

## AMENDMENT

**Amendment Date:** February 5, 2024

**Amendment Number:** 1

**Contract ID:** 0000000000000000000053341  
**Event ID:** EVT0008926  
**Replace Contract:** NEW

**Procurement Officer:** Tyrone M Gasper  
**Telephone:** 785/296-3126  
**E-Mail Address:** [Tyrone.Gasper@ks.gov](mailto:Tyrone.Gasper@ks.gov)  
**Web Address:** <https://admin.ks.gov/offices/procurement-contracts>

**Item:** Landscaping, Lawn & Agricultural Equipment  
**Agency/Business Unit:** Department of Administration  
**Period of Contract:** March 1, 2024, through February 28, 2025  
(With the option to renew for 3 additional 12-month periods)

**Contractor:** KANEQUIP INC  
PO BOX 310  
WAMEGO, KS 66547-0310

**Vendor ID:** 0000037202  
**FEIN:** 43-1845273  
**Contact Person:** Grant Meinhardt  
**E-Mail:** [grant.meinhardt@kanequip.com](mailto:grant.meinhardt@kanequip.com)  
**Toll Free Telephone:** N/A  
**Local Telephone:** 785-458-3396  
**Cell Phone Number:** 785-456-4256  
**Fax:** 785-456-1999

**Conditions:** By mutual agreement of both parties, this contract is renewed for the period of March 1, 2024, through February 28, 2025.

## CONTRACT AWARD

**Date of Award:** January 26, 2023  
**Contract ID:** 0000000000000000000053341  
**Event ID:** EVT0008926  
**Replace Contract:** NEW

**Procurement Officer:** Tyrone M Gasper  
**Telephone:** 785/296-3126  
**E-Mail Address:** [Tyrone.Gasper@ks.gov](mailto:Tyrone.Gasper@ks.gov)  
**Web Address:** <https://admin.ks.gov/offices/procurement-contracts>

**Item:** Landscaping, Lawn & Agricultural Equipment  
**Agency/Business Unit:** Department of Administration  
**Period of Contract:** March 01, 2023, through February 29, 2024  
(With the option to renew for 4 additional 12-month periods)

**Contractor:** KANEQUIP INC  
PO BOX 310  
WAMEGO, KS 66547-0310

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**Toll Free Telephone:** N/A  
**Local Telephone:** 785-458-3396  
**Cell Phone Number:** 785-456-4256  
**Fax:** 785-456-1999

**Payment Terms:** NET 30

**Political Subdivisions:** Pricing is available to the political subdivisions of the State of Kansas.

**Procurement Cards:** Agencies **may not** use a P-Card for purchases from this contract.

**Administrative Fee:** Administrative Fees have been incorporated into the unit prices of this contract.

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The above referenced contract award was recently posted to Procurement and Contracts website. The document can be downloaded by going to the following website: <http://www.da.ks.gov/purch/Contracts/>

## 1. Terms and Conditions

### 1.1. Contract Documents

In the event of a conflict in terms of language among the documents, the following order of precedence shall govern:

- Form DA 146a;
- written modifications to the executed contract;
- written contract signed by the parties;
- the Bid Event documents, including any and all amendments; and
- Contractor's written offer submitted in response to the Bid Event as finalized.

### 1.2. Captions

The captions or headings in this contract are for reference only and do not define, describe, extend, or limit the scope or intent of this contract.

### 1.3. Definitions

A glossary of common procurement terms is available at <http://admin.ks.gov/offices/procurement-and-contracts>, under the "Procurement Forms" link.

### 1.4. Contract Formation

No contract shall be considered to have been entered into by the State until all statutorily required signatures and certifications have been rendered and a written contract has been signed by the contractor.

### 1.5. Notices

All notices, demands, requests, approvals, reports, instructions, consents, or other communications (collectively "notices") that may be required or desired to be given by either party to the other shall be IN WRITING and addressed as follows:

Kansas Procurement and Contracts  
900 SW Jackson, Suite 451-South  
Topeka, Kansas 66612-1286  
RE: Contract Number 53341

or to any other persons or addresses as may be designated by notice from one party to the other.

### 1.6. Statutes

Each and every provision of law and clause required by law to be inserted in the contract shall be deemed to be inserted herein and the contract shall be read and enforced as though it were included herein. If through mistake or otherwise any such provision is not inserted, or is not correctly inserted, then on the application of either party the contract shall be amended to make such insertion or correction.

### 1.7. Governing Law

This contract shall be governed by the laws of the State of Kansas and shall be deemed executed in Topeka, Shawnee County, Kansas.

### 1.8. Jurisdiction

The parties shall bring any and all legal proceedings arising hereunder in the State of Kansas District Court of Shawnee County, unless otherwise specified and agreed upon by the State of Kansas. Contractor waives personal service of process, all defenses of lack of personal jurisdiction and forum non convenience. The Eleventh Amendment of the United States Constitution is an inherent and incumbent protection with the State of Kansas and need not be reserved, but prudence requires the State to reiterate that nothing related to this Agreement shall be deemed a waiver of the Eleventh Amendment

### **1.9. Mandatory Provisions**

The provisions found in Contractual Provisions Attachment (DA 146a) are incorporated by reference and made a part of this contract.

### **1.10. Termination for Cause**

The Director of Purchases may terminate this contract, or any part of this contract, for cause under any one of the following circumstances:

- the Contractor fails to make delivery of goods or services as specified in this contract.
- the Contractor provides substandard quality or workmanship.
- the Contractor fails to perform any of the provisions of this contract, or
- the Contractor fails to make progress as to endanger performance of this contract in accordance with its terms.

The Director of Purchases shall provide Contractor with written notice of the conditions endangering performance. If the Contractor fails to remedy the conditions within ten (10) days from the receipt of the notice (or such longer period as State may authorize in writing), the Director of Purchases shall issue the Contractor an order to stop work immediately. Receipt of the notice shall be presumed to have occurred within three (3) days of the date of the notice.

### **1.11. Termination for Convenience**

The Director of Purchases may terminate performance of work under this contract in whole or in part whenever, for any reason, the Director of Purchases shall determine that the termination is in the best interest of the State of Kansas. In the event that the Director of Purchases elects to terminate this contract pursuant to this provision, it shall provide the Contractor written notice at least 30 days prior to the termination date. The termination shall be effective as of the date specified in the notice. The Contractor shall continue to perform any part of the work that may have not been terminated by the notice.

### **1.12. Rights and Remedies**

If this contract is terminated, the State, in addition to any other rights provided for in this contract, may require the Contractor to transfer title and deliver to the State in the manner and to the extent directed, any completed materials. The State shall be obligated only for those services and materials rendered and accepted prior to the date of termination.

In the event of termination, the Contractor shall receive payment prorated for that portion of the contract period services were provided to or goods were accepted by State subject to any offset by State for actual damages including loss of federal matching funds.

