

# ENE53: Ultra Low Sulfur Diesel & Biodiesel Statewide Contract

**UPDATED:** June 5, 2025

Contract #: ENE53 MMARS MA #: ENE53\*

Current Contract Term: August 1, 2024 – July 31, 2029

Maximum End Date: July 31, 2029

Initial Contract Term: August 1, 2024 – July 31, 2029

Contract Manager: Michael Barry, 617-720-3182, Michael.Barry3@mass.gov

This Contract Contains: Environmentally Preferable Products, Service-Disabled Veteran-Owned

**Business** 

UNSPSC Codes: 15-10-15-05 Diesel Fuel

15-10-18-01 Biodiesel

Updated Added Appendix B: Truck Safety Standards Issued by RMV

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## **Contract Summary**

This is a Statewide Contract for the purchase and delivery of Ultra Low Sulfur Diesel and Biodiesel. This contract has an additional category, category 4, which is the option to lock in a fixed price on the purchase of Biodiesel. This contract replaces the statewide contract ENE47.

Eligible Entities wishing to participate in this contract must contact and arrange for the purchase of ULSD or Biodiesel with the appropriately awarded vendor and must remain with the vendor for twelve months or the remainder of the contract term. Vendors have been directed to request this commitment in writing. In the event that a buyer encounters an issue with a vendor assigned to their specific zone in Category 1 and 2 (e.g., a vendor not being able to meet supply demands), the buyer may solicit quotes from other category 1 and 2 vendors.

Per <u>Executive Order 594</u> Leading By Example: Decarbonizing and Minimizing Environmental Impacts of State Government, all executive branch agencies, public institutions of higher education, and the MBTA non-revenue fleet must:

- Ensure that any diesel fuel purchased for use in motor vehicles owned and operated by Commonwealth entities shall consist of at least 5% biofuels (i.e., B5). Biofuels must meet the minimum fuel content specifications outlined in the <u>Leading by Example</u> guidance.
- Identify opportunities to increase the biodiesel portion of vehicle fuel consumed to as high a level as is practicable.
- Strive to utilize biodiesel fuels in other equipment as is appropriate
- Agencies may be exempt from this requirement if said biodiesel is not readily available or is cost- prohibitive, or if a specific performance constraint is identified.
- Agencies shall also strive to utilize biodiesel fuels in other equipment as is appropriate

## **Contract Categories**

This contract includes 4 categories of as listed below.

Category 1: Ultra Low Sulfur Diesel

Category 2: Biodiesel

Category 3: Fixed Pricing for Ultra Low Sulfur Diesel

Category 4: Fixed Pricing for Biodiesel

## **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.

- Competitive Pricing
- Qualified and Experienced Vendor
- Prompt Pay Discount
- Lower differential pricing for the purchase of 8,000 gallons or more



## Find Bid/Contract Documents

To find all contract-specific documents, including the Contract User Guide, RFR, specifications, and other attachments, visit COMMBUYS.com and search for ENE53 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 ENE53 and can be accessed directly by visiting Master Blanket Purchase Order PO-20-1080-OSD03-SRC01-17012.

#### 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.

- 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 higher 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.

#### 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. It is permissible to use subcontractors to provide services to the Commonwealth under ENE53. However, the primary Contractor will be held responsible for any and all performance of the subcontractor. Subcontracting will not increase the prices offered by the Contractor in response to this RFR.

## **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

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

<u>Small Business Award Preference</u>: 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.

<u>SDP Commitment</u>: 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 SDP policy link or attachment (if any) Additional creative initiatives (if any)	Assess the bidder's level of integration of supplier diversity into company operations.
SDP commitment – subcontracting SDP commitment – ancillary SDP commitment – total List of proposed partners Company prior year spending with the list of partners (if	Evaluate the bidder's SDP commitment.  Assess the likelihood of the bidder meeting their SDP commitment.
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.

