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STATE OF ILLINOIS  
DEPARTMENT OF  
CENTRAL MANAGEMENT SERVICES

T NUMBER: TX009  
PAGE NO.: 00001

DISTRIBUTE TO: 416PRT : BUREAU OF STRATEGIC SOURCING

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NOTICE OF AWARD

CONTRACT TITLE: PRT RECYCLED PAPER, UNCOATED OFFSET,  
MASTER CONTRACT

CONTRACT NO: 4018388

OPTIONS AVAILABLE: 02          JOINT PURCHASING: NO

VENDOR NAME AND ADDRESS          VENDOR NUMBER:  
MIDLAND PAPER COMPANY  
101 E PALATINE ROAD  
WHEELING, IL 60090-6512

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

BUYER NAME AND PHONE  
DIANE JAROSZ  
(217) 782-0876

SOLICITATION: 228518          BID OPEN DATE: 04/07/17

CONTRACT NO: 4018388  
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](http://PAYMENTS.ILLINOIS.GOV).

CONTRACT NO: 4018388  
P603B1 : SCOPE:

THE STATE OF ILLINOIS, DEPARTMENT OF CENTRAL MANAGEMENT SERVICES, BUREAU OF STRATEGIC SOURCING, IS ESTABLISHING A STATEWIDE MASTER CONTRACT FOR RECYCLED UNCOATED OFFSET PAPERS.

CONTRACT NO: 4018388  
P603C1 : PERIOD OF CONTRACT:

THE CONTRACT WILL COMMENCE ON THE DATE OF EXECUTION OF THE CONTRACT AND WILL EXPIRE TWO (2) YEARS FROM DATE OF EXECUTION.

UPON MUTUAL AGREEMENT, THE PARTIES, MAY RENEW THE RESULTING CONTRACT FOR A TOTAL OF TWO (2) YEARS IN ONE OF THE FOLLOWING MANNERS:

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

CONTRACT NO: 4018388  
P603D1 : MINIMUM ORDERS:

MINIMUM ORDERS ARE SPECIFIED WITHIN EACH COMMODITY LINE OF THE MASTER CONTRACT.

CONTRACT NO: 4018388  
P603D3 : INVOICING:

FREIGHT IS INCLUDED IN PRICE AND PREPAID BY THE VENDOR.

CONTRACT NO: 4018388  
P603D5 : INSTRUCTIONS AND SPECIFICATIONS:

ALL LINE ITEMS IN THIS CONTRACT ARE FOR RECYCLED UNCOATED OFFSET BOOK GRADE #2 OR BETTER. ALL OFFSET TEXT PAPER MUST MEET THE INDUSTRY STANDARD OF 10% POST CONSUMER WASTE (PCW).

SHEETED QUANTITIES PER CARTON VARY DEPENDING UPON THE MANUFACTURER. SHEETED PRICING IS PER M (1,000). THE QUANTITIES PER CARTON ARE LISTED TO ASSIST THE AGENCIES WHEN ORDERING.

CURL:  
PAPER HAVING A CURL PRODUCED IN THE COURSE OF MANUFACTURE WHICH CANNOT BE OVERCOME UNDER REASONABLE WORKING CONDITIONS WILL BE REJECTED AND THE VENDOR WILL BE REQUIRED TO REPLACE IT AT NO COST TO THE STATE OF ILLINOIS.

LABELLING:  
ALL REAMS, CARTONS AND ROLLS MUST BE PLAINLY MARKED INDICATING CONTENTS, STATE OF ILLINOIS CONTRACT RELEASE ORDER NUMBER, QUANTITY, SIZE, WEIGHT AND COLOR OF PAPER, AND STOCK NUMBER IF PROVIDED.

EXAMPLE OF REAM/ROLL LABEL:

-----  
| STOCK NUMBER: {PLACE HERE IF PROVIDED} |  
| QUANTITY OF CONTENTS: 500 SHEETS |  
| GRADE NAME: \_\_\_\_\_ |  
| GRADE CLASSIFICATION: \_\_\_\_\_ |  
| BRIGHTNESS: 92 |  
| SIZE: 11" X 17" |  
| WEIGHT: 50 LB. |  
COLOR: WHITE

EXAMPLE OF CARTON LABEL:

-----  
| STOCK NUMBER: {PLACE HERE IF PROVIDED} |  
| STATE OF ILLINOIS RELEASE ORDER NUMBER: ##### |  
| PACKAGED NUMBER: 1 OF 5 |  
| QUANTITY OF CONTENTS: 2,500 SHEETS |  
| GRADE NAME: \_\_\_\_\_ |  
| GRADE CLASSIFICATION: \_\_\_\_\_ |  
| BRIGHTNESS: 92 |  
| SIZE: 8.5" X 11" |  
| WEIGHT: 50 LB. |  
COLOR: WHITE

PACKAGING:  
SHIPMENTS MUST BE PACKAGED IN SUCH A MANNER TO PREVENT DAMAGE IN TRANSIT. ALL PAPERS MUST BE TRIMMED SQUARE ON FOUR SIDES, SHIPPED IN MANUFACTURER'S SEALED, CORRUGATED BOXES. ROLLS ARE TO BE WRAPPED IN MANUFACTURER'S KRAFT PAPER.

