

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

MANDATORY USE CONTRACT FOR: MEDICAL SPECIMEN COURIER SERVICES

CONTRACT No.: OT903412

EFFECTIVE DATES: 01/01/12 to 12/31/13
Renewal through 03/31/16*

The Department of Administrative Services has accepted bids submitted in response to Invitation to Bid No. OT903412 that opened on 11/28/11. 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 Health, 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:

Alice Ewing
alice.ewing@das.ohio.gov

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

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

*Indicates renewal effective with Amendment 4.

Signed: _____
Robert Blair, Director Date

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SPECIAL CONTRACT 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.

SITE VISIT: Prior to submitting their Bid response, the Bidder should visit the agency(ies) they are Bidding in order to survey the facility(s) and to become familiar with the requirements of the Bid. The Bidder must contact the Ohio Department of Health Laboratory in Reynoldsburg OH to schedule an appointment. To schedule an appointment, please contact Dr. Ram Chandrasekar at (614) 466-5600 or email ram.chandrasekar@odh.ohio.gov. Once a contract is awarded, failure of the Bidder to have requested a site visit to become familiar with the facility and requirements of the bid will be insufficient reason to support any request to be released from the contract.

CONTRACT RENEWAL: This Contract may be renewed solely at the discretion of DAS for a period of one month. Any further renewals will be for an appropriate period of time. The cumulative time of all renewals may not exceed thirty-six (36) months unless DAS determines that additional renewal is necessary.

CONTRACT AWARD: The Contract will be awarded to the lowest responsive and responsible Bidder by low lot total.

EVALUATION: Bids will be evaluated in accordance with Article I-5 of the "Instructions to Bidders". In addition, the State will multiply Estimated Annual Shipments (25,195) by Cost per Shipment to get the Annual Total Cost of Shipments. The State will then multiply the Estimated Annual Pick Ups (32,841) by the Pick up Fee to get the Annual Total Pick Up Costs. The State will then add the Annual Total Shipment Costs to the Annual Total Pick Up Costs to get the low lot total for the Bid.

SPECIFICATION QUESTIONS: Information regarding submission of questions and clarifications for this Bid is provided on page one (1) of the Bid. Through the indicated inquiry closure date, Bidders may visit the Office of Procurement Services website to post Bid related questions at www.ohio.gov/procure. Answers to all Bidder questions will be posted on the Office of procurement Services 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, Office of Procurement Services in the form of an addendum, will be considered valid.

MANDATORY/REQUIRED SUBMISSIONS: As specified, mandatory submissions must be submitted with the Bid response. Required documentation/materials should be submitted with the Bid. If not submitted with the Bid, the Bidder must provide the said documentation/materials within five (5) business days, after notification, to the Office of Procurement Services. Failure to provide mandatory submissions with the Bid response or failure to provide the required documentation/materials, as applicable, within the stated time period will result in the Bidder being deemed as not responsive.

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 (i.e. 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, Attn: Tim Riley.

INCURRED COSTS: The State is not liable for any costs incurred by the Bidder prior to issuance of a Contract.

* Denotes new Procurement contact

SPECIAL CONTRACT TERMS AND CONDITIONS

SPECIAL CHARGES: There shall be no assessment, surcharge, small order charge, broken case charge, minimum order charge, single item charge nor any other unspecified additional charge allowed by the State that is not specifically mentioned in this Bid or in any Contract awarded pursuant to this Bid. The Contractor must provide merchandise/service in unit quantity(s) as indicated in the Bid/Bid Response/Contract.

ESTABLISHED BUSINESS: To be considered responsive, the Bidder must, at the time of Bid submission be an established business firm with all required licenses, bonds, facilities, equipment and trained personnel necessary to perform the work in this Bid. The Bidder must have been in business for one (1) year. Documented Proof may be required upon request by the Office of Procurement Services.

