

BLANKET PURCHASE ORDER

STATE OF MARYLAND

***** STATE OF MARYLAND *****

BPO NO: 001B5400314

PRINT DATE: 10/31/15

PAGE: 01

SHIP TO: AS SPECIFIED ON INDIVIDUAL ORDERS		
VENDOR ID: RJ UNIFORM 1100 WICOMICO ST BALTIMORE, MD 21230 (410)727-6397	REFER QUESTIONS TO: CHERYLL BREWTON (410)767-3183 CHERYLL.BREWTON@MARYLAND.GOV	
ITB:	EXPR DATE: 02/29/16 POST DATE: 02/06/15	DISCOUNT TERMS: . NET 30 DAY CONTRACT AMOUNT: .00

TERMS:

ARTICLES HEREIN ARE EXEMPT FROM MARYLAND SALES AND USE TAXES BY EXEMPTION CERTIFICATE NUMBER 3000256-3 AND FROM FEDERAL EXCISE TAXES BY EXEMPTION NUMBER 52-73-0358K. IT IS THE VENDOR'S RESPONSIBILITY TO ADVISE COMMON CARRIERS THAT AGENCIES OF THE STATE OF MARYLAND ARE EXEMPT FROM TRANSPORTATION TAX.

=====
PARK SERVICE UNIFORMS
FOR
DEPARTMENT OF NATURAL RESOURCES
=====

THIS IS ONE (1) OF TWO (2) RENEWAL OPTIONS ON CONTRACT 001B3400383

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VENDOR: RJ UNIFORM AGENCY: DNR
VENDOR CONTACT: BOB FRIEDLANDER AGENCY CONTACT:
GARY BURNETT
VENDOR PHONE: 410-727-6397 AGENCY PHONE:
410-260-8177
CONTRACT TERM: MAR. 01, 2015 THRU FEB. 29, 2016 (1 YEAR)

THE STATE HAS THE UNILATERAL OPTION TO RENEW THIS CONTRACT FOR ONE (1) ADDITIONAL ONE (1) YEAR PERIOD WITH THE SAME TERMS AND CONDITIONS. RENEWAL OPTION IS AT THE DISCRETION OF THE STATE; THE CONTRACTOR WILL NOT BE RELIEVED OF THE COMMITMENT TO RENEW THE CONTRACT.

THIS IS A FIXED-PRICE CONTRACT WITH PRICE ADJUSTMENT THAT PROVIDES FOR VARIATION IN THE CONTRACT PRICE UNDER SPECIAL CONDITIONS DEFINED IN THE CONTRACT, OTHER THAN CUSTOMARY PROVISIONS AUTHORIZING PRICE ADJUSTMENTS DUE TO MODIFICATIONS.

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TERMS (cont'd):

DELIVERY:

DELIVERIES ARE TO BE MADE AS EXPEDITIOUSLY AS POSSIBLE, BUT WITHIN SIXTY (60) CALENDAR DAYS FROM RECEIPT OF PURCHASE ORDER. INVOICE AND SHIP ORDERS COMPLETE. DELIVERIES SHALL BE FOB DESTINATION ONLY. DELIVERIES SHALL BE MADE TO ANY STATE PARK/LOCATION WITHIN THE STATE OF MARYLAND AS LISTED ON EACH INDIVIDUAL PURCHASE ORDER.

BILL TO: DEPARTMENT OF NATURAL RESOURCES
 MARYLAND PARK SERVICE
 580 TAYLOR AVENUE, E-3
 ANNAPOLIS, MARYLAND 21401
 ATTENTION: MPS FISCAL TEAM

VENDOR MUST INCLUDE THE 9 DIGIT ZIP CODE OF COMPANY ADDRESS ON ALL INVOICES. FAILURE TO DO SO MAY RESULT IN DELAY OF PAYMENT.

