



**STATE OF IOWA  
MASTER AGREEMENT**

Contract Declaration and Execution

**MA 005**

**20431C**

**EFFECTIVE BEGIN DATE:** 07-01-2023  
**EXPIRATION DATE:** 06-30-2024  
**PAGE:** 1 of 7

**VENDOR:**

Vry Enterprise LLC  
Poe Enterprises  
00003109389

1734 GUTHRIE AVE  
DES MOINES, IA 50316-2153

**VENDOR CONTACT:**

ROSS HASSELBAD  
**PHONE:** 515-262-9000  
**EMAIL:** RJJOB51@GMAIL.COM

**ISSUER:**

Sara Grier  
**PHONE:** (515) 823-9083  
**EMAIL:** sara.grier@iowa.gov

**EXT:**

**FOB:** FOB Dest, Freight Prepaid

**Contract For:** Courier Services for Des Moines Metro Area

The parties agree to comply with the terms and conditions on the following attachments which are by this reference made a part of the Agreement.

Attachments are on file with the Department of Administrative Service - Central Procurement.

Attachment 1: Competitive Solicitation RFB0320005154.

Attachment 2: Contractor's Response to Competitive Solicitation RFB0320005154 (except for any contractor objection or amendment to the Competitive Solicitation Document requirements that the State has not explicitly agreed to in writing).

Attachment 3: Contractor's Cost (final pricing documentation) Response to competitive solicitation document RFB0320005154.

The state reserves the right to add additional items to the Contract.

Payment Terms: NET60  
No Minimum Order Amount

Remit Address: Vry Enterprise LLC, 17345 Guthrie Ave, Des Moines, Iowa 50316

Contact: Ross Hasselblad, 515-262-9000, rjjobs1@gmail.com  
Emergency Contact: Jeff Vry 641-751-6407, Jeff@peiowa.com

Main Vry driver: Jesse Heinsohn, 515-975-3415, jssh71@gmail.com.

**RENEWAL OPTIONS**

**FROM** 07-01-2024 **TO** 06-30-2025

**FROM** 07-01-2025 **TO** 06-30-2026

**AUTHORIZED DEPARTMENT**

005 Administrative Services, Dept  
ALL



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LINE NO.	QUANTITY / SERVICE DATES	UNIT	COMMODITY / DESCRIPTION	UNIT COST / PRICE OF SERVICE
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14	0.00000	MO	9155878	\$ 198.000000
				\$ 0.000000

REF DOC: REF VNDR LN: REF COMM LN: REF TYPE: FINAL

MAIL PICKUP AND DELIVERY SERVICES FROM AND TO A UNITED STATE  
 OFF COMPLEX MAIL PICKUP & DROP OFF Alcoholic Beverage Divisi

Alcoholic Beverage Division 1918 SE Hulsizer Drive, Ankeny, IA 50021

15	0.00000	MO	9155878	\$ 198.000000
				\$ 0.000000

REF DOC: REF VNDR LN: REF COMM LN: REF TYPE: FINAL

MAIL PICKUP AND DELIVERY SERVICES FROM AND TO A UNITED STATE  
 OFF COMPLEX MAIL PICKUP & DROP OFF Blind

Blind 524 4th Street, Des Moines, IA 50309

16	0.00000	MO	9155878	\$ 198.000000
				\$ 0.000000

REF DOC: REF VNDR LN: REF COMM LN: REF TYPE: FINAL

MAIL PICKUP AND DELIVERY SERVICES FROM AND TO A UNITED STATE  
 OFF COMPLEX MAIL PICKUP & DROP OFF BOEE

BOEE 701 East Court Avenue, Suite A, Des Moines, IA 50309

17	0.00000	MO	9155878	\$ 81.000000
				\$ 0.000000

REF DOC: REF VNDR LN: REF COMM LN: REF TYPE: FINAL

MAIL PICKUP AND DELIVERY SERVICES FROM AND TO A UNITED STATE  
 OFF COMPLEX MAIL PICKUP & DROP OFF Terrace Hill

Terrace Hill 2300 Grand Avenue, Des Moines, IA 50312 - 2 Days/Week

18	0.00000	MO	9155878	\$ 198.000000
				\$ 0.000000

REF DOC: REF VNDR LN: REF COMM LN: REF TYPE: FINAL

MAIL PICKUP AND DELIVERY SERVICES FROM AND TO A UNITED STATE  
 OFF COMPLEX MAIL PICKUP & DROP OFF Ankeny CSRU

Ankeny CSRU 1605 SE Delaware Avenue, Suite A, Ankeny, IA 50021

19	0.00000	MO	9155878	\$ 198.000000
				\$ 0.000000



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**MAIL PICKUP AND DELIVERY SERVICES FROM AND TO A UNITED STATE**  
**OFF COMPLEX MAIL PICKUP & DROP OFF CSRU/Centralized Service**

