



PMB 01231
BUREAU OF ADMINISTRATION
OFFICE OF PROCUREMENT MANAGEMENT
523 EAST CAPITOL
PIERRE, SD 57501-3182
(605) 773-3405
FAX (605) 773-4840



SD CONSERVATION DIGEST MAGAZINE

NOTICE

CONTRACT EXTENSION
ADDENDUM #1

Midstates Printing
PO Box 940
Aberdeen, SD 57402
Contact: Leona Pitz
Phone: 605-226-2541
E-mail: leonap@midstatesgroup.com
Vendor #12040671-02
Contract #16834

June 30, 2016

Buyer: Missy Schuetzle

Phone Number: 605-773-4277

1. The contract for furnishing the SD Conservation Digest Magazine annual contract to the State of South Dakota, resulting from IFB #358 has been extended for a period of one (1) year, beginning August 1, 2016 through July 31, 2017.
2. All terms, conditions and specifications of this contract are firm for the extended period.

Sincerely,

Steven L. Berg, Director
Office Procurement Management



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SOUTH DAKOTA CONSERVATION DIGEST MAGAZINE

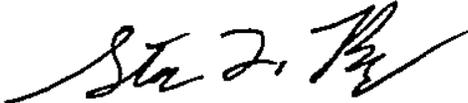
NOTICE OF AWARDS

Buyer: Missy Schuetzle (007)
Phone: 605-773-4277
Fax: 605-773-4840
Email: Missy.Schuetzle@state.sd.us

Date: July 29, 2015

- 1. Contract Term:** This notice establishes contract(s) resulting from IFB #358 for a period of one (1) year, from August 1, 2015 through July 31, 2016 inclusive. The Solicitation and the vendor's response, along with the South Dakota Vendor's Manual are made part of the vendor's contract by this reference.
- 2. Extension:** The State may, at its own discretion, extend a contract for an additional two (2) months past the original contract expiration date. Further extensions may be for a period of one year. Notice shall be given by the State to the vendor at least 60 days prior to the termination of the contract, and the vendor shall agree to such extension within 30 days thereafter, before such extension period shall become effective.
- 3. Pricing:** All prices quoted in the referenced proposal are firm for the term of this contract. Price decreases are acceptable on invoice(s) presented for payment. If the open market price of a specific contract item is under the vendor's price, the State reserves the right to purchase the lower priced product.
- 4. Delivery:** The contractor shall furnish and deliver all of the awarded items of supplies, equipment, and commodities enumerated in the schedules and specifications, at the price and according to the terms and conditions, and of the kind, quality, and amounts and at the times specified in the schedules and specifications. The supplies, equipment and commodities shall be delivered to the Director of the Office of Procurement Management or to such State Department or State agency as he shall direct and such delivery shall be made without cost to the State.
- 5.** In the event of the inability or failure of the contractor to furnish and deliver any item or items enumerated in the schedules and specifications at the time and in accordance with the terms and conditions therein provided, the Director of the Office of Procurement Management may contract for or purchase such supplies, equipment, and commodities in the open market and the contractor shall make good the excess over the price named in the schedule and specifications and the cost of such supplies, equipment, and commodities in the open market provided however, that the foregoing provisions shall not apply where other penalties for any default in the performance of the conditions of this contract are provided for in the schedules and specifications.
- 6.** All orders shall be shipped F.O.B. destination. Deliveries shall be made at such time, place and in such quantities as shown on the Purchase Order. All items in common usage are to be shipped within 30 days from the date of purchase order. An additional 10 days will be allowed for back-ordered items when notification is given, in writing, to the ordering agency that the items are not available for immediate delivery.
- 7.** All delivery tickets, invoices and statements shall show the purchase order number, brand or trade name and State Item Number when applicable as shown in this contract. Invoices must be submitted in duplicate to the State Agency ordering the merchandise. DO NOT SUBMIT STATEMENTS OR INVOICES TO THE OFFICE OF PROCUREMENT MANAGEMENT AS IT ONLY DELAYS PAYMENT.

8. **Surety:** This contract(s) shall be in full force and effect upon the execution and delivery thereof and the furnishing and delivery by the Contractor, to the Office of Procurement Management, of a good and sufficient Surety Bond in the sum required by the above-referenced solicitation, to be approved by the Office of Procurement Management.
9. STATE AGENCIES MUST INCLUDE ITEM NUMBERS AND A BRIEF DESCRIPTION WHEN ORDERING FROM THIS CONTRACT.
10. **Unless otherwise indicated, payment for items on the contract(s) may be made with the South Dakota Purchasing Card (Citibank Master Card). State agencies may use the Purchasing Card when making purchases of \$1000.00 or less per transaction.**



Steven L. Berg, Director
Office of Procurement Management

CONTRACTORS

**Midstates Printing
PO Box 940
Aberdeen, SD 57402**

**Contact: Jean Dutt
Phone: 605-226-2541
E-mail: jeand@midstatesgroup.com**

**Vendor #12040671-02
Contract #16834**

SD Conservation Digest Magazine

Background:

Game, Fish and Parks publishes the South Dakota Conservation Digest magazine.

