

COUNTY OF ROCKLAND
Department of General Services
Purchasing Division

Contract Award Notification

Title: **Doors, Overhead-Manual and Automatic-Service, Preventive Maintenance, Parts and Repair**

Contract Period: 10/14/16 through 10/13/17 with a year option
Extended through 10/13/18

Original Date of Issue: 10/14/16

Date of Revision: 9/14/17

BID No: **RFB-RC-2016-071**

PRC# **2016007486**

Catalog: Facilities Maintenance

Authorized Users: **County Agencies**

Address Inquires To:

Name: Robert Poole
Title: Purchaser I
Phone: 845-364-3808
Fax: 845-364-3809
E-mail: pooler@co.rockland.ny.us

Description

This contract is for the service, preventive maintenance, parts and repairs of overhead doors.

Contract #	Vendor Number	Contractor & Address	Telephone No.
BID 16-071	0000023806	City Store Gates Mfg. Corp. 15-20 129 th Street College Point, NY 11356 Contact: Vincent Greco sales@citygatesusa.com	(718) 939-9700 FAX: (718) 353-0724

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

VENDOR: City Store Gates Inc.
 dba City Gates

LINE NO.	DESCRIPTION	ITEM NUMBER	EST. QTY.	UNIT	UNIT PRICE	EXTENDED PRICE
ALL LABOR RATES SHALL BE BINDING FOR THE ENTIRE CONTRACT TERM. LABOR COSTS TO BE BILLED AT THE ABOVE RATES BASED ON THE TIME LABORER ARRIVES AT AND DEPARTS FROM THE ROCKLAND COUNTY JOB SITE AS PER THE ATTACHED BID SPECIFICATIONS.						
1	Labor rates, no travel time 7:00 a.m. through 4:00 p.m. Monday through Friday	93623000001	150	HOUR	\$130.00	\$19,500.00
2	Labor rates, no travel time 4:00 p.m. through 7:00 a.m. Monday through Friday	93623000002	1	HOUR	\$195.00	\$195.00
3	Labor rates, no travel time 7:00 a.m. through 4:00 p.m. Saturday	936230000003	1	HOUR	\$195.00	\$195.00
4	Labor rates, no travel time 4:00 p.m. through 12:00 midnight And 12:00 midnight through 7:00 am Saturday	93623000011	1	HOUR	\$195.00	\$195.00
5	Labor rates, no travel time 7:00 a.m. through 4:00 p.m. Sunday	93623000004	1	HOUR	\$260.00	\$260.00
6	Labor rates, no travel time 4:00 p.m. through 12:00 midnight And 12:00 midnight through 7:00 am Sunday	93623000012	1	HOUR	\$260.00	\$260.00
7	Labor rates, no travel time Holiday	93623000005	1	HOUR	\$260.00	\$260.00
8	Mark-up. Percent mark-up shall be added to invoice for any parts and materials, which may be purchased in conjunction with repairs other than base bid. <u>Mark-up shall not exceed 15%</u>	93623150002	EST. DOLLARS \$10,000	PERCENT	15.00%	\$11,500.00
9	TOTAL LINES 1-8					\$32,365.00

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

**TITLE: DOORS, OVERHEAD-MANUAL AND
 AUTOMATIC SERVICE, PREVENTIVE
 MAINTENANCE, PARTS AND REPAIR**

**BID NUMBER:
 RFB-RC-2016-071**

SPECIFICATIONS

1. SCOPE

- 1.1. The County of Rockland is seeking a contractor to perform service, preventive maintenance, parts and repair of manual and automatic power overhead doors located at various Rockland County government facilities.

2. SPECIFICATIONS

- 2.1. Contractor shall provide all labor, material (excluding glass), equipment and supervision required to perform service, preventive maintenance, parts and repair of manual and automatic power entry and overhead doors as per the following specifications. Rockland County government facilities include but are not limited to the Dr. Robert L. Yeager Health Center and Rockland County Fire Training Center in Pomona, Rockland County Government Center in New City and Rockland County Sewer District, Orangeburg, New York.

3. BRANDS AND MANUFACTURERS

- 3.1. Contractors are to include with their bid a list of all of the brands and manufacturers that they are authorized to service under this bid as Manufacturers Representatives.