The rights and remedies of the State provided for in this contract shall not be exclusive and are in addition to any other rights and remedies provided by law.

### **1.13. Antitrust**

If the Contractor elects not to proceed with performance under any such contract with the State, the Contractor assigns to the State all rights to and interests in any cause of action it has or may acquire under the anti-trust laws of the United States and the State of Kansas relating to the particular products or services purchased or acquired by the State pursuant to this contract.

### **1.14. Hold Harmless**

The Contractor shall indemnify the State against any and all loss or damage to the extent arising out of the Contractor's negligence in the performance of services under this contract and for infringement of any copyright or patent occurring in connection with or in any way incidental to or arising out of the occupancy, use, service, operations or performance of work under this contract.

The State shall not be precluded from receiving the benefits of any insurance the Contractor may carry which provides for indemnification for any loss or damage to property in the Contractor's custody and

control, where such loss or destruction is to state property. The Contractor shall do nothing to prejudice the State's right to recover against third parties for any loss, destruction or damage to State property.

### **1.15. Force Majeure**

The Contractor shall not be held liable if the failure to perform under this contract arises out of causes beyond the control of the Contractor. Causes may include, but are not limited to, acts of nature, fires, tornadoes, quarantine, strikes other than by Contractor's employees, and freight embargoes.

### **1.16. Breach**

Waiver or any breach of any contract term or condition shall not be deemed a waiver of any prior or subsequent breach. No contract term or condition shall be held to be waived, modified, or deleted except by a written instrument signed by the parties thereto.

If any contract term or condition or application thereof to any person(s) or circumstances is held invalid, such invalidity shall not affect other terms, conditions, or applications which can be given effect without the invalid term, condition or application. To this end the contract terms and conditions are severable.

### **1.17. Assignment**

The Contractor shall not assign, convey, encumber, or otherwise transfer its rights or duties under this contract without the prior written consent of the State. State may reasonably withhold consent for any reason.

This contract may terminate for cause in the event of its assignment, conveyance, encumbrance or other transfer by the Contractor without the prior written consent of the State.

### **1.18. Third Party Beneficiaries**

This contract shall not be construed as providing an enforceable right to any third party.

### **1.19. Waiver**

Waiver of any breach of any provision in this contract shall not be a waiver of any prior or subsequent breach. Any waiver shall be in writing and any forbearance or indulgence in any other form or manner by State shall not constitute a waiver.

### **1.20. Injunctions**

Should Kansas be prevented or enjoined from proceeding with the acquisition before or after contract execution by reason of any litigation or other reason beyond the control of the State, Contractor shall not be entitled to make or assert claim for damage by reason of said delay.

### **1.21. Staff Qualifications**

The Contractor shall warrant that all persons assigned by it to the performance of this contract shall be employees of the Contractor (or specified Subcontractor) and shall be fully qualified to perform the work required. The Contractor shall include a similar provision in any contract with any Subcontractor selected to perform work under this contract.

Failure of the Contractor to provide qualified staffing at the level required by the contract specifications may result in termination of this contract or damages.

### **1.22. Subcontractors**

The Contractor shall be the sole source of contact for the contract. The State will not subcontract any work under the contract to any other firm and will not deal with any subcontractors. The Contractor is totally responsible for all actions and work performed by its subcontractors. All terms, conditions and requirements of the contract shall apply without qualification to any services performed or goods provided by any subcontractor.

### **1.23. Independent Contractor**

Both parties, in the performance of this contract, shall be acting in their individual capacity and not as agents, employees, partners, joint ventures or associates of one another. The employees or agents of one party shall not be construed to be the employees or agents of the other party for any purpose whatsoever.

The Contractor accepts full responsibility for payment of unemployment insurance, workers compensation, social security, income tax deductions and any other taxes or payroll deductions required by law for its employees engaged in work authorized by this contract.

### **1.24. Worker Misclassification**

The Contractor and all lower tiered subcontractors under the Contractor shall properly classify workers as employees rather than independent contractors and treat them accordingly for purposes of workers' compensation insurance coverage, unemployment taxes, social security taxes, and income tax withholding. Failure to do so may result in contract termination.

### **1.25. Immigration and Reform Control Act of 1986 (IRCA)**

All contractors are expected to comply with the Immigration and Reform Control Act of 1986 (IRCA), as may be amended from time to time. This Act, with certain limitations, requires the verification of the employment status of all individuals who were hired on or after November 6, 1986, by the Contractor as well as any subcontractor or sub-contractors. The usual method of verification is through the Employment Verification (I-9) Form.

The Contractor hereby certifies without exception that such Contractor has complied with all federal and state laws relating to immigration and reform. Any misrepresentation in this regard or any employment of persons not authorized to work in the United States constitutes a material breach and, at the State's option, may subject the contract to termination for cause and any applicable damages.

Unless provided otherwise herein, all contractors are expected to be able to produce for the State any documentation or other such evidence to verify Contractor's IRCA compliance with any provision, duty, certification or like item under the contract.

### **1.26. Proof of Insurance**

Upon request, the Contractor shall present an affidavit of Worker's Compensation, Public Liability, and Property Damage Insurance to Procurement and Contracts.

### **1.27. Conflict of Interest**

The Contractor shall not knowingly employ, during the period of this contract or any extensions to it, any professional personnel who are also in the employ of the State and providing services involving this contract or services similar in nature to the scope of this contract to the State. Furthermore, the Contractor shall not knowingly employ, during the period of this contract or any extensions to it, any state employee who has participated in the making of this contract until at least two years after his/her termination of employment with the State.

### **1.28. Nondiscrimination and Workplace Safety**

The Contractor agrees to abide by all federal, state and local laws, and rules and regulations prohibiting discrimination in employment and controlling workplace safety. Any violations of applicable laws or rules or regulations may result in termination of this contract.

### **1.29. Confidentiality**

The Contractor may have access to private or confidential data maintained by State to the extent necessary to carry out its responsibilities under this contract. Contractor must comply with all the requirements of the Kansas Open Records Act (K.S.A. 45-215 et seq.) in providing services under this contract. Contractor shall accept full responsibility for providing adequate supervision and training to its agents and employees to ensure compliance with the Act. No private or confidential data collected, maintained or used in the course of performance of this contract shall be disseminated by either party except as authorized by statute, either during the period of the contract or thereafter. Contractor agrees to return any or all data furnished by the State promptly at the request of State in whatever form it is maintained by Contractor. On the termination or

expiration of this contract, Contractor shall not use any of such data or any material derived from the data for any purpose and, where so instructed by State, shall destroy or render it unreadable.

### **1.30. Environmental Protection**

The Contractor shall abide by all federal, state and local laws, and rules and regulations regarding the protection of the environment. The Contractor shall report any violations to the applicable governmental agency. A violation of applicable laws or rule or regulations may result in termination of this contract for cause.

