

# CLT09: Clothing, Uniforms, Footwear, Accessories, Personal Care Products, and Bedding

**UPDATED:** June 23, 2025

<b>Contract #:</b>	CLT09
<b>MMARS MA #:</b>	CLT09*
<b>Initial Contract Term:</b>	May 1, 2025 – April 30, 2029
<b>Maximum End Date:</b>	One (1) Six (6) years Five (5) months to 2035
<b>Current Contract Term:</b>	May 1, 2025 – April 30, 2029
<b>Contract Manager:</b>	Michael Barry, 617-720-3182, <a href="mailto:michael.barry3@mass.gov">michael.barry3@mass.gov</a>
<b>This Contract Contains:</b>	Environmentally Preferable Products-EPP, Small Business Purchasing Program-SBPP, Minority Business Enterprise-MBE, Women Business Enterprise-WBE, Veteran Business Enterprise-VBE
<b>UNSPSC Codes:</b>	52-12-00 Bedclothes; 53-10-00 Clothing; 53-10-18 Coats and Jackets; 53-10-23 Undergarments; 53-10-25 Clothing Accessories; 53-10-27 Uniforms; 53-10-29 Athletic Wear; 53-11-00 Footwear; 53-13-00 Personal Care Products
<b>Updates:</b>	<b>Awarded additional vendors</b>

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## Contract Summary

This is a Statewide Contract for the acquisition of Clothing, Uniforms, Footwear, Accessories, Personal Care Products, and Bedding. The Contract will include both Value Added Resellers and Distributors. The contract replaces CLT08.

## Contract Categories

This contract includes 13 categories of products and service as listed below.

Category 1:	Uniforms
Category 2:	Footwear
Category 3:	Athletic Wear
Category 4:	Undergarments, Hosiery, and Nightwear
Category 5:	Outerwear
Category 6:	Incarcerated Individuals Clothing
Category 7:	Environmentally Preferable Clothing
Category 8:	Linens and Bedding
Category 9:	Personal Care Products
Category 10:	Department of Correction (DOC) Uniforms
Category 11:	Massachusetts State Police (MSP) Uniforms
Category 12:	Miscellaneous Items
Category 13:	Miscellaneous Services

## Category Interpretations

For the purposes of CLT09 the following category interpretations may be considered by Eligible Entities:

**“Personal Care Products”** include, but are not limited to, soaps, hair care products, feminine care products, toothpaste, toothbrushes, ethnic hair care, and grooming products.

**“Miscellaneous Items”** include, but are not limited to, badges, pins, collar ornaments, patches, hand cuff buckles, whistle chains, field scarf retaining pins, duty belts, holsters, cuff cases, cloth ranks, Velcro rank badges/bars, hats, mourning pins, and mourning bands.

**“Miscellaneous Services”** include, but are not limited to, sizing and fitting, tailoring, embroidering, screening, adding patches/logos, dry cleaning, laundry services and fulfillment services. Fulfillment Services, also known as Pick and Pack Services, may include the aggregation of several clothing categories and personal care products into one packaged bundle. Packaged bundles may require distribution including but not limited to care shelters, group homes, new mothers and at-risk children and adults.

## 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.

Additional benefits and cost savings include volume discounts, tiered discounts, and dock delivery discounts.

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## 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](https://COMMBUYS.com) and search for CLT09 to find related Master Blanket Purchase Order (MBPO) information.
- To find all contract-specific documents, including the Contract User Guide, RFR, specifications, and other attachments, visit [COMMBUYS.com](https://COMMBUYS.com) and search for CLT09 to find related Master Blanket Purchase Order (MBPO's) information. All common contract documents are located in the "Master Contract Record" Master Blanket Purchase Order (MBPO) for CLT09 and can be accessed directly by visiting Master Blanket Purchase Order [PO-25-1080-OSD03-OSD03-35918](https://PO-25-1080-OSD03-OSD03-35918)
- To find vendor-specific documents, including price sheets, see links to individual vendor MBPOs on the [Vendor Information](#) page. In addition, each vendor MBPO can be searched in COMMBUYS, click on drop down in "Search" feature (top of COMMBUYS Landing Page) change from Marketplace to Blankets. Enter CLT09 in the "Search" field. Click on magnifying glass or hit enter. All vendors are listed. Click on PO# number hyperlink (left of page under column Blanket #)

## 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 [Eligible Entities Which May 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. Prior approval of the department is required for any subcontracted service of the Contract. Vendors are responsible for the satisfactory performance and adequate oversight of their subcontractors.

## Supplier Diversity Requirements

**When selecting vendor(s) without soliciting quotes or a statement of work, Executive Departments should follow below guidance:**

When selecting contractors and placing orders, Executive departments shall utilize diverse and small businesses to the extent possible based on contract terms, SDO and departmental policies, laws, and regulations. Additionally, departments shall make a preference for contractors with higher SDP commitments and/or performance whenever such information is available (or is requested from contractors by the department) and the preference is feasible.

OSD provides up-to-date information on the availability of diverse and small businesses on statewide contracts through the [Statewide Contract Index](#) available on the COMMBUYS home page. See the "Programs (SDO and SBPP)" tab for current certification and small business status of contractors on this contract.

**When selecting vendor(s) from multiple quotes and statement of work, Executive Departments should follow below guidance:**

Requirements of the Small Business Purchasing Program for Small Procurements (expected annual value of \$250,000 or less) or the Supplier Diversity Program for Large Procurements (expected annual value exceeding \$250,000) apply to Executive Departments soliciting quotes or issuing statements of work.

