

Contract User Guide

How to Use the FAC100 Building Maintenance Repair and Operations Statewide Contract

Contract #: FAC100 Contract Duration: 4/1/2017 to 03/31/2021

MMARS #: FAC100* Options to Renew: 2 years

Contract Manager: Maureen Barends – 617-720-3155

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This contract contains Environmentally Preferable Products (EPP)

UNSPSC: 30-13-00- Structural Building Products

30-15-15- Roofing Material

30-18-00- Plumbing Fixtures

30-19-00- Construction & Maintenance Support Equipment

30-26-00- Structural Materials

31-21-00- Paint & Primers & Finishes

39-11-00- Lighting Fixtures & Accessories

39-10-00- Lamps & Lightbulbs & Lamp Components

39-11-16- Exterior Lighting & Fixtures

39-12-00- Electrical Equipment & Components & Supplies

39-13-00- Electrical Wire Management Devices & Accessories & Supplies

40-17-00- Pipe, Piping & Pipe Fittings

40-10-00- Heating & Ventilation & Air Circulation

72-15-12- Heating & Cooling & Air Conditioning HVAC Construction

26-11-00- Batteries Generators and Kinetic Power Transmission

26-13-00- Power Generation

83-10-19- Utilities- Energy Conservation

Last change date: September 7, 2017



Contract Summary

This contract covers a wide range of products, supplies and equipment necessary to ensure proper function of mechanical, plumbing and electrical systems of a building or facility. The contract has been divided into the following categories:

Category Number	Category Title
1	Electrical and Lighting Products and Supplies
2	LED Roadway and Outdoor Area Lighting
3	Plumbing and Heating Products and Supplies
4	HVAC and Refrigeration Products and Supplies
5	Roofing Products and Supplies
6	Lumber Products and Supplies
7	Envelope Systems, Products and Supplies
8	Concrete and Masonry Products and Supplies
9	Paint Products and Supplies
10	Environmentally Preferable Products

Benefits and Cost Savings

- Covers a broad array of products.
- Competitive discounts
- Opportunities to negotiate.
- · Wide selection of EPPs.
- Rolling Enrollment Category specifically for Environmentally Preferable Products that are new and innovative

Who Can Use This Contract?

Applicable Procurement Law: MGL c. 7, § 22; c. 30, § 51, § 52; 801 CMR 21.00; G.L. c. 30§ 39M

Eligible Entities:

- 1. Cities, towns, districts, counties and other political subdivisions
- 2. Executive, Legislative and Judicial Branches, including all Departments and elected offices therein:
- 3. Independent public authorities, commissions and quasi-public agencies
- 4. Local public libraries, public school districts and charter schools;
- 5. Public Hospitals, owned by the Commonwealth;
- 6. Public institutions of high education
- 7. Public purchasing cooperatives;
- 8. Non-profit, UFR-certified organizations that are doing business with the Commonwealth:
- 9. Other states and territories with no prior approval by the State Purchasing Agent required; and
- 10. Other entities when designated in writing by the State Purchasing Agent.



Pricing and Purchase Options

Purchase Options: Purchases made through this contract will be direct, outright purchases. There is no installation of products allowed under this contract.

Statewide and Regional Contractors

This contract includes both statewide and county based awards. Vendors are awarded based on Counties they opted to services during their bid submission. If a vendor is not responding to request for quotes for a county they are award, please inform the OSD Contract Manager.

Pricing and Buying Details

Referencing the Statewide Contract: In order to ensure that you receive all the benefits and savings associated with the statewide contract. Please **always reference the statewide contract** and the document number (FAC100) when opening an account or placing an order with a contract vendor.

Price structure: Contract pricing for products is based on a discount off a list price for each category. Contract discounts published under the contract represents "ceiling" or "not-to-exceed" pricing. It is therefore recommended that Eligible Entities obtain competitive quotes for their purchases.

Delivery is FOB Destination. Delivery for stock items is next day, and non-stock items, all efforts are to be made for the item(s) to be delivered within two (2) days.

