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Jeb Spaulding, Secretary

MEMORANDUM

TO: Secretaries, Commissioners, and Business Managers
FROM: Jeb Spaulding, Secretary of Administration
RE: Addendum to Bulletins 3.5, 5.0 and 5.5 – Revision of Multi-Use Attachment C
DATE: June 13, 2012

Please forward a copy of this Addendum to each departmental staff member involved in the issuance and/or monitoring of Contracts and Grants.

Addendum to: Bulletins 3.5, 5.0 and 5.5
Effective date: July 01, 2012
Description: Paragraph #19 added to Attachment C

The standard “Multi-Use” Attachments C Standard State Provisions for Contracts and Grants has been revised to include an additional paragraph (#19). This addition was necessary to comply with changes made to Title 21 in Act 154 (S.95) of the 2012 legislative session.

A copy of the revised Attachment C is provided for reference only (pdf format). Departments should develop procedures to ensure that the then current official version of Attachments C is the version in use for all new Contracts or Grants. The current official version of Attachments C is available on the BGS website; a link is also provided on the Finance & Management website:

<http://bgs.vermont.gov/purchasing/forms>

<http://finance.vermont.gov/forms#bulletins>

Revisions to Attachment C are not permitted without the prior approval of Finance & Management, the Attorney General’s office, and BGS Central Purchasing. If you have other provisions which need to be included in your department’s Contracts or Grants, they should be included as Attachment D.

The Standard Provisions contained in Attachment C are designed to: meet all statutory requirements; enable legal enforcement of the agreement; and provide protection to the State, its contractors, grantees and subrecipients. Unauthorized changes to Attachment C, while well intentioned, may place enforcement and protection at risk.

Questions should be referred to Susan Zeller, Deputy Commissioner of Finance & Management at: Susan.zeller@state.vt.us or (802) 828-6448.

