

IDAHO DEPARTMENT OF ADMINISTRATION
DIVISION OF PURCHASING
RENEWAL

Purchase Order Name: Statewide Envelope
Contract Number: SBPO16200336
Contract Value: \$240,000 USD
Purchase Order Date: 10/10/2019
Service Start Date: 10/8/2019 12:00 AM
Service End Date: 10/7/2020 11:59 PM

Submitted By: Joseph Nelson, Buyer

Instructions

Amendment 4 – This Change Order is to extend the contract by one (1) year and add funds to cover continued services. This Contract is Statewide Envelopes, awarded on behalf of Idaho Department of Administration-Division of Purchasing pursuant to ITB16000144. This Contract shall be for the period noted above, and may be amended, renewed, or extended upon mutual, written agreement of the parties, as detailed in the RFQ.

Contractor Contact: Ken Bettinson

Phone: 208-377-3676

E-mail: kbettinson@allied-envelope.com

This CPO, including any attached files, constitutes the State of Idaho’s acceptance of your signed Proposal (including any electronic submission), which is incorporated herein by reference. In the event of any inconsistency, precedence shall be given in the following order:

- 1. This CPO
- 2. The State of Idaho’s sourcing event, legacy contract
- 3. The Contractor’s signed Proposal

	Supplier	Ship FOB:	Shipping Details
	Allied Envelope Co 634 N Five Mile Rd Boise, ID 83713		Destination, Prepaid
Phone:	208-377-3676		
Fax:	208-377-3685		
Email:	kbettinson@allied-envelope.com		

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

As detailed in sourcing
event or contract
instructions

Phone: 208-327-7465
Fax: 208-327-7320
Email: purchasing@adm.idaho.gov
Mail Stop: DOP - Various Locations

Payment Details

Payment Terms: Net 30

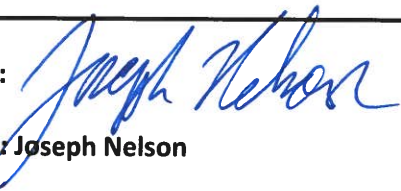
Special Instructions:

Internal Comments:

Total USD \$240,000

Signature:

Signed By: Joseph Nelson





State of Idaho

Department of Administration
Division of Purchasing

BRAD LITTLE
Governor
BRYAN MOONEY
Director
STEVE BAILEY
Administrator

304 N 8th Street, Rm 403 (83702)
P. O. Box 83720
Boise, ID 83720-0075
Telephone (208) 327-7465
Fax: 208-327-7320
<http://purchasing.idaho.gov>

October 1, 2019

Allied Envelope Co
Attn: Ken Bettinson

VIA ELECTRONIC TRANSMISSION
kbettinson@allied-envelope.com

RE: Renewal of Contract SBPO16200336, a Contract for Plain and Printed Envelopes, for the various State of Idaho Agencies, Institutions, and Departments

Expiring 10/7/2019

The State of Idaho would like to renew the above referenced contract for a period of One (1) Year.

The contract renewal period is October 8, 2019 to October 7, 2020. The same terms, conditions and prices prevail for the contract renewal period, except as expressly modified herein.

If the terms of this renewal letter are acceptable to your company, please sign below and mail, fax (208.327.7320) or e-mail (purchasing@adm.idaho.gov) to the Division of Purchasing. If you need to update the contact information for this contract, please do so below. Please update your IPRO profile as well, if necessary, in order to continue to receive e-mail notifications through the IPRO System.

Thank you for your consideration in this matter.

CONTRACTOR-COMPLETE THIS SECTION:

Sincerely,

Joseph Nelson
Idaho Division of Purchasing

Contractor agrees to the terms detailed above:

COMPANY: ALLIED ENVELOPE CO.

BY: Ken Bettinson
(Signature)

KEN BETTINSON
(Printed Name)

DATE: 10-1-19

UPDATED CONTRACTOR CONTACT INFORMATION for SBPO16200336

Contact Name	
Title	
Address	
Phone	
Fax	
E-mail	



State of Idaho

CHANGE ORDER - 04
PLEASE DO NOT DUPLICATE THIS ORDER.

Change Order Summary

Supplier

Purchase Order Number: SBPO16200336

Account Number: AC-1

Revision Number: 04

Change Order Date: August 28, 2018

Service Start Date: October 8, 2018

Service End Date: October 7, 2019

Payment Method: Invoice

Payment Terms: NET30

Currency: USD

FOB Instruction: Destination

Attachment(s): [SBPO16200336 Renewal 2018.pdf](#)
:
[ChangeLog.htm](#) :Purchase Order Change

KEN BETTINSON
ALLIED ENVELOPE CO
634 N Five Mile Rd
Boise, ID 83713
Phone: 208-377-3676

Fax: 208-377-3685

Email: kbettinson@allied-envelope.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


CHANGE ORDER 4 - SBPO16200336, Plain and Printed Envelopes for the State of Idaho (the "Contract") is renewed for an additional period of time, as provided above. All of the terms and conditions contained in the Contract shall remain in full force and effect, except as expressly modified herein. Contractor's signed renewal letter is attached and incorporated herein by reference.

