



STATE OF MICHIGAN ENTERPRISE PROCUREMENT

Department of Technology, Management, and Budget
525 W. ALLEGAN ST., LANSING, MICHIGAN 48913
P.O. BOX 30026 LANSING, MICHIGAN 48909

CONTRACT CHANGE NOTICE

Change Notice Number 11
to
Contract Number 071B0200090

CONTRACTOR	LOGOFIT, LLC
	3202 Lapeer Rd
	Flint, MI 48503
	Jon Kraut
	800-778-8948
	jkraut@logofit.com
	*****7983

STATE	Program Manager	Sandoval, Dorene	DNR
		517-284-5926	
		sandovald@michigan.gov	
	Contract Administrator	Valerie Hiltz	DTMB
		(517) 284-7026	
		hiltzv@michigan.gov	

CONTRACT SUMMARY				
DESCRIPTION: UNIFORMS - DNR				
INITIAL EFFECTIVE DATE	INITIAL EXPIRATION DATE	INITIAL AVAILABLE OPTIONS	EXPIRATION DATE BEFORE CHANGE(S) NOTED BELOW	
January 20, 2010	January 19, 2013	2 - 1 Year	June 19, 2016	
PAYMENT TERMS		DELIVERY TIMEFRAME		
Net 45		10 Days ARO		
ALTERNATE PAYMENT OPTIONS			EXTENDED PURCHASING	
<input checked="" type="checkbox"/> P-card <input checked="" type="checkbox"/> Direct Voucher (DV) <input type="checkbox"/> Other			<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	
MINIMUM DELIVERY REQUIREMENTS				
Twelve items in any combination				
DESCRIPTION OF CHANGE NOTICE				
OPTION	LENGTH OF OPTION	EXTENSION	LENGTH OF EXTENSION	REVISED EXP. DATE
<input type="checkbox"/>		<input type="checkbox"/>		August 17, 2016
CURRENT VALUE		VALUE OF CHANGE NOTICE	ESTIMATED AGGREGATE CONTRACT VALUE	
\$ 627,037.00		\$ 0.00	\$ 627,037.00	

DESCRIPTION: Effective June 19, 2016, the contract is utilizing the transition clause available on the contract. The revised expiration date is August 17, 2016. All other terms, conditions, specifications and pricing remain the same per the Contractor and Agency agreement, and DTMB Procurement Approval.

STATE OF MICHIGAN
 DEPARTMENT OF TECHNOLOGY, MANAGEMENT AND BUDGET
 PROCUREMENT
 P.O. BOX 30026, LANSING, MI 48909
 OR
 525 W. ALLEGAN, LANSING, MI 48933

CHANGE NOTICE NO. 10
 to
CONTRACT NO. 071B0200090
 between
THE STATE OF MICHIGAN
 and

NAME & ADDRESS OF CONTRACTOR	PRIMARY CONTACT	EMAIL
LogoFit, LLC 3202 Lapeer Road Flint, MI 48503	Jon Kraut	jkraut@logofit.com
	PHONE	VENDOR TAX ID # (LAST FOUR DIGITS ONLY)
	800-778-8948	7983

STATE CONTACTS	AGENCY	NAME	PHONE	EMAIL
PROGRAM MANAGER / CCI	DNR	Lisa VanOstran	517-284-5975	VanostranL@michigan.gov
CONTRACT ADMINISTRATOR	DTMB	Valerie Hiltz	517-284-7026	HiltzV@michigan.gov

CONTRACT SUMMARY			
DESCRIPTION: DNR and DEQ Uniforms			
INITIAL EFFECTIVE DATE	INITIAL EXPIRATION DATE	INITIAL AVAILABLE OPTIONS	EXPIRATION DATE BEFORE CHANGE(S) NOTED BELOW
January 20, 2010	January 19, 2013	Two- One Year Options	June 19, 2015
PAYMENT TERMS	F.O.B.	SHIPPED TO	
Net 45	Delivered	As Directed	
ALTERNATE PAYMENT OPTIONS			EXTENDED PURCHASING
<input checked="" type="checkbox"/> P-card <input type="checkbox"/> Direct Voucher (DV) <input type="checkbox"/> Other			<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
MINIMUM DELIVERY REQUIREMENTS			
12 items in any combination			

DESCRIPTION OF CHANGE NOTICE				
EXTEND CONTRACT EXPIRATION DATE	EXERCISE CONTRACT OPTION YEAR(S)	EXTENSION BEYOND CONTRACT OPTION YEARS	LENGTH OF EXTENSION/OPTION	EXPIRATION DATE AFTER CHANGE
<input type="checkbox"/> No <input checked="" type="checkbox"/> Yes	<input type="checkbox"/>	<input checked="" type="checkbox"/>	One Year	June 19, 2016
CURRENT VALUE		VALUE/COST OF CHANGE NOTICE	ESTIMATED REVISED AGGREGATE CONTRACT VALUE	
\$501,037.00		\$126,000.00	\$627,037.00	

DESCRIPTION:
 Effective June 20, 2016 this contract is hereby EXTENDED one year through June 19, 2016 and is hereby INCREASED by \$126,000.00 for DNR use. **Please note that the buyer is changed to Valerie Hiltz, DTMB-Procurement. All other terms, conditions, pricing and specifications remain the same. Per agency request, vendor agreement, approval from DTMB- Procurement and Administrative Board approval on June 16, 2015.**

STATE OF MICHIGAN
 DEPARTMENT OF TECHNOLOGY, MANAGEMENT AND BUDGET
 PROCUREMENT
 P.O. BOX 30026, LANSING, MI 48909
 OR
 525 W. ALLEGAN, LANSING, MI 48933

CHANGE NOTICE NO. 9
 to
CONTRACT NO. 071B0200090
 between
THE STATE OF MICHIGAN
 and

NAME & ADDRESS OF CONTRACTOR:	PRIMARY CONTACT	EMAIL
LogoFit, LLC 3202 Lapeer Road Flint, MI 48503	Jon Kraut	jkraut@logofit.com
	TELEPHONE	CONTRACTOR #, MAIL CODE
	800-778-8948	

STATE CONTACTS	AGENCY	NAME	PHONE	EMAIL
CONTRACT COMPLIANCE INSPECTOR	DNR	Lisa VanOstran	517-284-5975	VanostranL@michigan.gov
BUYER	DTMB	Lisa Crozier-Green	517-284-7042	CrozierGreenL@michigan.gov

CONTRACT SUMMARY:			
DESCRIPTION: DNR and DEQ Uniforms			
INITIAL EFFECTIVE DATE	INITIAL EXPIRATION DATE	INITIAL AVAILABLE OPTIONS	EXPIRATION DATE BEFORE CHANGE(S) NOTED BELOW
January 20, 2010	January 19, 2013	Two (1) Year Options	January 19, 2015
PAYMENT TERMS	F.O.B	SHIPPED	SHIPPED FROM
Net 45	N/A	N/A	N/A
ALTERNATE PAYMENT OPTIONS:			AVAILABLE TO MiDEAL PARTICIPANTS
<input type="checkbox"/> P-card <input type="checkbox"/> Direct Voucher (DV) <input type="checkbox"/> Other			<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
MINIMUM DELIVERY REQUIREMENTS:			
12 items in any combination			

DESCRIPTION OF CHANGE NOTICE:				
EXTEND CONTRACT EXPIRATION DATE	EXERCISE CONTRACT OPTION YEAR(S)	EXTENSION BEYOND CONTRACT OPTION YEARS	LENGTH OF OPTION/EXTENSION	EXPIRATION DATE AFTER CHANGE
<input type="checkbox"/> No <input checked="" type="checkbox"/> Yes	<input type="checkbox"/>	<input checked="" type="checkbox"/>	Six (6) Months	June 19, 2015
VALUE/COST OF CHANGE NOTICE:		ESTIMATED REVISED AGGREGATE CONTRACT VALUE:		
\$0.00		\$501,037.00		

Effective January 19, 2015, this Contract is EXTENDED Six (6) Months. The new Contract End Date is June 19, 2015. Please note that the buyer has been changed to Lisa Crozier-Green, DTMB-Procurement. All other terms, conditions, pricing, and specifications remain the same. Per agency request, vendor agreement, approval from DTMB-Procurement and approval from the State Administrative Board on September 30, 2014.

STATE OF MICHIGAN
 DEPARTMENT OF TECHNOLOGY, MANAGEMENT AND BUDGET
 PROCUREMENT
 P.O. BOX 30026, LANSING, MI 48909
 OR
 530 W. ALLEGAN, LANSING, MI 48933

CHANGE NOTICE NO. 8
 to
CONTRACT NO. 71B0200090
 between
THE STATE OF MICHIGAN
 and

NAME & ADDRESS OF CONTRACTOR:	PRIMARY CONTACT	EMAIL
LogoFit, LLC 3202 Lapeer Road Flint, MI 48503	Jon Kraut	jkraut@logofit.com
	TELEPHONE	CONTRACTOR #, MAIL CODE
	(800) 778-8948	

STATE CONTACTS	AGENCY	NAME	PHONE	EMAIL
CONTRACT COMPLIANCE INSPECTOR	DNR	Lisa VanOstran	(517) 373-6507	vanostran@michigan.gov
CONTRACT COMPLIANCE INSPECTOR	DEQ	Carla Wintz	(517) 284-5005	wintzc@michigan.gov
BUYER	DTMB	Paula Hurst	(517) 373-9776	hurstp2@michigan.gov

CONTRACT SUMMARY:			
DESCRIPTION: Uniforms – DNR - DEQ			
INITIAL EFFECTIVE DATE	INITIAL EXPIRATION DATE	INITIAL AVAILABLE OPTIONS	EXPIRATION DATE BEFORE CHANGE(S) NOTED BELOW
January 20, 2010	January 19, 2013	2 – 1 year options	January 19, 2014
PAYMENT TERMS	F.O.B	SHIPPED	SHIPPED FROM
Net 30 Days	Delivered	10 Calendar Days ARO	Various
ALTERNATE PAYMENT OPTIONS:			AVAILABLE TO MiDEAL PARTICIPANTS
<input checked="" type="checkbox"/> P-card	<input checked="" type="checkbox"/> Direct Voucher (DV)	<input type="checkbox"/> Other	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
MINIMUM DELIVERY REQUIREMENTS:			
12 Items in any Combination			

DESCRIPTION OF CHANGE NOTICE:				
EXTEND CONTRACT EXPIRATION DATE	EXERCISE CONTRACT OPTION YEAR(S)	EXTENSION BEYOND CONTRACT OPTION YEARS	LENGTH OF OPTION/EXTENSION	EXPIRATION DATE AFTER CHANGE
<input type="checkbox"/> No <input checked="" type="checkbox"/> Yes	<input checked="" type="checkbox"/>	<input type="checkbox"/>	1 Year	January 19, 2015
VALUE/COST OF CHANGE NOTICE:		ESTIMATED AGGREGATE CONTRACT VALUE REMAINS:		
\$100,000.00		\$501,037.00		

Effective December 17, 2013, the second and final option year available under this Contract is hereby exercised. The new Contract end date is January 19, 2015. In addition, the Contract value is INCREASED by \$100,000.00. The new Contract value is \$501,037.00. All other terms, conditions, pricing and specifications remain unchanged.

Per agency request, agreement from vendor (email dated December 17, 2012), and DTMB Procurement approval.

STATE OF MICHIGAN
 DEPARTMENT OF TECHNOLOGY, MANAGEMENT AND BUDGET
 PROCUREMENT
 P.O. BOX 30026, LANSING, MI 48909
 OR
 530 W. ALLEGAN, LANSING, MI 48933

CHANGE NOTICE NO. 7
 to
CONTRACT NO. 71B0200090
 between
THE STATE OF MICHIGAN
 and

NAME & ADDRESS OF CONTRACTOR:	PRIMARY CONTACT	EMAIL
LogoFit, LLC 3202 Lapeer Road Flint, MI 48503	Jon Kraut	jkraut@logofit.com
	TELEPHONE	CONTRACTOR #, MAIL CODE
	(800) 778-8948	

STATE CONTACTS	AGENCY	NAME	PHONE	EMAIL
CONTRACT COMPLIANCE INSPECTOR	DNR	Lisa VanOstran	(517) 373-6507	vanostran@michigan.gov
CONTRACT COMPLIANCE INSPECTOR	DEQ	Carla Wintz	(517) 284-5005	wintzc@michigan.gov
BUYER	DTMB	Paula Hurst	(517) 373-9776	hurstp2@michigan.gov

CONTRACT SUMMARY:			
DESCRIPTION: Uniforms – DNR - DEQ			
INITIAL EFFECTIVE DATE	INITIAL EXPIRATION DATE	INITIAL AVAILABLE OPTIONS	EXPIRATION DATE BEFORE CHANGE(S) NOTED BELOW
January 20, 2010	January 19, 2013	2 – 1 year options	January 19, 2013
PAYMENT TERMS	F.O.B	SHIPPED	SHIPPED FROM
Net 30 Days	Delivered	10 Calendar Days ARO	Various
ALTERNATE PAYMENT OPTIONS:			AVAILABLE TO MiDEAL PARTICIPANTS
<input checked="" type="checkbox"/> P-card <input checked="" type="checkbox"/> Direct Voucher (DV) <input type="checkbox"/> Other			<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
MINIMUM DELIVERY REQUIREMENTS:			
12 Items in any Combination			

DESCRIPTION OF CHANGE NOTICE:				
EXTEND CONTRACT EXPIRATION DATE	EXERCISE CONTRACT OPTION YEAR(S)	EXTENSION BEYOND CONTRACT OPTION YEARS	LENGTH OF OPTION/EXTENSION	EXPIRATION DATE AFTER CHANGE
<input type="checkbox"/> No <input checked="" type="checkbox"/> Yes	<input checked="" type="checkbox"/>	<input type="checkbox"/>	1 Year	January 19, 2014
VALUE/COST OF CHANGE NOTICE:		ESTIMATED AGGREGATE CONTRACT VALUE REMAINS:		
\$0.00		\$401,037.00		

Effective December 12, 2012, the first option year available under this Contract is utilized. The new Contract end date is January 19, 2014. In addition, the Contract Compliance Inspector has changed to Lisa VanOstran. The Project Manager is now marked as "Deleted/Reserved". All other terms, conditions, specifications, and pricing remain the same.

Per agency request, agreement from vendor dated December 12, 2012, and approval from DTMB Procurement.

STATE OF MICHIGAN
 DEPARTMENT OF TECHNOLOGY, MANAGEMENT AND BUDGET
 PROCUREMENT
 P.O. BOX 30026, LANSING, MI 48909
 OR
 530 W. ALLEGAN, LANSING, MI 48913

CHANGE NOTICE NO. 6
 To
CONTRACT NO. 071B0200090
 Between
THE STATE OF MICHIGAN
 And

NAME & ADDRESS OF CONTRACTOR:	PRIMARY CONTACT	EMAIL
LogoFit, LLC 3202 Lapeer Road Flint, MI 48503	Jon Kraut	jkraut@logofit.com
	TELEPHONE	CONTRACTOR #, MAIL CODE
	(800) 778-8948	

STATE CONTACTS	AGENCY	NAME	PHONE	EMAIL
CONTRACT COMPLIANCE INSPECTOR:	DNR	Jana Bishop-Harding	(517) 373-1190	Hardingj3@michigan.gov
BUYER:	DTMB	Paula Hurst	(517) 373-9776	Hurstp2@michigan.gov

INITIAL CONTRACT SUMMARY:			
DESCRIPTION: Uniforms – DNR - DEQ			
INITIAL TERM	EFFECTIVE DATE	INITIAL EXPIRATION DATE	AVAILABLE OPTIONS
3 Years	January 20, 2010	January 19, 2013	2 – 1 year options
PAYMENT TERMS	F.O.B	SHIPPED	SHIPPED FROM
Net 30 Days	Delivered	10 Calendar Days ARO	Various
ALTERNATE PAYMENT OPTIONS:			AVAILABLE TO MI DEAL PARTICIPANTS
<input checked="" type="checkbox"/> P-card <input checked="" type="checkbox"/> Direct Voucher (DV) <input type="checkbox"/> Other			<input type="checkbox"/> YES <input type="checkbox"/> NO
MINIMUM DELIVERY REQUIREMENTS:			
12 Items in any Combination			

DESCRIPTION OF CHANGE NOTICE:	
OPTION EXERCISED: <input type="checkbox"/> NO <input type="checkbox"/> YES	IF YES, NEW EXPIRATION DATE:
<p>This change is to add the Department of Environmental Quality (DEQ) to this contract for the purchase of clothing items by both the agency and DEQ employees. The list of available items is attached to this Change Notice. The State of Michigan will not be financially responsible for items purchased by DEQ employees.</p> <p>Shipping: Will fulfill all contract items in standard colors (navy and khaki) per the contract terms (10 days). Custom color requested items (other than t-shirts) will be shipped within 3-4 weeks. Custom color T-shirts will require a minimum of 72 t-shirts for production – shipping will be delayed until the minimum number is reached. Orders of 12 items shipped at the same time to the same location will not be charged a fee.</p>	
VALUE/COST OF CHANGE NOTICE:	\$0.00
ESTIMATED REVISED AGGREGATE CONTRACT VALUE:	\$401,037.00

7	Shirt	Women's Long Sleeve	Golf/Polo style shirts	Poly/Cotton Twill	Navy and Khaki	Blue Generation	50-BG-7207	XS-XL	\$ 20.42
								2X	\$ 24.12
								3X	\$ 25.53
								4X	\$ 26.95
								5X	\$ 28.36
								6X	\$ 36.85
					Red,Grey,Black,Royal,Hunter, Yellow,Burgundy,Lt Blue,French Blue		50-BG-7207	XS-XL	\$ 22.31
								2X	\$ 26.72
								3X	\$ 30.17
								4X	\$ 31.90
								5X	\$ 33.62
								6X	\$ 35.34
8	Shirt	Men's Short Sleeve	Golf/Polo style shirts	Poly/Cotton Blend	Navy and Tan	Blue Generation	50-BG-7204	SM-XL	\$ 15.71
								2X	\$ 19.72
								3X	\$ 20.73
								4X	\$ 21.75
								5X	\$ 22.76
								6X-10X	\$ 28.85
					Red,Grey,Black,Royal,Hunter, Yellow,Burgundy,Lt Blue,French Blue	Blue Generation	50-BG-7204	SM-XL	\$ 17.14
								2X	\$ 21.67
								3X	\$ 23.08
								4X	\$ 24.62
								5X	\$ 26.15
								6X-10X	\$ 32.31
10	Shirts	T-Shirt	Unisex	50/50 Jersey Blend	Navy or Khaki	Gildan	50-8000	SM-XL	\$ 5.69
								2X	\$ 7.87
								3X	\$ 8.87
					Custom Colors will be produced and shipped only when a total of 72 items have been ordered. Until that time all orders will be held. Custom colors: Ash Grey, Azalea Pink, Black, Daisy,Dark Chocolate, Dark Heather, Forest Green, Gold, Light Blue, Purple, Red, Royal, Tan, and White	Gliden	50-800	SM-XL	\$ 8.25
								2X	\$ 11.67
								3X	\$ 11.84
11	Caps	Baseball Cap	Official DNRE Employee Hat - two-tone	100% Cotton	Khaki crown with Navy bill	Otto	50-18-099	osfm	\$ 9.84

3	Shirts	Athletic sport v-neck t-shirt		Poly/Cotton Twill	Navy and Black	Harriton	50-M320W	SM-XL	\$ 13.20
								2X	\$ 14.63
					Dark Green, Maroon, Red, Team Orange, True Royal, White		50-M320W	SM-XL	\$ 14.22
								2X	\$ 15.75
4	Shirts	Adidas Golf Men's ClimaProof® V-Neck Wind Shirt		100 % Polyester	Khaki/White, Black/White and Navy/White	Adidas	50-A47	SM-XL	\$ 47.86
								2X	\$ 54.26
								3X	\$ 57.24
					Rainforest/White		50-A47	SM-XL	\$ 51.54
								2X	\$ 58.43
								3X	\$ 61.65
5	Shirts	Men's Long Sleeve Denim Shirt		100% cotton denim	Denim	Harriton	50-M550	SM-XL	\$ 20.34
								2X	\$ 21.77
								3X	\$ 24.63
								4X	\$ 26.06
								5X	\$ 27.49
								6X	\$ 28.91
6	Bag	sol® Transit Messenger		Polyester	Silver/Black		50-15411	os	\$ 45.34
7	Visor	Solid color deluxe cotton twill sun visor with adjustable hook and loop closure.		Cotton/Twill	Khaki	Otto	50-60-604	osfm	\$ 5.86
					Red,Black,Gray,White,Yellow,Pink		50-60-604	osfm	\$ 6.31
8	Backpack	Fugitive Pack		Polyester	Black and Silver	Ogio	50-711113	os	\$ 45.79
					True Royal		50-711113	os	\$ 49.31
9	Cap	High Crown Style Cap		Cotton/Twill	Khaki and Navy	Otto	50-37-077	osfm	\$ 7.00
					Red, Royal, Black, Maroon, Dk Green		50-37-077		\$ 7.54

LOGOFIT NON-CONTRACT ITEMS

Line Item #	Category	Item	Fabric	Colors	Brand/Mfg	Stock #	Sizes	Unit Cost (FOB Deliver)
1	Shirts	Fleece-lined hooded nylon jacket	Poly/Cotton Twill	Black and Navy	Dickies	50-33237	SM-XL	\$ 40.50
							2X	\$ 41.43
							3X	\$ 42.86
2	Shirts	Harriton Packable Nylon Jacket	100% Nylon Taffeta	Black and Navy	Harriton	50-M750	SM-XL	\$ 18.56
							2X	\$ 19.99
							3X	\$ 22.84
							4X	\$ 24.27
				Red/Black, Royal/Navy, Sunray Yellow		50-M750	SM-XL	\$ 19.98
							2X	\$ 21.52
							3X	\$ 24.60
							4X	\$ 26.14
3	Shirts	Athletic sport v-neck t-shirt	Poly/Cotton Twill	Navy and Black	Harriton	50-M320W	SM-XL	\$ 13.20
							2X	\$ 14.63
				Dark Green, Maroon, Red, Team Orange, True Royal, White		50-M320W	SM-XL	\$ 14.22
							2X	\$ 15.75
4	Shirts	Adidas Golf Men's ClimaProof® V-Neck Wind Shirt	100 % Polyester	Khaki/White, Black/White and Navy/White	Adidas	50-A47	SM-XL	\$ 47.86
							2X	\$ 54.26
							3X	\$ 57.24
				Rainforest/White		50-A47	SM-XL	\$ 51.54
							2X	\$ 58.43
							3X	\$ 61.65
5	Shirts	Men's Long Sleeve Denim Shirt	100% cotton denim	Denim	Harriton	50-M550	SM-XL	\$ 20.34
							2X	\$ 21.77
							3X	\$ 24.63
							4X	\$ 26.06
							5X	\$ 27.49
							6X	\$ 28.91
6	Bag	sol® Transit Messenger	Polyester	Silver/Black		50-15411	os	\$ 45.34
7	Visor	Solid color deluxe cotton twill sun visor with adjustable hook and loop closure.	Cotton/Twill	Khaki	Otto	50-60-604	osfm	\$ 5.86
				Red,Black,Gray,White,Yellow,Pink		50-60-604	osfm	\$ 6.31
8	Backpack	Fugitive Pack	Polyester	Black and Silver	Ogio	50-711113	os	\$ 45.79
				True Royal		50-711113	os	\$ 49.31

9	Cap	High Crown Style Cap	Cotton/Twill	Khaki and Navy	Otto	50-37-077	osfm	\$	7.00
				Red, Royal, Black, Maroon, Dk Green		50-37-077		\$	7.54

STATE OF MICHIGAN
 DEPARTMENT OF TECHNOLOGY, MANAGEMENT AND BUDGET
 PROCUREMENT
 P.O. BOX 30026, LANSING, MI 48909
 OR
 530 W. ALLEGAN, LANSING, MI 48933

March 12, 2012

CHANGE NOTICE NO. 5
TO
CONTRACT NO. 071B0200090
between
THE STATE OF MICHIGAN
and

NAME & ADDRESS OF CONTRACTOR LogoFit, LLC 3202 Lapeer Road Flint, MI 48503 Email: jkraut@logofit.com	TELEPHONE Jon Kraut (800) 778-8948
	Contractor NUMBER/MAIL CODE
	BUYER/CA (517) 373-9776 Paula Hurst
CONTRACT COMPLIANCE INSPECTOR: Jana Harding-Bishop (517) 373-1190 Uniforms - DNR	
CONTRACT PERIOD: From: January 20, 2010 To: January 19, 2013	
TERMS Net 30 Days	SHIPMENT 10 Calendar Days ARO
F.O.B. Delivered	SHIPPED FROM N/A
ALTERNATE PAYMENT OPTIONS: <input checked="" type="checkbox"/> P-card <input checked="" type="checkbox"/> Direct Voucher (DV) <input type="checkbox"/> Other	
MINIMUM DELIVERY REQUIREMENTS 12 Items in any Combination	

NATURE OF CHANGE(S):

Effective March 12, 2012, the following language is ADDED to this Contract:

2.24.18 PCI Data Security Standard

(a) Contractors that process, transmit or store credit/debit cardholder data, must adhere to the Payment Card Industry (PCI) Data Security Standards. The Contractor is responsible for the security of cardholder data in its possession. The data may only be used to assist the State or for other uses specifically authorized by law.

