

COUNTY OF ROCKLAND  
Department of General Services  
Purchasing Division

# Contract Award Notification

Title: **Automotive-OEM Parts & Labor for International Trucks Including Cummins Parts**

Contract Period: May 6, 2021 through May 5, 2022 with 3-1-year options  
Extended through May 5, 2023 w/ 2 one-year options  
**Extended through May 5, 2024 w/ one-year option**

Original Date of Issue: May 6, 2021

Date of Revision: 5/31/2023

**BID No: RFB-RC-2021-027**

**Catalog: Automotive**

Authorized Users: County Agencies, All Political Subdivisions

Address Inquiries 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 for the OEM parts and labor for international trucks including Cummins parts

Contract #	Vendor Number	Contractor & Address	Telephone No.
BID 21-027	0000022750	Arkel Motors 70 Windsor Hwy. New Windsor, NY 12553 Contact: Mac McHolder <a href="mailto:parts@arkelmotors.com">parts@arkelmotors.com</a> , <a href="mailto:mac@arkelmotors.com">mac@arkelmotors.com</a>	845-562-0691 - Ext. 1  FAX: 845-562-0306
BID 21-027-A <b>SECONDARY VENDOR</b>	0000026933	AT Northern NJ LLC 525 Linden Avenue West Linden, NJ 07036 Contact: Joe Martucci <a href="mailto:jmartucci@allegianctrucks.com">jmartucci@allegianctrucks.com</a> Contact: Bill Loftus <a href="mailto:bloftus@allegianctrucks.com">bloftus@allegianctrucks.com</a>	908-862-8181  FAX: 908-862-0380

**Please Note: For secondary vendor award for Section I shall only be used if parts & service on Section I cannot be completed by primary of there is an extended wait time for repairs to be made. For Section II – parts may be ordered from Secondary if the primary cannot provide the parts required and they are readily assessable from the Secondary. Before any dept. uses the Secondary vendor, you must contact Richard Ryan in Purchasing 845-364-3817.**

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					<b>AR KEL</b>		<b>AT-Northern (Secondary Vendor)</b>	
LINE NO.	DESCRIPTION	ITEM NUMBER	QTY	UNIT of MEASURE	UNIT PRICE/DISCOUNT	EXTENDED PRICE	UNIT PRICE/DISCOUNT	EXTENDED PRICE
<b>SECTION 1 - LABOR AND PARTS FOR REPAIR BY VENDOR</b>								
1-1	<b>PARTS, INTERNATIONAL TRUCKS</b> Discount offered from "INTERNATIONAL MAJOR FLEET RATE" price column of nationally recognized manufacturer price list. Enter discount percentage allowed under Rate Enter net discounted amount under Extended. <b>One copy of price list to be submitted with bid as indicated in specifications, and each time it is changed. (Bidder must enter 0 in appropriate column if there is no discount offered.)</b>	06073000002- Arkel  06073000007- AT-Northern	20000	PERCENT DISCOUNT	9.10%	\$18,180.00	9.10%	\$18,180.00
1-2	<b>PARTS, CUMMINS FOR INTERNATIONAL TRUCKS</b> Discount offered from "CUMMINS FLEET RATE" price column of nationally recognized manufacturer price list. Enter discount percentage allowed under Rate Enter net discounted amount under Extended. <b>One copy of price list to be submitted with bid as indicated in specifications, and each time it is changed. (Bidder must enter 0 in appropriate column if there is no discount offered.)</b>	06073000004- Arkel  06073000008- AT Northern	5000.00	PERCENT DISCOUNT	5.00%	\$4,750.00	1.00%	\$4,950.00
1-3	<b>LABOR RATES, INTERNATIONAL TRUCKS AUTHORIZED SERVICE</b>	06073000003- Arkel  06073000009 - AT Northern	150	Hours	\$120.00	\$18,000.00	\$110.00	\$16,500.00
1-4	<b>NYS Inspection for International Vehicles as per current NYS rates and as amended to be invoiced as services rendered</b>	92892000001- ARKEL  92892000002 - AT Northern	1	LOT	\$200.00	\$200.00	\$200.00	\$200.00
	<b>Towing of vehicle from RC facility to vendor's facility, or from vendor's facility to RC facility – one way pricing.</b> <b>Note: Use to be determined at time of need in the best interest of the County.</b>	92819000036- ARKEL  92819000037 - AT Northern	2	ONE WAY TRIP	\$175.00	\$350.00	\$195.00	\$390.00
1-5	<b>MILEAGE COMPONENT</b>					\$2,799.00		\$5,512.50
<b>TOTAL FOR SECTION 1 - LINES 1-1 to 1-5</b>						<b>\$44,279.00</b>		<b>\$45,732.50</b>

