Overview for Contract 0028-06
Prior to utilizing a contract, the user should read the contract in its entirety.

DESCRIPTION
This contract is for the manufacture of L&I's unemployment and SWIF checks.

CONTRACT INFO

<table>
<thead>
<tr>
<th>Contract Number &amp; Title</th>
<th>4600005243  Unemployment and SWIF Checks</th>
</tr>
</thead>
<tbody>
<tr>
<td>Number of Suppliers</td>
<td>1 - Superior Business Solutions</td>
</tr>
<tr>
<td>DGS Point of Contact</td>
<td>Toniann Noss -- Commodity Specialist</td>
</tr>
<tr>
<td>Contact Phone #</td>
<td>(717) 783-2090</td>
</tr>
<tr>
<td>Email</td>
<td><a href="mailto:tnoss@state.pa.us">tnoss@state.pa.us</a></td>
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PRICING HIGHLIGHTS
This is a line item contract.

PROCESS TO PURCHASE
Create a purchase order in SAP and reference the contract number above.
SPECIAL CONTRACT TERMS AND CONDITIONS

CONTRACT SCOPE/OVERVIEW: This Contract No. 4600005243 (identified here and in the other documents as the “Contract”) will cover the requirements of the Labor and Industry Department for unemployment compensation and state worker’s insurance fund checks, and the Treasury Department for both General Government Obligation one-up and three-up check forms.

ORDER OF PRECEDENCE: These Special Contract Terms and Conditions supplement the Standard Contract Terms and Conditions For Statewide Contracts for Supplies, Addendum of Print conditions and Instructions to Bidders, and the agency check specifications. To the extent that these Special Contract Terms and Conditions conflict with these documents, these Special Contract Terms and Conditions shall prevail.

TERM OF CONTRACT: The Contract shall commence on the Effective Date, which shall be no earlier than 9/1/2003 and expire on 8/31/2005.

OPTION TO EXTEND: The Department of General Services reserves the right, upon notice to the Contractor, to extend the Contract or any part of the Contract for up to three (3) months upon the same terms and conditions. This will be utilized to prevent a lapse in Contract coverage and only for the time necessary, up to three (3) months, to enter into a new contract.

OPTION FOR SEPARATE COMPETITIVE BIDDING PROCEDURE: The Department of General Services reserves the right to purchase supplies covered under this Contract through a separate competitive bidding procedure, whenever the department deems it to be in the best interest of the Commonwealth. The right will generally be exercised only when a specific need for a large quantity of the supply exists or the price offered is significantly lower than the Contract price.

PRICING: Bidders shall bid a unit price for each check type on the item sheets. The price shall include all charges to fulfill the requirements of this contract. Bidders shall also provide a price for additional storage as per the item sheets. Failure to provide pricing for additional storage shall be interpreted as no additional charge.

FIELD PURCHASE ORDERS: The Departments of Labor and Industry and Treasury shall issue field purchase orders against this contact, committing to quantities, delivery and design specifications. Over run and under run shall be in accordance with the OVER RUN and UNDER RUN clause below. The agency may change projected delivery periods specified on the purchase order but may face additional storage charges as per STORAGE COST clause below. The extra costs associated with form specification changes shall be addressed in accordance with the DESIGN CHANGES clause below.

Multiple delivery periods are permitted on the purchase order. However, each delivery shall be in accordance with the MINIMUM ORDER CLAUSE below. Furthermore, the awarded contractor must print the total quantity specified on the purchase order at one time, make the initial delivery as specified on the purchase order if multiple deliveries are specified, store the balance of items, and deliver the balance of items in accordance with the purchase order.

OVER RUN OR UNDER RUN: No under run will be accepted. An over run shall be permitted. The Commonwealth of Pennsylvania will accept no additional charge for forms delivered in excess of the quantity requested in the field purchase order. The contractor must clearly note the amount of any overrun in the packing slip upon shipment of forms; must extend sequential inventory control numbers through the overrun portion of the forms delivered, to maintain a continuous sequence; and must in every other respect conform in the overrun portion to all requirements and specifications set forth herein. The provisions in this paragraph shall apply separately to the quantities specified for delivery on or by a given date, if more than one such delivery is specified on the field purchase order.

STORAGE COSTS: The bid price shall include up to 180 days storage and associated freight on to the ordering Department. If the delivery period exceeds this period, the awarded contractor may
invoice for additional storage charges at the rate specified in their bid. If the awarded contractor does not provide this rate in their bid, it will be interpreted as no additional charge.

