



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: PUBLISHING SERVICES FOR OHIO TOURISM PUBLICATIONS

CONTRACT NUMBER: CSP905813

EFFECTIVE DATES: 07/01/13 TO 06/30/15

The Department of Administrative Services has accepted Proposals submitted in response to Request for Proposal (RFP) No. CSP905813 that opened on 02/25/13. The evaluation of the Proposal responses has been completed. The Offeror listed herein has been determined to be the highest ranking Offeror and has been awarded a Contract for the services listed. The respective Proposal response including, 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 Services 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 Development Services Agency, Office of Tourism as applicable.

The agency is eligible to make purchases of the contracted services in any amount and at any time as determined by the agency. The State makes no representation or guarantee that department will purchase the volume of services as advertised in the Request for Proposal.

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

Nicole L. Erb, CPPB  
Nicole.erb@das.ohio.gov

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

[www.ohio.gov/procure](http://www.ohio.gov/procure)

**MUTUALLY AGREED TO MODIFICATIONS TO TERMS AND CONDITIONS;**

**CONTRACTOR QUARTERLY SALES REPORT.** The Contractor must report the quarterly dollar value (in U.S. dollars and rounded to the nearest whole dollar) of the sales, under this Contract by calendar quarter (e.g. January-March, April-June, July-September and October-December). The dollar value of a sale is the price paid by an advertiser to the Contractor.

The Contractor will receive an email with a User ID and password and must report the quarterly dollar value of sales to the Department of Administrative Services (DAS) via the Internet using the web form at the Ohio DAS Contract Management Contractor Portal, <https://cm.ohio.gov/> . If no sales occur, the Contractor must show zero. The report must be submitted thirty (30) days following the completion of the reporting period. A fee of 0.5% of the total sales for advertising shall be paid to the Department of Administrative Services. The Contractor should make the check payable to: Treasurer, State of Ohio and forward the check to the following address:

Department of Administrative Services  
GSD Business Office  
4200 Surface Road  
Columbus, OH 43228

The Contractor shall follow the online instructions for submitting reports and payments. The Contractor is responsible for emailing the Analyst listed on page one of the contract with any company contact changes.

The Contractor shall also submit a close-out report within one hundred and twenty (120) days after the expiration of this Contract. The Contract expires upon the physical completion of the last outstanding task or delivery order of the Contract. The close-out report must cover all sales not shown in the final quarterly report and reconcile all errors and credits. If the Contractor reported all contract sales and reconciled all errors and credits on the final quarterly report, then the Contractor should show zero "0" sales in the close-out report.

If the full amount of the revenue share is not paid within thirty (30) calendar days after the end of the applicable reporting period, the non-payment constitutes a contract debt to the State. The State may employ the remedies available under Ohio law for the non-payment of the revenue share.

CONTRACTOR INDEX

CONTRACTOR AND TERM:

0000076759  
Great Lakes Publishing  
1422 Euclid Avenue  
Suite 730  
Cleveland, OH 44115

CONTRACT NO.: CSP905813-1 (06/30/15)  
TERMS: Net 30 Days

CONTRACTOR'S CONTACT:

Lute Harmon, Jr.  
Great Lakes Publishing  
1422 Euclid Avenue  
Suite 730  
Cleveland, OH 44115

Office: (216) 377-3678  
Fax: (216) 781-6318  
E-Mail: [harmonjr@glpublishing.com](mailto:harmonjr@glpublishing.com)