

# BLANKET PURCHASE ORDER

## STATE OF MARYLAND

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**BPO NO:** 001B6400171

**PRINT DATE:** 10/31/15

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<b>SHIP TO:</b> AS SPECIFIED ON INDIVIDUAL ORDERS		
<b>VENDOR ID:</b> B W WILSON PAPER CO INC 2501 BRITTONS HILL R P O BOX 11246 RICHMOND, VA 23230 (804 )358-6715	<b>REFER QUESTIONS TO:</b> THEA CHIMENTO (410 )767-6056 THEA.CHIMENTO1@MARYLAND.GOV	
<b>ITB:</b> 001IT819980	<b>EXPR DATE:</b> 09/30/18 <b>POST DATE:</b> 10/05/15	<b>DISCOUNT TERMS:</b> . NET 30 DAY <b>CONTRACT AMOUNT:</b> 530,080.68

### 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.

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|   A G E N C Y   C O N T R A C T
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|   MTA CONTRACT FOR PAPER STOCK
|   -----
|   BID NUMBER: 001IT819980/MDDGS31022136
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THIS IS AN AGENCY-SPECIFIC CONTRACT FOR THE MARYLAND TRANSIT ADMINISTRATION CONTRACT TERM IS 3 YEAR, WITH TWO (2) ONE-YEAR RENEWAL OPTIONS.

FIRST TERM OF CONTRACT  
10/1/15 UNTIL 9/30/18

VENDOR NAME: B.W. WILSON  
VENDOR CONTACT: JON JONES (BW WILSON)  
VENDOR TELEPHONE: 804-358-9715  
VENDOR EMAIL: JJONES@BWWILSON.COM  
AGENCY CONTACT: BRENDA HAYES  
AGENCY PHONE: 410-454-7885  
AGENCY EMAIL: BHAYES1@MTA.MARYLAND.GOV

PRICE ESCALATION:  
UPON WRITTEN REQUEST TO THE PROCUREMENT OFFICER, PRICE ESCALATIONS WILL

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### TERMS (cont'd):

WILL BE CONSIDERED AT THE TIME OF EACH RENEWAL. THE CONTRACTOR MUST INCLUDE EVIDENCE AND/OR PROVIDE JUSTIFICATION FOR THE INCREASE. THE PRICE INCREASE SHALL BE BASED ON THE PERCENTAGE CHANGE IN THE U.S. DEPARTMENT OF LABOR, BUREAU OF LABOR STATISTICS (BLS) PRODUCER PRICE INDEX (PPI) FOR PAPER, EXCEPT NEWSPRINT, MILLS, NUMBER WPU322121, NOT SEASONALLY ADJUSTED, FOUND AT WWW.BLS.GOV/PPI/. SHOULD THE SPECIFIED PPI BE ELIMINATED OR UNAVAILABLE BY BUREAU OF LABOR STATISTICS, THE DEPARTMENT OF GENERAL SERVICES WILL SELECT A COMPARABLE SERIES IDENTIFICATION NUMBER OR INDEX TO SUBSTITUTE. THE REQUEST MUST BE RECEIVED AT LEAST THIRTY (30) DAYS PRIOR TO THE EFFECTIVE DATE AND SHALL BECOME EFFECTIVE ON THE ANNIVERSARY OF THE START DATE OF THE CONTRACT, UPON APPROVAL BY THE PROCUREMENT OFFICER. THE ADJUSTMENT WILL BE CALCULATED AS A PERCENTAGE RESULTING FROM THE THE START DATE OF THE CONTRACT TO THE MOST RECENT STATISTICS AVAILABLE ON THE BLS WEBSITE AT THE TIME OF THE REQUEST.

