

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. 2

TO: LIMITED DISTRIBUTION: Department of Mental Health, Central Warehouse, 3201 Alberta St., Columbus, OH 43204

FROM: ROBERT BLAIR, DIRECTOR, DEPARTMENT OF ADMINISTRATIVE SERVICES

SUBJECT: CONTRACT FOR PORTION PACK DRESSINGS, SAUCES AND CONDIMENTS

Attached are page 1, 4, 11 and 12 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 to renew the subject contract an additional twlve (12) months, effective 12/01/12 through 11/30/13.

All other prices, terms and conditions remain unchanged.

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

Senthan Mahendrarasa
senthan.mahendrarasa@das.state.oh.us

This Amendment, the main Requirements Contract and any additional amendments thereto are available from the DAS Web site at the following address:

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

Affected Contractor(s):

142092
Roger Elliott
P.O. Box 29665
Columbus, OH 43229

STATE OF OHIO
DEPARTMENT OF ADMINISTRATIVE SERVICES
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MANDATORY USE CONTRACT FOR: PORTION PACK DRESSINGS, SAUCES AND CONDIMENTS

CONTRACT No.: OT903811

EFFECTIVE DATES: 01/20/11 to 11/30/12
* Renewal through 11/30/13

The Department of Administrative Services has accepted bids submitted in response to Invitation to Bid No. OT903811 that opened on 11/22/10. The evaluation of the bid response(s) has been completed. The bidder(s) listed herein have been determined to be the lowest responsive and responsible bidder(s) and have been awarded a contract for the items(s) listed. The respective bid response, including the [Terms and Conditions for Bidding, Standard Contract Terms and Conditions, and Supplemental Contract Terms and Conditions](#), special contract terms & conditions, any bid addenda, specifications, pricing schedules and any attachments incorporated by reference and accepted by DAS become a part of this Requirements Contract.

This Requirements Contract is effective beginning and ending on the dates noted above unless, prior to the expiration date, the Contract is renewed, terminated or cancelled in accordance with the Contract Terms and Conditions.

This Requirements Contract is available to the Department of Mental Health, Central Warehouse, 3201 Alberta St., Columbus, OH 43204, as applicable.

Agencies are eligible to make purchases of the listed supplies and/or services in any amount and at any time as determined by the agency. The State makes no representation or guarantee that agencies will purchase the volume of supplies and/or services as advertised in the Invitation to Bid.

SPECIAL NOTE: State agencies may make purchases under this Requirements Contract up to \$2500.00 using the state of Ohio payment card. Any purchase that exceeds \$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 Requirements Contract may be directed to:

Senthan Mahendrarasa
senthan.mahendrarasa@das.state.oh.us

This Requirements Contract and any Amendments thereto are available from the DAS Web site at the following address:

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

Minority Business Enterprise Award in accordance with ORC CH. 125.081

* Contract renewal for twelve (12) months through 11/30/13.

Signed: _____
Robert Blair, Director Date

The price increase must be supported by a general price increase in the cost of the finished supplies, due to increases in the cost of raw materials, labor, freight, Workers' Compensation and/or Unemployment Insurance, etc. Detailed documentation, to include a comparison list of the contract items and proposed price increases, must be submitted to support the requested increase. Supportive documentation should include, but is not limited to: copies of the old and the current price lists or similar documents which indicate the original base cost of the product to the Contractor and the corresponding increase, and/or copies of correspondence sent by the Contractor's supplier on the supplier's letterhead, which contain the above price information and explains the source of the increase in such areas as raw materials, freight, fuel or labor, etc.

Should there be a decrease in the cost of the finished product due to a general decline in the market or some other factor, the Contractor is responsible to notify DAS immediately. The price decrease adjustment will be incorporated into the contract and will be effective on all purchase orders issued after the effective date of the decrease. If the price decrease is a temporary decrease, such should be noted on the invoice. In the event that the temporary decrease is revoked, the contract pricing will be returned to the pricing in effect prior to the temporary decrease. For quarterly deliveries, any decrease will be applied to deliveries made after the effective date of the decrease. Failure to comply with this provision will be considered as a default and will be subject to Provision I.C. "Termination/Suspension" and Provision II of the "Contract Remedies" of the "Standard Contract Terms and Conditions".

