

# BLANKET PURCHASE ORDER

## STATE OF MARYLAND

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

**BPO NO:** 001B5400238

**PRINT DATE:** 10/31/15

**PAGE:** 01

<b>SHIP TO:</b> AS SPECIFIED ON INDIVIDUAL ORDERS		
<b>VENDOR ID:</b> CRISWELL CHEVROLET INC 503 QUINCE ORCHARD RD  GAITHERSBURG, MD 20878 (301 )948-5460	<b>REFER QUESTIONS TO:</b>  CLYDE WALKER (410 )767-3039 CLYDE.WALKER1@MARYLAND.GOV	
<b>ITB:</b> 001IT819614	<b>EXPR DATE:</b> 11/25/15 <b>POST DATE:</b> 11/21/14	<b>DISCOUNT TERMS:</b> . NET 30 DAY <b>CONTRACT AMOUNT:</b> .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.

\*\*\*\*\*  
STATEWIDE CONTRACT  
FOR  
VANS & UTILITY VEHICLES - MODEL YEAR 2015  
\*\*\*\*\*

VENDOR : CRISWELL CHEVROLET, INC.

VENDOR CONTACTS: SCOTT SILVERMAN  
FLEET-MAN@MSN.COM

VENDOR PHONE : 301-948-5460 OR 240-876-8233

TERM OF CONTRACT: 11/24/2014 - 11/25/2015

CONTRACT PERIOD: ONE (1) YEAR FROM DATE OF AWARD OR UNTIL PRODUCTION IS CUT OFF BY THE MANUFACTURER (WHICHEVER COMES FIRST). CRISWELL CHEVROLET, INC MUST NOTIFY THE PROCUREMENT OFFICER FOR THE STATE OF MARYLAND, DEPARTMENT OF GENERAL SERVICES REGARDING PRODUCTION CUT-OFF DATES AS SOON AS THE DEALERSHIP IS NOTIFIED BY THE MANUFACTURER.

DELIVERY: PRICES ARE TO BE F.O.B. DESTINATION TO ANY POINT WITHIN THE STATE OF MARYLAND.

CONTRACT SUBJECT TO ALL STATE OF MARYLAND FLEET CONDITIONS.

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### TERMS (cont'd):

NO TRADE-INS ARE INVOLVED. CRISWELL CHEVROLET, INC WILL, HOWEVER, BE RESPONSIBLE FOR LICENSE TAG TRANSFERS FROM THE STATE VEHICLE BEING REPLACED TO THE NEW VEHICLE AT THE POINT OF DELIVERY OR MARYLAND TEMPORARY TAGS WHICHEVER IS APPLICABLE.

QUANTITIES ARE ESTIMATES ONLY AND ARE NOT TO BE CONSTRUED AS ANY MINIMUM OR MAXIMUM GUARANTEE.

A USAGE REPORT SHALL BE FURNISHED BY CRISWELL CHEVROLET, INC EVERY 90 DAYS DETAILING THE PURCHASE OF ALL ITEMS ON THE CONTRACT. THE FORMAT OF SUBMISSION (E.G. EXCEL) SHALL BE AT THE CONTRACTOR'S DISCRETION PROVIDED THAT, AT A MINIMUM, THE REPORT REFLECTS THE CONTRACT NUMBER, CONTRACT ITEM NUMBER, THE DOLLAR VOLUME PURCHASED OF EACH ITEM, AGENCY IDENTIFICATION AND THE CONTRACT TOTAL. 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.