(b) The Contractor must notify the CCI (within 72 hours of discovery) of any breaches in security where cardholder data has been compromised. In that event, the Contractor must provide full cooperation to the Visa, MasterCard, Discover and state Acquirer representative(s), and/or a PCI approved third party to conduct a thorough security review. The Contractor must make the forensic report available within two weeks of completion. The review must validate compliance with the current PCI Data Security Standards for protecting cardholder data.

(c) The Contractor must properly dispose of cardholder data, in compliance with DTMB policy, when it is no longer needed. The Contractor must continue to treat cardholder data as confidential upon contract termination.

(d) The Contractor must provide the CCI with an annual Attestation of Compliance (AOC) or a Report on Compliance (ROC) showing the contractor is in compliance with the PCI Data Security Standards. The Contractor must notify the CCI of all failures to comply with the PCI Data Security Standard.

In addition, the following language is added to Article 1.2.4 Ordering:

1.2.4 Ordering

DNR will issue a Purchase Order, Blanket Purchase Order, Direct Bill Order (direct voucher), or Procurement Card Order to order any Deliverables under this Contract. Orders may be written or oral. All orders are subject to the terms and conditions of this Contract. No additional terms and conditions contained on either a Purchase Order or Blanket Purchase Order apply unless they are also specifically contained in that Purchase Order or Blanket Purchase Order. The Contractor is not authorized to begin performance until receipt of a written or oral Purchase Order, Blanket Purchase Order, Direct Bill Order (direct voucher) or Procurement Card Order. Contractors must confirm they are able to accept payment via Purchase Order, Direct Bill Order (direct voucher), or Procurement Card.

All other terms, conditions, pricing and specifications remain unchanged.

AUTHORITY/REASON:

Per DNR request, agreement from the vendor dated 03/12/2012, and DTMB approval.

Total Estimated Contract Value Remains: \$401,037.00

STATE OF MICHIGAN
 DEPARTMENT OF TECHNOLOGY, MANAGEMENT AND BUDGET February 17, 2012
 PROCUREMENT
 P.O. BOX 30026, LANSING, MI 48909
 OR
 530 W. ALLEGAN, LANSING, MI 48933

CHANGE NOTICE NO. 4
TO
CONTRACT NO. 071B0200090
between
THE STATE OF MICHIGAN
and

NAME & ADDRESS OF CONTRACTOR LogoFit, LLC 3202 Lapeer Road Flint, MI 48503 <p style="text-align: right;">Email: jkraut@logofit.com</p>	TELEPHONE Jon Kraut (800) 778-8948 <hr/> Contractor NUMBER/MAIL CODE <hr/> BUYER/CA (517) 373-9776 Paula Hurst
CONTRACT COMPLIANCE INSPECTOR: Jana Harding-Bishop (517) 373-1190 <p style="text-align: center;">Uniforms - DNR</p>	
CONTRACT PERIOD: From: January 20, 2010 To: January 19, 2013	
TERMS <p style="text-align: center;">Net 30 Days</p>	SHIPMENT <p style="text-align: center;">10 Calendar Days ARO</p>
F.O.B. <p style="text-align: center;">Delivered</p>	SHIPPED FROM <p style="text-align: center;">N/A</p>
ALTERNATE PAYMENT OPTIONS: <input checked="" type="checkbox"/> P-card <input type="checkbox"/> Direct Voucher (DV) <input type="checkbox"/> Other	
MINIMUM DELIVERY REQUIREMENTS <p style="text-align: center;">12 Items in any Combination</p>	

NATURE OF CHANGE(S):

Effective immediately, the buyer is hereby CHANGED to Paula Hurst.

All other Terms and Conditions, and Pricing remain unchanged.

AUTHORITY/REASON:

Per DTMB Procurement.

Total Estimated Contract Value Remains: \$401,037.00

STATE OF MICHIGAN
 DEPARTMENT OF TECHNOLOGY, MANAGEMENT AND BUDGET October 19, 2011
 PURCHASING OPERATIONS
 P.O. BOX 30026, LANSING, MI 48909
 OR
 530 W. ALLEGAN, LANSING, MI 48933

CHANGE NOTICE NO. 3
TO
CONTRACT NO. 071B0200090
between
THE STATE OF MICHIGAN
and

NAME & ADDRESS OF CONTRACTOR LogoFit, LLC 3202 Lapeer Road Flint, MI 48503 <p style="text-align: right;">Email: jkraut@logofit.com</p>	TELEPHONE Jon Kraut (800) 778-8948 <hr/> Contractor NUMBER/MAIL CODE <hr/> BUYER/CA (517) 241-7233 Donald Mandernach
CONTRACT COMPLIANCE INSPECTOR: Jana Harding-Bishop (517) 373-1190 <p style="text-align: center;">Uniforms - DNR</p>	
CONTRACT PERIOD: From: January 20, 2010 To: January 19, 2013	
TERMS <p style="text-align: center;">Net 30 Days</p>	SHIPMENT <p style="text-align: center;">10 Calendar Days ARO</p>
F.O.B. <p style="text-align: center;">Delivered</p>	SHIPPED FROM <p style="text-align: center;">N/A</p>
ALTERNATE PAYMENT OPTIONS: <input checked="" type="checkbox"/> P-card <input type="checkbox"/> Direct Voucher (DV) <input type="checkbox"/> Other	
MINIMUM DELIVERY REQUIREMENTS <p style="text-align: center;">12 Items in any Combination</p>	

NATURE OF CHANGE(S):

Effective immediately, State DNR Uniform price increases, Item Number Changes and New Item Additions per the attached.

All other Terms and Conditions, and Pricing remain unchanged.

AUTHORITY/REASON:

Per DNR and DTMB approval dated 10/18/2011.

Total Estimated Contract Value Remains: \$401,037.00

Item	Stock #	New Price	Original Price	Increase amount	Increase %	Notes
Baseball Cap	50-19-609	\$ 8.23	\$ 7.86	\$ 0.37	4.70%	
Baseball Cap	50-18-099	\$ 9.84	\$ 9.14	\$ 0.70	7.64%	
Baseball Cap	50-27-079	\$ 5.79	\$ 5.50	\$ 0.29	5.19%	
Baseball Cap	50-27-063	\$ 5.79	\$ 5.50	\$ 0.29	5.19%	
Baseball Cap	50-50-129	\$ 7.11	\$ 6.81	\$ 0.30	4.36%	
Baseball Cap	50-119-814	\$ 7.30	\$ 6.79	\$ 0.51	7.51%	
Stocking Hat	50-390	\$ 5.77	\$ 5.45	\$ 0.31	5.77%	
Stocking Hat	50-40L7Y	\$ 7.73	\$ 7.35	\$ 0.38	5.15%	
Men's Long Sleeve	50-BG-7217	\$ 22.52	\$ 20.98	\$ 1.54	7.34%	
Winter Head Bands	50-27EBG	\$ 7.42	\$ 6.97	\$ 0.45	6.49%	
Winter Head Bands	50-6503	\$ 5.70	\$ 5.45	\$ 0.25	4.56%	
Men's Short Sleeve	50-BG-7217S	\$ 22.52	\$ 20.92	\$ 1.60	7.63%	
Stocking Hat	50-40L7	\$ 7.73	\$ 7.35	\$ 0.38	5.15%	
Three in one jacket - Outer Shell	50-TIO	\$ 36.36	\$ 35.95	\$ 0.41	1.15%	
Three in one jacket - long sleeve liner	50-SJF	\$ 23.33	\$ 22.92	\$ 0.42	1.82%	
Three in one jacket - short sleeve liner	50-SVF	\$ 19.35	\$ 18.95	\$ 0.40	2.13%	
Men's Sweater	50-565	\$ 35.11	\$ 30.90	\$ 4.21	13.63%	
Men's Sweater	50-775		\$ 33.71			Discontinued
Men's Sweater	50-786	\$ 37.64	N/A			Replaces discontinued sweater 50-775, please add to Contract
Men's Sweater	50-351	\$ 37.13	\$ 34.70	\$ 2.43	7.01%	
Women's Long Sleeve	50-BG-6217	\$ 22.52	\$ 20.98	\$ 1.54	7.34%	
Women's Sweater	50-038	\$ 46.99	\$ 41.79	\$ 5.20	12.44%	
Women's Sweater	50-LSW283	\$ 32.07	\$ 27.49	\$ 4.58	16.67%	
Women's Sweater	50-LSW280	\$ 35.40	\$ 30.34	\$ 5.06	16.67%	
Mock Turtle Neck	50-610	\$ 23.21	\$ 18.99	\$ 4.23	22.27%	
Sweatshirt	50-562M	\$ 13.20	\$ 10.96	\$ 2.24	20.47%	
Heavy Winter Jacket	50-J799-J776	\$ 164.58	\$ 149.97	\$ 14.61	9.74%	
Heavy Winter Hat	50-041	\$ 32.09	\$ 29.95	\$ 2.14	7.13%	
Heavy Winter Hat	50-99099	\$ 10.78	\$ 9.86	\$ 0.92	9.34%	
Heavy Winter Hat	50-8TRFL	\$ 12.81	\$ 11.98	\$ 0.83	6.90%	
Fanny Pack	50-BG82	\$ 9.23	\$ 8.73	\$ 0.50	5.73%	
Women's Short Sleeve	50-BG-6217S	\$ 22.52	\$ 20.92	\$ 1.60	7.63%	
Duffle Bag	50-DSA	\$ 11.87	\$ 10.83	\$ 1.03	9.54%	
Duffle Bag	50-DTM	\$ 27.28	\$ 23.33	\$ 3.95	16.93%	
Men's Long Sleeve	50-BG7207	\$ 20.42	\$ 18.79	\$ 1.63	8.68%	
Men's Short Sleeve	50-BG-7204	\$ 15.71	\$ 14.68	\$ 1.03	7.04%	
Women's Long Sleeve	50-BG-6207	\$ 20.00	\$ 18.79	\$ 1.21	6.46%	
Women's Short Sleeve	50-BG-6500	\$ 13.93	\$ 13.57	\$ 0.36	2.63%	
T-Shirt	50-29M	\$ 5.89	\$ 4.24	\$ 1.65	38.94%	
T-Shirt	50-8000	\$ 5.69	\$ 4.43	\$ 1.26	28.39%	
T-Shirt	50-G800-Passport	\$ 5.69	N/A			Please add to Contract per Rodney Stokes
Baseball Cap - Host	50-18-099-Host	\$ 7.86	N/A			Please add to Contract per Pam Ames
T-shirt - Host	50-29M-Host	\$ 5.74	N/A			Please add to Contract per Pam Ames

STATE OF MICHIGAN
 DEPARTMENT OF TECHNOLOGY, MANAGEMENT AND BUDGET
 PURCHASING OPERATIONS
 P.O. BOX 30026, LANSING, MI 48909
 OR
 530 W. ALLEGAN, LANSING, MI 48933

July 27, 2010

CHANGE NOTICE NO. 2
TO
CONTRACT NO. 071B0200090
between
THE STATE OF MICHIGAN
and

NAME & ADDRESS OF CONTRACTOR LogoFit, LLC 3202 Lapeer Road Flint, MI 48503 Email: Jkraut@logofit.com	TELEPHONE Jon Kraut (800) 778-8948
	CONTRACTOR NUMBER/MAIL CODE
	BUYER/CA (517) 241-7233 Donald Mandernach
Contract Compliance Inspector: Jana Harding Bishop Uniforms - DNR	
CONTRACT PERIOD: 3 yrs. + 2 one-year options From: January 20, 2010 To: January 19, 2013	
TERMS Net 30 Days	SHIPMENT 10 Calendar days ARO
F.O.B. Delivered	SHIPPED FROM N/A
MINIMUM DELIVERY REQUIREMENTS 12 items in any combination	
MISCELLANEOUS INFORMATION:	

NATURE OF CHANGE(S):

Effective July 20, 2010, the buyer for this Contract is **CHANGED** to Donald Mandernach.

Effective July 20, 2010, the following item is added to this Contract.

Item #50-19-609 (substitutue for wool caps) 100% polyester Structured Firm Front Panel Low-Fitting 6 panel cap seamed Front Panel with Full Buckram- Embroidered with Michigan conservation Officer in Ming Shyang #277 Green Thread.

Quantity 72 @\$5.75 Each = \$414.00

All other terms, conditions, specifications, and pricing remain unchanged.

AUTHORITY/REASON:

Per Contract Change Authorization from DNRE dated 7/14/10, Contractors quote dated 6/24/10 and DTMB Purchasing Operations approval.

TOTAL ESTIMATED CONTRACT VALUE REMAINS: 401,037.00

STATE OF MICHIGAN
 DEPARTMENT OF MANAGEMENT AND BUDGET
 PURCHASING OPERATIONS
 P.O. BOX 30026, LANSING, MI 48909
 OR
 530 W. ALLEGAN, LANSING, MI 48933

February 2, 2010

CHANGE NOTICE NO. 1
TO
CONTRACT NO. 071B0200090
between
THE STATE OF MICHIGAN
and

NAME & ADDRESS OF CONTRACTOR LogoFit, LLC 3202 Lapeer Road Flint, MI 48503 Email: Jkraut@logofit.com	TELEPHONE Jon Kraut (800) 778-8948
	CONTRACTOR NUMBER/MAIL CODE
	BUYER/CA (517) 373-7374 Joan Bosheff
Contract Compliance Inspector: Jana Harding Bishop Uniforms - DNR	
CONTRACT PERIOD: 3 yrs. + 2 one-year options From: January 20, 2010 To: January 19, 2013	
TERMS Net 30 Days	SHIPMENT 10 Calendar days ARO
F.O.B. Delivered	SHIPPED FROM N/A
MINIMUM DELIVERY REQUIREMENTS 12 items in any combination	
MISCELLANEOUS INFORMATION:	

NATURE OF CHANGE(S):

Effective immediately the attached pricing sheet, which includes pricing for all sizes, is hereby included in this Contract.

All other, specifications, terms and conditions remains unchanged.

AUTHORITY/REASON:

Per DMB Purchasing Operations.

TOTAL ESTIMATED CONTRACT VALUE REMAINS: 401,037.00

Attachment A - DNR Uniform Contract Components

Item #	Item	Description	Fabric	Colors	Logo Information	Est Quantity for contract period	Brand/Mfg	Stock #	Notes	Sizes	Embellishment	Unit Cost (FOB Deliver)	Quantity/Tiered Price Breaks
1A	Men's Long Sleeve	Oxford Style Shirt - Front Pocket	Poly/Cotton Twill	Hunter and Tan	Logo embroidered on left front breast	3000	Blue Generation	50-BG-7217	Current item on contract, <u>includes</u> DuPont Teflon	XS-XL	Direct embroidery or Woven Label	\$ 20.98	N/A
										2X		\$ 23.14	
										3X		\$ 24.79	
										4X		\$ 26.47	
										5X		\$ 28.14	
										6X		\$ 38.21	
										LGT		\$ 25.71	
										XLT		\$ 25.71	
2XT	\$ 27.43												
3XT	\$ 29.07												
2A	Men's Short Sleeve	Oxford Style Shirt - Front Pocket	Poly/Cotton Twill	Hunter and Tan	Logo embroidered on left front breast	1700	Blue Generation	50-BG-7217S	Current item on contract, <u>includes</u> DuPont Teflon	XS-XL	Direct embroidery or Woven Label	\$ 20.92	N/A
										2X		\$ 22.71	
										3X		\$ 24.36	
										4X		\$ 26.00	
										5X		\$ 27.64	
										6X		\$ 37.50	
3A	Women's Long Sleeve	Oxford Style Shirt - Front Pocket	Poly/Cotton Twill	Hunter and Tan	Logo embroidered on left front breast	1000	Blue Generation	50-BG-6217	Current item on contract, <u>includes</u> DuPont Teflon	SM-XL	Direct embroidery or Woven Label	\$ 20.98	N/A
										2X		\$ 23.14	
										3X		\$ 24.79	
										4X		\$ 26.47	
4A	Women's Short Sleeve	Oxford Style Shirt - Front Pocket	Poly/Cotton Twill	Hunter and Tan	Logo embroidered on left front breast	700	Blue Generation	50-BG-6217S	Current item on contract, <u>includes</u> DuPont Teflon	SM-XL	Direct embroidery or Woven Label	\$ 20.92	N/A
										2X		\$ 22.71	
										3X		\$ 24.36	
										4X		\$ 26.00	
5B	Men's Long Sleeve	Golf/Polo style shirts	Poly/Cotton Blend	Hunter and Tan	Logo embroidered on left front breast	1200	Blue Generation	50-BG7207	Stain release and wrinkle resistant qualities	SM-XL	Direct embroidery or Woven Label	\$ 18.79	N/A
										2X		\$ 20.20	
										3X		\$ 21.61	
										4X		\$ 23.03	
										5X		\$ 24.44	
										6X		\$ 32.93	
6C	Men's Short Sleeve	Golf/Polo style shirts	Poly/Cotton Blend	Hunter and Tan	Logo embroidered on left front breast	1800	Blue Generation	50-BG-7204	Stain release and wrinkle resistant qualities	SM-XL	Direct embroidery or Woven Label	\$ 14.68	N/A
										2X		\$ 15.80	
										3X		\$ 16.81	
										4X		\$ 17.83	
										5X		\$ 18.84	
										6X		\$ 24.93	
										7X		\$ 24.93	
										8X		\$ 24.93	
										9X		\$ 24.93	
										10X		\$ 24.93	
7B	Women's Long Sleeve	Golf/Polo style shirts	Poly/Cotton Blend	Hunter and Tan	Logo embroidered on left front breast	500	Blue Generation	50-BG-6207	Stain release and wrinkle resistant qualities	SM-XL	Direct embroidery or Woven Label	\$ 18.79	N/A
										2X		\$ 20.20	
										3X		\$ 21.61	
										4X		\$ 23.03	

8D	Women's Short Sleeve	Golf/Polo style shirts	Poly/Cotton Blend	Hunter and Tan	Logo embroidered on left front breast	900	Blue Generation	50-BG-6500	Value polo	SM-XL	Direct embroidery or Woven Label	\$ 13.57
										2X		\$ 14.46
										3X		\$ 15.36
										4X		\$ 16.24
9A	T-Shirt	Unisex	50/50 Jersey Blend	Hunter and Tan	Logo screen printed on left front breath	15000	Jerzees	50-29M	Current item on contract (previous part# 50-03202). 3 color samples provided including 2 "tan" colors - please note LogoFit has and will continue to supply t-shirts up to 10XL in both colors when needed, additional costs apply	SM-XL	Screen printing - 3 color imprint	\$ 4.24
										2X		\$ 6.76
										3X		\$ 6.76
9B	T-Shirt	Unisex	50/50 Jersey Blend	Hunter and Tan	Logo screen printed on left front breath	15000	Gildan	50-8000	3 colors of samples provided including 2 "tan" colors	SM-XL	Screen printing - 3 color imprint	\$ 4.43
										2X		\$ 6.61
										3X		\$ 6.61
10A	Baseball Cap	Official DNR Employee Hat - adjustable, six panel, low profile.	Cotton twill	Khaki crown with dark green bill - DNR shall be embroidered in dark green and "MICHIGAN" shall be in PMS 123. Division name shall be dark green.	"DNR" embroidered on the 1st line of the cap 1" tall and "MICHIGAN" embroidered directly below 1/4" size. Division title shall be on the back of the cap above the arch approx 5/16"	7000	Otto	50-18-099	Current item on contract	osfm	direct embroidery in 2 locations	\$ 7.86
11A	Baseball Cap	"State Forest Officer" Cap - high peak, 6 panel, sewn eyelets and fused buckram backing on front panels. Plastic snap closure	100% Cotton twill	Black cap with black underbill	"DNR" in PMS 129 yellow centered on the cap 1" high with "STATE FOREST OFFICER" in PMS 347 green in 1/4" size under the DNR.	150	Otto	50-27-079	Current item on contract - please note this item has always been a 65% poly 35% cotton mix	osfm	Direct Embroidery Front only	\$ 5.14

12A	Baseball Cap	"Park Officer" Cap - high peak, 6 panel, sewn eyelets and fused buckram backing on front panels. Plastic snap closure.	100% Cotton twill	Black cap with dark green underbill	"DNR" in PMS 129 yellow centered on the cap 1" high with "PARK OFFICER" in PMS 347 green in 1/4" size under the DNR.	650	Otto	50-27-063	65% poly 35% cotton mix offered, does not have green underbill	osfm	Direct Embroidery Front only	\$ 5.14	N/A
13A	Baseball Cap	High peak, 6 panel, sewn eyelets and fused buckram backing on front panels, plastic snap back	Wool/Poly Blend	Blaze Orange with dark green underbill	Can be embroidered with any of the following: "DNR" - "MICHIGAN", "HUNTER EDUCATION INSTRUCTOR" or "MICHIGAN CONSERVATION OFFICER" - color of embroidery to be determined	1100	otto	50-50-137	Current item on contract (cost increase from current contract price due to increased raw material costs)	osfm	Direct Embroidery Front only	\$ 6.45	N/A
14C	Baseball Cap	Low profile, six panel, fabric self adjuster. Metal eyelets, buckle and grommet	Cotton twill	Ansi Yellow (Hi-visibility green)	Will be embroidered with "DNR" or "Volunteer", the State of Michigan Seal below and "RANGE" to the left of the Seal and "OFFICER" to the right of the seal.	300	Otto	50-119-814	Un-Structured hat	osfm	Direct Embroidery Front only	\$ 6.43	N/A
15A	Stocking Hat		Knit	Black/Orange	Embroidered with "MICHIGAN CONSERVATION OFFICER" IN M1369	500	LogoFit	50-390	Current item on contract - this item is unlined and is 100% Made in USA	osfm	Direct embroidery front only - or woven label	\$ 5.45	N/A
16A	Stocking Hat		Knit	Ansi Yellow (Hi-visibility green)	Embroidered with "DNR RANGE OFFICER"	150	LogoFit	50-40L7	Current item on contract - ** RFP does not spec this it however this item is <u>fleece lined</u> * - and is 100% Made in USA	osfm	Direct embroidery front only - or woven label	\$ 7.35	N/A
29B	Winter Head Bands		Fleece or Knit	Black	Embroidered with "DNR MICHIGAN"	300	LogoFit	50-27EBG	Current item on contract - 100% Made in USA	osfm	Direct embroidery front only - or woven label	\$ 6.97	N/A
29C	Winter Head Bands		Fleece or Knit	Black	Embroidered with "DNR MICHIGAN"	300	LogoFit	50-6503	Optional style - 100% Made in USA	osfm	Direct embroidery front only - or woven label	\$ 5.45	N/A

30B	Stocking Hat		Fleece or Knit	Black and Orange	Embroidered with "DNR MICHIGAN"	600	LogoFit	50-40L7	Current item on contract - ** RFP does not spec this it however this item is fleece lined** - and is 100% Made in USA	osfm	Direct embroidery front only - or woven label - or woven label	\$ 7.35	N/A
34A	Three in one jacket - Outer Shell		Water/wind resistant	Dark Green	DNR logo to be embroidered on the left breast pocket area.	500	Timberline	50-TIO	Current item on contract	XS-XL	Direct embroidery or Woven Label	\$ 30.98	N/A
										2X		\$ 32.86	
										3X		\$ 32.86	
										4X		\$ 32.86	
										5X		\$ 32.86	
										6X		\$ 32.86	
35A	Three in one jacket - long sleeve liner		Fleece	Dark Green	DNR logo to be embroidered on the left breast pocket area.	500	Timberline	50-SJF	Current item on contract	XS-XL	Direct embroidery or Woven Label	\$ 19.59	N/A
										2X		\$ 21.43	
										3X		\$ 21.43	
										4X		\$ 21.43	
										5X		\$ 21.43	
										6X		\$ 21.43	
36A	Three in one jacket - short sleeve liner		Fleece	Dark Green	DNR logo to be embroidered on the left breast pocket area.	500	Timberline	50-SVF	Current item on contract	XS-XL	Direct embroidery or Woven Label	\$ 16.74	N/A
										2X		\$ 18.57	
										3X		\$ 18.57	
										4X		\$ 18.57	
										5X		\$ 18.57	
										6X		\$ 18.57	
39A	Men's Sweater	DNR wishes bidders to suggest style - should consider the following: ribbed cuff, ribbed hem, round neckline, needs to be able to hold a name badge upright. Looking for outdoor style as well as office wear - may consider cardigan style.	Cotton Blend	Black and Dark Green	DNR logo to be embroidered on left breast pocket area.	200	Andrew Rohan	50-565	Best color match, however does not come in crewneck - also available in black	SM-XL	Direct embroidery or Woven Label	\$ 30.90	N/A
										2X		\$ 35.58	
										3X		\$ 35.58	
										4X		\$ 35.58	
										5X		\$ 40.26	

