

BLANKET PURCHASE ORDER

STATE OF MARYLAND

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

BPO NO: 001B1600136

PRINT DATE: 11/05/21

PAGE: 01

SHIP TO:

AS SPECIFIED ON INDIVIDUAL ORDERS

VENDOR ID:

GARDENS IMAGING SOLUTIONS
2000 WASHINGTON BLVD STE G

BALTIMORE, MD 21230
(410) 539-2763

REFER QUESTIONS TO:

MONICA FRANKLIN
(410) 767-4497
MONICA.FRANKLIN1@MARYLAND.GOV

ITB:

EXPR DATE: 11/15/21
POST DATE: 11/12/20

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

PRINTING OF CONSTRUCTION RELATED DOCUMENTS

MODIFICATION #2: GARDENS REPRODUCTIVE ARTS, INC. DELETED FROM THE
2342 SCREEN.

MODIFICATION #1: SUCCESSOR IN INTEREST; NAME CHANGED TO GARDENS
IMAGING SOLUTIONS, INC. (FORMERLY GARDENS REPRODUCTIVE ARTS, INC.)

THIS IS (1) ONE OF (2) TWO RENEWAL OPTIONS.

CONTRACT TERM: NOVEMBER 16, 2020 THROUGH NOVEMBER 15, 2021 WITH THE
SAME TERMS, CONDITIONS AND PRICE.

VENDOR CONTACT: BILL SPARWASSER
PHONE NUMBER: (410) 539-2763
EMAIL : WLSPAR@GARDENSREPRO.COM

THIS CONTRACT IS SUBJECT TO THE TERMS AND CONDITIONS FOR COMMODITIES
CONTRACTS OVER \$25,000.00.

ELECTRONIC TRANSACTION FEE:

A. CONTRACTOR SHALL PAY AN ELECTRONIC TRANSACTION FEE TO
THE STATE IN THE AMOUNT OF ONE PERCENT (1%) OF THE TOTAL

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TERMS (cont'd):

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 CONTRACTS UNIT PRICES.

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B. 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 VERSION OF THE MONTHLY USAGE REPORT SHALL BE EMAILED TO DGS.STATEWIDECONTRACTSUSAGEREPORT@MARYLAND.GOV.

.
C. FAILURE TO REMIT TRANSACTION FEES IN A TIMELY MANNER OR REMITTANCE OF FEES INCONSISTENT WITH THE CONTRACTS 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 CONTRACTS ESTIMATED ANNUAL VALUE, WHICHEVER IS HIGHER.

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D. PRIOR TO AWARD, CONTRACTORS WILL BE ASKED TO CONFIRM IN WRITING THAT THEIR UNIT PRICES INCLUDE THE ONE PERCENT (1%) ELECTRONIC TRANSACTION FEE.

PRICE ESCALATION WILL BE ALLOWED ONLY AT TIME OF RENEWAL WITH DOCUMENTATION.

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

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

AVAILABLE TO:

DESIGNATED AGENCY ONLY ()
ALL STATE OF MARYLAND AGENCIES ()
STATE AGENCIES AND POLITICAL SUBDIVISIONS (X)

FOR ADDITIONAL INFORMATION REGARDING THIS CONTRACT, PLEASE CONTACT

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TERMS (cont'd):

YOUR PROCUREMENT OFFICER:

MONICA FRANKLIN

410-767-4499

MONICA.FRANKLIN1@MARYLAND.GOV

<u>LINE #</u>	<u>STATE ITEM ID</u>	<u>U/M</u>	<u>UNIT COST</u>		
0001	96640-180000	EA	.3000		
REPRODUCTION SERVICE XEROGRAPHIC PROCESS LARGE FORMAT,PLAIN BOND PRINTS,24 X 36					
0002	96640-180000	EA	.4500		
REPRODUCTION SERVICE XEROGRAPHIC PROCESS LARGE FORMAT,PLAN BOND PRINTS 30 X 42					
0003	96640-180000	EA	.6000		
REPRODUCTION SERVICE XEROGRAPHIC PROCES LARGE FORMAT,PLAIN BOND PRINTS 36 X 48					

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<u>LINE #</u>	<u>STATE ITEM ID</u>	<u>U/M</u>	<u>UNIT COST</u>	
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0004	96640-180000	EA	.0490	
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REPRODUCTION SERVICE
XEROGRAPHIC PROCES LARGE FORMAT, PLAIN BOND PRINTS, PER SQUARE FOOT

0005	96640-180000	EA	.0320	
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REPRODUCTION SERVICE
XEROGRAPHIC COPIES ON WHITE BOND PAPER 8-1/2 X 11