### **1.31. Care of State Property**

The Contractor shall be responsible for the proper care and custody of any state owned personal tangible property and real property furnished for Contractor's use in connection with the performance of this contract. The Contractor shall reimburse the State for such property's loss or damage caused by the Contractor, except for normal wear and tear.

### **1.32. Prohibition of Gratuities**

Neither the Contractor nor any person, firm or corporation employed by the Contractor in the performance of this contract shall offer or give any gift, money or anything of value or any promise for future reward or compensation to any State employee at any time.

### **1.33. Retention of Records**

Unless the State specifies in writing a different period of time, the Contractor agrees to preserve and make available at reasonable times all of its books, documents, papers, records and other evidence involving transactions related to this contract for a period of five (5) years from the date of the expiration or termination of this contract.

Matters involving litigation shall be kept for one (1) year following the termination of litigation, including all appeals, if the litigation exceeds five (5) years.

The Contractor agrees that authorized federal and state representatives, including but not limited to, personnel of the using agency; independent auditors acting on behalf of state and/or federal agencies shall have access to and the right to examine records during the contract period and during the five (5) year post contract period. Delivery of and access to the records shall be within five (5) business days at no cost to the state.

### **1.34. Off-Shore Sourcing**

If, during the term of the contract, the Contractor or subcontractor plans to move work previously performed in the United States to a location outside of the United States, the Contractor shall immediately notify the Procurement and Contracts and the respective agency in writing, indicating the desired new location, the nature of the work to be moved and the percentage of work that would be relocated. The Director of Purchases, with the advice of the respective agency, must approve any changes prior to work being relocated. Failure to obtain the Director's approval may be grounds to terminate the contract for cause.

### **1.35. On-Site Inspection**

Failure to adequately inspect the premises shall not relieve the Contractor from furnishing without additional cost to the State any materials, equipment, supplies or labor that may be required to carry out the intent of this Contract.

### **1.36. Indefinite Quantity Contract**

This is an open-ended contract between the Contractor and the State to furnish an undetermined quantity of a good or service in a given period of time. The quantities ordered will be those actually required during the contract period, and the Contractor will deliver only such quantities as may be ordered. No guarantee of volume is made. An estimated quantity based on past history or other means may be used as a guide.

### **1.37. Prices**

Prices shall remain firm for the entire contract period and subsequent renewals. Prices shall be net delivered, including all trade, quantity and cash discounts. Any price reductions available during the

contract period shall be offered to the State of Kansas. Failure to provide available price reductions may result in termination of the contract for cause.

### **1.38. Contract Price**

Statewide contracts are awarded by the Procurement and Contracts to take advantage of volume discount pricing for goods and services that have a recurring demand from one or more agencies. However, if a state agency locates a vendor that can provide the identical item at a lower price, a waiver to "buy off state contract" may be granted by the Procurement and Contracts.

### **1.39. Payment**

Payment Terms are Net 30 days. Payment date and receipt of order date shall be based upon K.S.A. 75-6403(b). This Statute requires state agencies to pay the full amount due for goods or services on or before the 30th calendar day after the date the agency receives such goods or services or the bill for the goods and services, whichever is later, unless other provisions for payment are agreed to in writing by the Contractor and the state agency. NOTE: If the 30th calendar day noted above falls on a Saturday, Sunday, or legal holiday, the following workday will become the required payment date.

Payments shall not be made for costs or items not listed in this contract.

Payment schedule shall be on a frequency mutually agreed upon by both the agency and the Contractor.

### **1.40. Invoices**

Each purchase order must be individually invoiced. Invoices shall be forwarded to the using agency in duplicate and shall state the following:

- date of invoice.
- date of shipment (or completion of work);
- purchase order number and contract number;
- itemization of all applicable charges; and
- net amount due.

### **1.41. Accounts Receivable Set-Off Program**

If, during the course of this contract the Contractor is found to owe a debt to the State of Kansas, a state agency, municipality, or the federal government, agency payments to the Contractor may be intercepted / setoff by the State of Kansas. Notice of the setoff action will be provided to the Contractor. Pursuant to K.S.A. 75-6201 et seq, Contractor shall have the opportunity to challenge the validity of the debt. The Contractor shall credit the account of the agency making the payment in an amount equal to the funds intercepted.

K.S.A. 75-6201 et seq. allows the Director of Accounts & Reports to setoff funds the State of Kansas owes Contractors against debts owed by the Contractors to the State of Kansas, state agencies, municipalities, or the federal government. Payments setoff in this manner constitute lawful payment for services or goods received. The Contractor benefits fully from the payment because its obligation is reduced by the amount subject to setoff.

### **1.42. Federal, State and Local Taxes**

Unless otherwise specified, the contracted price shall include all applicable federal, state and local taxes. The Contractor shall pay all taxes lawfully imposed on it with respect to any product or service delivered in accordance with this Contract. The State of Kansas is exempt from state sales or use taxes and federal excise taxes for direct purchases. These taxes shall not be included in the contracted price. Upon request, the State shall provide to the Contractor a certificate of tax exemption.

The State makes no representation as to the exemption from liability of any tax imposed by any governmental entity on the Contractor.

### **1.43. Quarterly Reports**



The Contractor shall be required to file a quarterly report by each state agency or political subdivision making purchases under this contract. Reports are due no later than 30 days after the end of each calendar quarter and shall correlate with figures submitted as Administrative Fees (see below). Above referenced reports are to be filed with Procurement and Contracts Open Records Officer or his/her designee located at 900 SW Jackson, Ste. 451-South, Topeka, KS 66612-1286. Reports may also be required to be submitted to the specific using agency.

Electronic files shall be e-mailed to the following e-mail address: [reports@da.ks.gov](mailto:reports@da.ks.gov), in Microsoft® Excel or Microsoft® Access Database format.

The required reporting format may be found on Procurement and Contracts website at <http://admin.ks.gov/offices/procurement-and-contracts>, under the "Procurement Forms" link.

Report Types - Reports shall be available reflecting the following information. Agencies and Procurement and Contracts reserve the right to request additional information.

- Sales Summary -- Report shall include a list of agencies and political subdivisions who have used the contract, a subtotal of sales to each agency or political subdivision, as well as a grand total of all sales.
- Items Sold -- Report shall include a list of items sold to agencies and political subdivisions, indicating the contract price and using agency, a subtotal of sales to each agency or political subdivision, as well as a grand total of all sales.
- Items Sold, by Agency - Same as above, except sorted by agency.

#### **1.44. Administrative Fee**

Contractor(s) must pay a 1/2%% Administrative Fee on all purchases (including political subdivisions) made against this contract. The fee is to be included in the cost of the goods or services. The Administrative Fee is to be based upon the total dollars invoiced under the contract. The Administrative Fee shall be made in check form, payable to the "State of Kansas - Procurement and Contracts" and must be paid within 30 days following the end of each quarter. Fees paid under this mandate shall correlate with figures submitted on the quarterly reports.