4. SITE VISIT

- 4.1. All contractors are encouraged to visit the facilities to familiarize themselves with all covered equipment and conditions prior to submitting their bid. Inspections can be scheduled by calling Mr. Robert H. Gruffi, P.E. at 845-364-2958 for the Pomona and New City sites, and Mr. Eugene Yetter, P.E. for the Rockland County Sewer District #1 site at 845-365-6111.

5. QUALIFICATIONS OF CONTRACTORS

- 5.1. The Contractor shall show that he/she has available under his/her direct employment and supervision the necessary organization and facilities to properly fulfill all the services and conditions required under these specifications.
- 5.2. The Contractor shall show that he/she has maintained an organization capable of performing the work specified herein, and that said organization has been in continuous operation for at least the past three (3) years. Contractor shall submit the following information with bid:
- 5.2.1. Present address of the main operating office of his/her organization.
- 5.2.2. Contractor shall have a minimum of three (3) years experience in the repair and servicing of entry and overhead doors similar in size and scope to the work specified herein.
- 5.2.3. Contractor shall submit with their bid a list of five accounts for which they are presently doing such work. Reference shall include contact person and telephone number.
- 5.2.4. Contractor shall have on staff a minimum of four (4) technicians experienced in the service and repair of manual and automatic power overhead doors as required under these specifications. Personnel shall have 3 years experience.

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

**TITLE: DOORS, OVERHEAD-MANUAL AND
 AUTOMATIC SERVICE, PREVENTIVE
 MAINTENANCE, PARTS AND REPAIR**

**BID NUMBER:
 RFB-RC-2016-071**

5.2.4.1. Contractor shall provide the names of the employees who would be servicing the County under this contract, their function in the company, title and number of years of service with the contractor's firm.

6. PARTS

6.1. Contractor shall use new genuine OEM parts, or owner approved equal, to make all repairs as required under this agreement.

7. COVERAGE

7.1. Contractor shall have a staffed office to take service calls twenty-four hours per day, 365 days per year. Answering machines or voice mail are not acceptable but an answering service is. Upon arriving at the job site, technicians must check in with owner's representative. Contractor must obtain owner's approval prior to working any hours other than Monday through Friday, 7:00 a.m. to 4:00 p.m. If at any time during the term of the contract, the contractor in the opinion of the owner, fails to take all reasonable steps to expedite the work, the owner may unilaterally nullify the contract.

8. RESPONSE TIME

8.1. All calls for service shall result in a technician being on the job site within four (4) hours of call unless previously agreed with an authorized County of Rockland representative.

9. PRICING FOR LABOR AND MATERIAL

9.1. The Contractor shall be paid for each repair job as authorized by Rockland County upon submission of properly executed invoices. Invoices shall be submitted according to these requirements:

9.1.1. Labor Charges: Contractor shall submit an hourly labor price as per attached pricing schedule, for twenty-four hours, seven days a week service calls as may be required at all Rockland County government facilities. The invoice shall list specifically the number of man-hours worked. The Contractor's labor charges must correspond to the rates, which he shall supply with the bid.

9.1.2. Material Costs: The invoice shall list specifically all parts, which the Contractor has purchased from other sources and the cost to him for each. Receipts for all materials purchased which cost more than \$100.00 shall be submitted with each invoice. The bidder agrees and hereby certifies that all parts and materials which he purchases shall be at the lowest price available at the time considering the prevailing conditions and circumstances for which it is required that the purchase be made. No invoices shall be paid without this documentation.

9.1.3. Markup: The Contractor shall add a fixed percentage above described material charges to the invoice for payment. The percent markup must correspond to the figure entered in the proposal page of this bid. **Percent markup shall not exceed 15%.** There shall be no percent markup on freight.

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

**TITLE: DOORS, OVERHEAD-MANUAL AND
 AUTOMATIC SERVICE, PREVENTIVE
 MAINTENANCE, PARTS AND REPAIR**

**BID NUMBER:
 RFB-RC-2016-071**

- 9.2. Additional Items: If the Contractor expects to incur any additional costs not specified in the above paragraphs, he must submit a list of those items and corresponding charges or schedule with his bid. There shall be no additional charge for delivery, mileage or travel time. No other costs except those placed in the bid proposal at the time the bid is submitted shall be evaluated, considered or deemed acceptable charges by the County of Rockland. The bidder further agrees that should it be determined by the County that the bidder, is falsifying his invoice or partaking in fraudulent practices, so as to reflect higher costs than actually incurred in the repair, that this falsification or fraudulent practice shall be considered a material breach of the terms of the contract. Nothing herein shall be considered to limit the authority of the County of Rockland to prosecute any bidder or Contractor who violates the laws of the State of New York.
- 9.3. Contractor shall receive a purchase order number from the Purchasing Department prior to commencing any work.

