

COUNTY OF ROCKLAND
Department of General Services
Purchasing Division



CONTRACT AWARD

Title: **Maintenance, Repair & Installation of Radios**

Contract Period: January 1, 2026 through December 31, 2026 with 4-1 year options

Original Date of Issue: January 27, 2026

Date of Revision:

BID No: RCO-RC-EPC-2025-015

Rockland Catalog: Communications

Authorized Users: United States Agencies, Other States & Political Subdivisions Therein,
Local Governments, School Districts & Non-Profit Agencies

Address Inquiries To:

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Title: Assistant Director of Purchasing
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E-mail: samuelss@co.rockland.ny.us

Description

This contract is for the Maintenance, Repair & Installation of Radios

Contract #	Vendor Number	Contractor & Address	Telephone No.
RCO-RC 25-015	0000005745	Goosetown Enterprises 58 North Harrison Avenue Congers, NY 10920 Contact: David Gottlieb davidg@goosetown.com	(845) 268-7500 Ext. 112 FAX: (845) 268-5345

COUNTY OF ROCKLAND DGS – PURCHASING DEPARTMENT BLDG. A, 6TH FLOOR, 50 SANATORIUM ROAD POMONA, NY 10970 TELEPHONE NO.: 845-364-3820 FAX NO.: 845-364-3809						
LINE NO.	DESCRIPTION	ITEM NUMBER	EST. QTY.	UNIT	UNIT PRICE	VENDOR
RADIO EQUIPMENT-REPAIR /INSTALL						
1-1	Cost of Installation of Radio (Including customer supplied antenna) Dash Mount	96246120001	10	EACH	\$350.00	Goosetown
1-2	Cost of Installation of Radio (Including customer supplied antenna) Trunk Mount	96246120002	20	EACH	\$525.00	Goosetown
1-3	Cost of Installation of Console	96246120005	2	EACH	\$175.00	Goosetown
1-4	Installation of Tablet or Laptop computer with mount and external modem with customer supplied external antenna	96246120021	2	EACH	\$525.00	Goosetown
1-5	Installation of Tablet or Laptop computer with mount and internal modem	96246120022	2	EACH	\$525.00	Goosetown
1-6	Cost of Installation of Portable Radios, Charges or Hand Light Charges	96246120020	3	EACH	\$175.00	Goosetown
1-7	Cost of Removing Radio (Including Antenna) Dash Mount	96246120009	2	EACH	\$175.00	Goosetown
1-8	Cost of Removing Radio (Including Antenna) Trunk Mount	96246120010	10	EACH	\$350.00	Goosetown
1-9	Cost of Removing Console	96246120013	1	EACH	\$87.50	Goosetown
1-10	Cost of Removal of Portable Radios, Charges or Hand Held Light Charges	96246120026	2	EACH	\$87.50	Goosetown
1-11	Cost to Remove Tablet or Laptop computer with mount and external modem with customer supplied external antenna	96246120035	1	EACH	\$175.00	Goosetown

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LINE NO.	DESCRIPTION	ITEM NUMBER	EST. QTY.	UNIT	UNIT PRICE	VENDOR
1-12	Standard Lowband Antenna Kit to include rugged base with spring, antenna cable with NMO mount and appropriate connector. Motorola RAB4014, 4013 or 4012 with Tescos 38774 (base) and 19366 (mini-UHF) or 13837 (PL-259) and fuse tap 469004	72512200001	2	UNIT	\$172.90	Goosetown
1-13	Standard VHF Spring loaded ¼ wave antenna including antenna cable with NMO mount and appropriate connector. Childs QS-150 with Tescos 38774 (base) and 19366 (mini-UHF) or 13837 (PL-259) and fuse tap 469004	72512200002	2	UNIT	\$100.06	Goosetown
1-14	Standard UHF ¼ wave UHF antenna including antenna cable with NMO mount and appropriate connector. Maxrad 85825 with Tescos 38774 (base) and 19366 (mini-UHF) or 13837 (PL-259) and fuse tap 469004	72512200003	15	UNIT	\$132.91	Goosetown
1-15	Standard 12 vdc power distribution kit required with each Lightbar installation including 80 or 100 amp manual reset circuit breaker with 12 vdc solenoid, power spike, fuses, fuse panels 46061 and fuse taps 4690004	72512200004	6	UNIT	\$159.74	Goosetown

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LINE NO.	DESCRIPTION	ITEM NUMBER	EST. QTY.	UNIT	UNIT PRICE	VENDOR
1-16	Flat rate AXU4100, AXV5100, BC130, BPR40, CLP1010, CLP1040, CLP1060, CLS1110, CLS1410, CP100, CP110, MINITOR VI, MW810 KEYBOARD, RDM2020, RDM2080, RDU2020, RDU2080D, RDU4100, RDU4160D, RDV2020, RDV2080D, RDV5100, RMM2050, RMU2040, RMU2080, RMU2080D, RMV2080, RPU2160, RW10, SPIRIT PRO, SPIRIT PRO+, VL50	93657000020	1	FLAT RATE REPAIR CHARGE	\$150.00	Goosetown
1-17	Flat Rate BC120, CP185, CP200D, DTR410, DTR550, DTR610, DTR650, DTR700, DTR720, EM200, EP400, EP450, PM400, PRO2150 / SPIRIT HP, SL300	93657000021	5	FLAT RATE REPAIR CHARGE	\$430.00	Goosetown
1-18	Flat Rate CM200D, CM300D, XPR2500, XPR3300, XPR3500, XPR5350, XPR5380, XPR5550e, XPR7350, XPR7550e, XPR7550e, SL3500e	93657000022	5	FLAT RATE REPAIR CHARGE	\$550.00	Goosetown
1-19	Flat Rate CDM 750, CDM1250, CONTROL HEADS (O3, O5), HT1250, HT1250LS+, HT1550, HT1550XLS, HT750, PR860, PRO1550, PRO7100, SL7550	93657000023	3	FLAT RATE REPAIR CHARGE	\$220.00	Goosetown
1-20	APX1000, APX1500, APX2500, APX3000, APX4000, APX4500, VML700, VML750 HC700 (WITHOUT ABUSE), MT1500, PR1500, R765	93657000024	1	FLAT RATE REPAIR CHARGE	\$730.00	Goosetown
1-21	Flat rate CDR500, CDR700, HC700 (WITH ABUSE), CONTROL HEADS (O2, O7, O9), PM1200, PM1500*, SL3500E, XPR8380, XPR8400	93657000025	1	FLAT RATE REPAIR CHARGE	\$550.00	Goosetown

