



Idaho Division of Purchasing

Participating Addendum

Purchase Order Name: Data Communications Products and Services: HP
Contract Number: PADD20210680
Contract Value: 4,000,000.00 USD
Purchase Order Date: 03/31/2021
Submitted By: Kim Guevara
End Date: 09/30/2024

Supplier
Hewlett Packard Enterprise Company
3000 Hanover Street
Palo Alto, California, 76179

Shipping Details
Ship FOB: Destination, Prepaid
Shipping Instructions: Ship to Ordering Agency

Phone: +1 480-636-0267
Email: Nancy.schwarz@hpe.com

Bill To Address
DOP - Various State Agencies
State of Idaho

Ship To Address
Ship to Ordering Agency

Payment Details
Payment Terms: Net 30

Participating Addendum
NOTICE OF STATEWIDE CONTRACT (PADD) AWARD

This Contract is for Data Communications Products and Services, awarded pursuant to State of Utah Master Agreement AR3228, issued as a cooperative contract in conjunction with NASPO ValuePoint. This Contract is issued on behalf of State of Idaho Agencies, institutions, departments, and eligible public agencies as defined by Idaho Code Section 67-2327 and shall be for the period noted above. It may be amended, renewed, or extended upon mutual, written agreement of the parties, as detailed in the RFP.

Contract Type: Open
Public Agency Clause: Yes

Contractor Contact: Nancy Schwarz

Phone: +1 480-636-0267

E-mail: Nancy.schwarz@hpe.com

This Contract is to be drawn upon as requested by the Ordering Agency for the period noted above. THIS NOTICE OF AWARD IS NOT AN ORDER TO SHIP. Purchase orders against this PADD will be furnished by the Ordering Agency on whose behalf this Contract is made. Contractor must ship and bill directly to the Ordering Agency. DO NOT INVOICE DOP unless DOP is the Ordering Agency. Notating the Contract Award Number on any invoices/statement will facilitate the efficient processing of payment.

QUANTITIES: DOP can only give approximations of quantities; no maximum or minimum quantities can be guaranteed.

This PADD, 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 PADD
2. State of Utah's original sourcing event, SK18001
3. The Contractor's signed Proposal

Special Instructions:

Internal Comments:

Signature :Kim Guevara

Signed By : Kimberly Guevara Digitally signed by Kimberly Guevara
Date: 2021.04.28 13:31:14 -0600'

DATA COMMUNICATION PRODUCTS & SERVICES (2019-2026)

Led by the State of Utah

MASTER AGREEMENT #: AR3228
Participating Addendum #: PADD20210680
Contractor: Hewlett Packard Enterprise Company
Participating Entity: STATE OF IDAHO

The following products or services are included in this contract portfolio:

- *All products and accessories listed on the Contractor page of the NASPO ValuePoint website.*
- *Networking;*
- *Routers, Switches, Security, and Storage Networking; and*
- *Wireless*

Master Agreement Terms and Conditions:

1. **Scope.** This addendum covers the *Data Communication Products & Services (2019-2026)* portfolio led by the State of *Utah* for use by state agencies and other entities located in the Participating State authorized by that State’s statutes to utilize State contracts with the prior approval of the State’s Chief Procurement Official. Specifically, this addendum allows for the purchase of goods and services via an enterprise level agreement or individual purchase. The categories awarded to Hewlett Packard Enterprise Company include Networking, Routers, Switches, Security, and Storage Networking, and Wireless.
2. **Participation.** This NASPO ValuePoint Master Agreement may be used by all “Public Agencies” as defined in Section 67-2327 of Idaho Code, which provides as follows: “Public Agency” means any city or political subdivision of this State, including, but not limited to counties; school districts; highway districts; port authorities; instruments of counties; cities or any political subdivision created under the laws of the State of Idaho.”
3. **Term.** The initial term of this PA will be effective upon the last signature and continue through September 30, 2024. The PA may be extended or renewed as detailed in the Master Agreement or this PA.
4. **Primary Contacts.** The primary contact individuals for this Participating Addendum are as follows (or their named successors):



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Contractor

| | |
|------------|---|
| Name: | Nancy Schwarz |
| Address: | 6280 America Center Drive, San Jose, CA 95002 |
| Telephone: | 480-636-0267 |
| Fax: | |
| Email: | Nancy.schwarz@hpe.com |

Participating Entity

| | |
|------------|---|
| Name: | Kim Guevara |
| Address: | 304 N. 8 th St., Room 403, Boise, ID 83702 |
| Telephone: | 208-332-1603 |
| Fax: | 208-327-7320 |
| Email: | Kimberly.guevara@adm.idaho.gov |

5. PARTICIPATING ENTITY MODIFICATIONS OR ADDITIONS TO THE MASTER AGREEMENT

These modifications or additions apply only to actions and relationships within the Participating Entity.

Participating Entity must check one of the boxes below.

No changes to the terms and conditions of the Master Agreement are required.

The following changes are modifying or supplementing the Master Agreement terms and conditions.

5.a Reporting and Administrative Fee.

- i. **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 (the Participating State understands and agrees that Contractor will raise the negotiated Price Agreement prices by this amount). This additional percentage represents the Ordering Entity's contract usage 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.

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*For Example: If the total of your net sales to Ordering Entities for one quarter = \$10,000, you would remit \$10,000 x 0.0125 = **\$125** to the Division of Purchasing for that quarter, along with 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** available for download at http://purchasing.idaho.gov/vendor_forms.html. 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.

ii. Reporting Timeline (Fiscal Year Quarters): Fee and Report Due:

iii.

| | | |
|-------------------------|------------------|------------------------|
| 1 st Quarter | July 1 - Sept 30 | October 31st |
| 2 nd Quarter | Oct 1 - Dec 31 | January 31st |
| 3 rd Quarter | Jan 1 - Mar 31 | April 30 th |
| 4 th Quarter | Apr 1 - Jun 30 | July 31 st |

iv.

