

REVISED

**COUNTY OF ROCKLAND
Department of General Services
Purchasing Division**

Contract Award Notification

Title: **Automotive – Genuine (OEM) Parts and Labor for Automobiles and Trucks**

Contract Period: January 20, 2015 through January 19, 2016 with 2 one-year options, Extend through January 19, 2017 with a one-year option, **Extend through January 19, 2018**

Original Date of Issue: January 20, 2015

Date of Revision: **December 16, 2016**

BID No: **RFB-RC-2014-021**

Catalog: **AUTO AND VEHICLES**

Authorized Users: **County Agencies, All Political Subdivisions**

Address Inquires To:

Name: Richard Ryan
Title: Purchaser I
Phone: (845) 364-3817
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E-mail: ryanri@co.rockland.ny.us

Description

This contract is to provide genuine (OEM) Parts & Labor for Automobiles & Trucks.

Contract #	Vendor #	Contractor & Address	Telephone No.
BID 14-021-A	0000004978	Schultz Ford Lincoln 80 Route 304 Nanuet, NY 10954 Contact: Traci S. Brega office@schultzflm.com / parts@schultzflm.com	845-624-3600 FAX: 845-624-0075
BID 14-021-B	0000012264	Route 23 Auto Mall 1301 Route 23 Butler, NJ 07405 Contact: Mark Mickens mmickens@23automall.com	(973) 838-0820 Ext. 124 CELL: 201-317-6195 FAX: (973) 838-9106

<u>REVISED</u> COUNTY OF ROCKLAND DGS – PURCHASING DEPARTMENT BLDG. A, 2ND FLOOR, 50 SANATORIUM ROAD POMONA, NY 10970 TELEPHONE NO.: 845-364-3820 FAX NO.: 845-364-3809					
LINE NO.	DESCRIPTION	ITEM NUMBER	UNIT	PERCENT DISCOUNT / MARK-UP LABOR RATE	VENDOR
1	PARTS – FORD, AUTOMOBILES, AND LIGHT DUTY TRUCKS, AND VANS	06071000001	PERCENT DISCOUNT	37%	Schultz Ford
2	PARTS – FORD, MEDIUM AND HEAVY DUTY VANS, TRUCKS	06071000003	PERCENT DISCOUNT	37%	Schultz Ford
3	PARTS-FORD REMANUFACTURED ENGINES & TRANSMISSIONS Percent mark-up shall not exceed 10%	06071000005	PERCENT MARK-UP	2%	Schultz Ford
4	LABOR RATES, FORD AUTHORIZED SERVICE	06071000002	PRICE PER HOUR	\$55.95	Schultz Ford
5	PARTS, GENERAL MOTORS, CHEVROLET, BUICK, AUTOMOBILES AND LIGHT DUTY TRUCKS, AND VANS	06072000005	PERCENT DISCOUNT	No Award	N/A
6	PARTS, GENERAL MOTORS, CHEVROLET, BUICK, TRUCKS, MEDIUM AND HEAVY DUTY VANS, TRUCKS	06072000001	PERCENT DISCOUNT	No Award	N/A
7	PARTS-GENERAL MOTORS, CHEVROLET, BUICK, REMANUFACTURED ENGINES & TRANSMISSIONS Percent mark-up shall not exceed 10%	06072000012	PERCENT MARK-UP	No Award	N/A
8	LABOR RATES, GENERAL MOTORS, CHEVROLET, BUICK, TRUCKS AUTHORIZED SERVICE	06072000008	PRICE PER HOUR	No Award	N/A

