

Pricing Agreement # 201502031-FG (C)

New Mexico State University Pricing Agreement for Goods and/or Services

This agreement effective this 1st day of **August, 2015** is entered into between Regents of New Mexico State University, hereinafter referred to as the "University", and **Presley Printing & Mailing LLC**, hereinafter referred to as "Contractor".

1. SERVICES AND/OR GOODS TO BE PROVIDED: The Contractor shall provide the good(s) and/or service(s), as defined in this agreement, on an "as ordered" basis. No funds are obligated under this Pricing Agreement. Funds are obligated by purchase orders or PCard payment on an "as needed" basis. Contractor shall receive separate individual orders for each individual requests. The University makes no guarantee as to the volume of goods which may be purchased under this Agreement. Prices are fixed for the first year of a Pricing Agreement. Thereafter, in the event of a product cost increase an escalation request will be reviewed by the University. Escalation requests are only to compensate for an actual cost increase and will not be considered for an increase in profit margin. Contractor shall notify the University if a cost decrease occurs and will adjust pricing accordingly. The University shall review the request by the Contractor for price escalation and determine whether or not to accept such a request. Such requests must be made at least ninety (90) days prior to the expiration of the current contract term.

2. PRICING AGREEMENT DOCUMENTS: The Agreement shall be comprised of this agreement document, its attachments and all document referenced herein. As applicable, the Agreement shall also include all Requests for Proposal or bid documents, including the Contractor's response, Referenced Specifications and/or Scope of Work, Special Conditions, Technical Specifications, Purchase Order Terms and Conditions, and all negotiation records, which are incorporated herein and made a part of the Agreement. In instances where there exists a conflict between any of the Pricing Agreement described above, this Agreement plus attachments hereto, negotiation records, the University's solicitation documents, and the Contractor's response to the solicitation, in that order, shall control the interpretation of the parties' respective rights and obligations.

| | |
|--|------------------------|
| New Mexico State University Bid Number | <u>201502031-FG</u> |
| Contractors Proposal Dated | <u>5/27/15</u> |
| Submitted by | <u>Richard Presley</u> |
| Other: | _____ |

3. TERM: The period of performance for this Pricing Agreement shall commence **8/01/15** and be automatically renewed for up to **three (3)** additional years, not to exceed a total of **four (4)** years.

4. COST AND PAYMENT: The Contractor shall be paid for goods/services rendered satisfactorily per the negotiated fees and schedules incorporated hereto. All payment will be arrears. Payment shall be made per request upon receipt of a detailed invoice. The invoice

submitted shall note the purchase order number and must be delivered to the Accounts Payable Department at the address noted on Purchase Order.

5. TAXES: New Mexico State University is exempt from paying taxes on the acquisition of tangible personal property. Should any equipment provided or services rendered fall within a taxation category requiring New Mexico Gross Receipts Tax, as defined by the State of New Mexico Taxation and Revenue Department, the Contractor shall be responsible for paying those taxes. Charges for any taxes shall be a separate line on all invoices.

6. REPORTING: The Contractor shall have available to the University detailed records/reports documenting that the Contractor is extending the agreed upon pricing for good(s) and/or service(s) requested by University Departments. Contractors that repeatedly fail to extend the established agreed upon pricing may be given termination notice in accordance with Termination Clause (Section 13 of this agreement).

7. AUDIT: The University reserves the right to audit the contractor's records associated with this contract at any time during the contract period and for a period of up to three years following the expiration or termination of the agreement. Such audit may be conducted by University personnel or a third party under contract with the University. The University shall give the contractor reasonable notice prior to the conduct of any audit and upon receiving the notice from the University the contractor agrees to fully cooperate with the auditors. If contractor subcontracts any portion of its obligation to another party, contractor shall guarantee University's access to books and records of such party.

8. AMMENDMENTS: This Pricing Agreement shall not be altered, changed, or amended except by written instrument signed by both parties.

9. ASSIGNMENTS: The Contractor shall not assign nor delegate specific duties as part of this Pricing Agreement nor transfer any interest nor assign any claims for money due or to become due under this Pricing Agreement without the written consent of the University.

10. PROCUREMENT UNDER EXISTING CONTRACTS: In accordance with NMSA 13-1-129, proposers are hereby notified that other governmental entities within the State of New Mexico, or as otherwise allowed by their respective governing directives, may contract for services with the awarded proposer. Contractual engagements accomplished under this provision shall be solely between the awarded proposer and the contracting entity with no obligation by the Regents of New Mexico State University.

