PARTICIPATING ADDENDUM OMNIA PARTNERS COOPERATIVE PURCHASING PROGRAM GROUNDSKEEPING MATERIALS – FERTILIZER, PESTICIDE, HERBICIDE, GRASS SEED, AND RELATED ITEMS

Administered by the City of Rochester Hills, MI (hereinafter "Lead Entity")

MASTER AGREEMENT

Master Agreement No: RH-23-037

HARRELLS, INC.

(hereinafter "Contractor" or "Contract Vendor") and State of Arkansas Contract No: 4600053985, P000000463 (hereinafter "Participating State/Entity")

A. SCOPE:

This participating addendum (PA) covers the OMNIA Partners contract for Groundskeeping Materials administered by the Lead Entity for use by State agencies and other entities located in the State of Arkansas as authorized by that State's statutes to utilize cooperative contracts.

B. PARTICIPATION:

All eligible purchasers within the State of Arkansas, including State agencies, K-12 educational institutions, and local public procurement units (cities, counties, municipalities), are authorized to purchase products under the terms and conditions of this participating addendum.

C. INDIVIDUAL CUSTOMER:

Each state agency and political subdivision, as a Participating Entity, that purchase products/services shall be treated as if they are Individual Customers. Except to the extent modified by the State of Arkansas Participating Addendum, each agency and political subdivision will be responsible to follow the terms and conditions of the Master Agreement; and they will have the same rights and responsibilities for their purchases as the State has in the Master Agreement and this Participating Addendum. Each agency and political subdivision shall be responsible for their own charges, fees, and liabilities. Each agency and political subdivision shall have the same rights to any indemnity or to recover any costs allowed in the contract for their purchases. The Contractor shall apply the charges to each Participating Entity individually.

D. ORDER OF PRECEDENCE:

- Arkansas's Participating Addendum (PA); Arkansas's Participating Addendum shall not diminish, change, or impact the rights of the Lead State with regard to the Lead State's contractual relationship with the Contractor under the Terms of the Lead State's Master Agreement.
- 2. Lead State's Master Agreement (includes negotiated Terms & Conditions);
- 3. The Solicitation including all Addendums; and
- 4. Contractor's response to the solicitation.

These documents **shall** be read to be consistent and complementary. Any conflict among these documents **shall** be resolved by giving priority to these documents in the order listed above. Contractor terms and conditions that apply to the Master Agreement are only those that are expressly accepted by the Lead State and **must** be in writing and attached to the

Master Agreement as an Exhibit or Attachment. Notwithstanding the foregoing, ordering documents (purchase orders) may contain transaction-specific terms and each ordering document that is accepted by the Contractor shall become a part of this Agreement as to the products and services listed on the ordering document only. No other terms and conditions shall apply, including terms and conditions listed in the Contractor's response to the Solicitation, or terms listed or references on the Contractor's website, in the Contractor's quotation/sales order or in similar documents subsequently provided by the Contractor (unless such terms are referenced in the Master Agreement).

E. PAYMENTS AND INVOICE PROVISIONS:

Payment will be made in accordance with applicable State of Arkansas accounting procedures upon acceptance by the Agency. The Participating State may not be invoiced in advance of delivery and acceptance of any products or services. Payment will be made only after the Contractor has successfully satisfied the ordering agency as to the goods and/or services purchased, rented or leased. Contractors should invoice the ordering agency by an itemized list of charges. Purchase Order Number and/or Contract Number should be referenced on each invoice.

Payments will be submitted to the Contractor at the address shown on the invoice. Payment should be tendered to the Contractor within thirty (30) days of the date of invoice. After the sixtieth (60th) day from the date of the invoice, unless mutually agreed to, interest may be paid on the unpaid balance due to the Contractor at the rate of one half of one percent per month in accordance with Arkansas Code Annotated §19-11-224. The Purchasing Entity will make a good-faith effort to pay within thirty (30) days after date of invoice. Payments may also be made via a Purchasing Entity's Purchasing Card ("P-Card"). The State **shall** have the right to dispute billed goods or services and withhold payment for those goods or services that are in dispute. Interest **shall not** be charged on disputed amounts while in dispute.

Contractor **shall** ensure that all invoices are sent directly to the State agency or local public procurement unit that purchased products from them.

