



State of Idaho

CHANGE ORDER - 01
PLEASE DO NOT DUPLICATE THIS ORDER.

Change Order Summary

Supplier

Purchase Order Number: PADD18200544
Account Number: AC-1
Revision Number: 01
Change Order Date: June 11, 2018
Service Start Date: June 15, 2018
Service End Date: March 31, 2020
Payment Method: Invoice
Payment Terms: No Payment Terms specified
Currency: USD
FOB Instruction: Destination
Attachment(s): [PADD18200544Transource final.docx](#) :
[ChangeLog.htm](#) :Purchase Order Change

Gwen Cisar
 TRANSOURCE SERVICES CORP
 2405 W. Utopis Rd.
 Phoenix, AZ 85027
Phone: 623-879-8882-
Fax: 623-879-8887
Email: gwenc@transource.com

Buyer Contact

Stephanie Wildman
 Tel:208-332-1611
 Fax: 208-327-7320
 Stephanie.Wildman@adm.idaho.gov

Contract Number:

Bill To Address

DOP - Various State Agencies
 State of Idaho
 Various Locations
 See Below for Details
 on Specific Locations
 Various, Idaho 83702
Phone: 208-327-7465
Fax: 208-327-7320
Email: purchasing@adm.idaho.gov
Mail Stop: DOP - Various Locations


Ship To Address

DOP - Various State Agencies
 State of Idaho
 Various Locations
 See Below for Details
 on Specific Locations
 Various, Idaho 83702
Phone: 208-327-7465
Fax: 208-327-7320
Email: purchasing@adm.idaho.gov
Mail Stop: DOP - Various Locations

Instructions

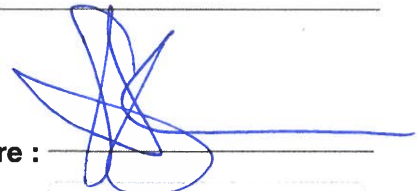
ADMINISTRATIVE CHANGE ORDER

This administrative change order is to attach the signed Participating Addendum to the PADD. No other changes.

Supplier Part Number	Items		Unit	Unit Price	Total
	Quantity	Back Order			
	2.00	0	ANN	1,000,000.00	\$2,000,000.00
Item Description	#1 Computer Equipment and Related Peripherals and Services 				
Delivery Date:	June 07, 2018				
Shipping Method:	Delivery				
Shipping Instructions:	Payment Terms: Net 30				
Ship FOB:	Destination				
Attachment(s)					
Special Instructions:					

Sub-Total (USD)	\$2,000,000.00
Estimated Tax (USD)	\$0.00
TOTAL: (USD)	\$2,000,000.00

Note: If there is a  next to an item's unit price, that indicates that the price has been discounted.



Signature :

Signed By : Stephanie Wildman



State of Idaho

Participating Addendum

Purchase Order Summary

Purchase Order Number: PADD18200544
Account Number: AC-1
Purchase Order Date: June 06, 2018
Service Start Date: June 15, 2018
Service End Date: March 31, 2020
Payment Method: Invoice
Payment Terms: No Payment Terms specified
Currency: USD
FOB Instruction: Destination
Attachment(s): [PADD18200538 Transource signed.pdf](#) :

Supplier

Gwen Cisar
 TRANSOURCE SERVICES CORP
 2405 W. Utopis Rd.
 Phoenix, AZ 85027
Phone: 623-879-8882-
Fax: 623-879-8887
Email: gwenc@transource.com

Buyer Contact

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Email: purchasing@adm.idaho.gov
Mail Stop: DOP - Various Locations

Instructions

This PADD is for Computer Equipment, Peripherals, and Related Services pursuant to NASPO ValuePoint Master Price Agreement, Minnesota Agreement No. MNWNC-130. This PADD is for the benefit of State of Idaho Agencies, Institutions, Departments, and eligible political subdivisions or public agencies as defined by Idaho Code, Section 67-2327. The Ordering Entity will issue individual releases (delivery or purchase orders) against this PADD on an as-needed basis.

Note: The dollar amount listed is an estimate and cannot be guaranteed. The actual dollar amount of the Contract may be more or less depending on the orders placed by the State; or may be dependent upon the specific terms of the Contract.

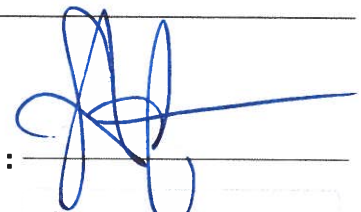
Contractor: Ship to the FOB Destination point and BILL DIRECTLY to the ORDERING ENTITY. DO NOT MAIL INVOICES TO THE DIVISION OF PURCHASING. Notating the Contract Number on any invoice/statement will facilitate efficient processing of payment.

