



**OFFICE OF WILL COUNTY EXECUTIVE**  
**LAWRENCE M. WALSH**

**Rita Weiss**  
Purchasing Director

(815) 740-4605  
Fax (815) 740-4604  
[rweiss@willcountyllinois.com](mailto:rweiss@willcountyllinois.com)

**BID # 2016-7**  
**DISPOSABLE WASHCLOTHS**  
**SUNNY HILL NURSING HOME, JOLIET, IL**

**ADDENDUM #1**  
**September 4, 2015**

**PLEASE DISREGARD ALL SPECIFICATIONS AND BID FORM SENT IN ORIGINAL BID DOCUMENT AND REPLACE WITH THE ATTACHED/UPDATED SPECS AND BID FORM.**

We received the following question regarding the bid listed above:

**Question # 1:** Are the weekly deliveries to the store route 48 cases and 1200 cases respectively or should they all be divided by 52?

**Answer # 1:** We order approximately 40 cases per week of wipes (Item 1) 100/pkg, 6 pkgs/case and approximately 1 case per week (Item 2) 60 wipes/container, 12 containers/case.

There is **NO DOCK** at this location and all items must be **inside delivery to the storeroom.**

**Question # 2:** Can you email me the previous bid tabs for the following bid: #2016-7- Wipes

**Answer # 2:** See attached Resolution of Award, #12-359, and subsequent Renewal Resolutions, #13-313 and #14-280.

## **ADDENDUM 1 - Disposable Washcloths Specs**

THE FOLLOWING QUANTITIES LISTED BELOW ARE BASED ON LAST YEARS USAGE AND COULD VARY DEPENDING ON INDIVIDUAL RESIDENT USAGE AND FACILITY CENSUS. THIS BID MAY BE AWARDED IN WHOLE OR IN PART BY LINE ITEM.

**1: WASHCLOTHS, DISPOSABLE (Commonly called "WIPES")**

- For use for pericare for residents
- Pre-moistened disposable with non-irritating alcohol for cleansing agent
- Aloe/lanolin for moisturizing
- No rinsing or drying is necessary
- Single hand dispensing
- Lid closes tightly to maintain product moisture
- Alcohol-Free
- Size 12.5 x 7.5"

**Packaging:**

100 wipes per pkg; 6 pkgs per case

**Usage:**

40 CS/weekly, 2,080 CS/annually

**DELIVERY:**

Vendor driver deliver once weekly to **storeroom – NO DOCK**

**2: WASHCLOTHS, DISPOSABLE (ALSO KNOWN AS CAVIWIPES)**

- Non-woven, disposable Disinfecting towelettes presaturated with CaviCide
- Non-reusable
- X-Large, 10"x 10"
- Effective against the following microorganisms on hard, non-porous surfaces when used as directed: Mycobacterium tuberculosis var: bovis (BCG), Staphylococcus aureus, Psuedomonas aeruginosa, Salmonella choleraesius, Trichopyton mentagrophytes, Methicillin Resistant Staphylococcus aureus (MRSA), Vancomycin Resistant Enterococcus faecalis (VRE), Hepatis B Virus (HBV), Herpes Simplex Virus Types 1 and 2, Human Immunodeficiency Virus (HIV-1).
- Active Ingredients: Diisobutyphenoxyethoxyethyl dimethyl benzyl ammonium chloride – 0.28%, Isopropanol – 17.20%,
- Inert Ingredients: 82.52%

**Packaging:**

60 wipes per container; 12 containers per case

**Usage:**

1 CS/weekly, 52 CS/annually

**DELIVERY:**

Vendor driver deliver once weekly to **storeroom – NO DOCK**

**ADDENDUM 1 - BID FORM**

Date Mailed: 8-26-15  
 Due: 09-16-15, 9:00 A.M.  
 Open: 09-16-15, 9:10 A.M.

