



REQUEST FOR VENDOR CONTRACT UPDATE

Pursuant to the terms of your awarded vendor contract, all vendors must notify and receive approval from NCPA when there is an update to the contract. No request will be officially approved without the prior written authorization from NCPA. NCPA reserves the right to accept or reject any request.

Waxie Sanitary Supply, LLC (Vendor Name) hereby provides notice of the following update to NCPA contract number: 02-27 on this date 02/17/2023.

Instructions:

Vendors must check all that may apply and provide supporting documentation. Be sure to sign the signature page with all required signatures, prior to submitting your update for approval.

This form is not intended for use if there is a change in operations, which may adversely affect members, i.e. assignment, bankruptcy, change of ownership, merger, etc.

Authorized Affiliates/Dealers/Distributors/Resellers

- Additions
- Deletions

Products/Services (check all that apply)

- Additions
- Deletions
- Modifications
- Pricing Update

Other Vendor may include other notes regarding the contract update here: (attach another page if necessary).

On June 11, 2020, we notified you that WAXIE Sanitary Supply was acquired by FEMSA and requested assignment of the above-referenced contract from WAXIE to FEMSA. On July 7, 2020, we received your notice granting assignment, on behalf of Region 14 ESC, of the above-referenced contract to FEMSA and its affiliates.

This letter requests an assignment of FEMSA's contract to FEMSA's wholly owned US subsidiary company, Envoy Solutions, LLC, located at 2101 Claire Court, Glenview, IL 60025, by Region 14 ESC.

This letter is intended to meet the contract requirements stipulated in Tab One, Master Agreement, General Terms and Conditions, Assignment of Contract, and NCPA Administration Agreement, General

Terms and Conditions, General Provisions, Paragraph 4.

By changing the assignment to Envoy Solutions, LLC, this contract would include all current and future

Waxie Sanitary Supply, LLC

Vendor Name

Steve Thomas

Submitted By

Steve Thomas
Signature

02/17/2023

Date

FOR USE BY NCPA ONLY:

Jeremy Eaton

Vendor Manager

Jeremy J Eaton
Signature

02/17/2023

Date

Micaela Flores

Contract Manager Name

Micaela Flores
Signature

02/17/2023

Date