

## FAC92: Integrated Pest Management Statewide Contract

UPDATED: April 7, 2020

<b>Contract #:</b>	FAC92
<b>MMARS MA #:</b>	FAC92*
<b>Initial Contract Term:</b>	April 1, 2016 – March 31, 2018
<b>Maximum End Date:</b>	Two 2 year extensions to 2022
<b>Current Contract Term:</b>	April 1, 2020 – March 31, 2022
<b>Contract Manager:</b>	Brendan McCue, 617-720-3146, <a href="mailto:Brendan.McCue@mass.gov">Brendan.McCue@mass.gov</a>
<b>This Contract Contains:</b>	Environmentally Preferable Products, MBE/MWBE/WBE, and Service Disabled Veteran-Owned Business
<b>UNSPSC Codes:</b>	72-10-21 Pest Control 10-19-00 Pest Control Products

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# Contract User Guide for FAC92

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## Contract Summary

This is a Statewide Contract for Integrated Pest Management and was established in response to [Executive Order 403](#) requiring all state agencies to use an **Integrated Pest Management (IPM)** approach to pest control. In addition, this contract has also incorporated the [Children and Families Protection Act of 2000 \(333 CMR 14.00\)](#). This Act requires all Massachusetts schools, daycare centers and school age child care programs to implement a School IPM Program to reduce the exposure of children to pests and pesticides. The contract provides facilities and schools with a pre-qualified list of contractors experienced in IPM to obtain these services. IPM is typically described as "an approach to pest management that blends all available management techniques – non-chemical and chemical – into one strategy." This approach usually consists of monitoring pest problems, the use of non-chemical pest control, and resorting to conventional pesticides only when it is absolutely necessary and the pest damage exceeds an aesthetic or economic threshold. As it has been found that children have the tendency of being more sensitive to conventional pesticides than adults, it is even more important for schools, especially those containing small children, to implement an IPM program.

## Contract Categories

This contract includes 3 categories of service as listed below with the associated Master Blanket Purchase Order (MBPO) link:

<b>Category 1: Integrated Pest Management</b>	This category is for all facilities to use for IPM Plans.
<b>Category 2: School Integrated Pest Management</b>	This category is for all schools to use for IPM Plans. This category has specifications regarding the Children and Families Protection Act of 2000 (333 CMR 14.00).
<b>Category 3: Single Use Service</b>	This category is for Problem Animal Control, Stinging Insects, and occasional emergency Bed Bug Eradication. This category cannot be used in place of an IPM Plan and is to be used on a limited basis.

## 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.

- Expanded regions, greater coverage for the Cape and Islands
- Cost savings with reduced risk from pesticides
- IPM programs in schools reduce sources of food, water and shelter for pests, which in turn leads to a safer and healthier environment for the children
- Access to Associate Certified Entomologist and Board Certified Entomologist by vendors for pest identification
- Night services
- Online Pest Logging
- Service fee reduction and Prompt Payment Discount options
- Minimum risk pesticide use
- CORE Applicator License, PAC License, Code 44 and Code 37 Commercial Certification Requirements

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- 24-hour response time for non-emergency calls and 2 hour response time for emergency calls
- Designated Pest Management Coordinators responsible for the quality of all services provided

## Find Bid/Contract Documents

- To find all contract-specific documents, including the Contract User Guide, RFR, specifications, and other attachments, visit [COMMBUYS.com](http://COMMBUYS.com) and search for **FAC92** to find related Master Blanket Purchase Order (MBPO's) information.
- To find vendor-specific documents, including price sheets, see links to individual vendor MBPOs on the [Vendor Information](#) page.

## Who Can Use This Contract

### Applicable Procurement Law

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

### Eligible Entities

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

## Subcontractors

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

## Pricing, Quote and Purchase Options

### Purchase Options

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

- This is a fee for service contract.

