

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

STATE TERM SCHEDULE: HOTEL, CONFERENCE ROOMS AND MEETING PLANNERS

STATE AND LOCAL GOVERNMENT PRICING SCHEDULE

SCHEDULE NUMBER: 7753000708

EFFECTIVE DATES: 03/15/08 TO 06/30/09
Renewal through 06/30/11

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:

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

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



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

Signed: _____
Hugh Quill, Director Date _____

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 e.g., telephone numbers contact names, email 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:



72797

Garrison and Associates, Inc.
4701 Olentangy River Road, Suite 201
Columbus, OH 43214

CONTRACTOR'S CONTACT:

Ms. Eleanor Garrison
Email: eg@garrisonevents.com
Telephone: (614) 273-1400
Fax: (614) 273-1401
Web: www.garrisonandassociates.com

TERMS: Net 30 Days

DELIVERY: 1-180 Days A.R.O.

FOB Destination: freight prepaid

CONTRACTOR'S USAGE AND REVENUE SHARE CONTACT:

Ms. Eleanor Garrison
Email: eg@garrisonevents.com
Telephone: (614) 273-1400
Fax: (614) 273-1401
Web: www.garrisonandassociates.com

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* Indicates change to delivery days.

BASIC ORDER LIMITATIONS

Minimum: \$15.00

Maximum: \$40,000.00 - Agencies should contact Procurement Services when they expect to exceed the Maximum Order Limitation.

Rate Schedule: [Current Price List dated September 1, 2007](#)

CONTRACTOR INDEX

P.O.'s To:	Remit To:	Contractor/Dealer Contact:
Contract ID: 7753000708-1 Vendor ID: 72797 Garrison and Associates, Inc. 4701 Olentangy River Road, Suite 201 Columbus, OH 43214	Contract ID: 7753000708-1 Vendor ID: 72797 Garrison and Associates, Inc. 4701 Olentangy River Road, Suite 201 Columbus, OH 43214	Contact: Ms. Eleanor Garrison Email: eg@garrisonevents.com Telephone: (614) 273-1400 Fax: (614) 273-1401 Cell: (614) 284-7880 Web: www.garrisonandassociates.com 
Item Description:	OAKS Category ID:	Service Counties:
Meeting planning services: event planning, graphic design, marketing and communications, public relations.	80161502	All 88 Counties

SUMMARY OF AMENDMENTS

Amendment Number	Revision Date	Description
4	11/20/09	To notify that as a result of mutual agreement between the state of Ohio and the Contractor, this amendment is issued to renew the contract an additional 18 (eighteen) months, effective 01/01/10 through 06/30/11. All other prices, terms and conditions remain unchanged. This exhausts all mutual renewals against this contract.
3	06/30/09	To notify that as a result of mutual agreement between the state of Ohio and the Contractor, this amendment is issued to renew the contract an additional 6 (six) months, effective 07/01/09 through 12/31/09. All other prices, terms and conditions remain unchanged.
2	03/15/09	To notify the contractor that this contract expires June 30, 2009 and may be eligible to renew.
1	11/20/08	To make a change to the delivery days.