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LINE NO.	DESCRIPTION	ITEM NUMBER	EST. QTY.	UNIT	UNIT PRICE	VENDOR
1-22	Flat Rate APX6000, APX6000XE, APX6500, APX7000, APX7000XE, APX7500, APX7500 CONSOLETTTE, APX8000, APX8500 MW810 DISPLAY	93657000026	1	FLAT RATE REPAIR CHARGE	\$840.00	Goosetown
1-23	Flat Rate XPR4300, XPR4350, XPR4380, XPR4500, XPR4550, XPR4580, XPR6100, XPR6300, XPR6350, XPR6380, XPR6500, XPR6550, XPR6580,	93657000027	1	FLAT RATE REPAIR CHARGE	\$550.00	Goosetown
1-24	PREVENTATIVE MAINTENANCE - NON-RUGGEDIZED/NON FM	93657000028	1	FLAT RATE REPAIR CHARGE	\$175.00	Goosetown
1-25	PREVENTATIVE MAINTENANCE - RUGGEDIZED/ FM	93657000029	1	FLAT RATE REPAIR CHARGE	175.00	Goosetown
1-26	ENGRAVING 1 - 5 UNITS (Price Per Unit)	93657000030	1	FLAT RATE ENGRAVING CHARGE	\$45.00	Goosetown
1-27	ENGRAVING 6-25 UNITS (Price Per Unit)	93657000031	1	FLAT RATE ENGRAVING CHARGE	\$40.00	Goosetown
1-28	ENGRAVING 26-100 UNITS (Price Per Unit)	93657000032	1	FLAT RATE ENGRAVING CHARGE	\$30.00	Goosetown
1-29	ENGRAVING 101+ (Price Per Unit)	93657000033	1	FLAT RATE ENGRAVING CHARGE	\$25.00	Goosetown
1-30	Flat rate Vertex Analogue (VX Series)	93657000034	1	FLAT RATE REPAIR CHARGE	\$175.00	Goosetown
1-31	Flat Rate Vertex Digital (EVX Series)	93657000035	1	FLAT RATE REPAIR CHARGE	\$195.00	Goosetown
1-32	Flat Rate Analogue Repeater (VXR Series)	93657000036	1	FLAT RATE REPAIR CHARGE	\$325.00	Goosetown
1-33	Flat Rate Digital Repeater (EVX Series)	93657000037	1	FLAT RATE REPAIR	\$325.00	Goosetown

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LINE NO.	DESCRIPTION	ITEM NUMBER	EST. QTY.	UNIT	UNIT PRICE	VENDOR
1-34	Flate Rate PM1500 (Part #:PHUD4025K)	93657000038	1	FLAT RATE REPAIR CHARGE	\$575.00	Goosetown
1-35	Flate Rate TK-90 Series	93657000039	1	FLAT RATE REPAIR CHARGE	\$220.00	Goosetown
1-36	Flat Rtae NX Series Mobile e	93657000040	1	FLAT RATE REPAIR CHARGE	\$225.00	Goosetown
1-37	Flat rate NX Series Portable Flat Rate	93657000041	1	FLAT RATE REPAIR CHARGE	\$225.00	Goosetown
1-38	Labor for all repairs using a licensed technician for radio equipment 8:00 AM - 4:00 PM M-F	93657000001	120	HOURS	\$175.00	Goosetown
1-39	Labor for all repairs using a licensed technician for radio equipment nights, weekends, and holidays	93657000002	10	HOURS	\$262.50	Goosetown
1-40	Labor to facilitate depot/factory out of warranty repair. Includes inbound/outbound shipping, bench check and programming	93657000004	10	HOURS	\$175.00	Goosetown
1-41	Percent Mark-Up from vendor's invoice for any parts and materials required in conjunction with repairs other than base bid. NOT TO EXCEED 20% Percent Mark-up shall be entered as a whole number EX: 20% =0.20	93657250001	15000	PERCENT MARK-UP	\$0.20	Goosetown
1-42	Percent Discount from Motorola's nationally recognized Price List Percent Discount shall be entered as a whole number EX: 10% = 0.10	93657250002	2000	PERCENT DISCOUNT	\$0.20	Goosetown
1-43	Percent Discount from Kenwood's nationally recognized Price List Percent Discount shall be entered as a whole number EX: 10% = 0.10	93657250003	1000	PERCENT DISCOUNT	\$0.20	Goosetown



REQUEST FOR COMPETITIVE OFFERS
for
Maintenance, Repair & Installation
of Radios for Emergency Vehicles

Issued by:
The County of Rockland

In collaboration with Orange, Ulster & Chemung Counties



Solicitation Number:
RCO-RC-EPC-2025-015

Competitive Offers for the above referenced solicitation number and title will be received until 3:00 PM on December 16, 2025 via electronic solicitation submission through the County's BONFIRE Portal or at the Rockland County Purchasing Department.

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BLDG. A., 6TH FLOOR, 50 SANATORIUM RD, POMONA, NY 10970

TELEPHONE: 845-364-3820 / TELEFAX: 845-364-3809

**TITLE: Maintenance, Repair, Installation of Radios for
Emergency Vehicles****RCO-RC-EPC-2025-015****EMPIRE STATE COOPERATIVE PROCUREMENT ALLIANCE**

The Counties of Chemung, Orange, Rockland, and Ulster (“Organizing Local Governments”), all being municipal corporations in the State of New York, have organized the Empire State Cooperative Procurement Alliance (“Alliance”) to serve all public participating entities (as discussed below) through the creation of a procurement cooperative to issue cooperative bids, operate and maintain an e-sourcing, contract management and marketplace e-procurement system, and enable Alliance members to be in compliance with New York State bidding requirements, in identifying suppliers of commodities, good and services, and to realize the potential economies, including administrative cost savings.

The Organizing Local Governments of the Alliance have acted in accordance with section 119-o of the New York State General Municipal Law to cooperatively create the Alliance to fulfill their respective public and governmental purposes, needs, objectives and programs, and have additionally determined that public participating entities as described below shall be permitted to join the Alliance.