**Small Business Award Preference:** In accordance with the Supplier Diversity Office's SBPP Policy, Departments must award contracts for Small Procurements to SBPP-participating small business bidders if both of the following conditions are met:

- The response is received from an eligible small business; AND
- The response meets the Department's best value criteria as defined in the RFR or RFQ.

**SDP Commitment:** Businesses awarded large Commonwealth contracts for goods and services (also called prime contractors or prime vendors) are required to make measurable financial commitments to do business with one or more diverse businesses (often called SDP Partners). This business-to-business relationship requirement applies to all Large Procurements for goods and services, which were historically defined as those expected to exceed \$150,000 in total spending. Effective July 1, 2021, Large Procurements will be defined as those expected to exceed \$250,000 in annual spending.

Executive departments should take into consideration contracted vendors SDP commitments when evaluating responses. Specifically, the following fields of the new SDP Plan Form correspond to the goals stated above:

Type of information collected from bidders	Possible use of the information by the SST
SDP focus statement	Assess the bidder's level of integration of supplier diversity into company operations.
SDP policy link or attachment (if any)	
Additional creative initiatives (if any)	
SDP commitment – subcontracting	Evaluate the bidder's SDP commitment.
SDP commitment – ancillary	
SDP commitment – total	
List of proposed partners	Assess the likelihood of the bidder meeting their SDP commitment.
Company prior year spending with the list of partners (if available)	
Company average gross annual revenue	If deemed necessary by the Agency or Statewide Contract Strategic Sourcing Team (SST) and included in the evaluation criteria, consider the bidder's company size during the evaluation of the ancillary SDP commitments and total prior year spending.

**Key Evaluation Requirements**

The following key requirements apply to the evaluation of submitted SDP Plans:

- At least 25% of the available evaluation score must be dedicated to the evaluation of the bidder's SDP Commitment.
- The majority of the SDP evaluation score should be dedicated to the bidder's SDP commitment.
- bidders offering more value in their SDP Plan submissions must receive higher scores.

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Other Requirements:

Expected annual value of the RFQ	RFQ process requirements
Less than or equal to \$250,000/year	<ul style="list-style-type: none"> <li>• <b>Notify at least two small businesses</b> capable of providing the product or service of the opportunity, if available.</li> <li>• Include SBPP contract language and place it prominently within the RFQ. <a href="#">See SDO Template Language.</a></li> <li>• Evaluate bids received from, and award a contract to, an SBPP-participating small business that meets the department's best value criteria.</li> <li>• Award to a large business only if there is no SBPP participating business meeting departments' best value criteria.</li> <li>• Conduct a clarification/BAFO/negotiation before disqualifying an SBPP-participating business based on price or desirable criteria.</li> <li>• See the <a href="#">Best Value Evaluation of Responses to Small Procurements: A Guide for Strategic Sourcing Teams</a> for additional guidance.</li> </ul>
More than \$250,000/year	<ul style="list-style-type: none"> <li>• <b>Notify at least two diverse and/or small businesses</b> capable of providing the product or service of the opportunity, if available.</li> <li>• Make a preference for contractors with higher SDP commitments and/or performance whenever such information is available (or is requested from contractors by the department) and the preference is feasible.</li> <li>• See the <a href="#">Best Value Evaluation of SDP Plan Forms: A Guide for Strategic Sourcing Teams</a> for additional guidance.</li> </ul> <p><b>Note:</b> Departments may ask the prime Contractor for an additional SDP commitment specifically related to the Department's purchase or engagement. SDP spending for such a purchase or engagement must be reported by the Contractor using the SDP Reporting Form directly to the Department and may not be included in any other SDP reporting filed by the Contractor.</p>

OSD provides up-to-date information on the availability of diverse and small businesses on statewide contracts through the [Statewide Contract Index](#) available on the COMMBUYS home page. See the "Programs (SDO and SBPP)" tab for current certification and small business status of contractors on this 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
- This is a fee for service contract under Category 13 Miscellaneous Services only

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## Pricing Options

- **Ceiling/Not-to-Exceed:** Contract discounts and other pricing published under the contract represents “ceiling” or “not-to-exceed” pricing, and may be further negotiated.
- **Discount off Manufacturers Suggested Retail Price (MSRP):** Contract pricing is a specified discount off of the MSRP catalog price.
- **Discount off Vendor Catalog Price (Non-MSRP):** Non-MSRP contract pricing is a specified discount off the vendor catalog price. Non-MSRP pricing has been submitted for the following Categories:
  - Category 10: Department of Correction (DOC) Uniforms
  - Category 11: Massachusetts State Police (MSP) Uniforms
  - Category 13: Miscellaneous Services

## Product/Service Pricing and Finding Vendor Price Files

Product pricing may be found by accessing the individual vendors MBPO’s in the [vendor information](#) section below.

## 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 [OSDhelpdesk@mass.gov](mailto:OSDhelpdesk@mass.gov).

*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 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 CLT09 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

- Solicit quotes and select purchase quoted items in COMMBUYS.
- CLT09 has “Solicitation Enabled” category MBPO pages on COMMBUYS. This feature allows COMMBUYS users to obtain quotes from multiple vendors at once from the same category. 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 Bid section and choose How to Request Quotes from Vendors on Statewide Contracts* job aid or one of the quick reference guides. This Job Aid Shows How to Create a solicitation enabled bid using a release requisition, Convert the requisition to a bid and Request quotes from eligible vendors.

