



Department of Administration
 Purchasing Division
 2019 Washington Street East
 Post Office Box 50130
 Charleston, WV 25305-0130

State of West Virginia
Master Agreement

Order Date: 2015-06-16

CORRECT ORDER NUMBER
 MUST APPEAR ON ALL PACKAGES,
 INVOICES, AND SHIPPING PAPERS.
 QUESTIONS CONCERNING THIS
 ORDER SHOULD BE DIRECTED TO
 THE DEPARTMENT CONTACT.

Order Number: CMA 0212 0212 SWC000000006A	Procurement Folder: 117341
Document Name: DFS15 Disposable Food Service Items	Reason for Modification:
Document Description: Statewide Contract for Disposable Food Service Items	Re-award of contract due to Vendor name and FEIN change. Original Award - SWC000000006 (SWC22603). Effective 6/15/15.
Procurement Type: Central Master Agreement	
Buyer Name: Misty DeLong	
Telephone: (304) 558-8802	
Email: misty.m.delong@wv.gov	
Shipping Method: Best Way	Effective Start Date: 2014-12-15
Free on Board: FOB Dest, Freight Prepaid	Effective End Date: 2015-12-14

VENDOR	DEPARTMENT CONTACT
Vendor Customer Code: 000000103446 XPEDX 2920 NEW BEAVER AVE PITTSBURGH PA 152331006 US Vendor Contact Phone: (999) 999-9999 Extension: Discount Percentage: 0.0000 Discount Days: 0	Requestor Name: Misty DeLong Requestor Phone: (304) 558-8802 Requestor Email: misty.m.delong@wv.gov <div style="text-align: center;"> <h1>16</h1> <p>FILE LOCATION <u>30832</u></p> </div>

INVOICE TO	SHIP TO
ALL STATE AGENCIES VARIOUS LOCATIONS AS INDICATED BY ORDER No City WV 99999 US	STATE OF WEST VIRGINIA VARIOUS LOCATIONS AS INDICATED BY ORDER No City WV 99999 US

Total Order Amount	Open End
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Purchasing Division's File Copy

RETURNED TO BUYER

DATE: JUL 10 2015

ENTERED

PURCHASING DIVISION AUTHORIZATION SIGNED BY: <i>[Signature]</i> DATE: <i>[Date]</i> ELECTRONIC SIGNATURE ON FILE	ATTORNEY GENERAL APPROVAL AS TO FORM SIGNED BY: <i>[Signature]</i> DATE: <i>[Date]</i> ELECTRONIC SIGNATURE ON FILE	ENCUMBRANCE CERTIFICATION SIGNED BY: <i>[Signature]</i> DATE: <i>[Date]</i> ELECTRONIC SIGNATURE ON FILE
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JUN 29 2015

*6-26-15
Bost*

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Extended Description:

Re-award of contract due to Vendor name and FEIN change. Original Award - SWC0000000006 (SWC22603). Effective 6/15/15.

The vendor, XPEDX, LLC., agrees to enter with the State of West Virginia into an open end contract to provide the state with Disposable Food Service Items.

Line	Commodity Code	Manufacturer	Model No	Unit	Unit Price
1	24111502	BAGCRAFT	300404	CASE	\$71.730000
Service From		Service To			

Commodity Line Description: Paper Sandwich Bags

Extended Description:

Sandwich bags must be transparent, wet-waxed, paper. Sandwich bags must have a minimum size of 5 1/4" x 6 1/2" x 3/4", and a maximum size 6" x 7 3/4" x 1 3/4".

Line	Commodity Code	Manufacturer	Model No	Unit	Unit Price
2	24111502	BAGCRAFT	300039	BOX	\$19.350000
Service From		Service To			

Commodity Line Description: Silverware Bags

Extended Description:

Silverware bags must be non-waxed, unprinted, paper bags. Silverware bags must be able to hold a fork, spoon and knife. Silverware bags must have a minimum size 2 1/2" x 9 1/2", and a maximum size 3" x 10 1/2".

Line	Commodity Code	Manufacturer	Model No	Unit	Unit Price
3	48101905	SOLO	R3BB-JD110	CASE	\$146.130000
Service From		Service To			

Commodity Line Description: Food service cups - Cold Cup, Not pleated

Extended Description:

Cold drink cups must be disposable cups made for cold beverages. Cold drink cup must have a minimum capacity of 3 oz. and a maximum capacity of 3 3/4 oz. Cold drink cups must be 2-part construction, waxed paper, with rolled rim and flat bottom. Cups cannot be pleated.

Line	Commodity Code	Manufacturer	Model No	Unit	Unit Price
4	48101905	SOLO	450-2050	CASE	\$132.070000
Service From		Service To			

Commodity Line Description: Food service cups -Cold Drink, pleated

Extended Description:

Cups must be disposable, cold drink cups. Cup must have a minimum capacity of 3 oz. and a maximum capacity of 3 3/4 oz. Cup must have a flat bottom, rolled style rim, and be made with waxed or treated paper. Cup must be pleated.

Line	Commodity Code	Manufacturer	Model No	Unit	Unit Price
5	48101712	SAN JAMAR	C4160TBL	CASE	\$216.470000
Service From		Service To			

Commodity Line Description: Cup Dispenser

Extended Description:

Cup dispenser must be a wall-mount cold cup dispenser. Dispenser must be able to hold cups that have a capacity of 3-5 oz. and have stainless steel construction. Dispenser must be a minimum of 15" tall and maximum of 20" tall.

Line	Commodity Code	Manufacturer	Model No	Unit	Unit Price
6	48101905	SOLO	R7BB-JD110	CASE	\$67.660000
Service From		Service To			

Commodity Line Description: Food service cups - 7 oz. Cold Drink

Extended Description:

7 oz. cup must be a disposable, cold drink cup. Cup must have a 7 oz. capacity. Cup must be 2-part construction, waxed paper, with rolled rim and flat bottom. Cups cannot be pleated.

