

## **Appendix A**

### **Price Changes:**

#### **Toilet Tissue, Facial Tissue, Paper Towels:**

Paper price changes shall be based on the Economic Research Federal Reserve Bank of St. Louis ("FRED") Pulp, Paper, and Allied Products: Sanitary Tissue Paper Products, Made from Purchased Sanitary Paper Stock or Wadding index (Index). After the Firm Price Period, Contractor may adjust Paper Prices for the approved paper items one time in any given calendar quarter, at any time during the calendar quarter. Contractor may only request an adjustment if the FRED Index for such products has changed from the start date of the Contract or from the date of the last approved change, whichever is later. Contractor must give the State of Tennessee Central Procurement Office Contract Administrator 30-days prior notice of any such requested change. Contractor shall verify in writing all such Paper Price Changes, which are subject to audit by the State. If Contractor fails to request a paper price adjustment to the approved paper items 30 days prior to the adjustment date, the adjustment will be effective 30 days after State received the written request. The price increase shall not constitute an increase in Contractor profit and shall reflect a price increase that is applicable to all of the Contractor's customers. In no event shall Contractor implement more than one Paper Price increase in any given quarter. Contractor shall reflect any Paper Price decreases based upon the FRED Index decrease no later than 30 days after the FRED Index decrease or the first business day of the next calendar quarter, whichever comes first. No retroactive contract price adjustments will be allowed. The Contractor shall honor all purchase orders dated prior to the approved price change. Upon request from the State, the Contractor shall furnish the approved catalog, price schedule or price list as applicable to the State at no charge.

#### **Plastic Goods:**

Plastic Goods Price changes shall be based on the Economic Research Federal Reserve Bank of St. Louis ("FRED") Plastics Material and Resin Manufacturing index (Index). After the Firm Price Period, Contractor may adjust Plastic Goods prices for the approved plastic items one time in any given calendar quarter, at any time during the calendar quarter. Contractor may only request an adjustment if the FRED Index for such products has changed from the start date of the Contract or from the date of the last approved change, whichever is later. Contractor must give the State of Tennessee Central Procurement Office Contract Administrator 30-days prior notice of any such requested change. Contractor shall verify in writing all such Plastic Goods Price Changes, which are subject to audit by the State. If Contractor fails to request a plastic price adjustment to the approved plastic items 30 days prior to the adjustment date, the adjustment will be effective 30 days after State received the written request. The price increase shall not constitute an increase in Contractor profit and shall reflect a price increase that is applicable to all of the Contractor's customers. In no event shall Contractor implement more than one Plastic Goods Price increase in any given quarter. Contractor shall reflect any Plastic Goods Price decreases based upon the FRED Index decrease no later than 30 days after the FRED Index decrease or the first business day of the next calendar quarter, whichever comes first. No retroactive contract price adjustments will be allowed. The Contractor shall honor all purchase orders dated prior to the approved price change. Upon request

from the State, the Contractor shall furnish the approved catalog, price schedule or price list as applicable to the State at no charge.