002397

STATE OF UTAH CONTRACT

CONTRACT NUMBER: 049145

1. CONTRACTING PARTIES: This contract is between the following Agency of the State of Utah:

Department of Transportation	810	Procurement	referred to as STATE and the following:
Agency Name	Agency Code	Division	

CONTRACTOR Zep Manufacturing Company
Name

550 Joliet Street
Address

Denver	CO	80239
City	State	Zip Code

LEGAL STATUS OF CONTRACTOR
- ____ Sole Proprietor
- ____ Non-Profit Corporation
- X For-Profit Corporation
- ____ Partnership
- ____ Government Agency

Lynn Hathenbruck	(801) 455-9853	(801) 571-0831
Contact Person	Phone Number	Fax

58-2633373	00794 H A	34532000723
Federal ID#	Vendor Number	Commodity Code(s)

2. GENERAL PURPOSE OF CONTRACT:

Provide Utah Department of Transportation with insect repellant handiwipes with DEET 30.
STA-A-Way # 1415 (50) per box.

3. PROCUREMENT: This contract is entered into as a result of the Procurement process on bid # FV4029
Requisition # RX-81-46000000101 ,FY 2004 , or the attached pre-approved sole source.

4. CONTRACT PERIOD: Effective date: 04/01/04 . Termination date: 03/31/07 , unless terminated early or extended in accordance with the terms of this contract. Renewal Options (if any): (1) Two Year .

5. CONTRACT COSTS: CONTRACTOR will be paid a maximum of: $999,999.00 for costs authorized by this contract.

6. ATTACHMENT A: Division of Purchasing's Standard Terms and Conditions.
ATTACHMENT B: Scope of Work.
ATTACHMENT C: Special Terms and Conditions

Any conflicts between Attachment A and other Attachments will be resolved in favor of Attachment A.

7. DOCUMENTS INCORPORATED INTO THIS CONTRACT BY REFERENCE BUT NOT ATTACHED:
A. All other governmental laws, regulations or actions applicable to the goods and/or services authorized by this Contract.
B. Utah State Procurement Code, Procurement Rules and Contractor's responses to Bid # FV4029 dated 03/01/04 .

IN WITNESS WHEREOF, the parties sign and cause this contract to be executed.

CONTRACTOR

Lynn Hathenbruck
Contractor's Signature

LYNN HATHENBRUCK
Contractor's Name

SALES MANAGER - UTAH
Title

STATE OF UTAH

Charles Larsen Administrative Director

APR 2 6 2004
4-22-04
Division of Purchasing

CONTRACT RECEIVED AND PROCESSED BY DIVISION OF FINANCE
Division of Finance

ENT'D MAR 0 3 2005

APR 2 0 2005

Paul Kikuchi	(801) 965-4071	(801) 965-4818
Agency Contact Person	Telephone Number	Fax Number

Revision date: 11/1/2000

ATTACHMENT A: STANDARD TERMS AND CONDITIONS

1. **AUTHORITY:** Provisions of this contract are pursuant to the authority set forth in 63-56, Utah Code Annotated, 1953, as amended, Utah State Procurement Rules (Utah Administrative Code Section R33), and related statutes which permit the State to purchase certain specified services, and other approved purchases for the State.

2. **CONTRACT JURISDICTION, CHOICE OF LAW, AND VENUE:** The provisions of this contract shall be governed by the laws of the State of Utah. The parties will submit to the jurisdiction of the courts of the State of Utah for any dispute arising out of this Contract or the breach thereof. Venue shall be in Salt Lake City, in the Third Judicial District Court for Salt Lake County.

3. **LAWS AND REGULATIONS:** Any and all supplies, services and equipment furnished will comply fully with all applicable Federal and State laws and regulations.

4. **RECORDS ADMINISTRATION:** The Contractor shall maintain, or supervise the maintenance of all records necessary to properly account for the payments made to the Contractor for costs authorized by this contract. These records shall be retained by the Contractor for at least four years after the contract terminates, or until all audits initiated within the four years, have been completed, whichever is later. The Contractor agrees to allow State and Federal auditors, and State Agency Staff, access to all the records to this contract, for audit and inspection, and monitoring of services. Such access will be during normal business hours, or by appointment.