Line	Commodity Code	Manufacturer	Model No	Unit	Unit Price
7	48101919	SOLO	L7N-0100	CASE	\$61.160000
Service From		Service To			

Commodity Line Description: Lid for 7 oz. cup

Extended Description:

Lid must fit 7 oz. cold drink cup provided in line 6. Lid must be translucent or clear, plastic, and have a straw slot.

Line	Commodity Code	Manufacturer	Model No	Unit	Unit Price
8	48101905	SOLO	R10NBB-JD110	CASE	\$88.280000
Service From		Service To			

Commodity Line Description: Food service cups - 10 oz. Cold Drink

Extended Description:

10 oz. cup must be a disposable, cold drink cup. Cup must have a 10 oz. capacity. Cup must be 2-part construction, waxed paper, with rolled rim and flat bottom. Cups cannot be pleated.

Line	Commodity Code	Manufacturer	Model No	Unit	Unit Price
9	48101919	SOLO	L10BLN-0100	CASE	\$63.000000
Service From		Service To			

Commodity Line Description: Lid for 10 oz. cup

Extended Description:

Lid must fit 10 oz. cold drink cup provided in line 8. Lid must be translucent or clear, plastic, and have a straw slot.

Line	Commodity Code	Manufacturer	Model No	Unit	Unit Price
10	52152101	DART	6J6	CASE	\$16.190000
Service From		Service To			

Commodity Line Description: 6 oz. Hot/Cold Foam Cup

Extended Description:

6 oz. cup must be a disposable, hot or cold drink cup. Cup must have a 6 oz. capacity. Cup must be one-piece construction, Styrofoam, with a flat bottom. Cup must be made for use with a flat vented lid.

Line	Commodity Code	Manufacturer	Model No	Unit	Unit Price
11	48101919	DART	6JL	CASE	\$11.200000
Service From		Service To			

Commodity Line Description: Lid for 6 oz. Foam Cup

Extended Description:

Lid must fit 6 oz. hot/cold cup provided in line 10. Lid must be flat, with a solid center and vented. Lid must be plastic.

Line	Commodity Code	Manufacturer	Model No	Unit	Unit Price
12	48101905	DART	10D	CASE	\$66.690000
	Service From	Service To			

Commodity Line Description: 10 oz, Tumbler - Plastic cup

Extended Description:

Tumbler must be a disposable, cold drink cup. Cup must have a 10 oz. capacity. Cup must be one-piece construction, made with polystyrene plastic and have a rolled rim.

Line	Commodity Code	Manufacturer	Model No	Unit	Unit Price
13	48101905	DART	8J8	CASE	\$18.270000
	Service From	Service To			

Commodity Line Description: 8 oz Hot/cold drink, foam cup

Extended Description:

8 oz. foam cup must be a disposable hot or cold drink cup. Cup must have an 8 oz. capacity. Cup must be one-piece construction, Styrofoam, with a flat bottom. Cup must be made for use with a flat vented lid.

Line	Commodity Code	Manufacturer	Model No	Unit	Unit Price
14	48101919	DART	8JL	CASE	\$11.470000
	Service From	Service To			

Commodity Line Description: Lid for 8 oz. Foam Cup

Extended Description:

Lid must fit 8 oz. hot/cold cup provided in line 13. Lid must be flat, with a solid center and vented. Lid must be plastic.

Line	Commodity Code	Manufacturer	Model No	Unit	Unit Price
15	48101905	DART	12J12	CASE	\$25.440000
	Service From	Service To			

Commodity Line Description: 12 oz Hot/Cold Foam cup

Extended Description:

12 oz. foam cup must be a disposable, hot or cold drink cup. Cup must have a 12 oz. capacity. Cup must be one-piece construction, Styrofoam, with a flat bottom. Cup must be made for use with a flat vented lid.

Line	Commodity Code	Manufacturer	Model No	Unit	Unit Price
16	48101919	DART	12JL	CASE	\$14.540000
	Service From	Service To			

Commodity Line Description: Lid for 12 oz. Foam cup

Extended Description:

Lid must fit 12 oz. hot/cold cup provided in line 15. Lid must be flat, with a solid center and vented. Lid must be plastic.

Line	Commodity Code	Manufacturer	Model No	Unit	Unit Price
17	60122503	PACTIV	TH10006	CASE	\$14.030000
	Service From	Service To			

Commodity Line Description: Foam Plates - 6"

Extended Description:

Plates must be circle and have a minimum diameter of 5 5/8" and a maximum diameter of 6 1/8". Plates must be made from Polystyrene Foam. Surface of the plate must be non-absorbent.

Line	Commodity Code	Manufacturer	Model No	Unit	Unit Price
18	60122503	PACTIV	TH10009	CASE	\$12.560000
Service From		Service To			

Commodity Line Description: Foam Plates - 9"

Extended Description:

Plates must be circle and have a minimum diameter of 8 1/2" and a maximum diameter of 9 1/2". Plates must be made from Polystyrene Foam. Surface of the plate must be non-absorbent.

Line	Commodity Code	Manufacturer	Model No	Unit	Unit Price
19	60122503	PACTIV	TH10011	CASE	\$12.560000
Service From		Service To			

Commodity Line Description: Foam Plate - Sectional, 9"

Extended Description:

Plate must be a circle and have a minimum diameter of 8 3/4" and a maximum diameter of 9 1/2". Plate must have 3 compartments - one large compartment and two smaller compartments equal to half the size of the large compartment. Plates must be made from polystyrene foam. The surface must be non-absorbent.

Line	Commodity Code	Manufacturer	Model No	Unit	Unit Price
20	60122503	PACTIV	YMC500090002	CASE	\$40.010000
Service From		Service To			

Commodity Line Description: Paper plates - 9" Bio-Degradable plate

Extended Description:

Plates must be a circle and have a minimum diameter of 8 3/4" and a maximum diameter of 9 1/2". Plate must be made from fiber (paper) material, for extra support. Plates must be recyclable.

Line	Commodity Code	Manufacturer	Model No	Unit	Unit Price
21	52152007	DART	10B20	CASE	\$34.950000
Service From		Service To			

Commodity Line Description: 10 oz. Soup bowl

Extended Description:

Bowl must have a 10 oz. capacity. Must be one-piece construction, made from polystyrene foam. The top of the bowl should have a minimum diameter of 4" and a maximum diameter of 4 1/4". Bowl must be non-absorbent.

