



**State of Idaho Contract Number SBPO19200186  
Amendment No. 5**

**Parties**

<b>Agency</b>	<b>Contractor</b>
Department of Administration 650 W. State St. Boise, ID 83702	Gem State Paper & Supply Co 1801 Highland Ave E. Twin Falls, ID 83301

**Contract Summary**

<b>Contract Name:</b> Facilities MRO <b>Contract Description:</b> Facilities Maintenance Repair and Operation for the State of Idaho <b>Original Effective Date:</b> October 22, 2018 <b>Current Expiration Date:</b> September 30, 2026	<b>Current Contract Value:</b> \$4,000,000.00 <b>Contract Usage Type:</b> Open
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**Agency Contacts**

<b>Contact Name</b>	<b>Contact Type</b>	<b>Contact Email</b>
DOP Contract Administration	Contract Administrator	contractadmin@adm.idaho.gov

**Contractor Contacts**

<b>Contact Name</b>	<b>Contact Phone</b>	<b>Contact Email</b>
Deanna Comstock	208 293 9309	<a href="mailto:dcomstock@gemstatepaper.com">dcomstock@gemstatepaper.com</a>

**Recitals**

1. The Parties entered into a Contract (SBPO19200186) for Facilities MRO for the State of Idaho, effective October 22, 2018.
2. The Contract was amended on October 21, 2020, via Amendment No. 1, which extended the Contract for one (1) year.
3. The Contract was renewed on October 22, 2021, for a two-year period.
4. The Contract was amended on July 26, 2023, via Amendment No. 2, which extended the Contract for eight (8) months.
5. The Contract was amended on May 16, 2024, via Amendment No. 3, which extended the Contract for three (3) months.
6. The Contract was amended on August 8, 2024, via Amendment No. 4, which extended the Contract for one (1) year.
7. With this Amendment No. 5, the Parties desire to extend the Contract for one (1) year, as further detailed below.

## Agreement

Based on the above recitals, and good and valuable consideration, the receipt of which is hereby acknowledged, the Contract is amended as follows:

1. The term of the Contract is extended for one (1) year from October 1, 2025, to September 30, 2026.
2. Except as expressly modified in this Amendment, all other terms and conditions of the Contract remain in full force and effect.
3. This Amendment is effective upon the date of the last signature below. In no event will this Amendment be effective until executed by the Department of Administration.

### Department of Administration

Signature: Connor Long

Name: Connor Long

Title: Contract Administration

Date: 08/07/2025

### Gem State Paper & Supply Co

Signature: John Anderson

Name: John Anderson

Title: Vice President of Sales

Date: 08/07/2025



**State of Idaho Contract Number SBPO19200186  
Amendment No. 4**

**Parties**

Agency	Contractor
Department of Administration 650 W. State St. Boise, ID 83702	Gem State Paper & Supply Co 1801 Highland Ave E. Twin Falls, ID 83301

**Contract Summary**

<b>Contract Name:</b> Facilities MRO <b>Contract Description:</b> Facilities Maintenance Repair and Operation for the State of Idaho <b>Original Effective Date:</b> October 22, 2018 <b>Current Expiration Date:</b> September 30, 2025	<b>Current Contract Value:</b> \$4,000,000.00 <b>Contract Usage Type:</b> Open
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**Agency Contacts**

Contact Name	Contact Type	Contact Email
DOP Contract Administration	Contract Administrator	contractadmin@adm.idaho.gov

**Contractor Contacts**

Contact Name	Contact Phone	Contact Email
Deanna Comstock	208 293 9309	<a href="mailto:dcomstock@gemstatepaper.com">dcomstock@gemstatepaper.com</a>

**Recitals**

1. The Parties entered into a Contract (SBPO19200186) for Facilities MRO for the State of Idaho, effective October 22, 2018.
2. The Contract was amended on October 21, 2020, via Amendment No. 1, which extended the Contract for one (1) year.
3. The Contract was amended on July 26, 2023, via Amendment No. 2, which extended the Contract for eight (8) months.
4. The Contract was amended on May 16, 2024, via Amendment No. 3, which extended the Contract for three (3) months.
5. The Contract was renewed on October 22, 2021, for a two-year period.
6. With this Amendment No. 4, the Parties desire to extend the Contract for one (1) year and obtain Contractor certification of Idaho Code 67-2347A, as further detailed below.

