



FAC124: Building Maintenance Repair and Operations Product and Supplies

UPDATED: June 20, 2024

Contract #:	FAC124
MMARS MA #:	FAC124*
Initial Contract Term:	10/01/2023 – 09/30/2028
Maximum End Date:	One (1) five (5)-year renewal option through September 30, 2033
Current Contract Term:	October 1, 2023 – September 30, 2028
Contract Manager:	Raydi Soto, 617-792-0974, Raydi.j.soto@mass.gov
This Contract Contains:	Environmentally Preferable Products (EPP), Small Business Purchasing Program
UNSPSC Codes:	See Appendix A
Notes:	This contract contains new and innovative Environmentally Preferable Products Specifications and requirements. This contract should not be used to purchase products for construction projects requiring labor that will not be performed by eligible entity employees.
Updates:	OSD Contract Manager

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

Table of Contents:

(NOTE: To access hyperlinks below, scroll over desired section and CTL + Click)

- [Contract Summary](#)
- [Contract Categories](#)
- [Benefits and Cost Savings](#)
- [Find Bid/Contract Documents](#)
- [Who Can Use This Contract](#)
- [Subcontractors](#)
- [Supplier Diversity Requirements](#)
- [Pricing, Quotes and Purchase Options](#)
- [Instructions for MMARS Users](#)
- [Environmentally Preferable Products](#)
- [Contract Exclusions and Related Statewide Contracts](#)
- [Emergency Services](#)
- [Shipping/Delivery>Returns](#)
- [Additional Information/FAQ's](#)
- [Strategic Sourcing Team Members](#)
- [VENDOR LIST AND INFORMATION](#)
- [Appendix A: UNSPSC Codes](#)
- [Appendix B: FAC124 Mandatory Specifications and Desirable Criteria](#)
- [Appendix C: List of Apparent Successful Bidders](#)

TIP: To return to the first page throughout this document, use the CTL + Home command.

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

Updated: June 20, 2024

Template version: 8.2

Page 1 of 18

One Ashburton Place, Room 1608 Boston, MA, 02108-1552

Tel: (617) 720 - 3300 | www.mass.gov/osd | TDD: (617) 727 - 2716 | Twitter: @Mass_OSD | Fax: (617) 727 - 4527



Contract Summary

This is a Statewide Contract for Building Maintenance Repair and Operations Product and Supplies. OSD is actively engaged in discussions to enhance environmental and climate preferable product offerings. Thus, the intention of this contract was to attract vendors who can provide a robust product catalog that includes environmental and climate preferable products. This includes products that assist the Commonwealth in achieving Net Zero emissions by 2050 and to further the Commonwealth's efforts to combat the negative effects of climate change and protect vulnerable communities, improve energy, and water efficiency, acceleration of the decarbonization of fuels, reduce toxicity, promote sustainable manufacturing, and make recycling of products and supplies easier to meet Executive Order 594 and the Green Communities Program.

Product and supplies available on this contract are necessary to ensure proper function of electrical and outdoor lighting, plumbing, and heating, and building envelope and related materials. Items available on this contract are to be purchased and installed by purchasing entity. Eligible entities interested in purchasing off this contract can do so via PunchOut catalog which certain vendors offer. Otherwise, if you are not an eligible entity but are interested in purchasing off this contract, submit a request to utilize FAC124 to purchasing.agent@mass.gov and identifying the contract number and title, contact information, and an estimate of the amount of the anticipated purchase(s).

UPDATES: Be advised that the FAC124 Strategic Sourcing Team is finalizing contract awards for [apparent successful bidders \(Appendix C\)](#). As vendors are onboarded, the FAC124 Contract User Guide and COMMBUYYS will be updated to reflect additional vendors. Therefore, we suggest that you check these resources prior to submitting RFQs for these services. The FAC124 contract will include vendors from FAC100, as well as newly awarded vendors.

Contract Categories

This contract includes 5 categories of products, including 10 additional product types for Category 5: Building Envelope and Related Materials as listed below. Category 1 is for products only and does not include EV charging stations or the installation of such products. EV charging station equipment should be purchased through [VEH102](#) and can be installed through VEH102 vendors or the use of the [TRD01](#) contract.

