



State of Oklahoma
OKLAHOMA STATE DEPT OF HEALTH

Amendment of Solicitation

Date of Issuance: 06/16/2015
Requisition No. 3400017224

Solicitation No. 3400001368
Amendment No. 1

Hour and date specified for receipt of offers is changed: [X] No [ ] Yes, to: CST

Pursuant to OAC 580:16-7-30(d), this document shall serve as official notice of amendment to the Solicitation identified above. Such notice is being provided to all suppliers to which the original solicitation was sent. Suppliers submitting bids or quotations shall acknowledge receipt of this solicitation amendment prior to the hour and date specified in the solicitation as follows:

- (1) Sign and return a copy of this amendment with the solicitation response being submitted; or,
(2) If the supplier has already submitted a response, this acknowledgement must be signed and returned prior to the solicitation deadline. All amendment acknowledgements submitted separately shall have the solicitation number and bid opening date printed clearly on the front of the envelope.

ISSUED BY and RETURN TO:

U.S. Postal Delivery:

OSDH
1000 NE 10th St

OKC, OK 73117 - 1299
or

Personal or Common Carrier Delivery:
SAME

Donna Dodson
Contracting Officer

(405) - 271 - 4043
Phone Number

donnad@health.ok.gov
E-Mail Address

,OK -

Description of Amendment:

a. This is to incorporate the following:

QUESTIONS/ANSWERS
1) Several questions about current contract - CURRENT PURCHASE ORDER ATTACHED
2) Is there a service history available? - THE PHL HAS RECORDS OF PM'S AND REPAIRS
3) Is all the equipment up and running? - AT THIS TIME, ALL EQUIPMENT IS FUNCTIONAL AND RUNNING

b. All other terms and conditions remain unchanged.

Supplier Company Name (PRINT) Date

Authorized Representative Name (PRINT) Title Authorized Representative Signature



# Purchase Order

**Department of Health**  
 OKLAHOMA STATE DEPT OF HEALTH  
 SHIPPING & RECEIVING  
 1000 NE 10TH ST  
 OKLAHOMA CITY OK 731171299

**Vendor:** 0000017013  
 STERIS CORPORATION  
 5960 HEISLEY RD  
 MENTOR OH 44060-1834

<b>CHANGE ORDER - REPRINT</b>		<b>Dispatch via Print</b>	
<b>Purchase Order</b>	<b>Date</b>	<b>Revision</b>	<b>Page</b>
3409017669	04/17/2013	1 - 04/18/2014	1
<b>Payment Terms</b>	<b>Freight Terms</b>	<b>Ship Via</b>	
0 Days	Free on board at Destination	Common	
<b>Buyer</b>	<b>Phone</b>	<b>Currency</b>	
Wanda Drew	405/271-4043	USD	

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**Bill To:** OKLAHOMA STATE DEPT OF HEALTH  
 ACCOUNTS PAYABLE  
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 OKLAHOMA CITY OK 731171299

**Tax Exempt?** Y    **Tax Exempt ID:** 736017987

Line-Sch	Cat CD / Item Id	Description	Quantity	UOM	PO Price	Extended Amt	Due Date
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1- 1	39131708 / 1000016765	SERVICE: Maint Biomedical/Medical Equipment	1.0000	YR	23,096.7000	23,096.70	07/01/2013
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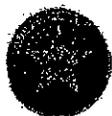
Full Service Agreement includes all parts and labor for Preventive Maintenance and Repair of all equipment covered under this contract. Equipment includes all sterilizers, glassware washer & glassware dryer.

Supplier must be factory authorized in the maintenance of listed equipment and must provide local availability of factory replacement parts, tools, and technical/service manuals sufficient to maintain equipment within factory operations specifications. Supplier agrees to respond within 24 hours of service request. Service to be on request only.

