

## STATE TERM CONTRACT

**THIS CONTRACT** (the "Contract") is between the State of Ohio ("State"), through its Office of Information Technology, IT Governance Division, with offices at 30 East Broad Street, Columbus, Ohio 43215 and: Dell Marketing L.P. ("Contractor"), with offices at One Dell Way, Round Rock, Texas, 78682.

### BACKGROUND

The State recognizes that it is sometimes advantageous to do business with some manufacturers under a State term contract rather than through a competitive bidding or proposal process. In such cases, the State may enter into a contract with the manufacturer provided that the manufacturer offers its products and ancillary services at the same prices that the manufacturer offers those products and services to the US Government under the GSA's Multiple Award Schedule program or SmartBuy program. Or if the manufacturer has no contract under the GSA's Multiple Award Schedule program or SmartBuy program, the State will accept the pricing the manufacturer offers to its distributors. Further, if the manufacturer has no GSA Multiple Award Schedule or SmartBuy contract and no distributors, the State may accept the prices that the manufacturer offers to its most favored customers for each product or service.

The State also recognizes that some manufacturers work primarily through dealers for various reasons, including offering customers better support through dealers that have a local presence in a service area. Because of this, the State may sometimes agree to work directly with a manufacturer's dealers.

However, if the Contractor is not the manufacturer of the products or services under this Contract, the Contractor must submit a letter from the manufacturer that assures the State that the Contractor is an authorized dealer in the manufacturer's products or services. The letter also must assure the State that the Contractor will have sufficient quantities of the offered products for the duration of the Contract to meet the State's needs under the Contract during the initial term and any extensions. Further, the letter must identify each of the manufacturer's product and service that the Contractor will supply under this Contract. The letter also must contain an assurance of the availability through the dealer of repair services and spare parts for products covered by this Contract for five years from the date of purchase. It also must contain an assurance that software maintenance will be available under the terms of this Contract either from the dealer or the manufacturer for six years from the date of acceptance. (This assurance is not necessary for PC and PC-based server software with a perpetual license fee of less than \$10,000.00 per copy.) The dealer must submit the letter, signed by an authorized representative of the manufacturer, with the executed copies of this Contract.

This Contract establishes terms and conditions under which State agencies (including any board, instrumentality, commission, or other political body) and Ohio political subdivisions, such as counties, municipalities, and townships, may acquire the Contractor's products or services at the pricing identified below. This Contract, however, only permits such; it is not a requirements contract and does not obligate any State agency or political subdivision to acquire the Contractor's products or services.

### TERMS AND CONDITIONS

#### 1 - TERM

- 1.1 TERM.** This Contract is effective on the date the State's duly authorized representative executes it, as evidenced by the date appearing with the representative's signature, below. Unless this Contract is terminated or expires without renewal, it will remain in effect until the end of the State's current fiscal biennium, which is June 30, 2009. Termination or expiration of this Contract will not limit the Contractor's continuing obligations with respect to Deliverables that the State paid for before termination or limit the State's rights in such.
- 1.2 CONTRACT RENEWAL.** In the State's sole discretion, it may renew this Contract for a period of one month at the end of each biennium during which this Contract remains in place. Any further renewals will be only by



written agreement between the State and the Contractor. Such renewals may be for any number of times for any period not to exceed the time remaining in the State's then-current biennium.

## 2 - PRICING AND PAYMENT

**2.1 CERTIFICATION OF ACCURACY.** By checking one of the following three items, the Contractor certifies that the Contractor's prices under this Contract are:

- X The prices at which the Contractor currently offers each product and service to the US Government under the GSA's Multiple Award Schedule program;
- The prices at which the Contractor currently offers each product and service to the US Government under the GSA's SmartBuy program; or
- The best prices at which the Contractor has offered each product and service to its most favored customers within one year before the date the Contractor executed this Contract or adds the product or service to this Contract, whichever is later.

If the Contractor is offering prices based on its most favored customer prices, the Contractor represents that it does not have a GSA Multiple Award Schedule or SmartBuy contract.

If the Contractor has submitted a manufacturer's letter to certify that the Contractor is an authorized dealer for the manufacturer, the Contractor represents that the information in the letter is accurate and that a duly authorized representative of the manufacturer signed the letter.

The Contractor further certifies that the above representations will apply and be true with respect to all future pricing information submitted to revise this Contract.

**2.2 PRICE ADJUSTMENTS.** If the Contractor has relied on its GSA Multiple Award Schedule pricing or its GSA SmartBuy pricing, the State will be entitled to any price decreases that the Contractor offers to the GSA for any of its products and services during the term of this Contract. The Contractor must notify the State of any reduction in its GSA Multiple Award Schedule or SmartBuy pricing within 30 days of its occurrence and immediately reduce the price of the affected products or services to the State under this Contract.

If the Contractor has relied on its best customer pricing, the State will be entitled to a price decrease any time the Contractor or any of its dealers or distributors under this Contract sells a product or a service to any of its customers for less than the price agreed to between the State and the Contractor under this Contract. Any time the Contractor or any of its dealers or distributors under Section 3.1 of this Contract sells a product or provides a service to any customer for less than it is then available to the State under this Contract, the Contractor must notify the State of that event within 30 days of its occurrence and immediately reduce the price of the affected products or services to the State under this Contract.

The Contractor also must notify the State within 30 days of any general reduction in the price of any product or service covered by this Contract, even if the general reduction does not place the price of the product or service below the price available to the State under this Contract. The purpose of this notice of a general reduction in price is to allow the State to assess the value the State believes it is receiving under this Contract in light of the general reduction. If the State believes it is appropriate, the State may ask to renegotiate the Contract price for the products and services affected by the general reduction in price. If the Contractor and the State cannot agree on a renegotiated price, then on written notice to the Contractor, the State may immediately remove the affected products and services from this Contract.

**2.3 PRICELIST.** The Contractor's pricelist for the products and services that the Contractor may provide to the State under this Contract is attached as Exhibit I. For convenience, those products and services are called "Deliverables" in this Contract. Any custom materials resulting from the Contractor's services also are called "Deliverables" in this Contract. The Contractor may not provide any other Deliverables under this Contract without a prior written amendment to this Contract that both the State and the Contractor have signed. Furthermore, the Contractor may not charge the State greater prices for these Deliverables than the prices on the Exhibit I. If Exhibit I contains or incorporates by reference any terms or conditions other than a description of the scope of license for software, a description of the Contractor's products and

services, and the prices for those products and services, those terms or conditions are excluded from this Contract and are of no effect. Exhibit I is identified as the following pricelist:

Dell Marketing L.P. GSA Contract Number GS-35F-4076D,

The Contractor will not sell to the State any notebook computers with less than a 1.60 GHz internal clock speed. Additionally, the Contractor will not sell to the State any PCs or servers using CPUs with less than a 3.0 GHz internal clock speed. Additionally, the Contractor will not sell to the State any term software licenses. And except in the case of operating systems licensed in conjunction with desktop PCs, notebook computers, PDAs, and similar personal computing devices that the OEM does not distribute without an operating system, the Contractor will not sell or license any Microsoft software to the State. If any of the foregoing items are listed in the Contractor's pricelist, they are deleted for purposes of this Contract.

- 2.4 NOTIFICATION OF PRICE INCREASES.** If this Contract permits any price increases, the Contractor must notify the State and any affected State agencies of the increase at least 60 days before the effective date of the price increase. The Contractor must notify affected State agencies at their purchase order "bill to" address contained in the applicable purchase orders. This notification must specify, when applicable, the product serial number, location, current price, increased price, and applicable purchase order number.
- 2.5 PAYMENT DUE DATE.** Payments will be due on the 30th day after the later of:
- (a) The date the State actually receives a proper invoice at the office designated in the applicable purchase order to receive it; or
  - (b) The date the State accepts the Deliverable.

The date the State issues a warrant (the State's equivalent to a check) in payment of an invoice will be considered the date payment is made. Without diminishing the Contractor's right to timely payment, the payment will be overdue only if it is not received by the 30th day after the payment's due date. If the State has not issued payment by then, interest will begin to accrue under Ohio Revised Code (the "Code") § 126.30.

- 2.6 INVOICE REQUIREMENTS.** The Contractor must submit an original invoice with three copies to the office designated in the purchase order as the "bill to" address. To be a proper invoice, the invoice must include the following information:
- (a) Name and address of the Contractor as designated in this Contract;
  - (b) The Contractor's federal tax identification number as designated in this Contract;
  - (c) The Contractor's invoice remittance address as designated in this Contract;
  - (d) The purchase order number authorizing the delivery of the Deliverables;
  - (e) A description of the Deliverables, including, as applicable, the time period, serial number, unit price, quantity, and total price of the Deliverables; and
  - (f) If the invoice is for a lease, the Contractor also must include the payment number (e.g., 1 of 36).

If an authorized dealer has fulfilled the purchase order, then the dealer's information should be supplied in lieu of the Contractor's information. If an invoice does not meet this section's requirements, or if the Contractor fails to give proper notice of a price increase (see the next section), the State will send the Contractor written notice. The State will send the notice, along with the improper invoice, to the Contractor's address designated for receipt of purchase orders within 15 days. The notice will contain a description of the defect or impropriety and any additional information the Contractor needs to correct the invoice. If such notification has been sent, the payment due date will be 30 days after the State receives a proper invoice and has accepted the Contractor's Deliverable.

- 2.7 OHIO PAYMENT CARD.** Participating State agencies issuing orders under this Contract may use the Ohio Payment Card. Such purchases may not exceed \$2,500 unless the Office of Budget and Management ("OBM") has authorized the agency to exceed this limit. If OBM increases the dollar limit for payment cards for all State agencies, the State will post notice of that on its Procurement Website. Participating State agencies are required to use the Ohio Payment Card in accordance with OBM's current guidelines for the

Ohio Payment Card and the agency's approved plan filed with the OBM. The Contractor may process a payment in the payment card network only upon delivery and acceptance of the applicable Deliverables. For partial deliveries or performance, the Contractor may process a payment for the amount delivered or completed only and not for the entire amount ordered by the ordering agency. Upon completion of the delivery of remaining Deliverables, the Contractor may process a payment request in the payment card network for the remainder of the order. The Contractor should receive payment through its merchant bank within the time agreed upon between the Contractor and its merchant bank. The Contractor should expect normal processing fees from its merchant bank for payment card transactions, which the Contractor may not pass on to the State.

- 2.8 NON-APPROPRIATION OF FUNDS.** The State's funds are contingent on the availability of lawful appropriations by the Ohio General Assembly. If the Ohio General Assembly fails to continue funding for any payments due hereunder, the order or orders under this Contract that are affected by the lack of funding will terminate as of the date that the funding expires, and the State will have no further obligation to make any payments with respect to the affected order or orders.
- 2.9 OBM CERTIFICATION.** This Contract is subject to Code § 126.07. Any orders under this Contract are void until the Director of the OBM certifies that there is a balance in the appropriation available to pay for the order.
- 2.10 CONTROLLING BOARD AUTHORIZATION.** The State's obligations under this Contract are subject to the Ohio Controlling Board continuing to authorize the State's use of its term contracts program. If the Ohio Controlling Board fails to authorize or withdraws its authorization for this program, this Contract will terminate immediately, and the Contractor may not take any more orders under it.
- 2.11 TRAVEL EXPENSES.** Any travel that the Contractor requires to perform its obligations under this Contract will be at the Contractor's expense. The State will pay for any additional travel that it requests only with prior written approval. The State will pay for all additional travel expenses that it requests in accordance with OBM's travel policy in Rule 126-1-02 of the Ohio Administrative Code (the "Administrative Code").
- 2.12 TAXES.** The State is exempt from all sales, use, excise, and property taxes and will not pay any such taxes. To the extent sales, use, excise, or any similar taxes are imposed on the Contractor in connection with any Deliverable, the Contractor must pay those taxes together with any interest and penalties not successfully disputed with the taxing authority.
- 2.13 OFFSET.** The State may set off any amounts the Contractor owes to the State under this or other contracts against any payments due from the State to the Contractor under this or any other contracts with the State.

### 3 - CONTRACT ADMINISTRATION

- 3.1 DEALERS AND DISTRIBUTORS.** The State authorizes the Contractor to name one or more dealers to work with the State on behalf of the Contractor. But if the Contractor decides to use any dealers, the Contractor must submit the name, principal business address, addresses for purchase orders and for payments, telephone number, and its federal tax identification number. The Contractor also must submit a completed W9 form for each dealer it wishes to name under this section. The Contractor's submission must be on its official letterhead, signed by an authorized representative, and addressed to the Deputy State Chief Information Officer, Office of Information Technology.

In doing so, the Contractor warrants that:

- (a) The Contractor has provided the dealer with a copy of this Contract, and a duly authorized representative of the dealer has agreed, in writing, to be bound by the terms and conditions in this Contract.
- (b) Such agreement specifically provides that it is for the benefit of the State as well as the Contractor.
- (c) The Contractor will remain liable under this Contract for the services of any dealer and will remedy any breach of the dealer under this Contract.

- (d) Payments under this Contract for the services of any dealer may be made directly to that dealer, and the Contractor will look solely to the dealer for any payments due to the Contractor once the State has paid the dealer.
- (e) To the extent that there is any liability to the State arising from doing business with a dealer that has not signed the agreement required under this section with the Contractor, the Contractor will indemnify the State for such liability.

If the Contractor wants to designate a dealer that will not receive payments (a "distributor"), the Contractor may do so by identifying the person or organization as a distributor in the authorizing letter. In such cases, information regarding taxpayer identification and payment addressing may be omitted, as may the distributor's W9 form. All other requirements and obligations for designating a dealer apply to designating a distributor.

The State strongly encourages the participation of small and disadvantaged businesses in its contracting programs and has created a certification program to Encourage Diversity Growth and Equity (EDGE) in State contracting. State agencies are instructed to include in their procurements such participation, including through the use of State Term Schedule contracts that are either held by EDGE businesses or that offer the opportunity to work with EDGE dealers or distributors.

- 3.2 AUDITS.** During the term of this Contract and for three years after termination, on reasonable notice and during customary business hours, the State may audit the Contractor's records and other materials that relate to the Deliverables and to the pricing representations that the Contractor has made to acquire this Contract. This audit right also will apply to the State's duly authorized representatives and any organization providing funding for any Deliverable.

Unless it is impracticable to do so, all records related to this Contract must be kept in a single location, either at the Contractor's principle place of business or the facilities where the Contractor substantially performed under this Contract. If this is not practical, the Contractor must assume the cost of collecting, organizing, and relocating the records, along with any technology needed for accessing the records, to its office nearest Columbus, Ohio whenever the State or any entity with audit rights requests access to the records. The Contractor must do so within 15 days of receiving the State's written notice of its intent to audit the Contractor's records and must notify the State as soon as the records are ready for audit.

If any audit reveals any material misrepresentation or overcharge to the State, the State will be entitled to recover its damages, including the cost of the audit.

- 3.3 INSURANCE.** The Contractor must provide the following insurance coverage at its own expense throughout the term of this Contract:

- (a) Workers' compensation insurance, as required by Ohio law, and if some work will be done outside Ohio, the laws of the appropriate states where work will be done. The Contractor also must maintain employer's liability insurance with at least a \$1,000,000.00 limit.
- (b) Commercial General Liability insurance coverage for bodily injury, personal injury, wrongful death, and property damage. The defense cost must be outside of the policy limits. Such policy must designate the State of Ohio as an additional insured, as its interest may appear. The policy also must be endorsed to include a blanket waiver of subrogation. At a minimum, the limits of the insurance must be:

- \$ 2,000,000 General Aggregate
- \$ 2,000,000 Products/Completed Operations Aggregate
- \$ 1,000,000 Per Occurrence Limit
- \$ 1,000,000 Personal and Advertising Injury Limit
- \$ 100,000 Fire Legal Liability
- \$ 10,000 Medical Payments

The policy must be endorsed to provide the State with 30-days prior written notice of cancellation or material change to the policy. And the Contractor's Commercial General Liability must be primary over any other insurance coverage.

- (c) Commercial Automobile Liability insurance with a combined single limit of \$500,000.
- (d) Professional Liability insurance covering all staff with a minimum limit of \$1,000,000 per incident and \$3,000,000 aggregate. If the Contractor's policy is written on a "claims made" basis, the Contractor must provide the State with proof of continuous coverage at the time the policy is renewed. If for any reason the policy expires, or coverage is terminated, the Contractor must purchase and maintain "tail" coverage through the applicable statute of limitations.

All certificates must be in a form that is reasonably satisfactory to the State as to the contents of the policies and the quality of the insurance carriers. All carriers must have at least an "A-" rating by A.M. Best.

- 3.4 CONTRACT COMPLIANCE.** Any State agency that uses this Contract will be responsible for the administration of this Contract with respect to the orders that it places and may monitor the Contractor's performance and compliance with this Contract. If an agency becomes aware of any noncompliance with the terms of this Contract or the specifications of an order, the agency may document the noncompliance and give the Contractor written notice of the noncompliance for immediate correction. If the Contractor fails to cure the noncompliance, the agency may notify the State through the Office of Information Technology Contract Management, by executing a Complaint to Vendor form to help resolve the issue. Should the State determine that the form identifies an uncured breach of this Contract, the State may terminate this Contract and seek such other remedies as may be available to it.
- 3.5 POLITICAL SUBDIVISIONS.** Ohio political subdivisions, such as Ohio cities, counties, and townships ("Political Subdivisions"), may rely on this Contract. Whenever a Political Subdivision relies on this Contract to issue a purchase order, the Political Subdivision will step into the shoes of the State under this Contract for purposes of its order, and, as to the Political Subdivision's order, this Contract will be between the Contractor and the Political Subdivision. The Contractor must look solely to the Political Subdivision for performance, including but not limited to payment, and must hold the State harmless with regard to such orders and the Political Subdivision's performance. But the State will have the right to terminate this Contract and seek such remedies on termination as this Contract provides should the Contractor fail to honor its obligations under an order from a Political Subdivision. Nothing in this Contract requires the Contractor to accept an order from a Political Subdivision, if the Contractor reasonably believes that the Political Subdivision is or will be unable to perform its obligations in relation to that order.
- 3.6 RECALLS.** If a Deliverable is recalled, seized, or embargoed, or if the Contractor, a manufacturer, packer, processor, or regulatory body finds that a Deliverable has been misbranded, adulterated, or is unsafe, the Contractor must notify the State, through the Office of Information Technology Contract Management, as well as all agencies that have ordered the Deliverable, within ten business days after the Contractor learns of any of the above events. At the option of the State, the Contractor must either reimburse the State for the purchase price of each affected Deliverable or provide an equal or better replacement for each Deliverable at no additional cost to the State. The Contractor also must remove and replace all affected Deliverables within a reasonable time, as determined by the State. Further, at the option of the State, the Contractor may be required to reimburse the State for storage costs and handling fees, which the State may calculate from the time of delivery of each affected Deliverable to the Deliverable's actual removal. Furthermore, the Contractor must bear all costs associated with the removal and proper disposal of the affected Deliverables. The State will treat any failure to refund the purchase price or provide a suitable replacement within a reasonable time, not to exceed 30 days, as a default.
- 3.7 TERMINATION.** The State may terminate this Contract or any order under this Contract if the Contractor defaults in meeting its obligations and fails to timely cure its default. The State also may terminate this Contract or any order under it if a petition in bankruptcy is filed by or against the Contractor and not

dismissed within 60 days. And the State may terminate this Contract or any order under it if the Contractor violates any law or regulation while performing under this Contract or if it appears to the State that the Contractor's performance is substantially endangered through no fault of the State. In all of the foregoing cases, the termination will be for cause.

On written notice, the Contractor will have 30 days to cure any breach of its obligations under this Contract, provided the breach is curable. If the Contractor fails to cure the breach within 30 days after written notice or if the breach is not one that is curable, the State will have the right to terminate this Contract, the applicable orders, or both immediately upon written notice to the Contractor. Some provisions of this Contract may provide for a shorter cure period than 30 days or for no cure period at all. Those provisions will prevail over this one. If a particular section does not state what the cure period will be, this provision will govern.

The State also may terminate this Contract in the case of breaches that are cured within 30 days but are persistent. "Persistent" in this context means that the State has notified the Contractor in writing of the Contractor's failure to meet any of its obligations two times. After the second such notice, the State may terminate this Contract without a cure period if the Contractor again fails to meet any obligation. The three defaults do not have to relate to the same obligation or type of failure.

