

# Sheets, Inks, and Supplies; Reflective (9905-05) Contract - Overview

*Prior to utilizing a contract, the user should read the contract in it's entirety.*

DESCRIPTION
<ul style="list-style-type: none"><li>- Reflective Sheets, Inks &amp; Supplies</li><li>- Reference specifications on Legacy Contract 9905-05 at <a href="http://www.dgs.state.pa.us">www.dgs.state.pa.us</a></li></ul>

CONTRACT INFO	
Contract Number & Title	9905-05 Sheets, Inks & Supplies; Reflective
Number of Suppliers	2
Validty Period	10/01/2005 - 09/30/2007
DGS Point of Contact	Sandi Verbos
Contact Phone #	(717) 346-8188
Email	<a href="mailto:sverbos@state.pa.us">sverbos@state.pa.us</a>

PRICING HIGHLIGHTS
<ul style="list-style-type: none"><li>- None</li></ul>

PROCESS TO PURCHASE
<ul style="list-style-type: none"><li>- Correctional Industries</li><li>- No Costars</li><li>- 4600008855 3M TCM Div</li><li>- Reference Commonwealth Contract 9905-05</li></ul>

## SPECIAL CONTRACT TERMS AND CONDITIONS

**CONTRACT SCOPE/OVERVIEW:** This Legacy Contract #9905-05 (identified here and in the other documents as the "Contract") will cover the requirements of the Commonwealth of Pennsylvania for Reflective Sheets, Inks and Supplies for **Correctional Industries – (State Correctional Institution, Huntingdon, PA 16652 – ONLY)**.

**ORDER OF PRECEDENCE:** These Special Contract Terms and Conditions supplement the Standard Contract Terms and Conditions For Statewide Contracts for Supplies. To the extent that these Special Contract Terms and Conditions conflict with the Standard Contract Terms and Conditions For Statewide Contracts for Supplies, these Special Contract Terms and Conditions shall prevail.

**TERM OF CONTRACT:** The Contract shall commence on the Effective Date no earlier than **Date of Award and expire on September 30, 2006.**

**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.

**ADDRESS OF PURCHASE ORDER:** Commonwealth agencies may issue purchase orders against this Contract for supplies required by the agencies (using agencies). Please state below where the Purchase Orders should be sent (name, address, city, state, zip code).

3M Company/TSS Division  
3M Center, Bldg. 225-5S-08  
P.O. Box 33225  
St. Paul, MN 55133-3225  
Contact person: Richard J. LaClair  
Telephone Number: 651-575-5521  
E-mail Address: [rjlaclair@mmm.com](mailto:rjlaclair@mmm.com)

**SPECIFICATIONS:** The items to be furnished under this contract should be 3M or equal. The reflective sheeting covered by this contract is intended for use in the manufacture of license plate validation devices by the Commonwealth Correctional Industries. Reflex-reflexive sheeting shall consist of spherical lens elements embedded within a flexible, transparent, weather resistant plastic which has a smooth flat outer surface and is coated on the back with pressure sensitive adhesive. The adhesive backing shall be protected by an easily removable paper lining.

Reflective material shall be supplied in sheets, which will permit printing on Commonwealth Correctional Industries letter press equipment.

The sheeting shall be distinguished by a counterfeit proof mark. Said mark shall be an integral part of the sheeting and shall not be removable or affected by physical or chemical methods without causing irreparable damage to the finished device. The counterfeit proof mark shall be subject to approval by the Pennsylvania Department of Transportation.

**QUALIFIED PRODUCTS:** The following products have been tested and conform to the requirements of the Commonwealth. Vendors bidding these products need not submit samples. Those who wish to be on products not listed below shall submit samples in accordance with SAMPLES CLAUSE. This list is composed of groups of compatible materials, which must be supplied together. Intermixing of group items is not permitted.

