



*John P. Kelly, Director  
Virginia E. Haines, Deputy Director  
Barbara Jo Crea, Commissioner  
Gary Quinn, Commissioner  
Joseph H. Vicari, Commissioner*

*Tristin J. Collins, Director, Management & Budget  
Jennifer L. Bowens, Purchasing Agent*

*County of Ocean  
Administration Building  
101 Hooper Avenue  
Toms River, NJ 08754*

***BID***

***EQUIPMENT PARTS, REPAIRS AND MAINTENANCE FOR OCEAN  
COUNTY RECYCLABLE MATERIALS PROCESSING FACILITY***

***2022***

***ADVERTISEMENT DATE: December 21, 2022  
OPENING: January 10, 2023, 11:00 am***

***Bid Category: 12- Hardware, Related Equipment and Services  
16- Maintenance and Repair of Equipment***

## ***NOTICE TO BIDDERS***

**NOTICE IS HEREBY GIVEN** that sealed bids for the furnishing and delivery of **EQUIPMENT PARTS, REPAIRS AND MAINTENANCE FOR OCEAN COUNTY RECYCLABLE MATERIALS PROCESSING FACILITY** for the County of Ocean, will be received by the Purchasing Agent of the County of Ocean on **Tuesday, January 10, 2023** at **11:00 am**, prevailing time.

Bids will be received electronically via the [County's OpenGov Electronic Bid Portal \(https://procurement.opengov.com/portal/oceancounty/\)](https://procurement.opengov.com/portal/oceancounty/)

Specifications and form of proposal are on the **Procurement Portal (Link Above)** or available for viewing in the Department of Purchase, Room #224, Administration Building, 101 Hooper Avenue, Toms River, New Jersey. Direct all inquiries to Jennifer L. Bowens, Purchasing Agent.

Bidders are required to comply with the requirements of N.J.S.A. 10:5-31 et seq. and P.L. 1975 C. 127 (N.J.A.C. 17:27-1 et seq.) regarding equal employment opportunities and with the requirements of P.L. 1977 C.33 regarding corporate and/or partnership ownership.

The right to reject any and all bids is reserved in accordance with applicable law.

By order of the Board of Commissioners of the County of Ocean.

Signed:

**JOHN P. KELLY**, Director

**JENNIFER L. BOWENS**, Purchasing Agent

## ***CONTACT INFORMATION AND PROJECT TIMELINE***

### **Summary**

The purpose of this bid package is to provide the County of Ocean with a Contractor who will supply the goods or services described and specified herein.

### **Contact Information**

For further information regarding these specifications, contact

**Jessica Hannold**

Buyer

101 Hooper Ave.

Room 224

Toms River, NJ 08753

Email: [ocpurchasing@co.ocean.nj.us](mailto:ocpurchasing@co.ocean.nj.us)

Phone: [\(732\) 929-2103](tel:(732)929-2103)

**Department:**

Solid Waste Management

### **Timeline**

<b>Advertising Date</b>	December 21, 2022
<b>Bid Opening Date</b>	January 10, 2023, 11:00am Administration Building, 101 Hooper Ave., Room 119, Toms River, NJ, 08753

## ***IMPORTANT INSTRUCTIONS FOR ELECTRONIC SUBMITTAL***

### **Instructions for Electronic Bid Submission**

The County is accepting electronic bid submissions with ProcureNow by following these instructions:

Sign up for a FREE account at <https://secure.procurenow.com/signup>.

Once you have completed account registration, browse back to this page: [County's OpenGov Electronic Bid Portal \(https://procurement.opengov.com/portal/oceancounty/\)](https://procurement.opengov.com/portal/oceancounty/)

Click on the bid of interest, then click "Draft Response".

Follow the instructions to submit the electronic bid.

**It is important to note that this process should be completed well in advance of the bid deadline / bid opening. DO NOT WAIT UNTIL THE LAST MINUTE. The County's electronic submission system will not allow electronic bids to be submitted once the deadline has passed, even if you've already started the process. The deadline is based on the countdown timer found on the ProcureNow bid submission page.**

## ***INSTRUCTIONS TO BIDDERS***

### **Bid Opening**

All bids will be opened publicly in the Administration Building, Room 119, 101 Hooper Avenue, Toms River, New Jersey, commencing at 11:00 am, prevailing time on Tuesday, January 10, 2023.

### **Electronic Bid Submissions**

Bids must be submitted electronically through Ocean County's Procurement Portal by the date and time stipulated in the Notice to Bidders.

### **Deadline Instructions**

The County will not be responsible for late bids, and no bids will be accepted if received after the time stipulated in the notice to bidders.

### **Completion of all Documents**

Bidders shall complete all documents and acknowledge all terms included with the bid package. All documents should be from this bid package and must not be dated or executed prior to the date of advertising. Failure to follow these instructions is cause for rejection.

### **Right to Reject**

The County reserves the right to reject all bids in accordance with N.J.S.A. 40A:11-13.2, to waive any informalities in the bid and to accept the lowest responsible bid in accordance with applicable law.

### **Bidder Default**

In case of default by the bidder or contractor, the County of Ocean may procure the articles or services from other sources and hold the bidder or contractor responsible for any excess cost occasioned thereby.

### **Indemnity**

The bidder, if awarded a contract, agrees to protect, defend and save harmless the County against any damage for payment for the use of any patented material process, article or device that may enter into the manufacture, construction or form a part of the work covered by either order or contract, and he further agrees to indemnify and save harmless the County from suits or actions of every nature and description brought against it, for, or on account of injuries or damages received or sustained by any party or parties by, or from any of the negligent acts of the contractor, his servants or agents.