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

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). G2B PunchOut can now also be accessed directly on COMMBUYS Landing Page when signed in. Click on  icon on left hand side of page. 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 – How To Create a PunchOut Order* job aid
- The *COMMBUYS Requisition* section and choose the *How to Purchase from a COMMBUYS (G2B) PunchOut* job aid.

Vendors with G2B PunchOut catalogues on CLT09 include the following:

-Bob Barker Company, Inc.

- **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 Make a Statewide Contract Purchase in COMMBUYS* job aid.

- **Solicit quotes and select and purchase quoted item in COMMBUYS**

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. Buyers must include "CLT09 RFQ" when entering information in the Description field.

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

- The *COMMBUYS Bids* section and choose the *How to Request Quotes from Vendors on Statewide Contracts* job aid or one of the quick reference guides.
- The *COMMBUYS Requisition* section and choose the *How to Make a Statewide Contract Purchase In COMMBUYS* job aid.





## OPERATIONAL SERVICES DIVISION

- **Directly purchase a non-fixed price item (\$0 line item) through COMMBUYS**

All vendor MBPO pages have a \$0.00 line item for each category they are awarded. When placing an order in COMMBUYS a contract user needs to type in the total cost of the order and may add invoice/quote information as reference either by typing in the information or attaching as a PDF file.

- **Document items in COMMBUYS that have already been purchased**

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 Record a Contract Purchase Previously Made (RPA Release)* job aid.

### Obtaining Quotes

Contract users should always reference CLT09 when contacting vendors to ensure they are receiving contract pricing. Quotes, not including construction services, should be awarded based on best value.

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

- The COMMBUYS Quick Reference Guides (QRG) section and choose *How To Post a Bid to Receive Quotes from Vendors on a Statewide Contract (Executive Agencies)* job aid.
- The COMMBUYS Bid section and choose *How to Request Quotes from Vendors on Statewide Contracts* job aid

### Instructions for MMARS Users

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

### Environmentally Preferable Products (EPP)

[EPP Products and Services Guide](#)

#### EPP Products:

CLT09 contains an all EPP Category-7: Environmentally Preferrable Clothing, which includes only products that either contain post-consumer recycled content or have achieved an environmental third-party certification or standard including but not limited to the following:

- [USDA Certified Organic](#)
- [Global Organic Textile Standard \(GOTS\)](#)
- [OEKO -Tex 100 Standard](#)
- [OEKO-TEX STeP Standard](#)
- [BLUESIGN](#)
- [EcoCert](#)
- [Fairtrade Certified Clothing & Textiles](#)
- [Worldwide Responsible Accredited Production](#) (WRAP) - Made without Perfluoroalkyl and Polyfluoroalkyl Substances (PFAS), including perfluorooctanoic acid (PFOA) - Made without added antimicrobial treatments.

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## OPERATIONAL SERVICES DIVISION

- Made without Perfluoroalkyl and Polyfluoroalkyl Substances (PFAS), including perfluorooctanoic acid (PFOA)
- Appears on the [PFAS Central PFAS-Free Products List](#).
- Made with repurposed fibers in the manufacturing process.

To find products in Category 7 navigate to the Solicitation Enabled [MBPO PO-25-1080-OSD03-OSD02-35926](#)

### Labeling Products with EPP Certifications or Standards:

For all other categories, vendors must provide in their price file whether product contains post-consumer recycled content or any of the above environmental third-party certifications or standards listed above.

### Packaging:

All shipping/packaging materials should be easily recycled in the Purchasing Entity's local recycling program. Packaging may not contain more than 100 parts per million of lead, cadmium, mercury or hexavalent chromium or PFAS (measured as total organic fluorine), which is consistent with the Toxics in Packaging legislation that has been developed by the Council of Northeastern Governors and adopted by various states. For more information, see <http://www.toxicsinpackaging.org>. Cardboard boxes used to fulfill this contract must contain at least 30% post-consumer recycled content and be labeled as such.

## Contract Exclusions and Related Statewide Contracts

The following items are not allowed to be sold on this contract but may be purchased through the noted Statewide Contracts or their successors:

- Rental of clothing & uniforms: FAC111: Facilities and Uniforms Management Services
- Promotional purposes clothing: OFF48: Print, Copy & Mail Services, and Printed Promotional Products

## 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 Response Supplies, Services and Equipment Contact Information for Statewide Contracts](#) list for emergency services related to this contract.

## Shipping/Delivery/Returns

### Shipping/Delivery Terms:

All goods and services acquired through CLT09 are F.O.B. (Free on Board) Destination. Awarded Vendor(s) may not charge additional freight, delivery or fuel charges.

All goods delivered must be new and first quality. Any item(s) that are determined to not be new or first-quality may be rejected by the Purchasing Entity and returned at the Vendor's expense.

Awarded Vendors must deliver products to the requesting Commonwealth Agency or Eligible Entity within 30 business days after receipt of order or within a timeframe negotiated between the Purchasing Entity and Vendor. Products delivered after 30 business days may be deemed unacceptable by the Purchasing Entity and returned to the Vendor at no cost to the Purchasing Entity. Repeated failure to deliver products within 30 business days may result in suspension and/or termination from the contract based on the Category Manager's discretion. Please reference Section of the 4.1.9 Delivery Terms in the Request For Response-RFR Document for additional information.