Note: The dollar amount listed in the contract renewal pricing 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.

INVOICES MUST BE SENT TO THE ORDERING ENTITY

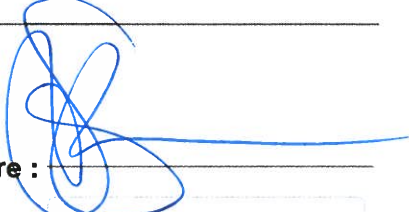
Original Contract: \$240,000.00
 Change Order 1 (Renewal): \$240,000.00
 Change Order 2 (Renewal): \$240,000.00
 Change Order 3 (Amendment 1): \$0.00
 Change Order 4 (Renewal): \$240,000.00

Total Contract Value: \$960,000.00

		Items			
Supplier Part Number	Quantity	Back Order	Unit	Unit Price	Total
Item Description	1.00	0	ANN	240,000.00	\$240,000.00
#1 Plain and Printed Envelopes 					
Delivery Date:	October 08, 2018				
Shipping Method:	Delivery				
Shipping Instructions:					
Ship FOB:	Destination				
Attachment(s)					
Special Instructions:					

Sub-Total (USD)	\$240,000.00
Estimated Tax (USD)	\$0.00
TOTAL: (USD)	\$240,000.00

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
Department of Administration
Division of Purchasing

C.L. "Butch" OTTER
 Governor
ROBERT L. GEDDES
 Director
SARAH HILDERBRAND
 Administrator

304 N 8th Street, Rm 403 (83702)
 P. O. Box 83720
 Boise, ID 83720-0075
 Telephone (208) 327-7465
 Fax: 208-327-7320
<http://purchasing.idaho.gov>

June 25, 2018

Allied Envelope Company
 Attn: Ken Bettinson

VIA E-MAIL TRANSMISSION
 kbettinson@allied-envelope.com

RE: Renewal of Contract SBPO16200336, a Contract for Plain and Printed Envelopes for the various State of Idaho Agencies, Institutions, and Departments
 Expiring 10/7/18

The State of Idaho would like to renew the above referenced contract for a period of One (1) Year.

The contract renewal period is October 8, 2018 to October 7, 2019. The same terms and conditions prevail for the contract renewal period, except as expressly modified herein.

If the terms of this renewal letter are acceptable to your company, please sign below and mail, fax (208.327.7320) or e-mail (purchasing@adm.idaho.gov) to the Division of Purchasing. If you need to update the contact information for this contract, please do so below. Please update your IPRO profile as well, if necessary, in order to continue to receive e-mail notifications through the IPRO System.

Thank you for your consideration in this matter.

Sincerely,

Stephanie Wildman
 Idaho Division of Purchasing

Contractor agrees to the terms detailed above:

COMPANY: ALLIED ENVELOPE Co.

BY:
 (Signature)

KEN BETTINSON
 (Printed Name)

DATE: 8/22/18

UPDATED CONTACT INFORMATION for SBPO16200336:

Contact Name	
Title	
Address	
Phone	
Fax	
E-mail	



State of Idaho

CHANGE ORDER - 02
PLEASE DO NOT DUPLICATE THIS ORDER.

Change Order Summary

Purchase Order Number: SBPO16200336
Account Number: AC-1
Revision Number: 02
Change Order Date: October 10, 2017
Service Start Date: October 8, 2017
Service End Date: October 7, 2018
Payment Method: Invoice
Payment Terms: NET30
Currency: USD
FOB Instruction: Destination
Attachment(s): [ChangeLog.htm](#) :Purchase Order Change

Supplier

KEN BETTINSON
 ALLIED ENVELOPE CO
 634 N Five Mile Rd
 Boise, ID 83713
Phone: 208-377-3676
Fax: 208-377-3685
Email: kbettinson@allied-envelope.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


CHANGE ORDER 2 - SBPO16200336, Plain and Printed Envelopes for the State of Idaho (the "Contract") is renewed for an additional period of time, as provided above. All of the terms and conditions contained in the Contract shall remain in full force and effect, except as expressly modified herein. Contractor's signed

renewal letter is attached and incorporated herein by reference.

Note: The dollar amount listed in the contract renewal pricing 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.