### Pricing Options

- **Contract Pricing:** Pricing on this contract is based on monthly service fees negotiated between the Contractor and the Eligible Entity. The monthly service fee must be inclusive of all transportation, materials, labor and other costs and must be fixed for at least the initial duration of a service agreement. The monthly fee will include all planning, monitoring, communications, training, controls, recommendations, evaluation, record-keeping and any other aspects of IPM related to bedbugs and termites. The fee will not include termite and bedbug treatments that are building-wide, unless specifically stated by the Contractor in their price quote. Contractors will not be allowed any extra compensation for additional work they may have to complete of which they should have been aware through their own surveillance prior to submitting a service quote.
- **Emergency Service Calls:** If an emergency call-back service is required, or an infestation occurs between regularly scheduled visits (i.e. visits called for in the IPM Plan or Statement of Work), the Contractor shall be responsible for controlling the problem at no additional cost to the Eligible Entity, unless the cause of the emergency call-back or infestation is the Eligible Entity's failure to follow the Contractor's written recommendations provided in the IPM



Plan, Service Report or other documentation. Contractors' emergency pricing is available in the "Vendors Categories, Regions and Contact Information File" spreadsheet posted under the Attachment tab of the Master Blanket Purchase Orders.

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

Product pricing may be found by the [vendor information](#) page, where links to all the vendors MBPO's should be provided.

**When contacting a vendor on statewide contract, always reference FAC92 to receive contract pricing.**

### 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 OSD Help Desk to set up a COMMBUYS buyer account for your organization: (888)-627-8283 or [OSDHelpDesk@mass.gov](mailto:OSDHelpDesk@mass.gov).

### 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 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.

##### Step 1: Solicit Proposals and Select a Contractor

Contract users must solicit at least three Contractors with a request for quote and site visit. It is recommended that the Contractor's experience and understanding of IPM methods be a strong consideration. A Statement of Work or other specifications must be provided by the facility to the Contractors at the time of site visit. Based on the Statement of Work and the results of the site visit, Contractors will provide a service proposal including a monthly service fee. Site visits are mandatory prior to submitting a service proposal. All service proposals and site visits under this contract must be free of charge to the facility.

##### Step 2: Complete and Sign Memorandum of Understanding

Prior to commencing services, all Contractors and Contract Users are encouraged to complete and sign the "Memorandum of Understanding (MOU)" posted under the "Attachments" tab of the Master Blanket Purchase Order. Note: Contractors are prohibited from requiring Eligible Entities to sign any forms, contracts or other documentation that contains any terms or conditions not expressly approved by OSD and the Sourcing Team.

##### Step 3: Develop, Maintain and Document your IPM Program

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Based on the initial inspection of each building or site, the Contractor must file a written Initial Assessment Report with the facility manager within the agreed upon timeframe listing the following: present pests, extent of infestation and activities, conditions in the building which are contributing to existing and/or potential pest problems as well as containing suggestions for remediation. This report must be filed before any other pest management services are provided.

In addition, within 30 days of conducting the initial inspection, the Contractor must submit an IPM Plan. The plan must include details on: the training of the staff, contractors and occupants, frequency of technician visits, and the activities they will perform with a description of the pest monitoring program. After each service visit, the technician must submit a final service report with the facility manager, detailing the following information: pesticides used and location, results of monitoring, description of any temporary conditions that may be contributing to pest problems and any other actions that were taken. Contractors are responsible for providing an annual training session to facility staff, contractors and facility occupants free of charge. The contractor must provide additional training sessions for a mutually agreed upon cost if agreed necessary.

- **Document items in COMMBUYS that have already been purchased (Category 3 Only)**

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 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.

### Obtaining Quotes

Contract users should always reference FAC92 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 the *How to Create a Solicitation Enabled Bid Using a Release Requisition* 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. Contact the Comptroller Help and Support Desk at 617-973-2468 or via email at [Comptroller.Info@state.ma.us](mailto:Comptroller.Info@state.ma.us) for additional support.

### Environmentally Preferable Products (EPP)

This contract provides a list of vendors experienced in Integrated Pest Management (IPM). IPM is an effective and environmentally sensitive approach to pest management that relies on a combination of common-sense practices and use



current, comprehensive information on the life cycles of pests and their interaction with the environment. IPM takes advantage of all appropriate pest management options including, but not limited to, the judicious use of pesticides

The Commonwealth of Massachusetts is one of many states that have strived to suppress conventional pesticides and the health and environmental dangers associated with them. Commonwealth laws provide the Massachusetts Department of Agricultural Resources (MDAR) with oversight on pesticide use in addition to enacting regulations for schools to implement Integrated Pest Management Programs. The [Massachusetts Pesticide Control Act](#) of 1978 is found in Chapter 333 of the Code of Massachusetts Regulations (333 CMR) and include the following:

- **The Children Protection Act of 2000** - The purpose of 333 CMR 14.00 is to promote the implementation of Integrated Pest Management (IPM) techniques and to establish those standards, requirements, and procedures necessary to minimize the risk of unreasonable adverse effects on human health and the environment regarding the use of pesticides within a school, daycare center or school-age child care program facility in Massachusetts.
- [Governor's Executive Order #403 \(2003\)](#) - Mandates the use of IPM in all state buildings and facilities.