COUNTY OF WILL  
 PURCHASING DEPARTMENT  
 302 N. CHICAGO ST.  
 JOLIET, IL. 60432

CONTRACT FOR  
 2016-7 SHNH  
 DISPOSABLE  
 WASHCLOTHS

Will County Equal Opportunity Employer

COMPANY NAME \_\_\_\_\_ The Bidder proposes to provide the products and/or services in attached herein

ADDRESS \_\_\_\_\_

CITY \_\_\_\_\_ STATE \_\_\_\_\_ ZIP \_\_\_\_\_ Please check one

CONTACT \_\_\_\_\_ Minority Vendor  
 yes no

PHONE \_\_\_\_\_ FAX \_\_\_\_\_ FEIN # \_\_\_\_\_

EMAIL \_\_\_\_\_

***THIS IS NOT AN ORDER***

Agency Name and Delivery Address: **SUNNY HILL NURSING HOME,  
 421 DORIS AVENUE, JOLIET, IL 60433**

For additional information contact: **RITA WEISS, PURCHASING  
 rweiss@willcountyillinois.com**

ITEM #	QUANTITY	DESCRIPTION	UNIT COST	EXTENDED
<b>QUANTITIES ARE BASED ON LAST YEARS USAGE AND ARE ESTIMATES ONLY. PLEASE INDICATE ON THE LINE BELOW EACH DESCRIPTION THE BRAND, MODEL # AND QTY &amp; PRICE PER CASE.</b>				
1	2,080 CS	WASHCLOTHS, DISPOSABLE (WIPES) PER SPECIFICATIONS	\$	\$
2	52 CS	WASHCLOTHS, DISPOSABLE (CAVIWIPES) PER SPECIFICATIONS	\$	\$

Lead Time ARO \_\_\_\_\_ Days

Grand Total for One Year \$ \_\_\_\_\_

Grand Total In Written Words Below:

Optional Year two (2) Percentage of Increase \_\_\_\_\_

Optional Year three (3) Percentage of Increase \_\_\_\_\_

Additional Percentage of Discount if awarded in its entirety \_\_\_\_\_

Additional Comments:

Signed By: \_\_\_\_\_ Title: \_\_\_\_\_

Approved by: \_\_\_\_\_ Karen Sorbero, S.H.N.H. Administrator



Public Health & Safety Committee  
Resolution #12-359

RESOLUTION OF THE COUNTY BOARD  
WILL COUNTY, ILLINOIS

**AWARDING BID FOR DISPOSABLE WASHCLOTHS  
FOR SUNNY HILL NURSING HOME**

WHEREAS, in order to receive the most competitive price available, the Will County Executive's Office solicited bids for disposable washcloths for Sunny Hill Nursing Home, and

WHEREAS, on October 16, 2012, the Will County Executive's Office opened seven (7) proposals for disposable washcloths, and

WHEREAS, after reviewing such proposals, the recommendation is to split the bid award to the lowest responsible bidders: McKesson Medical Surgical, Golden Valley, MN for a total one-year cost of \$16,634.88 for disposable washcloths, and Medline Industries, Mundelein, IL for a total one-year cost of \$3,247.40 for cavicide disposable cloths, pursuant to the terms and specifications of the attached Bid Tab Sheet, and

WHEREAS, the Public Health & Safety Committee concurs with this request.

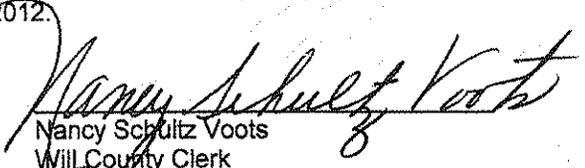
NOW, THEREFORE, BE IT RESOLVED, that the Will County Board hereby awards the contracts for disposable washcloths for Sunny Hill to the lowest responsible bidders: McKesson Medical Surgical, Golden Valley, MN for a total one-year cost of \$16,634.88 for disposable washcloths, and Medline Industries, Mundelein, IL for a total one-year cost of \$3,247.40 for cavicide disposable cloths, pursuant to the terms and specifications of the attached Bid Tab Sheet.

