

NOTICE OF AWARD
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STATE OF ILLINOIS
DEPARTMENT OF
CENTRAL MANAGEMENT SERVICES

T NUMBER: T5060
PAGE NO.: 00001

DISTRIBUTE TO: 416PSD : BUREAU OF STRATEGIC SOURCING

NOTICE OF AWARD

CONTRACT TITLE: PRT PLOTTER PAPER AND SUPPLIES

CONTRACT NO: 4018156

OPTIONS AVAILABLE: 01 JOINT PURCHASING: NO

VENDOR NAME AND ADDRESS VENDOR NUMBER:
ARC DOCUMENT SOLUTIONS, LLC
1429 JEFFREY DRIVE
ADDISON, IL 60101-4331

CONTACT THE FOLLOWING IN THE EVENT OF QUESTIONS PERTAINING TO THIS CONTRACT:

BUYER NAME AND PHONE
JACK ECK
(217) 557-4306

SOLICITATION: 228034 BID OPEN DATE: 08/19/15

CONTRACT NO: 4018156
A10120 : BID FIRM TIME:

VENDOR'S BID MUST REMAIN FIRM FOR 120 DAYS FROM THE BID OPENING.

CONTRACT NO: 4018156
A10128 : VENDOR PAYMENT PROGRAM:

DUE TO UNPRECEDENTED ECONOMIC RECESSION, ILLINOIS HAS EXPERIENCED LOWER THAN EXPECTED REVENUES WHICH HAS LED TO A DELAYED PAYMENT CYCLE. IN MANY CASES, VENDORS AND SERVICE PROVIDERS ARE WAITING SEVERAL MONTHS TO RECEIVE PAYMENT FOR GOODS AND SERVICES PROVIDED TO THE STATE. THE STATE OF ILLINOIS VENDOR PAYMENT PROGRAM IS INTENDED TO PROVIDE RELIEF TO THOSE VENDORS AND SERVICE PROVIDERS.

FOR MORE INFORMATION PLEASE SEE OUR WEBSITE AT PAYMENTS.ILLINOIS.GOV.

CONTRACT NO: 4018156
F536A1 : SCOPE:

THE STATE OF ILLINOIS, DEPARTMENT OF CENTRAL MANAGEMENT SERVICES (CMS) BUREAU OF STRATEGIC SOURCING (BOSS), IS SOLICITING BIDS FROM QUALIFIED VENDORS TO ESTABLISH A MASTER CONTRACT FOR PLOTTER PAPER AND OTHER PLOTTER SUPPLIES ON AN AS NEEDED BASIS THROUGH OUT THE CONTRACT PERIOD.

CONTRACT NO: 4018156
F53601 : PERIOD OF CONTRACT:

CONTRACT(S) RESULTING FROM THIS INVITATION FOR BID WILL COMMENCE UPON DATE OF EXECUTION AND WILL EXPIRE TWO(2) YEARS FROM DATE OF EXECUTION.

UPON MUTUAL AGREEMENT, THE PARTIES MAY RENEW THE RESULTING CONTRACT FOR A TOTAL OF THREE (3) YEARS IN ONE OF THE FOLLOWING MANNERS:

- A) ONE RENEWAL FOR THE ENTIRE RENEWAL ALLOWANCE,
- B) ANY COMBINATION OF FULL OR PARTIAL-YEAR RENEWALS UP TO AND INCLUDING THE ENTIRE RENEWAL ALLOWANCE.
- C) ANY COMBINATION OF FULL OR PARTIAL-YEAR RENEWALS UP TO AND INCLUDING THE ENTIRE RENEWAL ALLOWANCE.

CONTRACT NO: 4018156
F53602 : USE OF BRAND NAME AND CATALOG NUMBER:

THE DESIGNATION OF A BRAND NAME OR CATALOG NUMBER IS INTENDED TO

INDICATE A STANDARD OF FUNCTION AND QUALITY ONLY AND IS NOT INTENDED
TO RESTRICT BIDDING.

