

Contract MED47: Pharmaceutical Prime Vendor

UPDATED: 9/1/17

Contract #:	MED47
MMARS MA #:	MED47*
Initial Contract Term:	7/1/19 - 6/30/21
Maximum End Date:	Two (2) one year extensions to 2023
Current Contract Term:	7//1/19 - 6/30/21
Contract Manager:	Peter Etzel 617-720-3397 peter.etzel@state.ma.us
This Contract Contains:	
UNSPSC Codes:	23-15-18 Pharmaceutical industry machinery and equipment and supplies, 51-21-00 Miscellaneous drug categories

*The asterisk is required when referencing the contract in the Massachusetts Management Accounting Reporting System (MMARS).

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Contract Summary

This is a Statewide Contract for the Pharmaceutical Prime Vendor. This contract covers all prescription and OTC (over the counter) pharmaceuticals, related pharmaceutical supply items and equipment sold by Cardinal Health, the sole (Prime) vendor drug wholesaler, for use in all healthcare settings with a DEA certificate and pharmacy license. Healthcare settings without a pharmacy license may set up an OTC only account with Cardinal Health.

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Benefits and Cost Savings

Statewide contracts are an easy way to obtain benefits for your organization by leveraging the Commonwealth's buying power, solicitation process, contracting expertise, vendor management and oversight, and the availability of environmentally preferable products. Prices are competitive including access to Cardinal's private label products

Find Bid/Contract Documents

- To find all contract-specific documents, including the Contract User Guide, RFR, specifications, price sheets and other attachments, visit COMMBUYS.com and search for MED47 to find related Master Blanket Purchase Order (MBPO) information.
- To link directly to the MBPO's for MED47 visit [PO-16-1080-OSD03-SRC3-00000006432](#) PunchOut or [PO-16-1080-OSD03-OSD03-00000006793](#) RPA enabled.
- To find vendor-specific documents, including price sheets, see links to individual vendor MBPOs on the [Vendor Information](#) page.

Who Can Use This Contract

Applicable Procurement Law

Executive Branch Goods and Services: MGL c. 7, § 22; c. 30, § 51, § 52; 801 CMR 21.00;

Eligible Entities

Please see the standard list of Eligible Entities on our [Who Can Use Statewide Contracts](#) webpage.

Subcontractors

The awarded vendor's use of subcontractors is subject to the provisions of the Commonwealth's Terms and Conditions and Standard Contract Form, as well as other applicable terms of this Statewide Contract.

Pricing, Quote and Purchase Options

Purchase Options

The purchase options identified below are the only acceptable options that may be used on this contract:

- Purchases made through this contract will be direct, outright purchases
- **For information on obtaining Naloxone (Narcan®) please see [Appendix A](#):**

Pricing Options

- **For information on obtaining Naloxone (Narcan®) please see [Appendix A](#):**

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- The exact purchase price of a drug is found through the COMMBUYS punch-out PO [PO-16-1080-OSD03-SRC3-0000006432](#) or for buyers with a Cardinal Order Express account in Cardinal Health’s electronic catalog. For most products, the purchase price is Cardinal’s acquisition cost minus a percentage based on payment timing, as shown in the following table:

Commonwealth of Massachusetts Volume Grid							
Total Monthly Purchases*		COGs at Pay Term+					
From	To	7 Days From Statement	10 Days From Invoice	15 Days From Invoice	20 Days From Invoice	30 Days From Invoice	45 Days From Invoice
\$0	- \$1,599,999	-5.03%	-5.03%	-4.95%	-4.85%	-4.60%	-4.22%
\$1,600,000	- \$1,999,999	-5.08%	-5.08%	-5.00%	-4.90%	-4.65%	-4.27%
\$2,000,000	- \$2,399,999	-5.13%	-5.13%	-5.05%	-4.95%	-4.70%	-4.32%
\$2,400,000	- \$2,799,999	-5.18%	-5.18%	-5.10%	-5.00%	-4.75%	-4.37%
\$2,800,000	- \$3,199,999	-5.23%	-5.23%	-5.15%	-5.05%	-4.80%	-4.42%
\$3,200,000	- \$3,599,999	-5.25%	-5.25%	-5.17%	-5.07%	-4.82%	-4.44%
\$3,600,000	- \$3,999,999	-5.27%	-5.27%	-5.19%	-5.09%	-4.84%	-4.46%
\$4,000,000	- \$4,399,999	-5.29%	-5.29%	-5.21%	-5.11%	-4.86%	-4.48%
\$4,400,000	- \$4,799,999	-5.31%	-5.31%	-5.23%	-5.13%	-4.88%	-4.50%
\$4,800,000	- Above	-5.33%	-5.33%	-5.25%	-5.15%	-4.90%	-4.52%

*Total Monthly Purchases are quantified by aggregating all purchase volume within a given month from all facilities.

+Drugs used to treat Hepatitis-C (including but not limited to Harvoni, Sovaldi, Olysio, Viekira Pak, Daklinza, Technivie, etc.) will not receive the full COGs discount but will instead be priced at a discount of -2.50%.

- The State Office of Pharmacy Services (SOPS) Tewksbury Pharmacy Distribution Center (PDC), the primary purchaser of pharmaceuticals, has committed to the 7 Days from Statement payment term. If no acquisition price is established, then the item’s acquisition price will never exceed the drug’s manufacturer published Wholesale Acquisition Cost (WAC), an industry standard price to a wholesaler.
- When a purchaser requests that Cardinal order a product it does not carry or list on its online catalog to be dropped shipped directly from a manufacturer to the purchaser, Cardinal’s percentage will be zero percent (0%) in determining the Net Price. This means the purchaser would pay Cardinal the same price the manufacturer charged Cardinal.

Product/Service Pricing and Finding Vendor Price Files

Product pricing may be found through the COMMBUYS punch-out PO [PO-16-1080-OSD03-SRC3-0000006432](#) or for buyers with a Cardinal Order Express account in Cardinal Health’s electronic catalog.

Setting Up a COMMBUYS Account

COMMBUYS is the Commonwealth’s electronic Market Center supporting online commerce between government purchasers and businesses. If you do not have one already, contact the COMMBUYS Help Desk to set up a COMMBUYS buyer account for your organization: (888)-627-8283 or COMMBUYS@state.ma.us.

Per 801 CMR 21.00, Executive Branch Departments must use established statewide contracts for the purchase of commodities and services. Specifically, Executive Departments are required to use OSD’s statewide contracts, including

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designated statewide contracts, if available, for their specific commodity and service needs. Exceptions will only be permitted with prior written approval from the Assistant Secretary for Operational Services, or designee.

When contacting a vendor on statewide contract, always reference MED47 to receive contract pricing.

Quick Search in COMMBUYS

Log into COMMBUYS, and use the Search box on the COMMBUYS header bar to locate items described on the MBPO or within the vendor catalog line items. Select Contract/Blanket or Catalog from the drop-down menu.


How To Purchase From The Contract

An account must be established with Cardinal Health prior to placing orders. In order to purchase prescription products, a purchaser must have a licensed pharmacy and DEA certificate and the address of that license is where they must be delivered. Some facilities obtain prescription products from the State Office for Pharmacy Services (SOPS). Healthcare settings without a pharmacy license may set up an OTC only account with Cardinal Health.

- **Select items from a PunchOut catalog and purchase through COMMBUYS**

Use of the Cardinal COMMBUYS PunchOut PO requires a previously set up Cardinal Order Express account.

Cardinal will not fill backorders unless specifically requested by a purchaser.