#### **1.45. Shipping and F.O.B. Point**

Unless otherwise specified, prices shall be F.O.B. DESTINATION, PREPAID AND ALLOWED (included in the price bid), which means delivered to a state agency's receiving dock or other designated point as specified in this contract or subsequent purchase orders without additional charge. Shipments shall be made in order to arrive at the destination at a satisfactory time for unloading during receiving hours.

#### **1.46. Deliveries**

All orders shall be shipped within N/A days ARO, clearly marked with the purchase order number. If delays in delivery are anticipated, the Contractor shall immediately notify the ordering agency of the revised delivery date or partial delivery date. The order may be canceled if delivery time is unsatisfactory. The Contractor shall inform Procurement and Contracts of any supply or delivery problems. Continued delivery problems may result in termination of the contract for cause.

#### **1.47. Charge Back Clause**

If the Contractor fails to deliver the product within the delivery time established by the contract, the State reserves the right to purchase the product from the open market and charge back the difference between contract price and open market price to the Contractor.

#### **1.48. Debarment of State Contractors**

Any Contractor who defaults on delivery or does not perform in a satisfactory manner as defined in this Agreement may be barred for up to a period of three (3) years, pursuant to K.S.A. 75-37,103, or have its work evaluated for pre-qualification purposes. Contractor shall disclose any conviction or judgment for a criminal or civil offense of any employee, individual or entity which controls a company or organization or will perform work under this Agreement that indicates a lack of business integrity or business honesty. This includes (1) conviction of a criminal offense as an incident to obtaining or attempting to obtain a public or

private contract or subcontract or in the performance of such contract or subcontract; (2) conviction under state or federal statutes of embezzlement, theft, forgery, bribery, falsification or destruction of records, receiving stolen property; (3) conviction under state or federal antitrust statutes; and (4) any other offense to be so serious and compelling as to affect responsibility as a state contractor. For the purpose of this section, an individual or entity shall be presumed to have control of a company or organization if the individual or entity directly or indirectly, or acting in concert with one or more individuals or entities, owns or controls 25 percent or more of its equity, or otherwise controls its management or policies. Failure to disclose an offense may result in the termination of the contract.

#### **1.49. Materials and Workmanship**

The Contractor shall perform all work and furnish all supplies and materials, machinery, equipment, facilities, and means, necessary to complete all the work required by this Contract, within the time specified, in accordance with the provisions as specified.

The Contractor shall be responsible for all work put in under these specifications and shall make good, repair and/or replace, at the Contractor's own expense, as may be necessary, any defective work, material, etc., if in the opinion of agency and/or Procurement and Contracts said issue is due to imperfection in material, design, workmanship or Contractor fault.

#### **1.50. Industry Standards**

If not otherwise provided, materials or work called for in this contract shall be furnished and performed in accordance with best established practice and standards recognized by the contracted industry and comply with all codes and regulations which shall apply.

#### **1.51. Implied Requirements**

All products and services not specifically mentioned in this contract, but which are necessary to provide the functional capabilities described by the specifications, shall be included.

#### **1.52. New Materials, Supplies or Equipment**

Unless otherwise specified, all materials, supplies or equipment offered by the Contractor shall be new, unused in any regard and of most current design. All materials, supplies and equipment shall be first class in all respects. Seconds or flawed items will not be acceptable. All materials, supplies or equipment shall be suitable for their intended purpose and, unless otherwise specified, fully assembled and ready for use on delivery

#### **1.53. Inspection**

The State reserves the right to reject, on arrival at destination, any items which do not conform with specification of the Contract.

#### **1.54. Acceptance**

No contract provision or use of items by the State shall constitute acceptance or relieve the Contractor of liability in respect to any expressed or implied warranties.

#### **1.55. Ownership**

All data, forms, procedures, software, manuals, system descriptions and workflows developed or accumulated by the Contractor under this contract shall be owned by the using agency. The Contractor may not release any materials without the written approval of the using agency.

#### **1.56. Information/Data**

Any and all information/data required to be provided at any time during the contract term shall be made available in a format as requested and/or approved by the State.

#### **1.57. Certification of Materials Submitted**

The Bid document, together with the specifications set forth herein and all data submitted by the Contractor to support their response including brochures, manuals, and descriptions covering the operating characteristics of the item(s) proposed, shall become a part of the contract between the Contractor and the

State of Kansas. Any written representation covering such matters as reliability of the item(s), the experience of other users, or warranties of performance shall be incorporated by reference into the contract.

**1.58. Transition Assistance**

In the event of contract termination or expiration, Contractor shall provide all reasonable and necessary assistance to State to allow for a functional transition to another vendor.

**1.59. Integration**

This contract, in its final composite form, shall represent the entire agreement between the parties and shall supersede all prior negotiations, representations or agreements, either written or oral, between the parties relating to the subject matter hereof. This Agreement between the parties shall be independent of and have no effect on any other contracts of either party.

**1.60. Modification**

This contract shall be modified only by the written agreement and approval of the parties. No alteration or variation of the terms and conditions of the contract shall be valid unless made in writing and signed by the parties. Every amendment shall specify the date on which its provisions shall be effective.

**1.61. Severability**

If any provision of this contract is determined by a court of competent jurisdiction to be invalid or unenforceable to any extent, the remainder of this contract shall not be affected and each provision of this contract shall be enforced to the fullest extent permitted by law.

## 2. Specifications

1. This Invitation for Bid is issued to establish contracts to purchase a variety of Landscaping, Lawn and Agricultural Equipment, attachments, accessories, and parts for Various State Agencies throughout the State of Kansas on a Non-Mandatory basis.
2. Contract period shall be March 1<sup>st</sup>, 2023, through February 29<sup>th</sup>, 2024.
3. Open-Ended Contract: This Request is for an open-ended contract between a vendor and the State to furnish an undetermined quantity of a good or service in each period.
4. Deliveries: The State will be divided into six delivery districts as shown on the attached map. Bidders may offer pricing on one or more or all districts. All orders shall be shipped FOB Destination, prepaid, and included. Deliveries must be clearly marked with the purchase order number. If delays in delivery are anticipated, the Contractor shall notify the ordering agency of the expected delivery date or partial delivery date. The order may be canceled if delivery time is unsatisfactory. The Contractor shall inform the Division of Purchases of any supply or delivery problems.
5. Invoice: Each purchase order must be individually invoiced. Invoices shall be forwarded to the using agency in duplicate and shall state the following:
  - (1) date of invoice.
  - (2) date of shipment (or completion of work).
  - (3) purchase order number and contract number
  - (4) itemization of all applicable charges; and
  - (5) net amount due.
  - (6) Complete warranty information on items purchased
6. Orders/Payments: Orders will be placed periodically throughout the contract period by State Agencies. **Payment will be processed by the ordering State Agency upon receipt of an approved invoice and made within 30 days.** Agency orders will show items, attachments delivery hours and the name of a contact person and telephone number.
7. The bidder agrees, if his proposal is accepted, to guarantee the design, material and workmanship of the unit bid according to the standard factory warranty. A copy of the warranty shall accompany the bid.
8. Pricing and Discounts: Pricing is to be based upon discounts from the manufacturer's most current published price schedule. Discounts may differ for each delivery district or the same statewide. Attached is a state map which divides and numbers each of the sales districts.