REFER TO EACH COMMODITY FOUND WITHIN THE PRICE SHEET OF THIS SOLICITATION FOR ADDITIONAL PACKAGING REQUIREMENTS.

CONTRACT NO: 4018388  
P603E1 : PALLETIZING:

- 1) EACH PALLET MUST BE NON-RETURNABLE WOODEN TYPE, WITH OPENINGS ON ALL FOUR (4) SIDES TO ALLOW A FORKLIFT TO ENTER FROM ANY SIDE. OPENINGS ON THE PALLETS MUST BE AT LEAST 4" HIGH.

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EACH 11" ROLL PALLET MUST BE AT LEAST 36"X36". EACH 14" ROLL  
PALLET MUST BE AT LEAST 42"X42".

- 2) ALL PALLETIZED CARTONS AND/OR ROLLS MUST BE TIGHTLY STRAPPED  
SO AS TO NOT ALLOW SHIFTING DURING TRANSPORT.
- 3) ALL SHIPMENTS MUST BE ACCOMPANIED BY A PACKING LIST SHOWING  
QUANTITIES, COLOR, WEIGHT (E.G.50# OR 50 LB.), AND CENTRAL  
MANAGEMENT SERVICES ORDER NUMBER (PRTXXXXXXX).
- 4) SOME USING AGENCIES MAY REQUIRE A DIFFERENT SIZE WOODEN PALLET OR  
DESIGN FOR THEIR WAREHOUSE NEEDS. EACH VENDOR WILL BE RESPONSIBLE  
FOR MEETING THOSE NEEDS.
- 5) NO ADDITIONAL CHARGES FOR PALLETS WILL BE ALLOWED.

CONTRACT NO: 4018388  
P603F1 : BILL OF LADING:

A BILL OF LADING SHALL BE PROVIDED AT THE TIME OF DELIVERY.  
CONTRACTORS, WHEN REQUIRED TO DO SO, MUST FURNISH TO THE STATE  
ORIGINAL BILLS OF LADING FROM MANUFACTURER FOR ANY SHIPMENT OF  
PAPER TO THE STATE OF ILLINOIS.

CONTRACT NO: 4018388  
P603G1 : DELIVERY:

DELIVERY OF ORDER SHALL BE MADE WITHIN 14 WORKING DAYS OF RECEIPT OF  
ORDER. ALL ORDERS MUST BE DELIVERED TO THE CUSTOMER IN GOOD ORDER,  
AND SUBJECT TO THE INSPECTION OF DAMAGE, COUNT, WEIGHT, MEASUREMENT  
AND TEST OF THE DEPARTMENT.

SHIPMENTS CONTAINING DAMAGED ITEMS MAY BE REJECTED. ALL DELIVERIES  
SHALL BE ACCOMPANIED BY A PACKING SLIP.

NO OVERRUNS OR UNDERRUNS WILL BE ACCEPTED.

ALL BID PRICES SHALL INCLUDE DOCK DELIVERY. DOCK DELIVERY MEANS THAT  
THE REQUESTING AGENCY HAS A LOADING DOCK AND WILL BE UNLOADING THE  
PAPER WITH THEIR EQUIPMENT. ANYTHING DIFFERENT MEANS THAT THE  
REQUESTING AGENCY WILL NEED TO ADD A SEPARATE COMMODITY LINE(S) FOR  
INSIDE DELIVERY.

CONTRACTORS MAY ALSO BE REQUIRED TO MAKE DELIVERY TO POINTS WITHIN  
THE STATE OF ILLINOIS DESIGNATED BY THE DEPARTMENT, FREE OF ALL  
TRANSPORTATION CHARGES.

OVER THE ROAD TRAILERS CANNOT BE USED TO DELIVER TO THE FOLLOWING  
LOCATIONS:

1. CAPITOL BUILDING, SPRINGFIELD
2. WILLIAM G STRATTON BUILDING, SPRINGFIELD
3. 160 NORTH LASALLE STREET, CHICAGO
4. LOCATIONS WITHIN THE CHICAGO LOOP AREA
5. STATE ARMORY BUILDING, SPRINGFIELD

OTHER DELIVERY LOCATIONS MAY HAVE SIMILAR RESTRICTIONS.

