

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

# Contract Award Notification

**Title:** Construction Equipment - OEM Parts & Labor

**Contract Period:** June 6, 2018 through June 5, 2019 with 2 one-year options  
Extended through 6/5/20 w/1 year option Ext thru 6/5/21

**Original Date of Issue:** June 18, 2018

**Date of Revision:** 6/25/20

**BID No:** RFB-RC-2018-068

**Catalog:** Automobiles and Vehicles

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

Address Inquires To:

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

**Description**

**This contract is to provide parts and labor for repair of construction equipment.**

Contract #	Vendor Number	Contractor & Address	Telephone No.
BID 18-068	0000004904	H. O. Penn Machinery 783 Bloomingburg Road Bloomingburg, NY 12721 Contact: Robert Green rgreen@hopenn.com	(845) 733-6412  <b>FAX:</b> (845) 733-6499

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: H.O. PENN

LINE NO.	DESCRIPTION	ITEM NUMBER	UNIT	EST. QTY.	EST. DOLLARS	UNIT PRICE	TOTAL PRICE
<b>NOTE: ITEMS 1A, 1B, 12A, 12B, 23A, 23B, ARE FOR EVALUATION PURPOSES ONLY</b>							
<b>SECTION ONE</b>							
1	PARTS – CATERPILLAR EQUIPMENT	76050000001	PERCENT DISCOUNT OFF MANUFACTURER'S LIST PRICE			<u>0</u> % DISCOUNT	
1A	Part# 243-0060		EACH				\$345.18
1B	Part# 126-1818		EACH				\$90.78
2	LABOR RATES – CATERPILLAR EQUIPMENT AUTHORIZED SERVICE	76050000002	PRICE PER HOUR	40		\$187.50	\$7,500.00
3	TRAVEL TIME FOR ON-SITE WORK		PRICE PER HOUR	25		\$197.75	\$4,943.75
4	MILEAGE CHARGE FOR ON-SITE WORK		PRICE PER MILE	100		\$3.50	\$350.00
5	PICK UP and RETURN of EQUIPMENT		EACH	4			
6	TIRE DISPOSAL FEE		EACH	4			
7	ENVIRONMENTAL CHARGE		EACH	4		\$15.00	\$60.00
8	DAYS TO DELIVER PARTS AFTER RECEIPT OF PURCHASE ORDER		DAYS			7	
9	WILL VENDOR DELIVER PARTS AT NO CHARGE				YES / NO (CIRCLE ONE)		
10	MINIMUM ORDER AMOUNT FOR FREE DELIVERY OF PARTS		MINIMUM ORDER AMOUNT				
11	TOTAL OF ITEMS 1 - 7						\$13,289.71

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LINE NO.	DESCRIPTION	ITEM NUMBER	UNIT	EST. QTY.	EST. DOLLARS	UNIT PRICE	TOTAL PRICE
<b>SECTION TWO</b>							
12	PARTS – VIKING/CIVES SNOW PLOW EQUIPMENT	76561000004	PERCENT DISCOUNT OFF MANUFACTUERER'S LIST PRICE			_____ % DISCOUNT	NO BIDS
12A	Part# 11103200		EACH				NO BIDS
12B	Part# 11103309		EACH				NO BIDS
13	LABOR RATES – VIKING/CIVES EQUIPMENT AUTHORIZED SERVICE	76561000005	PRICE PER HOUR	40			NO BIDS
14	TRAVEL TIME FOR ON-SITE WORK		PRICE PER HOUR	25			NO BIDS
15	MILEAGE CHARGE FOR ON-SITE WORK		PRICE PER MILE	100			NO BIDS
16	PICK UP and RETURN of EQUIPMENT		EACH	4			NO BIDS
17	TIRE DISPOSAL FEE		EACH	4			NO BIDS
18	ENVIRONMENTAL CHARGE		EACH	4			NO BIDS
19	DAYS TO DELIVER PARTS AFTER RECEIPT OF PURCHASE ORDER		DAYS				
20	WILL VENDOR DELIVER PARTS AT NO CHARGE				YES / NO (CIRCLE ONE)		
21	MINIMUM ORDER AMOUNT FOR FREE DELIVERY OF PARTS		MINIMUM ORDER AMOUNT				
22	TOTAL OF ITEMS 12-18						NO BIDS

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LINE NO.	DESCRIPTION	ITEM NUMBER	UNIT	EST. QTY.	EST. DOLLARS	UNIT PRICE	TOTAL PRICE
<b>SECTION THREE</b>							
23	PARTS – VERMEER CHIPPERS	02004000001	PERCENT DISCOUNT OFF MANUFACTUERER'S LIST PRICE			_____ % DISCOUNT	NO BIDS
23A	Part# 156811009		EACH				NO BIDS
23B	Part# 180020415		EACH				NO BIDS
24	LABOR RATES – VERMEER CHIPPERS AUTHORIZED SERVICE	02004000002	PRICE PER HOUR	20			NO BIDS
25	TRAVEL TIME FOR ON-SITE WORK		PRICE PER HOUR	25			NO BIDS
26	MILEAGE CHARGE FOR ON-SITE WORK		PRICE PER MILE	100			NO BIDS
27	PICK UP and RETURN of EQUIPMENT		EACH	4			NO BIDS
28	TIRE DISPOSAL FEE		EACH	4			NO BIDS
29	ENVIRONMENTAL CHARGE		EACH	4			NO BIDS
30	DAYS TO DELIVER PARTS AFTER RECEIPT OF PURCHASE ORDER		DAYS				
31	WILL VENDOR DELIVER PARTS AT NO CHARGE				YES / NO (CIRCLE ONE)		
32	MINIMUM ORDER AMOUNT FOR FREE DELIVERY OF PARTS		MINIMUM ORDER AMOUNT				
33	TOTAL OF ITEMS 23 - 29						NO BIDS

