

MAPT Contract Overview

Solicitation: RFP 26MISC2 – School/Office Furniture and Equipment

Contract Period: 01/01/2026 – 12/31/2029 (two optional 3-year renewals)

Lead Agency: Frederick County Public Schools (FCPS) | Cooperative: Mid-Atlantic Purchasing Team (MAPT)

SCOPE OF CONTRACT

Palmer Hamilton is an awarded supplier through the Mid-Atlantic Purchasing Team (MAPT) cooperative purchasing program, led by Frederick County Public Schools (FCPS). MAPT is an agreement between the Baltimore Metropolitan Council (BMC) and the Metropolitan Washington Council of Governments (MWCOCG) that allows participating public entities and eligible non-profits to purchase under the cooperative contract.

Categories include:

- Cafeteria & Dining Furniture
- Library Furniture
- Lounge & Collaborative Furniture
- Shelving / Storage (where applicable)
- Tables & Seating

PRICING & DISCOUNTS

- Pricing: Per awarded contract terms; project quotes provided at time of request.
- Delivery expectation: Items purchased as-needed should be delivered within 90 days of PO (or mutually agreed in writing).
- Minimum Order: None per site (no minimum order quantities per site).
- Lead times: Provided at quote/order confirmation; updated if published lead times change.
- Installation: Delivered & installed; standard weekday installation included in quoted pricing (proposal position).
- Pricing firm: All prices remain firm through the initial contract term (01/01/2026–12/31/2029).
- Price decreases may occur at any time. Price increases may only be considered at renewal, must be submitted at least 60 days prior to renewal, and are limited to CPI-U Washington–Baltimore or a maximum 3% increase (whichever is lower), subject to FCPS approval.

ORDERING & INVOICING

- Orders may be placed directly with Palmer Hamilton or through an authorized dealer.
- Purchase Orders should reference RFP 26MISC2 and the MAPT cooperative rider (as applicable).
- Lead times will be confirmed at time of quote/order. Participating entities may add local terms by mutual agreement.
- Reporting: Contract usage reporting to BMC and/or MWCOCG is provided on demand (by entity; qty, unit pricing, total volume).

AUTHORIZED DEALERS

- DOURON
- PRICE MODERN

QUICK DEALER CHECKLIST

- ✓ Dealer must be authorized under Palmer Hamilton's RFP 26MISC2 award.
- ✓ Purchase Orders should reference RFP 26MISC2 and MAPT (as applicable).
- ✓ Confirm delivery/installation scope and site readiness expectations prior to order placement.
- ✓ Provide current lead times at time of quote/order confirmation; promptly communicate any changes.
- ✓ Custom item returns (non-warranty/vendor error) may require vendor approval; any restocking fee cannot exceed 25% of selling price.

KEY TERMS & EXCLUSIONS

- Delivery timeframe: items purchased as-needed shall be delivered within 90 days of the purchase order date, or within an alternative timeframe mutually agreed in writing at the time of order placement; minimum order quantities for delivery to individual sites are not accepted.
- Warranty: minimum one (1) year from date of acceptance; if installed, warranty includes parts, labor, and return delivery costs.
- Installation/assembly: furniture delivered assembled or assembled on-site by vendor; vendor removes crating/packing materials from site.
- Temporary storage (renovation/construction delays): minimum 14 calendar days at no additional cost; storage beyond that requires advance disclosure and written agreement.

CONTRACT CONTACTS

Palmer Hamilton Contracts Manager:
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FCPS Contract Manager (Lead Agency):
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