Form GSOP 1-PIN (04/98)

STATE OF CALIFORNIA

Department of General Services - Office of Procurement

PURCHASE ORDER

Purchase Order No.	Rev.	Date
61985		4/ 4/2008

Supplier No.	Solicitation No.	Delivery Date	FOB Point	Invoice Terms
776481	56695	2/23/2009	Destination	

SUMRALL SOLUTIONS LLC
4524 MAPLE PLAIN AVENUE
SUITE 201
ELK GROVE, CA 95758
Attn: PAUL SUMRALL

Phone: 916-427-3307

Ship To:
EMPLOYMENT DEVELOPMENT
DEPARTMENT (EDD)
1733 W SPORTS DR, STE A
SACRAMENTO, CA 95834

Charge To:
EMPLOYMENT DEVELOP D E-31
MIC 52
PO BOX 826880
SACRAMENTO CA 94280-0001

Agency Billing	Agency Purchase Estimate	Purchase Estimate	Revision
23336	E868461	66981	1

Agency Contact	Phone	Date Received
STEVE KUHAR	916-928-7694	

Item No.	Quantity	Unit	Commodity Code	Description	Unit Price	Extension
1	21600	MX	7530-375-0102-7	ENVELOPE #10 WINDOW WHITE (AS DESCRIBED)	16.5300	357,048.00
				Total Value:		357,048.00

THE GENERAL PROVISIONS FOR NON-IT COMMODITIES ARE HEREBY INCORPORATED BY REFERENCE. THESE GENERAL PROVISIONS CAN BE OBTAINED BY PHONING (916) 375-4400 OR BY ACCESSING OUR WEBSITE AT:

www.documents.dgs.ca.gov/pd/modellang/GPnonIT0407.pdf

THE FOLLOWING INFORMATION IS PROVIDED FOR AGENCY USE ONLY:

PRIME CONTRACTOR: NS
FY 2007/2008

FOR THE PURPOSE OF THIS AWARD, ONLY F.O.B. Destination will be accepted.

This Purchase order has been registered into the state contact and procurement registration system (https://www.scprs.dgs.ca.gov/). The registration number is: 71000408296977.

NOTE: Attachments accompany this PO as follow:

SPECIFICATIONS
ATTACHED #7530-08BS-002 OF TWO (2) PAGES DATED JANUARY 15, 2008

PALLET SPECIFICATIONS
ATTACHED #3990-01A-01 OF THREE (3) PAGES DATED JANUARY 2001

FIGURES (ENVELOPE)
ATTACHED CONSISTING OF FIVE (5) PAGES

DELIVERY DATES	QUANTITY
4/28/08	2.4 Million
5/28/08	2.4 Million

Sales and/or use tax to be extra unless noted above

Buyer	Phone	BOC Number
EVONNE ROGERS	916-375-4346	

STATE OF CALIFORNIA

Department of General Services - Office of Procurement

PURCHASE ORDER CONTINUATION

Form GSOP 2-PIN (04/98)

Purchase Order No.	*Revision*	*Date*	*Supplier No.*	*Supplier Name*
61985		4/ 4/2008	776481	SUMRALL SOLUTIONS LLC

Item No.	*Quantity*	*Unit*	*Commodity Code*	*Description*	*Unit Price*	*Extension*
	6/25/08		2.4 Million			
	8/20/08		2.4 Million			
	10/15/08		2.4 Million			
	11/28/08		2.4 Million			
	12/19/08		2.4 Million			
	1/23/09		2.4 Million			
	2/23/09		2.4 Million			

CHANGE ORDERS:

Any Purchase Order resulting from this bid may be amended, modified, or terminated at any time by mutual agreement of the parties in writing. Change orders amending, modifying or terminating the Purchase Order, including any modifications of the compensation payable, may be issued only by the State Procurement Officer. All such change orders shall be in writing and issued only upon written concurrence of the supplier. Termination, as that term is used in this section, does not include termination for default of the supplier.

1.0 SCOPE:

This specification covers custom design and size envelopes (Commercial and Official, side seam envelopes with angled flap and back) used by the Employment Development Department (EDD) for mailing letters and forms, and which are required to be suitable for machine inserting, sealing and sorting.

2.0 TOLERANCE

Envelope specified size measurements are minimum, only a tolerance of +1/16 inch is acceptable. Tolerance for all other measurements shall be + or -1/16 inch.

3.0 REQUIREMENTS:

3.1 This shall be size #10 (4-1/8" x 9-1/2") two-window envelope.

3.2 It shall be made with 24-lb, white, virgin, bond wove (caliper 4.35-5.50) paper.

3.3 Side seams shall be 3/4 inch, and shall be firmly sealed with back panel (back flap) to within 3/32 inch of the outside back panel edges and inside side seam edges. A double glue line may be necessary to meet this specification. To prohibit adhesive transfer to adjacent envelopes, there shall be no excess glue at seam edges. Side Seams must be sealed to within 3/32 inch of top of side seams and back panel to minimize separation as envelope is mechanically opened. Top edge of side seam shall be even with or 1/16 inch above top edge of back panel.