BE IT FURTHER RESOLVED, that such purchases shall be funded through Sunny Hill's Budget.

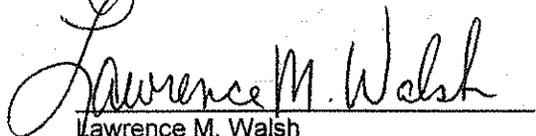
BE IT FURTHER RESOLVED, that the Preamble of this Resolution is hereby adopted as if fully set forth herein. This Resolution shall be in full force and effect upon its passage and approval as provided by law.

Adopted by the Will County Board this 15<sup>th</sup> day of November, 2012.

Vote: Yes 24 No 0 Pass \_\_\_\_\_ (SEAL)

  
Nancy Schultz Voots  
Will County Clerk

Approved this 26th day of November, 2012.

  
Lawrence M. Walsh  
Will County Executive

Res awarding bid disposable washcloths Sunny Hill 15Nov12





# SUNNY HILL

Nursing Home of Will County

ATTN: County Executive Larry Walsh  
County Board Chairman James Moustis  
FROM: Karen Isberg Sorbero, Administrator  
DATE: October 30, 2012

After carefully reviewing the bids that were received for the Disposable washcloths bid for Sunny Hill Nursing Home of Will County, it is my recommendation that the County of Will split the award by items for the entire contract totaling \$19,882.28 to the following bidders as shown:

Disposable Washcloths: \$16,634.88  
McKesson  
Golden Valley, MN

Cavicide disposable cloths: \$3,247.40  
Medline Industries  
Mundelein, IL

As demonstrated by the attached bid history and tabulation, out of the 5 bidders, (one no bidder) both of the above bidders followed all stipulations of the presented bid specification, including providing requested samples, which were requested in order for us to select the best qualified vendor. Taking Year 2 and 3 pricing into consideration will assist us in the budget preparation process for those future budgets.

The facility staff decided that NON-FLUSHABLE wipes would continue to be the product of choice instead of flushable wipes due to the availability of a manufactured being the needed and appropriate size and at a fiscally responsible cost. Due to the smaller size of flushable wipes that would be more economically responsible, the amount of product that would be used would greatly exceed that of non-flushable wipes (larger size) at a much higher cost.

Please contact me if you have any further questions or concerns.

Thank you.



Public Health & Safety Committee  
Resolution #13-313

RESOLUTION OF THE COUNTY BOARD  
WILL COUNTY, ILLINOIS

RENEWING CONTRACTS FOR DISPOSABLE WASHCLOTHS FOR  
SUNNY HILL NURSING HOME

WHEREAS, the current contracts for disposable washcloths for Sunny Hill will expire on November 30, 2013, and

WHEREAS, the current contracts with McKesson Medical Surgical, Golden Valley, MN and Medline Industries, Mundelein, IL, for disposable washcloths allowed for two (2) , one (1) year renewal options, if the County desired to do so, and

WHEREAS, the Purchasing Director and Sunny Hill Administration have recommended, and the Public Health & Safety Committee has concurred, that the contracts for disposable washcloths with McKesson Medical-Surgical, Golden Valley, MN and Medline Industries, Mundelein, IL, be renewed for an additional year, until November 30, 2014, pursuant to the terms of the original bid documents.

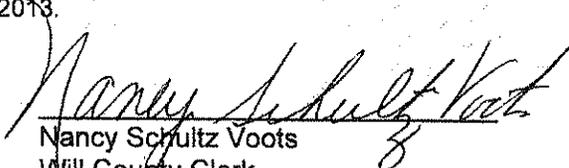
NOW, THEREFORE, BE IT RESOLVED, that the Will County Board hereby renews the contract for disposable washcloths for Sunny Hill Nursing Home with McKesson Medical-Surgical, Golden Valley, MN and Medline Industries, Mundelein, IL, for disposable washcloths for an additional year, until November 30, 2014, pursuant to the terms of the original bid documents.

