

Idaho Division of Purchasing
Statewide Blanket Purchase Order

Purchase Order Summary

Purchase Order Name: Herbicide and Adjuvant Products
Contract Number: SBPO20210492
Contract Value: 750,000.00 USD
Purchase Order Date: 8/13/2020
Start Date: 8/7/2020 12:00 AM
End Date: 8/6/2021 11:59 PM
Submitted By: Chelsea Robillard

Instructions

NOTICE OF STATEWIDE CONTRACT (SBPO) AWARD

This Contract is for Herbicide and Adjuvant Products (Herbicide Products), awarded on behalf of State of Idaho Agencies, institutions, departments, and eligible public agencies as defined by Idaho Code Section 67-2327. 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 SBPO.

Contract Type: Open

Public Agency Clause: Yes

Contractor Contact: Scott Tweedy

Phone: +1 509-961-2621

E-mail: tweedys@helenaagri.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 SBPO 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 SBPO, including any attached files, constitutes the State of Idaho's acceptance of your signed Bid (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 SBPO
- 2. The Contractor's signed Bid

Supplier	Shipping Details
Scott Tweedy	Ship FOB: Destination, Prepaid
4802 N Florida Street	
Spokane	
WA	
Phone: +1 509-961-2621	
Fax: +1 509-536-3244	
Email: tweedys@helenaagri.com	

Special Instructions:

Internal Comments:

Signature :Gina Cabrera

Signed By : Gina Cabrera  Digitally signed by
Gina Cabrera
Date: 2020.08.13
15:57:05 -06'00'



STATE OF IDAHO

DIVISION OF PURCHASING

STATEWIDE BLANKET PRICE AGREEMENT (SBPO) 20210492

Herbicide and Adjuvant Products (Herbicide Products)

Company Name: Helena Agri- Enterprises LLC

1. PURPOSE

This price agreement is established pursuant to IDAPA 38.05.01.085 for the purpose of establishing a source for Herbicide Products, in accordance with all requirements as described below.

2. TERM

This Price Agreement is effective August 7, 2020 - August 6, 2021. This price agreement is not renewable or extendable.

3. PUBLIC AGENCY CLAUSE

Prices must be extended to other "Public Agencies" as defined in Section #67-2327 of Idaho Code, which reads: *"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; any agency of the state government; and any city or political subdivision of another state."*

4. STANDARD TERMS AND CONDITIONS

The State of Idaho Standard Contract Terms and Conditions (January 2017) is incorporated by reference into this Price Agreement, as set forth in its entirety. This document can be downloaded at https://purchasing.idaho.gov/wp-content/uploads/Terms_Conditions/Standard%20Terms%20and%20Conditions%20Jan%202017.pdf.

5. USAGE REPORT

Report: Contractor must furnish detailed quarterly usage reports, which must include all purchases made under this Price Agreement, utilizing the State's Summary Usage Report form or any Summary or Detailed Usage Report form developed by the State in the future. The Contractor must submit the quarterly usage reports, in Excel format, to purchasing@adm.idaho.gov.

Reporting Time Line (Fiscal Year Quarters):	Fee and Report Due:
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

If the Contractor fails to submit the required quarterly usage report, as provided above, the State, at its discretion, may declare the Contractor in default and be cause for disqualification of Contractor for future agreements or other action by the State.

6. HERBICIDE AND ADJUVANT PRODUCTS

6.1 Trade Name: All Herbicide Products offered by Trade Name are the original and/or most common source(s) of the herbicide and are trademarked by the manufacturer.

6.2 Generic Name: Products offered under a Generic Name will generally be accepted if they have the same active ingredients as the Trade Name and perform in a manner substantially similar to the Trade Name product.

