

COUNTY OF ROCKLAND
Department of General Services
Purchasing Division

Contract Award Notification

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

Contract Period: June 6, 2021 through June 5, 2022 with 3-1 year options
Extend through June 5, 2023 w/ 2 one-year options

Original Date of Issue: June 7, 2021

Date of Revision: May 2, 2022

BID No: RFB-RC-2021-039

Catalog: Automobiles and Vehicles

Authorized Users: County Agencies, All Political Subdivisions

Address Inquires To:

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

Description

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

Contract #	Vendor Number	Contractor & Address	Telephone No.
BID 21-039	0000004904	H. O. Penn Machinery 783 Bloomingburg Road Bloomingburg, NY 12721 Contact: Kyle Werthmann kwerthmann@hopenn.com	(845) 733-6412 FAX: (845) 733-6499

~~REVISED 5-2-22~~

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

H.O Penn

LINE NO.	DESCRIPTION	ITEM NUMBER	UNIT of MEASURE	EST. QTY.	UNIT PRICE	TOTAL PRICE
Caterpillar Parts and Labor						
1	PARTS – CATERPILLAR EQUIPMENT Percent Discount shall be entered as a whole number EX: 10% = 0.10	76050000001	PERCENT DISCOUNT OFF MANUFACTURER'S LIST PRICE	30000	0.00%	\$30,000.00
2	LABOR RATES – CATERPILLAR EQUIPMENT AUTHORIZED SERVICE	76050000002	PRICE PER HOUR	40	\$222.42	\$8,896.80
3	TRAVEL TIME FOR ON-SITE WORK	76050000006	PRICE PER HOUR	25	\$200.00	\$5,000.00
4	MILEAGE CHARGE FOR ON-SITE WORK	76050000004	PRICE PER MILE	100	\$5.00	\$500.00
5	TIRE DISPOSAL FEE	76050	EACH	4	\$0.00	\$0.00
6	ENVIRONMENTAL CHARGE	76050000020	EACH	4	\$15.00	\$60.00
7	DAYS TO DELIVER PARTS AFTER RECEIPT OF PURCHASE ORDER		DAYS	7	7	
8	WILL VENDOR DELIVER PARTS AT NO CHARGE			Yes	Yes	
9	MINIMUM ORDER AMOUNT FOR FREE DELIVERY OF PARTS		MINIMUM ORDER AMOUNT			N/A
10	TOTAL OF ITEMS 1 - 6					

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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
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. The County, however, will not be responsible for any debts incurred by the participants pursuant to this or any other agreement.
6. Necessary deviations from the County's specifications in the award of a participant contract, whether such deviations relate to quantities, or delivery points shall be resolved between the successful bidder and the other political subdivisions and Rockland County non profit agencies.

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SPECIFICATIONS

1. SCOPE

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

2. REQUIREMENTS

- 2.1. Dealers are to quote a percentage discount from Current Manufacturer's Retail Price Lists for all parts ordered by the County of Rockland. Dealers must quote on only if they are an authorized dealer or distributor.
- 2.2. Dealers must send one copy of manufacturer's price list printed, on cd or flash drive with bid. Upon award, dealers shall also be required to send one copy, each, to the following facilities:
- 2.2.1. Highway Garage 23 New Hempstead Road, New City, NY 10956
- 2.2.2. Sewer District 4 Route 340, Orangeburg, NY 10962
- 2.3. Dealers are required to quote hourly labor rates for repairs performed in their shop. The County of Rockland will be responsible for determining who will be transporting vehicles to the vendors repair shop.
- 2.3.1. In a case where vehicles cannot be transported and requires repairs on site, charges shall be in accordance with the bid proposal pages.
- 2.4. Returns of unused parts will be accepted and full credit issued to the County of Rockland on any items normally stocked by the dealer. The dealer shall notify the ordering department at the time the order is placed, if it is considered a special order.
- 2.5. Successful bidders are required to submit a complete itemized invoice on all parts furnished or service which they may perform. Invoices for parts shall show both retail price and discounted price. Invoices for labor shall show total number of hours worked.
- 2.6. Successful bidders will be required to notify the Division of Purchasing of any revisions to price lists and to supply updated lists.
- 2.7. Three years of experience in repairing Caterpillar's and Certificate of experience must be included with your bid.
- 2.8. Parts and labor will be awarded as a group.
- 2.9. Only exact manufacturer's OEM parts will be accepted.
- 2.10. Bids containing restrictions will not be acceptable unless the Rockland County Purchasing Department deems the restrictions conform to the County of Rockland Requirements.
- 2.11. All Discounts shall be firm and fixed for the specified contract period.
- 2.12. Discounts offered must be expressed as Percent Discount and are should be entered as a whole number **EX: 10% = 0.10 percent**. Offers containing chain or multiple discounts may be considered non-responsive. 0% shall be placed in the parts discount section, of the proposal pages, if there is not a discount offered.
- 2.13. After first year of the contract, the contractor **may** receive an increase not to exceed the prevailing CPI percentage-but must be requested in writing at least 30 days prior to the contract expiring to be considered.

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

3. DELIVERY

3.1. The County of Rockland shall pay freight charges on stock and special-order parts only when the determination has been made that the County of Rockland cannot pick up the parts.

3.1.1. Contractors shall not incur freight charges for the County of Rockland without prior approval of authorized personnel from the ordering department. Departments/Agencies using this bid will provide a list of authorized personnel.

4. GUARANTEE/WARRANTY

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

5. AWARD

5.1. Award will be made in total to the responsible bidder whose offer results in the lowest net cost to the County of Rockland while meeting all the bid specifications.

5.2. The decision to extend or not extend the contract on the contract anniversary will be mutually agreed upon by the County of Rockland and vendor.