The State also may terminate this Contract or any order under this Contract for its convenience and without cause. And the State may terminate this Contract or any order under it if the Ohio General Assembly fails to appropriate funds for any order under this Contract. Further, if a third party is providing funding for an order, the State also may terminate this Contract or any order under it should that third party fail to release any funds related to this Contract or an order under it.

Any notice of termination will be effective as soon as the Contractor receives it. On receipt of the notice of termination, the Contractor will immediately cease all work on any Deliverables affected by the termination and take all steps necessary to minimize any costs the Contractor will incur related to the affected orders. The Contractor also must immediately prepare a report and deliver it to the State. The report must detail all open orders at the time of termination.

If the State terminates this Contract or any order for cause, it will be entitled to cover for the affected orders by using another vendor or vendors on such commercially reasonable terms and conditions as it and the covering vendors may agree. The Contractor will be liable to the State for all costs related to covering for the affected orders to the extent that such costs exceed the costs that the State would have incurred under this Contract for those orders. The Contractor also will be liable for any other direct damages resulting from its breach of this Contract or other event leading to termination for cause.

If the termination is for the convenience of the State, the Contractor will be entitled to compensation for any Deliverable that the Contractor has delivered before the termination. Such compensation will be the Contractor's exclusive remedy in the case of termination for convenience and will be available to the Contractor only once the Contractor has submitted a proper invoice for such, with the invoice reflecting the amount the State determines that it owes the Contractor.

- 3.8 EXCUSABLE DELAY.** Neither party will be liable for any delay in its performance under this Contract that arises from causes beyond its reasonable control and without its negligence or fault. The delayed party must notify the other promptly of any material delay in performance and must specify in writing the proposed revised performance date as soon as practicable after notice of delay. For any such excusable delay, the date of performance or delivery will be extended for a period equal to the time lost by reason of the excusable delay. The delayed party also must describe the cause of the delay and what steps it then is taking or will take to remove the cause. The delayed party may not rely on a claim of excusable delay to avoid liability for a delay if the party has not taken commercially reasonable steps to mitigate or avoid the delay.
- 3.9 INDEPENDENT STATUS.** The parties will be acting as independent entities. The partners, employees, officers, directors, and agents of one party may only act in the capacity of representatives of that party and not as employees, officers, directors, or agents of the other party and will not be deemed as such for any purpose.

Each party assumes full responsibility for the actions of its partners, employees, officers, directors, and agents while performing under this Contract and will be solely responsible for paying those people. Additionally, each party will be solely responsible for withholding and paying social security and income taxes, making workers' compensation contributions, paying disability benefits, and providing fringe benefits, if any, for its partners, employees, officers, directors, and agents, and neither party may legally bind the other party in any manner.

**3.10 LOCATION OF SERVICES AND DATA.** As part of this Contract, the Contractor must disclose the following:

- (a) All locations where any services will be performed;
- (b) All locations where any State data applicable to the Contract will be maintained or made available; and
- (c) The principal place of business for the Contractor and all its subcontractors.

The Contractor may not change any location where any services are performed to a location outside the country of the original location or change any location where the data is maintained or made available to any other location outside the country of the original location without prior written approval of the State, which the State will not be obligated to provide.

#### **4 - DELIVERY AND ACCEPTANCE**

**4.1 ACCEPTANCE.** The acceptance procedure for Deliverables will be an informal review by the agency acquiring the Deliverables to ensure that each Deliverable meets the warranties in this Contract. The State will have up to 30 days after installation to do this. The State will not issue a formal letter of acceptance, and passage of 30 days will imply acceptance, though the State will issue a notice of noncompliance if a Deliverables does not meet the warranties in this Contract.

If the State issues a noncompliance letter, the Contractor will have 30 days to correct the problems listed in the letter. If the Contractor fails to do so, the Contractor will be in default without a cure period. If the State has issued a noncompliance letter, the Deliverable will not be accepted until the State issues a letter of acceptance indicating that each problem noted in the noncompliance letter has been cured. If the problems have been fixed during the 30-day period, the State will issue the acceptance letter within 15 days after all defects have been fixed.

**4.2 TITLE.** Title to any Deliverable will pass to the State only on acceptance of the Deliverable, and all risk of loss will remain with the Contractor until title to the Deliverable passes to the State.

**4.3 DELIVERIES.** The Contractor must make all deliveries F.O.B. destination.

#### **5 - INTELLECTUAL PROPERTY**

**5.1 COMMERCIAL MATERIAL.** As used in this section, "Commercial Material" means anything that the Contractor or a third party has developed at private expense and that is commercially available in the marketplace, subject to intellectual property rights, and readily susceptible to copying through duplication on magnetic media, paper, or other media. Examples include the written reports, books, pictures, videos, movies, computer programs, source code, and documentation.

Any Commercial Material that the Contractor intends to deliver as a Deliverable must have the scope of the license granted in such material disclosed in an Exhibit to this Contract, if that scope of license is different than the scope of license contained in this section for Commercial Materials.

Except for Commercial Material that is software ("Commercial Software"), if the Commercial Material is copyrighted and published material, then the State will have the rights permitted under the federal copyright laws for each copy of the Commercial Material delivered to it by the Contractor.

Except for Commercial Software, if the Commercial Material is patented, then the State will have the rights permitted under the federal patent laws for each copy of the Commercial Material delivered to it by the Contractor.

For Commercial Software, the State will have the following, perpetual rights, subject to the next paragraph. The State may:

- (1) Use and copy the Commercial Software for use in or with the computer or computers for which it was acquired, including use at any State installation to which such computer or computers may be transferred;
- (2) Use or copy the Commercial Software for use with a backup computer for disaster recovery and disaster recovery testing purposes or if any computer for which it was acquired is inoperative;
- (3) Reproduce the Commercial Software for archival, image management, and backup purposes;
- (4) Modify, adapt, and combine the Commercial Software with other computer software, provided that the modified, combined, and adapted portions of the derivative software incorporating any of the Commercial Software will be subject to same restrictions on use;
- (5) Disclose to and reproduce the Commercial Software for use on behalf of the State by support service contractors or their subcontractors, subject to the same restrictions on use; and
- (6) Use or copy the Commercial Software for use with a replacement computer.

In the case of any other scope of license (e.g., MIPs, tier, concurrent users, enterprise, site, or otherwise), the foregoing will apply except as expressly modified by the applicable license description, which must be incorporated as part of Exhibit I. If the Contractor provides greater license rights in an item included in Exhibit I to its general customer base for the Software's list price, those additional license rights also will be provided to the State without additional cost or obligation. No license description may reduce the rights in items 1 through 6 above; it may only define the extent of use, if the use is other than a CPU license.

The State will treat any Commercial Software as Confidential Information, in accordance with the requirements of the Confidential Information section of this Contract, if the Commercial Software is clearly and conspicuously labeled as confidential or secret.

**5.2 CUSTOM DELIVERABLES.** All custom work done by the Contractor and covered by this Contract will belong to the State, with all rights, title, and interest in all intellectual property that comes into existence through the Contractor's work under this Contract being assigned to the State. Additionally, the Contractor waives any shop rights, author rights, and similar retained interests in any such custom developed materials. The Contractor must provide the State with all assistance reasonably needed to vest such rights of ownership in the State. However, the Contractor will retain ownership of all tools, methods, techniques, standards, and other development procedures, as well as generic and preexisting shells, subroutines, and similar material incorporated in any custom Deliverable ("Pre-existing Materials").

The Contractor grants the State a worldwide, non-exclusive, royalty-free, perpetual license to use, modify, sell, and otherwise distribute all Pre-existing Materials that are incorporated in any custom-developed Deliverable. The Contractor may not include in any custom Deliverable any intellectual property unless such has been created under this Contract or qualifies as Pre-existing Material. If the Contractor wants to incorporate any Pre-existing materials in a custom Deliverable, the Contractor must disclose that desire to the State and obtain written approval from the State for doing so in advance. On the request of the Contractor, the State will incorporate any proprietary notice that Contractor may reasonably want for any Pre-existing Materials included in a custom Deliverable in all copies the State makes of that Deliverable.

Subject to the limitations and obligations of the State with respect to Pre-existing Materials, the State may make all custom Deliverables available to the general public without any proprietary notices of any kind.

**5.3 CONFIDENTIALITY.** The State may disclose to the Contractor written material or oral or other information that the State treats as confidential ("Confidential Information"). Title to the Confidential Information and all related materials and documentation the State delivers to the Contractor will remain with the State. The Contractor must treat such Confidential Information as secret if it is so marked, otherwise identified as such,

or when, by its very nature, it deals with matters that, if generally known, would be damaging to the best interests of the public, other contractors or potential contractors with the State, or individuals or organizations about whom the State keeps information. The Contractor may not disclose any Confidential Information to third parties and must use it solely to perform under this Contract.

If any Deliverables contain data, documentation, or other written information that is confidential in nature and properly labeled as such, then it also will be Confidential Information for purposes of this section. The State will keep all such Confidential Information in confidence and will not use it other than as authorized under this Contract. Nor will the State disclose any such Confidential Information to any third party without first obligating the third party to maintain the secrecy of the Confidential Information.

If one party discloses Confidential Information ("Disclosing Party") to the other party to this Contract ("Receiving Party"), the Receiving Party's obligation to maintain the confidentiality of the Confidential Information will not apply where such:

- (1) Was already in the possession of the Receiving Party without an obligation of confidence;
- (2) Is independently developed by the Receiving Party, provided documentary evidence exists to support the independent development;
- (3) Is or becomes publicly available without a breach of this Contract;
- (4) Is rightfully received by the Receiving Party from a third party without an obligation of confidence;
- (5) Is disclosed by the Receiving Party with the written consent of the Disclosing Party; or
- (6) Is released under a valid order of a court or governmental agency, provided that the Receiving Party:
  - (a) Notifies the Disclosing Party of the order immediately upon receipt of it; and
  - (b) Makes a reasonable effort to obtain a protective order from the issuing court or agency limiting the disclosure and use of the Confidential Information solely for the purposes intended to be served by the original order of production.

Except for Confidential Information that the Contractor delivers to the State and that is part of a Deliverable or necessary for the proper use or maintenance of a Deliverable, the Receiving Party must return all originals of any Confidential Information and destroy any copies it has made on termination or expiration of this Contract.

The disclosure of the Confidential Information of the Disclosing Party in a manner inconsistent with the terms of this provision may cause the Disclosing Party irreparable damage for which remedies other than injunctive relief may be inadequate, and each Receiving Party agrees that in the event of a breach of the Receiving Party's obligations hereunder, the Disclosing Party will be entitled to temporary and permanent injunctive relief to enforce the provisions of this Contract without the necessity of proving actual damages. However, provision does not diminish or alter any right to claim and recover damages.

- 5.4 USE OF NAME.** The Contractor may not publicize that it is doing business with the State or use this Contract or the Contractor's relationship with the State as a marketing or sales tool, unless the State agrees otherwise in writing. The State has no obligation to agree to any such advertising, publicity, sales, or marketing activities.

## **6 – TRANSACTION REPORTING**

- 6.1 Contractor's SALES REPORT.** The Contractor must report the quarterly dollar value (in US currency rounded to the nearest whole dollar) of the sales under this Contract each calendar quarter (i.e., January-March, April-June, July-September and October-December). The dollar value of the sales reported must equal the price paid by all State agencies and Political Subdivisions for Deliverables under this Contract during the reporting period.

The Contractor must report the quarterly dollar value of sales to the State on a form prescribed by the Office of Information Technology. If no sales occur, the Contractor must show zero sales on the report. The report must be submitted 30 days after the completion of the reporting period.

The Contractor also must submit a closeout report within 120 days after the expiration of this Contract. The Contract expires on the physical completion of the last, outstanding task or delivery order of the Contract. The closeout 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 sales in the closeout report.

The Contractor must forward each sales report to the following address:

Office of Information Technology  
Office of Information Technology Business Office  
30 East Broad Street, 39<sup>th</sup> Floor  
Columbus, Ohio 43215 - 3414

If the Contractor fails to submit any sales report in a timely manner or falsifies any sales report, the State may terminate this Contract for cause.

- 6.2 Contractor's REVENUE SHARE.** The Contractor must pay the State a share of the sales transacted under this Contract. The Contractor must remit the revenue share in US dollars within 30 days after the end of the quarterly reporting period. The revenue share that the Contractor must pay equals .0075 of the total quarterly sales reported. The revenue share is included in the prices reflected on Exhibit I and reflected in the total amount charged to ordering activities, and the Contractor may not add a surcharge to orders under this Contract to cover the cost of the revenue share.

The Contractor must remit any amount due as the result of a quarterly or closeout report at the time the quarterly or closeout report is submitted to the Office of Information Technology. The Contractor also must pay the revenue share by check. To ensure the payment is credited properly, the Contractor must identify the check as a "Revenue Share" and include the applicable State Term Contract Number, total report amount, and reporting period covered.

The Contractor must make each check payable to "Treasurer, State of Ohio", and forward it to the following address:

Department of Administrative Services  
Office of Finance  
30 East Broad Street, Suite 4060  
Columbus, Ohio 43215 – 3414

If the full amount of the revenue share is not paid within 30 days after the end of the applicable reporting period, the non-payment will constitute a contract debt to the State. The State may setoff any unpaid revenue share from any amount owed to the Contractor under this Contract and employ all other remedies available to it under Ohio law for the non-payment of the revenue share. Additionally, if the Contractor fails to pay the revenue share in a timely manner, the failure will be a breach of this Contract, and the State may terminate this Contract for cause and seek damages for the breach.

## 7 - WARRANTIES AND LIABILITIES

- 7.1 WARRANTIES.** The Contractor warrants that the recommendations, guidance, and performance of the Contractor and all Deliverables under this Contract will:

- (a) Be in accordance with the sound professional standards and the requirements of this Contract and without any material defects;
- (b) Not infringe on the intellectual property rights of any third party;
- (c) Be the work solely of the Contractor, unless otherwise provided in this Contract; and

- (d) Be merchantable and fit for the particular purpose for which the Deliverables were acquired.

Additionally, with respect to the Contractor's activities under this Contract, the Contractor warrants that:

- (a) The Contractor has the right to enter into this Contract;
- (b) The Contractor has not entered into any other contracts or employment relationships that restrict the Contractor's ability to perform under this Contract;
- (c) The Contractor will observe and abide by all applicable laws and regulations, including those of the State regarding conduct on any premises under the State's control;
- (d) The Contractor has good and marketable title to any products delivered under this Contract and in which title passes to the State; and
- (e) The Contractor has the right and ability to grant the license provided in any Deliverable in which title does not pass to the State.

If any work of the Contractor or any Deliverable fails to comply with these warranties, and the Contractor is so notified in writing, the Contractor must correct such failure with all due speed, not to exceed 30 days, or refund the amount of the compensation paid for the Deliverable. The Contractor also must indemnify the State for any direct damages and any claims by third parties based on any breach of these warranties.

**7.2 SOFTWARE WARRANTY.** If Exhibit I includes work to develop custom software as a Deliverable, then on delivery and for one year after the date of acceptance of any Deliverable that includes custom software, the Contractor warrants that:

- (a) The software will operate on the computer(s) for which the software is intended in the manner described in the relevant software documentation;
- (b) The software will be free of material defects;
- (c) The Contractor will deliver and maintain relevant and complete software documentation, commentary, and source code;
- (d) The source code language used to code the software is readily available in the commercial market, widely used and accepted for the type of programming involved, and support programming in the language is reasonably available in the open market; and
- (e) The software and all maintenance will be provided in a professional, timely, and efficient manner.

For Commercial Software developed by the Contractor or licensed from a third party, the Contractor represents and warrants that it either has the right or has obtained a binding commitment from the third party licensor to make the following warranties and commit to the following maintenance obligations. During the warranty period described in the next paragraph, the Contractor must:

- (a) Maintain or cause the third-party licensor to maintain the Commercial Software so that it operates in the manner described in its documentation;
- (b) Supply technical bulletins and updated user guides;
- (c) Supply the State with all updates, improvements, enhancements, and modifications to the Commercial Software and documentation and, if available, the commentary and the source code;
- (d) Correct or replace the software and remedy any material programming error that is attributable to the Contractor or the third-party licensor; and
- (e) Maintain or obtain a commitment from the third-party licensor to maintain the Commercial Software so that it will properly operate in conjunction with changes in the operating environment for which it was designed.

For Commercial Software designed for mainframe platforms and for Commercial Software designed for PC or PC-based servers and costing more than \$10,000.00 per license or per copy, the warranty period will be the longer of one year after acceptance or the licensor's standard warranty period. For Commercial Software designed for PC or PC-based servers and costing less than \$10,000.00 per license or per copy, the warranty period will be the longer of three months after acceptance or the licensor's standard warranty period. For PC and PC-based servers, the warranty will not include updates, improvements,

enhancements, or modifications to the Commercial Software and documentation, if such are not provided as part of the licensor's standard warranty or license fee.

Software documentation means well written, readily understood, clear, and concise instructions for the software's users as well as a system administrator. The software documentation must provide the users of the software with meaningful instructions on how to take full advantage of all of the capabilities designed for end users. It also means installation and system administration documentation for a system administrator to allow proper control, configuration, and management of the software. Source code means the uncompiled operating instructions. The Contractor must provide the source code in the language in which it was written and must include such commentary or annotations as would allow a competent programmer proficient in the source language to readily interpret the source code and understand the purpose of all routines and subroutines contained within the source code.

- 7.3 EQUIPMENT WARRANTY.** If any computer hardware or other type of electrical equipment ("Equipment") will be a part of any Deliverable, the following warranties apply. The Contractor warrants that the Equipment fully complies with all government environmental and safety standards applicable to the Equipment. The Contractor also warrants for the warranty period described in the next paragraph that the Equipment will perform substantially in accordance with its user manuals, technical materials, and related writings published by the manufacturer with respect to such Equipment, and that such Equipment will achieve any function described in such writings. The foregoing warranty will not apply to Equipment that the State modifies or damages after title passes to it. The warranty period for all Equipment will be the longer of one year after the State accepts the Equipment or the Contractor's standard warranty period.

If any Equipment does not meet the above warranties during the applicable warranty period, the Contractor must fix the nonconforming Equipment so it performs substantially in accordance with its user manuals, technical materials, and related publications, replace the Equipment, or grant the State a refund equal to the amount it paid for the Equipment. The Contractor must either fix or replace the Equipment or refund the purchase price to the State with all due speed, not to exceed seven days in the case of a fix or a replacement or 30 days in the case of a refund. The Contractor will be responsible for all shipping costs associate with fixing, replacing, or returning any defective equipment.

- 7.4 INDEMNITY.** The Contractor must indemnify the State against all liability or expense resulting from bodily injury to any person (including injury resulting in death) or damage to property arising out of its performance under this Contract, provided such bodily injury or property damage is due to the negligence of the Contractor, its employees, agents, or subcontractors. The Contractor also must indemnify the State against any claim of infringement of a copyright, patent, trade secret, or other intellectual property rights based on the State's proper use of any Deliverable under this Contract. This obligation of indemnification will not apply where the State has modified the Deliverable and the claim of infringement is based on the modification. The State will give the Contractor notice of any such claim as soon as reasonably practicable. If a successful claim of infringement is made, or if the Contractor reasonably believes that an infringement claim that is pending may actually succeed, the Contractor will do one of the following four things:

- (a) Modify the Deliverable so that is no longer infringing;
- (b) Replace the Deliverable with an equivalent or better item;
- (c) Acquire the right for the State to use the Deliverable as it was intended for the State to use under this Contract; or
- (d) Remove the Deliverable and refund the fee the State paid for the Deliverable and the fee for any other Deliverable that required the availability of the infringing Deliverable for it to be useful to the State.

- 7.5 LIMITATION OF LIABILITY.** NOTWITHSTANDING ANYTHING TO THE CONTRARY CONTAINED IN THIS CONTRACT OR ANYTHING INCORPORATED BY REFERENCE INTO THIS CONTRACT, THE PARTIES AGREE AS FOLLOWS:

- (a) NEITHER PARTY WILL BE LIABLE FOR ANY INDIRECT, INCIDENTAL, OR CONSEQUENTIAL LOSS OR DAMAGE OF ANY KIND, INCLUDING BUT NOT LIMITED TO

LOST PROFITS, EVEN IF THE PARTIES HAVE BEEN ADVISED, KNEW, OR SHOULD HAVE KNOWN OF THE POSSIBILITY OF SUCH DAMAGES.

