



State of Oklahoma
Department of Central Services
Central Purchasing

Notice of Statewide Contract
Award

Official signed contract documents are on file with DCS-Central Purchasing.

Contract Title: Notary Commission Services and Supplies

Statewide Contract #: SW10114

Contract Issuance Date: April 12, 2011

Total Number of Vendors: 1 (For details see: Vendor Information Sheet)

Contract Period: April 18, 2011 through April 17, 2012

Agreement Period: April 18, 2011 through April 17, 2015

Authorized Users: All State Agencies, Boards, Commissions and Institutions. Cities, Counties, School Districts and Municipalities may avail themselves of this contract.

Contract Priority: Mandatory

Type of Contract: Firm, Fixed Price

DCS-CP Contact: Laura Bybee

Phone: 1 - 405 - 522 - 1037

Title: High-Tech Contracting and
Procurement Officer

Fax: 1 - 405 - 522 - 1077

Email: laura_bybee@dcs.state.ok.us



State of Oklahoma
Department of Central Services
Central Purchasing

Awarded Vendors Information

Vendor Name: Walker Companies

Vendor ID#: 0000074435

Vendor Address: Address: 121 NW 6th Street

City: Oklahoma City

State: OK

Zip Code: 73102

Contact Person Name: Harvey Weber

Phone #: 1 - 405 - 235 - 5319

Title: Manager

Fax #: 1 - 405 - 235 - 1698

Email: harvey@walkercompanies.com

Website: walkercompanies.com

Authorized Location: Locations list attached as (*attachment title*)

Address:

City:

State:

Zip Code:

Contract ID #: 0-2962

Delivery: 14 Business Days

Minimum Order:

P/Card Accepted: Yes

No

Other:

CONTRACT SPECIFICATIONS

Contract Period: Contract Period will be April 18, 2011 through April 17, 2012 with the option to renew for an additional three (3) one year periods at the same terms and conditions.

Termination: This contract shall be in force until expiration date, or until thirty (30) days after notice has been given by the State of Oklahoma of its desire to terminate the contract. After the first six (6) months, vendor may cancel with thirty (30) days written notice.

Vendor Responsibilities: Awarded vendor shall be familiar with all statutory requirements as listed in O.S.S. Title 49. Vendor shall be able to provide all services and supplies necessary to maintain a Notary Commission. All forms needed will also be provided.

Awarded vendor shall maintain telephone assistance Monday through Friday, 8:30 am through 5:00pm.

Orders for a Notary Commission are to be processed within fourteen (14) business days after receipt of application.

Upon receipt of the Notary Commission, the awarded vendor shall file a Surety Bond in the amount of \$1,000.00, signed by one or more sureties, with the Oklahoma Secretary of State office.

Commission Specifications:

New Notary Commission Service Specifications:

1. Submit completed application, filing and payment of fees for Notary Commission with Oklahoma Secretary of State.
2. Complete application for four (4) year \$1,000 Notary Surety Bond (as listed in Section C.2.4).
3. File completed application, to include fee payment, to the Oklahoma Secretary of State for the Notary Surety Bond.
4. Provide either a Notary Seal or Notary Stamp in either round or rectangular shape that is in compliance with Title 49 of the Oklahoma State Statutes.
5. Provide a Notary Record Book.
6. Provide notification to Notary of Commission expiration date.
7. Price to include shipping and handling for all items listed above.

Renewal Notary Commission Service Specifications:

1. Notification to Notary that the renewal application has been received and will be processed.
2. Complete application for four (4) year \$1,000 Notary Surety Bond (as listed in Section C.2.5).
3. File completed application, to include fee payment, to the Oklahoma Secretary of State for the Notary Surety Bond.
4. Provide either a Notary Seal or Notary Stamp in either round or rectangular shape that is in compliance with O.S.S. Title 49.
5. Provide a Notary Record Book.
6. Provide notification to Notary of Commission expiration date.
7. Price to include shipping and handling for all items listed above.



CONTRACT

State of Oklahoma

Dispatch via Print

Vendor ID 0000074435
 WALKER COMPANIES
 WALKER COMPANIES
 PO BOX 177
 OKLAHOMA CITY OK 73101-0177

Contract ID		Page	
000000000000000000002962		1 of 3	
Contract Dates	Currency	Rate Type	Rate Date
04/18/2011 to 04/17/2012	USD	CRRNT	PO Date
Description:		Contract Maximum	
From Req ID - 5800001643		0.00	
TYPE: STATEWIDE			