Supplier Part Number	Items			Unit Price	Total
	Quantity	Back Order	Unit		
	2.00	0	ANN	1,000,000.00	\$2,000,000.00
Item Description	#1 Computer Equipment and Related Peripherals and Services 				
Delivery Date:	June 07, 2018				
Shipping Method:	Delivery				
Shipping Instructions:	Payment Terms: Net 30				
Ship FOB:	Destination				
Attachment(s)					
Special Instructions:					

Sub-Total (USD)	\$2,000,000.00
Estimated Tax (USD)	\$0.00
TOTAL: (USD)	\$2,000,000.00

Note: If there is a  next to an item's unit price, that indicates that the price has been discounted.

Signature :



Signed By : Stephanie Wildman

PARTICIPATING ADDENDUM
NASPO ValuePoint COOPERATIVE PURCHASING PROGRAM
Computer Equipment, Peripherals, and Related Services
Administered by the State of Minnesota (hereinafter “Lead State”)

Master Agreement No: MNWNC-130
Transource Service Corporation
(hereinafter “Contractor”)
and
The State of Idaho
(hereinafter “State”)

PADD18200544

1. Scope: This Participating Addendum (“PADD”) covers the Computer Equipment, Peripherals, and Related Services contract issued by the State of Minnesota to Transource Service Corporation. (Master Agreement No. MNWNC-130), for use by State agencies and other entities located in the State.

Contractor has been awarded the following Bands:

Band 4: Server Band 5: Storage

Ruggedized equipment will be allowed.

2. Participation: Use of NASPO ValuePoint (formerly “WSCA” or “WSCA-NASPO”) cooperative contracts by agencies, political subdivisions and other entities authorized by an individual state’s statutes to use state contracts are subject to the prior approval of the respective State Chief Procurement Official. Issues of interpretation and eligibility for participation are solely within the authority of the State Chief Procurement Official (in Idaho, the Administrator of the Division of Purchasing).

This PADD is for the benefit of State of Idaho agencies, institutions and departments; as well as eligible political subdivisions or other “Public Agencies,” as defined by Idaho Code, Section 67-2327. The Public Agency placing an order (“Ordering Entity”) will issue individual releases (“Orders”) against this PADD on an as needed basis for the period noted in Section 3. “Public Agency” means any city or political subdivision of the state, including, but not limited to counties; school districts; highway districts; port authorities; instrumentalities of counties; cities or any political subdivision created under the laws of the State of Idaho.

INDIVIDUAL CUSTOMER: Each Ordering Entity that places an Order under this PADD will be treated as if it is an Individual Customer. Except to the extent modified by this Participating Addendum, each Ordering Entity will be responsible to follow the terms and conditions of the Master Agreement; and will have the same rights and responsibilities for its purchases as the Lead State has in the Master Agreement. Each Ordering Entity will be responsible for its own charges, fees, and liabilities; and will have the same rights to any indemnity or to recover any costs allowed in the Master Agreement for its individual purchases.

3. Term: This PADD will be effective upon final executed signatures through **March 31, 2020**, unless extended, renewed, or terminated earlier.

4. Configuration Dollar Limits: This PADD is not for the purchase of major hardware. The dollar limits identified below are based on a single computer configuration. This is not a restriction on the purchase of multiple configurations. The following configuration limits apply to this PADD:

ITEM	CONFIGURATION*
Server	\$500,000.00
Storage	\$500,000.00
Peripherals	\$5,000.00
Services	No Limitation

*Configuration is defined as the combination of hardware and software components that make up the total functioning system. Software purchases are considered a part of the configuration limit of the equipment.

Purchases outside these limits must receive approval from the Administrator.

5. Restrictions: This PADD is subject to the restrictions set forth in the Master Agreement. Notwithstanding the foregoing, each Ordering Entity may purchase Contractor services required for installation, maintenance, and upgrade of the procured hardware. Additionally, each Ordering Entity may purchase Contractor-offered peripherals compatible with the procured hardware. Purchases exclusively for printers are not allowed via this PADD. Lease or rentals of equipment are not allowed via this PADD.

6. State Modifications or Additions to Master Agreement: Notwithstanding any provisions in the Master Agreement to the contrary, the following apply to this PADD:

6.1 Assignment: In accordance with Idaho Code 67-9230(1), no contract or order or any interest therein (i.e. this PADD or individual Orders placed against this PADD) shall be transferred by the Contractor to whom such contract or order is given to any other party, without the approval in writing of the Administrator and by the board of examiners pursuant to section 67-1027. Transfer of a contract without approval shall cause the annulment of the contract so transferred, at the option of the state. All rights of action, however, for any breach of this PADD by the contracting parties are reserved to the state.

