

COMMONWEALTH OF VIRGINIA
DIVISION OF PURCHASES AND SUPPLY
805 E. BROAD STREET
P. O. BOX 1199
RICHMOND, VIRGINIA 23218-1199

NOTICE OF CONTRACT RENEWAL

- 1. DATE June 6, 2009
- 2. COMMODITY NAMEAluminum License Plate Stock
- 3. CONTRACT NUMBER57005-02-09VP
- 4. CONTRACT PERIOD1 July 2009 through 30 June 2010
- 5. SUPERSEDES 5700502-60VAPP
- 6. AUTHORIZED USERSVirginia Correctional Enterprises
- 7. CONTRACTORS' eVA#.....E31382
- 8. CONTRACTOR.....Jupiter Aluminum Corp.
- 9. CONTRACTORS' PHONE NUMBER219-933-2712
- 10. TERMSNet 30
- 11. DELIVERY See Page 4 for Delivery Schedule
- 12. F.O.B. Agency
- 13. MINIMUM ORDER.....NONE
- 14. FOR FURTHER CONTRACT INFORMATION CONTACT: Lucinda Garwood
Phone (804) 786- 5412 / Fax (804) 786-0223
- 15. ADDITIONAL COPIES OF CONTRACTS AND ANY ASSOCIATED CONTRACT CHANGES MAY BE VIEWED AND PRINTED AT THE DPS WEBSITE: www.dgs.state.va.us/dps.
- 16. NOTICE TO ALL STATE AGENCIES: This contract is the result of a competitive bid program and its use is optional for all State Agencies (unless otherwise indicated in item 6 above) in the purchase of any commodity listed herein
- 17. **Note:** This public body does not discriminate against faith-based organizations in accordance with the *Code of Virginia*, § 2.2-4343.1 or against a bidder or offeror because of race, religion, color, sex, national origin, age, disability, or any other basis prohibited by state law relating to discrimination in employment.



By:

Statewide Commodity Contract Officer

INSTRUCTIONS

1. Purchase orders will be submitted to the Contractor via the Commonwealth of Virginia's electronic procurement system, also known as eVA. The orders will be governed by this agreement and the terms and conditions contained in the separate agreement for participation in eVA executed by the contractor. If this contract is authorized for use by localities, Virginia cities, counties, town and political subdivisions may use this contract only if the orders are placed through eVA.

Written Purchase Orders Required by the Contractor. **When required by the contractor**, state agencies and public bodies will supply written purchase order forms for orders under \$5,000.

Verbal/Facsimile Orders. When a written purchase order is not required by the contractor, state agencies have the authority to place verbal and/or facsimile orders for requirements valued at less than \$5,000.

2. If this contract is authorized for use by localities (see line item 6, page 1), Virginia cities, counties, towns and political subdivisions may use their own form to order items listed in this contract.
3. The applicable contract number, federal employer identification number (FEI), and item number (for itemized contracts) must be shown on each purchase order and copy, each facsimile transmission or given verbally when telephonic orders are placed.
4. Inspection on delivery and approval of vendor's invoice is the responsibility of receiving state agency, Virginia City, county, town or political subdivision.
5. Any complaint as to quality, faulty or delinquent delivery, or violation of contract provisions by contractor shall be reported to the Division of Purchases and Supply for handling with the contractor. Preprinted forms (DGS-41-024), by which to facilitate the notification of the contractor and this office of complaints, are available from the Division of Purchases and Supply (786-8873).
6. Renewals. One (1)one year renewal remains. The decision as to whether to exercise the next renewal option will be made by the contract officer approximately four to six months in advance of the expiration date of the current term.
7. Price Adjustments. During the current term of the contract, price escalation may be allowed every 365 days, if justified. The contract officer makes the decision to allow or deny a request for increase based upon the documentation submitted by the contractor. The contractor is required to pass on any price reductions immediately. **IMPORTANT!** All price increases must be approved by the contract officer. Contract users will be sent a Notice of Contract Change from this office as official notification of such changes, if approved. There is also a price adjustment allowed for gold (see paragraph 10)

SPECIAL CONDITIONS

8. **EXTRA CHARGES NOT ALLOWED:** The bid price shall be for complete delivery ready for the Commonwealth's use, and shall include all applicable freight and installation charges; extra charges will not be allowed.
9. **PAYMENT TERMS/OPTIONS:** Contract Users pay by check, electronic funds transfer (ETF), or with the Commonwealth's authorized procurement card. Contractor should be able to accept the Commonwealth's card for invoices under \$5,000 per transaction. The Commonwealth does not mandate the use of the charge card for invoices under \$5,000. Using ETF via eVA will generally

get you a lower transaction cost and save you money compared to payment via the purchasing card. Standard payment terms are net 30 days from products delivery or properly executed invoice receipt, whichever is later.

10. SPECIFICATION ALUMINUM LICENSE PLATES

DESCRIPTION MOTOR VEHICLE: The aluminum shall be produced with the following properties: ALLOY TEMPER: 8112 H111 THICKNESS: GAUGE 20, .030" +.002" .002" WIDTH (Standard Size): 12 1/8" + 1/32" 0 ULTIMATE STRENGTH: 17.000 to 23.000 ksi MINIMUM YIELD STRENGTH: 12.000 ksi ELONGATION ON 2" STANDARD SPECIMEN: Minimum 16% (20% nominal) QUALITY: To withstand embossing with all steel dies at 3/32" height without breaking, cutting or appreciable plate warping.