3.4 Six Degree, flap angle, flap depth must be 1-5/8 to 1-7/8 inches and scored for folding flap.

3.5 Flap Gum Line, is to be centered on flap upper edge with a length of 8-1/4 inches. Gum line depth shall be minimum 1/2 inch and flap gum-line shall end at 5/8 inch from side edge of envelope. When an empty envelope is sealed, there shall be minimum 3/8 inch unsealed margin along top of back side (back panel).

3.6 Double Window Envelope:

- Top Window Dimension: 9/16" X 3-1/2"; Location: 1-11/16" from left edge and 3" from bottom edge.
- Bottom Window Dimension: 1-5/16" X 4-1/2"; Location: 2-1/8" from left and 11/16" from bottom. Envelope is to be free of debris and window cutout debris.

3.7 Window Patch (window material) shall be of clear 115-gauge polystyrene plastic, or acetate or similar material (Glassine, a translucent cellulose bleached paper, will not be acceptable) in use by the industry that meets US Postal standards with regards to reflectivity. Special attention must be taken to assure that the window patch is secure and sealed as close as possible to the edges, and shall be firmly sealed particularly at top or leading edge, to prevent separation or jamming with high speed inserting equipment. Envelopes with double window patch shall end within 1/8 inch from flap score. The window patch must not restrict or interfere with the flap score line. Sealing around window(s) shall be secure, flat and ripple free, sealed to within 1/16 inch of edge of window.

3.8 Envelope curl or twist should not exceed 1/4 inch when the envelope is placed on a flat surface.

3.9 There shall be no adhesive transfer to adjacent envelopes and insert material during storage handling and inserting.

3.10 The EDD reserves the right to amend the window dimensions or window location of this envelope during the life of this contract. The EDD shall provide the vendor written notification of any amendments at least 30 days prior to the next production run of the order, or a mutually agreed notification lead time if less than 30 days prior to the next production run of the envelope.

4.0 EQUIPMENT OPERATION SPEEDS:

4.1 Envelope shall perform successfully (see Sampling and Inspection section in the IFB) with the continuous rated cycle speed of EDD mail processing equipment. Failure to perform at the continuous rated cycle speed of mail equipment will result in the rejection of envelope stock.

4.2 Insertion cycle speeds, up to 10,500 envelopes per hour on Pitney Bowes Series 9, and up to 12,000 envelopes per hour Pitney Bowes Series 12.

4.3 Sorting cycle speeds, up to 33,000 envelopes per hour on Pitney Bowes SRM-4.

5.0 PRINT AND SECURITY TINT REQUIREMENTS:

5.1 Envelope shall be printed on the face side with black ink (see figure 2)

5.2 Security screen tint shall be applied to the envelope interior with black ink. Envelope security tint must ensure complete opacity and prevent show through of any material contained within. Vendor must guarantee security tint will not show through the envelope and will meet U.S. Postal Service automation guideline/requirements for successful mass mail processes. Envelope security tint must be www.edd.ca.gov. repeated with a bullet between each web-site repetition. Text shall be at a seventy-degree angle left to right.

5.3 The vendor shall apply their identification on the back lower left corner of the envelope the following information:

- Manufacturer Name, Job Number, Month, Year

STATE OF CALIFORNIA SPECIFICATION

PALLETS, WOODEN

1 SCOPE

This specification covers pallets intended for use with low lift pallet trucks or forklift trucks.

2 SPECIFICATION AND STANDARDS

Specifications and standards referenced in this document in effect on the opening of the Invitation for Bid form a part of this specification where referenced.

3 REQUIREMENTS

3.1 Material

The pallets shall be constructed from nominal size standard or better (West Coast Lumber Inspection Bureau, Standard Grading Rules for West Coast Lumber) grade Douglas Fir, Hemlock, Larch or Hem-Fir. The stringers shall be S4S and the decking S4S or S1S2E (re-