**Agreement**

Based on the above recitals, and good and valuable consideration, the receipt of which is hereby acknowledged, the Contract is amended as follows:

1. The term of the Contract is extended for one (1) year from October 1, 2024, to September 30, 2025.
2. Pursuant to Idaho Code section 67-2347A (Effective July 1, 2024), if payments under the Contract exceed one hundred thousand dollars (\$100,000) and Contractor employs ten (10) or more persons, Contractor certifies that it is not currently engaged in, and will not for the duration of the Agreement, engage in, a boycott of any individual or company because the individual or company: (a) engages in or supports the exploration, production, utilization, transportation, sale, or manufacture of fossil fuel-based energy, timber, minerals, hydroelectric power, nuclear energy, or agriculture; or (b) engages in or supports the manufacture, distribution, sale, or use of firearms. The terms in this section defined in Idaho Code section 67-2347A shall have the meaning defined therein, including through reference to another section of Idaho Code.
3. Except as expressly modified in this Amendment, all other terms and conditions of the Contract remain in full force and effect.
4. This Amendment is effective upon the date of the last signature below. In no event will this Amendment be effective until executed by the Department of Administration.

**Department of Administration**

Signature: Jake Nay  
Name: Jake Nay  
Title: Contract Administrator  
Date: 8/28/2024

**Gem State Paper & Supply Co**

Signature: John Anderson  
Name: John Anderson  
Title: Vice President of Sales  
Date: August 16, 2024



**State of Idaho Contract Number SBPO19200186  
Amendment No. 3**

**Parties**

<b>Agency</b>	<b>Contractor</b>
Department of Administration 650 W. State St. Boise, ID 83702	Gem State Paper & Supply Co 1801 Highland Ave E. Twin Falls, ID 83301

**Contract Summary**

<b>Contract Name:</b> Facilities MRO <b>Contract Description:</b> Facilities MRO <b>Original Effective Date:</b> 10/22/2018 <b>Current Expiration Date:</b> 9/30/2024	<b>Current Contract Value:</b> \$4,000,000.00 <b>Contract Usage Type:</b> Open
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**Agency Contacts**

<b>Contact Name</b>	<b>Contact Type</b>	<b>Contact Email</b>
DOP Contract Administration	Contract Administrator	contractadmin@adm.idaho.gov

**Contractor Contacts**

<b>Contact Name</b>	<b>Contact Phone</b>	<b>Contact Email</b>
Deanna Comstock	208 293 9309	<a href="mailto:dcomstock@gemstatepaper.com">dcomstock@gemstatepaper.com</a>

**Recitals**

1. The Parties entered into a Contract (SBPO19200186) for Facilities MRO for The State of Idaho, effective October 22, 2018.
2. The Contract was amended on October 21, 2020, via Amendment No. 1, to extend the Contract for one year.
3. The Contract was amended on July 26, 2023, via Amendment No. 2, to extend the Contract for eight (8) months.
4. The Contract was renewed on October 22, 2021, for a two-year period.
5. With this Amendment No. 3, the Parties desire to extend the Contract and obtain Contractor certification of Idaho Code 67-2359, as further detailed below.

**Agreement**

Based on the above recitals, and good and valuable consideration, the receipt of which is hereby acknowledged, the Contract is amended as follows:

1. The term of the Contract is extended for three (3) months from July 1, 2024, to September 30, 2024.
2. Pursuant to Idaho Code 67-2359, the Contractor certifies that it is not currently owned or operated by the government of China and will not for the duration of the Contract be owned or operated by the government of China.