#### ELECTRONIC PROCESSING FEE:

1. CONTRACTOR SHALL PAY A PROCESSING FEE TO THE STATE IN THE AMOUNT OF ONE PERCENT (1%) OF THE TOTAL CONTRACT SALES. THE PROCESSING FEE IS CALCULATED BASED ON ALL SALES TRANSACTED UNDER THE CONTRACT, MINUS ANY RETURNS OR CREDITS. THE PROCESSING FEE SHALL NOT BE CHARGED DIRECTLY TO THE CUSTOMER, E.G., AS A SEPARATE LINE ITEM, FEE OR SURCHARGE, BUT SHALL BE INCLUDED IN THE CONTRACT'S UNIT PRICES.
2. THE PROCESSING FEE SHALL BE SUBMITTED TO THE DEPARTMENT OF GENERAL SERVICES, FISCAL SERVICES DIVISION, 301 W. PRESTON STREET, ROOM 1309, BALTIMORE, MD., 21201, WITHIN TEN (10) CALENDAR DAYS FOLLOWING THE END OF EACH CALENDAR MONTH ALONG WITH A MONTHLY USAGE REPORT DOCUMENTING ALL CONTRACT SALES. AN EXCEL VERSION OF THE MONTHLY USAGE REPORT SHALL ALSO BE SENT VIA E-MAIL TO THE PROCUREMENT OFFICER AT CLYDE.WALKER1@MARYLAND.GOV AS WELL AS TO AWAWU SALAKO VIA E-MAIL AT AWAWU.SALAKO@MARYLAND.GOV
3. FAILURE TO REMIT PROCESSING FEES IN A TIMELY MANNER OR REMITTANCE OF FEES INCONSISTENT WITH THE CONTRACT'S REQUIREMENTS MAY RESULT IN THE STATE EXERCISING ALL RECOURSE AVAILABLE UNDER THE CONTRACT INCLUDING, BUT NOT LIMITED TO, A THIRD PARTY AUDIT OF ALL CONTRACT ACTIVITY. SHOULD AN AUDIT BE REQUIRED BY THE STATE, THE CONTRACTOR SHALL REIMBURSE THE STATE FOR ALL COSTS ASSOCIATED WITH THE AUDIT UP TO \$10,000.00 OR ONE (1%) PERCENT OF THE CONTRACT'S

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### TERMS (cont'd):

ESTIMATED ANNUAL VALUE, WHICHEVER IS HIGHER.

PURSUANT TO ARTICLE 41, SECTION 18-201 OF THE ANNOTATED CODE OF MARYLAND, EXCEPT AS PROVIDED IN (B) THE FOLLOWING ENTITIES MAY PURCHASE MATERIALS, SUPPLIES, AND EQUIPMENT UNDER THIS CONTRACT:

- (1) A COUNTY OR BALTIMORE CITY;
- (2) A MUNICIPAL CORPORATION;
- (3) A GOVERNMENTAL AGENCY IN THE STATE;
- (4) A PUBLIC OR QUASI-PUBLIC AGENCY THAT:
  - (I) RECEIVES STATE MONEY; AND
  - (II) IS EXEMPT FROM TAXATION UNDER SECTION 501(C)(3) OF THE INTERNAL REVENUE CODE:
- (5) A PRIVATE ELEMENTARY OR SECONDARY SCHOOL THAT:
  - (I) EITHER HAS BEEN ISSUED A CERTIFICATE OR APPROVAL FROM THE STATE BOARD OF EDUCATION OR IS ACCREDITED BY THE ASSOCIATION OF INDEPENDENT SCHOOLS; AND
  - (II) IS EXEMPT FROM TAXATION UNDER SECTION 501 (C)(3) OF THE INTERNAL REVENUE CODE:
- (6) A NONPUBLIC INSTITUTION OF HIGHER EDUCATION UNDER SECTION 17-106 OF THE EDUCATION AFTICLE.  
A PRIVATE ELEMENTARY OR SECONDARY SCHOOL OR A NONPUBLIC INSTITUTION OF HIGHER EDUCATION MAY NOT PURCHASE RELIGIOUS MATERIALS UNDER THIS CONTRACT.