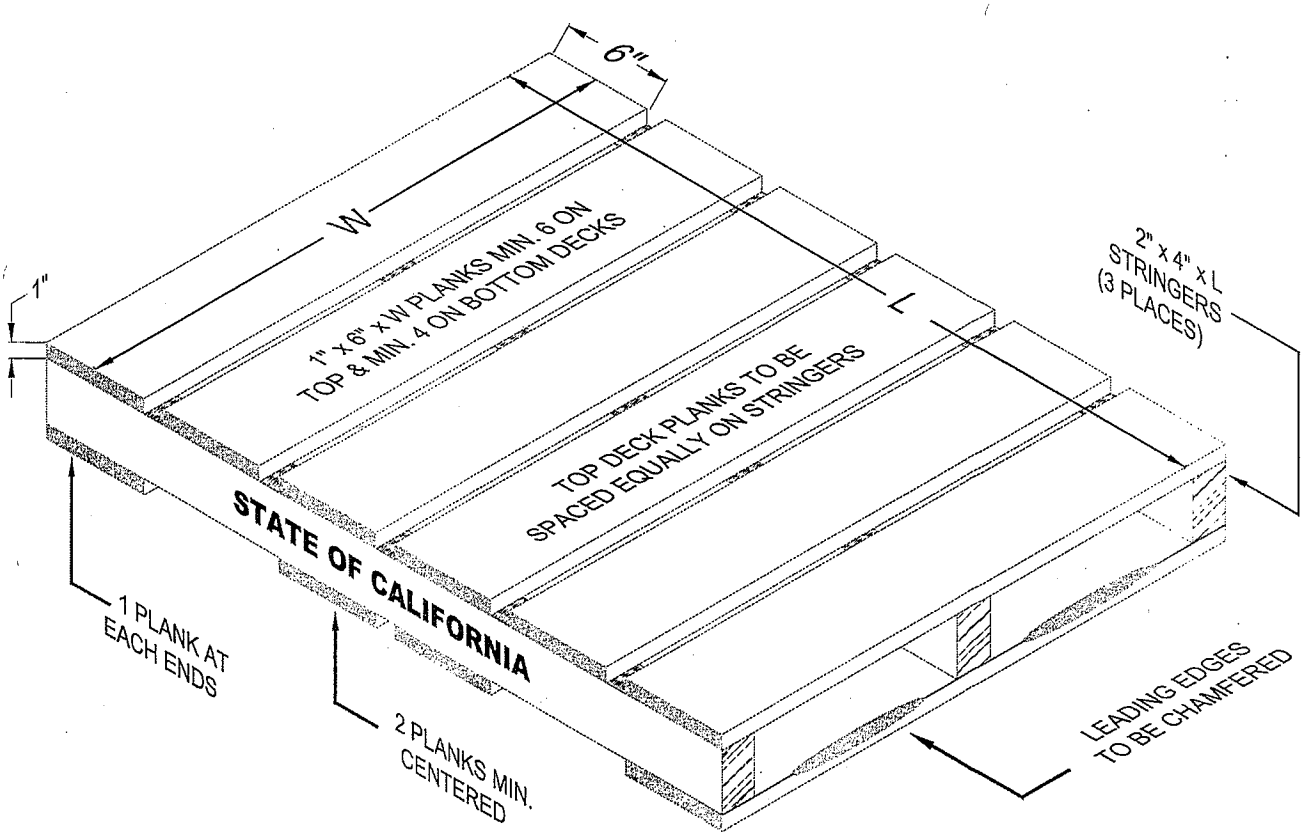


FIG. 1 - TYPE 2 WOODEN PALLET

sawed) with no edge knots. Sawed side is to be assembled to the inside of the pallets. Fastening shall be accomplished with 2¼ inch (+1/16 inch) 7 penny flat head drive screws (helical threaded nail) or 2¼ (+1/16 inch) #10 wire gauge annular ring nails as recommended in Specifications and Grades for Warehouse. Permanent or Returnable Pallets of West Coast Woods as published by the National Wooden Pallet and Container Association (Specifications and Grades, NWPCA).

3.2 Non-Standard Duty-Cycle Pallets

When specifically requested by the user, pallets may be manufactured using pine, oak or ash woods.

3.3 Construction

Pallet type and construction shall comply with Specifications and Grades, NWPCA. The pallets shall be Grade "Quality" (QAL).

The decking shall be secured with 3 nails or screws at each surface of contact with the stringer. Nails shall not be within ½ inch of deck-board edges or another nails.

All leading and outside edges of the bottom deck shall be chamfered. The chamfers shall be at least 12 inches long and shall be cut on an approximate 35 degree angle to the face so as to leave an edge adjacent to the chamfer not less than ¼ inch nor more than ½ inch from the outer