CSRU/Centralized Service Intake Unit/Child Abuse Registry 525 SW 5th Street, Suite A,B & H, Des Moines, IA 50309

20	0.00000	MO	9155878	\$ 198.000000
				\$ 0.000000

REF DOC: REF VNDR LN: REF COMM LN: REF TYPE: FINAL

**MAIL PICKUP AND DELIVERY SERVICES FROM AND TO A UNITED STATE**  
**OFF COMPLEX MAIL PICKUP & DROP OFF Developmental Disabilitie**

Developmental Disabilities 700 2nd Avenue, Suite 101, Des Moines, IA 50309

21	0.00000	MO	9155878	\$ 198.000000
				\$ 0.000000

REF DOC: REF VNDR LN: REF COMM LN: REF TYPE: FINAL

**MAIL PICKUP AND DELIVERY SERVICES FROM AND TO A UNITED STATE**  
**OFF COMPLEX MAIL PICKUP & DROP OFF Case Management/ICAR/Cent**

Case Management/ICAR/Centralized Emp Reg/Bureau of Collections 400 SW 8th Street, Suite I, J, M, & Q, Des Moines, IA 50309

22	0.00000	MO	9155878	\$ 198.000000
				\$ 0.000000

REF DOC: REF VNDR LN: REF COMM LN: REF TYPE: FINAL

**MAIL PICKUP AND DELIVERY SERVICES FROM AND TO A UNITED STATE**  
**OFF COMPLEX MAIL PICKUP & DROP OFF Racing & Gaming**

Racing & Gaming 1300 Des Moines Street, Des Moines, IA 50309

23	0.00000	MO	9155878	\$ 0.000000
				\$ 0.000000

REF DOC: REF VNDR LN: REF COMM LN: REF TYPE: FINAL

**MAIL PICKUP AND DELIVERY SERVICES FROM AND TO A UNITED STATE**  
**DISCONTINUED**

Public Defender 401 East Court Avenue, Suite B, Des Moines, IA 50309

24	0.00000	MO	9155878	\$ 198.000000
				\$ 0.000000



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REF DOC: REF VNDR LN: REF COMM LN: REF TYPE: FINAL

**MAIL PICKUP AND DELIVERY SERVICES FROM AND TO A UNITED STATE**  
**OFF COMPLEX MAIL PICKUP & DROP OFF Iowa Prison Industries Sh**

Iowa Prison Industries Showroom 1445 East Grand Avenue, Des Moines, IA 50316

25	0.00000	MO	9155878	\$ 198.000000 \$ 0.000000
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REF DOC: REF VNDR LN: REF COMM LN: REF TYPE: FINAL

**MAIL PICKUP AND DELIVERY SERVICES FROM AND TO A UNITED STATE**  
**OFF COMPLEX MAIL PICKUP & DROP OFF State Patrol - District 1**

State Patrol - District 1 (State Patrol Supply) 30 NE 48th Place, Des Moines, IA 50313

26	0.00000	MO	9155878	\$ 198.000000 \$ 0.000000
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REF DOC: REF VNDR LN: REF COMM LN: REF TYPE: FINAL

**MAIL PICKUP AND DELIVERY SERVICES FROM AND TO A UNITED STATE**  
**OFF COMPLEX MAIL PICKUP & DROP OFF ICSAC**

ICSAC 475 SW 5th Street, Des Moines, IA 50309

27	0.00000	MO	9155878	\$ 198.000000 \$ 0.000000
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REF DOC: REF VNDR LN: REF COMM LN: REF TYPE: FINAL

**MAIL PICKUP AND DELIVERY SERVICES FROM AND TO A UNITED STATE**  
**OFF COMPLEX MAIL PICKUP & DROP OFF Nursing Board/Medical Boa**

Nursing Board/Medical Board/Dental Board/Pharmacy Board 400 SW 8th Street, Suite B,C,D & E, Des Moines, IA 50309

28	0.00000	MO	9155878	\$ 198.000000 \$ 0.000000
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REF DOC: REF VNDR LN: REF COMM LN: REF TYPE: FINAL

**MAIL PICKUP AND DELIVERY SERVICES FROM AND TO A UNITED STATE**  
**OFF COMPLEX MAIL PICKUP & DROP OFF Iowa finance Authority &**

Iowa finance Authority & IEDA 1963 Bell Avenue, Ste 200, Des Moines, IA 50315

29	0.00000	MO	9155878	\$ 198.000000
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\$ 0.000000