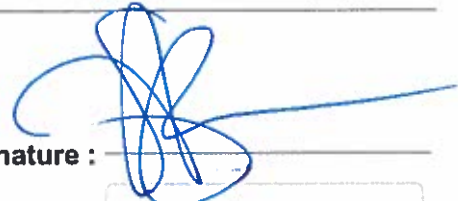
INVOICES MUST BE SENT TO THE ORDERING ENTITY

Original Contract: \$240,000.00
 Change Order 1 (Renewal): \$240,000.00
 Change Order 2 (this renewal): \$240,000.00
 Total Contract Value: \$720,000.00

Supplier Part Number	Quantity	Back Order	Unit	Unit Price	Total
	1.00	0	ANN	240,000.00	\$240,000.00
Item Description	#1				
	Plain and Printed Envelopes				
					
Delivery Date:	October 11, 2017				
Shipping Method:	Delivery				
Shipping Instructions:					
Ship FOB:	Destination				
Attachment(s)					
Special Instructions:					

Sub-Total (USD)	\$240,000.00
Estimated Tax (USD)	\$0.00
TOTAL: (USD)	\$240,000.00

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

Department of Administration
Division of Purchasing

C.L. "Butch" OTTER
Governor
ROBERT L. GEDDES
Director
SARAH HILDERBRAND
Administrator

650 West State Street B-15 (83702)
P. O. Box 83720
Boise, ID 83720-0075
Telephone (208) 327-7465
Fax: 208-327-7320
<http://purchasing.idaho.gov>

June 26, 2017

Allied Envelope Co
Attn: Ken Bettinson

VIA E-MAIL TRANSMISSION
kbettinson@allied-envelopes.com

RE: Renewal of Contract SBPO16200336, a Contract for Plain and Printed Envelopes for the various State of Idaho Agencies, Institutions, and Departments
Expiring 10/07/2017

The State of Idaho would like to renew the above referenced contract for a period of One (1) Year.

The contract renewal period is October 8, 2017 to October 7, 2018. The same terms and conditions prevail for the contract renewal period, except as expressly modified herein.

If the terms of this renewal letter are acceptable to your company, please sign in the appropriate space below and mail, fax (208.327.7320) or e-mail (purchasing@adm.idaho.gov) to the Division of Purchasing. If you need to update the contact information for this contract, please do so below. Please update your IPRO profile as well, if necessary, in order to continue to receive e-mail notifications through the IPRO System.

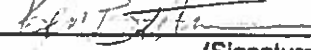
Thank you for your consideration in this matter.

Sincerely,


Stephanie Wildman
Idaho Division of Purchasing

APPROVED: X YES NO

COMPANY: ALLIED ENVELOPE Co

BY: 
(Signature)

KEN BETTINSON
(Printed Name)

Date: SEPT 6, 2017

UPDATED CONTACT INFORMATION for SBPO16200336:

Contact Name	
Title	
Address	
Phone	
Fax	
E-mail	



State of Idaho

CHANGE ORDER - 01**PLEASE DO NOT DUPLICATE THIS ORDER.****Change Order Summary**

Purchase Order Number: SBPO16200336

Account Number: AC-1

Revision Number: 01

Change Order Date: August 4, 2016

Service Start Date: October 8, 2016

Service End Date: October 7, 2017

Payment Method: Invoice

Payment Terms: NET30

Currency: USD

FOB Instruction: Destination

Attachment(s): [SBPO16200336 renewal letter.pdf](#) :
[ChangeLog.htm](#) :Purchase Order Change

Supplier

KEN BETTINSON
ALLIED ENVELOPE CO
634 N Five Mile Rd
Boise, ID 83713
Phone: 208-377-3676
Fax: 208-377-3685
Email: kbettinson@allied-envelope.com

Buyer Contact

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

Contract Number:**Bill To Address**

DOP - Prog Mgr
Dept of Administration
Division of Purchasing
650 West State St Rm B-15
PO Box 83720
Boise, Idaho 83720
Phone: 208-332-1600
Fax: 208-327-7320
Email: purchasing@adm.idaho.gov
Mail Stop: DOP Program Manager

Ship To Address


DOP - Prog Mgr
Dept of Administration
Division of Purchasing
650 West State St Rm B-15
PO Box 83720
Boise, Idaho 83720
Phone: 208-332-1600
Fax: 208-327-7320
Email: purchasing@adm.idaho.gov
Mail Stop: DOP Program Manager

Instructions

CHANGE ORDER 1 - SBPO16200336, Plain and Printed Envelopes for the State of Idaho (the "Contract") is renewed for an additional period of time, as provided above. All of the terms and conditions contained in the Contract shall remain in full force and effect, except as expressly modified herein. Contractor's signed renewal letter is attached and incorporated herein by reference.

Note: The dollar amount listed in the contract renewal pricing 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.