THE PROCUREMENT OFFICER WILL NOTIFY THE CONTRACTOR IN WRITING OF THE EFFECTIVE DATE OF ANY APPROVED PRICE INCREASE. HOWEVER, THE CONTRACTOR SHALL FILL ALL PURCHASE ORDERS RECEIVED PRIOR TO THE EFFECTIVE DATE OF THE PRICE ADJUSTMENT AT THE OLD CONTRACT PRICES. NO OTHER PRICE INCREASES SHALL BE PERMITTED. ALL OTHER TERMS, CONDITIONS AND SPECIFICATIONS SHALL REMAIN THE SAME. "ACROSS THE BOARD" PRICE DECREASES ARE SUBJECT TO IMPLEMENTATION AT ANY TIME AND SHALL BE PERMITTED. ALL OTHER TERMS, CONDITIONS AND SPECIFICATIONS SHALL REMAIN THE SAME. "ACROSS THE BOARD" PRICE DECREASES ARE SUBJECT TO IMPLEMENTATION AT ANY TIME AND SHALL BE IMMEDIATELY CONVEYED TO THE PROCUREMENT OFFICER. THE DEPARTMENT OF GENERAL SERVICES RESERVES THE RIGHT NOT TO PERMIT A PRICE INCREASE.

DGS RESERVES THE RIGHT TO RENEW ANY AND/OR ALL CONTRACTOR'S CONTRACTS. ANY CONTRACTS WHICH ARE NOT RENEWED WILL BE COMPETITIVELY RE-BID. ESTIMATED QUANTITIES WILL BE PROVIDED FOR ANY OR ALL RENEWAL OPTIONS. UPON RENEWAL, THE EXISTING CONTRACT TERMS AND CONDITIONS WILL APPLY.

### USAGE REPORT:

A REPORT SHALL BE FURNISHED BY THE SUCCESSFUL CONTRACTOR EVERY HUNDRED HUNDRED-TWENTY (120) DAYS DETAILING THE PURCHASE OF ALL ITEMS ON THE CONTRACT. THE REPORT SHALL BE SUBMITTED ELECTRONICALLY IN EXCEL FORMAT.

AS A MINIMUM, THE REPORT SHALL REFLECT THE CONTRACT NUMBER, CONTRACT ITEM NUMBER AND DESCRIPTION, THE DOLLAR VOLUME PURCHASED OF EACH ITEM, AGENCY IDENTIFICATION, AND THE CONTRACT TOTAL. THE REPORT SHALL BE FILED WITHIN THIRTY (30) DAYS AFTER THE END OF EACH REPORTING PERIOD. ANY EXCEPTION TO THIS MANDATORY REQUIREMENT MAY RESULT IN CANCELLATION OF THE AWARD. FAILURE TO PROVIDE THE REPORT WITH THE MINIMUM REQUIRED

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### TERMS (cont'd):

INFORMATION MAY ALSO NEGATE ANY CONTRACT EXTENSION CLAUSES. REPORT SHALL BE EMAILED TO THE PROCUREMENT OFFICER, THEA CHIMENTO AT THEA.CHIMENTO1@MARYLAND.GOV .

#### BILLING:

CONTRACTOR SHALL INCLUDE THE FOLLOWING INFORMATION ON ALL INVOICES; NAME OF COMPANY, ADDRESS, INCLUDING 9 DIGIT ZIP CODE, FEIN NUMBER, A CONTACT NAME AND PHONE NUMBER (INCLUDING TOLL FREE) FOR PLACING ORDERS. FAILURE TO DO SO MAY RESULT IN DELAY OF PAYMENT. INVOICES SHOULD BE SENT TO: MTA PURCHASING

1331 S MONROE STREET  
BALTIMORE, MD 21230  
ATTN: BRENDA HAYES

THE DEPARTMENT OF GENERAL SERVICES' "TERMS AND CONDITIONS FOR COMMODITY CONTRACTS OVER \$25,000" AND ALL SPECIFICATIONS, TERMS AND CONDITIONS OF SOLICITATION# 001IT819980/MDDGS310213698 INCORPORATED HEREIN BY REFERENCE.