- (b) THE CONTRACTOR WILL BE LIABLE FOR ALL DIRECT DAMAGES DUE TO THE FAULT OR NEGLIGENCE OF THE CONTRACTOR OR ITS BREACH OF ANY PROVISION OF THIS CONTRACT.

## 8 - MAINTENANCE

- 8.1 SOFTWARE MAINTENANCE.** If this Contract involves any custom software as a Deliverable, then during the warranty period, the Contractor must correct any material programming errors that are attributable to the Contractor within a reasonable time, provided the State notifies the Contractor, either orally or in writing, of a problem with the software and provides sufficient information to identify the problem. The Contractor's response to a programming error will depend upon the severity of the problem. In the case of programming errors that slow the processing of data by a small degree, render minor and non-critical functions of the System inoperable or unstable, or require users or administrations to employ workarounds to fully use the software, the Contractor must respond to requests for resolution within four business hours and begin working on a proper solution within one business day, dedicating the resources of one qualified programmer full-time to fixing the problem. In the case of any defects with more significant consequences, including those that render key functions of the software inoperable or significantly slow data processing, the Contractor must respond within two business hours of notification and, if requested, provide on-site assistance and dedicate all available resources to resolving the problem.

For Commercial Software other than PC or PC-based server software costing less than \$10,000.00 per copy or license, the Contractor must provide maintenance during the warranty period at no cost to the State. At a minimum, that maintenance must be the standard maintenance program that the licensor, whether the Contractor or a third party, normally provides to its client base. That maintenance program must include all new releases, updates, patches, and fixes to the Commercial Software. It also must include a commitment to keep the software current with the operating environment in which it is designed to function and a commitment to promptly correct all material defects in the software.

Additionally, the Contractor will make (or obtain a commitment from the third-party licensor to make) maintenance available for the software for at least five years after the warranty period. The Contractor will limit or obtain a commitment from the third-party licensor, if applicable, to limit increases in the annual fee for maintenance to no more than five percent annually. If the licensor, whether it is the Contractor or a third-party, is unable to provide maintenance during that period, then the licensor must do one of the following things: (a) give the State a *pro rata* refund of the license fee based on a five-year useful life; or (b) release the source code for the software to the State for use by the State solely for the purpose of maintaining any copies of the software for which the State has a proper license. The State will treat the source code as Confidential Information under the Confidentiality Section of this Contract. In the case of third-party Commercial Software, the Contractor warrants that it has legally bound the third-party licensor to the obligations of this Contract or that the Contractor has the right to make these commitments directly to the State.

For Commercial Software designed for PC or PC-based server platforms and costing less than \$10,000.00 per copy or license, the Contractor must provide the same maintenance and user assistance during the warranty period at no additional cost to the State as the Contractor or the third-party licensor makes generally available at no additional charge to its other customers.

- 8.2 SOFTWARE UPGRADES.** After an initial acquisition of a license in Commercial Software, the State may want to acquire a broader license than the original. Or the State may later want to migrate to another platform for the Commercial Software. When the Contractor or third-party licensor make the broader license generally available to its customer base or makes the version of the Commercial Software that runs on the new platform to which the State wants to migrate, then the State will have a right to upgrade any of its licenses to that broader license or to acquire the version of the Software that is appropriate for the new platform that the State intends to use. In these cases, the Contractor will provide the broader license or other version of the Commercial Software in exchange for a license fee that is based on the lesser of the following:

- (a) The Contractor's (or third party licensor's) standard upgrade or migration fee;
- (b) The upgrade or migration fee in Exhibit I; or
- (c) The difference between the license fee originally paid and the then-current license fee for the license or version of the Commercial Software that the State seeks to acquire.

The foregoing will not apply to Commercial Software for PCs and PC-based server software with a license fee of less than \$10,000.00, unless the Contractor or third-party licensor makes upgrade packages available for the Commercial Software to other customers. If PC or PC-based server software upgrades are available, the State will be entitled to the most favorable license fee on which such are made available to other most favored customers or dealers, as appropriate.

**8.3 EQUIPMENT MAINTENANCE.** If this Contract involves computer or telecommunications hardware or other mechanical or electrical equipment ("Equipment") as a Deliverable, then, during the warranty period and during any period covered by annual maintenance, the Contractor must provide maintenance to keep the Equipment in or restore the Equipment to good working order. This maintenance must include preventative and remedial maintenance, installation of safety changes, and installation of engineering changes based upon the specific needs of the individual item of Equipment. This maintenance also must include the repair, replacement, or exchange deemed necessary to keep the Equipment in good working order. For purposes of this Contract, Equipment restored to good working order means Equipment that performs in accordance with the manufacturer's published specifications. The Contractor must use its best efforts to perform all fault isolation and problem determination attributed to the Equipment. The following services are outside the scope of this Contract:

- (a) Maintenance to bring the Equipment into compliance with any law, rule, or regulation, if such law, rule, or regulation was not in effect on the acceptance date;
- (b) Repair and replacement work or increase in maintenance time as a result of damage or loss resulting from accident, casualty, neglect, misuse, or abuse, if such is the State's fault (and beyond normal wear and tear), damage resulting from improper packing or failure to follow prescribed shipping instruction (If such is done by the State), failure of electrical power, air conditioning or humidity control, use of supplies not approved by the original manufacturer of the Equipment as describe in the Equipment's documentation, or causes other than ordinary use of Equipment;
- (c) Furnishing platens, supplies, or accessories, making specification changes, or adding or removing approved accessories, attachments, or other devices except as permitted in the Equipment's user documentation;
- (d) Maintenance or increased maintenance time resulting from any improper use, maintenance, or connection to other equipment (not done by the Contractor) that results in damage to the Equipment;
- (e) Repairs needed to restore the Equipment to good operating condition if the Equipment has been damaged by anyone other than the Contractor's authorized service personnel repairing, modifying, or performing maintenance on the Equipment.

**8.4 EQUIPMENT MAINTENANCE STANDARDS.** Except in the case of excusable delay, remedial Equipment maintenance by the Contractor will be completed within eight business hours after notification by the State that maintenance is required. In the case of preventative maintenance, the Contractor will perform such in accordance with the manufacturer's published schedule and specifications. If maintenance is not completed within eight hours after notification by the State, the Contractor will be in default. Failure of the Contractor to meet or maintain these requirements will provide the State with the same rights and remedies as specified elsewhere in this Contract for default, except that the Contractor will only have eight hours to remedy a default. The Contractor will provide adequate staff to provide the maintenance required by this Contract.

**8.5 EQUIPMENT MAINTENANCE CONTINUITY.** If the Contractor is unable to provide Equipment maintenance to meet the State's ongoing performance requirements and if, in the State's sole opinion, the Contractor is unlikely to resume providing warranty services that meets the State's ongoing performance requirement, the Contractor will be in default, and the State will be entitled to the remedies in the default section of this Contract. The State will also be entitled to the following items from the Contractor:

- (a) All information necessary for the State to perform the maintenance, including but not limited to logic diagrams, maintenance manuals, and system and unit schematics, with all changes noted;
- (b) A listing of suppliers capable of supplying necessary spare parts;
- (c) Adequate information to permit the State to have spare parts manufactured elsewhere; and
- (d) A listing of spare parts and their recommended replacement schedule to enable the State to create a centralized inventory of spare parts.

The State will treat as Confidential Information in accordance with the Confidentiality Section of this Contract any information in items (a) through (d) above that the Contractor rightfully identifies in writing as confidential. And when disclosure to a third-party is necessary for the State to continue the maintenance, the State will require any third-party to whom disclosure is made to agree to hold the Confidential Information in confidence and to make no further disclosure of it. Further, the State agrees that any such Confidential Information will be used solely to perform maintenance for the State and will be returned to the Contractor or destroyed when such use is no longer needed.

- 8.6 PRINCIPAL PERIOD OF MAINTENANCE (GENERAL).** Software and Equipment maintenance must be available nine working hours per weekday, between 8:00 a.m. and 5:00 p.m. Eastern Standard Time. Travel time and expenses related to remedial and preventative maintenance will not be billable and must be included in the price of the maintenance.
- 8.7 MAINTENANCE ACCESS (GENERAL).** For all Software and Equipment maintenance under this Contract, the State will provide the Contractor with reasonable access to the Deliverable to perform maintenance. All maintenance that requires a Deliverable to be inoperable must be performed outside the State's customary working hours, except when the Deliverable is already inoperable. Preventative or scheduled maintenance must be performed at mutually agreeable times, within the parameters of the manufacturer's published schedule.

## **9 - ASSIGNMENT AND SUBCONTRACTING**

- 9.1 ASSIGNMENT.** The Contractor may not assign this Contract without the written consent of the State, which the State will not be obligated to provide.
- 9.2 SUBCONTRACTING.** The State recognizes that it may be necessary for the Contractor to use subcontractors to perform portions of the work under this Contract. In those circumstances, before the Contractor engages any such subcontractor, the Contractor must submit a list identifying its subcontractors or joint venture partners performing portions of the work under the Contract. If any changes to that list occur during the term of the Contract, the Contractor must immediately provide the State an updated list of subcontractors or joint venture business partners. In addition, all subcontractors and joint venture business partners must agree in writing to be bound by all of the terms and conditions of this Contract and any specifications of any order under this Contract for which they perform work. The State may reject any subcontractor submitted by the Contractor.

## **10 – CONSTRUCTION**

- 10.1 HEADINGS.** The headings used in this Contract are for convenience only and may not be used in interpreting this Contract.
- 10.2 ENTIRE DOCUMENT.** This Contract, which includes the Contractor's pricelist attached as Exhibit I and all documents referred to in this Contract, constitutes the entire agreement between the parties with respect to the subject matter and supersedes any previous agreements, whether oral or written.
- 10.3 BINDING EFFECT.** This Contract will be binding on and benefit the respective successors and assigns of the State and the Contractor.
- 10.4 AMENDMENTS – WAIVER.** No amendment or modification of this Contract will be effective unless it is in writing and signed by both parties. The failure of either party at any time to demand strict performance by

the other party of any of the terms or conditions of this Contract may not be construed as a waiver of any those terms or conditions, and either party may at any time demand strict and complete performance by the other party.

- 10.5 SEVERABILITY.** If a court of competent jurisdiction finds any provision of this Contract to be unenforceable, the remaining provisions of this Contract will remain in full force and affect.
- 10.6 CONSTRUCTION.** This Contract must be construed in accordance with the plain meaning of its language and neither for nor against the drafting party.
- 10.7 NOTICES.** For any notice under this Contract to be effective, the noticing party must make it in writing and sent it to the address of the other party first appearing above, unless that party has notified the other party, in writing and in accordance with the provisions of this section, of a new mailing address for the receipt of notices. This notice requirement will not apply to any notices that this Contract expressly authorizes to be made orally.
- 10.8 CONTINUING OBLIGATIONS.** Any terms, conditions, representations, or warranties contained in this Contract that must survive termination or expiration of this Contract to be fully effective will survive the termination or expiration of the Contract. Additionally, termination or expiration of this Contract will not affect the State's right to continue to use any Deliverable for which it has paid, including licensed material. And no termination or expiration of the Contract will affect the State's right to receive maintenance, warranty work, or other services for which the State has paid.
- 10.9 PRIORITY.** If there is any inconsistency or conflict between this document and any provision of anything incorporated by reference, this document will prevail.
- 10.10 DAYS.** When this Contract refers to days, it means calendar days, unless it expressly provides otherwise.

## 11 - LAW AND COURTS

- 11.1 EEO.** The Contractor must comply with all Ohio laws regarding equal employment opportunity, including among others Code § 125.111, as well as all related Executive Orders of the Governor of Ohio.
- 11.2 DRUG FREE WORKPLACE.** The Contractor must comply with all Ohio laws regarding maintaining a drug-free workplace and make a good faith effort to ensure that all its employees do not possess and are not under influence of illegal drugs or alcohol or abuse prescription drugs while working on State property.
- 11.3 OHIO ETHICS LAW AND LIMITS ON POLITICAL CONTRIBUTIONS.** The Contractor certifies that it is currently in compliance and will continue to adhere to the requirements of the Ohio ethics laws. In accordance with Executive Order 2007-01S, the Contractor, by signature on this document, certifies: (1) it has reviewed and understands Executive Order 2007-01S, (2) has reviewed and understands the Ohio ethics and conflicts of interest laws, and (3) will take no action inconsistent with those laws and this order. The Contractor understands that failure to comply with Executive Order 2007-01S is, in itself, grounds for termination of this Contract and may result in the loss of other contracts or grants with the State. The Contractor hereby certifies that all applicable parties listed in Division (I)(3) or (J)(3) of Ohio Revised Code Section 3517.13 are in full compliance with Divisions (I)(1) and (J)(1) of Ohio Revised Code Section 3517.13.
- 11.4 SECURITY & SAFETY RULES.** When using or possessing State data or accessing State networks and systems, the Contractor must comply with all applicable State rules, policies, and regulations regarding data security and integrity. And when on any property owned or controlled by the State, the Contractor must comply with all security and safety rules, regulations, and policies applicable to people on those premises.
- 11.5 LAW AND VENUE.** This Contract is governed by and will be construed under Ohio law, and venue for all disputes will lie exclusively with the appropriate court in Franklin County, Ohio.

**11.6 UNRESOLVED FINDINGS.** The Contractor represents that it is not subject to an unresolved finding for recovery under Code § 9.24. If this warranty proves false when the parties sign this Contract, the Contract will be void. Additionally, if this representation proves false on the date of any renewal or extension of the Contract, the renewal or extension will be void.

**11.7 TERROR DECLARATION.** In accordance with R.C. 2909.33(C), Contractor certifies that it meets one of the following conditions:

- (a) Contractor has **not** received, nor will receive as a result of this contract, an aggregate amount greater than one hundred thousand dollars (\$100,000) in business or funding, excluding personal benefits, from the state, instrumentalities, or political subdivisions during the current fiscal year;  
or
- (b)(1) Contractor has received, or will receive as a result of this contract, an aggregate amount greater than one hundred thousand dollars (\$100,000) in business or funding, excluding personal benefits, from the state, instrumentalities, or political subdivisions during the current fiscal year.  
and,
- (2) Contractor has either precertified with the Office of Budget and Management, or has completed the attached Declaration of Material Assistance form certifying that Contractor has not provided material assistance to any organization on the Terrorist Exclusion List, as that term is defined in R.C. 2909.21.

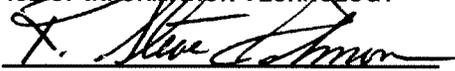
**11.7 ANTITRUST.** The State and the Contractor recognize that, in actual economic practice, overcharges resulting from antitrust violations are usually borne by the State. The Contractor therefore assigns to the State all state and federal antitrust claims and causes of action that the Contractor has or acquires relating to the goods and services acquired under this Contract.

**To SHOW THEIR AGREEMENT,** the parties have executed this Contract on the date(s) identified below, and this Contract will be effective as of the date it is signed on behalf of the State.

**CONTRACTOR**

BY: 

**STATE OF OHIO,  
OFFICE OF INFORMATION TECHNOLOGY**

BY: 

**R. STEVE EDMONSON  
DIRECTOR, OFFICE OF INFORMATION TECHNOLOGY  
STATE CHIEF INFORMATION OFFICER**

DATE: Nov. 29, 2007

DATE: 12/5/07

## **Exhibit I**

The prices under this Contract will be those prices offered to the federal government by Dell Marketing L.P., Dell Federal Systems, One Dell Way, Round Rock, Texas 78682, under GSA Contract Number GS-35F-4076D, as those prices are amended from time to time. No other terms and conditions of the referenced GSA contract will apply unless they are contained in Exhibit II to this Contract.

Contract Period: April 1, 2002 - December 31, 2007

General Services Administration

Federal Supply Service

## Exhibit II

The following provisions of the Contract are modified as indicated by the words that are underlined or stricken through, indicating additions or deletions respectively. Only the parts of s contractual section containing a change are reproduced below.

**2.3 PRICELIST.** The Contractor's pricelist for the products and services that the Contractor may provide to the State under this Contract is the Contractor's GSA pricelist in effect at the time of order, provided however that Dell will provide the State with updated pricelists on CD on a bi-weekly basis. For convenience, those products and services are called "Deliverables" in this Contract. Any custom materials resulting from the Contractor's services also are called "Deliverables" in this Contract. The Contractor may not provide any other Deliverables under this Contract without a prior written amendment to this Contract that both the State and the Contractor have signed. Furthermore, the Contractor may not charge the State greater prices for these Deliverables than the prices on the Exhibit I. If Exhibit I contains or incorporates by reference any terms or conditions other than a description of the scope of license for software, a description of the Contractor's products and services, and the prices for those products and services, those terms or conditions are excluded from this Contract and are of no effect. Exhibit I is identified as the following pricelist:

### DELL GSA PRICELIST

The Contractor will not sell to the State any notebook computers with less than the equivalent processing power of an Intel Core DUO processor with a 1.60 GHz internal clock speed. Additionally, the Contractor will not sell to the State any PCs or servers using CPUs with less than the equivalent processing power of an Intel Pentium 4 processor with a 3.0 GHz internal clock speed. Additionally, the Contractor will not sell to the State any term software licenses. And except in the case of operating systems licensed in conjunction with desktop PCs, notebook computers, PDAs, and similar personal computing devices that the OEM does not distribute without an operating system, the Contractor will not sell or license any Microsoft software to the State. If any of the foregoing items are listed in the Contractor's pricelist, they are deleted for purposes of this Contract.

**2.4 NOTIFICATION OF PRICE INCREASES** *Dell requests that this section be deleted in its entirety since pricing is based on the GSA price schedule which is updated frequently and provided to the State via CD on a biweekly basis. Dell agrees to continue to update the price per the current practice.*

**2.8 NON-APPROPRIATION OF FUNDS.** The State's funds are contingent on the availability of lawful appropriations by the Ohio General Assembly. If the Ohio General Assembly fails to continue funding for any payments due hereunder, the order or orders under this Contract that are affected by the lack of funding will terminate as of the date that the funding expires. Neither the State nor the Contractor will have any further obligations, except the State shall pay for orders where the Contractor has received a valid purchase order before Contractor receives the notice

**2.10 CONTROLLING BOARD AUTHORIZATION.** The State's obligations under this Contract are subject to the Ohio Controlling Board continuing to authorize the State's use of its term contracts program. If the Ohio Controlling Board fails to authorize or withdraws its authorization for this program, this Contract will terminate immediately, the State shall give the Contractor prompt notice, and neither the State nor the Contractor will have any further obligations, except the State shall pay for orders where the Contractor has received a valid purchase order before Contractor receives the notice.



**3.2 AUDITS.** During the term of this Contract and for three years after termination, ~~on one time per year~~ following reasonable notice of at least 15 days and during customary business hours, the State may audit the Contractor's invoice and purchase order records related to the Deliverables and to the pricing representations that the Contractor has made to acquire this Contract. This audit right also will apply to the State's duly authorized representatives and any organization providing funding for any Deliverable.

Unless it is impracticable to do so, all records related to this Contract must be kept in a single location, either at the Contractor's principle place of business or the facilities where the Contractor substantially performed under this Contract. If this is not practical, the Contractor must assume the cost of collecting, organizing, and relocating the records, along with any technology needed for accessing the records, to its office nearest Columbus, Ohio whenever the State or any entity with audit rights requests access to the records. The Contractor must do so within 15 to 30 days of receiving the State's written notice of its intent to audit the Contractor's records and must notify the State as soon as the records are ready for audit.

Except as provided for herein, such audit shall be at the State's sole expense, but if any audit reveals any material misrepresentation or overcharge to the State, the State will be entitled to recover its damages, including the cost of the audit.