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Deliveries to Dukes and Nantucket Counties: The Commonwealth understands that deliveries to Eligible Entities in Dukes County and Nantucket County may require a ferrying cost. Any fees necessary to complete an order in Dukes or Nantucket County must be agreed to in writing by the Eligible Entity prior to the beginning of any order. Vendors must use all available means to secure the most cost-efficient method of delivery to Eligible Entities in Dukes or Nantucket County.

**Returns:**

If any product is damaged or deemed unacceptable by the Purchasing Entity, Awarded Vendor will offer a full refund or replacement product at no additional cost based on the request of the Purchasing Entity. Awarded Vendor will have ten (10) business days to pick up and replace products. If after ten (10) business days, the product has not been picked up it will become the property of the Purchasing Entity at no cost to them.

If any uniforms, patches, badges, or any related security clothing and/or accessory items are deemed unacceptable by the Purchasing Entity, the Vendor must properly dispose of the unused products based on the requirement(s) of the Purchasing Entity. A certificate of disposal must be given to the Purchasing Entity after disposal is completed. The Purchasing Entity will not pay a fee for disposal of unaccepted products.

## Additional Information/FAQs

**Out of Season/Discontinued Products:**

Awarded Vendor's must notify the requesting Purchasing Entity in writing if any products are out of season or discontinued. Out of season products must be delivered within 60 business days or within a timeframe negotiated between the Purchasing Entity and Vendor.

**New Products Only:**

All goods sold through CLT09 must be new products only. Awarded Vendors are not permitted to sell used, refurbished, or repurposed products. This requirement does not restrict the Environmentally Preferable.

**Travel expenses and all other expenses:**

Travel, commuting, meals, lodging, and other standard business expenses incurred by vendors may not be invoiced and will not be reimbursed.

**Sample Request:**

Eligible entities can request samples after contract award for all categories at any time throughout the life of Statewide Contract.

- Purchasing Entities may request product samples from Awarded Contractors to assist in the quoting process after CLT09 award. Awarded Contractors may not charge a Purchasing Entity for product samples.
- Any products provided as a sample will be retained by the Purchasing Entity unless otherwise specified by Contractor.

## Geographical Service Area

Vendor county service areas is provided on the [Vendor List and Information](#) table under column labeled "Counties" *Massachusetts Counties map is located here:* [Massachusetts Counties Map](#)

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## Product Specifications, including Environmental Standards and Requirements

### Commodity Specifications

- **Colors:** All clothing items must be machine washable and color fast, unless specified as Dry Clean Only. An assortment of colors must be available for all items listed unless otherwise stated. Delivered items must be the colors stated on the purchase order, substitute colors will be returned at the Vendor's expense.
- **Labels:** All items must have original labels sewn in, stating the following: contents, size, care instructions, country of origin and brand name. The Commonwealth of Massachusetts reserves the right to reject any item(s) delivered without the proper labeling.
- **Dry Clean Only:** Awarded Vendors must clearly identify and label products that are Dry Clean Only. Any damages associated to a Vendor's failure to properly identify a product as Dry Clean Only will be reimbursed by the Vendor to the Purchasing Entity.
- **Flame-retardant:** All clothing must comply with [General Law – Part I, Title II, Chapter 21A, Section 28](#). If an item requires flame retardants, it should be disclosed to buyers in all catalogs or price files.
- **Sizes (Pre-Packed):** Purchasing Entities will only accept pre-packed items of the same size. Pre-packed items that are delivered in a variety of sizes will not be accepted. All sizes are to be true to size (i.e. XL 44-46) and must be in accordance with established industry standards.
- **Approvals and Standards:** All products must meet or exceed current applicable UL, ASTM, and ANSI/ISEA standards.

### Warranties

All Vendors should always operate in "good faith" under CLT09, which includes not willfully shipping defective or damaged items and being responsive to the needs and interests of eligible entities.

Upon discovery of an issue, the Eligible Entity must contact the Vendor via telephone or email to inform and provide details on the problem. The Vendor will be allotted 7 days to respond. Upon responding, a timeline for return/exchange/cancellation must be established. All returns/exchanges/cancellations must be conducted within thirty (30) days unless otherwise negotiated between the Vendor and the Purchasing Entity. Please reference Section of the 4.3 Warranties in the Request For Response-RFR Document for additional information.

### 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
- **Volume Discounts:** Vendors may offer additional discounts to a buyer if a certain volume of product or service is purchased. Check the individual vendors price file.
- **Dock Delivery Discount:** Vendors may offer Dock Delivery Discount. Dock Delivery shall mean delivery to the door or on the loading platform of the Eligible Entity's place of business with no additional services provided by

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the Vendor. Liability for product delivery will remain with the Vendor until properly accepted and signed for by the Eligible Entity at the door or on the loading platform. Check the individual vendors price file.

- **Tiered Discounts:** Vendors may offer Tiered Discounts. As defined, Tiered Discounts are discounts that are offered at product quantity thresholds, i.e., \$12.00 per shirt for quantities between 5 and 100 (20% discount). Check the individual vendors price file.

### If the Needed Product Can Not be Found

If a needed product or service cannot be found in the vendor's catalog, price sheet or PunchOut, it is recommended to contact the vendor directly to inquire if it is available for purchase on this contract. If the product or service meets the scope of the product category, the vendor may be able to add it to their product offerings

If the product is not listed in the scope of the product category, a buyer may contact the Category Management Lead to inquire whether the product may be purchased. Note-awarded vendors may be requested to add new manufacturers by the CLT09 Category Manager at any time.