Line	Commodity Code	Manufacturer	Model No	Unit	Unit Price
22	52152007	DART	12BWWCR	CASE	\$15.760000
Service From		Service To			

Commodity Line Description: 12 oz Salad bowl

Extended Description:

Bowl must have a 12oz capacity. Must be one-piece construction, made from laminated Styrofoam. The top of the bowl should have a minimum diameter of 5 5/8" and a maximum diameter of 6 1/4".

Line	Commodity Code	Manufacturer	Model No	Unit	Unit Price
23	60122503	DIXIE	702622WNP6	CASE	\$18.820000
Service From		Service To			

Commodity Line Description: 6" paper plate, light weight

Extended Description:

Plates must be circle and have a minimum diameter of 5 5/8" and a maximum diameter of 6 1/4". Plates must be made with light weight, un-coated, paper. Plates must have a fluted edge.

Line	Commodity Code	Manufacturer	Model No	Unit	Unit Price
24	52151506	DART	60HT1	CASE	\$18.950000
Service From		Service To			

Commodity Line Description: Disposable food containers - sandwich

Extended Description:

Carry-out container must have minimum dimensions of 5 1/8" x 5 1/8" x 2 3/4" and maximum dimensions of 6 1/4" x 6 1/4" X 3 1/4". Container must be hinged (lid and bottom are attached), one-piece construction and made of Styrofoam.

Line	Commodity Code	Manufacturer	Model No	Unit	Unit Price
25	52151506	PACTIV	HLW-0903	CASE	\$11.450000
Service From		Service To			

Commodity Line Description: Disposable food containers - 3 compartment dinner

Extended Description:

Carry-out container must have minimum dimensions of 9" x 9" x 3" and maximum dimensions of 9 1/2" x 9 1/2" x 3 1/2". Container must be hinged (lid and bottom are attached), one-piece construction and made of Styrofoam. Container must have 3 compartments - one large compartment and two small compartments that are about half the size of the large compartment.

Line	Commodity Code	Manufacturer	Model No	Unit	Unit Price
26	52151506	PACTIV	HLW-0901	CASE	\$12.080000
Service From		Service To			

Commodity Line Description: Disposable food containers - 1 compartment dinner

Extended Description:

Carry-out container must have minimum dimensions of 9" x 9" x 3" and maximum dimensions of 9 1/2" x 9 1/2" x 3 1/2". Container must be hinged (lid and bottom are attached), one-piece construction and made of Styrofoam.

Line	Commodity Code	Manufacturer	Model No	Unit	Unit Price
31	52151600	DIXIE	CMP26C	CASE	\$18.160000
Service From		Service To			

Commodity Line Description: Domestic utensils - Fork, Knife, Spoon Set.

Extended Description:

Set must include a fork, tea spoon and knife. Utensils must be constructed from medium-weight polypropylene. Set must be individually wrapped. Length should be a minimum of 6 1/2" and a maximum of 8".

Line	Commodity Code	Manufacturer	Model No	Unit	Unit Price
32	48102108	REYNOLDS	624	ROLL	\$22.790000
Service From		Service To			

Commodity Line Description: Aluminum food wrapping foil

Extended Description:

Aluminum foil must be heavy duty aluminum, .001 guage wrapping material. Each roll of aluminum foil must be 18 inches wide and 500 feet long. Each roll must include a storage box that has a metal cutting edge.

Line	Commodity Code	Manufacturer	Model No	Unit	Unit Price
33	14121807	PACTIV	155018	ROLL	\$25.450000
	Service From	Service To			

Commodity Line Description: White Butcher Paper

Extended Description:

Butcher paper must be white, with a dry finish. The butcher paper must be FDA approved and have a minimum 40lb weight basis. Each roll of butcher paper must be 18 inches wide by 1000 ft long.

Line	Commodity Code	Manufacturer	Model No	Unit	Unit Price
34	48102109	REYNOLDS	194	ROLL	\$14.230000
	Service From	Service To			

Commodity Line Description: Plastic food wrap

Extended Description:

Plastic food wrap must be made from all-purpose, FDA approved, cling plastic. Each roll must be 18 inches wide by 2000 feet long. Each roll must have a storage box that has cutting edge.

Line	Commodity Code	Manufacturer	Model No	Unit	Unit Price
35	53102503	CELLUCAP	RC1WT	CASE	\$61.910000
	Service From	Service To			

Commodity Line Description: Paper Hats or Caps

Extended Description:

Paper Hats or caps must be made from paper linen, sanitary white, and adjustable size. Hats or Caps must be low profile, overseas style caps.

Line	Commodity Code	Manufacturer	Model No	Unit	Unit Price
36	14111706	LITTLE RAPIDS	91-0000	ROLL	\$12.230000
	Service From	Service To			

Commodity Line Description: Paper table cloth - White, Roll

Extended Description:

Table cloth must be made of white paper. Table cloth must be 40 inches wide by 300 feet long. Table cloth should be stored on a roll, and each case should only contain one roll.

Line	Commodity Code	Manufacturer	Model No	Unit	Unit Price
37	52121602	GEORGIA PACIFIC	37000	CASE	\$44.230000
	Service From	Service To			

Commodity Line Description: Napkins - Folded size 3 1/2" x 6 3/4", open 12 x 13

Extended Description:

Napkin must be 1 ply, white napkin. Napkin must be quarter fold. The open size must be a minimum of 12" x 13" and a maximum of 13" x 13". The folded size must be 3 1/2" x 6 3/4".

Line	Commodity Code	Manufacturer	Model No	Unit	Unit Price
38	52121602	GEORGIA PACIFIC	33201	CASE	\$36.430000
	Service From	Service To			

Commodity Line Description: Napkins - Folded size 3 1/2" x 6 3/4", open 8 x 13 1/2

Extended Description:

Napkin must be 1 ply, white napkin. Napkin must be quarter fold. The open size must be a minimum of 6 1/2" x 13" and a maximum of 8" x 13 1/2". The folded size must be 3 1/2" x 6 3/4".