#### Other Requirements:

Expected annual value of the RFQ	RFQ process requirements
Less than or equal to \$250,000/year	Notify at least two small businesses capable of providing the product or service of the opportunity, if available.
	Include SBPP contract language and place it prominently within the RFQ. <u>See SDO</u> Template Language.
	Evaluate bids received from, and award a contract to, an SBPP-participating small business that meets the department's best value criteria.
	Award to a large business only if there is no SBPP participating business meeting departments' best value criteria.
	Conduct a clarification/BAFO/negotiation before disqualifying an SBPP-
	participating business based on price or desirable criteria.
	See the <u>Best Value Evaluation of Responses to Small Procurements: A Guide for</u>
	Strategic Sourcing Teams for additional guidance.
More than	Notify at least two diverse and/or small businesses capable of providing the
\$250,000/year	product or service of the opportunity, if available.
	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.
	See the <u>Best Value Evaluation of SDP Plan Forms</u> : A Guide for Strategic Sourcing
	<u>Teams</u> for additional guidance.
	Note: 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.



OSD provides up-to-date information on the availability of diverse and small businesses on statewide contracts through the <u>Statewide</u> <u>Contract Index</u> 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**

All orders should reference ENE53 to ensure buyers get statewide contract pricing. 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.

#### **Pricing Options**

Category 1 & 2 -Delivery of ULSD and Biodiesel- which includes a year-round blend of B5 with the option to
purchase blends of B10, B15, and B20 - may be purchased at a fixed differential price. This price is calculated
by applying the low wholesale Boston Price as published daily in the OPIS-Oil Price Daily (formerly the JOCJournal of Commerce). All taxes and federal fees are included.

Pricing of is calculated as:

Summer Blend (Apr-Sep) ULSD Pricing

Ultra-Low Sulfur Diesel + Applicable Differential Price = Total Summer Blend Price

Winter Blend (Oct-Mar) ULSD Pricing

Ultra-Low Sulfur Diesel Premium\* + Applicable Differential Price = Total Winter Blend Price

\*Listed as "w/additive" (referring to ULSD Premium)

- Category 3 Delivery of Ultra Low Sulfur Diesel (ULSD) to be purchased at fixed price, 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.
- Category 4- Delivery of Biodiesel to be purchased at a fixed price, 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.



#### **Product/Service Pricing and Finding Vendor Price Files**

#### Category 1 & 2, Indexed Pricing

To find the published daily index wholesale price, go to the <u>ENEFY25 Daily Pricing Index MBPO</u> record on COMMBUYS.

To access the record manually:

- Go to www.commbuys.com.
- Click on "Contract & Bid Search" on the log-in page.
- Click the radio button for Contracts/Blankets.
- In the Contract/Blanket Description field, type in ENEFY25
- Then click "Find It" (note: hitting Enter won't work, you must click Find It).
- Access MBPO record number PO-25-1080-OSD03-SRC01-32964.
- Under attachments, open the Daily Index file for the date you would like to view. Diesel Prices are second from the top.

The Less Than Truckload Differential (LTL) pricing is applicable for all deliveries 7,999 gallons and under. The Truckload Differential (TL) pricing is applicable for deliveries of 8,000 gallons or more.



## **ULSD Differential Pricing-Effective 08/1/24:**

Zone	Vendor	ULSD ULSDPRM LTL	ULSD ULSDPRM TL
Zone 1	Broco Oil Inc.	0.145	0.06
Zone 2	Dennis K. Burke	0.2172	0.1274
Zone 3	Dennis K. Burke	0.2672	0.1574
Zone 4	Dennis K. Burke	0.2672	0.1574
Zone 5	Dennis K. Burke	0.2672	0.1574
Zone 6	Dennis K. Burke	0.2972	0.1574
Zone 7	Dennis K. Burke	0.3172	0.1574
Zone 8	Dennis K. Burke	0.3552	0.1574
Zone 9	Carmyn Inc.	0.89	0.59