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LINE NO.	DESCRIPTION	ITEM NUMBER	QTY	UNIT of MEASURE	UNIT PRICE/DISCOUNT	EXTENDED PRICE	UNIT PRICE/DISCOUNT	EXTENDED PRICE
	<b>SECTION 2 - PARTS ONLY</b> (For use by the County's own Vehicle Repair Facilities located in New City and Orangeburg)							
2-1	<b>PARTS (only), INTERNATIONAL TRUCKS</b> Discount offered from "INTERNATIONAL MAJOR FLEET RATE" price column of nationally recognized manufacturer price list. Enter discount percentage allowed under Rate Enter net discounted amount under Extended. <b>One copy of price list to be submitted with bid as indicated in specifications, and each time it is changed. (Bidder must enter 0 in appropriate column if there is no discount offered.)</b> <b>Percent Discount shall be entered as a whole number EX: 10% = 0.10</b>	06073000005 - ARKEL 06073000010 - AT Northern	50000	PERCENT DISCOUNT	9.10%	\$45,450.00	9.10%	\$45,450.00
2-2	<b>PARTS (only), CUMMINS FOR INTERNATIONAL TRUCKS</b> Discount offered from "CUMMINS FLEET RATE" price column of nationally recognized manufacturer price list. Enter discount percentage allowed under Rate Enter net discounted amount under Extended. <b>One copy of price list to be submitted with bid as indicated in specifications, and each time it is changed. (Bidder must enter 0 in appropriate column if there is no discount offered.)</b> <b>Percent Discount shall be entered as a whole number EX: 10% = 0.10</b>	06073000006 - ARKEL 06073000011 - AT Northern	50000	PERCENT DISCOUNT	5.00%	\$47,500.00	1.00%	\$49,500.00
	<b>TOTAL FOR SECTION 2 - LINES 2-1 &amp; 2-2</b>					<b>\$92,950.00</b>		<b>\$94,950.00</b>
	<b>SECTION 2 - BID SPECIFICATIONS REQUIRE DELIVERY OF PARTS. BID RESPONSE SHALL CONFIRM THAT VENDOR AGREES TO DELIVER PARTS AS NEEDED.</b>			<b>YES</b>				

**COUNTY OF ROCKLAND - DGS-PURCHASING**  
 BLDG. A., 6TH FLOOR, 50 SANATORIUM RD, POMONA, NY 10970  
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**TITLE: Automotive (OEM) Parts and Labor for  
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**RFB -RC-2021-027**

