

## Term Contract No. 450B

STATE OF NORTH CAROLINA, DEPARTMENT OF ADMINISTRATION		
DIVISION OF PURCHASE AND CONTRACT		
116 West Jones Street, Raleigh, NC 27603-8002		
<b>Term Contract</b>	<b>450B</b>	<b>Locks, Locking Devices, and Accessories</b>
<b>Effective Dates</b>	November 1, 2009 through October 31, 2012	
<b>Bid Number</b>	200900759	
<b>Administrator</b>	Grant Braley	
<b>Phone</b>	(919) 807-4550	
<b>Fax</b>	(919) 807-4510	
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<b>Last Updated</b>	September 1, 2011	

### 1. General Information

This contract is intended to cover the State's normal requirements of locks, locking devices and related accessories.

### 2. Scope of Contract

The scope of this contract is limited to **locks, locking devices and related accessories**. This contract is for use by all state agencies, departments, institutions, universities, community colleges, public schools units (except those exempted by statute), and certain non-state agencies.

In accordance with North Carolina General Statutes, certain non-state entities described below, may participate in this contract on a voluntary basis. Any of the non-state entities that choose to participate in this contract must abide by the terms and conditions that are set forth in this contract.

Nonprofit corporations operating charitable hospitals, local nonprofit community sheltered workshops or centers that meet standards established by the Division of Vocational Rehabilitation of the Department of Health and Human Services, private nonprofit agencies licensed or approved by the Department of Health and Human Services as child placing agencies, residential child-care facilities, private nonprofit rural, community, and migrant health centers designated by the Office of Rural Health and Resource Development, private higher education institutions, counties, cities, towns, governmental entities, volunteer fire departments, rescue squads, and other subdivisions of the State and public agencies thereof.

### 3. Taxes

Prices or Discounts shown herein do not include any North Carolina sales or use taxes.

### 4. Abnormal Quantities

For purposes of this Invitation for Bids and any resulting contract award, any agency requirement that exceeds **\$10,000.00** must be forwarded to the Division of Purchase and Contract for processing. The Division, at its sole discretion, may process any such requirement in one of the following ways:

- a. Purchase may be authorized at the current level of pricing with the current contract vendor(s)
- b. Additional discounts from the current level of pricing may be negotiated with the current contract vendor(s)
- c. A separate Invitation for Bids may be issued for the requirement

### 5. Minimum Orders

The minimum order, qualifying for prepaid transportation, is **\$150.00** for any single order. Users are not required to use this contract for orders less than the minimum order; however, the user may elect to use this contract for orders less than the minimum order, if the contractor elects to accept such order. In such cases, the order will be shipped prepaid, with transportation charges added to the invoice as a separate item.

## 6. Placement of Orders

Orders will be placed throughout the contract period on an as-needed basis for the quantity required at the time, and will be issued directly to the respective contractor(s) or their designated suppliers. Contract changes, if any, over the life of the contract are implemented by contract addenda released by the Contract Administrator to the contractor. If the contractor is accepting orders and/or delivering through other parties, for example a manufacturer accepting orders and delivering through a dealer network or dealers receiving orders through a network of other dealers, then it is the responsibility of the contractor to apprise such parties of all such contract addenda.

All contractors are required, upon request of any contract user, to provide the requesting agency with catalogs, descriptive literature, the current MSRP or other **MANUFACTURERS'** current published price list pertaining to this contract and a listing of authorized dealers. (Note: Dealers' or distributors' price list are not acceptable. Discount is based only on **MAUFACTURER'S** price list.)

### a. Order Placement Via E-Procurement (Catalog Items)

- i. Click on the following link: [E-Procurement Users](#)
- ii. When placing an order in the e-procurement system, the very first thing to do is to go to the catalog tab and select options. After you have selected options, select contract ID. In the contract ID space type in the contract ID number, 450B
- iii. Please make sure the keywords space is blank and the contract ID is typed in the contract ID section.
- iv. After selecting the contract ID and to narrow the search to a particular manufacturer select the manufacturer from the drop down
- v. When the item to be ordered has been located complete the requisition and issue the purchase order.