SUBCONTRACTING: The awarded Contractor shall be solely responsible for the Contract. Subcontracting by the Contractor shall not be permitted without prior approval by the State. On a per project basis, the Contractor shall clearly identify which requirements are subcontracted and identify the subcontracting company, the responsible business contacts therein, and the specific detail of the subcontracted work to be performed. No Contractor shall engage a subcontractor for work on State property or projects without the prior written approval of the Ohio Department of Administrative Services.

TEMPORARY FUEL ADJUSTMENT: No request for a temporary fuel adjustment may be requested for the first six (6) months duration of the Contract. Thereafter, should a statewide or national increase in the cost of fuel occur, that is greater than 10% of the cost for fuel in place at the time of Contract award, the Contractor may petition DAS to increase the Contract price(s). The Contractor will be required to provide a cost breakdown of each item to indicate the portion of their product cost that is attributed to fuel. If approved, the Contractor will be permitted to adjust the price(s) by the exact amount of the fuel increase. The increase will be effective seven (7) calendar days after approval. Future requests for fuel cost adjustment will be considered in six (6) month intervals, for the duration of the Contract, under the above conditions. Should a statewide or national decrease in the cost of fuel occur, that is greater than 30% of the cost of fuel at the time of Contract award or approved increase, the Contractor will advise Office of Procurement Services of said decrease and the Contract will be adjusted accordingly. Said decrease will become effective seven (7) calendar days after notification. Failure of the Contractor to notify Office of Procurement Services of a decrease will be considered as a default and the Contractor will be responsible to reimburse the state for any overpayments. Said increases or decreases will be effective on all orders placed on or after the approval date of the adjustment.

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.

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SPECIFICATIONS AND REQUIREMENTS

I. DEFINITIONS:

"ODH" Ohio Department of Health

"CLIA Regulations" Clinical Laboratory Improvement Amendment Regulations

CLIA Regulations Link: <http://wwwn.cdc.gov/clia/regs/toc.aspx>

"Shipment" Envelope or package containing one (1) or more newborn specimens

II. SCOPE:

The mission of the Ohio Department of Health (ODH) is to improve the health of Ohioans. Securing a specialized clinical specimens courier would help ODH realize that goal. The ODH Lab is a clinical laboratory working under the CLIA regulations. CLIA regulations section 493.1242 stipulates that the clinical laboratory have policies on specimen collection, preservation, transport and storage. One key consideration is the preservation of the integrity of the sample. ODH makes every effort to identify a courier who could protect the integrity of the specimens. This may be done by utilizing the services of a courier who specializes in the transportation of clinical specimens.

The intent of this Bid is to acquire the services of a Contractor to furnish medical specimen courier services for the ODH Lab. The shipments are picked up throughout Ohio from over one hundred and twenty (120) Hospitals, Physician Offices and Clinics and delivered to the ODH Lab in Reynoldsburg Ohio. It is estimated that there will be 25,195 (see pages 9-14 for locations) shipments annually. The various locations will be shipping newborn screening specimens that consist of dried blood spot cards protected by the wrapping folded card and packed in paper envelopes. Shipments usually weigh less than one (1) pound. One (1) or more specimen(s) could be placed in an envelope which constitutes one (1) shipment.

III. GENERAL REQUIREMENTS:

- A. The Contractor must deliver all specimens at 7am the next day (Monday-Saturday), so that all specimens can be tested and reported out on the same day. The Contractor cannot delay receipt of the newborn samples because a delay does not allow the lab to report out the abnormal cases on the same day. (Excluding exceptions as noted in section VII).
- B. The Contractor must pick up six (6) days a week at all pick up locations and deliver six (6) days a week to the ODH Lab (Monday through Saturday).
- C. The Contractor must not put specimens through conveyor systems, which could result in damage and/or loss.
- D. The Contractor must protect newborn samples from heat in summer months. Heat will cause a deterioration of the enzyme activities in specimens. The Contractor must ensure that specimens are not exposed to weather conditions exceeding 90 degrees Fahrenheit. The Contractor must deliver each specimen in the same condition and temperature as it was when picked up, with no variances during transit.
- D. The Contractor must keep samples dry.
- E. The Contractor must have a HIPAA Agreement in place.
- F. Hospitals, Clinics and Physician Offices may be added or removed throughout the term of this Contract. The ODH Lab will give the Contractor a seven (7) day notice to add or remove a location.

