



Inter-University Council Purchasing Group
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Columbus, Ohio 43215
Phone (330) 968-4460
E-Mail: info@iucpg.com
Web Page: www.iucpg.com

December 15, 2015

TO: All Member Institutions
OfficeMax North America, Inc./Office Depot, Inc.

Agreement UN15-060

Miscellaneous Office Supplies

This agreement is for the purchase of Miscellaneous Office Supplies for the State of Ohio Institutions of Higher Education as represented on the IUC-PG roster. This agreement was originally bid and established by the Sourcing Alliance, a collaboration of public, private and not-for-profit institutions located in northeast Ohio. This consortium agreement was compared to the E&I Cooperative agreement for Misc. Office Supplies and was selected as the overall best agreement for the IUC-PG membership. As a result, the IUC-PG membership has agreed to absorb the OfficeMax agreement through the Sourcing Alliance. The final contract terms and conditions are shown in Attachment A. The Core List Pricing is shown in Exhibit A.

The provisions expressed in the signed IUC-PG Purchasing Agreement (shown as Attachment A) and the attached Core List Pricing (shown as Exhibit A) are incorporated and made a part of this Agreement.

The term of this agreement shall commence on December 15, 2015 and shall terminate on December 31, 2020. The IUC-PG reserves the right to extend the period covered under this agreement for successive one (1) year periods, subject to the mutual agreement of all parties involved.

For additional information or details of the Miscellaneous Office Supplies agreement, (#UN15-060), please visit the IUC-PG web site at the following address: <http://www.iucpg.com>

Members interested in participating in this agreement will be required to complete a Participation Agreement with OfficeMax (shown as Exhibit D in the signed contract) and should contact the following individual if they have any questions:

Rob Cockrum– Strategic Account Manager
Phone: (317) 513-2641
Email: Rob.Cockrum@OfficeDepot.com

Administration Fee: *Supplier will provide to the Inter-University Council Purchasing Group (IUC-PG), a Contract Administrative Fee (CAF), to be calculated quarterly, which is equivalent to one-half of one percent (.50%) of the total invoice amounts of all orders shipped pursuant to this Agreement during each calendar year. These fees are to offset the expenses of the IUC-PG in administering this Agreement and are disclosed to and approved by its Members. The selected vendor is required to submit quarterly usage reports via the IUC-PG online report process. The Administrative Fee shall be made payable to The Inter-University Council Purchasing Group within 60 days from the end of each contract year. The above referenced payments are to be sent to the IUCPG, C/O Inter-University Council of Ohio, Attention: Cindy McQuade, 10 West Broad Street, Suite 450, Columbus, OH 43215.*

(Signature on file)

Gene Stephens

IUC-PG, Director of Strategic Procurement

The Public Universities of Ohio

The University of Akron
University of Cincinnati
Miami University
Ohio University
Wright State University

Bowling Green State University
Cleveland State University
Northeast Ohio Medical University
Shawnee State University
Youngstown State University

Central State University
Kent State University
The Ohio State University
The University of Toledo