39B	Men's Sweater	DNR wishes bidders to suggest style - should consider the following: ribbed cuff, ribbed hem, round neckline, needs to be able to hold a name badge upright. Looking for outdoor style as well as office wear - may consider cardigan style.	Cotton Blend	Black and Dark Green	DNR logo to be embroidered on left breast pocket area.	200	Andrew Rohan	50-775	Available in black, sampled in Forest so you can see this color	SM-XL	Direct embroidery or Woven Label	\$ 33.71	N/A
										2X		\$ 38.94	
										3X		\$ 38.94	
										4X		\$ 38.94	
										5X		\$ 44.17	
39C	Men's Sweater	DNR wishes bidders to suggest style - should consider the following: ribbed cuff, ribbed hem, round neckline, needs to be able to hold a name badge upright. Looking for outdoor style as well as office wear - may consider cardigan style.	Cotton Blend	Black and Dark Green	DNR logo to be embroidered on left breast pocket area.	200	Andrew Rohan	50-351	Available in black, sampled in Forest so you can see this color	SM-XL	Direct embroidery or Woven Label	\$ 34.70	N/A
										2X		\$ 40.12	
										3X		\$ 40.12	
										4X		\$ 40.12	
										5X		\$ 45.55	
40A	Women's Sweater	DNR wishes bidders to suggest style - should consider the following: ribbed cuff, ribbed hem, round neckline, needs to be able to hold a name badge upright. Looking for outdoor style as well as office wear - may consider cardigan style.	Cotton Blend	Black and Dark Green	DNR logo to be embroidered on left breast pocket area.	200	Andrew Rohan	50-038	Good Green, also available in Black - Please note, price is for a 2-piece set (includes both sweater and cardigan - with only one piece logoed) - sold as set only	XS-XL	Direct embroidery or Woven Label	\$ 41.79	N/A
										2X		\$ 48.71	
										3X		\$ 48.71	

40B	Women's Sweater	DNR wishes bidders to suggest style - should consider the following: ribbed cuff, ribbed hem, round neckline, needs to be able to hold a name badge upright. Looking for outdoor style as well as office wear - may consider cardigan style.	Cotton Blend	Black and Dark Green	DNR logo to be embroidered on left breast pocket area.	200	Port Authority	50-LSW283	Black or Charcoal grey - crew neck only, not a set	XS-XL	Direct embroidery or Woven Label	\$ 27.49	N/A
										2X		\$ 28.91	
										1X Plus		\$ 31.77	
										2X Plus		\$ 33.20	
40C	Women's Sweater	DNR wishes bidders to suggest style - should consider the following: ribbed cuff, ribbed hem, round neckline, needs to be able to hold a name badge upright. Looking for outdoor style as well as office wear - may consider cardigan style.	Cotton Blend	Black and Dark Green	DNR logo to be embroidered on left breast pocket area.	200	Port Authority	50-LSW280	Black or Charcoal grey - crew neck only, not a set	XS-XL	Direct embroidery or Woven Label	\$ 30.34	N/A
										2X		\$ 31.77	
										1X Plus		\$ 34.63	
										2X Plus		\$ 36.06	

42A	Mock Turtle Neck	cuffed at sleeve	lycra/spandex blend	White and Dark Green/Possible Black	DNR logo to be embroidered on collar	200	TriMountain	50-610	Available in all 3 colors requested	XS-XL	Direct embroidery or Woven Label (available on neck)	\$ 18.99	N/A
										2X		\$ 20.71	
										3X		\$ 22.14	
										4X		\$ 23.57	
43A	Sweatshirt (crew and hooded)	cuffed at sleeve and waist	cotton/poly blend	Black and Dark Green	DNR logo to be embroidered on left breast pocket area.	500	Jerzees	50-562M	crewneck 50/50 - available in black too	XS-XL	Direct embroidery or Woven Label	\$ 10.96	N/A
										2X		\$ 13.11	
										3X		\$ 13.11	
										4X		\$ 16.13	
45A	Heavy Winter Jacket	Water & wind resistant, squall type jacket - hooded but able to be removed - thermolite - to sit below the hip. Double zip, to -35 degrees, storm cuffs		Black or Dark Green	DNR logo to be embroidered on left breast pocket area.	50	Port Authority	50-J799-J776	Black only - 2 piece set with removable/reversible down liner, parka has 8000MM waterproof rating and many extra's	XS-XL	Direct embroidery or Woven Label (not waterproof at embellishment point)	\$ 149.97	N/A
										2X		\$ 152.83	
										3X		\$ 158.54	
										4X		\$ 161.40	
46E	Heavy Winter Hat	Similar to Kromer Style - lined flannel or fleece - cannot be a fitted hat		Black or Dark Green	DNR Logo to be embroidered	300	LogoFit	50-8TRFL	Double weight hat with berber liner and earflaps - black only	osfm	Direct embroidery or Woven Label	\$ 11.98	N/A
Other Possible Options should bidders desire to put items forth for employee purchase:													
49A	Fanny Pack			Black/Dark Green	Logo to be on pouch		Generic	50-BG82	Black only	osfm	Woven Label	\$ 8.73	N/A
51A	Duffle Bag						Generic	50-DSA	black only	small	Direct embroidery or Woven Label	\$ 10.83	N/A
51B	Duffle Bag						Generic	50-DTM	black or green	medium	Direct embroidery or Woven Label	\$ 23.33	N/A

STATE OF MICHIGAN
 DEPARTMENT OF MANAGEMENT AND BUDGET
 PURCHASING OPERATIONS
 P.O. BOX 30026, LANSING, MI 48909
 OR
 530 W. ALLEGAN, LANSING, MI 48933

January 19, 2010

NOTICE
 OF
 CONTRACT NO. 071B0200090
 between
 THE STATE OF MICHIGAN
 and

NAME & ADDRESS OF CONTRACTOR LogoFit, LLC 3202 Lapeer Road Flint, MI 48503 Email: Jkraut@logofit.com	TELEPHONE Jon Kraut (800) 778-8948
	CONTRACTOR NUMBER/MAIL CODE
	BUYER/CA (517) 373-7374 Joan Bosheff
Contract Compliance Inspector: Jana Harding Bishop Uniforms - DNR	
CONTRACT PERIOD: 3 yrs. + 2 one-year options From: January 20, 2010 To: January 19, 2013	
TERMS Net 30 Days	SHIPMENT 10 Calendar days ARO
F.O.B. Delivered	SHIPPED FROM N/A
MINIMUM DELIVERY REQUIREMENTS 12 items in any combination	
MISCELLANEOUS INFORMATION:	

The terms and conditions of this Contract are those of ITB #07119200210, this Contract Agreement and the vendor's quote dated June 23, 2009. In the event of any conflicts between the specifications, and terms and conditions, indicated by the State and those indicated by the vendor, those of the State take precedence.

Estimated Contract Value: \$401,037.00

Please Note: The Vendor's Email address has been corrected to read: jkraut@logofit.com and And the Terms are corrected to read Net 30 Days.

STATE OF MICHIGAN
DEPARTMENT OF MANAGEMENT AND BUDGET
PURCHASING OPERATIONS
 P.O. BOX 30026, LANSING, MI 48909
 OR
 530 W. ALLEGAN, LANSING, MI 48933

CONTRACT NO. 071B0200090
between
THE STATE OF MICHIGAN
and

NAME & ADDRESS OF CONTRACTOR LogoFit, LLC 3202 Lapeer Road Flint, MI 48503 Email: Jkraut@logofit.com	TELEPHONE Jon Kraut (800) 778-8948 CONTRACTOR NUMBER/MAIL CODE BUYER/CA (517) 373-7374 Joan Bosheff
Contract Compliance Inspector: Jana Harding Bishop <p style="text-align: center;">Uniforms - DNR</p>	
CONTRACT PERIOD: 3 yrs. + 2 one-year options From: January 20, 2010 To: January 19, 2013	
TERMS <p style="text-align: center;">2% 10 days</p>	SHIPMENT <p style="text-align: center;">10 Calendar days ARO</p>
F.O.B. <p style="text-align: center;">Delivered</p>	SHIPPED FROM <p style="text-align: center;">N/A</p>
MINIMUM DELIVERY REQUIREMENTS <p style="text-align: center;">12 items in any combination</p>	
MISCELLANEOUS INFORMATION: <p>The terms and conditions of this Contract are those of ITB #071I9200210, this Contract Agreement and the vendor's quote dated June 23, 2009. In the event of any conflicts between the specifications, and terms and conditions, indicated by the State and those indicated by the vendor, those of the State take precedence.</p> <p>Estimated Contract Value: \$401,037.00</p>	

THIS IS NOT AN ORDER: This Contract Agreement is awarded on the basis of our inquiry bearing the ITB No. 071I9200210. Orders for delivery will be issued directly by the Department of Natural Resources through the issuance of a Purchase Order Form.

All terms and conditions of the invitation to bid are made a part hereof.

FOR THE CONTRACTOR:

FOR THE STATE:

 Firm Name

 Authorized Agent Signature

 Authorized Agent (Print or Type)

 Date

 Signature
Joan Bosheff, Buyer Specialist

 Name/Title
Commodities Division, Purchasing Operations

 Division

 Date



STATE OF MICHIGAN
Department of Management and Budget
Purchasing Operations

Contract #[071B0200090](#)
[DNR Uniforms](#)

Buyer Name: Joan Bosheff
Telephone Number: (517) 373-7374
E-Mail Address: bosheffj@michigan.gov

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Attachment A, Item Listing/Pricing Sheet

Attachment B, Drawing of Patches

DEFINITIONS

“Days” means calendar days unless otherwise specified.

“24x7x365” means 24 hours a day, seven days a week, and 365 days a year (including the 366th day in a leap year).

“Additional Service” means any Services/Deliverables within the scope of the Contract, but not specifically provided under any Statement of Work, that once added will result in the need to provide the Contractor with additional consideration.

“Audit Period” has the meaning given in **Section 2.093**.

“Business Day,” whether capitalized or not, shall mean any day other than a Saturday, Sunday or State-recognized legal holiday (as identified in the Collective Bargaining Agreement for State employees) from 8:00am EST through 5:00pm EST unless otherwise stated.

“Blanket Purchase Order” is an alternate term for Contract and is used in the States computer system.

“Business Critical” means any function identified in any Statement of Work as Business Critical.

“Chronic Failure” is defined in any applicable Service Level Agreements.

“Deleted – Not Applicable” means that section is not applicable or included in this RFP. This is used as a placeholder to maintain consistent numbering.

“Deliverable” means physical goods and/or commodities as required or identified by a Statement of Work

“DMB” means the Michigan Department of Management and Budget

“Environmentally preferable products” means a product or service that has a lesser or reduced effect on human health and the environment when compared with competing products or services that serve the same purpose. Such products or services may include, but are not limited to, those which contain recycled content, minimize waste, conserve energy or water, and reduce the amount of toxics either disposed of or consumed.

“Excusable Failure” has the meaning given in **Section 2.214**.

“Hazardous material” means any material defined as hazardous under the latest version of federal Emergency Planning and Community Right-to-Know Act of 1986 (including revisions adopted during the term of the Contract).

“Incident” means any interruption in Services.

“ITB” is a generic term used to describe an Invitation to Bid. The ITB serves as the document for transmitting the RFP to potential bidders

“Key Personnel” means any Personnel designated in **Section 1.031** as Key Personnel.

“New Work” means any Services/Deliverables outside the scope of the Contract and not specifically provided under any Statement of Work, that once added will result in the need to provide the Contractor with additional consideration.

“Ozone-depleting substance” means any substance the Environmental Protection Agency designates in 40 CFR part 82 as: (1) Class I, including, but not limited to, chlorofluorocarbons, halons, carbon tetrachloride, and methyl chloroform; or (2) Class II, including, but not limited to, hydrochlorofluorocarbons.

“Post-Consumer Waste” means any product generated by a business or consumer which has served its intended end use, and which has been separated or diverted from solid waste for the purpose of recycling into a usable commodity or product, and which does not include post-industrial waste.

“Post-Industrial Waste” means industrial by-products which would otherwise go to disposal and wastes generated after completion of a manufacturing process, but does not include internally generated scrap commonly returned to industrial or manufacturing processes.

“Recycling” means the series of activities by which materials that are no longer useful to the generator are collected, sorted, processed, and converted into raw materials and used in the production of new products. This definition excludes the use of these materials as a fuel substitute or for energy production.

“Reuse” means using a product or component of municipal solid waste in its original form more than once.

“RFP” means a Request for Proposal designed to solicit proposals for services.

“Services” means any function performed for the benefit of the State.

“Source reduction” means any practice that reduces the amount of any hazardous substance, pollutant, or contaminant entering any waste stream or otherwise released into the environment prior to recycling, energy recovery, treatment, or disposal.

“State Location” means any physical location where the State performs work. State Location may include state-owned, leased, or rented space.

“Subcontractor” means a company Contractor delegates performance of a portion of the Services to, but does not include independent contractors engaged by Contractor solely in a staff augmentation role.

“Unauthorized Removal” means the Contractor’s removal of Key Personnel without the prior written consent of the State.

“Waste prevention” means source reduction and reuse, but not recycling.

“Waste reduction”, or “pollution prevention” means the practice of minimizing the generation of waste at the source and, when wastes cannot be prevented, utilizing environmentally sound on-site or off-site reuse and recycling. The term includes equipment or technology modifications, process or procedure modifications, product reformulation or redesign, and raw material substitutions. Waste treatment, control, management, and disposal are not considered pollution prevention, per the definitions under Part 143, Waste Minimization, of the Natural Resources and Environmental Protection Act (NREPA), 1994 PA 451, as amended.

“Work in Progress” means a Deliverable that has been partially prepared, but has not been presented to the State for Approval.

“Work Product” refers to any data compilations, reports, and other media, materials, or other objects or works of authorship created or produced by the Contractor as a result of an in furtherance of performing the services required by this Contract.



Article 1 – Statement of Work (SOW)

1.010 Project Identification

1.011 Project Request

This contract is for Uniforms for the Department of Natural Resources.

1.012 Background

The Department of Natural Resources provides their employees with certain items of clothing, some as stipulated by union contracts in order to have a standard, consistent look for employees. In order to achieve that goal, the Department puts into place contracts for the items which they intend to supply. In past years the contract has been mandated for use only when the Department is funding the purchases. This contract will also extend the products to employees using their own personal funds.

1.020 Scope of Work and Deliverables

1.021 In Scope

The contractor will provide all items listed on this contract per the conditions developed as a result of the request for proposal.

Contractor Response:

LogoFit can and will provide all items as specified.

1.022 Work and Deliverable

Contractor must provide Deliverables/Services and staff, and otherwise do all things necessary for or incidental to the performance of work, as set forth below:

Provide uniform items in the time and manner selected based on contract specifications.

The Contractor will provide a standard method of purchasing.

The Contractor will provide timely delivery, communication and response to all geographic locations throughout the State of Michigan.

The Contractor will provide uniform items as required by the Department (unisex sizing is not acceptable where specific sex is requested.)

Logos will be embroidered or screen printed as requested – where alpha characters are requested – contractor is to provide a sample for review once contract is awarded.

All uniform items must be available from stock, “off the shelf”.

The Contractor must provide the DNR Patch and sewing as part of the end product where applicable.

The Contractor will provide a means for DNR employees to purchase contract items via personal funds separate from the process used to order with state funding.

Sizing Information:

Shirts sizes should range from petite to 4XL

Men’s Long Sleeve Shirts – Neck Size Range: 14 through 20
Sleeve Length: 31 through 37

Note: Sleeve Sizes 34-37 shall have 2” added to the body of the sleeve length.

Men’s Short Sleeve Shirts - Small – XXXLarge – Large sizes shall be 2” longer in body.



Women’s Long Sleeve Shirts - 28-48 (Regular) even sizes
 32-40 (Long) even sizes

Note: Long sizes shall have 1” longer in sleeves and 2” longer in body length

Women’s Short Sleeve Shirts - 28-48 (Regular) even sizes
 32-40 (Long) even sizes – Shall be 2” longer in body.

For Items 19-28

A shoulder insignia (patch) shall be sewn on each shirt sleeve. The top of the patch shall be sewn approximately ½” from the armhole seams and shall be centered for best appearance.

Finished shirts shall be pressed, folded, pinned with straight pins or jet clips and packaged in poly bags. Identification, size, and care labels shall be sewn in the collar at center or shall be stamped on the left front tail of the shirt.

Men’s Jean Sizes:

<u>Crotch Depth</u>	<u>Waist Size</u>
Regular	28-54
Long	32, 34, 36, 38-46

Inseams shall be hemmed to exact measurement.

Women’s Jean Sizes:

Petite:	4-14
Regular:	4-24
Tall:	8-22

Inseams shall be hemmed to exact measurement.

All jeans shall be permanent press fabric. They shall be top and leg pressed with center crease. Permanent press and oven cured at 350 degrees.

Identification, size and care labels shall be sewn on the inside of the garment.

Bidder must provide a detailed work plan, identifying how it will accomplish the necessary work and provide the required Deliverables/Services.

Contractor Response:

LogoFit is pleased to offer a large selection of items for the contract including ideas that were not requested. We have proven our ability to deliver and will continue to do so. Many options for purchasing have been submitted below in section 1.031. Once the State has finalized on a standard purchasing method we will adhere to the request. In addition we will provide prompt delivery of contract items as well as communication with all field offices and other locations. Sex specific items have been included in our contract.

Logo embellishment – in addition to direct embroidery and screen printing LogoFit is also submitting a woven label option for items in the contract.

Off the Shelf – LogoFit will provide “off the shelf” pre-production garments and items whenever possible for this contract.

DNR Patch – patch cost and the sewing of the patches onto the garments that will require them are included in the contract price.



Stain & Water Resistance – several options and styles have been offered in this area.

Personal Funds Purchases – LogoFit offers this option for DNR employees. Please see below in section 1.031, however discussions between the project manager and the DNR liaison would be needed to clarify minimum orders, pricing, shipping, etc.

Sizing information: For items 19-28 two patches sewn onto the shirts on each sleeve, including the patch cost is included in the contract price. Inseams on pants will be hemmed to exact measurements provided on PO's. In addition tall and larger sizes are available on many items included in the contract – additional costs apply. Identification, size and care labels are sewn into each garment.

LogoFit has extensive experience and capabilities to provide the required deliverables and services needed to meet the expectations of the DNR staff. LogoFit has over 10,000 sq. ft. of manufacturing space for embellishments, cut-n-sew, knitting, hemming, and in-house artwork & design. We have developed a very efficient flexible stocking program for the DNR clothing items produced over the last 10 years. With a balance between delivery of less than 10 working days and no charge stocking of finished garments we are able to balance the needs of the DNR staff with the lowest possible cost structure. This is accomplished by blending custom manufacturing, off the shelf, and hybrid garments that are then logoed by experienced staff and put into a just-in-time stock location. After many years of providing these items we've developed projections on when certain garments will be needed and increase our production of those items in the months preceding their need. This has been done with no inventory costs to the DNR. In short, our work plan is to stock all items awarded already logoed adjusting inventory levels seasonally.

1.030 Roles and Responsibilities

1.031 Contractor Staff, Roles, and Responsibilities

Contractor shall have the capacity to receive orders electronically, by phone, facsimile, and by written order. Contractors shall have internal controls, approved by Purchasing Operations, to insure that authorized individuals with the State place orders. The contractor shall verify orders that have quantities that appear to be abnormal or excessive.

It is the preference of the State of Michigan that the Contractor have an accessible customer service department with an individual specifically assigned to State of Michigan accounts. It is the preference of the State of Michigan that the Contractor has experienced sales representatives make timely personal visits to State accounts. The Contractor's customer service must respond to State agency inquiries promptly. It is the preference of the State of Michigan that the Contractor provides a statewide toll-free number for customer service calls.

Any supplies and services to be furnished under this contract shall be ordered by issuance of a purchase order, unless otherwise defined within the contract. Orders will be issued by the Department of Natural Resources or agency personnel.

All purchase orders are subject to the terms and conditions of the contract. In the event of a conflict between a purchase order and the contract, the contract shall control.

If mailed, a purchase order is considered "issued" when the State deposits the order in the mail. Orders may be issued orally, by facsimile, or by electronic commerce methods.



Contractor Response:

LogoFit offers robust solutions in the service capabilities area. All the order submission types requested including additional options are available. LogoFit currently sends an order acknowledgement for all orders received to the requesting personnel via email and/or fax. This ensures that there are controls on purchases and allows field offices to verify order accuracy/ship dates.

In addition LogoFit has a long term staff that has years of experience with the DNR clothing program and its users. We have and will continue to respond to all orders, requests, and inquiries in a prompt fashion providing guidance and assistance for DNR field officers and staff.

In the past it has been the DNR's request to only accept orders for contract items via PO's from procurement level personnel. LogoFit is capable of processing orders outside these constraints if requested/needed. Some options are listed below. Order receiving capabilities are listed here:

Email: Orders are accepted by email, with the PO order either attached or embedded into the document. All orders are acknowledged. Personal Funds orders will be accepted via email if the state authorizes.

Website: We've created a preliminary test page for review – please visit our home page:

www.logofit.com

Select the link for “DNR Clothing”. This example is very preliminary as we do not have clear direction on how the website would be utilized by the DNR. We see the website option as a strong aid to helping end users find the appropriate style of garment, order the correct size, and know what the styles look like as photo's will be included on the web pages.

We suggest two options for website utilization for the project:

WebOption 1. LogoFit will post up all contract items to this link so DNR field offices/personnel may view photo's of the items, see sizing information, and notes about common questions. Actual logoed items will be pictured, when appropriate on models so style characteristics can be viewed. However no ordering option or shopping cart will be available, the site would be utilized for information only. However, Personal Funds orders will be accepted via the LogoFit website if the state authorizes.

WebOption 2. Orders may be submitted via our secure website where custom content for all awarded DNR items will be created if LogoFit is awarded the bid. To ensure there are controls on purchases we propose a 3 level structure for website orders:

- 1. Generic users – will have the ability to create a shopping cart order for a single ship to location, then save the shopping cart for level 2 approvals.*
- 2. Supervisors will review and approve orders from level 1 users.*
- 3. Procurement level users will then submit the final orders with payment option of either a “P-Card” or with PO#'s.*

There are many potential concerns for a website ordering system and many potential benefits. If the DNR is inclined to move in this direction LogoFit will work with DNR personnel to build a successful program. Personal Funds orders will be accepted via the LogoFit website if the state authorizes.



Phone: LogoFit has the ability to accept orders by phone via our Toll Free # 800-778-8948. However verbal orders have not been approved by the DNR in the past. LogoFit prefers written orders be submitted to avoid errors and for controls on purchases. However, Personal Funds orders will be accepted via phone if the state authorizes.

Fax: LogoFit accepts orders by fax via our Toll Free Fax # 800-778-8947. Personal Funds orders will be accepted via fax if the state authorizes.

Written Order: LogoFit accepts orders via US Mail or other carrier at our Flint, MI address. Personal Funds orders will be accepted via phone if the state authorizes.

Controls: LogoFit personnel are well trained and experienced in working with DNR orders. All staff members are aware that currently no orders are to be processed without signed approval from an authorized SOM procurement person. Orders of large size or abnormal quantities are verified with purchasing personnel as well.

Customer Service & Sales: LogoFit has many long term staff members with DNR experience. Please see attached resumes'. In addition our General Manager Jon Kraut is on site in Lansing at least once a month and often every week meeting with DNR and other State of Michigan employees. Mr. Kraut has over 15 years of direct experience working with the State of Michigan, DNR, and other state offices. Our plant and office is located in Flint, MI forty five minutes from the DNR procurement staff. Last minute meeting requests are often accommodated.

1.040 Project Plan

1.041 Project Plan Management

See Contractor’s Project Plan Management below.

Contractor Response:

Project Management Plan:

Resources:

Jon Kraut will be the acting project manager and will report directly to the DNR liaison assigned to the project. In addition internal key personnel will be assigned to the DNR contract including: Stacey McQueen – Customer Service; Laura Roy – Purchasing; Mary Kraut - Inventory Management; and Ann Tyler – Shipping and Production.

Time:

Raw materials, equipment time and production staff will be scheduled and allocated as needed by these experienced department managers. In addition our computerized inventory management, order entry, purchasing, and shipping software will be utilized to assess the project and ensure issues are addressed before they become problems. Reports are provided to the project manager in weekly department meetings.



Costs:

Costs will be managed by the purchasing manager working in conjunction with the production manager to ensure efficient production and maintain just-in-time inventory levels. Reports are provided to the project manager in weekly department meetings for review and corrections.

Scope:

Once bid awards are announced and the projects size can be determined the project manager will coordinate all aspects of the award, assign additional responsibilities if needed, and meet with the DNR Liaison to ensure clear communication. Reporting requirements to the DNR liaison may be determined at that time.

