

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

# Contract Award Notification

**Title:** **Fueling Sites – Maintenance & Repair**

**Contract Period:** July 21, 2025 through July 20, 2026 w/ 2 – 1 Year Options

**Original Date of Issue:** June 26, 2025

**Date of Revision:**

**BID No:** **RFB-RC-2025-056**

**PRC#** **2025005679**

**Catalog:** **Facilities Maintenance**

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

**Address Inquiries To:**

Name: Nicholas Chodor  
Title: Purchaser I  
Phone: 845-364-3856  
Fax: 845-364-3809  
E-mail: [chodorn@co.rockland.ny.us](mailto:chodorn@co.rockland.ny.us)

**Description**

This contract is to provide fueling site maintenance and repair services.

Contract #	Vendor Number	Contractor & Address	Telephone No.
BID 25-056	0000011470	American Petroleum Equipment & Construction Co Inc 63 Orange Avenue Walden, NY 12586 Contact: James Dollaway Email: <a href="mailto:jim@apecco.biz">jim@apecco.biz</a>	(845) 742-7920  FAX: (845) 778-4110

# County of Rockland CONTRACT

## Dept. of General Services

Purchasing Division  
50 Sanatorium Rd  
Bldg A, 6th Fl, Room 609  
POMONA NY 10970  
www.rcpurchasing.com

Dispatch via Print

<b>Contract ID</b> BID 25-056		Page 1 of 1
<b>Contract Dates</b> 07/21/2025 to 07/20/2026		<b>Currency</b> USD
Fueling Sites-Maint. & Repair		<b>Contract Maximum</b> 75,000.00
<b>Freight Terms</b>	<b>Buyer Email</b> chodorn@co.rockland.ny.us	
<b>Buyer</b> Nicholas Chodor	<b>Phone</b> 845/364-3856	<b>Fax</b> 845/364-3809

**Supplier** 0000011470  
American Petroleum  
James Dollaway  
63 Orange Ave  
Walden NY 12586

Phone 845/742-7920  
Fax 845/778-5110  
JIM@apecco.biz; kristy@apecco.biz

Tax Exempt? Tax Exempt ID:

Line #	Supplier Item	Item Desc	Item ID	Price	UOM
1		FUELING SITE, REPAIR AND MAINTENANCE LABOR 8AM-4PM M-F	92691000001	119.40000	Hour
2		FUELING SITE, REPAIR AND MAINTENANCE LABOR 4PM-8AM M-F	92691000002	175.00000	Hour
3		FUELING SITE, REPAIR AND MAINTENANCE LABOR SAT THRU MON 8AM	92691000003	238.00000	Hour
4		FUELING SITE, REPAIR & MAINTENANCE, TANK TIGHTNESS TEST, PER SPECIFICATIONS	92691000005	450.00000	Each
5		FUELING SITE, REPAIR & MAINTENANCE, PRECISION LINE TESTS PER SPECIFICATIONS	92691000006	175.00000	Each
6		FUELING SITE, REPAIR & MAINTENANCE, VACUUM TRUCK SERVICES, PER SPECIFICATIONS	92691000007	325.00000	Each
7		FUELING SITE, REPAIR & MAINTENANCE, WASTE WATER DISPOSAL, PER SPECIFICATIONS	92691000008	1.25000	Gallon
8		FUELING SITE, REPAIR AND MAINTENANCE, PERCENT MARK-UP, FOR PARTS AND MATERIALS THERE IS A 10% MARK-UP PER BID SPECIFICATIONS-NOT TO EXCEED 10%	92691000004	1.00000	Dollar

ITEMS ON THIS PURCHASE ORDER ARE SUBJECT TO NEW YORK STATE LABOR LAW 220, ARTICLE 8. VENDOR MUST SUBMIT CERTIFIED PAYROLL(S) ALONG WITH THEIR INVOICE(S).

PRC #:2025005679

TERMS AND CONDITIONS OF RFB-RC-2025-056 INCORPORATED HEREIN BY REFERENCE.

Authorized Signature



**COUNTY OF ROCKLAND - DGS-PURCHASING**  
BLDG. A., 6TH FLOOR, 50 SANATORIUM RD, POMONA, NY 10970  
TELEPHONE: 845-364-3820 / TELEFAX: 845-364-3809

**TITLE:** Fueling Sites - Maintenance and Repair

**BID NUMBER:** RFB-RC-2025-056

**PURCHASES BY UNITED STATES AGENCIES, OTHER STATES AND POLITICAL  
SUBDIVISIONS THEREIN, LOCAL GOVERNMENTS, SCHOOL DISTRICTS,  
AND NON-PROFIT AGENCIES**

As per the New York State General Municipal Law, § 103(3) all political subdivisions of New York State are allowed to make purchases through the resulting contract(s). As per Rockland County Procurement Policy § 140-13, the United States of America or any agency thereof, any state, or any other political subdivision or district therein and certain 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 the **Empire Procure Connect Marketplace**.
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 is seeking a contractor to furnish all labor, materials, equipment, and supervision needed to perform fueling site testing, maintenance and repairs as needed for all above ground and below ground petroleum bulk storage tanks and associated equipment.
- 1.2. The County of Rockland reserves the right to add or delete locations throughout the life of the contract.

### **2. SITE VISIT**

- 2.1. All contractors are encouraged to visit the work locations to familiarize themselves with all covered equipment and conditions prior to submitting their bid. Inspections can be scheduled by calling the phone numbers associated with each site.

