

COUNTY OF ROCKLAND
Department of General Services
Purchasing Division

Contract Award Notification

Title: **Automotive-Genuine (OEM) Parts and Labor for GM and Jeep Automobiles and Trucks**

Contract Period: July 24, 2017 through July 23, 2018 w/1-year option

Original Date of Issue: July 24, 2017

Date of Revision:

BID No: RFB-RC-2017-056

Catalog: Automobiles & Vehicles

Authorized Users: County Agencies, All Political Subdivisions

Address Inquires To:

Name: Richard Ryan
Title: Purchaser I
Phone: (845) 364-3817
Fax: (845) 364-3809
E-mail: ryanri@co.rockland.ny.us

Description

This contract is to provide genuine (OEM) parts and labor for GM and Jeep Automobiles and Trucks.

| Contract # | Vendor Number | Contractor & Address | Telephone No. |
|------------|---------------|--|--|
| BID 17-056 | 0000024493 | L.J. Marchese Chevrolet Box 1000 Fort Montgomery, NY 10922 Contact: Lawrence J. Marchese larrymarchese@yahoo.com | 845-446-4718 FAX: 845-446-4809 |

**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 | EST. USAGE | UNIT | PERCENT DISCOUNT / PERCENT MARK-UP LABOR RATE | EXTENDED TOTAL | AWARD |
|------------------|---|-------------|-------------|------------------|---|----------------|----------|
| SECTION 1 | | | | | | | |
| 1 | PARTS-GM (CHEVROLET, BUICK, CADILLAC, GMC, ETC) AUTOMOBILES AND LIGHT DUTY TRUCKS, AND VANS | 06072000018 | \$22,000.00 | PERCENT DISCOUNT | 30% | \$15,400.00 | MARCHESE |
| 2 | PARTS-GM (CHEVROLET, BUICK, CADILLAC, GMC, ETC) HYBRID BATTERIES Percent mark-up shall not exceed 10% | 06072000019 | \$2,000.00 | PERCENT MARK-UP | 10% | \$2,200.00 | MARCHESE |
| 3 | PARTS-GM (CHEVROLET, BUICK, CADILLAC, GMC, ETC) REMANUFACTURED ENGINES Percent mark-up shall not exceed 10% | 06072000020 | \$1,000.00 | PERCENT MARK-UP | 10% | \$1,100.00 | MARCHESE |
| 4 | LABOR RATES-GM (CHEVROLET, BUICK, CADILLAC, GMC, ETC) AUTHORIZED SERVICE | 06072000021 | 40 | PRICE PER HOUR | \$110.00 | \$4,400.00 | MARCHESE |
| 5 | TOTAL ITEMS 1-4 | | | | | | |
| SECTION 2 | | | | | | | |
| 6 | PARTS-CHRYSLER (JEEP-DODGE, ETC.) AUTOMOBILES AND LIGHT DUTY TRUCKS, AND VANS | 06072 | \$12,000.00 | PERCENT DISCOUNT | | NO BID | NO AWARD |
| 7 | PARTS-CHRYSLER (JEEP,DODGE, ETC) HYBRID BATTERIES Percent mark-up shall not exceed 10% | 06072 | \$2,000.00 | PERCENT MARK-UP | | NO BID | NO AWARD |
| 8 | PARTS-CHRYSLER (JEEP, DODGE ETC) REMANUFACTURED ENGINES Percent mark-up shall not exceed 10% | 06072 | \$1,000.00 | PERCENT MARK-UP | | NO BID | NO AWARD |
| 9 | LABOR RATES-CHRYSLER (JEEP, DODGE ETC) AUTHORIZED SERVICE | 06072 | 40 | PRICE PER HOUR | | NO BID | NO AWARD |
| 10 | TOTAL ITEMS 6-9 | | | | | | |

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 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 GM and JEEP AUTOMOBILES AND
 TRUCKS**

BID NUMBER:
RFB-RC-2017-056

SPECIFICATIONS

1. SCOPE

- 1.1. The County of Rockland wishes to establish an annual contract to furnish **GENUINE (OEM) PARTS** and **LABOR RATES** on **GENERAL MOTORS and CHRYSLER/JEEP/DODGE** Automobiles, Vans, and Light Duty Trucks, as specified in the specifications.

2. REQUIREMENTS

- 2.1. Dealers shall quote a percentage discount from Current General Motors and Chrysler/ Jeep/ Dodge Retail List Price for all parts ordered by the County of Rockland. Dealers shall quote on only those brands for which they are an authorized General Motors and Chrysler/ Jeep dealer or distributor.
- 2.1.1. TRADE DISCOUNTS – Items will be evaluated based on 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 it 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 Hybrid Batteries** 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 is 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 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 to the most responsive, responsible bidder whose offer results in the lowest net cost by section to the County while meeting the specifications. The successful bidder will be required to furnish quantities that may be more or less than the listed estimated quantities.
- 4.2. Both the discount off list price for parts and the labor rate will be considered in making final awards. Distance, tolls, and travel time to dealer's repair facility will also be considered in the award process.
- 4.3. 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 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 that 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.
- 4.4. **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**

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PRICE LIST OR VENDOR'S RETAIL PRICE SHEET AND VERIFY THE BIDDER'S BID PRICE, THE BID WILL BE REJECTED.

- 4.5. There are three major Rockland County Facilities which for the purposes of this bid shall be identified by the following location numbers:
 - 4.5.1. Dr. Yeager Health Center, Pomona, NY
 - 4.5.2. New City Government Buildings, New City, NY
 - 4.5.3. Rockland County Sewer District # 1, Orangeburg, NY
- 4.6. The County will complete a mileage, time, and toll sheet for each bidder for the locations listed above to be used in the overall evaluation.

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MILEAGE TIME AND TOLLS

MILEAGE

| Est. Amt. of Trips | x | Miles from location | x | 2 x .50/Mile | = | Mileage Cost |
|----------------------------|----------|----------------------------|-----------------------|---------------------|--------------|---------------------|
| 1. | 10 | x | Miles from Pomona | x | 2 x .50/Mile | = _____ |
| 2. | 5 | x | Miles from New City | x | 2 x .50/Mile | = _____ |
| 3. | 5 | x | Miles from Orangeburg | x | 2 x .50/Mile | = _____ |
| Total Mileage Costs | | | | | | _____ |

TIME

| Est. Amt. of Trips | x | Time from location | x | Mechanics 2 x Wage/Hour | = | Time Cost |
|---------------------------|----------|---------------------------|----------------------|------------------------------------|---------------|------------------|
| 1. | 10 | x | Time from Pomona | x | 2 x \$30/hour | = _____ |
| 2. | 5 | x | Time from New City | x | 2 x \$30/hour | = _____ |
| 3. | 5 | x | Time from Orangeburg | x | 2 x \$30/hour | = _____ |
| Total Time Costs | | | | | | _____ |

TOLL

| Est. Amt. of Trips | x | Toll | x | 2 | = | Toll Cost |
|---------------------------|----------|-------------|----------|----------|----------|------------------|
| 1. | 20 | x | \$ _____ | x | 2 | = _____ |

TOTAL MILEAGE, TIME & TOLL COSTS _____