<u>LINE #</u>	<u>STATE ITEM ID</u>	<u>U/M</u>	<u>UNIT COST</u>
0001	20072	EA	29.5000

SHIRT-WOMEN'S SHORT SLEEVE MILITARY STYLE UNIFORM SHIRT, MILLIKEN STYLE 3075, 4.25 OZ. SQ. YD. 65% POLYESTER/35% COTTON WITH 9-11% FILLING STRETCH TO ENHANCE COMFORT AND MOBILITY. THE TWO TWO MILITARY CREASES IN FRONT AND THREE IN BACK OF EACH SHIRT INCORPORATE A PERMANENT MODIFIED SILICONE CREASE. SHIRTS ARE POLYBAGGED INDIVIDUALLY, COLOR HS1269 - SILVER TAN. SEE ADDITIONAL DETAILED REQUIREMENTS ON THE ATTACHED FILE. PATCH SEWN ON SLEEVE PER CUSTOMER INSTRUCTION. HORACE SMALL® NEW DIMENSION POPLIN, WOMEN'S SHORT SLEEVE SHIRT. HS1269

0002	20072	EA	32.9500
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SHIRT-WOMEN'S LONG SLEEVE MILITARY STYLE UNIFORM SHIRT, HORACE SMALL NEW DIMENSION POPLIN. HS1168
 FABRIC: MILLIKEN STYLE 3075, 4.25 OZ. SQ. YD. 65% POLYESTER/35% COTTON WITH 9-11% FILLING STRETCH TO ENHANCE COMFORT AND MOBILITY. TWO MILITARY CREASES IN FRONT AND THREE IN BACK OF EACH SHIRT INCORPORATE A PERMANENT MODIFIED SILICONE CREASE. SHIRTS ARE

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POLYBAGGED INDIVIDUALLY, COLOR HS1211 - SILVER TAN. SEE ADDITIONAL DETAILED REQUIREMENTS ON THE ATTACHED FILE. PATCH SEWN ON SLEEVE PER CUSTOMER INSTRUCTION.

0003	20072	EA	29.5000
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HORACE SMALL® NEW DIMENSION POPLIN MEN'S SHORT SLEEVE SHIRT HS1211. FABRIC: MILLIKEN STYLE 3075, 4.25 OZ. SQ. YD. 65% POLYESTER/35% COTTON WITH 9-11% FILLING STRETCH TO ENHANCE COMFORT AND MOBILITY TWO MILITARY CREASES IN FRONT AND THREE IN BACK OF EACH SHIRT INCORPORATE A PERMANENT MODIFIED SILICONE CREASE. SHIRTS ARE POLYBAGGED INDIVIDUALLY, COLOR HS1211 - SILVER TAN. SEE ADDITIONAL DETAILED REQUIREMENTS ON THE ATTACHED FILE. PATCH SEWN ON SLEEVE PER CUSTOMER INSTRUCTION.

0004	20072	EA	32.9500
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HORACE SMALL® NEW DIMENSION POPLIN MEN'S LONG SLEEVE SHIRT HS1115. FRABIC: MILLIKEN STYLE 3075, 4.25 OZ. SQ. YD. 65% POLYESTER/35% COTTON WITH 9-11% FILLING STRETCH TO ENHANCE COMFORT AND MOBILITY TWO MILITARY CREASES IN FRONT AND THREE IN BACK OF EACH SHIRT INCORPORATE A PERMANENT MODIFIED SILICONE CREASE. SHIRTS ARE POLYBAGGED INDIVIDUALLY, COLOR HS1211 - SILVER TAN. SEE ADDITIONAL DETAILED REQUIREMENTS ON THE ATTACHED FILE. PATCH SEWN ON SLEEVE PER CUSTOMER INSTRUCTION.

