

**STATE OF CALIFORNIA**  
**PARTICIPATING ADDENDUM NO. 7-15-99-24.02**

Security and Protection Services  
Nevada NASPO ValuePoint (formerly WSCA-NASPO)  
Statewide Master Service Agreement No. 3047  
**Leverage Information Systems, Inc. (Contractor)**

This Participating Addendum Number **7-15-99-24.02** is entered into between the State of California, Department of General Services (hereafter referred to as "State" or "DGS") and **Leverage Information Systems, Inc.** (hereafter referred to as "Contractor") under the lead State of Nevada, NASPO ValuePoint Statewide Master Service Agreement Number 3047.

**1. Scope**

- A. This Participating Addendum covers the purchase of Security and Protection Services under the Nevada NASPO ValuePoint Statewide Master Service Agreement Number 3047. The NASPO ValuePoint Statewide Master Service Agreement is hereby incorporated by reference and shall apply to the purchase of services made under this Participating Addendum.
- B. Contractor must meet or exceed the requirements set forth in Leverage Information Systems, Inc.'s Technical Proposal and is hereby incorporated by reference.
- C. Labor Rates, Maintenance and Parts cost will be posted on the State's eProcurement website.
- D. This Participating Addendum is available for use by all State Departments and California political subdivisions/local governments. A political subdivision/local government is defined as any city, county, city and county, district, or other local governmental body or corporation, including the California State Universities (CSU) and University of California (UC) systems, K-12 schools and community colleges empowered to expend public funds.
- E. Each political subdivision/local government is to make its own determination whether this Participating Addendum and the NASPO ValuePoint Statewide Master Service Agreement are consistent with its procurement policies and regulations.
- F. State and Local Agencies for Public Works and Prevailing Wage
  - 1) State Agencies will determine if Public Works and Prevailing Wage language are required. Refer to the State Contracting Manual, Volume 1, Chapter 10, Public Works Contracts.
  - 2) Local Agencies will determine if Public Works and Prevailing Wage language are required.
- G. Travel
  - 1) State Agencies are to refer to the State Contracting Manual, Volume 2, Chapter 9, Topic 6, Section 9.A6.0, Travel Provisions.
  - 2) Local Agencies will determine travel provisions.

## 2. Term

- A. The term of this Participating Addendum shall begin upon signature approval by the State and will end **October 17, 2017**, or upon termination by the State, whichever occurs first.
- B. Lead State amendments to extend the Statewide Master Service Agreement term date are not automatically incorporated into this Participating Addendum. Extension(s) to the term of this Participating Addendum will be through a written amendment upon mutual agreement between the State and the Contractor.

## 3. Terms and Conditions

Terms and conditions listed below are hereby incorporated by reference and made a part of this Participating Addendum as if attached herein and shall apply to the purchase of goods and services made under this Participating Addendum. These include:

- A. The California General Terms and Conditions (GTC) Effective 6/9/2010 (GTC-610 General Terms and Conditions June 9, 2010 standard). The four (4) page document can be view at: <http://www.documents.dgs.ca.gov/ols/GTC-610.doc>
- B. The Contractor Certification Clause CCC-307, Effective March 28, 2007 (CCC-307 Contractor Certification Clauses based on March 28, 2007 standard).
- C. State IT Commodities General Provisions – GSPD-401 IT Commodities, effective 9/3/14. The 12 page document can be viewed at: [http://www.documents.dgs.ca.gov/pd/poliproc/GSPD401IT14\\_0905.pdf](http://www.documents.dgs.ca.gov/pd/poliproc/GSPD401IT14_0905.pdf)

## 4. Order of Precedence

In the event of any inconsistency between the articles, attachments, or provisions which constitute this agreement, the following descending order of precedence shall apply:

- A. California Participating Addendum Number **7-15-99-24.02**.
- B. Nevada NASPO ValuePoint Statewide Master Service Agreement Number 3047.

## 5. Available Products and Services

This Participating Addendum includes the following product categories:

Category 3: Closed Circuit Television (CCTV)

## 6. Price Schedule

- A. Contractor shall submit a Price Schedule identifying all products and services offered under this Participating Addendum for the State's approval.

