

FIRE TRUCKS AND FIRE APPARATUS
Led by the **State of Mississippi**

Contractor: HME Incorporated
Master Agreement #: 8200060941
Participating Entity: State of Iowa - Department of Administrative Services
Participating Entity State: Iowa
Additional Terms Attached: YES

Primary Contacts

	Participating Entity	Contractor
Name:	Iowa Department of Administrative Service – David Kunding	Bill Doeblner
Address:	1305 East Walnut Street, Des Moines, IA 50319	1950 Byron Center Avenue Wyoming, MI 49519
Telephone:	515-745-2796	(616) 534-1463
Fax:		(616) 534-9422
Email:	David.kunding@iowa.gov	bdoebler@hmetruck.com

The Participating Entity and Contractor (together, “Parties”) agree that this Participating Addendum (“PA”) incorporates all terms, conditions, and requirements of the Master Agreement that apply to a Participating Entity, except as specifically modified pursuant to Paragraph 3, below.

- 1. Participation:** This PA may be used by the Participating Entity and all entities authorized by state statutes and other laws and regulations to utilize Participating Entity’s contracts, or as otherwise authorized in writing by the Participating Entity’s chief procurement officer.
- 2. Term:** This PA shall become effective upon execution and shall remain in place until expiration or termination of the Master Agreement (including extensions and renewals thereof), unless terminated earlier in accordance with the terms of this PA and the Master Agreement.
- 3. Modifications:** Any additions or modifications to the Master Agreement that have been negotiated and agreed to by the Parties shall be outlined in an attachment to this PA and shall have no effect on the Master Agreement as it applies to other Participating Entities.
 - A. Payment Terms:** Payment for completion of a contract order is normally made within 60 days following the date the entire order is delivered or the date a correct invoice is received, whichever is later. After 60 days the Contractor may assess overdue account charges up to a maximum rate of one percent per month on the outstanding balance. Payments will be remitted by mail. Payments may be made

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via a State or political subdivision "Purchasing Card" with no additional charge.

- B. **Affirmative Action:** The Contractor, its employees, agents, and subcontractors shall not engage in discriminatory employment practices which are forbidden by federal or state law, executive orders, and rules of the Iowa Department of Administrative Services. The Contractor, its employees, agents, and subcontractors shall comply with all applicable federal, state, and local laws, rules, ordinances, regulations, orders when performing under the Contract, including without limitation, all laws applicable to the prevention of discrimination in employment (e.g., Iowa Code chapter 216 and section 19B.7) and the use of targeted small businesses as subcontractors and suppliers. Upon the State's written request, the Contractor shall submit to the State a copy of its affirmative action plan, containing goals and time specifications, and accessibility plans and policies as required under Iowa Administrative Code chapter 11—121.
- C. **Reports:** The Contractor shall submit quarterly reports to the Participating State Contract Administrator showing all sales made quarterly against this Participating Addendum within the State of Iowa. Such reports will show the quantities and dollar volume of purchases by each Purchaser.

Schedule:

Quarter Ending	Report Due
March 31	May 15
June 30	August 15
September 30	November 15
December 31	February 15

- D. **Administrative Fees:** Without affecting the approved Product or Service prices or discounts specified in the Master Agreement and this Participating Addendum, the State of Iowa shall be entitled to a \$2,000 administrative fee for each truck made within the State of Iowa against this agreement. The administration fee due to the State of Iowa shall be paid quarterly by Contractor directly to the Participating State, made payable to the "Iowa Department of Administrative Services".

Send to:

State of Iowa - DAS/Central Procurement
Attention: DAS-CP COO
1305 East Walnut Street
Des Moines, IA50319

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4. **Approval:** The Participating Entity certifies that it has obtained all necessary approvals required by the Master Agreement and has the authority to enter into this agreement.

IN WITNESS WHEREOF, the Parties have executed this Participating Addendum.

PARTICIPATING ENTITY

CONTRACTOR

Signature: <i>David Kundid</i>	Signature: <i>Todd Grasman</i>
Name: David Kundid	Name: Todd Grasman
Title: Purchasing Agent III	Title: President
Date: 2/15/2022	Date: 02/15/2022