Line	Commodity Code	Manufacturer	Model No	Unit	Unit Price
39	52121602	SCA TORK	D820	CASE	\$33.640000
	Service From	Service To			

Commodity Line Description: Napkins - Quarter fold, Luncheon

Extended Description:

Napkin must be 1 ply, white square napkin. Napkin must be quarter fold. The open size must be a minimum of 12" x 12" and a maximum of 13" x 13".

Line	Commodity Code	Manufacturer	Model No	Unit	Unit Price
40	52121602	SCA TORK	N7141A	CASE	\$42.350000
	Service From	Service To			

Commodity Line Description: Napkins - Quarter Fold, Dinner 17 x 17

Extended Description:

Napkin must be 1 ply, white square napkin. Napkin must be quarter fold. The open size must be 17" x 17". The folded size must be 8 1/2" x 8 1/2".

Line	Commodity Code	Manufacturer	Model No	Unit	Unit Price
41	52121602	HOFFMASTER	126378	CASE	\$108.450000
	Service From	Service To			

Commodity Line Description: Napkins - Quarterfold, Cocktail

Extended Description:

Napkin must be 1 ply, white square napkin. Napkin must be quarter fold. The open size must be 10" x 10". The folded size must be 5" x 5".

Line	Commodity Code	Manufacturer	Model No	Unit	Unit Price
42	52121602	SCA TORK	D802A	CASE	\$39.160000
	Service From	Service To			

Commodity Line Description: Napkins - Quarterfold, Dinner 13 x 17

Extended Description:

Napkin must be 1 ply, white napkin. Napkin must be quarter fold. The open size must be minimum 12" x 17" and a maximum of 13" x 17".

Line	Commodity Code	Manufacturer	Model No	Unit	Unit Price
43	52151507	DIXIE	JW74	CASE	\$17.650000
	Service From	Service To			

Commodity Line Description: Domestic disposable drinking straws

Extended Description:

Straws must be individually wrapped, clear plastic. Straws must be 7 3/4" long and have a diameter of .24".

Line	Commodity Code	Manufacturer	Model No	Unit	Unit Price
44	52151600	DIXIE	CM26NC7	CASE	\$29.090000
	Service From	Service To			

Commodity Line Description: Domestic utensils - Fork, Knife, Spoon and Napkin set

Extended Description:

Set must include a fork, tea spoon, knife and napkin. Utensils must be constructed from medium-weight polypropylene. Napkin must be 1-ply. Set must be individually wrapped. Length should be a minimum of 6 1/2" and a maximum of 8".

SWC000000006A	Document Phase Draft	Document Description Statewide Contract for Disposable Food Service Items	Page 9 of 9
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ADDITIONAL TERMS AND CONDITIONS

See attached document(s) for additional Terms and Conditions

STATE OF WEST VIRGINIA
Purchasing Division

PURCHASING AFFIDAVIT

MANDATE: Under W. Va. Code §5A-3-10a, no contract or renewal of any contract may be awarded by the state or any of its political subdivisions to any vendor or prospective vendor when the vendor or prospective vendor or a related party to the vendor or prospective vendor is a debtor and: (1) the debt owed is an amount greater than one thousand dollars in the aggregate; or (2) the debtor is in employer default.

EXCEPTION: The prohibition listed above does not apply where a vendor has contested any tax administered pursuant to chapter eleven of the W. Va. Code, workers' compensation premium, permit fee or environmental fee or assessment and the matter has not become final or where the vendor has entered into a payment plan or agreement and the vendor is not in default of any of the provisions of such plan or agreement.

DEFINITIONS:

"Debt" means any assessment, premium, penalty, fine, tax or other amount of money owed to the state or any of its political subdivisions because of a judgment, fine, permit violation, license assessment, defaulted workers' compensation premium, penalty or other assessment presently delinquent or due and required to be paid to the state or any of its political subdivisions, including any interest or additional penalties accrued thereon.

"Employer default" means having an outstanding balance or liability to the old fund or to the uninsured employers' fund or being in policy default, as defined in W. Va. Code § 23-2c-2, failure to maintain mandatory workers' compensation coverage, or failure to fully meet its obligations as a workers' compensation self-insured employer. An employer is not in employer default if it has entered into a repayment agreement with the Insurance Commissioner and remains in compliance with the obligations under the repayment agreement.

"Related party" means a party, whether an individual, corporation, partnership, association, limited liability company or any other form or business association or other entity whatsoever, related to any vendor by blood, marriage, ownership or contract through which the party has a relationship of ownership or other interest with the vendor so that the party will actually or by effect receive or control a portion of the benefit, profit or other consideration from performance of a vendor contract with the party receiving an amount that meets or exceeds five percent of the total contract amount.

AFFIRMATION: By signing this form, the vendor's authorized signer affirms and acknowledges under penalty of law for false swearing (W. Va. Code §61-5-3) that neither vendor nor any related party owe a debt as defined above and that neither vendor nor any related party are in employer default as defined above, unless the debt or employer default is permitted under the exception above.

WITNESS THE FOLLOWING SIGNATURE:

Vendor's Name: XPEOX LLC

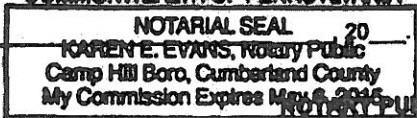
Authorized Signature: [Signature] Date: 9/5/2014

State of Pennsylvania

County of Cumberland, to-wit:

Taken, subscribed, and sworn to before me this 5th day of September, 2014

My Commission expires



AFFIX SEAL HERE

[Signature]
NOTARY PUBLIC

DeLong, Misty M

From: Gurzenda, Joseph A. (CAMP HILL,PENNSYLVANIA) <Joseph.Gurzenda@veritivcorp.com>
Sent: Wednesday, May 06, 2015 2:44 PM
To: Sheets, Mike - Purch; DeLong, Misty M
Cc: Whittaker, Frank M; Montantez, Gail K; Bride, Nancy J. (LOVELAND,OHIO)
Subject: RE: SWC0000000006 - Disposable Food Service Items - Xpedx Vendor Registration Change
Attachments: West Virginia -Corporate Secretary Delegation 5-6-15.pdf

Misty,
In addition, please see the attached corporate secretary delegation with notarization.