11. NON-APPORPRIATION: The University's obligation to make payment under the terms of this Pricing Agreement is contingent upon its appropriation of sufficient funds to make those payments. If the University does not appropriate funds for the continuation of this procurement, this procurement will terminate upon written notice of that effect to the Principal. The University determination that sufficient funds have not been appropriated is firm, binding and not subject to review.

12. PROCUREMENT CODE: The Procurement Code, Sections 13-1-28 through 13-1-199 NMSA 1978, imposes civil and misdemeanor criminal penalties for its violation. In addition, the New Mexico criminal statutes impose felony penalties for bribes, gratuities, and kickbacks.

13. TERMINATION: Either party may terminate this contract as follows:

A. Termination by the Contractor

- (1.) The contractor may terminate this contract only if the New Mexico State University fails to comply with any provisions of this contract and after receiving notice of the noncompliance the University fails to cure the noncompliance within (10) ten days, or
- (2.) By written mutual agreement between the Contractor and the University.

B. Termination by the University

(1.) For Cause:

- a. The occurrence of either one of the following events will justify termination for cause: Contractor's persistent failure to perform the work in accordance with the Contract Documents (including but not limited to, failure to supply sufficient skilled workers or suitable materials or equipment) or Contractor's violation in any substantial way of any provisions of this contract.
- b. If either one of the events identified in above paragraph occur the University may, after giving Contractor (and the surety, if any) ten days written notice, terminate the service of Contractor, exclude Contractor from site, and take possession of the work. Contractor shall be paid for project cost incurred up to the date of termination but shall not be paid for loss of profits resulting from such termination.
- c. Where Contractor's services have been so terminated by the University, the termination will not affect any rights or remedies of University against contractor then existing or which may thereafter accrue. Any retention or payment of moneys due the Contractor by the University will not release the Contractor from liability.

(2) For Convenience:

- a. Upon ten days written notice to contractor, NMSU may, without cause and without prejudice to any other right or remedy of NMSU, elect to terminate the contract. In such case, Contractor shall be paid (without duplication of any items):
- b. for completed and acceptable work executed in accordance with the contract documents prior to the effective date of termination,
- c. for expenses sustained prior to the effective date of termination in performing services and furnishing labor, materials or equipment as required by the contract document in connection with uncompleted work.
- d. Contractor shall not be paid on account of loss of anticipated profits or revenue or other economic loss arising out of or resulting from such termination.

14. INDEMNIFICATION: The Contractor shall be responsible for damage to persons or property that occurs as a result of his fault or negligence, or that of any of his employees, agents or subcontractors. He shall save and hold harmless the Regents of New Mexico State University against any and all loss, cost, damage, claims, expense or liability in connection with the performance of the contract. Any equipment or facilities damaged by the Contractors' operation

shall be repaired and/or restored to their original condition at the Contractor's expense. Contractor shall at all times keep in force liability limits as outlined in Attachment A of this agreement. Failure to maintain current coverage in the amounts stated may result in termination of this agreement.

15. INDEPENDENT CONTRACTOR: That the Contractor is an independent contractor performing services for the University. The Contractor shall not accrue leave, retirement, insurance, or any other benefits afforded to employees of the University as a result of this procurement.

16. DEBARMENT OR SUSPENSION: A business (contractor, subcontractor or supplier) that has either been debarred or suspended pursuant to the requirements of 13-1-177 through 13-1-180, and 13-4-11 through 13-4-17 NMSA 1978 as amended, shall not be permitted to do business with the University and shall not be considered for award of the contract during the period for which it is debarred or suspended with the University

17. CONFLICT OF INTEREST: By signing this agreement, the proposer certifies that no relationship exists between the proposer and the University that interferes with fair competition or is a conflict of interest; and no relationship exists between such propose and another person or firm that constitutes a conflict of interest that is adverse to the University.

18. GOVERNING LAW: This Agreement will be interpreted and governed by the laws of the State of New Mexico.

19. OTHER APPLICABLE LAWS: Any other provisions required to be included in a contract of this type by any applicable and valid executive order, federal, state or local law, ordinance, rule or regulation shall be deemed to be incorporated herein.

20. FEDERAL PURCHASES: If purchases are from a Federal Contract/Grant. The Federal Acquisition Regulations (FARS) apply and may be viewed at www.nmsu.edu/~purchas/.