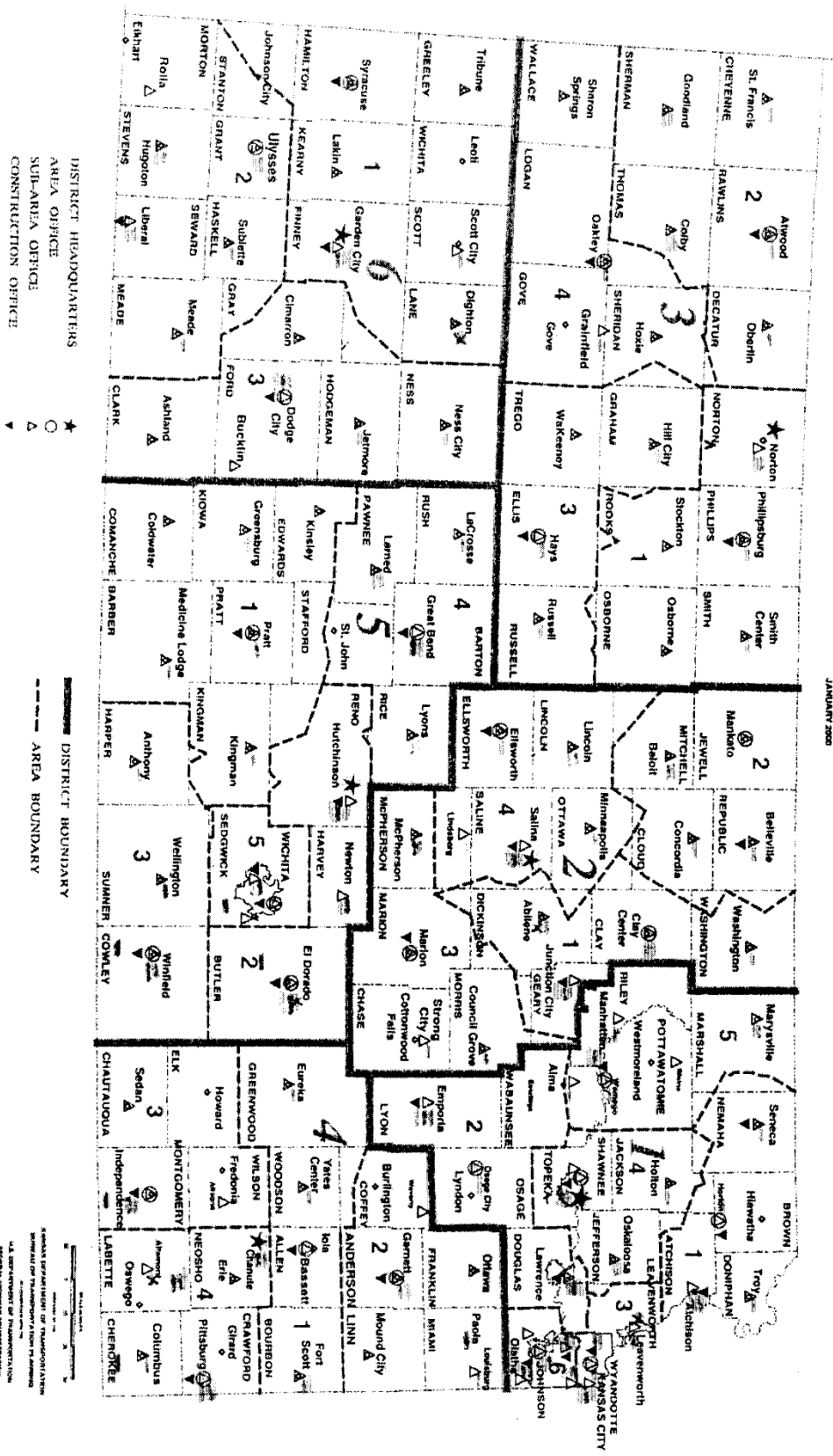
Current Manufacturer's Price Schedules shall be on an Internet Website which can easily be accessed by State Agencies. If the price schedule is not available on a website, the contractor shall, upon request, provide the price schedule in electronic format which will be posted to the State website.

If posted on the State website, pricing will only be updated once a year on January 1<sup>st</sup>. Updated pricing must be submitted to the Procurement Officer by November 15<sup>th</sup> in order to have it posted the following January 1<sup>st</sup>. Discounts quoted shall remain firm throughout the contract period.
9. The State anticipates making a multiple award. A multiple award would be made to the low bidder meeting specifications for each Brand/Models offered. Agencies will compare all brands and models for compliance with their particular needs and pricing to determine the most advantageous purchase for the State of Kansas.
10. **Trade-ins:** State Agencies may negotiate trade-in allowances with contractors which result in lower purchase prices.

11. **Specifications:** Equipment as defined in this IFB shall include only the items listed below but may include accessories and/or attachments.
- A) Handheld equipment such as chainsaws, string trimmers, leaf blowers, etc.
  - B) Lawn, Garden and Small Compact Utility Tractors
  - C) Lawn Mowers, Push or Self-propelled.
  - D) Pull behind or 3-point hitch rotary cutters
  - E) Agricultural and utility tractors
  - F) Agricultural Implements – Planters, Disks, etc.
12. **Bid Form:** Attached are Bid Forms for each equipment classification. If separate discounts apply to certain brands or models, each brand/model shall be shown on the Cost Proposal with the appropriate price schedule and applicable discount. If the same discount applies to all models within a brand, each model number need not be shown on the Cost Proposal.
13. **Indefinite Quantity Contract:** This Request is for an open-ended contract between a Contractor and the State to furnish an undetermined quantity of a good or service in each period. The quantities ordered will be those required during the contract period, and the Contractor will deliver only such quantities as may be ordered. No guarantee of volume is made. An estimated quantity based on history or other means may be used as a guide.
14. **Payment:** Payment Terms are Net 30 days. Payment date and receipt of order date shall be based upon K.S.A. 75-6403(b). This Statute requires state agencies to pay the full amount due for goods or services on or before the 30th calendar day after the date the agency receives such goods or services or the bill for the goods and services, whichever is later, unless other provisions for payment are agreed to in writing by the Contractor and the state agency. NOTE: If the 30th calendar day noted above falls on a Saturday, Sunday, or legal holiday, the following workday will become the required payment date.
- Payments shall not be made for costs or items not listed in the Contractor's response.
15. **Shipping and F.O.B. Point:** Unless otherwise specified, bid prices shall be F.O.B. DESTINATION, PREPAID AND ALLOWED (included in the price bid), which means delivered to a state agency's receiving dock or other designated point as specified in this RFP without additional charge. Shipments shall be made in order to arrive at the destination at a satisfactory time for unloading during receiving hours.

