

STATE OF OHIO  
DEPARTMENT OF ADMINISTRATIVE SERVICES  
GENERAL SERVICES DIVISION  
OFFICE OF PROCUREMENT SERVICES  
4200 SURFACE ROAD, COLUMBUS, OH 43228-1395

AMENDMENT FOR CHANGE  
AMENDMENT NO. 1

TO: ALL STATE AGENCIES, STATE INSTITUTIONS OF HIGHER EDUCATION AND PROPERLY REGISTERED COOPERATIVE PURCHASING MEMBERS OF THE COOPERATIVE PURCHASING PROGRAM OF THE DEPARTMENT OF ADMINISTRATIVE SERVICES, AS APPLICABLE.

FROM: HUGH QUILL, DIRECTOR, DEPARTMENT OF ADMINISTRATIVE SERVICES

SUBJECT: STATE TERM SCHEDULE - INSTRUCTOR LEAD TRAINING

Attached are pages 1 through 4 to this contract. Remove these pages from the existing contract and replace with the attached pages on the effective and/or revision date.

This amendment is issued to indicate an update to the contractor's usage and revenue share contact information, an update to the payment terms and pricelist, dated June 1, 2009, and an update to change the contract to a State and Local Government based pricing schedule, effective with all orders issued on or after December 8, 2009. Repagination.

All other prices, terms and conditions remain unchanged.

Questions regarding this Amendment and/or the Requirements Contract may be directed to:

Katie Heisler  
katie.heisler@das.state.oh.us

This amendment, the State Term Schedule and any additional amendments thereto are available from the DAS Web site at the following address:



<http://www.ohio.gov/procure>

Affected Contractor(s):

155238 Guidon Performance Solutions  
2550 N. Thunderbird Circle, Suite 317  
Mesa, AZ 85215  
bjameson@guidonps.com

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**STATE TERM SCHEDULE: INSTRUCTOR LEAD TRAINING**

STATE AND LOCAL GOVERNMENT PRICING SCHEDULE

SCHEDULE NUMBER: 7740000109

EFFECTIVE DATES: 02/02/09 TO 01/31/12

The Department of Administrative Services has completed the evaluation and analysis of the State Term Schedule (STS) offering submitted by the Contractor as listed herein. The Contractor listed herein has been determined to provide competitive, economical and reasonable pricing for the items contained in their offer. The respective offer, including the Standard Contract Terms & Conditions, any proposal amendment, special contract terms & conditions, specifications, pricing schedules and any attachments incorporated by reference and accepted by DAS become a part of this State Term Schedule.

This State Term Schedule is effective beginning and ending on the dates noted above unless, prior to the expiration date, the Schedule is renewed, terminated, or cancelled in accordance with the Standard Contract Terms and Conditions dated 10/01/07.

This State Term Schedule is available to all state agencies, state institutions of higher education and political subdivisions properly registered as members of the Cooperative Purchasing Program of the Department of Administration Services, as applicable.

Agencies are eligible to make purchases of the supplies and/or services in any amount and at any time as determined by the agency (see maximum order limit). The State makes no representation or guarantee that agencies will purchase the supplies and/or services approved in the State Term Schedule.

State agencies may make purchases under this State Term Schedule up to \$2500.00 using the state of Ohio payment card. Any purchases that exceed \$2500.00 will be made using the official state of Ohio purchase order (ADM-0523). Any non-state agency, institution of higher education or Cooperative Purchasing member will use forms applicable to their respective agency.

Questions regarding this and/or the State Term Schedule may be directed to:

Rob Rounds  
rob.rounds@das.state.oh.us

This State Term Schedule and any Amendments thereto are available from the DAS Web site at the following address:



<http://www.ohio.gov/procure>

Signed: \_\_\_\_\_ Date \_\_\_\_\_  
Hugh Quill, Director

APPROVED PRODUCTS/SERVICES: Only those vendors, products or services as listed in the price pages, approved by the Office of Procurement Services, may be purchased from this State Term Schedule. Any vendors, prices, terms, conditions, products or services not listed in the approved price sheets are outside the scope of this schedule.

MANDATORY USE CONTRACTS: All General Distribution Contracts (GDC), Limited Distribution Contracts (LDC), Multiple Award Contracts (MAC), and Request For Proposals (RFP) take precedence over this State Term Schedule (STS). This STS is only for governmental entities without a mandatory use contract.