**SPECIFICATIONS:**

1. This contract is inclusive for all parts and labor necessary for preventive maintenance and repair of equipment covered under the contract.
2. Preventive Maintenance: Supplier MUST provide a primary Oklahoma Boiler Certified technician to perform preventive maintenance and a secondary Oklahoma Boiler Certified technician in the event the primary technician is unavailable. Supplier will maintain, check and calibrate all equipment covered under this contract.
- The Supplier will follow the Original Equipment Manufacturers (O.E.M.) maintenance schedule for all preventive maintenance. The Supplier will provide the O.E.M. preventive maintenance checklist for each piece of equipment covered under this contract with each quarterly visit. Maintenance will include service calls every three (3) months for corrections and adjustments including but not limited to lubrication of door post fittings, inspection and/or replacement of door gasket, inspection of jacket and chamber safety valves and other piping for leaks for equipment specified in this contract.
3. Repairs: Supplier will be able to repair all equipment covered under this contract. Vendor MUST provide a primary boiler certified technician available for emergency repairs or urgently needed equipment within 24 hours of notification. A secondary boiler certified technician must be available in the event the primary certified technician is unavailable.
4. Supplier must provide ALL parts necessary for preventive maintenance and repairs. All parts supplied must be O.E.M. recommended. High mortality parts must be located such that delivery is guaranteed not later than overnight on this sight.
5. All preventive maintenance and repairs must be performed by O.E.M. trained technical service personnel. Each individual including back-up who will perform work under this contract must receive O.E.M. training and experience in the areas they will work.
6. All personnel performing preventive maintenance and repairs must be Oklahoma Boiler Certified.
7. Documentation of O.E.M. training on all equipment covered under this contract, and the Oklahoma Boiler Certification for each individual who will perform work under this contract must be sent to the Oklahoma State Department of Health with the bid.
8. The Supplier will provide a completed service report BEFORE leaving this site. This shall

Authorized Signature



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include all preventive maintenance performed, any repairs performed and all parts necessary for repairs performed. All parts that have been replaced must be shown to the Quality Control Officer or his designated representative. A legible copy of the service report must be signed by the Quality Control Officer or his designated representative which will indicate that the device(s) are functioning to their satisfaction. A copy of all signed documentation MUST BE left with the Quality Control Officer or his designated representative on the day the work is performed. The copy will be used as proof of receipt for services performed, which is required for payment of supplier invoices.

9. All apparatus used to test and/or adjust functions of laboratory equipment must be calibrated against certified equipment having a known valid relationship to nationally recognized standards. Where no such standards exist, supplier must establish a calibration protocol that ensures apparatus performance necessary for accurate and reliable test results. Documentation of all apparatus calibration, including frequency and the individual/organization that provided calibration, must be sent to the Quality Control Officer upon request.

10. The bid submitted by the vendor is the total cost for parts, labor and any other cost incurred including travel costs.

11. All service calls, preventive or otherwise, are to be scheduled through the Quality Control Officer in advance of the visit. Appointments for service calls should be made at least 2 days in advance of desired visit. Cancellations of appointments should be made by telephone at least 1 day in advance, and the appointment should be re-scheduled at that time to occur as soon as possible.

12. Upon arrival at OSDH, the repair personnel are required to CHECK IN AND OUT with the Quality Control Officer by signing the log book in the Quality Control Office. Furthermore, repair personnel entering the laboratory agree, by signing the log book, to follow the safety rules of the laboratory. These include, but are not limited to: NO smoking on the premises of OSDH, no food or drink beyond the double doors at the entrances to laboratory wings. Appropriate PPE, as necessary, will be issued by the Public Health Laboratory and must be worn by service personnel. For more detailed laboratory safety rules, a reference copy of our safety manual will be available upon request. If in doubt about the consequences of a particular action, the Quality Control Officer or Division Director should be consulted.

13. All services must be done during laboratory hours: Monday through Friday, 8:00am to 4:30 pm.

14. Supplier must be able to perform preventive maintenance and repairs on all equipment covered under this contract.

- A. 20x20x38 E11 Gravity Sterilizer, Serial #071158906 (Rm. B-76)
- B. 20x20x38 Century Gravity Sterilizer, Serial #010270005 (Basement)
- C. Geringe Model #533LS, Serial # 04K05445 OSDH # 2008-0879
- D. AMSCO Model E 3023-1 (Virology), serial # 0109793-09, ODH # 932770, Rm. 225.
- E. 20 inch Gravly SD Steam. Serial #011640304 (Rabies)
- F. AMSCO Model 470 Glassware Washer (Glassware) serial #3601091211, ODH # 922334, Rom. B-71.
- G. 20 Inch Century Decon, Serial #012430512 (BSL III)
- H. 470LAB Glassware Dryer, Serial # 3621792271 (Rm. B-71)

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<b>Buyer</b> Wanda Drew	<b>Phone</b> 405/271-4043	<b>Currency</b> USD	

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- D. AMSCO Model E 3023-1 (Virology), serial # 0109793-09, ODH # 932770, Rm. 225.
- E. 20 inch Gravity SD Steam, Serial #011640304 (Rabies)
- F. AMSCO Model 470 Glassware Washer (Glassware) serial #3601091211, ODH # 922334, Rom. B-71.
- G. 20 inch Century Decon, Serial #012430512 (BSL III)
- H. 470LAB Glassware Dryer, Serial # 3621792271 (Rm. B-71)

Authorized Signature

*Patricia Bagwell*



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**Total PO Amount**                      46,193.70

### COMMENTS:

Agreement and Contract Period: July 1, 2013 through June 30, 2015

The initial contract is for a period of one (1) year. The contract may be renewed, at the same terms and conditions, for up to one (1) additional one-year period.

