

COUNTY OF ROCKLAND  
Department of General Services  
Purchasing Division

# Contract Award Notification

Title: **Automotive-Genuine (OEM) Parts and Labor for Medium and Heavy-Duty Trucks and Equipment**

Contract Period: May 15, 2023, through May 14, 2024, w/ (2) 1-year options,

Original Date of Issue: May 18, 2023

Date of Revision:

**BID No:** RFB-RC-2023-025

**Catalog:** Automobiles & Vehicles

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](mailto:ryanri@co.rockland.ny.us)

**Description**

**This contract is to provide genuine (OEM) parts and labor for medium and heavy-duty trucks and equipment.**

Contract #	Vendor Number	Contractor & Address	Telephone No.
BID 23-025	000003828	Gabrielli Truck Sales Ltd. 153-20 South Conduit Ave. Jamaica, NY 11435 Contact: Joseph DeNigris <a href="mailto:jdenigris@gabriellitruck.com">jdenigris@gabriellitruck.com</a>	516-931-7915 Ext 4483 Cell: 631-258-2817

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

VENDOR: Gabrielli Truck Sales

LINE NO.	DESCRIPTION	ITEM NUMBER	EST. USAGE	UNIT	PCT DISCOUNT/MARK-UP/LABOR RATE	EXTENSION
<b>SECTION 1 - OSH KOSH</b>						
1-1	<b>PARTS, OSHKOSH MEDIUM &amp; HEAVY DUTY TRUCKS</b> Percent Discount shall be entered as a whole number EX: 10% = 0.10	06074000013	15000	PERCENT DISCOUNT	NO Bid	
1-2	<b>PARTS-OSH KOSH MEDIUM &amp; HEAVY DUTY REMANUFACTURED ENGINES &amp; TRANSMISSIONS. MARK-UP NOT TO EXCEED 20%</b> Percent Mark-up shall be entered as a whole number EX: 20 = 0.20	06074000014	5000	PERCENT MARK-UP	NO Bid	
1-3	<b>LABOR RATES, OSH KOSH MEDIUM &amp; HEAVY DUTY TRUCKS</b>	06074000015	10	PRICE PER HOUR	NO Bid	
	<b>TOTAL LINES 1-1 TO 1-3</b>				NO Bid	
	<b>Time and Mileage component</b>				NO Bid	
<b>SECTION 2- VOLVO/AUTOCAR</b>						
2-1	<b>PARTS, VOLVO/AUTOCAR TRUCKS</b> Percent Discount shall be entered as a whole number EX: 10% = 0.10	06074101001	3000	PERCENT DISCOUNT	20%	\$2,400.00
2-2	<b>PARTS-VOLVO/AUTOCAR TRUCKS REMANUFACTURED ENGINES &amp; TRANSMISSIONS. MARK-UP NOT TO EXCEED 20%</b> Percent Mark-up shall be entered as a whole number EX: 20% = 0.20	06074101003	1500	PERCENT MARK-UP	20%	\$1,800.00
2-3	<b>LABOR RATES, VOLVO/AUTOCAR TRUCKS AUTHORIZED SERVICE</b>	06074101002	10	PRICE PER HOUR	\$185.00	\$1,850.00
	<b>Time and Mileage component</b>					\$5,496.00
	<b>Total bid price</b>					\$11,546.00
	<b>TOTAL LINES 2-1 TO 2-3</b>					

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**TITLE: Automotive- Genuine (OEM) Parts and Labor  
 for Heavy- Duty Trucks and Equipment**

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## SPECIFICATIONS

### 1. SCOPE

- 1.1. The County of Rockland wishes to establish annual contracts to furnish **GENUINE (OEM) PARTS, REMANUFACTURED ENGINES, TRANSMISSIONS** and **LABOR RATES** for Heavy-Duty Trucks and Equipment. All quantities are estimates and may vary from proposal pages.

### 2. REQUIREMENTS

- 2.1. Dealers is to quote a percentage discount from Current Manufacturer's Price List for all parts ordered by the County of Rockland. Dealers are to quote on only those brands for which they are an authorized dealer or distributor.

