



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

NOTIFICATION OF STATEWIDE CONTRACT

March 22, 2016

CONTRACT TITLE: ARCHIVAL AND MICROGRAPHIC SUPPLIES
QUALIFIED VENDOR LISTING

CURRENT CONTRACT PERIOD: January 25, 2015 through March 24, 2016

BUYER INFORMATION: Shannon Branson
(573) 751-3331
Shannon.Branson@oa.mo.gov

| RENEWAL INFORMATION | Original Contract Period | Potential Final Expiration |
|---------------------|-------------------------------------------|----------------------------|
| | January 25, 2013 through January 24, 2014 | January 24, 2016 |

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 THESE CONTRACTS IS NOT MANDATORY.

These contracts have been established for the convenience of state agencies. Local Purchase Authority may be used to purchase supplies/services included in these contracts from an alternative source at the discretion of the agency.

| CONTRACT NUMBER | VENDOR NUMBER | VENDOR INFORMATION | BLIND/ SHELTERED WORKSHOP | SDVE | COOP PROCUREMENT |
|-----------------|---------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------------------------------|------|---------------------|
| C213033001 | 6403940950 4 | ACS Image Solutions, A Xerox Company 2847 Virilia Rd PO Box 236 Flora, MS 39071 Contact: Darlene Cross (800) 647-7140 ext. 1143 Darlene.Cross@xerox.com | No | No | Yes |
| C213033002 | 2032649550 0 | Allan Enterprises 581 Borges Court Folsom, CA 95630 Contact: Allan Brenner (916) 608-0711 (916) 608-0710 (FAX) AllBrenner@sbcglobal.net | No | No | Yes |

| CONTRACT NUMBER | VENDOR NUMBER | VENDOR INFORMATION | BLIND/ SHELTERED WORKSHOP | SDVE | COOP PROCUREMENT |
|------------------------|----------------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|------------------------------------------|-------------|-----------------------------|
| C213033003 | 2323286800 3 | DecisionOne Corporation 12121 Scripps Summit Dr Suite #320 San Diego, CA 92131 Contact: Jeanette Anderson (619) 434-1952 (800) 984-6443 (FAX) Jeanette.Anderson@decisionone.com | No | No | Yes |
| C213033004 | 4406572940 0 | ABI Document Support 1351 N Belcrest Ave Springfield, MO 65802 Contact: Glory Glaser (800) 999-3456 ext. 3128 (800) 999-3551 (FAX) GGlaser@edcohis.com | No | No | Yes |
| C213033005 | 5711642940 1 | Gaylord Bros, Inc. PO Box 4901 Syracuse, NY 13221 Contact: Doug Schoeck (315) 634-8248 (800) 595-7265 (Fax) Doug.Schoeck@gaylord.com | No | No | Yes |
| C213033006 | 9542939390 0 | Hollinger Metal Edge, Inc. 6340 Bandini Blvd Commerce, CA 90040 Contact: Bob Henderson (323) 721-7800 (323) 721-7900 (FAX) BH@metaledgeinc.com | No | No | Yes |
| C213033007 | 4616048430 0 | Document Imaging Specialists, LLC d.b.a. Information Management Services 5047 Transamerica Drive Columbus, OH 43228 Contact: Tom Beazley (800) 765-0084 (806) 744-1775 (FAX) Micro.Images@sbcglobal.net | No | No | Yes |
| C213033008 | 2623971750 1 | Systematic Filing Products 701 Montour Blvd Danville, PA 17821 Contact: Thomas Kenly (570) 271-0810 (570) 271-0812 (FAX) Sales@systematicfiling.com | No | No | Yes |

| | | | | | |
|------------|--------------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--|--|--|
| C214041001 | 3908623040 1 | Analogue Imaging, LLC N73 W23354 Fontaine Circle Sussex, WI 53089 Contact: Aaron Burkel (414) 628-3805 (262) 246-4066 (FAX) ABurkel@AnalogueImaging.com | | | |
| C214041002 | 4510307780 0 | Eastman Park Micrographics 6300 Cedar Springs Rd Dallas, TX 75235 Contact: John Salviski (214) 442-6668 john.salviski@EPMInc.com | | | |