**Specifications**

It is to be understood by the bidder that this bid is submitted on the basis of specifications prepared by the County and the fact that any bidder is not familiar with these specifications or conditions will not be accepted as an excuse.

**Bid Security**

NO BID SECURITY

**Performance Bond**

NO PERFORMANCE BOND

**Pricing Proposal**

Bidders must use the pricing proposal provided in the bid specifications. Failure to use the pricing proposal in the bid specifications shall be cause for rejection of the bid.

**Pricing**

Insert prices for furnishing all of the material and/or labor described or required. Prices shall be net, including any charges for packing, crating, containers, etc. and all transportation charges fully prepaid by the contractor F.O.B. destination and placement at locations specified by the County. No additional charges will be allowed for any transportation costs resulting from partial shipments made at the vendor's convenience when a single shipment is ordered.

**Payment**

Payments will be made upon the approval of vouchers submitted by the successful bidders in accordance with the requirements of the Board of Commissioners and subject to the Board of Commissioners customary procedures. The County will not pay interest or late fees regardless of language provided.

**Discrepancy in Pricing**

In the event that there is a discrepancy between the unit prices and the extended totals, the unit prices shall prevail. In the event there is an error of the summation of the extended totals, the computation by the OWNER of the extended totals shall govern.

**Award Timeframe**

Award will be made by Ocean County Board of Commissioners within sixty (60) days after receipt of bids.

**Equal or Tie Bids**

The County of Ocean reserves the right to award at their discretion to any one of the tie bidders where it is most advantageous for the County to do so, pursuant to N.J.S.A. 40A:11-6.1.

**Tax Exempt**

The County of Ocean is exempt from any State sales tax or Federal excise tax.

**Equivalent Product**

For purpose of evaluation where an equivalent product is being furnished, bidder must indicate any variation to our specifications no matter how slight. If no variations are indicated, it will be construed that the bid fully complies with our specifications.

**Quantities**

Quantities shown are approximate and the County reserves the right to decrease or omit quantities. The County will not consider minimums placed on order quantities. The County also reserves the right to increase quantities to twenty (20) percent of the maximum quantities listed at the unit price bid, in accordance with N.J.A.C. 5:30-11.3.

**Delivery of Goods and Services**

Delivery shall be made upon receipt of a Purchase Order issued by the Ocean County Department of Purchase, upon which delivery locations and needed quantities shall be indicated.

**American Goods and Products**

All contractors must comply with the provisions of New Jersey Statute Title 40A:11-18, when applicable.

**Market Conditions**

Due to the fact that goods provided by this solicitation and the current economic conditions are in a volatile state, the County will allow the Contractor to request a price adjustment outside the normal contract renewal process **only if it can be demonstrated and documented that on a national basis the goods solicited and utilized have experienced a significant cost increase since the date of contract award.**

Such events shall be industry wide and cause all related product prices to be effected. **All price adjustment requests must be in writing and submitted to the Ocean County Purchasing Department for approval.** If approved, the Contractor will provide the County with revised pricing. The Contractor may not request an additional increase for a period of three (3) months from the prior request.

*Note: A request for price increase does not guarantee approval.*

**Assignment**

This agreement shall not be assigned without the written consent of the County of Ocean.

**NJ One Call**

By presenting a bid, contractor declares that he is aware of and, if required, will comply with the requirements of the "Underground Facility Protection Act (Public Law 1994, Chapter 118)" prior to commencing any intended excavation. The telephone number to call is 1-800-272-1000.

### **Public Works Contractor Registration Act, N.J.S.A. 34:11-56.48 et seq**

The bidder must comply with the provisions of "The Public Works Contractor Registration Act", if applicable.

- All named contractors must be registered with the Department of Labor and Workforce Development pursuant to the Public Works Contractor Registration Act at the time the proposal is received, or the proposal will be determined to be non-responsive.
- Any non-listed contractor must be registered with the Department of Labor and Workforce Development prior to physically starting work. It is the responsibility of the General Contractor to insure that all non-listed sub-contractors comply.
- Contractors are encouraged to submit their and all named sub-contractors' Public Works Contractor Registration Certificates with the bid.

### **Prevailing Wage & Labor Laws**

The New Jersey Prevailing Wage Act (P.L. 1963, Chapter 150) and provisions of the State Labor Laws must be complied with by the successful bidder, if applicable. The current Prevailing Wage Rates can be found online at <https://lwdwebpt.dol.state.nj.us/archivewages/210152831-ocean-7-28-20.pdf>

### **New Jersey Business Registration Requirements**

Pursuant to N.J.S.A. 52:32-44, Ocean County ("Contracting Agency") is prohibited from entering into a contract with an entity unless the bidder/proposer/contractor, and each subcontractor that is required by law to be named in a bid/proposal/contract has a valid Business Registration Certificate on file with the Division of Revenue and Enterprise Services within the Department of the Treasury.

**Prior to contract award or authorization, the contractor shall provide the Contracting Agency with its proof of business registration and that of any named subcontractor(s).**

Subcontractors named in a bid or other proposal shall provide proof of business registration to the bidder, who in turn, shall provide it to the Contracting Agency prior to the time a contract, purchase order, or other contracting document is awarded or authorized.