CONTRACT NO: 4018156
F53603 : VENDOR WARRANTY:

THE CONTRACTED VENDOR MUST WARRANT THAT IF THE PRODUCTS USED IN THE
STATE OF ILLINOIS EQUIPMENT ARE FOUND TO BE DEFECTIVE OR OTHERWISE
CAUSE DAMAGE TO SAID EQUIPMENT, IT IS THE CONTRACTED VENDOR'S RESPON-
SIBILITY TO REPAIR OR REPLACE THE EQUIPMENT SHOULD IT BE DEEMED
NECESSARY. THE EQUIPMENT USED BY THE LEAD AGENCY, THE ILLINOIS
DEPARTMENT OF TRANSPORTATION, IS PREDOMINANTLY OCE. HOWEVER, XEROX
AND OTHER BRANDS ARE IN USE IN IDOT AND OTHER AGENCIES STATEWIDE.

CONTRACT NO: 4018156
F53606 : MATERIAL SAFETY DATA SHEETS:

THE AWARDED VENDOR WILL BE REQUIRED TO FURNISH A MATERIAL SAFETY DATA
SHEET (MSDS) FOR EACH TOXIC SUBSTANCE SHIPPED.

SUBMISSION OF MATERIAL SAFETY DATA SHEETS IS REQUIRED BY
THE ILLINOIS TOXIC SUBSTANCES DISCLOSURE TO EMPLOYEES ACT,
PA 83-240, ILL. REV. STAT., CH. 48, PAR. 1401 ET SEQ.

CONTRACT NO: 4018156
F53607 : DELIVERY/MINIMUM ORDERING QUANTITIES:

STATEWIDE DELIVERIES:
DELIVERY OF ITEMS ON THIS CONTRACT MAY BE REQUIRED TO BE MADE TO ANY
LOCATION WITHIN THE STATE OF ILLINOIS. DELIVERY LOCATIONS WILL BE
IDENTIFIED ON INDIVIDUAL ORDERS.

MINIMUM ORDERING QUANTITIES:
THE MINIMUM ORDER, FOB DESTINATION, SHALL BE \$400.00. ORDERS FOR LESS
THAN \$400.00 SHALL BE SHIPPED FREIGHT PREPAID BY THE VENDOR, WITH
FREIGHT CHARGES ADDED TO THE INVOICE AS A SEPARATE LINE ITEM. A COPY
OF THE PREPAID FREIGHT BILL SHALL ACCOMPANY THE INVOICE. THESE
ADDITIONAL FREIGHT CHARGES SHALL BE PRO-RATED AGAINST THOSE FREIGHT
CHARGES WHICH HAVE ALREADY BEEN BUILT INTO THE COST OF EACH ITEM.

CONTRACT NO: 4018156
F53608 : PRICE LIST:

AFTER ISSUANCE OF THE TERM CONTRACT, THE SUCCESSFUL VENDOR IS REQUIRED
TO FURNISH AN ELECTRONIC SPREADSHEET OF THE PRICE LIST TO:

MARK WINDSOR, ILLINOIS DEPARTMENT OF TRANSPORTATION:
MARK.WINDSOR@ILLINOIS.GOV

THERE MAY BE OTHER STATE AGENCIES THAT THIS SPREADSHEET WILL NEED TO
BE SENT TO THROUGHOUT THE CONTRACT PERIOD.

CONTRACT NO: 4018156
F53615 : ECONOMIC ADJUSTMENT:

THE PRICES IN THIS CONTRACT MUST REMAIN FIRM FOR NINETY (90) DAYS
AFTER THE EXECUTION DATE OF THE CONTRACT. THEREAFTER, REQUESTED
ADJUSTMENTS WILL BE LIMITED TO ONCE DURING ANY GIVEN TWELVE (12) MONTH
PERIOD.

ALL ADJUSTMENT REQUESTS SHALL BE MADE IN WRITING. VENDOR SHALL NOT BE
ENTITLED TO APPLY AN UPWARD PRICE ADJUSTMENT WITHOUT FIRST OBTAINING
APPROVAL OF SUCH REQUEST FROM THE BUREAU OF STRATEGIC SOURCING
(BOSS).