- 2.2. TRADE DISCOUNTS – Various items will be selected and evaluated on the basis of Manufacturer's published price. Manufacturer's price sheets are to be the currently Published Manufacturer's Price List (Retail, Dealer, or Jobber or their equivalent). Bidders are to quote the percentage discount from one of the Published Manufacturer's Price Lists cited above and provide a copy of it with their bid submission clearly identifying the column and product line to which the discount applies. This copy is to be sent either by physical pages, disc sent with bid, or uploaded on Bonfire site to verify pricing. Percent Discount is to be entered as a whole number **EX:10% = 0.10** on the proposal pages.

- 2.2.1.1. Bidder's failure to supply a single percent mark-up may have their bid declared non-responsive and the bid rejected.

- 2.2.2. PARTS MARK-UP- Bidders must provide a percent mark-up from actual dealer cost for **remanufactured engines and transmissions** as listed on the bid proposal pages. **Mark-up should not exceed 20%**. Percent Mark-ups are to be entered as a whole number **EX: 10% = 0.10** on the proposal pages. Dealer cost price list must be provided with bid.

- 2.2.3. Bidders are required to submit a verifiable documentation of dealer costs. Examples of this documentation are pricing submitted physically, by disc or by providing a web site for verification if bidding physically or price lists can be uploaded on Bonfire Portal if bidding electronically. Bidders failing to provide verifiable pricing shall be deemed non-responsive.

- 2.3. Dealers are required to send one copy of manufacturer's price list with bid. Upon award, dealers shall also be required to send one copy, each, to the following facilities:

- |                       |   |
|-----------------------|---|
| 2.2.1. DGS Garage     | Dr. R.L. Yeager Health Center, Sanatorium Road, Building E,<br>Pomona, NY |
| 2.2.2. Highway Garage | 23 New Hempstead Road, New City, NY 10956                                 |

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- 2.2.3. Sewer District 4 Route 340, Orangeburg, NY 10962
- 2.2.4. Public Transportation Dr. R.L. Yeager Health Center, Sanatorium Road, Building T,  
(TRIPS) Pomona, NY

- 2.4. Dealers are to quote hourly labor rates for repairs performed in their shop. The County of Rockland will be responsible for transporting vehicles to the repair shop. Distance, travel time and tolls to and from dealer’s repair facility will also be considered in the award process.
- 2.5. Orders for “parts only” will be required to be delivered FOB Destination to the County’s automotive repair facilities located in Pomona, New City, and Orangeburg. The County at its option may decide to pick-up certain “parts only” orders. Parts are also be delivered to all authorized users of this bid. Vendors will not be required to deliver outside their local delivery area.
- 2.6. Delivery must be made the same day for all in-stock parts ordered before noon. Out of stock parts are to be ordered the day of request and are not held for a stock order. Parts must be readily available. The ordering department must be notified immediately if parts are out of stock and must be given an estimated delivery time.
- 2.7. Returns of unused parts will be accepted and full credit issued to the County 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.
- 2.8. Successful bidders are required to submit a complete itemized invoice on all parts furnished or service which they may perform. Invoices for parts are to show both manufacturer's price and discounted price. Invoices for labor is to show total number of hours worked.
- 2.9. Successful bidders will be required to notify the Division of Purchasing of any revisions to price lists and to supply updated lists.
- 2.10. Only exact manufacturer’s OEM parts will be accepted.
- 2.11. Bids containing restrictions will not be acceptable unless the Rockland County Purchasing Department deems the restrictions conform to the County Requirements.
- 2.12. All Discounts must be firm and fixed for the specified contract period.
- 2.13. Discounts offered are to be expressed as a whole number **EX:10% =0.10** for each line. Offers containing chain or multiple discounts may be considered non-responsive.
- 2.14. HAZARDOUS COMMUNICATION STANDARD - The New “Hazardous Communications” and “Right to Know” laws require certain chemicals, cleaners, paints, etc., are to be delivered with “Material Safety Data Sheets” and be labeled accordingly. The contract vendor shall guarantee that

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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all State and/or EPA Hazardous Materials Regulations are when applicable.

- 2.15. CANCELLATION OF ORDERS – Purchases made under this contract are for readily available supplies specified herein. Time is of the essence in furnishing the items ordered. The County reserves the right to cancel the order and/or refuse delivery if the items ordered are not furnished within the period of time specified in this contract.
- 2.16. EMERGENCY PURCHASES – Should the Contractor be unable to furnish the required item within the period of time specified in the contract, the County reserves the right to make emergency purchases from other sources.
- 2.17. EXPRESS/OVERNIGHT ORDERS – The County may require express/overnight orders and will pay the additional shipping charges with no additional mark-up by the vendor.
- 2.18. Vendor is required to be able to provide parts and labor. Parts only bids will not be accepted.