During the course of contract performance:

- (1) the contractor shall not enter into a contract with a subcontractor unless the subcontractor first provides the contractor with a valid proof of business registration.
- (2) the contractor shall maintain and submit to the Contracting Agency a list of subcontractors and their addresses that may be updated from time to time.
- (3) the contractor and any subcontractor providing goods or performing services under the contract, and each of their affiliates, shall collect and remit to the Director of the Division of Taxation in the Department of the Treasury, the use tax due pursuant to the Sales and Use Tax Act, (N.J.S.A. 54:32B-1 et seq.) on all sales of tangible personal property delivered into the State. Any questions in this regard can be directed to the Division of Taxation at (609)292-6400. Form NJ-REG can be filed online at <http://www.state.nj.us/treasury/revenue/busregcert.shtml>.

Before final payment is made under the contract, the contractor shall submit to the Contracting Agency a complete and accurate list of all subcontractors used and their addresses.

Pursuant to N.J.S.A. 54:49-4.1, a business organization that fails to provide a copy of a business registration as required, or that provides false business registration information, shall be liable for a penalty of \$25 for each day of violation, not to exceed \$50,000, for each proof of business registration not properly provided under a contract with a contracting agency.

### **Pay to Play Requirements**

Starting in January 2007, all business entities are advised of their responsibility to file an annual disclosure statement of political contributions with the New Jersey Election Law Enforcement Commission (ELEC) pursuant to N.J.S.A. 19:44A-20.27 if they receive contracts in excess of \$50,000 from public entities in a calendar year. Business entities are responsible for determining if filing is necessary. Additional information on this requirement is available from ELEC at 888-313-3532 or at [www.elec.state.nj.us](http://www.elec.state.nj.us).

### **Statement of Ownership**

The provisions of N.J.S.A. 52:25-24.2 applies to all forms of corporations and partnerships, including, but not limited to, limited partnerships, limited liability corporations, limited liability partnerships, and Subchapter S corporations.

### **Certification of Non-Involvement in Prohibited Activities in Iran**

Certification of Non-Involvement in Prohibited Activities in Iran. Pursuant to N.J.S.A. 52:32-58, the proposer must certify that neither the proposer, nor one of its parents, subsidiaries, and/or affiliates (as defined in N.J.S.A. 52:32-56(e)(3)), is listed on the Department of the Treasury's List of Persons or Entities Engaging in Prohibited Investment Activities in Iran and that neither is involved in any of the investment activities set forth in N.J.S.A. 52:32-56(f). If the proposer is unable to so certify, the proposer shall provide a detailed and precise description of such activities. Prior to contract award or authorization, the contractor shall provide the Contracting Agency with a completed Certification on Non-Involvement in Prohibited Activities in Iran.

### **Insurance Requirements**

The contractor shall maintain primary insurance to protect against all claims under Workmen's Compensation, Comprehensive General Liability and Automobile. Except for Workmen's Compensation, all coverage shall apply as primary coverage with respect to any other insurance or self-insurance program afforded to the County. There shall be no endorsement or modification of this coverage to make it excess over other available insurance/coverage; alternatively, if the CGL and umbrella, excess of reinsurance states that it is pro rata, it shall be endorsed to be primary with respect to the County. Primary Coverage shall be subject to approval for adequacy of protection as per the following limits:

### **Worker's Compensation**

1. Limits according to Worker's compensation Laws of the State of New Jersey.

2. Contractor's Liability not less than \$100,000.

**Comprehensive General Liability**

1. Bodily Injury - \$500,000 per person; \$1,000,000 per occurrence.
2. Property Damage - \$1,000,000 per occurrence.

**Comprehensive General Liability Details**

Comprehensive Automobile Liability shall include the following:

Business auto liability insurance or its equivalent with a minimum limit of \$1,000,000 per accident and including coverage for all of the following:

- A. Liability arising out of the ownership, maintenance or use of any auto;
- B. Auto non-ownership and hired car coverage.
- C. Contractor's Worker's Compensation, Comprehensive General Liability and
- D. Comprehensive Automobile Liability arising out of subcontractor's operations shall be identical as that listed above.

**Proof of Insurance**

Copies of each insurance certificate shall be furnished to the County when requested.

**County Cooperative Contract Purchasing System**

The County has established a "COUNTY COOPERATIVE CONTRACT PURCHASING SYSTEM" pursuant to N.J.S.A. 40a:11-1 et seq...

The IDENTIFIER for this system is:  
**CK-02-OC**

This system allows local government contracting entities located within the geographical boundaries of the County to purchase goods and services awarded as a result of this bid proposal if it is extended by the low bidder.

Goods and services must be made available without substitution or deviation from specifications, size, features, quality, price or availability as herein set forth. It is understood that orders, if any, will be placed directly by contracting units, subject to the overall terms of the contract to be awarded by the County of Ocean.

The estimated quantities listed in this specification reflect only the needs of the agencies under the direct control of the Ocean County Board of Commissioners. If the vendor chooses to extend the resulting contract to all other contracting units, the quantities could be higher.

Please check (✓) the YES or NO box in the Vendor Questionnaire to indicate whether or not you will extend contract prices to all contracting units.

## ***AWARD METHOD***

Contract will be awarded on a line item basis. The County reserves the right to award multiple contracts. All bidders must bid on both labor and parts (delivered and picked-up). Failure to do so will cause the rejection of your bid for that brand/item.