IN THE EVENT A DOWNWARD ADJUSTMENT IS WARRANTED, THE STATE RESERVES THE RIGHT TO ADJUST ONCE DURING ANY GIVEN TWELVE (12) MONTH PERIOD FOR THIS DECREASE. IT WILL BE THE RESPONSIBILITY OF THE VENDOR TO NOTIFY BOSS OF ANY SUCH DECREASE.

MAXIMUM ALLOWABLE ADJUSTMENTS SHALL BE GOVERNED BY THE U.S. BUREAU OF 0913 FOR PAPER ON LINE NUMBERS 1-12.
0722 FOR UNSUPPORTED PLASTIC FILM, SHEET & OTHER SHAPES ON LINE NUMBERS 13-19.
06790918 FOR CARBON BLACK ON LINE NUMBER 20.

THE BASE PPI PUBLISHED INDEX WILL BE DETERMINED BY THE MONTH OF THE BID OPENING DATE. IF THE BID OPENING DATE OCCURS IN MAY, THEN THE BASE PPI WILL BE MAY'S PUBLISHED INDEX.

THE PUBLISHED PPI INDEX AT THE TIME OF REQUESTED ADJUSTMENT WILL BE DETERMINED BY THE MONTH AND DAY THE ADJUSTMENT WAS SUBMITTED TO BOSS REGARDLESS OF WHETHER IT IS A PRELIMINARY OR FINAL INDEX PUBLICATION. NO FURTHER ADJUSTMENTS WILL BE MADE ONCE THE MAXIMUM ALLOWABLE ADJUSTMENT HAS BEEN CALCULATED FOR THE GIVEN 12 MONTHS.

THE MAXIMUM ALLOWABLE ADJUSTMENT SHALL BE CALCULATED AS FOLLOWS:

MAXIMUM ALLOWABLE PRICE = A / B * C

A = BID PRICE
B = BASE PPI INDEX (DEFINED BY TIME OF BID OPENING)
C = PUBLISHED PPI INDEX AT TIME OF REQUESTED ADJUSTMENT

THE U.S. BUREAU OF LABOR STATISTICS WEB SITE CAN BE LOCATED AT [HTTP://WWW.BLS.GOV/PPI/](http://www.bls.gov/ppi/).

SHOULD THE REFERENCED PRODUCER PRICE INDEX (PPI) BECOME DISCONTINUED DURING THE CONTRACT, IT WILL BE REPLACED BY AN APPROPRIATE ALTERNATIVE PPI CHOSEN BY CMS AND ALL ADJUSTMENTS WILL BE CALCULATED BASED ON THE SAME METHODOLOGY AS OUTLINED ABOVE, BUT WITH DATA FROM THE NEW REPLACEMENT INDEX.

REQUESTED ADJUSTMENTS SHALL INCLUDE THE CONTRACT NUMBER, COMMODITY NUMBER, LINE NUMBER, BID PRICE AND REQUESTED PRICE ADJUSTMENT.

IN ALL CASES THE CONTRACTOR MUST FILE A CLAIM FOR SUCH ADJUSTMENT PRIOR TO THE DELIVERY OF THE GOODS. IN ANY EVENT, THE CLAIM FOR SUCH ADJUSTMENT WILL NOT APPLY TO RELEASE ORDERS EXECUTED PRIOR TO THE DATE THE BUREAU OF STRATEGIC SOURCING RECEIVED THE ECONOMIC ADJUSTMENT REQUEST.

IF THE CONTRACTOR HAS UNRESOLVED COMPLAINTS FILED AGAINST HIM FOR NON-DELIVERY OR POOR QUALITY, HIS REQUEST MAY BE DENIED UNTIL SUCH TIME AS ALL PAST COMPLAINTS ARE RESOLVED.

