

COUNTY OF ROCKLAND
Department of General Services
Purchasing Division

Contract Award Notification

Title: **Lighting, Servicing of Indoor and Outdoor Lighting**

Contract Period: May 15, 2020, through May 14, 2021, w/3-1-year options
Extended through May 14, 2022, w/2-1-year options
Extended through May 14, 2023, w/ 1-year option
Extended through May 14, 2024

Original Date of Issue: May 26, 2020

Date of Revision: 03/03/23

BID No: **RFB-RC-2020-035**

Catalog: **FACILITIES**

PRC: 2020003922 Article 8

Authorized Users: County Agencies, All Political Subdivisions

Address Inquires To:

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

Description

This contract is to provide periodic electrical servicing of indoor lighting and outdoor lighting at various locations in the County of Rockland and Rockland Community College

Contract #	Vendor Number	Contractor & Address	Telephone No.
BID 20-035	0000007811	Hush Maintenance Corp. 14 Wayne Street Haverstraw, NY 10927 Contact: Peter McGuire estimating@hushcorp.com	845-942-4874 FAX: 845-942-4400

Lighting, Servicing of Indoor and Outdoor Lighting

<p style="text-align: center;">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</p> <p style="text-align: right;">VENDOR: HUSH MAINTENANCE</p>						
LINE NO.	DESCRIPTION	ITEM NUMBER	UNIT	ESTIMATED QUANTITY	HOURLY COST	EXTENDED COST
Labor wage rates shall be binding for the entire contact term. Labor costs to be billed at the following rates based on the time laborer arrives at and departs from Rockland County job site. NO TRAVEL TIME. Please see attached specifications for work to be done.						
LABOR COSTS FOR JOURNEYMAN/ELECTRICAL SERVICE PERSON - LABOR RATES FOR TIME						
1	Labor Rates for Monday to Friday 8:00 AM to 4:00 PM	91082500001	HOURS	150	\$99.00	\$14,850.00
2	Labor Rates for Monday to Friday 4:00 PM to 8:00 AM	91082500002	HOURS	1	\$105.00	\$105.00
3	Labor Rates for Saturday, Sunday and Holidays	91082500003	HOURS	1	\$155.00	\$155.00
LABOR COSTS FOR APPRENTICE/ELECTRICIAN SERVICE PERSON – LABOR RATES FOR TIME						
4	Labor Rates for Monday to Friday 8:00 AM to 4:00 PM	91082500031	HOURS	10	\$55.00	\$550.00
5	Labor Rates for Monday to Friday 4:00 PM to 8:00 AM	91082500032	HOURS	1	\$65.00	\$65.00
6	Labor Rates for Saturday, Sunday and Holidays	91082500033	HOURS	1	\$75.00	\$75.00
LIFT BUCKET TRUCK WITH OPERATOR—LABOR RATES FOR TIME (4 HOUR MINIMUM)						
7	Labor Rates for Lift Bucket Truck with Operator for Monday to Friday (4 Hr. Min) 8:00 AM to 4:00 PM	91082500022	HOURS	100	\$145.00	\$14,500.00
8	Labor Rates for Lift Bucket Truck with Operator for Monday to Friday (4 Hr. Min) 4:00 PM to 8:00 AM	91082500023	HOURS	4	\$155.00	\$620.00
9	Labor Rates for Saturday, Sunday and Holidays for Lift Bucket Truck with Operator	91082500024	HOURS	1	\$205.00	\$205.00
10	MATERIAL COSTS Percent Mark-Up (Bidder must enter 0 in appropriate column if there is no mark-up.) Percent Markup Shall not exceed 15%	91082500030	DOLLAR	ESTIMATED DOLLARS EXPENDED \$10,000.00	15 _____% (ENTER % MARKUP)	\$11,500.00

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**TITLE: LIGHTING, SERVICING OF INDOOR AND
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**BID NUMBER:
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SPECIFICATIONS

1. SCOPE

- 1.1. The scope of this bid is to provide periodic electrical servicing of indoor lighting and outdoor lighting at various locations in the County of Rockland and Rockland Community College.