Category 1: Electrical and Lighting Products and Supplies

Category 2: LED Roadway and Outdoor Area Lighting

Category 3: Plumbing and Heating Products and Supplies

Category 4: HVAC and Refrigeration Products and Supplies

Category 5: Building Envelope and Related Materials

- Roofing Products and Supplies
- Lumber Products and Supplies
- Envelope systems products and supplies
- Cement and Masonry Products and Supplies
- Paint Product and Supplies
- Ceiling tiles and components
- Doors and Hardware
- Window Components and Hardware
- Drywall & Drywall Components
- Building Metal Materials and Components
- Other Building Envelope and Related Materials

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

Updated: June 20, 2024

Template version: 8.2

Page 2 of 18

One Ashburton Place, Room 1608 Boston, MA, 02108-1552

Tel: (617) 720 - 3300 | www.mass.gov/osd | TDD: (617) 727 - 2716 | Twitter: [@Mass_OSD](https://twitter.com/Mass_OSD) | Fax: (617) 727 - 4527



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.

- Covers a wide range of products and supplies in electrical and outdoor lighting, plumbing, and heating, HVAC, and refrigeration, and building envelopes and related materials, along with 10 additional product types
- Updated specifications and Environmental certifications and standards
- Environmental Climate Preferable Product Catalog provided by vendors
- Vendor Price Files with up-to-date pricing provided by vendors

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 FAC124 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 FAC124 and can be accessed directly by visiting [list the Master MBPO hyperlink here, for example, Master Blanket Purchase Order [PO-24-1080-OSD03-SRC3-30508](#)].

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.
- If you are not an eligible entity but are interested in purchasing off this contract, submit a request to utilize FAC124 to purchasing.agent@mass.gov and identifying the contract number and title, contact information, and an estimate of the amount of the anticipated purchase(s).

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.

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.

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

Updated: June 20, 2024

Template version: 8.2

Page 3 of 18

One Ashburton Place, Room 1608 Boston, MA, 02108-1552

Tel: (617) 720 - 3300 | www.mass.gov/osd | TDD: (617) 727 - 2716 | Twitter: @Mass_OSD | Fax: (617) 727 - 4527



OPERATIONAL SERVICES DIVISION

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.

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

Updated: June 20, 2024

Template version: 8.2

Page 4 of 18

One Ashburton Place, Room 1608 Boston, MA, 02108-1552

Tel: (617) 720 - 3300 | www.mass.gov/osd | TDD: (617) 727 - 2716 | Twitter: @Mass_OSD | Fax: (617) 727 - 4527



OPERATIONAL SERVICES DIVISION

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	<ul style="list-style-type: none"> • 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. See SDO 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 Best Value Evaluation of Responses to Small Procurements: A Guide for Strategic Sourcing Teams for additional guidance.
More than \$250,000/year	<ul style="list-style-type: none"> • Notify at least two diverse and/or small businesses capable of providing the 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 Best Value Evaluation of SDP Plan Forms: A Guide for Strategic Sourcing Teams for additional guidance. <p>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.</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.

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

Updated: June 20, 2024

Template version: 8.2

Page 5 of 18

One Ashburton Place, Room 1608 Boston, MA, 02108-1552

Tel: (617) 720 - 3300 | www.mass.gov/osd | TDD: (617) 727 - 2716 | Twitter: @Mass_OSD | Fax: (617) 727 - 4527



Pricing, Quote and Purchase Options

Purchase Options

Purchases made through this contract will be direct, outright purchases. This contract should not be used to purchase products for construction projects requiring labor that will not be performed by eligible entity employees.

Pricing Options

- **Discount off Manufacturers Suggested Retail Price (MSRP):** Contract pricing is a specified discount off the MSRP catalog price.

Product/Service Pricing and Finding Vendor Price Files

- Product pricing may be found by searching for the vendor on the [vendor information](#) page, where links to all the vendors MBPO's are provided and includes information on PunchOut or Line-Item catalogs
- Eligible Entities: To receive contract item information and/or quotes, Non-Executive Department buyers may contact vendors directly.

