

# BLANKET PURCHASE ORDER

## STATE OF MARYLAND

\*\*\*\*\* STATE OF MARYLAND \*\*\*\*\*

BPO NO: 001B9400021

PRINT DATE: 04/22/20

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### SHIP TO:

AS SPECIFIED ON INDIVIDUAL ORDERS

### VENDOR ID:

FASTENAL COMPANY  
1008 RUSSELL ST REAR BLDG

BALTIMORE, MD 21230  
(507 )494-3225

### REFER QUESTIONS TO:

ALLEGRA DAYE  
(410 )767-4032  
ALLEGRA.DAYE1@MARYLAND.GOV

### ITB:

EXPR DATE: 06/30/23  
POST DATE: 06/20/18

DISCOUNT TERMS: . NET 30 DAY  
CONTRACT AMOUNT: 500,000.00

### TERMS:

ARTICLES HEREIN ARE EXEMPT FROM MARYLAND SALES AND USE TAXES BY EXEMPTION CERTIFICATE NUMBER 3000256-3 AND FROM FEDERAL EXCISE TAXES BY EXEMPTION NUMBER 52-73-0358K. IT IS THE VENDOR'S RESPONSIBILITY TO ADVISE COMMON CARRIERS THAT AGENCIES OF THE STATE OF MARYLAND ARE EXEMPT FROM TRANSPORTATION TAX.

\*\*\*\*\*

STATEWIDE CONTRACT  
FOR

MAINTENANCE, REPAIR, OPERATING SUPPLIES(MRO)

\*\*\*\*\*

NASPO CONTRACT #8497 AWARDED ON 4/27/2018 FOR ONE (1) YEAR  
CONTRACT TERM UNTIL 6/30/2023 WITH FOUR (4) ADDITIONAL ONE (1) YEAR  
RENEWAL OPTION WHICH IS AT THE DISCRETION OF NASPO.

\*\*\*\*\*

MODIFICATION #2: ADDITIONAL PARAGRAPHS ADDED TO THE SPECS AND  
TERMS ON THE (8730) SCREEN,10/01/19.

\*\*\*\*\*

ADDITIONAL VALUE ADDED SOLUTIONS ARE INCLUDED AS PART OF THE NASPO MASTER AGREEMENT (SOLICITATION NUMBER DASPS-2183-17), INCLUDING SAFETY TRAINING & ASSESSMENTS, ENERGY EFFICIENT LIGHTING AUDITS AND TRAINING, GREEN AND SUSTAINABILITY TRAINING, CERTIFIED VENDOR TRAINING PROGRAM, MANUFACTURING/METALWORKING, INDUSTRIAL VENDING MACHINES, AND SUSTAINABLE PRODUCTS PROJECTS. HOWEVER, ADDITIONAL VALUE ADDED SOLUTIONS WERE NOT INCLUDED AS A COMPETITIVELY EVALUATED ITEM ON THE NASPO SOLICITATION; THEREFORE, STATE OF MARYLAND AGENCIES MUST OBTAIN COMPETITION IN ACCORDANCE WITH TITLE 21 OF STATE PROCUREMENT REGULATIONS.

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### TERMS (cont'd):

A COMPETITIVE SOLICITATION IS REQUIRED IF THE PROJECT COST IS EXPECTED TO EXCEED THE CATEGORY III PROCUREMENT THRESHOLD (CURRENTLY \$50,000) FOR TRANSACTIONS BELOW THE CATEGORY III THRESHOLD, STATE AGENCIES ARE PERMITTED TO OBTAIN MULTIPLE QUOTES FROM THE NASPO MRO SERVICE PROVIDERS, OR AGENCIES CAN OBTAIN QUOTES FROM OTHER SERVICE PROVIDERS. CONTACT THE OFFICE OF STATE PROCUREMENT AT DGS FOR ADDITIONAL INFORMATION.

\*\*\*\*\*  
MODIFICATION #1: CONTRACT EXTENDED UNTIL 06/30/23.

