

## Benefits of Membership:

### Save Time

MHEC's competitively bid contracts available for member use allow your staff to focus on other priorities.

### Save Money

MHEC member purchasing volume is aggregated and utilized to achieve deeper discounts.

### Meet Public Procurement Requirements

Our contracts are established through a public, fair, open and competitive bidding process.

### Excellent Member Services

Our office is located in Massachusetts and we are available to assist members throughout New England with training, contract information and compliance resolution.

### Quantifiable Member Savings

MHEC members receive individual spend reports annually.

### Ease of Use

A user-friendly webpage and robust search engine provide users easy access to awarded contractors and pricing.

### Be a Part of a Growing Organization

Today, we are growing rapidly by expanding membership and establishing new and innovative contracts. Our members include non-profit private secondary schools, municipalities, elementary and secondary schools, technical, vocational, and charter schools, and other entities with non-profit educational missions.

## Events (free of charge to MHEC members):

- Four member meetings are convened on a quarterly basis to review contracts developments, discuss business, compare experiences, ask questions and learn about new initiatives.
- Roadshows, held throughout the summer, are intended to provide members the opportunity to meet with MHEC staff and learn how to navigate the website, while receiving tips and shortcuts that will save them time and money.
- The Annual Product Expo is a business trade show that offers members the opportunity to visit with many MHEC supply partners and view new products in one venue.
- Annual golf tournament/networking event for members and supply partners.

NEW ENGLAND'S PREMIER PURCHASING CONSORTIUM [www.mhec.net](http://www.mhec.net)

## How to use the MHEC website:

The MHEC website offers members access to contracts, a contracted supplier directory, the Annual Report, meeting & event notices, links to supply partner websites, online trainings and other valuable information.

### New Members:

Visit [www.mhec.net](http://www.mhec.net)  
Hover over the members tab  
Click Member Registration  
Create user account and password

**Please note:** Registering on our website does not automatically make you an MHEC member. For a membership application, please refer to the Members section of the website.

### Registered Members:

Visit [www.mhec.net](http://www.mhec.net) to login  
When prompted, enter username and password

## What is the MHEC?

The Massachusetts Higher Education Consortium (MHEC) is a non-profit regional purchasing consortium serving members throughout New England. Established in Massachusetts General law in 1977, MHEC competitively bids contracts for the commodities and services requested and needed by our members consistent with public bidding requirements. Our goal is to partner and contract with the most qualified (responsible and responsive) businesses offering the best pricing, contract terms, customer service, and product/service depth.



Call us today at 413-545-4669 or visit [www.mhec.net](http://www.mhec.net) to learn how MHEC membership can help save your organization money and time.



## For Members

*MHEC's no cost membership is available to all non-profit public and private institutions of higher education, technical, vocational, and charter schools as well as municipalities including elementary and secondary schools and other educational organizations throughout New England.*

100 University Drive, Suite 1,  
Amherst, MA 01003  
P: 413-545-4669 F: 413-577-2202  
[www.mhec.net](http://www.mhec.net)

## Questions about a specific contract?

Jacqueline Cashin	A01, B05, B14, B16, C07, E15, F15, F19, F20 G02, G17, I01, J03, L50, L51, L52, L53
Joan Miller	B11, B15, D05, D25, D26, D32, F04, F05, F07, G03, G14, G19, G24, G28, G29, G30, J04, J05, J06, K02
Rika Monzillo	B01, B13, C04, C07, D03, D21, E03, E05, F03, F11, G10, G11, G12, G25, G27, L01, L02, L04
Jon Howard	C05, D04, G13, G29

## Contact the MHEC:

Alicia Kuzia 413-992-2505	Human Resources Manager/Office Manager akuzia@mhec.net
Judy Thornton 413-992-2509	Director of Business Services judythornton@mhec.net

## Member Outreach

Ellen Bickelman 413-992-2516	Member Outreach ebickelman@mhec.net
Michael Girardi 413-992-2520	Outreach & Marketing Coordinator mgirardi@mhec.net

## Contract Management

Jacqueline Cashin 413-992-2503	Mgr. Library Procurement Contracts jcashin@mhec.net
Joan Miller 413-992-2504	Sr. Contract Manager/Expo Coordinator joanmiller@mhec.net
Rika Monzillo 413-992-2506	Sr. Contract/Communications Manager rmonzillo@mhec.net
Jon Howard 413-992-2507	Associate Contract Manager jhoward@mhec.net

#	Contract Name
A01	Appliances, Air Conditioners & Food Service Equipment
B01	Graduation Regalia & Accessories
B05	Graphic Arts & Drafting Products
B11	Multi-Media Equipment & Services
B13	Stationary & Digital Copying Program
B14	Athletics, Gym & Field Equipment, Uniforms, & Supplies
B15	Equipment & Event Rental
B16	Athletics: Strength Equipment & Cardio Machines, Sales, Service, Installation, Repair & Lease
C04	Window/Wall Covering, Stage/Cubicle Curtains & Acoustical Products
C05	Mattresses, Box Springs, Bedding Covers/Protectors, Shower/Cubical Curtains & Linens
C07	Furniture
D03	Safety Products
D04	Gases: Compressed, Specialty & Liquid
D05	Life Science Products, Specimens, Live Animals, Chemicals & Supplies
D21	Electronic Test Equipment
D25	Laboratory Equipment, Chemicals & Repair
D26	Biological Safety Cabinets, Cleaning, Certification, Maintenance, Repair & Installation
D32	Medical/Dental Equipment Supplies & Service
E03	Furniture: Repair/Remanufactured/Pre-owned and Upholstery/Panel Cleaning
E05	Fire/Security/Emergency Communication: Equipment, Service & Supplies
E15	Hazardous Waste: Collection, Transport & Disposal
F03	Mail Room Equipment
F04	Software
F05	Technology
F07	Copiers, Digital Duplicators & Fax Equipment, Supplies & Maintenance
F11	Promotional Products, Awards & Flags/Banners
F15	Office Supplies

#	Contract Name
F19	MHEC Master Leasing & Financing
F20	Document/E-Media Services: Scanning, Storage, Destruction & Shredding Machines
G02	Grounds Maintenance: Equip., Supplies & Services
G03	Electric Motors, Pumps, Compressors & Controls
G10	Domestic & International Delivery Services
G11	Floor Covering & Installation
G12	Uniforms & Occupational Equipment
G13	Moving Services, Supplies, & Storage Containers
G14	Plumbing, Heating, Fixtures & Service
G17	Custodial Cleaning Equipment & Supplies
G19	Facilities-Maintenance, Repair & Operations (MRO)
G24	Signage
G25	Asset Recovery/Ewaste & Recycling Services
G27	Light Duty Vehicles
G28	Elevator Equipment, Maintenance, Repair, Inspection & Testing
G29	Facility Maintenance and Energy: Assessment & Software
G30	Integrated Pest Management, Products and Services
I01	Insurance: Auto
J03	Temporary Help Services
J04	Network Infrastructure Services
J05	Water & Pool Treatment Chemicals
J06	IT Project Services
K02	Interpretation & Translation, Equipment, Supplies, Services
L01	Travel Management & Related Services
L02	Vehicle Rental & Sharing
L04	Airport Parking & Transportation
L50	Library: Supplies, Archival Products & Equipment
L51	Library: Books & Media
L52	Library: Print Subscription Management Service
L53	Library: Equipment & Services