



# VEH95 Contract User Guide

## VEH95: Sodium Chloride (Road Salt)

UPDATED: 12/7/2017

<b>Contract #:</b>	VEH95
<b>MMARS MA #:</b>	VEH95*
<b>Initial Contract Term:</b>	10/1/2014 – 8/31/2015
<b>Maximum End Date:</b>	Four 1 year extension to 8/31/2019
<b>Current Contract Term:</b>	9/1/2017 – 8/31/2018
<b>Contract Manager:</b>	Stephen Lyons, 617-720-3373, <a href="mailto:steve.lyons@state.ma.us">steve.lyons@state.ma.us</a>
<b>This Contract Contains:</b>	Supplier Diversity Program, Prompt Pay Discounts, Early Order Discounts
<b>UNSPSC Codes:</b>	46-16-15-06
<b>Notes:</b>	<i>Non-Executive Agency customers are required to sign a Memorandum of Understanding (MOU) and Estimated Usage Form each year.</i>

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

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**UPDATE NOVEMBER 17<sup>TH</sup>, 2017**

**VEH95 Prices have changed as of Friday, November 17<sup>th</sup>, 2017.  
All DOT Areas have either a new price-per-ton or a new Prompt Pay Discount (PPD).  
These new prices are not retroactive to past or outstanding orders.  
For any questions contact the Contract Manager Stephen Lyons.**

**New prices/PPDs are viewable in [Appendix A: Awarded Pricing](#).**



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## Contract Summary

This contract is for the supply and delivery of **Sodium Chloride (Road Salt)** to Commonwealth Departments, Cities, Towns, Co-Ops, and other Eligible Entities. The intended use of the Sodium Chloride is as a deicer/anti-icer. In order to participate in this contract all Eligible Entities are required to complete an annual Memorandum of Understanding (MOU) and Estimated Usage Form. Contact the contract manager each Spring/Summer to request this form. It is a requirement that an Eligible Entity complete the MOU and Estimated Usage Form each year regardless of whether they purchased off VEH95 the previous year. Without completion of the MOU and Estimated Usage form an Eligible Entity cannot be guaranteed participation in VEH95.

Eligible Entities that are approved to participate in this contract can find their vendor based on the MassDOT Area they are located in (see [Appendix A: Awarded Pricing](#)). To find your MassDOT Area access the “VEH95 Find My Area” excel sheet on COMMBUYS. All purchases off this contract are outright purchases and are the responsibility of the buying entity.

## Road Salt Options

- Sodium Chloride (Road Salt) is the primary product ordered under **VEH95**.
- Pre-Treated Road Salt is available from each awarded Vendor as **VEH95a**.

## Find Bid/Contract Documents

- To find all contract-specific documents, including the RFR and awarded pricing, visit [COMMBUYS.com](http://COMMBUYS.com) and search for **VEH95** to find the four Master Blanket Purchase Order (MBPO) pages for the four awarded vendor. Each MBPO page contains all contract documents, but has line items for placing orders with the specific vendor.
- To link directly to the public view of these pages, click the MBPO links in the [Vendor List](#).

## 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.



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## Pricing and Purchase Options

### Purchase Options

Purchases made through this contract are direct, outright purchases

### Pricing Options

Each MassDOT Area Sub-District is awarded a single vendor with a price-per-ton for Road Salt and Pre-Treated Road Salt. Please view the complete list of awarded pricing in [Appendix A: Awarded Pricing](#).

### Delivery

All road salt purchases through VEH95 and/or VHE95a include delivery.

**UNDER NO CIRCUMSTANCES MAY A VENDOR'S DELIVERED QUANTITIES EXCEED THE TOTAL QUANTITIES SHOWN ON A PURCHASE ORDER.**

## COMMBUYS

### 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](mailto:COMMBUYS@state.ma.us).

When contacting a vendor on statewide contract, always reference **VEH95** 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 in COMMBUYS

- **Directly purchase fixed price items through COMMBUYS**

This contract allows buyers to find and quickly purchase specific products/services with pricing within COMMBUYS. In other words, it allows you to create a Release Requisition in COMMBUYS, submit the requisition for approval, and send the vendor a Release Purchase Order.

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 a Release Requisition and Purchase Order (Contract Purchase)* job aid.



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## Memorandum of Understanding and Estimated Usage Form

Eligible Entities who are not under the Executive Branch must complete and sign a Memorandum of Understanding and Estimated Usage Form prior to each Winter to be able to purchase from VEH95/VEH95a.

## 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.

## Strategic Sourcing Team Members

- Kathleen Reilly, [kathy.reilly@state.ma.us](mailto:kathy.reilly@state.ma.us), OSD
- Stephen Lyons, [steve.lyons@state.ma.us](mailto:steve.lyons@state.ma.us), OSD
- Jerry Lighthouse, [jlighthouse@advanced-purchasing.com](mailto:jlighthouse@advanced-purchasing.com), Advanced Purchasing Technologies
- Scott Wilson, [scott.wilson@state.ma.us](mailto:scott.wilson@state.ma.us), MassDOT
- Bassam Salfity, [bassam.salfity@dot.state.ma.us](mailto:bassam.salfity@dot.state.ma.us), MassDOT



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## Vendor List and Information\*