Vendors are only allowed to sell items that fall within the scope their awarded categories. Items that are not within the scope of their awarded categories may not be purchased from the vendor.

No surcharges: No transportation, fuel, energy, insurance or any other surcharges will be allowed throughout the duration of the contract(s).

No pre-payments: Contractor must not request any form of pre-payments by the Eligible Entity before the commodity is received. For special projects implemented in phases, by mutual agreement of the Eligible Entity and the Contractor, invoices must be issued after each phase is completed to the Eligible Entity's satisfaction.

Lighting: Unless for a specialty lighting project, incandescent lightbulbs are not allowed to be purchases. Please reference the FAC100 Request for Response Specifications for additional information on lighting requirements.



Quotes

Although quotes are not required, it is recommended that when soliciting quotes, that you request the quote from all vendors within the county.

For example, if you have a large volume of the same product, or working on a large project, it would be beneficial to request a quote from all vendors in the same category in the same county.

Negotiation

All pricing on this contract is "ceiling" or "not-to-exceed" pricing. Eligible Entities have the right to negotiate pricing or other aspects of purchases within the scope of the contract, training, warranty and other provisions.

Invoicing/Cost Reconciliation

Vendors' invoices must be itemized to reflect contract pricing for each item.

Returned Goods Policy

The vendor's returned goods policy must allow for the return of unused products normally stocked by the vendor, within 90 days of delivery, free of charge including transportation back to the vendor's facility, in cases when:

- The wrong item was ordered
- Product that was not ordered was delivered
- Unopened product is being returned in the same condition as received for any reason
- Product performance, appearance or other attributes do not meet the Eligible Entity's requirements

Environmentally Preferable Products (EPP's)

Many EPP's are available through this contract that help reduce energy, conserve water, reduce toxic materials, or contain recycled content. Contact the vendors and ask for EPP options that meet third party certifications or standards. **For lighting, incandescent bulbs are prohibited**. In some cases, an incandescent bulb may be necessary, and a request must be made to and granted by the Contract Manager that includes justification that there are no environmentally preferable options available.

In order to encourage innovation in environmentally preferable products, Category 10: Environmentally Preferable Products will remain as rolling enrollment. This Category provides a means to enable manufacturers and suppliers of innovative energy efficient, less toxic, or otherwise environmentally preferable products and technologies to make those products available to the Commonwealth directly.



Third Party Certifications available on FAC100:

- Biodegradable Products Institute (compostable bags and food service ware)
- Consortium for Energy Efficiency (LED and fluorescent tube lamps)
- Cradle to Cradle (building materials, construction adhesives, paint)
- Design Lights Consortium (LED lighting equipment)
- ENERGY STAR (appliances, HVAC and lighting equipment, roofing materials, etc.)
- Forest Stewardship Council (wood and paper products)
- Green Seal (adhesives, cleaners, deodorizers, degreasers, floor polish/strippers, hand soaps, janitorial paper products, paints, windows)
- Master Painters Institute (MPI) Green Performance Standard (paints and coatings)
- NEMA Premium Efficiency (motors and ballasts)
- SCS Indoor Advantage Gold (adhesives, building materials, furniture, paints and coatings)
- SCS FloorScore (carpet, flooring, flooring adhesives, underlayment)
- UL GREENGUARD Gold (adhesives, flooring, insulation, sealants, etc.);
- UL EcoLogo (cleaners, deodorizers, degreasers, disinfectants/sanitizers, graffiti removers, hand soaps/sanitizers, floor polish/strippers, janitorial paper products)
- USDA Biobased (lubricants, building materials)
- US EPA Safer Choice (cleaners, hand soaps, deicers, dish/laundry detergents, furniture/metal polish, graffiti removers, etc.)
- US EPA WaterSense (water-efficient fixtures, toilets, irrigation equipment)

Summary of Where to Obtain Important Contract Information in COMMBUYS

This contract has been set up in a variety of catalog types to make it most advantageous to the end user.

