



## ***Our Tips for reviewing the Master Price Agreements and the State Contract Board***

### **Overview:**

First, we feel it is important that you understand how the Master Price Agreements (MPAs) are structured.

Typically, the State makes a determination that there are goods or services that can be used by multiple departments or agencies throughout the state. In some cases their use serves everyone, such as Office Supplies, while in other cases, the MPA may only be suited to a few users, such as Paving. Once the determination is made, the State assigns a unique **MPA Number** to which is perpetual, at least until it is determined the MPA may no longer be relevant. In the earlier example, Office Supplies number is MPA-105. These MPAs are now being maintained on the State's new OSP Contract Board.

Once the need for an MPA is determined, the State Division of Purchases will then solicit a bid for the commodity or services, or they may elect to take part in a multi-state co-operative agreement. Award of the MPA for goods or services may be to either a single or multiple suppliers. Each supplier is then given a unique **Contract Number**. Therefore when you are looking at the Contract Board, you may find things listed as both the MPA# and the individual Contract#.

Most MPAs also now include a **User Guide** to tell you how to use that particular MPA. The User Guide is found as an attachment at the bottom of the screen after you have opened an MPA or an individual Contract.

#### Reviewing the User Guide:

- In some cases, specific items are awarded to specific vendors so you need to determine which vendor provides the specific good or service for your needs.
- In some cases, quotes between the multiple vendors is required; this requirement may also change based on the \$ amount.
- In other cases, you may select the most appropriate vendor for your needs.
- Most MPAs have a limit and exceeding that limit will require a separate competitive bid.

#### Continuous Recruitment:

In some cases, the State has determined that rather than bid and award an MPA for that moment in time, that the MPA should be left open to qualified applicants throughout the duration of the contract period. They deem this to be a 'Continuous Recruitment' contract which is then sometimes labeled with a CR. Vendors can be added to a CR-MPA at any time.

While we always recommend that you check the website each time you are looking to procure goods or services, to ensure that you have the most up-to-date information; this is particularly important when it is a continuous recruitment.

**Please review the State's [Contract Board Search Instructions](#) and [Quick Start Video](#) Links for both are posted on our site.** To supplement these instructions, we also have some tips to share after you have reviewed these two instructional items.

## Searching for MPAs – Helpful hints

The search feature is fairly robust, so it helps to use additional filters to help narrow the results.

- We concur with the State and strongly recommend selecting 'Relevance' in the Sort Results by drop down menu.

Contract Board Search... English

462 Matching Contracts Found Page 1

Sort Results By  
Relevance  
Start Date (Ascending)  
Start Date (Descending)  
Expire Date (Ascending)

Clear filter

**Status**

- Expired (52)
- Active (409)
- Issued (1)

**MPA-423 | TANK TESTING, UNDER/ABOVE GROUND**  
MPA-423 provides services to perform under/above ground storage tank testing of State fuel storage tanks as Environmental Management (RIDEM), UST Section, Division of Waste Management.  
Dec 1, 2016 - Nov 30, 2019  
Multiple Vendors Available

If you know the name of a vendor/supplier but are not sure of the MPA or Award number, you can search by Vendor Name, however the results are often too broad so you will then need to check each of the results to make sure you have the correct award.

Search United X

6 Matching Contracts Found Page 1

**3556186 | Portable Toilets & Wash Stations rental**  
MPA-78 Portable toilet rental including ADA/Wheelchair Accessible Portable Toilets. Provides options for both short and long term rentals. This contract Jul 15, 2019 - Feb 28, 2023  
UNITED SITE SERVICES NORTHEAST INC

**3454550 | EQUIPMENT RENTALS**  
MPA-406 IS FOR THE RENTAL OF EQUIPMENT (LIFT TRUCKS, PALLET JACKS, ETC) Feb 1, 2016 - Nov 19, 2019  
UNITED RENTALS (NORTH AMERICA) INC

When an MPA has multiple vendor awards, remember that you may have to go to the next page to see further results.

