



CONTRACT #FAC28

District 2-Springfield District 4-Boston

Industrial/Commercial Equipment and Supplies

MD Stetson Subcontractor for Kaufman Company

MD Stetson Co., Inc.

92 York Avenue
Randolph, MA 02368

800-255-8651 Fax: 781-961-1764
www.mdstetson.com

OSD Update

The Operational Services Division
One Ashburton Place, Room 1017
Boston, MA 02108

Update # 03-21D

To: Departments Heads, Affirmative Market Coordinators, POS Contract Managers, PMT Members, Chief Financial Officers, and MMMARS Liaisons

From: Jim Ferri, Procurement Manager-Energy

Date: 06/04/2008

RE: Industrial/Commercial Equipment and Supplies

Contract #: FAC28

MMARS #: FAC28

Contract Contains EPP: Contract Contains MBE/WBE: Contract Contains Prompt Pay:

Purpose of Update:

Updated Vendor Information

Contract Information:

Contract Description:

Statewide Contract for the purchase of Industrial/Commercial Supplies including but not limited to safety supplies, hand/power tools, HVAC supplies/equipment, motor/power transmission, fluid power equipment, production tools and storage

Applicable Procurement Law: MGL c. 7, § 22; c. 30, § 51, § 52; 801 CMR 21.00 and 808 CMR 1.00

Contract Duration:

The current contract period is through 02/10/2009 with options to renew until 02/10/2013.

Contract Manager:

Jim Ferri, Procurement Manager-Energy
Operational Services Division
One Ashburton Place, Room 1017
Boston, MA 02108
Phone: 617-720-3168
Fax: 617-727-4527
Email: James.ferri@state.ma.us


Eligible Entities:

Authorities
Cities, towns, municipalities, counties and other political subdivisions of the Commonwealth
Commissions
Constitutional offices
Departments of the Commonwealth

Institutions of higher education
 Judiciary
 Legislature
 Not for profit organizations currently contracting with the Commonwealth to provide human and social services
 Other states and eligible entities designated in writing by the State Purchasing Agent
 Public health hospitals
 Quasi-public agencies
 Schools

Contract Information:

If the contractor participates in one of the following programs, the appropriate icon will appear beneath the column heading. Programs include Affirmative Market Program (AMP), Environmentally Preferable Products Program (EPP), Prompt Pay Discount (PPD) and SOMWBA certification.

<u>Contractor</u>	<u>Comments</u>	<u>AMP</u>	<u>EPP</u>	<u>PPD</u>	<u>SOMWBA</u>
Kaufman Company Contact: Dan Clark, Contract Manager Phone: 617-491-5500 Email: DanC@kaufmanco.com Prompt Pay Discount: 3%-10 Days 2%- 20 Days 1%-10 Days	District 2-Springfield District 4-Boston				

Subcontractor

MD Stetson Company, Inc. Contact: Mike Glass, President Phone: 800-255-8651 Email: mike.glass@mdstetson.com	District 2-Springfield District 4-Boston
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How to use the contract

Departments should take the opportunity to shop around for the best price. They are encouraged to get three quotes from awarded contractors. Awarded contractors must be prepared to match or beat the lowest quoted price for equivalent items offered from contractors who are not on contract.

Each user is responsible for contacting the contractor of their choice and setting up their own account. This process allows users to set up their accounts in whatever manner is best for them. Users are encouraged to “shop around” among the contractors to find the best pricing available. Users always have the option of requiring orders to be delivered to their facility or making purchases personally in a store location. **Please note that not all contractors offer the same delivery services or products; some contractors, for example, offer next day delivery, some offer prompt pay and volume discounts. Please see the Contractor’s Information Sheet posted under the Vendor tab on Comm-PASS for detailed information for each awarded vendor.**

Ordering/Delivery

All contractors must be capable of accepting orders via facsimile, telephone or manually. At a minimum, orders must be accepted between the hours of 9:00 AM and 5:00 PM EST, Monday through Friday, except legal holidays. Please refer to each Contractor’s Information Sheet posted under the vendor tab on www.comm-pass.com for detailed information.

Contractors are required to deliver goods within three (3) Commonwealth business days after receipt of an order, unless otherwise mutually agreed upon by the purchasing department and the contractor. All orders must be labeled and packaged adequately to ensure safe handling and proper delivery. Exceptions may be made for special orders and

backorders; however, any item not in stock at the time of the order must be clearly identified as a backorder item. The Commonwealth reserves the right to reject items delivered late. Users should contact the Contract Manager if continual late deliveries occur and appropriate action will be taken. The contractor must inform agencies of the availability date of non-filled and partial orders within 48 hours after receipt of an order. If the contractor fails to meet the agreed upon delivery date, thereby forcing the user to order from another source, the contractor may be required to pay the difference between the contract price and the user's purchase price. Delivery will be a dock delivery. Product delivery and liability remains with the Contractor(s) until products are properly delivered and signed for by the Department. All products delivered to ordering facilities will be new and in unopened cases or boxes. Each shipment must include an itemized packing slip. The purchasing department may designate a "will pick up" order and will identify the responsible department person who will pick up the order. The statewide contractors must deliver to all areas of the Commonwealth. The Regional contractor must deliver to all areas within their awarded region and to all areas within a fifteen mile radius of the regional boundaries.

Product Specifications

All products must be of commercial grade and meet all federal, state and local standards for quality and safety requirements, for example: ASTM, NEMA, ANSI and/or UL Listed. Departments should inspect deliveries to ensure these standards are met. Products not meeting these standards will be deemed unacceptable and may be returned to the contractor for credit at no charge to the Commonwealth. Where applicable, Material Safety Data Sheets (MSDS) must accompany all orders to comply with the Commonwealth's "Right to Know" laws.

Price & Acquisition:

Pricing in this contract is a percent discount off the manufacturer's most current published price. All discounts listed are minimum discounts. Please see the Contractor's Information Sheet posted under the Vendor tab on Comm-PASS for each contractor for detailed information. Additional discounts may be negotiated between the contract users and the contractor for large volume orders or for other procurements where additional discounts may be appropriate. For details on discounts, please see the Contractor's Information Sheet.

If an awarded contractor offers a decrease in their pricing for a certain period of time, OSD will be notified and we will help in the marketing efforts.

Performance Measure & Vendor Reporting Requirements

Performance Measures:

Each contractor's performance will be evaluated on an ongoing basis and will be utilized in determining whether or not to extend its contract.

Location of Additional Information:

Detailed contract information and any updates to the contract will be posted on the Comm-PASS website www.comm-pass.com under contract no. FAC28.