**3.4 CONTRACT COMPLIANCE.** Any State agency that uses this Contract will be responsible for the administration of this Contract with respect to the orders that it places and may monitor the Contractor's performance and compliance with this Contract. If an agency becomes aware of any noncompliance with the terms of this Contract or the specifications of an order, the agency may document the noncompliance and give the Contractor written notice of the noncompliance for immediate correction. If the Contractor fails to cure the noncompliance within a reasonable time not to exceed 30 days of receipt of notice, the agency may notify the State through the Office of Information Technology Contract Management, by executing a Complaint to Vendor form to help resolve the issue. Should the State determine that the form identifies an uncured breach of this Contract, the State may terminate this Contract and seek such other remedies as may be available to it.

**3.6 RECALLS.** If a Deliverable is recalled, seized, or embargoed, or if the Contractor or a regulatory body with appropriate jurisdiction or applicable authority, finds that a Deliverable has been misbranded, adulterated, or is unsafe, the Contractor must notify the State, through the Office of Information Technology Contract Management, as well as all agencies that have ordered the Deliverable, within a reasonable time after the Contractor learns of any of the above events. At the option of the Contractor, the Contractor must either reimburse the State for the purchase price of each affected Deliverable or provide an equal or better replacement for each Deliverable at no additional cost to the State. The Contractor also must remove and replace all affected Deliverables within a reasonable time. Further, at the option of the State, the Contractor may be required to reimburse the State for storage costs and handling fees, which the State may calculate from the time the State reasonably ceases to use a Deliverable because of a Recall Notice until the Deliverable's actual removal. Furthermore, the Contractor must bear all costs associated with the removal and proper disposal of the affected Deliverables. The State will treat any failure to meet the foregoing obligations as a default.

**3.7 TERMINATION.** The State may terminate this Contract or any order under this Contract if the Contractor defaults in meeting its obligations and fails to timely cure its default within the time allowed by this Contract. The State also may terminate this Contract or any order under it if a petition in bankruptcy is filed by or against the Contractor and not dismissed within 60 days. And the State may terminate this Contract or any order under it if the Contractor violates any law or regulation while performing under this Contract or if it appears to the State that the Contractor's performance is substantially endangered through no fault of the State. In all of the foregoing cases, the termination will be for cause.

*3<sup>d</sup> Paragraph:*

The State also may terminate this Contract in the case of breaches that are cured within 30 days but are persistent. "Persistent" in this context means that the State has notified the Contractor in writing of the

Contractor's failure to meet any of its obligations ~~two~~ three times. After the ~~second~~ third such notice, the State may terminate this Contract without a cure period if the Contractor again fails to meet any obligation. The three defaults do not have to relate to the same obligation or type of failure.

*5<sup>th</sup> Paragraph:*

Any notice of termination will be effective as soon as the Contractor receives it. On receipt of the notice of termination, the Contractor will immediately cease all work on any Deliverables for which manufacturing has not begun and which are affected by the termination and take all steps necessary to minimize any costs the Contractor will incur related to the affected orders. The Contractor also must immediately prepare a report and deliver it to the State. The report must detail all open orders at the time of termination.

*7<sup>th</sup> Paragraph:*

If the termination is for the convenience of the State, the Contractor will be entitled to compensation for any Deliverable that the Contractor has received a purchase order for and has begun manufacturing, or that the Contractor has delivered before the termination. The State and Contractor agree that the orders for products for which manufacturing has begun before the receipt of notice of termination will be shipped by Contractor and paid for by the State; provided Contractor has received a purchase order. Such compensation will be the Contractor's exclusive remedy in the case of termination for convenience and will be available to the Contractor only once the Contractor has submitted a proper invoice for such, with the invoice reflecting the amount the State determines that it owes the Contractor.

## **5.1 COMMERCIAL MATERIAL.**

*5<sup>th</sup> Paragraph:*

For Commercial Software, the State will have the following, perpetual rights, subject to the terms of the end-user license applicable to the Commercial Software as provided by the manufacturer, and subject to the next paragraph.

*6<sup>th</sup> Paragraph:*

In the case of any other scope of license (e.g., MIPs, tier, concurrent users, enterprise, site, or otherwise), the foregoing will apply except as expressly modified by the applicable license description, which must be provided with the documentation accompanying the software If the Contractor provides greater license rights to its general customer base for the Software's list price; those additional license rights also will be provided to the State without additional cost or obligation.

**5.2 CUSTOM DELIVERABLES.** All custom work developed solely for the State by the Contractor and covered by this Contract, except for Pre-existing Materials as defined below, will belong to the State, with all rights, title, and interest in all intellectual property that comes into existence through the Contractor's work under this Contract being assigned to the State. Additionally, the Contractor waives any shop rights, author rights, and similar retained interests in any such custom developed materials, except Pre-existing Materials. The Contractor must provide the State with all assistance reasonably needed to vest such rights of ownership in the State. However, the Contractor will retain ownership of all tools, methods, techniques, standards, and other development procedures, as well as generic and preexisting shells, subroutines, any deliverable based on Contractor's reusable or pre-existing intellectual property and similar material incorporated in any custom Deliverable ("Pre-existing Materials").

**7.1 WARRANTIES.** The Contractor warrants that the recommendations, guidance, and performance of the Contractor and all Deliverables under this Contract will:

- (a) Be in accordance with the sound professional standards and the requirements of this Contract and without any material defects;
- (b) Not infringe on the intellectual property rights of any third party;
- (c) Be the work solely of the Contractor, unless otherwise provided in this Contract; and

Comply with the applicable standard warranties offered by Contractor as described in the documentation provided with the product or as described on [www.dell.com](http://www.dell.com).

All third party products and software will be furnished with the standard warranty offered by the publisher or original manufacturer and may vary from product to product.

**7.2 SOFTWARE WARRANTY.** If Exhibit I includes work to develop custom software as a Deliverable, then the software documentation, commentary, and source code for such custom software will be provided in accordance with the requirements described in the applicable Statement of Work as agreed upon by Contractor and the purchasing customer. The parties may agree to exclude Delivery of documentation, source code, and commentary in the Statement of Work. On delivery and for one year after the date of acceptance of any Deliverable that includes custom software, the Contractor warrants that:

- (a) The software will operate on the computer(s) for which the software is intended in the manner described in the relevant software documentation;
- (b) The software will be free of material defects;
- (c) The Contractor will deliver and maintain relevant and complete software documentation, commentary, and source code, unless in the Statement of Work;
- (d) The source code language used to code the software is readily available in the commercial market, widely used and accepted for the type of programming involved, and support programming in the language is reasonably available in the open market; and
- (e) The software and all maintenance will be provided in a professional, timely, and efficient manner.

Custom software shall not include any Deliverables based on Contractor's reusable or pre-existing intellectual property ("Utilities") and shall not include minor modifications to existing software, if such is disclosed in the Statement of Work.

Warranty and maintenance for Dell Commercial Software and Third-party Commercial Software shall be provided as described in the Contractor's Federal contract (reference Special Item Number 132-33 and 132-34). All third-party software will be furnished with the standard warranty offered by the publisher or original manufacturer and may vary from product to product.

For Commercial Software designed for mainframe platforms and for Commercial Software designed for PC or PC-based servers, the warranty period will be the longer of the Period the Contractor is required to make available under its Federal Contract or the licensor's standard warranty period. The warranty will not include updates, improvements, enhancements, or modifications to the Commercial Software and documentation, if such are not provided as part of the licensor's standard warranty or license fee.

### **7.3 EQUIPMENT WARRANTY.**

#### 3<sup>rd</sup> Paragraph

Unless Contractor specifies otherwise, third party products or software are provided only with the third party's standard warranties. The Contractor will pass the third party warranties to the State. In these instances, the third party's standard warranty, service, support, and refund rights for non-Dell branded products are provided directly to the State by the manufacturer or supplier of the applicable products, not the Contractor. If requested, the Contractor will use commercially reasonable efforts to assist the State in processing warranty claims.

#### 4<sup>th</sup> Paragraph

##### ITEMS NOT COVERED BY WARRANTY

- (a) Contractor does not warrant that operation of products will be uninterrupted or error free.
- (b) Contractor does not warrant that software will operate in hardware or software combinations selected by the State, or meet requirements specified by the State.
- (c) The warranties state above will not apply to defects resulting from i) improper or inadequate maintenance by the State; ii) State or third party supplied software.

interfacing or supplies; iii) unauthorized modifications; iv) improper use or operation outside of the specifications for the product; v) abuse, negligence, accident, loss or damage in transit; other than shipment to the State from the Contractor; vi) improper site preparation; vii) unauthorized maintenance or repair.

5<sup>th</sup> Paragraph

THE WARRANTIES IN THIS CONTRACT ARE THE STATE'S EXCLUSIVE WARRANTIES AND REPLACE ALL OTHER WARRANTIES OR CONDITIONS, EXPRESS OR IMPLIED, INCLUDING, BUT NOT LIMITED TO THE IMPLIED WARRANTIES OF MERCHANTABILITY AND FITNESS FOR A PARTICULAR PURPOSE.

**7.4 INDEMNITY.** The Contractor must indemnify the State against all liability or expense resulting from bodily injury to any person (including injury resulting in death) or damage to real or tangible personal property arising out of its performance under this Contract, provided such bodily injury or property damage is due to the negligence of the Contractor, its employees, agents, or subcontractors. The Contractor also must indemnify the State against any claim of infringement of a copyright, patent, trade secret, or other intellectual property rights enforceable in the United States based on the State's proper use of any Deliverable under this Contract. This obligation of indemnification will not apply where the State has modified the Deliverable and the claim of infringement is based on the modification. The State will give the Contractor notice of any such claim as soon as reasonably practicable. If a successful claim of infringement is made, or if the Contractor reasonably believes that an infringement claim that is pending may actually succeed, the Contractor will do one of the following four things:

- (a) Modify the Deliverable so that is no longer infringing;
- (b) Replace the Deliverable with an equivalent or better item;
- (c) Acquire the right for the State to use the Deliverable as it was intended for the State to use under this Contract; or
- (d) Remove the Deliverable and refund the fee the State paid for the Deliverable and the fee for any other Deliverable that required the availability of the infringing Deliverable for it to be useful to the State.

**7.5 LIMITATION OF LIABILITY.** NOTWITHSTANDING ANYTHING TO THE CONTRARY CONTAINED IN THIS CONTRACT OR ANYTHING INCORPORATED BY REFERENCE INTO THIS CONTRACT, THE PARTIES AGREE AS FOLLOWS:

- (a) NEITHER PARTY WILL BE LIABLE FOR ANY INDIRECT, INCIDENTAL, OR CONSEQUENTIAL LOSS OR DAMAGE OF ANY KIND, INCLUDING BUT NOT LIMITED TO LOST PROFITS OR LOSS OF DATA EVEN IF THE PARTIES HAVE BEEN ADVISED, KNEW, OR SHOULD HAVE KNOWN OF THE POSSIBILITY OF SUCH DAMAGES.
- (b) THE CONTRACTOR WILL BE LIABLE FOR ALL DIRECT DAMAGES DUE TO THE FAULT OR NEGLIGENCE OF THE CONTRACTOR PROVIDED HOWEVER THAT, TO THE MAXIMUM EXTENT ALLOWED BY OHIO STATE LAW, CONTRACTOR'S TOTAL CUMULATIVE LIABILITY FOR SUCH DIRECT DAMAGES SHALL BE LIMITED TO THREE (3) TIMES THE AMOUNT PAID FOR THE PRODUCTS/SERVICES OR EIGHT MILLION DOLLARS (\$8,000,000), WHICHEVER IS GREATER, PROVIDED FURTHER THAT THE LIMITATION PROVIDED IN THIS PARAGRAPH SHALL NOT APPLY TO LIABILITY ARISING FROM INDEMNIFICATION CLAIMS PROVIDED FOR UNDER THE SECTION OF THIS CONTRACT ENTITLED "INDEMNITY"

**8.1 Software Maintenance.** If this Contract involves any custom software as a Deliverable, then during the warranty period, the Contractor must correct any material programming errors that are attributable to the Contractor within a reasonable time, provided the State notifies the Contractor, either orally or in writing, of a problem with the software and provides sufficient information to identify the problem. The Contractor's response to a programming error will depend upon the severity of the problem. In the case of programming

errors that slow the processing of data by a small degree, render minor and non-critical functions of the System inoperable or unstable, or require users or administrations to employ workarounds to fully use the software, the Contractor must respond to requests for resolution within four business hours and begin working on a proper solution within one business day, dedicating the resources of one qualified programmer full-time to fixing the problem. In the case of any defects with more significant consequences, including those that render key functions of the software inoperable or significantly slow data processing, the Contractor must respond within two business hours of notification and, if requested, provide on-site assistance and dedicate all available resources to resolving the problem.

For Commercial Software, the Contractor must provide the same maintenance and user assistance during the warranty period at no additional cost to the State as the Contractor or the third-party licensor makes generally available at no additional charge to its other customers.

**8.2 SOFTWARE UPGRADES.** After an initial acquisition of a license in Commercial Software, the State may want to acquire a broader license than the original. Or the State may later want to migrate to another platform for the Commercial Software. When the third-party licensor makes the broader license generally available to its customer base or makes the version of the Commercial Software that runs on the new platform to which the State wants to migrate, and such is available through Contractor on Contractor's GSA product schedule, then the State will have a right to upgrade any of its licenses to that broader license or to acquire the version of the Software that is appropriate for the new platform that the State intends to use. In these cases, the Contractor will provide the broader license or other version of the Commercial Software in exchange for a license fee that is based on the lesser of the following:

- (a) The Contractor's (or third party licensor's) standard upgrade or migration fee; or
- (b) The upgrade or migration fee in Exhibit I.

The foregoing will not apply to Commercial Software for PCs and PC-based server software with a license fee of less than \$10,000.00, unless the Contractor or third-party licensor makes similar upgrade packages available for the Commercial Software to other customers. If PC or PC-based server software upgrades are available, the State will be entitled to the similar pricing for the license fee on which is made available to similarly situated customers purchasing similar volumes of the same software license.

**8.3 Equipment Maintenance.** The provisions of the Contractor's GSA contract incorporated in to Exhibit I to this Contract will apply

**8.4 Equipment Maintenance Standards.** The provisions of the Contractor's GSA contract incorporated in to Exhibit I to this Contract will apply.

**8.5 Equipment Maintenance Continuity.** If the Contractor fails to provide Equipment maintenance in accordance with an applicable warranty, statement of work or maintenance agreement and such failure is not cured within 15 business days the Contractor will be in default, and the State will be entitled to the remedies in the default section of this Contract.

**8.6 PRINCIPAL PERIOD OF MAINTENANCE (GENERAL).** Unless otherwise provided for in an applicable warranty, statement of work or maintenance agreement, Equipment maintenance must be available nine working hours per weekday, between 8:00 a.m. and 5:00 p.m. Eastern Standard Time. Unless otherwise provided for in an applicable warranty, statement of work or maintenance agreement, travel time and expenses related to remedial and preventative maintenance for Equipment will not be billable and must be included in the price of the maintenance. All third-party products shall be subject to the terms of the third-party's applicable warranty, statement of work or maintenance agreement. Any billable travel agreed to must be billed in accordance with the State's Office of Budget and Management travel policy.

**8.7 MAINTENANCE ACCESS (GENERAL).** For all software and equipment maintenance under this Contract, the State will provide the Contractor with reasonable access to the Deliverable to perform maintenance. Unless otherwise provided for in an applicable warranty, statement of work or maintenance agreement, all maintenance that requires a Deliverable to be inoperable must be performed outside the State's customary working hours (provided however the State shall be liable for additional costs for maintenance outside normal business hours unless otherwise explicitly provided for in the applicable warranty, statement of work or maintenance agreement), except when the Deliverable is already inoperable. Preventative or scheduled maintenance must be performed at mutually agreeable times, within the parameters of the manufacturer's published schedule. All third-party products shall be subject to the terms of the third-party's applicable warranty, statement of work or maintenance agreement.

The following provisions from the GSA contract, number GS-35F-4076D, are incorporated into this Contract. All other provisions of that GSA Contract are excluded. References to Dell in the following provisions mean the Contractor. References to the Government mean the State.

#### Warranty/License

Dell Software. This subparagraph covers all software that is distributed with the Dell product for which there is no separate license agreement between the buyer and the manufacturer or owner of the software. The warranty and license agreement is available at [www.dell.com](http://www.dell.com) (click on the "Terms and Conditions of Sale link, followed by the "Dell Software License Agreement link"). Only the scope of license and description of warranty service will apply. No disclaimer of warranties, limitation of liability, or other terms will apply. Only the disclaimer of warranties and limitation of liability in the body of this STS Contract are applicable. The Contractor may not provide its software on an "as is" basis. In such cases, the software warranty provisions of this Contract will apply.

#### Third-party software products.

Dell does not warrant third-party software products. Any warranty provided on third-party software is provided by the publisher or original manufacturer and may vary from product to product. All software furnished pursuant to the terms of this contract will be unconditionally guaranteed for defects in the media the software is provided on for a period of one (1) year, beginning on the first day of acceptance.

License Agreement. All software, including Microsoft software, is provided subject to the license agreement provided with the software, either pre-loading on the system or as part of the software package. Ordering Office agrees that it will be bound by the license agreement

#### Total Satisfaction Return Policy.

The Government may return products to Dell up to 30 days from the day they are delivered. To return products, you must call Dell Customer Service (800) 284-1200 to receive a Credit Return Authorization Number. You must ship the products to Dell in their original packaging or equivalent, prepay the shipping charges, and you must insure the shipment or accept the risk of loss or damage during shipment. Software is returnable only if the sealed package containing the diskettes is unopened. Returned products must be in as new

condition, and all of the manuals, diskettes, power cords and other items included with a product must be returned with it.

Software maintenance service shall include the following:

Support of Software, which includes, but is not limited to, the provision of technical assistance by the manufacturer of the software to the Support Administrator(s) with respect to the software at the support level purchased by the Ordering Office as indicated on the Order. Subscription (full) to software updates and patches, which includes but is not limited to the provision of Maintenance Releases, Minor Releases and Major Releases to the Software, if any, and corresponding Documentation to Customer's License Administrator.

Invoices for maintenance service shall be submitted by the Contractor on a quarterly or monthly basis, after the completion of such period. Maintenance charges must be paid in arrears.

**Periods of Maintenance.** The Contractor shall honor orders for periods for the duration of the Contract period or a lesser period of time. Maintenance may be discontinued by the ordering activity on 30 calendar day's written notice to the Contractor.

**Technical Services.** The Contractor, without additional charge to the Government, shall provide a hot line technical support number (800) 284-1200, for the purpose of providing user assistance and guidance in the implementation of the operating system software for the first 30 days from the date of acceptance. The technical support number is available from 6:00 a.m. Central Time to 9:00 p.m. Central Time, Monday through Friday, and 8: 00 a.m. Central Time to 4:00 p.m. Central Time, Saturday, Contractor's scheduled holidays excepted. Application software support can be purchased optionally From the software manufacturer.

#### **Equipment Maintenance.**

For all products, the contractor will furnish all maintenance, machine adjustments, repairs and parts at the Government location for a period of three years from the date of shipment. The on-site guarantee covers the base system and any factory installed options offered under this contract, except consumable items such as notebook batteries, which come with a one year replacement (exchange) service offering. Dell reserves the right to replace, as a whole unit, monitors, keyboards and mice if an

online technician determines that the unit is defective. Monitors purchased under this contract are also covered under the base system guarantee. All customer kit products are covered under a one year Return To Factory guarantee.

Next business day service listed in the price pages applies to the continental U.S., the District of Columbia, and to Alaska, and Hawaii within the specified service locations. Please refer to the Service Contract provided approximately 30 days after product delivery for a complete description of the services available.

All parts replaced during the warranty period shall become the property of the contractor.

Prior to the expiration of the warranty period, whenever equipment is shipped for repair or mechanical replacement purposes, the contractor shall bear all costs, including, but not limited to, costs of packing, transportation, rigging, drayage, and insurance. This warranty shall apply to the replacement machine from the date of its acceptance.

When equipment is returned to the contractor's establishment for repairs, the contractor shall be responsible for any damage or loss from the time the equipment is removed from the Government installation until the equipment is returned to such installation.

This warranty does not apply if damage to the equipment is occasioned by fault or negligence of the Government.

Inspection and repair of defective equipment under this guarantee will be performed at the contractor plant at:

Dell, Inc.  
Solectron  
6269 East Shelby Drive  
Memphis, TN 38141

Defective equipment will be repaired or replaced within 7-10 days after receipt.  
Software and Peripheral products will be furnished with the standard warranty offered by the manufacturer.