5. **CONFLICT OF INTEREST:** Contractor represents that none of its officers or employees are officers or employees of the State of Utah, unless disclosure has been made in accordance with 67-16-8, Utah Code Annotated, 1953, as amended.

6. **CONTRACTOR, AN INDEPENDENT CONTRACTOR:** The Contractor shall be an independent contractor, and as such, shall have no authorization, express or implied, to bind the State to any agreements, settlements, liability, or understanding whatsoever, and agrees not to perform any acts as agent for the State, except as herein expressly set forth. Compensation stated herein shall be the total amount payable to the Contractor by the State. The Contractor shall be responsible for the payment of all income tax and social security amounts due as a result of payments received from the State for these contract services. Persons employed by the State and acting under the direction of the State shall not be deemed to be employees or agents of the Contractor.

7. **INDEMNITY CLAUSE:** The Contractor agrees to indemnify, save harmless, and release the State OF UTAH, and all its officers, agents, volunteers, and employees from and against any and all loss, damages, injury, liability, suits, and proceedings arising out of the performance of this contract which are caused in whole or in part by the negligence of the Contractor's officers, agents, volunteers, or employees, but not for claims arising from the State's sole negligence.

8. **EQUAL OPPORTUNITY CLAUSE:** The Contractor agrees to abide by the provisions of Title VI and VII of the Civil Rights Act of 1964 (42USC 2000e) which prohibits discrimination against any employee or applicant for employment or any applicant or recipient of services, on the basis of race, religion, color, or national origin; and further agrees to abide by Executive Order No. 11246, as amended, which prohibits discrimination on the basis of sex; 45 CFR 90 which prohibits discrimination on the basis of age; and Section 504 of the Rehabilitation Act of 1973, or the Americans with Disabilities Act of 1990 which prohibits discrimination on the basis of disabilities. Also, the Contractor agrees to abide by Utah's Executive Order, dated March 17, 1993, which prohibits sexual harassment in the work place.

9. **SEPARABILITY CLAUSE:** A declaration by any court, or any other binding legal source, that any provision of this contract is illegal and void shall not affect the legality and enforceability of any other provision of this contract, unless the provisions are mutually dependent.

10. **RENEGOTIATION OR MODIFICATIONS:** This contract may be amended, modified, or supplemented only by written amendment to the contract, executed by the same persons or by persons holding the same position as persons who signed the original agreement on behalf of the parties hereto, and attached to the original signed copy of the contract.

11. **DEBARMENT:** The Contractor certifies that neither it nor its principals are presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from participation in this transaction (contract), by any governmental department or agency. If the Contractor cannot certify this statement, attach a written explanation for review by the State. The Contractor must notify the State Director of Purchasing within 30 days if debarred by any governmental entity during the Contract period.

12. **TERMINATION:** Unless otherwise stated in the Special Terms and Conditions, this contract may be terminated, with cause by either party, in advance of the specified termination date, upon written notice being given by the other party. The party in violation will be given ten (10) working days after notification to correct and cease the violations, after which the contract may be terminated for cause. This contract may be terminated without cause, in advance of the specified expiration date, by either party, upon 90 days prior written notice being given the other party. On termination of this contract, all accounts and payments will be processed according to the financial arrangements set forth herein for approved services rendered to date of termination.

13. **NONAPPROPRIATION OF FUNDS:** The Contractor acknowledges that the State cannot contract for the payment of funds not yet appropriated by the Utah State Legislature. If funding to the State is reduced due to an order by the Legislature or the Governor, or is required by State law, or if federal funding (when applicable) is not provided, the State may terminate this contract or proportionately reduce the services and purchase obligations and the amount due from the State upon 30 days written notice. In the case that funds are not appropriated or are reduced, the State will reimburse Contractor for products delivered or services performed through the date of cancellation or reduction, and the State will not be liable for any future commitments, penalties, or liquidated damages.

14. **SALES TAX EXEMPTION:** The State of Utah's sales and use tax exemption number is E33399. The tangible personal property or services being purchased are being paid from State funds and used in the exercise of that entity's essential functions. If the items being purchased are construction materials, they will be converted into real property by employees of this government entity, unless otherwise stated in the contract.