Vendor	Master Blanket Purchase Order #	MMARS Vendor Code & Vendor Line	Contact Person	Phone #	Email	FAX	Estimated Average Delivery Times
Cargill Incorporated	<a href="#">PO-15-1080-OSD01-OSD10-00000002541</a>	VC6000243027 1	Jean Davis	440-716-4733	<a href="mailto:jean_davis@cargill.com">jean_davis@cargill.com</a>	440-716-0763	3-to-5 Business Days
Eastern Salt	<a href="#">PO-15-1080-OSD03-OSD03-00000002537</a>	VC6000179030 2	Karen Girard	978-251-8553	<a href="mailto:kgirard@easternsalt.com">kgirard@easternsalt.com</a>		2-to-3 Business Days
Granite State Minerals	<a href="#">PO-15-1080-OSD03-OSD03-00000002536</a>	VC6000062189 3	Janet Harrington	613-436-8505	<a href="mailto:jharrington@gmsalt.com">jharrington@gmsalt.com</a>	603-436-2458	2-to-3 Business Days
Morton Salt	<a href="#">PO-15-1080-OSD03-OSD03-00000002535</a>	VC0000750901 4	Customer Service	1-855-665-4540	<a href="mailto:buyroadsalt@mortonsalt.com">buyroadsalt@mortonsalt.com</a>	630-861-2735	3-to-10 Business Days

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



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## Appendix A: Awarded Pricing

### VEH95 Road Salt Pricing *(effective 11/17/2017 – 8/31/2018)*

MassDOT Area	Awarded Contractor	\$/Per Ton
<b>1A &amp; 1B</b>	Morton Salt	<b>\$65.21</b>
<b>1C &amp; 1D</b>	Morton Salt	<b>\$65.01</b>
<b>2A</b>	Eastern Salt	<b>\$74.83*</b>
<b>2B</b>	Cargill	<b>\$71.02</b>
<b>2C</b>	Cargill	<b>\$70.88</b>
<b>3A &amp; 3B</b>	Eastern Salt	<b>\$64.49*</b>
<b>3C</b>	Granite State Minerals	<b>\$64.64*</b>
<b>4A</b>	Eastern Salt Company	<b>\$60.51*</b>
<b>4B</b>	Eastern Salt Company	<b>\$61.36*</b>
<b>4C</b>	Granite State Minerals	<b>\$61.79*</b>
<b>5A</b>	Morton Salt	<b>\$61.94</b>
<b>5B</b>	Morton Salt	<b>\$61.17</b>
<b>5C</b>	Morton Salt	<b>\$61.67</b>
<b>5D</b>	Morton Salt	<b>\$68.66</b>
<b>5E</b>	Morton Salt	<b>\$212.40</b>
<b>6 (All)</b>	Eastern Salt Company	<b>\$64.98*</b>
<b>DCR</b>	Eastern Salt Company	<b>\$64.76*</b>

\* Eastern Salt & Granite State offer 10% Prompt Pay Discount opportunities; please see page 8.



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## VEH95a Pre-Treated Road Salt Pricing (effective 11/17/2017 – 8/31/2018)

MassDOT Area	Awarded Contractor	\$/Per Ton
<b>1A &amp; 1B</b>	Morton Salt	<b>\$88.46</b>
<b>1C &amp; 1D</b>	Morton Salt	<b>\$88.26</b>
<b>2A</b>	Eastern Salt	<b>\$94.43</b>
<b>2B</b>	Cargill	<b>\$88.21</b>
<b>2C</b>	Cargill	<b>\$88.45</b>
<b>3A &amp; 3B</b>	Eastern Salt	<b>\$84.09</b>
<b>3C</b>	Granite State Minerals	<b>\$84.24</b>
<b>4A</b>	Eastern Salt Company	<b>\$80.11</b>
<b>4B</b>	Eastern Salt Company	<b>\$80.96</b>
<b>4C</b>	Granite State Minerals	<b>\$81.39</b>
<b>5A</b>	Morton Salt	<b>\$85.19</b>
<b>5B</b>	Morton Salt	<b>\$84.42</b>
<b>5C</b>	Morton Salt	<b>\$84.92</b>
<b>5D</b>	Morton Salt	<b>\$91.91</b>
<b>5E</b>	Morton Salt	<b>\$235.65</b>
<b>6 (All)</b>	Eastern Salt Company	<b>\$84.58</b>
<b>DCR</b>	Eastern Salt Company	<b>\$84.36</b>

NOTE: Contract User Guides are updated regularly. Print copies should be compared against the current version posted on [mass.gov/osd](http://mass.gov/osd).

Updated: December 7, 2017

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## VEH95 Early Order Discounts

*For orders placed within the listed months an additional discount applies.*

Awarded Contractor	Months	Discount (\$/ton or % off order)
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<b>Cargill</b>	<b>April – November</b>	0.5% off
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<b>Eastern Salt</b>	<b>April; September – November</b>	\$1.00/ton off
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<b>Granite State</b>	<b>April; September – November</b>	\$1.00/ton off
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<b>Morton Salt</b>	<b>June – August</b>	4% off
	<b>September – November</b>	2% off

## VEH95 Prompt-Payment Discounts

*For payments on invoices made within the listed amount of days an additional discount applies.*

Awarded Contractor	Payment Made Within...	Discount (% off order)
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<b>Cargill</b>	<b>30 Days</b>	.125%
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**REVISED NOV. 17, 2017**

<b>Eastern Salt</b>	<b>10 Days</b>	<b>10% (Executive Agency Customers)</b>
	<b>25 Days</b>	<b>10% (Non-Executive Customers Only)</b>

**REVISED NOV. 17, 2017**

<b>Granite State</b>	<b>10 Days</b>	<b>10% (Executive Agency Customers)</b>
	<b>15 Days</b>	2%
	<b>20 Days</b>	1.5%
	<b>25 Days</b>	<b>10% (Non-Executive Customers Only)</b>
	<b>30 Days</b>	1%

<b>Morton Salt</b>	<b>20 Days</b>	1%
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