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BLDG. A., 2ND FLOOR, 50 SANATORIUM RD, POMONA, NY 10970  
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**TITLE:**  
**CONSTRUCTION EQUIPMENT (OEM)**  
**PARTS AND LABOR**

**BID NUMBER:**  
**RFB-RC-2018-068**

**PURCHASES BY OTHER**

**LOCAL GOVERNMENTS, SCHOOL DISTRICTS, AND NON-PROFIT AGENCIES**

As per the New York State General Municipal Law, all political subdivisions of New York State are allowed to make purchases through the resulting contract(s). As per Rockland County Procurement Policy, Non Profit Agencies approved to participate in New York State’s Contract Extension Program are authorized to make purchases through the resulting contract(s).

1. The County of Rockland shall make all contract award information available to other political subdivisions and non profit agencies through our website: [www.rcpurchasing.com](http://www.rcpurchasing.com)
2. Any other political subdivision or Rockland County non profit agency will issue purchase orders directly to vendors within the specified contract period referencing the County’s contract and shall be liable for any payments due on such purchase orders; and shall accept sole responsibility for any payment due.
3. All purchases shall be subject to audit and inspection by the other political subdivisions and Rockland County non profit agencies for which the purchase was made.
4. No officer, board or agency of a county, town, village, or school district shall make any purchase through the County when bids have been received for such purchase by such officer, board or agency, unless such purchase may be made upon the same terms, conditions and specifications at a lower price through the County.
5. All Bidders shall be on notice that as a condition of the award of a County contract, the successful bidder shall accept the award of a similar contract with any other political subdivision in New York State and Rockland County non profit agencies authorized to use New York State’s contracts, if called upon to do so. A listing of approved Rockland County non profit agencies is available on the Purchasing Division’s website at [www.rcpurchasing.com](http://www.rcpurchasing.com). The County, however, will not be responsible for any debts incurred by the participants pursuant to this or any other agreement.
6. Necessary deviations from the County’s specifications in the award of a participant contract, whether such deviations relate to quantities, or delivery points shall be resolved between the successful bidder and the other political subdivisions and Rockland County non profit agencies.

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## SPECIFICATIONS

### 1. SCOPE

- 1.1. The County of Rockland wishes to establish annual contracts to furnish OEM parts and labor rates on construction equipment, as detailed in the specifications.

### 2. REQUIREMENTS

- 2.1. Dealers shall quote a percentage discount from Current Manufacturer's Retail Price Lists for all parts ordered by the County of Rockland. Dealers shall quote on only those brands for which they are an authorized dealer or distributor.
- 2.2. Dealers shall send one copy of manufacturer's price list printed, on cd or flash drive with bid. Upon award, dealers shall also be required to send one copy, each, to the following facilities:
- 2.2.1. Highway Garage                    23 New Hempstead Road, New City, NY 10956
- 2.2.2. Sewer District                    4 Route 340, Orangeburg, NY 10962
- 2.3. Dealers shall quote hourly labor rates for repairs performed in their shop. The County of Rockland will be responsible for determining who will be transporting vehicles to the vendors repair shop.
- 2.3.1. In a case where vehicles cannot be transported and requires repairs on site, charges shall be in accordance with the bid proposal pages.
- 2.4. Returns of unused parts will be accepted and full credit issued to the County of Rockland 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.
- 2.5. 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.
- 2.6. Successful bidders will be required to notify the Division of Purchasing of any revisions to price lists and to supply updated lists.
- 2.7. Parts and labor shall be awarded as a group.
- 2.8. Only exact manufacturer's OEM parts will be accepted.
- 2.9. Bids containing restrictions will not be acceptable unless the Rockland County Purchasing Department deems the restrictions conform to the County of Rockland Requirements.
- 2.10. All Discounts shall be firm and fixed for the specified contract period.
- 2.11. Discounts offered must be expressed as a single percent (%) figure for each line. Offers containing chain or multiple discounts may be considered non-responsive. 0% shall be placed in the parts discount section, of the proposal pages, if there is not a discount offered.
- 2.12. In additional years of the contract, the contractor **may** receive an increase not to exceed the prevailing CPI-but must be requested in writing at least 30 days prior to the contract expiring to be considered.
- 2.12.1. The 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 and Statistics of the United States Department of Labor or a successor or substitute index, appropriately adjusted.

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### 3. DELIVERY

- 3.1. The County of Rockland shall pay freight charges on stock and special-order parts only when the determination has been made that the County of Rockland cannot pick up the parts.
- 3.1.1. Contractors shall not incur freight charges for the County of Rockland without prior approval of authorized personnel from the ordering department. Departments/Agencies using this bid will provide a list of authorized personnel.

### 4. GUARANTEE/WARRANTY

- 4.1. Warranty parts and service shall be a minimum of six months. A one-year warranty shall be provided on all major components (engine, transmission, differential) when new or remanufactured items are replaced by contractor's technicians.

### 5. AWARD

- 5.1. Award will be made by section to the responsive, responsible bidder whose offer results in the lowest net cost to the County of Rockland while meeting the specifications. The decision to extend or not extend the contract shall be mutually agreed upon by the County of Rockland and vendor.
- 5.1.1. ITEMS 1A, 1B, 12A, 12B, 23A, AND 23B ARE FOR EVALUATION PURPOSES ONLY.
- 5.1.1.1. Bidder shall provide pricing for the above items on the bid proposal sheet based on their discount offered.