The Children Protection Act makes it mandatory for parents, staff, and children of any school or daycare facility to receive notification whenever pesticide applications are being made on the property and was put into place to ensure the health and safety of children, who are more sensitive to pesticides than adults.

[EPP Products and Services Guide](#)

## Additional Information/FAQs

### Training

Contractors will be responsible for providing an annual training session to facility staff and facility occupants as agreed upon between the Facility Manager and the Contractor in the Management Plan. The Contractor will also be responsible for providing additional training sessions as necessary for a mutually agreed upon cost.

### Comments and Complaints

Comments and/or complaints regarding any aspect of this contract can be emailed directly to the Contract Manager, Brendan McCue at [Brendan.McCue@mass.gov](mailto:Brendan.McCue@mass.gov)

### 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.

## 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 6 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.

### **Strategic Sourcing Team Members**

- Alexander Gill, Department of Agricultural Resources (AGR)
- Carol Chafetz, Mass. Facilities Administrators Assoc. (MFAA)
- Don Staffiere, Department of Corrections (DOC)
- Janel Duggan, Department of Corrections (DOC)
- Julia Wolfe, Operational Services Division (OSD)
- Gayle Gionet, Operational Services Division (OSD) (Inactive)
- Ken Gooch, Department of Conservation and Recreation (DCR)
- Lori Luce, Boston Housing Authority (BHA)
- Shawn Kraft, Soldiers Home Massachusetts (CHE)
- Steve Kenyon, Department of Agricultural Resources (AGR)
- Sunny Cai, Department of Agricultural Resources (AGR)
- Trevor Battle, Department of Agricultural Resources (AGR)
- Alana Swiec, Division of Capital Asset Management & Maintenance (DCP/DCAMM)
- David Harvey, Department of Public Health (DPH)
- Roger Gauthier, Department of Public Health (DPH)
- Maureen Cornish, Department of Public Health (DPH)

# Contract User Guide for FAC92

## Vendor List and Information\*

Contract Category Represented	Master Blanket Purchase Order (MBPO)#
Category 1 Integrated Pest Management	<a href="#">PO-16-1080-OSD03-SRC02-00000007175</a>
Category 2 School Integrated Pest Management	<a href="#">PO-16-1080-OSD03-SRC02-00000007176</a>
Category 3 Single Use Service Integrated Pest Management	<a href="#">PO-16-1080-OSD03-SRC02-00000007177</a>

Vendor's Name	Categories Awarded			Service Region									Prompt Pay Discount	Contract Manager	Email	Phone	
	1	2	3	1	2	3	4	5	6	7	8	9					
A-1 Exterminators	x	x	x	x	x	x	x	x					x	2% 10 days 2% 15 days 2% 20 days	Jeffrey Weisberg	<a href="mailto:jweisberg@a1exterminators.com">jweisberg@a1exterminators.com</a>	781-592-2731
Accurate Termite & Pest Control LLC	x	x	x						x	x	x			2% 10 days 1% 15 days 1% 20 days	William Douglas	<a href="mailto:accurate@ecopests.com">accurate@ecopests.com</a>	781-871-6477
American Pest Solutions	x	x	x							x	x	x		5% 10 days 4% 15 days 4% 20 days 2% 30 days	Bob Russell	<a href="mailto:russellbce@413pestfree.com">russellbce@413pestfree.com</a>	413-781-0044