YEAR 1: July 1, 2013 through June 30, 2014  
 YEAR 2: July 1, 2014 through June 30, 2015

"Only companies that have current manufacturer and/or factory certified technicians on this specific system will be considered. Proof of certification must be provided with the bid response."

This solicitation, along with resultant Purchase Order, constitute the entire agreement. No additional agreements will be signed.

### SPECIAL PROVISIONS:

Agreement and Contract Period: July 1, 2013 through June 30, 2015

The initial contract is for a period of one (1) year. The contract may be renewed, at the same terms and conditions, for up to one (1) additional one-year period.

YEAR 1: July 1, 2013 through June 30, 2014  
 YEAR 2: July 1, 2014 through June 30, 2015

**PROGRAM CONTACT:** 405-271-5070 Steve Johnson/Laboratory

**AGENCY CONTACT: PROCURMENT:** 405-271-4043

**INVOICE CONTACT: ACCOUNTS PAYABLE:** 405-271-4042

**Supplier Contacts:**  
 Kathy A. Zielinski, Regional Contract Administrator  
 Phone: (814) 835-2672  
 Fax: (814) 870-8841  
 Email: kathy\_zielinski@steris.com  
 Mike Reske, Director, Service Support  
 Phone: (814) 835-2590  
 Fax: (814) 870-8350  
 Email: mike\_reske@steris.com

This contract shall be considered to be in force until the expiration date or until 30 after notice has been given by either party of its desire to terminate the contract.

This contract is for an indefinite quantity and the State may, or may not buy the quantity mentioned in this contract. Vendor must clear all shipments with agency prior to shipping any portion of this contract.

Authorized Signature



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Invoicing Information: Contact Accounts Payable (405) 271-4042.

To be billed In arrears

**TAX EXEMPT STATEMENT**

FEI: 736 017 987

This entity of the government is exempt from payment of state/local sales tax pursuant to Title 68 O.S. 205 Supp., Section 1356(1) which we quote in part: There are hereby specifically exempted from the tax levied by section 1350 et seq. of this title: Sale of tangible personal property or services to the United States government or to the State of Oklahoma, any political subdivision of this state or any agency of a political subdivision of this state. Pursuant to Title 68 O.S.2001, Section 1404, any purchase exempt from sales tax is also exempt from use tax.

**ORAL AGREEMENTS:** No oral statement of any person shall modify or otherwise affect the terms, conditions, or specifications stated in the contract. All modifications to the contract must be made in writing by the Oklahoma State Department of Health.

**DEBARMENT/SUSPENSION:** IAW 31 USCA 6101, Executive Order 12549, the contractor certifies that they are not presently or have not in the last three (3) years been debarred, suspended or proposed for debarment, declared ineligible by any federal department or agency, or convicted of a fraud-related crime.

All deliveries - F.O.B. Destination. Destination shall mean delivered to the receiving dock or other point specified in the purchase order. The State assumes no responsibility for good until accepted at the receiving point in good condition. Title and risk of loss or damaged to all items shall be responsibility of the contract supplier until accepted by the ordering agency. Contractors shall be responsible for filing, processing, and collecting all damage claims.

**NET 30-DAY CLAUSE**

**PAYMENT DUE NET 30 BUT INTEREST CAN NOT BE CHARGED UNTIL 45 DAYS FROM RECEIPT OF VALID INVOICE IN ACCORDANCE WITH OKLAHOMA STATE STATUTES.**

Purchase order number must appear on all invoices. If vendor fails to provide purchase order number, it may result in the delayed payment of the invoice.

Venue: the laws of Oklahoma govern all contracts with the State of Oklahoma. Venue for any action or claim shall be Oklahoma County, Oklahoma.

This Purchase Order is not valid unless signed by an authorized buyer of the Oklahoma State Department of Health.

Vendor acknowledges, by receipt of this instrument, document or communication, that any agreement entered into or executed by the parties is subject to the provisions of the Oklahoma Central Purchasing Act, 74 O.S. § 85.1, et seq.

Payment of goods and services by a state agency shall be made only after products have been provided or services rendered. (Reference: Oklahoma Statutes Title 74 section 85.44B.)

Change Order #1 Contract Renewal 2nd year of 2-year agreement.  
 Contract Period : July 1, 2014 through June 30, 2015 pbagwell 04/18/2014.

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