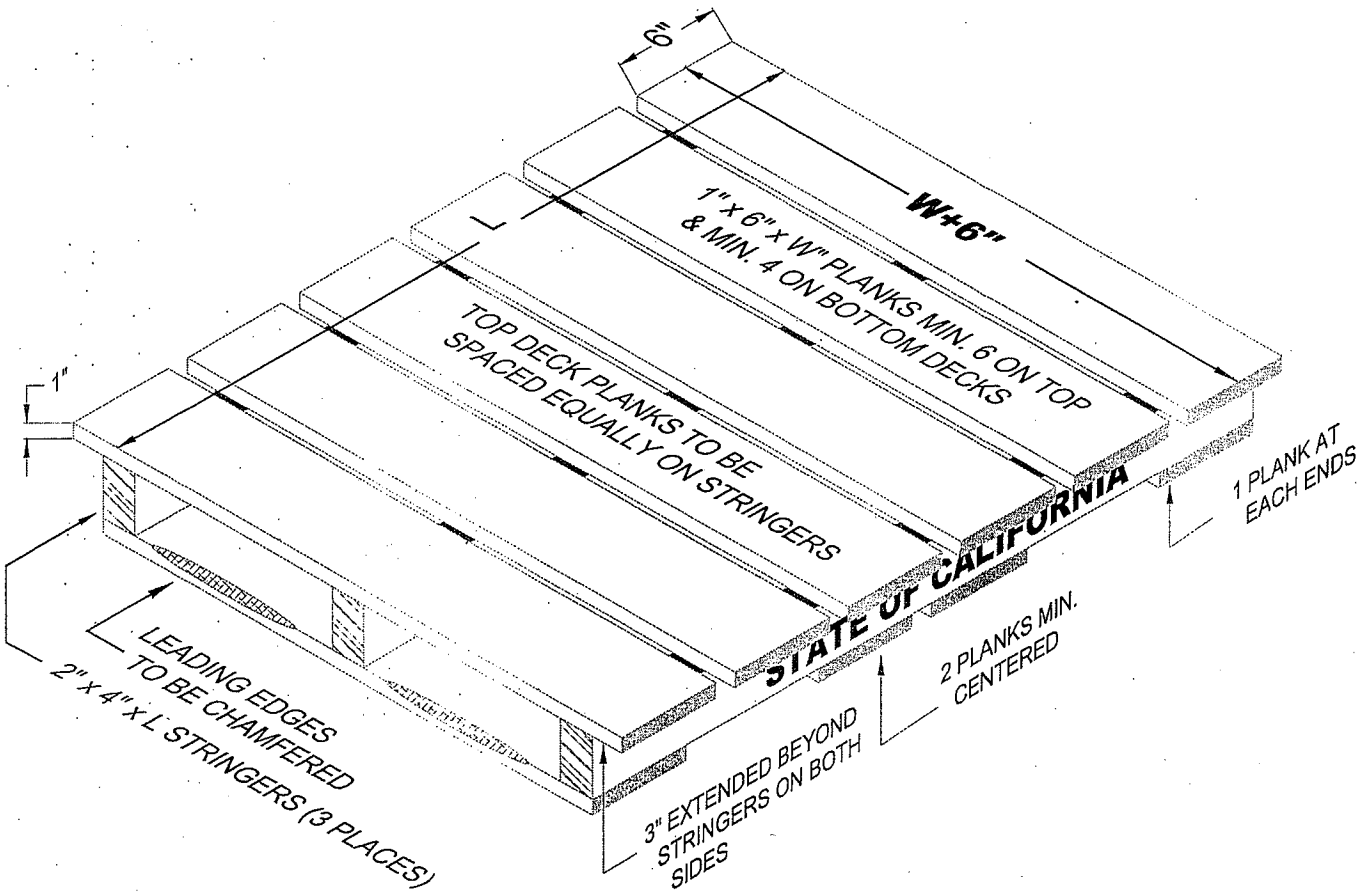


FIG. 2 - TYPE 4
SINGLE WING WOODEN PALLET

edge of the deck-board. The chamfer shall extend to within 3 inches of the stringers. Pallet configuration shall comply with table below.

COMMONLY USED PALLET TYPES & SIZE			
SIZE	TYPE	TOP DECK	BOTTOM DECK
1	2 (Fig. 1)	42"L x 36"W Six 1" x 6" x 36" deck-boards, spaced evenly along the pallet width	42"L x 36"W Min. Four 1" x 6" x 36" boards. One placed each end of the stingers Two at center of the stringers
2	2 (Fig. 1)	42"L x 42"W Six 1" x 6" x 42" deck-boards, spaced evenly along the pallet width	42"L x 42"W Min. Four 1" x 6" x 42" boards. One placed each end of the stingers Two at center of the stringers
3	2 (Fig. 1)	44"L x 44"W Six 1" x 6" x 44" deck-boards, spaced evenly along the pallet width	44"L x 44"W Min. Four 1" x 6" x 44" boards. One placed each end of the stingers Two at center of the stringers(Fig. 1)
4	2 (Fig. 1)	45"L x 36"W Six 1" x 6" x 36" deck-boards, spaced evenly along the pallet width	45"L x 36"W Min. Four 1" x 6" x 36" boards. One placed each end of the stingers Two at center of the stringers
5	2 (Fig. 1)	46"L x 44"W Six 1" x 6" x 44" deck-boards, spaced evenly along the pallet width	46"L x 44"W Min. Four 1" x 6" x 44" boards. One placed each end of the stingers Two at center of the stringers
6	2 (Fig. 1)	48"L x 48"W Six 1" x 6" x 48" deck-boards, spaced evenly along the pallet width	48"L x 48"W Min. Four 1" x 6" x 48" boards. One placed each end of the stingers Two at center of the stringers
Note: SIZE 1, TYPE 4 - has a single wing applied to top deck.			
1	**4 (Fig. 2)**	42"L x 36"W Six 1" x 6" x 36" deck-boards, spaced evenly along the pallet width with 3" wings extending beyond the stringers outboard faces	42"L x 30"W Min. Four 1" x 6" x 36" boards. One placed each end of the stingers, Two at center of the stringers

4 SAMPLING AND INSPECTION

This commodity will be sampled and inspected for compliance to this specification as deemed necessary. Sampling and inspection by attributes will be in accordance with ANSI/ASQ Z1.4 1993, Sampling Procedures and Tables for Inspection by Attributes. An inspection lot is defined as one delivery to one agency at one time.

4.1 Workmanship

The pallets shall be free from defects as outlined under Grade "Quality" (QAL) in the "Specifications and Grades", NWPCA.

5 MARKING

Each pallet shall be marked (two places), "**STATE OF CALIFORNIA**". Marking shall be easily readable, in black letters and on outboard faces of stringers.