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Vendor's Name	Categories Awarded			Service Region									Prompt Pay Discount	Contract Manager	Email	Phone	
	1	2	3	1	2	3	4	5	6	7	8	9					
B & B Pest Control	x	x	x	x	x	x								9% 10 days 7.5% 15 days 7.5% 20 days 1.5% 30 days	John Bozarjian, Jr	<a href="mailto:jbozarjian@gmail.com">jbozarjian@gmail.com</a>	781-838-1451
Bain Pest Control	x	x		x	x	x		x	x					3% 10 days	Michael Beaulieu	<a href="mailto:mike.beaulieu@bainpestcontrol.com">mike.beaulieu@bainpestcontrol.com</a>	978-905-8618
Braman Termite & Pest Elimination	x	x	x	x	x	x	x	x	x	x	x	x	x	3% 10 days 2% 15 days 2% 20 days	Kammy Nghiem	<a href="mailto:KNghiem@bramanpest.com">KNghiem@bramanpest.com</a>	413-732-9009 ext. 118
Burgess Pest Management (Sanitary Chemical Service, Inc.)	x	x	x	x	x	x	x	x	x	x	x	x	x	5% 10 days 4% 15 days 4% 20 days 1% 30 days	Edward Burgess III	<a href="mailto:tedb@burgesspest.com">tedb@burgesspest.com</a>	508-587-4309
Clancy Brothers Pest Control LLC (formerly P.Clancy)	x	x	x	x										2% 10 days 2% 15 days 2% 20 days 2% 30 days	Zachary Brown	<a href="mailto:clancy12040@yahoo.com">clancy12040@yahoo.com</a>	617-464-1305
Eco Systems Pest Control*	x	x		x	x	x	x	x						3% 10 days 2% 15 days 2% 20 days 1% 30 days	William Douglas	<a href="mailto:service@ecopestcontrol.com">service@ecopestcontrol.com</a> ; <a href="mailto:service@ecopests.com">service@ecopests.com</a>	781-871-6477

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Vendor's Name	Categories Awarded			Service Region									Prompt Pay Discount	Contract Manager	Email	Phone	
	1	2	3	1	2	3	4	5	6	7	8	9					
Ecologic Entomology LLC	x	x	x	x	x	x	x	x	x	x	x	x	x	10% 10 days 8% 15 days 8% 20 days	Jonathan Boyar	<a href="mailto:jonathan@ecologicentomology.com">jonathan@ecologicentomology.com</a>	617-297-0087
Environmental Health Services, Inc.	x	x	x	x	x	x		x						2% 10 days 2% 15 days 2% 20 days 2% 30 days	Kristin Pisano	<a href="mailto:kpisano@ehspest.com">kpisano@ehspest.com</a>	781-769-9111
Flynn Pest Control Inc	x	x	x	x	x	x	x	x	x	x	x	x	x	5% 10 days 4% 15 days 4% 20 days 2% 30 days	Alan Bliss	<a href="mailto:alan@flynnpestcontrol.com">alan@flynnpestcontrol.com</a>	508-326-0784
Freedom Pest Control Co., Inc.	x	x	x	x	x	x		x						2% 30 days	Norma Ballway	<a href="mailto:norma@callfreedompest.com">norma@callfreedompest.com</a>	978-373-6423
General Environmental Services, Inc.*	x	x	x	x	x	x		x						5% 10 days 4% 15 days 4% 20 days 2% 30 days	Robert Leon	<a href="mailto:bob@teamges.net">bob@teamges.net</a>	781-321-4633
JC Ehrlich Co.	x	x	x	x	x	x	x	x	x	x	x	x	x	2% 10 days	Bill DiMarco	<a href="mailto:bill.dimarco@jcehrlich.com">bill.dimarco@jcehrlich.com</a>	813-508-2794
MD Weaver Corporation	x	x	x	x	x	x	x	x	x	x	x	x	x	2% 10 days 2% 15 days 2% 20 days 2% 30 days	Mark Weaver	<a href="mailto:mark@mdweaver.com">mark@mdweaver.com</a>	888-743-7378 ext. 2