21. SEVERABILITY: If any provision of the resultant pricing agreement is found invalid or unenforceable, the remainder of the resultant sales agreement will be enforced to the maximum extent permissible and the legality and enforceability of the other provisions of the resultant agreement will not be affected.

22. NON-DISCLOSURE: Vendor shall not disclose any information relating to students, and employees of NMSU other than such information that may be authorized by the individual student or employee. Vendor agrees to indemnify and hold harmless NMSU from any damages, claims, liabilities, and costs including reasonable attorney fees in the event any unauthorized release of such information occurs.

NEW MEXICO STATE UNIVERSITY

BY: Jack Provencio
For the Regents of NMSU

Date: 8/10/15

Jack Provencio
Assistant Director of Central Purchasing, Risk Management Administration and Materials
Management

CONTRACTOR: PRESLEY PRINTING & MAILING.

BY: [Signature] Date: 8-4-15

Printed Name: RICHARD K. PRESLEY Title: OWNER

Business/Order Contact Information:

Name: BETH KELLIE E-mail: BETH@PRESLEYPM.COM

Phone: 575-523-1704 Fax: 575-523-1708

Website: PRESLEYPM.COM

August 5, 2015 update

Specifications and pricing chart

All stationery to be typeset following NMSU standards and PDF proof submitted to customer for approval.

Letterhead

500 in a box, 2/0 Black and PMS 208, no bleeds

| Type | 1 box | 2-3 boxes | 4-9 boxes | 10 or more boxes |
|---|---------------------|--------------------|--------------------|--------------------|
| NMSU Cotton Watermark Neenah 24# Capitol Bond, light cockle finish, white Letterhead 8.5" x 11" | \$136.90 per box | \$83.93 per box | \$45.79 per box | \$42.17 per box |
| Copy Paper Letterhead 20# bond 8.5" x 11" | \$119.75 per box | \$68.20 per box | \$31.09 per box | \$24.23 per box |
| Linen Letterhead 70# white linen 8.5" x 11" | \$135.42 per box | \$82.58 per box | \$44.83 per box | \$40.89 per box |

Envelopes

500 in a box, 2/0 Black and PMS 208 except where noted as black ink 1/0) no bleeds

| Type | 1 box | 2-3 boxes | 4-9 boxes | 10 or more boxes |
|---|---------------------|---------------------|--------------------|--------------------|
| #10 Cotton Envelopes (Match the NMSU watermark letterhead paper stock but do NOT use the NMSU watermark), light cockle, white, 24# 4.125" x 9.5" | \$163.91 per box | \$108.69 per box | \$69.25 per box | \$65.58 per box |
| #10 White Wove Envelopes 24# bond 4.125" x 9.5" | \$128.81 per box | \$76.51 per box | \$39.16 per box | \$35.16 per box |
| #10 Window Envelopes 24# bond 4.125" x 9.5" | \$131.13 per box | \$78.64 per box | \$41.14 per box | \$37.17 per box |
| #10 Linen Envelopes Matching Linen letterhead 4.125" x 9.5" | \$167.04 per box | \$111.56 per box | \$71.92 per box | \$68.29 per box |
| #9 Reply Envelopes 24# bond 3.875" x 8.875" (black ink 1/0) | \$90.66 per box | \$55.10 per box | \$30.26 per box | \$27.25 per box |

Large Envelopes

500 in a box

| | | | | |
|---|--|--|--|--|
| 24# bond 3.875" x 8.875" (black ink 1/0) | | | | |
|---|--|--|--|--|