7. TECHNICAL ASSISTANCE AND FIELD SUPPORT

At the request of the Ordering Agency, the Contractor must provide technical assistance between the hours of 8:00 am-5:00 pm MST, Monday-Friday, with the exception of holidays as identified in Idaho Code 73-108, as amended, available at <http://www.legislature.idaho.gov/idstat/Title73/T73CH1SECT73-108.htm>. The Contractor must provide a toll-free or local access number for ordering products and requesting technical assistance. The Contractor must have an available employee who is knowledgeable of Herbicide Products and their application. The Contractor must respond to technical questions via telephone or e-mail within twenty-four (24) hours of written notice.

8. PACKAGING

The Contractor must package and deliver all Herbicide Products in the package size specified by the Ordering Agency. If the container size is no longer in production, the Contractor must provide written notification from the manufacturer stating the manufacturer's packaging or container size is no longer available or has changed. Herbicide Products delivered with a packaging or container deviation, without written justification from the manufacturer, will be rejected and must be redelivered within three (3) business days of written notification.

9. LABELING

The Contractor must provide to the Ordering Agency, at the time of delivery, one (1) printed copy of federally approved, current, specimen label and Safety Data Sheet(s) (SDS) for each ordered Herbicide Chemical.

<https://www.osha.gov/dsg/hazcom/enforcementmsdsrequirement.html>

10. PESTICIDES DEALER LICENSE

Contractor must provide, to the State of Idaho, a Restricted-Use Pesticides (RUP) Pesticide Dealer's license issued by the Idaho State Department of Agriculture for use in the State of Idaho and must maintain the license for the life of the Price Agreement.

11. INSURANCE

11.1 Contractor must carry all insurance required by federal and state laws, state and city ordinances, charters, regulations, and codes. Contractor may, at its option, self-insure all its obligations provided that such programs are in compliance with the laws of the State of Idaho. Concurrent with the execution of the agreement for services, the Contractor must furnish evidence of self-insurance or the following certificates of insurance within ten (10) business days. Certificates must be issued by an insurance company who meets the requirements to conduct business in Idaho. The Contractor must name the State of Idaho as additional insured on all insurance policies. No policy shall expire, be canceled or materially changed to effect coverage available to the State without thirty (30) days written notice to the State. Should the Contractor not maintain the program of self-insurance, then without limiting any liabilities or any other obligations of Contractor, prior to shipment of materials or commencing performance of any work, and at its sole expense, Contractor must purchase and continuously carry for the term (including warranty periods and extended periods to specific insurance thereunder). The following certificates are to be furnished:

11.2 Liability: A certificate of insurance evidencing insurance coverage for general liability including contractual liability, written a comprehensive form with coverage for personal injury and a limit of liability of at least \$1,000,000 for bodily injury, property damage, and personal injury.

11.3 Worker's compensation and employer's liability: A certificate of insurance evidencing statutory coverage for worker's compensation coverage, injury, and a limit of liability of \$1,000,000 for employer's liability, or a letter of certification from the industrial commission that the vendor is an authorized self-insurer.

12. DISTRIBUTION SITES AND LOCATIONS

If Contractor has more than one (1) distribution site, Contractor must provide the details as necessary on a separate word document. The information that must be provided, at minimum, is the address, contact person, contact phone number, and contact email address.

13. ORDERING AMOUNT AND DELIVERY

13.1 Ordering Agencies will place orders on an as needed basis via a purchase/delivery order (Order). The Ordering Agency contact will be indicated on each order as it is placed. Actual quantities may vary due to the nature of the Ordering Agency's needs; no minimum or maximum orders are guaranteed or implied.

13.2 The Contractor must deliver all ordered Herbicide Product within three (3) business days, excluding State-recognized holidays, after receipt of order (ARO). Contractor must inform the Ordering Agency if delivery cannot be made within three (3) business days. The Ordering Agency may agree to a different delivery date or may cancel the Order.

13.3 The Contractor must provide and deliver the exact Herbicide Product ordered; **NO SUBSTITUTIONS WILL BE ACCEPTED.**

14. STORAGE LIFE

Upon delivery, the Herbicide Products ordered must have a minimum of seventy-five percent (75%) storage life remaining. For example, if an Herbicide Product is good for one (1) year after manufacturer's date on the label, there must be nine (9) months remaining of product life upon delivery. Products delivered which do not meet this requirement will not be accepted; replacement Products must be redelivered within three (3) business days of written notification. Contractor will be responsible for collection and proper disposal of rejected Products.