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Vendor's Name	Categories Awarded			Service Region									Prompt Pay Discount	Contract Manager	Email	Phone	
	1	2	3	1	2	3	4	5	6	7	8	9					
Minuteman Pest Control Co. Inc.	x	x								x	x	x		3% 10 days 2% 15 days 2% 20 days	Jared DeBettencourt	<a href="mailto:jared@minutemanpest.com">jared@minutemanpest.com</a>	413-326-1927
Orkin	x	x		x	x	x	x	x	x	x	x	x	x	1% 10 days 1% 15 days 1% 20 days	Bill Siegel	<a href="mailto:bsiegel@orkin.com">bsiegel@orkin.com</a>	781-447-2648
Pest End, Inc.*	x	x	x	x	x	x	x	x	x	x	x	x	x	3% 10 days 3% 15 days 3% 20 days	Adam Carace	<a href="mailto:acarace@pestendinc.com">acarace@pestendinc.com</a>	603-382-9644
Ransford Environmental Solutions*	x	x		x	x	x	x	x	x	x	x	x	x	3% 10 days 2% 15 days 2% 20 days	Maria Richmond	<a href="mailto:MARIA@RANSFORDES.COM">MARIA@RANSFORDES.COM</a>	508-756-5197
Waltham Services	x	x	x	x	x	x	x	x	x	x	x	x	x	2.5% 10 days 2% 15 days 1.5% 20 days	Brad Petty	<a href="mailto:bpetty@walthamservices.com">bpetty@walthamservices.com</a>	781-760-4040
William R Duprey LLC dba Mass Pest Elimination	x			x	x	x	x	x	x	x	x	x	x	1% 10 days	William Duprey	<a href="mailto:wduprey@charter.net">wduprey@charter.net</a>	508-887-6844

