



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

NOTIFICATION OF STATEWIDE CONTRACT

Date: June 12, 2015

CONTRACT TITLE: BUILDING SUPPLIES – MID MISSOURI AREA

CURRENT CONTRACT PERIOD:	August 1, 2015 through January 31, 2016	
RENEWAL INFORMATION:	Original Contract Period:	February 1, 2015 through July 31, 2015
	Renewal Options Available:	0
	Potential Final Expiration:	January 31, 2016
BUYER INFORMATION:	Nicolle Backes (573) 751-5341 nicolle.backes@oa.mo.gov	

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

THE USE OF THIS CONTRACT IS NOT MANDATORY.

This contract has been established for the convenience of state agencies. Local Purchase Authority may be used to purchase supplies/services included in this contract from an alternative source at the discretion of the agency.

The entire contract document may be viewed and printed from the Division of Purchasing & Materials Management's **Awarded Bid & Contract Document Search** located on the Internet at

<http://oa.mo.gov/purchasing-materials-management>.

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

CONTRACT NUMBER	VENDOR NUMBER	VENDOR INFORMATION	MBE/WBE	COOP PROCUREMENT
C115145001	4311974340 3	Mid-City Lumber Co. LTD 118 Jaycee Drive Jefferson City, MO 65109 Contact: Doug Fowler Phone No.: (573) 636-6183 Fax No.: (573) 636-3794 Email: dfowler@mclumber.com	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.

Contract Period	Issue Date	Summary of Changes
08/1/15 – 1/31/16	6/12/15	Contract renewed with no change in percentage discount
02/01/15 – 07/31/15	01/16/15	Initial issuance of new statewide contract: February 1, 2015. This contract replaces C114161001.

GENERAL INFORMATION:

1. **Purpose:** This is a non-mandatory contract established for the purchase of miscellaneous building supplies by various state agencies within a fifty (50) mile radius of Jefferson City.
2. **Contract Period:** This is a six-month contract with one additional six-month renewal period. All percentage discounts shall remain firm, fixed throughout the life of the contract.
3. **Ordering:** The state agency will issue its own properly authorized purchase order on an as needed basis. The contractor must not ship until he/she is in receipt of an approved contract release.
 - a. The contractor shall understand and agree no building materials shall be released to the state agency unless signed for with a readable signature by the state agency person picking up or accepting the order.
 - b. The contractor shall understand and agree no orders shall be accepted or delivered without an order number. The order number should be shown on all shipping paper, invoices, etc.
4. **Invoicing Requirements:** The contractor shall submit an itemized invoice that clearly shows the retail price and the contract price for each item and provide any information as deemed appropriate by the agency.
5. **Contract Percentage Discount:** All percentage discounts shall be as indicated on the Pricing Page. The state shall not pay nor be liable for any other additional costs including but not limited to taxes, insurance, interest, penalties, termination payments, attorney fees, liquidated damages, etc.
 - a. The discount quoted for **line item 001** on the Pricing Page shall be considered a firm, fixed discount that shall be applied to the current retail price of **LUMBER AND PLYWOOD**.
 - b. The discount quoted for **line item 002** on the Pricing Page shall be considered a firm, fixed discount that shall be applied to the current retail price of **ALL OTHER BUILDING SUPPLY PRODUCTS**. Only items which are considered typical building supply items shall be made available to the state agency for purchase under the contract.
 - c. The contractor's pricing shall be based on pick-up at contractor's place of business.
 - d. The contractor shall not impose a discount "floor" when applying the quoted discount to determine pricing for the item.
 - e. The contractor shall understand in the event that a price list/catalog lists more than one price for the same item, the applicable quoted firm, fixed discount shall be applied to the lowest listed price. The State of Missouri shall always receive the contractor's lowest price for the item.
6. **Substitutions:** The 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.
7. **Manufacturer's Warranty:** At a minimum the manufacturer's warranty, if any, must be provided for all building supplies provided by the contractor.
8. **Delivery Performance:** Delivery service between the hours of 7:00 a.m. to 4:00 p.m. on Monday through Friday. Store hours are between the hours of 7: 00 a.m. to 5:00 p.m. on Monday through Friday. There is not a minimum order requirement. Delivery shall include unloading shipments at the state agency's dock or other designated unloading site as requested by the state agency. Each shipment shall be accompanied by one priced invoice to serve as the packing list. All deliveries must be coordinated with the state agency. All deliveries must be within a fifty (50) mile radius of Jefferson City, MO.
9. **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.

PRICING

<u>LINE ITEM</u>	<u>MANDATORY SPECIFICATIONS</u>	<u>UNIT</u>	<u>UNIT PRICE</u>
001	C/S Code: 15099 Builders Supplies, Miscellaneous Firm, fixed percentage discount to be applied to the current retail price for all lumber and plywood	PCNT	28%
002	C/S Code: 15099 Builders Supplies, Miscellaneous Firm, fixed percentage discount to be applied to the current retail price for all other building supplies.	PCNT	25%

**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.: _____ **Contractor:** _____

Describe Product Purchased (include Item No's., if available): _____

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

Product Rating	Rate 1-5, 5 best
Product meets your needs	
Product meets contract specifications	
Pricing	

Contractor Rating	Rate 1-5, 5 best
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
Roy.Burgess@oa.mo.gov**