## **Biodiesel Differential Pricing-Effective 8/1/24:**

Zone	Vendor	B5 LTL	B5 TL	B10 LTL	B10 TL	B15 LTL	B15 TL	B20 LTL	B20 TL
1	Broco Oil Inc.	0.249	0.06	0.249	0.06	0.249	0.06	0.249	0.06
2	Broco Oil Inc.	0.3	0.075	0.3	0.075	0.3	0.075	0.3	0.075
3	Sprague Operating Resources, LLC	0.442	0.2037	0.437	0.1987	0.432	0.1937	0.2842	0.1322
4	Sprague Operating Resources, LLC	0.4804	0.2312	0.4754	0.2262	0.4704	0.2212	0.4654	0.2162
5	Broco Oil Inc.	0.45	0.09	0.45	0.09	0.45	0.09	0.45	0.09
6	N/A	0.0000	0.0000	0.0000	0.0000	0.0000	0.0000	0.0000	0.0000
7	N/A	0.0000	0.0000	0.0000	0.0000	0.0000	0.0000	0.0000	0.0000
8	N/A	0.0000	0.0000	0.0000	0.0000	0.0000	0.0000	0.0000	0.0000
9	N/A	0.0000	0.0000	0.0000	0.0000	0.0000	0.0000	0.0000	0.0000



#### Category 3, Fixed Pricing for Ultra Low Sulfur Diesel

The delivery of Ultra Low Sulfur Diesel (ULSD) is purchased as a fixed adder over the weighted average price of the NYMEX for ULSD. The weighted average will be determined at time of purchase by averaging the number of months and/or gallons needed. It is strongly encouraged that eligible entities solicit quotes in zones with multiple awarded vendors. Vendors will work with the individual purchasing entities to determine specific time to lock into the NYMEX, when it is deemed to be most advantageous. The specific volume will be verified when NYMEX is locked in by the purchasing entities. Purchasing Entities reserve the right to roll over purchases to additional months if needed. It is the responsibility of the Contractor and Purchasing Entity to come to a decision of how unused gallons will be handled prior to entering into an agreement and to ensure that this agreement is in writing.

Please note this fixed adder is ceiling, not to exceed pricing. Eligibility entities reserve the right to negotiate a lower fixed adder based on total gallons with the vendor. A minimum of 42,000 gallons must be purchased by the Eligible Entity. It is at the discretion of the Contractor to enter into any agreements less than 42,000 gallons.

Vendor	Zone 1	Zone 2	Zone 3	Zone 4	Zone 5	Zone 6	Zone 7	Zone 8	Zone 9
Broco Oil Inc	0.45	0.48			0.50				
Global Montello Group Corp	0.75	0.75	0.75	0.75	0.75	0.75	0.75	0.75	0.75
Dennis K Burke	0.2774	0.2774	0.3074	0.3074	0.3074	0.3074	0.3074	0.3074	
Sprague Operating Resources, LLC	0.5745	0.5882	0.5841	0.6199					



#### Category 4, Fixed Pricing for Biodiesel

The delivery of Biodiesel is purchased as a fixed adder over the weighted average price of the NYMEX for Biodiesel. The weighted average will be determined at time of purchase by averaging the number of months and/or gallons needed. It is strongly encouraged that eligible entities solicit quotes in zones with multiple awarded vendors. Vendors will work with the individual purchasing entities to determine specific time to lock into the NYMEX, when it is deemed to be most advantageous. The specific volume will be verified when NYMEX is locked in by the purchasing entities. Purchasing Entities reserve the right to roll over purchases to additional months if needed. It is the responsibility of the Contractor and Purchasing Entity to come to a decision of how unused gallons will be handled prior to entering into an agreement and to ensure that this agreement is in writing.

