



Arizona State Set-Aside

Contract Amendment Form

By submitting this form, you acknowledge that it is your intent to request a change to your entity's contract with the State as detailed below. This form should be submitted to the Committee Chair 45 days prior to the next quarterly meeting, or as soon as reasonably practicable.

Request Date	April 14, 2020
Certified Nonprofit Agency	Quality Connections Inc.
Point of Contact and Contact Info	Doug Arnett - dougarnett@qualityconnections.org - cell 928-380-8168
State Contract Label	Office Supplies Including Printer Supplies
State Contract Number	CTR074046
Current State Contract Expiration Date	10/27/2020
Maximum State Contract Extension Expiration Date	10/27/2024
Proposed State Contract Expiration Date (if applicable)	N/A
Description of Amendment Request	Increased minimum discount (lowered prices) on HP OEM Toner from 38% to 39%, reduced prices on 220 HP OEM products below the minimum discount, added 51 HP OEM Contract products (C-Skus) with deep discounts well below the minimum discount, and added 80 new HP OEM products. The actual HP OEM discounts range up to 55%. Also added new category "NEW MICR" with a minimum discount of 5%. The actual discounts in this new category range from 5% - 45%.
Cost Impact (if applicable)	\$ -255,849.88 to State and other Government Agencies
Is your contract Mandatory?	Yes ☒ No ☐
Is this a price increase request?	Yes ☐ No ☒ - If yes supporting documentation detailing nature of price adjustment is required. Applicable manufacturer/supplier notices, benchmarks, and revised contract pricing sheets should be submitted for review.
Have You Contacted the Customer Agency(ies)?	Yes ☐ No ☒
Supporting Documentation:	Attached ☐ Not Attached ☒

ARIZONA

DEPARTMENT OF ADMINISTRATION

ADOA Review:	
Is there a need for the Product or Service:	Yes ☒ No ☐
Impact on current state contracts:	Yes ☐ No ☒ Explain: Current agreements exclude HP products eff. 4/1/20
Mandatory:	Yes ☐ No ☒ Explain: HP products non-mandatory. Other products mandatory.
Recommend for Committee Action:	Yes ☒ No ☐ Explain: Will result in savings/avoidance of \$255k per year.
Submit completed form to:	Please visit the Arizona Set Aside Website to determine where your completed / signed document should be sent. https://spo.az.gov/procurement-services/set-aside