# KANSAS

DISTRICT AND AREA BOUNDARIES  
 JANUARY 2009





### 3. Costing Sheet

Pricing for this contract can be found as an attachment to the Office of Procurement & Contracts search engine which can be found by using the following link:

[https://supplier.sok.ks.gov/psp/sokfsprdsup/SUPPLIER/ERP/c/KS\\_SUPPLIER\\_MENU.KS\\_PROCR\\_CNTRCT.GBL](https://supplier.sok.ks.gov/psp/sokfsprdsup/SUPPLIER/ERP/c/KS_SUPPLIER_MENU.KS_PROCR_CNTRCT.GBL)

You will need to enter the five-digit contract number into the search engine. When the page loads, you will need to scroll to the bottom of the page to find the pricing for this contract.



## 4. Contractual Provisions Attachment

DA-146a Rev. 07/19

### 4.1. Important

This form contains mandatory contract provisions and must be attached to or incorporated in all copies of any contractual agreement. If it is attached to the vendor/contractor's standard contract form, then that form must be altered to contain the following provision: The Provisions found in Contractual Provisions Attachment (Form DA-146a, Rev. 07-19), which is attached hereto, are hereby incorporated in this contract and made a part thereof. The parties agree that the following provisions are hereby incorporated into the contract to which it is attached and made a part thereof, said contract being the \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_\_.

### 4.2. Terms Herein Controlling Provisions

It is expressly agreed that the terms of each and every provision in this attachment shall prevail and control over the terms of any other conflicting provision in any other document relating to and a part of the contract in which this attachment is incorporated. Any terms that conflict or could be interpreted to conflict with this attachment are nullified.

### 4.3. Kansas Law and Venue

This contract shall be subject to, governed by, and construed according to the laws of the State of Kansas, and jurisdiction and venue of any suit in connection with this contract shall reside only in courts located in the State of Kansas.

### 4.4. Termination Due to Lack of Funding Appropriation

If, in the judgment of the Director of Accounts and Reports, Department of Administration, sufficient funds are not appropriated to continue the function performed in this agreement and for the payment of the charges hereunder, State may terminate this agreement at the end of its current fiscal year. State agrees to give written notice of termination to contractor at least thirty (30) days prior to the end of its current fiscal year and shall give such notice for a greater period prior to the end of such fiscal year as may be provided in this contract, except that such notice shall not be required prior to ninety (90) days before the end of such fiscal year. Contractor shall have the right, at the end of such fiscal year, to take possession of any equipment provided State under the contract. State will pay to the contractor all regular contractual payments incurred through the end of such fiscal year, plus contractual charges incidental to the return of any such equipment. Upon termination of the agreement by State, title to any such equipment shall revert to contractor at the end of the State's current fiscal year. The termination of the contract pursuant to this paragraph shall not cause any penalty to be charged to the agency or the contractor.

### 4.5. Disclaimer of Liability

No provision of this contract will be given effect that attempts to require the State of Kansas or its agencies to defend, hold harmless, or indemnify any contractor or third party for any acts or omissions. The liability of the State of Kansas is defined under the Kansas Tort Claims Act (K.S.A. 75-6101, et seq.).

### 4.6. Anti-Discrimination Clause

The contractor agrees: (a) to comply with the Kansas Act Against Discrimination (K.S.A. 44 1001, et seq.) and the Kansas Age Discrimination in Employment Act (K.S.A. 44-1111, et seq.) and the applicable provisions of the Americans With Disabilities Act (42 U.S.C. 12101, et seq.) (ADA), and Kansas Executive Order No. 19-02, and to not discriminate against any person because of race, color, gender, sexual orientation, gender identity or expression, religion, national origin, ancestry, age, military or veteran status, disability status, marital or family status, genetic information, or political affiliation that is unrelated to the person's ability to reasonably perform the duties of a particular job or position; (b) to include in all solicitations or advertisements for employees, the phrase "equal opportunity employer"; (c) to comply with the reporting requirements set out at K.S.A. 44-1031 and K.S.A. 44-1116; (d) to include those provisions in every subcontract or purchase order so that they are binding upon such subcontractor or vendor; (e) that a failure to comply with the reporting requirements of (c) above or if the contractor is found guilty of any violation of such acts by the Kansas Human Rights Commission, such violation shall constitute a breach of contract and the contract may be cancelled, terminated or suspended, in whole or in part, by the contracting

state agency or the Kansas Department of Administration; (f) Contractor agrees to comply with all applicable state and federal anti-discrimination laws and regulations; (g) Contractor agrees all hiring must be on the basis of individual merit and qualifications, and discrimination or harassment of persons for the reasons stated above is prohibited; and (h) if it is determined that the contractor has violated the provisions of any portion of this paragraph, such violation shall constitute a breach of contract and the contract may be canceled, terminated, or suspended, in whole or in part, by the contracting state agency or the Kansas Department of Administration.

#### **4.7. Acceptance of Contract**

This contract shall not be considered accepted, approved or otherwise effective until the statutorily required approvals and certifications have been given.

#### **4.8. Arbitration, Damages, Warranties**

Notwithstanding any language to the contrary, no interpretation of this contract shall find that the State or its agencies have agreed to binding arbitration, or the payment of damages or penalties. Further, the State of Kansas and its agencies do not agree to pay attorney fees, costs, or late payment charges beyond those available under the Kansas Prompt Payment Act (K.S.A. 75-6403), and no provision will be given effect that attempts to exclude, modify, disclaim or otherwise attempt to limit any damages available to the State of Kansas or its agencies at law, including but not limited to, the implied warranties of merchantability and fitness for a particular purpose.

#### **4.9. Representative's Authority to Contract**

By signing this contract, the representative of the contractor thereby represents that such person is duly authorized by the contractor to execute this contract on behalf of the contractor and that the contractor agrees to be bound by the provisions thereof.

#### **4.10. Responsibility For Taxes**

The State of Kansas and its agencies shall not be responsible for, nor indemnify a contractor for, any federal, state or local taxes which may be imposed or levied upon the subject matter of this contract.

#### **4.11. Insurance**

The State of Kansas and its agencies shall not be required to purchase any insurance against loss or damage to property or any other subject matter relating to this contract, nor shall this contract require them to establish a "self-insurance" fund to protect against any such loss or damage. Subject to the provisions of the Kansas Tort Claims Act (K.S.A. 75-6101, et seq.), the contractor shall bear the risk of any loss or damage to any property in which the contractor holds title.

#### **4.12. Information**

No provision of this contract shall be construed as limiting the Legislative Division of Post Audit from having access to information pursuant to K.S.A. 46-1101, et seq.

