\_\_\_

Submitted By: Yvonne Moore

Title: Gov Bus Development Mgr. \_\_\_\_\_

Region 4 ESC 1<sup>st</sup> Review: <sup>DS</sup>  
CW  
Initials

Contact Phone Number: 7635366788

Region 4 ESC: <sup>Signed by:</sup>  
Adam Tabar  
ASAF62707BB48B  
Signature

Email Address: [yvonnemoore@safcoproducts.com](mailto:yvonnemoore@safcoproducts.com)

**For material changes, the awarded contract holder and/or subsequent assignee agrees to and understands the following principles:**

i. **Contract holder reference.** If the contract holder undergoes a merger, acquisition, or partial assignment, in which case they still maintain the contract, then all transactions made under the existing contract number (including purchase orders) must reference the name of the awarded contract holder. The exception to this requirement is if the contract holder no longer holds the contract or if the company has been acquired by another company and undergone a name change. Notice of the authorized name change, to the existing contract, must be provided and approved by Region 4.

In instances where the contract holder has acquired a separate and distinct company, and it is necessary to designate those certain purchases facilitated by the non-contract holder, then this designation may be made if, and only if, the contract holder is also referenced on the transaction.

ii. **Maintenance of records.** Both the awarded contract holder and subsequent assignee agree to remain responsible for maintaining all auditable records, including documents kept in the ordinary course of business and sales invoices, related to OMNIA Partners, Public Sector and/or contract number pursuant to the statutory requirements identified in the vendor contract.

iii. **Payments.** Both the awarded contract holder and subsequent assignee agree that all payments made by participating entities must be made directly to the contract holder, unless otherwise approved by Region 4. Accordingly, both parties acknowledge that in instances where it is necessary to designate the purchases facilitated by assignee, that the contract holder must also be referenced on the purchase order.

iv. **Handling of Proprietary and/or Confidential Information.** In accord with the terms of the contract, both awarded vendor and assignee agree that at all times it will hold in strict confidence and not disclose to any third party Confidential and/or Proprietary information of Region 4, except as approved in writing by Region 4, and will use the Confidential Information for no purpose other than providing services under the contract. Both awarded vendor and assignee shall only permit access to Confidential Information to those of its employees or authorized representatives having a need to know and who have signed confidentiality agreements or are otherwise bound by confidentiality obligations at least as restrictive as those contained herein.

This document is to be construed in strict accordance with the terms and conditions outlined in the Region 4/vendor Master Agreement referenced herein. Both awarded vendor and assignee agree to uphold the vendor obligations set forth in the vendor agreement. This Agreement will become effective when signed by all parties.



Quickly and easily configure and reconfigure workspaces with the Ready Storage Collection—simply unbox, set, and level!

- Accommodates letter size hanging files
- Full extension ball bearing slides
- Keyed alike or random option
- All steel construction
- ANSI BIFMA X5.9 tested

Standard Paint Options



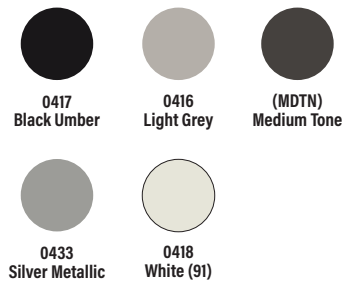
Paint Match Program

We offer pre-approved competitive paint options that are available with no additional upcharge. These options may impact lead times, pending availability of materials. Custom match paint colors are available upon request, contact Customer Service at info@safco.com.

Haworth



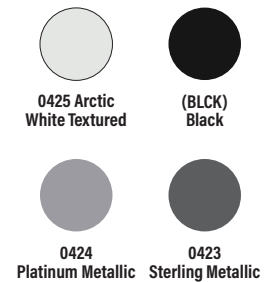
Herman Miller



Knoll



Steelcase



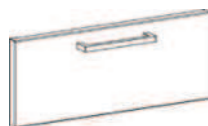
DRAWER/DOOR PULL OPTIONS

J Pull

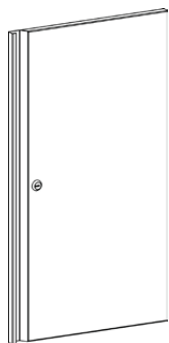


No Upcharge

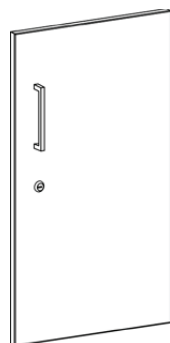
Modern Pull



\$90 Upcharge per Pedestal



No Upcharge



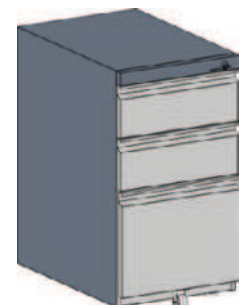
\$180 Upcharge per Wardrobe

DRAWER/DOOR FRONT FINISH OPTIONS

Choose single or two-tone paint combination. For two-tone options, the cabinet frame is painted one color and the drawer and door fronts a second color. Drawer sides remain black for both solid and two-tone finishes.



Single Color



Two-Tone Color

**Free Standing Pedestals** 

- Includes a drawer caster and 4 adjustable leveling glides for stability.