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LINE NO.	DESCRIPTION	ITEM NUMBER	UNIT	PERCENT DISCOUNT / MARK-UP LABOR RATE	VENDOR
9	PARTS –PONTIAC, CADILLAC, GMC, AUTOMOBILES, AND LIGHT DUTY TRUCKS, AND VANS	06072000010	PERCENT DISCOUNT	No Award	N/A
10	PARTS –PONTIAC, CADILLAC, GMC, MEDIUM AND HEAVY DUTY VANS, TRUCKS	06072000016	PERCENT DISCOUNT	No Award	N/A
11	PARTS-PONTIAC, CADILLAC, GMC, REMANUFACTURED ENGINES & TRANSMISSIONS Percent mark-up shall not exceed 10%	06072000017	PERCENT MARK-UP	No Award	N/A
12	LABOR RATES, PONTIAC, CADILLAC, GMC, AUTHORIZED SERVICE	06072000011	PRICE PER HOUR	No Award	N/A
13	PARTS, DODGE, CHRYSLER, JEEP, RAM AUTOMOBILES AND LIGHT DUTY TRUCKS, AND VANS	06070000001	PERCENT DISCOUNT	No Award	N/A
14	PARTS, DODGE, CHRYSLER, JEEP, RAM MEDIUM AND HEAVY DUTY VANS, TRUCKS	06070000003	PERCENT DISCOUNT	No Award	N/A
15	PARTS-DODGE, CHRYSLER, JEEP, RAM REMANUFACTURED ENGINES & TRANSMISSIONS Percent mark-up shall not exceed 10%	06070000005	PERCENT MARK-UP	No Award	N/A
16	LABOR RATES, DODGE, CHRYSLER, JEEP, RAM AUTHORIZED SERVICE	06070000002	PRICE PER HOUR	No Award	N/A

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LINE NO.	DESCRIPTION	ITEM NUMBER	UNIT	PERCENT DISCOUNT / MARK-UP LABOR RATE	VENDOR
17	PARTS, NISSAN, AUTOMOBILES	06074000001	PERCENT DISCOUNT	22%	Route 23 Auto Mall
18	PARTS-NISSAN REMANUFACTURED ENGINES & TRANSMISSIONS Percent mark-up shall not exceed 10%	06074000007	PERCENT MARK-UP	10%	Route 23 Auto Mall
19	LABOR RATES, NISSAN, AUTOMOBILES	06074000002	PRICE PER HOUR	\$82.00	Route 23 Auto Mall
20	PARTS, TOYOTA, AUTOMOBILES	06074000003	PERCENT DISCOUNT	No Award	N/A
21	PARTS-TOYOTA REMANUFACTURED ENGINES & TRANSMISSIONS Percent Mark-up shall not exceed 10%	06074000008	PERCENT MARK-UP	No Award	N/A
22	LABOR RATES, TOYOTA AUTHORIZED SERVICE	06074000004	PRICE PER HOUR	No Award	N/A
23	PARTS, HONDA, AUTOMOBILES	06074000005	PERCENT DISCOUNT	No Award	N/A
24	PARTS-HONDA REMANUFACTURED ENGINES & TRANSMISSIONS Percent mark-up shall not exceed 10%	06074000009	PERCENT MARK-UP	No Award	N/A

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LINE NO.	DESCRIPTION	ITEM NUMBER	UNIT	PERCENT DISCOUNT / MARK-UP LABOR RATE	VENDOR
25	LABOR RATES, HONDA AUTHORIZED SERVICE	06074000006	PRICE PER HOUR	No Award	N/A
26	PARTS, VOLVO/AUTOCAR TRUCKS	06074100001	PERCENT DISCOUNT	No Award	N/A
27	PARTS-VOLVO/AUTOCAR TRUCKS REMANUFACTURED ENGINES & TRANSMISSIONS Percent Mark-up shall not exceed 10%	06074100003	PERCENT MARK-UP	No Award	N/A
28	LABOR RATES, VOLVO/AUTOCAR TRUCKS AUTHORIZED SERVICE	06074100002	PRICE PER HOUR	No Award	N/A

COUNTY OF ROCKLAND - DGS-PURCHASING
 BLDG. A., 2ND FLOOR, 50 SANATORIUM RD, POMONA, NY 10970
 TELEPHONE: 845-364-3820 / TELEFAX: 845-364-3809

TITLE:
**AUTOMOTIVE - GENUINE (OEM) PARTS AND
 LABOR FOR AUTOMOBILES AND TRUCKS**

BID NUMBER:
RFB-RC-2014-021

SPECIFICATIONS

1. SCOPE

- 1.1. The County of Rockland wishes to establish annual contracts to furnish **GENUINE (OEM) PARTS** and **LABOR RATES** on Automobiles, Vans, and Small, Medium and Heavy Duty Trucks, as specified in the specifications.