NOTICE ON THE USE OF SOCIAL SECURITY NUMBERS AS FEDERAL TAX IDENTIFICATION NUMBERS: The Department of Administrative Services (Department) requires vendors and contractors wishing to do business with the State to provide their Federal Taxpayer Identification Number to the Department. The Department does this so that it can perform statutorily required "responsibility" analyses on those vendors and contractors doing business with the State and, under limited circumstances, for tax reporting purposes. If you are a vendor or contractor using your Social Security Number as your Federal Taxpayer Identification Number, please be aware that the information you submit is a public record, and the Department may be compelled by Ohio law to release Federal Taxpayer Identification Numbers as a public record. If you do not want to have your Social Security Number potentially disclosed as a Federal Taxpayer Identification Number, the Department encourages you to use a separate Employer Identification Number (EIN) obtained from the United States Internal Revenue Service's to serve as your Federal Taxpayer Identification Number.

*** USAGE REPORTS:** Every six (6) months the contractor must submit a report (written or on disk) indicating sales generated by this contract. The report shall list usage by customer, by line item, showing the quantities/dollars generated by this contract. The report shall be forwarded to the Office of Procurement Services, 4200 Surface Road, Columbus, OH, 43228-1395, Attn: Senthana Mahendrarasa.

SPECIFICATIONS FOR PORTION PACKED DRESSINGS, SAUCES, AND CONDIMENTS

I. SCOPE AND CLASSIFICATION

A. Scope: The purpose of this bid is to obtain a contractor to supply portion packed dressings, sauces, and condiments to state of Ohio, Department of Mental Health, Central Warehouse, 3201 Alberta St., Columbus, OH 43204, for use at state institutions. The contractor shall make delivery, FOB destination prepaid. The term of any ensuing contract is to be twenty-three (23) months, from January 14, 2011 through November 30, 2012.

B. Classification

1. Salad Dressing, Regular
2. Mayonnaise, Calorie Restricted
3. Tartar Sauce
4. Soy Sauce
5. Taco Sauce
6. Salad Dressings, Pourable
 - a. French
 - b. French, Calorie Restricted
 - c. Italian
 - d. Italian, Calorie Restricted
 - e. Thousand Island
 - f. Thousand Island, Calorie Restricted

* Denotes change in Usage Reports Contact

ITEM ID NO.	DESCRIPTION	PACK SIZE	PORTIONS PER CASE	BRAND NAME	CASE PRICE
14843	Creamer, Non-Dairy	3 gms	1,000	S & P – CRM1	\$ 18.11
14844	Sugar Substitute	.8 gms	2,000	S & P – SSB2000	\$ 14.81
14845	Salt	.75 gms	3,000	S & P – SA7503	\$ 5.76
14846	Pepper	.18 gms	3,000	S & P – P3018	\$ 7.86
14847	Peanut Butter	1.12 oz	400	Lucky - PB4001	\$ 61.44

CONTRACTOR INDEX

CONTRACTOR, TERMS, AND DELIVERY:

BID/CONTRACT NO.: OT903811-1 (11/30/13) *



MINORITY BUSINESS ENTERPRISE

142092
 Roger Elliott
 P. O. Box 29665
 Columbus, OH 43229

DELIVERY: Within 21 Days A.R.O.

TERMS: Net 30 Days

CONTRACTOR'S CONTACT: Roger Elliott

Telephone: (614) 882-2783
 FAX: (614) 882-2781
 E-Mail: rogerelliott@att.net

* Indicates renewal through 11/30/13

SUMMARY OF AMENDMENTS

Amendment Number	Revision Date	Description
2	12/01/12	This amendment is issued to renew the subject contract an additional twelve (12) months, effective 12/01/12 through 11/30/13.
1	02/17/12	To notify of a price increase for Peanut Butter item # 00000000000014847.