



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

NOTIFICATION OF STATEWIDE CONTRACT

March 6, 2015

CONTRACT TITLE: PV PHARMACEUTICALS

CURRENT CONTRACT PERIOD: NOVEMBER 1, 2014 THROUGH MAY 31, 2015

BUYER INFORMATION: Tammy Michel
Phone: (573) 751-3114
Fax: (573) 526-9816
Email: tammy.michel@oa.mo.gov

RENEWAL INFORMATION: No renewals available. Must be bid out and approved by MMCAP.

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 **PREFERRED** FOR ALL STATE AGENCIES.

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 and Materials Management's **Contract Document Search** located on the Internet at <http://oa.mo.gov/purch>.

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

CONTRACT NUMBER	VENDOR NUMBER	VENDOR INFORMATION	MBE/ WBE	COOP PROCURE -MENT
C110139001	72026664500	Morris & Dickson Co. LLC 410 Kay Lane PO Box 51367 Shreveport, LA 71135 Attn: Linda Gartner Phone: (314) 330-4455 Fax: (314) 487-9145 E-mail: LGartner@morrisdickson.com On-Line: www.mdwebportal.net (facilities must have an established account with user ID & password to access on-line address)	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 Periods	Issue Date	Summary of Changes
11/01/14 – 05/31/15	3/6/15	Contract extended
11/01/14 – 02/28/15	10/31/14	Contract renewed
11/01/13 – 10/31/14	02/19/14	Updated buyer information.
11/01/13 – 10/31/14	11/01/13	Contract renewed.
11/01/12 – 10/31/13	11/01/12	Contract renewed. Drop Shipment language updated per MMCAP amendment.
11/01/11 – 10/31/11	11/01/11	Contract renewed.
01/01/10 – 10/31/11	01/21/10	Initial issuance of new statewide contract.

CONTRACTUAL REQUIREMENTS

Purpose and Use of Contract:

Contract C110139001 has been established through the Minnesota Multistate Contracting Alliance for Pharmacy (MMCAP) to make available pharmaceutical supplies to Missouri state agencies and political subdivisions participating in the Missouri Cooperative Procurement program. This contract replaces C104357001.

Preferred Use Contract:

State agencies are advised to check the contract for the purchase of pharmaceutical items and to choose the best product and the best price available to them. The contract is a “preferred use” contract which means that the contract has been utilized with the goal of providing good market pricing and product variety to state agencies. Agencies are encouraged to use preferred-use contracts but in rare instances where the state agency can obtain like or similar products that meet the state agency’s needs at a better price, then the agency has authority to purchase the items from other sources so long as the provisions of the Local Purchasing Authority Delegation are followed. The Delegation can be viewed and downloaded from the internet at this site: <http://oa.mo.gov/purch/agencyinfo/deptpad.pdf>.

MMCAP Facility Membership Required:

Agencies must be a participating MMCAP facility prior to contacting Morris & Dickson. In order to become an MMCAP facility, agencies must complete the MMCAP Facility Membership Application located at <http://www.mmd.admin.state.mn.us/mmcap/pdf/MMCAP%20Membership%20Application%20041608.pdf>. Once the application has been completed, the agency should fax or e-mail it to Tammy Michel, DPMM buyer, for approval. Tammy will forward the application to MMCAP who will assign a member ID and contact the facility regarding contract information.

Establishment of Morris & Dickson Account:

Once an MMCAP member ID has been assigned, facilities must contact Linda Gartner of Morris & Dickson at (314) 330-4455 to set up an account. An account must be established prior to placing orders. Morris & Dickson will assign a user ID and password to each MMCAP facility.

Depending on the type of facility establishing an account with Morris & Dickson, some of the required information needed is: HIN #, DEA # of a physician on staff (same address) or a letter stating the Doctor has authorized the facility to use their DEA for administering vaccines.

Ordering:

Orders must be placed on-line via Morris & Dickson’s web portal: www.mdwebportal.net. (Facilities must have an established account with user ID & password to access the web portal.) MMCAP Facilities will be able to view stocking information and place orders from any location that has Internet access.

Delivery Information:

All routine scheduled order shipments will be F.O.B. Destination, Freight Prepaid. Scheduled delivery days will be communicated at set-up.

Every MMCAP facility will receive one (1) free (no-charge) delivery per week.

MMCAP facilities purchasing an average monthly volume of \$25,000 or more will receive five (5) free (no-charge) deliveries per week.

For MMCAP facilities with an average monthly volume of \$25,000 or less, Morris & Dickson will charge \$45 per order for deliveries outside the facility’s routine delivery schedule.

Vaccine-Only Orders: (for MMCAP facilities with an average monthly volume of \$25,000 or less) For total orders less than \$750, Morris & Dickson will charge a delivery fee of \$45 for those that purchase only vaccines. If the total order is greater than \$750, no delivery fee will be charged. Vaccine delivery for facilities that order more than vaccines is considered a standard delivery.

Emergency Orders: Each MMCAP participating facility will receive twelve (12) emergency deliveries per year. For all emergency orders beyond the yearly allowance, facilities will be invoiced for the product cost along with the actual cost of delivery.

Drop Shipments: Drop shipped product shall be billed at manufacturer's invoiced price to Morris & Dickson. In the event the manufacturer does not offer greater than 1.0% discount purchase terms or manufacturer terms do not adequately meet Morris & Dickson's overall cost of service, Morris & Dickson will assess up to a 1.0% processing fee. Higher processing fees apply on select lines. In all cases the MMCAP Participating Facility reserves the right to purchase and pay directly through drop ship vendors.

Payment:

Morris & Dickson will accept check, bank wire, and Electronic Funds Transfer (EFT) for payment. An MMCAP participating facility must complete the proper paperwork prior to EFT set up.

Procurement card purchases are NOT allowed under this contract.

Prompt Payment Discount: Morris & Dickson offers a prompt pay discount of 0.10% (ten basis points) paid as a rebate for payment prior to 15 days in advance of the invoice due date. The prompt pay discount is exclusively available on individual orders over \$50,000. Prompt pay discounts are available on a special needs basis only and must be processed as a separate order through Linda Gartner.

**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.: C110139001

Contractor: Morris & Dickson Co. LLC

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
tammy.michel@oa.mo.gov