The purpose of this Request for Competitive Offers is to establish contracts with qualified bidder(s)/offeror(s) to provide competitive pricing for **the Maintenance, Repair and Installation of Radios for Emergency Vehicles** to all public participating entities (as discussed below). The County of Rockland (“County”) is requesting offers for Motorola Radios and Services in furtherance of the Alliance. This solicitation intends to replace expiring contracts awarded by the State of New York. The Request for Competitive Offers will be used to create a new contract for the County and all Alliance Members (as defined below). Any contract resulting from this solicitation will be a permissive cooperative contract (“Contract”) that may be used by public participating entities as described below.

This Request for Competitive Offer is designed to provide interested persons/organizations with sufficient information to submit bids/offers meeting the requirements. It is not intended to be comprehensive. Bidders/offers are responsible for determining all factors necessary to submit a comprehensive offer. Bidders/offers are encouraged to expand upon the specifications to add service and value consistent with Alliance’s requirements.

Public Participating Entities

New York State political subdivisions and others authorized by New York State law may participate in the resulting Contract from this solicitation. These include, but are not limited to, local governments, public authorities, public school and fire districts, public and nonprofit libraries, and certain other nonpublic/nonprofit organizations through the Empire Procure Connect Marketplace administered by the Alliance. There are currently 57 counties (outside NYC), 62 cities, 933 towns, 531 villages 690 school districts, 37 boards of cooperative educational services, 36 community colleges, 411 library districts, and 1803 fire companies/departments located in New York State that can make purchases through contracts awarded by the County on behalf of the Empire State Cooperative Procurement Alliance and made available through its online marketplace - **Empire Procure Connect Marketplace (“EPC Marketplace”)**. Visit www.empireprocureconnect.info for more information.

Empire Procure Connect and the EPC Marketplace have been developed in partnership with Periscope (as defined below) to streamline the selling process for public participating entities in New York. It is both a technology system and a cooperative purchasing program. Suppliers can establish their marketplace presence in the EPC Marketplace by utilizing Empire Procure Connect for this solicitation. In partnership with the Alliance, Periscope can develop

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additional marketing campaigns to promote the product and services awarded under this solicitation in the EPC Marketplace.

To be eligible for the award, the bidder/offeror agrees, by submission of an offer, to fully cooperate with the Alliance and Periscope (and any authorized agent) to integrate the bidder's/offeror's presence in the EPC Marketplace.

**EMPIRE STATE COOPERATIVE PROCUREMENT ALLIANCE'S
TERMS AND CONDITIONS**

These terms and conditions are incorporated into the awarding County's contractual terms and conditions and apply to the awarding contract. All references below to "Contractor" shall mean the bidder/offeror awarded the Contract.

1. Empire State Cooperative Procurement Alliance

- a. Alliance is a county cooperative purchasing program in the State of New York facilitated by the Empire State Cooperative Procurement Alliance, which is comprised of Chemung, Orange, Rockland, and Ulster counties. The Contract is a permissive cooperative contract that may be used by other Public Participating Entities as described below.

2. Public Participating Entities

- a. New York State political subdivisions and others authorized by New York State law may participate in the Contract. These include, but are not limited to, local governments, public authorities, boards of cooperative educational services (BOCES), public school and fire districts, public and nonprofit libraries, and certain other nonpublic/nonprofit organizations through the Empire Procure Connect Marketplace administered by the Alliance.
- b. "Alliance Member" means a public participating entity conducting purchases pursuant to a cooperative contract established by the Alliance. The County is also an Alliance Member and may be included in references to same herein.

3. Quarterly Sales Reporting

As of the effective date of the Contract awarded from this solicitation, the Contractor shall be required to submit a quarterly report documenting all Sales made under the Contract ("Quarterly Sales Report"). "Sales" shall mean total invoices for Net Purchases. "Net Purchases" means the total gross purchases, less any credits, taxes, regulatory fees, and separately stated shipping charges not included in unit prices, procured by Alliance Participant, regardless of whether the EPC Marketplace is used as part of the purchase process. The Quarterly Sales Report shall be submitted directly to Periscope using the Reconciler portal (Periscope's reporting tool to which a link shall be provided to Contractor), or otherwise as reasonably directed by Periscope and/or the County, no later than thirty (30) calendar days after the end of each calendar quarter. The calendar quarters will end September 30th, December 31st, March 31st, and June 30th each year. The Quarterly Sales Report will include periods less than a full calendar quarter if the Contract does not start on the first day of a quarter or end on the last day of the quarter. Contractor shall submit one Quarterly Sales Report for each contract for each reporting period. The Quarterly Sales Report must contain the following information:

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TITLE: Maintenance, Repair, Installation of Radios for Emergency Vehicles	RCO-RC-EPC-2025-015
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- a. Complete and accurate details of all sales, credits, returns, refunds, and the like for the reporting quarter.
- b. Purchasing Alliance Member and type.
- c. Product/service description, unit price, quantity and total sale amount.
- d. Invoice number and date.
- e. Total Supplier Convenience Fee (as defined below), which is the amount due for the reporting quarter. This fee is calculated by multiplying the quarterly Sales by 1.75%.
- f. For all Sales made under or utilizing the pricing or other terms of the Contract that have been invoiced, the Contractor shall remit a fee in the amount of one and one-three quarter percent (1.75%) of all such Sales (“Supplier Convenience Fee”) to Periscope; and
- g. Such other information as the County and/or Periscope may reasonably request.

If no sales were made during the reporting quarter, then a Quarterly Sales Report shall still be submitted showing zero sales and zero Supplier Convenience Fee due.

The Contractor is responsible for initiating and submitting the Quarterly Sales Report without prompting or notification from Periscope or the County. Periscope and the County assume no responsibility for Contractor’s failure to meet its sales reporting and fee remittance obligations. The County reserves the right to contact the Contractor at any time to request that the Contractor attests to the amounts reported to have been paid to them by an Alliance Member.

The County and Periscope shall have a perpetual, irrevocable, non-exclusive, royalty-free, transferable right to display, modify, copy, and otherwise use reports, data, and information provided.