FIGURE 1

TYPE 1

SIDE SEAM, ANGLED FLAP & BACK

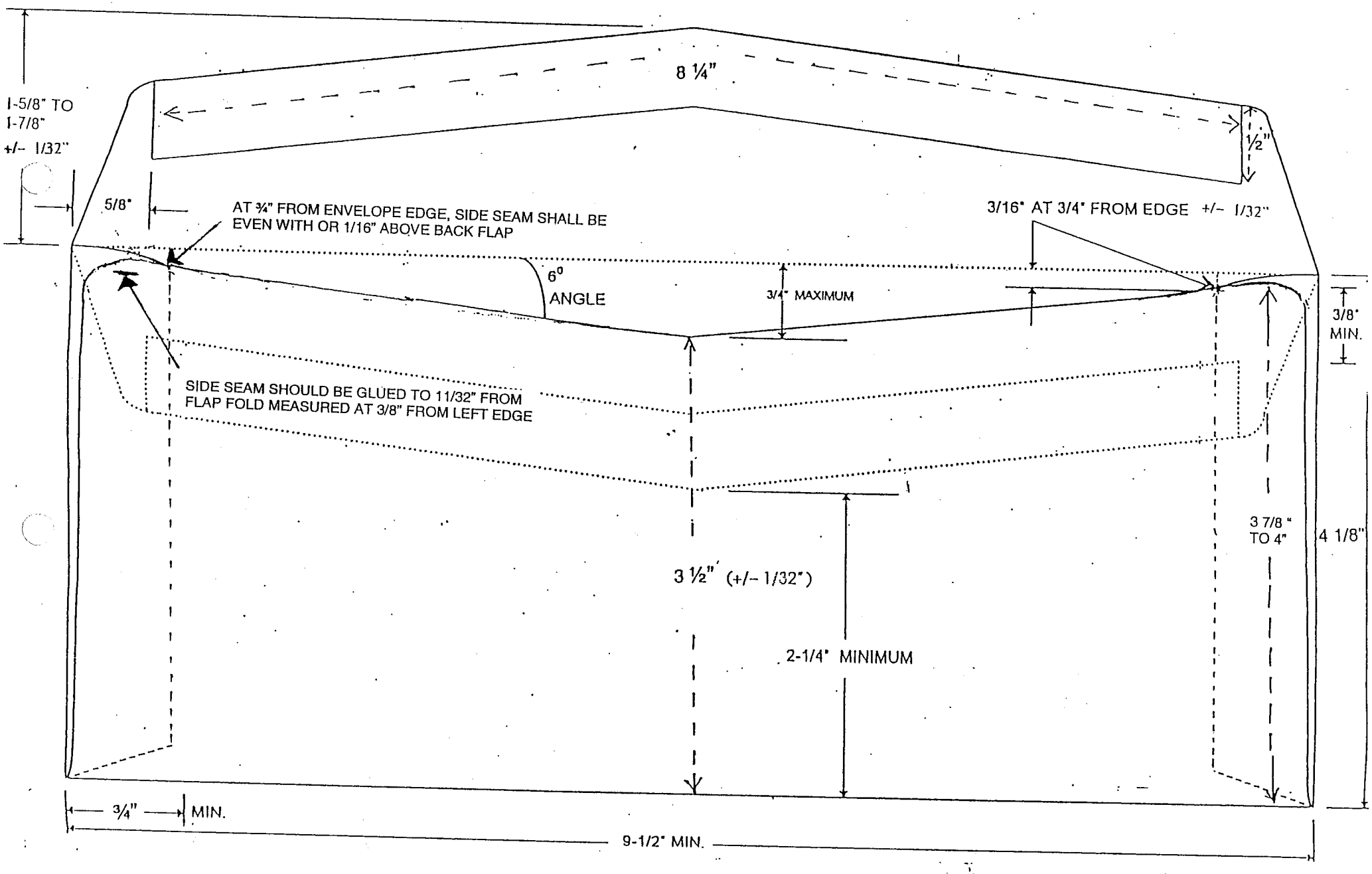