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.

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 FAC124 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

The following variety of catalog types are available: PunchOut Catalogs, Line-Item Catalogs, Category based solutions

- **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. Select a vendor on the dropdown in

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

Updated: June 20, 2024

Template version: 8.2

Page 6 of 18

One Ashburton Place, Room 1608 Boston, MA, 02108-1552

Tel: (617) 720 - 3300 | www.mass.gov/osd | TDD: (617) 727 - 2716 | Twitter: @Mass_OSD | Fax: (617) 727 - 4527



COMMBUYS, you are then 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 – Creating a Punch Out Order* job aid
- The *COMMBUYS Purchase Orders* section and choose the *How to Purchase from a COMMBUYS PunchOut* job aid.

Please see below for the list of FAC118 Vendors who currently have PunchOut Catalogs:

- F.W. Webb
- Graybar Electric
- Kaufman Company
- Metropolitan Pipe
- Republic Hardware

- **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 *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 "FAC124 RFQ" when entering information in the Description field.

FAC124 has five category specific Solicitation-Enabled MBPO records. See the Vendor Information table for more information.

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

- You can go to the *COMMBUYS Purchase Orders* section and choose the *How to Create a Solicitation Enabled Bid Using a Release Requisition* job aid or one of the quick reference guides.

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

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

Updated: June 20, 2024

Template version: 8.2

Page 7 of 18

One Ashburton Place, Room 1608 Boston, MA, 02108-1552

Tel: (617) 720 - 3300 | www.mass.gov/osd | TDD: (617) 727 - 2716 | Twitter: @Mass_OSD | Fax: (617) 727 - 4527



Obtaining Quotes

Contract users should always reference FAC124 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 Purchase Orders* section and choose *Request Quotes From Vendors on Statewide Contracts* job aid.

Quotes Including Construction Services

This contract is for the purchase of building materials only. Please note there are no specific requirements that apply for quoting construction services.

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)

Vendors on this contract are required to offer environmentally preferable products in all categories, in addition to mandatory specifications as defined in the [Attachment A: FAC124 Mandatory Specifications and Desirable Criteria \(Appendix B\)](#).

Contract Exclusions and Related Statewide Contracts

Unless for a specialty lighting project, incandescent light bulbs, incandescent exit sign lamps and fluorescent light bulbs, linear lamps, ballasts, and fixtures are not allowed to be purchased from this contract. The sale of the following product groups is prohibited under this contract because they are covered by other Statewide Contracts including but not limited to the following, and their successor contracts:

- OFF50: Audio, video and studio production and presentation equipment
- GRO39: Bottled Water
- CLT08: Clothing, uniform, footwear, accessories, and hygiene supplies that are not personal protective equipment or safety supplies
- FAC118: Cleaning Products- All cleaning products, Environmentally Friendly and Industrial Cleaning products
- GRO40: Commercial kitchen appliances
- GRO40: Foodservice supplies
- ITC80: Imaging equipment and supplies, including but not limited to photocopiers, fax machines, printers, multifunction devices and related supplies
- ITC73: IT Hardware, such as desktops, laptops, tablets, servers, and storage
- OFF45: Office, art, and school supplies
- FAC104: Playground equipment and structures
- ITC71: Security surveillance and access control systems
- VEH110: Passenger and utility vehicles
- PSE01: Professional-grade two-way radio systems, equipment, and services, including but not limited to trunking and Project 25, conventional radio systems, marine radios, public safety paging systems, fixed mobile data and automatic vehicle location systems and other similar equipment
- FAC116: Tractor, lawn and ground and farm equipment over 30 hp
- VEH109: Vehicle parts and tires

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

Updated: June 20, 2024

Template version: 8.2

Page 8 of 18

One Ashburton Place, Room 1608 Boston, MA, 02108-1552

Tel: (617) 720 - 3300 | www.mass.gov/osd | TDD: (617) 727 - 2716 | Twitter: [@Mass_OSD](https://twitter.com/Mass_OSD) | Fax: (617) 727 - 4527



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.