IV. CUSTOMER SERVICE:

- A. The Contractor must have one account representative assigned to the Contract. There must be a telephone number and/or e-mail address available 24 hours Monday through Saturday for discussing problems or answering questions. Account representatives must be knowledgeable about the ODH account and will be available to answer questions on a regular basis.
- B. The Contractor must provide tracking with ODH access.
- C. The Contractor must be able to provide delivery confirmation.
- D. The Contractor must provide with its Bid, Descriptive Literature that describes its tracking capability.

SPECIFICATIONS AND REQUIREMENTS

V. TRAINING:

- A. The Contractor must provide training for Occupational Safety and Health Administration (OSHA) blood-borne pathogen (BBP) for drivers upon hire and thereafter. This training is to be paid for by the Contractor. The training should include:
 - a. Specimen transportation including identifying risks associated with transporting medical specimens
 - b. Measures to prevent exposure
 - c. Proper labeling
 - d. Spill Clean-up; using biohazard clean up procedures
 - e. Specimen integrity
 - f. HIPAA compliance
 - g. Administrative requirements (e.g., OSHA compliant records)
 - h. Definitions / language commonly used by clinical laboratory personnel in order to better understand their needs and expectations
- B. ODH staff will provide training for an introduction / overview of the Newborn Screening Program so that the Contractor understands the importance of sample integrity and safety.

VI. DELIVERY AND PICKUP REQUIREMENTS:

- A. All shipments are to be delivered to:

Ohio Department of Health Laboratory
8995 East Main Street, Building 22
Reynoldsburg, OH 43068
Hours of Operation: 6:30am to 5pm
Telephone number: (614) 644-2563
- B. Delivery is Monday through Saturday at 7am. Once a 7am delivery is arranged the hours at the receiving location may be changed to facilitate deliveries. Sunday delivery service is not required. Major holidays are exempt from delivery.
- C. The Contractor is not expected to deliver when a Level 3 snow emergency is declared in Franklin County or if a Level 3 snow emergency is declared in a County that would be a direct route to Franklin County.
- D. The Contractor is not expected to pick up if a Level 3 snow emergency is declared in the County of the pick up location.
- E. Pick ups are Monday through Saturday between 2pm and 5pm. Sunday service will not be required. Major holidays are exempt from pick up.
- F. The Contractor must provide a daily pick up to all of the Hospitals, Clinics and Physician Offices listed in the Bid unless instructed otherwise.
- G. The Hospitals, Clinics and Physician Offices must contact the Contractor by 11am to cancel pick up for that day. If pick up is cancelled within the allotted time frame, no pick up fee can be assessed.
- H. The Contractor is expected to deliver on-time 100% of the time; A delay of up to two hours is acceptable for 2% of the shipments. A delivery failure above the requirements of this Bid may result in a Complaint to Vendor being filed.
- I. Pick up fees can only be applied to locations that are 50 miles or more from Reynoldsburg Ohio.
- J. The Contractor must assess pick up fees based on per site not per shipment.

VII. STORAGE:

- A. The Contractor must store medical specimen samples at room temperature.
- B. The Contractor must hold all medical specimen samples for a next day 7am delivery (Monday-Saturday).
- C. The Contractor must store medical specimen samples that are picked up the day before a major holiday and deliver at 7am the next available day the lab opens.

SPECIFICATIONS AND REQUIREMENTS

- D. The Contractor must store medical specimen samples that are picked up on Saturday for a 7am Monday morning delivery.
- E. The Contractor must store medical specimen samples that cannot be delivered due to Level 3 snow emergencies and must deliver at 7am the next available day the ODH Lab opens after the snow emergency is cancelled.
- F. The Contractor must never leave a shipment at the ODH Lab unattended. If ODH Lab personnel are not available to receive shipments, the Contractor must store shipments and redeliver at 7am the next day lab opens.