There are PunchOut catalogs, Line Item Catalogs, Category based Solicitation enabled Master Blanket Purchase Orders, and RPA Release enabled Master Blanket Purchase Orders.

How to Place an Order

PunchOut Catalogs:

PunchOuts are COMMBUYS connections developed with specific sellers that allow buyers to 'PunchOut' to a seller's online shopping website to search for and choose the desired items. Once items are selected, the buyer transfers these items to COMMBUYS to start a release requisition. Use of PunchOut is covered in more detail in the Quick Reference Guide "Quick Reference Guide-PunchOut Order" or the Job Aid for "How to Purchase from a PunchOut" on Job Aids for Buyers.

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Below is a list of vendors that currently have a PunchOut:

- Bennett Noble dba A&A Albeco
- Ferguson Enterprises
- FW Webb Company
- Graybar
- Kaufman Company
- Metropolitan Pipe
- Republic Plumbing Supply
- Sonepar Distribution US Inc. dba NorthEast Electrical Distributors
- Standard Electric (Div. of USESI)

Master Blanket Purchase Order:

Each vendors assigned a unique Master Blanket Purchase Order (MBPO) contain price lists located in the attachments tab on each Master Blanket Purchase Order. The line items on these Master Blanket Purchase Orders are zero dollar line items for each category and/or a full detailed line item catalog. These catalogs have also been enabled for RPA Release. Orders should be placed using a release requisition. There are high level instructions below for purchasing, but more detailed information can be found in the Job Aid "How to Create a Release Requisition and Purchase Order".

Once a quote is obtained and/or a product and price is determined, the ordering process is as follows:

- Initiate a new requisition
- Search for an item (Use FAC100) in the description
- Select the vendor you will be placing an order with
- Select the appropriate catalog line
- Enter the total price
- Attach the vendor quote and/or a detailed order summary
- Submit for approval

Information for RPA Release instruction can be found on the Job Aid <u>"How to Create an RPA Release Requisition"</u>. This will allow for end users to enter in their purchases after the fact if purchases were made at vendor's locations.

Solicitation-Enabled Master Blanket Purchase Order:

There are Solicitation-Enabled Master Blanket Purchase Order (MBPO) for each category that will allow for user to request quotes on items. The line item on this MBPO is a zero dollar line item and orders should be placed through them using a solicitation enabled release requisition.



There are high level instructions below for requesting quotes, but more detailed information can be found in the Job Aid "How to Create a Solicitation Enabled Bid using a Release Requisition".

- 1. Start with a New Requisition make sure to check off the Solicitation Enabled check box.
- 2. Within the requisition, Click on the Items tab, click 'Search Items'; then click the plus sign next to Advanced Search to do an advanced search. Use FAC100 in the Description field; or enter the MBPO number in the Contract / PO# field.
- 3. Once item is added to the requisition, COMMBUYS will bring you to the Items tab and have an error message saying that the line item needs to have a value greater than 0. Click on Enter Info under the Catalog Price/ Unit Cost and enter in the estimated cost. This can be hidden from the bid before sending it to the vendors.
- 4. Next click on the Distributor tab and select the vendors you want to solicit quotes from.
- Attach your requested item description and any other pertinent documents (specifications, quantities, product descriptions etc.) in the Attachment tab, making sure to check the box that says Show to Vendor.
- 6. Review the Summary Tab, and then Submit for Approval.
- 7. Once Approved, the Requisition will turn into a bid ready for purchasing, once it is in this status, you will need to click Convert to Bid.
- 8. Once it is converted to a bid, you will go through the tabs and enter in the required information. On the Items tab you can delete the cost that was previously entered on the requisition so no estimated cost shows to the vendor, or if you leave the previously entered cost this will show to the vendor as an estimated cost.
- 9. Once everything is reviewed, it is then submitted for approval and sent to the vendors.
- 10. After quotes are received and evaluations are completed, awards and orders should be placed through COMMBUYS off of the Bid.