## ***MANDATORY EQUAL EMPLOYMENT OPPORTUNITY***

**N.J.S.A. 10:5-31 et seq. (P.L. 1975, C. 127)**

**N.J.A.C. 17:27**

### **GOODS, PROFESSIONAL SERVICE AND GENERAL SERVICE CONTRACTS**

During the performance of this contract, the contractor agrees as follows:

The contractor or subcontractor, where applicable, will not discriminate against any employee or applicant for employment because of age, race, creed, color, national origin, ancestry, marital status, affectional or sexual orientation, gender identity or expression, disability, nationality or sex. Except with respect to affectional or sexual orientation and gender identity or expression, the contractor will ensure that equal employment opportunity is afforded to such applicants in recruitment and employment, and that employees are treated during employment, without regard to their age, race, creed, color, national origin, ancestry, marital status, affectional or sexual orientation, gender identity or expression, disability, nationality or sex. Such equal employment opportunity shall include, but not be limited to the following: employment, upgrading, demotion, or transfer; recruitment or recruitment advertising; layoff or termination; rates of pay or other forms of compensation; and selection for training, including apprenticeship. The contractor agrees to post in conspicuous places, available to employees and applicants for employment, notices to be provided by the Public Agency Compliance Officer setting forth provisions of this nondiscrimination clause.

The contractor or subcontractor, where applicable will, in all solicitations or advertisements for employees placed by or on behalf of the contractor, state that all qualified applicants will receive consideration for employment without regard to age, race, creed, color, national origin, ancestry, marital status, affectional or sexual orientation, gender identity or expression, disability, nationality or sex.

The contractor or subcontractor will send to each labor union, with which it has a collective bargaining agreement, a notice, to be provided by the agency contracting officer, advising the labor union of the contractor's commitments under this chapter and shall post copies of the notice in conspicuous places available to employees and applicants for employment.

The contractor or subcontractor, where applicable, agrees to comply with any regulations promulgated by the Treasurer pursuant to N.J.S.A. 10:5-31 et seq., as amended and supplemented from time to time and the Americans with Disabilities Act.

The contractor or subcontractor agrees to make good faith efforts to meet targeted county employment goals established in accordance with N.J.A.C. 17:27-5.2.

The contractor or subcontractor agrees to inform in writing its appropriate recruitment agencies including, but not limited to, employment agencies, placement bureaus, colleges, universities, and labor unions, that it does not discriminate on the basis of age, race, creed, color, national origin, ancestry, marital status, affectional or sexual orientation, gender identity or expression, disability, nationality or sex, and that it will discontinue the use of any recruitment agency which engages in direct or indirect discriminatory practices.

The contractor or subcontractor agrees to revise any of its testing procedures, if necessary, to assure that all personnel testing conforms with the principles of job-related testing, as established by the statutes and court decisions of the State of New Jersey and as established by applicable Federal law and applicable Federal court decisions.

In conforming with the targeted employment goals, the contractor or subcontractor agrees to review all procedures relating to transfer, upgrading, downgrading and layoff to ensure that all such actions are taken without regard to age, race, creed, color, national origin, ancestry, marital status, affectional or sexual orientation, gender identity or expression, disability, nationality or sex, consistent with the statutes and court decisions of the State of New Jersey, and applicable Federal law and applicable Federal court decisions.

The contractor shall submit to the public agency, after notification of award but prior to execution of a goods and services contract, one of the following three documents:

- Letter of Federal Affirmative Action Plan Approval
- Certificate of Employee Information Report
- Employee Information Report Form AA302 (electronically provided by the Division and distributed to the public agency through the Division's website at [www.state.nj.us/treasury/contract\\_compliance](http://www.state.nj.us/treasury/contract_compliance))

The contractor and its subcontractors shall furnish such reports or other documents to the Division of Purchase & Property, CCAU, EEO Monitoring Program as may be requested by the office from time to time in order to carry out the purposes of these regulations, and public agencies shall furnish such information as may be requested by the Division of Purchase & Property, CCAU, EEO Monitoring Program for conducting a compliance investigation pursuant to **Subchapter 10 of the Administrative Code at N.J.A.C. 17:27.**

## ***AMERICANS WITH DISABILITIES ACT***

### Equal Opportunity For Individuals With Disabilities

The CONTRACTOR and the COUNTY do hereby agree that the provisions of title II of the Americans with Disabilities Act of 1990 (the "Act") (42 U.S.C. 12101 et seq.), which prohibits discrimination on the basis of disability by public entities in all services, programs and activities provided or made available by public entities, and the rules and regulations promulgated pursuant thereto, are made a part of this contract. In providing any aid, benefit, or service on behalf of the COUNTY pursuant to this contract, the CONTRACTOR agrees that the performance shall be in strict compliance with the Act. In the event that the CONTRACTOR, its agents, servants, employees, or subcontractors violate or are alleged to have violated the Act during the performance of this contract, the CONTRACTOR shall defend the COUNTY in any action or administrative proceeding commenced pursuant to this Act. The CONTRACTOR shall indemnify, protect and save harmless the COUNTY, its agents, servants and employees from and against any and all suits, claims, losses, demands, or damages of whatever kind or nature arising out of or claimed to arise out of the alleged violation. The CONTRACTOR shall, at its own expense, appear, defend and pay any and all charges for legal services and any and all costs and other expenses arising from such action or administrative proceeding or incurred in connection therewith. In any and all complaints brought pursuant to the COUNTY'S grievance procedure, the CONTRACTOR agrees to abide by any decision of the COUNTY which is rendered pursuant to said grievance procedure. If any action or administrative proceeding results in an award of damages against the COUNTY or if the COUNTY incurs any expense to cure a violation of the ADA which has been brought pursuant to its grievance procedure, the CONTRACTOR shall satisfy and discharge the same at its own expense.

The COUNTY shall, as soon as practicable after a claim has been made against it, give written notice thereof to the CONTRACTOR along with full and complete particulars of the claim. If any action or administrative proceeding is brought against the COUNTY or any of its agents, servants and employees, the COUNTY shall expeditiously forward or have forwarded to the CONTRACTOR every demand, complaint, notice, summons, pleading, or other process received by the COUNTY or its representatives.