1.042 Reports

The Contractor will be required to submit a quarterly report of outstanding invoices to the Contract Compliance Inspector. The report must include the PO number, invoice number, date of invoice, the original PO amount and the past due amount. Contractors will be required to provide an annual summary report of usage. This report must include the items purchased and the number of items in each category. This report should also include total dollar expenditures by item.

Contractor Response:

LogoFit can easily provide detailed reports from our software systems utilized for the DNR contract items. We will schedule quarterly reports to include all details requested. Electronic reports in Microsoft Excel and other formats are also available if requested.

1.050 Acceptance

1.051 Criteria

The following criteria will be used by the State to determine Acceptance of the Services or Deliverables provided under this SOW:

Order is delivered to the end user complete and correct in the time frame as set forth in the contract.

1.052 Final Acceptance

Contractor may submit an invoice upon acceptance of each individual order placed by end users.

1.060 Pricing

1.061 Pricing

For authorized Services and Price List, see Attachment A.

Contractor’s out-of-pocket expenses are not separately reimbursable by the State unless, on a case-by-case basis for unusual expenses, the State has agreed in advance and in writing to reimburse Contractor for the expense at the State’s current travel reimbursement rates. See www.michigan.gov/dmb for current rates.

1.062 Price Term

Prices are the maximum for a period of 365 days from the date the Contract becomes effective.

Prices are subject to change at the end of each 365-day period. Such changes shall be based on changes in actual costs incurred. Documentation of such changes must be provided with the request for price change in order to substantiate any requested change. Purchasing Operations reserves the right to consider various pertinent information sources to evaluate price increase requests (such as the CPI and PPI, US City Average, as published by the US Department of Labor, Bureau of Labor Statistics). Purchasing Operations also reserves the right to consider other information related to special economic and/or



industry circumstances, when evaluating a price change request. Changes may be either increases or decreases, and may be requested by either party. Approved changes shall be firm for the remainder of the contract period unless further revised at the end of the next 365-day period. Requests for price changes shall be RECEIVED IN WRITING AT LEAST THIRTY DAYS PRIOR TO THEIR EFFECTIVE DATE, and are subject to written acceptance before becoming effective. In the event new prices are not acceptable, the CONTRACT may be cancelled. **The Contractor remains responsible for performing according to the contract terms at the contract price for all orders received before price revisions are approved or before the contract is cancelled.**

1.063 Tax Excluded from Price

(a) Sales Tax: For purchases made directly by the State, the State is exempt from State and Local Sales Tax. Prices must not include the taxes. Exemption Certificates for State Sales Tax will be furnished upon request.

(b) Federal Excise Tax: The State may be exempt from Federal Excise Tax, or the taxes may be reimbursable, if articles purchased under any resulting Contract are used for the State’s exclusive use. Certificates showing exclusive use for the purposes of substantiating a tax-free, or tax-reimbursable sale will be sent upon request. If a sale is tax exempt or tax reimbursable under the Internal Revenue Code, prices must not include the Federal Excise Tax.

1.064 Holdback—Deleted, Not Applicable

1.070 Commodity Requirements and Terms

Product Quality

1.0701 Specifications

Definite Specifications - All commodities and/or services to be furnished hereunder shall conform to the specifications as noted in the contract and/or copies of specifications attached.

1.0702 Alternate Bids—Deleted, Not Applicable

1.703 Research and Development

See Contractor’s Research and Development information below.

Contractor Response:

LogoFit has and will continue to invest in new product development ideas. Please see submitted examples of new embellishment ideas along with product suggestions. In addition we have offered website solutions that may help streamline the ordering process in section 1.031.

1.0704 Quality Assurance Program

See Contractor’s Quality Assurance Program below:

Contractor Response:

LogoFit has an effective QAP that includes: written procedures that cover all key processes, continuous monitoring of processes to ensure they are effective, detailed records systems via electronic and hardcopy methods, checking output for defects -with appropriate and corrective action where necessary, regularly reviewing individual processes and the quality system itself for effectiveness, and facilitating continual improvement.

1.0705 Warranty for Products or Services

See Contractor’s Warranty information below:



Contractor Response:

LogoFit provides a 100% satisfaction guarantee. Please check our history with departmental buyers for verification. LogoFit provides a 90 day warranty from original date of purchase on workmanship and materials. The following will not be covered under warranty: Alterations, Fading from sunlight, materials over 90 days from date of original purchase, repairs or alterations done by anyone other than LogoFit staff. Please note that all products we are proposing have been thoroughly tested and should provide the state with many years of service.

1.0706 Training

The Contractor shall provide training to individual agencies, when necessary, on aspects of ordering, shipping, billing, and receiving. At the request of the Contract Administrator, the Contractor shall provide in-service training to agency personnel on products, installation, and product safety issues. The Contractor shall also provide agency training jointly with the State as needed during the period covered by the contract at no additional charge.

Contractor Response:

LogoFit can and will provide training for DNR personnel. Options include direct training via telephone; personal meetings; and or via content provided for DNR personnel to distribute to field office personnel by print or electronic needs.

1.0707 Special Programs

The State is interested in any other special programs that vendor's may have. Please discuss these programs, such as return policies, trade-in programs allowing the return of new product not needed, quantity discounts, etc.

Contractor Response:

LogoFit offers a 100% satisfaction guarantee on all of our products. LogoFit can offer a simple return and exchange policy – however prior experience with DNR cost centers, return shipping costs, and the ability to process credits/exchanges efficiently on the states end has made the use of this policy not applicable.

DNR offices have been encouraged to make exchanges with other field offices and this solution has proven to be effective. Please contact the LogoFit project manager to discuss returns/exchanges in depth.

1.0708 Security

The Contract may require frequent deliveries to State of Michigan facilities. The State may decide to perform a security background check. If so, the contractor will be required to provide to the State a list of all delivery people that will service State of Michigan facilities, including name and date of birth (social security number or driver license number would also be helpful).

The Contractor and its subcontractors shall comply with the security access requirements of individual State facilities; see section 2.051, Background Checks and Security.

Contractor Response:

All LogoFit employees who access SOM facilities meet the requirements via our internal processes.

Delivery Capabilities

1.0709 Time Frames

All orders shall be delivered within ten (10) calendar days after receipt of order.



Contractor Response:

Standard Delivery: 10 calendar days ARO is the default delivery option and is accepted

Express Delivery: in 1 business day ARO. This option is available. To make it financially feasible for both the state and LogoFit an agreement would need to include the purchasing of any remaining inventory at the conclusion of the contract term. LogoFit would work with DNR personnel to determine the appropriate levels of in-stock logoed items as to meet the 1 business day delivery and avoid excessive inventory.

A 5 day program could also be discussed which could lower inventory levels. As always we are open to discussion.

1.0710 Minimum Order

The minimum order is twelve (12) items in any combination.

Contractor Response:

LogoFit agrees to a minimum order of 12 pieces.

Any combination of awarded items in the bid will meet the minimum order threshold and will qualify for free freight assuming they are shipping to a single location. Please note, once a PO is issued changing, deleting, or adding items on the PO may constitute a new order.

1.0711 Packaging

The contractor is requested to provide packaging that most closely meets these packaging sizes. The state reserves the right of final approval on packaging offered by the bidder.

Packaging and containers, etc., shall be in accordance with supplier's commercial practice and shall meet the requirements of Department of Transportation (D.O.T.) and rail and motor carrier freight classifications in effect at time of shipment, which will permit application of the lowest freight rate.

Contractor Response:

LogoFit agrees to the packaging requirements.

1.0712 Palletizing

Shipments shall be palletized whenever possible and shall conform to the following:

- Manufacturer's standard 4-way shipping pallets are acceptable.
- Maximum height: 5'6"; including pallet.
- Maximum weight: 3500 pounds; including pallet.
- Pallets are to be securely banded or shrink-wrapped.
- The cost of palletizing must be included in the unit price.

Contractor Response:

LogoFit will palletize shipments per your instructions when orders are applicable

1.0713 Delivery Term

Prices are "F.O.B. Delivered" with transportation charges prepaid on all orders of twelve (12) or more to the State, or on all orders totaling or in excess of the bidder's minimum order requirement stated on the Item Listing.

Freight Charges - Should an agency order below the minimum order requirement of a Contract, or should a vendor quote F.O.B. Shipping Point on one-time purchases, the Contractor should choose the most economically advantageous carrier and must be approved by the using agency.



United Parcel Service (UPS) must be used in instances where the weight of the shipment is less than 150 lbs., or where shipments could be separated into smaller parcels such as three (3) 50 lb. packages. Also, if the shipment weighs less than 150 lbs, but costs \$3000 or more, it must be sent by the appropriate carrier listed above.

If the Contractor fails to follow these shipping instructions, the State shall pay the carrier used and deduct the difference from the Contractor's invoice for the amount that was charged and the amount that would have been charged if the requested carrier had been used.

() F.A.S. _____ (state name of vessel)

() C.I.F. _____ (state name of carrier)

Contractor Response:

LogoFit's delivery term shall be F.O.B. Delivered for all orders of 12 pieces or greater.

1.0714 Contract Performance

Indicate if the Contractor has had a contract terminated for default in the last three years. Termination for default is defined as notice to stop performance which was delivered to the Contractor due to the Contractor's non-performance or poor performance and the issue of performance was either (a) not litigated due to inaction on the part of the Contractor, or (b) litigated and determined that the Contractor was in default. If the Contractor has not had a contract terminated for default, the Contractor must affirmatively state this under "Reason" below.

If no terminations exist, the Contractor must affirmatively state this.

Note: If the Contractor has had a contract terminated for default in this period, the Contractor must submit full details including the other party's name, address, and phone number Purchasing Operations will evaluate the facts and may, at its sole discretion, reject the proposal on the grounds of past experience.

Termination: _____
Reason: _____

1.0715 Place of Performance

Contractor, in the performance of the contract, must state if they intend to use one or more plants or facilities located at a different address from the address indicated in section 4.011. The following information must be provided for these plants or facilities:

Place of Performance Full address	Owner/Operator of facility to be used	Percent (%) of Contract value to be Performed at listed Location
3202 Lapeer Rd. Flint, MI 48503	LogoFit, LLC.	100%

1.0716 Environmental Requirements

Energy Efficiency Purchasing Policy – The State shall seek wherever possible to purchase energy efficient products. This may include giving preference to U.S. Environmental Protection Agency (EPA) certified 'Energy Star' products for any category of products for which EPA has established Energy Star certification. For other purchases, the State may include energy efficiency as one of the priority factors to consider when choosing among comparable bids.

Environmental Purchasing Policy – The State of Michigan has committed to encourage the use of



products and services that impact the environment less than competing products. This can be best accomplished by including environmental considerations in purchasing decisions, while remaining fiscally responsible, to promote practices that improve worker health, conserve natural resources, and prevent pollution. Environmental components that may be considered in Best Value Purchasing evaluation include: recycled content and recyclability; energy efficiency; and the presence of undesirable materials in the products, especially those toxic chemicals which are persistent and bio-accumulative. Bidders able to supply products containing recycled and environmentally preferable materials that meet performance requirements are encouraged to offer them in bids and proposals. Information on any relevant third party certification (such as Green Seal, Energy Star, etc.) should also be provided.

I. Recycled Content and Recyclability

A. Recycled Packaging. Bidders may offer some or all of the following items listed below or provide alternative proposal as to how packaging materials can be reduced, eliminated or otherwise made more environmentally preferable. It is desirable that Bidders offer packaging which:

- a. is made from recycled content which meets or exceeds all federal and state recycled content guidelines (currently 35% post-consumer for all corrugated cardboard)
- b. minimizes or eliminates the use of polystyrene or other difficult to recycle materials
- c. minimizes or eliminates the use packaging and containers and, in the alternative, minimizes or eliminates the use of non-recyclable packaging and containers
- d. provides for a return program where packaging can be returned to a specific location for recycling
- e. contains materials which are easily recyclable in Michigan.

All Bidders are requested to indicate below an estimate of the percentage of recycled materials, if any, contained in each item bid. Higher percentages of recycled materials are preferred. Product performance is paramount, whether containing recycled material or not; however, preference will be given to products that perform up to specification and are environmentally preferable without compromising quality.

 0 % (Total estimated percentage of recovered material)

 0 % (Estimated percentage of post-consumer material)

 0 % (Estimated percentage of post-industrial waste)

Certification

I, Jon Kraut (name of certifier), am an officer or employee responsible for the performance of this contract and hereby certify that the percentage of recovered material content for EPA-designated products met the applicable contract specifications.

 JDK (Initial)

II. Materials Identification and Tracking

A. Hazardous Material Identification. ‘Hazardous material’, as used in this clause, includes any material defined as hazardous under the latest version of federal Emergency Planning and Community Right-to-Know Act of 1986 (including revisions adopted during the term of the contract).

- (1) The bidder must list any hazardous material, as defined in §370.20 (a) of 40 CFR, to be delivered under this contract. The hazardous material shall be properly identified and include any applicable identification number, such as National Stock Number or Special Item Number. This information shall also be included on the Material Safety Data Sheet submitted under this contract.



Material (if none, enter 'None')	Identification Number
None	

- (2) This list must be updated during performance of the contract whenever the Contractor determines that any other material to be delivered under this contract is hazardous.
- (3) The apparently successful bidder agrees to submit, for each item as required prior to award, a Material Safety Data Sheet for each hazardous material identified in paragraph (1) of this clause. Data shall be submitted in accordance with Section 312 of the federal Emergency Planning and Community Right-to-Know Act, whether or not the apparently successful bidder is the actual manufacturer of these items. Failure to submit the Material Safety Data Sheet prior to award may result in the apparently successful bidder being considered non-responsive and ineligible for award.

B. Mercury Content. It is the clear intent of state agencies to avoid purchasing products that contain intentionally-added mercury whenever possible. Bidders shall offer mercury-free product alternatives whenever available. Should mercury-free alternatives not exist, as presently is the case with a few select products and devices such as fluorescent lamps or where the alternative is not yet cost competitive, such as dental amalgam, bidders shall offer the lowest mercury content available for a given application. Bidders shall disclose whenever products contain added-mercury by using the following format.

() Product contains added-Mercury (attach an explanation that includes: the amount or concentration of mercury and justification as to why this particular product is essential).
 In addition, the Bidder shall also ensure that all products to be purchased containing intentionally added-mercury shall be labeled as: "product contains mercury/recycle or dispose of properly." For instances where space constraints limit the amount or size of print, the chemical symbol "Hg" followed by a picture of a trash container with a diagonal line through it shall suffice for labeling requirements.
 BIDDERS PLEASE NOTE: Michigan Law prohibits the sale of mercury-containing thermostats, thermometers, sphygmomanometers (blood pressure monitors) and other types of medical devices. For specific details visit: http://www.michigan.gov/deq/0,1607,7-135-3307_29693_4175-160230--,00.html

C. Brominated Flame Retardants (BFR). Bidders shall disclose whether the products being offered contain toxic flame retardants. Bidders are encouraged to provide BFR-free alternatives when available.

- (X) Product does not contain BFR's
- () Product does contain BFR's (attach an explanation)

D. Ozone Depleting Substances

'Ozone-depleting substance', as used in this clause, means any substance the Environmental Protection Agency designates in 40 CFR part 82 as:

- (1) Class I, including, but not limited to, chlorofluorocarbons, halons, carbon tetrachloride, and methyl chloroform; or
- (2) Class II, including, but not limited to, hydrochlorofluorocarbons.

The Contractor shall label products which contain or are manufactured with ozone-depleting substances in the manner and to the extent required by 42 U.S.C. 7671j (b), (c), and (d) and 40 CFR part 82, Subpart E, as follows:



‘Warning: Contains (or manufactured with, if applicable) N/A (insert the name of the substance(s).), a substance(s) which harm(s) public health and environment by destroying ozone in the upper atmosphere.’

A. Clean Air and Water

Vendor certifies that any facility to be used in the performance of this contract has all the necessary environmental permits and is in consistent compliance with all applicable environmental requirements and has no outstanding unresolved violations.

The vendor will immediately notify the state, before award, of the receipt of any communication from the Environmental Protection Agency or any state environmental agency, of civil or criminal enforcement for any facility that the vendor proposes to use in the performance of this contract.

 JDK (Initial)

B. Emergency Planning and Community Right-to-Know Reporting - By signing this offer, the bidder certifies that:

(1) The owner or operator of each facility that will be used in the performance of this contract is in compliance with the filing and reporting requirements described in sections 302, 304, 311, 312 and 313 of the Emergency Planning and Community Right-to-Know Act of 1986 (EPCRA) (42 U.S.C. 11001, et. seq.) and section 6607 of the Pollution Prevention Act of 1990 (PPA) (42 U.S.C. 13101, et. seq.). EPCRA filing and reporting requirements include emergency planning notification, release reporting, hazardous chemical inventory reporting, and toxic chemical release inventory (TRI) reporting.

(2) The owner or operator of each facility that will be used in the performance of this contract will maintain compliance with the filing and reporting requirements described in sections 302, 304, 311, 312 and 313 of the Emergency Planning and Community Right-to-Know Act of 1986 (EPCRA) (42 U.S.C. 11001, et. seq.) and section 6607 of the Pollution Prevention Act of 1990 (PPA) (42 U.S.C. 13101, et. seq.) for the life of the contract.

 JDK (Initial)

1.0717 Subcontractors

Indicate below **ALL** work to be subcontracted under the Contract (use additional attachment if necessary; estimates are acceptable):

Description of Work to be sub-contracted	Percent (%) of total contract value to be sub-contracted	Sub-contractor’s name and principal place of business (City and State)
None	0%	N/A

1.0718 Reports and Meetings

- (a) Reports.
 - Within thirty (30) days after the Effective Date, the parties shall determine an appropriate set of periodic reports to be issued by Contractor to the State. Such reports may include:
 - (i) separately address Contractor’s performance in each area of the Services;
 - (ii) for each area of the Services, assess the degree to which Contractor has attained or failed to attain the pertinent objectives in that area, including on-time completion and delivery of Deliverables;
 - (iii) explain the reasons for any failure to achieve on-time completion and delivery of Deliverables and include a plan for corrective action where appropriate;



- (iv) describe any circumstances that Contractor anticipates will impair or prevent on-time completion and delivery of Deliverables in upcoming reporting periods;
- (v) include plans for corrective action or risk mitigation where appropriate and describe the status of ongoing problem resolution efforts;
- (vi) provide reports setting forth a comparison of actual hours spent by Contractor (including its augmented personnel and Subcontractors) in performing the Project versus hours budgeted by Contractor.
- (vii) set forth a record of the material personnel changes that pertain to the Services and describe planned changes during the upcoming month that may affect the Services.
- (viii) include such documentation and other information may be mutually agreed to verify compliance with, and meeting the objectives of, this Contract.
- (ix) set forth an updated schedule that provides information on the status of upcoming Deliverables, expected dates of delivery (or redelivery) of such Deliverables and estimates on timing for completion of the Project.

(b) Meetings.
 Within thirty (30) days after the Effective Date, the parties shall determine an appropriate set of meetings to be held between representatives of the State and Contractor. Contractor shall prepare and circulate an agenda sufficiently in advance of each such meeting to give participants an opportunity to prepare for the meeting. Contractor shall incorporate into such agenda items that the State desires to discuss. At the State’s request, Contractor shall prepare and circulate minutes promptly after a meeting.

1.0719 Samples/Models—Deleted, Not Applicable

1.080 Additional Requirements

1.81 Additional Terms and Conditions

The Department of Natural Resources agrees to purchase patches which are left over at the end of the contract for the amount stipulated on the pricing page with the number of patches not to exceed 1000.



Article 2, Terms and Conditions

2.000 Contract Structure and Term

2.001 Contract Term

This Contract is for a period of three (3) years beginning January 20, 2010, through January 19, 2013. All outstanding Purchase Orders must also expire upon the termination (cancellation for any of the reasons listed in **Section 2.150**) of the Contract, unless otherwise extended under the Contract. Absent an early termination for any reason, Purchase Orders issued but not expired, by the end of the Contract’s stated term, will remain in effect for the balance of the fiscal year for which they were issued.

2.002 Options to Renew

This Contract may be renewed in writing by mutual agreement of the parties not less than 30 days before its expiration. The Contract may be renewed for up to two (2) additional one (1) year periods.

2.003 Legal Effect

Contractor shall show acceptance of this Contract by signing two copies of the Contract and returning them to the Contract Administrator. The Contractor shall not proceed with the performance of the work to be done under the Contract, including the purchase of necessary materials, until both parties have signed the Contract to show acceptance of its terms, and the Contractor receives a contract release/purchase order that authorizes and defines specific performance requirements.

Except as otherwise agreed in writing by the parties, the State assumes no liability for costs incurred by Contractor or payment under this Contract, until Contractor is notified in writing that this Contract (or Change Order) has been approved by the State Administrative Board (if required), approved and signed by all the parties, and a Purchase Order against the Contract has been issued.

2.004 Attachments & Exhibits

All Attachments and Exhibits affixed to any and all Statement(s) of Work, or appended to or referencing this Contract, are incorporated in their entirety and form part of this Contract.

2.005 Ordering

The State will issue a written Purchase Order, Blanket Purchase Order, Direct Voucher or Procurement Card Order, which must be approved by the Contract Administrator or the Contract Administrator's designee, to order any Services/Deliverables under this Contract. All orders are subject to the terms and conditions of this Contract. No additional terms and conditions contained on either a Purchase Order or Blanket Purchase Order apply unless they are also specifically contained in that Purchase Order's or Blanket Purchase Order's accompanying Statement of Work. Exact quantities to be purchased are unknown, however, the Contractor will be required to furnish all such materials and services as may be ordered during the CONTRACT period. Quantities specified, if any, are estimates based on prior purchases, and the State is not obligated to purchase in these or any other quantities.

2.006 Order of Precedence

(a) The Contract, including any Statements of Work and Exhibits, to the extent not contrary to the Contract, each of which is incorporated for all purposes, constitutes the entire agreement between the parties with respect to the subject matter and supersedes all prior agreements, whether written or oral, with respect to the subject matter and as additional terms and conditions on the purchase order must apply as limited by **Section 2.005**.

(b) In the event of any inconsistency between the terms of the Contract and a Statement of Work, the terms of the Statement of Work will take precedence (as to that Statement of Work only); provided, however, that a Statement of Work may not modify or amend the terms of the Contract, which may be modified or amended only by a formal Contract amendment.



2.007 Headings

Captions and headings used in the Contract are for information and organization purposes. Captions and headings, including inaccurate references, do not, in any way, define or limit the requirements or terms and conditions of the Contract.

2.008 Form, Function & Utility

If the Contract is for use of more than one State agency and if the Deliverable/Service does not meet the form, function, and utility required by that State agency, that agency may, subject to State purchasing policies, procure the Deliverable/Service from another source.

2.009 Reformation and Severability

Each provision of the Contract is severable from all other provisions of the Contract and, if one or more of the provisions of the Contract is declared invalid, the remaining provisions of the Contract remain in full force and effect.

2.010 Consents and Approvals

Except as expressly provided otherwise in the Contract, if either party requires the consent or approval of the other party for the taking of any action under the Contract, the consent or approval must be in writing and must not be unreasonably withheld or delayed.

2.011 No Waiver of Default

If a party fails to insist upon strict adherence to any term of the Contract then the party has not waived the right to later insist upon strict adherence to that term, or any other term, of the Contract.

2.012 Survival

Any provisions of the Contract that impose continuing obligations on the parties, including without limitation the parties' respective warranty, indemnity and confidentiality obligations, survive the expiration or termination of the Contract for any reason. Specific references to survival in the Contract are solely for identification purposes and not meant to limit or prevent the survival of any other section.

2.020 Contract Administration

2.021 Issuing Office

This Contract is issued by the Department of Management and Budget, Purchasing Operations and Department of Natural Resources (DNR) (collectively, including all other relevant State of Michigan departments and agencies, the "State"). Purchasing Operations is the sole point of contact in the State with regard to all procurement and contractual matters relating to the Contract. Purchasing Operations **is the only State office authorized to change, modify, amend, alter or clarify the prices, specifications, terms and conditions of this Contract.** The Contractor Administrator within Purchasing Operations for this Contract is:

Joan Bosheff, Buyer Specialist
 Purchasing Operations
 Department of Management and Budget
 Mason Bldg, 2nd Floor
 PO Box 30026
 Lansing, MI 48909
 Phone: (517) 373-7374
 Email: bosheffj@michigan.gov



2.022 Contract Compliance Inspector (CCI)

After DMB-PurchOps receives the properly executed Contract, it is anticipated that the Director of Purchasing Operations, in consultation with DNR, will direct the person named below, or any other person so designated, to monitor and coordinate the activities for the Contract on a day-to-day basis during its term. However, monitoring of this Contract implies **no authority to change, modify, clarify, amend, or otherwise alter the prices, terms, conditions and specifications of the Contract as that authority is retained by DMB Purchasing Operations.** The Contract Compliance Inspector for this Contract is:

Jana Harding-Bishop, Buyer
 Department of Natural Resources
 530 West Allegan Street
 Lansing, MI 48909
 Phone: 517-373-1190
 Fax: 517-373-6507
 Email: HardingJ3@michigan.gov

2.023 Project Manager

The following individual will oversee the project:

Jana Harding-Bishop, Buyer
 Department of Natural Resources
 530 West Allegan Street
 Lansing, MI 48909
 Phone: 517-373-1190
 Fax: 517-373-6507
 Email: HardingJ3@michigan.gov

2.024 Change Requests

The State reserves the right to request from time to time any changes to the requirements and specifications of the Contract and the work to be performed by the Contractor under the Contract. During the course of ordinary business, it may become necessary for the State to discontinue certain business practices or create Additional Services/Deliverables. At a minimum, to the extent applicable, the State would like the Contractor to provide a detailed outline of all work to be done, including tasks necessary to accomplish the services/deliverables, timeframes, listing of key personnel assigned, estimated hours for each individual per task, and a complete and detailed cost justification.

