



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](http://www.purchasing.ri.gov)

**CONTRACT USER GUIDE**  
**STEAMFITTER WORK**  
**MASTER PRICE AGREEMENT (“MPA”) #199**  
**BID SOLICITATION # 7550540**  
**CONTRACT TERM 7/1/2016 – 6/30/2017**

**BACKGROUND:**

Agencies should contact the 3 vendors listed on the MPA in search of the lowest rates. The price listed on the MPA are the maximum rates that may be charges by a vendor. Purchasing strongly encourages an agency, not only to try to negotiate a lower rate, but to initiate competition between MPA vendors. Quotes received from an MPA vendor must include line items description in order to compare pricing, prepare releases and match invoices.

When selecting a vendor from the Master Price Agreement, agencies must seek the most effective 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).

**WORK ORDER CAPS, AGENCY REQUIREMENTS and T&C ITEMS:**

- This MPA is intended to be used by agencies for the purpose of intermittent projects with completion cost not to exceed \$30,000.00
- Agencies must acquire prior written approval from the Purchasing Agent for Any project anticipated to exceed \$30,000.00.
- Request the Division of Purchases to Solicit Any Project Anticipated to Exceed \$30,000.00.
- Quotes received from an MPA vendor must include line items description in order to compare pricing, prepare releases and match invoices.
- When selecting a vendor from the Master Price Agreement, agencies must seek the most effective rate.
- Agencies should use written quote requests. A sample agency quote is provided in the Agency Resource Center.
- Agencies should use written notification letter to intended awarded vendor and provide a copy to relevant agency representatives cc'd on the letter. A sample notification letter including relevant agency representatives to be cc'd is provided in the Agency Resource Center.



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**VENDOR AWARDS CONTACT INFORMATION:**

**Purchase Order # 3469532**

**Vendor Name:** AZ Corporation

New Accounts

Contact Name: David Berardinelli  
Tel: 800-400-2420  
Email: [dberardinelli@a-zcorp.com](mailto:dberardinelli@a-zcorp.com)

**Purchase Order # 3469534**

**Vendor Name:** Atlantic Control Systems Inc.

New Accounts

Contact Name: James Grundy  
Tel: 401-294-1560  
Email: [jim@atlanticcontrolsystems.com](mailto:jim@atlanticcontrolsystems.com)

**Purchase Order # 3469533**

**Vendor Name:** Coyne Mechanical Inc.

New Accounts

Contact Name: Timothy Coyne  
Tel: 401-447-7996  
Email: [tim@coynemech.com](mailto:tim@coynemech.com)

**DIVISION OF PURCHASES CONTACT:**

Name: John F. O'Hara II  
Title: Chief Buyer  
Tel: 401-574-8125  
Email: [john.ohara@purchasing.ri.gov](mailto:john.ohara@purchasing.ri.gov)