Check Forms shall be released from the Contractor’s manufacturing or storage facility in Inventory Control number sequence. The Contractor will inform the ordering Department within 24 hours of any damage occurring to Check Forms held in the storage facility. Furthermore the Contractor will replace all Check Forms, sustaining damage, held within their safekeeping at no additional cost.

INVOICING: Contractor shall invoice after the first delivery for the total quantity indicated on the purchase order.

MINIMUM ORDER: Minimum per order quantities are as follows: 1,632,000 UC checks; 326,400 SWIF checks; 480,000 General Government Obligation Three up checks; 240,000 General Government Obligation One up check forms.

DELIVERY PERIOD: The successful contractor will be responsible for scheduling individual meeting(s) with State Treasury and Labor and Industry personnel to discuss their understanding of the offices' requirements, and to resolve all open format and design issues. This meeting(s) is to take place within two (2) weeks of receipt of award.

The successful contractor will deliver an acetate proof of the Forms to the ordering Department within two (2) weeks of the Design Resolution meeting.

The successful contractor will deliver, at the time of the Design Resolution Meeting a letter, from the manufacturer of the paper, assuring that any Dandy Roll used in the manufacturing process of check paper for this contract may not be used for the production of any other paper. The Dandy Roll may remain with the paper manufacturer as long as it is made available for Pennsylvania Treasury Department (including the Bureau of Unemployment Compensation Disbursements) check paper production without regard for the identity of any future successful bidders of Pennsylvania Treasury Department Check forms.

The successful contractor will deliver pre-production samples of the Forms to the ordering Department within six (6) weeks of receipt of purchase order and the ordering Department's' approval of the acetate proofs.

The successful contractor will begin delivery of forms within four (4) weeks of receipt of purchase order and approval of pre-production sample forms, and will proceed with delivery according to the schedule and quantities specified on the field purchase order.

Stored check forms shall be delivered in accordance with the schedule outlined in the purchase order. The awarded contractor shall be given at least 3 working days written notice of any changes to the delivery schedule under normal circumstances. Under emergency circumstances (as determined by the ordering Department), the awarded contractor shall deliver within 1 working day of written request.

ESTIMATED QUANTITIES: The estimated quantities on the item sheets are projections for the first year of the contract. These estimates are expected to change from year to year.

PAPER PRICE ADJUSTMENT: It is recognized by the Commonwealth that paper prices need to change during the term of the contract. The Department of General Services shall adjust prices to the awarded printer once a year based upon the change in paper price of their paper supplier. The first price adjustment is not permitted until the contract is in place at least one year. The awarded contractor shall provide the Department of General Services a signed letter from the paper manufacturer documenting their price to the awarded contractor at the time of contract award, the adjusted price, and a brief explanation for the price increase/decrease. The awarded contractor shall forward a letter requesting a price change along with the paper manufacturer's letter to the Department of General Services Buyer listed herein. If approved, the buyer shall issue a change notice to officially change the contract prices. The awarded contractor’s letter shall include the
percentage of the price that paper has in their bid price and the appropriate calculations reflecting the requested price change.

**CONTRACTOR QUALIFICATION:** To be eligible for award, the bidder must meet the following criteria:

1. Because of the nature of the products provided under this contract, the supplier of documents under this contract must have in place auditable security procedures, policies and practices. The policies and practices must meet the security requirements of the Commonwealth of Pennsylvania. Any additional cost to bring a facility into compliance is at no expense to the Commonwealth. In addition the supplier is recognized as a qualified security document provider having provided documents of a similar nature to private and/or public entities. The Commonwealth retains the right to audit the facilities and security practices of any potential contractor. Such audit may be used as a basis for approval or disqualification of any potential contractor.

2. After award of contact, the Commonwealth of Pennsylvania must approve any change of manufacturer or facility producing the documents prior to change.

3. Any material breach of security is grounds for immediate termination of this contract, at the discretion of the Commonwealth.

4. The document supplier must have in place a Disaster Recovery Plan that Commonwealth personnel may review.

**PROOFS AND PRE-PRODUCTION SAMPLES:** The Commonwealth may request the awarded contractor to provide proofs and pre-production samples of the checks as per below:

Proofs are to consist of the pantograph and artwork printed either on paper or on acetate, with a separate acetate overlay including all boxes, lines, text, and artwork preprinted on the form. The ordering agency has the authority to approve/disapprove proofs. If approval is withheld and changes are requested, the contractor is required to make these changes and deliver revised proofs within 10 calendar days of notification. If approval of the second proof is withheld due to failure of the contractor to execute the requested changes, or if the contractor fails to deliver a corrected proof within the time allowed, the Commonwealth shall have the option of revoking award of this contract immediately without additional warnings.