4. Remittance of the Supplier Convenience Fee

- a. Every quarter, and at the same time as the submission of the Quarterly Sales Report as provided above, the Contractor shall remit the Supplier Convenience Fee via automated clearing house (ACH) transaction directly to Periscope using the Reconciler portal, or as otherwise reasonably directed by Periscope or the County, no later than thirty (30) days after the end of each calendar quarter. The calendar quarters will end September 30th, December 31st, March 31st, and June 30th each year. Periscope’s or the County’s receipt or acceptance of any Quarterly Sales Report and/or Supplier Convenience Fee furnished pursuant to the Contract shall not preclude Periscope or the County from challenging the validity thereof at any time. Failure to submit the Quarterly Sales Report and/or Supplier Convenience Fee in a timely and accurate manner may result in the Contractor’s goods and/or services being made ineligible for purchase through the EPC Marketplace. Continued non-compliance by the Contractor may result in the Contractor being found in default of the Contract. Assistance with Supplier Convenience Fee remittance is available from Periscope Customer Service by email or telephone and contact information shall be provided during the Contractor’s onboarding.

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5. Retention and Inspection of Records and Audit

a. The Contractor shall keep records of all sales made to an Alliance Member in sufficient detail to enable the County to determine the Supplier Convenience Fee payable by the Contractor. **The County and/or Periscope** may examine and audit, at its own expense, the Contractor's sales records and Quarterly Sales Reports for completeness and accuracy. If such examination reveals underpayment of the Supplier Convenience Fee, the Contractor shall immediately pay Periscope the deficiency amount. If the examination reveals an underpayment of 5% or more, then the Contractor shall reimburse the **County and/or Periscope** for the cost of the audit.

6. Empire State Procurement Alliance Cooperative Program Marketing, Training, and Performance Review

- a. Contractor agrees to work cooperatively with County and Periscope personnel. The Contractor agrees to present plans to the County for the education of the Contractor's contract administrator(s) and sales/marketing workforce regarding the Contract, including the competitive nature of the Alliance's procurements, the Contract, and the way qualifying entities can participate in the Contract.
- b. Contractor agrees to notify the County and Periscope of any contractual most-favored-customer provisions in third-party contracts or agreements that may affect the promotion of the Contract or whose terms provide for adjustments to future rates or pricing based on rates, pricing in, or orders from the Contract. Upon request of the County or Periscope, the Contractor shall provide a copy of any such provisions.

7. Contractor's Compliance and Termination of Access

- a. The Contractor hereby acknowledges and agrees that the Alliance reserves the right to remove, suspend, or bar Contractor from using the EPC Marketplace if, in the Alliance's sole discretion, the Contractor fails to strictly adhere to: (i) The Alliance's rules, regulations, and policies, as may be updated from time to time, (ii) the laws and regulations of the using Alliance Member, and (iii) the laws and regulations of the State of New York. Failure to adhere includes violations of terms of use/service, code of conduct breaches, or any actions that contravene applicable local, county, or state laws.
- b. The Alliance may take immediate action to remove, suspend, or bar Contractor if the Alliance determines that the Contractor's continued use of the Alliance poses a risk to other users, the integrity of the Alliance and/or the EPC Marketplace, or violates any applicable laws or regulations.
- c. The duration and terms of removal, suspension, or barring shall be determined by the Alliance based on the severity and frequency of the violation(s). The Alliance reserves the right to permanently bar a Contractor for repeated or severe violations.
- d. The Contractor agrees that the Alliance's determination in these matters is final and binding.

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Empire Procure Connect

1. Empire Procure Connect General Terms and Conditions

- a. The Alliance entered into a multi-year agreement with Periscope Holdings, Inc. (“Periscope”), whereby Periscope will provide electronic marketplace hosting and management services to enable an Alliance Member to access a central online website to view and/or shop the goods and services available from existing Alliance cooperative contracts. The central online website is referred to as “Empire Procure Connect.”
- b. The Contractor will have visibility in Empire Procure Connect with a marketplace presence that contains the Contractor’s Contract and contact information. Marketplace presence implementation is also available to the Contractor at no additional cost to provide customers with information about the Contractor’s products and services in a shoppable format. At a minimum, the Contractor is required to participate in Empire Procure Connect by creating a marketplace presence in the EPC Marketplace. The Contractor can implement a catalog in the marketplace as described below.
- c. Marketplace Presence - If the Contractor does not have a product listing to create a hosted catalog or a punchout catalog, they should establish a marketplace presence by providing marketing materials and website URLs showcasing their awarded products and services. Any pricing displayed must align with the prices listed in the Contract, ensuring consistency and transparency for potential buyers.
- d. At a minimum, the Contractor agrees to the following timeline: Periscope staff shall provide a written request to the Contractor to begin the onboarding process. Contractor shall: 1) attend a vendor onboarding meeting with Periscope within thirty (30) days of the date of execution of the Contract, and 2) complete marketplace presence or catalog approval process(es) within ninety (90) calendar days of the date of execution of the Contract. Contractor shall cooperate with the County and Periscope for any other reasonable requests to ensure an accurate depiction of the Contract in the EPC Marketplace.
- e. The Contractor shall ensure that any information or marketplace appearance complies with the Contract's scope and terms and conditions. Any identified deviation from the Contract must be corrected immediately. Any information or marketplace appearance that does not comply with the Contract's scope and terms and conditions can lead to a breach of contract and be escalated to the County for review and possible action. Any changes to the Contractor’s marketplace presence permitted by the Contract must be pre-approved in writing by the County.