SDO Certified Businesses

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

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



**FAC92 Integrated Pest Management**

Towns by Region

**FOR REFERENCE**

Region 1		Region 2		Region 3		Region 4		Region 5		Region 6		Region 7		Region 8		Region 9	
ALLSTON	SOMERVILLE	AMESBURY	ABINGTON	NORTH MARSHFIELD	BARNSTABLE	YARMOUTH	ACTON	MENDON	WHEELWRIGHT	ASHBURNHAM	AGAWAM	WILBRAHAM	ADAMS	AQUINNAH			
ARLINGTON	SOUTH WEYMOUTH	ANDOVER	ACCORD	NORTH PEMBROKE	BOURNE	YARMOUTH PORT	ASHLAND	MILFORD	WHITINSVILLE	ASHBY	AMHERST	WILLIAMSBURG	ALFORD	CHILMARK			
ARLINGTON HEIGHTS	STONEHAM	BEVERLY	ACUSHNET	NORTH SCITUATE	BREWSTER		AUBURN	MILLBURY	WOODVILLE	ATHOL	ASHFIELD	WORONOCO	ASHLEY FALLS	CUTTYHUNK			
BABSON PARK	WABAN	BOXFORD	ASSONET	NORTON	BUZZARDS BAY		AUBURNDALE	MILLIS	WORCESTER	BALDWINVILLE	BELCHERTOWN	WORTHINGTON	BECKETT	EDGARTOWN			
BELMONT	WAKEFIELD	BYFIELD	ATTLEBORO	NORWELL	CATAUMET		AYER	MILLVILLE		BERNARDSTON	BLANDFORD		BERKSHIRE	MENEMSHA			
BOSTON	WALTHAM	DANVERS	ATTLEBORO FALLS	OCEAN BLUFF	CENTERVILLE		BARRE	NATICK		BUCKLAND	BONDSVILLE		CHESHIRE	NANTUCKET			
BRAINTREE	WATERTOWN	DRACUT	AVON	ONSET	CHATHAM		BEDFORD	NEW BRAINTREE		CHARLEMONT	BRIMFORD		CLARKSBURG	OAK BLUFFS			
BRIGHTON	WAVERLEY	ESSEX	BERKLEY	PEMBROKE	COTUIT		BELLINGHAM	NORTH BILLERICA		COLRAIN	CHESTER		DALTON	SIASCONSET			
BROOKLINE	WELLESLEY	GEORGETOWN	BRANT ROCK	PLAINVILLE	CUMMAQUID		BERLIN	NORTH BROOKFIELD		DEERFIELD	CHESTERFIELD		DRURY	TISBURY			
BROOKLINE VILLAGE	WELLESLEY HILLS	GLOUCESTER	BRIDGEWATER	PLYMOUTH	DENNIS		BILLERICA	NORTH CHELMSFORD		EAST TEMPLETON	CHICOPEE		EAST OTIS	VINEYARD HAVEN			
BURLINGTON	WEST MEDFORD	GROVELAND	BROCKTON	PLYMPTON	DENNIS PORT		BLACKSTONE	NORTH GRAFTON		ERVING	CONWAY		EGREMONT	WEST CHOP			
CAMBRIDGE	WEST NEWTON	HAMILTON	BRYANTVILLE	RAYNHAM	EAST DENNIS		BOLTON	NORTH OXFORD		FITCHBURG	CUMMINGTON		FLORIDA	WEST TISBURY			
CANTON	WEST ROXBURY	HATHORNE	CARVER	RAYNHAM CENTER	EAST FALMOUTH		BOXBOROUGH	NORTH UXBRIDGE		GARDNER	EAST LONGMEADOW		GLENDALE				
CHARLESTOWN	WESTON	HAVERHILL	CHARTLEY	REHOBOTH	EAST ORLEANS		BOYLSTON	NORTHBOROUGH		GILL	EASTHAMPTON		GREAT BARRINGTON	Other Island			
CHELSEA	WESTWOOD	IPSWICH	DARTMOUTH	ROCHESTER	EAST SANDWICH		BROOKFIELD	NORTHBRIDGE		GREENFIELD	FEEDING HILLS		HANCOCK	Communities			
CHESTNUT HILL	WEYMOUTH	LAWRENCE	DIGHTON	ROCKLAND	EASTHAM		CARLISLE	NUTTING LAKE		HAWLEY	FLORENCE		HINSDALE				
COHASSET	WILMINGTON	LOWELL	DUXBURY	SCITUATE	FALMOUTH		CHARLTON	OAKHAM		HEATH	GOSHEN		HOUSATONIC				
DEDHAM	WINCHESTER	LYNN	EAST BRIDGEWATER	SEEKONK	FORESTDALE		CHARLTON CITY	OXFORD		LAKE PLEASANT	GRANBY		LANESBORO				
DOVER	WINTHROP	LYNNFIELD	EAST FREETOWN	SHARON	GOSNOLD		CHARLTON DEPOT	PAXTON		LEOMINSTER	GRANVILLE		LEE				
EAST BOSTON	WOBURN	MANCHESTER	EAST MANSFIELD	SHELDONVILLE	HARWICH		CHELMSFORD	PEPPERELL		LEVERETT	HADLEY		LENOX				
EAST WEYMOUTH		MARBLEHEAD	EAST TAUNTON	SOMERSET	HERWICH PORT		CHERRY VALLEY	PETERSHAM		LEYDEN	HAMPDEN		LENOX DALE				
EVERETT		MERRIMAC	EAST WALPOLE	SOUTH CARVER	HYANNIS		CLINTON	PINEHURST		LUNENBURG	HATFIELD		MILL RIVER				
HINGHAM		METHUEN	EAST WAREHAM	SOUTH DARTMOUTH	HYANNIS PORT		CONCORD	PRINCETON		MILLERS FALLS	HAYDENVILLE		MONROE				