CONTRACT NO: 4018388  
P603H1 : ECONOMIC ADJUSTMENT CLAUSE:

THE PRICES IN THIS CONTRACT MUST REMAIN FIRM FOR ONE (1) YEAR 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  
LABOR STATISTICS PRODUCER PRICE INDEX (PPI) ITEM NUMBER 091301 FOR

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WRITING AND PRINTING PAPERS.

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.

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VENDOR NAME AND ADDRESS

MIDLAND PAPER COMPANY  
101 E PALATINE ROAD  
WHEELING, IL 60090-6512

CONTRACT NO: 4018388  
PYMT TERMS: NONE  
DELIVERY: 15 DAYS ARO  
VENDOR NO:  
BUSINESS CLASS CODE: NNLEN  
LEGAL STATUS: CORPORATION  
CONTRACT END DATE: 05/31/19

PRIME VENDOR: N  
CONTRACT BEGIN DATE: 06/01/17

CONTACT NAME: DOUG DAMASCUS  
CONTACT PHONE: (847) 777-2710  
CONTACT E-MAIL: DOUG.DAMASCUS@MIDLANDPAPER.COM

CONTACT FAX: (847) 403-6875

CONTRACT ITEMS/SERVICES  
BY LINE ITEM

T NUMBER: TX009  
PAGE NO.: 00006

LINE#	DESCRIPTION/MFGR/BRAND	QUANTITY FROM/TO	UNIT	DISCOUNT	UNIT PRICE
00001	<p>COMMODITY CODE: XR55-603-0012 PAPER, RECYCLED (MIN OF 10% PCW) TYPE: #2 UNCOATED OFFSET OR BETTER SIZE: 17.5" X 22.5"-50LB COLOR: WHITE</p> <p>PACKAGE SIZE: 3600 SHEETS/CARTON 16 CARTONS/PALLET UNIT OF MEASURE: M = 1,000</p> <p>ORDERING REQUIREMENTS: MUST ORDER A MINIMUM OF 57,600 (57.6M) SHEETS OR MORE. FULL CARTONS ONLY.</p> <p>PACKAGED: 3000/3600 SHEETS/CARTON RECYCLED CONTENT: 10-30% VENDOR: MIDLAND PAPER COMPANY : CONTRACT NO: 4018388 BRAND: ROLLAND/DOMTAR/FRP</p>	54.000	M	N/A	\$ 34.00000
00002	<p>COMMODITY CODE: XR55-603-0015 PAPER, RECYCLED (MIN OF 10% PCW) TYPE: #2 UNCOATED OFFSET OR BETTER SIZE: 8.5" X 11"-60LB COLOR: WHITE</p> <p>PACKAGE SIZE: 5000 SHEETS/CARTON 32 CARTONS/PALLET UNIT OF MEASURE: M = 1,000</p> <p>ORDERING REQUIREMENTS: MUST ORDER A MINIMUM OF 160,000 (160M) SHEETS OR MORE. FULL CARTONS ONLY.</p> <p>PACKAGED: 4000/5000 SHEETS/CARTON RECYCLED CONTENT: 10-30% VENDOR: MIDLAND PAPER COMPANY : CONTRACT NO: 4018388 BRAND: ROLLAND/DOMTAR/FRP</p>	3200.000	M	N/A	\$ 9.20000
00003	<p>COMMODITY CODE: XR55-603-0020 PAPER, RECYCLED (MIN OF 10% PCW) TYPE: #2 UNCOATED OFFSET OR BETTER SIZE: 11" X 17"-60LB COLOR: WHITE</p> <p>PACKAGE SIZE: 2500 SHEETS/CARTON 32 CARTONS/PALLET UNIT OF MEASURE: M = 1,000</p> <p>ORDERING REQUIREMENTS: MUST ORDER A MINIMUM OF 80,000 (80M) SHEETS OR MORE. FULL CARTONS ONLY.</p> <p>PACKAGED: 2000/2500 SHEETS/CARTON RECYCLED CONTENT: 10-30% VENDOR: MIDLAND PAPER COMPANY : CONTRACT NO: 4018388 BRAND: ROLLAND/DOMTAR/FRP</p>	490.000	M	N/A	\$ 19.80000
00004	<p>COMMODITY CODE: XR55-603-0030 PAPER, RECYCLED (MIN OF 10% PCW) TYPE: #2 UNCOATED OFFSET OR BETTER SIZE: 8.5" X 11"-70 LB</p>	144.000	M	N/A	\$ 10.90000

