



April 27, 2009

Reference: IFB# 08-09-197 Facility Cleaning Supplies

Dear Vendors: H.P. PRODUCTS

SUBJECT: CONTRACT AWARD NOTIFICATION

At the scheduled board meeting on April 23rd, 2009, H.P. Products, Inc. was approved as the lowest-priced most responsive and responsible vendor of choice for the Facility Cleaning Supplies.

IPTC is pleased with our selection as our vendor for Facility Cleaning Supplies , and we look forward to finalization through contract completion.

It is the IPTC's intent to initiate this new relationship right away. Therefore, the IPTC will conform a contract within the next 7 business days. This document shall also serve as a Notice to Proceed / Letter Contract until formal contract execution concludes.

If you have any questions, I may be reached at (317) 614-9252.

Regards,

A handwritten signature in black ink, appearing to read "Mike Moles".

Mike Moles
Procurement Director
IPTC

CC: Jeff Sparks Storeroom Manager
Al Burns, Contract Specialist, IPTC