#### **4.13. The Eleventh Amendment**

"The Eleventh Amendment is an inherent and incumbent protection with the State of Kansas and need not be reserved, but prudence requires the State to reiterate that nothing related to this contract shall be deemed a waiver of the Eleventh Amendment."

#### **4.14. Campaign Contributions / Lobbying**

Funds provided through a grant award or contract shall not be given or received in exchange for the making of a campaign contribution. No part of the funds provided through this contract shall be used to influence or attempt to influence an officer or employee of any State of Kansas agency or a member of the Legislature regarding any pending legislation or the awarding, extension, continuation, renewal, amendment or modification of any government contract, grant, loan, or cooperative agreement.

Subject to the terms and conditions of the bid specifications and this contract, State hereby accepts the offer of Contractor as expressed by Contractor's bid submitted to Procurement and Contracts on **January 25, 2023**, in response to Bid Event Number **EVT0008926**.

It is understood and agreed by the parties that pursuant to the bid, Contractor agrees to furnish **Landscaping, Lawn & Agricultural Equipment** for Statewide on order of the Agency at the price or prices contained herein.

This contract is entered into this **26th** day of **January 2023** by and between the State of Kansas (State) and **KANEQUIP INC, WAMEGO, KS** (Contractor).



Brand	Model	Discount %	Title and Current Date of Price Schedule	Applicable Geographic District(s) OR Statewide	Price Schedule Website Address
			<b>ATTACHMENTS</b>		
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			<b>REPAIR PARTS</b>		
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USED ATV / UTV or ATTACHMENTS will be priced to the Agency at the time depending on Vendors Inventory.

**BID FORM  
C-LAWN, GARDEN & COMPACT UTILITY TRACTORS**

Brand	Model	Discount %	Title and Current Date of Price Schedule	Applicable Geographic District(s) OR Statewide	Price Schedule Website Address
<b>NEW MACHINES</b>					
New Holland	Boomer, Workmaster, Power Star	10%		State Wide	<a href="https://agriculture.newholland.com/en-us/har/service-and-solutions/build-and-price">https://agriculture.newholland.com/en-us/har/service-and-solutions/build-and-price</a>
Case IH	Farmall A & C Compact	15%		State Wide	<a href="https://www.caseih.com/northamericat/en-us/Pages/Build-and-Price-Items.aspx?TRACTORS&amp;qs=CP0024146040630WAP106RF100R04AEW8191USA&amp;nf=0237ygs05-RDRY11ty3232wY1tH94403EALw_wdb">https://www.caseih.com/northamericat/en-us/Pages/Build-and-Price-Items.aspx?TRACTORS&amp;qs=CP0024146040630WAP106RF100R04AEW8191USA&amp;nf=0237ygs05-RDRY11ty3232wY1tH94403EALw_wdb</a>
Case IH	Farmall A, C, & U Utility	15%		State Wide	<a href="https://www.caseih.com/northamericat/en-us/Pages/Build-and-Price-Items.aspx?TRACTORS&amp;qs=CP0024146040630WAP106RF100R04AEW8191USA&amp;nf=0237ygs05-RDRY11ty3232wY1tH94403EALw_wdb">https://www.caseih.com/northamericat/en-us/Pages/Build-and-Price-Items.aspx?TRACTORS&amp;qs=CP0024146040630WAP106RF100R04AEW8191USA&amp;nf=0237ygs05-RDRY11ty3232wY1tH94403EALw_wdb</a>
Kubota	All B, BS & L series	5%		State Wide	<a href="https://www.kubotausa.com/tractors#explore-kubota">https://www.kubotausa.com/tractors#explore-kubota</a>
Kubota	All M6 & M7 series	5%		State Wide	<a href="https://www.kubotausa.com/tractors#explore-kubota">https://www.kubotausa.com/tractors#explore-kubota</a>
<b>ATTACHMENTS &amp; ACCESSORIES</b>					
New Holland	AG Loaders	12%		State Wide	<a href="https://agriculture.newholland.com/en-us/har/service-and-solutions/build-and-price">https://agriculture.newholland.com/en-us/har/service-and-solutions/build-and-price</a>
Case IH	Loaders & attachments	10%		State Wide	<a href="https://www.caseih.com/northamericat/en-us/tools-resources/build-price">https://www.caseih.com/northamericat/en-us/tools-resources/build-price</a>
<b>REPAIR PARTS</b>					

Show additional discount if the agency picks up the item at the Contractor's place of business rather than having it delivered: 2 %

**BID FORM  
D-LAWN MOWERS**

Brand	Model	Discount %	Title and Current Date of Price Schedule	Applicable Geographic District(s) OR Statewide	Price Schedule Website Address
<b>NEW MACHINES</b>					
Walker	all Models	5%		State Wide	<a href="https://www.walker.com/">https://www.walker.com/</a>
Kubota	GR and Z series	5%		State Wide	<a href="https://www.kubotausa.com/mowers#explore-kubota">https://www.kubotausa.com/mowers#explore-kubota</a>
Kubota	ZP series	5%		State Wide	<a href="https://www.kubotausa.com/mowers#explore-kubota">https://www.kubotausa.com/mowers#explore-kubota</a>
Kubota	W series	5%		State Wide	<a href="https://www.kubotausa.com/mowers#explore-kubota">https://www.kubotausa.com/mowers#explore-kubota</a>
Kubota	F series	5%		State Wide	<a href="https://www.kubotausa.com/mowers#explore-kubota">https://www.kubotausa.com/mowers#explore-kubota</a>
<b>ATTACHMENTS &amp; ACCESSORIES</b>					
Walker	Decks	5%		State Wide	<a href="https://www.walker.com/">https://www.walker.com/</a>
Walker	Attachments & options	3%		State Wide	<a href="https://www.walker.com/">https://www.walker.com/</a>
<b>REPAIR PARTS</b>					

Show additional discount if the agency picks up the item at the Contractor's place of business rather than having it delivered:  2  %

**BID FORM  
E-ROTARY CUTTERS**

<b>Brand</b>	<b>Model</b>	<b>Discount %</b>	<b>Title and Current Date of Price Schedule</b>	<b>Applicable Geographic District(s) OR Statewide</b>	<b>Price Schedule Website Address</b>
<b>NEW MACHINES</b>					
<u>Tiger</u>	<u>All Tiger Products</u>	<u>10%</u>	<u>Current list price at time of quote</u>	<u>State Wide</u>	<u></u>
<u>Schulte</u>	<u>Rotary Cutters</u>	<u>15%</u>	<u>Current list price at time of quote</u>	<u>State Wide</u>	<u></u>
<u>Land Pride</u>	<u>Rotary Cutters</u>	<u>15%</u>	<u>Current list price at time of quote</u>	<u>State Wide</u>	<u></u>
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<b>ATTACHMENTS &amp; ACCESSORIES</b>					
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<b>REPAIR PARTS</b>					
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Show additional discount if the agency picks up the item at the Contractor's place of business rather than having it delivered: 2 %