<b>SAP MATERIAL NO.</b>	<b>DESCRIPTION</b>	<b>BRAND NAME</b>	<b>MANUFACTURER</b>
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**GROUP 1**

144515	Ink, Red	201	3M
144516	Ink, Blue	202	3M
144519	Thinner	270	3M
144520	Finishing Matl.	260	3M
144315	Sheeting	5460ER	3M

**GROUP 2**

144515	Ink, Red	201	3M
144516	Ink, Blue	202	3M
144519	Thinner	V-100 Adcolite	American Decal
144520	Finishing Matl.	#78 Adcolite	American Decal
144315	Sheeting	Adcolite 6000	American Decal

**GROUP 3**

144515	Ink, Red	23665	American Decal
144517	Ink, Green	23662	American Decal
144516	Ink, Blue	23663	American Decal
144514	Ink, Black	23664	American Decal
144519	Thinner	V-100 Adcolite	American Decal
144520	Finishing Matl.	#78 Adcolite	American Decal
144315	Sheeting	Adcolite 6000	American Decal

**COLOR:** The printing ink shall be of a color or colors to be determined by the Bureau of Motor Vehicles, Department of Transportation and shall consist of various colors or shades as required for various vehicles to be licensed.

**SAMPLES (Inks and Overlay):** Bidders shall be required to contact Mr. Jacob Caracappa, Jr., CI Manager 2, (814) 643-2400; Ext.205 or Fred Hearn, Ext. 229 at the State Correctional Institution at Huntingdon, and be prepared to submit samples of inks and protective clear overlay for the printing of sample sheets.

**MINIMUM ORDER: \$100.00**

**ESTIMATED QUANTITIES:** It shall be understood that the quantities provided herein are estimated only and may be increased or decreased in accordance with the actual requirements of the Commonwealth.

**DELIVERIES:** All articles ordered from this contract shall be delivered within a reasonable time, not to exceed forty-five (45) calendar days after receipt of purchase order, unless otherwise agreed to, in writing, between the Department of General Services and the Contractor.

**Transportation terms are "F.O.B. DESTINATION" for all deliveries. Bid prices shall include all transportation, delivery and handling charges.**

**LIQUIDATED DAMAGES:** If any item is not delivered within the time limits specified, the delay will interfere with the proper implementation of the Commonwealth's programs utilizing the item to the loss and damage of the Commonwealth. From the nature of the case it would be impractical and extremely difficult to fix the actual damage sustained in the event of any such action. The Commonwealth and the awarded vendor, therefore, presume that in the event of any such delay the amount of damage which will be sustained from a delay will be \$50.00 per calendar day, and they agree that in the event of any such delay, the awarded vendor shall pay such amount as liquidated damages and not as a penalty. The Commonwealth at its option for amounts due the Commonwealth as liquidated damages may deduct such from any money payable to the awarded vendor or may bill the awarded vendor as a separate item. The Commonwealth shall notify the awarded vendor in writing of any claims for liquidated damages pursuant to this paragraph before the date the Commonwealth deducts such sums from money payable to the awarded vendor.

**OPTION TO RENEW:** This contract may be renewed by mutual consent of the Commonwealth and vendor for additional one (1) year periods. Such renewals shall be limited to three (3).

**INQUIRIES:** Direct all inquiries to the appropriate Commodity Specialist named herein.

Angela M. Corish, Commodity Specialist  
Bureau of Procurement  
Department of General Services  
Room 414 North Office Building  
Harrisburg, PA 17125  
Phone: 717-346-4294  
Fax: 717-783-6241  
Email: [acorish@state.pa.us](mailto:acorish@state.pa.us)



All using Agencies of the Commonwealth, Political Subdivision,  
Authorities, Private Colleges and Universities

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**Contract Number: 460008855**  
**Creation Date: 08/10/2005**

Purchasing Agent:  
 Name: Angela Corish  
 Phone: 717-346-4294  
 Fax: 717-783-6241  
 E-mail: acorish@state.pa.us  
 Valid from/to: 10/01/2005 - 09/30/2006

Your vendor number with us: 164068  
 Vendor Name/Address:  
 3M  
 TCM DIV  
 PO Box 33225  
 ST PAUL MN 55133-3225  
 Vendor Fax Number: 888-246-9793

Please Deliver To:  
 CORR CI Huntingdon  
 1100 Pike Street  
 Huntingdon PA 16654-1112