2. GENERAL REQUIREMENTS

- 2.1. The Contractor shall provide all labor, material, equipment, parts and supervision to perform required electrical service as required by the authorized County of Rockland representative.
- 2.2. Normal work hours will be 8:00 AM through 4:00 PM, Monday through Friday. Location of some lights may require that some of the work be done after hours. Contractor shall also bid their rates (excluding materials) outside the normal hours as indicated on the proposal pages.
- 2.3. Service calls shall be provided during and after normal work hours, twenty-four (24) hours a day, 7 days a week, including holidays.
- 2.4. Response time for electrical service shall not exceed four hours, unless predetermined with an authorized County of Rockland representative.
- 2.5. Telephone Service – Contractor shall maintain a continuous manned telephone service where he can be reached twenty-four (24) hours per day, seven days / week, Sundays and Holidays. Answering machines are not acceptable. Answering service is acceptable.

3. QUALIFICATIONS OF CONTRACTORS

- 3.1. The bidder shall show that he has available under his 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 has maintained an organization capable of performing the work specified herein, and that said organization has been in continuous operation for at least the past three years. Contractor shall submit the following information with the bid.
- 3.3. Years of operation.
- 3.4. The names of the employees in the area responsible for this contract, their function in the company, title, and number of years of service with the contractor's firm.
- 3.5. The present address of the main operating office for this organization is required.

4. SERVICE PERSONNEL

- 4.1. The Contractor must have a minimum of three years of experience to perform the required electrical service.
- 4.2. Service personnel shall have a minimum of three years of experience in electrical maintenance, repair, installation, operation, and troubleshooting. The bid submittal shall contain the names and work experience of the service personnel who will service the equipment.
- 4.3. Contractor and their service personnel shall be licensed by the County of Rockland to perform electrical work. **Contractor must submit copy of licenses with bid.**

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5. ELECTRICAL SERVICE

- 5.1. The Contractor shall only perform electrical service work, which is required. Repairs shall be performed only with the authorization of the Director of Facilities Management or his designated representative. Payment will not be made for any repair work performed without authorization.
- 5.2. All services and repairs must meet with the approval of the authorized designated representative of the County of Rockland.

6. FACILITY LOCATIONS, CONTACT PERSON

- 6.1. The Contractor shall provide service to all County of Rockland facilities as listed below and any other County of Rockland government agency.
- | | | |
|--|----------------------|----------------|
| 6.1.1. Dr. Robert L. Yeager Health Center/
New City Complex, Fire Training Center | Mr. Patrick Horan at | (845) 364-3846 |
| 6.1.2. Rockland Community College | Ms. Myriam Murphy at | (845) 574-4200 |
| 6.1.3. Rockland County Sewer District # 1 | Mr. Eugene Yetter at | (845) 365-6111 |

7. VISITING THE SITE

- 7.1. All bidders are encouraged to visit the job site to verify all conditions. Visits can be scheduled by contacting the individuals listed above. Bidders must perform as specified whether he/she visits the site or not.

8. FIELDHOUSE EQUIPMENT REQUIREMENTS

- 8.1. The Contractor must comply with the following regulations with respect to the Fieldhouse floor:
- 8.1.1. Approximately 35-40-foot height.
- 8.1.2. No vehicles with studded tires may be driven or parked on the Fieldhouse floor.
- 8.1.3. No weight-bearing object on or off a vehicle, such as a trailer hitch or equipment, may come in direct contact with the floor. Such objects must have a weight-bearing surface to spread the load.
- 8.1.4. No vehicle of more than 20,000 lbs. gross weight may be brought into the Fieldhouse without approval in writing from the Director of Facilities Management.
- 8.1.5. No vehicles may be parked in the Fieldhouse for over two hours unless plywood is used under tires to protect the flooring.
- 8.1.6. No track-laying vehicles may be moved directly on the Fieldhouse floor.
- 8.1.7. The Director of Facilities Management or his representatives must inspect any equipment before the Contractor brings it into the Fieldhouse to ensure compliance and understanding of the regulations and to ensure the work will not interfere with normal operations.

