

**SERVICE CONTRACT  
BETWEEN  
WASHINGTON STATE  
OFFICE OF THE SECRETARY OF STATE,  
WASHINGTON STATE LIBRARY DIVISION,  
AND**

[\_\_\_\_\_ (NAME OF CONTRACTOR)]

This Contract is made and entered into by and between the Office of the Secretary of State, P.O. Box 42460, Olympia, Washington 98504-2460 (“OSOS”) and (Name and address of Contractor) (“Contractor”) for the express purpose set forth below:

**1. PURPOSE**

The Washington State Library is collaborating with the Washington State Parks to provide backpacks at libraries from around the state to be made available on loan for citizens to use when they hike in the State Parks. This Contract provides the backpacks whereby individual libraries statewide may order them to enable this program to be conducted. The service specified herein provides a uniform product for use in the program.

NOW, THEREFORE, in consideration of the terms and conditions contained herein, or attached and incorporated and made a part hereof, OSOS and Contractor mutually agree as follows:

**2. STATEMENT OF WORK; GENERAL TERMS AND CONDITIONS**

The Contractor shall furnish up to an estimated 500 backpacks with the program logo as requested from libraries.

[This statement of work will be drawn from the Contractor’s Response to the RFQQ]

**3. PERIOD OF PERFORMANCE**

The period of performance (the “Contract Term”) under this Contract will be from January 8, 2020 or date of execution, whichever is later (the “Effective Date”), through March 31, 2020.

**4. COMPENSATION AND PAYMENT**

[Detail drawn from Contractor’s Response to the RFQQ]

**4. CONTRACT MANAGEMENT**

The Project Manager for each of the parties identified below shall be the contact person for communications regarding the performance of this Contract.