VIII. DAMAGES/CLAIMS:

- A. The Contractor must document and report damaged specimens within 24 hours of the incident to allow for a quick redraw. Damaged specimens cannot be tested and a new specimen needs to be collected.
- B. If the Contractor damages a newborn sample, the Contractor will only be responsible for shipping fees incurred to resend the sample. The Contractor will not be responsible for lab fees incurred to recreate the specimen.
- C. The Contractor must acknowledge that damage with the risks of exposure would be a package being torn open and cards unfolding. Proper handling of the sealed packages should prevent any instances of exposure.

IX. PACKAGING/ LABELING:

- A. Packaging newborn specimens in envelopes is the responsibility of the Hospitals, Clinic or Physician's Office.
- B. Packaging consists of paper envelopes provided by ODH, containing one (1) or more specimen(s).
- C. The Hospitals, Clinics and Physician Offices are responsible for creating shipping labels for its location. Information to include on the label: shipper address; destination address; date and time shipped; number of specimens in the package.
- D. The Hospitals, Clinics and Physician Offices shall apply Bio-Hazard labels on every shipment.
- E. The Contractor must supply all Hospitals, Clinics and Physician Offices with blank shipping labels and Bio-Hazardous labels.

X. SUBCONTRACTOR:

All parties using this Contract (ODH, Hospitals, Clinics etc.) will only interact with the Primary Contractor on every matter concerning this Contract.

XI. BILLING / INVOICES:

- A. Invoices are to be sent to:
The Ohio Department of Health
P.O. Box 118
Columbus, OH 43216-0118
- B. The Contractor can only charge ODH per shipment and pick up fees as agreed upon in this Contract. Any other charges will not be honored under this agreement.

XII. MAJOR HOLIDAYS:

Below is a list of State observed major holidays. All holidays that occur on Saturday will be observed by the State of Ohio on the preceding day (Friday). All holidays that occur on Sunday will be observed by the State of Ohio the following day (Monday).

January 1
Last Monday in May
July 4
First Monday in September
Fourth Thursday in November
December 25

New Year's Day
Memorial Day observed
Independence Day
Labor Day
Thanksgiving Day
Christmas

BID PRICE PAGE:

OAKS ITEM ID: 20917

| | |
|--|---|
| <p>COST PER SHIPMENT FEE:</p> <p>Next Day Delivery (Monday-Saturday)</p> <p>Estimated Annual Shipments= 25,195</p> <p>Most packages weigh less than 1 lb.</p> <p>Cost per shipment is a flat fee.</p> <p>Fuel surcharge must be included in the Cost per Shipment.</p> | <p>PICK UP FEE:</p> <p>Pick up fees can only be applied to locations that are 50 miles or more away from Reynoldsburg, OH</p> <p>Pick up Fees are assessed per site not per package</p> <p>Estimated Annual Pick Ups=32,841</p> |
| <p>* \$ <u>3.09</u> per shipment</p> | <p>* \$ <u>6.80</u> per pick up</p> |