SURFACE FINISH: Treated with a light, tightly adherent, chromate conversion coating (applied in conformance with specifications outlined in ASTM Specification B 449 67, Class 2, or as revised) or anodized. Material to be free of any powdery residue, oil or other foreign material which may affect adhesion of reflective sheeting. Backside to be the same as front. COATING WEIGHT: 10 to 35 mg/ft² with a median of 25 mg/ft² as the optimum.

MOTORCYCLE LICENSE PLATE MATERIAL: Width = 7.125" + 1/32" - 0". All other material requirements are the same. This material will be a one-time shipment of approximately 5,000 lbs.

TEST/ANALYSIS OF SAMPLES: Any deliveries over the duration of the contract may be TESTED. Any materials not meeting design will be rejected. Any rejected materials will be returned to the contractor at no costs to the Commonwealth, including all shipping and handling charges. Materials will be tested within 30-days of delivery.

PACKAGING STANDARD LICENSE PLATE STOCK

A. Coils of 12 1/8" wide aluminum substrate shall be wound to a nominal weight of 2,000 to 2,500 lbs. The coils shall have 19" to 20" cores with a maximum OD of 48" - 58" and shall be packaged on individual skids with a total weight of not more than 2,500 lbs. No coils having a weight less than 1500 lbs. will be accepted.

B. Coils shall be packaged one to a pallet. They shall be packaged and wrapped with reinforced waterproof (no tarpaper) paper sufficiently to insure proper protection against environmental circumstances.

C. Each coil shall be securely banded, through the center and around the circumference. Banding shall be non metallic.

D. Coils shall be free from edge damage, as caused by cable marks, forklifts, dull cutting dies, rough separator discs or any other causes that result in rough, wavy or damaged edges. Coils shall be coiled straight and fairly tight with no more than 1/16" interweave.

E. A packing slip shall be securely attached to each skid and shall indicate the size, gross weight, net weight, linear feet and purchase order number.

PACKAGING MOTORCYCLE LICENSE PLATE STOCK:

A. Coils shall be wound to an optimum weight of 1325 lbs. (5,000 linear ft., [+]
2900 lbs., [-]
2300 lbs.). The coils shall have 19" to 20" cores with a maximum OD of 48" - 58" and shall be packaged on individual skids with a total weight of not more than 1650 lbs. No coil having weight less than 1000 lbs. will be accepted.

B. Coils shall be packaged no more than two (2) per pallet. They shall be packaged and wrapped with reinforced waterproof (no tarpaper) paper sufficiently to insure proper protection against environmental circumstances. Where there are two coils to a pallet the coils must have a spacer

between the coils to allow for a forklift to pick up the top coil without damaging either coil.

C. Each coil shall be securely banded, through the center and around the circumference. Banding must be non metallic.

D. Coils shall be free from edge damage, as caused by cable marks, forklifts, dull cutting dies, rough separator discs or any other causes that result in rough, wavy or damaged edges. Coils shall be coiled straight and fairly tight with more than 1/16" interweave.

E. A securely attached packing slip, without removal, shall be attached to each coil and shall indicate the size, gross weight, net weight, linear feet and VCE purchase order number.

TECHNICAL SUPPORT: The contractor shall provide technical support to the Agency's manufacturing facility to assist with manufacturing problems which may occur as a result of the use of the contractor's product. The technical support shall arrive on site no later than three (3) working days after the request for assistance is made by the Agency's plant manager.

DELIVERY VARIATIONS: A maximum variation of +/- 5% in the total poundage of aluminum shipped against this order will be permitted. The price structure shall include no extra charges for exact quantity.

CHANGES: Changes to the Alloy-Temper, Thickness Gauge, Width, Ultimate Strength, Minimum Yield Strength and/ or Elongation are possible during the term of this contract. Any such changes shall be made in accordance with the changes clause of this solicitation and the resultant contract.

SHIPPING/DELIVERY SCHEDULE:

A. **DELIVERY NOTIFICATION:** The Agency shall be notified 24 hours prior to delivery of any items so that personnel may be available to allow access to the building and verify items received. Notification shall be made to (804) 598-7024. Delivery shall be made monthly general during the first part of the month beginning the month of July. Delivery days/times are Monday through Friday deliveries only, 8:00 AM to 2:00 PM, excluding official State holidays.

B. Agency will unload the delivery truck.

C. Shipments shall be made on open flatbed trailer for side off loading with the Agency's forklift truck.

D. The first shipment will consist of 260,000 lbs E. All shipments thereafter shall consist of 160,000 lbs.

ALTERNATE DELIVERY LOCATION: Alternate locations may include VCE Main Distribution Center at 8030 White Bark Terrace, Richmond VA 23237 or VCE South Park III Warehouse at 5200 commerce Rd, Richmond, VA 23234

57005-02-09

ALUMINUM LICENSE PLATE STOCK
07/01/2007 THROUGH 06/30/2008

VENDOR ORDER ADDRESS LIST

eVA

VENDOR
NAME/ADDRESS/CONTACT PERSON

TELEPHONE

E31382

JUPITER ALUMINUM COPR.
1745 165TH STREET
HAMMOND, IN 46320
PARTICK MULLER X 2712
E-MAIL pmuller@jupiteraluminum.com
LORA LARKIN x 2705

(219) 933-2712 Phone
(219) 933-2728 FAX
(800) 392-7265

ALUMINUM LICENSE PLATE STOCK
07/01/2009 THROUGH 06/30/2010

ITEM NO.	COMMODITY CODE	DESCRIPTION	UNIT	UNIT PRICE
1	57005	ALUMINUM VEHICLE LICENSE PLATE COATED STOCK PER ABOVE SPECIFICATIONS	LBS	\$1.69
2	57005	ALUMINUM MOTORCYCLE LICENSE PLATE COATED STOCK PER ABOVE SPECIFICATION	LBS	\$1.69