MASTER CONTRACT #8497 EXTENDED UNTIL 06/30/23

\*\*\*\*\*

THIS CONTRACT IS BEING LEAD BY THE STATE OF OREGON SHIRLEY SMITH  
503-378-5395, SHIRLEY.SMITH@OREGON.GOV

VENDOR NAME : FASTENAL COMPANY  
VENDOR CONTACT: BILL FRANSSSEN/SEAN MCGLUMPHY  
VENDOR NUMBER: 757-342-6123/443-876-6213  
VENDOR EMAIL: WFRANSSE@FASTENAL.COM/SMCGLUMP@FASTENAL.COM

CONTRACT RESTRICTIONS: VENDOR MAY NOT PROVIDE ANY PRODUCTS THAT ARE ALREADY BEING SUPPLIED UNDER A CURRENT BLANKET CONTRACT WITH THE DEPT. OF GENERAL SERVICES ONCE THOSE CONTRACTS EXPIRE INCLUDING ANY RENEWAL OPTIONS. MSC MAY THEN SUPPLY THESE PRODUCTS AT THE DISCOUNTED PRICES AS INDICATED UNDER THIS AGREEMENT.

### SCOPE OF CONTRACT:

REQUIREMENTS CONTRACT FOR SUPPLYING THE STATE OF MARYLAND AND USING AUTHORITIES WITH THEIR NEEDS FOR MAINTENANCE, REPAIR AND OPERATION SUPPLIES.

### CONTRACT REQUIREMENTS:

QUANTITIES ARE ESTIMATES ONLY AND ARE NOT TO BE CONSTRUED AS ANY MINIMUM OR MAXIMUM GUARANTEE.

### DELIVERY AND ACCEPTANCE:

DELIVERY SHALL BE MADE IN ACCORDANCE WITH THE SOLICITATION SPECIFICATIONS. THE STATE, IN ITS SOLE DISCRETION, MAY EXTEND THE TIME OF PERFORMANCE FOR EXCUSABLE DELAYS DUE TO UNFORESEEABLE CAUSES BEYOND THE CONTRACTOR'S CONTROL. THE STATE UNILATERALLY MAY ORDER IN WRITING THE SUSPENSION, DELAY OR INTERRUPTION OF PERFORMANCE HEREUNDER. THE STATE RESERVES THE RIGHT TO TEST ANY MATERIALS,

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### TERMS (cont'd):

EQUIPMENT, SUPPLIES, OR SERVICES DELIVERED TO DETERMINE IF THE SPECIFICATIONS HAVE BEEN MET. THE MATERIALS LISTED IN THE BID OR PROPOSAL SHALL BE DELIVERED FOB THE POINT OR POINTS SPECIFIED PRIOR TO OR ON THE DATE SPECIFIED IN THE BID OR PROPOSAL. ANY MATERIAL THAT IS DEFECTIVE OR FAILS TO MEET THE TERMS OF THE SOLICITATION SPECIFICATIONS SHALL BE REJECTED. REJECTED MATERIALS SHALL BE PROMPTLY REPLACED. IF THE VENDOR REFUSES TO REPLACE REJECTED MATERIALS, THE STATE RESERVES THE RIGHT TO PURCHASE REPLACEMENT MATERIALS IN THE OPEN MARKET AND THE VENDOR SHALL BE LIABLE FOR ANY EXCESS PRICE PAID FOR THE REPLACEMENT, PLUS APPLICABLE EXPENSES, IF ANY.

PURCHASES BY OTHER ENTITIES - INDEFINITE QUANTITY CONTRACTS: THIS PROVISION APPLIES TO INDEFINITE QUANTITY CONTRACTS.

#### ELECTRONIC TRANSACTION FEE:

A. CONTRACTOR SHALL PAY AN ELECTRONIC TRANSACTION FEE TO THE STATE IN THE AMOUNT OF ONE PERCENT (1%) OF THE TOTAL CONTRACT SALES. THE ELECTRONIC TRANSACTION FEE IS CALCULATED BASED ON ALL SALES TRANSACTED UNDER THE CONTRACT, MINUS ANY RETURNS OR CREDITS. THE ELECTRONIC TRANSACTION FEE SHALL NOT BE CHARGED DIRECTLY TO THE CUSTOMER, E.G., AS A SEPARATE LINE ITEM, FEE OR SURCHARGE, BUT SHALL BE INCLUDED IN THE CONTRACT'S UNIT PRICES.

B.