Q interpreting X

47 Matching Contracts Found Page 1

3257807   INTERPRETING AND TRANSLATION SERVICES	MPA-54 / CR-34 PROVIDES INTERPRETATION, TRANSLATION, AND TRANSLATION REVIEW TO ALL STATE AGENCIES AND TO RHODE ISLAND CITIES & TOWNS. Dec 1, 2011 - Jan 31, 2020 HORTON INTERPRETING SERVICES INC
3277209   INTERPRETING AND TRANSLATION SERVICES	MPA-54 / CR-34 PROVIDES INTERPRETATION, TRANSLATION, AND TRANSLATION REVIEW TO ALL STATE AGENCIES AND TO RHODE ISLAND CITIES & TOWNS. May 9, 2012 - Jan 31, 2020 NARRAGANSETT TRANSLATIONS & INTERPRETING INC
3285974   INTERPRETING AND TRANSLATION SERVICES	MPA-54 / CR-34 PROVIDES INTERPRETATION, TRANSLATION, AND TRANSLATION REVIEW TO ALL STATE AGENCIES AND TO RHODE ISLAND CITIES & TOWNS. Jul 11, 2012 - Jan 31, 2020 COORDINATIONS
3257870   INTERPRETING AND TRANSLATION SERVICES	MPA-54 / CR-34 PROVIDES INTERPRETATION, TRANSLATION, AND TRANSLATION REVIEW TO ALL STATE AGENCIES AND TO RHODE ISLAND CITIES & TOWNS. Dec 1, 2011 - Jan 31, 2020 Interpreters and translators, Inc
3257916   INTERPRETING AND TRANSLATION SERVICES	MPA-54 / CR-34 PROVIDES INTERPRETATION, TRANSLATION, AND TRANSLATION REVIEW TO ALL STATE AGENCIES AND TO RHODE ISLAND CITIES & TOWNS. Dec 1, 2011 - Jan 31, 2020 Daniel Shamebo Sabone
3308402   INTERPRETING AND TRANSLATION SERVICES	MPA-54 / CR-34 PROVIDES INTERPRETATION, TRANSLATION, AND TRANSLATION REVIEW TO ALL STATE AGENCIES AND TO RHODE ISLAND CITIES & TOWNS. Jan 14, 2013 - Jan 31, 2020 DORCAS INTERNATIONAL INSTITUTE OF RHODE ISLAND IN
3328790   INTERPRETING AND TRANSLATION SERVICES	MPA-54 / CR-34 PROVIDES INTERPRETATION, TRANSLATION, AND TRANSLATION REVIEW TO ALL STATE AGENCIES AND TO RHODE ISLAND CITIES & TOWNS. Jun 11, 2013 - Jan 31, 2020 CENTER FOR SOUTH-EAST ASIANS
3263005   INTERPRETING AND TRANSLATION SERVICES	MPA-54 / CR-34 PROVIDES INTERPRETATION, TRANSLATION, AND TRANSLATION REVIEW TO ALL STATE AGENCIES AND TO RHODE ISLAND CITIES & TOWNS. Feb 9, 2012 - Jan 31, 2020 MARIA C FONSECA
3257794   INTERPRETING AND TRANSLATION SERVICES	MPA-54 / CR-34 PROVIDES INTERPRETATION, TRANSLATION, AND TRANSLATION REVIEW TO ALL STATE AGENCIES AND TO RHODE ISLAND CITIES & TOWNS. Dec 1, 2011 - Jan 31, 2020 THEBIBWORD INC
3414077   INTERPRETING AND TRANSLATION SERVICES	MPA-54 / CR-34 PROVIDES INTERPRETATION, TRANSLATION, AND TRANSLATION REVIEW TO ALL STATE AGENCIES AND TO RHODE ISLAND CITIES & TOWNS. Apr 22, 2015 - Jan 31, 2020 TET COMMUNICATIONS LLC

< 1 2 3 4 5 > >|

## Work- in-Progress:

Currently, some MPAs are being posted only with the Contract Award Number and Not the MPA Number therefore please be aware that this may be case when searching. For example, the MPA for Office Supplies, #105, only displays the following relevant result when searching both by 'office supplies' or the number '105'.

The screenshot shows a search interface with a teal header containing a magnifying glass icon and the text 'office supplies'. Below the header, it states '31 Matching Contracts Found' and 'Page 1'. A 'Sort Results' dropdown menu is set to 'Relevance'. The first result is highlighted with a red circle and a green checkmark icon. The result title is '3471977 | GENERAL OFFICE SUPPLIES, SCHOOL SUPPLIES, STANDARD PAPER AND TONER'. The description reads: 'MPA-105 is a statewide contract to provide a core list of general office supplies, school supplies, standard paper and toner. The core list contains the most commonly purchased items at a d 1. Environmentally Preferable Products (EEP) and high-yield toner cartridges; 2. Rebates for HP toner, toner cartridge recycling and annual spend; 3. price matching wherever possible; and 4. applicable for non-state agencies). This contract resulted from solicitation 7550208. Jul 1, 2016 - Jun 30, 2020 WB MASON CO INC'.