6.2 Amendments: Amendments to the Master Agreement (including, but not limited to extensions, renewals, and modifications to the terms, conditions and pricing) will automatically be incorporated in this PADD unless the State elects not to incorporate an amendment by providing written notification to Contractor; which notice must be provided within ten (10) business days of the date of the amendment to the Master Agreement, in order to be effective. Failure to provide notice in accordance with this Section 6.2 will result in the Master Agreement amendment automatically being incorporated in this PADD.

6.3 Governing Law: Notwithstanding any provision to the contrary, the State's PADD and all orders issued under the PADD by Ordering Entities within the State shall be construed in accordance with and governed by the laws of the State. Any action to enforce the provisions of this PADD shall be brought in State district court in Ada County, Boise, Idaho. In the event any term of this PADD is held

to be invalid or unenforceable by a court, the remaining terms of this PADD will remain in full force and effect. Except to the extent the provisions of the PADD are clearly inconsistent therewith, the PADD shall also be governed by the applicable provisions of the Idaho Uniform Commercial Code (IUCC).

6.4 Administrative Fee and Quarterly Usage Report: The prices to be paid by the Ordering Entities shall be inclusive of a one and one quarter percent (1.25%) Administrative Fee. On a quarterly basis, Contractor will remit to **State of Idaho, Attn: Division of Purchasing, PO Box 83720, Boise, Idaho 83720-0075** an amount equal to one and one quarter percent (1.25%) of Contractor’s net (sales minus credits) quarterly Contract sales.

***For Example:** If the total of your net sales to Ordering Entities for one quarter = \$10,000, you would remit $\$10,000 \times 0.0125 = \125 to the Division of Purchasing for that quarter and submit the required quarterly usage report.*

Contractor will furnish detailed usage reports as designated by the Participating State. In ADDITION to any required detailed usage reports, Contractor must also submit a summary quarterly report of purchases made from the Contract utilizing the [PADD SUMMARY USAGE REPORT FORM](#). A Summary Usage Report Form must be submitted for each quarter (enter “0” if no purchases were made during a quarter), and must include a breakdown of purchases by Entity Type (i.e. State Agency, Higher Education, K-12, City, County and ‘other’), as provided on the Form.

<u>Reporting Time Line (Fiscal Year Quarters)</u>	<u>Report Due</u>
1 st Quarter July 1 - Sept 30	October 31 st
2 nd Quarter Oct 1 - Dec 31	January 31 st
3 rd Quarter Jan 1 - Mar 31	April 30 th
4 th Quarter Apr 1 - Jun 30	July 31 st

E-mail your completed Quarterly Summary Usage Reports to purchasing@adm.idaho.gov.

Quarterly Administrative Fees are due no later than sixty (60) calendar days after the end of each Fiscal Year Quarter, as outlined above. Mail your check, in the amount of the Quarterly Administrative Fee, to: **State of Idaho, Attn: Division of Purchasing, PO Box 83720, Boise, Idaho 83720-0075**.

6.5 Termination for Convenience: Either party may terminate this PADD for its convenience, in whole or in part, with or without cause, upon thirty (30) calendar days written notice to the State or Contractor specifying the date of termination. In the event of termination of the PADD, all underlying leases, rentals, maintenance and license/subscription agreements to this Addendum, including applicable terms and conditions, will remain in full force and effect throughout the duration of the lease, rental, maintenance, or license/subscription agreement, in accordance with the terms of the applicable agreement.

6.6 Termination for Default: The State may terminate the PADD (but not the underlying orders issued pursuant to the Contract) when the Contractor has been provided written notice of default or non-compliance and has failed to cure the default or noncompliance within a reasonable time, not to exceed thirty (30) calendar days, unless such longer period of time is mutually agreed upon in writing. If the Contract is terminated for default or noncompliance, the Contractor will be responsible for any

reasonable costs resulting from the State's award of a new contract and any reasonable damages incurred by the State related directly to the Contractor's default or noncompliance of this Contract. The State, upon termination for default or non-compliance, reserves the right to take any legal action it may deem necessary including, without limitation, offset of damages against payment due. A Ordering Entity may terminate an order when the Contractor has been provided written notice of default or non-compliance and fails to cure such breach or non-compliance within thirty (30) calendar days of receiving written notice of said breach or non-compliance.