BE IT FURTHER RESOLVED, that such purchases shall be funded through the Sunny Hill Nursing Home Budget.

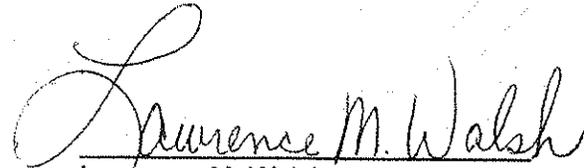
BE IT FURTHER RESOLVED, that the Preamble of this Resolution is hereby adopted as if fully set forth herein. This Resolution shall be in full force and effect upon its passage and approval as provided by law.

Adopted by the Will County Board this 21<sup>st</sup> day of November, 2013.

Vote: Yes 26 No 0 Pass \_\_\_\_\_ (SEAL)

  
Nancy Schultz Voots  
Will County Clerk

Approved this 2nd day of December, 2013.

  
Lawrence M. Walsh  
Will County Executive



OFFICE OF THE COUNTY EXECUTIVE  
COUNTY OF WILL

WILL COUNTY OFFICE BUILDING • 302 N. CHICAGO STREET • JOLIET, ILLINOIS 60432

Rita Weiss  
Purchasing Director

Direct Dial: (815) 740-4605  
Fax: (815) 740-4604  
Email: [rweiss@wilcountyllinois.com](mailto:rweiss@wilcountyllinois.com)

October 23, 2013

McKesson Medical-Surgical Minnesota Supply Inc.  
8121 Tenth Avenue North  
Golden Valley, MN 55427

Attn: Amanda Johnson

RE: BID #2013-7 Disposable Washcloths  
Sunny Hill Nursing Home

VIA EMAIL: [Amanda.Johnson@McKesson.com](mailto:Amanda.Johnson@McKesson.com)

Dear Ms. Johnson,

The contract for disposable washcloths for the Sunny Hill Nursing Home of Will County will expire on November 30, 2013. We are in the position to exercise the optional 2<sup>nd</sup> year renewal as stated in the original bid. The new contract period will be effective December 1, 2013 through November 30, 2014.

The yearly contract amount will increase 1.25% as stated on the contract. If this renewal option is of interest to you, please contact me in writing, via email or fax, within ten (10) days as it requires Executive Committee approval.

We look forward to another year of a very efficient and sound working relationship. If you have any questions please call me anytime at (815) 740-4605.

Sincerely,

A handwritten signature in cursive script that reads "Rita Weiss".

Rita Weiss  
Purchasing Director

Cc: Karen Sorbero, SHNH Administrator

RW/mmf

**Rita Weiss**

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**From:** Johnson, Amanda [Amanda.Johnson@McKesson.com]  
**Sent:** Tuesday, October 29, 2013 9:54 AM  
**To:** Rita Weiss  
**Subject:** FW: 2013-7 SHNH Disposable Washcloths Renewal McKesson Yr2  
**Attachments:** 2013-7 SHNH Disposable Washcloths Renewal McKesson Yr2.pdf

Rita –

Good afternoon! Yes, we are interested in renewing for the new term of 12/1/2013 – 11/30/2014. Please let me know if you need anything else from us. Have a great rest of the week!

Thank you,  
Amanda Johnson

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**From:** Missy Miesmer [mailto:[missy@willcountyillinois.com](mailto:missy@willcountyillinois.com)]  
**Sent:** Thursday, October 24, 2013 3:43 PM  
**To:** Johnson, Amanda  
**Subject:** 2013-7 SHNH Disposable Washcloths Renewal McKesson Yr2

Hello Amanda,

Attached please find an offer letter for the renewal of the disposable washcloths bid for the Will County Sunny Hill Nursing Home.

If this renewal is of interest to you, please contact Rita Weiss in writing within 10 business days via fax (815-740-4604) or email ([rweiss@willcountyillinois.com](mailto:rweiss@willcountyillinois.com)).

