Index No.: GPC005
Contract No.: SR900011
Rev. Date 07/02/12

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. 11

TO: ALL STATE AGENCIES, STATE INSTITUTIONS OF HIGHER EDUCATION AND PROPERLY REGISTERED COOPERATIVE PURCHASING MEMBERS.

FROM: ROBERT BLAIR, DIRECTOR, DEPARTMENT OF ADMINISTRATIVE SERVICES

SUBJECT: CONTRACT FOR OFFICE AND CLASSROOM RELATED SUPPLIES AND ACCESSORIES

Attached are pages 3, 7, 9 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 update the link on page #7 of this contract to a revised Schedule II – Mandatory Purchase Items – Remanufactured Toner Items and to publish a revised Net Pricer effective 07/02/12.

All other prices, terms and conditions remain unchanged.

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

Ryan Beers
ryan.beers@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):

0000176739

Staples Contract & Commercial, Inc.
Operating as Staples Advantage
500 Staples Drive
Framingham, MA 01702-4478

michael.gigliotti@staples.com,
karie.rosshirt@staples.com

STATE OF OHIO DEPARTMENT OF ADMINISTRATIVE SERVICES

PROGRAM ADDENDUM

FOR

OFFICE AND CLASSROOM RELATED SUPPLIES AND ACCESSORIES

MASTER CONTRACT
NATIONAL JOINT POWERS ALLIANCE (NJPA) AND
STAPLES CONTRACT & COMMERCIAL, INC., OPERATING AS
STAPLES ADVANTAGE ("STAPLES") CAN BE FOUND
BY CLICKING THE LINK BELOW

NJPA Original Request for Proposal RFP # 031210

NJPA Acceptance of Bid and Award RFP # 031210

State of Ohio DAS/National Joint Powers Alliance/Staples Program Addendum

*** Contract SR900011, GPC005 Office Supplies Net Prices**

*Net Pricer Changes Effective 07/02/12.

PAYMENT: State of Ohio agency orders totaling $ 2,500.00 or less for materials and supplies subject to this contract may be paid for by state of Ohio Purchasing Card (P-Card) or Electronic Funds Transfer or issuance of state warrant. State of Ohio agency orders totaling greater than $ 2,500.00 will be paid by issuance of state warrant or Electronic Funds Transfer. This clause applies for state of Ohio agencies only.

ORDER PLACEMENT: With the exception of provisions for retail outlet purchases provided by the RETAIL OUTLETS clause on page 8 of this contract, to the extent possible state of Ohio agency orders will be placed via the contractors' electronic online web-based catalog (www.StaplesLink.com). It is the intent of DAS to limit and reduce the instance or orders for supplies covered by this contract placed by phone, FAX, mail or other means. This clause applies for state of Ohio agencies only. This clause does not apply for orders placed by or for state of Ohio boards, commissions, deputy registrar locations or for DAS Cooperative Purchasing Program Members.

CONTRACTORS SUGGESTION OF SUBSTANTIALLY SIMILAR LOWER COST ITEMS: For orders placed by all persons using the contractors' electronic online web-based catalog (StaplesLink.com), contractor shall on their electronic online web-based catalog provide purchasers the option to purchase lower cost items which are on this contract and which are substantially similar to the item or items the purchaser has selected. A substantially similar item is defined as an item which meets the same form, fit and function and which has the same or similar specifications, packaging and/or unit of measure as the item ordered by the purchaser but which has a lower sales price or cost to the ordering agency. State of Ohio purchasers will be informed by online message that a substantially similar item exists on the contract at a lower price point than the item they have selected, provided the description and pricing information on the substantially similar lower cost item and offered the option to purchase the substantially similar lower cost item in lieu of the item initially selected. This functionality applies for all items covered by this contract.