Large Envelopes

500 in a box

2/0 Black and PMS 208 except where noted as black ink 1/0) no bleeds, 28#

| Type | 1 box | 2-3 boxes | 4-9 boxes | 10 or more boxes |
|--|-----------------|-----------------|-----------------|------------------|
| 6" x 9" Catalog Envelopes (open on end, white) | \$.2889 each | \$.1817 each | \$.1051 each | \$.0974 each |
| 6" x 9" Catalog Envelopes (open on end, brown kraft, black ink 1/0) | \$.2252 each | \$.1505 each | \$.0992 each | \$.0929 each |
| 6" x 9" Catalog Envelopes (booklet, white) | \$.3059 each | \$.1973 each | \$.1197 each | \$.1121 each |
| 6.5" x 9.5" Catalog Envelopes (open on end, white) | \$.3164 each | \$.2069 each | \$.1287 each | \$.1212 each |
| 6.5" x 9.5" Catalog Envelopes (open on end, brown kraft, black ink 1/0) | \$.254 each | \$.1769 each | \$.1246 each | \$.1181 each |
| 6.5" x 9.5" Catalog Envelopes (booklet, white) | \$.3152 each | \$.2059 each | \$.1277 each | \$.1203 each |
| 9" x 12" Catalog Envelopes (open on end, white) | \$.3465 each | \$.2345 each | \$.1545 each | \$.1474 each |
| 9" x 12" Catalog Envelopes (open on end, brown kraft, black ink 1/0) | \$.2753 each | \$.1963 each | \$.1399 each | \$.1355 each |
| 9" x 12" Catalog Envelopes (booklet, white) | \$.3287 each | \$.2182 each | \$.1393 each | \$.132 each |
| 10" x 13" Catalog Envelopes (open on end, white) | \$.3567 each | \$.2439 each | \$.1632 each | \$.1562 each |
| 10" x 13" Catalog Envelopes (open on end, brown kraft, black ink 1/0) | \$.2962 each | \$.2155 each | \$.1579 each | \$.1537 each |
| 10" x 13" Catalog Envelopes (booklet, white) | \$.3451 each | \$.2332 each | \$.1533 each | \$.1461 each |

Note card Envelopes

250 in a box, 1/0 Black, no bleeds, 24#

| Type | 1 box | 2-3 boxes | 4-9 boxes | 10 or more boxes |
|---|-----------------|-----------------|-----------------|------------------|
| A-2 White Wove Envelopes 4.375" x 5.75" (black ink) | \$.209 each | \$.1356 each | \$.0849 each | \$.0787 each |
| A-2 Linen Envelopes 4.375" x 5.75" (black ink) | \$.2425 each | \$.1663 each | \$.1144 each | \$.108 each |
| A-6 White Wove Envelopes 4.75" x 6.5" (black ink 1/0) | \$.2221 each | \$.1476 each | \$.0965 each | \$.0902 each |
| A-6 Linen Envelopes 4.75" x 6.5" (black ink 1/0) | \$.2549 each | \$.1776 each | \$.1253 each | \$.1189 each |
| A-7 White Wove Envelopes 5.25" x 7.25" (black ink 1/0) | \$.2309 each | \$.1557 each | \$.1042 each | \$.0979 each |
| A-7 Linen Envelopes 5.25" x 7.25" (black ink 1/0) | \$.2669 each | \$.1886 each | \$.1359 each | \$.1294 each |

Note cards

2/0 Black and PMS 208, no bleeds

| Type | 50 | 100 | 250 | 500 |
|---|------------------|------------------|-----------------|-----------------|
| A-2 folded notecard 80# Linen cover | \$3.1824 each | \$1.6644 each | \$.7347 each | \$.4458 each |
| A-2 folded notecard 80# Smooth cover | \$3.0836 each | \$1.6051 each | \$.6991 each | \$.4181 each |
| A-6 folded notecard 80# Linen cover | \$3.2603 each | \$1.7401 each | \$.809 each | \$.5197 each |
| A-6 folded notecard 80# Smooth cover | \$3.1418 each | \$1.661 each | \$.7537 each | \$.4723 each |
| A-7 folded notecard 80# Linen cover | \$3.2603 each | \$1.7401 each | \$.8090 each | \$.5197 each |
| A-7 folded notecard 80# Smooth cover | \$3.1418 each | \$1.661 each | \$.7537 each | \$.4723 each |

Note pads

2/0 Black and PMS 208, no bleeds, 50 sheets per pad

| Type | 50 | 100 | 250 | 500 |
|-----------------------|---------------------|---------------------|--------------------|---------------------|
| 5.5 x 8.5 20# bond | \$4.1996 per pad | \$2.6558 per pad | \$1.738 per pad | \$1.4335 per pad |

Mailing Labels

2/0 Black and PMS 208, no bleeds,

| Type | 50 | 100 | 250 | 500 |
|---|--------------------------|---------------------------|--------------------------|--------------------------|
| 4.5 x 3.5 Pressure sensitive 60# standard offset, permanent adhesive labels, scored on back so that it can be cracked in the middle and peeled | \$2.795 each label | \$1.4207 each label | \$.5964 each label | \$.3215 each label |