

STATE OF NEW HAMPSHIRE
DEPT. OF ADMINISTRATIVE SERVICES
BUREAU OF PURCHASE AND PROPERTY
STATE HOUSE ANNEX
CONCORD, NEW HAMPSHIRE 03301

DATE: MARCH 19, 2015

NOTICE OF CONTRACT

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

COUNTIES: GRAFTON AND BELKNAP

CONTRACT NO.: 8001697

NIGP CODE: 055-0000

CONTRACTOR: KELLEY-MACKENZIE AUTO PARTS
225 UNION STREET
LITTLETON NH 03561

VENDOR # 174143

CONTACT PERSON: STEVEN KELLEY

Telephone No.: 444-5308

Facsimile No.: 386-6721

E-mail: kelleyoceallaigh@yahoo.com

EFFECTIVE FROM: April 1, 2015 through March 31, 2018
Not to exceed March 31, 2020

Questions: Alan Hofmann, Purchasing Manager
Phone: 603-271-2550
E-Mail: alan.hofmann@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 shall be through March 31, 2018, a period of approximately 3 years to a maximum of 5 years. The contract may be extended for additional periods of time thereafter 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.

CONTRACT PRICES:

Contract prices must be in US dollars and must include delivery and all other costs required. Prices should result in prices that are no higher than those charged to the Contractor's best/preferred customer.

The DISCOUNTS shall remain firm for the entire term of the contract and any extension thereof and shall include delivery and all other charges. PRICE INCREASES ARE ACCEPTABLE AS THE LIST PRICE SCHEDULE CHANGES, BUT THE DISCOUNTS WILL REMAIN FIRM.

The Bureau of Purchase and Property Contract Manager shall be notified of all price increases.

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.

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, contract number and contract price. Invoicing for eligible participants will 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

NAPA AUTO PARTS
17 SOUTH MAIN STREET
PLYMOUTH NH
CONTACT: RUSSELL CLARK
PHONE 536-1554

NAPA AUTO PARTS
331 DW HIGHWAY RTE 3 NORTH
MEREDITH NH
CONTACT: JOSRPH MCDERMOTT
PHONE: 279-4824

NAPA AUTO PARTS
1 MECHANIC STREET

LEBANON NH
 CONTACT: JEFF KITTRIDGE
 PHONE: 448-5944

NAPA AUTO PARTS
 580 UNION AVENUE
 LACONIA NH
 CONTACT: ROGER LANDRY
 PHONE: 528-6500

NAPA AUTO PARTS
 110 LANCASTER RD
 WHITEFIELD NH
 CONTACT: TODD HINERTH
 PHONE: 837-2402

NAPA AUTO PARTS
 225 INION STREET
 LITTLETON NH
 CONTACT: JAY CLARK
 PHONE: 444-2982

COUNTY
 GRAFTON
 BELKNAP

KELLEY-MCKENZIE
X
X

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

	KELLEY-MCKENZIE	
AIR CONDITIONING	%	PRIVATE
	DISC	or MFG
PRIVATE LABEL	63.00	P
ALTERNATORS / STARTERS	%	PRIVATE
	DISC	or MFG
PRIVATE LABEL	61.00	P
BEARINGS		
PRIVATE LABEL	61.00	P
BELTS / HOSES		
PRIVATE LABEL	55.00	P
BLADES / ARMS		
PRIVATE LABEL	55.00	P
BRAKES-ROTORS/DRUMS		
PRIVATE LABEL	68.00	P
BRAKE SHOES AND PADS		
PRIVATE LABEL	48.00	P
CAPS AND T-STATS		
PRIVATE LABEL	56.00	P
ENGINE AND DRIVE TRAIN		
PRIVATE LABEL	66.00	P
FUEL AND EMISSIONS		
PRIVATE LABEL	62.00	P
EXHAUST		
PRIVATE LABEL	62.00	P
GASKETS AND SEALS		

PRIVATE LABEL	64.00	P
HEATING / COOLING		
PRIVATE LABEL	55.00	P
IGNITION / ELECTRICAL		
PRIVATE LABEL	63.00	P
	KELLEY-MCKENZIE	
	%	PRIVATE
	DISC	or MFG
LAMPS		
PRIVATE LABEL	65.00	P
SAFETY AND LIGHTING		
PRIVATE LABEL	57.00	P
SPARK PLUGS		
PRIVATE LABEL	60.00	P
SHOCKS / STRUTS		
PRIVATE LABEL	60.00	P
STEERING		
PRIVATE LABEL	66.00	P
SUSPENSION		
PRIVATE LABEL	66.00	P
DRIVE LINE		
PRIVATE LABEL	67.00	P
WATER PUMPS		
PRIVATE LABEL	66.00	P
WIRE AND CABLE		
PRIVATE LABEL	67.00	P
AUTO & TRUCK ACCES & SUPPLIES NOT LISTED		
NATIONAL PRIVATE LABEL	30-70	