0006	96640-180000	EA	.0300	
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REPRODUCTION SERVICE
XEROGRAPHIC COPIES ON WHITE BOND PAPER, 8-1/2 X 14

0007	96640-180000	EA	.0625	
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REPRODUCTION SERVICE
XEROGRAPHIC COPIES ON WHITE BOND PAPER, 11 X 17

0008	96640-180000	EA	.1000	
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REPRODUCTION SERVICE
XEROGRAPHIC COPIES ON STANDARD COLOR PAPER, 8-1/2 X 11

0009	96640-180000	EA	.3000	
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REPRODUCTION SERVICE
XEROGRAPHIC COPIES ON TAB DIVIDER SHEET, 9 X 11

0010	96640-180000	EA	.1000	
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REPRODUCTION SERVICE

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XEROGRAPHIC COPING ON STANDARD COVER STOCK.WHITE OR STANDARD COLORS,
8-1/2 X 11

0011	96640-180000	EA	.3300	
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REPRODUCTION SERVICE
COLOR LASER COPIES FROM HARD COPY OR DIGITAL ORIGINALS 8-1/2 X 11

0012	96640-180000	EA	.0500	
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REPRODUCTION SERVICE
PLAIN STANDARD COVER STOCK (NO COPING OR IMAGING) 8-1/2 X11

0013	96640-180000	EA	2.0000	
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REPRODUCTION SERVICE
ACCO BIND BOOKS (INCLUDING TAPING,BINDIND EGDE AND 3 HOLE DRILLING
SHEETS, IF NECESSARY

0014	96640-180000	EA	2.5000	
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REPRODUCTION SERVICE
GBS SPIRAL BIND BOOKS (INCLUDING PUNCHING, BINDING STRIP AND
BINDING)8-1/2 X 11 BOOKS

0015	96640-180000	EA	1.2500	
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REPRODUCTION SERVICE
MOUNTING TO FOAM BACKING(INCLUDING FOAM BACKING AND HAND TIME)36 X 48

0016	96640-180000	EA	2.0000	
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REPRODUCTION SERVICE
REPAIR TIME TAPING DRAWINGS, PRICE PER SQUARE FOOT

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0017	96640-180000	EA	.1000		
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REPRODUCTION SERVICE
SCAN DRAWING TO DIGITAL FILE, (PDF, JPEG, TIF- FORMAT TO BE SELECTED
BY AGENCY)

0018	96640-180000	EA	.0250		
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REPRODUCTION SERVICE
TRANSFER DIGITAL FILES (PDF, JPEG TIF FORMAT) TO CD

0019	96640-180000	EA	1.0000		
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REPRODUCTION SERVICE
RATE FOR HAND TIME 1 TO 5 SHEETS PER ORIGINAL SET, FOLD SEPARATE
PRICE PER SET

0020	96640-180000	EA	6.0000		
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REPRODUCTION SERVICE
WOOD BIND STICK BINDING, (DRAWING TO BE PUT ON A WOOD STICK AND
BOLTED)

0021	96640-180000	EA	.9000		
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REPRODUCTION SERVICE
COLOR COPIES FROM HARD COPY OR DIGITAL ORIGINALS 24 X 36

0022	96640-180000	EA	1.3500		
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REPRODUCTION SERVICE
COLOR COPIES FROM HARD COPY OR ORIGINALS 30 X 42

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0023	96640-180000	EA	1.8000	
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REPRODUCTION SERVICE
COLOR COPIES FROM HARD COPY DIGITAL ORIGINALS 36 X 48

0024	96640-180000	EA	.0100	
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REPRODUCTION SERVICE
FOLDING SHEETS FROM 11 17 TO 8-1/2 X 11

0025	96640-180000	EA	1.2500	
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REPRODUCTION SERVICE
MOUNTING TO FOAM BACKING (INCLUDING FOAM BACKING HAND TIME) 24 X 36

0026	96640-180000	EA	1.2500	
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REPRODUCTION SERVICE
MOUNTING TO FOAM BACKING (INCLUDING FOAM BACKING HAND TIME) 30 X 42

0027	96640-180000	EA	.0200	
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REPRODUCTION SERVICE
RATE FOR HAND TIME 6 TO 50 SHEETS PER ORIGINAL SET, ROLL DRAWINGS
PRICE PER SET

0028	96640-180000	EA	.0400	
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REPRODUCTION SERVICE
RATE FOR HAND TIME 50 OR MORE SHEETS PER ORIGINAL SET, ROLL DRAWINGS
WITH BROWN PAPER, PRICE PER SET

_____ END OF ITEM LIST _____

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AUTHORIZED BY: _____ DATE: _____

BUYER AUTHORIZED DESIGNEE