Please note this fixed adder is ceiling, not to exceed pricing. Eligibility entities reserve the right to negotiate a lower fixed adder based on total gallons with the vendor. A minimum of 42,000 gallons must be purchased by the Eligible Entity. It is at the discretion of the Contractor to enter into any agreements less than 42,000 gallons.

Vendor	Zone 1	Zone 2	Zone 3	Zone 4	Zone 5	Zone 6	Zone 7	Zone 8	Zone 9
Broco Oil Inc	0.2	0.25			0.35				
Global Montello Group Corp									
Dennis K Burke									
Sprague Energy Resources, LLC	0.5745	0.5882	0.5841	0.6199					



#### **Applicable Taxes/Fees:**

The following additional taxes and federal environmental fees to be billed as separate line items on invoices:

- State Excise Tax for on-road use: \$0.24 cents per gallon
- Federal Leaking Underground Storage Tank (LUST): \$0.001 per gallon
- Federal Oil Spill Liability Trust Fund: \$0.00214 per gallon
- Massachusetts Uniform Oil Response Fee: \$0.00119 per gallon
- Inflation Reduction Act Federal Superfund Tax: \$0.17 per barrel or \$0.00405 per gallon **Effective January 1, 2023. The tax will be adjusted annually for inflation beginning January 1, 2025.**

#### **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 <a href="mailto:oSDhelpdesk@mass.gov">OSDhelpdesk@mass.gov</a>.

When contacting a vendor on statewide contract, always reference ENE53 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**

#### 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. This method should be used for categories 2 & 4 (Fixed-Pricing for ULSD / Fixed- Pricing for Biodiesel)
- 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 *Make a Statewide Contract Purchase in COMMBUYS* job aid.

#### Directly purchase a non-fixed price item (\$0 line item) 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. This method should be used for categories 1 & 3 (Differential Pricing for ULSD / Differential Pricing for Biodiesel)
- Check the Zone listing in Appendix A to determine the city or town where you will have the gasoline delivered. Contact the vendor responsible for that Zone to discuss locations, account requirements and arrange for delivery. The contract covers nine zones across the state. Each zone has one awarded



Contractor (for categories 1 & 3). These contractors are responsible for servicing the eligible users within that zone. In the event of an issue, buyers **are able to** use another vendor awarded those same categories (1 & 3). Contract Users should continue to place orders in the normal fashion by contacting the appropriate vendor. Orders should not be placed through COMMBUYS.

#### > 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. Quote solicitation will be for Categories 3 & 4, or in the event of a vendor issue with Categories 1 & 2 (i.e, a vendor assigned to a zone not being able to meet demand). 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 "ENE53 RFQ" when entering information in the Description field. This contract is solicitation enabled.

#### **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 <u>Vendor List and Information</u> 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.

#### **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)**

The Environmentally Preferable Products on this contract are the various grades of Biodiesel (B5, B10, B15, B20) found in categories 2 (Differential Pricing for Biodiesel) & 4 (Fixed Pricing for Biodiesel). Biodiesel is a renewable fuel made from agricultural resources, vegetable oils, and/or animal fats, that all provide the same amount of energy. Biodiesel reduces particulate matter and tailpipe emissions that impact climate change, such as carbon dioxide (CO2) [although some increase in nitrogen dioxide (NOx) may occur depending on the duty cycle of the engine]. Biodiesel is available in blends of B5, B10, B15, and B20 (20% biodiesel, 80% ULSD when available) for spring and summer months. Biodiesel is non-toxic, biodegradable, and suitable for sensitive environments, making biodiesel spills far less harmful to the environment and much less expensive to clean up than a diesel spill.

## **Emergency Services**

Many statewide contracts are required to provide products or services in cases of statewide emergencies. <u>ML - 801 CMR</u> <u>21</u> defines emergency for procurement purposes. Visit the <u>Emergency Response Supplies</u>, <u>Services and Equipment</u> Contact Information for Statewide Contracts list for emergency services related to this contract.