**CONTRACTOR**

BY: Laurent McCosham

DATE: Nov. 29, 2007

**STATE OF OHIO,  
OFFICE OF INFORMATION TECHNOLOGY**

BY: R. Steve Edmonson

**R. STEVE EDMONSON  
DIRECTOR, OFFICE OF INFORMATION TECHNOLOGY  
STATE CHIEF INFORMATION OFFICER**

DATE: 12/5/07



**Office of Information Technology**

**Personal Computer Request for Quotation**

**OITRFQ20110408**

April 8, 2011

**Existing State Term Schedule Required**

## 1. Executive Summary

As the Multi-Agency CIO Advisory Council (MAC) Enterprise Technical Architecture Subcommittee (ETA SC) Work Groups evolved toward making their recommendations, several procurement and IT planning-related themes arose. The ETA SC examined the themes and felt they warranted a recommendation to the State CIO for implementation. Unanimous across all of the work groups were recommendations to establish a consolidated purchasing cycle and a streamlined procurement process for standards-based IT components.

DAS will issue RFQs to the vendors that are recommended by the Endpoint Computing Workgroup, and are based on Gartner Magic quadrant data. Additionally the RFQs will be issued for configurations that are currently ordered in high volumes as tracked through the Release and Permit system. DAS will use forecasts from the superintended agencies to present the anticipated purchasing volumes to the vendors to consider during the quoting process. The vendors will respond with their pricing and a list of Ohio authorized resellers, which includes Ohio certified Minority Business Enterprises (MBEs) that will be eligible to sell from the awarded contract. **\*\* Each of the Vendor's identified resellers must be listed as either a dealer or distributor on the Vendor's STS contract and agree to honor the terms of the Vendor's STS, including the reporting requirements.\*\***

## 2. Introduction

This Request for Quotation (RFQ) is issued by the Department of Administrative Services (DAS) through its Office of Information Technology (OIT) on behalf of the state of Ohio (State). The purpose of this RFQ is to solicit quotations from manufacturers of personal computers (Vendors) that hold a State Term Schedule (STS) and are identified as leaders in the Gartner Group Magic Quadrant for Global Enterprise Desktops and Notebooks dated November 10, 2010. This RFQ seeks quotes for personal computers and options and accessories.

To implement recommendations made by the Endpoint Computing Work Group of the Enterprise Technical Architecture subcommittee, the State has completed an equipment survey process to gather forecast information from State agencies for personal computer (PC) purchases planned for the remainder of fiscal year (FY11), which is through June 30, 2011.

The State of Ohio is interested in acquiring an aggregate, large quantity of personal computers, in the fourth quarter of its Fiscal Year 2011. The acquisition will include the three notebooks and four desktop PC models as described in Attachment Two, Specifications for this RFQ. The State will also acquire certain options and accessories, and PC services, also listed in Attachment Two. The PC specifications in Attachment Two are based on approved standards issued by the State and the volumes in the Cost Summary are based on the aggregate forecast information from the agencies shown below. Regarding Cost Summary volumes Vendors should note: THE STATE DOES NOT GUARANTEE ANY MINIMUM PURCHASE VOLUME.

It is State's intention to establish a second STS for each vendor selected. The second STS will be specifically for the purchase of standards-based PCs. The PC STS will consist of the terms and conditions of the Vendor's existing STS by reference, the additional terms and conditions described in the RFQ and the Cost Summary from the Vendor's Quotation, as well as the deletion of inapplicable terms and conditions from the Vendor's existing STS, as agreed by the State and the Vendor. Vendors must also identify authorized Ohio-based resellers in the Vendor's Quotation including Ohio certified Minority Business Enterprises (MBEs).

State agencies, Boards and Commissions, and political subdivisions will be permitted to purchase notebooks, desktops, options, accessories, and services from the authorized Ohio-based resellers identified on the Vendor's PC STS. Use of the PC STS established from this RFQ will be the required method for superintended State agencies, Boards, and Commissions to acquire PCs, unless an exception is granted.

Once one or more PC STS is/are established, the term of the PC STS will be from the STS effective date through June 30, 2012. The PC STS is subject to and contingent upon, the satisfactory performance of the Vendor and its authorized Ohio-based resellers, and availability of funds. Maximum duration of any PC STS established via this RFQ will be until June 30, 2012.

State forecasts for Q4 of FY11 (ending June 30<sup>th</sup>, 2011) are as follows.

Standard Mobile Notebook 15"	463
Standard Mobile Notebook 14"	417
Standard Desktop Notebook	99
Standard Desktop	2908
Standard Desktop, vPro Enabled	Quantity included in "Standard Desktop"
Specialty Use Desktop	83
Specialty Desktop, vPro Enabled	Quantity included in "Specialty Desktop"

There are additional or different terms in this RFQ than the standard terms in the STS, such as the requirement to report sales using the form ATTACHMENT THREE. Such terms are in addition to or modify the standard STS terms in the Vendor's current STS and will be part of the new STS with any Vendor that submits an acceptable Quote. Some of these additional terms include an established period during which the quoted prices are firm and not subject to increase, a requirement for one or more certified minority business enterprises (MBEs) as dealers under the new STS, the establishment of a process by which quarterly or semiannual RFQs may go out in an attempt to achieve better pricing during the term of the new STS, special delivery requirements, and additional warranty provisions. This RFQ, including those additional terms will have precedence over anything in the Vendor's existing STS and will be incorporated by reference in the new STS.

### 3. Instructions and Dates

#### 3.1. Inquiries

Interested organizations may make inquiries regarding this RFQ anytime during the inquiry period listed in the Schedule of Events. To make an inquiry, interested organizations must use the following process:

- Access the State Procurement Website at <http://procure.ohio.gov/>;
- From the Navigation Bar on the left, select "Find It Fast";
- Select "Doc/Bid/Schedule #" as the Type;
- Enter the RFQ number found on the first page of this RFQ;
- Click the "Find It Fast" button;
- On the document information page, click the "Submit Inquiry" button;
- On the document inquiry page, complete the required "Personal Information" section by providing:
  - First and last name of the representative who is responsible for the inquiry,
  - Name of the prospective interested organization.
  - Representative's business phone number, and
  - Representative's email address;
- Type the inquiry in the space provided including:
  - A reference to the relevant part of this RFQ,
  - The heading for the provision under question, and
  - The page number of the RFQ where the provision can be found; and
- Click the "Submit" button.

Interested organizations may make inquiries regarding this RFQ any time before 8:00 am on April 15, 2011. Questions submitted after this time will not receive a response from the State.

**1.1. Schedule of Events**

Event	Date
1. RFQ Distribution to Vendors	April 8, 2011
2. Inquiries from Vendors due	8:00 am EST - April 15, 2011
3. RFQ Response Due Date	1:00 pm EST - <del>April 22, 2011</del> <b>**April 25, 2011**</b>
6. Anticipated Selection of Vendor(s)	April 29, 2011

**2. Quotation Submittal**

A qualified Vendor wishing to respond to the RFQ must submit one complete, sealed and signed copy of its Quotation that is clearly marked "OITRFQ20110408 Personal Computer Request for Quote" on the outside of its envelope along with the Vendor's name. In addition, the Vendor must supply one PDF version on a disk in the same package. If there is a discrepancy between the hard copy and the electronic copy of the Quotation, the hard copy will control, and the State will base its evaluation of the Vendor's Quotation on the hard copy.

Quotations MUST be submitted to the State's Procurement Representative.

Mr. Edward Razler - OIT  
 30 East Broad Street, 39<sup>th</sup> Floor  
 Columbus, OH 43215

Each Quotation must be organized in the same format as described below. Any material deviation from the format outlined below may result in a rejection of the Quotation. Each Quotation must contain an identifiable tab sheet preceding each section of the Quotation. Quotations must be valid for a minimum of 45 calendar days.

- Cover Letter – The Vendor must provide a standard business letter that includes the following:
  - Executive Summary;
  - Identification of each of its authorized Ohio-based resellers including Ohio-certified MBE and Edge organizations;
  - Existing State Term Schedule Number;
  - A statement that the Vendor is not now and will not become subject to an "unresolved" finding for recovery under Revised Code Section 9.24, before the award arising out of this RFQ without notifying OBM and DAS of such finding
  - Signature by an individual authorized to legally bind the Vendor.
- Vendor Information Form - The Vendor must submit a signed and completed Vendor Information Form (OBM-5657) for itself and for each authorized Ohio-based reseller identified in the response. The form is available at <http://obm.ohio.gov/forms/OAKS.asp>.
- Standard Affirmation and Disclosure Form (Executive Order 2010-09S) - The Vendor must complete Attachment Three, Standard Affirmation and Disclosure Form – Executive Order 2010-09S.
- Technical Documentation – The Vendor must complete the form in Attachment Two and provide sufficient Technical Documentation to demonstrate how the specification is being met.

- Cost Summary – The Vendor must submit a complete Cost Summary.
- DMA - Under Ohio's anti-terrorism legislation, effective April 14, 2006, the selected offeror must complete a Declaration Regarding Material Assistance/Non-assistance to a Terrorist Organization to certify that the offeror has not provided material assistance to any terrorist organization listed on the Terrorist Exclusion List. The form and the Terrorist Exclusion List are available on the Ohio Homeland Security Website. The form must be submitted with the offeror's Proposal. If an offeror answers yes or fails to answer any question on the form, the State may not award the Contract to that offeror. The offeror may request the Department of Public Safety to review such a denial of an award. More information concerning this law is available at: <http://www.homelandsecurity.ohio.gov>.

#### **4.1. Proprietary Information**

All Quotations and other material submitted will become the property of the State and may be returned only at the State's option. Proprietary information should not be included in a Quotation or supporting materials. All Quotations will be open to the public.

The State may reject any Quotation if the Vendor takes exception to the requirements/specifications of this RFQ or submits an incomplete or materially defective Quotation, at its sole discretion.

### **5. Evaluation of RFQ Responses.**

Vendor Quotations will be evaluated by the State with the goal of selecting at least one qualified Vendor offering for the purchase of standards-based PCs.

#### **5.1 Initial Review**

The State will review all Quotations for their format and completeness.

#### **5.2. Clarifications and Corrections**

During the evaluation process, the State may request clarifications and allow corrections if the State believes it is in the State's best interest.

#### **5.3. Waiver of Defects**

The State has the right to waive any defects in any Quotation or in the submission process followed by a Vendor. But the State will only do so if it believes, in its sole discretion, that is in the State's interest and will not cause any material unfairness to other Vendors.

#### **5.4. Rejection of Quotations**

The State may reject any Quotation that is not in the required format, does not address all the requirements/specifications of this RFQ, or that the State believes is excessive in price or otherwise not in the State's best interest to accept.

#### **5.5. Vendor Selection Process**

It is the State's intention to establish a second STS for each vendor selected. The second STS will be specifically for the purchase of standards-based PCs. The State may make its Vendor selection on a line item by line item basis, if it so chooses, or on the Vendor's offer as a whole.

## **6.0. Scope of Services**

### **6.1. Delivery**

The following provisions apply:

- a) The authorized reseller must agree to ship all products F.O.B. destination and provide free inside delivery to the specified floor / worksite of the requesting entity's site to the area(s) of their choosing. The Authorized Reseller must deliver all PCs within thirty (30) days after receipt of a purchase order or at another mutually agreeable time.
- b) The requesting entity may delay any delivery to a mutually agreeable time.
- c) The authorized reseller must agree to coordinate delivery with the requesting entity. The authorized reseller warrants that it can accommodate time staggered deliveries with specific delivery dates, times and quantities.

### **6.2. Warranty**

#### **6.2.1. Required Warranty Coverage.**

The State requires that all equipment be quoted with a four (4) year on-site warranty as the standard warranty. The warranty should include four (4) years of parts / labor / next business day on site coverage. The Vendor's warranty must guarantee the use of original replacement parts or OEM equivalent parts for all repairs. Vendor must guarantee the availability of parts for the life of the warranty. The computer keyboard and mouse must be covered under the Vendor's standard on-site warranty plan. All optional hardware components, if purchased, must be covered under the Vendor's on-site warranty. If the Keep Your Hard Drive service option is selected it will cover all hard drives included in the original purchase.

During the warranty period the Vendor must provide technical support to the purchasing entity specified on the purchase order. Although the Vendor is not responsible under this Contract to fix a problem unrelated to the specific components contained in this RFQ, the Vendor must assist the purchasing entity in identifying a problem with the entire configuration which would prevent it from working.

### **6.3. Imaging Services**

The approved Vendor must provide imaging services for the PCs described in this RFQ if an purchasing entity selects this optional service. This service requires the Vendor to load a customer-supplied custom software image onto the PC.

This service would include consulting with the purchasing entity to develop an acceptable PC image to be loaded on all requested PCs from the factory. The image will include all licensed software deemed necessary and as well as any required hardware drivers. The purchasing entity has the right of final approval before the image is applied to the ordered equipment.

**6.4. Asset Tagging Services**

The Vendor must provide asset tagging services for the PCs described in this RFQ.

Asset Tagging will consist of placing the purchasing entity's approved tag(s) on the equipment. These tag(s) may be supplied by the purchasing entity or the Vendor. In addition, the Vendor must accumulate data regarding tag numbers on a spreadsheet that will be delivered to the requesting entity in both hard copy and MS Excel format.

Tag numbers will be listed with the associated equipment model number and serial number. The PC must be tagged and the associated information posted to the spreadsheet.

**6.5. Reporting**

The Vendor is required to report all activity related to the PC STS on a monthly basis to the State's IT Standards Manager at:

[State.ITStandards.Manager@oit.ohio.gov](mailto:State.ITStandards.Manager@oit.ohio.gov)

Activity from the current month is due no later than the 15<sup>th</sup> day of the following month.

The format for this report is presented as a Microsoft Excel document at ATTACHMENT THREE and should contain the following data elements.

- Date Purchase Made
- Reseller Name
- Purchase Order Number
- Agency / Organization Making Purchase
- State or COOP (Local Governments and Educational Institutions)
- Delivery Address
- Vendor Part Number of the Standard PC (Desktop or Notebook) Configuration
- Description of Standard Configuration (Including Model Number)
- Quantity Purchased
- Unit Price
- Installed Options, Quantity Installed and Unit Price

ATTACHMENT I  
 COST SUMMARY

Vendors responding to the RFQ must submit a complete Cost Summary. The cost must include F.O.B. destination, free inside delivery to designated locations. Costs must also include all packing, transportation and insurance charges.

Vendors must complete the following tables for the PCs and the PC options and accessories. Quoted prices must be firm and not subject to increase during the term of the PC STS. MFG PN denotes a manufacturers part number.

DESCRIPTION	MFG PN	LIST PRICE	PERCENT DISCOUNT	UNIT PRICE
Standard Mobile Notebook 15" (463 qty)		\$	%	\$
Standard Mobile Notebook 14" (417 qty)		\$	%	\$
Standard Desktop Notebook (99 qty)		\$	%	\$
Standard Desktop (2908 qty)		\$	%	\$
vPro Enabled Standard Desktop (qty included within the Standard Desktop)		\$	%	\$
Specialty Desktop (83 qty)		\$	%	\$
vPro Enabled Specialty Desktop (qty included within the Specialty Desktop)		\$	%	\$

STANDARD MOBILE NOTEBOOK 15", OPTIONS AND ACCESSORIES					
OIT REF	DESCRIPTION	MFG PN	LIST PRICE	PERCENT DISCOUNT	UNIT PRICE
7	Computrace for Notebooks		\$	%	\$
9	Enable vPro		\$	%	\$
10	Keep Your Hard Drive 4 Years		\$	%	\$

11	Bluetooth		\$	%	\$
12	Finger Print Reader		\$	%	\$
13	8 Cell or Larger Battery Upgrade		\$	%	\$
14	Integrated Webcam		\$	%	\$
15	Modem		\$	%	\$
16	Notebook Carrying Case		\$	%	\$
17	Docking Station / Port Replicator		\$	%	\$
18	USB Optical Mouse		\$	%	\$
19	USB Keyboard		\$	%	\$
20	External Speakers		\$	%	\$
21	Imaging Service		\$	%	\$
22	Asset Tagging Service		\$	%	\$

STANDARD MOBILE NOTEBOOK 14", OPTIONS AND ACCESSORIES					
OIT REF	DESCRIPTION	MFG PN	LIST PRICE	PERCENT DISCOUNT	UNIT PRICE
7	Computrace for Notebooks		\$	%	\$
9	Enable vPro		\$	%	\$
10	Keep Your Hard Drive 4 Years		\$	%	\$
11	Bluetooth		\$	%	\$
12	Finger Print Reader		\$	%	\$
13	8 Cell or Larger Battery Upgrade		\$	%	\$
14	Integrated Webcam		\$	%	\$
15	Modem		\$	%	\$
16	Notebook Carrying Case		\$	%	\$
17	Docking Station / Port Replicator		\$	%	\$

18	USB Optical Mouse		\$	%	\$
19	USB Keyboard		\$	%	\$
20	External Speakers		\$	%	\$
21	Imaging Service		\$	%	\$
22	Asset Tagging Service		\$	%	\$

STANDARD DESKTOP MOBILE NOTEBOOK, OPTIONS AND ACCESSORIES					
OIT REF	DESCRIPTION	MFG PN	LIST PRICE	PERCENT DISCOUNT	UNIT PRICE
2	Memory Upgrade to 8GB		\$	%	\$
7	Computrace for Notebooks		\$	%	\$
9	Enable vPro		\$	%	\$
10	Keep Your Hard Drive 4 Years		\$	%	\$
11	Bluetooth		\$	%	\$
12	Finger Print Reader		\$	%	\$
13	8 Cell or Larger Battery Upgrade		\$	%	\$
14	Integrated Webcam		\$	%	\$
15	Modem		\$	%	\$
16	Notebook Carrying Case		\$	%	\$
17	Docking Station / Port Replicator		\$	%	\$
18	USB Optical Mouse		\$	%	\$
19	USB Keyboard		\$	%	\$
20	External Speakers		\$	%	\$
21	Imaging Service		\$	%	\$
22	Asset Tagging Service		\$	%	\$

STANDARD DESKTOP, OPTIONS AND ACCESSORIES					
OIT REF	DESCRIPTION	MFG PN	LIST PRICE	PERCENT DISCOUNT	UNIT PRICE
8	Computrace for Desktops		\$	%	\$
10	Keep Your Hard Drive 4 Years		\$	%	\$
20	External Speakers		\$	%	\$
21	Imaging Service		\$	%	\$
22	Asset Tagging Service		\$	%	\$

SPECIALTY DESKTOP, OPTIONS AND ACCESSORIES					
OIT REF	DESCRIPTION	MFG PN	LIST PRICE	PERCENT DISCOUNT	UNIT PRICE
4	500 GB Hard Drive Upgrade		\$	%	\$
5	500 GB Additional Hard Drive		\$	%	\$
6	RAID 0/1 Configuration		\$	%	\$
8	Computrace for Desktops		\$	%	\$
10	Keep Your Hard Drive 4 Years		\$	%	\$
20	External Speakers		\$	%	\$
21	Imaging Service		\$	%	\$
22	Asset Tagging Service		\$	%	\$

vPro ENABLED STANDARD DESKTOP, OPTIONS AND ACCESSORIES					
OIT REF	DESCRIPTION	MFG PN	LIST PRICE	PERCENT DISCOUNT	UNIT PRICE
8	Computrace for Desktops		\$	%	\$
9	Enable vPro		\$	%	\$
10	Keep Your Hard Drive 4 Years		\$	%	\$
20	External Speakers		\$	%	\$
21	Imaging Service		\$	%	\$
22	Asset Tagging Service		\$	%	\$

vPro ENABLED SPECIALTY DESKTOP, OPTIONS AND ACCESSORIES					
OIT REF	DESCRIPTION		LIST PRICE	PERCENT DISCOUNT	UNIT PRICE
4	500 GB Hard Drive Upgrade		\$	%	\$
5	500 GB Additional Hard Drive		\$	%	\$
6	RAID 0/1 Configuration		\$	%	\$
8	Computrace for Desktops		\$	%	\$
9	Enable vPro		\$	%	\$
10	Keep Your Hard Drive 4 Years		\$	%	\$
20	External Speakers		\$	%	\$
21	Imaging Service		\$	%	\$
22	Asset Tagging Service		\$	%	\$

ATTACHMENT TWO  
SPECIFICATIONS

**REQUIREMENTS**

The State has developed Business-Class Notebook and Desktop Specifications based on recently published State standards for PCs. Vendors must offer products that **CONFORM** to the specifications included in this section.