Your Quotation: \_\_\_\_\_ Date: \_\_\_\_\_  
 Collective No.: CN00015355  
 Our Quotation: 6000080492

Payment Terms: NET 30

The Commonwealth of Pennsylvania, through the Department of General Services, accepts the submission of the Bidder/Contractor for the awarded item(s) at the price(s) set forth below in accordance with: 1) the RFQ submitted by the Bidder/Contractor, if any; 2) the documents attached to this Contract or incorporated by reference, if any, and 3) the contract terms and conditions stored on the website address at www.dgs.state.pa.us for this type of Contract as of the date of the RFQ, if any, or other solicitation for this Contract, all of which, as appropriate, are incorporated herein by reference. When the Bidder/Contractor receives an order from a Commonwealth agency, the order constitutes the Bidder/Contractor's authority to furnish the item(s) to the agency at the time(s) and place(s) specified in the order. RFQ, as used herein, means Request for Quotations, Invitation for Bids, Invitation to Qualify, or Request for Proposals, as appropriate.

Item	Description	Quantity	UOM	Price	Per Unit	TOTAL
00010	SHEET,REFL,10 3/8X153M,PA 5460ER,VALID 144315	0	EA	1.07	EA	0.00
<b>Item text</b>						
For License Plate Validation Devices (Stickers). Referenced 3M numbers must be matched. Any change to color selection shall be made by PennDOT.						
00020	INK,TRANSPARENT,#200 BLACK 144514	0	EA	0.00	EA	0.00
<b>Item text</b>						
In 1/2 Lb. Containers. Referenced 3M numbers must be matched.  NO CHARGE						
00030	INK,TRANSPARENT,#201 RED 144515	0	EA	0.00	EA	0.00
<b>Item text</b>						
In 1/2 Lb. Containers. Referenced 3M numbers must be matched.  NO CHARGE						

\*\*\* SEE LAST PAGE FOR TOTAL VALUE OF CONTRACT \*\*\*



Contract Number: 460008855

Creation Date: 08/10/2005

Vendor Name:

3M

Item	Description	Quantity	UOM	Price	Per Unit	TOTAL
00040	INK,TRANSPARENT,#202 BLUE					
144516		0	EA	0.00	EA	0.00
<b>Item text</b>						
In 1/2 Lb. Containers. Referenced 3M numbers must be matched.						
NO CHARGE						
00050	INK,TRANSPARENT,#203 GREEN					
144517		0	EA	0.00	EA	0.00
<b>Item text</b>						
In 1/2 Lb. Containers. Referenced 3M numbers must be matched.						
NO CHARGE						
00060	INK,TRANSPARENT,#205 MAGENTA RED					
144518		0	EA	0.00	EA	0.00
<b>Item text</b>						
In 1/2 Lb. Containers. Referenced 3M numbers must be matched.						
NO CHARGE						
00070	THINNER,3M # 270					
144519		0	EA	0.00	EA	0.00
<b>Item text</b>						
Must be compatible with Transparent Colors Reference: 3M #270						
NO CHARGE						
Specify Brand and Catalog No. <u>3M #270</u>						
Specify Quantity Per Container <u>1 GALLON</u>						
00080	FINISHING MATERIAL,PROTECTIVE,CLR,3M#260					
144520		0	EA	0.00	EA	0.00
<b>Item text</b>						
NO CHARGE						

\*\*\* SEE LAST PAGE FOR TOTAL VALUE OF CONTRACT \*\*\*



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Contract Number: 460008855

Creation Date: 08/10/2005

Vendor Name:

3M

Item	Description	Quantity	UOM	Price	Per Unit	TOTAL
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-----SUPPLEMENTAL INFORMATION-----

Header text

Point of Contact Information

Contractor Phone #: 651-575-5521

Contractor Fax #: 800-591-9293

Contractor Email Address: rjlaclair@mmm.com

Contact Person: Richard J. LaClair

NO FURTHER INFORMATION FOR THIS CONTRACT

Currency: USD

999,999.00

\*\*\*ESTIMATED VALUE\*\*\*

Contract Reference Number: 4600008855  
Legacy Number: 9905-05  
Change Number: 1  
Change Effective Date: July 27, 2006