## **Delivery**

Delivery of Ultra Low Sulfur Diesel and Biodiesel must be made on days and during hours that are acceptable to contract users. Lead time for normal delivery will be 24 hours; 48 hours for holidays and weekends. Deliveries of less than 500 gallons will not be subject to any additional charges or service fees. Please refer to the RFR in COMMBUYS by visiting Master Blanket Purchase Order PO-00-00-OSD00-SRC00-0000 for all delivery requirements.

## **Performance and Payment Timeframes Which Exceed Contract Duration**

All term leases, rentals, maintenance, or other agreements for services entered into during the duration of this Contract must terminate on or before the contract end date stated on the first page of this Contract User Guide.

## **Strategic Sourcing Team Members**

- Melina Limardo, MWRA
- Eric Friedman, ENE
- Ann Marie Niejadlik, DCR
- Chuck Labbee, DOT
- Mark Richards, Operational Services Division



## **Contract User Guide for ENE53**

### **Vendor List and Information\***

Vendor	Master Blanket Purchase Order	Contact Person	tact Person Phone # Email Cates		Categories	Zone	Discounts (PPD)	SDP Commit ment
**Master ContractRecord (All contract documents)	PO-25-1080-OSD03- OSD03-33382	Michael Barry	617-720- 3182			N/A	N/A	N/A
***Solicitation EnabledBlanket (only to be used to obtain quotes)	t OSD03-33379 3182		N/A	N/A	N/A	N/A		
Dennis K Burke	PO-24-1080-OSD03- OSD03-33282	Joseph Cote	1-800-289- 2875	joe.cote@burkeoil.com	1,3	Cat 1: 1-8 Cat 3: 2-8	0.20% - 10 days	1%
Global Montello Group Corp	PO-24-1080-OSD03- OSD03-33284	Katie Florio	781-398-4003	bids@globalp.com	3	1-9	0.25% - 10 days	7%
Broco Oil Inc (Service- Disabled Veteran Owned)	PO-24-1080-OSD03- OSD03-33280	Kris Ellis	978-228-0613 <u>kellis@brocoenergy.com</u>		1,2,3, 4	Cat 1: 1 Cat 2: 1-2 & 5 Cat 3: 1-2 & 5 Cat 4: 1-2 & 5	0.10%- 10 days	1%
Sprague Operating Resources, LLC	PO-24-1080-OSD03- OSD03-33283	Jeanette Finley	603-430-5397	contractmgmt@spragueenerg m	2,3,4	Cat 2: 3-4 Cat 3: 1-4 Cat 4: 1-4	0.10% - 10 days	5%
Carmyn Inc	PO-24-1080-OSD03- OSD03-33281	Ben Slayden	(617)352-5796	benjamin.m.slayden@carmyn.c	1	9	2% - 10 days 1%- 15 Days 1%- 20 Days 1%- 30 Days	1%

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

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<sup>\*\*</sup>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. NOTE: Contract User Guides are updated regularly. Print copies should be compared against the current version posted on mass.gov/osd.