3. Except as expressly modified in this Amendment, all other terms and conditions of the Contract remain in full force and effect.
4. This Amendment is effective upon the date of the last signature below. In no event will this Amendment be effective until executed by the Department of Administration.

**Department of Administration**

Signature: Jake Nay

Name: Jake Nay

Title: Contract Administrator

Date: 5/16/2024

**Gem State Paper & Supply Co.**

Signature: Deanna Comstock

Name: Deanna Comstock

Title: Director of Customer Relations

Date: May 16, 2024



**State of Idaho Contract Number SBPO19200186  
Amendment No. 2**

**Parties**

Agency	Contractor
Department of Administration 650 W. State St. Boise, ID 83702	Gem State Paper & Supply Co 1801 Highland Ave E. Twin Falls, ID 83301

**Contract Summary**

<b>Contract Name:</b> Facilities MRO <b>Contract Description:</b> Facilities MRO <b>Original Effective Date:</b> 10/22/2018 <b>Current Expiration Date:</b> 10/21/2023	<b>Current Contract Value:</b> \$150,000 <b>Estimated Lifetime Value:</b> \$4,000,000.00 <b>Contract Usage Type:</b> Open
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**Agency Contacts**

Contact Name	Contact Type	Contact Email
DOP Contract Administration		contractadmin@adm.idaho.gov

**Contractor Contacts**

Contact Name	Contact Phone	Contact Email
Deanna Comstock	208 293 9309	dcomstock@gemstatepaper.com

**Recitals**

1. The Parties entered into a Contract (SBPO19200186) for Facilities MRO for SBPO19200186, effective 10/22/2018.
2. The contract was amended to extend date from 10/21/2020 to 10/22/2021.
3. The contract was renewed from 10/22/21 to 10/21/2023.
4. The parties desire to extend the contract.

**Agreement**

Based on the above recitals, and good and valuable consideration, the receipt of which is hereby acknowledged, the Contract is amended as follows:

1. The contract is extended from 10/22/2023 to 6/30/2024
2. Except as expressly modified in this Amendment, all other terms and conditions of the Contract remain in full force and effect.
3. This Amendment is effective upon the date of the last signature below. In no event will this Amendment be effective until executed by the Department of Administration.

\*\*\* Signature Page Follows \*\*\*

**Department of Administration**

Signature: Jake Nay

Name: Jake Nay

Title: Contract Administrator

Date: July 26, 2023

**Contractor Legal Name**

Signature: 

Name: John Anderson

Title: Vice President of Sales

Date: July 26, 2023



## Idaho Division of Purchasing

### Renewal

<b>Purchase Order Name:</b>	Facilities MRO
<b>Contract Number:</b>	SBPO19200186
<b>Parties:</b>	State of Idaho GEM STATE PAPER & SUPPLY CO
<b>This Renewal Value:</b>	2,000,000.00 USD
<b>Total Contract Value:</b>	4,000,000.00 USD
<b>Start Date:</b>	10/22/2021 12:00 AM
<b>End Date:</b>	10/21/2023 11:59 PM

**Contract Managers:** Patrick Murphy; patrick.murphy@adm.idaho.gov

### Instructions

SBPO19200186, Facilities MRO(the "Contract") is extended for the time period, as provided above. All of the terms and conditions contained in the Contract shall remain in effect, except expressly modified herein. Contractor's signed renewal letter to SBPO19200186 are 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.

