

BLANKET PURCHASE ORDER

STATE OF MARYLAND

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

BPO NO: 001B3600281

PRINT DATE: 03/21/23

PAGE: 01

SHIP TO: AS SPECIFIED ON INDIVIDUAL ORDERS		
VENDOR ID: RELOCATION SOLUTIONS INC 8787 BRANCH AVE STE 166 CLINTON, MD 20735 (844) 991-6683	REFER QUESTIONS TO: DAVID RENFRO (410) 767-7064 DAVID.RENFRO@MARYLAND.GOV	
ITB:	EXPR DATE: 03/22/26 POST DATE: 03/20/23	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.

STATEWIDE CONTRACT FOR
ON-CALL MOVING SERVICES

REFER TO DGS WEBSITE FOR PRICING AND SERVICES DETAILS:
[HTTPS://DGS.MARYLAND.GOV/PAGES/PROCUREMENT/BIDSAWARDS.ASPX](https://dgs.maryland.gov/pages/procurement/bidsawards.aspx)

THIS IS A STATEWIDE CONTRACT FOR ON-CALL MOVING SERVICES FOR THE STATE OF MARYLAND FACILITIES TERM OF CONTRACT: THREE (3) YEARS W/TWO (2) ONE (1) YEAR RENEWALS

BASE TERM: MARCH 22, 2023 THROUGH MARCH 21, 2026
OPTION YEAR ONE: MARCH 22, 2026 THROUGH MARCH 21 2027
OPTION YEAR TWO: MARCH 22, 2027 THROUGH MARCH21, 2028

VENDOR: RELOCATION SOLUTIONS, INC.
VENDOR CONTACT: GREGORY FORTUNE
VENDOR NUMBER: 240-462-0338
VENDOR EMAIL: GREGF@RELOCATIONSOLUTIONSINC.COM

SCOPE OF CONTRACT:

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TERMS (cont'd):

THE PURPOSE OF THIS CONTRACT IS TO OBTAIN AN INDEFINITE DELIVERY INDEFINITE QUANTITY (IDIQ) SOURCE FOR ON-CALL MOVING SERVICES FOR THE STATE OF MARYLAND AT A FIRM FIXED PRICE FOR THE TERM AS SHOWN HEREIN. THE CONTRACTOR SHALL PROVIDE ALL MATERIAL, PERSONNEL, VEHICLES AND EQUIPMENT FOR THIS THIS CONTRACT FOR THE PERIOD OF THREE (3) YEARS BEGINNING ON THE DATE OF CONTRACT AWARD, TO THE COMPLETE SATISFACTION OF THIS SOLICITATION. THE STATE RESERVES THE RIGHT TO ORDER SERVICES THAT MAY BE REQUIRED DURING THE SAID PERIOD, AND IT ALSO RESERVES THE RIGHT NOT TO ORDER SERVICES BID UPON BY THE CONTRACTOR, IF IT IS FOUND THAT SUCH SERVICES ARE NOT REQUIRED BY THE STATE DURING THE PERIOD COVERED BY THIS CONTRACT. THE STATE THE STATE RESERVES THE RIGHT TO AWARD INDIVIDUAL JOS ON A SPECIFIC ROTATION BASIS, BASED ON DEMONSTRATED AREAS OF EXPERIENCE AND EXPERTISE, OR BASED ON JOB LOCATION.

MARYLAND LAW PREVAILS:

THE PROVISIONS OF THIS CONTRACT SHALL BE GOVERNED BY THE LAWS OF MARYLAND.

INVOICES: VENDOR MUST INCLUDE THE 9-DIGIT ZIP CODE OF COMPANY ADDRESS ON ALL INVOICES. FAILURE TO DO SO MAY RESULT IN DELAY OF PAYMENT. THIS PURCHASE OF MOVING SERVICES IS FOR STATEWIDE AGENCIES ACROSS THE STATE.