0005	20072	EA	51.3500
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ELBECO STYLE E9619LCN FEMALE TEK2 CARGO POCKET TROUSER. FABRIC: ELBECO TEK2 65% POLYESTER/35% COMBED COTTON TWO PLY VAT DYED TWILL WEAVE, WEIGHING 7 OZ. PER SQUARE YARD WITH 6-8% ENGINEERED FILLING STRETCH. MUST BE TREATED AT THE FIBER LEVEL WITH NANO FLUID REPELLENCY TECHNOLOGY FOR PERMANENT SUPERIOR FLUID RESISTANCE, FABRIC APPEARANCE AND DURABILITY, WHILE MAINTAINING ORIGINAL FABRIC BREATHABILITY COLOR: OD GREEN. SHALL BE MADE WITH LADIES CHOICE PATTERN. SEE ADDITIONAL DETAILED REQUIREMENTS IN THE ATTACHED FILE.

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0006	20072	EA	51.3500
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STYLE E619RN MALE TEK2 CARGO POCKET TROUSER.
FRABIC: ELBECO TEK2 65% POLYESTER/35% COMBED COTTON TWO PLY VAT
DYED TWILL WEAVE, WEIGHING 7 OZ. PER SQUARE YARD WITH 6-8% ENGINEERED
FILLING STRETCH.MUST BE TREATED AT THE FIBER LEVEL WITH NANO FLUID
REPELLENCY TECHNOLOGY FOR PERMANENT SUPERIOR FLUID
RESISTANCE, FABRIC APPEARANCE AND DURABILITY, WHILE
MAINTAINING ORIGINAL FABRIC BREATHABILITY COLOR: OD GREEN.SHALL BE
MADE WITH ACTIVECUT PATTERN. SEE ADDITIONAL DETAILED
REQUIREMENTS IN THE ATTACHED FILE.

0007	20072	EA	44.8500
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CIVILIAN FEMALE TROUSERS.STYLE E9259LC.FEMALE DUTY MAXX FOUR POCKET
TROUSER. FABRIC: BURLINGTON STYLE U8140,
FIBER STRETCH FOR INCREASED COMFORT AND RANGE OF MOVEMENT. WITH FIBER
STRETCH, THE FABRIC WILL MAINTAIN ITS STRETCH AND RECOVERY OVER TIME.
WEIGHT IS 7.5 OZ. PER SQUARE YARD OR 12 OZ. PER LINEAR YARD. MUST BE
TREATED AT THE FIBER LEVEL WITH NANO FLUID REPELLENCY TECHNOLOGY FOR
PERMANENT SUPERIOR FLUID RESISTANCE, FABRIC APPEARANCE AND DURABILITY,
WHILE MAINTAINING ORIGINAL FABRIC BREATHABILITY. COLOR: OD GREEN.
ADDITIONAL REQUIREMENTS IN THE ATTACHED FILE. LADIES CHOICE PATTERN.
HEMMING TO CUSTOMER SPECIFICATIONS.

0008	20072	EA	44.8500
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CIVILIAN MALE TROUSERS, STYLE E259, MALE DUTYMAX FOUR POCKET TROUSER
FABRIC: STYLE 900 TWILL SERGE, 79% POLYESTER/21% RAYON WITH
WEIGHT IS 7.5 OZ.6-8% RING SPUN FIBER STRETCH FOR INCREASED COMFORT E
TREATED AT THE FIAND EXCELLENT FABRIC MEMORY. WEIGHT IS 7.5 OZ. PER
SQUARE YARD OR 12 OZ. PER LINEAR YARD
COLOR: OD GREEN. HEMMING TO CUSTOMER SPECIFICATIONS.
ADDITIONAL REQUIREMENTS IN THE ATTACHED FILE.

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LAW ENFORCEMENT FEMALE TROUSER
STYLE E9259LC

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FEMALE DUTY MAXX FOUR POCKET TROUSER.
ADDITIONAL DETAILED REQUIREMENTS IN THE ATTACHED FILE. FABRIC:
BURLINGTON STYLE U8140, 80% FIBER STRETCH POLYESTER/20% RAYON WITH 14%
FIBER STRETCH FOR INCREASED COMFORT AND RANGE OF MOVEMENT. WITH FIBER
STRETCH, THE FABRIC WILL MAINTAIN ITS STRETCH AND RECOVERY OVER TIME.
WEIGHT IS 7.5 OZ. PER SQUARE YARD OR 12 OZ. PER LINEAR YARD. MUST BE
TREATED AT THE FIBER LEVEL WITH NANO FLUID REPELLENCY TECHNOLOGY FOR
PERMANENT SUPERIOR FLUID RESISTANCE, FABRIC APPEARANCE AND DURABILITY.

