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**PARTICIPATING ADDENDUM AMENDMENT**

**SMALL PACKAGE DELIVERY SERVICE 2016-2021**

Lead by the State of **Utah**



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Master Agreement #: MA065

Contractor: **United Parcel Service, Inc.-UPS (Contractor)**

Participating Entity: **STATE OF MONTANA (Participating State)**

This Amendment #1 effective as of April 1, 2017 (“Amendment”) is issued pursuant to that certain Participating Addendum, effective as of January 7, 2017, between the Contractor and Participating State (“Participating Addendum”) issued pursuant to that certain Master Agreement #065MA, executed between the Contractor and the State of Utah, effective November 28, 2016 (“NASPO Master Agreement”).

Whereas, the Contractor and Participating State have mutually agreed to certain pricing and administrative fees terms as further detailed this Amendment; and

NOW, upon the mutual promises and covenants contained herein and other goods and valuable consideration, the Parties hereby, upon execution of Amendment, make the following modifications to the Participating Addendum as set forth below.

**Amendment Terms and Conditions:**

1. Section 1 entitled “Scope” of the Participating Addendum is hereby amended to read: “Section 1. Scope; Rates.”
2. The following clause is hereby added at the end of Section 1 of the Participating Addendum:  
  
Rates for the applicable services are set forth in Appendix A attached to this Participating Addendum and incorporated herein.
3. The document entitled “Appendix A, Rates” attached to this Amendment as Exhibit A is hereby added to the Participating Addendum as “Appendix A, Rates.”
4. The following clause is hereby added to the Participating Addendum as a new Section 8 entitled “Administrative Fee”.

8. Administrative Fee; Reporting: The State of Montana assesses an administrative fee of one and one-half percent (1.50%) for all net sales (sales less credits and returns) made under this Participating Addendum. The prices paid to Contractor must include the 1.5% Administrative Fee. The Contractor shall remit this Administrative Fee concurrent with the Required Usage Reporting described below. The Administrative Fee must be submitted by ACH along with email notification to the State of Montana Contracts Officer. This Administrative Fee is effective April 1, 2017.

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Contractor shall submit quarterly reports to the Contracts Officer (CO) assigned by the State to manage this contract. Contractor shall provide CO with an electronic usage report (Excel), which must list the following information at the minimum: purchasing entity; description of items purchased; date of purchase; contract price; and the extended price for each transaction. These reports are due no more than 30 days after the end of the quarter.

- 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

5. The notice information for “Contractor” in Section 4 of the Participating Addendum is hereby deleted in its entirety and replaced with the following notice information:

Contractor

Name:	Florence Matteo- Director of Enterprise Accounts
Address:	3108 W. Thomas RD, Ste. 1205, Phoenix, AZ 85017
Telephone:	602-758-8654
Fax:	602-233-4174
Email:	<a href="mailto:fmatteo@ups.com">fmatteo@ups.com</a>

6. This Amendment is incorporated into the Participating Addendum and the Participating Addendum shall remain in full force and effect except as specifically modified herein.

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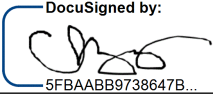
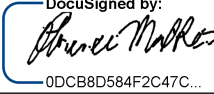
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IN WITNESS WHEREOF, the parties have executed this Amendment as of the date of execution by both parties below.

State of Montana	Contractor: UPS
Signature:  	Signature:  
Name: Cheryl Grey	Name: Florence Matteo
Title: Administrator	Title: Director of Enterprise Accounts
Date:  3/9/2017	Date:  3/9/2017

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

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**Appendix A**

**Rates**



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MT\_+1 .5%\_Rate\_Cha