FIGURE 2

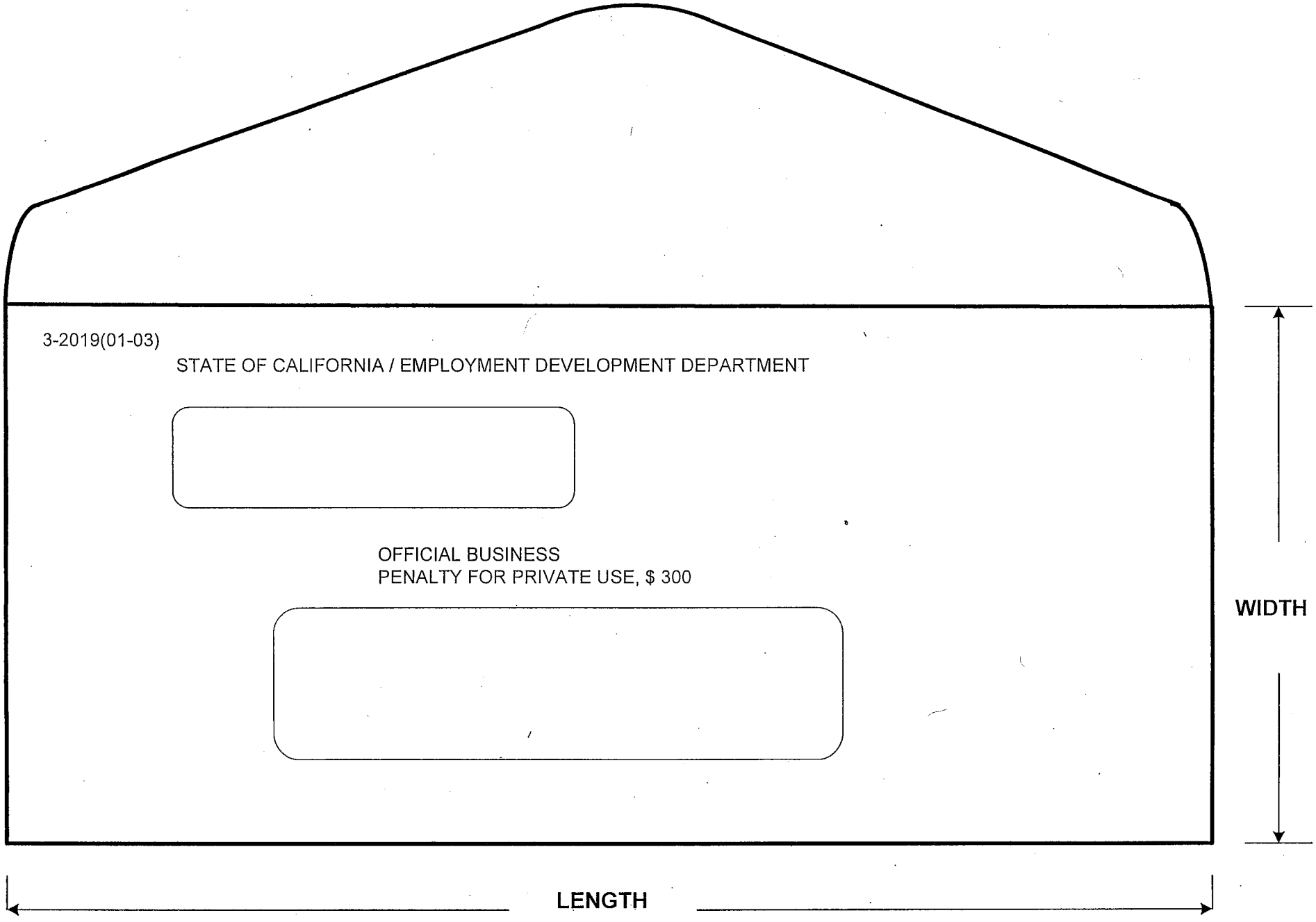
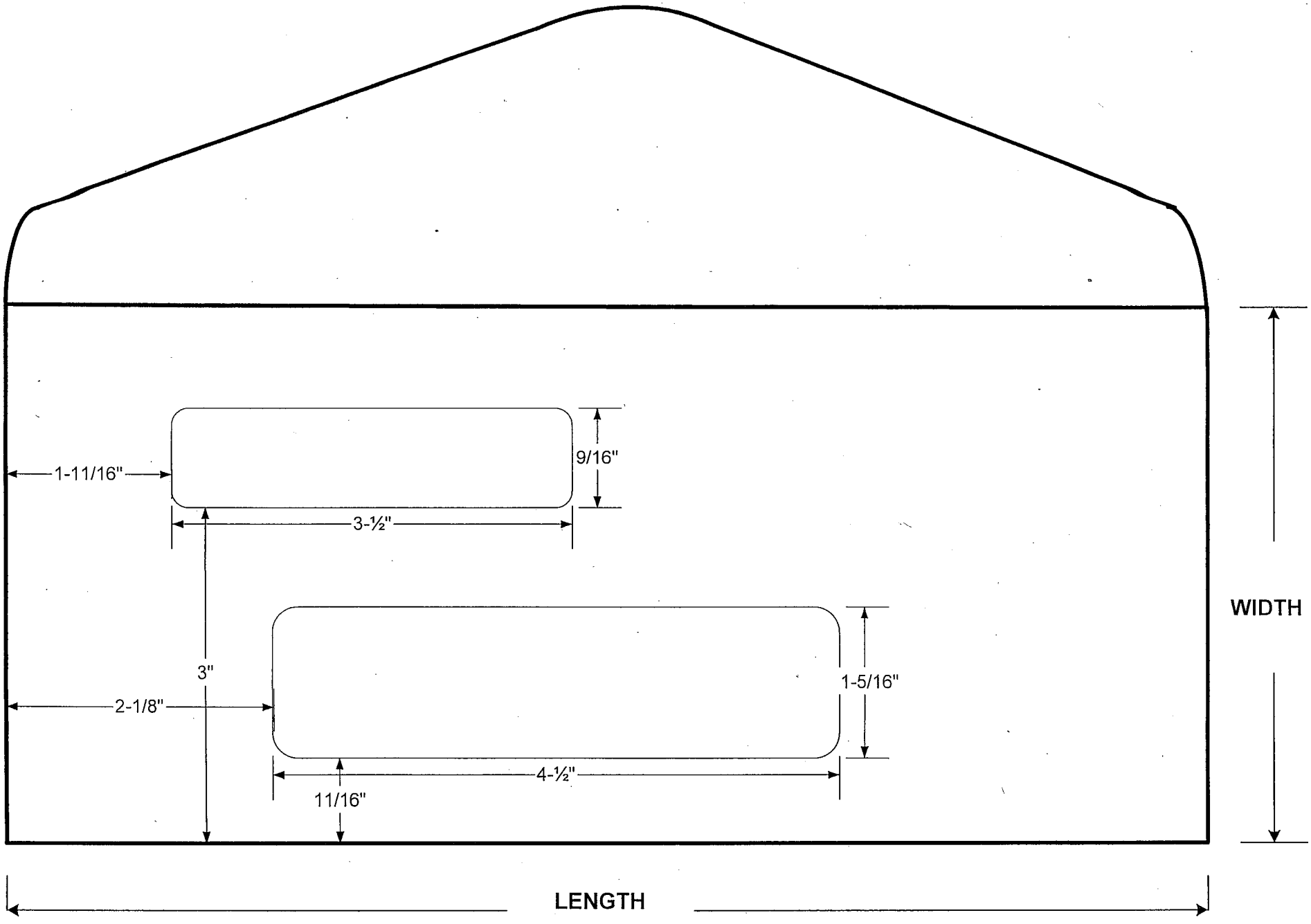