It is expressly agreed and understood that any approval by the COUNTY of the services provided by the CONTRACTOR pursuant to this contract will not relieve the CONTRACTOR of the obligation to comply with the Act and to defend, indemnify, protect and save harmless the COUNTY pursuant to this paragraph.

It is further agreed and understood that the COUNTY assumes no obligation to indemnify or save harmless the CONTRACTOR, its agents, servants, employees and subcontractors for any claim which may arise out of their performance of this Agreement. Furthermore, the CONTRACTOR expressly understands and agrees that the provision of this indemnification clause shall in no way limit the CONTRACTOR'S obligations assumed in this Agreement, nor shall they be construed to relieve the CONTRACTOR from any liability, nor preclude the COUNTY from taking any other actions available to it under any other provisions of this Agreement or otherwise at law.

## ***INTENT***

### **CONTRACT TERMS**

The contract shall be for two (2) years from date of award, or until delivery is complete unless otherwise stated. The County reserves the right to extend the term of the contract pursuant to N.J.S.A. 40A:11-15.

### **INTENT**

The purpose of this bid package is to provide the County of Ocean with a Contractor who will supply the materials described and specified herein.

### **NO ASSIGNMENT**

This agreement shall not be assigned without the written consent of the County of Ocean which consent shall not be unreasonably withheld. Assignee shall promptly prepare and complete such documents as the County shall require.

### **OWNERSHIP DISCLOSURE**

All contractors shall comply with all laws governing the disclosure of all stockholders or partners, as included in N.J.S.A. 52:25-24.2.

### **BID REVIEW**

Bids may be reviewed at the bid opening and results will be made available online through the County's procurement portal once the bid meeting has concluded. Additionally, bid results are available in the Ocean County Purchasing Department on the day following the bid openings for any interested party that may wish to review them.

### **EVALUATION**

The quality of the equipment supplied, their conformity with the specifications, their suitability to requirements, delivery terms, guaranty clauses, price of the materials shall all be taken into consideration. Where equivalent equipment is offered, the County will determine if the proposed item is equal or better than that specified.

### **AVAILABILITY OF FUNDS**

The County's obligation hereunder is contingent upon the availability of appropriated funds from which payment for contract purposes can be made. No legal liability on the part of the County for payment of any money shall arise unless, and until funds are made available each year to the Ocean County Purchasing Agent.

**QUALITY**

The materials and supplies called for herein, shall be the best of their grade and types, prepared according to the best available standards or accepted formulas, and thoroughly tested and subjected to rigid examinations and standardization. Items not meeting these requirements shall be replaced at no cost to the County upon due notice of deficiency.

**FAIR MARKET PRACTICES**

The Purchasing Agent reserves the right to check and inspect the books of all contractors to assure and make certain that the discounts offered to the County are the same or lower than those charged to other customers for like work.

**AVAILABILITY AND DELIVERY**

The bidder should indicate the number of days required for the delivery After Receipt of Order (A.R.O.). If not submitted with the bid proposal, the County reserves the right to request this information prior to the award of contract.

**DESIGN**

Replacement parts and materials shall be good commercial quality, OEM or equal, for the intended service and shall be produced by use of current manufacturing processes and treated to resist rust, corrosion and wear. The design of mechanical members offered, shall be such that the stress imposed through normal shock loads at maximum engine torque, shall not cause rupture or permanent deformation or undue wear on any member.

**GUARANTY**

Replacements parts and/or repair service offered shall be unconditionally guaranteed for a minimum of one (1) year. The manufacturer's warranty shall apply, if greater.

**TRANSITIONAL PERIOD**

In the event services are terminated by contract expiration or by voluntary termination by either the Contractor or the County of Ocean, the Contractor shall continue all terms and conditions of said contract for a period not to exceed one (1) month at the County's request.

**PARTS**

it will be understood that:

1. Placing a zero (0) in the field indicates that the vendor is offering a 0% discount.
2. Leaving the field blank or filling in NB indicates that the vendor is not bidding on this item, otherwise known as a "NO BID".

**FOR ALL ITEMS SHOWN, please show the following:**

Hourly Service Charge for repairs at the vendor's shop, hourly rate for repairs at the County's location and discount percentage for parts.

All parts are to be delivered to the County location shown on the purchase orders.

On occasion County personnel will pick up parts at vendor's location. Please indicate discount percentage for parts picked up at your location.

**VENDORS LOCATED OUT OF STATE**

If a vendor awarded a contract under this bid is located out of state and it is not feasible for repairs to be completed during a regular workday, the County will reimburse the vendor for travel expenses and/or overnight accommodation ***if required and approved by the Solid Waste Management Department Director.*** Maximum total expenses allowed will be \$300.00 per day. The County will pay for actual expenses incurred up to the maximum allowed. Vendors will provide copies of all receipts for all expenses claimed.

**HOURLY LABOR RATE**

The hourly labor rate begins with the Contractor's arrival at the site and ends when the Contractor leaves the site. After the first full hour, hourly rates shall be prorated to the closest fifteen (15) minute interval.

The labor charge shall include all travel. No additional travel time shall be honored.

**CURRENT BID RESULTS**

If there is a current contract in place for this bid, those results may be obtained by accessing our legacy portal at the below link:

<http://webhost.co.ocean.nj.us/ocbidportal.nsf>

Once you have clicked the link, click "Formal Bids", "Awarded Formal Bids". There you will be able to see all active contracts.

## ***SPECIFICATIONS AND SCOPE OF WORK***

### **SCOPE OF WORK**

Please see "Attachments", "Project Documents" for detailed specifications.