VENDOR NAME AND ADDRESS

ARC DOCUMENT SOLUTIONS, LLC
1429 JEFFREY DRIVE
ADDISON, IL 60101-4331

CONTRACT NO: 4018156
PYMT TERMS: NONE
DELIVERY: 5 DAYS ARO
VENDOR NO:
BUSINESS CLASS CODE: NNLEN
LEGAL STATUS: CORPORATION
CONTRACT END DATE: 10/14/20

PRIME VENDOR: N
CONTRACT BEGIN DATE: 10/15/15

CONTACT NAME: JEFF SPROAT
CONTACT PHONE: (630) 629-6900
CONTACT E-MAIL: JEFF.SPROAT@E-ARC.COM

CONTACT FAX: (630) 629-6925

CONTRACT ITEMS/SERVICES
BY LINE ITEM

T NUMBER: T5060
PAGE NO.: 00005

LINE#	DESCRIPTION/MFGR/BRAND	QUANTITY FROM/TO	UNIT	DISCOUNT	UNIT PRICE
00001	COMMODITY CODE: 3861-536-0267 WIDE FORMAT PAPER, 36" X 500' ROLL TYPE: UNCOATED BOND COLOR: WHITE WEIGHT: 20 LB BRIGHTNESS: 92% CORE: 3" PACKAGED: 2 ROLLS/CARTON VENDOR: ARC DOCUMENT SOLUTIONS, LLC : CONTRACT NO: 4018156 BRAND: OCE MODEL: 4511100071	140.000	CTN	N/A	\$ 45.03000
00002	COMMODITY CODE: 3861-536-0252 WIDE FORMAT PAPER, 36" X 100' ROLL TYPE: COATED PRESENTATION BOND COLOR: WHITE WEIGHT: 35 LB BRIGHTNESS: 97% CORE: 2" PACKAGED: 1 ROLL/CARTON VENDOR: ARC DOCUMENT SOLUTIONS, LLC : CONTRACT NO: 4018156 BRAND: OCE MODEL: PM35361002	50.000	ROLL	N/A	\$ 39.34000
00003	COMMODITY CODE: 3861-536-0255 WIDE FORMAT PAPER, 12" X 500' ROLL TYPE: UNCOATED BOND COLOR: WHITE WEIGHT: 20 LB BRIGHTNESS: 92% CORE: 3" PACKAGED: 4 ROLLS/CARTON VENDOR: ARC DOCUMENT SOLUTIONS, LLC : CONTRACT NO: 4018156 BRAND: OCE MODEL: 4511100007	20.000	CTN	N/A	\$ 35.00000
00004	COMMODITY CODE: 3861-536-0221 WIDE FORMAT PAPER, 17" X 500' ROLL TYPE: UNCOATED BOND COLOR: WHITE WEIGHT: 20 LB BRIGHTNESS: 92% CORE: 3" PACKAGED: 44 ROLLS/SKID VENDOR: ARC DOCUMENT SOLUTIONS, LLC : CONTRACT NO: 4018156 BRAND: OCE MODEL: 4511100019	4.000	SKID	N/A	\$ 482.77000
00005	COMMODITY CODE: 3861-536-0223 WIDE FORMAT PAPER, 18" X 500' ROLL TYPE: UNCOATED BOND COLOR: WHITE WEIGHT: 20 LB BRIGHTNESS: 92% CORE: 3" PACKAGED: 2 ROLLS/CARTON	25.000	CTN	N/A	\$ 23.82000