THE ELECTRONIC TRANSACTION FEE SHALL BE SUBMITTED TO THE DEPARTMENT OF GENERAL SERVICES, FISCAL SERVICES DIVISION, 301 W. PRESTON STREET, ROOM 1309, BALTIMORE, MD, 21201, WITHIN TEN (10) CALENDAR DAYS FOLLOWING THE END OF EACH CALENDAR MONTH ALONG WITH A MONTHLY USAGE REPORT DOCUMENTING ALL CONTRACT SALES. AN EXCEL VERSION OF THE MONTHLY USAGE REPORT SHALL BE EMAILED TO THE PROGRAM MANAGER, LISA MCDONALD AT LISA.MCDONALD@MARYLAND.GOV, AND TO EBONY SALAKO AT AWAWU.SALAKO@MARYLAND.GOV.

C. FAILURE TO REMIT TRANSACTION FEES IN A TIMELY MANNER

OR REMITTANCE OF FEES INCONSISTENT WITH THE CONTRACT'S REQUIREMENTS MAY RESULT IN THE STATE EXERCISING ALL RECOURSE AVAILABLE UNDER THE CONTRACT INCLUDING, BUT NOT LIMITED TO, A THIRD PARTY AUDIT OF ALL CONTRACT ACTIVITY.

SHOULD AN AUDIT BE REQUIRED BY THE STATE, THE CONTRACTOR SHALL REIMBURSE THE STATE FOR ALL COSTS ASSOCIATED WITH THE AUDIT UP TO \$10,000.00 OR ONE (1%) PERCENT OF THE CONTRACT'S ESTIMATED ANNUAL VALUE, WHICHEVER IS HIGHER.

D. PRIOR TO AWARD, CONTRACTORS WILL BE ASKED TO CONFIRM IN WRITING THAT THEIR UNIT PRICES INCLUDE THE ONE PERCENT (1%) ELECTRONIC TRANSACTION FEE.

#### EMM CATALOG:

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### TERMS (cont'd):

THE CONTRACT AWARDEE IS REQUIRED TO REGISTER AS A VENDOR IN THE EMARYLAND MARKETPLACE ECATALOG DIRECTORY (ONLINE SHOPPING ENVIRONMENT). IT OFFERS A VIRTUAL SHOP FRONT FOR YOUR GOODS AND SERVICES TO BE PURCHASED WITH EASE ACROSS THE STATE THROUGH THE SYSTEM. PLEASE CONTACT CATHY MARZOLA AT (410) 767-1492 REGARDING INFORMATION AND INSTRUCTIONS ON JOINING THE EMM ECATALOG. YOU MUST COORDINATE THE UPLOAD OF YOUR PRODUCT CATALOG TO ENSURE MAXIMUM USE OF YOUR PRODUCTS AND SERVICES PER CONTRACT TERMS.

PAYMENTS TO THE CONTRACTOR PURSUANT TO THIS CONTRACT SHALL BE MADE NO LATER THAN 30 DAYS AFTER THE STATE'S RECEIPT OF A PROPER INVOICE FROM THE CONTRACTOR. CHARGES FOR LATE PAYMENT OF INVOICES, OTHER THAN AS PRESCRIBED BY TITLE 15, SUBTITLE 1, OF THE STATE FINANCE AND PROCUREMENT ARTICLE, ANNOTATED CODE OF MARYLAND, OR BY THE PUBLIC SERVICE COMMISSION OF MARYLAND WITH RESPECT TO REGULATED PUBLIC UTILITIES, AS APPLICABLE, ARE PROHIBITED.  
ELECTRONIC FUNDS TRANSFER: THIS PROVISION ON ELECTRONIC FUNDS TRANSFER APPLIES TO CONTRACTS OF OVER \$200,000 FOR WHICH PAYMENTS ARE MADE THROUGH THE STATE COMPTROLLER

ELECTRONIC FUNDS TRANSFER WILL BE USED BY THE STATE TO PAY CONTRACTOR FOR THIS CONTRACT AND ANY OTHER STATE PAYMENTS DUE CONTRACTOR UNLESS THE STATE COMPTROLLER'S OFFICE GRANTS CONTRACTOR AN EXEMPTION.  
INVOICES:

FOLLOWING DELIVERY AND ACCEPTANCE OF ANY MATERIALS, EQUIPMENT, SUPPLIES OR SERVICES (COMPANY NAME) SHALL SUBMIT AN ORIGINAL INVOICE TO THE AGENCY FOR PAYMENT.  
VENDOR MUST INCLUDE THE 9-DIGIT ZIP CODE OF COMPANY ADDRESS ON ALL INVOICES. FAILURE TO DO SO MAY RESULT IN DELAY OF PAYMENT.