PROCUREMENT FROM COMMUNITY REHABILITATION PROGRAMS (CRP): Certain supplies listed in this contract (Schedules I and II - Mandatory Purchase Items) are provided by CRP's, or their agents, that employ Ohioans with work-limiting disabilities. These supplies, as well as other products and services, are available to purchasers as administered by the Office of Procurement from Community Rehabilitation Programs (OPCRP) (established in Ohio Revised Code Sections 125.60 through 125.6012). It is the intent of the Department of Administrative Services (DAS) to use this contract and the awarded contractor to direct and guide certain state of Ohio purchasers as defined in Section 125.60 (B) of the Ohio Revised Code in compliance with their responsibility in accordance with the above Ohio Revised Code provisions. The awarded contractor agrees to work with DAS to identify items offered by the contractor on this contract which correspond to Schedules I and II – Mandatory Purchase Items – Office Supplies and Mandatory Purchase Items – Remanufactured Toner Items. The contractor agrees to restrict those items from purchase by state of Ohio purchasers as identified in Section 125.60 (B) of the Ohio Revised Code. In addition the awarded contractor agrees to establish an online message to inform purchasers identified in Section 125.60 (B) of the Ohio Revised Code of the appropriate method of purchase in accordance with the their responsibilities under the Ohio Revised Code provisions above. The contractor is prohibited from offering, to purchasers as identified in Section 125.60 (B) of the Ohio Revised Code, products from other sources that are substantially similar to products offered by the CRP's or their agents as identified in Schedules I and II – Mandatory Purchase Items. This provision does not apply to purchases made at Staples retail stores; however the compliance obligation for state of Ohio purchasers as defined in Section 125.60 (B) of the Ohio Revised Code remains. State of Ohio purchasers as defined in Section 125.60 (B) of the Ohio Revised Code must obtain a waiver from the Office of Procurement from Community Rehabilitation Programs to procure items available from CRP's or their agents through other sources, including this contract. Annually during the months of July and August the contractor and DAS will review and update the list of Schedule I and II – Mandatory Purchase items. Below are links to Schedules I and II – Mandatory Purchase Items (Office Supplies and Remanufactured Toner Items).

Schedule I – Mandatory Purchase Items - Office Supplies

Schedule II – Mandatory Purchase Items – Remanufactured Toner Items *

PROCUREMENT FROM OPI, OSS, AND RSC/BE: In accordance with the Ohio Revised Code Sections 5147.07; 5119.16 and 3304.28 through 3304.33 state agencies are required to purchase certain items through Ohio Penal Industries (OPI); 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, DMH Central Warehouse or Pharmacy Services, and/or RSC to procure items that are available from these sources, from this contract.

* Updated by Amendment # 11 effective 07/02/12.

RETAIL OUTLET LIMITATIONS: The state of Ohio DAS acknowledges and agrees that the Contractor has no obligation to provide all items covered by this contract at its retail outlets. State of Ohio Agencies, State institutions of higher education and properly registered members of the Cooperative Purchasing Program of the Department of Administrative Services are advised that the Order Size Discount provided for orders exceeding $ 300.00 on page 6 of this contract does not apply for purchases made at the Contractor's retail stores and that the Prompt Payment Discount on page 6 of this contract does not apply for purchases made at the Contractor's retail stores.

PRIMARY CONTACT INFORMATION:

The primary participating entity contact for this participating addendum is:

Ryan Beers - Purchasing Standards Analyst
DAS/GSD Office of procurement Services – State of Ohio
4200 Surface Road, Columbus, OH 43228
Office: (614) 466-2418
FAX: (614) 485-1956
E-mail: ryan.beers@das.state.oh.us

The primary Contractor contact for this participating addendum is:

Name: Michael Gigliotti – District Sales Manager
Contractor Name: Staples Contract & Commercial Inc, Staples Business Advantage "Staples"
OAKS Vendor ID: 0000176739
Contact Address: 4170 Highlander Parkway, Richfield, OH 44286
Phone: (330) 523 3010
Cell: (330) 631 3690
Fax: (330) 523 3003
E-mail: michael.gigliotti@staples.com
Web Site: www.stapleslink.com

To Register Purchasing Cards for use at retail outlets, contract users shall contact:

Ms. Karie Rosshirt – Account Manager
Staples Advantage
2228 Citygate Drive
Columbus, OH 43219
Office: 614 472 2006
FAX: 614 472 2001
E-mail karie.rosshirt@staples.com

PRICE SCHEDULE

The following links contain pages with Office Supplies net pricing covered under this Contract.