PunchOut catalogs offer the convenience of selecting Statewide Contract products from a vendor's e-commerce website. The PunchOut or Government to Business (G2B) catalogs are available via COMMBUYS only (login to COMMBUYS and select the settings option in the upper right hand corner [] and choose the G2B PunchOut option). Once a vendor is selected in COMMBUYS, you are taken to the vendor's e-commerce site. After shopping is complete on the vendor's e-commerce site, selected items are pulled back into COMMBUYS, summarized on a COMMBUYS release Requisition, and are ready to submit for approval. Once approved, it is released to the vendor for processing and fulfillment.

For a description of how to complete this purchase in COMMBUYS, visit the [Job Aids for Buyers](#) webpage and select either:

- The *Quick Reference Guide (QRG)* section and choose the *QRG – Buyer PunchOut Ordering* job aid
- The *COMMBUYS Purchase Orders* section and choose the *How to Purchase from a G2B PunchOut* job aid.

- **Solicit quotes and select and purchase quoted item in COMMBUYS Pharmaceutical Equipment not in PunchOut**

This COMMBUYS functionality provides a mechanism to easily obtain quotes, as specified by the Contract. The buyer would create a Release Requisition, and then convert it to a Bid. After approval by the buyer approving officer, the bid is then sent to selected vendors to request quotes.

For a description of how to complete this purchase in COMMBUYS, visit the [Job Aids for Buyers](#) webpage, and select:

- The *COMMBUYS Purchase Orders* section, and choose the *How to Create a Solicitation Enabled Bid Using a*

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Release Requisition job aid or one of the quick reference guides.

- **Directly purchase a non-fixed price item (\$0 line item) through COMMBUYS Pharmaceutical Equipment not in PunchOut**

Use line item #2 “For the purchase of pharmaceutical industry machinery, equipment and related supplies.” of [PO-16-1080-OSD03-OSD03-00000006793](#)

- **Document items in COMMBUYS that have already been purchased CPS System users SOPS & Shattuck Hospital**
This type of contract allows buyers to document a contract purchase in COMMBUYS that already has taken place through a Request for Payment Authorization (RPA) Release Requisition. It also allows MMARS users to easily keep track of spend. NOTE: MMARS and COMMBUYS do not interface –payment request and invoice should be reported in both MMARS and COMMBUYS separately.

For a description of how to complete this purchase in COMMBUYS, visit the [Job Aids for Buyers](#) webpage, and select:

- The COMMBUYS Requisitions section, and choose the *How to Create an RPA Release Requisition* job aid.

A few hints to supplement that guide follow:

1. When you reach the “Items” tab Search enter the Item Description “pharmaceutical”, Vendor Name, “Cardinal Health” and click the Find It button.
2. Select line #1 for pharmaceutical purchases and/or Line #2 for purchases of pharmaceutical industry machinery, equipment and related supplies. – Enter the total cost of order(s) at least monthly.
3. For the zero dollar line item, fill in the total dollars.
4. Enter the Invoice Number for each Item
5. Attach scans of all records of placing the order (could be an unofficial email quote), receipt of goods or services and final invoice in the “Attachments section.”
6. The final invoice amount should match the Release Requisition total.
7. When selecting the vendor, please select the “print option”
8. Only enter one invoice per Release Requisition.
9. The final invoice amount should match the Release Requisition total.

Obtaining Quotes Pharmaceutical Equipment not in PunchOut

Contract users should always reference MED47 when contacting vendors to ensure they are receiving contract pricing. Quotes, not including construction services, should be awarded based on best value. Pharmaceutical Equipment not in the PunchOut can be ordered using line item #2 “For the purchase of pharmaceutical industry machinery, equipment and related supplies.” of [PO-16-1080-OSD03-OSD03-00000006793](#)

For a full description of how to complete a quote in COMMBUYS visit the [Job Aids for Buyers](#) webpage, and select:

- The *COMMBUYS Purchase Orders* section, and choose the *How to Create a Solicitation Enabled Bid Using a Release Requisition* job aid.

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Additional Services

Help with inventory management: when requested, Cardinal loans hand held electronic inventory units, from which Cardinal can value and print the inventory.

Instructions for MMARS Users

MMARS users must reference the MA number in the proper field in MMARS when placing orders with any contractor.