All invoices should be forwarded to:

Agency Name

Attention: Accounts Payable

Address

City, Arkansas Zip Code

F. PURCHASE ORDER INSTRUCTIONS:

All Participating Entities issuing valid purchase orders within the jurisdiction of this Participating Addendum should include the following:

- 1. OMNIA Partners Master Agreement number RH-23-037
- 2. State contract number P000000463 4600053985
- 3. Agency Name, Address, Contact, and Phone-Number
- 4. Applicable approvals
- 5. Orders shall be made out to the Contractor or Reseller

The Purchasing Entities **shall not be** required, by the Contractor or its subcontractors, to sign any additional terms and conditions when utilizing this Agreement.

The parties acknowledge and agree that orders submitted to the Contractor from a Participating Entity through the Participating Entity's business P-Card are authorized purchase orders under the OMNIA Partners Master Agreement RH-23-037.

G. CONVENIENCE FEE:

Convenience Fee

Contractor **shall** remit a convenience fee in the amount of one percent (1%) of all Contract Sales made to the State, State Departments, and to local entities as defined in Arkansas Code Annotated § 19-11-206 (i.e. local governments, cities, counties, school districts, water districts, and other participants, collectively "State"). The convenience fee is based on Contractor invoice date and is effective upon the date of execution of this amendment or July 1, 2020, whichever is earlier. Contract Sales is defined as gross sale amounts less credits, taxes, regulatory fees and separately stated shipping charges not included in the unit prices. The State, at its sole discretion, may expand the applicability of this fee after providing notice to Contractors.

Unit prices are inclusive of the convenience fee and Contractor is not to charge the fee directly to the State in the form of a separate line item. Contracts **shall not** have separate or different prices for State Agency customers and local entities as defined in Arkansas Code Annotated § 19-11-206 participants.

2. Quarterly Reporting and Fee Remittance

Contractor **shall** submit a Sales Report documenting all contract sales, made to the State and such submission, including any supplemental information submitted, is deemed public record.

The Sales Report **shall** be submitted, and the related convenience fee **shall** be remitted no later than thirty (30) calendar days after the end of each calendar quarter. The calendar quarters will end March 31, June 30, September 30, and December 31. The Sales Report **must** contain the following information:

- a. Complete and accurate details of all sales, credits, returns, refunds, and the like for the reporting quarter
- b. Purchasing entity
- c. Total of Convenience Fee amount due
- d. Such other information as the State may reasonably request
- e. If no Sales were made to State during the reporting quarter, then a report **shall** be submitted showing zero sales and zero convenience fees due.

3. Payment of Convenience Fee

The Contractor **shall** timely remit Convenience Fee via Automated Clearing House (ACH) transactions, unless otherwise directed by State, to the bank account directed by the State. Failure to remit convenience fees timely and accurately in accordance with State requirements may result in Contractor's goods and services being made ineligible for purchase by State or any other recourse available, including contract cancellation, or as further provided for by law.

4. Retention and Inspection of Records

The Contractor **shall** keep records of Sales to State in sufficient detail to enable the State to determine the Convenience Fee payable by the Contractor. State may examine and audit, at its own expense, Contractor's sales records and Sales Reports for completeness and accuracy. In the event that such examination reveals underpayment of the Convenience Fee, the Contractor **shall** immediately pay to the State the amount of deficiency. If the examination reveals an underpayment of 5% or more, then the Contractor **shall** reimburse the State for the cost of the audit.

H. REPORTING

Contractor **shall** submit quarterly reports to the Arkansas Office of State Procurement via email to <u>OSP.ITContracts@arkansas.gov</u>. Reports **shall** be due on or before the last day of the month following the end of the quarter. The contractor **shall** provide an electronic usage report in Excel format which lists, but is not limited to, the following:

- 1. Vendor Contract Number
- 2. State
- 3. Customer Type
- 4. Bill to Name
- 5. Customer PO Number
- 6. Customer Number
- 7. Order Date
- 8. Product/Service Description
- 9. Discounted Unit Price
- 10. Quantity
- 11. Total Price

I. RECORD RETENTION:

Financial and accounting records relevant to State of Arkansas transactions under this Addendum **shall** be subject to examination by appropriate Arkansas government authorities for a period of five (5) years from the expiration date and final payment under this Addendum or extension thereof, provided, however, that such government authorities will provide thirty (30) days written notice to the Contractor of its intent to conduct such examination contemplated by this section.