Direct Order with PunchOut Vendor using the Solicitation-Enabled Master Blanket Purchase Order:

While vendors have PunchOut catalogs and there are category based solicitation-enabled MBPOs, there may be a time when you have to get a quote quickly on an emergency basis and then put it in COMMBUYS. In this situation, when the vendor has a PunchOut Catalog and cannot pull a quote number through the PunchOut, the solicitation-enabled MBPO should be used to do a direct release purchase order. The following steps will help you in completing this.

Once a quote is obtained and/or a product and price is determined, the ordering process is as follows:

- Initiate a new requisition
- Fill in the general tab, buyers should make sure they **do NOT** select the "Solicitation Enabled" check box



- Search for an item using the PO description i.e. FAC100 Building Maintenance Repair and Operations Category 1
- On the item tab, select the vendor sub-tab, and select the "Select Vendor" button
- Select the vendor you will be placing an order with
- Attach the vendor quote and/or a detailed order summary
- Submit for approval

Where to find complete FAC100 contract information on COMMBUYS:

If full statewide contracts details are required please refer to FAC100 files listed under the FAC100 Reference Master Blanket Purchase Order (PO-17-1080-OSD03-SRC3-10267). This MBPO provides the entire detailed information as it relates to the statewide contract RFR, award information and specifications.

Contract/Blanket #	Description	Vendor Name
PO-17-1080-OSD03-SRC02-10226	FAC100 – Building Maintenance Repair and Operations	AirMotion Sciences, Inc
PO-17-1080-OSD03-SRC02-10423	FAC100 – Building Maintenance Repair and Operations	Betts Plumbing & Heating Supply Inc
PO-17-1080-OSD03-SRC3-10303	FAC100 – Building Maintenance Repair and Operations	Carr Hardware and Supply
PO-17-1080-OSD03-SRC02-10238	FAC100 – Building Maintenance Repair and Operations	Design-Build Solutions, Inc
PO-17-1080-OSD03-SRC02-10231	FAC100 – Building Maintenance Repair and Operations	F.W. Webb Company
PO-17-1080-OSD03-SRC02-10232	FAC100 – Building Maintenance Repair and Operations	Ferguson Enterprises, Inc.
PO-17-1080-OSD03-SRC02-10229	FAC100 – Building Maintenance Repair and Operations	Frank P. McCartin Co., Inc
PO-17-1080-OSD03-SRC02-10235	FAC100 – Building Maintenance Repair and Operations	Fred Davis Corporation
PO-17-1080-OSD03-SRC02-10233	FAC100 – Building Maintenance Repair and Operations	Jackson Lumber & Millwork
PO-17-1080-OSD03-SRC02-10221	FAC100 – Building Maintenance Repair and Operations	Johnstone Supply (Waltham/Lowell/Worcester) (WSI Manufacturing)
PO-17-1080-OSD03-SRC02-10228	FAC100 – Building Maintenance Repair and Operations	Johnstone Supply- The Woburn Group (AC& R Supply)
PO-17-1080-OSD03-SRC02-10224	FAC100 – Building Maintenance Repair and Operations	Kamco Supply Corp of Boston