### Performance and Payment Time Frames Which Exceed Contract Duration

All term leases, rentals, maintenance or other agreements for services entered into during the duration of this Contract and whose performance and payment time frames extend beyond the duration of this Contract shall remain in effect for performance and payment purposes (limited to the time frame and services established per each written agreement). No written agreement shall extend more than 3 months beyond the current contract term of this Statewide Contract as stated on the [first page](#) of this contract user guide. No new leases, rentals, maintenance or other agreements for services may be executed after the Contract has expired.

# Contract User Guide for CLT09

## Strategic Sourcing Team Members

- Lt. Walter Baiardi, MA State Police-MSP
- Michael Barry, MA Operational Services Division-OSD
- Yuyan Brady, MA State Police-MSP
- Zelpha Bennett, MA Supplier Diversity Office-SDO
- Michael Dix, MA Department of Corrections-DOC
- Amanda Ferdinand, MA Operational Services Division-OSD
- Laura Graffeo, MA Franklin County Sheriff Department-FCSO
- Lori Hunt, MA Operational Services Division-OSD
- Tpr. Danny Malhotra, MA State Police-MSP
- Michael Mejia, MA Operational Services Division-OSD
- Kelly Minichello, MA Operational Services Division-OSD
- Jordan Murphy, MA State Police-MSP
- Tiffany Myers, MA Department of Corrections-DOC
- Jason Silva, MA Department of Conservation and Recreation-DCR



OPERATIONAL SERVICES DIVISION

# Contract User Guide for CLT09

## Vendor List and Information below\*

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

\*\* The Master Contract Record MBPO is the central repository for all common contract files. Price files may be found in the individual vendor's MBPO.

\*\*\* The Solicitation Enabled MBPO's can be used to obtain quotes from all awarded vendors under a specific Category. CLT09 has Solicitation Enabled MBPO's for Categories 1-13

\*\*\*\* MassCor is awarded in all primary CLT09 categories. Executive Agency customers are required to solicit quotes from MassCor on any CLT09 order.

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Vendor	Master Blanket Purchase Order #	COMMBUYS Catalog Punch Out Available	Contact Person	Phone #	Email	Categories	Counties	Discounts (PPD, Dock Delivery, Other)	SDO Certification Type	SDP Commitment Percentage	List any other important items
**Master Contract Record Master MBPO (All contract documents)	<a href="#">PO-25-1080-OSD03-OSD03-35918</a>	N/A	Michael Barry	617-720-3182	<a href="mailto:michael.barry3@mass.gov">michael.barry3@mass.gov</a>	N/A	N/A	N/A	N/A	N/A	N/A
Category 1 Uniforms Solicitation Enabled MBPO (for requesting quotes)	<a href="#">PO-25-1080-OSD03-OSD03-35919</a>	N/A	Michael Barry	617-720-3182	<a href="mailto:michael.barry3@mass.gov">michael.barry3@mass.gov</a>	N/A	N/A	N/A	N/A	N/A	N/A
Category 2 Footwear Solicitation Enabled MBPO (for requesting quotes)	<a href="#">PO-25-1080-OSD03-OSD03-35920</a>	N/A	Michael Barry	617-720-3182	<a href="mailto:michael.barry3@mass.gov">michael.barry3@mass.gov</a>	N/A	N/A	N/A	N/A	N/A	N/A
Category 3 Athletic Wear Solicitation Enabled MBPO (for requesting quotes)	<a href="#">PO-25-1080-OSD03-OSD03-35921</a>	N/A	Michael Barry	617-720-3182	<a href="mailto:michael.barry3@mass.gov">michael.barry3@mass.gov</a>	N/A	N/A	N/A	N/A	N/A	N/A
Category 4 Undergarments, Hosiery, and Nightwear Solicitation Enabled MBPO (for requesting quotes)	<a href="#">PO-25-1080-OSD03-OSD03-35923</a>	N/A	Michael Barry	617-720-3182	<a href="mailto:michael.barry3@mass.gov">michael.barry3@mass.gov</a>	N/A	N/A	N/A	N/A	N/A	N/A
Category 5 Outerwear Solicitation Enabled MBPO (for requesting quotes)	<a href="#">PO-25-1080-OSD03-OSD03-35924</a>	N/A	Michael Barry	617-720-3182	<a href="mailto:michael.barry3@mass.gov">michael.barry3@mass.gov</a>	N/A	N/A	N/A	N/A	N/A	N/A
Category 6 Incarcerated Individuals Clothing Solicitation Enabled MBPO (for requesting quotes)	<a href="#">PO-25-1080-OSD03-OSD03-35925</a>	N/A	Michael Barry	617-720-3182	<a href="mailto:michael.barry3@mass.gov">michael.barry3@mass.gov</a>	N/A	N/A	N/A	N/A	N/A	N/A
Category 7 Environmentally Preferable Clothing Solicitation Enabled MBPO (for requesting quotes)	<a href="#">PO-25-1080-OSD03-OSD03-35926</a>	N/A	Michael Barry	617-720-3182	<a href="mailto:michael.barry3@mass.gov">michael.barry3@mass.gov</a>	N/A	N/A	N/A	N/A	N/A	N/A

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Category 8 Linens and Bedding Solicitation Enabled MBPO (for requesting quotes)	<a href="#">PO-25-1080-OSD03-35927</a>	N/A	Michael Barry	617-720-3182	<a href="mailto:michael.barry3@mass.gov">michael.barry3@mass.gov</a>	N/A	N/A	N/A	N/A	N/A	N/A
Category 9 Personal Care Products Solicitation Enabled MBPO (for requesting quotes)	<a href="#">PO-25-1080-OSD03-35928</a>	N/A	Michael Barry	617-720-3182	<a href="mailto:michael.barry3@mass.gov">michael.barry3@mass.gov</a>	N/A	N/A	N/A	N/A	N/A	N/A
Category 10 Department of Corrections Uniforms Solicitation Enabled MBPO (for requesting quotes)	<a href="#">PO-25-1080-OSD03-35929</a>	N/A	Michael Barry	617-720-3182	<a href="mailto:michael.barry3@mass.gov">michael.barry3@mass.gov</a>	N/A	N/A	N/A	N/A	N/A	N/A
Category 11 Massachusetts State Police Uniforms Solicitation Enabled MBPO (for requesting quotes)	<a href="#">PO-25-1080-OSD03-35930</a>	N/A	Michael Barry	617-720-3182	<a href="mailto:michael.barry3@mass.gov">michael.barry3@mass.gov</a>	N/A	N/A	N/A	N/A	N/A	N/A
Category 12 Miscellaneous Items Solicitation Enabled MBPO (for requesting quotes)	<a href="#">PO-25-1080-OSD03-35931</a>	N/A	Michael Barry	617-720-3182	<a href="mailto:michael.barry3@mass.gov">michael.barry3@mass.gov</a>	N/A	N/A	N/A	N/A	N/A	N/A
Category 13 Miscellaneous Services Solicitation Enabled MBPO (for requesting quotes)	<a href="#">PO-25-1080-OSD03-35932</a>	N/A	Michael Barry	617-720-3182	<a href="mailto:michael.barry3@mass.gov">michael.barry3@mass.gov</a>	N/A	N/A	N/A	N/A	N/A	N/A
Action Apparel Inc DBA Action Apparel LLC	<a href="#">PO-25-1080-OSD03-36004</a>	N/A	Jack Losco	781-224-0777	<a href="mailto:jlosco@actionapparelinc.com">jlosco@actionapparelinc.com</a>	1,2,3,5,7,13	Statewide Coverage	2.00% 10 days	N/A	4.00%	N/A
Blue tactical LLC	<a href="#">PO-25-1080-OSD03-36026</a>	N/A	Ryan Dupont	413-315-6344-Ext 4	<a href="mailto:ryan@blue-tactical.com">ryan@blue-tactical.com</a>	1,2,4,5,7,12,13	Statewide Coverage	1.00% 10 days	N/A	1.00%	N/A
Bob Barker Company Inc	<a href="#">PO-25-1080-OSD03-36039</a>	TBD	Jeff Bradley	919-753-1635	<a href="mailto:jeffbradley@bobbarker.com">jeffbradley@bobbarker.com</a>	1,2,3,4,5,6,8,9,12,13	Statewide Coverage	5.00% 10 days	N/A	1.00%	N/A
Brigham Industries Inc	<a href="#">PO-25-1080-OSD03-36353</a>	N/A	Janice Bagdis	508-795-7905	<a href="mailto:jbagdis@brighamindustries.com">jbagdis@brighamindustries.com</a>	2	Statewide Coverage	1.00% 10 days	WBE SBPP	1.00%	N/A

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BSN Sports	<a href="#">PO-25-1080-OSD03-OSD03-36064</a>	N/A	Mike Hurley	860-921-6802	<a href="mailto:mhurley@bsnsports.com">mhurley@bsnsports.com</a>	1,2,3,13	Statewide Coverage	N/A	N/A	1.00%	N/A
Charm-Tex Inc	<a href="#">PO-25-1080-OSD03-OSD03-36413</a>	N/A	Katherine Bittner	781-252-8100 Ext 101	<a href="mailto:katherine@charm-tex.com">katherine@charm-tex.com</a>	2,3,4,5,6,8,9,12	Statewide Coverage	2.00% 10 days 2.00% 15 days 2.00% 20 days 2.00% 30 days	N/A	1.00%	N/A
Creative Touch Designs LLC	<a href="#">PO-25-1080-OSD03-OSD03-36414</a>	N/A	Marianne Cyr	978-499-4444	<a href="mailto:mcyr@ctdemb.com">mcyr@ctdemb.com</a>	1,2,3,4,5,6,7,8,9,12,13	Statewide Coverage	2.00% 10 days 1.00% 15 days	WBE SBPP DBE-MassDot	2.50%	N/A
College Hype Sportswear Inc	<a href="#">PO-25-1080-OSD03-OSD03-36064</a>	N/A	Joe Foley	617-282-8883-Ext 404	<a href="mailto:jfoley@collegehype.net">jfoley@collegehype.net</a>	1,3,4,5,7,12,13	Statewide Coverage	2.00% 10 days 1.00% 15 days 1.00% 20 days	N/A	3.00%	N/A
Doughboy Police Supply Inc DBA Doughboy Uniforms	<a href="#">PO-25-1080-OSD03-OSD03-36006</a>	N/A	Ryan Barry	781-878-0302-Ext 180	<a href="mailto:ryan@doughboyuniforms.com">ryan@doughboyuniforms.com</a>	1,2,3,5,10,11,12,13	Barnstable, Bristol, Dukes/Islands, Essex, Middlesex Nantucket /Islands, Norfolk, Plymouth, Suffolk, Worcester	2.00% 10 days 1.00% 15 days	N/A	1.00%	N/A
Eagle Print & Promotion DBA Proforma Eagle Print & Promotion	<a href="#">PO-25-1080-OSD03-OSD03-36401</a>	N/A	Kerriane Foley	617-947-7301	<a href="mailto:Kerriane.foley@proforma.com">Kerriane.foley@proforma.com</a>	1,3,5,7,8,12,13	Statewide Coverage	1.00% 10 days	WBE	10.00%	N/A
First Defense Supply Inc	<a href="#">PO-25-1080-OSD03-OSD03-36412</a>	N/A	James Averso	978-343-0019	<a href="mailto:javerso@firstdefensesupply.com">javerso@firstdefensesupply.com</a>	1,2,3,4,5,10,11,12,13	Statewide Coverage	1.00% 10 days	N/A	1.00%	N/A
Galls LLC	<a href="#">PO-25-1080-OSD03-OSD03-36105</a>	N/A	Allen Becker	859-399-8231	<a href="mailto:Becker-allen@galls.com">Becker-allen@galls.com</a>	11	Worcester	2.00% 10 days 1.00% 15 days	N/A	1.00%	N/A
Goaltex Corp	<a href="#">PO-25-1080-OSD03-OSD03-35982</a>	N/A	Robert Grubman	516-682-5775	<a href="mailto:robert@goaltex.com">robert@goaltex.com</a>	6	Statewide Coverage	1.00% 10 days	N/A	1.00%	N/A

