

PARTICIPATING ADDENDUM
WSCA-NASPO COOPERATIVE PURCHASING PROGRAM
Online Surplus Auction Services
Administered by the State of New Mexico (hereinafter "Lead State")

MASTER AGREEMENT
GovDeals, Inc
Master Agreement No: 40-000-14-00059
(hereinafter "Contractor")

And

Washington State
Department of Enterprise Services Contract No: 02814
(hereinafter "Participating State/Entity")

Page 1 of 5

1. **Scope:** This addendum covers the Online Surplus Auction Services Contract led by the State of New Mexico for use by state agencies and other entities located in the State of Washington authorized by that state's statutes to utilize State of Washington contracts with the prior approval of the state's chief procurement official.

2. **Participation:** Use of specific WSCA-NASPO cooperative contracts by agencies, political subdivisions and other entities (including cooperatives) authorized by an individual state's statutes to use State of Washington contracts are subject to the prior approval of the respective State Chief Procurement Official. Issues of interpretation and eligibility for participation are solely within the authority of the State Chief Procurement Official.

3. **Participating State Modifications or Additions to Master Agreement:**

Management Fee

All master contracts executed as a result of this RFQQ will be subject to a management fee, paid by the contractor to DES. The management fee will be 0.74 percent of contract sales/purchase price for work orders. The purchase price is defined as total invoice price less sales tax. No taxes will be assessed against the management fee.

Example: Total sales (less sales tax) x .0074 = management fee.

Payment instructions:

- A. DES will provide an invoice within 30 days of Sales Reporting. Payment is due within 30 days of the invoice date.
- B. With every payment, reference the following:
 1. This contract number;
 2. Contractor's name as it is known to DES;
 3. Year and quarter for which the management fee is being remitted;
 4. All work order numbers awarded through this contract for which sales amounts were invoiced during the reporting period.

**PARTICIPATING ADDENDUM
WSCA-NASPO COOPERATIVE PURCHASING PROGRAM
Online Surplus Auction Services
Administered by the State of New Mexico (hereinafter "Lead State")**

**MASTER AGREEMENT
GovDeals, Inc
Master Agreement No: 40-000-14-00059
(hereinafter "Contractor")**

And

**Washington State
Department of Enterprise Services Contract No: 02814
(hereinafter "Participating State/Entity")**

Page 2 of 5

C. Remit management fee to:

**Washington State Department of Enterprise Services
Finance Office
PO Box 41460
Olympia, WA 98504-1460**

Note: DO NOT send payment to the DES Contract Administrator and do not pay prior to receiving the invoice.

DES may, at its sole discretion, increase, decrease, or eliminate the management fee upon 30 days written notice to contractor. In the case of an increase to the management fee, DES may negotiate pricing with contractor. Any decrease to, or elimination of, the management fee shall be reflected in contract pricing commensurate with the adjustment.

The management fee is further described in Section 2.9 (Contract sales report) and in Appendix A, Master Contract Terms and Conditions, Section 2.8 (Management fee) and (Contract sales report).

Contract Sales Report

The management fee will be based on total contract sales, which must be reported quarterly by the contractor in the Contract Sales Reporting System. DES will provide a login password and a required vendor number.

"Zero" sales: Contractor is required to report "zero" sales even if no sales occurred during the reporting period.

The report shall identify:

- A. Purchasers who have been invoiced for work orders awarded through this contract;**
- B. Amounts invoiced for each purchaser during the reporting period**

**PARTICIPATING ADDENDUM
 WSCA-NASPO COOPERATIVE PURCHASING PROGRAM
 Online Surplus Auction Services
 Administered by the State of New Mexico (hereinafter "Lead State")**

MASTER AGREEMENT
 GovDeals, Inc
 Master Agreement No: 40-000-14-00059
 (hereinafter "Contractor")

And

Washington State
 Department of Enterprise Services Contract No: 02814
 (hereinafter "Participating State/Entity")

Page 3 of 5

Report due dates:

For sales invoiced during ...	Due date
Q1 (Jan / Feb / March)	April 30
Q2 (April / May / June)	July 31
Q3 (July / Aug / Sept.)	Oct. 31
Q4 (Oct / Nov / Dec.)	Jan.. 31

The report may be corrected or modified by DES with subsequent written notice to the contractor. Upon request, contractor is required provide contact information for all purchasers during the term of this contract.

4. Lease Agreements: Not applicable
5. Primary Contacts: The primary contact individuals for this Participating Addendum are as follows (or their named successors):

Contractor

Name	Roger Gravley
Address	100 Capitol Commerce Boulevard, Suite 110
Telephone	800-613-0156
Fax	1-334-387-0519
E-mail	vendor@govdeals.com

Participating Entity

Name	Clayton Long
Address	1500 Jefferson St SE, Olympia, WA 98501
Telephone	360-407-8508
Fax	360-407-9174
E-mail	clayton.long@des.wa.gov

PARTICIPATING ADDENDUM
WSCA-NASPO COOPERATIVE PURCHASING PROGRAM
Online Surplus Auction Services
Administered by the State of New Mexico (hereinafter "Lead State")

MASTER AGREEMENT
GovDeals, Inc
Master Agreement No: 40-000-14-00059
(hereinafter "Contractor")

And

Washington State
Department of Enterprise Services Contract No: 02814
(hereinafter "Participating State/Entity")

Page 4 of 5

6. Orders: All orders shall contain the following:

- a. Mandatory Language: Orders are subject to NASPO ValuePoint Contract Number 40-000-14-00089
- b. Requesting Agency Name, Address, Contact and Phone Number along with DES Contract Number 02814
- c. Order amount and all pricing details required by the participating entity.

7. Public Records Requests

All records prepared, owned, used or retained in connection with this agreement between GovDeals, Inc. and DES as well as with DES surplus auctions become public records.

Such public records include but are not limited to records of bid history, system logs documenting auctions and content prepared by DES to support an auction (e.g., images, descriptions, and supporting content), questions and answer submitted in connection with a DES auction.

Such records are subject to disclosure unless specifically exempt under 42.56 RCW The Public Records Act.

GovDeals, Inc. agrees to fully assist DES in responding to public records requests, including requests for responsive records generated by GovDeals' IT infrastructure in connection with DES surplus auctions.

8. Pricing

As a state agency, DES qualifies for GovDeals' State Government Annual Volume-Based Fee Program. DES's initial GovDeals fee is 6%. Other participants in this contract will be at the standard pricing contained within GovDeals' NASPO ValuePoint contract.

**PARTICIPATING ADDENDUM
WSCA-NASPO COOPERATIVE PURCHASING PROGRAM
Online Surplus Auction Services
Administered by the State of New Mexico (hereinafter "Lead State")**

**MASTER AGREEMENT
GovDeals, Inc
Master Agreement No: 40-000-14-00059
(hereinafter "Contractor")**

And

**Washington State
Department of Enterprise Services Contract No: 02814
(hereinafter "Participating State/Entity")**

Page 5 of 5

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

Participating State: Washington	Contractor: GovDeals, Inc.
By: <i>C. Farrell Presnell</i>	By: <i>Roger Gravley</i>
Name: Farrell Presnell	Name: Roger Gravley
Title: Assistant Director	Title: President
Date: <i>03/03/2016</i>	Date: March 3, 2016

[Additional signatures as required by Participating State]

For questions on executing a participating addendum, please contact:

WSCA-NASPO

Cooperative Development Coordinator	Tim Hay
Telephone	503-428-5705
E-mail	THay@NASPOValuePoint.org