



*Barbara Jo Crea, Director
Gary Quinn, Deputy Director
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John P. Kelly, Commissioner
Frank Sadeghi, 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 VARIOUS
DEPARTMENTS***

2024

***ADVERTISEMENT DATE: October 2, 2024
OPENING: October 22, 2024, 11:00 am***

***Bid Category: 04- Automotive Products, Vehicles 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 VARIOUS DEPARTMENTS** for the County of Ocean, will be received by the Purchasing Agent of the County of Ocean on **Tuesday, October 22, 2024 at 11:00 am**, prevailing time.

Bids will be received electronically via the County's Online Procurement Portal. Specifications are available on the Procurement Portal or for viewing only, 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:

BARBARA JO CREA, 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

Senior Buyer

101 Hooper Ave.

Room 224

Toms River, NJ 08753

Email: ocpurchasing@co.ocean.nj.us

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

Department:

Buildings and Grounds

Timeline

Advertising Date	October 2, 2024
Bid Opening Date	October 22, 2024, 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 Open Gov by following these instructions:

Sign up for a FREE account at <https://procurement.opengov.com/portal/oceancounty>

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 OpenGov 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, October 22, 2024.

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.

NOTE: In order to access any DocuSign forms in this solicitation, you must first click "Draft Response".

Instructions on how to access the forms through DocuSign are available in the Attachments. Please note that in order to view the forms as a .pdf document, you must access DocuSign first. Once you access DocuSign, the option to download, save, print and complete the forms becomes available

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

The quantities shown on the pricing proposal are **estimates only**, and Ocean County will not guarantee any minimum purchase. The County reserves the right to decrease or omit quantities as needed over the course of the contract. The county will not consider any minimum requirements imposed 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. *Note: Actual orders are placed upon receipt of a Purchase Order, on an as needed basis. The County will not be responsible to pay for any product that was not ordered through a Purchase Order.*

Delivery of Goods and Services

Delivery of items shall only 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.

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://www.nj.gov/labor/wageandhour/prevailing-rates/public-works/currentprevailingwage.shtml>

All Certified Payrolls for Public Works Projects **must** be submitted online via the New Jersey Wage Hub website which can be accessed through the following link: <https://njwages.nj.gov/>. Certified payrolls must be submitted within ten (10) days of the payment of wages for each pay period, **both** online via New Jersey Wage Hub and hard copy to the contracting unit.

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.

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.

Disclosure of Investment Activities in Iran

Pursuant to Public Law 2012, c. 25, any person or entity that is a successful bidder or proposer, or otherwise proposes to enter into or renew a contract, must complete the certification below to attest, under penalty of perjury, that neither the person or entity, nor any parent entity, subsidiary, or affiliate is identified on the State Department of Treasury's Chapter 25 list as a person or entity engaging in investment activities in Iran. The list is found on Treasury's website at www.state.nj.us/treasury/purchase/pdf/Chapter25List.pdf.

The Chapter 25 list must be reviewed prior to completing the certification. If a vendor or contractor is found to be in violation of law, action may be taken as appropriate and as may provided by law, rule or contract, including but not limited to imposing sanctions, seeking compliance, recovering damages, declaring the party in default and seeking debarment or suspension of the party. Prior to contract award or authorization, the contractor shall provide the

Contracting Agency with a completed Certification on Disclosure of Investment Activities in Iran.

Certification of Non-Involvement in Prohibited Activities in Russia or Belarus

Pursuant to N.J.S.A. 52:32-60.1, et seq. ([L. 2022, c. 3](#)) any person or entity (hereinafter “Vendor”) that seeks to enter into or renew a contract with a State agency for the provision of goods or services, or the purchase of bonds or other obligations, must complete the certification below indicating whether or not the Vendor is identified on the Office of Foreign Assets Control (OFAC) Specially Designated Nationals and Blocked Persons list, available here: <https://sanctionssearch.ofac.treas.gov/>. If the Department of the Treasury finds that a Vendor has made a certification in violation of the law, it shall take any action as may be appropriate and provided by law, rule or contract, including but not limited to, imposing sanctions, seeking compliance, recovering damages, declaring the party in default and seeking debarment or suspension of the party.

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.

Open Public Records Act (OPRA)

**** ATTENTION****

Responses received pursuant to this solicitation are subject to complete disclosure pursuant to the Open Public Records Act. Please note that disclosure includes any and all attachments and addenda supplementing the solicitation response. Accordingly, please do not include personal identifying information in any supplementary documents submitted with the solicitation response.

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 parts and labor to be considered for award. 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)

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 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.

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.

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.

MODIFICATIONS AND WITHDRAWALS

Bids may be withdrawn from the bidder prior to the time fixed for opening. No right for withdrawal exists after the bid has been opened. Written request for withdrawal shall be signed by the bidder or proper corporate officers.