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 |
|---------------------|-------------------|----------------------------------------------------------------------------------------------------------------------------------------------------------|
| 01/25/15- 03/24/16 | March 22, 2016 | Extended contracts C213033002, C213033003, C213033005, C213033006, and C213033008 through 3/24/16. We are not renewing the other contracts at this time. |
| 01/25/15 – 01/24/16 | January 8, 2015 | Renewal of Contracts #C213033001-C213033008 |
| 01/25/14 – 01/24/15 | August 29, 2014 | Eastman Park Micrographics contact information updated |
| 01/25/14 – 01/24/15 | August 25, 2014 | Acknowledgment of contractor name change for C213033004. The company's name is now ABI Document Support d.b.a. SecureStore. |
| 01/25/14 – 01/24/15 | May 28, 2014 | Analogue Imaging and Eastman Park Micrographics added to the QVL |
| 01/25/14 – 01/24/15 | April 04, 2014 | DecisionOne Corporation can provide Archival Supplies |
| 01/25/14 – 01/24/15 | February 10, 2014 | Renewal of Contract #C213033008 |
| 01/25/14 – 01/24/15 | January 24, 2014 | Renewal of Contracts #C213033001-C213033007 |
| 01/25/13 – 01/24/14 | February 27, 2013 | Issuance of new statewide contracts |

ARCHIVAL AND MICROGRAPHIC SUPPLIES

1. GENERAL INFORMATION

- 1.1 The purpose of the contract is to establish a Qualified Vendors List for future purchases of archival and micrographic supplies. The state agency will choose the “lowest and best” among qualified contractors at the time each particular archival and micrographic supply purchase is made. The contractor shall be obligated to quote a price at the time the state agency contacts the contractor for a quote. If the contractor cannot, or will not, provide the products the state agency has requested a pricing quote for, the contractor must submit an answer of “no bid” to the agency.
- 1.2 The table below indicates the type of supplies each contractor currently offerors.

| CONTRACT NUMBER | VENDOR INFORMATION | ARCHIVAL SUPPLIES | MICROGRAPHIC SUPPLIES |
|-----------------|--------------------------------------|-------------------|-----------------------|
| C213033001 | ACS Image Solutions, A Xerox Company | No | Yes |
| C213033002 | Allan Enterprises | Yes | Yes |
| C213033003 | DecisionOne Corporation | Yes | Yes |
| C213033004 | EDCO Group, Inc. | No | Yes |
| C213033005 | Gaylord Bros, Inc. | Yes | Yes |
| C213033006 | Hollinger Metal Edge, Inc. | Yes | Yes |
| C213033007 | Micro Images | No | Yes |
| C213033008 | Systematic Filing Products | Yes | No |

2. PLACING AN ORDER

2.1 Step One (Requesting Pricing):

- 2.1.1 At the time the state agency determines the need for archival and/or micrographic supplies, the state agency should contact the qualified contractors and request those contractors provide then-current archival and/or micrographic supplies pricing.
- a. The agency must contract all contractors who qualify, as identified in paragraph 1.2, to provide the supplies the agencies is requesting pricing for. (EXAMPLE: If the agency needs an archival supply, it must contact all four (4) qualified contractors for archival supplies.)
- 2.1.2 At the time the state agency seeks pricing, the agency must provide the Buy American Form (Attachment 1) to the contractor to fill out and return to the state agency with the contractor’s proposed pricing.
- a. If any products and/or services offered under this RFP are being manufactured or performed at sites outside the United States, the contractor **MUST** disclose such fact and provide details along with their pricing to the state agency.
- 2.1.3 When requesting pricing, the state agency should to include all required product specifications, the unit of measure required, and an estimated quantity.
- 2.1.4 It is acceptable to request pricing quotations from qualified vendors via mail or email in order to ensure the Buy American Form (Attachment 1) is given to the contractors at the time the pricing quotation is requested.

2.2 Step Two (Evaluation):

- 2.2.1 The state agency must choose the “**lowest and best**” response among the qualified vendors who submit a quote at the time each particular archival and micrographic supplies request is made.

- 2.2.2 It is acceptable for the agency to accept contractors' proposed pricing and completed Buy American Form (Attachment 1) via mail or email.
- 2.2.3 The contractor's completed Buy American Form (Attachment 1) is required in order to be considered for award.
- 2.2.4 The state agency shall have the ability to determine product unacceptability due to, but not limited to, inferiority, incompatibility, and delivery time.
- 2.2.5 If the unit of measure specified by the state agency is different than the manner in which the vendor offers the item, then the unit of measure being proposed by the vendor must be clearly identified in the vendor's price quote. If necessary, a unit price conversion will be done, by the state agency at the time of quotation, to fairly evaluate proposed prices.
- 2.2.6 The following evaluation point formula shall apply to determine cost evaluation points for each quotation request:

| | | | | |
|---------------------------------------------|---|-------------------|---|-------------------|
| <u>Lowest Responsive Contractor's Price</u> | x | 200 Maximum Cost | = | Awarded Cost |
| Compared Contractor's Price | | Evaluation Points | | Evaluation Points |

- 2.2.7 Contractors that can certify the proposed goods or commodities are provided in accordance with the contract are manufactured or produced in the United States or imported in accordance with a qualifying treaty, law, agreement, or regulation (Buy American form [Attachment 1]) shall be entitled to a **ten percent (10%) preference over contractors whose products do not qualify.**

2.3 Step Three (Award):

- 2.3.1 The state agency then determines which contractor to award a purchase to based on the results of the evaluation process as stated herein.

3. PRODUCT SPECIFICATIONS

- 3.1 All archival and micrographic supplies must be new. Used, reconditioned, or remanufactured supplies, including remanufactured toner cartridges, are NOT acceptable.
- 3.2 The archival and micrographic supplies must meet or exceed the specifications developed by the Original Equipment Manufacturer (OEM) and be fully guaranteed to operate as intended in the equipment specified.
- 3.3 The archival and micrographic supplies must be fully compatible with and perform equal to or better than those supplies offered by the OEM.
- 3.4 All items must be packaged with the manufacturer and/or brand name clearly identified on the outside of the package as to its content. Production coding information should be included if it is a normal practice of the manufacturer.
- 3.5 The contractor must provide the manufacturer's warranty for all archival and micrographic supplies.
- 3.6 Silver Micrographic Film: If the contractor provides silver micrographic film, the contractor must provide a film recycling option for all silver micrographic film. The recycling option must include all original silver halide films regardless of brand names or film types. This shall include films used in previous years that may be ready to be destroyed and recycled.
 - a. If proposing silver micrographic film, the contractor should provide a stand-alone quality control system designed to evaluate and monitor the microfilming process at no cost to the state for use through the duration of the contract by the Office of the Secretary of State, Micrographics Division, located in Jefferson City, Missouri. The contractor shall be solely responsible for maintaining the equipment. If the contractor provides this option, the state agency shall return the equipment to the contractor in good condition with ordinary wear and tear.

Below is a listing of historically purchased archival and micrographic supplies. This listing is not all-inclusive. **The State of Missouri reserves the right to request other archival and micrographic supplies not shown in the attached listing, if necessary.**

ARCHIVAL SUPPLIES LIST

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|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <p>Archival File Folders – Archival Quality; Lignin Free, acid free with controlled pH level approximately i.5 and 3% calcium carbonate buffering. Full/straight cut, unreinforced, minimum thickness .010, with a top margin of ¾” minimum exposed tab, rounded corners and two score lines. Size: 9 ½” x 14 ¾” (Legal)</p> |
| <p>Archival Photo Boxes – Hinged lid box, Archives board, storage of 5 x 7 negatives/prints. Size 10 ¼”L x 7 5/8”W x 5 5/8” H</p> |
| <p>Archival Photo Boxes – Hinged lid box, Archives board, storage of 8 x 10 negatives/prints. Size: 10 ¼”L x 10 5/8”W x 8 5/8”H</p> |
| <p>Boxes, Glass Negative Storage System, Shallow Lid, Archival, Buffered, Barrier Board, Tan – Acid-free, lignin-free, pH 8.0-0.0, 60 pt. barrier board. Volara foam inserts at bottom and sides to cushion glass plates. Twenty heavy-weight 20 pt. folder stock separators. Size: 8 1/8”W x 10 ¼”D x 8 ¼”H</p> |
| <p>Drop Front, Deep Lid Slide Storage Box – Quality: Archival; buffered, Metal Edged; 40-pt. Barrier Board; tan; acid-free; lignin-free; pH 8.0-9.0. Size: 2 ¼” x 11 ¼” x 2 3/8”</p> |
| <p>Envelopes, Negative, Four Flap Enclosures 70 lb. Text – Acid-free, lignin-free, pH 7.0, 70 lb. text, Cream, buffered. Storage for film and negatives, envelope flaps cover negatives completely, open completely to prevent abrasion. 1/8” scores to accommodate glass plate negatives. Size: 6 1/16” x 9 1/16”</p> |
| <p>Envelopes, Negative, Four Flap Enclosures 70 lb. Text – Acid-free, lignin-free, pH 7.0, 70 lb. text, Cream, buffered. Storage for film and negatives, envelope flaps cover negatives completely, open completely to prevent abrasion. 1/8” scores to accommodate glass plate negatives. Size: 8 1/16” x 10 1/16”</p> |
| <p>Flip-Top Negative & Print Box - Archival quality, acid-free; lignin-free; pH 8.0 to 9.0; 40-pt. barrier board; tan; buffered. Size: 8 5/8” H x 10 5/8” W x 5” D</p> |
| <p>Fold Lock Sleeves – Lightweight, crystal clear polypropylene or polyester sleeves to provide a long term scratch resistant protection. Size: 4” x 6”</p> |
| <p>Folders, Map & Print, Archival, Buffered, 20-pt. Folder Stock, Tan - Acid and lignin-free, pH 8.0-9.2, 20 pt. folder stock. Heavy duty, oversize folders for large, flat items. Size: 36” x 48”</p> |
| <p>Four Flap Enclosure with Binder – Outer folder constructed of .040 sandstone archival board; inner folder constructed of .010 sandstone archival board; 8.5 pH sandstone board contains 3% calcium carbonate reserve, acid free with non-detectable lignin; die cut and scored as one piece; all adhesives are polyvinyl acetate; spine is made with poly-cotton C grade book cloth; one piece precision die cut; corners rounded to 1/4” radius. Size: 7” x 10”</p> |
| <p>Four Flap Enclosure with Binder – Outer folder constructed of .040 sandstone archival board; inner folder constructed of .010 sandstone archival board; 8.5 pH sandstone board contains 3% calcium carbonate reserve, acid free with non-detectable lignin; die cut and scored as one piece; all adhesives are polyvinyl acetate; spine is made with poly-cotton C grade book cloth; one piece precision die cut; corners rounded to 1/4” radius. Size: 8 ¼” x 11 ¼”</p> |
| <p>Four Flap Enclosure with Binder – Outer folder constructed of .040 sandstone archival board; inner folder constructed of .010 sandstone archival board; 8.5 pH sandstone board contains 3% calcium carbonate reserve, acid free with non-detectable lignin; die cut and scored as one piece; all adhesives are polyvinyl acetate; spine is made with poly-cotton C grade book cloth; one piece precision die cut; corners rounded to 1/4” radius. Size: 9” x 12” (interior 8 ¾”x 11 ¾”)</p> |
| <p>Hinged Lid Negative & Print Storage Box – Archival quality with hinged lid, acid-free; lignin-free; pH 8.0 to 9.0; 40-pt. barrier board; tan; buffered. Size: 10 ¼” L x 7 5/8” W x 5 5/8”H</p> |
| <p>Hinged Lid Negative & Print Storage Box – Archival quality with hinged lid, acid-free; lignin-free; pH 8.0 to 9.0; 40-pt. barrier board; tan; buffered. Size: 10 ¼” L x 5 5/8” W x 4 1/2”H</p> |
| <p>Legal Size File Folders – Lignin free, acid free with controlled pH level approximately 8.5 and 3% calcium carbonate buffering. Construction: Full/straight cut, unreinforced, minimum thickness .010”. Size: 9 ½” x 14 ¾”</p> |

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| <p>Letter Size File Folders – Lignin free, acid free with controlled pH level approximately 8.5 and 3% calcium carbonate buffering. Construction: Full/straight cut, unreinforced, minimum thickness .010”. Size: 9 ½” x 14 ¾”</p> |
| <p>Microspatula – Stainless Steel, rounded and rounded tapered ends. Size: 8 inches long</p> |
| <p>Negative & Print Envelopes - Archival quality, buffered; acid-free; lignin-free; pH 8.0 to 9.0; 40-pt. barrier board; tan. Size: 5 1/2” W x 7 3/8” H; Package of 100</p> |
| <p>Negative/Print Storage Envelopes – Quality: Acid and lignin-free, buffered, thumb cut envelopes with outside seams providing a smooth inner surface. Sturdy heavyweight even point envelopes pass the Photo Activity Test. Opening is on the short side. Size: 4 3/8” X 5 3/8”</p> |
| <p>Negative/Print Storage Envelopes – Quality: Acid and lignin-free, buffered, thumb cut envelopes with outside seams providing a smooth inner surface. Sturdy heavyweight even point envelopes pass the Photo Activity Test. Opening is on the short side. Size: 5 3/8” X 7 3/8”</p> |
| <p>Negative/Print Storage Envelopes – Quality: Acid and lignin-free, buffered, thumb cut envelopes with outside seams providing a smooth inner surface. Sturdy heavyweight even point envelopes pass the Photo Activity Test. Opening is on the short side. Size: 8 ½” X 10 ½”</p> |
| <p>Plotter Paper Rolls - C6569C HP Heavyweight coated paper, Size: 42” x 100”</p> |
| <p>Polyester Folders – Archival quality four (4) mil polyester, sealed on one side. Size 9” x 14” (Legal Size)</p> |
| <p>Polyester L-Sleeves – Archival quality four (4) mil polyester, sealed on two adjoining sides. Size: 8.5” x 14” (Legal Size)</p> |
| <p>Polyester L-Sleeves – Archival quality four (4) mil polyester, sealed on two adjoining sides. Size: 8.5” x 11” (Letter Size)</p> |
| <p>Shurtape JLAR Clear to the Core Tape - A glossy, brilliantly clear film tape designed expressly for light packaging, gel and book repair, paper repair/mending, and holding applications.</p> <ul style="list-style-type: none"> - Adhesive: Solvent based acrylic - Carrier/Backing: biaxially-oriented polypropylene (BOPP) film - Thickness: 2.6 mils (total) - Adhesion: 30 ounces per inch (no stainless steel) - Tensile Strength: 24 pounds per inch (longitudinal) - Application Temperature: 20°F to 110°F - Service/Operating Temperature: -20°F to 180°F - Elongation: 140% - Core: 3” diameter |
| <p>Slide Storage Boxes – sturdy 40 point acid/lignin-free metal edged box holds 200-220 mounted 5404725030 slides; complete w/ a set of six organizational and indexing tabs (pH neutral). Box passes the Photo Activity Test. Size: 11” x 2 ½” x 2 3/8”</p> |

MICROGRAPHICS SUPPLY LIST

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| Aqueous Ammonia, Brand 141 – 21 - Ammonium Hydroxide Koboy-Reslabs |
| Calibration Target - Product #: Kodak 149-1869 |
| Diazo Duplicating Film: Black 105 mm x 1500 ft. - Product #: Intelicoat type 2722 Xidex X574361 with white stripe for Photomatrix microfiche machine *user must specify stripe size and wind |
| Diazo Duplicating Film: Black 16mm x 2000 ft. - Product #: 195-0922 2.5 Mil-Base, Medium Contrast, Fast Developing, Designed for Source Document Duplication, Capable of being used on both Anhydrous and Aqueous Equipment |
| Exposure Belt for Extek 5402 Duplicator - Part #: 1002163-004 |
| Exposure Bulb for Extek Duplicator 5402 - Manufacturer's part # 8570033-002 Exposure lamp, 235 V/900W (for S/N's 1587 and higher) |
| Feeder Consumable Kit - Product #: Kodak 838-9181 |
| Glass Cylinder for Extek 5402 Duplicator - Part #: 1001662-002 |
| Glass Cylinder for 16/35MM - Product #: HSD/0354178-001 |
| Imaging Guide Set - Product #: Kodak 156-4418 |
| Kodak Control Test Target Sheets, A-2289 - Product #: 800-7403 |
| Kodak Developer systems Cleaner - Product #: 150-0719, 5 Liters/Bottle |
| Kodak Exposure Belt for Datek 15/35 HSD - Duplicator, #754011 |
| Kodak Fixer Wash Systems Cleaner - Product #: 139-5110 |
| Kodak Imagelink Printer 7 Toner - Product #: 877-2220 Used in Printer 7 that connects to Imagelink Digital Workstation |
| Kodak Lamp Exposure Bulbs - Products #: Kodak 324511 |
| Kodak ProStar Fixer - Catalog #: 102-2656 (No Concentrates) |
| Kodak ProStar Developer - Product #: 102-2490 (no concentrates) |
| Kodak Smart Cassette for Imagelink 70 - Product #: 153-7166 Microimager Camera |
| Microfilm, Direct Duplicating, Polyester Base - Product #: 811-3896 Medium Contrast Film with Ultra High Resolution for Direct Image Duplication (Negative to Negative, Positive to Positive) with conventional processing, 4 Mil. 35mm x 1000 ft. |
| Paper Path Cleaners - Product #: Kodak 169-0783 |
| Printer Ink Blotters – Product #: Kodak 140-1728 |
| Processor Dual Strand 16MM Leaders - Product #: 146-5194 - Must Order in Box Qty |
| Processor Single Strand 35MM Leader - Product #: 199-1009 - Must Order in Box Qty |
| Roller Cleaners Wet Pads - Product #: Kodak 853-5981 (4C9069) |
| Scanner Rubber Tire Cleaner - Product #: Bell & Howell/S003410 |
| Silver Micrographic Film: 16mm x 100 ft. - Product #: 822-3232 Archival Quality, Polyester Base, Medium-High Contrast, must meet or exceed ANSI standards, with recycling |
| Silver Micrographic Film: 16mm x 100 ft. - Product #: 109-2758 Archival Quality, Polyester Base, Medium-High Contrast, meet or exceed ANSI standards, with recycling |
| Silver Micrographic Film: 16mm x 215 ft. - Product #: 835-7873 Archival Quality Polyester Base, Medium-High Contrast, must meet or exceed ANSI standards, with recycling |

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| Silver Processing Tape 1/2" - Product #: Zeta #ST500S |
| Solutek Developer Systems Cleaner for microfilm - Mfg. Part # 715-87 - 16 oz./Bottle |
| Spools - Microfilm products must contain a film loading slot in the spool core, must be made of heavy gauge plastic and must comply with ANSI/AIIM standard MS34-1990. Solid flange. Spools 35MM Square/Square (white) |
| Spools - Microfilm products must contain a film loading slot in the spool core, must be made of heavy gauge plastic and must comply with ANSI/AIIM standard MS34-1990. Solid flange. Spools 16MM Square/Square (white) |
| Staticide Wipe - Product #: Kodak/896-5519 – 6/Pack |
| White Imaging Lamps - Product #: Kodak 876-6545 |
| Wipes - Product #: Texwipe/TX 306 100% cotton with no chemical additives, absorbent and antistatic. Must not contain any recycled materials. Texwipe 6" x 6" - 300 Ea/Bag |
| Wipes - Product #: Texwipe/TX 309 Texwipe 9" x 9" - 300 Ea/Bag |
| 16MM Microfilm Boxes - Lignin and sulfur-free 3% calcium carbonate alkaline buffered, measuring 3 3/4" x 3 3/4" x 3/4", pH 8.5, plain, white, 0.20; Stock minimum, to be shipped flat |
| 16MM M-type Cartridge with leaders - Color: Beige |
| 16/35MM HSD Duplicator Lamp - Product #: HSD/M160455 |
| 16MM Trailer Holders (plugs for spools) - Product #: Microfilm Products 1-602 |
| 35 MM Microfilm Boxes - Lignin- and sulfur-free 3% calcium carbonate alkaline buffered, measuring 3 3/4" x 3 3/4" x 1 5/8", pH 8.5, plain, white, 0.20; Stock minimum, to be shipped flat. |
| 40 Watt, 2200 Lumens Bulbs - Top Lights ZE-E2470 for Zeutschel OK 300 planetary camera or approved equal. |

ATTACHMENT 1

This document must be submitted to the state agency for review only at the time pricing is requested.

**STATE OF MISSOURI -- OFFICE OF ADMINISTRATION
DOMESTIC PRODUCTS PROCUREMENT ACT (BUY AMERICAN)**

The Missouri Domestic Products Procurement Act (sections 34.350 to 34.359, RSMo) requires that for all proposals with a value of \$25,000 or more, the goods or commodities purchased by any public agency or used or supplied in the construction, alteration, repair, or maintenance of any public works must be **manufactured or produced** in the United States. As defined in section 34.350, RSMo, United States means the United States of America, the District of Columbia, and all territories and possessions subject to the jurisdiction of the United States. The law also requires that the offeror must provide proof of compliance. **Note: In general, if an import tariff is applied to an item, it does not qualify for the Buy American preference. In addition, Most Favored Nation status does not allow application of the preference.**

Section A – All Products Are Manufactured or Produced In U.S.

If all products proposed qualify as domestic products under Missouri law, complete only Section A.

I hereby certify that all products qualify as domestic, that the information provided is true and correct, and complies with all provisions of sections 34.350 to 34.359, RSMo. I understand that any misrepresentation herein constitutes the commission of a class A misdemeanor.

SIGNATURE (If submitting proposal electronically, typed signature required).

COMPANY NAME

If Section A is completed, do not complete Section B.

Section B – Only One Product Line or No Products Are Manufactured or Produced In U.S.

If only one product line or no products are manufactured or produced in the U.S. complete only section B.

I hereby certify that there is only one product line or no product manufactured or produced in the U.S., that the information provided is true and correct, and complies with all provisions of sections 34.350 to 34.359, RSMo. I understand that any misrepresentation herein constitutes the commission of a class A misdemeanor.

SIGNATURE (If submitting proposal electronically, typed signature required).

COMPANY NAME

Section C – Products May Qualify Because of Qualifying Treaty

If some or all products proposed qualify for domestic status because of a trade treaty, etc., then the offeror must identify each product, country and qualifying treaty, etc. below. The offeror must list ALL products which are or may qualify as domestic below. If more space is needed, please copy this form and submit as an attachment.

| PROPOSAL ITEM NUMBER(S) | COUNTRY WHERE MANUFACTURED OR PRODUCED | QUALIFYING TREATY, LAW, AGREEMENT, OR REGULATION |
|-------------------------|----------------------------------------|--------------------------------------------------|
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SECTION C

I hereby certify that the specific items listed above are domestic, that the information provided is true and correct, and complies with all provisions of sections 34.350 to 34.359, RSMo. I understand that any misrepresentation herein constitutes the commission of a class A misdemeanor.

SIGNATURE (If submitting proposal electronically, typed signature required)

COMPANY NAME

NOTE: Any product not listed above in Section C will be considered non-domestic if Section A is not signed. If this form is not completed, signed, and returned, items proposed may not receive the domestic preference.

Revised 3/19/10

ARCHIVAL AND MICROGRAPHIC SUPPLIES (STATEWIDE CONTRACT)

**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
Paul.Linhardt@oa.mo.gov