The State will review and update the specifications on a periodic basis and the Vendor must continue to conform to changes to the specifications required by the State.

The State requires Vendors to propose a single computer model for each Business-Class Notebook and Desktop Hardware Standard Specification **\*\*that meets or exceeds the specification\*\***. Models proposed must be enterprise level quality that represent a stable and consistent platform. Home, consumer or small business grade equipment is not acceptable.

**IN THE THIRD COLUMN AFTER EACH REQUIREMENT THE VENDOR MUST INCLUDE A TECHNICAL REFERENCE IDENTIFYING THE DOCUMENT, SECTION, AND PAGE NUMBER(S) OF SUPPORTING DOCUMENTATION THAT CONFIRMS THAT THE VENDOR'S PROPOSED EQUIPMENT MEETS THE SPECIFICATION. INCOMPLETE TABLES MAY BE DEEMED NON-RESPONSIVE AND MAY RESULT IN THE OFFER BEING REJECTED.**

**VENDORS MUST COMPLETE ALL TABLES IN THE FOLLOWING SECTIONS.**

ATTACHMENT TWO  
 Standard Mobile Notebook 15" Specifications  
 The State has forecasted a total potential volume of 463 units.

Notebook Manufacturer, Name and Model Number:		
ATTRIBUTE	SPECIFICATION	REFERENCE DATA
Case Type	~15" Notebook	_____ document/section/pg#
Resolution	1366 X 768	_____ document/section/pg#
Operation System	Windows 7 Professional	_____ document/section/pg#
Chipset	Intel Q67M Express	_____ document/section/pg#
Processor	Intel Core i5-2520M	_____ document/section/pg#
Processor Bus Speed	1333 MHz	_____ document/section/pg#
Memory	4GB	_____ document/section/pg#
Memory Type and Speed	DDR3-10600MHz, 2DIMMs	_____ document/section/pg#
Graphics Accelerator	Integrated Intel HD Graphics 3000	_____ document/section/pg#
Network Connection	Intel Gigabit Ethernet	_____ document/section/pg#
Wireless Network	Intel 802.11 a/g/n	_____ document/section/pg#
Expansion	Express Card	_____ document/section/pg#
Hard Drive Type, Speed, and Capacity	250 GB SATA 3GB/s, 7200 RPM	_____ document/section/pg#
Optical Drive	DVD+/-RW	_____ document/section/pg#

ATTACHMENT TWO  
 Standard Mobile Notebook 15" Specifications, Continued

Notebook Manufacturer, Name and Model Number:		
ATTRIBUTE	SPECIFICATION	REFERENCE DATA
Battery	6 Cell minimum	_____ document/section/pg#
USB ports	USB 2.0, 3 Required	_____ document/section/pg#
Serial ports	1 Optional	_____ document/section/pg#
Parallel ports	1 Optional	_____ document/section/pg#
Wake-on LAN	Required	_____ document/section/pg#
Remote System Installation	PXE boot	_____ document/section/pg#
Environmental Compliance	Energy Star 5.0 and RoHS <sup>1</sup>	_____ document/section/pg#
EPEAT	Gold	_____ document/section/pg#
Keyboard	Full Size w/pointing device	_____ document/section/pg#
Mouse	Integrated Trackpad	_____ document/section/pg#
Speakers	Internal (required)	_____ document/section/pg#
Warranty	4/4/4	_____ document/section/pg#
Management	Intel vPro Technology (iAMT 7.X)	_____ document/section/pg#
Security	TPM 1.2	_____ document/section/pg#
Weight	Less than 7 pounds	_____ document/section/pg#

ATTACHMENT TWO  
 Standard Mobile Notebook 15" Optional Items

Notebook Manufacturer, Name and Model Number:		
ATTRIBUTE	SPECIFICATION	REFERENCE DATA
Option #7	Computrace for Notebooks	_____ document/section/pg#
Option #9	Enable vPro	_____ document/section/pg#
Option #10	Keep Your Hard Drive 4 Years	_____ document/section/pg#
Option #11	Bluetooth	_____ document/section/pg#
Option #12	Finger Print Reader	_____ document/section/pg#
Option #13	8 Cell or Larger Battery Upgrade	_____ document/section/pg#
Option #14	Integrated Webcam	_____ document/section/pg#
Option #15	Modem	_____ document/section/pg#
Option #16	Notebook Carrying Case	_____ document/section/pg#
Option #17	Docking Station / Port Replicator	_____ document/section/pg#
Option #18	USB Optical Mouse	_____ document/section/pg#
Option #19	USB Keyboard	_____ document/section/pg#
Option #20	External Speakers	_____ document/section/pg#
Option #21	Imaging Service	_____ document/section/pg#
Option #22	Asset Tagging Service	_____ document/section/pg#

ATTACHMENT TWO  
 Standard Mobile Notebook 14" Specifications  
 The State has forecasted a total potential volume of 417 units.

Notebook Manufacturer, Name and Model Number:		
ATTRIBUTE	SPECIFICATION	REFERENCE DATA
Case Type	~14" Notebook	_____ document/section/pg#
Resolution	1366 X 768	_____ document/section/pg#
Operation System	Windows 7 Professional	_____ document/section/pg#
Chipset	Intel Q67M Express	_____ document/section/pg#
Processor	Intel Core i5-2520M	_____ document/section/pg#
Processor Bus Speed	1333 MHz	_____ document/section/pg#
Memory	4GB	_____ document/section/pg#
Memory Type and Speed	DDR3-10600MHz, 2DIMMs	_____ document/section/pg#
Graphics Accelerator	Integrated Intel HD Graphics 3000	_____ document/section/pg#
Network Connection	Intel Gigabit Ethernet	_____ document/section/pg#
Wireless Network	Intel 802.11 a/g/n	_____ document/section/pg#
Expansion	Express Card	_____ document/section/pg#
Hard Drive Type, Speed, and Capacity	250 GB SATA 3GB/s, 7200 RPM	_____ document/section/pg#
Optical Drive	DVD+/-RW	_____ document/section/pg#

ATTACHMENT TWO  
 Standard Mobile Notebook 14" Specifications, Continued

Notebook Manufacturer, Name and Model Number:		
ATTRIBUTE	SPECIFICATION	REFERENCE DATA
Battery	6 Cell minimum	<u>document/section/pg#</u>
USB ports	USB 2.0, 3 Required	<u>document/section/pg#</u>
Serial ports	1 Optional	<u>document/section/pg#</u>
Parallel ports	1 Optional	<u>document/section/pg#</u>
Wake-on LAN	Required	<u>document/section/pg#</u>
Remote System Installation	PXE boot	<u>document/section/pg#</u>
Environmental Compliance	Energy Star 5.0 and RoHS <sup>1</sup>	<u>document/section/pg#</u>
EPEAT	Gold	<u>document/section/pg#</u>
Keyboard	Full Size w/pointing device	<u>document/section/pg#</u>
Mouse	Integrated Trackpad	<u>document/section/pg#</u>
Speakers	Internal (required)	<u>document/section/pg#</u>
Warranty	4/4/4	<u>document/section/pg#</u>
Management	Intel vPro Technology (iAMT 7.X)	<u>document/section/pg#</u>
Security	TPM 1.2	<u>document/section/pg#</u>
Weight	Less than 7 pounds	<u>document/section/pg#</u>

ATTACHMENT TWO  
 Standard Mobile Notebook 14" Optional Items

Notebook Manufacturer, Name and Model Number:		
ATTRIBUTE	SPECIFICATION	REFERENCE DATA
Option #7	Computrace for Notebooks	_____ document/section/pg#
Option #9	Enable vPro	_____ document/section/pg#
Option #10	Keep Your Hard Drive 4 Years	_____ document/section/pg#
Option #11	Bluetooth	_____ document/section/pg#
Option #12	Finger Print Reader	_____ document/section/pg#
Option #13	8 Cell or Larger Battery Upgrade	_____ document/section/pg#
Option #14	Integrated Webcam	_____ document/section/pg#
Option #15	Modem	_____ document/section/pg#
Option #16	Notebook Carrying Case	_____ document/section/pg#
Option #17	Docking Station / Port Replicator	_____ document/section/pg#
Option #18	USB Optical Mouse	_____ document/section/pg#
Option #19	USB Keyboard	_____ document/section/pg#
Option #20	External Speakers	_____ document/section/pg#
Option #21	Imaging Service	_____ document/section/pg#
Option #22	Asset Tagging Service	_____ document/section/pg#

ATTACHMENT TWO  
 Standard Desktop Notebook Specifications  
 The State has forecasted a total potential volume of 99 units.

Desktop Manufacturer, Name and Model Number:		
ATTRIBUTE	SPECIFICATION	REFERENCE DATA
Case Type	~15" Notebook	_____ document/section/pg#
Resolution	1600 X 900	_____ document/section/pg#
Operation System	Windows 7 Professional	_____ document/section/pg#
Chipset	Intel Q67M Express	_____ document/section/pg#
Processor	Intel Core i7-2630QM	_____ document/section/pg#
Processor Bus Speed	1333 MHz	_____ document/section/pg#
Memory	4GB	_____ document/section/pg#
Memory Type and Speed	DDR3-10600MHz, 2DIMMs	_____ document/section/pg#
Graphics Accelerator	Integrated Intel HD Graphics 3000	_____ document/section/pg#
Network Connection	Intel Gigabit Ethernet	_____ document/section/pg#
Wireless Network	Intel 802.11 a/g/n	_____ document/section/pg#
Expansion	Express Card	_____ document/section/pg#
Hard Drive Type, Speed, and Capacity	250 GB SATA 3GB/s, 7200 RPM	_____ document/section/pg#
Optical Drive	DVD+/-RW	_____ document/section/pg#

ATTACHMENT TWO  
 Standard Desktop Notebook Specifications, Continued

Desktop Manufacturer, Name and Model Number:		
ATTRIBUTE	SPECIFICATION	REFERENCE DATA
Battery	6 Cell minimum	document/section/pg#
USB ports	USB 2.0, 3 Required	document/section/pg#
Serial ports	1 Optional	document/section/pg#
Parallel ports	1 Optional	document/section/pg#
Wake-on LAN	Required	document/section/pg#
Remote System Installation	PXE boot	document/section/pg#
Environmental Compliance	Energy Star 5.0 and RoHS <sup>1</sup>	document/section/pg#
EPEAT	Gold	document/section/pg#
Keyboard	Full Size w/pointing device	document/section/pg#
Mouse	Integrated Trackpad	document/section/pg#
Speakers	Internal (required)	document/section/pg#
Warranty	4/4/4	document/section/pg#
Management	Intel vPro Technology (iAMT 7.X)	document/section/pg#
Security	TPM 1.2	document/section/pg#
Weight	Less than 7 pounds	document/section/pg#

ATTACHMENT TWO  
 Standard Desktop Notebook Optional Items

Desktop Manufacturer, Name and Model Number:		
ATTRIBUTE	SPECIFICATION	REFERENCE DATA
Option #2	Memory upgrade to 8GB	_____ document/section/pg#
Option #7	Computrace for Notebooks	_____ document/section/pg#
Option #9	Enable vPro	_____ document/section/pg#
Option #10	Keep Your Hard Drive 4 Years	_____ document/section/pg#
Option #11	Bluetooth	_____ document/section/pg#
Option #12	Finger Print Reader	_____ document/section/pg#
Option #13	8 Cell or Larger Battery Upgrade	_____ document/section/pg#
Option #14	Integrated Webcam	_____ document/section/pg#
Option #15	Modem	_____ document/section/pg#
Option #16	Notebook Carrying Case	_____ document/section/pg#
Option #17	Docking Station / Port Replicator	_____ document/section/pg#
Option #18	USB Optical Mouse	_____ document/section/pg#
Option #19	Keyboard	_____ document/section/pg#
Option #20	External Speakers	_____ document/section/pg#
Option #20	External Speakers	_____ document/section/pg#
Option #21	Imaging Service	_____ document/section/pg#
Option #22	Asset Tagging Service	_____ document/section/pg#

ATTACHMENT TWO  
 Standard Desktop Specifications

The State has forecasted a total potential volume of 2908 units for all standard desktops.

Desktop Manufacturer, Name and Model Number:		
ATTRIBUTE	SPECIFICATION	REFERENCE DATA
Case Type	Minitower	_____ document/section/pg#
	Small Form Factor	_____ document/section/pg#
Operating System	Windows 7 Professional	_____ document/section/pg#
Chipset	Intel Q65 Express	_____ document/section/pg#
Processor	Intel Core i5-2400	_____ document/section/pg#
Processor Bus Speed	1333 MHz	_____ document/section/pg#
Memory	4GB	_____ document/section/pg#
Memory Type and Speed	DDR3-10600MHz, 2DIMMs	_____ document/section/pg#
Available Memory Expansion Slots	Minitower: 2 Required	_____ document/section/pg#
	Small Form Factor: 2 Required	_____ document/section/pg#
Graphics Accelerator	Integrated Intel HD Graphics 2000	_____ document/section/pg#
Network Connection	Gigabit Ethernet	_____ document/section/pg#
PCI Slots Available	1 PCIe	_____ document/section/pg#
Hard Drive Type, Speed, and Capacity	250 GB SATA 3GB/s, 7200 RPM	_____ document/section/pg#

ATTACHMENT TWO  
 Standard Desktop Specifications, Continued

Desktop Manufacturer, Name and Model Number:		
ATTRIBUTE	SPECIFICATION	REFERENCE DATA
Optical Drive	DVD+/-RW	_____ document/section/pg#
USB ports	USB 2.0, 6 Required (2 on front)	_____ document/section/pg#
Serial ports	1 Optional	_____ document/section/pg#
Parallel ports	1 Optional	_____ document/section/pg#
Wake-on LAN	Required	_____ document/section/pg#
Remote System Installation	PXE boot	_____ document/section/pg#
Environmental Compliance	Energy Star 5.0 and RoHS <sup>1</sup>	_____ document/section/pg#
EPEAT	Gold	_____ document/section/pg#
Keyboard	USB	_____ document/section/pg#
Mouse	Optical USB	_____ document/section/pg#
Speakers	Internal (required)	_____ document/section/pg#
Warranty	4/4/4	_____ document/section/pg#
Security	TPM 1.2	_____ document/section/pg#

ATTACHMENT TWO  
Standard Desktop Optional Items

Desktop Manufacturer, Name and Model Number:		
ATTRIBUTE	SPECIFICATION	REFERENCE DATA
Option #8	Computrace for Desktops	_____ document/section/pg#
Option #10	Keep Your Hard Drive 4 Years	_____ document/section/pg#
Option #20	External Speakers	_____ document/section/pg#
Option #21	Imaging Service	_____ document/section/pg#
Option #22	Asset Tagging Service	_____ document/section/pg#

ATTACHMENT TWO  
 Specialty Desktop Specifications

The State has forecasted a total potential volume of 83 units for all specialty use desktops.

Desktop Manufacturer, Name and Model Number:		
ATTRIBUTE	SPECIFICATION	REFERENCE DATA
Case Type	Minitower	_____ document/section/pg#
	Small Form Factor	_____ document/section/pg#
Operating System	Windows 7 Professional	_____ document/section/pg#
Chipset	Intel Q65 Express	_____ document/section/pg#
Processor	Intel Core i7-2600	_____ document/section/pg#
Processor Bus Speed	1333 MHz	_____ document/section/pg#
Memory	8GB	_____ document/section/pg#
Memory Type and Speed	DDR3-10600MHZ, 2DIMMs	_____ document/section/pg#
Available Memory Expansion Slots	Minitower: 2 Required	_____ document/section/pg#
	Small Form Factor: 2 Required	_____ document/section/pg#
Graphics Accelerator	Discrete Graphics (512 MB Radeon HD 6350 or better)	_____ document/section/pg#
Network Connection	Gigabit Ethernet	_____ document/section/pg#
PCI Slots Available	1 PCIe	_____ document/section/pg#
Hard Drive Type, Speed, and Capacity	320 GB SATA 3GB/s, 7200 RPM	_____ document/section/pg#

ATTACHMENT TWO  
 Specialty Desktop Specifications, Continued

Desktop Manufacturer, Name and Model Number:		
ATTRIBUTE	SPECIFICATION	REFERENCE DATA
Optical Drive	DVD+/-RW	_____ document/section/pg#
USB ports	USB 2.0, 6 Required (2 on front)	_____ document/section/pg#
Serial ports	1 Optional	_____ document/section/pg#
Parallel ports	1 Optional	_____ document/section/pg#
Wake-on LAN	Required	_____ document/section/pg#
Remote System Installation	PXE boot	_____ document/section/pg#
Environmental Compliance	Energy Star 5.0 and RoHS <sup>1</sup>	_____ document/section/pg#
EPEAT	Gold	_____ document/section/pg#
Keyboard	USB	_____ document/section/pg#
Mouse	Optical USB	_____ document/section/pg#
Speakers	Internal (required)	_____ document/section/pg#
Warranty	4/4/4	_____ document/section/pg#
Security	TPM 1.2	_____ document/section/pg#

ATTACHMENT TWO  
 Specialty Desktop Optional Items

Desktop Manufacturer, Name and Model Number:		
ATTRIBUTE	SPECIFICATION	REFERENCE DATA
Option #4	500 GB Hard Drive Upgrade	_____ document/section/pg#
Option #5	500 GB Additional Hard Drive	_____ document/section/pg#
Option #6	RAID 0/1 Configuration	_____ document/section/pg#
Option #8	Computrace for Desktops	_____ document/section/pg#
Option #10	Keep Your Hard Drive 4 Years	_____ document/section/pg#
Option #20	External Speakers	_____ document/section/pg#
Option #21	Imaging Service	_____ document/section/pg#
Option #22	Asset Tagging Service	_____ document/section/pg#

**ATTACHMENT TWO**  
**vPro Enabled Standard Desktop Specifications**  
 The State has forecasted a total potential volume of 2908 units for all standard desktops.

Desktop Manufacturer, Name and Model Number:		
ATTRIBUTE	SPECIFICATION	REFERENCE DATA
Case Type	Minitower	_____ document/section/pg#
	Small Form Factor	_____ document/section/pg#
Operating System	Windows 7 Professional	_____ document/section/pg#
Chipset	Intel Q67 Express	_____ document/section/pg#
Processor	Intel Core i5-2400	_____ document/section/pg#
Processor Bus Speed	1333 MHz	_____ document/section/pg#
Memory	4GB	_____ document/section/pg#
Memory Type and Speed	DDR3-10600MHz, 2DIMMs	_____ document/section/pg#
Available Memory Expansion Slots	Minitower: 2 Required	_____ document/section/pg#
	Small Form Factor: 2 Required	_____ document/section/pg#
Graphics Accelerator	Integrated Intel HD Graphics 2000	_____ document/section/pg#
Network Connection	Intel Gigabit Ethernet	_____ document/section/pg#
PCI Slots Available	1 PCIe	_____ document/section/pg#
Hard Drive Type, Speed, and Capacity	250 GB SATA 3GB/s, 7200 RPM	_____ document/section/pg#

ATTACHMENT TWO  
 vPro Enabled Standard Desktop Specifications, Continued

Desktop Manufacturer, Name and Model Number:		
ATTRIBUTE	SPECIFICATION	REFERENCE DATA
Optical Drive	DVD+/-RW	_____ document/section/pg#
USB ports	USB 2.0, 6 Required (2 on front)	_____ document/section/pg#
Serial ports	1 Optional	_____ document/section/pg#
Parallel ports	1 Optional	_____ document/section/pg#
Wake-on LAN	Required	_____ document/section/pg#
Remote System Installation	PXE boot	_____ document/section/pg#
Environmental Compliance	Energy Star 5.0 and RoHS <sup>1</sup>	_____ document/section/pg#
EPEAT	Gold	_____ document/section/pg#
Keyboard	USB	_____ document/section/pg#
Mouse	Optical USB	_____ document/section/pg#
Speakers	Internal (required)	_____ document/section/pg#
Warranty	4/4/4	_____ document/section/pg#
Management	Intel vPro Technology (iAMT 7.X)	_____ document/section/pg#
Security	TPM 1.2	_____ document/section/pg#

ATTACHMENT TWO  
 vPro Enabled Standard Desktop Optional Items

Desktop Manufacturer, Name and Model Number:		
ATTRIBUTE	SPECIFICATION	REFERENCE DATA
Option #8	Computrace for Desktops	_____ document/section/pg#
Option #9	Enable vPro	_____ document/section/pg#
Option #10	Keep Your Hard Drive 4 Years	_____ document/section/pg#
Option #20	External Speakers	_____ document/section/pg#
Option #21	Imaging Service	_____ document/section/pg#
Option #22	Asset Tagging Service	_____ document/section/pg#

**ATTACHMENT TWO**  
**vPro Enabled Specialty Desktop Specifications**  
 The State has forecasted a total potential volume of 83 units for all Specialty Use Desktops.

