

SWC #507 Rock Salt **Contract Information and Usage Instructions**

Contract Period:

Start Date – June 1, 2020

End Date – May 31, 2025, no renewal options remaining

Summary/Background Information:

This contract includes product and delivery of Rock Salt for all State agencies, local governmental units, higher education institutions, and eligible 501(c)(3) tax-exempt corporations. It should be noted that purchases fewer than 150 tons may utilize this contract but are not required to. All orders of 150 tons or larger are required to use this contract.

State Contract Administrator:

Lauryen Harris

Category Specialist

Central Procurement Office

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Contractor Contact Information:

Cargill Inc.

Edison Contract Number: 66844

Amanda Knaus

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Compass Minerals America, Inc

Edison Contract Number: 66846

Austin Hilbrands

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Morton Salt Inc.

Edison Contract Number: 66848

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Chicago, IL 60606

Usage Instructions:

1. Specific Ordering Information:

- Locate the Contractor that is appropriate for your county/bin location through the "SWC 507 Rock Salt TDOT and County Pricing Sheet" listed on the following website; <https://www.tn.gov/generalservices/procurement/central-procurement-office--cpo-/state-agencies-/statewide-contract-instruction--swc-.html>
- Contact the appropriate Contractor and submit a purchase order for your needs.
- Please see the contract line items for pricing information

2. General Delivery Information:

- Pick up is not allowed on this contract. All salt must be delivered directly to the purchasing agency by the Contractor.
- Deliveries must be completed during regular State business hours (Monday - Friday, 8:00 AM – 4:30 PM, excluding authorized State holidays), unless otherwise requested by the purchasing agency.

3. Minimum Order Requirements:

Individual orders for less than 150 tons are exempt from purchase from this contract. User agencies will purchase by applicable purchasing procedures.

4. Local Government/Non-TDOT Usage Instructions:

- Non-TDOT entities will purchase salt using the Non-TDOT pricing that is outlined in the "SWC 507 Rock Salt TDOT and County Pricing Sheet."
- Non-TDOT entities must have an *estimated* quantity in to the Contractor by October 1; however, this notice does not commit any user entity to any purchase.
- If a Non-TDOT entity informs their Contractor of their intent to purchase by October 1 of each contract year the Contractor will be obligated to provide service to that respective Non-TDOT entity. However, if a Non-TDOT entity fails to make this notification it will be left to the discretion of the Contractor as to whether they will service the requesting Non-TDOT entity.

- Non-TDOT purchases will be capped at 120%. After a Non-TDOT entity purchases 120% of their total estimate, it becomes the discretion of the Contractor as to whether they can meet the additional requests. Contractors should make every effort to service Non-TDOT entities that have additional requests and should not deny requests if they have the capacity to service them.