NoneDeanna Comstock

+1 208-293-9309  
dcomstock@gemstatepaper.com

**Bill To Address**

As detailed in sourcing  
event or contract  
instructions

**Ship To Address**

As detailed in sourcing  
event or contract  
instructions

**Payment Terms:** Net 30

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**Signed By:**

  
\_\_\_\_\_  
Patrick Murphy Contract Administrator

9/21/21  
\_\_\_\_\_  
Date



**BRAD LITTLE**  
Governor  
**D. KEITH REYNOLDS**  
Director  
**VALERIE BOLLINGER**  
Administrator

# State of Idaho

## Department of Administration Division of Purchasing

650 West State Street, Room 100  
P. O. Box 83720  
Boise, ID 83720-0075  
Telephone (208) 327-7465  
Fax: 208-327-7320  
<http://purchasing.idaho.gov>

June 22, 2021

Gem State Paper & Supply Co  
Attn: Deanna Comstock

VIA E-MAIL TRANSMISSION  
[dcomstock@gemstatepaper.com](mailto:dcomstock@gemstatepaper.com)

RE: Renewal of Contract SBPO19200186, a Contract for Facilities Maintenance, Repair and Operations (Facilities MRO) for the various State of Idaho Agencies, Institutions, and Departments.

Expiring 10/21/2021

The State of Idaho would like to renew the above referenced contract for a period of Two (2) Years. The contract renewal period is October 22, 2021 to October 21, 2023. The same terms and conditions prevail for the contract renewal period, except as expressly modified herein.

\*\* On April 26, 2021, Governor Little signed Senate Bill 1086. The bill creates a new section of code requiring all public entities in Idaho to insert a certification regarding boycotts of Israel in contracts and renewals of contracts that are effective on or after July 1, 2021. By agreeing to renew this contract, you certify as follows:

Certification Concerning Boycott of Israel. Pursuant to Idaho Code section 67-2346, if payments under the Contract exceed one hundred thousand dollars (\$100,000) and Contractor employs ten (10) or more persons, Contractor certifies that it is not currently engaged in, and will not for the duration of the Contract engage in, a boycott of goods or services from Israel or territories under its control. The terms in this section defined in Idaho Code section 67-2346 shall have the meaning defined therein.

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](mailto: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.

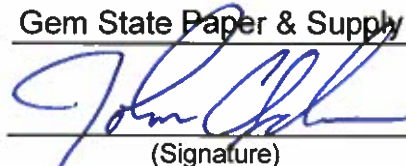
Sincerely,

  
Arianne Quignon  
Idaho Division of Purchasing

Contractor agrees to the terms detailed above:

COMPANY: Gem State Paper & Supply Co

BY:

  
(Signature)

John Anderson  
(Printed Name)

DATE: June 23, 2021



**BRAD LITTLE**  
Governor  
**KEITH REYNOLDS**  
Director  
**VALERIE BOLLINGER**  
Administrator

**State of Idaho**  
**Department of Administration**  
**Division of Purchasing**

650 West State Street, Room 100  
Boise, ID 83702  
Telephone: (208) 327-7465  
Email: [purchasing@adm.idaho.gov](mailto:purchasing@adm.idaho.gov)  
[www.purchasing.idaho.gov](http://www.purchasing.idaho.gov)

**Contract SBPO19200186**  
**Contract for Facilities Maintenance, Repair, and**  
**Operations (Facilities MRO) for the various State of**  
**Idaho Agencies, Institutions, and Departments**

**Acknowledgment of Idaho State House Bill 220**

**Gem State Paper & Supply Co.**

**"Contractor"**

**Acknowledges the following by signing below:**

**Disclosure of Abortion Related Matters.** The State is subject to the No Public Funds for Abortion Act, Idaho Code title 18, chapter 87 (the "Act") and State employees who intentionally violate the provisions of the Act are subject to criminal prosecution. This provision is included in this letter to aid in compliance with the Act. The state of Idaho (State) requests that Contractor disclose, unless Contractor is within one of the exemptions provided in the Act, if it or an affiliate is or becomes, during the term of the Contract, an abortion provider and if it will use State facilities or public funds to provide, perform, participate in, promote or induce, assist, counsel in favor, refer or train a person for an abortion related activity. Please refer to the Act for definitions of the terms used in this section.