0010	20072	EA	50.1000
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LAW ENFORCEMENT MALE TROUSER
STYLE E259 W/BRAID
MALE DUTY MAXX FOUR POCKET TROUSER.
ADDITIONAL DETAILED REQUIREMENTS IN THE ATTACHED FILE. FABRIC:
STYLE 900 TWILL SERGE, 79% POLYESTER/21% RAYON WITH 6-8% RING SPUN
FIBER STRETCH FOR INCREASED COMFORT AND EXCELLENT FABRIC MEMORY.
WEIGHT IS 7.5 OZ. PER SQUARE YARD OR 12 OZ. PER LINEAR YARD. MINIMUM
CONSTRUCTION: 75 WARP X 57 FILLING YARNS PER SQUARE INCH. MUST BE
TREATED AT THE FIBER LEVEL WITH NANO FLUID REPELLENCY TECHNOLOGY FOR
PERMANENT SUPERIOR FLUID RESISTANCE, FABRIC APPEARANCE AND DURABILITY

0011	52040	EA	16.9500
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BLACK BELT - UNISEX
DUTYMAN 1611 BLACK LEATHER BELT
W/ DUTYMAN 9032 BRASS BUCKLE
COLOR: BLACK
THE DUTYMAN 1611 IS A PLAIN 1 3/4" GARRISON BELT MADE OF FULL GRAIN
LEATHER, 8-9OZ. THE BELT HAS A BLACK PIGMENT DYE TOP WITH A SEALANT
APPLIED, BLACK EDGING AND A NATURAL FINISH BACKING. IT IS AVAILABLE
WITH A SOLID BRASS BUCKLE WITH A BRASS FINISH
ADDITIONAL DETAIL REQUIREMENTS IN ATTACHED FILE.

0012	80512	EA	38.5000
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STYLE 63306-182
FEMALE TACTICAL SHORT - COTTON
COLOR: OD GREEN
MADE OF TOUGH, 8.5-OZ. 100% COTTON CANVAS TACTICAL SHORT UTILIZES A

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PROPRIETARY WEAVE THAT BINDS IN ON ITSELF TO PREVENT RAVELING. CELL PHONE POCKET AND CORNERS OF THE SLASH POCKETS ARE LINED WITH CORDURA NYLON
ADDITIONAL DETAIL REQUIREMENTS IN THE ATTACHED FILE.

0013	80512	EA	38.5000
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STYLE 73285-182
MALE TACTICAL SHORT - COTTON
COLOR: OD GREEN
MADE OF TOUGH, 8.5-OZ. 100% COTTON CANVAS TACTICAL SHORT UTILIZES A PROPRIETARY WEAVE THAT BINDS IN ON ITSELF TO PREVENT RAVELING. CELL PHONE POCKET AND CORNERS OF THE SLASH POCKETS ARE LINED WITH CORDURA NYLON. ADDITIONAL REQUIRED DETAILS IN THE ATTACHED FILE.

0014	20018	EA	175.8000
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9820 BLAUER TACSHELL JACKET WITH ZIP-OUT LINER
COLOR: BROWN
SEE ATTACHED FILE FOR ADDITIONAL REQUIRED DETAILS AND CUSTOMIZATION.

0015	20048	EA	82.0500
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BLAUR 4660 - SOFT SHELL ACTIVE DUTY JACKET
COLOR: BROWN
ADDITIONAL REQUIRED DETAILS AND CUSTOMIZATION IN ATTACHED FILE.

