

BLANKET PURCHASE ORDER

STATE OF MARYLAND

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

BPO NO: 001B0600459

PRINT DATE: 06/03/20

PAGE: 01

SHIP TO:

AS SPECIFIED ON INDIVIDUAL ORDERS

VENDOR ID:

PATRIOT SHREDDING
5550 WILKINS COURT

ROCKVILLE, MD 20852
(240)206-6030

REFER QUESTIONS TO:

MATTHEW SMITH
(410)767-3039
MATTHEW.SMITH2@MARYLAND.GOV

ITB: 001IT821142

EXPR DATE: 06/02/23
POST DATE: 06/03/20

DISCOUNT TERMS: . NET 30 DAY
CONTRACT AMOUNT: 300,000.00

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.

AGENCY SPECIFIC CONTRACT
MARYLAND LOTTO & GAMING CONTROL AGENCY
ON-SITE SHREDDING

CONTRACT PERIOD: THIS CONTRACT WILL BE FOR A THREE (3) YEAR PERIOD BEGINNING JUNE 1, 2020 AND ENDING MAY 31, 2023 WITH TWO (2) ONE (1) YEAR RENEWAL OPTIONS UPON THE WRITTEN CONSENT OF THE USING AGENCY, THE VENDOR AND THE DEPARTMENT OF GENERAL SERVICES.

VENDOR CONTACT: JACK DIGIOIA
VENDOR NUMBER: 240-206-6030
VENDOR ADDRESS: 5550 WILKINS COURT, ROCKVILLE, MD 20852
VENDOR EMAIL: JACK@PATRIOTSHREDDING.COM

AGENCY: MARYLAND LOTTERY & GAMING CONTROL AGENCY
AGENCY CONTACT: DARRYL MASSEY
AGENCY ADDRESS: 1800 WASHINGTON BLVD, SUITE 300, BALTIMORE, MD 21230
AGENCY NUMBER: 410-230-8746
AGENCY EMAIL: DARRYL.MASSEY@MARYLAND.GOV

SPECIFICATIONS: THE VENDOR SHALL PROVIDE SECURED STORAGE BINS AND CONDUCT ON SITE SHREDDING FOR MLGCA. ALL SHREDDING SHALL OCCUR ON SITE AT THE MLGCA LOCATION.

SHREDDING FOR INSTANT/LOTTO TICKETS IS REQUIRED ON A BIWEEKLY BASIS (EVERY 2 WEEKS) AND WILL BE SCHEDULED BY AGENCY AND VENDOR. DUE TO

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TERMS (cont'd):

COATING USED ON INSTANT/LOTTO TICKETS, SHREDDING WITH OTHER ITEMS SHALL NOT BE PERMITTED.

STANDARD PAPER SHREDDING WILL BE SCHEDULED AT A MINIMUM OF ONCE A MONTH TO BE SCHEDULED BY AGENCY.

VENDOR SHALL PROVIDE TEN (10) 96 GAL. SECURED CONTAINERS TO BE USED FOR INSTANT/LOTTO TICKETS AND FIFTEEN (15) 96 GAL. SECURED CONTAINERS TO BE USED FOR STANDARD PAPER. ADDITIONAL CONTAINERS MAY BE REQUESTED BY THE AGENCY AT ANY TIME THROUGHOUT THE CONTRACT.

VENDOR SHALL PROVIDE MASTER KEYS TO THE AGENCY CONTACT WHO WILL UNLOCK THE CONTAINERS ON THE SCHEDULED DAYS. DESIGNATED AGENCY CONTACT SHALL ASSIST THE CONTRACTOR WITH LOCATION OF CONTAINERS AND TAKEN TO THE SHREDDING LOCATION ON SITE. THE CONTAINERS WILL BE OPENED BY THE AGENCY AND DESTROYED BY CONTRACTOR.

IN ADDITION TO BIWEEKLY SHREDDING OF INSTANT/LOTTO TICKETS BULK SHREDDING OF TICKETS SHALL BE PROVIDED ON WEEKENDS AT AN AS-NEEDED BASIS.

WEEKEND SHREDDING SHALL BE SCHEDULED AND AGREED UPON BETWEEN THE AGENCY AND CONTRACTOR AND PERFORMED BETWEEN THE HOURS OF 7:30AM - 12:00PM.

CONTRACTOR SHALL PROVIDE AGENCY WITH CERTIFICATE OF DESTRUCTION FOR EACH OCCURENCE, VERIFYING ALL RULES AND REGULATIONS FOR DESTROYING INSTANT/LOTTO TICKETS AND PAPER DOCUMENTS WERE FOLLOWED.

CONTRACTOR SHALL SUBMIT ALL INVOICES THIRTY (30) DAYS AFTER ON-SITE SHREDDING HAS BEEN PERFORMED. PAYMENTS SHALL BE MADE NO LATER THAN THIRTY (30) DAYS AFTER THE RECEIPT OF A PROPER INVOICE FROM THE CONTRACTOR.

CALCULATION OF BILLING WEIGHT SHALL BE THE NET WEIGHT OF THE MATERIALS MINUS THE WEIGHT OF CONTAINER.

SPECIFICATIONS: THE VENDOR SHALL BE RESPONSIBLE FOR PERFORMING THE DUTIES AS SPECIFIED IN SECTION C OF IFB SOLICITATION #001IT821142 / BPM018733.

THE DEPARTMENT OF GENERAL SERVICES' "TERMS AND CONDITIONS FOR COMMODITY CONTRACTS OVER \$50,000" AND ALL SPECIFICATIONS, TERMS AND CONDITIONS OF SOLICITATION #001IT821142 / BPM018733 INCORPORATED HEREIN BY REFERENCE.

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<u>LINE #</u>	<u>STATE ITEM ID</u>	<u>U/M</u>	<u>UNIT COST</u>	
0001	95215-000004	LB	.1400	
SERVICES, PAPER DESTRUCTION/SHREDDING				
\$0.14 PER POUND PAPER SHREDDING				
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0002	95215-000004	LB	.1900	
SERVICES, PAPER DESTRUCTION/SHREDDING				
\$0.19 PER POUND INSTANT TICKET SHREDDING				
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END OF ITEM LIST				

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AUTHORIZED BY: _____ **DATE:** _____

BUYER AUTHORIZED DESIGNEE