Regarding Product Troubleshooting, it is the responsibility of the Contractor to supply a licensed engineer (either on staff or out-sourced contractor), for site visits, adjustment of product settings or professional advice as requested by the Eligible Entity. This service is intended to protect the Commonwealth from expenses incurred due to faulty or defective products purchased from said contractor. Therefore, it is expected that emergency services will be used minimally and only as necessary. There must not be a fee for this service.

Shipping/Delivery/Returns

Delivery

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

Returns

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

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

Additional Information/FAQs

Frequently Purchased Items on the Contract

Products frequently purchased through this contract include:

- Electrical and Lighting Products and Supplies
- LED Roadway and Outdoor Area Lighting
- Plumbing and Heating Products and Supplies
- HVAC and Refrigeration Products and Supplies
- Building Envelope and Related Materials

Geographical Service Area

See the [Vendor List and Information](#) for regions covered.

Product Specifications, including Environmental Standards and Requirements

See the Attachment A FAC124 Mandatory Specifications and Desirable Criteria for specifications in the Master Blanket Purchase Order [PO-24-1080-OSD03-SRC3-30508](#).

Warranties

Manufacturer warranties apply upon acceptance of the product.

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

Updated: June 20, 2024

Template version: 8.2

Page 9 of 18

One Ashburton Place, Room 1608 Boston, MA, 02108-1552

Tel: (617) 720 - 3300 | [www.mass.gov/osd](#) | TDD: (617) 727 - 2716 | Twitter: [@Mass_OSD](#) | Fax: (617) 727 - 4527



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 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 meets the scope of the product category, the vendor may be able to add it to their product offerings. Vendor must consult with Commonwealth OSD Contract Manager to add product to contract.

If the product is not listed in the scope of the product category, a buyer may contact the Commonwealth OSD Contract Manager to inquire whether the product may be purchased.



OPERATIONAL SERVICES DIVISION

Contract User Guide for FAC124

Strategic Sourcing Team Members

- Jennifer Canela, Operational Services Division
- Julia Wolfe, Operational Services Division
- Sorraia Tavares (inactive), Operational Services Division
- Reann Rostamnezhad, Operational Services Division
- Catie Snyder, Leading by Example Division at Massachusetts Department of Energy Resources
- Ryan Kingston, Leading by Example Division at Massachusetts Department of Energy Resources
- Azinga Ming, Office of Facilities Management and Maintenance—Division of Capital Asset Management & Maintenance
- John Crisley, Office of Energy and Sustainability—Division of Capital Asset Management & Maintenance
- Julie Curti, Metropolitan Area Planning Council
- Takary Connor, Massachusetts Bay Transportation Authority
- Maureen Barends, Massachusetts Bay Transportation Authority
- Sean Corbin (inactive), Operational Services Division
- Raydi Soto, Operational Services Division

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

Updated: June 5, 2024

Template version: 8.2

Page 11 of 18

One Ashburton Place, Suite 1608 Boston, MA, 02108-1552

Tel: (617) 720 - 3300 | www.mass.gov/osd | TDD: (617) 727 - 2716 | Twitter: @Mass_OSD | Fax: (617) 727 - 4527