0016	20048	EA	196.0000
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BLAUER 9691 - FEATHER WEIGHT RAINJACKET WITH GORE-TEX FABRIC
COLOR: BLACK/HI VIS. ADDITIONAL REQUIREMENTS IN ATTACHED FILE.
GORE-TEX WATERPROOF-BREATHABLE MEMBRANE LAMINATED BETWEEN A 2.18 OZ. PER SQUARE YARD, 100% TEXTURED POLYESTER, 70 DENIER PLAIN WEAVE FACE FABRIC (COLOR: SEE SPECIFIED GARMENT COLOR) AND A KNIT POLYESTER TRICOT BACKING FABRIC (COLOR: SEE SPECIFIED GARMENT HIGH VISIBILITY COLOR) RESULTING IN A WASHABLE WATERPROOF MATERIAL WITH HIGH MOISTURE VAPOR TRANSMISSION, BLOODBORNE PATHOGEN RESISTANCE AND COMMON LYESTER CHEMICAL RESISTANCE. BOTH DARK AND HIGH VISIBILITY SIDES OF THE TY

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FABRIC SHALL BE TREATED WITH A DURABLE WATER REPELLENT FINISH.

0017	20048	EA	43.7500
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UNISEX WATERPROOF PANTS
BLAUER 134-11 DEFENDER RAIN PANT
COLOR: BLACK. ADDITIONAL DETAILS IN ATTACHED FILE

0018	20048	EA	54.5000
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SAFETY VEST- UNISEX
BLAUER 340-55 RIP OFF HIGH W/PARK RANGER SCREEN
VISIBILITY SAFETY VEST
COLOR: FLUORESCENT YELLOW
ADDITIONAL DETAILED REQUIREMENTS CONTAINED IN THE ATTACHED FILE.

0019	20072	EA	39.9500
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ELBECO 8920 - MOCK TURTLENECK
COLOR: BLACK
MACHINE WASHABLE 6.5 OZ. PER LINEAR YARD FABRIC COMPOSED OF 635 NYLON/
23% MICRO-POLY/14% SPANDEX KNIT WITH PERMANENT NANO MOISTURE WICKING
AND ANTIMICROBIAL TECHNOLOGY.
MPS' EMBROIDERED IN GOLD LETTERS ON COLLAR
ADDITIONAL DETAILED REQUIREMENTS IN THE ATTACHED FILE.

0020	20072	EA	32.0000
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LIGHTWEIGHT COVERALLS- UNISEX
RED KAP CT10SG-CP30 LONG SLEEVE COVERALLS
COLOR: SPRUCE GREEN
ADDITIONAL REQUIRED DETAILS IN THE ATTACHED FILE

0021	20072	EA	162.0000
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9825Z - BLAUER ALL WEATHER TROUSER W/REMOVABLE LINER

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COLOR: BLACK
ADDITIONAL DETAILED REQUIREMENTS IN THE ATTACHED FILE.

0022	20072	EA	3.9500
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CLIP ON TIES- UNISEX
SAMUEL BROOKS 900 CLIP-ON TIES
COLOR: BLACK
90028 - 14.5"
90001 - 18"
90019 - 20"

0023	20048	EA	36.5000
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POLYURETHANE RAIN JACKET
BLAUER 26993
COLOR: YELLOW
WATERPROOF POLYURETHANE COATED NYLON KNIT; PERMANENT ROLLUP
WATERPROOF HOOD; FLOURESCENT COATING FOR EXCELLENT DAYTIME VISIBILITY
SEE ADDITIONAL REQUIREMENTS IN ATTACHED FILE.

0024	20048	EA	30.5000
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POLYURETHANE RAIN PANT
BLAUER 26994
COLOR: YELLOW
WATERPROOF, POLYURETHANE COATED NYLON KNIT
HIGH VISIBILITY, WATERPROOF, PULL ON DESIGN
ADDITIONAL REQUIRED DETAILS IN ATTACHED FILE.