* Denotes price change

GENERAL SPECIFICATIONS

HOSPITALS, CLINICS AND PHYSICIAN OFFICES

| HOSPITAL | ADDRESS | CITY | STATE | ZIP |
|--------------------------------|-------------------------|-------------|-------|-------|
| ADENA MED CTR HOSPITAL | 272 HOSPITAL RD | CHILLICOTHE | OH | 45601 |
| AFFINITY MEDICAL CENTER | 875 EIGHTH ST NE | MASSILLON | OH | 44647 |
| AKRON CHILDRENS MED CTR | ONE PERKINS SQ | AKRON | OH | 44308 |
| AKRON CITY HOSPITAL SUMMA | 525 E MARKET ST | AKRON | OH | 44309 |
| AKRON GENERAL MED CNTR | 400 WABASH AVE | AKRON | OH | 44307 |
| ALLIANCE COMMUNITY HOSPITAL | 200 E STATE ST | ALLIANCE | OH | 44601 |
| ANDERSON MERCY HOSP BIRTH CTR | 7500 STATE RD | CINCINNATI | OH | 45255 |
| ASHTABULA CO MEDICAL CTR | 2420 LAKE AVE | ASHTABULA | OH | 44004 |
| ATRIUM MEDICAL CENTER | ONE MEDICAL CTR DR | MIDDLETOWN | OH | 45042 |
| AULTMAN HOSPITAL | 2600 6TH S T SW | CANTON | OH | 44710 |
| BARBERTON CITIZENS HOSPITAL | 155 5TH ST NE | BARBERTON | OH | 44203 |
| BAY PARK COMMUNITY HOSPITAL | 2801 BAY PARK DR | OREGON | OH | 43616 |
| BELLEVUE HOSPITAL | 1400 W MAIN ST | BELLEVUE | OH | 44811 |
| BERGER HOSPITAL | 600 N PICKAWAY ST | CIRCLEVILLE | OH | 43113 |
| BETHESDA NORTH HOSPITAL | 10500 MONTGOMERY RD | CINCINNATI | OH | 45242 |
| BLANCHARD VALLEY HOSPITAL | 1900 S MAIN ST | FINDLAY | OH | 45840 |
| BLUFFTON HOSPITAL | 139 GARAU ST | BLUFFTON | OH | 45817 |
| BROWN CO GEN HOSPITAL | 425 HOME ST | GEORGETOWN | OH | 45121 |
| CANTON - MERCY MEDICAL CTR | 1320 TIMKEN MERCY DR NW | CANTON | OH | 44708 |
| CHRIST HOSPITAL | 2139 AUBURN AVE | CINCINNATI | OH | 45219 |
| CINCINNATI - UNIVERSITY HOSP | 234 GOODMAN ST | CINCINNATI | OH | 45219 |
| CINCINNATI CHILDRENS HOSPITAL | 3333 BURNET AVE | CINCINNATI | OH | 45229 |
| CINCINNATI GOOD SAM HOSP | 375 DIXMYTH AVE | CINCINNATI | OH | 45220 |
| CLEVELAND UNIV HOSP RAINBOW BA | 11100 EUCLID AVE | CLEVELAND | OH | 44106 |
| CLINTON MEMORIAL HOSPITAL | 610 W MAIN ST | WILMINGTON | OH | 45177 |
| COSHOCTON CO MEM HOSPITAL | 1460 ORANGE ST | COSHOCTON | OH | 43812 |
| DAYTON CHILDRENS MED CTR | 1 CHILDRENS PLAZA | DAYTON | OH | 45404 |
| DAYTON GOOD SAM HOSP -TFBC | 2222 PHILADELPHIA DR | DAYTON | OH | 45406 |
| DEFIANCE REGIONAL MED CENTER | 1200 RALSTON AVE | DEFIANCE | OH | 43512 |
| DOCTORS HOSP - WEST | 5100 W BROAD ST | COLUMBUS | OH | 43228 |
| DUBLIN METHODIST HOSPITAL | 7500 HOSPITAL DR | DUBLIN | OH | 43016 |
| DUNLAP COMM HOSPITAL | 832 S MAIN ST | ORRVILLE | OH | 44667 |

GENERAL SPECIFICATIONS
 HOSPITALS, CLINICS AND PHYSICIAN OFFICES

| HOSPITAL | ADDRESS | CITY | STATE | ZIP |
|--------------------------------|------------------------|------------------|-------|-------|
| EAST LIVERPOOL CTY HOSPITAL | 425 W 5TH ST | EAST LIVERPOOL | OH | 43290 |
| EAST OHIO REGIONAL HOSPITAL | 90 N 4TH ST | MARTINS FERRY | OH | 43935 |
| EMH REGIONAL MED CENTER | 630 E RIVER ST | ELYRIA | OH | 44035 |
| FAIRFIELD MEDICAL CENTER | 401 N EWING ST | LANCASTER | OH | 43130 |
| FAIRFIELD MERCY HOSPITAL | 3000 MACK RD | FAIRFIELD | OH | 45014 |
| FAIRVIEW GEN HOSPITAL | 18101 LORAIN AVE | CLEVELAND | OH | 44111 |
| FIRELANDS REGIONAL MEDICAL CTR | 1111 HAYES AVE | SANDUSKY | OH | 44870 |
| FISHER TITUS MEM HOSPITAL | 272 BENEDICT AVE | NORWALK | OH | 44857 |
| FLOWER HOSPITAL | 5200 HARROUN RD | SYLVANIA | OH | 43560 |
| FORUM HEALTH NORTHSIDE MED CTR | 500 GYPSY LANE | YOUNGSTOWN | OH | 44501 |
| FOSTORIA COMMUNITY HOSPITAL | 501 VAN BUREN ST | FOSTORIA | OH | 44830 |
| FREMONT MEMORIAL HOSPITAL | 715 S TAFT AVE | FREMONT | OH | 43420 |
| FT HAMILTON HOSPITAL | 630 EATON AVE | HAMILTON | OH | 45013 |
| FULTON CO HEALTH CTR | 725 S SHOOP AVE | WAUSEON | OH | 43567 |
| GALION COMM HOSPITAL | 269 PORTLANDWAY S | GALION | OH | 44833 |
| GEAUGA REG HOSP | 13207 RAVENNA RD | CHARDON | OH | 44024 |
| GENESIS HEALTH-BETHESDA CAMPUS | 2951 MAPLE AVE | ZANESVILLE | OH | 43701 |
| GRADY MEM HOSPITAL | 561 W CENTRAL AVE | DELAWARE | OH | 43015 |
| GRANT MED CTR HOSPITAL | 111 S GRANT AVE | COLUMBUS | OH | 43215 |
| HENRY COUNTY HOSPITAL | 11600 ST RT 424 | NAPOLEON | OH | 43545 |
| HICKSVILLE COMMUNITY HOSPITAL | 208 N COLUMBUS ST | HICKSVILLE | OH | 43526 |
| HIGHLAND DISTRICT HOSPITAL | 1275 N HIGH ST | HILLSBORO | OH | 45133 |
| HILLCREST HOSPITAL | 6780 MAYFIELD RD | MAYFIELD HEIGHTS | OH | 44124 |
| HOLZER MED CTR HOSPITAL | 100 JACKSON PIKE | GALLIPOLIS | OH | 45631 |
| HURON HOSP CLEVELAND | 13951 TERRACE RD | EAST CLEVELAND | OH | 44112 |
| JOINT TOWNSHIP DISTRICT HOSP | 200 ST CLAIR ST | ST MARYS | OH | 45885 |
| KETTERING MEDICAL CTR | 3535 SOUTHERN BLVD | KETTERING | OH | 45429 |
| KNOX COMMUNITY HOSPITAL | 1330 COSHOCTON AVE | MT VERNON | OH | 43050 |
| LAKE HOSPITAL SYSTEM - WEST | 3600 EUCLID AVE | WILLOUGHBY | OH | 44094 |
| LAKEWOOD HOSPITAL | 14519 DETROIT AVE | LAKEWOOD | OH | 44107 |
| LICKING MEMORIAL HOSPITAL | 1320 W MAIN ST | NEWARK | OH | 43055 |
| LIMA MEMORIAL HOSPITAL | 1001 BELLEFONTAINE AVE | LIMA | OH | 45804 |
| LORAIN MERCY REG MED CTR | 3700 KOLBE RD | LORAIN | OH | 44053 |
| MADISON COUNTY HOSPITAL | 210 N MAIN ST | LONDON | OH | 43140 |
| MANSFIELD MEDCENTRAL HEALTH | 335 GLESSNER AVE | MANSFIELD | OH | 44903 |
| MARIETTA MEMORIAL HOSPITAL | 401 MATTHEW ST | MARIETTA | OH | 45750 |

