



STATE OF MISSOURI  
 OFFICE OF ADMINISTRATION  
 DIVISION OF PURCHASING AND MATERIALS MANAGEMENT

**NOTIFICATION OF STATEWIDE CONTRACT**

August 10, 2015

**CONTRACT TITLE:** Supplies: Telecom and Data

**CURRENT CONTRACT PERIOD:** September 1, 2015 through August 31, 2016

**BUYER INFORMATION:** Earl Pettit  
 573-751-5430  
[Earl.Pettit@oa.mo.gov](mailto:Earl.Pettit@oa.mo.gov)

RENEWAL INFORMATION	Original Contract Period	Potential Final Expiration
	September 1, 2011 through August 31, 2012	August 31, 2016

ALL PURCHASES MADE UNDER THIS CONTRACT MUST BE FOR **PUBLIC USE ONLY**.  
 PURCHASES FOR PERSONAL USE BY PUBLIC EMPLOYEES OR OFFICIALS ARE PROHIBITED.

**THIS IS A PREFERRED USE CONTRACT FOR ALL STATE AGENCIES  
 THROUGHOUT MISSOURI**

Local Purchase Authority should not be used to purchase supplies/services included  
 in this contract unless specifically allowed by the contract terms. See other text herein about contract usage.

*~ Instructions for use of the contract, specifications, requirements, and pricing are attached ~.*

CONTRACT NUMBER	VENDOR NUMBER	VENDOR INFORMATION	MBE/WBE	COOP PROCUREMENT
C111155001	3623612850 7	Anixter, Inc. 2509 Cassens Drive Fenton, MO 63026-2547  Order and Delivery Issues: Contact: Christopher Fabick Phone: 636-326-6830 Fax: 636-326-6801 Email: <a href="mailto:Chris.Fabick@anixter.com">Chris.Fabick@anixter.com</a>  Training Issues: Contact: Cherie Beckmann Phone: (636) 326-6825 Fax: (636) 326-6801 Email: <a href="mailto:Cherie.Beckmann@anixter.com">Cherie.Beckmann@anixter.com</a>	No	Yes

**STATEWIDE CONTRACT HISTORY**

The following summarizes actions related to this Notification of Statewide Contract since its initial issuance. Any and all revisions have been incorporated into the attached document.

<b>Contract Period</b>	<b>Issue Date</b>	<b>Summary of Changes</b>
<b>09/01/15 – 08/31/16</b>	<b>08/10/15</b>	<b>Renewal of contract.</b>
09/01/14 – 08/31/15	09/24/14	Renewal of contract and DPMM buyer information updated on page 1.
09/01/13 - 08/31/14	10/31/13	DPMM buyer information updated on page 1 of the Statewide Notice.
09/01/13-08/31/14		Renewal of Contract
09/01/12 -08/31/13	06/05/12	The contract has been renewed.
09/01/11 -08/31/12	04/30/12	The Anixter website address has been updated.
09/01/11 -08/31/12	02/17/12	Instructions about using the eAnixter website have been added.
09/01/11 -08/31/12	02/15/12	Update to Anixter’s website address; Chris Fabick’s phone and fax numbers, and additional information added to pricing page. Please be aware that the Pricing Page is a document separate from this document.
09/01/11 -08/31/12	10/03/11	First page of Notification of Statewide Contract has been corrected to say that this is a true statewide contract with statewide reach (not just Jefferson City and within 40-mile radius). Also, line item 007 has been added to the statewide contract notice. It may be used for catalog purchases of Compulink products.
09/01/11 -08/31/12	09/01/11	Anixter’s address has been updated to the Fenton address.
09/01/11 -08/31/12	08/31/11	Initial issuance of new statewide contract. This contract replaces C106161001.

The contract is for provision of telecommunications and data wiring and related supplies (patch cables, etc.) The contract is a preferred use contract intended to serve any state agency on a statewide basis. Related product information and product-usage training is also available.

**Preferred-Use Contract:** State agency users are advised that the contract is considered a preferred-use contract which means all state agencies *should* use the contract for the supplies and service on contract if needed. Even though the contract is considered a preferred-use contract, there will be rare situations where an agency may waive itself from using the contract so long as such determination is supportable and in the best interests of the State. Reasons for not using the contract shall include but shall not necessarily be limited to the following: specific item is out-of-stock for an unreasonable amount of time (to be determined by the state agency) without an acceptable substitute; closest authorized dealer is too far and it would be burdensome for the agency to pay the cost associated with travel.

**On-Site Advice and Consultation:** As requested, Anixter will provide on-site advice and consultation to the state agency regarding the best product for the state agency's application at no additional cost to the State.

**Product-Usage Training:** The contractor also provides product usage training (e.g., how to use a crimper, etc.) to the state agency upon the agency's request. Anixter provides this service free of charge

**Replacement of Damaged Product:** The contractor shall be responsible for replacing any item received in damaged condition at no cost to the State of Missouri. This includes all shipping costs for returning non-functional items to the contractor for replacement.

**Substitutions:** The On a case-by case basis, the contractor and the state agency may agree on a product substitution. For long-term product substitutions, contractor shall not substitute any item(s) that has been awarded to the contractor without the prior written approval of the Division of Purchasing and Materials Management. No substitution shall be allowed that is not the functional same or better of the identified item, at the same or lower price.

**Delivery Performance:** Drop-ship delivery is provided by Anixter. In-stock items will be delivered in one (1) business day from the date of order. Delivery of out-of-stock items will depend on manufacturer lead-time or availability.