## ***VENDOR QUESTIONNAIRE***

### **County Cooperative Contract Purchasing System\***

Vendor will extend contract prices to "County Cooperative Contract Purchasing System" Participants as described in [Instruction to Bidders](#) .

Yes

No

\*Response required

### **BID DOCUMENTS TO BE EXECUTED\***

Documents include:

- Signature Page
- Non Collusion Certification
- Affirmative Action Questionnaire
- **Statement of Ownership (N.J.S.A. 52:25-24.2) (Mandatory Document)**
- Disclosure of Investment Activities in Iran

**FAILURE TO SUBMIT ANY OF THESE DOCUMENTS MAY BE CAUSE FOR REJECTION OF YOUR PROPOSAL.**

All documents should be from this proposal package as forms change frequently and the most updated forms are provided in this specification. The forms must not be dated or executed prior to the date of advertising.

**NOTE: For detailed instructions on how to complete the forms via DocuSign, please access the "Instructions for Completing Forms in DocuSign" document available in the Attachments.**

***Please note: The County's preferred method of submission is DocuSign.***

[Click here to go to the form](#)

\*Response required

### **Copy of Bidder's Certificate of Employee Information Report**

**Within seven (7) days after receipt of the notification of intent to award the contract or receipt of the contract, whichever is sooner, a Contractor should present one of the following to the County of Ocean:**

(a) An existing federally approved or sanctioned affirmative action program.

(b) A New Jersey Certificate of Employee Information Report Approval.

**(c) If the Contractor cannot present "a" or "b", the Contractor is required to submit a completed Employee Information Report (Form AA302). This form will be made available to the Contractor by the County of Ocean.**

**QUESTIONS BELOW MUST BE ANSWERED BY ALL CONTRACTORS ON THE AFFIRMATIVE ACTION DOCUMENT:**

1. Do you have a Federally approved or sanctioned Affirmative Action Program?

**If yes, please upload a photocopy of such approval.**

2. Do you have a State of New Jersey "Certificate of Employee Information Report" approval?

**If yes, please upload a photocopy of such certificate.**

**Please note, the only acceptable file forms are as follows:**

**Documents (doc, docx, rtf, txt, xls, xlsx, pdf)**

**Images (jpg, png, bmp, tif)**

**Copy of Bidder's New Jersey Business Registration Certificate**

Please use this area to upload your company's BRC.

Use this link to verify your company's BRC:

[https://www1.state.nj.us/TYTR\\_BRC/jsp/BRCLoginJsp.jsp](https://www1.state.nj.us/TYTR_BRC/jsp/BRCLoginJsp.jsp)

Please note that a BRC is not required at the time of bid submission but shall be required prior to the award of a contract.

**Please note, the only acceptable file forms are as follows:**

**Documents (doc, docx, rtf, txt, xls, xlsx, pdf)**

**Images (jpg, png, bmp, tif)**

**Mandatory Equal Employment Opportunity Statement\***

Does the BIDDER comply with the [#Mandatory Equal Employment Opportunity Statement?](#)

Yes

No

\*Response required

**Americans with Disabilities Act Provisions\***

Does the BIDDER comply with the [#Americans with Disabilities Act Provisions?](#)

Yes

No

\*Response required

**PRICING SCHEDULE for EQUIPMENT PARTS, AND MAINTENANCE FOR OCEAN COUNTY RECYCLABLE MATERIALS PROCESSING FACILITY\***

The attached document will serve as the PRICING PROPOSAL for this bid. If you are not bidding on an item please write "No Bid" or leave that item blank.

**NOTE: \$0.00 is a bid. If you enter \$0.00, you understand that you are willing to provide that brand/item at \$0.00.**

Please download the below document, complete, and upload. Failure to include this document with your bid is cause for rejection.

- [PRICING PROPOSAL - EQUIPMEN...](#)

\*Response required

### **ADDITIONAL VENDOR DOCUMENTATION**

Please submit any additional information you wish to be considered as part of your bid package.

**Please note, the only acceptable file forms are as follows:**

**Documents (doc, docx, rtf, txt, xls, xlsx, pdf)**

**Images (jpg, png, bmp, tif)**

### **Acknowledgement of Submission of Forms from Current Bid Package\***

Bidders shall complete all documents and acknowledge all terms included with the bid package. All documents should be from this bid package as forms change frequently and the most updated forms are provided in this specification. The forms must not be dated or executed prior to the date of advertising. Failure to follow these instructions is cause for rejection.

Please confirm

\*Response required

### **Submission of Bid Package\***

By submitting a response to this solicitation, the Vendor understands and acknowledges that all required documents to this solicitation must be submitted and that failure to do so may be cause for rejection.

Bidder also understands that only one (1) bid submission shall be considered. Please DO NOT Submit a manual bid response. Submitting a manual response in addition to the electronic response is cause for rejection of your bid.