CONTRACT ITEMS/SERVICES
BY LINE ITEM

T NUMBER: T5060
PAGE NO.: 00006

LINE#	DESCRIPTION/MFGR/BRAND	QUANTITY FROM/TO	UNIT	DISCOUNT	UNIT PRICE
00005	CONTINUED.....				
	VENDOR: ARC DOCUMENT SOLUTIONS, LLC : CONTRACT NO: 4018156 BRAND: OCE MODEL: 4511100024				
00006	COMMODITY CODE: 3861-536-0224 WIDE FORMAT PAPER, 18" X 500' ROLL	15.000	SKID	N/A	\$ 511.94000
	TYPE: UNCOATED BOND COLOR: WHITE WEIGHT: 20 LB BRIGHTNESS: 92% CORE: 3" PACKAGED: 44 ROLLS/SKID				
	VENDOR: ARC DOCUMENT SOLUTIONS, LLC : CONTRACT NO: 4018156 BRAND: OCE MODEL: 45-11100025				
00007	COMMODITY CODE: 3861-536-0230 WIDE FORMAT PAPER, 24" X 500' ROLL	4.000	SKID	N/A	\$ 662.95000
	TYPE: UNCOATED BOND COLOR: WHITE WEIGHT: 20 LB BRIGHTNESS: 92% CORE: 3" PACKAGED: 44 ROLLS/SKID				
	VENDOR: ARC DOCUMENT SOLUTIONS, LLC : CONTRACT NO: 4018156 BRAND: OCE MODEL: 45-11100044				
00008	COMMODITY CODE: 3861-536-0231 WIDE FORMAT PAPER, 34" X 500' ROLL	25.000	CTN	N/A	\$ 43.06000
	TYPE: UNCOATED BOND COLOR: WHITE WEIGHT: 20 LB BRIGHTNESS: 92% CORE: 3" PACKAGED: 2 ROLLS/CARTON				
	VENDOR: ARC DOCUMENT SOLUTIONS, LLC : CONTRACT NO: 4018156 BRAND: OCE MODEL: 4511100065				
00009	COMMODITY CODE: 3861-536-0232 WIDE FORMAT PAPER, 34" X 500' ROLL	6.000	SKID	N/A	\$ 934.65000
	TYPE: UNCOATED BOND COLOR: WHITE WEIGHT: 20 LB BRIGHTNESS: 92% CORE: 3" PACKAGED: 44 ROLLS/SKID				
	VENDOR: ARC DOCUMENT SOLUTIONS, LLC : CONTRACT NO: 4018156 BRAND: OCE MODEL: 4511100067				

CONTRACT ITEMS/SERVICES
BY LINE ITEM

T NUMBER: T5060
PAGE NO.: 00007

LINE#	DESCRIPTION/MFGR/BRAND	QUANTITY FROM/TO	UNIT	DISCOUNT	UNIT PRICE
00010	COMMODITY CODE: 3861-536-0235 WIDE FORMAT PAPER, 36" X 150' ROLL TYPE: PREMIUM COLOR BOND COLOR: WHITE WEIGHT: 24 LB BRIGHTNESS: 94% CORE: 2" PACKAGED: 1 ROLL/CARTON VENDOR: ARC DOCUMENT SOLUTIONS, LLC : CONTRACT NO: 4018156 BRAND: OCE MODEL: 8620240010	25.000	ROLL	N/A	\$ 21.45000
00011	COMMODITY CODE: 3861-536-0317 WIDE FORMAT PAPER, 42" X 150', ROLL TYPE: INKJET COLOR BOND COLOR: BRIGHT WHITE WEIGHT: 24 LB BRIGHTNESS: 92% CORE: 2" PACKAGED: 4 ROLLS/CARTON VENDOR: ARC DOCUMENT SOLUTIONS, LLC : CONTRACT NO: 4018156 BRAND: OCE MODEL: 8610240005	4.000	CTN	N/A	\$ 81.95000
00012	COMMODITY CODE: 3861-536-0266 WIDE FORMAT PAPER, 42" X 100' ROLL TYPE: COATED PRESENTATION BOND COLOR: WHITE WEIGHT: 24 LB BRIGHTNESS: 97% CORE: 2" PACKAGED: 1 ROLL/CARTON VENDOR: ARC DOCUMENT SOLUTIONS, LLC : CONTRACT NO: 4018156 BRAND: OCE MODEL: PM24421002	25.000	ROLL	N/A	\$ 38.64000
00013	COMMODITY CODE: 3861-536-0213 WIDE FORMAT FILM, 11" X 17" SHEETS TYPE: COATED DOUBLE MATTE PPC POLYESTER COLOR: WHITE CALIPER: 4 MIL OPACITY: 34% PACKAGED: 100 SHEETS/CARTON VENDOR: ARC DOCUMENT SOLUTIONS, LLC : CONTRACT NO: 4018156 BRAND: OCE MODEL: 4454200014	1.000	CTN	N/A	\$ 42.72000
00014	COMMODITY CODE: 3861-536-0318 WIDE FORMAT FILM, 22" X 150' ROLL TYPE: COATED DOUBLE MATTE PPC POLYESTER COLOR: WHITE CALIPER: 4 MIL OPACITY: 34%	1.000	CTN	N/A	\$ 77.96000