Desktop Manufacturer, Name and Model Number:		
ATTRIBUTE	SPECIFICATION	REFERENCE DATA
Case Type	Minitower	_____ document/section/pg#
	Small Form Factor	_____ document/section/pg#
Operating System	Windows 7 Professional	_____ document/section/pg#
Chipset	Intel Q67 Express	_____ document/section/pg#
Processor	Intel Core i7-2600	_____ document/section/pg#
Processor Bus Speed	1333 MHz	_____ document/section/pg#
Memory	8GB	_____ document/section/pg#
Memory Type and Speed	DDR3-10600MHZ, 2DIMMs	_____ document/section/pg#
Available Memory Expansion Slots	Minitower: 2 Required	_____ document/section/pg#
	Small Form Factor: 2 Required	_____ document/section/pg#
Graphics Accelerator	Discrete Graphics (512 MB Radeon HD 6350 or better)	_____ document/section/pg#
Network Connection	Intel Gigabit Ethernet	_____ document/section/pg#
PCI Slots Available	1 PCIe	_____ document/section/pg#
Hard Drive Type, Speed, and Capacity	320 GB SATA 3GB/s, 7200 RPM	_____ document/section/pg#

ATTACHMENT TWO  
 vPro Enabled Specialty Desktop Specifications, Continued

Desktop Manufacturer, Name and Model Number:		
ATTRIBUTE	SPECIFICATION	REFERENCE DATA
Optical Drive	DVD+/-RW	_____ document/section/pg#
USB ports	USB 2.0, 6 Required (2 on front)	_____ document/section/pg#
Serial ports	1 Optional	_____ document/section/pg#
Parallel ports	1 Optional	_____ document/section/pg#
Wake-on LAN	Required	_____ document/section/pg#
Remote System Installation	PXE boot	_____ document/section/pg#
Environmental Compliance	Energy Star 5.0 and RoHS <sup>1</sup>	_____ document/section/pg#
EPEAT	Gold	_____ document/section/pg#
Keyboard	USB	_____ document/section/pg#
Mouse	Optical USB	_____ document/section/pg#
Speakers	Internal (required)	_____ document/section/pg#
Warranty	4/4/4	_____ document/section/pg#
Management	Intel vPro Technology (iAMT 7.X)	_____ document/section/pg#
Security	TPM 1.2	_____ document/section/pg#

ATTACHMENT TWO  
 vPro Enabled Specialty Desktop Optional Items

Desktop Manufacturer, Name and Model Number:		
ATTRIBUTE	SPECIFICATION	REFERENCE DATA
Option #4	500 GB Hard Drive Upgrade	_____ document/section/pg#
Option #5	500 GB Additional Hard Drive	_____ document/section/pg#
Option #6	RAID 0/1 Configuration	_____ document/section/pg#
Option #8	Computrace for Desktops	_____ document/section/pg#
Option #9	Enable vPro	_____ document/section/pg#
Option #10	Keep Your Hard Drive 4 Years	_____ document/section/pg#
Option #20	External Speakers	_____ document/section/pg#
Option #21	Imaging Service	_____ document/section/pg#
Option #22	Asset Tagging Service	_____ document/section/pg#

ATTACHMENT THREE  
 Reporting Form and Format

	A	B	C	D	E	F	G	H	I	J
	Purchase Date	Reseller	Purchase Order Number	Purchaser	State or COOP	Address	Address 2	City	Zip	Part Number
1										
2										

	K	L	M	N	O	P	Q	R	S
	Standard Configuration	Quantity	Unit Price	Option Number: N		Option Number: NN		Option Number: NNN	
				Quantity	Unit Price	Quantity	Unit Price	Quantity	Unit Price
1									
2									

Notes:

- The form is designed to be one table and has been “wrapped” in this illustration. Note the column numbering, A through S.
- Column A: Date Purchase Made
- Column B: Reseller Name
- Column C: Purchase Order Number
- Column D: Agency / Organization Making Purchase
- Column E: State or COOP (Local Governments and Educational Institutions)
- Column F-I: Delivery Address
- Column J: Vendor Part Number of the Standard PC (Desktop or Notebook) Configuration
- Column K: Description of Standard Configuration (Including Model Number)
- Column L: Quantity Purchased
- Column M: Unit Price
- Column N~: Installed Options, Quantity Installed and Unit Price

ATTACHMENT THREE continued  
Reporting Form and Format

OPTION LEGEND:

- Option 1: CPU Upgrade
- Option 2: Memory Upgrade
- Option 3: Video Card Upgrade
- Option 4: Hard Drive Upgrade
- Option 5: Additional Hard Drive
- Option 6: Raid Configuration
- Option 7: Computrace for Notebooks
- Option 8: Computrace for Desktops
- Option 9: Enable vPro
- Option 10: Keep Your Hard Drive
- Option 11: Bluetooth
- Option 12: Finger Print Reader
- Option 13: Battery Upgrade
- Option 14: Integrated Webcam
- Option 15: Modem
- Option 16: Notebook Carrying Case
- Option 17: Docking Station
- Option 18: USB Optical Mouse
- Option 19: USB Keyboard
- Option 20: Speakers
- Option 21: Imaging Services
- Option 22: Asset Tagging Service



**Office of Information Technology**  
**Computer Monitor Request for Quotation**

**OITRFQ041511-1**

April 15, 2011

**Existing State Term Schedule Required**

## 1. Executive Summary

As the Multi-Agency CIO Advisory Council (MAC) Enterprise Technical Architecture Subcommittee (ETA SC) Work Groups evolved toward making their recommendations, several procurement and IT planning-related themes arose. The ETA SC examined the themes and felt they warranted a recommendation to the State CIO for implementation. Unanimous across all of the work groups were recommendations to establish a consolidated purchasing cycle and a streamlined procurement process for standards-based IT components.

DAS will issue RFQs to the vendors that are recommended by the Endpoint Computing Workgroup. Additionally the RFQs will be issued for configurations that are currently ordered in high volumes as tracked through the Release and Permit system. DAS will use forecasts from the superintended agencies to present the anticipated purchasing volumes to the vendors to consider during the quoting process. The vendors will respond with their pricing and a list of Ohio-based vendor-authorized resellers including Ohio certified Minority Business Enterprise (MBE) and Encouraging Diversity Growth and Equity (EDGE) organizations that will be eligible to sell from the awarded contract. Ohio-based refers to organizations that are headquartered in Ohio. **\*\*Each of the Vendor's identified resellers must be listed as either a dealer or distributor on the Vendor's STS contract and agree to honor the terms of the Vendor's STS, including the reporting requirements.\*\***

## 2. Introduction

This Request for Quotation (RFQ) is issued by the Department of Administrative Services (DAS) through its Office of Information Technology (OIT) on behalf of the state of Ohio (State). The purpose of this RFQ is to solicit quotations from manufacturers of computer monitors (Vendors) that hold a State Term Schedule (STS). This RFQ seeks quotes for computer monitors, and optional asset tagging services.

To implement recommendations made by the Endpoint Computing Work Group of the Enterprise Technical Architecture subcommittee, the State has completed an equipment survey process to gather forecast information from State agencies for computer monitor (Monitors) purchases planned for the remainder of fiscal year (FY11), which is through June 30, 2011.

The State of Ohio is interested in acquiring an aggregate, large quantity of Monitors, in the fourth quarter of its Fiscal Year 2011. The acquisition will include the three standard monitors as described in Attachment Two, Specifications for this RFQ. The State may acquire asset tagging services, listed in Attachment Two. The Monitor specifications in Attachment Two are based on approved standards issued by the State and the volumes in the Cost Summary are based on agency aggregate forecast information shown in Section 2.1. Regarding Cost Summary volumes Vendors should note: THE STATE DOES NOT GUARANTEE ANY MINIMUM PURCHASE VOLUME.

It is State's intention to establish a second STS for each Vendor selected. The second STS will be specifically for the purchase of standards-based Monitors. The Monitor STS will consist of the terms and conditions of the Vendor's existing STS by reference, the additional terms and conditions described in the RFQ and the Cost Summary from the Vendor's Quotation, as well as the deletion of inapplicable terms and conditions from the Vendor's existing STS, as agreed by the State and the Vendor.

State agencies, boards and commissions, and political subdivisions will be permitted to purchase Monitors and asset tagging services from the resellers identified on the Vendor's Monitor STS. Use of the Monitor STS established from this RFQ will be the required method for superintended State agencies, boards, and commissions to acquire Monitors, unless an exception is granted.

Once one or more Monitor STS is/are established, the term of the Monitor STS will be from the STS effective date through June 30, 2012. The Monitor STS is subject to and contingent upon, the

satisfactory performance of the Vendor and its authorized Ohio-based resellers, and availability of funds. Maximum duration of any Monitor STS established via this RFQ will be until June 30, 2012.

There are additional or different terms in this RFQ than the standard terms in the STS, such as the requirement to report sales using the form in Attachment Three. Such terms are in addition to or modify the standard STS terms in the Vendor's current STS and will be part of the new STS with any Vendor that submits an acceptable Quote. Some of these additional terms include an established period during which the quoted prices are firm and not subject to increase, a requirement for one or more Ohio certified minority business enterprises (MBEs) as dealers under the new STS, the establishment of a process by which quarterly or semiannual RFQs may go out in an attempt to achieve better pricing during the term of the new STS, special delivery requirements, and additional warranty provisions. This RFQ, including those additional terms will have precedence over anything in the Vendor's existing STS and will be incorporated by reference in the new STS.

### 2.1. State Monitor Forecasts

State forecasts for Q4 of FY11 (ending June 30<sup>th</sup>, 2011) are as follows.

<u>Monitor Size</u>	<u>Quantity</u>
Standard 20" Monitor	1,448
Standard 22" Monitor	1,234
Standard 24" Monitor	296

## 3. Instructions and Dates

### 3.1. Inquiries

Interested organizations may make inquiries regarding this RFQ anytime during the inquiry period listed in the Schedule of Events. To make an inquiry, interested organizations must use the following process:

- Access the State Procurement Website at <http://procure.ohio.gov/>;
- From the Navigation Bar on the left, select "Find It Fast";
- Select "Doc/Bid/Schedule #" as the Type;
- Enter the RFQ number found on the first page of this RFQ;
- Click the "Find It Fast" button;
- On the document information page, click the "Submit Inquiry" button;
- On the document inquiry page, complete the required "Personal Information" section by providing:
  - First and last name of the representative who is responsible for the inquiry,
  - Name of the prospective interested organization.
  - Representative's business phone number, and
  - Representative's email address;
- Type the inquiry in the space provided including:
  - A reference to the relevant part of this RFQ,
  - The heading for the provision under question, and
  - The page number of the RFQ where the provision can be found; and
- Click the "Submit" button.

Interested organizations may make inquiries regarding this RFQ any time before 8:00 am on April 22, 2011. Questions submitted after this time will not receive a response from the State.

### 3.2. Schedule of Events

Event	Date
1. RFQ Distribution to Vendors	April 15, 2011
2. Inquiries from Vendors due	8:00 am EST - April 22, 2011
3. RFQ Response Due Date	1:00 pm EST - April 29, 2011
6. Anticipated Selection of Vendor(s)	May 6, 2011

### 4. Quotation Submittal

A qualified Vendor wishing to respond to the RFQ must submit one complete, sealed and signed copy of its Quotation that is clearly marked "OITRFQ041511-1 Computer Monitor Request for Quote" on the outside of its envelope along with the Vendor's name. In addition, the Vendor must supply one PDF version on a disk in the same package. If there is a discrepancy between the hard copy and the electronic copy of the Quotation, the hard copy will control, and the State will base its evaluation of the Vendor's Quotation on the hard copy.

Quotations MUST be submitted to the State's Procurement Representative.

Mr. Edward Razler - OIT  
30 East Broad Street, 39<sup>th</sup> Floor  
Columbus, OH 43215

Each Quotation must be organized in the same format as described below. Any material deviation from the format outlined below may result in a rejection of the Quotation. Each Quotation must contain an identifiable tab sheet preceding each section of the Quotation. Quotations must be valid for a minimum of 45 calendar days.

- Cover Letter – The Vendor must provide a standard business letter that includes the following:
  - Executive Summary;
  - Identification of each of its authorized Ohio-based resellers including Ohio-certified MBE and EDGE organizations;
  - Existing State Term Schedule Number;
  - A statement that the Vendor is not now and will not become subject to an "unresolved" finding for recovery under Revised Code Section 9.24, before the award arising out of this RFQ without notifying OBM and DAS of such finding;
  - URL address (if public and available); and
  - Signature by an individual authorized to legally bind the Vendor.
- Vendor Information Form - The Vendor must submit a signed and completed Vendor Information Form (OBM-5657) for itself and for each authorized Ohio-based reseller identified in the response. The form is available at <http://obm.ohio.gov/forms/OAKS.asp>.
- Technical Documentation – The Vendor must complete the form in Attachment Two and provide sufficient Technical Documentation to demonstrate how the specification is being met.
- Cost Summary – The Vendor must submit a complete Cost Summary.
- DMA - Under Ohio's anti-terrorism legislation, effective April 14, 2006, the selected Vendor must complete a Declaration Regarding Material Assistance/Non-assistance to a Terrorist Organization

to certify that the Vendor has not provided material assistance to any terrorist organization listed on the Terrorist Exclusion List. The form and the Terrorist Exclusion List are available on the Ohio Homeland Security Website. The form must be submitted with the Vendor's Quote. If a Vendor answers yes or fails to answer any question on the form, the State may not award the Contract to that Vendor. The Vendor may request the Department of Public Safety to review such a denial of an award. More information concerning this law is available at:  
<http://www.homelandsecurity.ohio.gov>.

#### **4.1. Proprietary Information**

All Quotations and other material submitted will become the property of the State and may be returned only at the State's option. Proprietary information should not be included in a Quotation or supporting materials. All Quotations will be open to the public.

The State may reject any Quotation if the Vendor takes exception to the requirements/specifications of this RFQ or submits an incomplete or materially defective Quotation, at its sole discretion.

### **5. Evaluation of RFQ Responses.**

Vendor Quotations will be evaluated by the State with the goal of selecting at least one qualified Vendor offering for the purchase of standards-based Monitors.

#### **5.1 Initial Review**

The State will review all Quotations for their format and completeness.

#### **5.2. Clarifications and Corrections**

During the evaluation process, the State may request clarifications and allow corrections only if the state believes it is in the State's best interest.

#### **5.3. Waiver of Defects**

The State has the right to waive any defects in any Quotation or in the submission process followed by a Vendor. But the State will only do so if it believes, in its sole discretion that is in the State's best interest.

#### **5.4. Rejection of Quotations**

The State may reject any Quotation that is not in the required format, does not address all the requirements/specifications of this RFQ, or that the State believes is excessive in price or otherwise not in the State's best interest to accept.

#### **5.5. Vendor Selection Process**

It is the State's intention to establish a second STS for each vendor selected. The second STS will be specifically for the purchase of standards-based Monitors. The State may make its Vendor selection on a line item by line item basis, if it so chooses, or on the Vendor's offer as a whole.

### **6.0. Scope of Services**

#### **6.1. Delivery**

The following provisions apply:

- a) The authorized reseller must agree to ship all products F.O.B. destination and provide free inside delivery to the specified floor / worksite of the requesting entity's site to the area(s) of their choosing. The authorized reseller must deliver all Monitors within thirty (30) days after receipt of a purchase order or at another mutually agreeable time.
- b) The requesting entity may delay any delivery to a mutually agreeable time.

- c) The authorized reseller must agree to coordinate delivery with the requesting entity. The authorized reseller warrants that it can accommodate time staggered deliveries with specific delivery dates, times and quantities.

## **6.2. Warranty**

### **6.2.1. Required Warranty Coverage.**

The State requires that all equipment be quoted with a four (4) years advanced exchange warranty as the standard warranty. The warranty must include four (4) years of parts / labor / shipping coverage. The Vendor's warranty must guarantee the use of original replacement parts or OEM equivalent parts for all repairs. Vendor must guarantee the availability of parts for the life of the warranty.

During the warranty period the Vendor must provide technical support to the purchasing entity specified on the purchase order. Although the Vendor is not responsible under this Contract to fix a problem unrelated to the specific components contained in this RFQ, the Vendor must assist the purchasing entity in identifying a problem with the entire configuration which would prevent it from working.

## **6.3 Optional Asset Tagging Services**

The Vendor may be required to provide asset tagging services for the Monitors described in this RFQ.

Asset Tagging will consist of placing the purchasing entity's approved tag(s) on the equipment. These tag(s) may be supplied by the purchasing entity or the Vendor. In addition, the Vendor must accumulate data regarding tag numbers on a spreadsheet that will be delivered to the requesting entity in both hard copy and MS Excel format.

Tag numbers will be listed with the associated equipment model number and serial number. The Monitor must be tagged and the associated information posted to the spreadsheet.

**6.4. Reporting**

The Vendor is required to report all activity related to the Monitor STS on a monthly basis to the State's IT Standards Manager at:

[State.ITStandards.Manager@oit.ohio.gov](mailto:State.ITStandards.Manager@oit.ohio.gov)

Activity from the current month is due no later than the 15<sup>th</sup> day of the following month.

The format for this report is presented as a Microsoft Excel document at Attachment THREE and should contain the following data elements.

Date Purchase Made  
Reseller Name  
Purchase Order Number  
Agency / Organization Making Purchase  
State or COOP (Local Governments and Educational Institutions)  
Delivery Address  
Vendor Part Number of the Monitor  
Description of Standard Configuration (Including Model Number)  
Quantity Purchased  
Unit Price  
Installed Options, Quantity Installed and Unit Price

ATTACHMENT I  
 COST SUMMARY

Vendors responding to the RFQ must submit a complete Cost Summary. The cost must include F.O.B. destination, free inside delivery to designated locations. Costs must also include all packing, transportation and insurance charges.

Vendors must complete the following table for the Monitors and Optional Asset Tagging Services. Quoted prices must be firm and not subject to increase during the term of the Monitor STS. MFG PN denotes a manufacturer's part number.

DESCRIPTION	MFG PN	LIST PRICE	PERCENT DISCOUNT	UNIT PRICE
Standard 20" Monitor (QTY 1,448)		\$	%	\$
Standard 22" Monitor (QTY 1,234)		\$	%	\$
Standard 24" Monitor (QTY 296)		\$	%	\$
Standard Monitor, Asset Tagging (20", 22" and 24")		\$	%	\$

ATTACHMENT TWO  
SPECIFICATIONS

**REQUIREMENTS**

The State has developed Business-Class Monitor Specifications based on recently published State standards for Monitors. Vendors must offer products that **CONFORM** to the specifications included in this section.

The State will review and update the specifications on a periodic basis and the Vendor must continue to conform to changes to the specifications required by the State and all State standards.

The State requires Vendors to propose a single Monitor model for each Business-Class Monitor Standard Specification **\*\*that meets or exceeds the specification\*\***. Models proposed must be enterprise level qualities that represent a stable and consistent platform. Home, consumer or small business grade equipment is not acceptable.

**IN THE THIRD COLUMN AFTER EACH REQUIREMENT THE VENDOR MUST INCLUDE A TECHNICAL REFERENCE IDENTIFYING THE DOCUMENT, SECTION, AND PAGE NUMBER(S) OF SUPPORTING DOCUMENTATION THAT CONFIRMS THAT THE VENDOR'S PROPOSED EQUIPMENT MEETS THE SPECIFICATION. INCOMPLETE TABLES MAY BE DEEMED NON-RESPONSIVE AND MAY RESULT IN THE OFFER BEING REJECTED.**

**VENDORS MUST COMPLETE ALL TABLES IN THE FOLLOWING SECTIONS.**

**ATTACHMENT TWO**

**Standard 20" Monitor Specifications**

The State has forecasted a total potential volume of 1,448 units.