Joe

Joseph Gurzenda, Facility Solutions Sales

xpedx, a Veritiv company

211 House Avenue, Camp Hill, PA, 17011, USA
veritivcorp.com office: 717 612 6173 mobile: 717 215 4249 fax: 717 612 3105

New Email: Joseph.Gurzenda@veritivcorp.com



This email contains information that is confidential. Unless you are the intended recipient, delete this email immediately and contact sender at the address above.

From: Gurzenda, Joseph A. (CAMP HILL,PENNSYLVANIA)
Sent: Wednesday, May 06, 2015 2:33 PM
To: 'Sheets, Mike - Purch'; DeLong, Misty M
Cc: Whittaker, Frank M; Montantez, Gail K; Bride, Nancy J. (LOVELAND,OHIO)
Subject: RE: SWC0000000006 - Disposable Food Service Items - Xpedx Vendor Registration Change
Importance: High

Good afternoon Misty,
Please find attached the required corporate affidavit from our company.

Please review and let me know what, if any, additional information or documents are required.

I look forward to receiving the newly assigned contract.

Thank you.

Sincerely,

Joe

Joseph Gurzenda, Facility Solutions Sales

xpedx, a Veritiv company

211 House Avenue, Camp Hill, PA, 17011, USA

veritivcorp.com office: 717 612 6173 mobile: 717 215 4249 fax: 717 612 3105

New Email: Joseph.Gurzenda@veritivcorp.com



This email contains information that is confidential. Unless you are the intended recipient, delete this email immediately and contact sender at the address above.

From: Sheets, Mike - Purch [<mailto:William.M.Sheets@wv.gov>]
Sent: Monday, May 04, 2015 3:44 PM
To: Gurzenda, Joseph A. (CAMP HILL,PENNSYLVANIA); Delong, Misty M
Cc: Whittaker, Frank M; Montantez, Gail K; Bride, Nancy J. (LOVELAND,OHIO)
Subject: RE: SWC000000006 - Disposable Food Service Items - Xpedx Vendor Registration Change

Mr. Gurzenda,

In this instance, we can accept the corporate affidavit with \$2M signing authority.

Regards,

W. Michael Sheets
Assistant Director
Acquisition and Contract Administration
WV Purchasing Division
2019 Washington Street, East
Charleston, WV 25305
Phone: 304.558.0492
Fax: 304.558.4115

From: Gurzenda, Joseph A. (CAMP HILL,PENNSYLVANIA) [<mailto:Joseph.Gurzenda@veritivcorp.com>]
Sent: Thursday, April 30, 2015 8:48 AM
To: Delong, Misty M
Cc: Whittaker, Frank M; Montantez, Gail K; Sheets, Mike - Purch; Bride, Nancy J. (LOVELAND,OHIO)
Subject: RE: SWC000000006 - Disposable Food Service Items - Xpedx Vendor Registration Change

Good morning Misty,
Have you had the time to review internally? Please advise.

Thanks, Joe

Joseph Gurzenda, Facility Solutions Sales

xpedx, a Veritiv company

211 House Avenue, Camp Hill, PA, 17011, USA

veritivcorp.com office: 717 612 6173 mobile: 717 215 4249 fax: 717 612 3105

New Email: Joseph.Gurzenda@veritivcorp.com



This email contains information that is confidential. Unless you are the intended recipient, delete this email immediately and contact sender at the address above.

From: Gurzenda, Joseph A. (CAMP HILL,PENNSYLVANIA)
Sent: Wednesday, April 22, 2015 5:20 PM
To: 'DeLong, Misty M'
Cc: Whittaker, Frank M; Montantez, Gail K; Sheets, Mike - Purch; Bride, Nancy J. (LOVELAND,OHIO)
Subject: RE: SWC000000006 - Disposable Food Service Items - Xpedx Vendor Registration Change
Importance: High

Good afternoon Misty,

As we spoke about the re-assignment of our Disposable Foodservice contract and the need to provide West Virginia an affidavit stating that the individual who signed the original bid submittal had the proper approval authority, we will be submitting a corporate affidavit that will state the individual has for this contract the authority to sign up to \$2,000,000. Although this is not a no limit affidavit as you had requested, it is well within reason to accept based on the history and current sales that this contract is realizing on an annual basis which will not exceed \$200,000.

Please review this with your director and legal department as our company wishes to continue with this statewide contract.

I am available to discuss at anytime by calling me at either 717-612-6173 (office) or 717-215-4249 (cell).

Thank you in advance for your cooperation.

Sincerely,

Joe

Joseph Gurzenda, Facility Solutions Sales

xpedx, a Veritiv company

211 House Avenue, Camp Hill, PA, 17011, USA
veritivcorp.com office: 717 612 6173 mobile: 717 215 4249 fax: 717 612 3105

New Email: Joseph.Gurzenda@veritivcorp.com



This email contains information that is confidential. Unless you are the intended recipient, delete this email immediately and contact sender at the address above.

From: DeLong, Misty M [<mailto:Misty.M.Delong@wv.gov>]
Sent: Thursday, April 16, 2015 11:44 AM
To: Gurzenda, Joseph A. (CAMP HILL,PENNSYLVANIA)
Cc: Whittaker, Frank M; Montantez, Gail K; Sheets, Mike - Purch
Subject: SWC000000006 - Disposable Food Service Items - Xpedx Vendor Registration Change

Good Morning Joe,

Mike left you a voicemail this morning regarding the items we still need from Xpedx, LLC. I wanted to follow up with an email of what we still need. I also spoke with Joan Chapman who let me know that she would be creating a new vendor account for Xpedx, LLC.; since the two that exist have incorrect FEINs.