# **Contract User Guide for ENE53**

## **Appendix A:**

Zone 1	Zone 2	Zone 3	Zone 4	Zone 5	Zone 5	Zone 6	Zone 7	Zone 8	Zone 9
ARLINGTON	AMESBURY	ABINGTON	BARNSTABLE	ACTON	OAKHAM	ASHBURNHAM	AGAWAM	ADAMS	AQUINNAH
BELMONT	ANDOVER	ACUSHNET	BOURNE	ASHLAND	OXFORD	ASHBY	AMHERST	ALFORD	CHILMARK
BOSTON	BEVERLY	ATTLEBORO	BREWSTER	AUBURN	PAXTON	ATHOL	ASHFIELD	BECKET	CUTTYHUNK
BRAINTREE	BOXFORD	AVON	CHATHAM	AYER	PEPPERELL	BERNARDSTON	BELCHERTOWN	CHESHIRE	EDGARTOWN
BROOKLINE	DANVERS	BERKLEY	DENNIS	BARRE	PETERSHAM	BUCKLAND	BLANDFORD	CLARKSBURG	MENEMSHA
BURLINGTON	DRACUT	BRIDGEWATER	EASTHAM	BEDFORD	PRINCETON	CHARLEMONT	BRIMFIELD	DALTON	NANTUCKET
CAMBRIDGE	ESSEX	BROCKTON	FALMOUTH	BELLINGHAM	RUTLAND	COLRAIN	CHESTER	EGREMONT	OAK BLUFFS
CANTON	GEORGETOWN	CARVER	GOSNOLD	BERLIN	SHERBORN	DEERFIELD	CHESTERFIELD	FLORIDA	SIASCONSET
CHELSEA	GLOUCESTER	DARTMOUTH	HARWICH	BILLERICA	SHIRLEY	ERVING	CHICOPEE	GREAT BARRINGTON	TISBURY
COHASSET	GROVELAND	DIGHTON	MASHPEE	BLACKSTONE	SHREWSBURY	FITCHBURG	CONWAY	HANCOCK	VINEYARD HAVEN
DEDHAM	HAMILTON	DUXBURY	ORLEANS	BOLTON	SOUTHBOROUGH	GARDNER	CUMMINGTON FAST	HINSDALE	WEST CHOP
DOVER	HAVERHILL	EAST BRIDGEWATER	PROVINCETOWN	BOXBOROUGH	SOUTHBRIDGE	GILL	LONGMEADOW	LANESBOROUGH	WEST TISBURY
EVERETT	IPSWICH	EASTON	SANDWICH	BOYLSTON	SPENCER	GREENFIELD	EASTHAMPTON	LEE	
HINGHAM	LAWRENCE	FAIRHAVEN	TRURO	BROOKFIELD	STERLING	HAWLEY	GOSHEN	LENOX	Other Island
HOLBROOK	LOWELL	FALL RIVER	WELLFLEET	CARLISLE	STOW	HEATH	GRANBY	MONROE	Communities
HULL	LYNN	FOXBOROUGH	YARMOUTH	CHARLTON	STURBRIDGE	LEOMINSTER	GRANVILLE	MONTEREY	
LEXINGTON	LYNNFIELD	FREETOWN		CHELMSFORD	SUDBURY	LEVERETT	HADLEY	MOUNT WASHINGTON	
LINCOLN	MANCHESTER	HALIFAX		CLINTON	SUTTON	LEYDEN	HAMPDEN	NEW ASHFORD	
MALDEN	MARBLEHEAD	HANOVER		CONCORD	TYNGSBOROUGH	LUNENBURG	HATFIELD	NEW MARLBOROUGH	
MEDFORD	MERRIMAC	HANSON		DOUGLAS	UPTON	MONTAGUE	HOLLAND	NORTH ADAMS	
MELROSE	METHUEN	KINGSTON		DUDLEY	UXBRIDGE	NEW SALEM	HOLYOKE	OTIS	
MILTON	MIDDLETON	LAKEVILLE		DUNSTABLE	WARREN	NORTHFIELD	HUNTINGTON	PERU	
				EAST					
NEEDHAM	NAHANT	MANSFIELD		BROOKFIELD	WAYLAND	ORANGE	LONGMEADOW	PITTSFIELD	
NEWTON	NEWBURY	MARION		FRAMINGHAM	WEBSTER	PELHAM	LUDLOW	RICHMOND	
NORWOOD	NEWBURYPORT	MARSHFIELD		FRANKLIN	WEST BOYLSTON	PHILLIPSTON	MIDDLEFIELD	SANDISFIELD	
QUINCY	NORTH ANDOVER	MATTAPOISETT		GRAFTON	WEST BROOKFIELD	ROWE	MONSON	SAVOY	
RANDOLPH	NORTH READING	MEDFIELD		GROTON	WESTBOROUGH	ROYALSTON	MONTGOMERY	SHEFFIELD	
REVERE	PEABODY	MIDDLEBOROUGH		HARDWICK	WESTFORD	SHELBURNE	NORTHAMPTON	STOCKBRIDGE	
SAUGUS	READING	NEW BEDFORD		HARVARD	WORCESTER	SHUTESBURY	PALMER	TYRINGHAM	
SOMERVILLE	ROCKPORT	NORFOLK		HOLDEN		SUNDERLAND	PLAINFIELD	WASHINGTON	
STONEHAM	ROWLEY	NORTH ATTLEBOROUGH		HOLLISTON		TEMPLETON	RUSSELL	WEST STOCKBRIDGE	
WAKEFIELD	SALEM	NORTON		HOPEDALE		TOWNSEND	SOUTH HADLEY	WILLIAMSTOWN	
WALTHAM	SALISBURY	NORWELL		HOPKINTON		WARWICK	SOUTHAMPTON	WINDSOR	