B. The Price Schedule shall include the following:

- 1) Manufacturer Part Number or Item Number
- 2) List Price
- 3) Discount off List Price
- 4) Contract Price

C. Contractor shall maintain a website dedicated to this Participating Addendum which contains the State-approved Price Schedule.

D. Contractor shall submit a written notice of price increases/decreases and a revised Price Schedule for the State's approval prior to updating the Contractor's dedicated website for this Participating Addendum.

E. State-approved Price Schedule will be posted on the State's eProcurement website.

#### **7. Product Additions/Deletions**

A. Contractor may add or delete products introduced or removed from the market by the manufacturer under the following conditions:

- 1) Products are within existing awarded categories under the NASPO ValuePoint Statewide Master Service Agreement;
- 2) Contractor has obtained prior approval from the Nevada NASPO ValuePoint Statewide Master Service Agreement Contract Administrator; and
- 3) Contractor receives written approval from the California State Contract Administrator.

B. Contractor shall submit a written notice of product additions/deletions and a revised price schedule for the State's approval prior to updating the Contractor's dedicated website for this Participating Addendum.

C. Contractor shall not add new categories or groups of products under this Participating Addendum that were not originally included in the NASPO ValuePoint Statewide Master Service Agreement.

#### **8. Ordering Agency Responsibilities**

A. State department and political subdivision/local government use of this Participating Addendum is optional.

B. A User Instructions guide will be prepared and administered by the State Contract Administrator.

C. Ordering agencies must follow the Contractor Selection and Request for Offer (RFO) process outlined within the User Instructions guide prior to executing orders against this Participating Addendum.

## 9. Contractor Responsibilities

Contractor must respond to the ordering agency's RFO to be eligible to receive a Purchase Order under this Participating Addendum.

## 10. Invoicing

- A. The State Participating Addendum Number and Ordering Agency Purchase Order Number shall appear on each purchase order and invoice for all purchases placed under this Participating Addendum.
- B. Payment will be made in accordance with the provisions of the California Prompt Payment Act, Government Code Section 927 et. seq. Unless expressly exempted by statute, the Act requires state agencies to pay properly submitted, undisputed invoices not more than 45 days after (i) the date of acceptance of Goods or performance of services; or (ii) receipt of an undisputed invoice, whichever is later.

## 11. Usage Reporting

- A. Contractor shall submit usage reports on a quarterly basis to the State Contract Administrator for all California entity purchases using the report template attached hereto as **Attachment A**. Please include the following information:
  - 1) Only State Departments and California political subdivisions/local governments.
  - 2) Separate State and Local Totals.
- B. The report is due even when there is no activity.
- C. The report shall be an Excel spreadsheet transmitted electronically to the DGS mailbox at PDWSCA@dgs.ca.gov. The e-mail subject line will include the vendor's name and Participating Addendum Number.
- D. Any report that does not follow the required format or that excludes information will be deemed incomplete. Contractor will be responsible for submitting corrected reports within five business days of the date of written notification from the State.
- E. Tax must not be included in the report, even if it is on the purchase order.
- F. State and Local purchases must be shown separately with separate totals and will include the grand total of all purchases.
- G. Reports are due on the 15<sup>th</sup> day after the reporting period. For example, January monthly report will be due on February 15<sup>th</sup>.
- H. Failure to meet reporting requirements and submit the reports on a timely basis shall constitute grounds for suspension of this contract.
- I. Amendments for term extensions may be approved only if all reports due have been submitted to the State.

**12. Administrative Fee**

- A. Contractor shall submit a check, payable to the State of California, remitted to the WSCA Payment Processing Unit for the calculated amount equal to one percent (0.01) of the sales for the quarterly period.
- B. 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.
- C. If the Administrative fee check is \$1.00 over the amount of the Administrative fee due, the check will be returned and a new check will be submitted with the correct amount.
- D. Administrative fee checks shall be submitted to:

State of California  
Department of General Services, Procurement Division  
Attention: WSCA Payment Processing  
707 3<sup>rd</sup> Street, 2<sup>nd</sup> Floor, MS 2-202  
West Sacramento, CA 95605