Emergency Services

Many statewide contracts are required to provide products or services in cases of statewide emergencies. [ML - 801 CMR 21](#) defines emergency for procurement purposes. Visit the [Emergency Contact Information for Statewide Contracts](#) list for emergency services related to this contract, or use the following list.

<i>Staff - Cardinal Health Peabody</i>	Name	Desk#	Cell#
Operations Supervisor	Justin Cool	978-532-6900 X 440	
Operations Supervisor	Michael Curley	978-532-8259	978-430-6220
Compliance Supervisor	John Kibbey	978-977-2391	781-913-3869
Operations Supervisor	Terri Niles	978-977-2303	617-438-1345
Day Operations Manager	Will Quinones	978-532-8210	617-721-9041
Transportation Supervisor	Johnny Say	978-977-2386	857-204-3828
Operations Manager	David Baker	978-532-6900 X 407	781-526-1917
Operations Supervisor	Eberth Cabrera	978-977-2356	978-873-7700
Operations Supervisor	Bob Zarrella	978-532-8213	617-952-9542
Operations Supervisor	Erin Burke	978-532-8251	617-943-4147

Shipping/Delivery>Returns

All deliveries containing prescription drugs must be made directly to the Pharmacy. No Delivery Fuel or other Surcharges will be assessed to the Commonwealth.

SOPS PDC - The SOPS Pharmacy Distribution Center (PDC) at Tewksbury has specific delivery requirements that are different from other locations purchasing from the Contract. The PDC will receive same day delivery of orders placed by

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11AM with delivery made before 2 PM the same day. The PDC will receive next day delivery between 7 and 8 AM for orders placed before 8 PM the previous day. All deliveries will be Monday through Friday at the PDC with the exception of major holidays when Cardinal is closed.

Other Sites - Cardinal will provide next day delivery Monday through Friday for orders placed before 8 PM with the exception of major holidays when Cardinal is closed, in which case delivery will be made on the next business day. Deliveries will be made before 10 AM.

Drop Ship - When a purchaser orders a product that Cardinal routinely carries or is Cardinal's online catalog and Cardinal has it dropped shipped directly from the manufacturer to the purchaser, Cardinal will use the standard price % for the purchaser. The purchaser must give permission for routine drop ships.

When a purchaser requests that Cardinal order a product it does not carry or list on its online catalog to be dropped shipped directly from a manufacturer to the purchaser, Cardinal's percentage will be zero percent (0%) in determining the Net Price. This means the purchaser would pay Cardinal the same price the manufacturer charged Cardinal.

Drop Ship for DPH TB Control Program - Cardinal will provide Department of Public Health's TB Control Program with drop ships to their TB clinics and depots when requested.

Emergency Delivery - Cardinal will provide emergency delivery. Cardinal may add the actual cost of the delivery service to the Net Price providing Cardinal notified the purchaser prior to shipping the order.

Minimum Order Free Delivery - For any order of \$250 or more Delivery is free. The purchaser has the option of approving a delivery charge of up to \$50 for orders under \$250.

Returns - Items ordered or shipped in error in original packaging and in saleable condition may be returned for full credit if Cardinal is notified within 7 calendar days of the delivery date. No shipping costs or restocking charges will be assessed to the Commonwealth and pickup will be within 3 calendar days of the request. The State Board of Pharmacy Services may establish additional agreements for return of saleable drugs.

Additional Information/FAQs

Frequently Purchased Items on the Contract

Products frequently purchased through this contract include all prescription and nonprescription pharmaceuticals.

Geographical Service Area

Cardinal Health will be able to provide the requested service(s) throughout the Commonwealth.

Product Specifications, including Environmental Standards and Requirements

- All items sold under this contract will be compliant with all applicable Federal laws and regulations such as FDA 21 CFR at time of sale; and all applicable Commonwealth of Massachusetts Laws and Regulations; and when applicable meet City of Boston Fire Code standards.