15. PRICE ADJUSTMENTS

15.1 A price redetermination may be initiated by the Contractor at any time during the term of the Price Agreement. Price redeterminations must be submitted to the State, in writing, and must include justification and supporting documentation of industry wide decrease or increase in cost to provide the Herbicide Product.

15.2 The price redetermination will be based on the Producer's Price Index (PPI) www.bls.gov/ppi and the price to be paid will be increased by 100% of the change as reflected by the following Industries of the Producers Price Index published by the United States Department of Labor:

(1) Industry: Pesticide and other agricultural chemical manufacturing

Product: Pesticide and other agricultural chemical manufacturing.

Series ID #PCU325320325320 Categories 1, 2, and 3.

(2) Industry: Pesticide, fertilizer, and other agricultural chemical manufacturing

Product: Pesticide, fertilizer, and other agricultural chemical manufacturing.

Series ID #PCU3253 – 3253 – Category 4, Items 4A-4E

Base Period: January 2018 is hereinafter the reference "Base Period".

15.3 Mechanics of price adjustment: Divide the current index value by the index value for the base period, and then multiply the result by 100 and round to the nearest one hundredth. Multiply the current value of the Special Index by the original base selling price, and then divide by 100; this final figure will be the adjusted price for the current time period.

16. CATALOG PRICING

16.1 The Contractor may offer their full catalog to the State with all products, both Trade and Generic Name. Your catalog must show the pricing that will be offered to the State.

16.2 In the event the efficiency of particular Products is diminished due to adaptation of the target weeds, the State may seek to add Products to the Contract. Contractors may offer new Herbicide Product to the State at any time during the Price Agreement. The State will offer each Contractor an opportunity to provide a price for the new Herbicide Product. The new Herbicide Products, once accepted by the State, must be governed under the same terms and conditions of this Price Agreement.

16.3 In the event an Herbicide Product must be removed from this Price Agreement, the State will notify the Contractor immediately of the removal and the Contractor must no longer sell the product under this Price Agreement.

17. NEW PRODUCTS (TRADE OR GENERIC)

Each individual agency utilizing this Price Agreement shall be required to seek individual pricing from each Contractor for any new product offered. The consideration for award will be contingent on the Contractor whom is offering the best overall value to the State (pricing, availability, effectiveness, etc.)

18. NON-EXCLUSIVITY

The Contractor and State agree this Price Agreement is not an exclusive agreement for the Herbicide Products listed. State and public agencies may, at their option, choose to use this Price Agreement as they see fit and in their best interests. State and public agencies may utilize additional or alternate price agreements and State contracts.

19. PURCHASING CARD (PCARD) PAYMENT

Payments for Herbicide Products, under this Price Agreement, may be made by Ordering Agencies using a government issued credit card (Pcard). The Contractor must accept Pcard payments without any additions or surcharges to the Ordering Agency or to the State.

20. TERMINATION FOR CONVENIENCE

The State may terminate this Price Agreement for any reason with thirty (30) days written notice to the Contractor.

21. **BILLING PROCEDURE**

The Contractor must provide an invoice no later than thirty (30) calendar days after each delivery. Invoices submitted without the information below will be returned to the Contractor for correction and resubmission.

The Contractor must provide the following information with each invoice:

1. Contract number and Ordering Agency PO number
2. Identification of billing period
3. Total amount billed for the billing period
4. Detailed description of products
5. Name of authorized individual and contact information for Contractor

Helena Agri-Enterprises LLC

 Branch Manager

Contractors Signature and Title

8/5/20

Date

4802 N. Florida St.
Spokane, WA 99219

Address

State of Idaho, Division of Purchasing

 contract administrator

State's Signature and Title

8/7/20

Date

304 N. 8th St, Rm 403
Boise, ID 83702

Address