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DIVISION

April 22, 2011

Mr. Jim Rubenstein  
Commissioner, Division of Corrections  
Department of Military Affairs & Public Safety  
State of West Virginia  
1409 Greenbrier Street  
Charleston, WV 25311

Dear Mr. Rubenstein:

Thank you for your time in our recent conversations. I am very pleased that we have been able to achieve a successful resolution to the concerns that you raised in your letter dated March 23 to Ravi Saligram, President and CEO of OfficeMax Incorporated, relative to our marketing efforts through a flyer that promoted our ability to help state agencies with printing needs if they had a waiver from the Division of Corrections.

The State of West Virginia has been an outstanding customer of OfficeMax for 13 years. We value that relationship tremendously and take great care to ensure integrity in all of our interactions with the State, its agencies and its employees.

We fully appreciate the importance of proactively reinforcing that the agencies must always (a) follow the legal requirement to go to the Division of Corrections first for all of their printing needs; (b) only turn to OfficeMax, or any other outside supplier, if they have been granted a waiver by the Division of Corrections; and (c) follow all other required procurement guidelines of the State.

Thank you for confirming today that the revised flyer (attached) accurately reflects the required processes and is acceptable to the Division of Corrections. We appreciate your feedback and guidance.

Thank you again for your assistance. You can reach me at any time on my cell phone at 410-245-0766 or via email at [bobmartin@officemax.com](mailto:bobmartin@officemax.com).

Sincerely,

Bob Martin  
Vice President, Integrated Solutions Sales  
Email: [bobmartin@officemax.com](mailto:bobmartin@officemax.com)  
Cell: 410-245-0766  
Direct: 410-579-5310  
Fax: 410-579-5262

