

February 28, 2018

Lee Norton Mauney, Government Specialist  
Fellowes, Inc. dba ESI Ergonomic Solutions  
[LMauney@esiergo.com](mailto:LMauney@esiergo.com)  
4030 E. Quenton Drive  
Mesa, AZ 85215

Re: Award of Contract # R180401

Dear Ms. Lee Norton Mauney:

Per official action taken by the Board of Directors of Region 4 Education Service Center, on February 27, 2018, National IPA is pleased to announce that Ergonomic Solutions has been awarded an annual contract for the following, based on the sealed proposal (RFP# 18-04) submitted on December 21, 2017:

**Commodity/Service**

**Supplier**

Ergonomic Solutions

Fellowes, Inc. dba ESI Ergonomic Solutions

This contract is effective April 1, 2018 and will expire on March 31, 2021. As indicated above, your Contract # is R180401. This contract may be renewed annually for an additional two (2) years if mutually agreed by Region 4 ESC/National IPA and Fellowes, Inc. dba ESI Ergonomic Solutions.

Your participation in the proposal process is appreciated and we look forward to a successful partnership. Please feel free to provide copies of this letter to your sales representative(s) to assist in their daily course of business.

I will be the Contract Manager assigned to your contract. If you have any questions, please feel free to contact me at 615-431-8182 or [Christine.Dorantes@nationalipa.org](mailto:Christine.Dorantes@nationalipa.org)

Sincerely,

*Christine Dorantes*

Christine Dorantes, CPPB, CPCP  
Contract Manager

**VENDOR CONTRACT SIGNATURE FORM**

The undersigned hereby proposes and agrees to furnish goods and/or services in strict compliance with the terms, specifications and conditions at the prices proposed within response unless noted in writing. The undersigned further certifies that he/she is an officer of the company and has authority to negotiate and bind the company named below and has not prepared this proposal in collusion with any other Offeror and that the contents of this proposal as to prices, terms or conditions of said proposal have not been communicated by the undersigned nor by any employee or agent to any person engaged in this type of business prior to the official opening of this proposal.

Prices are guaranteed: **120 days**

Company name - **Fellowes, Inc. dba ESI Ergonomic Solutions**  
Address - **4030 E. Quenton Drive**  
City/State/Zip - **Mesa, AZ 85215**  
Telephone No. - **936-870-5826**  
Fax No. -  
Email address - **LMauney@esiergo.com**  
Printed name - **Lee Norton Mauney**  
Position with company - **Government Specialist**  
Authorized signature

*Lee Norton Mauney*

**Accepted by The Cooperative Purchasing Network:**

Term of contract April 1, 2018 to March 31, 2021

Unless otherwise stated, all contracts are for a period of three (3) years with an option to renew annually for an additional two (2) years if agreed to by Region 4 ESC and the awarded vendor. Awarded vendor shall honor all administrative fees for any sales made based on a contract whether renewed or not.

*[Signature]*  
\_\_\_\_\_  
Region 4 ESC Authorized Board Member

2/27/2018  
Date

*Margaret Bass*  
\_\_\_\_\_  
Print Name

*Margaret S. Bass*  
\_\_\_\_\_  
Region 4 ESC Authorized Board Member

2/27/2018  
Date

*Margaret Bass*  
\_\_\_\_\_  
Print Name

TCPN Contract Number R180401