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EPC Marketplace

1. Catalog Implementation

- a. These terms and conditions apply whenever a catalog is implemented, either through a Periscope-hosted or Contractor-hosted catalog with Empire Procure Connect.
 - b. Periscope does not have an additional charge to the Contractor for creating a marketplace catalog.
 - c. These terms and conditions govern the Contractor's use of Empire Procure Connect, whether the Contractor creates a catalog through Periscope-hosted or Contractor-hosted ("punchout catalog") options. Alternatively, the Contractor may establish a marketplace presence if a hosted catalog is unsuitable for their needs.
- 2.** The Contractor must collaborate with the County and/or Periscope as needed, including attending meetings, to establish and continuously maintain an EPC Marketplace catalog featuring products and services aligned with the contract items. The Contractor has the flexibility to select one of the available catalog options.
- a. Hosted Catalog – Contractor shall provide a list of its awarded products and services (including product name, descriptions, images, relevant specifications, keyword search terms, etc.) and pricing consistent with the Contract and in the electronic format provided by Periscope. The product and service list may only provide the awarded products and services at prices listed in the Contract, including quantity and other discounts. To maintain the most up-to-date version of the product and service list in compliance with Contract's terms and conditions, the Contractor must provide updated product and service pricing information via electronic format approved by Periscope at least annually but no more than four times per year or as otherwise permitted by the Contract.
 - b. Punchout Catalog – Contractor shall "punch out" to its own online catalog, provided that its online catalog can be integrated with the EPC marketplace via Commerce extensible Markup Language. Contractor's punchout catalog may only provide the awarded products and services at prices listed in the Contract, including quantity and other discounts. Contractor must validate that the punchout catalog is current by providing a written update to Periscope every four (4) months (or as otherwise provided in the Contract), verifying that Contractor has audited the offered products and services and pricing
- 3.** Any price stated by the Contractor under the Contract (including in its hosted or punchout catalog) shall be inclusive of the Supplier Convenience Fee, which the Contractor shall not reflect as a separate line item on customer quotes and invoices.
- 4.** The catalog implementation must be strictly limited to the Contractor's awarded contract offering (e.g., products and/or services not authorized through the resulting cooperative contract should not be viewable by Empire Procure Connect users).

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5. Revising Pricing and Product Offerings

- a. Any revisions to product/service offerings (new products, altered SKUs, new pricing, etc.) must be pre-approved by the County and shall be subject to any other applicable restrictions concerning the frequency or amount of such revisions as stated in the solicitation.

6. Applicability

The Contractor agrees that the Alliance solely controls which contracts appear in the EPC Marketplace and may elect at any time to remove any or all the Contractor's offering from the EPC Marketplace.

- a. The County reserves the right to approve the pricing on the EPC Marketplace. This marketplace review right is solely for the benefit of the County and participating entities, and the review and approval shall not waive the requirement that products and services be offered at prices (and approved fees) required by the Contract.
- b. County-approved price changes are only effective once implemented within the EPC Marketplace. Errors in the Contractor's submitted pricing files will delay this process.

7. Contractor Support

- a. Periscope will provide contact information for implementation and support services through ongoing communications to all contractors and publicly available online resources.

8. Minimum Requirements

When the Contractor is providing a catalog for the EPC Marketplace, the Contractor agrees to meet the following requirements:

- a. The catalog must contain the current County approved contract pricing, including all applicable administrative fees and/or discounts built into the pricing, as well as the most County approved up-to-date product/service offering the Contractor is authorized to provide in accordance with the cooperative contract; and
- b. The catalog must include County's contract identification number; and
- c. The catalog must include detailed product line-item descriptions; and
- d. The catalog must include pictures.

9. NIGP/UNSCP Requirements: Contractor shall support using either the National Institute of Government Procurement (NIGP) or United Nations Standard Products and Services Code (UNSCP) commodity codes. NIGP is the preferred commodity code. NIGP/UNSPC versions that must be adhered to are driven by Periscope for the contractors and are upgraded yearly. Empire State Cooperative Procurement Alliance reserves the right to migrate to future versions of the NIGP/UNSPC Commodity Codes, and the Contractor shall be required to support the migration effort. All line items, goods, or services in the resulting contract must be associated with a NIGP/UNSCP Commodity Code. All line items must be identified at the most detailed NIGP/UNSPC Commodity Code level indicated by segment, family, class, and commodity.

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**TITLE: Maintenance, Repair, Installation of Radios for
Emergency Vehicles**

RCO-RC-EPC-2025-015

SCOPE OF WORK AND SPECIFICATIONS

The County of Rockland, a member of the Empire State Cooperative Procurement Alliance, is requesting proposals for a qualified contractor to provide the service, repairs, removal and installation for radio equipment for emergency vehicles owned and operated by the County of Rockland or other political subdivisions.

Cooperative contracting offers participating entities and suppliers enhanced administrative efficiency and the benefit of collective purchasing power, leading to overall cost savings. In some cases, Rockland County collaborates with other counties and local governments to merge the purchasing volume of their members into a single solicitation and contract, thereby broadening the potential customer base for contracted suppliers.

In addition, the complexity of the contract review and award process is much simpler when working with County governments, as opposed to complex award process of larger government entities.

Rockland County and the Alliance are looking for equipment, products, or services that align with the general requirements outlined in this RCO and are commonly sought after or mandated by local governments, law enforcement, fire and emergency services and other local government functions.

Estimated Contract Usage: [Include usage data from the four counties if possible]

- 1.1. The successful Contractor’s is to provide service, repairs, removal and installation services for radio equipment on emergency vehicles owned and operated by the County of Rockland or other political subdivisions.
- 1.2. This bid is for on and off-site service, repair and installation & removal of radio and related equipment, on an as needed basis, County-owned mobile and portable communications and other related equipment to operate at optimum efficiency unless otherwise specified. It includes installation and removal of various equipment in County-owned vehicles.
- 1.3. The service consists of removing the equipment from vehicles being removed from service and re-installing said equipment in new vehicles being placed into service. In addition, the Contractor may be required to install new or used equipment in additional units if and when additional units are put into service. It includes the furnishing of all labor, parts, tools, equipment, transportation and incidental services or material for onsite service. All parts used in the performance of the services shall be new genuine factory replacement parts and meet OEM specifications.
- 1.4. Vehicles must be housed in a secure garage if maintenance, repair or installation will take more than one day. **The County reserves the right to inspect vendor facilities.**

2. RESPONSE TIME

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.

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Emergency Vehicles

- 2.1. The successful bidder agrees to provide service response within:
 - 2.1.1. Four hours for the Rockland County Sheriff’s Department and the Office of Emergency Services for emergency repairs. 24 hours for all other services.
 - 2.1.2. 24 hours for all other Rockland County Departments.
 - 2.1.3. Bidder must have a 24- hour, seven day-a-week service number to receive requests.

3. EQUIPMENT PURCHASES

- 3.1. There is to be no equipment purchases made against this contract. Only parts and accessories needed to install or make current equipment operational will be authorized.