Additionally, the MPA you are searching for may not be at the top of your list of results when this occurs. For example, if you are searching for "Interpreting and Translation Services" or "MPA-54", you can get a variety of results depending how you search.

This is another case where the Overall MPA Award does not appear but the individual contracts for each vendor do.

By searching "Interpreting", and Sorting by 'Relevance' we get the following results; while the MPA Number does appear in the description, you are only given the individual contract awards to open and review.

The screenshot shows a search interface with a teal header containing a magnifying glass icon and the text 'interpreting'. Below the header, it states '47 Matching Contracts Found' and 'Page 1'. A 'Sort Results' dropdown menu is set to 'Relevance'. Three results are visible, each with a green checkmark icon. The first result title is '3257807 | INTERPRETING AND TRANSLATION SERVICES'. The description reads: 'MPA-54 / CR-34 PROVIDES INTERPRETATION, TRANSLATION, AND TRANSLATION REVIEW TO ALL STATE AGENCIES AND TO RHODE ISLAND CITIES & TOWNS. Dec 1, 2011 - Jan 31, 2020 HORTON INTERPRETING SERVICES INC'. The second result title is '3277209 | INTERPRETING AND TRANSLATION SERVICES'. The description reads: 'MPA-54 / CR-34 PROVIDES INTERPRETATION, TRANSLATION, AND TRANSLATION REVIEW TO ALL STATE AGENCIES AND TO RHODE ISLAND CITIES & TOWNS. May 9, 2012 - Jan 31, 2020 NARRAGANSETT TRANSLATIONS & INTERPRETING INC'. The third result title is '3285974 | INTERPRETING AND TRANSLATION SERVICES'. The description reads: 'MPA-54 / CR-34 PROVIDES INTERPRETATION, TRANSLATION, AND TRANSLATION REVIEW TO ALL STATE AGENCIES AND TO RHODE ISLAND CITIES & TOWNS. Jul 11, 2012 - Jan 31, 2020 WORDINATIONS'.

If we search "MPA-54" the corresponding result is the 6<sup>th</sup> in the list.

Q mpa-54

359 Matching Contracts Found Page 1

- 3476920 | ENVELOPES, MPA-49  
MPA-49 PROVIDES CATEGORIES OF ENVELOPES IN ACCORDANCE WITH BID SOLICITAION #7550546. R  
ISSUED PURCHASE AWARDS. VENROF PURCHASE AWARD SHOULD BE REVIEWED FOR THE SPECIFIC C  
MPA.  
Aug 1, 2016 - Dec 31, 2019  
Bay State Envelope Inc
- 3476921 | ENVELOPES, MPA-49  
MPA-49 PROVIDES CATEGORIES OF ENVELOPES IN ACCORDANCE WITH BID SOLICITAION #7550546. R  
ISSUED PURCHASE AWARDS. VENROF PURCHASE AWARD SHOULD BE REVIEWED FOR THE SPECIFIC C  
MPA.  
Aug 1, 2016 - Dec 31, 2019  
MERIDIAN PRINTING INC
- 3476919 | ENVELOPES, MPA-49  
MPA-49 PROVIDES CATEGORIES OF ENVELOPES IN ACCORDANCE WITH BID SOLICITAION #7550546. R  
ISSUED PURCHASE AWARDS. VENROR PURCHASE AWARD SHOULD BE REVIEWED FOR THE SPECIFIC C  
MPA.  
Aug 1, 2016 - Dec 31, 2019  
TCC Distributors
- MPA-204 | CR 51/ MPA 204 - Offset Printing Services  
CR 51/MPA 204 PROVIDES VARIOUS OFFSET PRINTING SERVICES AS NEEDED.  
Sep 1, 2017 - Apr 30, 2021  
Multiple Vendors Available
- MPA 566 CR 84 | MPA 566 / CR-84 Whelen Warning Lights and Accessories  
This solicitation has been conducted under the State's Continuous Recruitment (CR) process. Contracts  
options. Proposals may be submitted from initial submission deadline (May 29, 2019 @ 10:00am) until  
Police/ Law Enforcement Vehicles. Pricing for this Contract will be a Percentage (%) Discount from the  
Discount from the Manufacturer's Suggested Retail Price (MSRP). A Manufacturer's MSRP List with a Da  
Jul 1, 2019 - Jun 30, 2024  
Multiple Vendors Available
- 3257870 | INTERPRETING AND TRANSLATION SERVICES  
MPA-54 / CR-34 PROVIDES INTERPRETATION, TRANSLATION, AND TRANSLATION REVIEW TO ALL STAT  
Dec 1, 2011 - Jan 31, 2020  
Interpreters and translators, Inc.