1. In regards to your email yesterday afternoon, the authorized signer cannot have a bid limit. This is an Open-End contract and there isn't a limit on its use. This letter must be an affidavit (a sworn statement that is notarized.)
2. A new WV-1 form for vendor registration, with the correct name, address and FEIN. (blank form attached).
3. Payment for vendor registration on the vendor account number – 000000104818, FEIN – 13-5369500. Please contact Gail Montantez to make payment.
4. A new letter from Xpedx, stating that Xpedx agrees to cancel and re-issue this contract. The letter must also contain the following items –
 - a. What the name, address and FEIN for the company was (MUST match the current contract)
 - b. What the name, address and FEIN is now
 - c. When this change took effect
 - d. This letter must also be signed by an authorized signer.

If you have any questions please let me know.

Misty DeLong
Buyer
WV Purchasing Division
2019 Washington Street, East
Charleston. WV 25305
P 304.558.8802
Misty.M.Delong@wv.gov



April 6, 2015

Dear Misty Delong,

As the contract administrator for the awarded DFS15 disposable food service items contract from West Virginia to XPEDX LLC, I approve that you cancel the current contract (CMA 0212 SWC0000000006) as it is assigned to the incorrect vendor number 103346 (XPEDX). I approve that West Virginia re-assigns the same contract to our most current vendor number VS0000001856, XPEDX LLC. All terms, conditions, items and pricing remain the same.

Please feel free to reach out to me at 717-612-6173 with any questions.

The new contract should be mailed to my attention at the following XPEDX LLC division:

XPEDX LLC
211 HOUSE AVENUE
CAMP HILL, PA 17011
ATTN; JOE GURZENDA

Sincerely,

Joseph A. Gurzenda
Facility Solutions Sales



IMPORTANT USER NOTE: Information about Veritiv should be provided for information purposes only. It is the holding company for Unisource Worldwide, Inc., and xpedx, LLC, the operating companies that enter into customer and supplier contracts. Veritiv Corporation itself does not serve as a contracting entity for customer bids.

Veritiv Corporation

Question	Answer
Legal Name	Veritiv Corporation
Corporate Address	3901 Governor's Lake Drive, Norcross, GA 30071
Main Telephone	1-844-VERITIV
Veritiv Website	veritivcorp.com
Who is Veritiv?	Serving customers across multiple industries, Veritiv provides packaging, print, facility, publishing and print management solutions that help shape the success of its customers across industries. Veritiv is the holding company for its operating companies, Unisource Worldwide, Inc., xpedx, LLC, and Canadian and Mexican affiliates. Established in 2014 following a merger of International Paper's xpedx division and Unisource Worldwide, the Veritiv entities employ approximately 9,500 team members across more than 170 distribution centers throughout the U.S., Mexico and Canada.
Business Type	Corporation
Business Classification	State of Incorporation (Delaware) July 1, 2014 Veritiv is a Large Business. It is not classified as a Small Business, Minority Owned, Woman Owned, or Veteran Owned business.
Dunn & Bradstreet Rating	A D&B rating is not yet available for Veritiv Corporation (D&B ratings for its two principal operating companies, Unisource Worldwide and xpedx, LLC, are addressed in the applicable sections for those operating companies).
Moody's Rating	A Moody's rating is not available for Veritiv Corporation or its operating companies, xpedx, LLC or Unisource Worldwide, Inc.
Officers	Mary Laschinger, chairman of the board of directors and chief executive officer. For a complete listing of Veritiv leaders, including their biographies, go to veritivcorp.com .
Number of Employees, Veritiv	2014 – approximately 9,500
Combined Net Sales, full year 2013, xpedx and Unisource Net Sales (last 3 years)	\$9 billion
Market Segment % of Sales	Please see Form S-1 Registration Statement of Veritiv Corporation at www.sec.gov Printing – 55%; Packaging – 28%; Facility Solutions – 16%; Other – 1%
Veritiv # of locations	US – 143; Canada – 17; Mexico – 5; Mini DCs – 13; PaperPlus Stores – 39

xpedx, LLC, a Veritiv Company

Legal Name xpedx, LLC
State of Formation New York
xpedx, LLC Address 6285 Tri-Ridge Blvd.
Cincinnati, Ohio 45140
Main Telephone (888) 973-3976
Main Fax (800) 792-9173
xpedx Website xpedx.com
Dunn & Bradstreet # 07-943-0423
Federal Tax ID 13-5369500
NAICS Codes 424110 - Printing and Writing Paper Merchant Wholesalers; 424130 - Industrial and Personal Service Paper Merchant Wholesalers; 424120 - Stationery and Office Supplies Merchant Wholesalers; 423840 - Industrial Supplies Merchant Wholesalers; 424690 - Other Chemical and Allied Products; 541614 - Process, Physical Distribution and Logistics Consulting Services; 541420 - Industrial Design Services; 423440 - Other Commercial Equipment Merchant Wholesalers
Year Company Began The xpedx business began in 1998 as the distribution business of International Paper Company. On July 1, 2014, International Paper Company and UWW Holdings LLC finalized the transaction to combine the xpedx business with Unisource Worldwide, Inc. The new publicly traded company, Veritiv Corporation, is now the holding company of two operating companies, Unisource Worldwide, Inc., and a new entity, xpedx, LLC.
Number of Employees, xpedx, LLC 2013 – approximately 5,200; 2012 – approximately 6,000; 2011 – approximately 5,700

Form W9 and Certificate of Insurance, xpedx LLC



W9_2014.pdf



xpedx,
LLC_COI_Liability_070

Extended Questions:

Core Competencies

xpedx, LLC, a Veritiv company, is a leading North American business-to-business distribution company. We provide our customers with superior service, innovative and value-added products, and enhanced technology and business solutions. With approximately 9,500 team members in more than 170 distribution centers across North America through xpdx, LLC and affiliated companies, we deliver the end-to-end print, packaging, facility and logistics solutions our customers need to make their business operations more efficient and sustainable. We also operate a large business-to-business eCommerce hub at xpdx.com.

Our teams work to ensure customers have the resources they need to be responsible stewards of our natural resources and strive to model environmental excellence in our own facilities. We focus on three platforms: selecting products from environmentally responsible suppliers, building strategic partnerships to impact more sustainable business operations, and improving the environmental footprint at our facilities and those of our customers.