4. PAYMENT

- 4.1. The successful bidder will only be paid for each job authorized by the County of Rockland upon submission of properly executed invoices.
- 4.2. Invoices are to be submitted according to the requirements indicated below:
 - 4.2.1. Labor Charges – Invoices must list specifically the number of man-hours worked. Repair Invoices submitted to the County of Rockland for payment must be accompanied by a detailed Work Order signed by an authorized County of Rockland Department Representative for which the repair is being performed. The hourly labor rates must correspond to the hourly rates submitted with the Bid Proposal. The Contractor shall certify that all labor charges invoiced shall be only those, which were required to complete the maintenance/repair and or installation work.
 - 4.2.2. Material Costs – Invoices must detail all parts utilized. The Contractor shall list separately and detail all parts purchased from other sources and the cost to him for each, in addition, a copy of the invoice as submitted to the Contractor for payment shall be attached to the invoice(s) submitted to the County of Rockland for payment. The Bidder agrees and hereby certifies that all parts and materials purchased 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. All parts must be new and of first quality.
 - 4.2.3. Percent Discount- To be provided on all Motorola & Kenwood parts / accessories / connectors required to complete installation/repair. All Radio Equipment and Emergency Vehicle accessories shall be purchased from existing contracts to include the NYS contract for Radio Equipment, and or RCO-RC-EPC-2024-010 Public Safety Communication contract before being purchased from this contract. Price list shall be provided either via online access, flash drive or other electronic means.
 - 4.2.4. Percent Mark-Up – The Contractor shall add a fixed percentage mark-up price not to exceed 20% for **parts and or materials invoiced** (not equipment). This percent mark-up shall correspond with the figure submitted with this Bid Proposal. Invoices must show the part

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cost and the mark-up price. **All parts in excess of \$250.00 shall have the vendors parts invoice attached.**

- 4.2.5. Additional Items – If the Contractor expects to incur any additional costs not specified within this Bid Proposal, he must submit a schedule of said costs with the bid. There shall be no additional charge for delivery or mileage. 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.
- 4.2.6. All invoices must reflect the purchase order number.
- 4.2.7. This bid does not include the purchase of equipment

5. INVENTORY OF PARTS

5.1. The Contractor is required to maintain an adequate stock of repair parts to keep all equipment in proper working condition. The Contractor shall at a minimum, house parts as required to test, service and maintain equipment. Replacement parts shall be as recommended by the manufacturer of the equipment.

6. EXPERIENCE- CERTIFICATION

- 6.1. To be eligible to respond to this bid, the bidder shall demonstrate that they, or the principles assigned to this bid, have successfully completed services, similar to those specified in the bid document and are normally and routinely engaged in performing such services. Bidder must be properly licensed (if required) to perform such work.
- 6.2. The vendor is to submit a list of references where similar repairs and/or maintenance have been done in the past three (3) years. Certificate of Experience to be included with bid.
- 6.3. The Contractor and its staff must be experienced and trained in the maintenance, installation and repair of Motorola, Harris, Kenwood, GE, and Midland mobile radios, portables, pagers, base stations and related equipment. Bidders must provide authorization that they are an authorized dealer of all manufacturer’s listed. Authorization is to be uploaded in Bonfire or certificate included with your physical bid. **(Failure to provide authorizations will make your bid non-responsive)**
- 6.4. Contractor must have staff certified at a minimum in IB Wave Level 1, ETA Certified and R56 Certified along with being a Certified Service Center. Copies of licenses and certifications are to be provided with bid. Upload on Bonfire or send in with physical bid. **(Failure to provide certifications will make your bid non-responsive)**

7. TERMINATION

7.1. Any Contract originated from this Bid may be terminated for any reason, by either party, on 30 days written notice.

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.

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8. GENERAL CONDITIONS

- 8.1. Rockland County Emergency vehicles are not to be transported by vendor personnel to the vendor facility. The cost of two personnel both ways added as part of the evaluation process using the Mileage and Timesheet forms in this bid. (Forms will be Completed by Purchasing Dept.)
- 8.2. Radio Repairs / removals may be performed on site if authorized by the using agency (non-prevailing wage).
- 8.3. The successful Bidder must stock inventory of Motorola, GE and Midland manufacturer parts. Inventory stocked is to represent those parts needed most commonly utilized for normal maintenance and repairs of equipment specified.
- 8.4. The Contractor must have **sufficient personnel** to be able to respond to at least **two calls** simultaneously.
- 8.5. The Contractor is expected to finish a complete install in three (3) business days and a complete removal of equipment in one (1) business day. Any variations must be approved in writing by the County Authorized Representative.
 - 8.5.1. If the Contractor is unable to complete installation in three (3) business days and removal in one (1) business day or an agreed upon time frame, the County reserves the right to have the installation and/or removal performed at a secondary contractor location.
- 8.6. The Contractor is to submit a written estimate for approval to the respective Departmental Representative prior to proceeding with any repairs in excess of \$250.00.
- 8.7. Whenever a mobile or portable radio or charger requires repair, the Contractor must verify that the radio or charger is operating at published manufacturer's standards/specifications prior to return to the County.
- 8.8. Contractor must provide all required hand and power tools, extension cords, fasteners, connectors, grommets, fuses, new wire and cables required, and any or all other shelf hardware items required to complete the work specified. This does not include the equipment itself. In the event, any new wiring or cables are required, the contractor shall provide them in sufficient length so that they are interchangeable between different manufacturer's vehicles for future transfers. Contractor shall be responsible for their tools, hardware, and other items while on the County's premises. Whenever the term "parts" is used in this contract it is intended to mean new parts. Oil, water, dust, and foreign substances will be removed from any used equipment being removed and reinstalled in another vehicle.
- 8.9. If necessary, the equipment is to be repaired and re-calibrated at published manufacturer's standards/specifications by the contractor at the rate and parts prices submitted in this bid.