Please do not hesitate to contact me if you have any questions.

Thank you,  
*Missy Miesmer - Font*  
Purchasing Department  
Office of Will County Executive Lawrence M. Walsh  
302 N. Chicago St.  
Joliet, IL 60432  
Phone (815) 740-4712  
Fax (815) 740-4604  
[missy@willcountyillinois.com](mailto:missy@willcountyillinois.com)

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OFFICE OF THE COUNTY EXECUTIVE  
COUNTY OF WILL

WILL COUNTY OFFICE BUILDING • 302 N. CHICAGO STREET • JOLIET, ILLINOIS 60432

Rita Weiss  
Purchasing Director

Direct Dial: (815) 740-4605  
Fax: (815) 740-4604  
Email: [rweiss@willcountyillinois.com](mailto:rweiss@willcountyillinois.com)

October 23, 2013

Medline Industries, INC.  
One Medline Place  
Mundelein, IL 60060

Attn: Marsha Cort

RE: BID #2013-7 Disposable Washcloths  
Sunny Hill Nursing Home

VIA EMAIL: [MCort@medline.com](mailto:MCort@medline.com)

Dear Ms. Cort,

The contract for disposable washcloths for the Sunny Hill Nursing Home of Will County will expire on November 30, 2013. We are in the position to exercise the optional 2<sup>nd</sup> year renewal as stated in the original bid. The new contract period will be effective December 1, 2013 through November 30, 2014.

The yearly contract amount will increase 3% as stated on the contract. If this renewal option is of interest to you, please contact me in writing, via email or fax, within ten (10) days as it requires Executive Committee approval.

We look forward to another year of a very efficient and sound working relationship. If you have any questions please call me anytime at (815) 740-4605.

Sincerely,

A handwritten signature in cursive script that reads "Rita Weiss".

Rita Weiss  
Purchasing Director

Cc: Karen Sorbero, SHNH Administrator

RW/mmf

**Rita Weiss**

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**From:** Corl, Marsha [MCorl@medline.com]  
**Sent:** Thursday, October 24, 2013 3:25 PM  
**To:** Rita Weiss  
**Cc:** Corl, Marsha; Calandro, Mike  
**Subject:** contract Bid #2013-7 Disposable Wipes

Good afternoon Rita,

Medline will renew above mentioned Bid #2013-7 Disposable Wipes with the effective dates being 12/1/2013-11/30/2014 for :

Item # MSC351220 - WIPE,GERMICIDAL,MICRO-KILL+,10X10" @ \$64.32 which reflects a 3% increase.

Thank you,  
Marsha

**Marsha Corl**  
State and Local Bid Contract Coordinator  
Medline Industries, Inc  
One Medline Place  
Mundelein, IL 60060  
Ph 866-212-2822 Ph 847-643-4928 Fax 847-949-2497



**RESOLUTION OF THE COUNTY BOARD  
WILL COUNTY, ILLINOIS**

***Renewing Contracts for Disposable Washcloths for Sunny Hill Nursing Home***

WHEREAS, the current contracts for disposable washcloths for Sunny Hill will expire on November 30, 2014, and

WHEREAS, the current contracts with McKesson Medical-Surgical, Golden Valley, MN and Medline Industries, Mundelein, IL, for disposable washcloths allowed for two (2), one (1) year renewal options, if the County desired to do so, and

WHEREAS, the Purchasing Director and Sunny Hill Administration have recommended, and the Public Health & Safety Committee has concurred, that the contracts for disposable washcloths with McKesson Medical-Surgical, Golden Valley, MN and Medline Industries, Mundelein, IL, be renewed for an additional year, until November 30, 2015, pursuant to the terms of the original bid documents.

NOW, THEREFORE, BE IT RESOLVED, that the Will County Board hereby renews the contract for disposable washcloths for Sunny Hill Nursing Home with McKesson Medical-Surgical, Golden Valley, MN and Medline Industries, Mundelein, IL, for disposable washcloths for an additional year, until November 30, 2015, pursuant to the terms of the original bid documents.

