



**Department of
Management**

IT Master Agreements

Overview

What is a Master Agreement (MA)?

Where to find State of Iowa MAs

What to look for in an MA

MA Purchasing and Purchasing Instruments

Iowa Administrative Code for IT MAs

What is a Master Agreement?

A “Master Agreement,” also known as an MA, is a competitively solicited contract for goods and/or services that establishes prices and terms & conditions for the purchase of goods and services of general use. Agencies and Political Subdivisions (counties, cities, schools, etc.) may purchase **any dollar amount** from an MA **without the need for any further competitive process**, provided approved funds are available to cover the purchase and it is within the spending limits established in the MA. MAs for a particular item or class of items may include a single vendor, multiple vendors, or resellers.

Master Agreements - Goods & Services

Common Information Technology Master Agreements cover:

Laptops (including Rugged) & Workstations

Accessories (Monitor, Keyboard, Mouse, Printer, etc.)

Hardware & Software

Servers & Storage

Technical Services

Data Communications

Cloud Solutions

Consulting

Where do you find State IT MAs?

All master agreements are searchable on the State of Iowa Bid Opportunities website:

<https://bidopportunities.iowa.gov/Home/AwardedContracts>

Make sure that you are searching the Contact Name: “IT Contracts”

Awarded Contracts

Active Bid Opportunities Closed Bid Opportunities

Search Active Contract Listing

All Vendors

Keyword Search

Show 15 entries

Vendor Name	Contact Name	Number	Product/Service	Expiration Date
Vendor Name	IT Contracts	Number	Product/Service	Expiration Date
Mathtech, Inc	IT Contracts	2025-BUS-7271	Professional Acquisition Support Services (PASS) Pre-Qualified Vendor for IT	12/31/2029
Carlos Becerra	IT Contracts	2025-BUS-7237	Cyber Security Pre-Qualified Vendor	11/30/2029
True North Consulting Group	IT Contracts	2025-BUS-7254	Cyber Security Pre-Qualified Vendor	11/30/2029
AMCO HBS Holdings LP	IT Contracts	2024-BUS-0126E	Lenovo Reseller - Computer Equipment, Peripherals, and Related Services	6/30/2026
ITG Revenue Management Solutions, LLC	IT Contracts	2025-BUS-7270	Professional Acquisition Support Services (PASS) Pre-Qualified Vendor for IT	12/31/2029

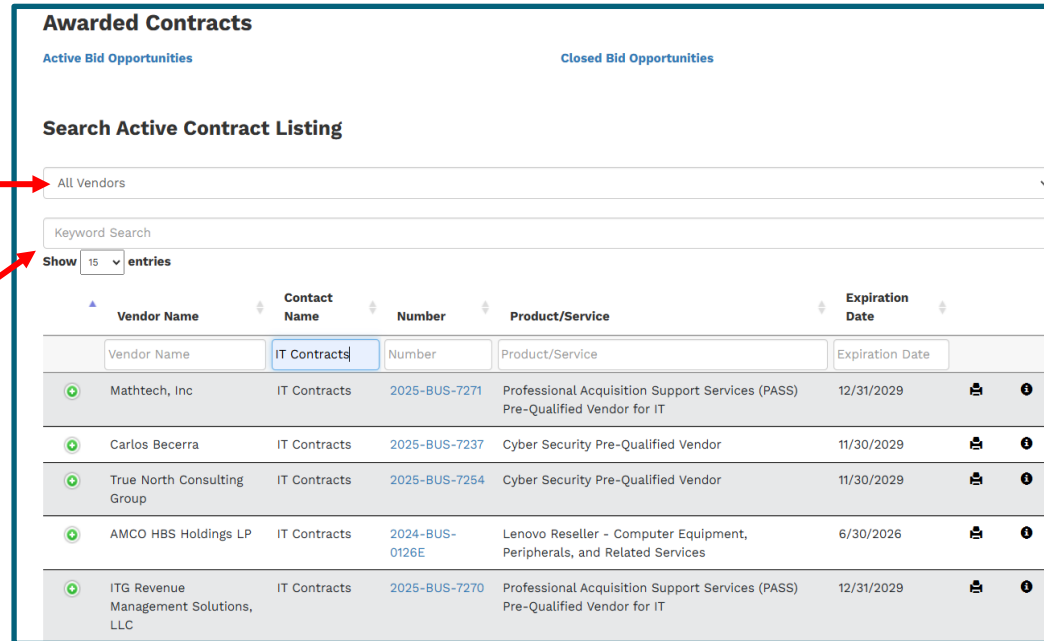
Where do you find State IT MAs?

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If you have a specific vendor in mind, you may select from the drop-down list.

Or you may search via keyword.



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Where do you find State IT MAs?