There are approximately eight issues of this magazine produced each year. The total number depends on Game, Fish and Park's schedule.

Item #1: Five regular issues of the standard portrait format at 10,500 copies each.

Item #2: One issue, the calendar is in landscape format with one hole drilled for hanging at 20,000 copies each.

Item #3: Two special Kids edition issues in the standard portrait format at 20,000 copies each. These will be printed on approximately August 15, 2015 and February 15, 2016.

The five regular issues, the special Kids issues and the calendar are 32 pages plus a 4" x 6" perforated insert and incorporate full-color pictures and graphics. The magazine is one of the principle tools GFP uses to bring projects, plans and accomplishments to the general public. High quality production values are required.

Services to be Performed:

The successful vendor will be required to provide excellent quality printing. Game, Fish and Parks will furnish the PDF file. The bid price includes a full color proof from cover to cover of each magazine issue. **Proof to be mailed/shipped within 24 hours of receipt of files.** There will be no additional charge for bleeds. The magazine contains a full-color 4" x 6" perforated insert in the center fold. The insert is/will be attached by the bottom staple. **The final product should be printed and postmarked for delivery no later than 14 days (including weekends/holidays) from final approval of materials.** This is the case even if the artwork is delivered late; the vendor is still required to deliver no later than 14 days from the final approval of the artwork. Each issue the successful vendor will be responsible for inkjet addressing (no labels permitted), bundling, sorting and paperwork for delivery to printer's post office for each mailing. GFP will provide the mailing list by e-mail attachment or by upload to an FTP site. No overruns or overrun charges will be accepted. GFP will pay periodical rate for postage. The successful vendor will be responsible for drop shipping various quantities to various GFP office locations across South Dakota (list provided below). Balance of shipment to be trucked to 20641 SD Hwy 1806, Ft. Pierre, SD 57532.

- 100 Game, Fish and Parks
5850 E. Hwy 12
Aberdeen, SD 57401
- 100 Game, Fish and Parks
895 3rd St. SW
Huron, SD 57301
- 100 Game, Fish and Parks
909 Lake Front Drive
Mobridge, SD 57601
- 200 Game, Fish and Parks
4130 Adventure Trail
Rapid City, SD 57702
- 400 Game, Fish and Parks
4500 S. Oxbow Ave.
Sioux Falls, SD 57106

100 Game, Fish and Parks
400 W. Kemp
Watertown, SD 57201

100 Game, Fish and Parks
603 E. 8th Ave.
Webster, SD 57274

Materials:

Stock for the magazine will be 80# Lustro dull text white **or equivalent**, a minimum of 10% post consumer content required, with a 65# cover stock insert, a minimum of 30% post consumer content required. Low grade paper will not be accepted. Ink will be soybean ink. Trim size to be 8-3/8" X 10-3/4." The insert is a full-color perforated 4" x 6" card. Seven issues of the standard portrait format. One issue, the calendar, is in landscape format with one hole drilled for hanging. Binding to be saddle stitch, 3 stitches required. **Packaged boxes cannot weigh more than 35 lbs and must only contain 80-100 copies per box.** Covers (outside front and back) varnished or aqueous coated. Excellent quality required.

Shall include the statement "Printed On Recycled Paper"

Shall include an inscription listing the publisher, number of copies published, and approximate cost per copy per SDCL 5-18D-15

The vendor must provide environmentally preferable paper products that meet one of the following criteria:

(1) Green Seal certified as defined in ARSD 10:02:05:04;

(2) Ecologo certified as defined in ARSD 10:02:05:05; or

(3) Comply with the minimum requirements for recycled content as published in the United States Environmental Protection Agency Comprehensive Procurement Guidelines, Buy- Recycled Series, Paper Products, October 2007. The Comprehensive Guide can be viewed on OPM's website at www.state.sd.us/boa/opm under "Info for Vendor's"

Quality Control:

All work must be of an extremely high standard and will be reviewed on a page-by-page basis by representatives of Game, Fish and Parks. GFP can request a press proof at printer's expense. Substandard work by the vendor will be returned for revisions at the expense of the vendor. If there is an error at the fault of the vendor and it is too late to reprint the project, the vendor may be required to reduce the print costs for the next issue by 2%-15% depending on the severity of the error. The vendor and GFP shall discuss the problem to come up with a fair price reduction.

Contract Provisions:

This contract will run from August 1, 2015 through July 31, 2016. A total of eight issues will be printed during the outlined contract date. An option to extend this contract for one year, as specified in Terms and Extensions of the South Dakota Vendors Manual, will be part of this contract. The vendor will be responsible for meeting all local, state and federal requirements for such contracts.

Pricing:

Price for five regular issues: **\$3,705.33**

Price for Calendar in landscape format (1 issue): **\$5,892.81**

Price for Kids Edition (1 issue): **\$5,651.38**