



PMB 01231  
BUREAU OF ADMINISTRATION  
OFFICE OF PROCUREMENT MANAGEMENT  
523 EAST CAPITOL  
PIERRE, SD 57501-3182  
(605) 773-3405  
FAX (605) 773-4840



## SECURITY PAPER FOR SDDOH VITAL RECORDS

### NOTICE

### CONTRACT EXTENSION

#### VENDOR:

Midwest Bank Note Co.  
PO Box 7500  
Lancaster, NY 14086  
Contact: Linda Weber  
Phone: 800-828-7999 Ext. 233  
Fax: 800-828-7393  
E-mail: [lweber@mwbnote.com](mailto:lweber@mwbnote.com)

Date: December 28, 2011

Buyer: Missy Schuetzle

Phone: 605-773-4277

Or:  
Contact: Jerry Hemming  
Phone: 925-398- 8788  
E-mail: [jerry.hemming@comcast.net](mailto:jerry.hemming@comcast.net)  
Vendor #12131732  
Contract #15335

1. The contract for furnishing Security Paper for SDDOH Vital Records to the State of South Dakota, resulting from Solicitation #23916 has been extended for a period of one (1) year, beginning January 10, 2012 through January 9, 2013.
2. All terms, conditions and specifications of this contract are firm for the extended period.

Steven L. Berg, Director  
Office of Procurement Management



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## SECURITY PAPER FOR SDDOH VITAL RECORDS

### NOTICE OF AWARDS

**Contract revised and extended through January 9, 2012**

**Contract revised and extended through January 9, 2011**

**Contract revised and extended through January 9, 2010**

Buyer: Missy Schuetzle (007)  
Phone: 605-773-4277  
Fax: 605-773-4840  
Email: [Missy.Schuetzle@state.sd.us](mailto:Missy.Schuetzle@state.sd.us)

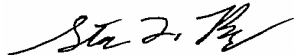
Date: January 16, 2008

1. **Contract Term:** This notice establishes contract(s) resulting from Solicitation # 23916 for a period of one (1) year, from January 10, 2008 through January 9, 2009 inclusive. The Solicitation and the vendor's response, along with the South Dakota Vendor's Manual are made part of the vendor's contract by this reference.
2. **Extension:** The State may, at its own discretion, extend a contract for an additional two (2) months past the original contract expiration date. Further extensions may be for a period of one year. Notice shall be given by the State to the vendor at least 60 days prior to the termination of the contract, and the vendor shall agree to such extension within 30 days thereafter, before such extension period shall become effective.

**Multiple Year Contract Option:** The State shall have the option to renew this contract under the same terms and conditions for (1) year intervals up to (5) years total. Notice of intent to renew shall be given by the State to the Vendor as mutually agreed upon prior to the end of the contract term. If the notice of intent is given, the contract shall renew unless terminated by either party in writing.

3. **Pricing:** All prices quoted in the referenced proposal are firm for the term of this contract. Price decreases are acceptable on invoice(s) presented for payment. If the open market price of a specific contract item is under the vendor's price, the State reserves the right to purchase the lower priced product.
4. **Delivery:** The contractor shall furnish and deliver all of the awarded items of supplies, equipment, and commodities enumerated in the schedules and specifications, at the price and according to the terms and conditions, and of the kind, quality, and amounts and at the times specified in the schedules and specifications. The supplies, equipment and commodities shall be delivered to the Director of the Office of Procurement Management or to such State Department or State agency as he shall direct and such delivery shall be made without cost to the State.
5. In the event of the inability or failure of the contractor to furnish and deliver any item or items enumerated in the schedules and specifications at the time and in accordance with the terms and conditions therein provided, the Director of the Office of Procurement Management may contract for or purchase such supplies, equipment, and commodities in the open market and the contractor shall make good the excess over the price named in the schedule and specifications and the cost of such supplies, equipment, and commodities in the open market provided however, that the foregoing provisions shall not apply where other penalties for any default in the performance of the conditions of this contract are provided for in the schedules and specifications.

