KANSAS STATE UNIVERSITY
PURCHASING OFFICE
21 ANDERSON HALL
MANHATTAN, KS 66506
PHONE 785-532-6214  FAX 785-532-5577

CONTRACT SIGNATURE SHEET

Date: 11/05/2014
CONTRACT NO.: 40406
Replaces Contract No.: 12561

Item: Diplomas and Diploma Covers

Primary Using Department:
Kansas State University, Manhattan, KS
Emporia State University, Emporia, KS
Fort Hays State University, Hays, KS
Pittsburg State University, Pittsburg, KS
Wichita State University, Wichita, KS

Period of Contract:
December 1, 2014 through November 30, 2019

Contractor Information:
Herff Jones, Inc.
2502 N. State, P.O. Box 707
Iola, KS 66749
CONTACT: Becky Boone
Email: rboone@herffjones.com
Phone: 800-635-5670; Fax: 620-365-3627

Prices: See Attached
Payment Terms: Net 30

The parties agree as follows:

1. Subject to the terms and conditions of this contract and companion Contract Award document, K-State Purchasing hereby accepts the offer of Contractor as expressed by Contractor's bid submitted to K-State Purchasing in response to above referenced contract/quote number.

2. It is understood and agreed by the parties that pursuant to the bid, Contractor agrees to furnish products or services for the period noted above on orders from the Department(s) at the price or prices contained in the bid. Department(s) agrees to pay on delivery of the item(s) the amount(s) billed by Contractor in accordance with the bid as shown on delivery invoice(s) of the Contractor to the Department(s). Payment will be made as soon after receipt of the invoice(s) as possible in accordance with state law.

3. Failure of Contractor to furnish the item(s) in accordance with the bid specifications incorporated into this contract by reference, or failure of Contractor to deliver the item(s) in accordance with any time schedules prescribed in this contract or any documents incorporated by reference into this contract shall result in forfeiture of any performance bond of Contractor and/or in termination of this contract at the option of K-State Purchasing.

4. It is understood and agreed that the provisions set out in the K-State Purchasing Office bid document for this contract are incorporated and made a part of this contract by reference as though fully set forth herein. Contractor agrees and understands that these documents are controlling over Contractor's bid, invoice, department order forms or any other documents of the Contractor.

5. The provisions found in Contractual Provisions Attachment, is incorporated and made a part of this contract by reference.

6. In the event of any disputes regarding the terms and conditions of this Contract or payments alleged to be due and owing, Contractor's sole remedy shall be with the Department that placed the order.

Herff Jones, Inc.

By: /s/ Kimberly Myers

Printed Name: Kimberly Myers
Title: Customer Service Manager

KANSAS STATE UNIVERSITY

By: /s/ Carla Bishop

CARLA BISHOP
DIRECTOR OF PURCHASING
### BID FORM

**Diploma (Each Price)**
- Emporia State University  $0.44 each
- Ft. Hays State University  $1.25 each
  - Adhesive Seal  $0.20 each
  - Backdate Charge  $n/c each
- Kansas State University  $see below each
  - Traditional Diploma  $1.25 each
  - (College of Vet Med) 11x17 Case/Cover  $5.97/cover each
  - College of Vet Med Diploma  $5.75/diploma each
- Wichita State University  $0.49 each
  - With Envelope  $0.44 each
  - Without Envelope  $1.51 each
- Pittsburg State University

**Case/Cover (Each Price)**
- Emporia State University  $3.48 each
- Ft. Hays State University  $2.45 each
- Kansas State University  $2.54 each
- Wichita State University  $3.18 each
- Pittsburg State University  $2.35 each

**List Any Additional Fees That May Apply**
- One-time die charges  $n/a--current seals on hand
- Back dating charges  $N/C
- Rush Service Fee  $shipping charges are the only additional charges
- ___________________
- ___________________

**Lead Time**
- Diplomas--15 days
- Covers--20 days

All prices are FOB Destination, freight paid by vendor, regardless of the quantity ordered.

**Payment Terms:** Net 30

**Will P-Card be accepted for payment?** Yes/No