END OF ITEM LIST

PRICE ADJUSTMENTS:
NO PRICE INCREASES WILL BE AUTHORIZED FOR 365 CALENDAR DAYS AFTER THE EFFECTIVE DATE OF THE CONTRACT, PRICE ESCALATION MAY BE PERMITTED ONLY AT THE END OF THIS PERIOD AND UPON EACH CONTRACT RENEWAL THEREAFTER AND ONLY WHERE VERIFIED TO THE SATISFACTION OF THE DGS PROCUREMENT OFFICER. HOWEVER, "ACROSS THE BOARD" PRICE DECREASES ARE SUBJECT TO

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TERMS (cont'd):

IMPLEMENTATION AT ANY TIME AND SHALL BE IMMEDIATELY CONVEYED TO THE STATE OF MARYLAND.

PRICE ADJUSTMENTS MAY BE PERMITTED FOR CHANGES IN THE CONTRACTOR'S COST OF MATERIALS ONLY, NOT TO EXCEED 5% OF THE PREVAILING PRICE AT THE TIME OF THE REQUEST.

AT THE TIME OF EACH RENEWAL, THE CONTRACTOR MAY REQUEST AN INCREASE OF THE PRICES THEN PREVAILING. THE REQUEST FOR A PRICE INCREASE MUST BE SUBMITTED WITHIN TWO (2) WEEKS OF THE NOTICE FROM THE DGS PROCUREMENT OFFICER OF THE STATE'S INTENT TO EXERCISE THE RENEWAL OPTION. ANY APPROVED PRICE CHANGES WILL BE EFFECTIVE ONLY AT THE BEGINNING OF THE CONTRACT RENEWAL START DATE.

THE CONTRACTOR SHALL DOCUMENT THE AMOUNT AND PROPOSED EFFECTIVE DATE OF ANY GENERAL CHANGE IN THE PRICE OF MATERIALS. DOCUMENTATION SHALL BE SUPPLIED WITH THE CONTRACTOR'S REQUEST FOR INCREASE WHICH WILL: (1) VERIFY THAT THE REQUESTED PRICE INCREASE IS GENERAL IN SCOPE AND NOT APPLICABLE JUST TO THE STATE OF MARYLAND; AND (2) VERIFY THE AMOUNT OR PERCENTAGE OF INCREASE WHICH IS BEING PASSED ON TO THE CONTRACTOR BY THE CONTRACTOR'S SUPPLIERS. THE PURCHASING OFFICE WILL NOTIFY THE USING AGENCIES AND CONTRACTOR IN WRITING OF THE EFFECTIVE DATE OF ANY INCREASE WHICH IT APPROVES. HOWEVER, THE CONTRACTOR SHALL FILL ALL PURCHASE ORDERS RECEIVED PRIOR TO THE EFFECTIVE DATE OF THE PRICE ADJUSTMENT AT THE OLD CONTRACT PRICES. THE CONTRACTOR IS FURTHER ADVISED THAT DECREASES WHICH AFFECT THE COST OF MATERIALS ARE REQUIRED TO BE COMMUNICATED IMMEDIATELY TO THE PROCUREMENT OFFICER.

ADDITIONAL TERMS AND CONDITIONS:

QUANTITIES STATED ARE AN ESTIMATE ONLY, AND SHOULD NOT BE CONSTRUED AS ANY MINIMUM OR MAXIMUM GUARANTEE. THERE ARE NO MINIMUM ORDER REQUIREMENTS FOR ANY UNIFORM ITEM. THE CONTRACT SHALL BE FOR THE ACTUAL NEEDS OF THE AGENCY AND MAY VARY APPRECIABLY FROM THE STATED ESTIMATE.

THE PRICE STRUCTURE FOR SIZES IS AS FOLLOWS:

SIZES SMALL THRU 2X - NO OVERSIZE CHARGE
SIZES 3X AND ABOVE - NOT TO EXCEED 5%
NO OTHER OVER-SIZE CHARGES WILL BE ALLOWED.

QUOTED PRICES ARE TO BE NET 30 DAYS F.O.B. STATE USING AUTHORITIES AND INCLUDE ALL FREIGHT/SHIPPING, HANDLING AND ADMINISTRATION CHARGES. ALL DISCOUNTS ARE TO BE DEDUCTED AND REFLECTED IN NET PRICES.

