



Contract Award Notification Update

Subject: Updated Contractor Information and Purchasing Instructions

DATE: September 18, 2019 AWARD #: [PGB-23084](#) GROUP #: 31800

AWARD DESCRIPTION: Walk-In Building Supplies (Statewide)

CONTRACT PERIOD: December 6, 2018 - July 31, 2022

CONTACT: Annie Gilroy | 518-473-4289 | Annie.Gilroy@ogs.ny.gov

CONTRACT NO.: PC67929 CONTRACTOR: LOWE'S HOME CENTERS, LLC

Please be advised Procurement Services has approved an updated Contractor Information page for the following Contractor:

<u>Contractor</u>	<u>Name of Document</u>
LOWE'S HOME CENTERS, LLC	3180023084ContractorInfo.pdf

The updated information is shown below in red:

Contract Compliance Manager

Phone: 704-758-2845
Cell: 980-287-6417
Contact Name Lisa Minton
Contact E-mail: NASPO@lowes.com

National Account Manager

Colleen Weaver
Cell: 732-258-6224
Contact Email: Colleen.Weaver@lowes.com

Website: <https://www.lowesforpros.com//naspo-value-point.html>

Procurement Services has also updated the purchasing instructions portion of the Contract Award Notification.

<u>Name of Document</u>
3180023084a.pdf

The updated information is shown below in red:

How to Purchase as an on-line solution:

- Please go to www.lowesforpros.com and select register
- Complete the required information
- Select Government/Non-Profit
- Under organization details select NASPO ValuePoint to receive the 7% discount

The updated information has been posted to the Contractor Information page and Award Document page.

All changes are effective immediately. All other terms and conditions remain the same.

Authorized Users are encouraged to view the most current Contract Award Notification and associated documents at: <https://online.ogs.ny.gov/purchase/spg/awards/3180023084CAN.HTM>.



Contract Award Notification

Title	: Group 31800 – Walk-In Building Supplies (Statewide) Classification Code(s):
Award Number	: PGB-23084
Contract Period	: December 6, 2018 – July 31, 2022
Bid Opening Date	: September 20, 2017
Date of Issue	: December 6, 2018
Specification Reference	: As Incorporated In The Piggyback Agreement
Contractor Information	: Appears on Page 2 of this Award

Address Inquiries To:

State Agencies & Vendors	Political Subdivisions & Others
Name : Daniel Blake Title : Contract Management Specialist Phone : 518-402-0796 E-mail : daniel.blake@ogs.ny.gov	Procurement Services Customer Services Phone : 518-474-6717 E-mail : customer.services@ogs.ny.gov

**Procurement Services values your input.
Complete and return "Contract Performance Report" at end of document.**

Description

The Walk-in Building Supply Contract is a piggyback off the NASPO ValuePoint contract AS16040 with Lowe's Home Centers, LLC. As a result of this piggyback agreement, New York State Authorized Users will have access to a seven (7) percent discount on all walk-in purchases at Lowe's Home Center Stores.

PR # 23084-T

NOTE: See individual contract items to determine actual awardees.

<u>CONTRACT #</u>	<u>CONTRACTOR & ADDRESS</u>	<u>TELEPHONE #</u>	<u>FED.IDENT.# / NYS VENDOR#</u>
PC67929	LOWE'S HOME CENTERS, LLC 1605 Curtis Bridge Road Wilkesboro, NC 28697	Lisa Minton 980-287-64174 lisa.c.minton@lowes.com	560748358 1000055972

Website: <https://www.lowesforpros.com/l/naspo-value-point.html>

INVOICES MUST BE SENT DIRECTLY TO THE ORDERING AGENCY FOR PAYMENT.

Authorized Users' purchasing instructions:

Authorized Users must register with Lowe's and receive a discount card prior to making purchases under this Contract.

How to Register:

Please go to www.lowesforpros.com/NASPO

- Complete the registration
- Click Submit
- You will receive your card in 2-3 weeks
 - If you need to make a purchase immediately, please call the Government Hotline at 888-310-7791, Option 1 for assistance or email NASPO@Lowes.com.

How to Purchase:

- Walk into any Lowe's store and purchase as you normally would
- At check out, present the cashier your discount card to be scanned
- When the barcode is scanned, you will receive the 7% contract discount off the Lowe's Everyday Low Price (EDLP)
- The discount card barcode must be scanned or otherwise entered by the cashier on all purchases to receive the discount
- Prior to initial purchase: Authorized User must present a copy of their proof of tax exemption eligibility to its local store

If you need additional help in making your purchase, please call the Government Hotline at 888-310-7791 or email NASPO@Lowes.com.

Additional terms to be aware of:

Delivery is excluded from the discount provided under this Contract.

A Purchasing Card is the only form of tender that will be accepted for all purchases made under this Contract.

AGENCIES SHOULD NOTIFY PROCUREMENT SERVICES PROMPTLY IF THE CONTRACTOR FAILS TO MEET THE TERMS OF THIS CONTRACT. PRODUCTS OR SERVICES WHICH DO NOT COMPLY WITH THE SPECIFICATIONS OR ARE OTHERWISE UNSATISFACTORY TO THE AGENCY SHOULD ALSO BE REPORTED TO PROCUREMENT SERVICES.

(continued)

NOTE TO AUTHORIZED USERS:

When making purchases under the contract, the Authorized User should be familiar with and follow the terms and conditions governing its use. The Authorized User is accountable and responsible for compliance with the requirements of public procurement processes. The Authorized User must periodically sample the results of its procurements to determine its compliance. In sampling its procurements, an Authorized User should test for reasonableness of results to ensure that such results can withstand public scrutiny. The Authorized User, when purchasing from OGS contracts, should hold the Contractor accountable for contract compliance and meeting the contract terms, conditions, specifications, and other requirements.

Authorized Users have the responsibility to document the following information for purchases:

- a statement of need and associated requirements,
- a summary of the contract alternatives considered for the purchase,
- the reason(s) supporting the resulting purchase (e.g., show the basis for the selection among multiple contracts at the time of purchase was the most practical and economical alternative and was in the best interests of the State).

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**State of New York
Office of General Services
PROCUREMENT SERVICES
Contract Performance Report**

Please take a moment to let us know how this contract award has measured up to your expectations. If reporting on more than one Contractor or product, please make copies as needed. This office will use the information to improve our contract award, where appropriate. **Comments should include those of the product's end user.**

Contract No.: _____ **Contractor:** _____

Describe Product* Provided (Include Item No., if available): _____

***Note:** "Product" is defined as a deliverable under any Bid or Contract, which may include commodities (including printing), services and/or technology. The term "Product" includes Licensed Software.

	Excellent	Good	Acceptable	Unacceptable
• Product meets your needs				
• Product meets contract specifications				
• Pricing				

CONTRACTOR

	Excellent	Good	Acceptable	Unacceptable
• Timeliness of delivery				
• Completeness of order (fill rate)				
• Responsiveness to inquiries				
• Employee courtesy				
• Problem resolution				

Comments: _____

 _____ (over)

Agency: _____ Prepared by: _____
 Address: _____ Title: _____
 _____ Date: _____
 _____ Phone: _____
 _____ E-mail: _____

Please detach and email a copy of this document to the Contract Manager at: daniel.blake@ogs.ny.gov or mail to:

NYS Office of General Services
 Procurement Services
 Award 23084, 38th Floor
 Corning Tower - Empire State Plaza
 Albany, New York 12242