Tax Exempt? Y Tax Exempt ID:736017987

Line #	Item ID/Item Desc	Minimum Order Qty	Amt	Maximum / Open Qty	Amt
1	1000006645 NOTARY:New St of Ok Notary Commission Complete w/ Notary Seal, 4yr \$1,000.00 Notary Bond 1 notary book~State of Oklahoma Notary Commission Service. New State of Oklahoma Notary Commission Service Complete with Notary Seal, 4 Year \$1,000.00 Notary Bond, f	1.00	0.00	1.00 1.00	0.00
	Contract Base Pricing	80.00000	EA	0001	
2	1000006582 NOTARY:New w/Stamp, Bond & Book~State of Oklahoma Notary Commission Service. New State of Oklahoma Notary Commission Service Complete with: Notary Stamp (choice of rectangular or round stamp specified at the time of order), 4 Year , \$1,000.00 Notary Bond	1.00	0.00	1.00 1.00	0.00
	Contract Base Pricing	80.00000	EA	0001	
3	1000005611 NOTARY:Renewal w/Bond & Book~State of Oklahoma Notary Commission Service. Renewal of State of Oklahoma Notary Commission Service Complete with 4 Year \$1,000.00 Notary Bond, filing of the Notary Bond with the Secretary of State and 1 Notary Record Book.	1.00	0.00	1.00 1.00	0.00
	Contract Base Pricing	65.00000	EA	0001	
4	1000005843 NOTARY:Exp Ren w/Bond & Book~State of Oklahoma Notary Commission Service. Expired Renewal of State of Oklahoma Notary Commission Service Complete with 4 Year \$1,000.00 Notary Bond, Filing of the Notary Bond with the Secretary of State and 1 Notary Record	1.00	0.00	1.00 1.00	0.00
	Contract Base Pricing	70.00000	EA	0001	
5	1000006584 NOTARY:Plain Notary Seal~Notary Public Supplies.	1.00	0.00	1.00 1.00	0.00

Final = The price is final after adjustments
 Hard = Apply adjustments regardless of other adjustments
 Skip = Skip adjustments if any other adjustments have been applied

Authorized Signature



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Contract ID 000000000000000000002962		Page 2 of 3	
Contract Dates 04/18/2011 to 04/17/2012	Currency USD	Rate Type CRRNT	Rate Date PO Date
Description: From Req ID - 5800001643		Contract Maximum 0.00	
TYPE: STATEWIDE			

Tax Exempt? Y Tax Exempt ID:736017987

Line #	Item ID/Item Desc	Minimum Order Qty	Amt	Maximum / Open Qty	Amt
	Contract Base Pricing	10.00000	EA	0001	
6	1000005559 NOTARY:Seal Embosser. Hand Held~Notary Public Supplies. Notary Seal Embosser. Hand Held~Notary Seal Embosser. Hand Held	1.00	0.00	1.00 1.00	0.00
	Contract Base Pricing	15.00000	EA	0001	
7	1000005587 NOTARY:Seal Embosser. Desk~Notary Public Supplies. Notary Seal Embosser. Desk~Notary Seal Embosser. Desk	1.00	0.00	1.00 1.00	0.00
	Contract Base Pricing	15.00000	EA	0001	
8	1000007699 NOTARY:Stamp/Round reqs pad & ink~Notary Public Supplies. Plain Round Notary Stamp (requires stamp pad and ink)	1.00	0.00	1.00 1.00	0.00
	Contract Base Pricing	7.00000	EA	0001	
9	1000007348 NOTARY:Stamp/Lge Round Self-Ink~Notary Public Supplies. Large Round Self-Inking Stamp	1.00	0.00	1.00 1.00	0.00
	Contract Base Pricing	15.00000	EA	0001	
10	1000005586 NOTARY:Small Round Self-inking Stamp~Notary Public Supplies.	1.00	0.00	1.00 1.00	0.00
	Contract Base Pricing	12.50000	EA	0001	
11	1000007698 NOTARY:Stamp/Round Pre-Inked~Notary Public Supplies. Round Pre-Inked Stamp	1.00	0.00	1.00 1.00	0.00
	Contract Base Pricing	17.50000	EA	0001	
12	1000007377 NOTARY:Stamp/Rect/reqs pad & ink~Notary Public Supplies. Plain Rectangular Notary Stamp (requires stamp pad and ink)	1.00	0.00	1.00 1.00	0.00

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TYPE: STATEWIDE			

Tax Exempt? Y Tax Exempt ID:736017987

Line #	Item ID/Item Desc	Minimum Order Qty	Amt	Maximum / Open Qty	Amt
	Contract Base Pricing	7.00000	EA	0001	
13	100007376 NOTARY:Stamp/Rect Self-Inking--Notary Public Supplies. Rectangular Self-Inking Stamp	1.00	0.00	1.00 1.00	0.00
	Contract Base Pricing	15.00000	EA	0001	
14	100007375 NOTARY:Stamp/Rect Pre-Inked--Notary Public Supplies. Rectangular Pre-Inked Stamp	1.00	0.00	1.00 1.00	0.00
	Contract Base Pricing	17.50000	EA	0001	
15	100007199 NOTARY:Stamp/Rubber Exp reqs pad & ink--Notary Public Supplies. Plain Rubber Expiration Stamp (requires stamp pad and ink)	1.00	0.00	1.00 1.00	0.00
	Contract Base Pricing	1.00000	EA	0001	
16	100005583 NOTARY:Record Book--Notary Public Supplies. Notary	1.00	0.00	1.00 1.00	0.00
	Contract Base Pricing	1.25000	EA	0001	

COMMENTS:

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