Parent #	Description	Dimensions	Weight	List Price
REYPEDFS22BBF	Box/Box/File, includes 3 pulls	15"W x 22.5"D x 27.5"H	70	846.00
REYPEDFS22FF	File/File, includes 2 pulls	15"W x 22.5"D x 27.5"H	70	777.00

\*Available with modern pull, see page 124

**Mobile Pedestals** 

- Includes 4 hidden casters and one drawer caster.

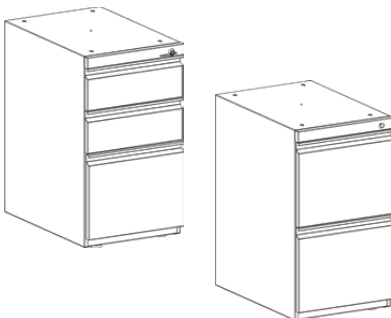


Parent #	Description	Dimensions	Weight	List Price
REYPEDMO22BBF	Box/Box/File, includes 3 pulls	15"W x 22.5"D x 27.5"H	70	871.00
REYPEDMO22FF	File/File, includes 2 pulls	15"W x 22.5"D x 27.5"H	70	798.00

\*Available with modern pull, see page 124

**Support Pedestals** 

- Secure to a work surface using the pre-drilled holes provided.
- Includes 4 adjustable leveling glides.



Parent #	Description	Dimensions	Weight	List Price
REYPEDSP22BBF	Box/Box/File, includes 3 pulls	15"W x 22.5"D x 27.5"H	70	816.00
REYPEDSP22FF	File/File, includes 2 pulls	15"W x 22.5"D x 27.5"H	70	746.00

\*Available with modern pull, see page 124

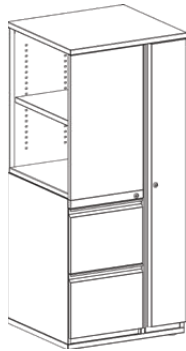
Model	PED Type	Drawer Options	Cabinet Color	Drawer/Door Material	Drawer/Door Color	Lock Type	Pull Option		
	FS22-Free Standing MO22-Mobile SP22-Support	BBF-Box/Box/File FF-File/File	BLCK-Black BLMD-Blue Medium DESA-Desert Sage MIST-Mist SDBE-Sand Beige	TKSV-Tech Silver TBLK-Textured Black CSAN-Corporate Sand GRAY-Textured Gray WHIT-White	STE-Steel	BLCK-Black BLMD-Blue Medium DESA-Desert Sage MIST-Mist SDBE-Sand Beige	TKSV-Tech Silver TBLK-Textured Black CSAN-Corporate Sand GRAY-Textured Gray WHIT-White	KA-Keyed Alike KD-Keyed Different	6B-Modern Pull Black 6S-Modern Pull Silver 6G-Modern Pull Gold JP-J Pull
Example: REYPED+	FS22+	FF+	BLCK+	STE+	BLCK+	KA+	JP		

**Bookcase Wardrobe Tower** 

- Includes a standard dual coat hanger
- Adjustable door hinges
- Adjustable shelves



Left Handed



Left Handed

Parent #	Description	Dimensions	Weight	List Price
REYWRDLO56BBF	Box/Box/File, includes 4 pulls	24"W x 22.5"D x 56"H	170	3,499.00
REYWRDRO56BBF	Box/Box/File, includes 4 pulls	24"W x 22.5"D x 56"H	170	3,499.00
REYWRDLO56FF	File/File, includes 3 pulls	24"W x 22.5"D x 56"H	167	3,388.00
REYWRDRO56FF	File/File, includes 3 pulls	24"W x 22.5"D x 56"H	167	3,388.00

\*Available with modern pull, see page 124

**Cabinet Wardrobe Tower** 



Left Handed



Left Handed

Parent #	Description	Dimensions	Weight	List Price
REYWRDLD56BBF	Box/Box/File, includes 5 pulls	24"W x 22.5"D x 56"H	178	3,333.00
REYWRDRD56BBF	Box/Box/File, includes 5 pulls	24"W x 22.5"D x 56"H	178	3,333.00
REYWRDLD56FF	File/File, includes 4 pulls	24"W x 22.5"D x 56"H	175	3,113.00
REYWRDRD56FF	File/File, includes 4 pulls	24"W x 22.5"D x 56"H	175	3,113.00

\*Available with modern pull, see page 124

Model	Wardrobe Type	Drawer Options	Cabinet Color	Drawer/Door Material	Drawer/Door Color	Lock Type	Pull Option
	LO56-Left Side Open RO56-Right Side Open LD56-Left Side Door RD56-Right Side Door	BBF-Box/Box/File FF-File/File	BLCK-Black BLMD-Blue Medium DESA-Desert Sage MIST-Mist SDBE-Sand Beige	TKSV-Tech Silver TBLK-Textured Black CSAN-Corporate Sand GRAY-Textured Gray WHIT-White	STE-Steel	BLCK-Black BLMD-Blue Medium DESA-Desert Sage MIST-Mist SDBE-Sand Beige	TKSV-Tech Silver TBLK-Textured Black CSAN-Corporate Sand GRAY-Textured Gray WHIT-White
Example: REYWRD+	LO56+	FF+	BLCK+	STE+	BLCK+	KA+	JP