9. TIME SHEETS

- 9.1. The Contractor shall submit a time sheet indicating day and actual hours worked. Time sheet shall indicate equipment serviced.

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10. LABOR AND MATERIAL COSTS

- 10.1. Contractor shall bid a dollar amount per hour (4-hour minimum) for supplying a lift bucket truck with operator for servicing lighting at various locations of County of Rockland Government buildings.
- 10.2. Contractor shall bid a labor rate in dollars per man-hour for a journeyman, mechanic, and/or apprentice electrician to make required repairs to the light fixtures such as changing bulbs, replacing ballasts, and troubleshooting the fixtures.
- 10.3. All materials used will be listed on the invoice by manufacturers name and model number and will be billed at a percentage markup as submitted with bid. **Percent markup shall not exceed 15%. There shall be no mark-up for freight.**
- 10.4. Documentation of material costs (invoices, etc.) of items greater than \$100 must be provided with Contractor's invoices.

11. BILLING

- 11.1. Invoices for labor must be billed to the next quarter hour of actual time worked (example: 8:00 AM to 9:10 AM would be billed at 1 hour and 15 minutes). Invoices rounded to the next full hour will not be approved for payment.

12. PAYMENT

- 12.1. Detailed description of all completed electrical service work must accompany all invoices.
- 12.2. The County of Rockland must receive detail billings within fifteen days after completion of each job.
- 12.3. Labor Charges: The Contractor's invoice must list specifically the type of employee or laborer utilized and the number of man hours worked. The Contractor's labor charges must correspond to the rates, which he will supply with the bid. The bidder agrees and hereby certifies that all labor charges contained in the bid's invoices and vouchers shall be only those that were required and necessary to complete the required work.

13. EQUIPMENT

- 13.1. The Contractor is responsible for providing all tools and equipment necessary to efficiently perform all work in a professional and workmanlike manner.
- 13.2. The Contractor must possess a bucket truck capable of servicing all outdoor and indoor County of Rockland light fixtures. Please fill in truck specifics on Certificate of Equipment.
- 13.3. The Certificate of Equipment is included in this package and must be completed.

14. REFERENCES

- 14.1. The Contractor shall include in the bid submittal, references from five service accounts with company name, address, contact name and phone numbers.

15. TRAVEL TIME

- 15.1. All labor shall be billed from the time bidder's employee arrives at, to the time he departs from the Rockland County job site. The County of Rockland will not accept nor authorize payment for travel

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time or expenses of service personnel to any of the County of Rockland's facility locations. The only billable time will be for service work performed.

16. WARRANTY

16.1. The Contractor shall warranty all work performed for a period of sixty days upon completion of the work. Materials provided by the Contractor shall carry material manufacturer's standard guarantee.

17. SAFETY

17.1. The Contractor shall adhere to all OSHA, PESH and County of Rockland safety rules while the work is in progress. Where required, County of Rockland will reserve space for Contractor access to lights. Contractor is responsible for any damage to vehicles or structures resulting from the contractor's negligence.

17.2. Contractor shall maintain the work site in a clean and orderly fashion. All debris shall be cleaned and removed from the work site each day. Debris is to be disposed of in the facility dumpster.

18. USE OF PREMISES

18.1. 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.

18.2. 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.

18.3. 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.

18.4. 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.

19. CLEANING UP

19.1. 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.

20. CONTRACT PRICE ADJUSTMENTS UPON RENEWAL

20.1. 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

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preceding 12 months. The County reserves the right to reject any request for price increase deemed excessive.

20.2. 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.

20.3. There shall be no upward adjustments to the Mark-Up offered or lower discount lines.

21. **AWARD**

21.1. Award will be made to the lowest responsible bidder meeting our specifications.

21.2. The County of Rockland reserves the right to terminate this contract for failure to respond in a timely manner with 30-day written notification.