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WATERTOWN SWAMPSCOTT PEMBROKE HUBBARDSTON WENDELL SOUTHWICK

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WELLESLEY	TEWKSBURY	PLAINVILLE	HUDSON	WESTMINSTER	SPRINGFIELD	
WESTON	TOPSFIELD	PLYMOUTH	LANCASTER	WINCHENDON	TOLLAND	
WESTWOOD	WENHAM	PLYMPTON	LEICESTER		WALES	
	WEST					
WEYMOUTH	NEWBURY	RAYNHAM	LITTLETON		WARE	
					WEST	
WILMINGTON		REHOBOTH	MARLBOROUGH		SPRINGFIELD	
WINCHESTER		ROCHESTER	MAYNARD		WESTFIELD	
WINTHROP		ROCKLAND	MEDWAY		WESTHAMPTON	
WOBURN		SCITUATE	MENDON		WHATELY	
		SEEKONK	MILFORD		WILBRAHAM	
		SHARON	MILLBURY		WILLIAMSBURG	
		SOMERSET	MILLIS		WORTHINGTON	
		STOUGHTON	MILLVILLE			
		SWANSEA	NATICK			
		TAUNTON	NEW BRAINTREE			
			NORTH			
		WALPOLE	BROOKFIELD			
		WAREHAM	NORTHBOROUGH			
		WEST BRIDGEWATER	NORTHBRIDGE			
		WESTPORT				
		WHITMAN				
		WRENTHAM				

## **Appendix B: Truck Safety Standards Issued by RMV**

#### **Truck Safety Standards**

The RMV enacted new regulations (540 CMR 4.10 to 4.13) that apply to certain registered motor vehicles, trailers, semi-trailers and semi-trailer units classified as class 3 or above by the Federal Highway Administration, with a gross vehicle weight (GVW) rating of 10,001 pounds or more ("Heavy Vehicles"). Heavy Vehicles that are (1) leased or purchased by the Commonwealth on or after January 1, 2023, or (2) operated under contracts with the Commonwealth executed on or after January 1, 2025, that require the use of Heavy Vehicles in writing or by necessary implication, must be equipped with the following truck safety devices:

- Lateral protective devices (LPD), commonly called "Side Guards,"
- Convex mirrors,
- Crossover mirrors, and
- Back-up cameras.

For snow and ice management and removal services and towing services, these regulations apply to Heavy Vehicles operated under contracts with the Commonwealth that were executed on or after July 1, 2025. Heavy Vehicles affected by the RMV regulations must be certified as compliant with these requirements beginning 12/31/2025 using the RMV portal. Please refer to MassDOT's guidance <a href="here">here</a> for information about updates on truck safety devices, the certification and waiver process, and guidance for contractors. Further guidance will soon be available on the OSD website.