If the Contractor does not so notify the State, the Contractor has no right to claim thereafter that it is entitled to additional compensation for performing that service or providing that deliverable.

Change Requests:

- (a) By giving Contractor written notice within a reasonable time, the State must be entitled to accept a Contractor proposal for Change, to reject it, or to reach another agreement with Contractor. Should the parties agree on carrying out a Change, a written Contract Change Notice must be prepared and issued under this Contract, describing the Change and its effects on the Services and any affected components of this Contract (a “Contract Change Notice”).
- (b) No proposed Change must be performed until the proposed Change has been specified in a duly executed Contract Change Notice issued by the Department of Management and Budget, Purchasing Operations.
- (c) If the State requests or directs the Contractor to perform any activities that Contractor believes constitute a Change, the Contractor must notify the State that it believes the requested activities are a Change before beginning to work on the requested activities. If the Contractor fails to notify the State before beginning to work on the requested activities, then the Contractor waives any right to assert any claim for additional compensation or time for performing the



assignments, subcontracts, or novations when the transfer of responsibility would operate to decrease the State’s likelihood of receiving performance on the Contract or the State’s ability to recover damages.

(b) Contractor may not, without the prior written approval of the State, assign its right to receive payments due under the Contract. If the State permits an assignment, the Contractor is not relieved of its responsibility to perform any of its contractual duties, and the requirement under the Contract that all payments must be made to one entity continues.

(c) If the Contractor intends to assign the contract or any of the Contractor's rights or duties under the Contract, the Contractor must notify the State in writing at least 90 days before the assignment. The Contractor also must provide the State with adequate information about the assignee within a reasonable amount of time before the assignment for the State to determine whether to approve the assignment.

2.030 General Provisions

2.031 Media Releases

News releases (including promotional literature and commercial advertisements) pertaining to the RFP and Contract or project to which it relates shall not be made without prior written State approval, and then only in accordance with the explicit written instructions from the State. No results of the activities associated with the RFP and Contract are to be released without prior written approval of the State and then only to persons designated.

2.032 Contract Distribution

Purchasing Operations retains the sole right of Contract distribution to all State agencies and local units of government unless other arrangements are authorized by Purchasing Operations.

2.033 Permits

Contractor must obtain and pay any associated costs for all required governmental permits, licenses and approvals for the delivery, installation and performance of the Services. The State must pay for all costs and expenses incurred in obtaining and maintaining any necessary easements or right of way.

2.034 Website Incorporation

The State is not bound by any content on the Contractor’s website, even if the Contractor’s documentation specifically referenced that content and attempts to incorporate it into any other communication, unless the State has actual knowledge of the content and has expressly agreed to be bound by it in a writing that has been manually signed by an authorized representative of the State.

2.035 Future Bidding Preclusion

Contractor acknowledges that, to the extent this Contract involves the creation, research, investigation or generation of a future RFP, it may be precluded from bidding on the subsequent RFP. The State reserves the right to disqualify any bidder if the State determines that the bidder has used its position (whether as an incumbent Contractor, or as a Contractor hired to assist with the RFP development, or as a Vendor offering free assistance) to gain a competitive advantage on the RFP.

2.036 Freedom of Information

All information in any proposal submitted to the State by Contractor and this Contract is subject to the provisions of the Michigan Freedom of Information Act, 1976 Public Act No. 442, as amended, MCL 15.231, et seq (the “FOIA”).

2.037 Disaster Recovery

Contractor and the State recognize that the State provides essential services in times of natural or man-made disasters. Therefore, except as so mandated by Federal disaster response requirements, Contractor



personnel dedicated to providing Services/Deliverables under this Contract will provide the State with priority service for repair and work around in the event of a natural or man-made disaster.

2.040 Financial Provisions

2.041 Fixed Prices for Services/Deliverables

Each Statement of Work or Purchase Order issued under this Contract shall specify (or indicate by reference to the appropriate Contract Exhibit) the firm, fixed prices for all Services/Deliverables, and the associated payment milestones and payment amounts. The State may make progress payments to the Contractor when requested as work progresses, but not more frequently than monthly, in amounts approved by the Contract Administrator, after negotiation. Contractor must show verification of measurable progress at the time of requesting progress payments.

2.042 Adjustments for Reductions in Scope of Services/Deliverables

If the scope of the Services/Deliverables under any Statement of Work issued under this Contract is subsequently reduced by the State, the parties shall negotiate an equitable reduction in Contractor’s charges under such Statement of Work commensurate with the reduction in scope.

2.043 Services/Deliverables Covered

For all Services/Deliverables to be provided by Contractor (and its Subcontractors, if any) under this Contract, the State shall not be obligated to pay any amounts in addition to the charges specified in this Contract.

2.044 Invoicing and Payment – In General

- (a) Each Statement of Work issued under this Contract shall list (or indicate by reference to the appropriate Contract Exhibit) the prices for all Services/Deliverables, equipment and commodities to be provided, and the associated payment milestones and payment amounts.
- (b) Each Contractor invoice will show details as to charges by Service/Deliverable component and location at a level of detail reasonably necessary to satisfy the State’s accounting and charge-back requirements. Invoices for Services performed on a time and materials basis will show, for each individual, the number of hours of Services performed during the billing period, the billable skill/labor category for such person and the applicable hourly billing rate. Prompt payment by the State is contingent on the Contractor’s invoices showing the amount owed by the State minus any holdback amount to be retained by the State in accordance with **Section 1.064**.
- (c) Correct invoices will be due and payable by the State, in accordance with the State’s standard payment procedure as specified in 1984 Public Act No. 279, MCL 17.51 et seq., within 45 days after receipt, provided the State determines that the invoice was properly rendered.
- (d) All invoices should reflect actual work done. Specific details of invoices and payments will be agreed upon between the Contract Administrator and the Contractor after the proposed Contract Agreement has been signed and accepted by both the Contractor and the Director of Purchasing Operations, Department of Management & Budget. This activity will occur only upon the specific written direction from Purchasing Operations.

The specific payment schedule for any Contract(s) entered into, as the State and the Contractor(s) will mutually agree upon. The schedule should show payment amount and should reflect actual work done by the payment dates, less any penalty cost charges accrued by those dates. As a general policy statements shall be forwarded to the designated representative by the 15th day of the following month.

The Government may make progress payments to the Contractor when requested as work progresses, but not more frequently than monthly, in amounts approved by the Contract Administrator, after negotiation. Contractor must show verification of measurable progress at the time of requesting progress payments.



2.045 Pro-ration

To the extent there are any Services that are to be paid for on a monthly basis, the cost of such Services shall be pro-rated for any partial month.

2.046 Antitrust Assignment

The Contractor assigns to the State any claim for overcharges resulting from antitrust violations to the extent that those violations concern materials or services supplied by third parties to the Contractor, toward fulfillment of this Contract.

2.047 Final Payment

The making of final payment by the State to Contractor does not constitute a waiver by either party of any rights or other claims as to the other party’s continuing obligations under the Contract, nor will it constitute a waiver of any claims by one party against the other arising from unsettled claims or failure by a party to comply with this Contract, including claims for Services and Deliverables not reasonably known until after acceptance to be defective or substandard. Contractor’s acceptance of final payment by the State under this Contract shall constitute a waiver of all claims by Contractor against the State for payment under this Contract, other than those claims previously filed in writing on a timely basis and still unsettled.

2.048 Electronic Payment Requirement

Electronic transfer of funds is required for payments on State Contracts. Contractors are required to register with the State electronically at <http://www.cpexpress.state.mi.us>. As stated in Public Act 431 of 1984, all contracts that the State enters into for the purchase of goods and services shall provide that payment will be made by electronic fund transfer (EFT).

2.050 Taxes

2.051 Employment Taxes

Contractors are expected to collect and pay all applicable federal, state, and local employment taxes, including the taxes.

2.052 Sales and Use Taxes

Contractors are required to be registered and to remit sales and use taxes on taxable sales of tangible personal property or services delivered into the State. Contractors that lack sufficient presence in Michigan to be required to register and pay tax must do so as a volunteer. This requirement extends to: (1) all members of any controlled group as defined in § 1563(a) of the Internal Revenue Code and applicable regulations of which the company is a member, and (2) all organizations under common control as defined in § 414(c) of the Internal Revenue Code and applicable regulations of which the company is a member that make sales at retail for delivery into the State are registered with the State for the collection and remittance of sales and use taxes. In applying treasury regulations defining “two or more trades or businesses under common control” the term “organization” means sole proprietorship, a partnership (as defined in § 701(a)(2) of the Internal Revenue Code), a trust, an estate, a corporation, or a limited liability company.

2.060 Contract Management

2.061 Contractor Personnel Qualifications

All persons assigned by Contractor to the performance of Services under this Contract must be employees of Contractor or its majority-owned (directly or indirectly, at any tier) subsidiaries (or a State-approved Subcontractor) and must be fully qualified to perform the work assigned to them. Contractor must include a similar provision in any subcontract entered into with a Subcontractor. For the purposes of this Contract, independent contractors engaged by Contractor solely in a staff augmentation role must be treated by the State as if they were employees of Contractor for this Contract only; however, the State



understands that the relationship between Contractor and Subcontractor is an independent contractor relationship.

2.062 Contractor Key Personnel

- (a) The Contractor must provide the Contract Compliance Inspector with the names of the Key Personnel.
- (b) Key Personnel must be dedicated as defined in the Statement of Work to the Project for its duration in the applicable Statement of Work with respect to other individuals designated as Key Personnel for that Statement of Work.
- (c) The State will have the right to recommend and approve in writing the initial assignment, as well as any proposed reassignment or replacement, of any Key Personnel. Before assigning an individual to any Key Personnel position, Contractor will notify the State of the proposed assignment, will introduce the individual to the appropriate State representatives, and will provide the State with a resume and any other information about the individual reasonably requested by the State. The State reserves the right to interview the individual before granting written approval. In the event the State finds a proposed individual unacceptable, the State will provide a written explanation including reasonable detail outlining the reasons for the rejection.
- (d) Contractor must not remove any Key Personnel from their assigned roles on the Contract without the prior written consent of the State. The Contractor’s removal of Key Personnel without the prior written consent of the State is an unauthorized removal (“Unauthorized Removal”). Unauthorized Removals does not include replacing Key Personnel for reasons beyond the reasonable control of Contractor, including illness, disability, leave of absence, personal emergency circumstances, resignation or for cause termination of the Key Personnel’s employment. Unauthorized Removals does not include replacing Key Personnel because of promotions or other job movements allowed by Contractor personnel policies or Collective Bargaining Agreement(s) as long as the State receives prior written notice before shadowing occurs and Contractor provides 30 days of shadowing unless parties agree to a different time period. The Contractor with the State must review any Key Personnel replacements, and appropriate transition planning will be established. Any Unauthorized Removal may be considered by the State to be a material breach of the Contract, in respect of which the State may elect to exercise its termination and cancellation rights.
- (e) The Contractor must notify the Contract Compliance Inspector and the Contract Administrator at least 10 business days before redeploying non-Key Personnel, who are dedicated to primarily to the Project, to other projects. If the State does not object to the redeployment by its scheduled date, the Contractor may then redeploy the non-Key Personnel.

2.063 Re-assignment of Personnel at the State’s Request

The State reserves the right to require the removal from the Project of Contractor personnel found, in the judgment of the State, to be unacceptable. The State’s request must be written with reasonable detail outlining the reasons for the removal request. Additionally, the State’s request must be based on legitimate, good-faith reasons. Replacement personnel for the removed person must be fully qualified for the position. If the State exercises this right, and the Contractor cannot immediately replace the removed personnel, the State agrees to an equitable adjustment in schedule or other terms that may be affected by the State’s required removal. If any incident with removed personnel results in delay not reasonably anticipatable under the circumstances and which is attributable to the State, the applicable SLAs for the affected Service will not be counted for a time as agreed to by the parties.

2.064 Contractor Personnel Location

All staff assigned by Contractor to work on the Contract will perform their duties either primarily at Contractor’s offices and facilities or at State facilities. Without limiting the generality of the foregoing, Key Personnel will, at a minimum, spend at least the amount of time on-site at State facilities as indicated in the applicable Statement of Work. Subject to availability, selected Contractor personnel may be assigned office space to be shared with State personnel.



2.065 Contractor Identification

Contractor employees must be clearly identifiable while on State property by wearing a State-issued badge, as required. Contractor employees are required to clearly identify themselves and the company they work for whenever making contact with State personnel by telephone or other means.

2.066 Cooperation with Third Parties

Contractor agrees to cause its personnel and the personnel of any Subcontractors to cooperate with the State and its agents and other contractors including the State’s Quality Assurance personnel. As reasonably requested by the State in writing, the Contractor will provide to the State’s agents and other contractors reasonable access to Contractor’s Project personnel, systems and facilities to the extent the access relates to activities specifically associated with this Contract and will not interfere or jeopardize the safety or operation of the systems or facilities. The State acknowledges that Contractor’s time schedule for the Contract is very specific and agrees not to unnecessarily or unreasonably interfere with, delay or otherwise impeded Contractor’s performance under this Contract with the requests for access.

2.067 Contract Management Responsibilities

The Contractor will be required to assume responsibility for all contractual activities, whether or not that Contractor performs them. Further, the State will consider the Contractor to be the sole point of contact with regard to contractual matters, including payment of any and all charges resulting from the anticipated Contract. If any part of the work is to be subcontracted, the Contract must include a list of subcontractors, including firm name and address, contact person and a complete description of work to be subcontracted. The State reserves the right to approve subcontractors and to require the Contractor to replace subcontractors found to be unacceptable. The Contractor is totally responsible for adherence by the subcontractor to all provisions of the Contract. Any change in subcontractors must be approved by the State, in writing, prior to such change.

2.068 Contractor Return of State Equipment/Resources

The Contractor must return to the State any State-furnished equipment, facilities and other resources when no longer required for the Contract in the same condition as when provided by the State, reasonable wear and tear excepted.

2.070 Subcontracting by Contractor

2.071 Contractor full Responsibility

Contractor shall have full responsibility for the successful performance and completion of all of the Services and Deliverables. The State will consider Contractor to be the sole point of contact with regard to all contractual matters under this Contract, including payment of any and all charges for Services and Deliverables.

2.072 State Consent to delegation

Contractor shall not delegate any duties under this Contract to a Subcontractor unless the Department of Management and Budget, Purchasing Operations has given written consent to such delegation. The State shall have the right of prior written approval of all Subcontractors and to require Contractor to replace any Subcontractors found, in the reasonable judgment of the State, to be unacceptable. The State’s request shall be written with reasonable detail outlining the reasons for the removal request. Additionally, the State’s request shall be based on legitimate, good-faith reasons. Replacement Subcontractor(s) for the removed Subcontractor shall be fully qualified for the position. If the State exercises this right, and the Contractor cannot immediately replace the removed Subcontractor, the State will agree to an equitable adjustment in schedule or other terms that may be affected by the State’s required removal. If any such incident with a removed Subcontractor results in delay not reasonable anticipatable under the circumstances and which is attributable to the State, the applicable SLA for the affected Work will not be counted in time agreed upon by the parties.



2.073 Subcontractor bound to Contract

In any subcontracts entered into by Contractor for the performance of the Services, Contractor shall require the Subcontractor, to the extent of the Services to be performed by the Subcontractor, to be bound to Contractor by the terms of this Contract and to assume toward Contractor all of the obligations and responsibilities that Contractor, by this Contract, assumes toward the State. The State reserves the right to receive copies of and review all subcontracts, although Contractor may delete or mask any proprietary information, including pricing, contained in such contracts before providing them to the State. The management of any Subcontractor will be the responsibility of Contractor, and Contractor shall remain responsible for the performance of its Subcontractors to the same extent as if Contractor had not subcontracted such performance. Contractor shall make all payments to Subcontractors or suppliers of Contractor. Except as otherwise agreed in writing by the State and Contractor, the State will not be obligated to direct payments for the Services other than to Contractor. The State’s written approval of any Subcontractor engaged by Contractor to perform any obligation under this Contract shall not relieve Contractor of any obligations or performance required under this Contract. Attached as **Exhibit A** is a list of the Subcontractors, if any, approved by the State as of the execution of this Contract, together with a copy of the applicable subcontract.

2.074 Flow Down

Except where specifically approved in writing by the State on a case-by-case basis, Contractor shall flow down the obligations in **Sections 2.031, 2.060, 2.100, 2.110, 2.120, 2.130, 2.200** in all of its agreements with any Subcontractors.

2.075 Competitive Selection

The Contractor shall select subcontractors (including suppliers) on a competitive basis to the maximum practical extent consistent with the objectives and requirements of the Contract.

2.080 State Responsibilities

2.081 Equipment

The State will provide only the equipment and resources identified in the Statements of Work and other Contract Exhibits.

2.082 Facilities

The State must designate space as long as it is available and as provided in the Statement of Work, to house the Contractor’s personnel whom the parties agree will perform the Services/Deliverables at State facilities (collectively, the “State Facilities”). The Contractor must have reasonable access to, and unless agreed otherwise by the parties in writing must observe and comply with all rules and regulations relating to each of the State Facilities (including hours of operation) used by the Contractor in the course of providing the Services. Contractor agrees that it will not, without the prior written consent of the State, use any State Facilities or access any State information systems provided for the Contractor’s use, or to which the Contractor otherwise gains access in the course of performing the Services, for any purpose other than providing the Services to the State.

2.090 Security

2.091 Background Checks

On a case-by-case basis, the State may investigate the Contractor's personnel before they may have access to State facilities and systems. The scope of the background check is at the discretion of the State and the results will be used to determine Contractor personnel eligibility for working within State facilities and systems. The investigations will include Michigan State Police Background checks (ICHAT) and may include the National Crime Information Center (NCIC) Finger Prints. Proposed Contractor personnel may be required to complete and submit an RI-8 Fingerprint Card for the NCIC Finger Print Check. Any



request for background checks will be initiated by the State and will be reasonably related to the type of work requested.

All Contractor personnel will also be expected to comply with the State’s security and acceptable use policies for State IT equipment and resources. See <http://www.michigan.gov/dit>. Furthermore, Contractor personnel will be expected to agree to the State’s security and acceptable use policies before the Contractor personnel will be accepted as a resource to perform work for the State. It is expected the Contractor will present these documents to the prospective employee before the Contractor presents the individual to the State as a proposed resource. Contractor staff will be expected to comply with all Physical Security procedures in place within the facilities where they are working.

2.092 Security Breach Notification

If the Contractor breaches this Section, the Contractor must (i) promptly cure any deficiencies and (ii) comply with any applicable federal and state laws and regulations pertaining to unauthorized disclosures. Contractor and the State will cooperate to mitigate, to the extent practicable, the effects of any breach, intrusion, or unauthorized use or disclosure. Contractor must report to the State in writing any use or disclosure of Confidential Information, whether suspected or actual, other than as provided for by the Contract within 10 days of becoming aware of the use or disclosure or the shorter time period as is reasonable under the circumstances.

2.093 PCI Data Security Requirements

Contractors with access to credit/debit card cardholder data must adhere to the Payment Card Industry (PCI) Data Security requirements. Contractor agrees that they are responsible for security of cardholder data in their possession. Contractor agrees that data can ONLY be used for assisting the State in completing a transaction, supporting a loyalty program, supporting the State, providing fraud control services, or for other uses specifically required by law.

Contractor agrees to provide business continuity in the event of a major disruption, disaster or failure.

The Contractor will contact the DNR immediately to advise them of any breaches in security where card data has been compromised. In the event of a security intrusion, the Contractor agrees the Payment Card Industry representative, or a Payment Card Industry approved third party, will be provided with full cooperation and access to conduct a thorough security review. The review will validate compliance with the Payment Card Industry Data Security Standard for protecting cardholder data.

Contractor agrees to properly dispose sensitive cardholder data when no longer needed. The Contractor will continue to treat cardholder data as confidential upon contract termination.

The Contractor will provide the DNR documentation showing PCI Data Security certification has been achieved. The Contractor will advise the DNR of all failures to comply with the PCI Data Security Requirements. Failures include, but are not limited to system scans and self-assessment questionnaires. The Contractor will provide a time line for corrective action.

2.100 Confidentiality

2.101 Confidentiality

Contractor and the State each acknowledge that the other possesses and will continue to possess confidential information that has been developed or received by it. As used in this Section, “Confidential Information” of Contractor must mean all non-public proprietary information of Contractor (other than Confidential Information of the State as defined below) which is marked confidential, restricted, proprietary or with a similar designation. “Confidential Information” of the State must mean any information which is retained in confidence by the State (or otherwise required to be held in confidence by the State under applicable federal, state and local laws and regulations) or which, in the case of tangible materials provided to Contractor by the State under its performance under this Contract, is



marked as confidential, proprietary or with a similar designation by the State. “Confidential Information” excludes any information (including this Contract) that is publicly available under the Michigan FOIA.

2.102 Protection and Destruction of Confidential Information

The State and Contractor will each use at least the same degree of care to prevent disclosing to third parties the Confidential Information of the other as it employs to avoid unauthorized disclosure, publication or dissemination of its own confidential information of like character, but in no event less than reasonable care. Neither Contractor nor the State will (i) make any use of the Confidential Information of the other except as contemplated by this Contract, (ii) acquire any right in or assert any lien against the Confidential Information of the other, or (iii) if requested to do so, refuse for any reason to promptly return the other party's Confidential Information to the other party. Each party will limit disclosure of the other party's Confidential Information to employees and Subcontractors who must have access to fulfill the purposes of this Contract. Disclosure to, and use by, a Subcontractor is permissible where (A) use of a Subcontractor is authorized under this Contract, (B) the disclosure is necessary or otherwise naturally occurs in connection with work that is within the Subcontractor's scope of responsibility, and (C) Contractor obligates the Subcontractor in a written Contract to maintain the State's Confidential Information in confidence. At the State's request, any employee of Contractor and of any Subcontractor having access or continued access to the State's Confidential Information may be required to execute an acknowledgment that the employee has been advised of Contractor's and the Subcontractor's obligations under this Section and of the employee's obligation to Contractor or Subcontractor, as the case may be, to protect the Confidential Information from unauthorized use or disclosure.

Promptly upon termination or cancellation of the Contract for any reason, Contractor must certify to the State that Contractor has destroyed all State Confidential Information.

2.103 Exclusions

Notwithstanding the foregoing, the provisions of **Section 2.080** will not apply to any particular information which the State or Contractor can demonstrate (i) was, at the time of disclosure to it, in the public domain; (ii) after disclosure to it, is published or otherwise becomes part of the public domain through no fault of the receiving party; (iii) was in the possession of the receiving party at the time of disclosure to it without an obligation of confidentiality; (iv) was received after disclosure to it from a third party who had a lawful right to disclose the information to it without any obligation to restrict its further disclosure; or (v) was independently developed by the receiving party without reference to Confidential Information of the furnishing party. Further, the provisions of **Section 2.080** will not apply to any particular Confidential Information to the extent the receiving party is required by law to disclose the Confidential Information, provided that the receiving party (i) promptly provides the furnishing party with notice of the legal request, and (ii) assists the furnishing party in resisting or limiting the scope of the disclosure as reasonably requested by the furnishing party.

2.104 No Implied Rights

Nothing contained in this Section must be construed as obligating a party to disclose any particular Confidential Information to the other party, or as granting to or conferring on a party, expressly or impliedly, any right or license to the Confidential Information of the other party.

2.105 Respective Obligations

The parties' respective obligations under this Section must survive the termination or expiration of this Contract for any reason.



2.110 Records and Inspections

2.111 Inspection of Work Performed

The State’s authorized representatives must at all reasonable times and with 10 days prior written request, have the right to enter Contractor’s premises, or any other places, where the Services are being performed, and must have access, upon reasonable request, to interim drafts of Deliverables or work-in-progress. Upon 10 Days prior written notice and at all reasonable times, the State’s representatives must be allowed to inspect, monitor, or otherwise evaluate the work being performed and to the extent that the access will not reasonably interfere or jeopardize the safety or operation of the systems or facilities. Contractor must provide all reasonable facilities and assistance for the State’s representatives.