### BPO/PO AS CONTRACT:

THIS PROVISION APPLIES TO ALL PROCUREMENT CONTRACTS PROCURED BY THE DEPARTMENT OF GENERAL SERVICES EXCEPT CONTRACTS FOR THE PROCUREMENT OF ARCHITECTURAL AND ENGINEERING SERVICES FOR A PRICE OF GREATER THAN \$200,000.

MANDATORY USAGE REPORT: THE STATE OF MARYLAND DEPARTMENT OF GENERAL SERVICES OFFICE OF PROCUREMENT AND LOGISTICS HAS IMPLEMENTED A PROGRAM TO REVIEW ALL STATEWIDE CONTRACT REQUIREMENTS AND ASSESS CONTRACT USAGE OF STATE AGENCIES. UNDER THE TERMS OF THIS CONTRACT, BEGINNING WITH THE START DATE, A QUARTERLY USAGE REPORT SHOULD BE SUBMITTED TO THE DEPARTMENT OF GENERAL SERVICES. THIS REPORT SHOULD CONTAIN A SUMMARY OF PROCUREMENT ACTIVITY AND SHOULD INCLUDE THE CONTRACT NUMBER, ITEM(S) DESCRIPTION, QUANTITY PURCHASED, TOTAL

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### TERMS (cont'd):

DOLLARS SPENT, NUMBER OF ORDERS PLACED BY STATE AGENCY, NUMBER OF ORDERS PLACED PER CONTRACT, AND END WITH A GRAND TOTAL DUE FOR ALL DOLLARS SPENT. PLEASE SEND YOUR REPORT TO: DEPARTMENT OF GENERAL SERVICES, OFFICE OF PROCUREMENT AND LOGISTICS, 301 W. PRESTON STREET, ROOM M-3, BALTIMORE, MD 21201, ATTN: STACEY POLLITT. REPORTS MAY BE EMAILED TO STACEY.POLLITT1@MARYLAND.GOV. THE REPORT IS DUE WITHIN TEN (10) DAYS AFTER EVERY REPORT PERIOD. FAILURE TO PROVIDE THIS REPORT MAY RESULT IN DEFAULT OF THIS CONTRACT AND THE CONTRACT MAY BE TERMINATED IMMEDIATELY.

OPEN MARKET CLAUSE: THE USING AUTHORITIES MAY PURCHASE ON THE OPEN MARKET THE PRODUCTS LISTED IN THE CASE OF VENDOR FAILURE TO PROVIDE THE COMMODITY IN THE TIME FRAME PRESCRIBED IN THE CONTRACT. VENDOR WILL BE RESPONSIBLE FOR COST DIFFERENCE BETWEEN CONTRACT PRICING AND OPEN MARKET PURCHASE.

TAXES & PAYMENT TERMS: ARTICLES HEREIN ARE EXEMPT FROM MARYLAND SALES AND USE TAXES BY EXEMPTION CERTIFICATE #3000256-3 AND FROM FEDERAL EXCISE TAXES BY EXEMPTION #52-73-0358K. IT IS THE VENDOR'S RESPONSIBILITY TO ADVISE COMMON CARRIERS THAT AGENCIES OF THE STATE OF MARYLAND ARE EXEMPT FROM TRANSPORTATION TAX. PAYMENT TERMS ARE NET THIRTY (30) DAYS.

PARTS CATEGORIES UNDER THIS CONTRACT -----	DISCOUNT -----
1. JANITORIAL EQUIP/SUPPLIES (DOES NOT INCL SANITAT ION CLEANING)	30%
2. SANITATION CLEANING CHEMICALS & SUPPLIES	25%
3. FASTENERS	57%
4. MATERIALS HANDLING	25%
5. PLUMBING	30%
6. POWER SOURCE	30%
7. OUTDOOR GARDEN	25%
8. LAMPS & LIGHTING AND BALLASTS	30%
9. HVAC	30%
10. HAND TOOLS	25%

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### TERMS (cont'd):

- |                                                       |     |
|-------------------------------------------------------|-----|
| 11. POWER TOOLS ( EXL AUTOMOTIVE RELATED TOOLS)       | 25% |
| 12. ELECTRICAL                                        | 30% |
| 13. PAINT                                             | 25% |
| 14. SECURITY                                          | 30% |
| 15. SAFETY (DOES NOT INCLUDE ANY PUBLIC SAFETY EQUIP) | 30% |

