



**STATE OF IOWA  
MASTER AGREEMENT**

Contract Declaration and Execution

**MA 005**

**19304A**

**EFFECTIVE BEGIN DATE:** 03-02-2021  
**EXPIRATION DATE:** 03-01-2022  
**PAGE:** 1 of 3

**VENDOR:**

Office Depot Inc

00002139238

PO Box 633211  
Cincinnati, OH 45263

**VENDOR CONTACT:**

Ken Bruntz

**PHONE:** 402-547-9605

**EMAIL:** Ken.Bruntz@officedepot.com

**FOB:** FOB Dest, Freight Prepaid

**ISSUER:**

Julie Janssen

**PHONE:** 515-240-2698

**EMAIL:** julie.janssen@iowa.gov

**Contract For:** Office Supplies

The parties agree to comply with the terms and conditions on the following attachments which are by this reference made a part of the Agreement.

Attachment 1: IBOR Competitive Solicitation RFP15616.

Attachment 2: Contractor's Response to Competitive Solicitation RFP15616 (except for any contractor objection or amendment to the Competitive Solicitation Document requirements that the State has not explicitly agreed to in writing).

Attachment 3: Contractor's Cost (final pricing documentation) Response to competitive solicitation document RFP15616.

Attachment 4: IBOR Contract #Office Depot 0000000300000000000013061.

Attachment 5: IBOR Pricing

Account Manager: Ken Bruntz, 402-547-9605, Ken.bruntz@officedepot.com

Sales Contact: StrategicSupport@OfficeDepot.com

Payment Terms: NET30 Account Billed Monthly. Consolidated bill sent at the end of the month paid with a check back to Office Depot.

No Minimum Order Amount

Delivery Terms: FOB Destination, Freight Prepaid

Delivery: Next Day Delivery

Website: <https://business.officedepot.com> Office Depot Customer Service, Order fulfillment, delivery issues, credits, etc. - 800-279-1528 (7 a.m. - 10 p.m. CT), StrategicSupport@OfficeDepot.com

Agency eDAS billing or user account maintenance assistance, Password Reset, DAS.Finance.Billing@iowa.gov

**RENEWAL OPTIONS**

**FROM** 03-02-2022 **TO** 03-01-2023

**AUTHORIZED DEPARTMENT**

ALL

SUB Other Governmental Entities



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LINE NO.	QUANTITY / SERVICE DATES	UNIT	COMMODITY / DESCRIPTION	UNIT COST / PRICE OF SERVICE
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1	0.00000	EA	615	\$ 0.000000
				\$ 0.000000

REF DOC: REF VNDR LN: REF COMM LN: REF TYPE: FINAL

**OFFICE SUPPLIES, GENERAL**

**Office Supplies**

Office Depot to provide Office Supplies per the IBOR Contract. Prices provided on the website when ordering, business.officedepot.com. See Attachment 5 for additional Pricing.

Online orders - As with the existing office supply program, online orders may be paid one of two ways, either: Monthly eDAS billing (Account Billing) - This is the default option. Billing information has been pre-loaded into the system for current eDAS customers. Upon checkout, agency codes are processed and charges are included on the agency's monthly eDAS bill. State of Iowa Pcard (Credit Card) - If Pcard payments are preferred, instructions for Pcard payments are included in the Office Depot Quick Start User Guide. In-store purchases - When using a State of Iowa Pcard at an Office Depot retail store, contract pricing will be charged and sales tax will be exempted upon checkout.



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**TERMS AND CONDITIONS**

**Referenced Terms**

The parties agree to comply with the terms and conditions pursuant to the bid process which are by this reference made a part of the Agreement.

**THIS MASTER AGREEMENT IS EFFECTIVE AS OF THE LATEST DATE SHOWN IN "EFFECTIVE BEGIN DATE" IN THE UPPER RIGHT HAND CORNER OR THE DATE BELOW SIGNED BY THE STATE OF IOWA.**

CONTRACTOR		STATE OF IOWA	
<b>CONTRACTOR'S NAME</b> (If other than an individual, state whether a corp, partnership, etc. <a href="#">Office Depot, LLC</a>		<b>AGENCY NAME</b> DAS CENTRAL PROCUREMENT	
<b>BY (Authorized Signature)</b>	<b>Date Signed</b>	<b>BY (Authorized Signature)</b>	<b>Date Signed</b>
	2/25/2021		2/26/2021
<b>Printed Name and Title of Person Signing</b> <a href="#">Elizabeth Gray, Vice President</a>		<b>Printed Name and Title of Person Signing</b> Julie Janssen PURCHASING AGENT III	
<b>Address</b> <a href="#">6600 N. Military Trail</a> <a href="#">Boca Raton, FL 33296</a>		<b>Address</b> HOOVER BUILDING, 1305 E WALNUT, DES MOINES, IA 50319	