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<https://bidopportunities.iowa.gov/Home/AwardedContracts>

Select the  icon to see the description of the contract.

Alternatively, you may click on the contract number to view the full contract record, which includes the vendor's contact information, pricing document, and contract attachments. (Recommended)

Awarded Contracts

Active Bid Opportunities
















Closed Bid Opportunities

Search Active Contract Listing

All Vendors

Keyword Search

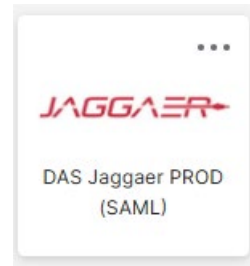
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Where do you find State IT MAs?

All master agreements are searchable on the Iowa Management of Procurement and Contracts System (IMPACS)

If you are a State of Iowa employee and registered in the IMPACS system, you will have a Jaggaer PROD tile on your Okta instance (login.iowa.gov). The following screen will guide you through searching for contracts in IMPACS. IMPACS is easier to navigate and provides more information about the contract.



Not registered in IMPACS?
Please contact DAS Central
Procurement at:
purchasing.mailbox@iowa.gov
for more information.

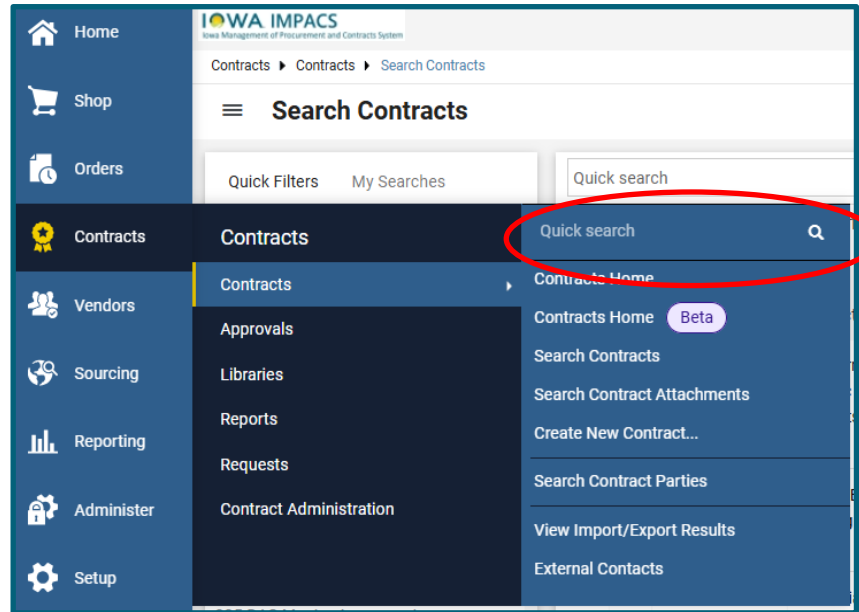
Where do you find State IT MAs?

IOWA IMPACS Iowa Management of Procurement and Contracts System

Hover over the Contracts tab in the navigation menu.

The selection expands to show additional selections.

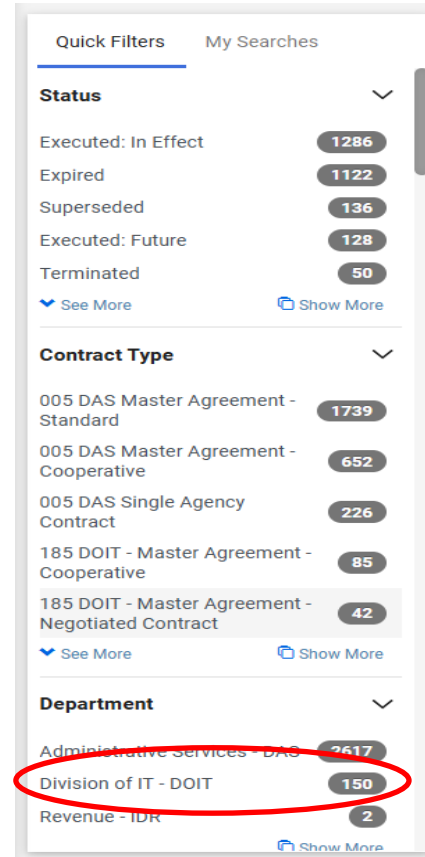
Use the “Quick search” box at the top to input a keyword or vendor.



Where do you find State IT MAs?

On the left-hand side of the screen, there are Quick Filters

Select the Quick Filter:
"Division of IT – DOIT"



Where do you find State IT MAs?

Using the keywords “computer equipment + laptop” shows the results to the right.