Our customers include commercial printers and publishers, manufacturers, retailers, facility leaders, other distributors, government agencies, and companies across many industry segments that operate within North America and around the globe. Across our three primary business segments -- packaging, facility solutions and print -- we also represent thousands of manufacturing companies that produce the world-class brands our customers demand.

Mergers and Acquisitions

On July 1, 2014, the xpdx business of International Paper Company and Unisource Worldwide, Inc. were joined together under a new parent company, Veritiv Corporation (NYSE: VRTV). Veritiv Corporation is the holding company of the two principal US operating companies, Unisource Worldwide, Inc., and xpdx, LLC, as well as Canadian, Mexican and other foreign-jurisdiction affiliates.

The Veritiv companies have projected annual revenue in the range of \$9 billion to \$10 billion, and have approximately 9,500 team members across more than 170 distribution centers in North America.

The merger created a new company that is stronger, more competitive and able to provide even greater value to customers. Together, these well established distribution businesses have the financial stability and strategic focus to strengthen and grow their core businesses. Combined, the Veritiv operating companies, including xpdx, LLC, are even better positioned to provide the products, services and solutions to support their customers.

Veritiv's executive offices are located in the greater Atlanta area. In addition, Veritiv will retain the two existing operational headquarters of the legacy companies in Loveland, Ohio, and Norcross, Ga. Mary Laschinger, past president of the xpdx business of International Paper Company, is the chairman of its board of directors and chief executive officer of Veritiv. Allan

XPEDX, LLC

Assistant Secretary's Certificate


Delegation

I, Kimberly D. Holladay, Assistant Corporate Secretary of xpedx, LLC, a New York limited liability company (the "Company"), do hereby certify that:

1. Attached hereto and marked as Exhibit A, is the delegation of authority from Tom Lazzaro, Senior Vice President-Field Sales and Operations for the Company, authorizing Vince Calamia to execute on behalf of the Company any and all contracts related to the West Virginia Contract CMA 0212 SWC0000000006 (the "Contract").
2. The individual named below is an employee of the Company:

Vince Calamia Sales Director
3. The execution of the Contract by Vince Calamia is authorized and in the normal course of performing the duties required of his position within the Company.

IN WITNESS WHEREOF, I have hereunto set my hand and affixed the official seal of xpedx, LLC this 6th day of May, 2015.



Kimberly D. Holladay
Assistant Corporate Secretary


[CORPORATE SEAL]



STATE OF GEORGIA
COUNTY OF GWINNETT

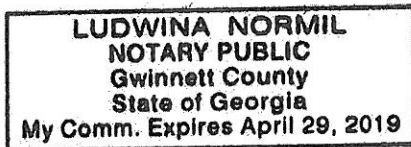
On this 6th day of May, 2015, before me, a notary public in and for the State and County aforesaid, personally appeared Kimberly D. Holladay, who acknowledged herself to be the Assistant Corporate Secretary of xpedx, LLC, a New York limited liability company, and that she as such officer, being authorized to do so, executed the foregoing instrument for the purposes therein contained by signing the name of the authorized agent of the company by herself as such Assistant Corporate Secretary.

IN WITNESS WHEREOF, I have hereunto set my hand and affixed my official seal at the city of Norcross, Gwinnett County, Georgia, the day and date first above written.



Notary Public

My commission expires: 4/29/2019



Request for Taxpayer Identification Number and Certification

Give Form to the
 requester. Do not
 send to the IRS.

Print or type
 See Specific Instructions on page 2.

1 Name (as shown on your income tax return). Name is required on this line; do not leave this line blank.
UNISOURCE WORLDWIDE INC

2 Business name/disregarded entity name, if different from above
XPEDX LLC WUVENDOR 30 VS0000001856

3 Check appropriate box for federal tax classification; check only one of the following seven boxes:
 Individual/sole proprietor or single-member LLC
 C Corporation S Corporation Partnership Trust/estate
 Limited liability company. Enter the tax classification (C=C corporation, S=S corporation, P=partnership) ▶ _____
 Note. For a single-member LLC that is disregarded, do not check LLC; check the appropriate box in the line above for the tax classification of the single-member owner.
 Other (see instructions) ▶ _____

4 Exemptions (codes apply only to certain entities, not individuals; see instructions on page 3):
 Exempt payee code (if any) _____
 Exemption from FATCA reporting code (if any) _____
 (Applies to accounts maintained outside the U.S.)

5 Address (number, street, and apt. or suite no.)
211 HOUSE AVENUE

6 City, state, and ZIP code
CAMP HILL, PA 17011

7 List account number(s) here (optional)

Requester's name and address (optional)

Part I Taxpayer Identification Number (TIN)

Enter your TIN in the appropriate box. The TIN provided must match the name given on line 1 to avoid backup withholding. For individuals, this is generally your social security number (SSN). However, for a resident alien, sole proprietor, or disregarded entity, see the Part I Instructions on page 3. For other entities, it is your employer identification number (EIN). If you do not have a number, see *How to get a TIN* on page 3.

Note. If the account is in more than one name, see the instructions for line 1 and the chart on page 4 for guidelines on whose number to enter.

Social security number

				-			-				
--	--	--	--	---	--	--	---	--	--	--	--

OR

Employer identification number

1	3	-	5	3	6	9	5	0	0
---	---	---	---	---	---	---	---	---	---

Part II Certification

Under penalties of perjury, I certify that:

1. The number shown on this form is my correct taxpayer identification number (or I am waiting for a number to be issued to me); and
2. I am not subject to backup withholding because: (a) I am exempt from backup withholding, or (b) I have not been notified by the Internal Revenue Service (IRS) that I am subject to backup withholding as a result of a failure to report all interest or dividends, or (c) the IRS has notified me that I am no longer subject to backup withholding; and
3. I am a U.S. citizen or other U.S. person (defined below); and
4. The FATCA code(s) entered on this form (if any) indicating that I am exempt from FATCA reporting is correct.

Certification Instructions. You must cross out item 2 above if you have been notified by the IRS that you are currently subject to backup withholding because you have failed to report all interest and dividends on your tax return. For real estate transactions, item 2 does not apply. For mortgage interest paid, acquisition or abandonment of secured property, cancellation of debt, contributions to an individual retirement arrangement (IRA), and generally, payments other than interest and dividends, you are not required to sign the certification, but you must provide your correct TIN. See the instructions on page 3.