**Acknowledged by (Print Name):** John Anderson

**Title:** Vice President of Sales

**Signature:** 

**Date:** 06/23/2021

UPDATED CONTACT INFORMATION for SBPO19200186

Contact Name	Deanna Comstock
Title	Asst to VP of Sales
Address	1801 Highland Ave East,
	Twin Falls, ID 83301
Phone	208-293-9309
Fax	208-734-9870
E-mail	dcomstock@gemstatepaper.com

## Idaho Division of Purchasing

### Amendment 1

<b>Purchase Order Name</b>	Facilities MRO
<b>Contract Number</b>	SBPO19200186
<b>Parties</b>	State of Idaho GEM STATE PAPER & SUPPLY CO
<b>This Amendment's Value</b>	0.00 USD
<b>Total Contract Value</b>	2,000,000.00 USD
<b>Start Date</b>	10/22/2020 12:00 AM
<b>End Date</b>	10/21/2021 11:59 PM

**Contract Manager:** State of Idaho; arianne.quignon@adm.idaho.gov

**Purchasing Lead:** [[ Name (Additional First Party 1) ]]; [[ Contact E-mail (Additional First Party 1 Contact ) ]]

### Instructions

SBPO19200186, Facilities MRO (the "Contract") is amended as detailed in the attached executed amendment document. All of the terms and conditions contained in the Contract shall remain in effect, except expressly modified herein.

Note: The dollar amount listed in the contract Amendment 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.

NoneDeanna Comstock

+1 208-293-9309  
dcomstock@gemstatepaper.com

### Bill To Address

As detailed in  
sourcing event or  
contract instructions

### Ship To Address

As detailed in  
sourcing event or  
contract instructions

**Payment Details Payment**

**Terms:** Net 30

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**Special Instructions:**

**Internal Comments:**

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**\$0.00**

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**Signature:**

*Arianne Quignon*

**Signed By:** Arianne Quignon



**BRAD LITTLE**  
Governor  
**D. KEITH REYNOLDS**  
Director  
**VALERIE BOLLINGER**  
Administrator

# State of Idaho

## Department of Administration

### Division of Purchasing

650 West State Street, Room 100  
P. O. Box 83720  
Boise, ID 83720-0075  
Telephone (208) 327-7465  
Fax: 208-327-7320  
<http://purchasing.idaho.gov>

October 20, 2020

Gem State Paper & Supply Co  
Attn: Deanna Comstock

VIA E-MAIL TRANSMISSION  
[dcomstock@gemstatepaper.com](mailto:dcomstock@gemstatepaper.com)

RE: Renewal of Contract SBPO19200186, a Contract for Facilities Maintenance, Repair and Operations (Facilities MRO) for the various State of Idaho Agencies, Institutions, and Departments.

Expiring 10/21/2020

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 22, 2020 to October 21, 2021. 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](mailto: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,

Arienne Quignon  
Idaho Division of Purchasing

Contractor agrees to the terms detailed above:

COMPANY: Gem State Paper & Supply Co.

BY:

(Signature)

Deanna Comstock  
(Printed Name)

DATE: October 21, 2020

#### UPDATED CONTACT INFORMATION for SBPO19200186

Contact Name	
Title	
Address	
Phone	
Fax	
E-mail	





State of Idaho

State Wide Blanket Purchase Order

Purchase Order Summary

**Purchase Order Number:** SBPO19200186

**Account Number:** AC-1

**Purchase Order Date:** October 22, 2018

**Service Start Date:** October 22, 2018

**Service End Date:** October 21, 2020

**Payment Method:** Invoice

**Payment Terms:** NET30

**Currency:** USD

**FOB Instruction:** Destination

**Attachment(s):** [ITB18000090-01 Facilities MRO.docx](#) :  
[ITB18000090-01 QA.docx](#) :  
[ITB18000090-01 Brady SBPO1392 Usage FY17.xlsx](#) :  
[ITB18000090-01 Fastenal PADD1082 Usage FY17.xlsx](#) :  
[ITB18000090-01 Grainger Usage.xlsx](#) :  
[ITB18000090-01 NorthCoast Elec PADD1084 Usage FY17.xlsx](#) :  
[ITB18000090-02 QA.docx](#) :  
[solicitation\\_instructions Jan 2017.pdf](#) :  
[Standard Terms and Conditions Jan 2017.pdf](#) :

