

COUNTY OF ROCKLAND
Department of General Services
Purchasing Division

Contract Award Notification

Title: **Doors-Repair of Automatic Power Doors**

Contract Period: July 14, 2023 through July 13, 2024 with 2 one-year options,

Original Date of Issue: July 21, 2023

Date of Revision:

Bid No: **RFB-RC-2023-033**

PRC #: **2023003145**

Catalog: **Facility Maintenance**

Authorized Users: County Agencies, All political subdivisions

Address Inquiries to:

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Title: Purchaser I
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Description

This contract is to provide repairs of various automatic power doors.

Contract #	Vendor Number	Contractor & Address	Telephone No.
BID 23-033	000000949	Automatic Door Systems, Inc. 42 Ozick Drive, Suite 1 Durham, CT 06422 Contact: Deborah Steneck debbie@autodoorsystems.com	1-203-284-3667 FAX: 203-294-9974

DOORS - REPAIR OF AUTOMATIC POWER DOORS

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

Vendor: AUTOMATIC DOOR SYSTEMS

LINE NO.	DESCRIPTION	ITEM NUMBER	EST. QTY.	UNIT	UNIT PRICE	EXTENDED PRICE
1	Hourly Labor Rate for work from 8:00 am - 4:00 pm Monday through Friday	93623010006	50	HOUR	\$120.00	\$6,000.00
2	Hourly Rate for any additional work 4:00 pm - 8:00 am Monday through Friday	93623010007	5	HOUR	\$180.00	\$900.00
3	Hourly Rate for any additional work Saturday-Sunday all hours	93623010008	5	HOUR	\$180.00	\$900.00
4	Hourly Rate for any additional Holiday work all hours	93623010010	5	HOUR	\$240.00	\$1,200.00
5	Percent mark-up for any parts required for repairs not to exceed 15%	93623150101	\$10,000.00	PERCENT MARK-UP	15%	\$11,500.00
6	TOTAL EXTENDED PRICE ITEMS 1 - 5					\$20,500.00

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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 is seeking to establish a contract for the repair of automatic power doors located at various Rockland County government facilities.

2. REQUIREMENTS

- 2.1. Contractor shall provide all labor, material (excluding glass), equipment, and supervision required to perform repairs of automatic power doors as per the following specifications. Rockland County government facilities include the Dr. Robert L. Yeager Health Center and Rockland Fire Training Center in Pomona, Rockland County Government Center in New City, and Rockland Community College in Suffern.

3. SITE VISIT

- 3.1. All contractors are encouraged to visit the facilities to familiarize themselves with all covered equipment and conditions prior to submitting their bid. Inspections can be scheduled by calling Mr. Patrick Horan, at 845-364-3846 for the Pomona and New City sites and Mr. William Murphy at 845-574-4200 for the Rockland Community College site.

4. EXPERIENCE

- 4.1. Contractor shall be able to demonstrate that they have successfully completed services similar to those specified in the bid and are normally and routinely engaged in performing such services and are properly and legally licensed (if required) to perform such work.

5. REFERENCES

- 5.1. Contractor shall submit with their bid a list of five such accounts for which they are presently doing such work. Reference shall include contact person and telephone number. The contractor's primary business shall be in the sales, service and repair of automatic door systems similar to those on this bid.

6. QUALIFICATIONS OF CONTRACTORS

- 6.1. 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.
- 6.2. 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 five years. Contractor shall submit the following information with the bid.
- 6.3. Years of operation.
- 6.4. 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.
- 6.5. The present address of the main operating office of this organization.

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7. SERVICE PERSONNEL

7.1. Contractor shall have on staff a minimum of four (4) technicians experienced in the service and repair of automatic power doors as required under these specifications.

8. PARTS

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

9. COVERAGE

9.1. Contractor shall have a staffed office to take service calls twenty-four (24) hours per day, 365 days per year. Answering machines or voice mail are not acceptable. Upon arriving at the job site, technicians shall check in with owner's representative. Contractor shall obtain owner's approval prior to working any hours other than Monday through Friday, 8:00 a.m. to 4:00 p.m. 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.

10. RESPONSE TIME

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

11. PRICING FOR LABOR AND MATERIAL

11.1. 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:

11.1.1. Labor Charges: Contractor shall submit an hourly labor price as per attached pricing schedule, for twenty-four hours, seven days a week service calls as may be 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 he will supply with the bid.

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

11.1.3. Markup: The Contractor shall add a fixed percentage above described material charges to the invoice for payment. The percent markup shall correspond to the figure entered in the proposal page of this bid. **Percent mark-up shall not exceed 15%**. Bidder shall enter a % mark-up between 0%-15% on the proposal pages. There shall be no mark-up on freight.

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- 11.2. 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/her 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. The Contractor further agrees that should it be determined by the County of Rockland that the Contractor is falsifying his invoices or partaking in fraudulent practices so as to reflect higher costs than actually incurred in the repair, this falsification or fraudulent practice shall be considered a material breach of the terms of the contract. Nothing herein shall be considered to limit the authority of the County of Rockland to prosecute any bidder or Contractor who violates the laws of the State of New York.
- 11.3. Contractor shall receive a purchase order number from the Purchasing Department prior to commencing any work.
- 11.4. In addition to the following list, the owner may add or delete automatic door systems similar to the listed equipment to this contract.
- 11.5. This contract is subject to **New York State Labor Law 220, Article 8 Prevailing wages**. The Contractor shall submit with, each invoice, certified payrolls for all labor. Submission of Certified Payroll with invoice is a condition of payment.

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EQUIPMENT TO BE COVERED

Location	Quantity	Manufacturer
Dr. Robert L. Yeager Health Center Pomona Complex		
Building A	37 Doors 9 Exterior 28 Interior Doors	Horton Automatic, Corpus Christi Texas
Building C	1	Nabco
Building F	4	Horton Automatic, Corpus Christi Texas
Building G	2	Horton Automatic, Corpus Christi Texas
Building H	2	Horton Automatic, Corpus Christi Texas
Building J	1	Horton Automatic, Corpus Christi Texas
Building P	2	Nabco
Building T	4	Norton
New City Government Complex		
Courthouse	3	Dorma
Allison Parris Office Building	4	Keane Monroe Automatic Entrance System <i>and</i> GyroTech 710
Sheriff Headquarters	2	Keane Monroe Automatic Entrance System
Correctional Facility	2	Keane Monroe Automatic Entrance System
Rockland Community College		
Academic I	3	Horton Automatic
C Building	1	Horton Automatic
Student Union	8	Dorma ED 800 low voltage
Technology Center	6	LCN Closers, 4820 Auto Equalizer

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12. WARRANTY

12.1. 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.

13. TIME SHEETS

13.1. Upon job completion, 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.

14. EQUIPMENT

14.1. 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 shall be completed.

15. TRAVEL TIME

15.1. The County of Rockland shall **NOT** accept nor authorize payment for travel time or expenses of service personnel to any of the County of Rockland's facility locations. The only billable time shall be for labor work performed.

16. SAFETY

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

17. USE OF PREMISES

17.1. 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.

17.2. 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.

17.3. 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.

17.4. It shall 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.

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18. CLEANING UP

18.1. 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.

19. CONTRACT PRICE ADJUSTMENTS UPON RENEWAL

19.1. 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.

19.2. 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.

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

20. AWARD

20.1. Award shall be made to the lowest responsible bidder based on estimated hours indicated on the proposal pages. All quantities shown are estimates. The successful bidder shall be required to furnish quantities that may be more, or less, than the listed estimated quantities.