THE RIGHT TO PURCHASE UNDER THIS SECTION SHALL BE IN ADDITION TO, BUT NOT IN SUBSTITUTION FOR, THE APPLICABLE PURCHASING POWER GRANTED TO ANY OF THE LISTED ENTITIES PURSUANT TO ANY STATUTORY OR CHARTER PROVISION.

ALL PURCHASES UNDER THIS CONTRACT BY ANY SUCH ENTITY WHICH IS NOT A UNIT OR AGENCY OF THE STATE OF MARYLAND FOR WHICH THE STATE OF MARYLAND MAY BE HELD LIABLE IN CONTRACT (1) SHALL NOT CONSTITUTE A PURCHASE OR CONTRACT BETWEEN THE CONTRACTOR AND THAT ENTITY ONLY, (2) SHALL NOT CONSTITUTE A PURCHASE OR CONTRACT OF THE STATE OF MARYLAND, (3) SHALL NOT BE BINDING OR ENFORCEABLE AGAINST THE STATE OF MARYLAND OR ANY OF ITS UNITS OR AGENCIES, AND (4) MAY BE SUBJECT TO OTHER TERMS AND CONDITIONS AGREED TO BY THE CONTRACTOR, AND THE PURCHASER. CONTRACTOR BEARS THE RISK OF DETERMINING WHETHER ANY ENTITY FROM WHICH THE CONTRACTOR RECEIVES AN ORDER UNDER THE CONTRACT IS A UNIT

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### TERMS (cont'd):

OR AGENCY OF THE STATE OF MARYLAND SUCH THAT THE CONTRACT MAY BE ENFORCED AGAINST THE STATE OF MARYLAND.

THE VENDOR/CONTRACTOR HAS TEN (10) CALENDAR DAYS FROM THE DATE OF THE AWARD TO INITIATE THE PROCESS OF PUTTING THEIR ONLINE ECATALOG OF CONTRACT ITEMS ON THE EMARYLAND MARKETPLACE. FAILURE BY THE VENDOR/CONTRACTOR TO DO SO, INCORPORATIONG THE TERMS AS LISTED ABOVE AND OTHERWISE COMPLYING WITH THE CONTRACT, WILL BE CAUSE TO REASSESS THE CONTRACT WITH THE VENDOR/CONTRACTOR AND MAY RESULT IN DEFAULT OF THE CONTRACT AND/OR BREACH OF THE CONTRACT, AND COULD RESULT IN TERMINATION OF THE CONTRACT FOR DEFAULT.

ALL COSTS AND EXPENSES OF COMPLYING WITH THIS PROVISION SHALL BE BORNE BY THE CONTRACTOR AT NO ADDITIONAL COST TO THE STATE.

FOR ADDITIONAL INFORMATION CONCERNING EMARYLAND MARKETPLACE, PLEASE CONTACT DEWANA DANIEL AL-MATEEN AT 410-767-4024.  
E-MAIL AT DEWANA.AL-MATEEN@MARYLAND.GOV

CONTRACT VALUE ESTIMATION: CONTRACT QUANTITY AND VALUE IS ESTIMATED AT \$687,840.00 AND SHOULD NOT BE CONSTRUED AS ANY MINIMUM OR MAXIMUM GUARANTEE. THE CONTRACT SHALL BE FOR THE ACTUAL NEEDS OF THE AGENCY AND MAY VARY APPRECIABLY FROM THE STATED ESTIMATE(S). RELEASES SHALL BE MADE AS REQUESTED BY THE USING AUTHORITIES ON AN "AS-REQUIRED" BASIS.

CONTRACT ACCEPTANCE: THIS BLANKET PURCHASE ORDER (BPO) ISSUED AS A RESULT OF THE INVITATION TO BID (ITB #001IT819614) AND ANY SUBSEQUENT AMENDMENTS, MODIFICATIONS, OR OPTIONS ISSUED RELEVANT TO THE ITB OR BPO, SHALL COMPLY WITH ALL OF THE TERMS, CONDITIONS, AND SPECIFICATIONS ISSUED WITH THE ITB (#001IT819614) AND ARE INCORPORATED HEREIN AND MADE A PART OF THIS BPO.