OPERATIONAL SERVICES DIVISION

Contract User Guide for FAC124

Vendor List and Information*

Updating as vendors become available in COMMBUYS

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 Blanket Record (MBPO)**	PO-24-1080-OSD03-SRC3-30508	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A
Solicitation Enabled for Category 1	PO-24-1080-OSD03-SRC3-30509	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A
Solicitation Enabled for Category 2	PO-24-1080-OSD03-SRC3-30518	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A
Solicitation Enabled for Category 3	PO-24-1080-OSD03-SRC3-30519	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A
Solicitation Enabled for Category 4	PO-24-1080-OSD03-SRC3-30520	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A
Solicitation Enabled for Category 5	PO-24-1080-OSD03-SRC3-30521	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A
Best Plumbing Specialties	PO-23-1080-OSD03-SRC3-30610	N/A	Amber Carr	800-448-6710 ext. 8155	contracts@bestplumbingonline.com	3	All	PPD10 – 1% PPD15 – 1% PPD20 – 1%	N/A	3%	N/A
Building Controls & Solutions LLC	PO-23-1080-OSD03-SRC3-30756	N/A	Jeff Hurwitz	617-782-9000	Jeff.hurwitz@building-controls.com	3, 4	All	PPD10 – 2% PPD15 – 0% PPD20 – 0%	N/A	20%	N/A
Carr Hardware and Supply	PO-23-1080-OSD03-SRC3-30614	N/A	Dan Kays	413-443-5611	DanK@carrhardware.com	1, 3, 4, 5	All	PPD10 – 1% PPD15 – 0% PPD20 – 0%	N/A	1%	N/A

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

Updated: June 5, 2024

Template version: 8.2

Page 12 of 18

One Ashburton Place, Suite 1608 Boston, MA, 02108-1552

Tel: (617) 720 - 3300 | www.mass.gov/osd | TDD: (617) 727 - 2716 | Twitter: @Mass_OSD | Fax: (617) 727 - 4527



OPERATIONAL SERVICES DIVISION

Vendor	Master Blanket Purchase Order #	COMMB UYS 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
D.O.T Fleet Parts	PO-23-1080-OSD03-SRC3-30902	N/A	Jack Bellan	781-956-8723	JackBellan@hotmail.com	1, 3, 4, 5		PPD10 – 1% PPD15 – 0% PPD20 – 0%	N/A	1%	N/A
F.W. Webb Company PunchOut Catalog Available	PO-23-1080-OSD03-SRC3-30791 PunchOut Catalog: PO-23-1080-OSD03-SRC3-30791	Y	Scott Cohen	781-272-6600	Scott.cohen@fwwebb.com	3, 4	All	PPD10 – 2% PPD15 – 0% PPD20 – 0%	N/A	6%	N/A
Frank P. McCartin Co., Inc.	PO-23-1080-OSD03-SRC3-30757	N/A	David C McCartin	978-454-7606	davem@goindustrialsupplies.com	1, 3, 4	Bristol, Essex, Middlesex, Norfolk, Suffolk, Worcester	PPD10 – 2% PPD15 – 1% PPD20 – 0%	N/A	1.5%	N/A
Graybar Electric Company Inc. PunchOut Catalog Available	PO-24-1080-OSD03-SRC3-30749 PunchOut Catalog: PO-24-1080-OSD03-SRC3-30749	Y	Michael Tehan	617-721-4041	Michael.teahan@graybar.com	1, 2	All	PPD10 – 1% PPD15 – 0% PPD20 – 0%	N/A	1%	N/A
Hapden/Zimmeman Electric Supply, a Division of US Electrical Service	PO-23-1080-OSD03-SRC3-30611	N/A	Rich Morini	800-649-6407	rmorini@hzelectric.com	1, 2	All	PPD10 – 2% PPD15 – 0% PPD20 – 0%	N/A	1%	N/A
Home Décor Group LLC dba Richmond Hardware & Paint	PO-23-1080-OSD03-SRC3-30790	N/A	Robert Seery	781-843-0066	Rob.seery@verizon.net	1, 3, 4, 5	All	PPD10 – 1% PPD15 – 0% PPD20 – 0%	N/A	1%	N/A

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

Updated: June 20, 2024

Template version: 8.2

Page 13 of 18

One Ashburton Place, Room 1608 Boston, MA, 02108-1552

Tel: (617) 720 - 3300 | www.mass.gov/osd | TDD: (617) 727 - 2716 | Twitter: @Mass_OSD | Fax: (617) 727 - 4527