15. **WARRANTY:** The contractor agrees to warrant and assume responsibility for all products (including hardware, firmware, and/or software products) that it licenses, contracts, or sells to the State of Utah under this contract for a period of one year, unless otherwise specified and mutually agreed upon elsewhere in this contract. The contractor (seller) acknowledges that all warranties granted to the buyer by the Uniform Commercial Code of the State of Utah apply to this contract. Product liability disclaimers and/or warranty disclaimers from the seller are not applicable to this contract unless otherwise specified and mutually agreed upon elsewhere in this contract. In general, the contractor warrants that: (1) the product will do what the salesperson said it would do, (2) the product will live up to all specific claims that the manufacturer makes in their advertisements, (3) the product will be suitable for the ordinary purposes for which such product is used, (4) the product will be suitable

for any special purposes that the State has relied on the contractor's skill or judgment to consider when it advised the State about the product, (5) the product has been properly designed and manufactured, and (6) the product is free of significant defects or unusual problems about which the State has not been warned. Remedies available to the State include the following: The contractor will repair or replace (at no charge to the State) the product whose nonconformance is discovered and made known to the contractor in writing. If the repaired and/or replaced product proves to be inadequate, or fails of its essential purpose, the contractor will refund the full amount of any payments that have been made. Nothing in this warranty will be construed to limit any rights or remedies the State of Utah may otherwise have under this contract.

16. **PUBLIC INFORMATION:** Contractor agrees that the contract will be a public document, and may be available for distribution. and Contractor gives the State express permission to make copies of the contract and/or of the response to the solicitation in accordance with the State of Utah Government Records Access and Management Act. The permission to make copies as noted will take precedence over any statements of confidentiality, proprietary information, copyright information, or similar notation.

17. **DELIVERY:** Unless otherwise specified in this contract, all deliveries will be F.O.B. destination with all transportation and handling charges paid by the Contractor. Responsibility and liability for loss or damage will remain with Contractor until final inspection and acceptance when responsibility will pass to the State except as to latent defects, fraud and Contractor's warranty obligations.

18. **ORDERING AND INVOICING:** All orders will be shipped promptly in accordance with the delivery schedule. The Contractor will promptly submit invoices (within 30 days of shipment or delivery of services) to the State. The State contract number and/or the agency purchase order number shall be listed on all invoices, freight tickets, and correspondence relating to the contract order. The prices paid by the State will be those prices listed in the contract. The State has the right to adjust or return any invoice reflecting incorrect pricing.

19. **PAYMENT:** Payments are normally made within 30 days following the date the order is delivered or the date a correct invoice is received, whichever is later. All payments to the Contractor will be remitted by mail unless paid by the State of Utah's Purchasing Card.

20. **PATENTS, COPYRIGHTS, ETC.:** The Contractor will release, indemnify and hold the State, its officers, agents and employees harmless from liability of any kind or nature, including the Contractor's use of any copyrighted or un-copyrighted composition, secret process, patented or un-patented invention, article or appliance furnished or used in the performance of this contract.

21. **ASSIGNMENT/SUBCONTRACT:** Contractor will not assign, sell, transfer, subcontract or sublet rights, or delegate responsibilities under this contract, in whole or in part, without the prior written approval of the State.

22. **DEFAULT AND REMEDIES:** Any of the following events will constitute cause for the State to declare Contractor in default of the contract: 1. Nonperformance of contractual requirements; 2. A material breach of any term or condition of this contract. The State will issue a written notice of default providing a ten (10) day period in which Contractor will have an opportunity to cure. Time allowed for cure will not diminish or eliminate Contractor's liability for damages. If the default remains, after Contractor has been provided the opportunity to cure, the State may do one or more of the following: 1. Exercise any remedy provided by law; 2. Terminate this contract and any related contracts or portions thereof; 3. Impose liquidated damages, if liquidated damages are listed in the contract; 4. Suspend Contractor from receiving future solicitations.