6. All orders shall be shipped F.O.B. destination. Deliveries shall be made at such time, place and in such quantities as shown on the Purchase Order. All items in common usage are to be shipped within 30 days from the date of purchase order. An additional 10 days will be allowed for back-ordered items when notification is given, in writing, to the ordering agency that the items are not available for immediate delivery.
7. All delivery tickets, invoices and statements shall show the purchase order number, brand or trade name and State Item Number when applicable as shown in this contract. Invoices must be submitted in duplicate to the State Agency ordering the merchandise. DO NOT SUBMIT STATEMENTS OR INVOICES TO THE OFFICE OF PROCUREMENT MANAGEMENT AS IT ONLY DELAYS PAYMENT.
8. **Surety:** This contract(s) shall be in full force and effect upon the execution and delivery thereof and the furnishing and delivery by the Contractor, to the Office of Procurement Management, of a good and sufficient Surety Bond in the sum required by the above-referenced solicitation, to be approved by the Office of Procurement Management.
9. STATE AGENCIES MUST INCLUDE ITEM NUMBERS AND A BRIEF DESCRIPTION WHEN ORDERING FROM THIS CONTRACT.
10. **Unless otherwise indicated, payment for items on the contract(s) may be made with the South Dakota Purchasing Card (Citibank Master Card). State agencies may use the Purchasing Card when making purchases of \$1000.00 or less per transaction.**



Steven L. Berg, Assistant Director  
Office of Procurement Management

**Bookmarks**

[Contractors](#)

[Vital Records Security Paper](#)

**CONTRACTORS**

	<p><b>Midwest Bank Note Co.</b> 46001 Five Mile Road PO Box 701398 Plymouth, MI 48170-0964</p> <p><b>Contact: Roxanne Mascarello</b> Phone: 734-451-2222 Ext. 11 Fax: 734-451-2249 E-mail: <a href="mailto:rmascarello@mwbnote.com">rmascarello@mwbnote.com</a></p> <p><b>Vendor #12131732</b> <b><u>Contract #15335</u></b></p>	

# Vital Records Security Paper

## Specifications

**Size:** 8 ½ inches wide x 11 inches high

**Quantity:** 150,000 sheets/certificates

**Paper:**

28lb basis weight. White offset paper compatible with intaglio process; no optical brighteners; dead paper. At a minimum, the paper must have a useful life of seventy-five (75) years

**Watermark:**

Genuine multitone fourdrinier watermark or equivalent which says: "Official Vital Record" and contains artwork which can be viewed from front and back of the document.

Watermark must be reserved for the exclusive use of this type of steel engraved safety paper only. (No simulated or artificial watermark, either printed or overprinted will be accepted.)

**Paper/Ink Requirements:**

A "toner grip" technology or an equivalent process must be incorporated which would render evident any attempts to remove or lift off print. No deviations will be accepted.

Intaglio steel plate printed documents must be acceptable for processing on electrostatic copying equipment, for processing on laser printers meeting the heat requirements of the printer, and for processing on a microfilm reader/printers and include physical properties to accept and hold the image recorded. Certificate forms must have fine line banknote intaglio steel plate printing in one color and surface printing in fluorescent erasure-sensitive ink.

**Security Printing:**

Certificate form must have fine line banknote intaglio steel plate printing: one color face must include a fine line lathe work border. The lathe work border is to be consistent with vital records issued by the state.

The engraved border must include the words, "STATE OF SOUTH DAKOTA" and "DEPARTMENT OF HEALTH," centered on the top edge of the border above the title line centered in white ink in the top border and the words, "ANY ALTERATION, ERASURE, OR DUPLICATION VOIDS THIS CERTIFICATE," will be centered in white ink in the bottom border. The "STATE OF SOUTH DAKOTA" and "DEPARTMENT OF HEALTH," and "ANY ALTERATION, ERASURE, OR DUPLICATION VOIDS THE CERTIFICATE" lines must be incorporated into the intaglio steel plate without exceptions.

The engraved border must include latent image letters "V" to the left and "R" to the right, in positive-negative treatment, to appear, on the certificate as part of the lathe work border and must appear only when viewed from a prescribed angle. The images cannot be photographed or copied by conventional printing processes.

Border ink color must be blue.

A line of intaglio micro-printing of the letters "VITAL RECORD" must be repeated to appear as a ruled line when viewed without magnification.

