



May 19, 2020

Ms. Elsa M. Alfonso
Procurement Services
Florida International University
11200 SW 8th Street
Miami, FL 33199

Sent via Email to ealfonso@fiu.edu

Dear Elsa:

This letter will confirm our acceptance for Florida International University to “piggyback” off our current purchasing contract with the City of Miami pursuant to their **IFB 1018381,2 Invitation to Bid for Promotional Items**. We received notice of award from the City pursuant to their letter dated May 14, 2019. Their agreement was for a 5-year term with one optional additional 5-year period.

On the next page, I have provided a summary of the major components and terms of our agreement with the City of Miami, specifically as it relates to pricing. We have established your specific discount code of FIU10 that you may communicate with the key internal buyers at FIU at any time. Please do not hesitate to contact either myself or Karla Kohlmann, should you have any questions. We look forward to our continued relationship with Florida International University.

Sincerely,

A handwritten signature in black ink, appearing to read 'John P. Lord'.

John P. Lord
SVP – Operations
Cc: Karla Kohlmann, Director of Sales, Education

Pricing Terms

- FIU will receive a discount of 10% off our current published price for all non-royalty bearing orders. We will provide you with a unique discount code (i.e., **FIU10**) that your buyers could use when placing an order(s) whether over the phone or online. The 10% will apply to the current published price, including set-up charges, sale items and any other additional product related charges. Exceptions to the 10% discount will be freight and taxes, if any. This discount cannot be applied with any other offer but will apply to items priced as being “on sale”.
- We will waive any PMS color matching charges.
- Our normal rush charge for 24-hour service is \$40. FIU will receive this service at no charge. With over 7,000 products available across a variety of product categories, utilizing this service many times saves our customers the added costs associated with expedited shipping.
- FIU would only pay a one-time set-up fee for the same item with the same logo (i.e., exact repeat orders would not incur another set-up fee.)

Other ways that FIU saves when utilizing 4imprint includes:

- Unique to 4imprint is that fact that we do not charge extra for extended sizes on our apparel items (i.e., 2XL-4XL or larger are the same price as a medium size shirt).
- We offer a separate Outlet Store of deeper savings of many items at our 4imprint Outlet site at <https://outlet.4imprint.com/>. Your discount code can be used here as well.
- Our Outlet store has a unique feature of our Steal a Deal™ in which you name the price in a unique bidding arrangement for your buying needs. Unique to 4imprint.