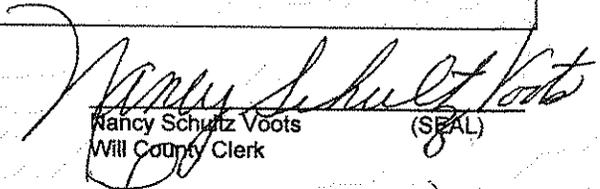
BE IT FURTHER RESOLVED, that such purchases shall be funded through the Sunny Hill Nursing Home Budget.

BE IT FURTHER RESOLVED, that the Preamble of this Resolution is hereby adopted as if fully set forth herein. This Resolution shall be in full force and effect upon its passage and approval as provided by law.

Adopted by the Will County Board this 16th day of October, 2014.

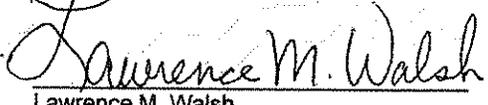
<b>AYES:</b>	Howard, Ogalla, Moustis, Moran, Rice, Harris, Traynere, Bible, Freitag, Gould, Balich, Fricilone, Brooks Jr., Winfrey, Adamic, Zigrossi, Babich, Wilhelmi, Hart, Maher, McDermed, Weigel, Collins, Ferry
<b>ABSENT:</b>	Izzo, Bennefield

Result: Approved - [Unanimous]



Nancy Schutz Voots (SEAL)  
Will County Clerk

Approved this 22nd day of October, 2014.



Lawrence M. Walsh  
Will County Executive



OFFICE OF WILL COUNTY EXECUTIVE  
LAWRENCE M. WALSH

Rita Weiss  
Purchasing Director

(815) 740-4605  
Fax (815) 740-4604  
[rweiss@willcountyillinois.com](mailto:rweiss@willcountyillinois.com)

September 11, 2014

Medline Industries, INC.  
One Medline Place  
Mundelein, IL 60060

Attn: Marsha Corl

RE: BID #2013-7 Disposable Washcloths  
Sunny Hill Nursing Home

Dear Ms. Corl,

The contract for Disposable Washcloths at the Sunny Hill Nursing Home of Will County will expire on Nov. 30, 2014. The next contract period will start December 1, 2014 through November 30, 2015.

We are in the position to exercise the first one (1) year renewal option, as stated in the original bid. The yearly contract amount will increase 3%.

Please contact me in writing, via fax or email, within 10 business days, so I can bring this renewal to our Executive Committee for approval.

If you have any questions, please call me at (815) 740-4605.

Sincerely,

*Rita Weiss*

Rita Weiss  
Purchasing Director

RW/mmf

Cc: Karen Sorbero, SHNH Administrator

Attachment: Renew Docs 9-22-14 (14-280 : Disp Washcloths - Bid Renewal)

Rita Weiss

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**From:** Cori, Marsha [MCorl@medline.com]  
**Sent:** Friday, September 12, 2014 11:42 AM  
**To:** Missy Miesmer Fort  
**Cc:** Rita Weiss; Cori, Marsha; Calandro, Mike  
**Subject:** RE: 2013-7 SHNH Disposable Washcloths Renewal  
**Attachments:** 2013-7 SHNH Disposable Washcloths Renewal Medline.pdf

Medline will renew the contract with a 3% increase-12/1/2014-11/30/2015 for MSC351220 @ \$66.25 Bid# 2013-7 Disposable Washcloths.

Thank you,  
 Marsha

*Marsha Cori*  
 State and Local Bid Contract Coordinator  
 Medline Industries, Inc  
 One Medline Place  
 Mundelein, IL 60060  
 Ph 866-212-2822 Ph 847-643-4928 Fax 847-949-2497

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**From:** Missy Miesmer Fort [mailto:missy@willcountyillinois.com]  
**Sent:** Friday, September 12, 2014 10:51 AM  
**To:** Cori, Marsha  
**Cc:** Rita Weiss  
**Subject:** 2013-7 SHNH Disposable Washcloths Renewal

Hello Marsha,

The bid for disposable washcloths for the Sunny Hill Nursing Home of Will County is set to expire on November 30, 2014.