USAGE REPORT:

A REPORT SHALL BE FURNISHED BY THE SUCCESSFUL CONTRACTOR EVERY HUNDRED -TWENTY (120) DAYS DETAILING THE PURCHASE OF ALL ITEMS ON THE CONTRACT. THE REPORT SHALL BE SUBMITTED ELECTRONICALLY IN EXCEL FORMAT. AS A MINIMUM, THE REPORT SHALL REFLECT THE CONTRACT NUMBER, CONTRACT ITEM NUMBER AND DESCRIPTION, THE DOLLAR VOLUME PURCHASED OF EACH ITEM, AGENCY IDENTIFICATION, AND THE CONTRACT TOTAL. THE REPORT SHALL 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. THE USAGE REPORT SHALL BE EMAILED TO THE DGS.STATEWIDECONTRACTSUSAGEREPORT@MARYLAND.GOV.

ELECTRONIC TRANSACTION FEE:

SHALL PAY AN ELECTRONIC TRANSACTION FEE TO THE STATE IN THE AMOUNT OF ONE PERCENT (1%) OF THE TOTAL CONTRACT SALES. THE ELECTRONIC TRANSACTION FEE IS CALCULATED BASED ON ALL SALES TRANSACTED UNDER THE CONTRACT, MINUS ANY RETURNS OR CREDITS. THE ELECTRONIC TRANSACTION 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

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TERMS (cont'd):

CONTRACT'S UNIT PRICES.

THE ELECTRONIC TRANSACTION FEE SHALL BE SUBMITTED TO THE OFFICE OF STATE PROCUREMENT , FISCAL SERVICES DIVISION, , 301 W. PRESTON STREET, ROOM 1309, BALTIMORE, MD, 21201, THIRTY (30) DAYS AFTER THE END OF EACH REPORTING PERIOD ALONG WITH A MONTHLY USAGE REPORT DOCUMENTING ALL CONTRACT SALES. AN EXCEL TO DGS.STATEWIDECONTRACTSUSAGEREPORT@MARYLAND.GOV.

THE DEPARTMENT OF GENERAL SERVICES' "TERMS AND CONDITIONS FOR COMMODITY CONTRACTS OVER \$50,000" AND ALL SPECIFICATIONS, TERMS AND CONDITIONS OF SOLICITATION #BPM032183/001IT821347 INCORPORATED HEREIN BY REFERENCE.

PURSUANT TO THE STATE FINANCE AND PROCUREMENT ARTICLE SECTION 13-110 OF THE ANNOTATED CODE OF MARYLAND, EXCEPT FOR ENTITIES DESCRIBED IN (6) (A) 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 OF 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; OR
- (6) A NON-PUBLIC INSTITUTION OF HIGHER EDUCATION UNDER SECTION 17-106 OF THE EDUCATION ARTICLE.
 - (A) A PRIVATE ELEMENTARY OR SECONDARY SCHOOL OR A NON-PUBLIC INSTITUTION OF HIGHER EDUCATION MAY NOT PURCHASE RELIGIOUS MATERIALS UNDER THIS CONTRACT.
 - (B) THE RIGHT TO PURCHASE UNDER THIS SECTION SHALL BE IN ADDITION TO, BUT NOT IN SUBSTITUTION FOR, THE APPLICABLE PURCHASING POWER GRANTED T O ANY OF THE LISTED ENTITIES PURSUANT TO ANY STATUTORY OR CHARTER PROVISION.
- (7) ANOTHER STATE OR AN AGENCY OR OTHER INSTRUMENTALITY OF ANOTHER STATE. ALL PURCHASES UNDER THIS CONTRACT BY ANY SUCH ENTITY WHICH

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TERMS (cont'd):

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 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;

8) SHALL NOT BE BINDING OR ENFORCEABLE AGAINST THE STATE OF MARYLAND OR ANY OF ITS UNITS OR AGENCIES; AND MAY BE SUBJECT TO OTHER TERMS AND CONDITIONS.

0001 08005-E75MOV EA

MOVING SERVICES

0002 96256 EA

MOVING AND HAULING SERVICES (NOT MATERIAL HAULING - SEE 962-86)

0003 96256 EA

MOVING AND HAULING SERVICES (NOT MATERIAL HAULING - SEE 962-86)

END OF ITEM LIST

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

AUTHORIZED BY: Charles W. Bailey

DATE: 3/21/23

BUYER AUTHORIZED DESIGNEE