2. REQUIREMENTS

- 2.1. Dealers shall quote a percentage discount from Current Manufacturer's Retail List Price for all parts ordered by the County. Dealers shall quote on only those brands for which they are an authorized dealer or distributor.

- 2.1.1. TRADE DISCOUNTS – Items will be evaluated on the basis of Manufacturer's published price. Manufacturer's price sheets shall be the currently Published Manufacturer's Price List (Retail, Dealer, or Jobber or their equivalent). Bidder shall quote the percentage discount from one of the Published Manufacturer's Price List cited above and shall provide a copy of same with bid submission and clearly identify the column and product line to which the discount applies. This copy shall be sent either by disc or a web site shall be provided to verify pricing. Discounts must be stated as a single percentage.

- 2.1.1.1. Bidder's failure to supply a single percent discount will be declared non-responsive and the bid will be rejected.

- 2.1.2. **PARTS MARK-UP-** Bidder shall provide a percent mark-up from actual dealer cost for **Re-manufactured engines and transmissions** as listed on the bid proposal pages. Percent mark-up shall not exceed 10%.

- 2.1.3. Bidders shall be required to submit verifiable documentation of dealer cost. Examples of this documentation are pricing submitted on a diskette or providing a web site for verification. Bidders failing to provide verifiable pricing shall be deemed non-responsive.

- 2.2. Dealers shall send one copy of manufacturer's price list with bid. Upon award, dealers shall also be required to send one copy, each, to the following facilities:

- | | |
|---|---|
| 2.2.1. DGS Garage | Dr. R.L. Yeager Health Center, Sanatorium Road, Building E,
Pomona, NY |
| 2.2.2. Highway Garage | 23 New Hempstead Road, New City, NY 10956 |
| 2.2.3. Sewer District | 4 Route 340, Orangeburg, NY 10962 |
| 2.2.4. Public Transportation
(TRIPS) | Dr. R.L. Yeager Health Center, Sanatorium Road, Building T,
Pomona, NY |

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- 2.3. Dealers shall quote hourly labor rates for repairs performed in their shop. The County of Rockland will be responsible for transporting vehicles to the repair shop.
- 2.4. Orders for “parts only” will be required to be delivered to the County’s automotive repair facilities located in Pomona, New City, and Orangeburg. The County at its option may decide to pick-up certain “parts only” orders. Parts shall also be delivered to all authorized users of this bid. Vendors shall not be required to deliver outside their local delivery area.
- 2.5. Delivery shall be made the same day for all in-stock parts ordered before noon. Out of stock parts shall be ordered the day of request and shall not be held for a stock order. Parts must be readily available. The ordering department must be notified immediately if parts are out of stock, and must be given an estimated delivery time.
- 2.6. Returns of unused parts will be accepted and full credit issued to the County on any items normally stocked by the dealer. The dealer shall notify the ordering department at the time the order is placed, if it is considered a special order.
- 2.7. Successful bidders shall be required to submit a complete itemized invoice on all parts furnished or service which they may perform. Invoices for parts shall show both retail price and discounted price. Invoices for labor shall show total number of hours worked.
- 2.8. Successful bidders will be required to notify the Division of Purchasing of any revisions to price lists and to supply updated lists.
- 2.9. Parts and labor shall be awarded as a group.
- 2.10. Only exact manufacturer’s OEM parts will be accepted.
- 2.11. Bids containing restrictions will not be acceptable unless the Rockland County Purchasing Department deems the restrictions conform to the County Requirements.
- 2.12. All Discounts shall be firm and fixed for the specified contract period.
- 2.13. Discounts offered must be expressed as a single percent (%) figure for each line. Offers containing chain or multiple discounts may be considered non-responsive.
- 2.14. HAZARDOUS COMMUNICATION STANDARD - The New “Hazardous Communications” and “Right to Know” laws require certain chemicals, cleaners, paints, etc., shall be delivered with “Material Safety Data Sheets” and be labeled accordingly. The contract vendor shall guarantee that all State and/or EPA Hazardous Materials Regulations are when applicable.