REF DOC: REF VNDR LN: REF COMM LN: REF TYPE: FINAL

**MAIL PICKUP AND DELIVERY SERVICES FROM AND TO A UNITED STATE  
 OFF COMPLEX MAIL PICKUP & DROP OFF IWD 150**

IWD 150 150 Des Moines, Street, Des Moines, IA 50309

30	0.00000	MO	9155878	\$ 198.000000
				\$ 0.000000

REF DOC: REF VNDR LN: REF COMM LN: REF TYPE: FINAL

**MAIL PICKUP AND DELIVERY SERVICES FROM AND TO A UNITED STATE  
 OFF COMPLEX MAIL PICKUP & DROP OFF NON STATE AGENCY**

NON STATE AGENCY Polk County Courthouse 500 Mulberry Street, Des Moines, IA 50309

32	0.00000	MO	9155878	\$ 198.000000
				\$ 0.000000

REF DOC: REF VNDR LN: REF COMM LN: REF TYPE: FINAL

**MAIL PICKUP AND DELIVERY SERVICES FROM AND TO A UNITED STATE  
 OFF COMPLEX MAIL PICKUP & DROP OFF OCIO/Commerce**

OCIO/Commerce 200 East Grand Avenue, Suite 350, 300, 370, 1st Floor, Des Moines, IA 50309

33	0.00000	MO	9155878	\$ 198.000000
				\$ 0.000000

REF DOC: REF VNDR LN: REF COMM LN: REF TYPE: FINAL

**MAIL PICKUP AND DELIVERY SERVICES FROM AND TO A UNITED STATE  
 OFF COMPLEX MAIL PICKUP & DROP OFF State Labs, DMACC - Agri**

State Labs, DMACC - Agri Labs, Hyg Labs, DCI, State Medical Examiner 2230 South Ankeny Blvd, Ankeny, IA 50023

34	0.00000	MO	9155878	\$ 198.000000
				\$ 0.000000

REF DOC: REF VNDR LN: REF COMM LN: REF TYPE: FINAL

**MAIL PICKUP AND DELIVERY SERVICES FROM AND TO A UNITED STATE  
 OFF COMPLEX MAIL PICKUP & DROP OFF Disability Determination**

Disability Determination Services 535 SW 7th Street, Des Moines, IA 50309



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35	0.00000	MO	9155878	\$ 198.000000 \$ 0.000000
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REF DOC: REF VNDR LN: REF COMM LN: REF TYPE: FINAL

MAIL PICKUP AND DELIVERY SERVICES FROM AND TO A UNITED STATE  
 OFF COMPLEX MAIL PICKUP & DROP OFF Insurance Division

Insurance Division 1963 Bell Ave, Des Moines, IA 50315

36	0.00000	MO	9155878	\$ 198.000000 \$ 0.000000
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REF DOC: REF VNDR LN: REF COMM LN: REF TYPE: FINAL

MAIL PICKUP AND DELIVERY SERVICES FROM AND TO A UNITED STATE  
 OFF COMPLEX MAIL PICKUP & DROP OFF IHSEMD

Insurance Division 601 Locust Street, 4th Floor, Des Moines, IA  
 50309 Lease ends end of August, moving by 9/1/20 moving in with IFA  
 per Barb



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**TERMS AND CONDITIONS**

**Services Effective 1 May 16**

The parties agree to comply with the terms and conditions on the following web site which are by this reference made a part of the Agreement. General Terms and Conditions for service contracts are posted at: <https://das.iowa.gov/sites/default/files/procurement/pdf/050116%20terms%20services.pdf>

**THIS MASTER AGREEMENT IS EFFECTIVE AS OF THE LATEST DATE SHOWN IN “EFFECTIVE BEGIN DATE” IN THE UPPER RIGHT HAND CORNER OR THE DATE BELOW SIGNED BY THE STATE OF IOWA.**

CONTRACTOR		STATE OF IOWA	
<b>CONTRACTOR'S NAME (If other than an individual, state whether a corp, partnership, etc.)</b> V ry Enterprise		<b>AGENCY NAME</b> IOWA DAS CENTRAL SERVICES ENTERPRISE	
<b>BY (Authorized Signature)</b> <i>Ross Hasselblad</i> <small>Ross Hasselblad (May 9, 2023 11:32 CDT)</small>	<b>Date Signed</b>	<b>BY (Authorized Signature)</b> <i>Sara Grier</i> <small>Sara Grier (May 9, 2023 11:38 CDT)</small>	<b>Date Signed</b>
<b>Printed Name and Title of Person Signing</b> Ross Hasselblad		<b>Printed Name and Title of Person Signing</b> Sara Grier, Purchasing Agent III	
<b>Address</b>		<b>Address</b>	