2.112 Examination of Records

For seven years after the Contractor provides any work under this Contract (the "Audit Period"), the State may examine and copy any of Contractor’s books, records, documents and papers pertinent to establishing Contractor’s compliance with the Contract and with applicable laws and rules. The State must notify the Contractor 20 days before examining the Contractor’s books and records. The State does not have the right to review any information deemed confidential by the Contractor to the extent access would require the confidential information to become publicly available. This provision also applies to the books, records, accounts, documents and papers, in print or electronic form, of any parent, affiliated or subsidiary organization of Contractor, or any Subcontractor of Contractor performing services in connection with the Contract.

2.113 Retention of Records

Contractor must maintain at least until the end of the Audit Period all pertinent financial and accounting records (including time sheets and payroll records, and information pertaining to the Contract and to the Services, equipment, and commodities provided under the Contract) pertaining to the Contract according to generally accepted accounting principles and other procedures specified in this Section. Financial and accounting records must be made available, upon request, to the State at any time during the Audit Period. If an audit, litigation, or other action involving Contractor’s records is initiated before the end of the Audit Period, the records must be retained until all issues arising out of the audit, litigation, or other action are resolved or until the end of the Audit Period, whichever is later.

2.114 Audit Resolution

If necessary, the Contractor and the State will meet to review each audit report promptly after issuance. The Contractor will respond to each audit report in writing within 30 days from receipt of the report, unless a shorter response time is specified in the report. The Contractor and the State must develop, agree upon and monitor an action plan to promptly address and resolve any deficiencies, concerns, and/or recommendations in the audit report.

2.115 Errors

- (a) If the audit demonstrates any errors in the documents provided to the State, then the amount in error must be reflected as a credit or debit on the next invoice and in subsequent invoices until the amount is paid or refunded in full. However, a credit or debit may not be carried for more than four invoices. If a balance remains after four invoices, then the remaining amount will be due as a payment or refund within 45 days of the last quarterly invoice that the balance appeared on or termination of the contract, whichever is earlier.
- (b) In addition to other available remedies, the difference between the payment received and the correct payment amount is greater than 10%, then the Contractor must pay all of the reasonable costs of the audit.



2.120 Warranties

2.121 Warranties and Representations

The Contractor represents and warrants:

- (a) It is capable in all respects of fulfilling and must fulfill all of its obligations under this Contract. The performance of all obligations under this Contract must be provided in a timely, professional, and workman-like manner and must meet the performance and operational standards required under this Contract.
- (b) The Contract Appendices, Attachments and Exhibits identify the equipment and software and services necessary for the Deliverable(s) to perform and Services to operate in compliance with the Contract’s requirements and other standards of performance.
- (c) It is the lawful owner or licensee of any Deliverable licensed or sold to the State by Contractor or developed by Contractor under this Contract, and Contractor has all of the rights necessary to convey to the State the ownership rights or licensed use, as applicable, of any and all Deliverables. None of the Deliverables provided by Contractor to the State under this Contract, nor their use by the State, will infringe the patent, copyright, trade secret, or other proprietary rights of any third party.
- (d) If, under this Contract, Contractor procures any equipment, software or other Deliverable for the State (including equipment, software and other Deliverables manufactured, re-marketed or otherwise sold by Contractor under Contractor’s name), then in addition to Contractor’s other responsibilities with respect to the items in this Contract, Contractor must assign or otherwise transfer to the State or its designees, or afford the State the benefits of, any manufacturer's warranty for the Deliverable.
- (e) The contract signatory has the power and authority, including any necessary corporate authorizations, necessary to enter into this Contract, on behalf of Contractor.
- (f) It is qualified and registered to transact business in all locations where required.
- (g) Neither the Contractor nor any Affiliates, nor any employee of either, has, must have, or must acquire, any contractual, financial, business, or other interest, direct or indirect, that would conflict in any manner or degree with Contractor’s performance of its duties and responsibilities to the State under this Contract or otherwise create an appearance of impropriety with respect to the award or performance of this Agreement. Contractor must notify the State about the nature of the conflict or appearance of impropriety within two days of learning about it.
- (h) Neither Contractor nor any Affiliates, nor any employee of either has accepted or must accept anything of value based on an understanding that the actions of the Contractor or Affiliates or employee on behalf of the State would be influenced. Contractor must not attempt to influence any State employee by the direct or indirect offer of anything of value.
- (i) Neither Contractor nor any Affiliates, nor any employee of either has paid or agreed to pay any person, other than bona fide employees and consultants working solely for Contractor or the Affiliate, any fee, commission, percentage, brokerage fee, gift, or any other consideration, contingent upon or resulting from the award or making of this Contract.
- (j) The prices proposed by Contractor were arrived at independently, without consultation, communication, or agreement with any other bidder for the purpose of restricting competition; the prices quoted were not knowingly disclosed by Contractor to any other bidder; and no attempt was made by Contractor to induce any other person to submit or not submit a proposal for the purpose of restricting competition.



(k) All financial statements, reports, and other information furnished by Contractor to the State as part of its response to the RFP or otherwise in connection with the award of this Contract fairly and accurately represent the business, properties, financial condition, and results of operations of Contractor as of the respective dates, or for the respective periods, covered by the financial statements, reports, other information. Since the respective dates or periods covered by the financial statements, reports, or other information, there have been no material adverse change in the business, properties, financial condition, or results of operations of Contractor.

(l) All written information furnished to the State by or for the Contractor in connection with this Contract, including its bid, is true, accurate, and complete, and contains no untrue statement of material fact or omits any material fact necessary to make the information not misleading.

(m) It is not in material default or breach of any other contract or agreement that it may have with the State or any of its departments, commissions, boards, or agencies. Contractor further represents and warrants that it has not been a party to any contract with the State or any of its departments that was terminated by the State or the department within the previous five years for the reason that Contractor failed to perform or otherwise breached an obligation of the contract.

(n) If any of the certifications, representations, or disclosures made in the Contractor’s original bid response change after contract award, the Contractor is required to report those changes immediately to the Department of Management and Budget, Purchasing Operations.

2.122 Warranty of Merchantability

Goods provided by Contractor under this agreement shall be merchantable. All goods provided under this Contract shall be of good quality within the description given by the State, shall be fit for their ordinary purpose, shall be adequately contained and packaged within the description given by the State, shall conform to the agreed upon specifications, and shall conform to the affirmations of fact made by the Contractor or on the container or label.

2.123 Warranty of Fitness for a Particular Purpose

When the Contractor has reason to know or knows any particular purpose for which the goods are required, and the State is relying on the Contractor’s skill or judgment to select or furnish suitable goods, there is a warranty that the goods are fit for such purpose.

2.124 Warranty of Title

Contractor shall, in providing goods to the State, convey good title in those goods, whose transfer is right and lawful. All goods provided by Contractor shall be delivered free from any security interest, lien, or encumbrance of which the State, at the time of contracting, has no knowledge. Goods provided by Contractor, under this Contract, shall be delivered free of any rightful claim of any third person by of infringement or the like.

2.125 Equipment Warranty—Deleted, Not Applicable

2.126 Equipment to be New—Deleted, Not Applicable

2.127 Prohibited Products

The State will not accept salvage, distressed, outdated or discontinued merchandise. Shipping of such merchandise to any State agency, as a result of an order placed against the Contract, shall be considered default by the Contractor of the terms and conditions of the Contract and may result in cancellation of the Contract by the State. The brand and product number offered for all items shall remain consistent for the term of the Contract, unless Purchasing Operations has approved a change order pursuant to **Section 2.024**.



2.128 Consequences For Breach

In addition to any remedies available in law, if the Contractor breaches any of the warranties contained in this section, the breach may be considered as a default in the performance of a material obligation of this Contract.

2.130 Insurance

2.131 Liability Insurance

The Contractor must provide proof of the minimum levels of insurance coverage as indicated below. The insurance must protect the State from claims which may arise out of or result from the Contractor’s performance of services under the terms of this Contract, whether the services are performed by the Contractor, or by any subcontractor, or by anyone directly or indirectly employed by any of them, or by anyone for whose acts they may be liable.

The Contractor waives all rights against the State of Michigan, its departments, divisions, agencies, offices, commissions, officers, employees and agents for recovery of damages to the extent these damages are covered by the insurance policies the Contractor is required to maintain under this Contract.

All insurance coverages provided relative to this Contract/Purchase Order are PRIMARY and NON-CONTRIBUTING to any comparable liability insurance (including self-insurances) carried by the State.

The insurance must be written for not less than any minimum coverage specified in this Contract or required by law, whichever is greater.

The insurers selected by Contractor must have an A.M. Best rating of A or better, or as otherwise approved in writing by the State, or if the ratings are no longer available, with a comparable rating from a recognized insurance rating agency. All policies of insurance required in this Contract must be issued by companies that have been approved to do business in the State.

See www.michigan.gov/dleg.

Where specific limits are shown, they are the minimum acceptable limits. If Contractor’s policy contains higher limits, the State must be entitled to coverage to the extent of the higher limits.

The Contractor is required to pay for and provide the type and amount of insurance checked below:

- 1. Commercial General Liability with the following minimum coverage:
 - \$2,000,000 General Aggregate Limit other than Products/Completed Operations
 - \$2,000,000 Products/Completed Operations Aggregate Limit
 - \$1,000,000 Personal & Advertising Injury Limit
 - \$1,000,000 Each Occurrence Limit

The Contractor must list the State of Michigan, its departments, divisions, agencies, offices, commissions, officers, employees and agents as ADDITIONAL INSUREDS on the Commercial General Liability certificate. The Contractor also agrees to provide evidence that insurance policies contain a waiver of subrogation by the insurance company.

- 2. If a motor vehicle is used to provide services or products under this Contract, the Contractor must have vehicle liability insurance on any auto including owned, hired and non-owned vehicles used in Contractor’s business for bodily injury and property damage as required by law.

The Contractor must list the State of Michigan, its departments, divisions, agencies, offices, commissions, officers, employees and agents as ADDITIONAL INSUREDS on the vehicle liability certificate. The



Contractor also agrees to provide evidence that insurance policies contain a waiver of subrogation by the insurance company.

3. Workers' compensation coverage must be provided according to applicable laws governing the employees and employers work activities in the state of the Contractor's domicile. If the applicable coverage is provided by a self-insurer, proof must be provided of approved self-insured authority by the jurisdiction of domicile. For employees working outside of the state of qualification, Contractor must provide appropriate certificates of insurance proving mandated coverage levels for the jurisdictions where the employees' activities occur.

Any certificates of insurance received must also provide a list of states where the coverage is applicable.

The Contractor also agrees to provide evidence that insurance policies contain a waiver of subrogation by the insurance company. This provision must not be applicable where prohibited or limited by the laws of the jurisdiction in which the work is to be performed.

4. Employers liability insurance with the following minimum limits:

- \$100,000 each accident
- \$100,000 each employee by disease
- \$500,000 aggregate disease

5. Employee Fidelity, including Computer Crimes, insurance naming the State as a loss payee, providing coverage for direct loss to the State and any legal liability of the State arising out of or related to fraudulent or dishonest acts committed by the employees of Contractor or its Subcontractors, acting alone or in collusion with others, in a minimum amount of one million dollars (\$1,000,000.00) with a maximum deductible of fifty thousand dollars (\$50,000.00).

6. Umbrella or Excess Liability Insurance in a minimum amount of ten million dollars (\$10,000,000.00), which must apply, at a minimum, to the insurance required in Subsection 1 (Commercial General Liability) above.

7. Professional Liability (Errors and Omissions) Insurance with the following minimum coverage: three million dollars (\$3,000,000.00) each occurrence and three million dollars (\$3,000,000.00) annual aggregate.

8. Fire and Personal Property Insurance covering against any loss or damage to the office space used by Contractor for any reason under this Contract, and the equipment, software and other contents of the office space, including without limitation, those contents used by Contractor to provide the Services to the State, up to its replacement value, where the office space and its contents are under the care, custody and control of Contractor. The policy must cover all risks of direct physical loss or damage, including without limitation, flood and earthquake coverage and coverage for computer hardware and software. The State must be endorsed on the policy as a loss payee as its interests appear.

2.132 Subcontractor Insurance Coverage

Except where the State has approved in writing a Contractor subcontract with other insurance provisions, Contractor must require all of its Subcontractors under this Contract to purchase and maintain the insurance coverage as described in this Section for the Contractor in connection with the performance of work by those Subcontractors. Alternatively, Contractor may include any Subcontractors under Contractor's insurance on the coverage required in this Section. Subcontractor(s) must fully comply with the insurance coverage required in this Section. Failure of Subcontractor(s) to comply with insurance requirements does not limit Contractor's liability or responsibility.



2.133 Certificates of Insurance and Other Requirements

Contractor must furnish to DMB-PurchOps, certificate(s) of insurance verifying insurance coverage or providing satisfactory evidence of self-insurance as required in this Section (the “Certificates”). The Certificate must be on the standard “accord” form or equivalent. **THE CONTRACT OR PURCHASE ORDER NO. MUST BE SHOWN ON THE CERTIFICATE OF INSURANCE TO ASSURE CORRECT FILING.** All Certificate(s) are to be prepared and submitted by the Insurance Provider. All Certificate(s) must contain a provision indicating that coverages afforded under the policies WILL NOT BE CANCELLED, MATERIALLY CHANGED, OR NOT RENEWED without 30 days prior written notice, except for 10 days for non-payment of premium, having been given to the Director of Purchasing Operations, Department of Management and Budget. The notice must include the Contract or Purchase Order number affected. Before the Contract is signed, and not less than 20 days before the insurance expiration date every year thereafter, the Contractor must provide evidence that the State and its agents, officers and employees are listed as additional insureds under each commercial general liability and commercial automobile liability policy. In the event the State approves the representation of the State by the insurer’s attorney, the attorney may be required to be designated as a Special Assistant Attorney General by the Attorney General of the State of Michigan.

The Contractor must maintain all required insurance coverage throughout the term of the Contract and any extensions and, in the case of claims-made Commercial General Liability policies, must secure tail coverage for at least three years following the expiration or termination for any reason of this Contract. The minimum limits of coverage specified above are not intended, and must not be construed, to limit any liability or indemnity of Contractor under this Contract to any indemnified party or other persons. Contractor is responsible for all deductibles with regard to the insurance. If the Contractor fails to pay any premium for required insurance as specified in this Contract, or if any insurer cancels or significantly reduces any required insurance as specified in this Contract without the State’s written consent, then the State may, after the State has given the Contractor at least 30 days written notice, pay the premium or procure similar insurance coverage from another company or companies. The State may deduct any part of the cost from any payment due the Contractor, or the Contractor must pay that cost upon demand by the State.

2.140 Indemnification

2.141 General Indemnification

To the extent permitted by law, the Contractor must indemnify, defend and hold harmless the State from liability, including all claims and losses, and all related costs and expenses (including reasonable attorneys’ fees and costs of investigation, litigation, settlement, judgments, interest and penalties), accruing or resulting to any person, firm or corporation that may be injured or damaged by the Contractor in the performance of this Contract and that are attributable to the negligence or tortious acts of the Contractor or any of its subcontractors, or by anyone else for whose acts any of them may be liable.

2.142 Code Indemnification

To the extent permitted by law, the Contractor shall indemnify, defend and hold harmless the State from any claim, loss, or expense arising from Contractor’s breach of the No Surreptitious Code Warranty.

2.143 Employee Indemnification

In any claims against the State of Michigan, its departments, divisions, agencies, sections, commissions, officers, employees and agents, by any employee of the Contractor or any of its subcontractors, the indemnification obligation under the Contract must not be limited in any way by the amount or type of damages, compensation or benefits payable by or for the Contractor or any of its subcontractors under worker’s disability compensation acts, disability benefit acts or other employee benefit acts. This indemnification clause is intended to be comprehensive. Any overlap in provisions, or the fact that greater specificity is provided as to some categories of risk, is not intended to limit the scope of indemnification under any other provisions.



2.144 Patent/Copyright Infringement Indemnification

To the extent permitted by law, the Contractor must indemnify, defend and hold harmless the State from and against all losses, liabilities, damages (including taxes), and all related costs and expenses (including reasonable attorneys’ fees and costs of investigation, litigation, settlement, judgments, interest and penalties) incurred in connection with any action or proceeding threatened or brought against the State to the extent that the action or proceeding is based on a claim that any piece of equipment, software, commodity or service supplied by the Contractor or its subcontractors, or the operation of the equipment, software, commodity or service, or the use or reproduction of any documentation provided with the equipment, software, commodity or service infringes any United States patent, copyright, trademark or trade secret of any person or entity, which is enforceable under the laws of the United States.

In addition, should the equipment, software, commodity, or service, or its operation, become or in the State’s or Contractor’s opinion be likely to become the subject of a claim of infringement, the Contractor must at the Contractor’s sole expense (i) procure for the State the right to continue using the equipment, software, commodity or service or, if the option is not reasonably available to the Contractor, (ii) replace or modify to the State’s satisfaction the same with equipment, software, commodity or service of equivalent function and performance so that it becomes non-infringing, or, if the option is not reasonably available to Contractor, (iii) accept its return by the State with appropriate credits to the State against the Contractor’s charges and reimburse the State for any losses or costs incurred as a consequence of the State ceasing its use and returning it.

Notwithstanding the foregoing, the Contractor has no obligation to indemnify or defend the State for, or to pay any costs, damages or attorneys’ fees related to, any claim based upon (i) equipment developed based on written specifications of the State; (ii) use of the equipment in a configuration other than implemented or approved in writing by the Contractor, including, but not limited to, any modification of the equipment by the State; or (iii) the combination, operation, or use of the equipment with equipment or software not supplied by the Contractor under this Contract.

2.145 Continuation of Indemnification Obligations

The Contractor’s duty to indemnify under this Section continues in full force and effect, notwithstanding the expiration or early cancellation of the Contract, with respect to any claims based on facts or conditions that occurred before expiration or cancellation.

2.146 Indemnification Procedures

The procedures set forth below must apply to all indemnity obligations under this Contract.

(a) After the State receives notice of the action or proceeding involving a claim for which it will seek indemnification, the State must promptly notify Contractor of the claim in writing and take or assist Contractor in taking, as the case may be, any reasonable action to avoid the imposition of a default judgment against Contractor. No failure to notify the Contractor relieves the Contractor of its indemnification obligations except to the extent that the Contractor can prove damages attributable to the failure. Within 10 days following receipt of written notice from the State relating to any claim, the Contractor must notify the State in writing whether Contractor agrees to assume control of the defense and settlement of that claim (a “Notice of Election”). After notifying Contractor of a claim and before the State receiving Contractor’s Notice of Election, the State is entitled to defend against the claim, at the Contractor’s expense, and the Contractor will be responsible for any reasonable costs incurred by the State in defending against the claim during that period.

(b) If Contractor delivers a Notice of Election relating to any claim: (i) the State is entitled to participate in the defense of the claim and to employ counsel at its own expense to assist in the handling of the claim and to monitor and advise the State about the status and progress of the defense; (ii) the Contractor must, at the request of the State, demonstrate to the reasonable satisfaction of the State, the Contractor’s financial ability to carry out its defense and indemnity obligations under this Contract; (iii) the Contractor must periodically advise the State about the status and progress of the defense and must



obtain the prior written approval of the State before entering into any settlement of the claim or ceasing to defend against the claim and (iv) to the extent that any principles of Michigan governmental or public law may be involved or challenged, the State has the right, at its own expense, to control the defense of that portion of the claim involving the principles of Michigan governmental or public law. But the State may retain control of the defense and settlement of a claim by notifying the Contractor in writing within 10 days after the State's receipt of Contractor's information requested by the State under clause (ii) of this paragraph if the State determines that the Contractor has failed to demonstrate to the reasonable satisfaction of the State the Contractor's financial ability to carry out its defense and indemnity obligations under this Section. Any litigation activity on behalf of the State, or any of its subdivisions under this Section, must be coordinated with the Department of Attorney General. In the event the insurer's attorney represents the State under this Section, the insurer's attorney may be required to be designated as a Special Assistant Attorney General by the Attorney General of the State of Michigan.

(c) If Contractor does not deliver a Notice of Election relating to any claim of which it is notified by the State as provided above, the State may defend the claim in the manner as it may deem appropriate, at the cost and expense of Contractor. If it is determined that the claim was one against which Contractor was required to indemnify the State, upon request of the State, Contractor must promptly reimburse the State for all the reasonable costs and expenses.

2.150 Termination/Cancellation

2.151 Notice and Right to Cure

If the Contractor breaches the contract, and the State in its sole discretion determines that the breach is curable, then the State will provide the Contractor with written notice of the breach and a time period (not less than 30 days) to cure the Breach. The notice of breach and opportunity to cure is inapplicable for successive or repeated breaches or if the State determines in its sole discretion that the breach poses a serious and imminent threat to the health or safety of any person or the imminent loss, damage, or destruction of any real or tangible personal property.

2.152 Termination for Cause

(a) The State may terminate this contract, for cause, by notifying the Contractor in writing, if the Contractor (i) breaches any of its material duties or obligations under this Contract (including a Chronic Failure to meet any particular SLA), or (ii) fails to cure a breach within the time period specified in the written notice of breach provided by the State

(b) If this Contract is terminated for cause, the Contractor must pay all costs incurred by the State in terminating this Contract, including but not limited to, State administrative costs, reasonable attorneys' fees and court costs, and any reasonable additional costs the State may incur to procure the Services/Deliverables required by this Contract from other sources. Re-procurement costs are not consequential, indirect or incidental damages, and cannot be excluded by any other terms otherwise included in this Contract, provided the costs are not in excess of 50% more than the prices for the Service/Deliverables provided under this Contract.

(c) If the State chooses to partially terminate this Contract for cause, charges payable under this Contract will be equitably adjusted to reflect those Services/Deliverables that are terminated and the State must pay for all Services/Deliverables for which Final Acceptance has been granted provided up to the termination date. Services and related provisions of this Contract that are terminated for cause must cease on the effective date of the termination.

(d) If the State terminates this Contract for cause under this Section, and it is determined, for any reason, that Contractor was not in breach of contract under the provisions of this section, that termination for cause must be deemed to have been a termination for convenience, effective as of the same date, and



the rights and obligations of the parties must be limited to that otherwise provided in this Contract for a termination for convenience.

2.153 Termination for Convenience

The State may terminate this Contract for its convenience, in whole or part, if the State determines that a termination is in the State’s best interest. Reasons for the termination must be left to the sole discretion of the State and may include, but not necessarily be limited to (a) the State no longer needs the Services or products specified in the Contract, (b) relocation of office, program changes, changes in laws, rules, or regulations make implementation of the Services no longer practical or feasible, (c) unacceptable prices for Additional Services or New Work requested by the State, or (d) falsification or misrepresentation, by inclusion or non-inclusion, of information material to a response to any RFP issued by the State. The State may terminate this Contract for its convenience, in whole or in part, by giving Contractor written notice at least 30 days before the date of termination. If the State chooses to terminate this Contract in part, the charges payable under this Contract must be equitably adjusted to reflect those Services/Deliverables that are terminated. Services and related provisions of this Contract that are terminated for cause must cease on the effective date of the termination.

2.154 Termination for Non-Appropriation

(a) Contractor acknowledges that, if this Contract extends for several fiscal years, continuation of this Contract is subject to appropriation or availability of funds for this Contract. If funds to enable the State to effect continued payment under this Contract are not appropriated or otherwise made available, the State must terminate this Contract and all affected Statements of Work, in whole or in part, at the end of the last period for which funds have been appropriated or otherwise made available by giving written notice of termination to Contractor. The State must give Contractor at least 30 days advance written notice of termination for non-appropriation or unavailability (or the time as is available if the State receives notice of the final decision less than 30 days before the funding cutoff).

(b) If funding for the Contract is reduced by law, or funds to pay Contractor for the agreed-to level of the Services or production of Deliverables to be provided by Contractor are not appropriated or otherwise unavailable, the State may, upon 30 days written notice to Contractor, reduce the level of the Services or the change the production of Deliverables in the manner and for the periods of time as the State may elect. The charges payable under this Contract will be equitably adjusted to reflect any equipment, services or commodities not provided by reason of the reduction.

(c) If the State terminates this Contract, eliminates certain Deliverables, or reduces the level of Services to be provided by Contractor under this Section, the State must pay Contractor for all Work-in-Process performed through the effective date of the termination or reduction in level, as the case may be and as determined by the State, to the extent funds are available. This Section will not preclude Contractor from reducing or stopping Services/Deliverables or raising against the State in a court of competent jurisdiction, any claim for a shortfall in payment for Services performed or Deliverables finally accepted before the effective date of termination.

2.155 Termination for Criminal Conviction

The State may terminate this Contract immediately and without further liability or penalty in the event Contractor, an officer of Contractor, or an owner of a 25% or greater share of Contractor is convicted of a criminal offense related to a State, public or private Contract or subcontract.

2.156 Termination for Approvals Rescinded

The State may terminate this Contract if any final administrative or judicial decision or adjudication disapproves a previously approved request for purchase of personal services under Constitution 1963, Article 11, § 5, and Civil Service Rule 7-1. In that case, the State will pay the Contractor for only the work completed to that point under the Contract. Termination may be in whole or in part and may be immediate as of the date of the written notice to Contractor or may be effective as of the date stated in the written notice.