## 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**

- 1.1. The County of Rockland wishes to establish contract(s) to furnish **GENUINE (OEM) PARTS (International and Cummins)** and **LABOR RATES on an as needed basis for** International Trucks, as specified in the specifications.
- 1.2. On occasion (Section 1) the County's own Vehicle Repair Facilities require outside repair services for its International Vehicles. The resulting contracts are intended to supplement the County's own vehicle Repair Facilities on an as needed basis located at:
  - 1.2.1. Rockland County Highway Garage, 23 New Hempstead Road, New City, NY 10956
  - 1.2.2. . Rockland County Sewer District #1, 4 Route 340, Orangeburg, NY 10962
- 1.3. The resulting contract (Section 2) is intended to supply International and Cummins parts for use by the County's own Vehicle Repair Facilities located in New City and Orangeburg. The County requires daily delivery for stock parts.
- 1.4. Vendor must submit Market Basket Matrix on page 12 with their response which will be used in analysis of bid discounts.
- 1.5. The bid proposal pages are in two Sections:
  - 1.5.1. Section 1 - Parts and Labor
    - 1.5.1.1. Vendor shall offer an hourly labor rate for repairs performed in their shop and a percent discount from both the International Major Fleet Rate Price Column from Nationally Recognized Manufacturer's Price List and Cummins Fleet Price Column for Nationally Recognized Manufacturer's Price List used during vendor repair.
  - 1.5.2. Section 2 - Parts Only
    - 1.5.2.1. Vendor shall offer a percent discount from both the International Major Fleet Rate Price Column from Nationally Recognized Manufacturer's Price List and Cummins Fleet Price Column for Nationally Recognized Manufacturer's Price List for use by the County's own Vehicle Repair Facilities.
    - 1.5.2.2. "Parts only" orders shall be delivered to the County's automotive repair facilities located in New City and/or Orangeburg. The County at its option may decide to pick-up certain "parts only" orders.
  - 1.5.3. Vendors do not have to bid on both sections. However, vendors must submit pricing for all line items, in the section, which they intend to bid upon.
  - 1.5.4. The County of Rockland and/or New York State contracts will be used first for towing and tires when available.

## **2. DISCOUNT**

- 2.1. Section 1 - Vendor is to offer an hourly labor rate for repairs performed in their shop and a percent discount from both the International Major Fleet Rate Price Column from Nationally Recognized Manufacturer's Price List and Cummins Fleet Price Column for Nationally Recognized Manufacturer's Price List used during vendor repair.
- 2.2 Section 2 - Vendor is to offer a percent discount from both the International Major Fleet Rate

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Price column from Nationally Recognized Manufacturer's Price List and Cummins Fleet Price Column for Nationally Recognized Manufacturer's Price List for use by the County's own Vehicle Repair Facilities. All discounts must be firm and fixed for the specified contract period. If uploaded on Bonfire site, Percent Discount is to be entered as a whole number **EX:10%= 0.10** on the proposal pages.

- 2.2. **Vendor is to send one copy of manufacturer's price list as indicated above with bid. This can be provided using a CD/DVD or access to Manufacturer Pricing Website. Upon award if hard copy provided, dealers shall also be required to send one copy each, to the County Vehicle Repair Facilities indicated. Vendor shall also provide copies if CD/DVD or website.**
- 2.3. Offers containing chain or multiple discounts may be considered non-responsive.
- 2.4. Any / All shipping charges (special handling, overnight, etc.) are to be invoiced to the County at cost. No mark-up allowed.
- 2.5. Successful vendors will be required to notify the Division of Purchasing of any revisions to price lists and to supply updated lists. Inasmuch as the price list in the possession of the County of Rockland will be the governing copy, it shall be the responsibility of the successful vendor to ensure that the current price list is forwarded to the Purchasing Division for review and approval. Once approved then approved copies shall be provided to the Highway Garage and the Sewer District. Price increases will not be allowed unless the County of Rockland is in possession of the current price list.

### 3. GENERAL REQUIREMENTS

- 3.1. The Vendor is to be properly licensed in the State of New York for the maintenance, repair, and service of each type of motor vehicle intended by the specifications, as well as being a licensed Motor Vehicle and Heavy-Duty New York State Department of Transportation inspection station for the classes of vehicles covered by this specification.
- 3.2. Bidders must have an official State of New York vehicle emissions inspection station license and have licensed technicians.
- 3.3. All parts must be new OEM parts.
- 3.4. Vendor is to supply all labor, equipment, and materials necessary to perform vehicle maintenance and repair unless otherwise specified.
- 3.5. Return of unused parts will be accepted and full credit issued to the County on any items normally stocked by the vendor. Any parts being ordered that are not normally stocked by the vendor shall be identified as such to the ordering department at the time that the order is placed.
- 3.6. Vehicles are not be removed from the County property without prior approval.
- 3.7. Vendor is responsible and liable for damage to Rockland County vehicles or property caused by the fault and/or negligence of the vendor. This includes vehicles not being stored properly.
- 3.8. Inspections are to be charged at the then current NYS inspection rate for the equipment being inspected with no markup.
- 3.9. Vendor must comply with Environmental Protection Agency (EPA) guidelines for the disposal of hazardous material. **Identify in bid response waste disposal process and provider.**

