



April 19, 2024

Office Depot, LLC
Jennifer Jimenez, Program Manager, Public Sector Cooperatives
6600 North Military Trail
Boca Raton, FL 33496

Re: RFP # R10-1128 Office Supplies and Related Products and Services

Dear Ms. Jimenez:

Thank you for your partnership with Region 10 ESC. Per Section 2.1 of the General Terms and Conditions of your contract # R10-1128A, the contract is due for automatic renewal on March 1, 2025. This letter is to confirm that it is Region 10 ESC's intent to renew the contract for two years on that date. This renewal will take the contract to its final expiration date of February 28, 2027.

If your company does not wish to renew the contract with Region 10 ESC, please respond to this letter at least thirty (30) days before the contract renewal date. We look forward to our continued partnership. Please contact me if you have any questions or concerns.

Regards,

Clint Pechacek

Clint Pechacek
Purchasing Consultant