OPERATIONAL SERVICES DIVISION

Vendor	Master Blanket Purchase Order #	COMMB UYS 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
Independent Electric Supply	PO-23-1080-OSD03-SRC3-30754	N/A	Sharon Srabian	617-625-5155	ssrabian@iesbuy.com	1, 2	All	PPD10 – 3% PPD15 – 2% PPD20 – 2%	N/A	4%	N/A
J.R. Balsan – Johnstone Supply	PO-23-1080-OSD03-SRC3-30865	N/A	Kimberly Giddinge	781-914-3069	Kim.giddinge@johnstonesupply.com	4	Berkshire, Bristol, Essex, Franklin, Hampden, Hampshire, Middlesex, Norfolk, Plymouth, Suffolk, Worcester	PPD10 – 2% PPD15 – 1.5% PPD20 – 1%	N/A	1.25%	N/A
Jackson Lumber & Millwork	PO-24-1080-OSD03-SRC3-31261	N/A	Tom Zappala	978-689-1056	Tzappala@JacksonLumber.com	5	All except Nantucket	PPD10 – 1% PPD15 – 1% PPD20 – 1% PPD30 – 1%	N/A	3%	N/A
Kamco Supply Corp of Boston	PO-23-1080-OSD03-SRC3-30507	N/A	Jeff Scaia	781-897-7230	jeffscaia@kamcoboston.com	5	All except Berkshire and Hampden	PPD10 – 2% PPD15 – 1% PPD20 – 1%	N/A	2%	N/A
Kaufman Company PunchOut Catalog Available	PO-23-1080-OSD03-SRC3-30609 PunchOut Catalog: PO-24-1080-OSD03-SRC3-30758	Y	Mark Evans	617-491-550	marke@kaufmanco.com	1, 3, 4, 5	All	PPD10 – 1.5% PPD15 – 1.0% PPD20 – 0.75%	N/A	3%	N/A
KT&T Distributors	PO-23-1080-OSD03-SRC3-30789	N/A	Kevin M. Porter	603-809-6638	Sales@ktttdistributors.com	1, 2	Berkshire, Bristol, Essex, Franklin, Hampden, Hampshire, Middlesex, Norfolk, Plymouth, Suffolk, Worcester	PPD10 – 2% PPD15 – 2% PPD20 – 1%	MBE	1%	N/A
Metropolitan Pipe	PO-23-1080-OSD03-SRC3-30742	Y	Ken Olivieri	617-492-6400	oliken@metpipe.com	3	All	PPD10 – 2.5% PPD15 – 0% PPD20 – 0%	N/A	1%	N/A

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

Updated: June 20, 2024

Template version: 8.2

Page 14 of 18

One Ashburton Place, Room 1608 Boston, MA, 02108-1552

Tel: (617) 720 - 3300 | www.mass.gov/osd | TDD: (617) 727 - 2716 | Twitter: @Mass_OSD | Fax: (617) 727 - 4527



OPERATIONAL SERVICES DIVISION

Vendor	Master Blanket Purchase Order #	COMMB UYS 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
PunchOut Catalog Available	PunchOut Catalog: PO-24-1080-OSD03-SRC3-30799										
Plumbers' Supply Corp	PO-23-1080-OSD03-SRC3-30667	N/A	Brian Jones	508-985-4966	bjones@plumberssupplyco.com	3, 4	All	PPD10 – 2% PPD15 – 2% PPD20 – 2%	N/A	6%	N/A
Premier Supply Group	PO-23-1080-OSD03-SRC3-30619	N/A	Michael Carr	413-782-5262	jbeaudry@psgne.com	3, 4	Berkshire, Franklin, Hampden, Hampshire, Worcester	PPD10 – 0.2% PPD15 – 0% PPD20 – 0%	N/A	1%	N/A
Republic Hardware PunchOut Catalog Available	PO-23-1080-OSD03-SRC3-30788 PunchOut Catalog: PO-23-1080-OSD03-SRC3-30788	Y	Thomas Summers	781-762-3900	tsummers@republicsupplyco.com	3, 4	All	PPD10 – 2% PPD15 – 2% PPD20 – 2%	N/A	1%	N/A
Sonepar Distribution New England Inc. DBA NorthEast Electrical	PO-23-1080-OSD03-SRC3-30612	N/A	Edward Slowe	781-401-8511	Ed.slowe@meedco.com	1, 2	All	PPD10 – 1% PPD15 – 0% PPD20 – 0%	N/A	1%	N/A
Standard Electric, a Division of US Electrical Service	PO-23-1080-OSD03-SRC3-30783	N/A	William Smith	978-658-5050	wsmith@standardelectric.com	5	All	PPD10 – 2% PPD15 – 2% PPD20 – 2%	N/A	1%	N/A
The Garland Group dba Design-Build Solutions	PO-23-1080-OSD03-SRC3-30792	N/A	Jordan Trimble	216-430-3534	jtrimble@garlandinc.com	5	All	PPD10 – 1.5% PPD15 – 0% PPD20 – 0%	N/A	2%	N/A