Please confirm

\*Response required

**EQUIPMENT PARTS AND REPAIRS AT THE  
OCEAN COUNTY RECYCLABLE MATERIALS PROCESSING FACILITY**

**EQUIPMENT LIST**

- 1a Bollegraaf/Lubo Repair Service - Shop Rate
- 1b Bollegraaf/Lubo Repair Service - County Location Rate
- 1c Bollegraaf/Lubo Parts - Delivered
- 1d Bollegraaf/Lubo Parts - Picked up
- 2a CP Group Repair Service- Shop Rate
- 2b CP Group Repair Service- County Location Rate
- 2c CP Group Parts- Delivered
- 2d CP Group Parts- Picked up
- 3a Enduraveyor Repair Service- Shop Rate
- 3b Enduraveyor Repair Service- County Location Rate
- 3c Eduraveyor Parts- Delivered
- 3d Enduraveyor Parts- Picked up
- 4a Eriez Repair Service - Shop Rate
- 4b Eriez Repair Service – County Location Rate
- 4c Eriez Parts - Delivered
- 4d Eriez Parts - Picked up
- 5a Harris Repair Service - Shop Rate
- 5b Harris Repair Service – County Location Rate
- 5c Harris Parts - Delivered
- 5d Harris Parts - Picked up
- 6a Hustler Repair Service - Shop Rate
- 6b Hustler Repair Service - County Location Rate
- 6c Hustler Parts - Delivered
- 6d Hustler Parts - Picked up
- 7a Kaeser Repair Service- Shop Rate
- 7b Kaeser Repair Service- County Location Rate
- 7c Kaeser Parts- Delivered
- 7d Kaeser Parts- Picked up
- 8a Komptech Repair Service- Shop Rate
- 8b Komptech Repair Service- County Location Rate
- 8c Komptech Parts- Delivered
- 8d Komptech Parts- Picked up
- 9a Marathon Repair Service - Shop Rate
- 9b Marathon Repair Service - County Location Rate
- 9c Marathon Parts - Delivered
- 9d Marathon Parts - Picked up
- 10a Spaleck Repair Service - Shop Rate
- 10b Spaleck Repair Service - County Location Rate
- 10c Spaleck Parts - Delivered
- 10d Spaleck Parts - Picked up
- 11a Sparta Repair Service- Shop Rate
- 11b Sparta Repair Service- County Location Rate
- 11c Sparta Parts- Delivered

**EQUIPMENT PARTS AND REPAIRS AT THE  
OCEAN COUNTY RECYCLABLE MATERIALS PROCESSING FACILITY (CONT'D)**

**EQUIPMENT LIST (CONT'D)**

- 11d Sparta Parts- Picked up
- 12a Tomra Repair Service - Shop Rate
- 12b Tomra Repair Service - County Location Rate
- 12c Tomra Parts - Delivered
- 12d Tomra Parts - Picked up
- 13a Trennso-Technik Repair Service - Shop Rate
- 13b Trennso-Technik Repair Service - County Location Rate
- 13c Trennso-Technik Parts - Delivered
- 13d Trennso-Technik Parts - Picked up
- 14a Wastequip Repair Service- Shop Rate
- 14b Wastequip Repair Service- County Location Rate
- 14c Wastequip Parts- Delivered
- 14d Wastequip Parts- Picked up
- 15a Programming and Tech Support for all equipment in this bid- Shop Rate
- 15b Programming and Tech Support for all equipment in this bid- Parts Delivered

**EQUIPMENT PARTS, REPAIRS AND MAINTENANCE FOR THE OCEAN COUNTY MATERIALS  
 PROCESSING FACILITY**

**ENTERING \$0.00 IS A BID. IF YOU ARE NOT BIDDING, LEAVE BLANK OR ENTER NO BID**

**PRICE SCHEDULE**

<b>Item #</b>	<b>Description</b>	<b>Unit of Meas</b>	<b>Unit Price</b>	<b>Discount % (Not Less Than)</b>
<b>Bollegraaf/Lubo</b>				
1a	Bollegraaf/Lubo Repair Service - Hourly Shop Rate	HR	<u>\$Click or tap here to enter text.</u>	
1b	Bollegraaf/Lubo Repair Service – Hourly County Location Rate	HR	<u>\$Click or tap here to enter text.</u>	
1c	Bollegraaf/Lubo Parts – Percentage of Discount Offered – Delivered			<u>Click or tap here to enter text.%</u>
1d	Bollegraaf/Lubo Parts – Percentage of Discount Offered – Picked up			<u>Click or tap here to enter text.%</u>
<b>CP Group</b>				
2a	CP Group Repair Service - Hourly Shop Rate	HR	<u>\$Click or tap here to enter text.</u>	
2b	CP Group Repair Service – Hourly County Location Rate	HR	<u>\$Click or tap here to enter text.</u>	
2c	CP Group Parts – Percentage of Discount Offered – Delivered			<u>Click or tap here to enter text.%</u>
2d	CP Group Parts – Percentage of Discount Offered – Picked up			<u>Click or tap here to enter text.%</u>
<b>Enduraveyor</b>				
3a	Enduraveyor Repair Service - Hourly Shop Rate	HR	<u>\$Click or tap here to enter text.</u>	
3b	Enduraveyor Repair Service – Hourly County Location Rate	HR	<u>\$Click or tap here to enter text.</u>	
3c	Enduraveyor Parts – Percentage of Discount Offered – Delivered			<u>Click or tap here to enter text.%</u>
3d	Enduraveyor Parts – Percentage of Discount Offered – Picked up			<u>Click or tap here to enter text.%</u>

