

NASPO ValuePoint
PARTICIPATING ADDENDUM



**SMALL PACKAGE DELIVERY
SERVICES 2021-2026**

Lead by the State of Utah

Master Agreement Number: **MA454**

Alaska Participating Addendum Number: **2022-PCKG-0001**

Contractor: **FEDEX**

Participating Entity: **STATE OF ALASKA**

The following products or services are included in this contract portfolio:

- *All products and accessories listed on the Contractor page of the NASPO ValuePoint website.*
 - *Single Carrier Pricing*
 - *Effective Date: November 28, 2021*

Master Agreement Terms and Conditions:

1. Scope: This addendum covers the **Small Package Delivery Services** led by the State of Utah for use by state agencies and other entities located in the Participating State and authorized by that State's statutes to utilize State contracts with the prior approval of the State's Chief Procurement Official.
2. Participation: This NASPO ValuePoint Master Agreement (MA454) may be used by all state agencies, institutions of higher institution, political subdivisions and other entities authorized to use statewide contracts in the State of Alaska. Issues of interpretation and eligibility for participation are solely within the authority of the State Chief Procurement Official.

Each State agency and political subdivision, as a Participating Entity that purchases products or services from this contract will be considered an individual customer. Each eligible user will be responsible to follow the terms and conditions of the RFP/contract.

Contractor must have a valid business license with the State of Alaska and must be current with any additional required State licenses. All certificates of insurance must be current and meet the coverage limits outlined in the Master Agreement MA454.

3. Primary Contacts: The primary contact individuals for this Participating Addendum are as follows (or their named successors):

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Contractor

Name:	FedEx - Joselyn Henderson
Address:	900 7 th Street NW, Suite 550 Washington DC 20001-3886
Telephone:	(816) 309-1546
Fax:	(901) 471-5901
Email:	Jchenderson1@fedex.com

Participating Entity

Name:	State of Alaska – Shavonne Jordan
Address:	PO Box 110214 Juneau, AK 99801-0214
Telephone:	(907) 465-5682
Fax:	(907) 465-2189
Email:	Shavonne.jordan@alaska.gov

**PARTICIPATING ENTITY MODIFICATIONS OR ADDITIONS TO THE MASTER
AGREEMENT**

These modifications or additions apply only to actions and relationships within the Participating Entity. Participating Entity must check one of the boxes below.

☐ No changes to the terms and conditions of the Master Agreement are required.

☒ The following changes are modifying or supplementing the Master Agreement terms and conditions.

1. **Required Reporting:** Contractor must submit quarterly reports to the State of Alaska Contacting Officer with an electronic usage report, which will list the purchasing entity, and net price for the quarterly period. These reports are due within thirty (30) days of the end of a quarter. Checks for Administrative Fees are due 15-30 days thereafter.

First Quarter	July 1 through September 30
Second Quarter	October 1 through December 31
Third Quarter	January 1 through March 31
Fourth Quarter	April 1 through June 30

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2. Administrative Fees: Effective November 28, 2021, the Contractor agrees to provide an Administrative Fee to the State of Alaska.

- a) Contractor shall submit a check, payable to the State of Alaska, remitted to the Department of Administration, Division of General Services for the calculated amount equal to 1.5% of the net sales for the quarterly period.
- b) Contractor must include an identifier on the check such as company name, PA number or contract number. Those checks submitted to the State without the identifier will be returned to Contractor for additional identifying information.
- c) Administrative fee checks shall be submitted to:
ATTN: Purchasing Section
State of Alaska
Department of Administration
Office of Procurement and Property Management (OPPM)
PO Box 110214
Juneau, AK 99811-0214
- d) The administrative fee shall not be included as an adjustment to Contractor's Master Agreement pricing and shall not be invoiced or charged to the ordering agency.
- e) Payment of the administrative fee is due irrespective of payment status on any orders from a Purchasing Entity.

f) Administrative fee checks are due for each quarter as follows:

<u>Reporting Period</u>	<u>Due Date</u>
State Fiscal Quarter 1 (Jul 1 - Sept 30):	Oct 31
State Fiscal Quarter 2 (Oct 1 - Dec 31):	Jan 31
State Fiscal Quarter 3 (Jan 1 - Mar 31):	Apr 30
State Fiscal Quarter 4 (Apr 1 - Jun 30):	Jul 31

g) Any quarter with zero sales must be reported as zero sales. This may be done electronically via email to the State of Alaska contact listed in this PA.

3. Orders: Any order placed by a Participating Entity or Purchasing Entity for a product and/or service available from this Master Agreement shall be deemed to be a sale under (and governed by the prices and other terms and conditions) of the Master Agreement unless the parties to the order agree in writing that another contract or agreement applies to such order.

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4. Subcontractors: All contactors, dealers, and resellers authorized in the State of Alaska, as shown on the dedicated Contractor (cooperative contract) website, are approved to provide sales and service support to participants in the NASPO ValuePoint Master Agreement. The contractor's dealer participation will be in accordance with the terms and conditions set forth in the aforementioned Master Agreement.

IN WITNESS WHEREOF, the parties have executed this Addendum as of the date of execution by both parties below.

Participating Entity: State of Alaska	Contractor: FedEx Corporation Services, Inc.
Signature: <i>Shavonne Jordan</i>	Signature: <i>Joselyn Henderson</i>
Name: Shavonne Jordan	Name: Joselyn Henderson
Title: Statewide Contracting Officer	Title: Worldwide Account Manager
Date: October 26, 2021	Date: October 26, 2021

For questions on executing a participating addendum, please contact:

NASPO ValuePoint

Cooperative Development Coordinator:	Shannon Berry
Telephone:	(775) 720-3404
Email:	sberry@naspovaluepoint.org

[Please email fully executed PDF copy of this document to PA@naspovaluepoint.org to support documentation of participation and posting in appropriate data bases.]