### **3. QUALIFICATIONS OF CONTRACTORS**

- 3.1. 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.
- 3.2. 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 five (5) years. Contractor shall submit the following information with bid:
  - 3.2.1. Present address of the main operating office of his/her organization.
  - 3.2.2. A list of five accounts for which they are presently doing such work. Reference must include contact person and telephone numbers.

### **4. PARTS**

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

### **5. COVERAGE**

- 5.1. Contractor shall have a staffed office to take service calls during the normal workweek. Answering machines or voice mail are not acceptable. Upon arriving at the job site, technicians shall check in with owner's representative. Contractor must obtain owner's approval prior to working any hours other than Monday through Friday, 8:00 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.

### **6. RESPONSE TIME**

- 6.1. All calls for emergency service shall result in a technician being on the job site within four (4) hours of call.

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## 7. PRICING FOR LABOR AND MATERIAL

7.1. 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:

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

7.1.1.1. New York State Prevailing Wage Article 8 and Certified Payroll Requirements apply to the contract for all services being provided by the contractor and sub-contractors.

7.1.2. Material Costs: The invoice must list specifically all parts, which the Contractor has purchased from other sources and the cost to him/her for each. Receipts for all materials purchased which cost more than \$100.00 must be submitted with each invoice. The bidder agrees and hereby certifies that all parts and materials which he/she 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 will be paid without this documentation.

7.1.2.1. 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. **Mark-up not to exceed 10%.** Bidder shall enter a % mark-up between 0%-10% on the proposal pages. There shall be no mark-up on freight.

7.2. Additional Items: If the Contractor expects to incur any additional costs not specified in the above paragraphs, he/she must submit a list of those items and corresponding charges or schedule with his 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.

7.3. Contractor shall receive a purchase order number from the Purchasing Department prior to commencing any work.

## 8. WARRANTY

8.1. 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.

## 9. TIME SHEETS

9.1. Upon job completion, the technician shall submit a job ticket to owner indicating date, time of arrival and departure, work performed, parts used, technician's name, and job status.

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# **10. EQUIPMENT**

- 10.1. 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 is included in this package and must be completed.

# **11. SAFETY**

- 11.1. The contractor shall perform all work in accordance with OSHA and County of Rockland Safety Regulations. The 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.

# **12. USE OF PREMISES**

- 12.1. 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, and shall not encumber or permit the premises or adjacent areas to be encumbered with such materials or apparatus.
- 12.2. 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.
- 12.3. 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.
- 12.4. 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 this site.

# **13. CLEANING UP**

- 13.1. 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.

# **14. CONTRACT PRICE ADJUSTMENTS UPON RENEWAL**

- 14.1. The bid rates shall remain firm through the first contract period with no wage adjustments allowed. If the County exercises any of the option years of the award, Contractors may submit a request for adjustment on the yearly 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.
- 14.2. CPI-Index - 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.
- 14.3. There shall be no upward adjustments to the Mark-Up offered or lower discount lines.

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**TITLE:** Fueling Sites - Maintenance and Repair**BID NUMBER:** RFB-RC-2025-056**15. AWARD**

15.1. Award will be made to the lowest responsive/responsible bidder. 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.

**16. FUEL SITES AND EQUIPMENT**

Department	Location	Tanks
Rockland County Facilities	50 Sanatorium Road, Building. A, Pomona, NY 10970	(2) Gas dispensing tanks. (4000 GAL each) (1) Bulk oil/fuel tank. (4000 GAL)
Rockland County Facilities	50 Sanatorium Road, Building E, Pomona, NY 10970	(1) Bulk Oil/Fuel Boiler (20,000 GAL) (1) Bulk Oil/ Fuel Generator: (15,000 GAL)
Rockland County Facilities	50 Sanatorium Road, Building T, Pomona, NY 10970	(2) Diesel above ground tanks: (5,000 GAL each)
Rockland County Facilities for RC Fire Training Center	35 Firemens Memorial Dr, Pomona, NY 10970	(1) Bulk Oil/Fuel Generator (3,000 GAL)
Rockland County Facilities for Sheriff	55 New Hempstead Rd., New City 10956	(1) Gas above ground (2,000 GAL)
Rockland County Sewer District	27 Substations throughout Rockland County	(27) Substation above ground diesel (500-2900 Gal)
Rockland County Sewer District	4 Route 340, Orangeburg, NY 10962	(1) Above Ground Diesel #4 Substation, Main Plant Pump House (5,000 Gal)
Rockland County Highway	555 Old Nyack Turnpike, Spring Valley, NY 10977	(1) In-Ground Gas (10,000 GAL) (1) In-Ground Diesel (20,000 GAL)
Rockland County Highway	27 Wood Ave., Stony Point, NY 10980	(1) Above ground diesel tank. (2,000 GAL) (1) Above ground gasoline tank. (2,000 GAL)

**17. LOCATION CONTACTS**

17.1. To view the sites, please contact:

Department	Contact	Locations	Telephone
Rockland County Facilities	Patrick Horan	50 Sanatorium RD - Pomona, NY 35 Firemens Memorial Drive, Pomona, NY 55 New Hempstead RD-New City, NY	845-364-3846
Rockland Co. Sewer District	Yuriy Hlovatsky	3 Route 340, Orangeburg NY	845-365-6495
Rockland County Highway	Ed Beatty	550 Old Nyack Turnpike, Spring Valley, NY 10977 27 Wood Ave., Stony Point, NY 10980	845-638-5065