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9. CONTRACTOR RESPONSIBILITIES:

- 9.1. If at any time an item of equipment must be removed from its location, the Contractor shall give the Department a signed receipt for same, indicating make, model and serial number and date when equipment will be returned. Further, any transportation costs necessitated for pickup and return of equipment shall be the responsibility of the Contractor.
- 9.2. The Contractor will be responsible for damage or loss of equipment when removed from County location for repair or maintenance.
 - 9.2.1 Equipment in need of minor repair or service in the Contractor's shop is to be repaired and returned within FIVE (5) working days.
 - 9.2.1.1 If the primary contractor is unable to return the equipment within five (5) working days or an agreed upon time frame, the County of Rockland reserves the right to have the equipment repair or service performed at a secondary contractor location.
 - 9.2.2 Equipment in need of major repair is to be repaired and returned within FIVE (5) days of receipt of those parts necessary to complete repairs.
 - 9.2.2.1 If the primary contractor is unable to return the equipment within five (5) working days or an agreed upon time frame, the County of Rockland reserves the right to have the equipment repair or service performed at a secondary contractor location.
- 9.3 Major repairs are defined as repairs needed as a result of fire, lightning, vehicular accident, vandalism or like incident. The Contractor will not repair any equipment where the cost of such repair exceeds 33 percent of the cost of replacing the equipment without prior authorization from the County.
- 9.4 If the Contractor inspects warranted equipment and determines that any necessary service is covered under the equipment warranty, the County will not be charged for any service to that equipment, including the initial inspection. Copies of equipment warranties will be made available to the successful contractor.

10. INSTALLATION OF EQUIPMENT

- 10.1. Mobile – All vehicle installations must meet the following minimum standards:
 - 10.1.1. Mobile equipment is to be securely mounted and easily accessible to the user.
 - 10.1.2. All wiring must be rated at 125% of the anticipated load.
 - 10.1.3. Fuses or manual resetting circuit breakers are to be installed as close as practical to the power source.
 - 10.1.4. All loads are to be connected directly to the battery. Contractor shall provide appropriate switching (relay/solenoid) to turn the equipment on and off with the ignition (as requested

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by the department).

10.1.5. All connections to the vehicle fuse blocks are to be made with appropriate purpose made connectors (ie. fuse taps). No “slide over’ connections are permitted.

10.1.6. All wiring must be covered with corrugated loom tubing with the appropriate temperature rating.

10.1.7. Where multiple devices are to be powered from the battery, Contractor is to install an external “stud” to minimize the number of cables run to the battery. A main power feed is to be run to the passenger compartment and a fuse block is to be installed when necessary.

10.2. Fixed – All fixed site installations are to be Motorola R-56 compliant. There are to be no cable runs provided under this solicitation / award.

10.3. The awarded firm is to have the requesting department coordinate and issue a separate PO to the County’s then current electrical or other provider any fixed cable run requirements.

11. REMOVAL OF EXISTING EQUIPMENT

11.1. Contractor must carefully remove equipment so as not to damage the equipment or the vehicle.

1.1. Wires shall be removed at their terminal end with no loose pigtails to short out.

1.2. Antenna holes shall be plugged with rubber hole plugs furnished by the contractor.

12. WORK

12.1.1. Work to include service, troubleshoot, repair, removal and/or installation of mobile radios, portables, pagers, base stations, related equipment, and any other equipment listed in this Bid Proposal. The cost of installation or repair of any equipment not listed in this Bid Proposal must be sent to the purchasing department before such installation is completed. This is to include the cost of installation, repair and/or any parts needed for said work. There is to be no low wattage cable runs provided under this solicitation / award.

12.2. Repairs –

12.2.1. All repairs are to be performed by **DOCUMENTED** and certified trained technicians.

12.2.2. **Cost of labor is to be calculated on an hourly basis and should be based 1/4 of an hour after the first hour.**

12.2.3. Vendor will furnish all tools and equipment necessary to accomplish the job in satisfactory manner at no additional cost.

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- 12.2.4. Replacement materials (parts) are to be charged at Contractor's percent discount as specified in the Bid.
- 12.2.5. A detailed Work Order describing all repair work including hours worked must accompany all invoices. This Work Order must be signed by an authorized County of Rockland Department Representative for which work is being performed.
- 12.2.6. All repair work must be guaranteed for 90 days.
- 12.2.7. All services and repairs must meet the approval of the County of Rockland
- 12.2.8. Contractor must own test equipment sufficient to field test frequencies, transmitter output, receiver sensitivity and modulation.

13. ESTIMATED QUANTITIES

- 13.1. All quantities listed are estimates only and are for evaluation purposes. Actual quantities may be greater or less than estimates depending on the actual needs of the county or authorized users.

14. AWARD

- 14.1. Award(s) will be based on best value, including mileage for pickup and delivery whichever is in the best interest of the County. The County of Rockland reserves the right to increase or decrease the quantities shown herein which are for evaluation purposes. The actual contract award will be determined by the County based upon the best value evaluation.

The County reserves the right to award a primary and secondary contractor. The secondary contractor will ONLY be utilized in the event that the primary contractor is not able to meet the County needs with scheduling and completing repairs or services. The secondary awarded contractor will be determined by best value.

15. NOTICE TO BIDDER

- 15.1. No work is to be done without a Purchase Order number issued by the Purchasing Department.
- 15.2. Each installation, maintenance, and/or repair service performed must have a separate Purchase Order number.
- 15.3. No travel time allowed. No minimum allowed.
- 15.4. It should be noted that the use of this contract by certain political subdivisions might cause the estimated quantities to vary considerably. However, the contractor must furnish all the quantities actually ordered.

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16. PRICING AND PRICE ADJUSTMENTS

- 16.1. Labor rates specified by the bidder must include all direct and indirect overhead costs including but not limited to transportation, general and administrative costs, etc.
 - 16.1.1. Pricing is to remain firm through the first 12- month contract period with no adjustments allowed. If the County exercises any of the option years of the contract, contractors may submit a request for adjustment on the 12 -month anniversary date of the contract. Any request for price adjustment(s) shall be submitted thirty (30) days in advance in writing to the Director of Purchasing. Any and all price adjustments will be limited to the percentage increase in the CPI Index – All Urban Consumers for the preceding 12 months. The County reserves the right to reject any request for price increase deemed excessive.
- 16.2. The County of Rockland will make the final determination on whether an increase is granted.

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Price Adjustments: A Price Adjustment request must be made in writing and include the reason for the request, documentation supporting the request (i.e., commodity increases), the current pricing, and the requested revised pricing.

The County will review the Price Adjustment request. If the Price Adjustment is deemed reasonable the Price Adjustment request will be accepted by written acknowledgement. If the request is not accepted the County may entirely reject the request or may counter with revised pricing. In either case the County will provide a written explanation in support of the decision.