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

5.b **Governing Law.** Notwithstanding any provision to the contrary, the state of Idaho's PADD and all orders issued under the PADD by Ordering Entities within the state of Idaho, shall be construed in accordance with and governed by the laws of the state of Idaho. Any action to force 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).

5.c **Approval by Information Technology Services.** Pursuant to Idaho Code Section 67-827A and policy established by the Idaho Office of the Governor's Information Technology Services (ITS), Idaho state agencies are required to received approval from ITS prior to purchasing certain types of IT property, including the goods and services covered by this agreement. Contractor must require its employees and authorized resellers to confirm ITS approval prior to processing any order. This requirement does not apply to other public agencies in the state.

5.d **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

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such contract or order is given to any other party, without the approval in writing of the Administrator of the Division of Purchasing. Transfer of a contract without approval shall cause the annulment of the contract so transferred, at the option of the Participating State. All rights of action, however, for any breach of this PADD by the contracting parties are reserved to the Participating State.

5.e **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 Participating 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 will result in the Master Agreement amendment automatically being incorporated in this PADD.

5.f **Insurance.** The following requirements are supplemental to any insurance requirements contained in the Master Agreement:

i. **REQUIREMENT TO PROVIDE PROOF OF INSURANCE:** The Contractor and its subcontractors (if the Contractor has any subcontractors that will provide goods or services to the Participating Entity under the PA) shall provide certificates of insurance to the Division of Purchasing for workers compensation insurance (see the paragraph below) and for the commercial general liability required section 21, Insurance, of the Contract. These certificates must be provided within seven (7) business days after the effective date of this PA, and all required insurance must be maintained by the Contractor for the entire term of this PA, including all renewal and extension periods.

ii. **REQUIREMENTS FOR WORKERS' COMPENSATION INSURANCE:** The Contractor shall provide and maintain Workers' Compensation Insurance and Employer's Liability for the entire term of this PA. The employer's liability shall have limits not less than \$100,000 each accident for bodily insurance by accident, \$500,000 disease policy limit, and \$100,000 disease, each employee.

For Workers' Compensation Insurance, the Contractor must provide either a certificate of Workers' Compensation insurance issued by a surety licensed to write Workers' Compensation Insurance in the state of Idaho or an extraterritorial certificate approved by the Idaho Industrial Commission from a state that has a current reciprocity agreement with the Idaho Industrial Commission. The term "subcontractors" as used in this PADD shall specifically exclude all third-party suppliers and manufacturers of the products sold under this PADD and all third-party delivery service providers.

5.g **Applicable Terms.** The Participating Entity agrees to the terms and conditions of the Master Agreement only to the extent that the terms and conditions are not in conflict with this PA or with the laws of the state of Idaho.

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5.h **Records Maintenance.** The Contractor shall maintain or supervise the maintenance of all financial records necessary to properly account for all payments made to the Contractor for the costs authorized by the PA. These financial records shall be retained by the Contractor for at least three (3) years after the PA terminates or expires, or until all audits initiated within the three (3) years have been completed, whichever is later.

5.i **Termination for Convenience.** The Participating Entity may terminate this PA for its convenience, in whole or in part, with or without cause, upon thirty (30) calendar days' written notice to the Contractor specifying the date of termination if the Participating Entity determines it is in its best interest.

5.j **Termination for Default.** The Participating Entity may terminate this PA 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 between the parties in writing. The Participating Entity, 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 Purchasing 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.

5.k **Public Records and Trade Secrets.** 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 PA, 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 Participating Entity's procurement personnel to determine the precise text/material subject to the notation. Additionally, this list must identify with each

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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 Participating Entity or Purchasing Entity 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 Participating Entity or the Purchasing Entity 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 Participating Entity or Purchasing Entity, will result in the full (unredacted) document being released in response to the request.

6. **Lease Agreements.** No equipment or goods of any sort shall be leased to Purchasing Entities under this PA.
7. **Resellers.** All Contractors and resellers authorized in the State of Idaho, as shown on the state of Idaho's website, are approved to accept orders and provide sales, service support, and invoicing to participants in the NASPO ValuePoint Master Agreement. Additionally, permitted financial transferee may invoice Purchasing Entities in the NASPO ValuePoint Master Agreement. The Contractor's dealer participation will be in accordance with the terms and conditions set forth in the Master Agreement.
8. **Orders.** Any order placed by a Participating Entity or Purchasing Entity for a product and/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 unless the parties to the order agree in writing that another contract or agreement applies to such order.



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IN WITNESS, WHEREOF, the parties have executed this Addendum as of the date of execution by both parties below.

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|--|---|
| Participating Entity: State of Idaho | Contractor: Hewlett Packard Enterprise Company |
| Signature: Kimberly Guevara <small>Digitally signed by Kimberly Guevara Date: 2021.03.31 12:42:09 -06'00'</small> | Signature: |
| Name: Kimberly Guevara | Name: Mary Reuss |
| Title: Buyer | Title: Contract Negotiator |
| Date: | Date: March 15, 2021 |

For questions on executing a participating addendum, please contact:

NASPO ValuePoint

| | |
|--------------------------------------|--------------------------|
| Cooperative Contracting Coordinator: | |
| Telephone: | |
| Email: | info@naspovaluepoint.org |

[Please email fully executed PDF copy of this document to PA@naspovaluepoint.org to support documentation of participation and posting in appropriate data bases.]