

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: LIMITED DISTRIBUTION: DEPARTMENT OF PUBLIC SAFETY, 1970 WEST BROAD STREET, P.O. BOX 182081, COLUMBUS, OH 43218-2081

FROM: ROBERT BLAIR, DIRECTOR, DEPARTMENT OF ADMINISTRATIVE SERVICES

SUBJECT: CONTRACT FOR TRANSPORTATION OF GOODS, INCLUDING BMV MATERIALS, FOR THE OHIO DEPARTMENT OF PUBLIC SAFETY

Attached are pages 1, 3, 11 and 69 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 notify of a price change due to a temporary fuel adjustment retroactive to orders placed on or after 01/10/12, to notify of a new Procurement contact and to add a Summary of Amendments.

All other prices, terms and conditions remain unchanged.

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

Elizabeth Lind, CPPB  
elizabeth.lind@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):

43443  
Commercial Works, Inc.  
1299 Boltonfield Street  
Columbus, OH 43228-3693  
rgloeckner@commercial-works.com

STATE OF OHIO  
DEPARTMENT OF ADMINISTRATIVE SERVICES  
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4200 SURFACE ROAD, COLUMBUS, OH 43228-1395

MANDATORY USE CONTRACT FOR: TRANSPORTATION OF GOODS, INCLUDING BMV MATERIALS, FOR THE OHIO DEPARTMENT OF PUBLIC SAFETY

CONTRACT No.: OT906210

EFFECTIVE DATES: 04/01/10 to 02/28/13

The Department of Administrative Services has accepted bids submitted in response to Invitation to Bid No. OT906210 that opened on 03/05/10. 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 Ohio Department of Public Safety, 1970 West Broad Street, P.O. Box 182081, Columbus, OH 43218-2081, 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:

Elizabeth Lind, CPPB \*  
elizabeth.lind@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>

\* Denotes new Procurement contact

Signed: \_\_\_\_\_  
Robert Blair, Director Date

## SPECIAL TERMS AND CONDITIONS

**AMENDMENTS TO CONTRACT TERMS AND CONDITIONS:** The following Amendments to the Contract Terms and Conditions do hereby become a part hereof. In the event that an amendment conflicts with the Contract Terms and Conditions, the Amendment will prevail.

**SPECIFICATION QUESTIONS:** Through the indicated inquiry closure date, Bidders may visit the State Purchasing website to post Bid related questions at <[www.ohio.gov/procure](http://www.ohio.gov/procure)>. Answers to all Bidder questions will be posted on the State Purchasing website and linked to the bid number. The State will make every effort to respond to website inquires within forty-eight (48) hours of receipt. The State will not respond to any verbal or written questions received through any other medium. No prospective Bidder shall respond to any verbal instructions or changes to this Bid. Only communications issued by the Department of Administrative Services, State Purchasing in the form of an addendum, will be considered valid.

**DELIVERY AND ACCEPTANCE:** Services will be performed as set forth in the Contract and in accordance with paragraphs S-8, S-9, and S-10 of the SUPPLEMENTAL CONTRACT TERMS AND CONDITIONS. The location of performance will be noted on the purchase order issued by the participating agency. Payment for services rendered will occur upon the inspection and written confirmation by the ordering agency that the services provided conform to the requirements set forth in the Contract. Unless otherwise provided in the Contract, payment shall be conclusive except as regards to latent defects, fraud, or such gross mistakes as amount to fraud.

**DESCRIPTIVE LITERATURE:** The Bidder may be required to submit descriptive literature of the supplies or services being offered. If requested, the literature will be used in the evaluation process to determine the lowest responsive and responsible Bidder. If not provided as part of the Bid response, the Bidder must provide said literature within ten (10) calendar days after request/notification by the Office of Procurement Services to do so. Any references, that may appear in the descriptive literature, that may alter the terms and conditions and specifications of the Bid (e.g. F.O.B. Shipping Point or Prices Subject to Change), will not be part of any contract and will be disregarded by the State of Ohio. Failure of the Bidder to furnish descriptive literature either as part of their Bid response or within the time specified herein will deem the Bidder not responsive.

**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, and Attn: Elizabeth Lind. \*

**FIXED-PRICE WITH ECONOMIC ADJUSTMENT:** The Contract prices(s) will remain firm for the first six (6) months duration of the Contract. Thereafter, the Contractor may submit a request to increase their price(s) to be effective thirty (30) calendar days after acceptance by DAS. No price adjustment will be permitted prior to the effective date of the increase received by the Contractor from his suppliers, or on purchase orders that are already being processed, or on purchase orders that have been filled and are awaiting shipment. If the Contractor receives orders requiring quarterly delivery, the increase will apply to all deliveries made after the effective date of the price increase.

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 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".

\* Denotes new Procurement contact

PRICE SCHEDULE

Origin	Charge per Trailer Pick Up (TPU)	Wt. Range (pounds)	Charge per Mile per Destination	Charge per Pallet per Delivery
Lebanon Correctional Institution (LeCI) Ohio Penal Industries (OPI) 3791 State Route 63 Lebanon, OH 45036	\$225.00	500-1,199	\$0.46 *	\$18.00
		1,200-2,499	\$0.46 *	\$25.00
		2,500-4,999	\$0.46 *	\$75.00
		5,000-42,000	\$0.46 *	\$100.00
Ohio Department of Public Safety (ODPS) Alum Creek Facility (ACF) 1583 Alum Creek Drive Columbus, OH 43209	\$100.00	500-1,199	\$0.46 *	\$18.00
		1,200-2,499	\$0.46 *	\$25.00
		2,500-4,999	\$0.46 *	\$75.00
		5,000-42,000	\$0.46 *	\$100.00

Per shipment charge of empty pallets (up to 330 Pallets per Truckload) stored at the ODPS ACF to OPI Lebanon (one (1) estimated shipment per year). (Not included in the evaluation).	\$300.00
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Expedited delivery cost per hundred weight (Not included in the evaluation). See IV, Standard Procedures for Pickups, Part D. for details.	\$48.00
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Cost Allocation: In order to qualify for consideration of any price increases during the life of this Contract the Bidder must include the items below. In the spaces below Bidders are required to provide their cost allocation of items indicated. (Shall be shown as percentage of cost allocated to these items). Failure to provide pricing allocation for items indicated may result in the Bidder being deemed as non-responsive and the Bid response may be disqualified with no further consideration given for potential awarding of the Contract.

FUEL COST:                          18       %  
 LABOR COST                          55       %  
 RAW MATERIALS COST             27       %

\* Denotes price change retroactive to all orders placed on or after January 10, 2012.

SUMMARY OF AMENDMENTS

Amendment Number	Revision Date	Description
1	03/22/12	This amendment is issued to notify of price changes retroactive to orders placed on or after January 10, 2012, to notify of a new procurement contact and to add a Summary of Amendments.