3-2019(01-03)
STATE OF CALIFORNIA / EMPLOYMENT DEVELOPMENT DEPARTMENT
OFFICIAL BUSINESS
PENALTY FOR PRIVATE USE, $ 300
WIDTH
LENGTH

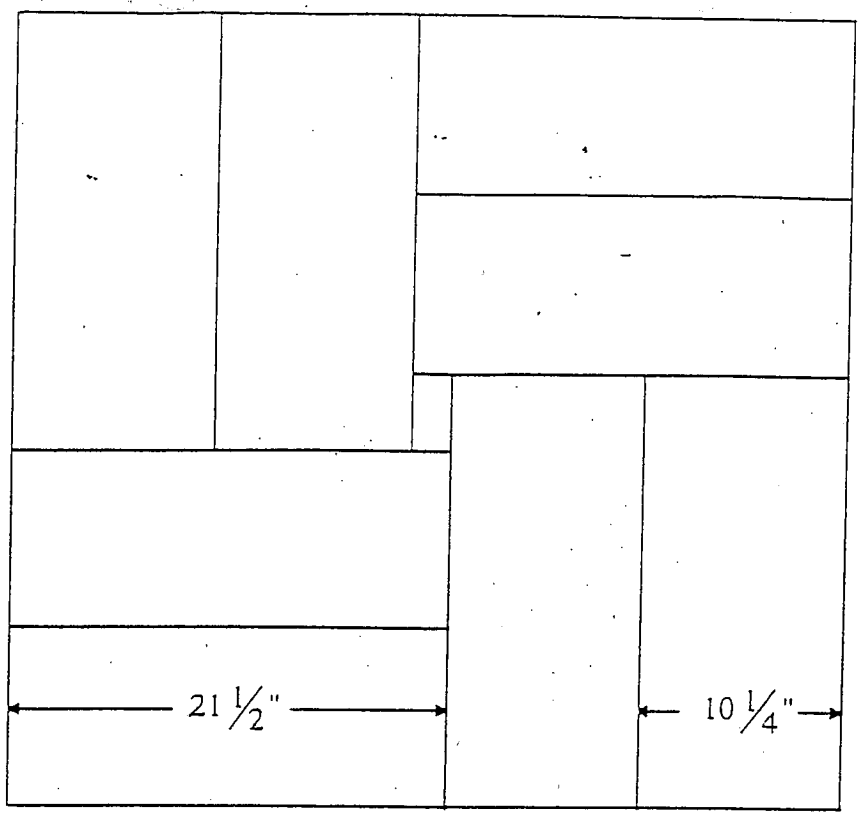
FIGURE 3
TYPE 1
Drawing not to scale



PALLETIZING

Figure 4

TOP VIEW



FOR REGULAR
#10 ENVELOPES
Size 4 1/8" X 9 ½"

Pallet Size
42" X 42"
Type #2

CARTON SIZE
Outside Dimensions
Approximate

A1 Length = 21 ½ "

A2 Width = 12 ½ "

A3 Height = 10 ¼"