Pre-Production Samples: The awarded contractor is required to deliver to UC Disbursements up to one carton (1,700) preprinted UC and SWIF Forms and (1600) cut sheet check forms to Treasury for testing. The exact quantity will be specified in the purchase order. If approval is withheld and changes are requested, the contractor is required to execute these changes and deliver revised samples at no additional charge within two weeks of notification. If approval of the second set of samples is withheld due to failure of the contractor to execute the requested changes, or if the contractor fails to deliver corrected samples within the time allowed, the Commonwealth shall have the option of revoking award of this contract immediately without additional warnings.

Pre-production sample forms delivered must be identical to the final production run of forms delivered in satisfaction of this contract, with respect to paper stock, paper treatment, ink, format, design, perforations, and all other physical characteristics. The plant and press used to produce samples must be the same plant and press used for production.

**FINAL INSPECTION:** The forms delivered by the successful bidder in satisfaction of the bid award are subject to verification of quantity and quality, according to the requirements and specifications, upon receipt. The department will notify the contractor promptly of any apparent deviation from these requirements and specifications; such deviation may also result in rejection of the forms delivered and revocation of bid award. This provision is not to be construed as limiting the Commonwealth of Pennsylvania's recourse should deviations become apparent after the initial inspection upon delivery.

Upon delivery, forms are inspected for visible or latent damage. If discovered, such damage is documented in writing at the time of discovery. The contractor is notified within ten (10) business days of the nature and extent of the damage, and is required to replace, at no cost, all affected forms within forty
(40) business days or issue a refund equal to the cost of the involved forms following receipt of written notification.

**CONTRACTING OFFICER:** The Department of General Services contracting officer (Director of the Bureau of Purchases) or his/her designee is the only one authorized to reject deliveries of pre-production samples or production forms, to enforce liquidated damages, to terminate the contract, or to change contract terms in any way. The Department of Treasury and Labor and Industry shall request such action through the Department of General Services buyer listed herein.

**CERTIFICATION OF PAPER CHARACTERISTICS:** Paper stock uniform in quality throughout, and accompanied by a certification from a qualified and suitably equipped paper testing laboratory that the paper stock used was tested for and shown to meet all applicable requirements, as specified herein or by the Xerox Corporation. Submit the required information within two (2) business days after notification from the Department of General Services prior to award. Failure to submit the required information prior to the expiration of the second business day after notification shall result in the rejection of the bid as non-responsive.

Test procedures require approval by the Technical Association of the Pulp and Paper Industry, or alternate procedures approved by ANSI Committee X9. Test results are subject to independent confirmation by the Commonwealth of Pennsylvania.

The contractor's certification of paper quality, consisting of a letter, signed by a contractor official authorized to bind the firm, attesting to the satisfaction of all requirements and to the accuracy of the accompanying report of test results, received prior to, or at the same time as, submission of sample cartons. Full detail of the test result for each attribute tested must accompany the certification.

The paper samples used for testing, certification must represent accurately, and reliably the paper stock used in production of forms in satisfaction of the order, and subjected to all processing and treatment, such as coating, to which the paper stock is subjected prior to actual printing and production of forms. Samples printed using the same plant and press used during the production run.

The certification must address explicitly each of the following attributes as listed below:

**GENERAL REQUIREMENTS**

Paper stock and Check Form shall meet all current published requirements and specifications of the American National Standards Institute (ANSI), especially those set forth in:

- ANSI X9.7: Bank Check Background and Convenience Amount Field
- ANSI X9.13: Specifications for Placement and Location of MICR Printing
- ANSI X9.18: Paper Specifications for Checks

Any other applicable and generally accepted industry standards identified by the Contractor and accounted for in determination of paper stock and Check Form properties and specifications.

Paper stock for Check Forms compatible with check printing and forms finishing equipment, and shall conform to all applicable generally recognized industry standards, as well as all requirements and specifications set forth herein.

Where for a given attribute there exists an applicable test procedure, state the result of testing. Where for a given attribute and there is no such applicable test, the contractor must nonetheless certify conformance to the specified requirements.
Key Properties

In selecting paper stock for Check Forms, give consideration to the following paper properties, at minimum. Test procedures of the Technical Association of the Pulp and Paper Industry (TAPPI) are specified where applicable and known.