23. **FORCE MAJEURE:** Neither party to this contract will be held responsible for delay or default caused by fire, riot, acts of God and/or war which is beyond that party's reasonable control. The State may terminate this contract after determining such delay or default will reasonably prevent successful performance of the contract.

24. **PROCUREMENT ETHICS:** The Contractor understands that a person who is interested in any way in the sale of any supplies, services, construction, or insurance to the State of Utah is violating the law if the person gives or offers to give any compensation, gratuity, contribution, loan or reward, or any promise thereof to any person acting as a procurement officer on behalf of the State, or who in any official capacity participates in the procurement of such supplies, services, construction, or insurance, whether it is given for their own use or for the use or benefit of any other person or organization (63-56-73, Utah Code Annotated, 1953, as amended).

25. **CONFLICT OF TERMS:** Contractor Terms and Conditions that apply must be in writing and attached to the contract. No other Terms and Conditions will apply to this contract including terms listed or referenced on a Contractor's website, terms listed in a Contractor quotation/sales order, etc. In the event of any conflict in the contract terms and conditions, the order of precedence shall be: 1. State Standard Terms and Conditions; 2. State Special Terms and Conditions; 3. Contractor Terms and Conditions.

(Revision date: Nov 21, 2003)

Attachment B
Specifications / Pricing

Towelette / Handi Wipe Insect Repellant

1.0 General Description

Establish a 3-year requirements contract for Zep STA-A-WAY Waterless Insect Repellent Towel #1415.

2.0 Product Requirements

2.1 Towelette / Handi-Wipe application.
2.2 Must contain a minimum of 30%, maximum 35% N, N-diethyl-m-tolamide (DEET).
2.3 Individually wrapped in foil pouches.
2.4 Sufficient product in each towel / handi-wipe to protect head, neck and arm area.
2.5 Protect against the following:
- 2.5.1 Mosquitoes
- 2.5.2 Chiggers
- 2.5.3 Stable Flies
- 2.5.4 Gnats
- 2.5.5 Ticks
- 2.5.6 Deer Flies
- 2.5.7 Black Flies
- 2.5.8 Fleas

2.6 Shelf life of 1-year from date product is received.
2.7 Washable with soap and water.
Packaged in units of 50
2.8 Non-greasy formulation.
2.9 Application instructions enclosed in each box.

3.0 Lead Time

Product shall be delivered to UDOT within 10-calendar days from receipt of purchase order.

4.0 Minimum Order Quantity

Two Cases of 50

5.0 Pricing

Unit Pack	Order Quantity	Delivered Price Per Box of 50
50 Per Case	2-Case Minimum	$24.70 Per Case
50 Per Case	20-Cases	$22.25 Per Case
50 Per Case	50-Cases	$19.76 Per Case
50 Per Case	100-Cases	$18.52 Per Case

Attachment C
Special Terms and Conditions

Handi-Wipe Insect Repellant

1.0 UDOT Contract Contact:

Procurement Services
4501 South 2700 West
Box 148260
Salt Lake City, Utah 84020
Contact: Paul Kikuchi
Phone: (801) 965-4071
Fax: (801) 965-4818
E-Mail pkikuchi@utah.gov

2.0 Delivery Location:

Utah Department of Transportation
Central Warehouse
4501 South 2700 West
Salt Lake City, Utah 84119

3.0 Submit Invoices To:

Utah Department of Transportation
Accounts Payable
4501 South 2700 West
Box 141510
Salt Lake City, Utah 84114

4.0 Purchase Order Number Must Appear on The Following Documents:

A. Bill of Lading
B. Packing Slip
C. Invoice
D. Any correspondence relating to each order and delivery

5.0 Freight Terms:

F.O.B. Destination

6.0 Payment:

State will remit payment by mail.

7.0 Quantity Estimates

The State does not guarantee to purchase any amount under this contract. This is a new product for UDOT with no purchase history available.

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8.0 Change In Pricing

Any change request on prices must guarantee the price for one year and must be made at least (30) days prior to the requested effective date. Any request for change on prices or specifications must include sufficient documentation supporting the request. Request for change on prices or specifications shall not be effective until it is approved by the Procurement Supervisor or the Procurement Manager of the Utah Department of Transportation and incorporated by contract amendment.