USE OF OTHER NAMES AND REFERENCES

Unless otherwise stated, the use of manufacturers' names and product numbers are for descriptive purposes, and establishing general quality levels only. They are not intended to be restrictive. Bidders are required to state exactly what they intend to furnish, otherwise it is fully understood that they shall furnish all items as stated.

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.

WARRANTY

Manufacturer's warranty shall apply.

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.

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.

COMPLIANCE TO MINIMUM BID REQUIREMENTS / EQUIVALENT PROPOSALS

These specifications intend to describe and govern the purchase of a new and unused EQUIPMENT PARTS, REPAIRS AND MAINTENANCE FOR VARIOUS DEPARTMENTS with all accessories as noted herein. The products shall conform to the highest quality of manufacturing and design standards. Any item or items not specifically mentioned herein, but which would be required to produce a complete working unit, shall be supplied by the vendor.

All compliance pages must be completed in full if required within the specifications. A general exception cannot be taken for any paragraph or item. Suppose a bidder is basing his proposal on equipment other than what is specified in these bid documents and wishes the equipment he proposes to be considered as an "approved equal". In that case, he shall submit on a separate sheet, in the exact format of the technical specifications contained herein, an item-by-item description of that which he proposes to substitute including all variations from or exceptions to the conditions and specifications of this bid. Failure to comply may result in the rejection of the bid.

CURRENT BID RESULTS

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

<https://procurement.opengov.com/portal/oceancounty>

Once you have clicked the link, click "Advanced Search" to begin searching for the current opportunity.

Specifications and Scope of Work

SCOPE OF WORK

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

Vendor Questionnaire

OpenGov Vendor Account Verification*

I have verified that I am logged into OpenGov using an **account name** that corresponds to the **Tax ID number** and **Business Name** used throughout all documentation in this solicitation. I further understand that should my company be awarded a contract with Ocean County, the company information listed on in the **Contract Information Field** will be used to generate all contract documents.

☐ Please confirm

*Response required

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
- Certification of Non-Involvement in Prohibited Activities in Russia or Belarus

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

CONTRACT INFORMATION*

Should your company be awarded a contract with Ocean County, please provide the contact name and physical mailing address where the contract documents should be mailed. *(no email addresses, please!)*

*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 for Goods and Services; Form AA201 for Construction). This form is available [here](#).

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

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

DIESEL INSPECTION LICENSE

Please upload your Company's Diesel Inspection License. *This is only required if bidding on Items 1 or 2.*

COMPLIANCE PAGE FOR EQUIPMENT PARTS, REPAIR AND MAINTENANCE FOR VARIOUS DEPARTMENTS

Please download the attached Compliance Pages. Complete each compliance line by placing a check mark in the box for yes or no. Once finished, upload the completed document. If you are taking any exceptions to any of the compliance lines, please list and explain each exception in detail on company letterhead. Please upload the exceptions letter with the completed compliance pages.

Note: This is only required if bidding items 1 or 2

- [COMPLIANCE PAGE - EQUIPMENT...](#)

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

Pricing Proposal

DIESEL INSPECTIONS AND OSHA TESTING

Line Item	Description	Quantity	Unit of Measure	Unit Cost	Total	No Bid
Diesel Emissions Testing Services						
1	Diesel Emissions Testing Service - Shop Rate - Price Per Truck	1	EA			
2	Diesel Emissions Testing Service - County Location Rate - Price Per Truck	1	EA			
OSHA Hoist and Crane Inspection						
3	OSHA Hoist and Crane Inspection, Hourly Labor Rate	75	HR			

EQUIPMENT LIST FOR VARIOUS DEPARTMENTS

Line Item	Description	Quantity	Unit of Measure	Unit Cost	Total	No Bid
4	A. J. Sackett & Sons Company, Repair Service, Hourly Labor Rate	75	HR			
5	APE, Repair Service, Hourly Labor Rate	75	HR			
6	AMH, Repair Service, Hourly Labor Rate	75	HR			
7	Ariens, Repair Service, Hourly Labor Rate	75	HR			
8	Aladdin, Repair Service, Hourly Labor Rate	75	HR			
9	Alamo Group, Repair Service, Hourly Labor Rate	75	HR			

Line Item	Description	Quantity	Unit of Measure	Unit Cost	Total	No Bid
10	All American Series, Repair Service, Hourly Labor Rate	75	HR			
11	Allis-Chambers, Repair Service, Hourly Labor Rate	75	HR			
12	Allmand, Repair Service, Hourly Labor Rate	75	HR			
13	Altec, Repair Service, Hourly Labor Rate	75	HR			
14	American-Mulcher, Repair Service, