



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

MANDATORY USE CONTRACT FOR: Hand Sanitizer

CONTRACT No.: CRP30443

EFFECTIVE DATES: 04/24/2020 to 04/30/2021  
Renewal through 04/30/2022\*

The Department of Administrative Services (DAS), Office of Procurement from Community Rehabilitation Programs (OPCRP) has accepted the proposal submitted in response to the Contract Number listed above by the certified Community Rehabilitation Program (CRP) and/or the certified Agent of a Community Rehabilitation Program (Agent). The CRP and/or Agent listed herein has been awarded a contract for the services or supplies listed. The respective ordering office contract approval form, [contract terms and conditions](#), [special terms and conditions](#), pricing schedules, specifications, and any attachments incorporated by reference and accepted by DAS become a part of this Mandatory Contract.

This Mandatory 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 mandatory contract is available to ALL STATE AGENCIES, STATE INSTITUTIONS OF HIGHER EDUCATION AND PROPERLY REGISTERED COOPERATIVE PURCHASING MEMBERS OF THE COOPERATIVE PURCHASING PROGRAM OF THE DEPARTMENT OF ADMINISTRATIVE SERVICES, AS APPLICABLE.

This contract award by Office of Procurement from Community Rehabilitation Program is in accordance with Sections 125.60 to 125.6012 of the Revised Code.

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 initially advertised or described.

State agencies may make purchases under this Mandatory 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.

This mandatory contract and any amendments thereto are available from the DAS Web site at the following address:

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

Signed: \_\_\_\_\_  
Matthew M. Damschroder, Director Date

\* This amendment is issued to notify that as a result of mutual agreement between the State of Ohio and the Contractor, this contract is renewed for an additional twelve (12) months, effective 05/01/2021 through 04/30/2022.

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**SPECIFICATIONS**

I. SCOPE OF WORK

The intent of this contract is for the supplier, The Center for Individual and Family Services, to provide sourcing, invoicing, labeling, packaging, and distribution of FDA approved hand sanitizing products. DAS Standard and Special Terms and Conditions apply.

A. General Information

1. Product must be at least 60% ethyl alcohol based
2. Shipping is included in pricing. Volume discount pricing available, call for a quote. Orders will ship 7- 14 days from when order is received. Customer will be notified if there is a delay .
3. DAS Standard and Special Terms and Conditions apply

**SPECIAL TERMS AND CONDITIONS**  
**Office of Procurement from Community Rehabilitation Programs**  
**General Services Division**  
**Ohio Department of Administrative Services**

Rev. 09-2020

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**CONTRACTOR REVENUE SHARE:** The Contractor must pay the Department of Administrative Services (DAS) a revenue share of the sales transacted under this contract. The Contractor must remit the revenue share in U.S. dollars within thirty (30) days after the end of the quarterly sales reporting period. The revenue share equals 0.4% of the total quarterly sales reported.

Contractors must include the revenue share in their prices. The revenue share is included in the award price(s) and reflected in the total amount charged to ordering agencies which includes both state agencies and political subdivisions using this Contract.

On all sales to political subdivisions the Contractor must remit any monies due as the result of the usage report at the time the usage report is submitted to DAS.

The Contractor must pay the revenue share amount due by check. To ensure the payment is credited properly, the Contractor must identify the check as a "Revenue Share" and include the Ohio Contract Management Remittance Report

The Contractor should make the check payable to: Treasurer, State of Ohio. Use the following address for same day or overnight deliveries:

Huntington National Bank ATTN: L-3686 7 Easton  
Oval  
Columbus, OH 43219

All other deliveries may be sent to the following address: Department of Administrative Services L-3686 Columbus, OH 43260-3686

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 either initiate withholding or setting off payments or employ the remedies available under Ohio law for the non-payment of the revenue share.

If the Contractor fails to pay the revenue share in a timely manner, DAS may suspend, terminate or cancel this Contract.

**COST SUMMARY**

ITEM NUMBER	ITEM	PRICE PER (SEE BELOW)
38577	Hand Sanitizer, 18-ounce pump bottle, gel, 62% alcohol, Sold by the case/12 bottles per case	\$129.60 per case
38578	Hand Sanitizer, 8.5-ounce pump bottle, aloe scented gel, 62% alcohol, Sold by the case/24 bottles per case	\$106.80 per case
38579	Hand Sanitizer, 1-ounce moisture bead, citrus scented gel, 62% alcohol, Sold by the case/300 bottles per case	\$387.00 per case
38580	Hand Sanitizer, 2-ounce moisture bead, citrus scented gel, 62% alcohol Sold by the case/150 bottles per case	\$247.50 per case
38581	Hand Sanitizer, 3.4-ounce moisture bead, aloe scented gel, 62% alcohol, Sold by the case/60 bottles per case	\$141.00 per case
38582	Hand Sanitizer Station, some assembly required	\$162.00 each
38583	Hand Sanitizer, one gallon, lemon grass scented gel, 70% alcohol, Sold by the case/4 gallons per case	\$154.00 per case
38596	Volume Discount Pricing, Call for a quote	Varies

**Submit Invoices to:**  
Ordering Agency

**CONTRACTOR INDEX**

**CONTRACTOR AND TERMS:**

**CONTRACT NO:** CRP30443



OAKS ID: 000076868  
The Center for Individual and Family Services  
270 Sterkel Blvd  
Mansfield, OH 44907

**TERMS:** Net 30 Days

**CONTRACTOR'S CONTACT:**  
Laura Zimmer

Telephone: (419) 774-2267

Email: [zimmerl@catalystlifeservices.org](mailto:zimmerl@catalystlifeservices.org)

**SUMMARY OF AMENDMENTS**

Amendment Number	Effective Date	Description
OBA1 (2)	05/01/2021	This amendment is issued to notify that as a result of mutual agreement between the State of Ohio and the Contractor, this contract is renewed for an additional twelve (12) months, effective 05/01/2021 through 04/30/2022.
1	09/08/2020	This amendment is issued to update the price list, product catalog and scope of work effective 09/08/2020. It is also issued to update the special and standard terms and conditions, and to add a summary of amendments page effective 09/08/2020.