

## MASTER AGREEMENT

### Master Agreement - E194 - 560 - 08 – New

Document Id: 560

Title: 156:8-0001

Print Date: 4/29/2008

Procurement Folder: 27920

Procurement Type: Complex IFB

**Effective Begin Date: 5/1/2008****Expiration Date: 4/30/2009**

Minimum Order Amount: \$0.00

Maximum Order Amount: \$0.00

Preparer Name: Edwin M. Patterson

Phone: (804) 786-3897

Email: Edwin.Patterson@dgs.virginia.gov

Description: **Uniforms, Virginia State Police**

#### Contact Information

Edwin M. Patterson

Phone: (804) 786-3897

Email: Edwin.Patterson@dgs.virginia.gov

#### Renewal Periods

Line Number	Renewal Period Length	Renewal Period Unit	Effective Date	Expiration Date	Notification Days (Prior to Expiration)	Attachments( Name - Desc)
1	1	Years	5/1/2009	4/30/2010	90	
2	1	Years	5/1/2010	4/30/2011	90	
3	1	Years	5/2/2010	5/1/2011	90	
4	1	Years	5/2/2011	5/1/2012	120	

Authorized Departments**User: State Police**Terms And Conditions

**TAXES:** Sales to the Commonwealth of Virginia are normally exempt from State sales tax. St exemption, Form ST-12, will be issued upon request. Deliveries against this contract shall usu transportation taxes. The Commonwealth's excise tax exemption registration number is 54-73-

**eVA BUSINESS-TO-GOVERNMENT VENDOR REGISTRATION:** The eVA Internet electronic procurement solution, web site portal [www.eVA.virginia.gov](http://www.eVA.virginia.gov) streamlines and automates government purchasing activities in the Commonwealth. The eVA portal is the gateway for vendors to conduct business with state agencies and public bodies. All vendors desiring to provide goods and/or services to the Commonwealth shall participate in the eVA Internet e-procurement solution either through the eVA Basic Vendor Registration Service or eVA Premium Vendor Registration Service. All bidders or offerors must register in eVA; failure to register will result in the bid/proposal being rejected.

a.) eVA Basic Vendor Registration Service: \$25 Annual Fee plus the appropriate order Transaction Fee specified below. eVA Basic Vendor Registration Service includes electronic order receipt, vendor catalog posting, on-line registration, electronic bidding and the ability to research historical procurement data available in the eVA purchase transaction data warehouse. b.) eVA Premium Vendor Registration Service: \$25 Annual Fee plus the appropriate Transaction Fee specified below. eVA Premium Vendor Registration Service includes all benefits of the eVA Basic Vendor Registration Service plus automatic email or fax notification of solicitations and amendments. c.) For orders issued prior to August 16, 2006 the Vendor Transaction Fee is 1% capped at a maximum of \$500 per order. d.) For orders issued August 16, 2006 and after, the Vendor Transaction Fee is: (i) DMBE-certified Small Businesses: 1% capped at \$500 per order. (ii) Businesses that are not DMBE-certified Small Businesses: 1% capped at \$1,500 per order.

**AVAILABILITY OF FUNDS:** It is understood and agreed between the parties herein that the agency shall be bound hereunder only to the extent of the funds available or which may hereafter become available for the purpose of this agreement.

**PRICE ESCALATION/DE-ESCALATION:** Price adjustments may be permitted for changes in the contractor's cost of materials not to exceed the increase in the following index/indices: Producers price Index: Clothing, Uniforms . No price increases will be authorized for 365 calendar days after the effective date of the contract. Price escalation may be permitted only at the end of this period and each 180 days thereafter and only where verified to the satisfaction of the purchasing office. However, "across the board" price decreases are subject to implementation at any time and shall be immediately conveyed to the Commonwealth. Contractor shall give not less than 30 days advance notice of any price increase to the purchasing office. Any approved price changes will be effective only at the beginning of the calendar month following the end of the full 30 day notification period.

The contractor shall document the amount and proposed effective date of any general change in the price of materials. Documentation shall be supplied with the contractor's request for increase which will: (1) verify that the requested price increase is general in scope and not applicable just to the Commonwealth of Virginia; and (2) verify the amount or percentage of increase which is being passed on to the contractor by the contractor's suppliers. The purchasing office will notify the using agencies and contractor in writing of the effective date of any increase which it approves. However, the contractor shall fill all purchase orders received prior to the effective date of the price adjustment at the old contract prices. The contractor is further advised that decreases which affect the cost of materials are required to be communicated immediately to the purchasing office.

QUANTITIES: Quantities set forth in this solicitation are estimates only, and the contractor shall supply at bid prices actual quantities as ordered, regardless of whether such total quantities are more or less than those shown.

RENEWAL OF CONTRACT: This contract may be renewed by the Commonwealth for (Four )successive one year periods) under the terms and conditions of the original contract except as stated in 1. and 2. below. Price increases may be negotiated only at the time of renewal. Written notice of the Commonwealth's intention to renew shall be given approximately 90 days prior to the expiration date of each contract period. 1. If the Commonwealth elects to exercise the option to renew the contract for an additional one-year period, the contract price(s) for the additional one year shall not exceed the contract price(s) of the original contract increased/decreased by more than the percentage increase/decrease of the WPU03260206 category of the CPI-W section of the Consumer Price Index of the United States Bureau of Labor Statistics for the latest twelve months for which statistics are available.

VENDOR

Legal Name: Howard Uniform Company

Contact Name: Paula Prioleau

Address: 1915 Annapolis Road  
Baltimore, MD 21230

Contact Email: mbutani@howarduniform.com

Contact Phone: (410) 727-3086

Vendor Type: Primary

Fax: (410) 727-3142

Fin #: 520682888

Duns #: 003419058

Commodity Information

Line: 1

Line Type: Item

NIGP Code: 20088

Description: Coat, Officer's Uniform, 55% Polyester/45% Worsted Wool, Tropical, 11 to 11-1/2 oz.,Howard Uniform Number VSP2001

Unit: each

Unit Price: \$199.00000

Delivery Type: Per Specifications

Free On Board Name: FOB Destination-Freight Prepaid