HOLBROOK		MIDDLETON	EASTON	SOUTH EASTON	MARSTONS MILLS		DEVENS	ROCHDALE		MONTAGUE	HOLLAND		MONROE BRIDGE				
HULL		NAHANT	ELMWOOD	SOUTH WALPOLE	MASHPEE		DOUGLAS	RUTLAND		NEW SALEM	HOLYOKE		MONTEREY				
HYDE PARK		NEWBURY	FAIRHAVEN	STOUGHTON	MONUMENT BEACH		DUDLEY	SHERBORN		NORTHFIELD	HUNTINGTON		MOUNT WASHINGTON				
JAMAICA PLAIN		NEWBURYPORT	FALL RIVER	SWANSEA	NORTH CHATHAM		DUNSTABLE	SHIRLEY		ORANGE	INDIAN ORCHARD		NEW ASHFORD				
LEXINGTON		NORTH ANDOVER	FOXBORO	TAUNTON	NORTH EASTHAM		EAST BROOKFIELD	SHREWSBURY		PELHAM	LEEDS		NEW MARLBOROUGH				
LINCOLN		NORTH READING	FREETOWN	WALPOLE	NORTH FALMOUTH		EAST PRINCETON	SOUTH BARRE		PHILLIPSTON	LONGMEADOW		NORTH ADAMS				
MALDEN		PEABODY	GREEN HARBOR	WAREHAM	NORTH TRURO		FAYVILLE	SOUTH GRAFTON		ROWE	LUDLOW		NORTH EGREMONT				
MATTAPAN		PRIDES CROSSING	GREENBUSH	WEST BRIDGEWATER	ORLEANS		FISKDALE	SOUTH LANCASTER		ROYALSTON	MIDDLEFIELD		OTIS				
MEDFORD		READING	HALIFAX	WEST WAREHAM	OSTERVILLE		FRAMINGHAM	SOUTHBOROUGH		SHELBURNE	MONSON		PERU				
MELROSE		ROCKPORT	HANOVER	WESTPORT	POCASSET		FRANKLIN	SOUTHBRIDGE		SHELBURNE FALLS	MONTGOMERY		PITTSFIELD				
MILTON		ROWLEY	HANSON	WESTPORT POINT	PROVINCETOWN		GILBERTVILLE	SPENCER		SHUTESBURY	NORTH AMHERST		RICHMOND				
MILTON VILLAGE		SALEM	HUMAROCK	WHITE HORSE BEACH	SAGAMORE		GRAFTON	STERLING		SOUTH DEERFIELD	NORTH HATFIELD		SANDSFIELD				
NEEDHAM		SALISBURY	KINGSTON	WHITMAN	SAGAMORE BEACH		GROTON	STILL RIVER		SUNDERLAND	NORTHAMPTON		SAVOY				
NEEDHAM HEIGHTS		SOUTH HAMILTON	LAKEVILLE	WRENTHAM	SANDWICH		HANSCOM AFB	STOW		TEMPLETON	PALMER		SHEFFIELD				
NEW TOWN		SWAMPSCOTT	MANOMET		SILVER BEACH		HARDWICK	STURBRIDGE		TOWNSEND	PLAINFIELD		SOUTH EGREMONT				
NEWTON		TEWKSBURY	MANSFIELD		SOUTH CHATHAM		HARVARD	SUDBURY		TURNERS FALLS	RUSSELL		SOUTH LEE				
NEWTON CENTER		TOPSFIELD	MARION		SOUTH DENNIS		HOLDEN	SUTTON		WARWICK	SOUTH HADLEY		SOUTHFIELD				
NEWTON HIGHLANDS		WENHAM	MARSHFIELD		SOUTH HARWICH		HOLLISTON	TYNGSBORO		WENDELL	SOUTHAMPTON		STOCKBRIDGE				
NEWTON LOWER FALLS		WEST BOXFORD	MARSHFIELD HILLS		SOUTH ORLEANS		HOPDALE	UPTON		WENDELL DEPOT	SOUTHWICK		TYRINGHAM				
NEWTON UPPER FALLS		WEST NEWBURY	MATTAPOISETT		SOUTH WELLFLEET		HOPKINTON	UXBRIDGE		WEST TOWNSEND	SPRINGFIELD		WASHINGTON				
NEWTONVILLE			MEDFIELD		SOUTH YARMOUTH		HUBBARDSTON	VLGE OF NAGOG WOODS		WESTMINSTER	THORNDIKE		WEST STOCKBRIDGE				
NONANTUM			MIDDLEBORO		TRURO		HUDSON	WARREN		WINCHENDON	THREE RIVERS		WILLIAMSTOWN				
NORTH WALTHAM			MINOT		WELLFLEET		JEFFERSON	WAYLAND		WINCHENDON SPRINGS	TOLLAND		WINDSOR				
NORTH WEYMOUTH			MONPONSETT		WEST BARNSTABLE		LANCASTER	WEBSTER			WALES						
NORWOOD			NEW BEDFORD		WEST CHATHAM		LEICESTER	WEST BOYLSTON			WARE						
QUINCY			NORFOLK		WEST DENNIS		LINWOOD	WEST BROOKFIELD			WEST CHESTERFIELD						
RANDOLPH			NORTH ATTLEBORO		WEST FALMOUTH		LITTLETON	WEST GROTON			WEST HATFIELD						
READVILLE			NORTH CARVER		WEST HARWICH		MANCHAUG	WEST MILLBURY			WEST SPRINGFIELD						
REVERE			NORTH DARTMOUTH		WEST HYANNISPORT		MARLBOROUGH	WEST WARREN			WESTFIELD						
ROSLINDALE			NORTH DIGHTON		WEST YARMOUTH		MAYNARD	WESTBOROUGH			WESTHAMPTON						
SAUGUS			NORTH EASTON		WOODS HOLE		MEDWAY	WESTFORD			WHATELY						

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

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