<table>
<thead>
<tr>
<th>Paper Property</th>
<th>Test Procedure</th>
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<tbody>
<tr>
<td>Caliper</td>
<td>TAPPI 411</td>
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<tr>
<td>Smoothness (Sheffield)</td>
<td>TAPPI 538</td>
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<td>Stiffness (Taber)</td>
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<td>Moisture</td>
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<td>Opacity</td>
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<td>Surface Resistivity (Keithley)</td>
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<tr>
<td>Abrasion Resistance</td>
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<tr>
<td>Acid Content</td>
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<tr>
<td>Coefficient of Friction</td>
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<td>Tear (Elmendorf)</td>
<td>TAPPI 414</td>
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<tr>
<td>Curl</td>
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</table>

SPECIFIC PROPERTIES

Basis Weight

Paper stock 28 pounds basis weight, with a maximum deviation from the nominal weight of ±1.2 pounds, based on one ream (500 sheets) at 17" x 22".

Impurities and Irregularities

Paper stock free of folds, wrinkles, creases, holes, and other irregularities. Dust, dirt, and other impurities limited to the extent consistent with the smooth operation and cleanliness of check printing and forms finishing equipment.
Ultraviolet Dull

Paper stock ultraviolet dull.

Security Paper

The Contractor shall propose a security paper for the production of Check Forms. The term “security paper” as used herein it is understood to refer to paper stock that meets all requirements set forth generally for paper stock in this Invitation to Bid, and also incorporates the features and specifications set forth in the Using Agency Requirements and Conditions. Security paper stock shall be a controlled stock, made available by paper suppliers only to qualified, reputable producers of secure forms.

OPERABILITY

Criteria

The criteria for operability is as follows:

(a) No more than one paper-caused machine jam for every 7,500 sheets (Check Forms), with at least 98% conformance as determined by appropriate and generally accepted statistical methods. This test performed using any one of the using department's MICR Laser Printers, provided that printer was shown functioning within normal production operating tolerances by Xerox service technician inspection and certification, and by a successful reference run of at least 750 sheets.

(b) At least 98% conformance as determined by appropriate statistical methods, to all paper stock specifications as stated and certified by the forms Contractor according to the requirements stated.

DESIGN CHANGES: The Commonwealth reserves the right to change the specified materials and composition of the checks to maintain a viable check security program. Material changes shall include, but not be limited to paper, ink, security features, and packaging. Composition changes are those that require changes to the printing plate. Significant changes are normally done annually. The Commonwealth will reimburse the awarded contractor for the added cost of such changes by increasing the unit prices over the original contract unit prices or as a one-time charge by adding a new line item to the contract. The awarded contractor is required to provide the ordering agency and the Department of General Services with the necessary cost documentation to prove their added costs. The awarded contractor is also required to give government auditors access to any information the Commonwealth deems necessary to verify the contractor’s request for a price increase (such as but not limited to profit and overhead figures). In all such cases, the awarded contractor will not be authorized an increase in profit and overhead margins for the added features above that established in their original bid for the original design. No such change to the specifications or prices shall be made effective until a change notice is issued by the Department of General Services authorizing the change to the design and prices. For design changes that do not require an increase in cost, no such change notice shall be issued and the awarded supplier shall simply coordinate such changes with the Department of Treasury or Labor and Industry in writing.

The contractor must plan to accommodate changes in the design of the form, which would affect deliveries of forms following the initial delivery. The contractor must assume that if design changes are requested, the full set of acceptance procedures specified will apply, including submission of revised proofs and samples. The Commonwealth may, at its discretion, however, abbreviate the acceptance procedure if, in its judgment, such abbreviation will not incur undue risk of compromising form quality.
PHYSICAL AND PLANT SECURITY

Contractor will assume responsibility for the security of Form design, specifications, plates, proofs, specimens, and documents produced. This responsibility extends to all make-ready, waste, test, and sample forms created in the course of production of forms for approval or shipment; and it is unlimited as to time. State Treasury, Labor and Industry, or other Commonwealth of Pennsylvania officials, or their representatives, may visit the contractor's site to audit and inspect for conformance to all security requirements.

All contractor plants and facilities involved in the design, production, storage, or delivery of Forms must be secure, using a combination of security guards and electronic security systems meeting or exceeding the generally accepted industry security standard for production of secure financial documents. During press setup, make-ready forms and all press spoilage placed in a locked scrap box whose contents are shredded under supervision, with all forms and spoilage thus destroyed accounted for and recorded in such a way that a State Treasury or Commonwealth of Pennsylvania auditor can verify the use of appropriate and effective security measures. These requirements extend to any form storage facility, used following production of forms, prior to their delivery.

Transportation of proofs and samples by registered first-class mail, bonded courier, United Parcel Service, or other commercial shipping service using a traceable method of shipment, or by contractor representative. Quantity shipments are by contractor or contracted commercial carrier using bonded personnel. The contractor is in any event responsible for ensuring that the forms shipper meets or exceeds generally accepted industry security standards for transportation of secure financial documents.

OPTION TO RENEW: This contract may be renewed by mutual consent of the Commonwealth and the contractor for an additional one-year period. Such renewals shall be limited to no more than 3.
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<tr>
<th>Item</th>
<th>Description</th>
<th>Material/Service No.</th>
<th>Quantity UOM</th>
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*** SEE LAST PAGE FOR TOTAL VALUE OF CONTRACT ***
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BEYOND THE INITIAL 180 DAYS SPECIFIED

SUPPLEMENTAL INFORMATION

NO FURTHER INFORMATION FOR THIS CONTRACT

Currency: USD

999,999,999.00
***ESTIMATED VALUE***
COMMONWEALTH OF PENNSYLVANIA
DEPARTMENT OF GENERAL SERVICES
HARRISBURG

For: All using Agencies of the Commonwealth
Subject: Check Forms
Contract Period: Effective date 09/01/2004 through 08/31/2005
Buyer Name: 44/Rohrer

CHANGE SUMMARY:
In accordance with the Price Change Clause in the contract, increase the following line items:

<table>
<thead>
<tr>
<th>Line Item Number</th>
<th>Updated Price</th>
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<td>100</td>
<td>30.78/TS</td>
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ALL OTHER TERMS AND CONDITIONS OF THIS AGREEMENT NOT CHANGED BY THIS CHANGE NOTICE REMAIN AS ORIGINALLY WRITTEN.
For: Department of Labor and Industry and Treasury  
Subject: Check Forms  
Contract Period: Effective date of September 1, 2003 and Expiration date of August 31, 2005  
Commodity Specialist: yl1/Lori Vessella – 717-705-5794 or LVessella@state.pa.us

**CONTRACT RENEWAL:**

In accordance with the “Option to Renew” clause of Contract 4600005243 the contract is hereby being renewed for an additional one (1) year term, beginning **September 1, 2005 and ending August 31, 2006.**

**CONTRACT AGENCY CHANGE:**

Change Number 1, dated February 8, 2005, stated the incorrect Agencies for the use of this contract. This contract is for the Department of Labor and Industry and Treasury only.

**COMMODITY SPECIALIST NAME CHANGE:**

The Commodity Specialist name has changed for this contract. The new commodity specialist is Lori Vessella, phone 717-705-5794, e-mail LVessella@comcast.net.

**ALL OTHER TERMS AND CONDITIONS OF THIS AGREEMENT NOT CHANGED BY THIS CHANGE NOTICE REMAIN AS ORIGINALLY WRITTEN.**
COMMONWEALTH OF PENNSYLVANIA
DEPARTMENT OF GENERAL SERVICES
HARRISBURG

For: Department of Labor and Industry and Treasury
Subject: Check Forms
Contract Period: Effective date of September 1, 2003 and Expiration date of August 31, 2005
   (Renewed through August 31, 2006)
Buyer Name: Bill Tauriello/717-346-2680-Buyer YI1
Buyer E-mail: wtauriello@state.pa.us

CHANGE SUMMARY: Contract Reassignment

The following contract has been reassigned to Bill Tauriello, Commodity Specialist. His phone number is (717) 346-2680 and e-mail is wtauriello@state.pa.us.

ALL OTHER TERMS AND CONDITIONS OF THIS AGREEMENT NOT CHANGED BY THIS CHANGE NOTICE REMAIN AS ORGINALLY WRITTEN.
COMMONWEALTH OF PENNSYLVANIA
DEPARTMENT OF GENERAL SERVICES
HARRISBURG

For: Department of Labor and Industry and Treasury
Subject: Check Forms
Contract Period: Effective date of September 1, 2003 and Expiration date of August 31, 2005
(Renewed through August 31, 2007)
Buyer Name: Bill Tauriello/717-346-2680-Buyer Y11
Buyer E-mail: wtauriello@state.pa.us

CHANGE SUMMARY: In accordance with the option to renew clause in this contract, the Commonwealth with the mutual
consent of the contractor agrees to renew the contract for an additional one-year period. The new
contract period is September 1, 2006 through August 31, 2007.