State of Ohio DAS/National Joint Powers Alliance Staples Program Addendum

Contract SR900011, GPC005 Office Supplies Net Prices *

UNSPSC Codes:
44103100 - Toner
44120000 – Office Supplies
14110000 – Copy Paper

Account Set-Up

Nicole Ray
Service Consultant
(614) 472 2022
nicole.ray@staples.com

* Changed by Amendment #11 effective 07/02/12

SUMMARY OF AMENDMENTS

Amendment Number	Revision Date	Description
11	07/02/12	Issued to update the link on page #7 of this contract to a revised Schedule II – Mandatory Purchase Items – Remanufactured Toner Items and to publish a revised Net Pricer effective 07/02/12.
10	05/01/12	Issued to update the CONTRACTOR QUARTERLY SALES REPORT, USAGE REPORTS and REVENUE SHARE contract clauses on pages 5 and 8 of the contract to reflect procedural changes in those clauses and to update DAS contract contact information on page 9 of the contract.
9	04/13/12	Issued to update the item Net Pricer to coincide with the NJPA quarterly contract item update to account for discontinued items, items which have replaced discontinued items, NJPA price reductions and increases, items which have been added to the contract by NJPA with DAS permission and items which have been added to the contract at the request of DAS for the account of state of Ohio users.
8	01/26/2012	Issued to update the item Net Pricer to coincide with the NJPA quarterly contract item update to account for discontinued items, items which have replaced discontinued items, NJPA price reductions and increases, items which have been added to the contract by NJPA with DAS permission and items which have been added to the contract at the request of DAS for the account of state of Ohio users.
7	10/17/11	Issued update the item Net Pricer to account for discontinued items, items which have replaced discontinued items, NJPA price reductions and items which have been added to the contract by NJPA and at the request of state of Ohio users.
6	09/26/11	Issued to update the item net pricer with items added and/or deleted from the contract through the 09/30/11 and to correct prices on selected items.
5	09/02/11	Issued to update the item net pricer with the addition of 2012 calendars, planners and other dated goods.
4	07/16/11	Issued to adjust prices by approximately 4.9% on fifty-five (55) items effective 07/16/11, including thirty-nine (39) copy paper items several of which are the most commonly used copy paper items used by state of Ohio Agencies and Cooperative Purchasing Program members. Additionally this amendment adds Appendix A to this contract which is a guide to the most commonly used forms of copy paper used by state of Ohio Agencies and Cooperative Purchasing Program Members.
3	06/01/11	Issued update the item Net Pricer to account for discontinued items, items which have replaced discontinued items, NJPA price reductions and items which have been added to the contract by NJPA and at the request of state of Ohio users.
2	02/01/11	Issued to update the item net pricer to account for discontinued items, items which have replaced discontinued items, NJPA 2011 price reductions and increases and items which have been added to the contract by NJPA for calendar year 2011.
1	11/29/10	Issued to update the item net pricer to account for discontinued items, items which have been reduced in price due to manufacturer or NJPA price reductions and items which have replaced discontinued items. Additionally this is to update CRP Mandatory Purchase Items schedules I. and II. which are part of the "PROCUREMENT FROM COMMUNITY REHABILITATION PROGRAMS" clause of the contract. Changes to CRP contracts periodically require the revision of these schedules, the use of which are intended to guide contract users in how to exercise their obligations under the community rehabilitation program sections of the Ohio Revised Code. Also this amendment contains an update of the contractor index on page 10 of the contract