# The User Guide:

Contract Board mpa-54 English

[Contract # 3257870](#)

**INTERPRETING AND TRANSLATION SERVICES**

MPA-54 / CR-34 PROVIDES INTERPRETATION, TRANSLATION, AND TRANSLATION REVIEW TO ALL STATE AGENCIES AND TO RHODE ISLAND CITIES & TOWNS.

**Contract Administration**

Administrator: Anthony Venditelli  
 Administrator Email: anthony.venditelli@purchasing.ri.gov  
 Organization: State of Rhode Island

**Vendor**

Interpreters and translators, Inc.  
 Contact Name: Marisol Reyes-Hernandez  
 Contact Email: mrhernandez@ititranslates.com  
 Contact Telephone: 8607306149

**Contract Pricing**

Contract Type: Purchase Agreement from RIFANS  
 Pricing Type: No Limit  
 Value: \$0.00

**Contract Period**

Issue Date: Nov 30, 2011  
 Award Date: Nov 30, 2011  
 Effective Date: Dec 1, 2011  
 Expiration Date: Feb 1, 2020

**Contract Diversity Information**

No Diversity available

**Supplier Diversity Information**

No Diversity available

**Contacts**

Contact Type	Name	Email Address	Phone Number
Main Contact	Marisol Reyes-Hernandez	mrhernandez@ititranslates.com	8606470686-

**Insurance**

There is no insurance information associated with this Contract.

**Catalog Items**

There are no catalog items associated with this Contract.

**Commodity Information**

Code	Description
#2000000	Editorial and Design and Graphic and Fine Art Services
#2110000	Writing and translations
#2111500	Technical writing
#2111501	Instruction writing services
#2111502	Manual writing services
#2111503	Academic or scientific article writing
#2111600	Non technical writing
#2111601	Letter writing services
#2111602	Resume writing services
#2111603	Court reporting services

Once you click on and Open any of these Contract Awards, you can often find a listing of all awarded vendors in the User Guide.

**Authorized Organizations**

Organization Names

- Airport Corporation
- Board of Elections
- City of Providence
- Coastal Resources Mgmt Council
- Community College of Rhode Island
- Davies Career and Technical School
- Dept of Administration
- Dept of Beh Health, Dev Dis & Hosp
- Dept of Business Regulation
- Dept of Children, Youth & Families

**Distributors**

Interpreters and translators, Inc.

**Attachments**

- [Master Price Agreement Legacy Solicitation Information.pdf](#)
- [54USERGUIDE.pdf](#)
- [3257870 - INPRETERS AND TRANSLATORS INC.pdf](#)
- [Interpreters and Translators, Inc. Master Price Agreement MBE Information.pdf](#)

## Contract Pricing:

At this time, the Contract Pricing Feature does not appear to be being used. Please refer to the User Guide for information about each individual MPAs limits or requirements for competitive sourcing.

\$ Contract Pricing	🕒 Contract Period
<p><b>Contract Type:</b> Purchase Agreement from RIFANS <b>Pricing Type:</b> No Limit <b>Value:</b> \$0.00</p>	<p><b>Issue Date:</b> Nov 30, 2011 <b>Award Date:</b> Nov 30, 2011 <b>Effective Date:</b> Dec 1, 2011 <b>Expiration Date:</b> Feb 1, 2020</p>

## Contract Period:

The **Effective Date** is the Date that the MPA start is valid. The **Expiration Date** shows when it expires and will be updated if an addendum is processed to extend the MPA or Award.

## MPA Listing:

Because there is no longer a way to see the list of MPAs 'at a glance', we are currently keeping a list of available MPAs on our website for your convenience. Please keep in mind however that this will be manually updated periodically so it is not a real-time picture of current MPAs. It is our intent to update it monthly for now as we all become accustomed to the new website.