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

Updated: June 20, 2024

Template version: 8.2

Page 15 of 18

One Ashburton Place, Room 1608 Boston, MA, 02108-1552

Tel: (617) 720 - 3300 | www.mass.gov/osd | TDD: (617) 727 - 2716 | Twitter: @Mass_OSD | Fax: (617) 727 - 4527



OPERATIONAL SERVICES DIVISION

Vendor	Master Blanket Purchase Order #	COMMB UYS 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
The Granite Group	PO-23-1080-OSD03-SRC3-30755	N/A	Dennis Ford	603-856-6085	dford@thegranitegroup.com	3, 4	All	PPD10 – 2% PPD15 – 0% PPD20 – 0%	N/A	3%	N/A
Tools Unlimited	PO-23-1080-OSD03-SRC3-30864	N/A	Stephens Pires	781-341-1188	info@tollsunlimitedinc.net	1, 2, 4, 5	Barnstable, Bristol, Middlesex, Norfolk, Plymouth, Suffolk, Worcester	PPD10 – 2.5% PPD15 – 2% PPD20 – 1.5%	WBE	1%	N/A

*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 can be used for requesting quotes from multiple vendors.

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

Updated: June 20, 2024

Template version: 8.2

Page 16 of 18

One Ashburton Place, Room 1608 Boston, MA, 02108-1552

Tel: (617) 720 - 3300 | www.mass.gov/osd | TDD: (617) 727 - 2716 | Twitter: @Mass_OSD | Fax: (617) 727 - 4527



OPERATIONAL SERVICES DIVISION

Contract User Guide for FAC124

Appendix A: United Nations Standard Uniform Product and Services Codes used in FAC124

30-13-00- Structural Building Products

30-15-15- Roofing Material

30-18-00- Plumbing Fixtures

30-19-00- Construction & Maintenance Support Equipment

30-26-00- Structural Materials

31-21-00- Paint & Primers & Finishes

39-11-00- Lighting Fixtures & Accessories

39-10-00- Lamps & Light bulbs & Lamp Components

39-11-16- Exterior Lighting & Fixtures

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

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

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

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

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

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

26-13-00- Power Generation

83-10-19- Utilities- Energy Conservation

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

Updated: June 5, 2024

Template version: 8.2

Page 17 of 18

One Ashburton Place, Suite 1608 Boston, MA, 02108-1552

Tel: (617) 720 - 3300 | www.mass.gov/osd | TDD: (617) 727 - 2716 | Twitter: @Mass_OSD | Fax: (617) 727 - 4527



OPERATIONAL SERVICES DIVISION

Appendix B: FAC124 Mandatory Specifications and Desirable Criteria

Refer to COMMBUYS [PO-24-1080-OSD03-SRC3-30508](#)

Attachment A: FAC124 Mandatory Specifications and Desirable Criteria

Appendix C: List of Apparent Successful Bidders

Refer to COMMBUYS [PO-24-1080-OSD03-SRC3-30508](#)

FAC124 List of Apparent Successful Bidders (Intent to Award Notification)

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

Updated: June 20, 2024

Template version: 8.2

Page 18 of 18

One Ashburton Place, Room 1608 Boston, MA, 02108-1552

Tel: (617) 720 - 3300 | www.mass.gov/osd | TDD: (617) 727 - 2716 | Twitter: @Mass_OSD | Fax: (617) 727 - 4527