### b. Order Placement Via E-Procurement (Additional Items not Included in Catalog)

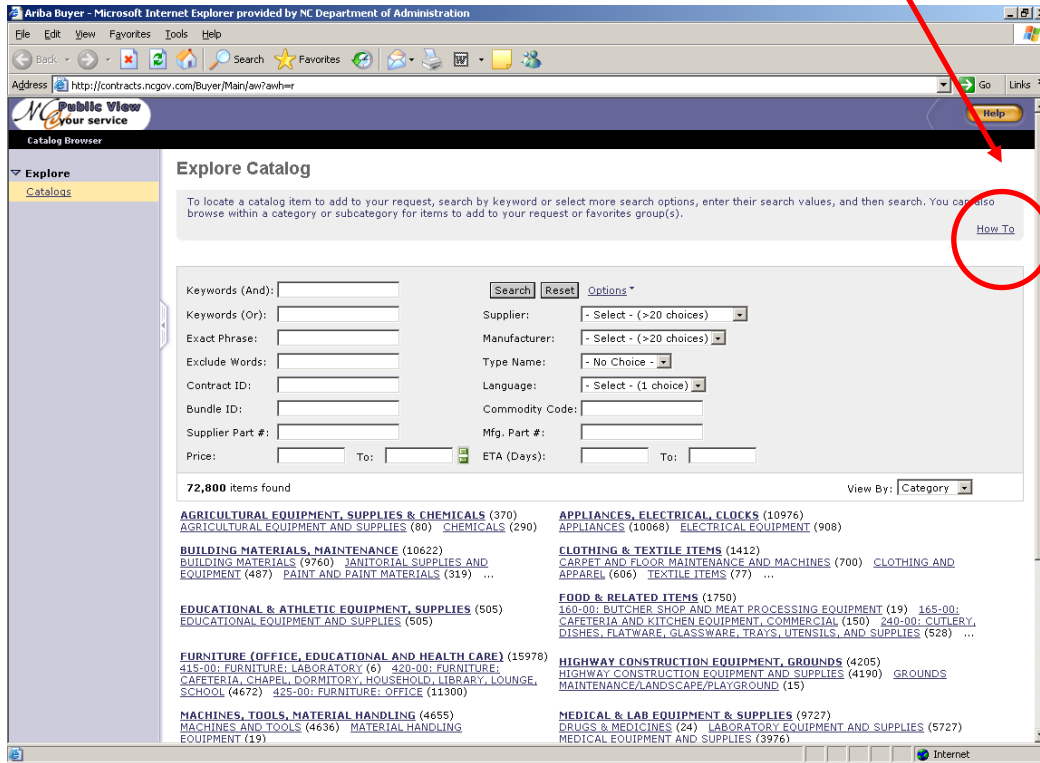
- i. Locate the additional item you want from the list below
- ii. Return to your eRequisition in E-Procurement
- iii. Click on "Add Items"
- iv. Click on the tab marked "Non-Catalog"
- v. In the field titled "Full Description", type in "Tools, Hand, and Related Accessories order per Term Contract 445A" and any additional descriptive text
- vi. In the field titled "Commodity Code", click on the +, select the appropriate Commodity Code
- vii. In the field titled "Supplier", click on the +, select the appropriate vendor
- viii. In the field titled "Quantity", type in the appropriate quantity of your order
- ix. In the field titled "Unit of Measure", leave the default EACH
- x. In the field titled "Price", type in the price of the item as listed below
- xi. Complete all other appropriate information on this page and click "Add Item"
- xii. On the View Line Items page click "Edit" to access the Edit Line Item page
- xiii. On the drop down box next to "Contract?" select "Statewide"
- xiv. When you select "Statewide", the "Contract ID" Field appears
- xv. Enter the Term Contract ID Number into the "Contract ID" field. Do not use spaces or dashes in the Term Contract ID Number. Your Term Contract Number should be entered as follows: "445A"
- xvi. Click "OK"; repeat the "Edit" steps for all State Contract line items; when completed click "Next"
- xvii. Complete the Shipping and Accounting screens appropriately
- xviii. Continue your order placement process and submit your eRequisition

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### c. Non E-Procurement Users

The E-Procurement Public View will be the only place for Non E-Procurement Users to view the item/pricing information.