2.157 Rights and Obligations upon Termination

(a) If the State terminates this Contract for any reason, the Contractor must (a) stop all work as specified in the notice of termination, (b) take any action that may be necessary, or that the State may direct, for preservation and protection of Deliverables or other property derived or resulting from this Contract that may be in Contractor’s possession, (c) return all materials and property provided directly or indirectly to Contractor by any entity, agent or employee of the State, (d) transfer title in, and deliver to, the State, unless otherwise directed, all Deliverables intended to be transferred to the State at the termination of the Contract and which are resulting from the Contract (which must be provided to the State on an “As-Is” basis except to the extent the amounts paid by the State in respect of the items included compensation to Contractor for the provision of warranty services in respect of the materials), and (e) take any action to mitigate and limit any potential damages, or requests for Contractor adjustment or termination settlement costs, to the maximum practical extent, including terminating or limiting as otherwise applicable those subcontracts and outstanding orders for material and supplies resulting from the terminated Contract.

(b) If the State terminates this Contract before its expiration for its own convenience, the State must pay Contractor for all charges due for Services provided before the date of termination and, if applicable, as a separate item of payment under this Contract, for Work In Process, on a percentage of completion basis at the level of completion determined by the State. All completed or partially completed Deliverables prepared by Contractor under this Contract, at the option of the State, becomes the State’s property, and Contractor is entitled to receive equitable fair compensation for the Deliverables. Regardless of the basis for the termination, the State is not obligated to pay, or otherwise compensate, Contractor for any lost expected future profits, costs or expenses incurred with respect to Services not actually performed for the State.

(c) Upon a good faith termination, the State may assume, at its option, any subcontracts and agreements for services and deliverables provided under this Contract, and may further pursue completion of the Services/Deliverables under this Contract by replacement contract or otherwise as the State may in its sole judgment deem expedient.

2.158 Reservation of Rights

Any termination of this Contract or any Statement of Work issued under it by a party must be with full reservation of, and without prejudice to, any rights or remedies otherwise available to the party with respect to any claims arising before or as a result of the termination.

2.160 Termination by Contractor

2.161 Termination by Contractor

If the State breaches the Contract, and the Contractor in its sole discretion determines that the breach is curable, then the Contractor will provide the State with written notice of the breach and a time period (not less than 30 days) to cure the breach. The Notice of Breach and opportunity to cure is inapplicable for successive and repeated breaches.

The Contractor may terminate this Contract if the State (i) materially breaches its obligation to pay the Contractor undisputed amounts due and owing under this Contract, (ii) breaches its other obligations under this Contract to an extent that makes it impossible or commercially impractical for the Contractor to perform the Services, or (iii) does not cure the breach within the time period specified in a written notice of breach. But the Contractor must discharge its obligations under **Section 2.160** before it terminates the Contract.

2.170 Transition Responsibilities



2.171 Contractor Transition Responsibilities

If the State terminates this contract, for convenience or cause, or if the Contract is otherwise dissolved, voided, rescinded, nullified, expires or rendered unenforceable, the Contractor agrees to comply with direction provided by the State to assist in the orderly transition of equipment, services, software, leases, etc. to the State or a third party designated by the State. If this Contract expires or terminates, the Contractor agrees to make all reasonable efforts to effect an orderly transition of services within a reasonable period of time that in no event will exceed 60 days. These efforts must include, but are not limited to, those listed in **Sections 2.141, 2.142, 2.143, 2.144, and 2.145.**

2.172 Contractor Personnel Transition

The Contractor must work with the State, or a specified third party, to develop a transition plan setting forth the specific tasks and schedule to be accomplished by the parties, to effect an orderly transition. The Contractor must allow as many personnel as practicable to remain on the job to help the State, or a specified third party, maintain the continuity and consistency of the services required by this Contract. In addition, during or following the transition period, in the event the State requires the Services of the Contractor’s subcontractors or vendors, as necessary to meet its needs, Contractor agrees to reasonably, and with good-faith, work with the State to use the Services of Contractor’s subcontractors or vendors. Contractor will notify all of Contractor’s subcontractors of procedures to be followed during transition.

2.173 Contractor Information Transition

The Contractor agrees to provide reasonable detailed specifications for all Services/Deliverables needed by the State, or specified third party, to properly provide the Services/Deliverables required under this Contract. The Contractor will provide the State with asset management data generated from the inception of this Contract through the date on which this Contractor is terminated in a comma-delineated format unless otherwise requested by the State. The Contractor will deliver to the State any remaining owed reports and documentation still in Contractor’s possession subject to appropriate payment by the State.

2.174 Contractor Software Transition

The Contractor must reasonably assist the State in the acquisition of any Contractor software required to perform the Services/use the Deliverables under this Contract. This must include any documentation being used by the Contractor to perform the Services under this Contract. If the State transfers any software licenses to the Contractor, those licenses must, upon expiration of the Contract, transfer back to the State at their current revision level. Upon notification by the State, Contractor may be required to freeze all non-critical changes to Deliverables/Services.

2.175 Transition Payments

If the transition results from a termination for any reason, reimbursement must be governed by the termination provisions of this Contract. If the transition results from expiration, the Contractor will be reimbursed for all reasonable transition costs (i.e. costs incurred within the agreed period after contract expiration that result from transition operations) at the rates agreed upon by the State. The Contractor will prepare an accurate accounting from which the State and Contractor may reconcile all outstanding accounts.

2.176 State Transition Responsibilities

In the event that this Contract is terminated, dissolved, voided, rescinded, nullified, or otherwise rendered unenforceable, the State agrees to perform the following obligations, and any others upon which the State and the Contractor agree:

- (a) Reconciling all accounts between the State and the Contractor;
- (b) Completing any pending post-project reviews.

2.180 Stop Work



2.181 Stop Work Orders

The State may, at any time, by written stop work order to Contractor, require that Contractor stop all, or any part, of the work called for by the Contract for a period of up to 90 calendar days after the stop work order is delivered to Contractor, and for any further period to which the parties may agree. The stop work order must be identified as a stop work order and must indicate that it is issued under this **Section 2.150**. Upon receipt of the stop work order, Contractor must immediately comply with its terms and take all reasonable steps to minimize incurring costs allocable to the work covered by the stop work order during the period of work stoppage. Within the period of the stop work order, the State must either: (a) cancel the stop work order; or (b) terminate the work covered by the stop work order as provided in **Section 2.130**.

2.182 Cancellation or Expiration of Stop Work Order

The Contractor must resume work if the State cancels a Stop Work Order or if it expires. The parties will agree upon an equitable adjustment in the delivery schedule, the Contract price, or both, and the Contract must be modified, in writing, accordingly, if: (a) the stop work order results in an increase in the time required for, or in Contractor’s costs properly allocable to, the performance of any part of the Contract; and (b) Contractor asserts its right to an equitable adjustment within 30 calendar days after the end of the period of work stoppage; provided that, if the State decides the facts justify the action, the State may receive and act upon a Contractor proposal submitted at any time before final payment under the Contract. Any adjustment will conform to the requirements of **Section 2.024**.

2.183 Allowance of Contractor Costs

If the stop work order is not canceled and the work covered by the stop work order is terminated for reasons other than material breach, the termination must be deemed to be a termination for convenience under **Section 2.130**, and the State will pay reasonable costs resulting from the stop work order in arriving at the termination settlement. For the avoidance of doubt, the State is not liable to Contractor for loss of profits because of a stop work order issued under this **Section 2.150**.

2.190 Dispute Resolution

2.191 In General

Any claim, counterclaim, or dispute between the State and Contractor arising out of or relating to the Contract or any Statement of Work must be resolved as follows. For all Contractor claims seeking an increase in the amounts payable to Contractor under the Contract, or the time for Contractor’s performance, Contractor must submit a letter, together with all data supporting the claims, executed by Contractor’s Contract Administrator or the Contract Administrator’s designee certifying that (a) the claim is made in good faith, (b) the amount claimed accurately reflects the adjustments in the amounts payable to Contractor or the time for Contractor’s performance for which Contractor believes the State is liable and covers all costs of every type to which Contractor is entitled from the occurrence of the claimed event, and (c) the claim and the supporting data are current and complete to Contractor’s best knowledge and belief.

2.192 Informal Dispute Resolution

- (a) All disputes between the parties must be resolved under the Contract Management procedures in this Contract. If the parties are unable to resolve any disputes after compliance with the processes, the parties must meet with the Director of Purchasing Operations, DMB, or designee, for the purpose of attempting to resolve the dispute without the need for formal legal proceedings, as follows:
 - (i) The representatives of Contractor and the State must meet as often as the parties reasonably deem necessary to gather and furnish to each other all information with respect to the matter in issue which the parties believe to be appropriate and germane in connection with its resolution. The representatives must discuss the problem and negotiate in good faith in an effort to resolve the dispute without the necessity of any formal proceeding.



- (ii) During the course of negotiations, all reasonable requests made by one party to another for non-privileged information reasonably related to the Contract will be honored in order that each of the parties may be fully advised of the other’s position.
- (iii) The specific format for the discussions will be left to the discretion of the designated State and Contractor representatives, but may include the preparation of agreed upon statements of fact or written statements of position.
- (iv) Following the completion of this process within 60 calendar days, the Director of Purchasing Operations, DMB, or designee, must issue a written opinion regarding the issue(s) in dispute within 30 calendar days. The opinion regarding the dispute must be considered the State’s final action and the exhaustion of administrative remedies.
- (b) This Section will not be construed to prevent either party from instituting, and a party is authorized to institute, formal proceedings earlier to avoid the expiration of any applicable limitations period, to preserve a superior position with respect to other creditors, or under **Section 2.163**.
- (c) The State will not mediate disputes between the Contractor and any other entity, except state agencies, concerning responsibility for performance of work under the Contract.

2.193 Injunctive Relief

The only circumstance in which disputes between the State and Contractor will not be subject to the provisions of **Section 2.162** is where a party makes a good faith determination that a breach of the terms of the Contract by the other party is the that the damages to the party resulting from the breach will be so immediate, so large or severe and so incapable of adequate redress after the fact that a temporary restraining order or other immediate injunctive relief is the only adequate remedy.

2.194 Continued Performance

Each party agrees to continue performing its obligations under the Contract while a dispute is being resolved except to the extent the issue in dispute precludes performance (dispute over payment must not be deemed to preclude performance) and without limiting either party’s right to terminate the Contract as provided in **Section 2.150**, as the case may be.

2.200 Federal and State Contract Requirements

2.201 Nondiscrimination

In the performance of the Contract, Contractor agrees not to discriminate against any employee or applicant for employment, with respect to his or her hire, tenure, terms, conditions or privileges of employment, or any matter directly or indirectly related to employment, because of race, color, religion, national origin, ancestry, age, sex, height, weight, marital status, physical or mental disability. Contractor further agrees that every subcontract entered into for the performance of this Contract or any purchase order resulting from this Contract will contain a provision requiring non-discrimination in employment, as specified here, binding upon each Subcontractor. This covenant is required under the Elliot Larsen Civil Rights Act, 1976 PA 453, MCL 37.2101, et seq., and the Persons with Disabilities Civil Rights Act, 1976 PA 220, MCL 37.1101, et seq., and any breach of this provision may be regarded as a material breach of the Contract.

2.202 Unfair Labor Practices

Under 1980 PA 278, MCL 423.321, et seq., the State must not award a Contract or subcontract to an employer whose name appears in the current register of employers failing to correct an unfair labor practice compiled under section 2 of the Act. This information is compiled by the United States National Labor Relations Board. A Contractor of the State, in relation to the Contract, must not enter into a contract with a Subcontractor, manufacturer, or supplier whose name appears in this register. Under section 4 of 1980 PA 278, MCL 423.324, the State may void any Contract if, after award of the Contract, the name of Contractor as an employer or the name of the Subcontractor, manufacturer or supplier of Contractor appears in the register.



2.203 Workplace Safety and Discriminatory Harassment

In performing Services for the State, the Contractor must comply with the Department of Civil Services Rule 2-20 regarding Workplace Safety and Rule 1-8.3 regarding Discriminatory Harassment. In addition, the Contractor must comply with Civil Service regulations and any applicable agency rules provided to the Contractor. For Civil Service Rules, see <http://www.mi.gov/mdcs/0,1607,7-147-6877---,00.html>.

2.204 Prevailing Wage

The rates of wages and fringe benefits to be paid each class of individuals employed by the Contractor, its subcontractors, their subcontractors, and all persons involved with the performance of this Contract in privity of contract with the Contractor shall not be less than the wage rates and fringe benefits established by the Michigan Department of Labor and Economic Development, Wage and Hour Bureau, schedule of occupational classification and wage rates and fringe benefits for the local where the work is to be performed. The term Contractor shall include all general contractors, prime contractors, project managers, trade contractors, and all of their contractors or subcontractors and persons in privity of contract with them.

The Contractor, its subcontractors, their subcontractors and all persons involved with the performance of this contract in privity of contract with the Contractor shall keep posted on the work site, in a conspicuous place, a copy of all wage rates and fringe benefits as prescribed in the contract. You must also post, in a conspicuous place, the address and telephone number of the Michigan Department of Labor and Economic Development, the office responsible for enforcement of the wage rates and fringe benefits. You shall keep an accurate record showing the name and occupation of the actual wage and benefits paid to each individual employed in connection with this contract. This record shall be available to the State upon request for reasonable inspection.

If any trade is omitted from the list of wage rates and fringe benefits to be paid to each class of individuals by the Contractor, it is understood that the trades omitted shall also be paid not less than the wage rate and fringe benefits prevailing in the local where the work is to be performed.

2.210 Governing Law

2.211 Governing Law

The Contract must in all respects be governed by, and construed according to, the substantive laws of the State of Michigan without regard to any Michigan choice of law rules that would apply the substantive law of any other jurisdiction to the extent not inconsistent with, or pre-empted by federal law.

2.212 Compliance with Laws

Contractor shall comply with all applicable state, federal and local laws and ordinances in providing the Services/Deliverables.

2.213 Jurisdiction

Any dispute arising from the Contract must be resolved in the State of Michigan. With respect to any claim between the parties, Contractor consents to venue in Ingham County, Michigan, and irrevocably waives any objections it may have to the jurisdiction on the grounds of lack of personal jurisdiction of the court or the laying of venue of the court or on the basis of forum non conveniens or otherwise. Contractor agrees to appoint agents in the State of Michigan to receive service of process.



2.220 Limitation of Liability

2.221 Limitation of Liability

Neither the Contractor nor the State is liable to each other, regardless of the form of action, for consequential, incidental, indirect, or special damages. This limitation of liability does not apply to claims for infringement of United States patent, copyright, trademark or trade secrets; to claims for personal injury or damage to property caused by the gross negligence or willful misconduct of the Contractor; to claims covered by other specific provisions of this Contract calling for liquidated damages; or to court costs or attorney’s fees awarded by a court in addition to damages after litigation based on this Contract.

The Contractor’s liability for damages to the State is limited to two times the value of the Contract or \$500,000 which ever is higher. The foregoing limitation of liability does not apply to claims for infringement of United States patent, copyright, trademarks or trade secrets; to claims for personal injury or damage to property caused by the gross negligence or willful misconduct of the Contractor; to claims covered by other specific provisions of this Contract calling for liquidated damages; or to court costs or attorney’s fees awarded by a court in addition to damages after litigation based on this Contract.

The State’s liability for damages to the Contractor is limited to the value of the Contract.

2.230 Disclosure Responsibilities

2.231 Disclosure of Litigation

(a) Disclosure. Contractor must disclose any material criminal litigation, investigations or proceedings involving the Contractor (and each Subcontractor) or any of its officers or directors or any litigation, investigations or proceedings under the Sarbanes-Oxley Act. In addition, each Contractor (and each Subcontractor) must notify the State of any material civil litigation, arbitration or proceeding which arises during the term of the Contract and extensions, to which Contractor (or, to the extent Contractor is aware, any Subcontractor) is a party, and which involves: (i) disputes that might reasonably be expected to adversely affect the viability or financial stability of Contractor or any Subcontractor; or (ii) a claim or written allegation of fraud against Contractor or, to the extent Contractor is aware, any Subcontractor by a governmental or public entity arising out of their business dealings with governmental or public entities. The Contractor must disclose in writing to the Contract Administrator any litigation, investigation, arbitration or other proceeding (collectively, "Proceeding") within 30 days of its occurrence. Details of settlements which are prevented from disclosure by the terms of the settlement may be annotated. Information provided to the State from Contractor’s publicly filed documents referencing its material litigation will be deemed to satisfy the requirements of this Section.

(b) Assurances. If any Proceeding disclosed to the State under this Section, or of which the State otherwise becomes aware, during the term of this Contract would cause a reasonable party to be concerned about:

- (i) the ability of Contractor (or a Subcontractor) to continue to perform this Contract according to its terms and conditions, or
- (ii) whether Contractor (or a Subcontractor) in performing Services for the State is engaged in conduct which is similar in nature to conduct alleged in the Proceeding, which conduct would constitute a breach of this Contract or a violation of Michigan law, regulations or public policy, then the Contractor must provide the State all reasonable assurances requested by the State to demonstrate that:
 - (a) Contractor and its Subcontractors will be able to continue to perform this Contract and any Statements of Work according to its terms and conditions, and
 - (b) Contractor and its Subcontractors have not and will not engage in conduct in performing the Services which is similar in nature to the conduct alleged in the Proceeding.



- (c) Contractor must make the following notifications in writing:
 - (1) Within 30 days of Contractor becoming aware that a change in its ownership or officers has occurred, or is certain to occur, or a change that could result in changes in the valuation of its capitalized assets in the accounting records, Contractor must notify DMB PurchOps.
 - (2) Contractor must also notify DMB PurchOps within 30 days whenever changes to asset valuations or any other cost changes have occurred or are certain to occur as a result of a change in ownership or officers.
 - (3) Contractor must also notify DMB PurchOps within 30 days whenever changes to company affiliations occur.

2.232 Call Center Disclosure

Contractor and/or all subcontractors involved in the performance of this Contract providing call or contact center services to the State must disclose the location of its call or contact center services to inbound callers. Failure to disclose this information is a material breach of this Contract.

2.233 Bankruptcy

The State may, without prejudice to any other right or remedy, terminate this Contract, in whole or in part, and, at its option, may take possession of the “Work in Process” and finish the Works in Process by whatever appropriate method the State may deem expedient if:

- (a) the Contractor files for protection under the bankruptcy laws;
- (b) an involuntary petition is filed against the Contractor and not removed within 30 days;
- (c) the Contractor becomes insolvent or if a receiver is appointed due to the Contractor's insolvency;
- (d) the Contractor makes a general assignment for the benefit of creditors; or
- (e) the Contractor or its affiliates are unable to provide reasonable assurances that the Contractor or its affiliates can deliver the services under this Contract.

Contractor will fix appropriate notices or labels on the Work in Process to indicate ownership by the State. To the extent reasonably possible, materials and Work in Process must be stored separately from other stock and marked conspicuously with labels indicating ownership by the State.

2.240 Performance

2.241 Time of Performance

- (a) Contractor must use commercially reasonable efforts to provide the resources necessary to complete all Services and Deliverables according to the time schedules contained in the Statements of Work and other Exhibits governing the work, and with professional quality.
- (b) Without limiting the generality of **Section 2.211(a)**, Contractor must notify the State in a timely manner upon becoming aware of any circumstances that may reasonably be expected to jeopardize the timely and successful completion of any Deliverables/Services on the scheduled due dates in the latest State-approved delivery schedule and must inform the State of the projected actual delivery date.
- (c) If the Contractor believes that a delay in performance by the State has caused or will cause the Contractor to be unable to perform its obligations according to specified Contract time periods, the Contractor must notify the State in a timely manner and must use commercially reasonable efforts to perform its obligations according to the Contract time periods notwithstanding the State’s failure. Contractor will not be in default for a delay in performance to the extent the delay is caused by the State.

2.242 Service Level Agreements (SLAs)—Deleted, Not Applicable

2.243 Liquidated Damage—Deleted, Not Applicables



2.244 Excusable Failure

Neither party will be liable for any default, damage or delay in the performance of its obligations under the Contract to the extent the default, damage or delay is caused by government regulations or requirements (executive, legislative, judicial, military or otherwise), power failure, electrical surges or current fluctuations, lightning, earthquake, war, water or other forces of nature or acts of God, delays or failures of transportation, equipment shortages, suppliers' failures, or acts or omissions of common carriers, fire; riots, civil disorders; strikes or other labor disputes, embargoes; injunctions (provided the injunction was not issued as a result of any fault or negligence of the party seeking to have its default or delay excused); or any other cause beyond the reasonable control of a party; provided the non-performing party and its Subcontractors are without fault in causing the default or delay, and the default or delay could not have been prevented by reasonable precautions and cannot reasonably be circumvented by the non-performing party through the use of alternate sources, workaround plans or other means, including disaster recovery plans.

If a party does not perform its contractual obligations for any of the reasons listed above, the non-performing party will be excused from any further performance of its affected obligation(s) for as long as the circumstances prevail. But the party must use commercially reasonable efforts to recommence performance whenever and to whatever extent possible without delay. A party must promptly notify the other party in writing immediately after the excusable failure occurs, and also when it abates or ends.

If any of the above-enumerated circumstances substantially prevent, hinder, or delay the Contractor's performance of the Services/provision of Deliverables for more than 10 Business Days, and the State determines that performance is not likely to be resumed within a period of time that is satisfactory to the State in its reasonable discretion, then at the State's option: (a) the State may procure the affected Services/Deliverables from an alternate source, and the State is not be liable for payment for the unperformed Services/ Deliverables not provided under the Contract for so long as the delay in performance continues; (b) the State may terminate any portion of the Contract so affected and the charges payable will be equitably adjusted to reflect those Services/Deliverables terminated; or (c) the State may terminate the affected Statement of Work without liability to Contractor as of a date specified by the State in a written notice of termination to the Contractor, except to the extent that the State must pay for Services/Deliverables provided through the date of termination.

The Contractor will not have the right to any additional payments from the State as a result of any Excusable Failure occurrence or to payments for Services not rendered/Deliverables not provided as a result of the Excusable Failure condition. Defaults or delays in performance by Contractor which are caused by acts or omissions of its Subcontractors will not relieve Contractor of its obligations under the Contract except to the extent that a Subcontractor is itself subject to an Excusable Failure condition described above and Contractor cannot reasonably circumvent the effect of the Subcontractor's default or delay in performance through the use of alternate sources, workaround plans or other means.

2.250 Approval of Deliverables

2.251 Delivery Responsibilities

Unless otherwise specified by the State within an individual order, the following must be applicable to all orders issued under this Contract.

- (a) Shipment responsibilities - Services performed/Deliverables provided under this Contract must be delivered "F.O.B. Destination, within Government Premises." The Contractor must have complete responsibility for providing all Services/Deliverables to all site(s) unless otherwise stated. Actual delivery dates will be specified on the individual purchase order.
- (b) Delivery locations - Services will be performed/Deliverables will be provided at every State of Michigan location within Michigan unless otherwise stated in the SOW. Specific locations will be provided by the State or upon issuance of individual purchase orders.



(c) Damage Disputes - At the time of delivery to State Locations, the State must examine all packages. The quantity of packages delivered must be recorded and any obvious visible or suspected damage must be noted at time of delivery using the shipper’s delivery document(s) and appropriate procedures to record the damage.

Where there is no obvious or suspected damage, all deliveries to a State Location must be opened by the State and the contents inspected for possible internal damage not visible externally within 14 days of receipt. Any damage must be reported to the Contractor within five days of inspection.

2.252 Delivery of Deliverables

Where applicable, the Statements of Work/POs contain lists of the Deliverables to be prepared and delivered by Contractor including, for each Deliverable, the scheduled delivery date and a designation of whether the Deliverable is a document (“Written Deliverable”), a good (“Physical Deliverable”) or a Service. All Deliverables must be completed and delivered for State review and written approval and, where applicable, installed according to the State-approved delivery schedule and any other applicable terms and conditions of the Contract.

2.253 Testing

(a) Before delivering any of the above-mentioned Statement of Work Physical Deliverables or Services to the State, Contractor will first perform all required quality assurance activities to verify that the Physical Deliverable or Service is complete and conforms with its specifications listed in the applicable Statement of Work or Purchase Order. Before delivering a Physical Deliverable or Service to the State, Contractor must certify to the State that (1) it has performed the quality assurance activities, (2) it has performed any applicable testing, (3) it has corrected all material deficiencies discovered during the quality assurance activities and testing, (4) the Deliverable or Service is in a suitable state of readiness for the State’s review and approval, and (5) the Deliverable/Service has all Critical Security patches/updates applied.

(b) If a Deliverable includes installation at a State Location, then Contractor must (1) perform any applicable testing, (2) correct all material deficiencies discovered during the quality assurance activities and testing, and (3) inform the State that the Deliverable is in a suitable state of readiness for the State’s review and approval. To the extent that testing occurs at State Locations, the State is entitled to observe or otherwise participate in testing.