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- Cardinal will not deliver pharmaceuticals with an expiration date of less than six (6) months without permission of the chief pharmacist or designee at a purchaser.
- Cardinal will primarily ship orders in sealable plastic totes that will be picked up by Cardinal and reused for future deliveries.
- Cardinal will provide adhesive shelf barcode labels that have the SKU and description of the drug with each order, or when requested by Purchasing Entities.

Warranties

Manufacturer warranties will apply.

Other Discounts

- **Prompt Pay Discounts:** A discount given to the buyer if paid within a certain time period. These discounts may be found in the [Vendor List and Information](#) section below. All discounts offered will be taken in cases where the payment issue date is within the specified number of days listed by vendor and in accordance with the Commonwealth's Bill Paying Policy. Payment days will be measured from the date goods are received and accepted / performance was completed OR the date an invoice is received by the Commonwealth, whichever is later to the date the payment is issued as an EFT (preferred method) or mailed by the State Treasurer. The date of payment "issue" is the date a payment is considered "paid" not the date a payment is "received" by a Contractor.

If the Needed Product Can Not be Found

If a product cannot be found in the vendor's PunchOut, it is recommended to contact the vendor directly to inquire if it is available for purchase on this contract. If the product meets the scope of the product category, the vendor may be able to add it to their product offerings. Addition of any product within the scope of the contract does not need prior OSD approval.

If the product is not listed in the scope of the product category, a buyer may contact the Strategic Sourcing Lead to inquire whether the product may be purchased.



Contract User Guide for MED47

Strategic Sourcing Team Members

- Michael Donovan Shattuck Hospital
- Alkiviadis Nacopoulos State Office of Pharmacy Services
- David Pularo-Spazioso State Office of Pharmacy Services
- Donald Rogers State Office of Pharmacy Services

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Vendor List and Information*

Vendor	Master Blanket Purchase Order #	COMMBUYS Catalog PunchOut	MMARS Vendor Line & Code	Contact Person	Phone #	Email	Discounts PPD	MBE, WBE, Vet
Cardinal Health 110 LLC	PO-16-1080-OSD03-SRC3-00000006432	Yes	1- VC0000254802	Customer Service	800-926-3161	government-pharma@cardinalhealth.com	See volume & pay term chart in Pricing, Quotes and Purchase Options	N/A
Cardinal Health 110 LLC	PO-16-1080-OSD03-OSD03-00000006793	No RPA enabled.	1- VC0000254802	Customer Service	800-926-3161	government-pharma@cardinalhealth.com	See volume & pay term chart in Pricing, Quotes and Purchase Options	N/A
Cardinal Health 110 LLC	New Account Set up			Dan Hartle	217-971-4458	dan.hartl@cardinalhealth.com		

*Note that COMMBUYS is the official system of record for vendor contact information.

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Appendix A: Obtaining Naloxone

Step 1: Apply for Approval to Administer Naloxone

- All municipal organizations must file the [Application for Massachusetts Controlled Substances Registration \(MCSR\) form](#) in advance of naloxone purchasing. Obtain the form at mass.gov/dph > Bureaus & Programs > Health Care Safety & Quality > Drug Control > MCSR > Application > [Naloxone](#).
- Mail the completed form to the Drug Control Program at the Department of Public Health at 99 Chauncy Street, Boston, MA 02111.

Step 2: Purchasing

Purchase through the [State Office of Pharmacy Services](#) (SOPS), which accepts naloxone purchasing requests and payments, and forwards shipments to the location designated by the purchasing organization.

- Email purchasing requests to Edward.Cavallari@state.ma.us and copy Scott.Brody@state.ma.us. Include a copy of the approved MCSR form
- Other SOPS information sources are: Elizabeth.Landers@state.ma.us and Donald.P.Rogers@state.ma.us.

Are you a first responder agency, such as a police or fire department? **For a limited time**, achieve greater cost savings as a first responder agency through the Municipal Naloxone Bulk Purchasing program via SOPS.