- i. Click on the following link: [E-Procurement Public View](#)
- ii. For online assistance regarding item searching; click on the “How to” underlined link located near the upper-right hand corner.



Please click on the following links to access additional items not included in vendor loaded E-Procurement catalogs. Each list references individual manufacturers.

Stanley Security Solutions <http://www.pandc.nc.gov/Stanley Security Solutions STC450B.pdf>

### 7. Delivery

The contractor(s) will complete delivery within **15 consecutive calendar days** after receipt of purchase order, with the exception of (special orders such as master keyed, keyed alike, etc.). In the event the delivery is not received within the contract delivery period, the contractor may be held in default in accordance with paragraph 1, DEFAULT AND PERFORMANCE BOND in the North Carolina General Contract Terms and Conditions, and the state may procure the articles or services from other sources and hold the contractor responsible for excess cost occasioned thereby.

### 8. Transportation Charges

All goods shall be delivered FOB DESTINATION when the "order value" is **\$150.00** or more, when shipped to a single destination. Orders to a single destination that total less than this "order value" should be shipped prepaid, with transportation charges added to the invoice as a separate item. Transportation charges invoiced for orders equal to or more than this "order value" may be cause for removal of the contractor from the contact.

**NOTE:** If the contractor makes partial shipments of an order equal to or more than this "order value" to one destination, all shipments of the order shall be sent FOB DESTINATION with NO additional transportation charges added.

All shipments should be inspected for damage immediately upon receipt.

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**9. Item Pricing Information: Parts & Accessories will be made available at the same percent discount as for each referenced manufacturer per category.**

**Category 1:**

<b>Vendor</b>	<b>Padlocks</b>	<b>Removable Core</b>	<b>Less Core</b>	<b>MFR</b>
Southern Lock & Supply Co.	53.00%	53.00%	53.00%	American Lock
Southern Lock & Supply Co.	58.72%	58.72%	58.72%	Corbin Ruswin
Accredited Lock Supply	50.00%	50.00%	50.00%	Falcon/Dor-O-Matic
Southern Lock & Supply Co.	52.20%		52.20%	Master Lock
Accredited Lock Supply	47.00%	47.00%	47.00%	Olympus
Accredited Lock Supply	51.00%	51.00%	51.00%	Sargent
Southern Lock & Supply Co.	60.78%	60.78%	60.78%	Schlage
Stanley Security Solutions		43.58%	43.58%	Stanley
Southern Lock & Supply Co.	48.00%	48.00%	48.00%	Yale

**Category 2:**

<b>Vendor</b>	<b>Comb. Non-Key</b>	<b>Comb. Key Control</b>	<b>MFR</b>
Southern Lock & Supply Co.	53.00%	53.00%	American Lock
Cook & Boardman, Inc.		50.00%	Hager
Lockmasters USA		55.86%	Master Lock
Southern Lock & Supply Co.	52.20%		Master Lock

**Category 3:**

<b>Vendor</b>	<b>Auxiliary Locks</b>	<b>MFR</b>
Southern Lock & Supply Co.	53.00%	American Lock
Southern Lock & Supply Co.	58.72%	Corbin Ruswin
Accredited Lock Supply	55.00%	Don-Jo
Accredited Lock Supply	55.00%	Falcon/Dor-O-Matic
Southern Lock & Supply Co.	55.20%	Glynn Johnson
Accredited Lock Supply	50.00%	Hager
Southern Lock & Supply Co.	59.20%	Kwikset
Southern Lock & Supply Co.	52.20%	Master Lock
Cook & Boardman, Inc.	58.00%	Sargent
Southern Lock & Supply Co.	65.94%	Schlage
Stanley Security Solutions	43.58%	Stanley
Accredited Lock Supply	50.00%	Von Duprin
Accredited Lock Supply	58.00%	Yale

