

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 - Lake Hope State Park, 273311 State Route 278, McArthur, OH 45651 and Hocking Hills State Park, State Routh 664, McArthur, OH 45661

FROM: HUGH QUILL, DIRECTOR, DEPARTMENT OF ADMINISTRATIVE SERVICES

SUBJECT: TERM CONTRACT - PROFESSIONAL LAUNDRY SERVICES

As a result of mutual agreement between the state of Ohio and the Contractor, this amendment is issued to renew the subject contract an additional twelve (12) months, effective 12/01/08 through 11/30/09.

Attached is page 12 to this contract. Remove this page from the existing contract and replace with the attached page on the effective and/or revision date.

This addendum is also issued to make change to Park Manager and to add Page 18 Summary of Amendments.

All other prices, terms and conditions remain unchanged.

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

Peggy J. Canada
peggy.canada@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): Vendor ID. 76347
Ambassador Laundries, Inc.
15 W. Stimson Avenue
Athens, OH 45701
E-mail: adownard@eurekanet.com

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

REQUIREMENTS CONTRACT: PROFESSIONAL LAUNDRY SERVICES

CONTRACT No.: OT906604

EFFECTIVE DATES: 12/01/03 to 11/30/08
Renewal 12/01/08 through 11/30/09

The Department of Administrative Services has accepted bids submitted in response to Invitation to Bid No. OT906604 that opened on 09/03/03. 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 Instructions to Bidders, Contract Terms & Conditions, any bid addenda, special contract terms & conditions, 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 Lake Hope State Park, 273311 State Route 278, McArthur, OH 45651 and Hocking Hills State Park, State Routh 664, McArthur, OH 45661, 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:

Peggy J. Canada
peggy.canada@das.state.oh.us

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



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

Signed: _____ Date _____
Hugh Quill, Director

SPECIAL CONTRACT TERMS AND CONDITIONS

DELIVERY AND ACCEPTANCE: Services will be performed as set forth in the Contract and in accordance with Article K-5, of the 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.

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: This specification supersedes information provided on page one (1) of the bid. Bidders may visit State Purchasing's website at www.ohio.gov/procure and submit their questions through the close of business 8:00 A..M. on August 25, 2003. Answers to bidder's questions will be posted on State Purchasing's website . 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.

SITE VISIT: Prior to submitting the bid, bidder should visit the institution(s) they are bidding in order to survey the facility(s) to become familiar with the requirements of the bid. Each bidder must contact each facility to schedule an appointment prior to their visit. Contact Tim Archer, Park Manager, Hocking Hills State Park, State Route 664, McArthur, Ohio 45651 at (740) 385-6842 and or *Randall E. Zeisler, Park Manager, Lake Hope State Park, 27331 State Route 278, McArthur, Ohio 45651, at (740) 596-4938 to schedule an appointment.

EVALUATION: Bids will be evaluated in accordance with Article I-5 of the "Instructions to Bidders". In addition, the state will multiply the estimated annual usage of each item by its corresponding unit price and then add these totals together. Failure to bid all items may result in the bidder being deemed as not-responsive.

CONTRACT AWARD: The contract will be awarded to the lowest responsive and responsible bidder by low lot total. Low lot total will be determined by multiplying the unit cost by the estimated usage listed in the bid and then adding each of the totals together to arrive at a total for all items. Failure to bid all items may result in the bidder being deemed not responsive.

CONTRACT RENEWAL: This contract may be renewed for one (1) month, at the states option. Additionally, this contract may be renewed by agreement any number of times for any period of time under the same prices, terms and conditions stated herein. The cumulative time of all renewals by agreement may not exceed two (2) years.

REFERENCES REQUIRED: Each bidder is to submit with the bid a listing of three (3) references with whom you are or have currently provided professional drying cleaning and laundry services within the last five (5) years. Please include name, address and current telephone number of each reference.

USAGE REPORTS: Every four (4) 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 State Purchasing, 4200 Surface Road, Columbus, OH 43228-1395, Attn: Peggy J. Canada.

AUTOMOBILE LIABILITY: Automobile Insurance is required for anyone coming onto State Property to deliver goods or to perform services using a vehicle, which is owned, leased or rented by the Contractor. Any Bidder, Broker or Sub Contractor who will be on State Property, but not delivering goods or performing services, is required to carry Automobile Liability insurance that complies with the State and Federal laws regarding financial responsibility.

*Indicates change to Park Manager.

SUMMARY OF AMENDMENTS

Amendment Number	Revision Date	Description
1	12/01/08	This amendment is issued to renew the subject contract an additional twelve (12) months, effective 12/01/08 through 11/30/09 and also to make change to Park Manager and to add Page 18 Summary of Amendments.