<u>LINE #</u>	<u>STATE ITEM ID</u>	<u>U/M</u>	<u>UNIT COST</u>	
0001	30521	EA	31.0900	
DIRECT PRINT SUPPLIES, DRY PROCESS				
19X25 50# WHITE OFFSET PAPER				
U/M 2MM				
0002	30521	EA	36.2900	
DIRECT PRINT SUPPLIES, DRY PROCESS				
19X25 60# WHITE OFFSET PAPER				
0003	30521	EA	44.7800	
DIRECT PRINT SUPPLIES, DRY PROCESS				

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<u>LINE #</u>	<u>STATE ITEM ID</u>	<u>U/M</u>	<u>UNIT COST</u>
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19X25 80# GLOSS WHITE COATED OFFSET PAPER

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0004	30521	EA	39.9500
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DIRECT PRINT SUPPLIES, DRY PROCESS

19X25 70# DULL WHITE COATED OFFSET PAPER

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0005	30521	EA	172.0600
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DIRECT PRINT SUPPLIES, DRY PROCESS

25.5X30.5 110 INDEX WHITE COLOR PAPER

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0006	30521	EA	66.5600
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DIRECT PRINT SUPPLIES, DRY PROCESS

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0007	30521	EA	56.9800
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DIRECT PRINT SUPPLIES, DRY PROCESS

17.5 X 22.5 REVERS PRECOLLATED NCR PAPER SETS

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0008	30521	EA	64.0900
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DIRECT PRINT SUPPLIES, DRY PROCESS

17.5X22.5 NCR PAPER SHEET

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0009	30521	EA	143.9100
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DIRECT PRINT SUPPLIES, DRY PROCESS

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<u>LINE #</u>	<u>STATE ITEM ID</u>	<u>U/M</u>	<u>UNIT COST</u>
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22.5X34.5 NCR MANILA TAG

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0010	30521	EA	392.4800
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DIRECT PRINT SUPPLIES, DRY PROCESS

28X40 280M 15PT C1S BLANKS

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0011	30521	EA	23.8700
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DIRECT PRINT SUPPLIES, DRY PROCESS

12X18 80# DIGITAL WHITE GLOSS & VELVET TEXT PAPER

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0012	30521	EA	64.2500
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DIRECT PRINT SUPPLIES, DRY PROCESS

REVERSE PRE-COLLATED CHEMICAL TRANSFER PAPER: 3\_PART REVERSE P/C/W.  
PLEASE SEE IFB (ITEM # 7) FOR DETAILED SPECIFICATIONS

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0013	30521	EA	68.6300
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DIRECT PRINT SUPPLIES, DRY PROCESS

NCR PAPER - REVERSE PRE-COLLATED CHEMICAL TRANSFER PAPER: 4\_PART  
REVERSE G/P/C/W. PLEASE SEE IFB (ITEM # 7) FOR DETAILED SPECIFICATIONS

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0014	30521	EA	78.3000
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DIRECT PRINT SUPPLIES, DRY PROCESS

NCR PAPER - CARBONLESS CHEMICAL TRANSFER PAPER - CANARY CFB NCR.  
PLEASE SEE IFB (ITEM #8) FOR DETAILED SPECIFICATIONS

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<u>LINE #</u>	<u>STATE ITEM ID</u>	<u>U/M</u>	<u>UNIT COST</u>
0015	30521	EA	78.3000

DIRECT PRINT SUPPLIES, DRY PROCESS  
NCR PAPER - CARBONLESS CHEMICAL TRANSFER PAPER - GREEN CFB NCR. PLEASE  
SEE IFB (ITEM #8) FOR DETAILED SPECIFICATIONS

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0016	30521	EA	78.3000
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DIRECT PRINT SUPPLIES, DRY PROCESS  
NCR PAPER - CARBONLESS CHEMICAL TRANSFER PAPER - PINK CF NCR. PLEASE  
SEE IFB (ITEM #8) FOR DETAILED SPECIFICATIONS

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END OF ITEM LIST

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**AUTHORIZED BY:** \_\_\_\_\_ **DATE:** \_\_\_\_\_

BUYER AUTHORIZED DESIGNEE