J. GOVERNING LAW:

The laws of the State of Arkansas **shall** govern this agreement. Nothing under this agreement or the Master Agreement **shall** be deemed or construed as a waiver of the State's right to sovereign immunity.

K. VENUE AND JURISDICTION:

Venue for any claim, dispute, or action concerning an order placed against the contract **shall** be Pulaski County, Arkansas. Any claims against the State, whether sounding in tort or in contract, **shall** be brought before the Arkansas State Claims Commission as provided by Arkansas law, and **shall** be governed accordingly.

L. TAXES:

Personal Property tax will not be charged to Arkansas state agencies.

M. TRAVEL EXPENSES:

Expenses for travel **shall not** be reimbursed unless specifically permitted under the duties of the Contractor. All travel **must** be approved in advance by the State. Approved expenditures made by the Contractor for travel will be reimbursed at the current rate paid by the State and in accordance with Arkansas Travel Guidelines and Procedures.

N. CANCELLATION:

- For Convenience. The State may cancel this Agreement for any reason by giving the Contractor written notice of such cancellation sixty (60) days prior to the date of cancellation.
- 2. For Cause. The State may cancel this Agreement for cause when the Contractor fails to perform its obligations under it by giving the Contractor written notice of such cancellation at least thirty (30) days prior to the date of proposed cancellation. In any written notice of cancellation for cause, the State will advise the Contractor in writing of the reasons why the State is considering cancelling the Agreement, and provide the Contractor with an opportunity to avoid cancellation for cause by curing any deficiencies identified in the notice of cancellation for cause prior to the date of proposed cancellation. The parties may endeavor to agree to reasonable modifications in the Agreement to accommodate the causes of the cancellation for cause and avoid the cancellation, to the extent permitted by law, and at the discretion of each party individually.
- 3. If upon cancellation the Contractor has provided services which the State has accepted, and there are no funds legally available to pay for the services, the Contractor may file a claim with the Arkansas Claims Commission under the laws and regulations governing the filing of such claims.

O. INDEMNIFICATION:

The following indemnification clause replaces in its entirety the Indemnification Clause specified in the Master Agreement.

INDEMNIFICATION – The Contractor shall be fully liable for the actions of its agents and employees, partners, and subcontractors and shall fully indemnify, defend, and hold harmless the Purchasing Entity and the State, and their officers, agents, and employees from suits, actions, damages, and costs of every name and description, including reasonable attorney's fees arising from or related to personal injury and damage to real or personal property, alleged to be caused in whole or in part by the Contractor, its agents, or employees, partners, and subcontractors. Language in this clause shall not be construed or deemed as the State's waiver of its right of sovereign immunity. The Contractor agrees that any claims against the State, whether sounding in tort or in contract, shall be brought before the Arkansas State Claims Commission as provided by Arkansas law, and shall be governed accordingly. This section is not subject to any limitations of liability in the Master Agreement or in any other document executed in conjunction with the Master Agreement.

P. CONFIDENTIAL INFORMATION:

Under Arkansas law, the release of public records is governed by The Arkansas Freedom of Information Act found at Section 25-19-101 et. seq. of the Arkansas Statutes.

Q. CONTINGENT FEE:

The Contractor guarantees that Contractor has not retained a person to solicit or secure this contract upon an agreement or understanding for a commission, percentage, brokerage, or

contingent fee, except for retention of bona fide employees or bona fide established commercial selling agencies maintained by the Contractor for the purpose of securing business.

R. DISCLOSURE AND CERTIFICATIONS:

1. DISCLOSURE

Under Arkansas law, OSP is required to have a copy of EO 98-04 Disclosure Form on file for the Contractor. Contractor **shall** submit the disclosure form prior to entering into this Addendum. Failure to make any disclosure required by Governor's Executive Order 98-04, or any violation of any rule, regulation, or policy adopted pursuant to that order, **shall** be a material breach of the terms of this PA. Any Contractor, whether an individual or entity, who fails to make the required disclosure or who violates any rule, regulation, or policy **shall** be subject to all legal remedies available to the State.

