

**NASPO ValuePoint
PARTICIPATING ADDENDUM**

Digital Print & Quick Copy Services (2021 – 2026)
Led by the State of Utah



Master Agreement #: **PD2454**

Contractor: **OFFICE DEPOT, LLC**

Participating Entity: **STATE OF ALASKA**

Alaska PA No.: **2022-COPY-0001**

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

- *All products listed for the Contractor's page of the NASPO ValuePoint website.*

Master Agreement Terms and Conditions:

1. Scope: This Participating Addendum to the NASPO ValuePoint Master Agreement #PD2454, for Digital Print and Quick Copy Services ("Master Agreement"), led by the State of Utah for use by state agencies and other entities located in the State of Alaska, ("Participating Entity") authorized by that State's statutes to utilize the Master Agreement with the prior approval of the State's Chief Procurement Official.
2. Participation: This Master Agreement 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.
3. Orders: Any order placed by a Participating Entity for a product and/or service available from this Participating Addendum 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.
4. Subcontractors: All contactors, dealers, and resellers authorized in the State of Alaska as shown on the NASPO ValuePoint website, are approved to provide sales and service support under the Master Agreement. The Contractor's use of subcontractors will be in accordance with the terms and conditions set forth in the aforementioned Master Agreement.
5. Lease Agreements: N/A
6. Primary Contacts: The primary contact individuals for this Participating Addendum are as follows (or their named successors):

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a. Contractor's Contact:

Name:	Rob Boyer Office Depot, LLC
Address:	6600 North Military Trail Boca Raton, FL 33496-2434
Telephone:	(907) 202-1277
Email:	Rob.boyer@officedepot.com

b. Participating Entity's Contact:

Name:	Shavonne Jordan State of Alaska Department of Administration, Office of Procurement & Property Management
Address:	PO Box 110214 Juneau, AK 99811-0214
Telephone:	(907) 465-5682
Email:	Shavonne.jordan@alaska.gov

7. Participating Entity Modifications or Additions to the Master Agreement

These modifications or additions apply only to actions and relationships within this Participating Addendum. The following changes are modifying or supplementing the Master Agreement terms and conditions:

- a) Reporting: Contractor must submit quarterly reports to the State of Alaska Contacting Officer with an electronic usage report, which will list the purchasing entity, description of item(s) purchased, date, dollar amount, retail price, and extended price for each transaction. These reports are due within sixty (60) days of the end of a quarter in accordance with the Master Agreement.

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

- b) Purchase Order Instructions: 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. At a minimum, all orders should contain the following:

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- Mandatory Language, "This order is subject to NASPO Master Agreement terms, conditions, specifications and pricing."
- Your Name, Address, Contact, & Phone-Number.
- Other program requirements as necessary.

c) Administrative Fees: The Contractor agrees to provide an Administrative Fee to the State of Alaska for Participating Entities within Alaska.

- Contractor shall submit a check, payable to the State of Alaska, remitted to the Department of Administration, Office of Procurement and Property Management (OPPM), for the calculated amount equal to 1.5% of the net sales for the quarterly period for Participating Entities within Alaska.
- Contractor must include the Participating Addendum Number on the check. Those checks submitted to the State without the Participating Addendum Number will be returned to Contractor for additional identifying information.
- 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 99811-02104
- The Administrative Fee shall not be invoiced or charged to the ordering agency or identified on an ordering agency's invoice as a specified line item.
- Payment of the administrative fee is due irrespective of payment status on any orders from a Purchasing Entity.

d) 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

e) 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 Participating Addendum.

8. As of May 1, 2022, ("Assignment Effective Date") Contractor hereby assigns all of its right, title and interest under this Participating Addendum to ODP Business Solutions, LLC, a

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Delaware limited liability company ("ODP BSD"), and ODP BSD hereby assumes all obligations under the Agreement. Any reference to the term "Contractor", as used in this Participating Addendum shall refer to "ODP BSD" as of the Assignment Effective Date.

9. The State of Alaska hereby consents to the assignment of the Participating Addendum from Contractor to ODP BSD, and the State of Alaska hereby releases Contractor from any and all obligations due and owing under the Participating Addendum following the Assignment Effective Date.

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: Office Depot, LLC
Signature: <i>Shavonne Jordan</i>	Signature: <i>Daniel Zettle</i>
Name: Shavonne Jordan	Name: Daniel Zettle
Title: Statewide Contracting Officer III	Title: Managing Director
Date: 4/18/2022	Date: 4/18/2022

ODP Business Solutions, LLC
Signature: <i>Daniel Zettle</i>
Name: Daniel Zettle
Title: Managing Director
Date: 4/18/2022



For questions regarding NASPO ValuePoint Participating Addendums, please contact the NASPO ValuePoint Cooperative Contract Coordinators Team at: ccc@napsovaluepoint.org

Please note: Fully executed NASPO ValuePoint Participating Addendums must be submitted, via email in pdf format, to: pa@napsovaluepoint.org