10. EQUIPMENT TO BE COVERED

- 10.1. In addition to the following list, the owner may add or delete automatic door systems similar to the listed equipment in this bid.

10.2. Dr. Robert L. Yeager Health Center

- | | |
|---|---|
| 10.2.1. Bldg. A, Materials Mgmt., Receiving | North American Door – s/n 56266X2-H |
| 10.2.2. Bldg. A, Materials Mgmt., Storeroom | Acme Rolling Steel Door Corporation |
| 10.2.3. Bldg. A, Medical Examiner | North American Door |
| 10.2.4. Bldg. E, Tire Room | North American Door- s/n 58278-D |
| 10.2.5. Bldg. E, Garage | Acme Rolling Steel Door Corporation |
| 10.2.6. Bldg. E, Boiler Room | Acme Rolling Steel Door Corporation |
| 10.2.7. Bldg. E, Laundry. Room | North American Door-s/n 53278-B |
| 10.2.8. Bldg. E, Maint. Dept. | North American Door-s/n 53278-D |
| 10.2.9. Bldg. T | Overhead Door Corporation – 16 doors |
| 10.2.10. Bldg. S | Dutchess Overhead Door |
| 10.2.11. Bldg. M | Edwards Power Door Co. |
| 10.2.12. Fire Training Center | Dutchess Overhead Door – 6 doors |
| 10.2.13. Bldgs. A, D, G, L | Window and door type fire shutters of various manufacturers |

10.3. Rockland County Government Center

- | | |
|----------------------------|--|
| 10.3.1. Highway Department | 16'w X 14'h Overhead Door Model JST.511-½ h.p 120 volt |
| 10.3.2. Highway Department | 16'w X 14'h – ½ h.p. 120 volt |

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

**TITLE: DOORS, OVERHEAD-MANUAL AND
 AUTOMATIC SERVICE, PREVENTIVE
 MAINTENANCE, PARTS AND REPAIR**

**BID NUMBER:
 RFB-RC-2016-071**

- 10.3.3. Parks – Garage 13’w X 10’h Power Master ¾ h.p. 120 volt model –H.W.D.331-3
 s/n –LU330766
- 10.3.4. Parks – Garage 13’w X 10’h -¾ h.p. motor 120 volt s/n –LU330765
- 10.3.5. Jail Sallyport-front- 20w X 12’h Power Master – Model MG ¾ h.p.
- 10.3.6. Jail 18’w X 12’h Power Master – Model MG ¾ h.p. 220 volts–3 phase
 220 volts - 3 phase
- 10.3.7. Jail 8’w X 6’h loading dock
- 10.3.8. Jail 8’w X 6’ h – storage
- 10.3.9. Jail 8’w X 6’ h – storage interior
- 10.3.10. Jail 8’w X 10’h – Storage exterior
- 10.3.11. Sheriff Baldor Model T-90-11-82 – 1-0177181, ½ h.p. 120 volts 1725
 R.P.M. 10’w X 8’h
- 10.3.12. Sheriff 10’w X 8’h - ½ h.p. – 120 volts
- 10.3.13. Grounds 2 each – 10’w X 12’h –Lift Master – Model MH5011L s/n 208
 AB-44523 - ½ h.p. - 115 volt – 1 p.h.

10.4. **Rockland County Sewer District**

- 10.4.1. Atlas – Serial #41075X1A
- 10.4.2. Nationwide Rolling Doors – Model #EMO – Serial #'s 6-245, 6-246, 6-247
- 10.4.3. North American Doors –Model #MO – Serial #'s 129-720A and 129-720B
- 10.4.4. Cornell Iron Works – Serial #9948666
- 10.4.5. Several without brand and model #'s
- 10.4.6. Tri-Cor International, Inc. Model GSL-143 Serial #862917-RH

10.5. **Stony Point Highway**

- 10.5.1. Several manual and automatic overhead doors.