2. RESTRICTION OF BOYCOTT OF ISRAEL (for contracts valued at \$1,000 or greater)

Pursuant to Arkansas Code Annotated § 25-1-503, a public entity **shall not** enter into a contract with a company unless the contract includes a written certification that the person or company is not currently engaged in and agrees for the duration of the contract not to engage in, a boycott of Israel. By signing this Participating Addendum, a Prospective Contractor agrees and certifies that they do not, and **shall not** for the duration of the contract, boycott Israel.

3. ENERGY, FOSSIL FUEL, FIREARMS, & AMMUNITION BOYCOTT RESTRICTION (for contracts valued at \$75,000 or greater)

Pursuant to Arkansas Code Annotated § 25-1-1102, a public entity **shall not** enter into a contract with a company unless the contract includes a written certification that the person or company is not currently engaged in, and agrees for the duration of the contract not to engage in, a boycott of an Energy, Fossil Fuel, Firearms, or Ammunition Industry. By signing this Participating Addendum, a Prospective Contractor agrees and certifies that they do not, and **shall not** for the duration of the contract, boycott the energy, fossil fuel, firearms, and/or ammunition industries.

4. EQUAL OPPORTUNITY POLICY

In compliance with Arkansas Code Annotated § 19-11-104, if a state agency is purchasing services, the Office of State Procurement (OSP) is required to have a copy of the Contractor's *Equal Opportunity (EO) Policy* prior to entering into a contract. *EO Policies* **must** be submitted in electronic format with this Addendum. The submission of an *EO Policy* is a one-time requirement. Contractor is responsible for providing updates or changes to its policy, and for supplying *EO Policies* upon request to other State agencies that must also comply with this statute. If Contractor is not required by law to have an *EO Policy*, Contractor **must** submit a written statement to that effect.

5. PROHIBITION OF EMPLOYMENT OF ILLEGAL IMMIGRANTS (for services contracts)

Pursuant to Arkansas Code Annotated § 19-11-105, if a state agency is purchasing services, the Office of State Procurement (OSP) is required to have a certification on file from the Contractor stating that the Contractor does not employ or contract with illegal immigrants. By signing this Participating Addendum, the Contractor agrees and certifies

that they do not employ or contract with illegal immigrants and that they **shall not** employ or contract with illegal immigrants during the aggregate term of the contract.

6. PERFORMANCE STANDARDS (for services contracts)

Under Arkansas law, all state agencies, boards, commissions, and institutions of higher education **must** include performance standards when purchasing services. Performance standards **shall** be mutually agreed upon by the parties hereto for any services purchased.

S. VENDOR REGISTRATION:

In order to receive payment, Contractor must register online at Vendor Services.

T. TERMS:

The Participating State/Entity is agreeing to the terms of the Master Agreement only to the extent the terms are not in conflict with Arkansas law.

U. PRIMARY CONTACTS:

The primary contacts for this participating addendum are as follows (or their named successors):

1. Lead Entity

Name:	City of Rochester Hills
Contact Person:	Lisa Cummins
Address:	1000 Rochester Hills Dr., Rochester Hills, MI 48309
Telephone:	(248) 656-4600
E-Mail:	cumminsl@rochesterhills.org

2. Contractor

Company Name:	Harrell's, LLC					
Contact Person:	Greg Nicoll					
Address:	5105 New Tampa Hwy, Lakeland, FL 33815					
Telephone:	(800) 282-8007					
E-Mail:	gnicoll@harrells.com					

3. Arkansas Contact

Company Name:	Transformation and Shared Services Office of State Procurement
Contact Person:	Julie Robnolt
Address:	501 Woodlane Street, Ste 220, Little Rock, AR 72201
Telephone:	(501) 371-6070
E-Mail:	julie.robnolt@arkansas.gov

The contacts listed above can be changed by the parties from time to time in writing. Such updates do not require an amendment to this Addendum.

This Participating Addendum and Master Agreement RH-23-037 administered by the City of Rochester Hills, together with its exhibits (including any terms referenced in the Master Agreement), set forth the entire agreement between the parties with respect to the subject matter of all previous communications, representations or agreements, whether oral or written, with respect to the subject matter hereof. Terms and conditions inconsistent with, contrary or in addition to the terms and conditions of this Addendum or the Master Agreement, together with its exhibits, **shall not** be added to or incorporated into this Participating Addendum or the Master Agreement and its exhibits, by any subsequent purchase order or otherwise, and any such attempts to add or incorporate such terms and conditions are hereby rejected. The terms and conditions of this Participating Addendum and the Master Agreement and its exhibits **shall** prevail and govern in the case of any such inconsistent or additional terms within the Participating State.