You may further refine your search by using additional keywords or the “Add Filter” dropdown.

computer equipment + laptop									
Add Filter Include Archived Clear All Filters									
First Party: DOM - Division ...									
Page 1 of 4 1-20 of 63 Results 20 Per Page									
...	Contract Number	Contract Name	Second Party	Status	Contract Type	Version	Start Date	End Date	Last Modified
1	2024-BUS-0123	Panasonic Computer Equipment, Peripherals, and Related Services	Panasonic Connect North America, Divi...	Executed: In Effect	185 DOIT - Master Agreement - Cooperative	Renewal 0, Amendment 0	2/1/2024 12:00:00 AM	6/30/2026 11:59:59 PM	6/25/2025 11:37:45 AM
1	2024-BUS-0112	HP Inc. Computer Equipment, Peripherals, and Related Services	HP Inc.	Executed: In Effect	185 DOIT - Master Agreement - Cooperative	Renewal 0, Amendment 0	2/1/2024 12:00:00 AM	6/30/2028 11:59:59 PM	7/15/2025 3:00:26 PM
1	2024-BUS-0312	Microsoft Personal Computer Devices – Windows Operating Systems	Microsoft Corporation	Executed: In Effect	185 DOIT - Master Agreement - Cooperative	Renewal 0, Amendment 0	4/4/2024 12:00:00 AM	6/30/2026 11:59:59 PM	6/18/2025 3:04:26 PM
1	2024-BUS-0206	NetApp US Public Sector - Computer Servers and Storage	NetApp U.S. Public Sector, Inc.	Executed: In Effect	185 DOIT - Master Agreement - Cooperative	Renewal 0, Amendment 0	3/8/2024 12:00:00 AM	6/30/2026 11:59:59 PM	7/14/2025 4:16:54 PM
1	2024-BUS-0110	Pure Storage Servers and Storage	Pure Storage Inc.	Executed: In Effect	185 DOIT - Master Agreement - Cooperative	Renewal 0, Amendment 0	2/1/2024 12:00:00 AM	6/30/2028 11:59:59 PM	4/24/2025 1:57:42 PM
1	2024-BUS-	Panasonic Reseller -	Keltek, Inc.	Executed: In Effect	185 DOIT - Master	Renewal	2/1/2024	6/30/2026	6/25/2025

Where do you find State IT MAs?

Click the Contract Number to open the contract record.

computer equipment + laptop										
First Party: DOM - Division ...										
Page 1 of 4 1-20 of 63 Results										
20 Per Page										
...	Contract Number	Contract Name	Second Party	Status	Contract Type	Version	Date	End Date	Modified	Last
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1	2024-BUS-0312	Microsoft Personal Computer Devices - Windows Operating Systems	Microsoft Corporation	Executed: In Effect	185 DOIT - Master Agreement - Cooperative	Renewal 0, Amendment 0	4/4/2024 12:00:00 AM	6/30/2026 11:59:59 PM	6/18/2025 3:04:26 PM	
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1	2024-BUS-0110	Pure Storage Servers and Storage	Pure Storage Inc.	Executed: In Effect	185 DOIT - Master Agreement - Cooperative	Renewal 0, Amendment 0	2/1/2024 12:00:00 AM	6/30/2028 11:59:59 PM	4/24/2025 1:57:42 PM	
1	2024-BUS-	Panasonic Reseller -	Keltek, Inc.	Executed: In Effect	185 DOIT - Master	Renewal	2/1/2024	6/30/2026	6/25/2025	

Where do you find State IT MAs?

The information on the left will tell you the current term of the contract and the vendor name.

Click “View Summary” to see more information about the contract and the vendor contact for purchases.

2024-BUS-0123 Panasonic Computer Equipment, Peripherals, and Related Services	Contract Header
Type: 185 DOIT - Master Agreement - Cooperative	Contract Number ★ 2024-BUS-0123
2nd Party: Panasonic Connect N...	Contract Name ★ Panasonic Computer Equipment, Peripherals, and Related Services
Dates: 2/1/2024 - 6/30/2026	Contract Type ★ 185 DOIT - Master Agreement - Cooperative
Version: Renewal 0, Amendment 0	Department ★ Division of IT - DOIT
View Contract ▼	Summary ★ View Summary
Summary	

Where do you find State IT MAs?

Expand the rows at the bottom of the record to see more information about the contract. The Attachments section lists the contract documents, including the pricing document. You may download any attachment.

➤ **Additional Details**

➤ **Contract Information**

➤ **Terms and Conditions**

➤ **Goods and/or Services Summary**

➤ **Attachments**

How does the State create Master Agreements?

The State of Iowa may issue a solicitation, typically a Request for Bid (RFB) or Request for Proposal (RFP), that may result in a master agreement for one or more vendors.