**COMMONWEALTH OF PENNSYLVANIA  
DEPARTMENT OF GENERAL SERVICES  
HARRISBURG**

**For:** DEPARTMENT OF TRANSPORTATION  
**Subject:** Reflective sheets, Inks and Supplies  
**Contract Period:** Beginning 10/1/2005 and Ending 9/30/2006 (extended till 12/31/2006)  
**Buyer Name:** Sandi Verbos, 717-346-8188 or Email at [sverbos@state.pa.us](mailto:sverbos@state.pa.us)

**CHANGE SUMMARY: Option to Extend thru 12/30/2006**

At this time the Commonwealth wishes to exercise its option to extend this contract for an additional three (3) months. This contract will now expire December 30, 2006, or when the contract is renewed or a new contract is in place, whichever comes first.

<u>Vendor Name</u>	<u>Vendor #</u>	<u>SAP#</u>
3M	164068	4600008855

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



Contract Reference Number: 4600008855  
Legacy Number: 9905-05  
Change Number: 2 Correction  
Change Effective Date: August 1, 2006

**COMMONWEALTH OF PENNSYLVANIA  
DEPARTMENT OF GENERAL SERVICES  
HARRISBURG**

**For:** DEPARTMENT OF TRANSPORTATION  
**Subject:** Reflective sheets, Inks and Supplies  
**Contract Period:** Beginning 10/1/2005 and Ending 9/30/2006 (renewed till 9/30/2007)  
**Buyer Name:** Sandi Verbos, 717-346-8188 or Email at [sverbos@state.pa.us](mailto:sverbos@state.pa.us)

**CHANGE SUMMARY: Option to Renew**

At this time the Commonwealth wishes to exercise its option to renew this contract for an additional year. This will be the first one year renewal with two additional renewals remaining. This contract will now expire September 30, 2007.

<u>Vendor Name</u>	<u>Vendor #</u>	<u>SAP#</u>
3M	164068	4600008855

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

Contract Reference Number: 4600008855  
Legacy Number: 9905-05  
Change Number: 3  
Change Effective Date: August 6, 2007

**COMMONWEALTH OF PENNSYLVANIA  
DEPARTMENT OF GENERAL SERVICES  
HARRISBURG**

**For:** DEPARTMENT OF TRANSPORTATION  
**Subject:** Reflective sheets, Inks and Supplies  
**Contract Period:** Beginning 10/1/2005 and Ending 9/30/2006 (renewed till 9/30/2008)  
**Buyer Name:** Sandi Verbos, 717-346-8188 or Email at [sverbos@state.pa.us](mailto:sverbos@state.pa.us)

**CHANGE SUMMARY: Option to Renew**

At this time the Commonwealth wishes to exercise its option to renew this contract for an additional year. This will be the second one year renewal with one additional renewal remaining. This contract will now expire September 30, 2008.

<u>Vendor Name</u>	<u>Vendor #</u>	<u>SAP#</u>
3M	164068	4600008855

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

Contract Reference Number: 4600008855  
Collective Number: CN00015335  
Legacy Number: 9905-05  
Change Number: 4  
Change Effective Date: 10/22/2007

**COMMONWEALTH OF PENNSYLVANIA  
DEPARTMENT OF GENERAL SERVICES  
HARRISBURG**

**For:** All using Agencies of the Commonwealth  
**Subject:** **Sheets, Inks and Supplies, Reflective (SCI Huntingdon)**  
**Contract Period:** Beginning 10/1/2005- 9/30/2008  
**Buyer Name:** Sandi Verbos [sverbos@state.pa.us](mailto:sverbos@state.pa.us) 717.346.8188

**CHANGE SUMMARY: Buyer assignment change**

- This contract has been assigned to a different buyer. Effective October 22,2007, the buyer (commodity specialist) information is as follows:

Buyer Name: Robin DePetro  
Email: [rdepetro@state.pa.us](mailto:rdepetro@state.pa.us)  
Phone: 717.346.8188

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