Supplier

Deanna Comstock  
GEM STATE PAPER & SUPPLY CO  
PO Box 469  
1801 Highland Ave East  
Twin Falls, ID 83303  
**Phone:** 208-293-9309-  
**Fax:** 208-734-9870  
**Email:** dcomstock@gemstatepaper.com

Buyer Contact

Arianne Quignon  
Tel:208-332-1604  
Fax:208-327-7320  
arianne.quignon@adm.idaho.gov

**Contract Number:**

Bill To Address

DOP - Prog Mgr  
Dept of Administration  
Division of Purchasing  
304 N 8th Street Rm 403  
PO Box 83720  
Boise, Idaho 83720  
**Phone:** 208-332-1600

Ship To Address

DOP - Prog Mgr  
Dept of Administration  
Division of Purchasing  
304 N 8th Street Rm 403  
PO Box 83720  
Boise, Idaho 83720  
**Phone:** 208-332-1600

**Fax:** 208-327-7320  
**Email:** purchasing@adm.idaho.gov  
**Mail Stop:** DOP Program Manager

**Fax:** 208-327-7320  
**Email:** purchasing@adm.idaho.gov  
**Mail Stop:** DOP Program Manager

### Instructions

This Contract is for Facilities Maintenance, Repair and Operations (Facilities MRO) for the State of Idaho. This Contract shall be for the period noted above and may be renewed, extended, or amended for up to three (3) additional years, subject to mutual, written agreement between the parties. This Contract 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 Agency will issue individual orders on an as needed basis.

Contract Title: Facilities MRO

Contract Usage type: MANDATORY USAGE

PUBLIC AGENCY CLAUSE: YES

Contract Administration: Arianne Quignon

Phone: 208-332-1604

Fax: 208.327-7320

Email: [Arianne.quignon@adm.idaho.gov](mailto:Arianne.quignon@adm.idaho.gov)


**CONTRACTOR:** THIS CONTRACT, (including any files attached), CONSTITUTES THE STATE OF IDAHO'S ACCEPTANCE OF YOUR SIGNED QUOTE (including any electronic Quote submission), WHICH SUBMISSION IS INCORPORATED HEREIN BY REFERENCE AS THOUGH SET FORTH IN FULL.

Ship to the FOB Destination and Bill Directly to the Ordering Agency as outlined on the Purchase Order. DO NOT MAIL INVOICES TO THE DIVISION OF PURCHASING. Notating the SBPO Number will facilitate the efficient processing of payment.

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

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 Quote.

Items					
Supplier Part Number	Quantity	Back Order	Unit	Unit Price	Total
	2.00	0	ANN	1,000,000.00	\$2,000,000.00
<b>Item Description</b> #1 Facilities MRO Madatory Use Cat: 9 Optional Use Cat: 12 					

**Delivery Date:** October 22, 2018  
**Shipping Method:** Delivery  
**Shipping Instructions:**  
**Ship FOB:** Destination  
**Attachment(s)** [Amendment 01 and 02.pdf](#) :  
[Copy of Att 1 MRO Usage Report Example.xlsx](#) :  
[ITB1800090 Facilities MRO Cover Letter Bid Response Business Tech Info.pdf](#) :  
[Gem State Paper Catalog.xlsx](#) :  
[Signature page ITB1800090.pdf](#) :

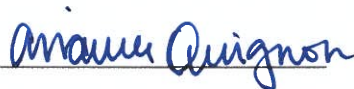
**Special Instructions:**

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

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

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**Signature :**   
**Signed By :**

Arianne Quignon