- E. The administrative fee shall not be included as an adjustment to Contractor's NASPO ValuePoint Statewide Master Service Agreement pricing.
- F. The administrative fee shall not be invoiced or charged to the ordering agency.
- G. Payment of the administrative fee is due irrespective of payment status on orders or service contracts from a purchasing entity.
- H. Administrative fee checks are due for each quarter as follows:

Quarter	Reporting Period	Due Date
1	JAN 1 to MAR 31	APR 30
2	APR 1 to JUN 30	JUL 30
3	JUL 1 to SEP 30	OCT 31
4	OCT 1 to DEC 31	JAN 31

- I. Failure to meet administrative fee requirements and submit fees on a timely basis shall constitute grounds for suspension of this contract.

### 13. Contract Management

- A. The primary Contractor Contract Manager for this Participating Addendum shall be as follows:

Contractor: Leverage Information Systems, Inc.  
Name: Doug Chesler  
Phone: (425) 420-1555  
Fax: (425) 485-9400  
E-Mail: [dougc@leverageis.com](mailto:dougc@leverageis.com)  
Address: 18815 – 139<sup>th</sup> Avenue NE, Suite B  
Woodinville, CA 98072

- B. Should the Contractor Contract Manager information change, the Contractor will provide written notice with the updated information to the State Contract Administrator no later than ten business days after the change.

- C. The State Contract Administrator for this Participating Addendum shall be as follows:

Name: Lori Tomita  
Phone: (916) 375-4580  
Fax: (916) 375-4663  
E-Mail: [Lori.Tomita@dgs.ca.gov](mailto:Lori.Tomita@dgs.ca.gov)  
Address: State of California  
Department of General Services  
Procurement Division  
707 Third Street, 2nd Floor, MS 2-202  
West Sacramento, CA 95605

- D. Should the State Contract Administrator information change, the State will provide written notice with the updated information to the Contractor Contract Manager no later than ten business days after the change.

### 14. Termination of Agreement

The State may terminate this Participating Addendum at any time upon 30 days prior written notice to the Contractor. Upon termination or other expiration of this Participating Addendum, each party will assist the other party in orderly termination of the Participating Addendum and the transfer of all assets, tangible and intangible, as may facilitate the orderly, non-disrupted business continuation of each party. This provision shall not relieve the Contractor of the obligation to perform under any purchase order or other similar ordering document executed prior to the termination becoming effective.

**15. Amendment**

No amendment or variation of the terms of this Participating Addendum shall be valid unless made in writing, signed by the parties and approved as required. No oral understanding or agreement not incorporated in the Participating Addendum is binding on any of the parties.

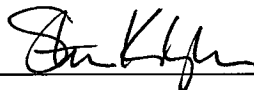
**16. Agreement**

- A. This Participating Addendum and the Statewide Master Service Agreement together with its exhibits and/or amendments, set forth the entire agreement between the parties with respect to the subject matter of all previous communications, representations or agreements, whether oral or written, with respect to the subject matter hereof. Terms and conditions inconsistent with, contrary or in addition to the terms and conditions of this Participating Addendum and the Statewide Master Service Agreement, together with its exhibits and/or amendments, shall not be added to or incorporated into this Participating Addendum or the Statewide Master Service Agreement and its exhibits and/or amendments, by any subsequent purchase order or otherwise, and any such attempts to add or incorporate such terms and conditions are hereby rejected. The terms and conditions of this Participating Addendum and the Statewide Master Service Agreement and its exhibits and/or amendments shall prevail and govern in the case of any such inconsistent or additional terms.
- B. By signing below Contractor agrees to offer the same products/and or services as on the Nevada NASPO ValuePoint Statewide Master Service Agreement Number 3047, at prices equal to or lower than the prices on that contract.
- C. IN WITNESS WHEREOF, the parties have executed this Participating Addendum as of the date of execution by both parties below.


STATE OF CALIFORNIA

LEVERAGE INFORMATION SYSTEMS, INC.

By:

  
\_\_\_\_\_

By:

  
\_\_\_\_\_

Name:

Jim Butler

Name:

Douglas M. Chester

Title:

Deputy Director

Title:

president

Date:

November 10, 2015

Date:

10/9/15