Please review the attached letter and if you agree to the renewal, please contact Rita Weiss, Purchasing Director via fax or email at your earliest convenience.

Any questions, please do not hesitate to contact me.

Thank you,  
*Missy Miesmer-Fort*  
 Purchasing Department  
 Office of Will County Executive Lawrence M. Walsh  
 302 N. Chicago St.  
 Joliet, IL 60432  
 Phone (815) 740-4712  
 Fax (815) 740-4604  
[missy@willcountyillinois.com](mailto:missy@willcountyillinois.com)

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OFFICE OF WILL COUNTY EXECUTIVE  
LAWRENCE M. WALSH

Rita Weiss  
Purchasing Director

(815) 740-4605  
Fax (815) 740-4604  
[rweiss@willcountyillinois.com](mailto:rweiss@willcountyillinois.com)

September 11, 2014

McKesson Medical-Surgical Minnesota Supply Inc.  
8121 Tenth Avenue North  
Golden Valley, MN 55427

Attn: Amanda Johnson

RE: BID #2013-7 Disposable Washcloths  
Sunny Hill Nursing Home

Dear Ms. Johnson,

The contract for Disposable Washcloths at the Sunny Hill Nursing Home of Will County will expire on Nov. 30, 2014. The next contract period will start December 1, 2014 through November 30, 2015.

We are in the position to exercise the first one (1) year renewal option, as stated in the original bid. The yearly contract amount will increase 1.25%.

Please contact me in writing, via fax or email, within 10 business days, so I can bring this renewal to our Executive Committee for approval.

If you have any questions, please call me at (815) 740-4605.

Sincerely,

*Rita Weiss*

Rita Weiss  
Purchasing Director

RW/mmf

Cc: Karen Sorbero, SHNH Administrator

Rita Weiss

**From:** Osborne, Rebecca [Rebecca.Osborne@McKesson.com]  
**Sent:** Monday, September 22, 2014 9:08 AM  
**To:** Rita Weiss  
**Subject:** FW: 2013-7 SHNH Disposable Washcloths Renewal  
**Attachments:** 2013-7 SHNH Disposable Washcloths Renewal McKesson.pdf

Good Morning,

McKesson Medical-Surgical Minnesota Supply Inc. is in agreement with the attached renewal letter. Your pricing as of December 1, 2014 will increase by 1.25%. The term of this renewed period will be December 1, 2014-November 30, 2015.

Please let me know if there is anything else that I can do to assist with this renewal. Thank you very much!

**Rebecca Osborne**  
 Government Proposal Analyst

763-595-6041/800-328-8111 telephone  
 800-237-9766 fax  
[Rebecca.Osborne@McKesson.com](mailto:Rebecca.Osborne@McKesson.com)

McKesson Medical-Surgical  
 MMS Government Sales Administration  
 8121 10th Avenue North  
 Golden Valley, MN 55427  
[www.mckesson.com](http://www.mckesson.com)



please don't print this e-mail unless you really need to

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**From:** Johnson, Amanda  
**Sent:** Friday, September 12, 2014 6:21 PM  
**To:** Osborne, Rebecca  
**Cc:** Johnson, Amanda  
**Subject:** FW: 2013-7 SHNH Disposable Washcloths Renewal

Becky –

Good evening! Can you process this one? Due date would be 9/25.

Thank you,  
 Amanda J.  
 (804) 264-3105 Direct Dial

**From:** Missy Miesmer Fort [<mailto:missy@willcountyillinois.com>]  
**Sent:** Friday, September 12, 2014 11:56 AM  
**To:** Johnson, Amanda