The State may also participate in cooperative multi-state contracts, where participating states join together to achieve cost-effective and efficient acquisition of quality products and services.

A cooperative contract is a written agreement between government entities and a cooperative organization (such as NASPO, OMNIA, Texas DIR, etc.) that identifies a common requirement that can be purchased cooperatively. The lead entity competitively solicits proposals and awards the contract(s), which are then available for use by governments through the cooperative organization. The State of Iowa then piggybacks on that awarded contract and includes any statutory requirements not included in the cooperative contract. After all parties sign the contract, it becomes a Master Agreement for the state, assigned a contract number, and listed on the state's Bid Opportunities public contract [website](#).

How does DOM DoIT find Cooperative Master Agreements?



DOM DoIT uses cooperative purchasing organizations to find the IT goods and services that leverage purchasing power and economies of scale to benefit agencies, governmental entities, and political subdivisions.

- Scope of MA - is what you are looking to procure within the MA?
- Product price/discounts document
- Payment Method
- Specific Requirements in the MA
- Terms & conditions and Order of Precedence
- Agency-specific terms and conditions
- Review the DOM DoIT [Approval Process](#)

What should you review when researching MAs?

IT Master Agreement Quotes from Vendors

- State of Iowa Master Agreement number and the cooperative contract number, if applicable
- Agency Name
- Agency Contact
- Net 60-day payment terms
- No taxes should be included
- Quotes should be from the contracted vendor, not a subcontractor
- Quoted line items must clearly show what is being purchased
- If you are purchasing software, include the start and end dates.
- When purchasing software, End-User License Agreements (EULA) and X-as-a-Service (XaaS) terms

When requesting a quote from a vendor, please ensure they include the following information on the quote.

Master Agreement - IT Services

Services must always have one of the following:

- Statement of Work (SOW)
- Support Agreement
- Managed Services Agreement
- Maintenance Agreement

The SOW must include a description of the vendor deliverables. The service agreement must clearly state the State of Iowa master agreement number.



Master Agreement Purchasing

Local governments, political subdivisions, and state agencies not using Iowa Advantage as their purchasing platform may purchase from master agreements using their own process.



Purchasing from an IT MA using Iowa Advantage

If using Iowa Advantage to pay, State agencies must purchase from the master agreement using a Delivery Order (DO).

In Shopper, search for the following: “All purchases for 202X-BUS-XXXX - Vendor Name”. The first is the contract number, typically displayed in the format above (e.g., 2024-BUS-0226), followed by the vendor name. Using that search criteria in Shopper should display the correct contract commodity line. There will *usually* be only one commodity line for IT contracts.

NOTE: There are exceptions to the contract numbering convention.



State of Iowa Code that allows the use of MA

129—10.4(8B) Master information technology agreements

10.4(1) Master information technology agreements. In furtherance of the office's duty to cooperate with other governmental entities in the procurement of information technology and in an effort to make such procurements in a cost-effective, efficient manner, the office may enter into master information technology agreements to procure information technology for participating agencies and other governmental entities, or may authorize participating agencies and other governmental entities to procure information technology thereunder, pursuant to any of the methods set forth in rule 129—10.3(8B). The office may procure information technology for participating agencies and other governmental entities from such master information technology agreements or may authorize participating agencies and other governmental entities to procure information technology directly therefrom. Master information technology agreements for particular information technology or a particular class of information technology may be awarded to a single vendor or to multiple vendors at the sole discretion of the office, irrespective of the procurement method utilized.

Continued on next page.

State of Iowa Code that allows the use of MAs

10.4(2) Use of master information technology agreements.

a. If the office has entered into a master information technology agreement, a participating agency shall procure information technology through the master information technology agreement, unless:

(1) The contract states that use of the master information technology agreement is optional;

(2) An information technology governance document provides otherwise; or

(3) The participating agency has obtained a waiver from the office pursuant to Iowa Code section 8B.21(5) and corresponding information technology waiver rules in 129—Chapter 8.

b. Unless otherwise stated in the master information technology agreement, any governmental entity may purchase from a master information technology agreement held by the office.

c. All governmental entities must notify the office of their intent to utilize a master information technology agreement held by the office and consult with the office about any proposed acquisition. Such consultation shall include but not be limited to whether any circumstances exist, such as limitations, restrictions, requirements, or obligations found in the master information technology agreement, of which the governmental entity should be aware. A participating agency that obtains approval from the office for an acquisition as required by rule 129—10.7(8B) does not need to separately consult with the office as required by this paragraph before making a purchase under a master information technology agreement held by the office

Can't find an MA for Technology Goods and/or Services? Or need Assistance?

Reach out to DOM DoIT Acquisitions at:
ITContracts@dom.iowa.gov

[IT Acquisitions Website](#)