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**Category 4:**

<b>Vendor</b>	<b>Exit Devices</b>	<b>MFR</b>
Southern Lock & Supply Co.	58.72%	Corbin Ruswin
Southern Lock & Supply Co.	61.00%	Dor-O-Matic
Cook & Boardman, Inc.	56.00%	Hager
Southern Lock & Supply Co.	58.72%	Precision
Cook & Boardman, Inc.	59.00%	Sargent
Stanley Security Solutions	43.58%	Stanley
Cook & Boardman, Inc.	60.00%	Von Duprin
Southern Lock & Supply Co.	61.30%	Yale

**Category 5:**

<b>Vendor</b>	<b>Lock Sets</b>	<b>Lock Sets Less Core</b>	<b>MFR</b>
Southern Lock & Supply Co.	61.30%	61.30%	Corbin Ruswin
Accredited Lock Supply	62.00%	62.00%	Falcon/Dor-O-Matic
Southern Lock & Supply Co.	55.20%	55.20%	Glynn Johnson
Cook & Boardman, Inc.	60.00%	60.00%	Hager
Southern Lock & Supply Co.	59.50%	59.50%	Kwikset
Cook & Boardman, Inc.	59.00%	59.00%	Sargent
Southern Lock & Supply Co.	65.94%	65.94%	Schlage
Stanley Security Solutions	43.58%	43.58%	Stanley
Southern Lock & Supply Co.	61.30%	61.30%	Yale

**Category 6:**

<b>Vendor</b>	<b>Cores &amp; Cylinders</b>	<b>MFR</b>
Lockmasters USA	51.50%	American Lock
Southern Lock & Supply Co.	61.30%	Corbin Ruswin
Accredited Lock Supply	55.00%	Falcon/Dor-O-Matic
Cook & Boardman, Inc.	60.00%	Hager
Southern Lock & Supply Co.	59.50%	Kwikset
Lockmasters USA	50.14%	Master Lock
Accredited Lock Supply	47.00%	Olympus
Southern Lock & Supply Co.	58.72%	Sargent
Southern Lock & Supply Co.	65.94%	Schlage
Stanley Security Solutions	43.58%	Stanley
Accredited Lock Supply	57.00%	Yale

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**Category 7:**

<b>Vendor</b>	<b>Closers</b>	<b>MFR</b>
Accredited Lock Supply	59.00%	Corbin Ruswin
Southern Lock & Supply Co.	61.00%	Dor-O-Matic
Southern Lock & Supply Co.	55.20%	Glynn Johnson
Cook & Boardman, Inc.	70.00%	Hager
Southern Lock & Supply Co.	61.00%	LCN
Cook & Boardman, Inc.	59.00%	Sargent
Stanley Security Solutions	43.58%	Stanley
Southern Lock & Supply Co.	58.72%	Yale

**Category 8:**

<b>Vendor</b>	<b>Key Blanks</b>	<b>Key Machines</b>	<b>Pinning Kit</b>	<b>Door Protectors</b>	<b>Cabinet Locks</b>	<b>Butts &amp; Hinges</b>	<b>MFR</b>
Southern Lock & Supply Co.	53.00%						American Lock
Southern Lock & Supply Co.	46.00%		46.00%		53.00%		CompX
Southern Lock & Supply Co.	61.30%						Corbin Ruswin
Accredited Lock Supply			47.00%				Corbin Ruswin
Accredited Lock Supply				57.00%			Don-Jo
Accredited Lock Supply				61.00%			Hager
Cook & Boardman, Inc.						70.00%	Hager
Southern Lock & Supply Co.	59.50%		46.00%				Kwikset
Southern Lock & Supply Co.	52.20%						Master Lock
Accredited Lock Supply	47.00%		47.00%				Olympus
Southern Lock & Supply Co.					49.00%		Olympus
Cook & Boardman, Inc.	56.00%						Sargent
Accredited Lock Supply			46.00%				Sargent
Southern Lock & Supply Co.	60.78%						Schlage
Accredited Lock Supply			47.00%		56.00%		Schlage
Stanley Security Solutions	43.58%	43.58%	43.58%		43.58%		Stanley
Accredited Lock Supply	55.00%		46.00%		46.00%		Yale

**10. Price Lists and Catalogs**

The successful contractor must furnish descriptive literature to any agency within **seven (7) consecutive days** after request of the agency. Failure to comply with these requirements may subject the contractor to removal from the contract.