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Guardian Uniform and Supply LLC	<a href="#">PO-25-1080-OSD03-36089</a>	N/A	David Goodrich	413-858-8880	<a href="mailto:contact@guardianuniform.com">contact@guardianuniform.com</a>	1,2,3,5,12,13	Statewide Coverage	0.50% 10 days	N/A	1.00%	N/A
Lane Printing Co Inc	<a href="#">PO-25-1080-OSD03-36087</a>	N/A	Courtney O'Meara	781-767-4450-Ext 104	<a href="mailto:courtney@laneprint.com">courtney@laneprint.com</a>	1,2,3,4,5,6,7,8,9,12,13	Statewide Coverage	1.00% 10 days 0.05% 15 days	WBE SBPP	2.00%	N/A
Mag & Son LLC DBA Mag & Son Clothing	<a href="#">PO-25-1080-OSD03-36524</a>	N/A	Greg Mag	860-229-4900	<a href="mailto:Gregmag100@aol.com">Gregmag100@aol.com</a>	1,2,3,4,5,7,12,13	Statewide Coverage	1.00% 10 days 1.00% 15 days 1.00% 20 days 1.00% 30 days	N/A	1.00%	N/A
Mary Tierney DBA Tiltin Kilts	<a href="#">PO-25-1080-OSD03-36415</a>	N/A	Mary Tierney	774-293-0045	<a href="mailto:marytierneykiltmaker@yahoo.com">marytierneykiltmaker@yahoo.com</a>	1,2,4,5,12,13	Statewide Coverage	5.00% 10 days	N/A	1.00%	N/A
MassCor Industries-Commonwealth of Massachusetts	TBD	N/A	Steven Niland	774-573-9602	<a href="mailto:steven.k.niland@doc.state.ma.us">steven.k.niland@doc.state.ma.us</a>	1,2,3,4,5,6,7,8,9,10,11,12,13	Statewide Coverage	N/A	N/A	N/A	N/A
MG Products LLC	<a href="#">PO-25-1080-OSD03-35972</a>	N/A	Leanne Goddu	978-352-5042	<a href="mailto:leanne@mgproducts.net">leanne@mgproducts.net</a>	1,2,3,4,5,6,7,9,12,13	Statewide Coverage	3.00% 10 days 2.00% 15 days 1.00% 20 days 1.00% 30 days	WBE DBE	1.00%	N/A
Neptune Uniforms & Equipment Inc	<a href="#">PO-25-1080-OSD03-35983</a>	N/A	Linda Cohen-Tobin	978-372-8812-Ext 120	<a href="mailto:ltobin@neptuneuniforms.com">ltobin@neptuneuniforms.com</a>	1,2,5,10,11,12,13	Statewide Coverage	3.00% 10 days 2.00% 15 days 1.00% 20 days	N/A	1.00%	N/A
Razz-m-Tazz Promotions LLC	<a href="#">PO-25-1080-OSD03-36088</a>	N/A	Gail Sabettini	978-874-0502-Ext 13	<a href="mailto:gail@razz-m-tazz.com">gail@razz-m-tazz.com</a>	1,2,3,4,5,6,7,8,9,12,13	Statewide Coverage	1.00% 10 days	WBE DBE	1.00%	N/A
Sterling Business Products Inc DBA Sterling Printing	<a href="#">PO-25-1080-OSD03-36005</a>	N/A	Ricky Malrani	781-640-5737	<a href="mailto:sales@sterlingprinting.com">sales@sterlingprinting.com</a>	1,3,5,7,8,9,12,13	Statewide Coverage	1.00% 10 days 1.00% 15 days 1.00% 20 days	MBE SBPP	1.00%	N/A
Trippi's Uniforms	<a href="#">PO-25-1080-OSD03-36033</a>	N/A	Frank Trippi	508-755-4721	<a href="mailto:frank@trippisuniforms.com">frank@trippisuniforms.com</a>	1,2,3,5,12,13	Statewide Coverage	1.00% 10 days		2.00%	N/A
US Sports and Apparel Inc	<a href="#">PO-25-1080-OSD03-36007</a>	N/A	Benjamin Nutter	508-630-8710	<a href="mailto:ben@ussportsandapparel.com">ben@ussportsandapparel.com</a>	1,3,4,5,6,7,13	Statewide Coverage	1.00% 10 days 1.00% 15 days	SBPP	2.50%	N/A
Vestis Uniforms and Workplace Supplies Inc DBA Vestis Services LLC	<a href="#">PO-25-1080-OSD03-36448</a>	N/A	Reshonda Fernandez	800-785-2299	<a href="mailto:Reshonda.fernandez@vestis.com">Reshonda.fernandez@vestis.com</a>	1,2,3,5,13	Statewide Coverage	1.00% 10 days	N/A	1.00%	N/A