IN WITNESS WHEREOF, the parties have executed this Addendum as of the date of execution by both parties below.

Participating Entity: State of Arkansas	Contractor: Harrell's, LLC
Signature:	Signature:
Combroys	Ella Fembal
Name: Edward Armstrong	Name: Ella Kimbrel
Title: Director - Office of State Procurement	Title: Senior VP of Human Resources
Date: 1/24/2024	Date: 1/17/2024

CONTRACT AND GRANT DISCLOSURE AND CERTIFICATION FORM

Failure to complete all of the following information may result in a delay in obtaining a contract, lease, purchase agreement, or grant award with any Arkansas State Agency.

☐ Yes ⊠No						
TAXPAYER ID NAME: Harrell'S, LLC	TLC	IS THIS FOR X Goods?		☐ Services?☐ Both?		
YOUR LAST NAME: Kimbrel		FIRST NAME: Ella	la	M.I.:		
ADDRESS: 5105 New Tampa Hwy	Hwy					
cırr: Lakeland		STATE: FL	ZIP C	ZIP CODE: 33815	COUNTRY: USA	
AS A CONDITION OF OBTAINING, EXTENDING, OR GRANT AWARD WITH ANY ARKANSAS STA	BTAINING. TH ANY AR	EXTENDING, AMENDING, KANSAS STATE AGENCY	OR RENEWIN	TRACT, LEASE, PURCHASE, ORMATION MUST BE DISCLO	GREEMENT. SED:	
		FOR	INDIVI	FOR INDIVIDUALS*		
Indicate below if: you, your spous Member, or State Employee:	e or the brather,	sister, parent, or child of you or your	spouse is a current	indicate below if: you, your spouse or the brother, sister, parent, or child of you or your spouse is a current or former: member of the General Assembly, Constitutional Officer, State Board or Commission Member, or State Employee:	ınal Officer, State Boa	d or Commission
Position Held	Mark (V)	Name of Position of Job Held Isenator representative name of	For How Long?	What is the person(s) name and how are they related to you? [i.e., Jane Q. Public, spouse, John Q. Public, Jr., child, etc.]	they related to you? blic, Jr., child, etc.]	
	Current Former	board/ commission, data entry, etc.]	From To MM/YY	Person's Name(s)	Relation	ū
General Assembly						
Constitutional Officer						
State Board or Commission Member						
State Employee						
☐ None of the above applies	Š					
		FOR AN E	ENTITY	(BUSINESS)*		
Indicate below if any of the following persons, current or former, hold Officer, State Board or Commission Member, State Employee, or the Member, or State Employee. Position of control means the power to	ig persons, current Member, State tion of control m	Indicate below if any of the following persons, current or former, hold any position of control or hold any ownership interest of 10% or greater is Officer. State Board or Commission Member, State Employee, or the spouse, brother, sister, parent, or child of a member of the General Asse Member, or State Employee. Position of control means the power to direct the purchasing policies or influence the management of the entity.	ntrol or hold any own ister, parent, or childing policies or influer	Indicate below if any of the following persons, current or former, hold any position of control or hold any ownership interest of 10% or greater in the entity: member of the General Assembly, Constitutional Officer, State Employee, or the spouse, brother, sister, parent, or child of a member of the General Assembly, Constitutional Officer, State Board or Commission Member, or State Employee. Position of control means the power to direct the purchasing policies or influence the management of the entity.	if the General Assemt fficer, State Board or	y, Constitutional commission
	Mark (4)	Name of Position of Job Held	For How Long?	What is the person(s) name and what is his/her % of ownership interest and/or what is his/her position of control?	of ownership interest antrol?	nd/or
rosidor neka	Current Former		From To MMYY MMYY	Person's	ership est (%)	Position of Control
General Assembly	:					
Constitutional Officer			•			

None of the above applies

State Employee

State Board or Commission Member

Contract and Grant Disclosure and Certification Form

that Order, shall be a material breach of the terms of this contract. Any contractor, whether an individual or entity, who fails to make the required Failure to make any disclosure required by Governor's Executive Order 98-04, or any violation of any rule, regulation, or policy adopted pursuant to disclosure or who violates any rule, regulation, or policy shall be subject to all legal remedies available to the agency