The Director of Purchasing may use available indexes (e.g., CPI or PPI) to determine if the requested Price Adjustment is reasonable. Typically, a Price Adjustment that exceeds 5% will not be approved unless very unusual and significant changes have occurred in the industry.

In the event industry costs decline, the County shall have the right to receive, from the Contractor, a reasonable reduction in prices/pricing that reflect such cost changes in the industry. The County will make a written request to the Contractor for a Price Adjustment in writing with supporting documentation.

Discounts: The discounts offered are considered minimum discounts that must be offered under the resulting contract. Authorized Users/Participating Entities may negotiate additional discounts on a per order basis.

Volume Discounts: Volume discounts may be negotiated by the Authorized User/Participating Entity and applied per Purchase Order. Volume discounts shall be defined and applied as follows:

- A. Purchase Order volume discounts shall be additional discounts applied to individual Purchase Orders over a specified dollar amount.
- B. Cumulative agency volume discounts shall be additional discounts applied to all future orders made by an individual ordering entity once an established volume has been met by that entity.

RESELLER UTILIZATION: A Manufacturer may respond to this solicitation directly or allow authorized resellers to respond to the solicitation by region. A Manufacturer that responds directly may utilize Resellers to sell Equipment, and, if applicable, provide Services. A listing of the authorized Resellers must be submitted with the bid response and Resellers must be eligible to quote regionally or statewide, independently and lower than Manufacturer (Contract) pricing for procurements under resulting Contracts. Resellers must also be able to accept orders, invoice and receive payment.

USE OF FEDERAL FUNDS: Purchases made under this contract may be funded in whole or in part with federal funds. Therefore, the following provisions will apply as required by the Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards, also known as the Uniform Guidance (2 CFR Part 200). The contractor must comply with all federal laws, regulations, and the 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.

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specific terms and conditions related to the use of federal funds. This includes but is not limited to the following:

1. **Equal Employment Opportunity:** The contractor must comply with Executive Order 11246, as amended by Executive Order 11375, and all regulations issued by the Secretary of Labor (41 CFR Part 60), prohibiting employment discrimination.
2. **Davis-Bacon Act:** For contracts subject to the Davis-Bacon Act, the contractor agrees to pay prevailing wages to laborers and mechanics as determined by the U.S. Department of Labor.
3. **Contract Work Hours and Safety Standards Act:** The contractor must comply with this Act, which governs the hours and safety standards for labor on federally funded contracts over \$100,000.
4. **Rights to Inventions Made Under a Contract or Agreement:** If the contract involves experimental, developmental, or research work funded by federal dollars, the contractor must comply with the provisions of 37 CFR Part 401.
5. **Clean Air Act and Federal Water Pollution Control Act:** For contracts exceeding \$150,000, the contractor must comply with all applicable standards, orders, or regulations issued under these Acts.
6. **Debarment and Suspension:** Contractors are prohibited from awarding contracts to any party listed on the General Services Administration's (GSA) System for Award Management (SAM) as debarred, suspended, or otherwise excluded from participation in federal programs.
7. **Byrd Anti-Lobbying Amendment:** Contractors who apply or bid for an award exceeding \$100,000 must file the required certification that they will not use federal funds to influence or attempt to influence any government official or employee in connection with obtaining any federal contract or award.
8. **Procurement of Recovered Materials:** The contractor must comply with Section 6002 of the Solid Waste Disposal Act, as amended by the Resource Conservation and Recovery Act, which requires that items designated by the Environmental Protection Agency (EPA) be made from recovered materials.

The contractor is responsible for completing and submitting the **Federal Contract Clauses** included in this solicitation with their Offer and ensuring that these and any other applicable federal contract clauses are included in any subcontracts and are adhered to throughout the performance of the contract. Failure to comply with these federal requirements may result in termination of the contract and other penalties as prescribed by law.

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MILEAGE & TIMESHEET – SECTIONS 1 AND 2

VENDOR _____

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. 30	x	Miles from Pomona	x	2 x .50/Mile	=	_____
2. 30	x	Miles from New City	x	2 x .50/Mile	=	_____
3. 30	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. 30	x	Time from Pomona	x 2	x	\$30/hour	=	_____
2. 30	x	Time from New City	x 2	x	\$30/hour	=	_____
3. 30	x	Time from Orangeburg	x 2	x	\$30/hour	=	_____
						Total Time Costs	_____

TOTAL MILEAGE & TIME COSTS _____

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Award: The County’s intent is to award this solicitation as:

- A statewide contract award to a single supplier; or
- Regional awards based on the regions listed below:
- A line-item Award to a single or multiple suppliers.

Region	Area	Counties
Region 1	Long Island	Nassau, Suffolk
Region 2	New York City	Bronx, Kings (Brooklyn), New York, Queens, Richmond (Staten Island)
Region 3	Hudson Valley East	Dutchess, Putnam, Westchester
Region 4	Hudson Valley West	Rockland, Orange, Ulster, Sullivan
Region 5	Albany/Capital	Albany, Columbia, Delaware, Fulton, Greene, Montgomery, Otsego, Rensselaer, Schenectady, Schoharie
Region 6	Adirondack	Clinton, Essex, Franklin, Hamilton, Saratoga, Warren, Washington
Region 7	Syracuse	Cayuga, Herkimer, Jefferson, Lewis, Madison, Oneida, Onondaga, Oswego, St. Lawrence
Region 8	Finger Lakes	Broome, Chemung, Chenango, Cortland, Livingston, Monroe, Ontario, Schuyler, Seneca, Steuben, Tioga, Tompkins, Wayne, Yates
Region 9	Buffalo	Allegany, Cattaraugus, Chautauqua, Erie, Genesee, Niagara, Orleans, Wyoming
Statewide	All Areas	All Counties

The County reserves the right to award this solicitation in the manner that is in the best interest of the County.

Insurance Requirements: NOTICE: Insurance requirements for specific purchases may vary depending on the products/services being purchased. It is the responsibility of the Authorized User/Participating Agency to obtain proof of insurance coverage from the supplier, that is required by their entity. Please refer to the Insurance Coverage Matrix included in this solicitation that identifies examples of insurance coverage that may be required. Authorized Users/Participating Entities should obtain insurance certificates from the supplier for their required coverages and limits.