

STATE OF NEW HAMPSHIRE
Department of Administrative Services
Division of Procurement and Support Services
Bureau of Purchase and Property
State House Annex
Concord, New Hampshire 03301

Date: October 1, 2019

CONTRACT: Wood Pellet – Bulk Supply and Deliver

CONTRACT NO.: 8002583 NIGP CODE: 405-0000

VENDOR: Sandri Energy VENDOR #: 218599
400 Chapman St
Greenfield, MA 01301

CONTACT(S): Heather Golosh
Tel. No.: 413-223-1142
Toll Free: 1-800-628-1900
E-Mail: hgolosh@sandri.com

EFFECTIVE FROM: October 1, 2019 through September 30, 2021

ORDERING: State agencies will place their orders direct to vendor by electronic order entry, by e-mail, by FAX, by telephone, or they may establish a standard delivery order. Eligible participants will utilize their own individually established ordering procedures.

F.O.B.: FOB Destination to any location within the State of New Hampshire

MINIMUM ORDERS: There are no minimum orders required under this contract.

INVOICING & PAYMENTS: Invoices shall be submitted after completion of each order to the requesting agency. Invoices shall clearly indicate the quantity, description, packaging/weight, date delivered, and contract price. Payment shall be paid in full within thirty (30) days after receipt of invoice and acceptance of the product to the State's satisfaction.

PAYMENT & TERMS: Payment method (P-Card). **Payments shall be made via Procurement Card (P-card= Credit Card) Unless otherwise specified by the state of New Hampshire. Use the following link to enroll with the State Treasury for ACH payments: <https://www.nh.gov/treasury/state-vendors/index.htm>** Eligible participants shall negotiate their own payment methods with awarded vendor.

QUESTIONS: Direct any questions Liz Moskalenko, 603-271-3290 or Elizabeth.Moskalenko@das.nh.gov

PRODUCT AND PRICING:

EST ANNUAL QTY	UNIT	DESCRIPTION	UNIT COST	DELIVERED EXT. COST
100	Ton	Wood Pellets, bulk delivery, per specifications	\$253.10	\$2,531.00
TOTAL				\$2,5310.00

VENDOR'S BALANCE OF PRODUCT LINE ITEMS:

During the term of contract, the state may purchase other items in relation to Bulk Wood Pellets from the successful Contractor's Balance of Product Line. All product ordered will include all shipping/charges as specified above in "Product and Pricing".

DELIVERY TIME:

The successful Vendor shall be required to accomplish delivery of any item ordered under the contract **within 48 hours** from the placement of the order. Standard week day deliveries or fixed schedule may be established between the utilizing agency locations and the Vendor. The State and Vendor shall monitor usage with all locations and will mutually adjust the delivery schedule during the term of the contract to coincide with actual usage amounts.

INSPECTIONS, REQUIREMENTS AND TIMES

- The Vendor shall have a state certified scale. Weigh slips are required with each delivery. The Vendor shall meet all appropriate DOT legal transportation requirements.
- All deliveries are to be made between the hours of 7 am to 4 pm EST. Delivery schedule shall be established between the Vendor and the requesting agency.
- **EMERGENCY DELIVERY:** The Vendor shall be able to provide emergency delivery within 24 hours after receiving the order. The requesting agency shall state that this is an emergency order at the time the order is placed. Under the emergency delivery condition, the utilizing agency shall pay an emergency fee of \$50.00; this fee shall be added to the invoice.

DELIVERY LOCATIONS:

The following are the current State of New Hampshire agency/institution locations which, if you are awarded a contract, you are expected to service. The State of New Hampshire reserves the right to add locations to this list at the contract prices or to delete locations, as needed. This listing **does not** include any eligible participants.

**DAS: Dolloff Building
117 Pleasant Street
Concord, NH 03301**

**Estimated annual tons: 60 +/-
There are three (3) eight-ton bins**

**DNCR: Warehouse
3 DRED Circle
Allenstown, NH 03275**

**Estimated annual tons: 20 +/-
There is one (1) ten-ton bin
Deliveries will be on a will call basis**

**DOT – District 1 New Shed
233 South Main Street**

**Estimated annual tons: 20 +/-
There is one (1) seven ton bin
Delivery will be an a will call basis in addition an initial fill to new unit once construction of building is complete**