**BID FORM  
F-AGRICULTURAL & UTILITY TRACTORS**

<u>Brand</u>	<u>Model</u>	<u>Discount %</u>	<u>Title and Current Date of Price Schedule</u>	<u>Applicable Geographic District(s) OR Statewide</u>	<u>Price Schedule Website Address</u>
<b>NEW MACHINES</b>					
<u>New Holland</u>	<u>T5</u>	<u>15%</u>	<u></u>	<u>State Wide</u>	<u><a href="https://agriculture.newholland.com/en-us/harvestservices-and-solutions/build-and-price">https://agriculture.newholland.com/en-us/harvestservices-and-solutions/build-and-price</a></u>
<u>New Holland</u>	<u>T6, TS6, T7, T8, T9</u>	<u>15%</u>	<u></u>	<u>State Wide</u>	<u><a href="https://agriculture.newholland.com/en-us/harvestservices-and-solutions/build-and-price">https://agriculture.newholland.com/en-us/harvestservices-and-solutions/build-and-price</a></u>
<u>Case IH</u>	<u>Farmall A</u>	<u>15%</u>	<u></u>	<u>State Wide</u>	<u><a href="https://www.caseih.com/northamerica/en-us/tools-resources/build-price">https://www.caseih.com/northamerica/en-us/tools-resources/build-price</a></u>
<u>Case IH</u>	<u>Maxxum, Puma, Optum, Magnum, Steiger</u>	<u>15%</u>	<u></u>	<u>State Wide</u>	<u><a href="https://www.caseih.com/northamerica/en-us/tools-resources/build-price">https://www.caseih.com/northamerica/en-us/tools-resources/build-price</a></u>
<u>JCB</u>	<u>All units</u>	<u>15%</u>	<u>Current list price at time of quote</u>	<u>State Wide</u>	<u></u>
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<b>ATTACHMENTS &amp; ACCESSORIES</b>					
<u>New Holland</u>	<u>Ag Loaders &amp; Implements</u>	<u>12%</u>	<u></u>	<u>State Wide</u>	<u><a href="https://agriculture.newholland.com/en-us/harvestservices-and-solutions/build-and-price">https://agriculture.newholland.com/en-us/harvestservices-and-solutions/build-and-price</a></u>
<u>Case IH</u>	<u>Loaders &amp; Attachments</u>	<u>10%</u>	<u></u>	<u>State Wide</u>	<u><a href="https://www.caseih.com/northamerica/en-us/tools-resources/build-price">https://www.caseih.com/northamerica/en-us/tools-resources/build-price</a></u>
<u>JCB</u>	<u>Attachments</u>	<u>10%</u>	<u>Current list price at time of quote</u>	<u>State Wide</u>	<u></u>
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<b>REPAIR PARTS</b>					
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Show additional discount if the agency picks up the item at the Contractor's place of business rather than having it delivered:  2  %

**BID FORM  
G-AGRICULTURAL IMPLEMENTS**

Brand	Model	Discount %	Title and Current Date of Price Schedule	Applicable Geographic District(s) OR Statewide	Price Schedule Website Address
<b>NEW MACHINES</b>					
<u>Case IH</u>	<u>All Implements</u>	<u>10%</u>	<u>_____</u>	<u>_____</u>	<a href="https://www.caseih.com/northamerica/en-us/tools-resources/build-price">https://www.caseih.com/northamerica/en-us/tools-resources/build-price</a>
<u>New Holland</u>	<u>All Implements</u>	<u>10%</u>	<u>_____</u>	<u>_____</u>	<a href="https://agriculture.newholland.com/en-us/har/service-and-solutions/build-and-price">https://agriculture.newholland.com/en-us/har/service-and-solutions/build-and-price</a>
<u>Land Pride</u>	<u>All except rotary cutters</u>	<u>10%</u>	<u>Current list price at time of quote</u>	<u>_____</u>	<u>_____</u>
<u>Great Plains</u>	<u>All Implements</u>	<u>10%</u>	<u>Current list price at time of quote</u>	<u>_____</u>	<u>_____</u>
<u>Schulte</u>	<u>All except rotary cutters</u>	<u>10%</u>	<u>Current list price at time of quote</u>	<u>_____</u>	<u>_____</u>
<u>_____</u>	<u>_____</u>	<u>_____</u>	<u>_____</u>	<u>_____</u>	<u>_____</u>
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<b>ATTACHMENTS &amp; ACCESSORIES</b>					
<u>_____</u>	<u>_____</u>	<u>_____</u>	<u>_____</u>	<u>_____</u>	<u>_____</u>
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<u>_____</u>	<u>_____</u>	<u>_____</u>	<u>_____</u>	<u>_____</u>	<u>_____</u>
<u>_____</u>	<u>_____</u>	<u>_____</u>	<u>_____</u>	<u>_____</u>	<u>_____</u>
<u>_____</u>	<u>_____</u>	<u>_____</u>	<u>_____</u>	<u>_____</u>	<u>_____</u>
<u>_____</u>	<u>_____</u>	<u>_____</u>	<u>_____</u>	<u>_____</u>	<u>_____</u>
<u>_____</u>	<u>_____</u>	<u>_____</u>	<u>_____</u>	<u>_____</u>	<u>_____</u>
<u>_____</u>	<u>_____</u>	<u>_____</u>	<u>_____</u>	<u>_____</u>	<u>_____</u>
<u>_____</u>	<u>_____</u>	<u>_____</u>	<u>_____</u>	<u>_____</u>	<u>_____</u>
<b>REPAIR PARTS</b>					
<u>_____</u>	<u>_____</u>	<u>_____</u>	<u>_____</u>	<u>_____</u>	<u>_____</u>
<u>_____</u>	<u>_____</u>	<u>_____</u>	<u>_____</u>	<u>_____</u>	<u>_____</u>
<u>_____</u>	<u>_____</u>	<u>_____</u>	<u>_____</u>	<u>_____</u>	<u>_____</u>
<u>_____</u>	<u>_____</u>	<u>_____</u>	<u>_____</u>	<u>_____</u>	<u>_____</u>
<u>_____</u>	<u>_____</u>	<u>_____</u>	<u>_____</u>	<u>_____</u>	<u>_____</u>
<u>_____</u>	<u>_____</u>	<u>_____</u>	<u>_____</u>	<u>_____</u>	<u>_____</u>
<u>_____</u>	<u>_____</u>	<u>_____</u>	<u>_____</u>	<u>_____</u>	<u>_____</u>
<u>_____</u>	<u>_____</u>	<u>_____</u>	<u>_____</u>	<u>_____</u>	<u>_____</u>

Show additional discount if the agency picks up the item at the Contractor's place of business rather than having it delivered:   2   %