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- 3.10. All maintenance performed will be completed to manufacturer specifications and meet OEM requirements.
- 3.11. Any necessary repairs are to be done on a time and materials basis at rates provided in the bid package, with prior approval of an authorized County of Rockland representative.
- 3.12. No Travel charges are authorized in the execution of this bid.
- 3.13. The County of Rockland has established contracts for towing services. The County will arrange for the towing of any county vehicle to the vendor's facility as needed.
- 3.14. Vendor is to be an authorized International Repair Center for Section 1 and shall be an authorized International Parts Dealer for Section 2 and provide documentation with bid response.
- 3.15. Vendors must have trained technicians with an experienced air conditioning technician and a technician with heavy duty and medium duty electrical and computer experience on staff.
- 3.16. Vendors are required to use nationally recognized labor and time guides such as Chilton's, Motors, Mitchell, or All Data. Any straight time above four hours shall be approved, in writing, by an authorized Rockland County employee. Vendor's response shall indicate which Labor and Time guide shall be used if awarded contract.
- 3.17. The awarded vendor is to have access to a substantial inventory of parts for vehicles. The ordering department must be notified immediately if parts are out of stock and be given an estimated delivery time.
- 3.18. All services and repairs must meet with the approval of the authorized County of Rockland representative.
- 3.19. Vendor's employees driving County of Rockland vehicles are to be properly licensed, with the appropriate CDL endorsement required for vehicle being driven, as required by NYS law.
- 3.20. Vendor is to begin work on vehicles within 24 hours of receipt of vehicle. The authorized County representative is to be notified if the repair will take longer than the standard industry time for completion. All vehicles being repaired must be given priority status.
- 3.21. All repairs are to be completed at the vendor's facility. Repairs are not be subcontracted without the prior approval of a County of Rockland representative.
- 3.22. The County reserves the right to inspect the vendor's facilities, equipment, personnel, and organization at any time to or to take any other action necessary to determine the vendor's ability to perform. The Director of Purchasing reserves the right to reject bids where evidence or evaluation is determined to indicate inability to perform.
- 3.23. To be eligible to respond to this bid the vendor should demonstrate that they have successfully completed services similar services to those specified in the Scope/Specifications and are routinely engaged in performing such services and are properly and legally licensed to perform such work.
- 3.24. Successful vendor must be able to respond to valid emergency requests within six (6) hours.
- 3.25. All repair work must be guaranteed for ninety (90) days.
- 3.26. Vendor is to provide the names and addresses of five references nearest the County of Rockland providing the type of maintenance specified in the bid package.

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- 3.27. The estimated labor hours and quantities listed are estimates only and may be more or less depending on the needs of the County of Rockland. Estimated quantities are based on the County of Rockland's needs and do not included purchases from other political subdivisions and non-profit agencies.
- 3.28. Successful vendor will be required to provide an after-hours telephone number for emergency requirements. Bid response must provide this emergency contact number.
- 3.29. Vendor is required to have a vehicle lifting system to accommodate the class of vehicles included in these specifications. Vehicle lifting system is to be indoors with the height and space suitable so that vehicles can be inspected properly.
- 3.30. Vendors are required to repair multiple vehicles (1-3) at a time. Bidder is also required to store all County of Rockland vehicles indoors or in a secure fenced yard if the vehicle remains on the bidder's property overnight.