### 3. AWARD

- 3.1. Award will be made by manufacturer to the responsive, responsible bidder whose offer results in the lowest net cost to the County while meeting the specifications. The County will make an award for each manufacturer by section. Vendors must bid on each line of a section to be awarded that section.
- 3.2. EXAMPLE: One vendor will receive an award for Volvo medium and heavy-duty truck parts, remanufactured engines and transmissions and labor rates. The discount off list price for parts, the percent mark-up for remanufactured engines and transmissions and the labor rate will be considered in making final awards.
- 3.3. In addition to the pricing submitted on the Bid Proposal Pages; the County of Rockland's internal costs (based on mileage, labor costs and tolls) for delivery and pickup of vehicles to and from the Contractor's location will be used in the evaluation process to determine the lowest responsible bidder.
- 3.4. When an award is made and the basis of the award is a percentage discount, the contractor is to furnish current catalogs and price lists in electronic format or hard copy, which will become a part of the contract. The contractor's name and address shall appear on all catalogs and price lists. Where a price list shows more than one column of prices, the contractor is to clearly mark the column which represents the gross prices charged the County. If a fee or charge is to be made, bidder shall indicate the charge on the pricing schedule. The contractor is to also provide the URL for any Internet catalogs provided with their bid.
- 3.5. **FAILURE TO PROVIDE THE PRICE LISTS SHALL BE CAUSE FOR REJECTION OF THE BID. IF COUNTY STAFF CANNOT IDENTIFY THE ITEM ON THE MANUFACTURER'S PRICE LIST OR VENDOR'S RETAIL PRICE SHEET AND VERIFY THE BIDDER'S BID PRICE, THE BID MAY BE REJECTED OR AWARD CANCELED.**

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**PRICE ADJUSTMENTS**

- 3.6. The County recognizes this product or service has a price component that may have a commodity with changing costs. The Contractor/Supplier may request a Price Adjustment no more frequently than once each quarter (3 -month period).
- 3.7. 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.
- 3.8. 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
- 3.9. 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.

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MILEAGE & TIMESHEET

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.	<u>30</u>	x	Miles from Pomona	x	2 x .50/Mile	=
2.	<u>30</u>	x	Miles from New City	x	2 x .50/Mile	=
3.	<u>30</u>	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.	<u>30</u>	x	Time from Pomona	x	2	x \$30/hour	=	
2.	<u>30</u>	x	Time from New City	x	2	x \$30/hour	=	
3.	<u>30</u>	x	Time from Orangeburg	x	2	x \$30/hour	=	

Total Time Costs

TOTAL MILEAGE & TIME COSTS \_\_\_\_\_

**DEPARTMENT OF GENERAL SERVICES, PURCHASING DIVISION**

Dr. Robert L. Yeager Health Center  
50 Sanatorium Rd, Building A  
Pomona, New York 10970  
Phone : (845) 364-3820 Fax : (845) 364-3809  
Email: purchasing@co.rockland.ny.us

**Paul Brennan, FNIGP, CPPO**  
*Director of Purchasing*

**ADDENDUM # 1**

**RFB-RC-2023-025:**

**Two questions came in regarding the above- mention bid.**

1) What is the term EQUIPMENT mean in the bid title?

**ANSWER-Just to encompass all automotive parts associated with manufacturer**

2) However, in the “**Primary Responses**” tab of the excel spreadsheet you have provided on Bonfire, it appears that the formulas in cells K13 and K14 are incorrect.

**Answer:** Percentages will be adjusted upon bid review.

The information in this addendum supersedes any contradictory information set forth in the contract documents. Acknowledge receipt of this addendum in the space provided on the signature page of the bid proposal. Failure to do so, may subject the bidder to disqualification. This addendum forms a part of the contract documents.

**SIGNED:**

*Paul J. Brennan*

**PAUL J. BRENNAN, FNIGP, CPPO**  
**DIRECTOR OF PURCHASING**

ADDENDUM

4/5/23