PO-17-1080-OSD03-SRC02-10236	FAC100 – Building Maintenance Repair and Operations	Plumbers' Supply Company
PO-18-1080-OSD03-SRC02-11610	FAC100 – Building Maintenance Repair and Operations	Republic Plumbing Supply
PO-17-1080-OSD03-SRC02-10230	FAC100 – Building Maintenance Repair and Operations	Richmond Hardware & Paint
PO-17-1080-OSD03-SRC02-10222	FAC100 – Building Maintenance Repair and Operations	Standard Electric (Div of USESI)
PO-17-1080-OSD03-SRC02-10227	FAC100 – Building Maintenance Repair and Operations	Wilmot's Dec. Center
PO-17-1080-OSD03-SRC02-10234	FAC100 – Building Maintenance Repair and Operations	Metropolitan Pipe and Supply
PO-17-1080-OSD03-SRC3-10248	FAC100 – Building Maintenance Repair and Operations	A&A Albeco (Bennett Noble)
PO-17-1080-OSD03-SRC3-10249	FAC100 – Building Maintenance Repair and Operations	Graybar Electric Company Inc
PO-17-1080-OSD03-SRC3-10251	FAC100 – Building Maintenance Repair and Operations	Kaufman Company
PO-17-1080-OSD03-SRC3-10252	FAC100 – Building Maintenance Repair and Operations	Sonepar Distribution US Inc. dba NorthEast Electrical Distributors
PO-17-1080-OSD03-SRC3-10253	FAC100 – Building Maintenance Repair and Operations	DOT Fleet Parts
PO-17-1080-OSD03-SRC3-10254	FAC100 – Building Maintenance Repair and Operations	Hampden/Zimmerman Electric Supply (Div of USESI)
PO-17-1080-OSD03-SRC3-10256	FAC100 – Building Maintenance Repair and Operations	Norfolk Hardware, Inc
PO-17-1080-OSD03-SRC3-10257	FAC100 – Building Maintenance Repair and Operations	Premier Supply Group
PO-17-1080-OSD03-SRC3-10258	FAC100 – Building Maintenance Repair and Operations Category 1	Conversion Vendor
PO-17-1080-OSD03-SRC3-10259	FAC100 – Building Maintenance Repair and Operations Category 2	Conversion Vendor
PO-17-1080-OSD03-SRC3-10260	FAC100 – Building Maintenance Repair and Operations Category 3	Conversion Vendor
PO-17-1080-OSD03-SRC3-10261	FAC100 – Building Maintenance Repair and Operations Category 4	Conversion Vendor
PO-17-1080-OSD03-SRC3-10262	FAC100 – Building Maintenance Repair and Operations Category 5	Conversion Vendor
PO-17-1080-OSD03-SRC3-10263	FAC100 – Building Maintenance Repair and Operations Category 6	Conversion Vendor



PO-17-1080-OSD03-SRC3-10264	FAC100 – Building Maintenance Repair and Operations Category 7	Conversion Vendor
PO-17-1080-OSD03-SRC3-10265	FAC100 – Building Maintenance Repair and Operations Category 8	Conversion Vendor
PO-17-1080-OSD03-SRC3-10266	FAC100 – Building Maintenance Repair and Operations Category 9	Conversion Vendor
PO-17-1080-OSD03-SRC3-10267	FAC100 – Building Maintenance Repair and Operations Contract Information	Conversion Vendor