GENERAL SPECIFICATIONS
 HOSPITALS, CLINICS AND PHYSICIAN OFFICES

| HOSPITAL | ADDRESS | CITY | STATE | ZIP |
|--------------------------------|--------------------------------|--------------------|-------|-------|
| MARION GEN HOSPITAL | 1000 MCKINLEY PARK DR | MARION | OH | 43302 |
| MARY RUTAN HOSPITAL | 205 PALMER AVE | BELLEFONTAINE | OH | 43311 |
| MARYMOUNT HOSPITAL | 12300 MCCRACKEN RD | GARFIELD HEIGHTS | OH | 44125 |
| MCCULLOUGH HYDE MEM HOSPITAL | 110 N POPLAR ST | OXFORD | OH | 45056 |
| MEDINA GEN HOSPITAL | 1000 E WASHINGTON ST | MEDINA | OH | 44256 |
| MERCER CO COMMUNITY HOSPITAL | 800 W MAIN ST | COLDWATER | OH | 45828 |
| METROHEALTH MEDICAL CTR | 2500 METROHEALTH DR | CLEVELAND | OH | 44109 |
| MIAMI VALLEY HOSPITAL | 1 WYOMING ST | DAYTON | OH | 45409 |
| MIDDLEFIELD CARE CENTER | 14999 LENNY AVE | MIDDLEFIELD | OH | 44062 |
| MT CARMEL EAST HOSPITAL | 6001 E BROAD ST | COLUMBUS | OH | 43213 |
| MT CARMEL WEST MED CTR | 793 W STATE ST | COLUMBUS | OH | 43222 |
| MT EATON CARE CENTER INC | 9176 WINESBURG AVE | MT EATON | OH | 44659 |
| NATIONWIDE CHILDRENS HOSPITAL | 555 S 18TH ST | COLUMBUS | OH | 43205 |
| NEW BEDFORD CARE CENTER | 33272 ST RT 643 | FRESNO | OH | 43824 |
| O'BLENESS MEM HOSPITAL | 55 HOSPITAL DR | ATHENS | OH | 45701 |
| OSU MEDICAL CENTER | 410 W 10TH AVE | COLUMBUS | OH | 43210 |
| PARMA COMM GEN HOSPITAL | 7007 POWERS BLVD | PARMA | OH | 44129 |
| POMERENE MEM HOSPITAL | 981 WOOSTER RD | MILLERSBURG | OH | 44654 |
| RIVERSIDE METHODIST | 3535 OLENTANGY RIVER RD | COLUMBUS | OH | 43214 |
| ROBINSON MEM HOSPITAL | 6847 N CHESTNUT ST | RAVENNA | OH | 44266 |
| SALEM COMM HOSPITAL | 1995 E STATE ST | SALEM | OH | 44460 |
| SAMARITAN HOSPITAL | 1025 CENTER ST | ASHLAND | OH | 44805 |
| SHELBY MED CENTRAL | 20 MORRIS RD | SHELBY | OH | 44875 |
| SOUTHEAST OH REG MED CTR | 1341 N CLARK ST | CAMBRIDGE | OH | 43725 |
| SOUTHERN OHIO MED CENTER | 1805 27TH ST | PORTSMOUTH | OH | 45662 |
| SOUTHVIEW HOSPITAL | 1997 MIAMISBURG-CENTERVILLE RD | CENTERVILLE | OH | 45459 |
| SOUTHWEST GEN HOSPITAL | 18697 E BAGLEY RD | MIDDLEBURG HEIGHTS | OH | 44130 |
| SPRINGFIELD COMMUNITY HOSPITAL | 2615 E HIGH ST | SPRINGFIELD | OH | 45505 |
| ST ANN HOSPITAL | 500 S CLEVELAND AVE | WESTERVILLE | OH | 43081 |
| ST CHARLES HOSPITAL | 2600 NAVARRE AVE | OREGON | OH | 43616 |
| ST ELIZABETH HEALTH CENTER | 1044 BELMONT AVE | YOUNGSTOWN | OH | 44501 |
| ST JOHN MEDICAL CTR | 29000 CENTER RIDGE DR | WESTLAKE | OH | 44145 |
| ST JOSEPH HEALTH CENTER | 667 EASTLAND AVE SE | WARREN | OH | 44484 |
| ST LUKES HOSP-MAUMEE | 5901 MONCLOVA RD | MAUMEE | OH | 43537 |
| ST RITAS MED CTR | 730 W MARKET ST | LIMA | OH | 45801 |