The contractor and/or the contractor's subcontractor(s) shall deliver products in accordance with the contracted delivery times stated herein to the state agency upon receipt of an authorized order. Delivery shall include unloading shipments at the state agency's dock or other designated unloading site as requested by the state agency. All orders must be shipped F.O.B. Destination, Freight Prepaid and Allowed. No add-on freight should be charged or paid. All orders received on the last day of the contract, must be shipped at the contract price. All deliveries must be coordinated with the state agency.

The contractor shall submit a monthly statement with an original copy of the invoice (prefer original and one copy) showing the item(s), respective quantity of items shipped, invoiced price, and, as applicable, the manufacturer's list price for the item minus the contract discount, i.e., for items that are not specifically priced in the contract, the invoice shall show the quoted discount applied to the list price, and the resulting net (discounted) price to the state agency. The contractor shall be paid in arrears on a monthly basis.

**Agencies Have To Sign-For Items Received:** The contractor shall not release any merchandise to the state agency unless signed-for with a readable signature by the state agency representative picking-up or receiving the order.

**Purchase Order Numbers Are Required:** The contractor shall understand and agree that no orders shall be accepted or delivered without a purchase order number. The purchase order number must be shown on all shipping papers, invoices, etc.

**Packing Slip Required:** The contractor must provide a packing slip with each shipment. The packaging slip will include at least the following information which is listed in no particular order:

- a. Line Item Description
- b. Quantity Ordered

- c. Quantity Included in Shipment
- d. Any Back Order Items
- e. Unit Price
- f. Number of Parcels
- g. Purchase Order
- h. Agency Name and Department
- i. F.O.B. (Destination)
- j. All Information Contained on the Packing Label

Each order shall be accompanied by an invoice, including prices, to serve as the packing list.

**Returns:** Undamaged items may be returned by the state agency. Anixter must accept merchandise returned by the state agency. The state agency should contact Anixter to request a return, and a return prior authorization will be issued by Anixter. A credit will be issued minus freight charges for items returned that are returned for any reason besides damage. There are no restocking fees except of APC product; the state agency is advised to work with Anixter regarding the return of APC product which may has a restocking fee assessed (not to exceed 50%). Specialty products will not be accepted for return.

**Replacement of Damaged Product:** Anixter shall be responsible for replacing any item received in damaged condition at no cost to the State of Missouri. This includes all shipping costs for returning non-functional and/or damaged items to the contractor for replacement.

**Warranty:** A two (2)-year warranty on parts and labor is provided.

**Order Tracking:** The state agency can track orders on-line at Anixter's eAnixter site. Go to **www.Anixter.com** for more details.

**Renewal Options:** There are four one-year options to renew the contract; Anixter is allowed to increase pricing 1%, 3%, 5% and 7% respective to each renewal option.

**SAM2 Use:** The price agreement in SAM2 is set-up with a specific line item for each line item shown in this statewide notice on the following Pricing Pages.

**Anixter Link: Anixter's State of Missouri direct link to the website:** [stateofmo.eanixter.com](http://stateofmo.eanixter.com)  
(Put this in the browser; nothing else.)

**To search for firm, fixed priced line items on the Missouri contract at eAnixter, after logging in, search under "Products," using "Customer Part Number." Enter "Line 17" for find contract line item 017; in other words, Anixter has the contract line items loaded without the word "item" and without the zero.**

**Pricing Page Information:** A separate document has pricing information. The first sixteen line items are for discount-off specific manufacturer lines. Pricing for these items will vary over time but the discount off for the specific manufacturer line will be the same quoted discount. Line items 017-103 are for specifically identified items that Anixter offers at a contracted firm, fixed price.

**State of Missouri  
Office of Administration  
Division of Purchasing and Materials Management  
Contract Performance Report**

Please take a moment to let us know how this contract award has measured up to your expectations. If reporting on more than one contractor or product, please make copies as needed. This office will use the information to improve products and services available to state agency users. **Comments should include those of the product's end user.**

**Contract No.:** C111155001                      **Contractor:** Anixter, Inc.

**Describe Product Purchased (include Item No's., if available):** \_\_\_\_\_

**Rating Scale:** 5 = Excellent, 4 = Good, 3 = Average, 2 = Poor, 1 = Fails to meet expectations

<b>Product Rating</b>	<b>Rate 1-5, 5 best</b>
Product meets your needs	
Product meets contract specifications	
Pricing	

<b>Contractor Rating</b>	<b>Rate 1-5, 5 best</b>
Timeliness of delivery	
Responsiveness to inquiries	
Employee courtesy	
Problem resolution	
Recall notices handled effectively	

Comments: \_\_\_\_\_

Prepared by: \_\_\_\_\_ Title: \_\_\_\_\_ Agency: \_\_\_\_\_

Date: \_\_\_\_\_ Phone: \_\_\_\_\_ Email: \_\_\_\_\_

Address: \_\_\_\_\_

**Please detach or photocopy this form & return by FAX to 573/526-9816, or mail to:**

Office of Administration  
Division of Purchasing and Materials Management  
301 West High Street, RM 630  
PO Box 809  
Jefferson City, Missouri 65102  
**You may also e-mail form to the buyer as an attachment at**  
[\*\*Earl.Pettit@oa.mo.gov\*\*](mailto:Earl.Pettit@oa.mo.gov)