<b>Monitor Manufacturer and Model Number:</b>		
<b>Attribute</b>	<b>Specification</b>	<b>Reference Data</b>
Size	20" Class (includes 19.5" to 20.5")	document/section/pg
Class	Business / Professional	document/section/pg#
Backlight Technology	LED	document/section/pg#
Resolution	1600 X 900 or larger	document/section/pg#
Response Time	5ms or faster	document/section/pg#
Typical Contrast Ratio	1000:1	document/section/pg#
Color Support	16.7 Million Colors	document/section/pg#
Aspect Ratio	16:9	document/section/pg#
Warranty	4 Years	document/section/pg#
Horizontal Adjustment	Tilt and Swivel	document/section/pg#
Vertical Adjustment	Height Adjustable	document/section/pg#
Viewing Angle	160 degrees or better	document/section/pg#
Interfaces	1 x VGA, 1 x DVI-D	document/section/pg#

ATTACHMENT TWO

Standard 22" Monitor Specifications

The State has forecasted a total potential volume of 1,234 units.

<b>Monitor Manufacturer and Model:</b>		
<b>Attribute</b>	<b>Specification</b>	<b>Reference Data</b>
Size	22" Class (includes 21.5" to 22.5")	document/section/pg
Class	Business / Professional	document/section/pg#
Backlight Technology	LED	document/section/pg#
Resolution	1920 X 1080 or larger	document/section/pg#
Response Time	5ms or faster	document/section/pg#
Typical Contrast Ratio	1000:1	document/section/pg#
Color Support	16.7 Million Colors	document/section/pg#
Aspect Ratio	16:9	document/section/pg#
Warranty	4 Years	document/section/pg#
Horizontal Adjustment	Tilt and Swivel	document/section/pg#
Vertical Adjustment	Height Adjustable	document/section/pg#
Viewing Angle	160 degrees or better	document/section/pg#
Interfaces	1 x VGA, 1 x DVI-D	document/section/pg#

**ATTACHMENT TWO**

**Standard 24" Monitor Specifications**

The State has forecasted a total potential volume of 296 units.

<b>Monitor Manufacturer and Model:</b>		
_____		
<b>Attribute</b>	<b>Specification</b>	<b>Reference Data</b>
Size	24" Class (includes 23.5" to 24.5")	_____ document/section/pg#
Class	Business / Professional	_____ document/section/pg#
Backlight Technology	LED	_____ document/section/pg#
Resolution	1920 X 1080 or larger	_____ document/section/pg#
Response Time	5ms or faster	_____ document/section/pg#
Typical Contrast Ratio	1000:1	_____ document/section/pg#
Color Support	16.7 Million Colors	_____ document/section/pg#
Aspect Ratio	16:9	_____ document/section/pg#
Warranty	4 Years	_____ document/section/pg#
Horizontal Adjustment	Tilt and Swivel	_____ document/section/pg#
Vertical Adjustment	Height Adjustable	_____ document/section/pg#
Viewing Angle	160 degrees or better	_____ document/section/pg#
Interfaces	1 x VGA, 1 x DVI-D	_____ document/section/pg#

ATTACHMENT THREE

Reporting Form and Format

	A	B	C	D	E	F	G	H	I	J
	Purchase Date	Reseller	Purchase Order Number	Purchaser	State or COOP	Address	Address 2	City	Zip	Part Number
1										
2										

	K	L	M	N	
	Standard Configuration	Quantity	Unit Price	Asset Tagging Service	
				Quantity	Unit Price
1					
2					

Notes:

- The form is designed to be one table and has been “wrapped” in this illustration. Note the column numbering, A through N.
- Column A: Date Purchase Made
- Column B: Reseller Name
- Column C: Purchase Order Number
- Column D: Agency / Organization Making Purchase
- Column E: State or COOP (Local Governments and Educational Institutions)
- Column F-I: Delivery Address
- Column J: Vendor Part Number of the Standard Monitor
- Column K: Description of Standard Configuration (Including Model Number)
- Column L: Quantity Purchased
- Column M: Unit Price
- Column N: Asset Tagging Service, Quantity Purchased and Unit Price

**STATE TERM CONTRACT**

**THIS CONTRACT** (the "Contract") is between the State of Ohio ("State"), through its Department of Administrative Services, General Services Division, at 4200 Surface Road, Columbus, Ohio, 43228 and Dell Marketing L.P. ("Contractor"), with offices at One Dell Way, Round Rock, TX 78682.

**BACKGROUND**

This Contract is the result of at least one competitive quotation in response to a request for quotations ("RFQ") among certain vendors already holding State Term Contracts. The competition has resulted in more competitive pricing for certain products than offered on the Contractor's existing State Term Contract # 534109 (the "Existing Contract"). Those products at their more competitive prices will be covered under this Contract once it is signed by both the Contractor and the State.

**TERMS AND CONDITIONS**

**TERM.** This Contract is effective on the date the State's duly authorized representative executes it, as evidenced by the date appearing with the representative's signature below. Unless this Contract is terminated, it will remain in effect until June 30, 2012.

**INCORPORATED DOCUMENTS.** Exhibit I attached hereto is a pricelist containing the products and prices the Contractor submitted in response to one or more RFQs. It is a part of this Contract. The Contractor's embedded terms in its quotations in response to an RFQ are not part of the Contract, but Exhibit I may contain additional concessions from the Contractor's quotation, such as extended warranties or included options. Additionally, the terms and conditions of the Contractor's Existing Contract are incorporated herein by reference and made a part hereof, excluding the Contractor's pricelist for its products and services under the Existing Contract. If the Existing Contract expires or is terminated for any reason, the terms and conditions under the Existing Contract will survive for the purposes of the RFQ. Further, the terms and conditions of the RFQ that was used to solicit pricing for the Contractor's competitive offering hereunder, and any additional or excepted terms contained in Contractor's Response to the RFQ and accepted as part of the Award also are incorporated by reference and made a part hereof. If the Contractor's product offering hereunder is the result of more than one RFQ, each such RFQ is incorporated herein by reference but applies solely to the products covered by that RFQ.

**PRIORITY.** The RFQ and Contractor's Response have added or modified certain provisions of the Contractor's Existing Contract. Those changes take priority over the terms of the Existing Contract. If there is any inconsistency or conflict between this document, including its Exhibit I, and any provision of anything incorporated by reference, this document will prevail. If there is any inconsistency between an RFQ, the Contractor's Response, and the Existing Contract, the RFQ along with Contractor's Response will control.

**DISTRIBUTORS.** Upon request, the Contractor is responsible for completing an authorization form for and obtaining an acceptance form from each distributor it seeks to authorize under this Contract. Those forms must be in the State's standard format as mutually agreed and attached as Exhibit 2, and they must reference the STS number the State assigns to this Contract, and the reporting requirements contained in the RFQ and Contractor's Response ("Reports"). The Reports relating to the purchase of the standard configuration products contained in the RFQ and Contractor's Response to RFQ will be the responsibility of the Distributors and not Contractor.

**To SHOW THEIR AGREEMENT,** the parties have executed this Contract on the date(s) identified below, and this Contract will be effective as of the date it is signed on behalf of the State.

**CONTRACTOR**

**STATE OF OHIO,  
DEPARTMENT OF ADMINISTRATIVE SERVICES  
OFFICE OF STATE PURCHASING**

BY:   
\_\_\_\_\_

BY: \_\_\_\_\_

TITLE: **J. SCOTT LORAS**  
**CONTRACTS SR. CONSULTANT**

**ROBERT BLAIR, DIRECTOR**  
**DEPARTMENT OF ADMINISTRATIVE SERVICES**

DATE: **MAY 13, 2011**

DATE: \_\_\_\_\_

**Exhibit I – Cost Summary  
(Attachment 1 from RFP Response to be attached)**

**Exhibit 2 – Reporting Format  
(Attachment 3 from RFP Response to be attached, final as mutually agreed)**

**CONTRACTOR**

**STATE OF OHIO,  
DEPARTMENT OF ADMINISTRATIVE SERVICES  
OFFICE OF STATE PURCHASING**

BY: 

BY: \_\_\_\_\_  
**ROBERT BLAIR, DIRECTOR**

**J. SCOTT LORAS**  
TITLE: CONTRACTS SR. CONSULTANT

**DEPARTMENT OF ADMINISTRATIVE SERVICES**

DATE: MAY 13, 2011

DATE: \_\_\_\_\_

## STATE TERM CONTRACT

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**PRIORITY.** The RFQ and Contractor's Response have added or modified certain provisions of the Contractor's Existing Contract. Those changes take priority over the terms of the Existing Contract. If there is any inconsistency or conflict between this document, including its Exhibit I, and any provision of anything incorporated by reference, this document will prevail. If there is any inconsistency between an RFQ, the Contractor's Response, and the Existing Contract, the RFQ along with Contractor's Response will control.

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**To SHOW THEIR AGREEMENT,** the parties have executed this Contract on the date(s) identified below, and this Contract will be effective as of the date it is signed on behalf of the State.

CONTRACTOR

STATE OF OHIO,  
DEPARTMENT OF ADMINISTRATIVE SERVICES  
OFFICE OF STATE PURCHASING

BY:

  
\_\_\_\_\_  
J. SCOTT LORAS

TITLE: CONTRACTS SR. CONSULTANT

DATE: MAY 13, 2011

BY:

  
\_\_\_\_\_  
ROBERT BLAIR, DIRECTOR

DEPARTMENT OF ADMINISTRATIVE SERVICES

DATE: 05-18-11

BY: J. SCOTT LORAS  
TITLE: CONTRACTS SR. CONSULTANT  
DATE: MAY 13, 2011

BY: ROBERT BLAIR, DIRECTOR  
DEPARTMENT OF ADMINISTRATIVE SERVICES  
DATE: 05-18-11

STATE OF OHIO  
DEPARTMENT OF ADMINISTRATIVE SERVICES  
CHIEF OF STATE FINANCING

BY: Robert Blair  
ROBERT BLAIR, DIRECTOR  
DEPARTMENT OF ADMINISTRATIVE SERVICES

BY: J. SCOTT LORAS  
TITLE: CONTRACTS SR. CONSULTANT

**Exhibit 1**  
**ATTACHMENT I**  
**COST SUMMARY**  
**Dell Marketing L.P.**

Vendors responding to the RFQ must submit a complete Cost Summary. The cost must include F.O.B. destination, free inside delivery to designated locations. Costs must also include all packing, transportation and insurance charges.

Vendors must complete the following tables for the PCs and the PC options and accessories. Quoted prices must be firm and not subject to increase during the term of the PC STS. MFG PN denotes a manufacturers part number.

DESCRIPTION	MFG PN	LIST PRICE	PERCENT DISCOUNT	UNIT PRICE
Standard Mobile Notebook 15" (463 qty)	Latitude E6520	\$ 1624	34 %	\$ 1069
Standard Mobile Notebook 14" (417 qty)	Latitude E6420	\$ 1574	33 %	\$ 1049
Standard Desktop Notebook (99 qty)	Latitude E6520	\$ 1982	38 %	\$ 1229
Standard Desktop (2908 qty)	Optiplex 790	\$ 1298	50 %	\$ 649
vPro Enabled Standard Desktop (qty included within the Standard Desktop)	Optiplex 990	\$ 1376	51 %	\$ 679
Specialty Desktop (83 qty)	Optiplex 790	\$ 1700	51 %	\$ 829
vPro Enabled Specialty Desktop (qty included within the Specialty Desktop)	Optiplex 990	\$ 1768	52 %	\$ 849

STANDARD MOBILE NOTEBOOK 15", OPTIONS AND ACCESSORIES					
OIT REF	DESCRIPTION	MFG PN	LIST PRICE	PERCENT DISCOUNT	UNIT PRICE
7	Computrace for Notebooks	365-1402/365-1245/364-1191/364-7655/372-1509	\$	%	\$102
9	Enable vPro	331-1579	\$20.00	N/A %	\$17.13
10	Keep Your Hard Drive 4 Years	981-5693	\$12.00	N/A %	\$ 11.91

Office of Information Technology  
 Personal Computer RFQ  
 OITRFQ20110408

11	Bluetooth	430-3982/331-1539	\$ 19.00	N/A	%	\$ 16.27
12	Finger Print Reader	331-1248	\$29.00	N/A	%	\$ 24.84
13	8 Cell or Larger Battery Upgrade	312-1153	\$79.00	N/A	%	\$ 67.66
14	Integrated Webcam	318-0343/421-1201	\$ 30.00	N/A	%	\$ 25.69
15	Modem	313-6533	\$ 29.00	N/A	%	\$ 24.84
16	Notebook Carrying Case	313-9945	\$49.00	N/A	%	\$ 41.96
17	Docking Station / Port Replicator	430-3096	\$199.00	N/A	%	\$ 170.42
18	USB Optical Mouse	331-0272	\$ 14.00	N/A	%	\$ 11.99
19	USB Keyboard	330-2481	\$ 29.00	N/A	%	\$ 24.84
20	External Speakers	313-6515	\$ 19.00	N/A	%	\$ 16.27
21	Imaging Service	366-1416 and 366-1551	\$ 60		%	\$ 45
22	Asset Tagging Service	366-1557	\$ 10		%	\$ 6.35

STANDARD MOBILE NOTEBOOK 14", OPTIONS AND ACCESSORIES						
OIT REF	DESCRIPTION	MFG PN	LIST PRICE	PERCENT DISCOUNT		UNIT PRICE
7	Computrace for Notebooks	365-1402/365-1245/364-119 1/364-7655/372-1509	\$		%	\$102
9	Enable vPro	330-9700	\$ 20.00	N/A	%	\$ 17.13
10	Keep Your Hard Drive 4 Years	981-5693	\$ 12.00	N/A	%	\$ 11.91
11	Bluetooth	430-3982/331-1430	\$ 19.00	N/A	%	\$ 16.27
12	Finger Print Reader	331-1229	\$ 29.00	N/A	%	\$ 24.84
13	8 Cell or Larger Battery Upgrade	312-1153	\$ 79.00	N/A	%	\$ 67.66
14	Integrated Webcam	421-1201/318-0436	\$ 30.00	N/A	%	\$ 25.69
15	Modem	313-6533	\$ 29.00	N/A	%	\$ 24.84
16	Notebook Carrying Case	313-9945	\$ 49.00	N/A	%	\$ 41.96
17	Docking Station / Port Replicator	430-3096	\$ 199.00	N/A	%	\$ 170.42

18	USB Optical Mouse	331-0272	\$14.00	N/A	%	\$ 11.99
19	USB Keyboard	330-2481	\$29.00	N/A	%	\$ 24.84
20	External Speakers	313-6515	\$19.00	N/A	%	\$ 16.27
21	Imaging Service	366-1416 and 366-1551	\$60		%	\$ 45
22	Asset Tagging Service	366-1557	\$10		%	\$ 6.35

STANDARD DESKTOP MOBILE NOTEBOOK, OPTIONS AND ACCESSORIES						
OIT REF	DESCRIPTION	MFG PN	LIST PRICE	PERCENT DISCOUNT		UNIT PRICE
2	Memory Upgrade to 8GB	317-3592	\$320.00	N/A	%	\$ 149.87
7	Computrace for Notebooks	365-1402/365-1245/364-1191/364-7655/372-1509	\$		%	\$ 102
9	Enable vPro	331-1579	\$ 20.00	N/A	%	\$ 17.13
10	Keep Your Hard Drive 4 Years	981-5693	\$ 12.00	N/A	%	\$ 11.91
11	Bluetooth	430-3982/331-1539	\$ 19.00	N/A	%	\$ 16.27
12	Finger Print Reader	331-1248	\$ 29.00	N/A	%	\$ 24.84
13	8 Cell or Larger Battery Upgrade	312-1153	\$ 79.00	N/A	%	\$ 67.66
14	Integrated Webcam	318-0343/421-1201	\$ 30.00	N/A	%	\$ 25.69
15	Modem	313-6533	\$ 29.00	N/A	%	\$ 24.84
16	Notebook Carrying Case	313-9945	\$ 49.00	N/A	%	\$ 41.96
17	Docking Station / Port Replicator	430-3096	\$ 199.00	N/A	%	\$ 170.42
18	USB Optical Mouse	331-0272	\$ 14.00	N/A	%	\$ 11.99
19	USB Keyboard	330-2481	\$ 29.00	N/A	%	\$ 24.84
20	External Speakers	313-6515	\$ 19.00	N/A	%	\$ 16.27
21	Imaging Service	366-1416 and 366-1551	\$60		%	\$ 45
22	Asset Tagging Service	366-1557	\$10		%	\$ 6.35

STANDARD DESKTOP, OPTIONS AND ACCESSORIES					
OIT REF	DESCRIPTION	MFG PN	LIST PRICE	PERCENT DISCOUNT	UNIT PRICE
8	Computrace for Desktops	365-1402/365-1245/364-1191/364-7655/372-4077	\$	%	\$102
10	Keep Your Hard Drive 4 Years	981-3953	\$ 12.00	N/A %	\$11.91
20	External Speakers	313-7414	\$ 19.00	N/A %	\$16.27
21	Imaging Service		\$ 60	%	\$45
22	Asset Tagging Service	366-1557	\$ 10	%	\$6.35

SPECIALTY DESKTOP, OPTIONS AND ACCESSORIES					
OIT REF	DESCRIPTION	MFG PN	LIST PRICE	PERCENT DISCOUNT	UNIT PRICE
4	500 GB Hard Drive Upgrade	342-2494	\$95.00	N/A %	\$81.36
5	500 GB Additional Hard Drive	342-2299	\$147.00	N/A %	\$125.89
6	RAID 0/1 Configuration		\$0.00	N/A %	\$0.00
8	Computrace for Desktops	365-1402/365-1245/364-1191/364-7655/372-4077	\$	%	\$102
10	Keep Your Hard Drive 4 Years	981-3953	\$ 12.00	N/A %	\$11.91
20	External Speakers	313-7414	\$ 19.00	N/A %	\$16.27
21	Imaging Service	366-1416 and 366-1551	\$ 60	%	\$45
22	Asset Tagging Service	366-1557	\$ 10	%	\$6.35

vPro ENABLED STANDARD DESKTOP, OPTIONS AND ACCESSORIES					
OIT REF	DESCRIPTION	MFG PN	LIST PRICE	PERCENT DISCOUNT	UNIT PRICE
8	Computrace for Desktops	365-1402/365-1245/364-1191/364-7655/372-4077	\$	%	\$ 102
9	Enable vPro	331-1564	\$ 20.00	N/A %	\$ 17.13
10	Keep Your Hard Drive 4 Years	981-3953	\$ 12.00	N/A %	\$ 11.91
20	External Speakers	313-7414	\$ 19.00	N/A %	\$ 16.27
21	Imaging Service	366-1416 and 366-1557	\$ 60	%	\$ 45
22	Asset Tagging Service	366-1557	\$ 10	%	\$ 6.35

vPro ENABLED SPECIALTY DESKTOP, OPTIONS AND ACCESSORIES					
OIT REF	DESCRIPTION	MFG PN	LIST PRICE	PERCENT DISCOUNT	UNIT PRICE
4	500 GB Hard Drive Upgrade	342-2454	\$ 95.00	N/A %	\$81.36
5	500 GB Additional Hard Drive	342-2294	\$ 147.00	N/A %	\$125.89
6	RAID 0/1 Configuration	341-8016	\$ 0.00	N/A %	\$0.00
8	Computrace for Desktops	365-1402/365-1245/364-1191/364-7655/372-4077	\$	%	\$102
9	Enable vPro	331-1564	\$ 20.00	N/A %	\$17.13
10	Keep Your Hard Drive 4 Years	981-3953	\$ 12.00	N/A %	\$11.91
20	External Speakers	313-7414	\$ 19.00	N/A %	\$16.27
21	Imaging Service	366-1416 and 366-1557	\$ 60	%	\$45
22	Asset Tagging Service	366-1557	\$ 10	%	\$6.35