6.7 Public Records and Trade Secret: Title 74, Chapter 1, Idaho Code (the Public Records Act) provides for the examination of public records, including records related to procurements and contracts. Section 74-107 details an exemption to examination of records deemed "trade secrets." Generally, this exemption describes trade secrets to "include a formula, pattern, compilation, program, computer program, device, method, technique or process that derives economic value, actual or potential, from not being generally known to, and not being readily ascertainable by proper means by other persons and is subject to the efforts that are reasonable under the circumstances to maintain its secrecy."

Upon request, the Contractor must provide an electronic copy of any documents related to this PADD, with any information it has determined to meet the Idaho Code definition of trade secret redacted within three (3) business days. The Contractor must redact only that information which meets the definition of "trade secret;" entire documents identified as "confidential" will not be accepted. The Contractor must also provide a separate document entitled "List of Redacted Trade Secret Information" which provides a succinct list of all trade secret information noted in your Document; listed in the order it appears in your submittal documents, identified by Page #, Section #/Paragraph #, Title of Section/Paragraph, specific portions of text/illustrations; or in a manner otherwise sufficient to allow the State's procurement personnel to determine the precise text/material subject to the notation. Additionally, this list must identify with each notation the specific basis for your position that the material be treated as exempt from disclosure and how the exempting the material complies with the Public Records Law.

In the event the State receives a request pursuant to the Public Records Act, which includes information deemed "trade secret" by the Contractor, the Contractor must agree to defend and indemnify the State against any claim brought challenging the denial of the request under the trade secret exemption. Failure of the Contractor to provide an electronic copy of the redacted documents, or to defend and indemnify the State, will result in the State releasing the full (unredacted) document in response to the request.

7. Primary Contacts: The primary contact individuals for this Participating Addendum are as follows (or their named successors):

Contractor

Name	Curtis Wescott
Address	2405 W. Utopia Rd Phoenix, Arizona 85027
Telephone	623-879-8882 ext. 124
Fax	623-879-8887
E-mail	curtisw@transource.com

State of Idaho

Name	Stephanie Wildman
Address	304 N 8 th Street, Room 403, P.O. Box 83720, Boise, ID 83720-0075
Telephone	208 332-1611
Fax	208 327-7320
E-mail	Stephanie.Wildman@adm.idaho.gov

8. Partner Utilization: State authorized Value Added Resellers (VARs) are listed on the State of Idaho website, <https://purchasing.idaho.gov/statewide-contracts/>.

9. Applicable Terms: The State agrees to the terms of the Master Agreement only to the extent the terms are not in conflict with State law.

10. Orders: Any Order placed by an Ordering Entity for a Product or Service available from this Master Agreement shall be deemed to be a sale under (and governed by the prices and other terms and conditions) of the Master Agreement. All orders placed by Ordering Entities within the State must include the Participating State contract number: **PADD18200544** as well as the Lead State Master Agreement No. **MNWN-130**.

11. Order of Precedence:

11.1 The State’s PADD. The State’s PADD shall not diminish, change, or impact the rights of the Lead State with regard to the Lead State’s contractual relationship with the Contractor under the Terms of Minnesota NASPO ValuePoint Master Agreement.

11.2 Minnesota NASPO ValuePoint Master Agreement (includes negotiated Terms & Conditions).

11.3 The Solicitation including all Addenda.

11.4 Contractor’s response to the Solicitation.

12. Entire Agreement: This PADD and the Master Agreement No. MNWNC-130, together with its exhibits, set forth the entire agreement between the parties with respect to the subject matter of all previous communications, representations or agreements, whether oral or written. These documents shall be read to be consistent and complementary. Any conflict among these documents shall be resolved by giving priority to these documents in the order listed in Section 11, above. Contractor terms and conditions that apply to this Master Agreement are only those that are expressly accepted by the Lead State and must be in writing and attached to the Master Agreement as an Exhibit or Attachment. No other terms and conditions shall apply, including terms and conditions listed in the Contractor’s response to the Solicitation, or terms listed or referenced on the Contractor’s website, in the Contractor’s quotation/sales order or in similar documents subsequently provided by the Contractor. The solicitation language prevails unless a mutually agreed exception has been negotiated.

IN WITNESS WHEREOF, the parties execute this Participating Addendum.

Contractor: TRANSOURCE SERVICE CORPORATION	Participating State: IDAHO
By:	By:
Name: Curtis Wescott	Name: Stephanie Wildman, CPPB
Title: NASPO ValuePoint Contract Manager	Title: Purchasing Officer, Division of Purchasing
Date: 06/04/2018	Date: 6/4/2018