### 16. FASTENAL MANAGE INVENTORY SERIVES

. (SUCH AS BIN STOCK, VENDING & ONSITE) (SEE VENDING AGREEMENT)

CONTRACT TERMINATION: THIS CONTRACT WILL BE TERMINATED IMMEDIATELY UPON WRITTEN NOTICE TO THE VENDOR IF THE COMMODITIES SUPPLIED ARE OF INFERIOR QUALITY OR DO NOT CONFORM TO THE SPECIFICATIONS OF THE BID AND CONTRACT HEREIN. THE VENDOR WILL BE RESPONSIBLE FOR THE DIFFERENCE BETWEEN THE CONTRACT PRICE AND OPEN MARKET PRICE TO FULFILL THE CONTRACT.

### STATE EMERGENCY:

STATE EMERGENCY: ALL WORK MUST BE PERFORMED AND/OR THE CONTRACTOR IS REQUIRED TO HAVE SUPPLIED THE PRODUCTS/GOODS IN COMPLIANCE WITH FEMA GUIDANCE AND POLICIES FOUND IN PUBLIC ASSISTANCE MANAGEMENT GUIDE, FEMA-325, JULY 2007 AND THE 9500 SERIES AND ASSOCIATED AMENDMENTS. (2 C.F.R §200.326 AND 2 C.F.R PAT 200 APPENDIX II. 2017 PA PROGRAM AND POLICY GUIDE (PAPPG) [V2.0]. THE 2017 PAPPG (V2.0) IS APPLICABLE TO ALL EMERGENCIES AND MAJOR DISASTERS DECLARED ON OR AFTER APRIL 1, 2017. IT SUPERSEDES THE 2016 PAPPG PUBLISHED ON JANUARY 1, 2016.

PRODUCT ACCEPTABILITY SHALL BE AT THE SOLE DISCRETION OF THE ORDERING AGENCY. THE AGENCY SHALL BE THE SOLE JUDGE OF WHAT IS AN APPROVED EQUAL. ANY PRODUCT DELIVERED AS A RESULT OF THIS AWARD WHICH DOES NOT MEET THE SPECIFICATIONS OR IS OTHERWISE FOUND TO BE DEFECTIVE SHALL BE RETURNED AT THE VENDOR'S EXPENSE FOR REPLACEMENT OR CREDIT.

ADDITIONAL VALUE ADDED SOLUTIONS ARE INCLUDED AS PART OF THE NASPO MASTER AGREEMENT (SOLICITATION NUMBER DASPS-2183-17), INCLUDING SAFETY TRAINING & ASSESSMENTS, ENERGY EFFICIENT LIGHTING AUDITS AND TRAINING, GREEN AND SUSTAINABILITY TRAINING, CERTIFIED VENDOR TRAINING PROGRAM, MANUFACTURING/METALWORKING, INDUSTRIAL VENDING MACHINES, AND SUSTAINABLE PRODUCTS PROJECTS. HOWEVER, ADDITIONAL VALUE ADDED SOLUTIONS WERE NOT INCLUDED AS A COMPETITIVELY EVALUATED ITEM ON THE

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### TERMS (cont'd):

NASPO SOLICITATION; THEREFORE, STATE OF MARYLAND AGENCIES MUST OBTAIN COMPETITION IN ACCORDANCE WITH TITLE 21 OF STATE PROCUREMENT REGULATIONS.

A COMPETITIVE SOLICITATION IS REQUIRED IF THE PROJECT COST IS EXPECTED TO EXCEED THE CATEGORY III PROCUREMENT THRESHOLD (CURRENTLY \$50,000). FOR TRANSACTIONS BELOW THE CATEGORY III THRESHOLD, STATE AGENCIES ARE PERMITTED TO OBTAIN MULTIPLE QUOTES FROM THE NASPO MRO SERVICE PROVIDERS, OR AGENCIES CAN OBTAIN QUOTES FROM OTHER SERVICE PROVIDERS. CONTACT THE OFFICE OF STATE PROCUREMENT AT DGS FOR ADDITIONAL INFORMATION.

0001          72555-000XXX          EA

MAINTENANCE SUPPLIES

\_\_\_\_\_ END OF ITEM LIST \_\_\_\_\_

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AUTHORIZED BY: \_\_\_\_\_ DATE: \_\_\_\_\_

BUYER AUTHORIZED DESIGNEE