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- 2.15. CANCELLATION OF ORDERS – Purchases made under this contract are for readily available supplies specified herein. Time is of the essence in furnishing the items ordered. The County reserves the right to cancel the order and/or refuse delivery if the items ordered are not furnished within the period of time specified in this contract.
- 2.16. EMERGENCY PURCHASES – Should the Contractor be unable to furnish the required item within the period of time specified in the contract, the County reserves the right to make emergency purchases from other sources.
- 2.17. EXPRESS/OVERNIGHT ORDERS- The County may require express/overnight orders and will pay the additional shipping charges with no additional mark-up by the vendor.

3. INCREASES

- 3.1. In the second and third year of this agreement, at the County of Rockland's option, the Contractor may receive a Unit Daily Cost increase not to exceed the prevailing CPI. The decision of the County of Rockland is Final and Binding. At the option of the County of Rockland, this contract(s) may be extended for two additional one year terms with the prevailing CPI increase. Vendors must request this increase in writing.
- 3.2. CPI-U means the Consumer Price Index for U.S. City Average-Consumer Price Index for All Urban Consumers as published by the Bureau of Labor Statistics of the United States Department of Labor or a successor or substitute index, appropriately adjusted. The Final and Binding decision to extend or not extend this agreement shall rest with the County of Rockland.

4. AWARD

- 4.1. Award will be made by manufacturer to the responsive, responsible bidder whose offer results in the lowest net cost to the County while meeting the specifications. The County will make an award for each manufacturer by section.
- 4.2. **EXAMPLE:** One vendor will receive an award for Ford Automobile and Light Truck parts and labor rates. Both the discount off list price for parts and the labor rate will be taken into account in making final awards. Distance and travel time to dealers repair facility will also be considered in the award process.
- 4.3. General Motors items will be separate awards as follows:
- 4.3.1. Chevrolet/Buick/Chevrolet Trucks, Items 5-8
- 4.3.1. Pontiac/Cadillac/GMC, Items 9-12
- 4.4. When an award is made and the basis of the award is a percentage discount, the contractor shall furnish current catalogs and price lists in electronic format or hard copy which shall become a part of the

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contract. The contractor's name and address shall appear on all catalogs and price lists. Where a price list shows more than one column of prices, the contractor shall clearly mark the column which represents the gross prices charged the County and those prices must agree with the bidder's original bid. **If a fee or charge is to be made, bidder shall indicate the charge on the pricing schedule.** The contractor shall provide the URL for any internet catalogs provided.

4.5. **FAILURE TO PROVIDE THE PRICE LISTS SHALL BE CAUSE FOR REJECTION OF THE BID. IF COUNTY STAFF CANNOT IDENTIFY THE ITEM ON THE MANUFACTURER'S PRICE LIST OR VENDOR'S RETAIL PRICE SHEET AND VERIFY THE BIDDER'S BID PRICE, THE BID WILL BE REJECTED.**

4.6. There are three major Rockland County Facilities which for the purposes of this bid shall be identified by the following location numbers:

1. Dr. Yeager Health Center, Pomona, NY
2. New City Government Buildings, New City, NY
3. Rockland County Sewer District # 1, Orangeburg, NY

The County will complete a mileage and time sheet for each bidder for the locations listed above to be used in the overall evaluation.

MILEAGE

Est. Amt. of Trips	x	Miles from location	x	2 x .50/Mile	=	Mileage Cost
1.	50	x	Miles from Pomona	x	2 x .50/Mile	= _____
2.	50	x	Miles from New City	x	2 x .50/Mile	= _____
3.	50	x	Miles from Orangeburg	x	2 x .50/Mile	= _____
Total Mileage Costs						_____

TIME

Est. Amt. of Trips	x	Time from location	x	2 x	Mechanics Wage/Hour	=	Time Cost
1.	50	x	Time from Pomona	x	2 x \$30/hour	=	_____
2.	50	x	Time from New City	x	2 x \$30/hour	=	_____
3.	50	x	Time from Orangeburg	x	2 x \$30/hour	=	_____
Total Time Costs							_____

TOTAL MILEAGE & TIME COSTS

Any alterations to this document made by the Offeror may be grounds for rejection of the proposal, cancellation of any subsequent award, or any legal remedies available to the County of Rockland.