

From: Deborah Bushnell
To: "[Caroline Smith](#)"
Cc: [Clint Pechacek](#); [Lorraine Yuong](#)
Subject: RE: Contract R142203 Addition Request - Innovative Office Products, Inc.
Date: Monday, June 08, 2015 1:14:00 PM
Attachments: [image001.png](#)

Good Afternoon Caroline:

Please accept this correspondence as **official** TCPN acceptance and approval to add **Innovative Office Products** as an approved manufacture to **Contrax Furnishings contract # R142203 for Furniture & Installation**. This update is effective immediately and the following Innovative Office Products support documentation has been added to your contract file:

- Brochure
- Dealer Certificate
- Warranty Terms & Conditions
- 2015 Price List

Additionally, the following Contrax files have been updated to your contract file as submitted:

- Discount Matrix by Vendor
- Freight Terms
- Install Terms

If I can be of further assistance please let me know. Thank you for your continued support.

Deborah Bushnell
Contracts/Compliance Manager


The Cooperative Purchasing Network
11280 West Road
Houston, TX 77065
713-554-0460 (Direct)
832-814-9985 (Cell)
dbushnell@tcpn.org
www.tcpn.org

From: Caroline Smith [<mailto:CSmith@contrax.com>]
Sent: Monday, June 08, 2015 8:30 AM
To: Deborah Bushnell
Subject: FW: Contract R142203 Addition Request - Innovative Office Products, Inc.

Hi Deborah,

I sent the email below to Clint but got his out of office reply. Will you please handle this request or let me know who I should forward it to? Thanks!

Regards,

Caroline Smith, LEED AP BD+C
Strategic Bid Manager
Contrax Furnishings
www.contrax.com

690 NE 23rd Avenue
Gainesville, FL 32609
Phone: 800-699-7516 ext. 1323
Direct: 352-416-1323
Fax: 352-416-1353

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From: Caroline Smith <csmith@contrax.com>
Date: Monday, June 8, 2015 at 9:26 AM
To: "cpechacek@tcpn.org" <cpechacek@tcpn.org>
Cc: Bob Redding <bredding@contrax.com>
Subject: Contract R142203 Addition Request - Innovative Office Products, Inc.

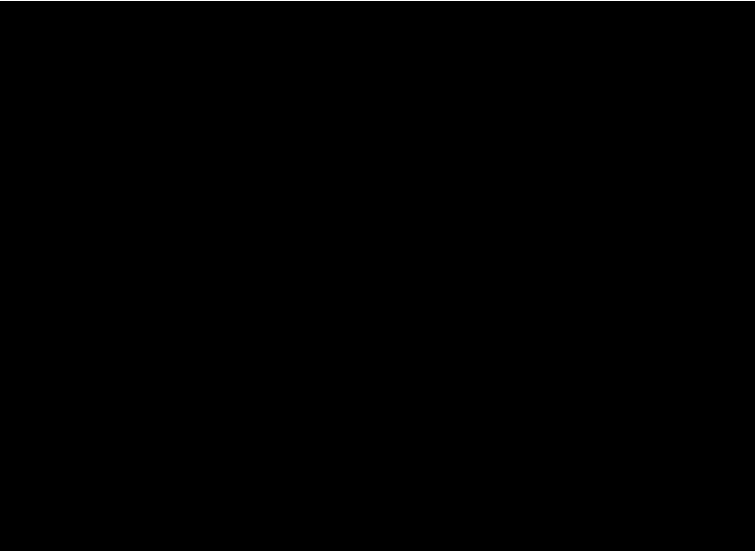
Clint,

Per your approval, we would like to add Innovative Office Products, Inc. to our TCPN R142203 contract. All required documentation is attached, including updated matrices. Please let me know if you require any additional information.

PRODUCT	
Brand	Description
Innovative Office Products, Inc.	Monitor mounts and arms

FREIGHT	
Vendor	Freight Terms
Innovative Office Products, Inc.	Freight Added
	Zone 1
	Zone 2
	Zone 3
	Zone 4

INSTALL	
Brand	
Innovation Office Systems, Inc.	



Regards,

Caroline Smith, LEED AP BD+C
Strategic Bid Manager
Contrax Furnishings
www.contrax.com

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