INVOICES MUST BE SENT TO THE ORDERING ENTITY

Supplier Part Number	Quantity	Items		Unit	Unit Price	Total
		Back Order				
	1	0		ANN	\$240,000.00	\$240,000.00
Item Description	#1					
	Plain and Printed Envelopes					
						
Delivery Date:	August 5, 2016					
Shipping Method:	Delivery					
Shipping Instructions:						
Ship FOB:	Destination					
Attachment(s)						
Special Instructions:						

Sub-Total (USD)	\$240,000.00
Estimated Tax (USD)	\$0.00
TOTAL: (USD)	\$240,000.00

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

Signature : 

Signed By :



State of Idaho

State Wide Blanket Purchase Order

Purchase Order Summary

Purchase Order Number: SBPO16200336

Account Number: AC-1

Purchase Order Date: October 8, 2015

Service Start Date: October 8, 2015

Service End Date: October 7, 2016

Payment Method: Invoice

Payment Terms: NET30

Currency: USD

FOB Instruction: Destination

Supplier

KEN BETTINSON
 ALLIED ENVELOPE CO
 525 E 42ND ST
 BOISE, ID 83714
Phone: 208-377-3676

Fax: 208-377-3685

Email: kbettinson@allied-envelope.com

Buyer Contact

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

Attachment(s):

[ITB16000144 Allied Envelope Response.pdf](#) :

[solicitation_instructions.pdf](#) :

[standard_terms_and_conditions.pdf](#) :

[ITB16000144 questions-responses.docx](#) :

[ITB16000144 Envelopes 2015 final.doc](#) :

[ITB16000144 Attachment 2 - Bid Schedule .xls](#) :

[ITB16000144 Attachment 3 - Addtl specs-requirements.doc](#) :

[ITB16000144 Attachment 4 - Map.doc](#) :

Contract Number:

Bill To Address

DOP - Prog Mgr
 Dept of Administration
 Division of Purchasing
 650 West State St Rm B-15
 PO Box 83720
 Boise, Idaho 83720

Phone: 208-332-1600

Fax: 208-327-7320

Email: purchasing@adm.idaho.gov

Mail Stop: DOP Program Manager

Ship To Address

DOP - Prog Mgr
 Dept of Administration
 Division of Purchasing
 650 West State St Rm B-15
 PO Box 83720
 Boise, Idaho 83720

Phone: 208-332-1600

Fax: 208-327-7320

Email: purchasing@adm.idaho.gov

Mail Stop: DOP Program Manager

Instructions

Statewide Blanket Purchase Order (SBPO)

This Contract is for plain and printed envelopes for the benefit of State of Idaho Agencies, institutions, and departments;

and eligible political subdivisions or public agencies as defined by Idaho Code, Section 67-2327, and other authorized entities. The ordering agency will issue individual releases (purchase orders) against this Contract on an as needed basis. This Contract is for the period indicated above.

Supplier Contact: Ken Bettinson
 Address: 634 N. Five Mile Road
 Boise, Idaho 83713
 Email: kbettinson@allied-envelope.com

Contract Administration: Stephanie Wildman
 Phone: (208) 332-1611
 Email: stephanie.wildman@adm.idaho.gov

Quantities: The State of Idaho, Division of Purchasing can only give approximations of quantities and will not be held responsible for figures given in this document.

THIS CONTRACT, (including any files attached), CONSTITUTES THE STATE OF IDAHO'S ACCEPTANCE OF YOUR SIGNED BID, QUOTATION, OR OFFER (including any electronic bid submission), WHICH SUBMISSION IS INCORPORATED HEREIN BY REFERENCE AS THOUGH SET FORTH IN FULL.

In the event of any inconsistency, unless otherwise provided herein, such inconsistency shall be resolved by giving precedence in the following order:

1. This Statewide Blanket Purchase Order document.
2. The state of Idaho's original solicitation document.
3. The Contractor's signed bid, quotation, or offer.

INVOICES MUST BE SENT TO THE IDAHO ORDERING AGENCY.

Supplier Part Number	Quantity	Items Back Order	Unit	Unit Price	Total
	1	0	ANN	\$240,000.00	\$240,000.00
Item Description	#1	The purpose of this bid is to establish a contract for the purchase of a variety of envelopes, e.g. Kraft, Tyvek, White Wove, etc.; by all State of Idaho Agencies and other eligible users in accordance with the Public Agency Clause, as further det..			
Delivery Date:	October 8, 2015				
Shipping Method:	Delivery				
Shipping Instructions:					
Ship FOB:	Destination				
Attachment(s)					
Special Instructions:					

Sub-Total (USD)	\$240,000.00
Estimated Tax (USD)	\$0.00
TOTAL: (USD)	\$240,000.00

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