

STATE OF NEW HAMPSHIRE
DEPARTMENT OF ADMINISTRATIVE SERVICES
DIVISION OF PLANT AND PROPERTY MANAGEMENT
BUREAU OF PURCHASE AND PROPERTY
STATE HOUSE ANNEX, 25 CAPITOL STREET ROOM 102
CONCORD, NEW HAMPSHIRE 03301

NOTICE OF CONTRACT

DATE: MARCH 31, 2020

CONTRACT: VEHICLE REPLACEMENT PARTS AND SUPPLIES
MASS TRANSPORTATION-VEHICLE PARTS AND SUPPLIES

COUNTIES: MERRIMACK, STRAFFORD, HILLSBOROUGH & ROCKINGHAM

NIGP CODE: 055-0000

CONTRACT NO.: 8002678

CONTRACTOR: CARPARTS OF CONCORD **VENDOR #** 177254 R001
250 NORTH STATE STREET
CONCORD NH 03301

CONTACT PERSON: BRIAN GEORGE
Telephone No.: 1-800-370-9394
Telephone No.: 224-3353
E-mail: bgeorge@carpartsnh.com

EFFECTIVE FROM: April 1, 2020 through March 31, 2023

Questions: Alan Hofmann, Purchasing Manager
Phone: 603-271-2550
E-Mail: alan.hofmann@das.nh.gov

ELIGIBLE PARTICIPANTS:

Political sub-divisions (counties, cities, towns, school districts, special district or precinct, or any other governmental organization), or any nonprofit agency under the provisions of section 501c of the federal internal revenue code, are eligible to participate under this contract whenever said sub-division or nonprofit agency so desires. These entities are autonomous and may participate at their sole discretion. In doing so, they are entitled to the prices established under the contract. However, they are solely responsible for their association with the Contractor. The State of New Hampshire assumes no liability between the Contractor and any of these entities.

CONTRACT TERM:

The term of the contract extension shall be through March 31, 2023, a period of approximately 3 years. The contract extension shall remain under the same terms, conditions and pricing structure upon the mutual agreement between the Contractor and the Bureau of Purchase and Property, with the approval of the Commissioner of the Department of Administrative Services.

TERMINATION:

The State of New Hampshire shall have the right to terminate the purchase contract at any time by giving the Contractor a thirty (30) day written notice.

ORDERING PROCEDURE:

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

DELIVERY TIME:

The Contractor will be required to accomplish delivery as per the following:

Agencies may pick up at the Contractor's location during the Contractor's normal business hours

CONTRACTOR'S STANDARD STOCK ITEMS –AT THE STORE LOCATION:

Orders placed for in-stock inventory before 10:00 AM, shall be delivered the same day.
After 10:00 AM shall be the next business day morning.

CONTRACTOR'S STANDARD STOCK ITEMS – DISTRIBUTION CENTER: 1-2 BUSINESS DAYS

CONTRACTOR'S STANDARD STOCK ITEMS – FACTORY: 5 BUSINESS DAYS

DELIVERY TIME - SPECIAL ORDERS:

Special order items will have delivery or lead times expressed to contract users at time of order or inquiry. It will be the Contractor's responsibility to maintain communication with the "special order product" manufacturer to insure the special order item meets the stated delivery time. If the Contractor is notified by the manufacturer of an extended lead time over the original time quoted, the Contractor will contact the ordering contract user and advise of extended delays. At this point the contract user may approve the additional lead-time or cancel the special order without penalty or fees. All quoted or stated delivery times will be from the receipt of verbal, telephone, fax or e-mail orders.

OUT OF STOCK / BACKORDERS:

If a standard inventory item is out of stock, the Contractor is required to make every effort to supply the ordered item within the original delivery time frame. This effort would include checking other distribution branches or the factory for the requested product to expedite availability and delivery. Every effort will be made to have the item delivered or made available for pick-up within 3 days from original order date.

- The contract user may purchase items required from another source (for items offered under contract) if the Contractor is stocked out at that branch or location at time of order or visit.
- All contract users are allowed to cancel any standard inventory item on back-order status without penalties or fees by giving notice to the Contractor.
- It will be the responsibility of the Contractor to contact the ordering contract user as soon as possible when the back-ordered or "special order product" has been received and is available for pick-up or delivery.

The use of a private carrier to make delivery **does not** relieve the Contractor from the responsibility of meeting the delivery requirement.

ESTABLISHMENT OF ACCOUNTS:

Each State of New Hampshire agency must have its own individual customer account number. There will be instances where sub-sections of an agency will need their own individual customer account number. Should any State of New Hampshire agency place an order under the contract, the Contractor agrees to establish an account within three (3) working days from the date the order is placed. However, there must be no delay in any shipment; the agency must receive the items ordered in accordance with the delivery time required under the "Delivery Time" section of this contract, as if an account already exists for them.

RETURNED GOODS:

The Contractor must resolve all order and invoice discrepancies within five business days from notification. Products returned due to quality issues, duplicate shipments, over-shipments, etc. must be picked up by the Contractor within five business days of notification with no restocking or freight charges, and must be replaced with specified products or the agency will be refunded/credited for the full purchase price. Unauthorized substitutions for any products are not allowed.