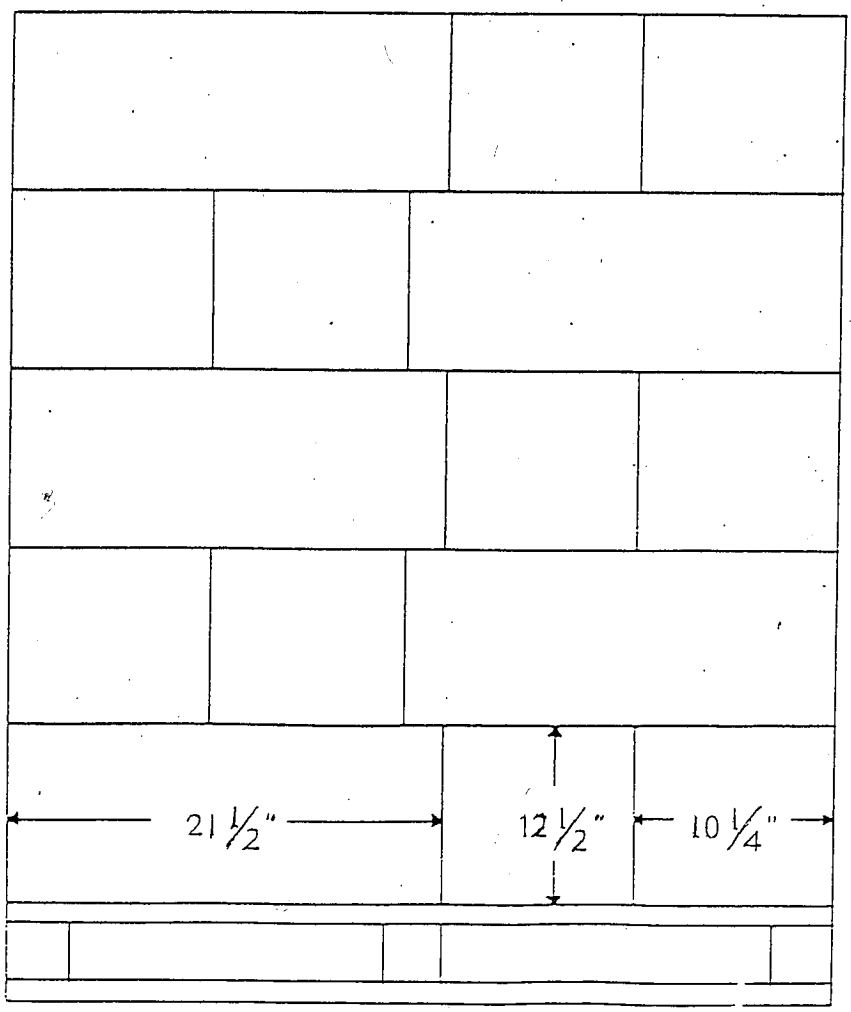
OR IF

B1 Length = 21 ½"

B2 Width = 10 ¼"

B3 Height = 12 ½"

SIDE VIEW

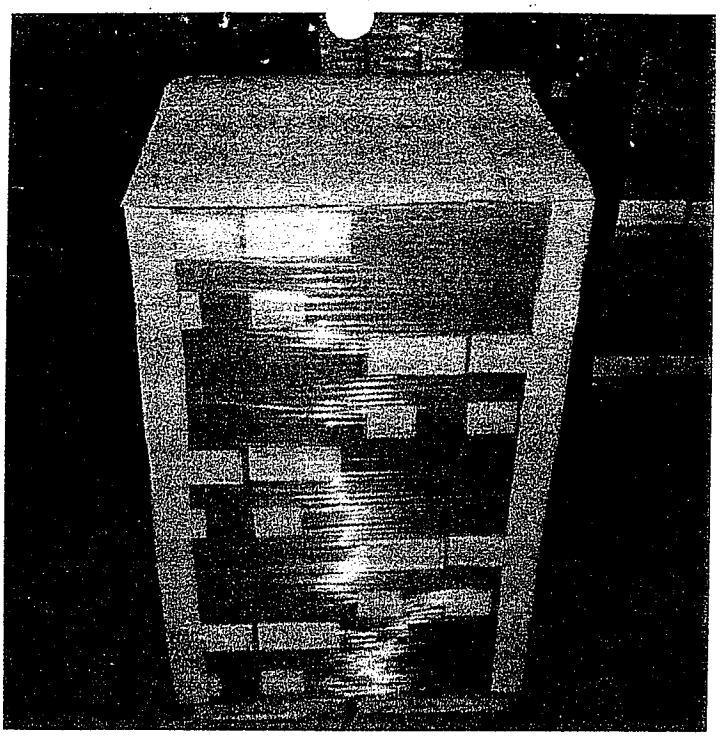


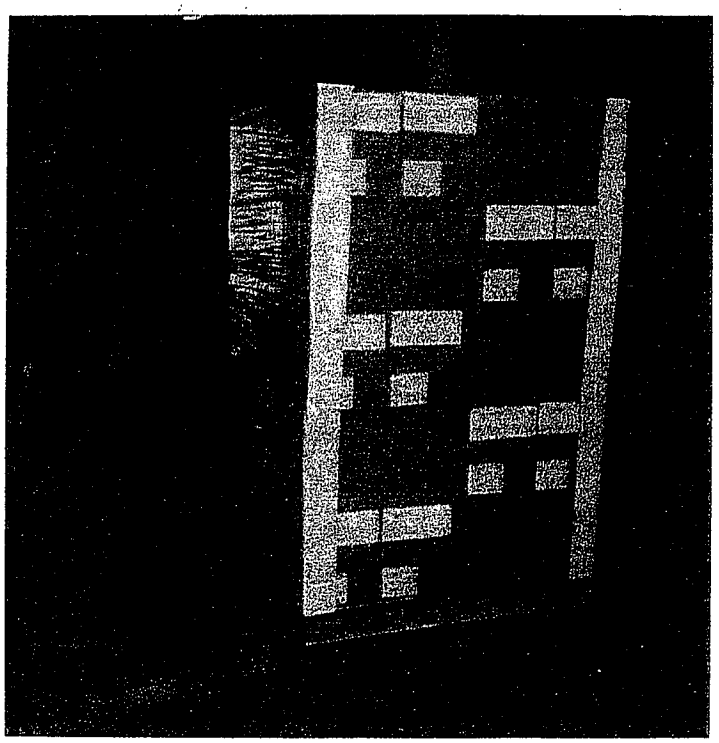
CARTONS TO BE
STACKED ON
NARROW EDGE
(A3 OR B2)

8 Cartons to a Tier
5 Tiers High

A sheet of fiberboard
will top each stacked
pallet before plastic
wrapping.

Figure 5



TOP SHEET FIBERBOARD AND V-BOARD ILLUSTRATION

A **sheet of Fiberboard** will top each stacked pallet and a **V-Board** 2 1/2" x 2 1/2" .160 caliper, shall be placed full length at each corner of pallet for reinforcement before plastic wrapping.