Agencies are encouraged to contact the contractors below in order to obtain the appropriate discount for each category and manufacturer.

**11. Substitutions**

Substitutions are not permitted without prior approval of the Division of Purchase and Contract. Failure of the contractor to comply with this requirement may result in the removal of the contractor from the contract.

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**12. Contractors**

All known minority, women and disabled owned businesses, as well as disabled business enterprises and nonprofit work centers for the blind and severely disabled, including dealers, will be identified with "Minority owned" "Woman owned", "Disabled Owned", "DBE" or "BSD" as appropriate after the vendor number. This is being done in an effort to recognize these businesses and to encourage and promote their use to the greatest extent permitted by law.

When more than one supplier is listed for a particular item, selection should be made, whenever possible, from any of the groups identified above, consistent with agency needs and price considerations. **Please contact the vendor directly for pricing and product availability.**

**Terms are Net 30 Days for all contractors.**

Contractor Name/Number	Address	Contact	Contact Information
Accredited Lock Supply	1161 Paterson Plank Road Secaucus, NY 07094	Robin Cherkes	<b>Toll Free:</b> (800) 652-2835 <b>Phone:</b> (201) 865-5015 Ext. 227 <b>Fax:</b> (201) 865-0030 <a href="mailto:rcherkes@acclock.com">rcherkes@acclock.com</a>
Cook & Boardman, Inc.	3916 Westpoint Boulevard Winston-Salem NC 27103	Tim Hutchens	<b>Phone:</b> (336) 837-0673 <b>Fax:</b> (336) 837-0678 <a href="mailto:thutchens@cookandboardman.com">thutchens@cookandboardman.com</a>
LockMasters USA	511 North Bonita Avenue PO Box 2532 Panama City FL 32402	Tiffany Sapp	<b>Toll Free:</b> (800) 461-0620 <b>Phone:</b> (850) 914-2949 <b>Fax:</b> (850)914-9754 <a href="mailto:tiffany@lockmastersusa.com">tiffany@lockmastersusa.com</a>
Southern Lock & Supply	10910 Endeavour Boulevard Largo FL 33777	David Lavelle	<b>Toll Free:</b> (800) 282-2837 x 1155 <b>Phone:</b> (727)541-5536 <b>Fax:</b> (727)546-7340 <a href="mailto:dlavelle@southernlock.com">dlavelle@southernlock.com</a>
Stanley Security Solutions, Inc. Best Access systems Division	6801-B Northpark Boulevard Charlotte NC 28216	Pat Reid	<b>Toll Free:</b> (866) 999-0307 <b>Fax:</b> (866) 999-2404 <a href="mailto:preid@stanleyworks.com">preid@stanleyworks.com</a>

**13. Warranty**

The contractor guarantees items offered to be free from any and all defects in material, packaging, and workmanship and agrees to replace defective items promptly at no charge to the State, for a period of 12 months.

**14. Vendor Complaint Form:**

The Vendor Complaint Form can be found by clicking: [Vendor Complaint Form](#).

**15. Contract Addenda**

Addendum	Effective Date	Description
1	11/3/2009	Dillon Supply in not a contracted vendor and has been removed from contract.
2	2/26/2010	Additional Items PDF for Stanley Security Solutions
3	9/22/2010	Stanley Security Solutions Contact Update
4	2/1/2011	Price Increase for Corbin Ruswin, Sargent, Schlage and Yale as referenced in the 2011 Price Books for Southern Lock & Supply.
5	6/1/2011	Stanley Security Solutions Catalog Update (PL 60)
6	6/15/2011	Southern Lock Master/American Lock Catalog & Contact Update
7	9/1/2011	Price Increase for Corbin Ruswin, Falcon/Dor-O-Matic, Glynn Johnson, LCN, Sargent, Schlage and Yale as referenced in the 2011 Price Books for Southern Lock & Supply.