



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
NON-ALTERNATIVE FUEL VEHICLES 2015 MODEL YEAR
MASTER PRICE AGREEMENT (“MPA”) #4782015
BID SOLICITATION # 7548889
CONTRACT TERM 9/1/2014 – 12/31/2015
WITH NO RENEWAL OPTIONS

BACKGROUND:

The Division of Purchases issued Non-Alternative Fuel Vehicles Model Year 2015 bid solicitation #7548889 in response to agency procurement needs and current mass-produced technologies. The request for quotes included a comprehensive listing of Non-Alternative Fuel Vehicles current makes and models. There are six suppliers awarded various vehicle types.

CONTRACT SUMMARY:

This Master Price Agreement provides for the purchase of non-alternative fuel vehicles. These conventional/unleaded fuel vehicles include the following types of vehicles: passenger, Mini Cargo Van, SUV, Passenger Car, Pick –Up Trucks, Cargo Van, and Passenger Van.

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).

STATE AGENCY REQUIREMENTS:

- Any State Agency requesting a vehicle purchase must coordinate the purchase request through the Office of Fleet Operations.

Contact Connie Resendes, State Fleet Operations
Tel: 401-222-6227

- Upon approval the agency must **perform a contract release** against the appropriate Purchase Order.



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**AGENCIES SHOULD BE AWARE OF THE FOLLOWING CONDITIONS;
CONTAINED IN THE ORIGINAL SOLICITATION:**

1. **Order Confirmation:** Vendor is to provide written confirmation of order to the Office of State Fleet Operations / Connie Resendes within (30) days of order placement and must include an anticipated delivery date.
2. **Keys:** Each vehicle is to be delivered with two (2) sets of keys.
3. **Warranty:** Standard Manufacturer's warranty and operator's manual shall be furnished in the glove compartment of each vehicle. All written warranties and warranty cards are to be furnished in the glove compartment of each vehicle delivered.
4. All deliveries must include a minimum of ½ tank of fuel. Fuel gauges which fail to register a minimum of ½ tank of fuel will be charged for the actual cost of fuel (to reach ½ full) plus \$100 labor charge per vehicle. This amount, where applicable, will be deducted from the invoice.
5. All vehicles are to be delivered without dealer's name or advertising of any type visible on the body.
6. Delivered vehicles will not be accepted with an odometer reading greater than 150 miles.
7. Delivery location, unless otherwise specified with order placement will be:

STATE FLEET PARKING LOT
SPRING BROOK ROAD
SCITUATE, RI
8. All deliveries must be coordinated with Connie Resendes (401-222-6227) at least two (2) days in advance.
9. **Preparation for Delivery:** At time of delivery, the vehicle will be inspected to ensure that all specifications have been met. The cooling system of each vehicle is to be protected with permanent type anti-freeze to a temperature of at least thirty-four degrees below zero (F). Vehicles must be delivered with all equipment in place, cleaned, lubricated, serviced and ready for operation.
10. A Certificate of Origin / window sticker must accompany each vehicle at the time of delivery. In addition, completed registration paperwork must be provided. For instructions on title assignment, contact Connie Resendes at 401-222-6227.

See Vendor Awards On Next Page

VENDOR AWARDS CONTACT INFORMATION:



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Purchase Order # 3391603

Vendor Name: Central Dodge
Contact Name: Debra Stenfanik
Tel: 508-823-1781
Email: dstefanik@central.us

Purchase Order # 3392972

Vendor Name: Ford of Hyannis d/b/a Balise Ford of Cape Cod
Contact Name: Dana Rodman
Tel: 508-328-3549
Email: fordbids@aol.com

Purchase Order # 3391606

Vendor Name: Gordon Chevrolet Geo Inc. d/b/a Colonial Chevrolet
Contact Name: Eric Uliano
Tel: 978-263-1000
Email: eric@colonialautomotive.com

Purchase Order # 3391664

Vendor Name: Interstate Corp.
Contact Name: John Breslin
Tel: 860-706-0950
Email: johnnyj1959@hotmail.com

Purchase Order # 3391604

Vendor Name: Liberty Chevrolet
Contact Name: Kevin Nugent
Tel: 781-246-1919
Email: libertychev@nedda.com

Purchase Order # 3391605

Vendor Name: Tasca Automotive
Contact Name: Daniel Rawson
Tel: 860-829-3768
Email: drawson@tasca.com

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



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- ☒ 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: Gary P. Mosca
Title: Senior Buyer
Tel: 401-574-8124
Email: gary.mosca@purchasing.ri.gov