ALL OTHER TERMS AND CONDITIONS OF THIS AGREEMENT NOT CHANGED BY THIS CHANGE NOTICE REMAIN AS
ORIGINALLY WRITTEN.
COMMONWEALTH OF PENNSYLVANIA  
DEPARTMENT OF GENERAL SERVICES  
HARRISBURG

For: All using Agencies of the Commonwealth  
Subject: Price Adjustments – Per PPI and Special Terms and Conditions  
Buyer Name: Bill Tauriello – Buyer  
Email: wtauriello@state.pa.us  
Phone: (717) 346-2680

CHANGE SUMMARY:

In accordance with the terms of the contract, the prices in this contract have been adjusted using the Bureau of Labor Statistics Price Index. The prices are hereby increased as follows:

Line Item # 10 – 4.65% increase  
Line Item # 50 – 4.67% increase  
Line Item # 90 – 7.24% increase  
Line Item # 100 – 4.61% increase

The effective date of the price changes is 1/31/07.

ALL OTHER TERMS AND CONDITIONS OF THIS AGREEMENT NOT CHANGED BY THIS CHANGE NOTICE REMAIN AS ORGINALLY WRITTEN.
COMMONWEALTH OF PENNSYLVANIA  
DEPARTMENT OF GENERAL SERVICES  
HARRISBURG

For: Department of Labor and Industry and Treasury  
Subject: UE Compensation and SWIF Check Forms  
Contract Period: Effective date of September 1, 2003 and Expiration date of August 31, 2005  
(Renewed through August 31, 2008)  
Buyer Name: Bob Marason, Associate Commodity Manager  
Buyer E-mail: rmarason@state.pa.us

CHANGE SUMMARY: In accordance with the option to renew clause in this contract, the Commonwealth with the mutual consent of the contractor agrees to renew the contract for an additional one-year period. The new contract period is September 1, 2007 through August 31, 2008.

ALL OTHER TERMS AND CONDITIONS OF THIS AGREEMENT NOT CHANGED BY THIS CHANGE NOTICE REMAIN AS ORIGINALLY WRITTEN.
COMMONWEALTH OF PENNSYLVANIA
DEPARTMENT OF GENERAL SERVICES
HARRISBURG

For: Department of Labor and Industry and Treasury
Subject: UC Compensation and SWIF Check Forms
Contract Period: Effective date of September 1, 2003 and Expiration date of August 31, 2005
(Renewed through August 31, 2008)
Buyer Name: Bob Marason, Associate Commodity Manager
Buyer E-mail: rmarason@state.pa.us
Buyer Phone: (717) 703-2948

CHANGE SUMMARY:
In accordance with the terms of the contract, the prices in this contract have been adjusted using the Bureau of Labor Statistics Price Index. The prices are hereby increased as follows:

Line Item #10 – 2.3% increase
Line Item #50 – 2.3% increase
Line Item #90 – 2.3% increase
Line Item #100 – 2.3% increase

The effective date of the price change is 11/1/2007.

ALL OTHER TERMS AND CONDITIONS OF THIS AGREEMENT NOT CHANGED BY THIS CHANGE NOTICE REMAIN AS ORGINALLY WRITTEN.
COMMONWEALTH OF PENNSYLVANIA
DEPARTMENT OF GENERAL SERVICES
HARRISBURG

For: Department of Labor and Industry and Treasury
Subject: UE Compensation and SWIF Check Forms
Contract Period: Effective date of September 1, 2003 and Expiration date of August 31, 2005
(Renewed through August 31, 2008)
Buyer Name: Toniann Noss – (717) 783-2090
Buyer E-mail: tnoss@state.pa.us

CHANGE SUMMARY: Contract Reassignment

This contract has been reassigned to Toniann Noss, Commodity Specialist. Her phone number is (717) 783-2090 and e-mail is tnoss@state.pa.us.

ALL OTHER TERMS AND CONDITIONS OF THIS AGREEMENT NOT CHANGED BY THIS CHANGE NOTICE REMAIN AS ORGINALLY WRITTEN.