

**INMATE KIOSKS AND  
COMMUNICATIONS**

Led by the State of Nevada

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**Master Agreement #: 99SWC~S26**

**Alaska Contract Number: IK-001AK**

**Contractor: KEEFE COMMISSARY NETWORK, LLC**

**Participating Entity: STATE OF ALASKA**

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

- *All products and accessories listed on the Contractor page of the NASPO ValuePoint website.*

**Master Agreement Terms and Conditions:**

1. Scope: This addendum covers the Inmate Kiosks and Communications contract led by the State of Nevada for use by state agencies and other entities located in the Participating State authorized by that State's statutes to utilize State contracts with the prior approval of the State's Chief Procurement Official.
2. Participation: This NASPO ValuePoint 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.

The State of Alaska is a NASPO ValuePoint Member State. The Department of Administration, Division of Shared Services, has the authority to sign this NASPO ValuePoint Participating Addendum.

Each State agency and political subdivision, as a Participating Entity that purchases products or services from this contract will be considered an individual customer. Each eligible user will be responsible to follow the terms and conditions of the RFP/contract.

Contractor must have a valid business license with the State of Alaska and must be current with any additional required State licenses. All certificates of insurance must be current and meet the coverage limits outlined in the Master Agreement 99SWC~S26.

3. Leasing: Not Applicable
4. Subcontractors: Not Applicable
5. Participating Entity Modifications or Additions to the Master Agreement: These modifications or additions apply only to actions and relationships within the Participating Entity. The following changes are modifying or supplementing the Master Agreement terms and conditions.



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- 5.1 Required 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 thirty (30) 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

- 5.2 Administrative Fees: Contractor agrees to provide an Administrative Fee to the State of Alaska.

a) Contractor shall submit a check, payable to the State of Alaska, remitted to the Department of Administration, Division of General Services for the calculated amount equal to 1.5% of the net sales for the quarterly period.

b) Contractor must include the PA Number on the check. Those checks submitted to the State without the PA Number will be returned to Contractor for additional identifying information.

- c) Administrative fee checks shall be submitted to:

ATTN: Purchasing Section  
State of Alaska  
Department of Administration  
Division of Shared Services  
PO Box 110210  
Juneau, AK 99811-0210

d) The administrative fee shall not be included as an adjustment to Contractor's Master Agreement pricing and shall not be invoiced or charged to the ordering agency.

e) Payment of the administrative fee is due irrespective of payment status on any orders from a Purchasing Entity.

- f) 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

g) 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 PA.



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6. Orders: 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.
7. Shipping and Delivery: Per section 14 (a)(b) and (c) of the RFP.
8. Primary Contacts: The primary contact individuals for this Participating Addendum are as follows (or their named successors):

Lead State (representing both Nevada state procurement and Nevada corrections)

Name:	<del>Dawn Rosenberg, Chief of Purchasing</del> <i>RONDA MILLER</i>
Address:	5500 Snyder Avenue Cason City, NV 89702
Telephone:	775-887-3219 <i>775-684-0182</i>
Email:	<del>drosenberg@doc.nev.gov</del> <i>RMILLER@ADMIN.NV.GOV</i>

Contractor:

Name:	Terry Schroeder, Group Vice President
Address:	13369 Valley Boulevard Fontana, CA 92335
Telephone:	909-357-2330
Email:	<a href="mailto:Terry.schroeder@keefegroup.com">Terry.schroeder@keefegroup.com</a>
Website:	<a href="http://www.keefegroup.com">www.keefegroup.com</a>

Participating Entity – State Purchasing Authority:

Name:	Shavonne Jordan, Statewide Contracting Officer, Alaska Department of Administration, Division of Shared Services
Address:	333 Willoughby Avenue, Suite 801, State Office Building Juneau, Alaska 99801
Telephone:	907-465-5682
Email:	<a href="mailto:Shavonne.jordan@alaska.gov">Shavonne.jordan@alaska.gov</a>
Website:	<a href="http://doa.alaska.gov/dgs/">http://doa.alaska.gov/dgs/</a>

NASPO ValuePoint  
**PARTICIPATING ADDENDUM**



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

Participating Entity: State of Alaska, Department of Administration, Division of Shared Services	Contractor: Keefe Commissary Network, LLC
Signature: 	Signature: 
Name: Shavonne Jordan	Name: Terry Schroeder
Title: Statewide Contracting Officer	Title: Group Vice President
Date: 7/15/19	Date: 7/12/19

**NOTE:** For questions on executing a participating addendum, please contact:

Cooperative Development Coordinator:	Ted Fosket
Telephone:	(907) 723-3360
Email:	tfosket@naspovaluepoint.org