Vendor List and Contact Information

Vendor	Contact	Phone Number	Email
A&A Albeco (Bennett Noble)	Ted Morang	978-851-3226	ted@4albeco.com
AirMotion Sciences, Inc	Peter Caruso	508-653-3500	peter@airmotionsciences.com
Betts Plumbing & Heating Supply Inc.	Kimberley Betts	413-568-3308	kimb@bettsplumbing.com
Carr Hardware and Supply	Bart Raser	413-443-5611	bart@carrhardware.com
DOT Fleet Parts	Jack Bellan	978-455-9082	jackbellan@hotmail.com
Design-Build Solutions, Inc	Steve Rojek	216-641-7500	srojek@garlandind.com
F.W. Webb Company	Dean Plouffe	781-272-6600	dean@fwwebb.com
Ferguson Enterprises, Inc.	Tom Pagliarulo	781-592-1200	tom.pagliarulo@ferguson.com
Frank P. McCartin Co., Inc	David McCartin	978-423-2100	davem@goindustrialsupplies.com
Fred Davis Corporation	Lisa Legendre	508-359-3610	lisa@freddaviscorp.com
Graybar Electric Company Inc	Michael Teahan	617-721-4041	Michael.Teahan@graybar.com
Hampden/Zimmerman Electric Supply (Div of USESI)	Rich Morini	413-730-6717	rmorini@hzelectric.com
Jackson Lumber & Millwork	Tom Zappala	978-689-1056	TZappala@JacksonLumber.com
Johnstone Supply (Waltham/Lowell/Worcester) (WSI Manufacturing)	Susan Cimorelli	781-314-0006	susan.cimorelli@johnstonehvac.com
Johnstone Supply- The Woburn Group (AC& R Supply)	Kimberly Giddinge	781-914-3069	Kimberly.giddinge@johnstonesupply.com
Kamco Supply Corp of Boston	Jeff Scaia	781-897-7230	jeffscaia@kamcoboston.com
Kaufman Company	Louis Kaufman	781-255-1000	louisk@kaufmanco.com
Metropolitan Pipe and Supply	Jim O'Brien	617-492-6400 ext 249	obrjim@metpipe.com
Norfolk Hardware, Inc	Michael Ecola/	617-313-5050	mecola@thenorfolkcompanies.com
	Julie Blake	603-577-5450 x. 1309	jblake@thenorfolkcompanies.com
Northeast Electrical Distributors	Edward Slowe	781-401-8511	ed.slowe@needco.com
Plumbers' Supply Company	Brian Jones	508-985-4966	bjones@plumberssupplyco.com
Premier Supply Group	Steve Campbell	413-782-5262	scampbell@psgne.com
Republic Plumbing Supply	Tom Summer	781-278-1694	TSummers@republicsupplyco.com
Richmond Hardware & Paint	Rob Seery	781-843-0066	Rob.Seery@verizon.net
Standard Electric (Div of USESI)	William Smith	978-988-3193	wsmith@standardelectric.com
Wilmot's Dec. Center	Kevin Mach	508-947-3370	kevin.wilmotdec@verizon.net



Vendor Approved Categories and Counties

Vendor	Electrical and Lighting Products and Supplies	2. LED Roadway and Outdoor Area Lighting	Plumbing and Heating Products and Supplies	4. HVAC and Refrigeration Products and Supplies	5. Roofing Products and Supplies	6. Lumber Products and Supplies	7. Envelope Systems, Products and Supplies	8. Concrete and Masonry Products and Supplies	9. Paint Products and Supplies	10. EPP Category	Barnstable County	Berkshire County	Bristol County	Dukes County	Essex County	Franklin County	Hampden County	Hampshire County	Middlesex County	Nantucket County	Norfolk County	Plymouth County	Suffolk County	Worcester County
A&A Albeco (Bennett Noble)	Х							Х	Х		X	X	Х	Х	X	X	Х	X	X	X	X	Х	Х	X
AirMotion Sciences, Inc										Х	Х	Х	Х	х	Х	Х	х	х	Х	Х	Х	Х	Х	X
Betts Plumbing & Heating Supply Inc.			Х														Х							
Carr Hardware and Supply	Х				Х			Х	X			X				X	Х	X						
D.O.T. Fleetparts					X	Х	X	X	X		X	X	X	X	X	X	Х	X	X	х	х	X	X	X
Design-Build Solutions, Inc					X						X	X	X	X	X	X	Х	X	X	х	х	X	X	X
F.W. Webb Company			Х	Х							Х	Х	Х	Х	Х	Х	Х	X	Х	х	х	Х	Х	X
Ferguson Enterprises, Inc.			Х								х	Х	Х	х	х	х	х	х	х	х	х	х	х	х
Frank P. McCartin Co., Inc	Х		Х	Х							X	Х	Х	Х	Х	Х	Х	Х	Х	Х	Х	Х	Х	X
Fred Davis Corporation		Х									х	х	х	х	х	х	х	х	х	х	х	х	х	Х
Graybar Electric Company Inc	Х	Х									Х	Х	Х	Х	Х	Х	х	X	Х	х	х	Х	Х	X
Hampden/Zimmerman Electric Supply (Div of USESI)	Х	х										X				X	X	X						X