CONTRACT ITEMS/SERVICES  
BY LINE ITEM

T NUMBER: TX009  
PAGE NO.: 00007

LINE#	DESCRIPTION/MFGR/BRAND	QUANTITY FROM/TO	UNIT	DISCOUNT	UNIT PRICE
00004	CONTINUED..... COLOR: WHITE  PACKAGE SIZE: 4000 SHEETS/CARTON 32 CARTONS/PALLET UNIT OF MEASURE: M = 1,000  ORDERING REQUIREMENTS: MUST ORDER A MINIMUM OF 128,000 (128M) SHEETS OR MORE. FULL CARTONS ONLY.  PACKAGED: 4000 SHEETS/CARTON RECYCLED CONTENT: 10-30% VENDOR: MIDLAND PAPER COMPANY : CONTRACT NO: 4018388 BRAND: ROLLAND/DOMTAR/FRP				
00005	COMMODITY CODE: XR55-603-0035 PAPER, RECYCLED (MIN OF 10% PCW) TYPE: #2 UNCOATED OFFSET OR BETTER SIZE: 11" X 17"-70 LB COLOR: WHITE  PACKAGE SIZE: 2000 SHEETS/CARTON 32 CARTONS/PALLET UNIT OF MEASURE: M = 1,000  ORDERING REQUIREMENTS: MUST ORDER A MINIMUM OF 64,000 (64M) SHEETS OR MORE. FULL CARTONS ONLY.  PACKAGED: 2000 SHEETS/CARTON RECYCLED CONTENT: 10-30% VENDOR: MIDLAND PAPER COMPANY : CONTRACT NO: 4018388 BRAND: ROLLAND/DOMTAR/FRP	3168.000	M	N/A	\$ 22.90000
00006	COMMODITY CODE: XR55-603-0040 PAPER, RECYCLED (MIN OF 10% PCW) TYPE: #2 UNCOATED OFFSET OR BETTER SIZE: 17.5" X 22.5"-70 LB COLOR: WHITE  PACKAGE SIZE: 2400 SHEETS/CARTON 16 CARTONS/PALLET UNIT OF MEASURE: M = 1,000  ORDERING REQUIREMENTS: MUST ORDER A MINIMUM OF 38,400 (38.4M) SHEETS OR MORE. FULL CARTONS ONLY.  PACKAGED: 2000 SHEETS/CARTON RECYCLED CONTENT: 10-30% VENDOR: MIDLAND PAPER COMPANY : CONTRACT NO: 4018388 BRAND: ROLLAND/DOMTAR/FRP	40.000	M	N/A	\$ 48.50000
00007	COMMODITY CODE: XR55-603-0045 PAPER, RECYCLED (MIN OF 10% PCW) TYPE: #2 UNCOATED OFFSET OR BETTER SIZE: 11" X 40"-60LB., ROLL COLOR: WHITE  PACKAGED SIZE:	126.000	100WT	N/A	\$ 74.90000

CONTRACT ITEMS/SERVICES  
BY LINE ITEM

T NUMBER: TX009  
PAGE NO.: 00008

LINE#	DESCRIPTION/MFGR/BRAND	QUANTITY FROM/TO	UNIT	DISCOUNT	UNIT PRICE
00007	CONTINUED.... 32"-40" DIAMETER W/3" CORE. 375LB./ROLL 3 ROLLS/PALLET UNIT OF MEASURE: CWT - 100  ORDERING REQUIREMENT: MUST ORDER A MIN. OF 1125 LB (11.25 CWT) ROLLS OR MORE. FULL PALLETS ONLY.  PACKAGED: 4 CWT/ROLL RECYCLED CONTENT: 10-30% VENDOR: MIDLAND PAPER COMPANY : CONTRACT NO: 4018388 BRAND: ROLLAND/FRP				
00008	COMMODITY CODE: XR55-603-0050 INSIDE DELIVERY (16 TO 25 FULL CARTONS)  VENDOR: MIDLAND PAPER COMPANY : CONTRACT NO: 4018388	1.000	CTN	N/A	\$ 4.00000
00009	COMMODITY CODE: XR55-603-0055 INSIDE DELIVERY (26 TO 32 FULL CARTONS)  VENDOR: MIDLAND PAPER COMPANY : CONTRACT NO: 4018388	1.000	CTN	N/A	\$ 3.00000
00010	COMMODITY CODE: XR55-603-0060 INSIDE DELIVERY (=>33 FULL CARTONS)  VENDOR: MIDLAND PAPER COMPANY : CONTRACT NO: 4018388	1.000	CTN	N/A	\$ 2.00000