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W2W Partners DBA Unicorn	<a href="#">PO-25-1080-OSD03- OSD03-36352</a>	N/A	Ellen Cynar	248-420-5838	<a href="mailto:government@w2wpartners.com">government@ w2wpartners.c om</a>	8,9	Statewide Coverage	4.00% 10 days 3.00% 15 days 2.00% 20 days 1.00% 30 days	SBPP	10.00%	N/A
YaroSafo Hair LLC DBA Safo Hair	<a href="#">PO-25-1080-OSD03- OSD03-35984</a>	N/A	Ellana Stinson	404-849-6750	<a href="mailto:hello@safohair.com">hello@safohair. com</a>	9	Statewide Coverage	6.00% 10 days 5.00% 15 days 4.00% 20 days 1.00% 30 days	MBE WBE SBPP	5.00%	N/A

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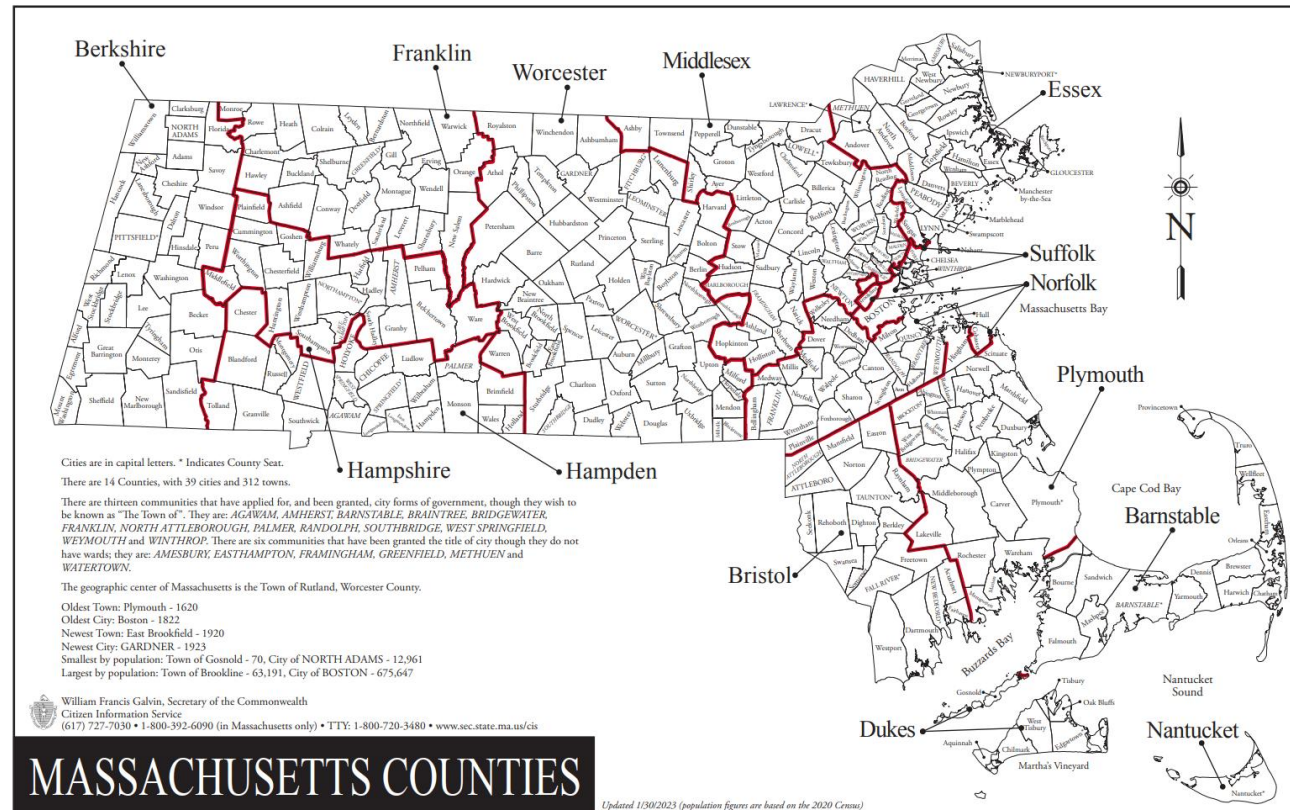
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## Appendix A:



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