EQUIPMENT PARTS, REPAIRS & MAINTENANCE FOR OCEAN COUNTY RECYCLABLE MATERIALS  
 PROCESSING FACILITY

<b>Item #</b>	<b>Description</b>	<b>Unit of Meas</b>	<b>Unit Price</b>	<b>Discount % (Not Less Than)</b>
<b>Eriez</b>				
4a	Eriez Repair Service - Hourly Shop Rate	HR	<u>\$Click or tap here to enter text.</u>	
4b	Eriez Repair Service – Hourly County Location Rate	HR	<u>\$Click or tap here to enter text.</u>	
4c	Eriez Parts – Percentage of Discount Offered – Delivered			<u>Click or tap here to enter text.%</u>
4d	Eriez Parts – Percentage of Discount Offered – Picked up			<u>Click or tap here to enter text.%</u>
<b>Harris</b>				
5a	Harris Repair Service - Hourly Shop Rate	HR	<u>\$Click or tap here to enter text.</u>	
5b	Harris Repair Service – Hourly County Location Rate	HR	<u>\$Click or tap here to enter text.</u>	
5c	Harris Parts – Percentage of Discount Offered – Delivered			<u>Click or tap here to enter text.%</u>
5d	Harris Parts – Percentage of Discount Offered – Picked up			<u>Click or tap here to enter text.%</u>
<b>Hustler</b>				
6a	Hustler Repair Service - Hourly Shop Rate	HR	<u>\$Click or tap here to enter text.</u>	
6b	Hustler Repair Service – Hourly County Location Rate	HR	<u>\$Click or tap here to enter text.</u>	
6c	Hustler Parts – Percentage of Discount Offered – Delivered			<u>Click or tap here to enter text.%</u>
6d	Hustler Parts – Percentage of Discount Offered – Picked up			<u>Click or tap here to enter text.%</u>
<b>Kaeser</b>				
7a	Kaeser Repair Service - Hourly Shop Rate	HR	<u>\$Click or tap here to enter text.</u>	
7b	Kaeser Repair Service – Hourly County Location Rate	HR	<u>\$Click or tap here to enter text.</u>	
7c	Kaeser Parts – Percentage of Discount Offered – Delivered			<u>Click or tap here to enter text.%</u>
7d	Kaeser Parts – Percentage of Discount Offered – Picked up			<u>Click or tap here to enter text.%</u>

EQUIPMENT PARTS, REPAIRS & MAINTENANCE FOR OCEAN COUNTY RECYCLABLE MATERIALS  
 PROCESSING FACILITY

Item #	Description	Unit of Meas.	Unit Price	Discount % (Not Less Than)
<b>Komptech</b>				
8a	Komptech Repair Service - Hourly Shop Rate	HR	<u>\$Click or tap here to enter text.</u>	
8b	Komptech Repair Service – Hourly County Location Rate	HR	<u>\$Click or tap here to enter text.</u>	
8c	Komptech Parts – Percentage of Discount Offered – Delivered			<u>Click or tap here to enter text.%</u>
8d	Komptech Parts – Percentage of Discount Offered – Picked up			<u>Click or tap here to enter text.%</u>
<b>Marathon</b>				
9a	Marathon Repair Service - Hourly Shop Rate	HR	<u>\$Click or tap here to enter text.</u>	
9b	Marathon Repair Service – Hourly County Location Rate	HR	<u>\$Click or tap here to enter text.</u>	
9c	Marathon – Percentage of Discount Offered – Delivered			<u>Click or tap here to enter text.%</u>
9d	Marathon – Percentage of Discount Offered – Picked up			<u>Click or tap here to enter text.%</u>
<b>Spaleck</b>				
10a	Spaleck Repair Service - Hourly Shop Rate	HR	<u>\$Click or tap here to enter text.</u>	
10b	Spaleck Repair Service – Hourly County Location Rate	HR	<u>\$Click or tap here to enter text.</u>	
10c	Spaleck – Percentage of Discount Offered – Delivered			<u>Click or tap here to enter text.%</u>
10d	Spaleck – Percentage of Discount Offered – Picked up			<u>Click or tap here to enter text.%</u>
<b>Sparta</b>				
11a	Sparta Repair Service - Hourly Shop Rate	HR	<u>\$Click or tap here to enter text.</u>	
11b	Sparta Repair Service – Hourly County Location Rate	HR	<u>\$Click or tap here to enter text.</u>	
11c	Sparta Parts – Percentage of Discount Offered – Delivered			<u>Click or tap here to enter text.%</u>
11d	Sparta Parts – Percentage of Discount Offered – Picked up			<u>Click or tap here to enter text.%</u>

Item #	Description	Unit of Meas.	Unit Price	Discount % (Not Less Than)
<b>Tomra</b>				
12a	Tomra Repair Service - Hourly Shop Rate	HR	\$Click or tap here to enter text.	
12b	Tomra Repair Service – Hourly County Location Rate	HR	\$Click or tap here to enter text.	
12c	Tomra Parts – Percentage of Discount Offered – Delivered			Click or tap here to enter text.%
12d	Tomra Parts – Percentage of Discount Offered – Picked up			Click or tap here to enter text.%
<b>Trennso-Technik</b>				
13a	Trennso-Technik Repair Service - Hourly Shop Rate	HR	\$Click or tap here to enter text.	
13b	Trennso-Technik Repair Service – Hourly County Location Rate	HR	\$Click or tap here to enter text.	
13c	Trennso-Technik Parts – Percentage of Discount Offered – Delivered			Click or tap here to enter text.%
13d	Trennso-Technik Parts – Percentage of Discount Offered – Picked up			Click or tap here to enter text.%
<b>Wastequip</b>				
14a	Wastequip Repair Service - Hourly Shop Rate	HR	\$Click or tap here to enter text.	
14b	Wastequip Repair Service – Hourly County Location Rate	HR	\$Click or tap here to enter text.	
14c	Wastequip Parts – Percentage of Discount Offered – Delivered			Click or tap here to enter text.%
14d	Wastequip Parts – Percentage of Discount Offered – Picked up			Click or tap here to enter text.%
<b>Programming and Technical Support for all Equipment</b>				
15a	Programming and Tech Support for all equipment in this bid - Hourly Shop Rate	HR	\$Click or tap here to enter text.	
15b	Programming and Tech Support for all equipment in this bid – Hourly County Location Rate			Click or tap here to enter text.%