



A Joint Purchasing Program For Local Government Agencies

February 8, 2017

Laport, Inc.
Mr. Wayne Coleman
Sales Manager
2443 W. 16th Street
Chicago, IL 60608

Dear Mr. Coleman,

This is to inform you that the Suburban Purchasing Cooperative (SPC) Governing Board has approved the award of the 2017 Janitorial Supplies Contract #167 to Laport, Inc., Chicago, IL based on your response as the lowest responsive, responsible bidder and being in compliance with all bid specification requirements. The duration of this contract runs from February 21, 2017 through February 20, 2018. The SPC reserves the right to extend the contract for up to three additional one-year terms upon mutual agreement of both the vendor and the SPC on a negotiated basis.

With acceptance of this contract, Laport, Inc., Chicago, IL agrees to all terms and conditions set forth in the Request for Proposals (RFP) #167 to which you responded. **The vendor must hold bid prices constant for the first year of the contract.** If a contract extension is exercised, the vendor must provide written documentation from the manufacturer proving any price increases and/or decreases for items originally bid on. In no event shall the term plus renewals exceed four (4) years.

Laport, Inc. will handle billing. Each order will be assessed a 3% administrative fee. The fee shall be paid directly by the vendor to the SPC on a quarterly basis.

The SPC looks forward to a productive year working with Laport, Inc. Please sign and date this agreement below, retaining copies for your files and returning the original to my attention.

Sincerely,

Ellen Dayan, CPPB
Northwest Municipal Conference
Program Manager for Purchasing

Ellen Dayan, CPPB
Northwest Municipal Conference

2/08/17
Date

Wayne Coleman
Laport, Inc.

2/9/17
Date

DuPage Mayors & Managers Conference
1220 Oak Brook Road
Oak Brook, IL 60523
Suzette Quintell
Phone: (630) 571-0480
Fax: (630) 571-0484

Northwest Municipal Conference
1600 East Golf Rd., Suite 0700
Des Plaines, IL 60016
Ellen Dayan, CPPB
Phone: (847) 296-9200
Fax: (847) 296-9207

South Suburban Mayors And Managers Association
1904 West 174th Street
East Hazel Crest, IL 60429
Kristi DeLaurentiis
Phone: (708) 206-1155
Fax: (708) 206-1133

Will County Governmental League
3180 Theodore Street, Suite 101
Joliet, IL 60435
Cherie Belom
Phone: (815) 729-3535
Fax: (815) 729-3536