

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: ALL COUNTIES

NIGP CODE: 055-0000

CONTRACT NO.: **8002682**

CONTRACTOR: FISHER AUTO PARTS **VENDOR #** 175782
512 GREENVILLE AVENUE
STAUNTON VA 24401

CONTACT PERSON: KEVIN ROBILLARD
Telephone No.: 978-407-7370
E-mail: kjrob@fisherautoparts.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 with the successful Vendor.

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

	FISHER
COOS	X
GRAFTON	X
CARROLL	X
SULLIVAN	X
MERRIMACK	X
BELKNAP	X
STRAFFORD	X
CHESHIRE	X
HILLSBOROUGH	X
ROCKINGHAM	X

	FISHER	
AIR CONDITIONING	%	PRIVATE
	DISC	
FOUR SEASONS	60	
NATIONAL PRIVATE LABEL		
FEDERATED	60	
ALTERNATORS/STARTERS		
NATIONAL PRIVATE LABEL		
BENCHMARK	58	
BEARINGS		
BCA BEARINGS	51	
BELTS & HOSES		
DAYCO	60	
BANDO	60	
BRAKES-ROTORS/DRUMS		
CARDONE	55	
NATIONAL PRIVATE LABEL		
SILENT STOP	68	
BRAKE SHOES & PADS		
WAGNER	62	
NATIONAL PRIVATE LABEL		
SILENT STOP	65	
CAPS & T-STATS		
STANT	58	
ELECTRICAL / IGNITION		
SMP	61	

EMISSIONS & EXHAUST		
MERIT/AP	50	
ENGINE & DRIVETRAIN		
MAHLE	50	
CLOVES	50	
GASKETS AND SEALS		
VICTOR	72	
NATIONAL PRIVATE LABEL		
FEDERATED	72	
HEATING & COOLING		
PRO SOURCE	50	
NATIONAL PRIVATE LABEL		
FEDERATED	50	
LAMPS, BEAMS & BULBS		
WAGNER	67	
PHILLIPS	67	
OILS & LUBRICANTS		
NO CASE QUANTITIES		
VARIOUS	50	
SAFETY AND LIGHTING		
GROTE	65	
K-SOURCE	65	
SUSPENSION		
SHOCKS & STRUTS		
KYB	50	
NATIONAL PRIVATE LABEL		
SRT	50	
STEERING		
CARDONE	50	
PUMPS, FUEL & WATER		
CARTER	60	
DELPHI	60	
GMB	50	
WIPERS & WASHERS		
TRICO	42	

WIRE AND CABLE		
SMP	60	
AUTOMOTIVE & TRUCK		
ACCESSORIES & SUPPLIES	40-70	
NOT LISTED		
NATIONAL PRIVATE	40-70	
LABEL		

Branch Name	Address	City State Zip	Manager	Phone Number
Concord	120 Loudon Road	Concord NH 03301	Shayne Gibson	603-228-0422
Dover	79 Main Street	Dover NH 03820	Tom Flynn	603-742-8880
Exeter	76 Portsmouth Ave	Exeter NH 03833	Mike Abare	603-772-1252
Franklin	428 North Main St.	Franklin NH 03235	Darren Dintino	603-934-6082
Hampton	723 Lafayette Road	Hampton NH 03842	Craig Doucette	603-926-7301
Laconia	725 Union Ave	Laconia NH 03246	George Ebright	603-524-2528
Portsmouth	67 Islington St	Portsmouth NH 03801	Marion Gaul	603-433-0038
Rochester	45 Allen St	Rochester NH 03867	John McDonough	603-330-3467
Somersworth	203 Main Street	Somersworth NH 03878	Peter Rogers	603-692-2573
Raymond	59 Rte 27	Raymond NH 03077	Richard Whalon	603-895-0015
Woodsville	94 Central Street	Woodsville NH 03785	Jason Fullerton	603-747-2341
Manchester	155 S. Willow Street	Manchester NH 03103	Rick Stiasny	603-627-8530
Milford	70 Elm Street	Milford NH 03055	Kris Spears	603-673-6814
Nashua	50 E Hollis Street	Nashua NH 03060	Vince Strokus	603-883-2880
Littleton	758 Meadow Street	Littleton NH 03561	Todd Colpitts	603-444-1376
Winchendon	68 Central Street	Winchendon MA 01475	Donald Smith	978-297-2761
White River Jct.	57 Farmview Drive	White River Jct.n VT 05001	Justin Tabor	802-478-0750
Essex Junction	46 Kellog Road	Essex Junction VT 05452	Ben Ingalls	802-878-8444
NH Warehouse				
Raymond 1	3 Center Street	Raymond NH 03077	John Martel	603-895-1234