As an additional condition of obtaining, extending, amending, or renewing a contract with a state agency I agree as follows:

- Prior to entering into any agreement with any subcontractor, prior or subsequent to the contract date, I will require the subcontractor to complete a CONTRACT AND GRANT DISCLOSURE AND CERTIFICATION FORM. Subcontractor shall mean any person or entity with whom I enter an agreement whereby I assign or otherwise delegate to the person or entity, for consideration, all, or any part, of the performance required of me under the terms of my contract with the state agency.
- I will include the following language as a part of any agreement with a subcontractor:

Failure to make any disclosure required by Governor's Executive Order 98-04, or any violation of any rule, regulation, or policy adopted pursuant to that Order, shall be a material breach of the terms of this subcontract. The party who fails to make the required disclosure or who violates any rule, regulation, or policy shall be subject to all legal remedies available to the contractor. No later than ten (10) days after entering into any agreement with a subcontractor, whether prior or subsequent to the contract date, I will mail a copy of the Contract and Grant DiscLosure and Certification Form completed by the subcontractor and a statement containing the dollar amount of the subcontract to the state agency. က်

I certify under penalty of perjury, to the best of my knowledge and belief, all of the above information is true and correct and that I agree to the subcontractor disclosure conditions stated herein.	Willy Amilal Date 1/17/2024	Vendor Contact Person JJ Jansen Title Sales Director Phone No. (512) 781-8452	Agency Contract Contract Contract Contract Contract No. or Grant No.
I certify under penali that I agree to the su	Signature (ELL Fraira)	Vendor Contact Perso	Agency use only Agency Agenc Number Name



Boycott Israel.

DEPARTMENT OF TRANSFORMATION AND SHARED SERVICES OFFICE OF STATE PROCUREMENT

COMBINED CERTIFICATIONS FOR CONTRACTING WITH THE STATE OF ARKANSAS

Pursuant to Arkansas law, a vendor must certify as specified below and as designated by the applicable laws.

- Israel Boycott Restriction: For contracts valued at \$1,000 or greater.
 A public entity shall not contract with a person or company (the "Contractor") unless the Contractor certifies in writing that the Contractor is not currently engaged in a boycott of Israel. If at any time after signing this certification the Contractor decides to boycott Israel, the Contractor must notify the contracting public entity in writing. See Arkansas Code Annotated § 25-1-503.
- Illegal Immigrant Restriction: For contracts valued at \$25,000 or greater.
 No state agency may contract for services with a Contractor who employs or contracts with an illegal immigrant. The Contractor shall certify that it does not employ, or contract with, illegal immigrants. See Arkansas Code Annotated § 19-11-105.
- Energy, Fossil Fuel, Firearms, and Ammunition Industries Boycott Restriction: For contracts valued at \$75,000 or greater.
 A public entity shall not contract unless the contract includes a written certification that the Contractor is not currently engaged in and agrees not to engage in, a boycott of an Energy, Fossil Fuel, Firearms, or Ammunition Industry for the duration of the contract. See Arkansas Code Annotated § 25-1-1102.
- 4. Scrutinized Company Restriction: Required with bid or proposal submission. A state agency shall not contract with a Scrutinized Company or a company that employs a Scrutinized Company as a subcontractor. A Scrutinized Company is a company owned in whole or with a majority ownership by the government of the People's Republic of China. A state agency shall require a company that submits a bid or proposal for a contract to certify that it is not a Scrutinized Company and does not employ a Scrutinized Company as a subcontractor. See Arkansas Code Annotated § 25-1-1203.

By signing this form, the Contractor agrees and certifies they are not a Scrutinized Company and they do not currently and shall not for the aggregate term a resultant contract:

Knowingly employBoycott Energy, FEmploy a Scrutiniz	ossil Fuel, Fir	earms, or Ammunit	ion Industries.	
Contract Number: 46		Description	Groundskeeping Materials	***************************************
Agency Name: State	wide			
Vendor Number: 100	201687	Vendor Name:	Harrells, LLC	
Ella Kimbrel		ed by Elia (Gmbre) H.17 13:49:06 -05'00'	1/17/2024	
Vendor Signature		•	Date	