CONTRACT ITEMS/SERVICES
BY LINE ITEM

T NUMBER: T5060
PAGE NO.: 00008

LINE#	DESCRIPTION/MFGR/BRAND	QUANTITY FROM/TO	UNIT	DISCOUNT	UNIT PRICE
00014	CONTINUED..... CORE: 3" PACKAGED: 1 ROLL/CARTON				
	VENDOR: ARC DOCUMENT SOLUTIONS, LLC : CONTRACT NO: 4018156 BRAND: OCE				
	MODEL: 4454200004				
00015	COMMODITY CODE: 3861-536-0211 WIDE FORMAT FILM, 24" X 150' ROLL	20.000	ROLL	N/A	\$ 110.90000
	TYPE: COATED DOUBLE MATTE PPC POLYESTER COLOR: WHITE CALIPER: 4 MIL OPACITY: 34% CORE: 2" PACKAGED: 1 ROLL/CARTON				
	VENDOR: ARC DOCUMENT SOLUTIONS, LLC : CONTRACT NO: 4018156 BRAND: OCE				
	MODEL: 4463200001				
00017	COMMODITY CODE: 3861-536-0212 WIDE FORMAT FILM, 36" X 150' ROLL	15.000	ROLL	N/A	\$ 133.02000
	TYPE: COATED DOUBLE MATTE TDS POLYESTER COLOR: WHITE CALIPER: 3.5 MIL OPACITY: 80% CORE: 3" PACKAGED: 1 ROLL/CARTON				
	VENDOR: ARC DOCUMENT SOLUTIONS, LLC : CONTRACT NO: 4018156 BRAND: OCE				
	MODEL: 4463200003				
00018	COMMODITY CODE: 3861-536-0206 WIDE FORMAT FILM, 24" X 150' ROLL	8.000	ROLL	N/A	\$ 85.03000
	TYPE: COATED DOUBLE MATTE PPC POLYESTER COLOR: WHITE CALIPER: 4 MIL OPACITY: 34% CORE: 3" PACKAGED: 1 ROLL/CARTON				
	VENDOR: ARC DOCUMENT SOLUTIONS, LLC : CONTRACT NO: 4018156 BRAND: OCE				
	MODEL: 4454200005				
00019	COMMODITY CODE: 3861-536-0207 WIDE FORMAT FILM, 36" X 150' ROLL	10.000	ROLL	N/A	\$ 127.54000
	TYPE: COATED DOUBLE MATTE PPC POLYESTER COLOR: WHITE CALIPER: 4 MIL OPACITY: 34% CORE: 3" PACKAGED: 1 ROLL/CARTON				
	VENDOR: ARC DOCUMENT SOLUTIONS, LLC :				

CONTRACT ITEMS/SERVICES
BY LINE ITEM

T NUMBER: T5060
PAGE NO.: 00009

LINE#	DESCRIPTION/MFGR/BRAND	QUANTITY FROM/TO	UNIT	DISCOUNT	UNIT PRICE
00019	CONTINUED..... CONTRACT NO: 4018156 BRAND: OCE				
	MODEL: 4454200009				
00020	COMMODITY CODE: 3861-536-0263 TONER E-1 KIT FOR 9800/9700 ENGINEERING COPIER, 2-800 GM. BOTTLES/CARTON.	10.000	KIT	N/A	\$ 214.50000
	VENDOR: ARC DOCUMENT SOLUTIONS, LLC :				
	CONTRACT NO: 4018156 BRAND: OCE				
	MODEL: 7015598				