2.254 Approval of Deliverables, In General

(a) All Deliverables (Physical Deliverables and Written Deliverables) and Services require formal written approval by the State, according to the following procedures. Formal approval by the State requires the State to confirm in writing that the Deliverable meets its specifications. Formal approval may include the successful completion of Testing as applicable in **Section 2.253**, to be led by the State with the support and assistance of Contractor. The approval process will be facilitated by ongoing consultation between the parties, inspection of interim and intermediate Deliverables and collaboration on key decisions.

(b) The State’s obligation to comply with any State Review Period is conditioned on the timely delivery of Deliverables/Services being reviewed.

(c) Before commencement of its review or testing of a Deliverable/Service, the State may inspect the Deliverable/Service to confirm that all components of the Deliverable/Service have been delivered without material deficiencies. If the State determines that the Deliverable/Service has material deficiencies, the State may refuse delivery of the Deliverable/Service without performing any further inspection or testing of the Deliverable/Service. Otherwise, the review period will be deemed to have started on the day the State receives the Deliverable or the Service begins, and the State and Contractor agree that the Deliverable/Service is ready for use and, where applicable, certification by Contractor according to **Section 2.223**.



(d) The State will approve in writing a Deliverable/Service after confirming that it conforms to and performs according to its specifications without material deficiency. The State may, but is not be required to, conditionally approve in writing a Deliverable/Service that contains material deficiencies if the State elects to permit Contractor to rectify them post-approval. In any case, Contractor will be responsible for working diligently to correct within a reasonable time at Contractor’s expense all deficiencies in the Deliverable/Service that remain outstanding at the time of State approval.

(e) If, after three opportunities (the original and two repeat efforts), the Contractor is unable to correct all deficiencies preventing Final Acceptance of a Deliverable/Service, the State may: (i) demand that the Contractor cure the failure and give the Contractor additional time to cure the failure at the sole expense of the Contractor; or (ii) keep the Contract in force and do, either itself or through other parties, whatever the Contractor has failed to do, and recover the difference between the cost to cure the deficiency and the contract price plus an additional sum equal to 10% of the cost to cure the deficiency to cover the State’s general expenses provided the State can furnish proof of the general expenses; or (iii) terminate the particular Statement of Work for default, either in whole or in part by notice to Contractor provided Contractor is unable to cure the breach. Notwithstanding the foregoing, the State cannot use, as a basis for exercising its termination rights under this Section, deficiencies discovered in a repeat State Review Period that could reasonably have been discovered during a prior State Review Period.

(f) The State, at any time and in its reasonable discretion, may halt the testing or approval process if the process reveals deficiencies in or problems with a Deliverable/Service in a sufficient quantity or of a sufficient severity that renders continuing the process unproductive or unworkable. If that happens, the State may stop using the Service or return the applicable Deliverable to Contractor for correction and re-delivery before resuming the testing or approval process.

2.255 Process For Approval of Written Deliverables

The State Review Period for Written Deliverables will be the number of days set forth in the applicable Statement of Work following delivery of the final version of the Deliverable (and if the Statement of Work does not state the State Review Period, it is by default five Business Days for Written Deliverables of 100 pages or less and 10 Business Days for Written Deliverables of more than 100 pages). The duration of the State Review Periods will be doubled if the State has not had an opportunity to review an interim draft of the Written Deliverable before its submission to the State. The State agrees to notify Contractor in writing by the end of the State Review Period either stating that the Deliverable is approved in the form delivered by Contractor or describing any deficiencies that must be corrected before approval of the Deliverable (or at the State’s election, after approval of the Deliverable). If the State notifies the Contractor about deficiencies, the Contractor will correct the described deficiencies and within 30 Business Days resubmit the Deliverable in a form that shows all revisions made to the original version delivered to the State. Contractor’s correction efforts will be made at no additional charge. Upon receipt of a corrected Deliverable from Contractor, the State will have a reasonable additional period of time, not to exceed the length of the original State Review Period, to review the corrected Deliverable to confirm that the identified deficiencies have been corrected.

2.256 Process for Approval of Services

The State Review Period for approval of Services is governed by the applicable Statement of Work (and if the Statement of Work does not state the State Review Period, it is by default 30 Business Days for Services). The State agrees to notify the Contractor in writing by the end of the State Review Period either stating that the Service is approved in the form delivered by the Contractor or describing any deficiencies that must be corrected before approval of the Services (or at the State’s election, after approval of the Service). If the State delivers to the Contractor a notice of deficiencies, the Contractor will correct the described deficiencies and within 30 Business Days resubmit the Service in a form that shows all revisions made to the original version delivered to the State. The Contractor’s correction efforts will be made at no additional charge. Upon implementation of a corrected Service from Contractor, the State will have a reasonable additional period of time, not to exceed the length of the original State



Review Period, to review the corrected Service for conformity and that the identified deficiencies have been corrected.

2.257 Process for Approval of Physical Deliverables

The State Review Period for approval of Physical Deliverables is governed by the applicable Statement of Work (and if the Statement of Work does not state the State Review Period, it is by default 30 continuous Business Days for a Physical Deliverable). The State agrees to notify the Contractor in writing by the end of the State Review Period either stating that the Deliverable is approved in the form delivered by the Contractor or describing any deficiencies that must be corrected before approval of the Deliverable (or at the State’s election, after approval of the Deliverable). If the State delivers to the Contractor a notice of deficiencies, the Contractor will correct the described deficiencies and within 30 Business Days resubmit the Deliverable in a form that shows all revisions made to the original version delivered to the State. The Contractor’s correction efforts will be made at no additional charge. Upon receipt of a corrected Deliverable from the Contractor, the State will have a reasonable additional period of time, not to exceed the length of the original State Review Period, to review the corrected Deliverable to confirm that the identified deficiencies have been corrected.

2.258 Final Acceptance

Unless otherwise stated in the Article 1, Statement of Work or Purchase Order, “Final Acceptance” of each Deliverable must occur when each Deliverable/Service has been approved by the State following the State Review Periods identified in **Sections 2.251-2.257**. Payment will be made for Deliverables installed and accepted. Upon acceptance of a Service, the State will pay for all Services provided during the State Review Period that conformed to the acceptance criteria.

2.260 Ownershi—Deleted, Not Applicable

2.270 State Standards

2.271 Existing Technology Standards

The Contractor will adhere to all existing standards as described within the comprehensive listing of the State’s existing technology standards at <http://www.michigan.gov/dit>.

2.272 Acceptable Use Policy

To the extent that Contractor has access to the State computer system, Contractor must comply with the State’s Acceptable Use Policy, see <http://www.michigan.gov/dit/service>. All Contractor employees must be required, in writing, to agree to the State’s Acceptable Use Policy before accessing the State system. The State reserves the right to terminate Contractor’s access to the State system if a violation occurs.

2.273 Systems Changes

Contractor is not responsible for and not authorized to make changes to any State systems without written authorization from the Project Manager. Any changes Contractor makes to State systems with the State’s approval must be done according to applicable State procedures, including security, access and configuration management procedures.

2.280 Extended Purchasing

2.281 MiDEAL—Deleted, Not Applicable

2.282 State Employee Purchases

The State allows State employees to purchase from this Contract. Unless otherwise stated, it is the responsibility of the Contractor to ensure that the State employee is an authorized purchaser before extending the Contract pricing.



The Contractor will supply Contract Services and Deliverables at the established State of Michigan contract prices and terms to the extent applicable and where available. The Contractor must send its invoices to and pay the State employee on a direct and individual basis.

To the extent that authorized State employees purchase quantities of Services or Deliverables under this Contract, the quantities of Services and/or Deliverables purchased will be included in determining the appropriate rate wherever tiered pricing based on quantity is provided.

2.290 Environmental Provision

2.291 Environmental Provision

Energy Efficiency Purchasing Policy – The State seeks wherever possible to purchase energy efficient products. This includes giving preference to U.S. Environmental Protection Agency (EPA) certified ‘Energy Star’ products for any category of products for which EPA has established Energy Star certification. For other purchases, the State may include energy efficiency as one of the priority factors to consider when choosing among comparable products.

Environmental Purchasing Policy – The State of Michigan is committed to encouraging the use of products and services that impact the environment less than competing products. The State is accomplishing this by including environmental considerations in purchasing decisions, while remaining fiscally responsible, to promote practices that improve worker health, conserve natural resources, and prevent pollution. Environmental components that are to be considered include: recycled content and recyclability; energy efficiency; and the presence of undesirable materials in the products, especially those toxic chemicals which are persistent and bioaccumulative. The Contractor should be able to supply products containing recycled and environmentally preferable materials that meet performance requirements and is encouraged to offer such products throughout the duration of this Contract. Information on any relevant third party certification (such as Green Seal, Energy Star, etc.) should also be provided.

Hazardous Materials:

For the purposes of this Section, “Hazardous Materials” is a generic term used to describe asbestos, ACBMs, PCBs, petroleum products, construction materials including paint thinners, solvents, gasoline, oil, and any other material the manufacture, use, treatment, storage, transportation or disposal of which is regulated by the federal, state or local laws governing the protection of the public health, natural resources or the environment. This includes, but is not limited to, materials the as batteries and circuit packs, and other materials that are regulated as (1) “Hazardous Materials” under the Hazardous Materials Transportation Act, (2) “chemical hazards” under the Occupational Safety and Health Administration standards, (3) “chemical substances or mixtures” under the Toxic Substances Control Act, (4) “pesticides” under the Federal Insecticide Fungicide and Rodenticide Act, and (5) “hazardous wastes” as defined or listed under the Resource Conservation and Recovery Act.

(a) The Contractor must use, handle, store, dispose of, process, transport and transfer any material considered a Hazardous Material according to all federal, State and local laws. The State must provide a safe and suitable environment for performance of Contractor’s Work. Before the commencement of Work, the State must advise the Contractor of the presence at the work site of any Hazardous Material to the extent that the State is aware of the Hazardous Material. If the Contractor encounters material reasonably believed to be a Hazardous Material and which may present a substantial danger, the Contractor must immediately stop all affected Work, notify the State in writing about the conditions encountered, and take appropriate health and safety precautions.

(b) Upon receipt of a written notice, the State will investigate the conditions. If (a) the material is a Hazardous Material that may present a substantial danger, and (b) the Hazardous Material was not brought to the site by the Contractor, or does not result in whole or in part from any violation by the Contractor of any laws covering the use, handling, storage, disposal of, processing, transport and transfer



of Hazardous Materials, the State must order a suspension of Work in writing. The State must proceed to have the Hazardous Material removed or rendered harmless. In the alternative, the State must terminate the affected Work for the State’s convenience.

(c) Once the Hazardous Material has been removed or rendered harmless by the State, the Contractor must resume Work as directed in writing by the State. Any determination by the Michigan Department of Community Health or the Michigan Department of Environmental Quality that the Hazardous Material has either been removed or rendered harmless is binding upon the State and Contractor for the purposes of resuming the Work. If any incident with Hazardous Material results in delay not reasonable anticipatable under the circumstances and which is attributable to the State, the applicable SLAs for the affected Work will not be counted in time as mutually agreed by the parties.

(d) If the Hazardous Material was brought to the site by the Contractor, or results in whole or in part from any violation by the Contractor of any laws covering the use, handling, storage, disposal of, processing, transport and transfer of Hazardous Material, or from any other act or omission within the control of the Contractor, the Contractor must bear its proportionate share of the delay and costs involved in cleaning up the site and removing and rendering harmless the Hazardous Material according to Applicable Laws to the condition approved by applicable regulatory agency(ies).

Michigan has a Consumer Products Rule pertaining to labeling of certain products containing volatile organic compounds. For specific details visit http://www.michigan.gov/deq/0,1607,7-135-3310_4108-173523--,00.html

Refrigeration and Air Conditioning:

The Contractor shall comply with the applicable requirements of Sections 608 and 609 of the Clean Air Act (42 U.S.C. 7671g and 7671h) as each or both apply to this contract.

Environmental Performance:

Waste Reduction Program - Contractor shall establish a program to promote cost-effective waste reduction in all operations and facilities covered by this contract. The Contractor's programs shall comply with applicable Federal, State, and local requirements, specifically including Section 6002 of the Resource Conservation and Recovery Act (42 U.S.C. 6962, et seq.).

2.300 Other Provisions

2.311 Forced Labor, Convict Labor, or Indentured Servitude Made Materials

Bidder represents and certifies that, to the best of its knowledge and belief no foreign (outside of the U.S.) made equipment, materials, or supplies, will be furnished to the State under any resulting Contract, that have been produced in whole or in part by forced labor, convict labor, or indentured servitude.

____JDK____ (Initial)

2.321 Knowledge of Child Labor for Listed End Products

- (a) “Forced or indentured child labor” means all work or service:
 - (i) Exacted from any person under the age of 18 under the menace of any penalty for its nonperformance and for which the worker does not offer himself voluntarily; or
 - (ii) Performed by any person under the age of 18 under a contract the enforcement of which can be accomplished by process or penalties.

(b) *Listed end products.* The following end product(s) being acquired under this solicitation is (are) included in the List of Products Requiring Contractor Certification as to Forced or Indentured Child Labor, identified by their country of origin. There is a reasonable basis to believe that listed end products from the listed countries of origin may have been mined, produced, or manufactured by forced or indentured child labor.



Listed End Product	Listed Country of Origin
N/A	N/A

(c) *Certification.* The State will not make award to a Bidder unless the Bidder, by checking the appropriate block, certifies to one of the following:

(X) The Bidder will not supply any end product listed in paragraph (b) of this provision that was mined, produced, or manufactured in a corresponding country as listed for that end product.

() The Bidder may supply an end product listed in paragraph (b) of this provision that was mined, produced, or manufactured in the corresponding country as listed for that product. The Bidder certifies that it has made a good faith effort to determine whether forced or indentured child labor was used to mine, produce, or manufacture the end product. On the basis of those efforts, the Bidder certifies that it is not aware of any the use of child labor.

___JDK___ (Initial)



Attachment A - DNR Uniform Contract Components

Item #	Item	Description	Fabric	Colors	Logo information	Brand/Mfg	Stock #	Sizes	Embroiderment	Unit Cost (FOB Deliver)
1	Men's Long Sleeve	Oxford Style Shirt - Front Pocket	Poly/Cotton Twill	Hunter and Tan	Logo embroidered on left front breast	Blue Generation	50-BG-7217	XS-6XL & Tall- 3XL	Direct embroidery or Woven Label	\$ 20.98
2	Men's Short Sleeve	Oxford Style Shirt - Front Pocket	Poly/Cotton Twill	Hunter and Tan	Logo embroidered on left front breast	Blue Generation	50-BG-7217S	XS-6XL - no tails	Direct embroidery or Woven Label	\$ 20.92
3	Women's Long Sleeve	Oxford Style Shirt - Front Pocket	Poly/Cotton Twill	Hunter and Tan	Logo embroidered on left front breast	Blue Generation	50-BG-8217	SM-4XL - no tails	Direct embroidery or Woven Label	\$ 20.98
4	Women's Short Sleeve	Oxford Style Shirt - Front Pocket	Poly/Cotton Twill	Hunter and Tan	Logo embroidered on left front breast	Blue Generation	50-BG-8217S	SM-4XL - no tails	Direct embroidery or Woven Label	\$ 20.92
5	Men's Long Sleeve	Golf Polo style shirts	Poly/Cotton Blend	Hunter and Tan	Logo embroidered on left front breast	Blue Generation	50-BG-7204	SM-10XL - no tails	Direct embroidery or Woven Label	\$ 18.79
6	Men's Short Sleeve	Golf Polo style shirts	Poly/Cotton Blend	Hunter and Tan	Logo embroidered on left front breast	Blue Generation	50-BG-8207	SM-4XL - no tails	Direct embroidery or Woven Label	\$ 14.68
7	Women's Long Sleeve	Golf Polo style shirts	Poly/Cotton Blend	Hunter and Tan	Logo embroidered on left front breast	Blue Generation	50-BG-8500	SM-4XL - no tails	Direct embroidery or Woven Label	\$ 18.79
8	Women's Short Sleeve	Golf Polo style shirts	Poly/Cotton Blend	Hunter and Tan	Logo embroidered on left front breast	Blue Generation	50-BG-8500	SM-4XL - no tails	Direct embroidery or Woven Label	\$ 13.57
9A	T-Shirt	Unisex	100% Jersey Blend	Hunter and Tan	Logo screen printed on left front breast	Jezeuss	50-28M	SM-3XL - no tails (up to 10X available)	Screen printing - 3 color imprint	\$ 4.24
9B	T-Shirt	Unisex	50/50 Jersey Blend	Hunter and Tan	Logo screen printed on left front breast	Gildan	50-9000	SM-3XL - no tails	Screen printing - 3 color imprint	\$ 4.43
10	Baseball Cap	Official DNR Employee Hat - adjustable, six panels, low profile.	Cotton twill	Khaki crown with dark green bill - DNR shall be embroidered in dark green and "MICHIGAN" shall be in PMS 123. Division name shall be dark green.	"DNR" embroidered on the 1st line of the cap 1" tall and "MICHIGAN" embroidered directly below 1/4" size. Division title shall be on the back of the cap above the arch approx. 5/16"	Citico	50-18-099	osm	direct embroidery in 2 locations	\$ 7.85
11	Baseball Cap	"State Forest Officer" Cap - high peak, 6 panel, sewn eyelets and fused buccram backing on front panels. Plastic snap closure	100% Cotton twill	Black cap with black underbill	"DNR" in PMS 129 yellow centered on the cap 1" high with "STATE FOREST OFFICER" in PMS 347 green in 1/4" size under the DNR.	Citico	50-27-079	osm	Direct Embroidery Front only	\$ 5.14
12	Baseball Cap	"Park Officer" Cap - high peak, 6 panel, sewn eyelets and fused buccram backing on front panels. Plastic snap closure.	100% Cotton twill	Black cap with dark green underbill	"DNR" in PMS 129 yellow centered on the cap 1" high with "PARK OFFICER" in PMS 347 green in 1/4" size under the DNR.	Citico	50-27-083	osm	Direct Embroidery Front only	\$ 5.14
13	Baseball Cap	High peak, 6 panel, sewn eyelets and fused buccram backing on front panels, plastic snap back	Wood/Poly Blend	Blaze Orange with dark green underbill	Can be embroidered with any of the following: "DNR" - "MICHIGAN", "HUNTER EDUCATION INSTRUCTOR" or "MICHIGAN CONSERVATION OFFICER" - color of embroidery to be determined	Citico	50-50-137	osm	Direct Embroidery Front only	\$ 6.45
14	Baseball Cap	Low profile, six panel, fabric self adjuster. Metal eyelets, buckle and grommet	Cotton twill	Amal Yellow (H-visibility green)	Will be embroidered with "DNR" or "Volunteer", the State of Michigan Seal below and "RANGE" to the left of the Seal and "OFFICER" to the right of the seal.	Citico	50-110-814	osm	Direct Embroidery Front only	\$ 6.43



15	Stocking Hat				Knit	Black/Orange	Embroidered with "MICHIGAN CONSERVATION OFFICER" IN MT369	LogoFit	50-390	osfm	Direct embroidery front only - or woven label	\$ 5.45
16	Stocking Hat				Knit	Asst Yellow (H-visibility green)	Embroidered with "DNR RANGE OFFICER"	LogoFit	50-40L7	osfm	Direct embroidery front only - or woven label	\$ 7.35
17A	Winter Head Bands				Fleece or Knit	Black	Embroidered with "DNR MICHIGAN"	LogoFit	50-27EBG	osfm	Direct embroidery front only - or woven label	\$ 6.97
17B	Winter Head Bands				Fleece or Knit	Black	Embroidered with "DNR MICHIGAN"	LogoFit	50-65D3	osfm	Direct embroidery front only - or woven label	\$ 5.45
18	Stocking Hat				Fleece or Knit	Black and Orange	Embroidered with "DNR MICHIGAN"	LogoFit	50-40L7	osfm	Direct embroidery front only - or woven label	\$ 7.35
19	Three in one jacket - Outer Shell				Water/wind resistant	Dark Green	DNR logo to be embroidered on the left breast pocket area.	Timberline	50-TLO	XS-6X	Direct embroidery or Woven Label	\$ 30.98
20	Three in one jacket - long sleeve liner				Fleece	Dark Green	DNR logo to be embroidered on the left breast pocket area.	Timberline	50-SJF	XS-6X	Direct embroidery or Woven Label	\$ 19.59
21	Three in one jacket - short sleeve liner				Fleece	Dark Green	DNR logo to be embroidered on the left breast pocket area.	Timberline	50-SVF	XS-6X	Direct embroidery or Woven Label	\$ 16.74
22A	Men's Sweater	suggest style - should consider the following: ribbed cuff, ribbed hem, round			Cotton Blend	Black and Dark Green	DNR logo to be embroidered on left breast pocket area.	Andrew Rohan	50-566	SM-3XL	Direct embroidery or Woven Label	\$ 30.90
22B	Men's Sweater	suggest style - should consider the following: ribbed cuff, ribbed hem, round			Cotton Blend	Black and Dark Green	DNR logo to be embroidered on left breast pocket area.	Andrew Rohan	50-775	SM-3XL	Direct embroidery or Woven Label	\$ 33.71
22C	Men's Sweater	suggest style - should consider the following: ribbed cuff, ribbed hem, round			Cotton Blend	Black and Dark Green	DNR logo to be embroidered on left breast pocket area.	Andrew Rohan	50-351	SM-3XL	Direct embroidery or Woven Label	\$ 34.70
23A	Women's Sweater	suggest style - should consider the following: ribbed cuff, ribbed hem, round			Cotton Blend	Black and Dark Green	DNR logo to be embroidered on left breast pocket area.	Andrew Rohan	50-038	XS-3XL	Direct embroidery or Woven Label	\$ 41.79
23B	Women's Sweater	suggest style - should consider the following: ribbed cuff, ribbed hem, round			Cotton Blend	Black and Dark Green	DNR logo to be embroidered on left breast pocket area.	Port Authority	50-LSW283	XS-2XL - Plus 1X & 2X	Direct embroidery or Woven Label	\$ 27.49
23C	Women's Sweater	suggest style - should consider the following: ribbed cuff, ribbed hem, round			Cotton Blend	Black and Dark Green	DNR logo to be embroidered on left breast pocket area.	Port Authority	50-LSW280	XS-2XL - Plus 1X & 2X	Direct embroidery or Woven Label	\$ 30.34
24	Mook Turtle Neck	cuffed at sleeve			lycra/spandex blend	White and Dark Green/possible Black	DNR logo to be embroidered on collar	TriMountain	50-610	XS-4XL - no falls	Direct embroidery or Woven Label (available on neck)	\$ 18.99
25	Sweatshirt (crew and hooded)	cuffed at sleeve and waist			cotton/poly blend	Black and Dark Green	DNR logo to be embroidered on left breast pocket area.	Jerzees	50-562M	XS-4XL - no falls	Direct embroidery or Woven Label	\$ 10.95
26	Heavy Winter Jacket	type jacket - hooded but able to be removed - thermolite - to sit below the hip. Double zip, to -35 degrees, storm cuffs				Black or Dark Green	DNR logo to be embroidered on left breast pocket area.	Port Authority	50-J769-J776	XS-4XL - no falls	Direct embroidery or Woven Label (not waterproof at embellishment point)	\$ 149.97
27A	Heavy Winter Hat	Similar to Kromer Style - lined (fleece or fleece - cannot be a fitted hat)				Black or Dark Green	DNR Logo to be embroidered	Sterns Kromer	50-041	6.5 to 7.85 fitted	Direct embroidery or Woven Label	\$ 29.95
27B	Heavy Winter Hat	Similar to Kromer Style - lined (fleece or fleece - cannot be a fitted hat)				Black or Dark Green	DNR Logo to be embroidered	Dawstone	50-90099	osfm	Direct embroidery or Woven Label	\$ 9.86
27C	Heavy Winter Hat	Similar to Kromer Style - lined (fleece or fleece - cannot be a fitted hat)				Black or Dark Green	DNR Logo to be embroidered	LogoFit	50-PTFHL	osfm	Direct embroidery or Woven Label	\$ 11.98



28	Fanny Pack	Black/Dark Green	Logo to be on pouch	Generic	50-5052	osfm	Woven Label	\$ 8.73
29A	Duffle Bag			Generic	50-D6A	small	Direct embroidery or Woven Label	\$ 10.83
29B	Duffle Bag			Generic	50-D7M	medium	Direct embroidery or Woven Label	\$ 23.33
<p>LogoFit offers a 2% discount off invoice total if paid within 10 calendar days of LogoFit invoice date. Discounts will be awarded as a credit memo on a quarterly basis, not as an automatic discount to be taken in the "Main" software. Our prior experience has proven that extensive time and expense is accrued by both LogoFit and the SOM when errors are made via data entry and data confusion. Please contact us with any questions or if you require a different approach or explanation.</p>								
<p>Note: All item prices are for standard sizes SM-XL. 2XL and larger sizes (including pants over 42" and Talls) incur additional costs. Please contact us for additional pricing details if warranted.</p>								



Black

Yellow - PMS 128

Green - PMS 347