EXCLUDED ITEMS: (State Agencies Only) In accordance with the Ohio Revised Code Sections 5147.07, 4115.31, through 4115.35, 5119.16 and 3304.28 through 3304.33 state agencies are required to purchase through Ohio Penal Industries (OPI); Community Rehabilitation Programs (CRP); Department of Mental Health (DMH) Office of Support Services (Central Warehouse and Pharmacy Services); and Rehabilitation Services Commission (RSC). State agencies must obtain a waiver from OPI, CRP, DMH Central Warehouse or Pharmacy Services, and/or RSC to procure from this schedule.

SPECIAL NOTE: The state of Ohio including but not limited to its agencies, boards, commissions, departments, state universities, state vocational schools, state community colleges of Ohio, and any entity authorized by law to use this State Term Schedule (STS) is not obligated to procure any products or services from this STS. This STS shall not be construed to prevent the state from purchasing products or services using other procurement methods as authorized by law.

NOTICE TO CONTRACTOR/VENDOR: It is the responsibility of the contractor's contact to maintain this State Term Schedule with current information. All updates i.e., telephone numbers contact names, e-mail addresses, tax identification number, prices, and catalogs etc., are required to be processed through the formal amendment authorization process which is initiated by way of a written request from the contractor's contact.

#### CONTRACTOR INDEX

CONTRACTOR:

155238

Guidon Performance Solutions  
2550 N. Thunderbird Circle, Suite 317  
Mesa, AZ 85215

TERMS: 2% - 15 days, Net 30 \*

DELIVERY: 30 Days A.R.O.

FOB Destination: freight prepaid

CONTRACTOR'S CONTACT:

Mr. Brent Jameson  
Email: [bjameson@guidonps.com](mailto:bjameson@guidonps.com)  
Telephone: (480) 986-4414  
Cell: (505) 690-7386  
Fax: (480) 357-6326  
Web: [www.guidonps.com](http://www.guidonps.com)

CONTRACTOR'S USAGE AND REVENUE SHARE CONTACT: \*

Ms. Jamie Lowery  
Email: [jlowery@guidonps.com](mailto:jlowery@guidonps.com)  
Telephone: (866) 986-4414  
Fax: (480) 357-6326  
Web: [www.guidonps.com](http://www.guidonps.com)

\* Indicates an update to the payment terms and the contractor's usage and revenue share contact information

**BASIC ORDER LIMITATIONS**

Minimum: \$15.00

Maximum: \$50,000.00 - Agencies should contact Procurement Services when they expect to exceed the Maximum Order Limitation.

\* Rate Schedule: [Current Price List dated June 1, 2009](#)

All travel, meals and mileage are in accordance with OBM Travel Rule 126 the Ohio Administrative Code (OAC) 126-1-02

<http://obm.ohio.gov/MiscPages/Publish/TravelPolicy.aspx>

Standard meal reimbursement rates (including tips):

Breakfast \$6

Lunch \$9

Dinner \$12

Incidentals \$4

Total \$31

Receipts are required for reimbursement of meals.

Effective February 1, 2008, the reimbursement rate for lodging rates in commercial establishments within the U.S. is \$80 per night plus applicable taxes or the lowest government rate in the area with approval from the state agency head or his/her designee.

**CONTRACTOR INDEX**

<b>P.O.'s To:</b>	<b>Remit To:</b>	<b>Contractor Contact:</b>
Contract ID: 7740000109-1  Vendor ID: 155238 Guidon Performance Solutions 2550 N. Thunderbird Circle, Suite 317 Mesa, AZ 85215	Contract ID: 7740000109-1  Vendor ID: 155238 Guidon Performance Solutions 2550 N. Thunderbird Circle, Suite 317 Mesa, AZ 85215	Contact: Mr. Brent Jameson Email: <a href="mailto:bjameson@guidonps.com">bjameson@guidonps.com</a> Telephone: (480) 986-4414 Cell: (505) 690-7386 Fax: (480) 357-6326 Web: <a href="http://www.guidonps.com">www.guidonps.com</a>
<b>Item Description:</b>	<b>OAKS Category ID:</b>	<b>Service Counties:</b>
Business Consulting Services	80101508	All 88 Counties

\* Indicates an update to the pricelist, effective with all orders issued on or after December 8, 2009

SUMMARY OF AMENDMENTS

<b>Amendment Number</b>	<b>Revision Date</b>	<b>Description</b>
1	12/08/09	To indicate an update to the contractor's usage and revenue share contact information, an update to the payment terms and pricelist, dated June 1, 2009, and an update to change the contract to a State and Local Government based pricing schedule, effective with all orders issued on or after December 8, 2009. Repagination.