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Jackson Lumber & Millwork					х	Х									Х				Х		Х		Х	X
Johnstone Supply (Waltham/Lowell/Worcester) (WSI Manufacturing)				х							х	X	Х	X	Х	X	X	X	х	х	х	X	Х	х
Johnstone Supply- The Woburn Group (AC& R Supply)				Х							X	X	X		X	X	х	X	X		X	X	х	X
Kamco Supply Corp of Boston						Х	х				Х		Х	х	Х		х	X	х	х	х	Х	Х	X
Kaufman Company									х		Х	X	Х	Х	Х	X	Х	X	х	х	х	X	Х	X
Metropolitan Pipe and Supply			Х	Х							х	X	Х	X	Х	X	Х	X	х	х	х	X	Х	Х
Norfolk Hardware, Inc	Х					Х			Х		Х		Х		Х				Х		Х	Х	Х	X
Northeast Electrical Distributors	Х	х									х	Х	х	х	х	х	х	х	х	х	х	Х	Х	X
Plumbers' Supply Company			Х	Х							х	Х	Х	Х	Х	Х	Х	X	х	х	х	Х	Х	X
Premier Supply Group			х									Х				х	х	х						X
Republic Plumbing Supply			Х	Х							Х	Х	Х	Х	Х	Х	Х	Х	Х		Х	Х	Х	X
Richmond Hardware & Paint	Х				Х	х	Х	Х	х				х						х		х	Х	Х	
Standard Electric (Div of USESI)	Х	Х									х	Х	Х	Х	Х	X	Х	X	х	х	х	Х	Х	Х



Vendor	Electrical and Lighting Products and Supplies	2. LED Roadway and Outdoor Area Lighting	3. Plumbing and Heating Products and Supplies	4. HVAC and Refrigeration Products and Supplies	5. Roofing Products and Supplies	6. Lumber Products and Supplies	7. Envelope Systems, Products and Supplies	8. Concrete and Masonry Products and Supplies	9. Paint Products and Supplies	10. EPP Category	Barnstable County	Berkshire County	Bristol County	Dukes County	Essex County	Franklin County	Hampden County	Hampshire County	Middlesex County	Nantucket County	Norfolk County	Plymouth County	Suffolk County	Worcester County
Wilmot's Decorating Center									X		X		X	X	X	X			X		X	X	X	Х

Prompt Payment Discounts:

Company Name	PPD10	PPD15	PPD20	PPD30
A&A Albeco	1%	0.5%		
AirMotion Sciences, Inc	2%	1%	1%	
Betts Plumbing & Heating Supply Inc.	2%	1.75%	1.5%	1%
Carr Hardware and Supply	1%			
D.O.T. Fleetparts	1%	1%	1%	1%
Design-Build Solutions, Inc	1.5%			
F.W. Webb Company	2%			
Ferguson Enterprises, Inc.	2%	1.5%	1%	
Frank P. McCartin Co., Inc	3%	2%		
Fred Davis Corporation	1%			



Company Name	PPD10	PPD15	PPD20	PPD30
Graybar Electric Company Inc	1%			
Hampden/Zimmerman Electric Supply (Div of USESI)	2%			
Jackson Lumber & Millwork				2%
Johnstone Supply (Waltham/Lowell/Worcester) (WSI Manufacturing)	2%	1%	0.5%	
Johnstone Supply- The Woburn Group (AC&R Supply)	2%	1.5%	1%	
Kamco Supply Corp of Boston	2%	1%	1%	
Kaufman Company	1%			
Metropolitan Pipe and Supply	3%	2.5%	2%	1%
Norfolk Hardware, Inc	2%	1.75%	1.5%	1%
Northeast Electrical Distributors	2%			
Plumbers' Supply Company	2%	2%	2%	2%
Premier Supply Group	2%			
Republic Plumbing Supply	2%	1.5%	1%	0.5%
Richmond Hardware & Paint		1%		
Standard Electric (Div of USESI)	2%			
Wilmot's Dec. Center	2%			