ALL PRODUCTS USED IN PACKING TO CUSHION AND PROTECT DURING THE SHIPMENT OF COMMODITIES ARE TO BE MADE OF RECYCLED, RECYCLABLE, AND/OR

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TERMS (cont'd):

BIODEGRADABLE MATERIALS.

CONTRACTOR MAY BE REQUIRED TO TAKE MEASUREMENTS TO GUARANTEE PROPER FIT TO THE SATISFACTION OF THE USING AGENCY. THE SUCCESSFUL VENDOR MUST HAVE AN OFFICE OR REPRESENTATIVE WITHIN THE BALTIMORE/ANNAPOLIS METRO AREA. MEASUREMENTS WILL BE TAKEN AT THE VENDOR'S OFFICE.

CONTRACTOR MUST HAVE THE CAPABILITY OF EMBROIDERY ON CERTAIN LINE ITEMS (ARTWORK FOR THE LOGO WILL BE SUPPLIED BY DNR).

CONTRACTOR MUST HAVE THE CAPABILITY OF AFFIXING EMBLEMS WHERE NEEDED (EMBLEMS WILL BE SUPPLIED BY DNR).

RELEASES SHALL BE MADE AS REQUESTED BY THE USING AUTHORITY ON AN AS NEEDED BASIS. ALL ORDERS ARE TO BE RELEASED UPON RECEIPT OF A DEPARTMENT PURCHASE ORDER OR BY USE OF THE DEPARTMENT CORPORATE CREDIT CARD. SIZES AND QUANTITIES WILL BE PROVIDED BY THE USING AGENCY.

LIMITS ON USING AGENCY AUTHORITY: THE AWARDEE SHALL NOT ACCEPT CHANGES, ADDITIONS OR SUBSTITUTIONS BY USING AGENCIES OR OTHERS IN THE REQUIREMENTS OF THIS CONTRACT UNLESS FURNISHED IN WRITING BY THE DEPARTMENT OF GENERAL SERVICES AND SIGNED BY THE PROCUREMENT OFFICER.

CONTRACT SHALL REMAIN IN EFFECT FOR THE TIME PERIOD SPECIFIED UNLESS THE CONTRACT IS TERMINATED BY THE STATE. THE STATE MAY TERMINATE ANY CONTRACT WITHOUT SHOWING CAUSE UPON THIRTY (30) DAYS WRITTEN NOTICE TO THE CONTRACTOR.

CORPORATE "P" PURCHASING CARDS WILL BE USED FOR PAYMENT FOR ALL INDIVIDUAL AGENCY CONTRACTS OF \$5,000 OR LESS.

A REPORT MUST BE FURNISHED BY THE SUCCESSFUL VENDOR EVERY THREE (3) MONTHS DETAILING THE PURCHASE OF ALL ITEMS ON THE CONTRACT. THE REPORT SHALL BE SUBMITTED IN EXCEL FORMAT. AS A MINIMUM, THE REPORT SHALL REFLECT THE CONTRACT NUMBER, CONTRACT ITEM NUMBER, THE DOLLAR VOLUME PURCHASED OF EACH ITEM, AGENCY IDENTIFICATION, AND THE CONTRACT TOTAL. THE REPORT MUST BE FILED WITHIN THIRTY (30) DAYS AFTER THE END OF EACH REPORTING PERIOD. ANY EXCEPTION TO THIS MANDATORY REQUIREMENT MAY RESULT IN CANCELLATION OF THE AWARD. FAILURE TO PROVIDE THE REPORT WITH THE MINIMUM REQUIRED INFORMATION MAY ALSO NEGATE ANY CONTRACT EXTENSION CLAUSES. REPORT SHALL BE EMAILED TO THE FOLLOWING TWO (2) ADDRESSES:

MARGARET.HAJIANTONI@DGS.STATE.MD.US
HOWARD.MCLAIN@DGS.STATE.MD.US

***** LAST PAGE *****

AUTHORIZED BY: _____ **DATE:** _____
BUYER AUTHORIZED DESIGNEE