Sign Here Signature of U.S. person ▶

Date ▶ 4/6/15

General Instructions

Section references are to the Internal Revenue Code unless otherwise noted.

Future developments. Information about developments affecting Form W-9 (such as legislation enacted after we release it) is at www.irs.gov/fw9.

Purpose of Form

An individual or entity (Form W-9 requester) who is required to file an information return with the IRS must obtain your correct taxpayer identification number (TIN) which may be your social security number (SSN), individual taxpayer identification number (ITIN), adoption taxpayer identification number (ATIN), or employer identification number (EIN), to report on an information return the amount paid to you, or other amount reportable on an information return. Examples of information returns include, but are not limited to, the following:

- Form 1099-INT (interest earned or paid)
- Form 1099-DIV (dividends, including those from stocks or mutual funds)
- Form 1099-MISC (various types of income, prizes, awards, or gross proceeds)
- Form 1099-B (stock or mutual fund sales and certain other transactions by brokers)
- Form 1099-S (proceeds from real estate transactions)
- Form 1099-K (merchant card and third party network transactions)

- Form 1098 (home mortgage interest), 1098-E (student loan interest), 1098-T (tuition)
- Form 1099-C (canceled debt)
- Form 1099-A (acquisition or abandonment of secured property)

Use Form W-9 only if you are a U.S. person (including a resident alien), to provide your correct TIN.

If you do not return Form W-9 to the requester with a TIN, you might be subject to backup withholding. See *What is backup withholding?* on page 2.

By signing the filled-out form, you:

1. Certify that the TIN you are giving is correct (or you are waiting for a number to be issued),
2. Certify that you are not subject to backup withholding, or
3. Claim exemption from backup withholding if you are a U.S. exempt payee. If applicable, you are also certifying that as a U.S. person, your allocable share of any partnership income from a U.S. trade or business is not subject to the withholding tax on foreign partners' share of effectively connected income, and
4. Certify that FATCA code(s) entered on this form (if any) indicating that you are exempt from the FATCA reporting, is correct. See *What is FATCA reporting?* on page 2 for further information.

REQUEST FOR QUOTATION
CRFQ 0212 SWC150000003 Disposable Food Service Items

- 8.3 Reports:** Vendor shall provide quarterly reports and annual summaries to the Agency showing the Agency's items purchased, quantities of items purchased, and total dollar value of the items purchased. Vendor shall also provide reports, upon request, showing the items purchased during the term of this Contract, the quantity purchased for each of those items, and the total value of purchases for each of those items. Failure to supply such reports may be grounds for cancellation of this Contract.
- 8.4 Contract Manager:** During its performance of this Contract, Vendor must designate and maintain a primary contract manager responsible for overseeing Vendor's responsibilities under this Contract. The Contract manager must be available during normal business hours to address any customer service or other issues related to this Contract. Vendor should list its Contract manager and his or her contact information below.

Contract Manager: JOSEPH A. GURZENDA
Telephone Number: 717-612-6173
Fax Number: 717-612-3105
Email Address: JOSEPH.GURZENDA@VERITIVCORP.COM

West Virginia Secretary of State — Online Data Services

Business and Licensing

Online Data Services Help

Business Organization Detail

NOTICE: The West Virginia Secretary of State's Office makes every reasonable effort to ensure the accuracy of information. However, we make no representation or warranty as to the correctness or completeness of the information. If information is missing from this page, it is not in the The West Virginia Secretary of State's database.

XPEDX, LLC

Organization Information								
Org Type	Effective Date	Established Date	Filing Date	Charter	Class	Sec Type	Termination Date	Termination Reason
LLC Limited Liability Company	5/14/2014		5/14/2014	Foreign	Profit			

Organization Information			
Business Purpose	2211 - Utilities - Utilities - Elec Power Generation, Transmission and Distribution (electric, hydroelectric, fossil fuel, nuclear, solar, wind, geothermal, biomass, other)		Capital Stock
Charter County			Control Number 9A5MF
Charter State	NY	Excess Acres	
At Will Term	A	Member Managed	MBR
At Will Term Years	Par Value		
Authorized Shares			

Addresses

Type	Address
Mailing Address	6285 TRI-RIDGE BLVD. LOVELAND, OH, 45140 USA
Notice of Process Address	CT CORPORATION SYSTEM 5400 D BIG TYLER ROAD CHARLESTON, WV, 25313
Principal Office Address	6285 TRI-RIDGE BLVD. LOVELAND, OH, 45140 USA
Type	Address

Officers

Type	Name/Address
Member	UNISOURCE WORLDWIDE, INC. 6285 TRI-RIDGE BLVD. LOVELAND, OH, 45140
Type	Name/Address

DBA

DBA Name	Description	Effective Date	Termination Date
SAALFELD REDISTRIBUTION COMPANY	TRADENAME	5/13/2015	
DBA Name	Description	Effective Date	Termination Date

Annual Reports

Date	Filed For
5/19/2015	2015
Date	Filed For

For more information, please contact the Secretary of State's Office at 304-558-8000.


Monday, June 15, 2015 — 3:01 PM

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Address

Address Type	Street 1	City	State/Province	Zip/Postal Code	Principal Contact
✓ Payment	PO BOX 644520	PITTSBURGH	PA	152644520	Default Contact Name
Payment	PO BOX 403565	ATLANTA	GA	303843565	Default Contact Name
Ordering	2920 NEW BEAVER AVE	PITTSBURGH	PA	152331006	Default Contact Name
Payment	6287 TRI RIDGE BLVD	LOVELAND	OH	451408318	Default Contact Name

First Prev Next Last

Save Undo Delete Insert Copy Paste 

Vendor/Customer : 000000103446


XPEDX


Address Type : Payment 


Division/Department :

Additional Address Info. :

Prevent New Spending :

Default Currency : USD - US Dollar 

Active From : 01/01/1999 

Active To : 

Default Record :

Mail Returned :

Active Address : Yes