GENERAL SPECIFICATIONS
 HOPSITALS, CLINICS AND PHYSICIAN OFFICES

| HOSPITAL | ADDRESS | CITY | STATE | ZIP |
|------------------------------|----------------------|-------------------------|-------|-------|
| ST VINCENT MERCY MED CENTER | 2213 CHERRY ST | TOLEDO | OH | 43608 |
| TIFFIN MERCY HOSPITAL | 45 ST LAWRENCE ST | TIFFIN | OH | 44883 |
| TOLEDO CHILDREN'S HOSPITAL | 2142 N COVE BLVD | TOLEDO | OH | 43606 |
| TOLEDO HOSPITAL | 2142 N COVE BLVD | TOLEDO | OH | 43606 |
| TRINITY WEST MEDICAL CENTER | 4000 JOHNSON RD | STEUBENVILLE | OH | 43952 |
| TRIPPOINT MEDICAL CENTER | 7590 AUBURN RD | CONCORD | OH | 44077 |
| TRUMBULL MEM HOSPITAL | 1350 E MARKET ST | WARREN | OH | 44483 |
| UNION CO - MEMORIAL HOSP | 500 LONDON AVE | MARYSVILLE | OH | 43040 |
| UNION HOSP - DOVER | 659 BOULEVARD | DOVER | OH | 44622 |
| UPPER VALLEY MED CENTER | 3130 N DIXIE HWY | TROY | OH | 45373 |
| VAN WERT CO HOSPITAL | 1250 S WASHINGTON ST | VAN WERT | OH | 45891 |
| WAYNE HOSPITAL | 835 SWEITZER ST | GREENVILLE | OH | 45331 |
| WILLIAMS COMMUNITY HOSPITALS | 433 W HIGH ST | BRYAN | OH | 43506 |
| WILSON MEM HOSPITAL | 915 W MICHIGAN ST | SIDNEY | OH | 45365 |
| WOOD CO HOSPITAL | 950 W WOOSTER ST | BOWLING GREEN | OH | 43402 |
| WOOSTER COMM HOSPITAL | 1761 BEALL AVE | WOOSTER | OH | 44691 |
| WRIGHT PATTERSON MED CTR | 4881 SUGAR MAPLE DR | WRIGHT PATTERSON AFB | OH | 45433 |
| WYANDOT MEM HOSPITAL | 885 N SANDUSKY AVE | UPPER SANDUSKY | OH | 43351 |

CONTRACTOR INDEX

CONTRACTOR, TERMS, AND SHIPMENT:

BID CONTRACT NO.: OT903412-1



0000197812
Mercury Service
2185 Kershner
Dayton, OH 45414

TERMS: Net 30 Days

DELIVERY: As Specified

CONTRACTOR'S CONTACT: Judith B. Francis

Telephone: (937) 278-5771
Toll free: (800) 527-2187
FAX: (937) 278-1061
E-mail: jbfrancis@mercuryservice.com

Preferred Method of Receiving Purchase Orders:

E-mail: jbfrancis@mercuryservice.com

*Indicates change in verbiage, effective with Amendment 4.

SUMMARY OF AMENDMENTS

| Amendment Number | Effective Date | Description |
|------------------|----------------|---|
| 4 | 04/01/2015 | 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 04/01/2015 through 03/31/2016; and, to indicate changes to Payment Method verbiage. |
| 3 | 04/01/2014 | 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 04/01/2014 through 03/31/2015. |
| 2 | 01/1/2014 | 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 three (3) months, effective 01/01/2014 through 03/31/2014; and, to update the analyst information and, to update vendor email address. |
| 1 | 12/21/2012 | This amendment is issued to notify of price change to orders placed on or after December 21, 2012, to notify of a new procurement contact and to add a Summary of Amendments. |