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<u>LINE #</u>	<u>STATE ITEM ID</u>	<u>U/M</u>	<u>UNIT COST</u>
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0001	07048-13C000	EA	22,165.0000
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VEHICLE, TYPE 13C, FULL SIZE 8 PASSENGER WAGON, ETHANOL

VEHICLE, TYPE 13-C, FLEX FUELED FULL SIZE EIGHT (8) PASSENGER WAGON /VAN (E-85) ETHANOL, PER THE ATTACHED ST OF MD SPECIFICATIONS. SPECIFY MAKE AND MODEL NUMBER FOR VEHICLE OFFERED IN THE COMMENT SECTION OF YOUR BID.

LINE 008 OF THE ITB:- CHEVROLET EXPRESS EIGHT (8) PASSENGER VAN MODEL CG23406 - MODEL YEAR 2015 - \$22,165.00

ADDITION FOR REAR AIR CONDITIONING/HEAT: \$900.00  
ADDITION FOR SLIDING DOORS: \$200.00  
0% DISCOUNT ON ANY OTHER OPTIONS.

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0002	07048-180000	EA	22,771.0000
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VEHICLE, TYPE 18, FULL SIZE 1-TON CARGO VAN

PLEASE NOTE THAT THIS VEHICLE IS TYPE 18-C, NOT TYPE 18 AS MISTAKENLY NOTED ABOVE.

VEHICLE, TYPE 18-C, FULL SIZE 1-TON CARGO VAN (E-85) ETHANOL PER THE ATTACHED ST OF MD SPECIFICATIONS. SPECIFY MAKE AND MODEL NUMBER FOR VEHICLE OFFERED IN THE COMMENT SECTION OF YOUR BID.

LINE 013 OF ITB:- 2015 CHEVROLET EXPRESS CARGO VAN MODEL CG33405 \$22,771.00

ADDITION FOR REAR AIR CONDITIONING/HEAT: \$900.00  
ADDITION FOR DUAL REAR DOORS (AGENCY MAY SPECIFY W/GLASS): \$100.00  
ADDITION FOR TINTED GLASS: LIGHT TINTED GLASS IS STANDARD.  
OPTION FOR DARK TINTED GLASS IN REAR DOORS : \$300.00  
0% DISCOUNT ON ANY OTHER OPTIONS.

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0003	07048-140000	EA	23,158.0000
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VEHICLE, TYPE 14, FULL SIZE 12 PASSENGER WAGON

PLEASE NOTE THAT THIS VEHICLE IS TYPE 14-C, NOT TYPE 14 AS MISTAKENLY NOTED ABOVE.

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LINE #            STATE ITEM ID                            U/M            UNIT COST                            \_\_\_\_\_

VEHICLE, TYPE 14-C, FULL SIZE TWELVE (12) PASSENGER WAGON/VAN  
(E-85) ETHANOL, PER THE ATTACHED ST OF MD SPECIFICATIONS.  
SPECIFY MAKE AND MODEL NUMBER FOR VEHICLE OFFERED IN THE ALTERNATE  
DESCRIPTION SECTION OF YOUR BID.

LINE 009 OF THE ITB:- 2015 CHEVROLET EXPRESS 12 PASSENGER VAN  
MODEL # CG23406. \$23,158.00  
ADDITIONAL OPTIONS: SLIDING SIDE DOOR \$200; REAR A/C HEAT IS INCLUDED  
IN BASE PRICE. 0% DISCOUNT ON ANY OTHER OPTIONS.

\_\_\_\_\_ END OF ITEM LIST \_\_\_\_\_

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**AUTHORIZED BY:** \_\_\_\_\_ **DATE:** \_\_\_\_\_

**BUYER AUTHORIZED DESIGNEE**