11. **WARRANTY**

- 11.1. Contractor shall guarantee all repair work performed to be free from defects in materials and labor for ninety (90) days. Additionally, new parts shall carry the manufacturer’s standard warranty for that part.

12. **TIME SHEETS**

- 12.1. Upon job completion, technician must submit a job ticket to owner indicating date, time of arrival and departure, work performed, parts used, technician’s name and job status.

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

**TITLE: DOORS, OVERHEAD-MANUAL AND
 AUTOMATIC SERVICE, PREVENTIVE
 MAINTENANCE, PARTS AND REPAIR**

**BID NUMBER:
 RFB-RC-2016-071**

13. PAYMENT

- 13.1. Detailed description of completed repair work must accompany all invoices.
- 13.2. Detailed billings must be received by the County within fifteen days after completion of each repair.
- 13.3. The contractor's invoice must list specifically the employee or laborer utilized and the number of man-hours worked. The contractor's labor charges must correspond to the rates, which he supplies with the bid. The contractor agrees and hereby certifies that all labor charges, contained in their invoices and vouchers, shall be only those that were required and necessary to complete the work.

14. EQUIPMENT

- 14.1. The contractor is responsible for providing all tools and equipment necessary to efficiently perform all work in a professional and workmanlike manner. The Certificate of Equipment must be completed and is included with the proposal forms.

15. TRAVEL TIME

- 15.1. The County of Rockland will not accept nor authorize payment for travel time, or expenses of service personnel, to any of the County of Rockland's facility locations. The only billable time will be for service work performed.

16. SAFETY

- 16.1. The contractor shall adhere to all OSHA, PESH and County of Rockland safety rules, while the work is in progress. Contractor is responsible for any damage to vehicles or structures resulting from the Contractor's negligence.
- 16.2. Contractor shall maintain the work site in a clean and orderly fashion. All debris shall be cleaned and removed from the work site each day. Debris is to be disposed of in the facility dumpster.

17. USE OF PREMISES

- 17.1. On or about the premises and adjacent areas, the contractor shall ensure that all apparatus, storage of materials, and activities of workmen be confined to the limits indicated by law, ordinances, permits and the direction of the authorized County of Rockland representative. Contractor shall not encumber or permit the premises or adjacent areas to be encumbered with such materials or apparatus.
- 17.2. The work site shall be kept in an orderly and safe fashion so as not to interfere with the progress of the work or the work of any other contractor.
- 17.3. The contractor shall be responsible for repairing and replacing anything damaged by his operations, within thirty (30) days after notification by the authorized County of Rockland representative that damage has occurred.
- 17.4. It will be the responsibility of the Contractor to report, to the authorized County of Rockland representative, any damages found prior to any work at the site.

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

**TITLE: DOORS, OVERHEAD-MANUAL AND
AUTOMATIC SERVICE, PREVENTIVE
MAINTENANCE, PARTS AND REPAIR**

**BID NUMBER:
RFB-RC-2016-071**

18. CLEANING UP

- 18.1. The Contractor shall at all times keep the premises and adjacent areas free from accumulations of waste material or rubbish. At the completion of the work, he/she shall remove, from and about the premises, including adjacent areas, all rubbish, tools and surplus materials used for work and shall have the area "Broom Clean" and ready for use. In case of a dispute, County of Rockland may remove rubbish and clean up, then may charge the Contractor either by deduction of amounts unpaid to the Contractor, or by other means as determined to be fair and equitable by the authorized County of Rockland representative.

19. PREVAILING WAGE

- 19.1. This contract is subject to **New York State Labor Law 220, Article 8 Prevailing wages**. The Contractor shall submit with, each invoice, certified payrolls for all labor. Submission of Certified Payroll with invoice is a condition of payment.

20. AWARD

- 20.1. Award will be made to the lowest responsive/responsible bidder based on the total of items 1 thru 8 as indicated on the proposal pages.
- 20.2. All quantities shown are estimates. The successful bidder will be required to furnish quantities that may be more or less than the listed estimated quantities. The estimates are for evaluation purposes only.

21. RENEWAL OPTIONS

- 21.1. At the option of the County of Rockland and the Contractor, this contract may be extended for an additional one-year term with the prevailing CPI-U increase. 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.
- 21.2. There shall be no upward adjustments to the Mark-Up offered.