#### 4. PAYMENT REQUIREMENTS

- 4.1. The successful vendor will be paid for each repair authorized by the County of Rockland upon submission of properly executed invoice. Vendor is to use computerized billing software and invoices will be submitted according to the requirements listed below:
  - 4.1.1. Labor Charges – the invoice must list the type and description of the repair and the number of man-hours worked. The vendor's labor charges must correspond to the rates supplied with their bid response. The vendor agrees and hereby certifies that all labor contained in the bid's invoices shall be only those that were required and necessary to complete the required repair work.
    - 4.1.1.1. Labor charges must comply with and be verifiable by means of a reputable manual such as Chilton's, Mitchell's, Motors, or All Data. The vendor must state on invoice which manual was used for calculating labor rates.
    - 4.1.1.2. It is understood that vehicles over five (5) years old may require the use of real time hourly rates. When real time rates are used, this must be itemized on the invoice with the reason for real time labor such as rusty bolts, etc.
  - 4.1.2. Discount – The contractor is to provide a fixed percentage discount from the described material charges to the invoice for payment. These percentage discounts must correspond to the figures provided in the proposal to the vendors response to this bid. Invoice must show "MAJOR FLEET" or "FLEET RATE" price column from the nationally recognized Manufacturer's Price Lists, Discount, and net cost. All parts must be new and of first quality.
  - 4.1.3. Additional Items: No other costs except those provided in the vendors response proposal will be evaluated, considered, or deemed acceptable charges by the County of Rockland.
  - 4.1.4. The invoices must certify that all maintenance requirements specified in the bid have been performed.
  - 4.1.5. The purchase order number must be listed on all invoices submitted for payment.
  - 4.1.6. Detailed descriptions of all repair work must accompany all invoices.

#### 5. EMERGENCY PURCHASES

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- 5.1. The County of Rockland reserves the right to purchase from other sources, those items which are required on an emergency basis and cannot be completed immediately from stock by the Contractor.
- 5.2. The County of Rockland may authorize the contractor to expedite delivery of critical parts (FOB Destination Prepaid and Add) through air freight, UPS or other, on an exception basis. The cost of shipping will be borne by the County with no markup.

## **6. OPTION TO EXTEND**

- 6.1. The County of Rockland and vendor, upon mutual agreement, may extend the period of this agreement up to 3 additional years in 1 -year increments.

## **7. PRICE INCREASES**

- 7.1. In the second and third years of this agreement, at the County of Rockland's option, the Contractor may receive a Unit Daily Cost increase to the labor price bid not to exceed the prevailing CPI-U. Contractors may submit a request for price adjustment(s) thirty (30) days in advance in writing to the Director of Purchasing. The decision of the County of Rockland is Final and Binding. At the option of the County of Rockland, this contract(s) may be extended for two additional one -year terms with the prevailing CPI increase.

- 7.1.1. CPI-U means the Consumer Price Index for the U.S. City Average-Consumer Price Index for All Urban Consumers as published by the Bureau of Labor Statistics of the United States Department of Labor or a successor or substitute index, appropriately adjusted.

## **8. AWARD**

- 8.1. This bid will be awarded to the lowest responsive and responsible bidder by section in accordance with Rockland County Procurement Policy, Section 140-3.15(C) Multiple Source Contracting. Bidder must bid on every line within a section to be awarded that section. Mileage and Market Basket analysis will be used in determining low bidder. A secondary award may be made to have additional parts and service available options to service County vehicles.
- 8.2. The County reserves the right to take bids separately if the Director of Purchasing approves a finding that the supply or service available under the contract will not meet a nonrecurring special need of the County of Rockland.
- 8.3. It is further understood and agreed to between the parties to the resulting contract that the County of Rockland is not be obligated to either purchase or pay for supplies and services covered by such contract unless and until they are ordered and delivered to the County of Rockland.

## **9. CONTRACT AUDITING**

- 9.1. The County reserves the right to audit all invoices issued during the term of the contract, and to recover any overpayments based on inaccurate invoices identified during such audit, for up to two years following the expiration of the contract.