



**PROFESSIONAL GRADE TOOLS &  
DIAGNOSTIC EQUIPMENT**

Led by the State of Oklahoma

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Master Agreement #: **OK-MA-818-025**

Participating Addendum #: **N2020TOOL0004**

Contractor: **GENUINE PARTS COMPANY  
DBA NAPA AUTO PARTS**

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 *Professional Grade Tools and Diagnostic Equipment* led by the State of Oklahoma for use by state agencies and other entities located in the State of Oklahoma 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.
3. Primary Contacts: The primary contact individuals for this Participating Addendum are as follows (or their named successors):

Contractor

Name:	Donald Lachance
Address:	2999 Wildwood Parkway
Telephone:	678-934-5057
Fax:	
Email:	<a href="mailto:Don_Lachance@genpt.com">Don_Lachance@genpt.com</a>



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Participating Entity

Name:	Mindy Birk
Address:	333 Willoughby Ave., Suite 801, Juneau, AK 99801
Telephone:	(907) 465-5678
Fax:	
Email:	<a href="mailto:Melinda.birk@alaska.gov">Melinda.birk@alaska.gov</a>

**4. PARTICIPATING ENTITY MODIFICATIONS OR ADDITIONS TO THE MASTER AGREEMENT**

These modifications or additions apply only to actions and relationships within the Participating Entity.

Participating Entity must check one of the boxes below.

No changes to the terms and conditions of the Master Agreement are required.

The following changes are modifying or supplementing the Master Agreement terms and conditions.

- 1) **Required Reports:** Contractor must submit quarterly reports to the following dedicated email address [doa.dss.vendorreport@alaska.gov](mailto:doa.dss.vendorreport@alaska.gov). The contractor shall provide the State of Alaska with an electronic usage report (Excel) which will list the following information at the minimum: purchasing entity, description of items purchased, date of purchase, contract price, retail price, and the extended price for each transaction. These reports are due 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

- 2) **Administrative Fee:** Effective upon final signature, the Contractor shall submit a check, payable to the State of Alaska, remitted to the Department of Administration, Shared Services of Alaska for the calculated amount equal to **1.5%** of the net sales for the quarterly period.
  - a) 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.
  - b) Administrative fee checks shall be submitted to:



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

- c) The administrative fee shall be included as an adjustment to Contractor's Master Agreement pricing.
- d) Payment of the administrative fee is due irrespective of payment status on any orders from a Purchasing Entity.
- e) 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



- f) 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.
5. Subcontractors: All contactors, dealers, and resellers authorized in the State of Alaska, as shown on the dedicated Contractor (cooperative contract) website, are approved to provide sales and service support to participants in the NASPO ValuePoint Master Agreement. The contractor's dealer participation will be in accordance with the terms and conditions set forth in the aforementioned Master Agreement.
6. Shipping: All shipments are FOB Destination to the specified location, with inside delivery. Supplier is responsible for filing and expediting all freight claims with the carrier. Responsibility and liability for loss or damage shall remain the Contractor's until final inspection and acceptance when responsibility shall pass to the Buyer, except as to latent defects, fraud, and contractors warranty obligations.



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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	Contractor: Genuine Parts Company dba NAPA Auto Parts
Signature: 	Signature: 
Name: Mindy Birk	Name: Jett Kuntz
Title: Contracting Officer III	Title: Vice President Fleet/Government/IBS
Date: 11/30/2020	Date: 11/30/2020

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

Participating Entity:	Contractor: Genuine Parts Company dba NAPA Auto Parts
Signature:	Signature: 
Name: Ferris J Berger	Name: Jett Kuntz
Title: State Purchasing Director	Title: Vice President Fleet/Government/IBS
Date:	Date: 11/30/2020

*[Additional signatures may be added if required by the Participating Entity]*

For questions on executing a participating addendum, please contact:

NASPO ValuePoint

Cooperative Development Coordinator:	Ted Fosket
Telephone:	907-723-3360
Email:	<a href="mailto:tfosket@naspovaluepoint.org">tfosket@naspovaluepoint.org</a>

***[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.]***