Standard stock products ordered in error by the State of New Hampshire must be returned for full credit within fifteen days of receipt. Products must be in re-saleable condition (original container, unused) and there will be no restocking fee charged for these products. The using agency will be responsible for any freight charges to return these items to the Contractor.

PAYMENT:

Payment method (P-Card or ACH). **Payments shall be made via ACH or 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.

INVOICING:

Invoicing shall be done to the Agency Remit Account on the basis of each order completed. Invoices shall clearly indicate the quantity, description, packaging, date delivered, and contract price. Invoicing for eligible participants shall be in accordance with their individual requirements.

USAGE REPORTING:

If requested, the Contractor shall be required to submit a quarterly report for analysis to determine contract compliance.

- I. Contract number
- II. Utilizing agency
- III. All products purchased
- IV. Showing the manufacturer, item, part number, list price and the final cost after discount.

MINIMUM ORDERS: None

COUNTY
MERRIMACK
STRAFFORD
HILLSBOROUGH
ROCKINGHAM

	COUNTY
	X
	X
	X
	X

DISCOUNTS FOR PARTS THAT ARE NOT LISTED, USE THE BALANCE OF PRODUCT LINE

	CARPARTS	
AIR CONDITIONING	%	PRIVATE OR MFG
	DISC	ALL
FOUR SEASONS	50	PRIVATE
ALTERNATORS/STARTERS		
BBB IND	61	

BEARINGS		
BCA/MOOG	78	
BCA BEARINGS	75	
NATIONAL PRIVATE LABEL		
PAARTSMATER	50	

BELTS & HOSES		
GATES	66	

BRAKES-ROTORS/DRUMS		
CARDONE	72	
DURAGO	57	
UCX	65	

NATIONAL PRIVATE LABEL		
PARTSMATER ROTORS	72	
PARTSMATER HYD	50	

BRAKE SHOES & PADS		
WAGNER	72	

NATIONAL PRIVATE LABEL		
PARTSMATER	50	

CAPS & T-STATS		
GATES	65	

ELECTRICAL / IGNITION		
DELPHI	50	
STANDARD	65	
NATIONAL PRIVATE LABEL		
PARTSMATER	50	

EMISSIONS & EXHAUST		
WALKER CAT CONV	55	
WALKER	67.5	
DORMAN	55	
STANDARD	64	
DENSO	58	
ENGINE & DRIVETRAIN		
DORMAN	55	
SEALED POWER	50	
FEL PRO	65	
NATIONAL	65	
PRECISION	64	
TRAK MOTIVE	60	
GASKETS AND SEALS		
FELPRO	65	
NATIONAL	65	
HEATING & COOLING		
DORMAN	55	
STANDARD	64	
SPI	42	
NATIONAL PRIVATE LABEL		
PARTSMASTER	74	
LAMPS, BEAMS & BULBS		
WAGNER	74	
OILS & LUBRICANTS		
NO CASE QUANTITIES		
AMALIE	39	
VALVOLINE	39	
NATIONAL PRIVATE LABEL		
PARTSMASTER	39	
SAFETY AND LIGHTING		
GROTE	58	
SPARK PLUGS		
AC	67	
NGK	70	
AUTOLITE	69	
CHAMPION	64	

NATIONAL PRIVATE LABEL		
PARTSMASTER	50	
SUSPENSION		
SHOCKS & STRUTS		
DORMAN	55	
MONROE	65	
MOOG	69	
NATIONAL PRIVATE LABEL		
PARTSMASTER	50	
STEERING		
BBB	57	
MOOG	69	
CARDONE	67	
EDELMAN	65	
NATIONAL PRIVATE LABEL		
PARTSMASTER	50	
PUMPS, FUEL & WATER		
CARTER	65	
DELPHI	50	
GATES	65	
GMB		
WIPERS & WASHERS		
TRICO	72	
WIRE AND CABLE		
STANDARD	72	
GROTE	58	
AUTOMOTIVE & TRUCK	50-70	
ACCESSORIES & SUPPLIES		
NOT LISTED		
NATIONAL PRIVATE	50-70	
LABEL		

CARPARTS OF CONCORD
250 NORTH STATE STREET
CONCORD NH 03301
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CARPARTS OF EPSOM
1157 SUNCOOK VALLEY HIGHWAY
EPSOM NH 03234
CONTACT: RAY BROOKS
PHONE: 800-370-9395
PHONE: 736-9395
FAX: 736-9277

CARPARTS OF NASHUA
15 RAIL ROAD SQUARE
NASHUA NH 03064
CONTACT: KEVIN BURNETTE
PHONE: 882-2779
FAX: 882-8527

CARPARTS OF SALEM
4 KELLY ROAD
SALEM NH 03079
CONTACT: ROD MACDONALD
PHONE: 893-1605
FAX: 893-1168

CARPARTS OF EPPING
414 ROUTE 125
BRENTWOOD NH 03833
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FAX: 679-5115

CARPARTS OF HILLSBORO
18 WEST MAIN STREET
HILLSBORO NH 03244
CONTACT: JOHN L
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FAX: 464-0257

CARPARTS OF DERRY
13 SOUTH AVENUE
DERRY NH 03038
CONTACT: RANDY FRENCH
PHONE: 432-3314

CARPARTS OF PLAISTOW
ROUTE 95A
PLAISTOW NH 03865
CONTACT: JIM EVANS
PHONE: 382-9206

CARPARTS OF SEABROOK
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