



STATE OF RHODE ISLAND AND PROVIDENCE PLANTATIONS

Department of Administration
DIVISION OF PURCHASES
One Capitol Hill
Providence, RI 02908-5855

Tel: (401) 574-8100
Fax: (401) 574-8387
Website: www.purchasing.ri.gov

CONTRACT USER GUIDE
MASTER PRICE AGREEMENT (“MPA”) #372
BID SOLICITATION # 7551087
CONTRACT TERM 1/1/2017 – 12/31/2017
WITH 1 RENEWAL OPTION(S) FOR 1-YEAR TERM(S) AT THE SOLE OPTION OF
THE STATE

BACKGROUND: Solicitation #7551087 was opened on 11/22/16 with two bidders responding.

CONTRACT SUMMARY:

This MPA has been established for tree trimming and removal. There are 3 tiered service levels as follows:

Tier 1- Routine services which are scheduled in advance and occur during regular business hours.

Tier 2 – An emergency operation requiring immediate response, and which may require the vendor to halt their current operations to address. This type of service can occur during regular work hours, and non-business hours, is necessary for public safety, and occurs in an isolated area. Response time is within 2 hours of notification.

Tier 3 – Severe situation affecting a regional area such as a weather event or other disaster. Requires immediate response (within 2 hours of notification) and may require an extended workday. Stand-by crews may be retained. Tier 3 engaged only if the Governor declares a state of emergency, or with advance approval from the Chief Purchasing Office or Purchasing Agent in accordance with State of Rhode Island Regulation 9.6 Emergencies. Maximum of seventy two (72) hours will be paid at this rate.

WHO CAN USE THIS CONTRACT:

STATEWIDE APPLICABILITY - Political Subdivisions (cities, towns, schools, quasi-public agencies), as authorized by law, may participate in this Agreement. All ordering and billing shall be between the vendor and the political subdivision (only).



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VENDOR AWARDS CONTACT INFORMATION:

Purchase Order # 3487526

Vendor Name: Stanley Tree Service

Contact Name: Stanley Zuba
Tel: 401- 765-4677

Emergency Contact

Contact Name: Stanley Zuba
Tel: 401-640-7635

Purchase Order # 3498627

Vendor Name: North-eastern Tree Service Inc.

New Accounts

Contact Name: Michael Sepe
Tel: 401-941-7204

Emergency Contact

Contact Name: Adam Sepe
Tel: 401-460-2220 (pager) or 401-864-4844

ALL ATTACHMENTS ARE DENOTED BY ☒, AND APPEAR IN THE FOLLOWING ORDER:

- CONTRACT USER GUIDE
- SAMPLE AGENCY NOTIFICATION LETTER TO VENDOR
- CHANGE ORDER TO ORIGINAL PURCHASE
- ALL PRIOR CHANGE ORDERS TO ORIGINAL PURCHASE (sequential order is most recent to #1)
- ORIGINAL PURCHASE AWARD (VENDOR AWARD)
- VENDOR AMENDMENT/S
- PRODUCT AND PRICING (IF NOT INCLUDED ON PURCHASE ORDER)
- SPECIAL INSTRUCTIONS
- TERMS AND CONDITIONS
- SUPPLEMENTAL ANALYSIS INFO – SEE MPA SEARCH RESULTS WEBPAGE
- OTHER – DESCRIPTION:

DIVISION OF PURCHASES CONTACT:

Name: Lisa Hill
Title: Chief Buyer
Tel: 401-574-8118
Email: lisa.hill@purchasing.ri.gov