



February 19, 2018

Supply Den
ATTN: Beverly Ritchie
1837 Enterprise Dr.
Rochester Hills, MI 48309

Dear Mr. Ritchie:

Re: Invitation for Bids # IFB 18.0013 OCSPO Paper Products

As you are aware, Oakland Schools assisted the Oakland County School Purchasing Officials (OCSPO) (the "Districts") in the solicitation of bids for Paper Products by issuing an Invitation for Bid, dated January 23, 2018 (the "IFB"). As provided in the IFB, Oakland Schools, in conjunction with the Districts, evaluated all proposals submitted in response to the IFB to determine the lowest responsible bidder.

Please allow this correspondence to serve as notification that Supply Den has been identified as one of the awarded vendors. As one of the awarded vendors, Supply Den will be one of the preferred vendors of the Districts and the Districts have the right, but not the obligation, to contract with Supply Den to purchase those items as identified in the attached spreadsheet at the prices and on the terms and conditions set forth in the IFB. Please be advised that all contracts, if any ensue, will be with the Districts directly.

The bid chair for the OCSPO Paper Products is Doreen Simmonds, Waterford Schools. Doreen can be contacted at 248.408.7247 or by email SimonD01@wsdmi.org should you need any further clarification. I am also attaching your accepted Bidder's Participation Form with appropriate signatures.

We look forward to working with you!

Sincerely,

A handwritten signature in cursive script that reads "Angela Gomez".

Angela Gomez
Buyer
Oakland Schools
Office of Procurement & Contracting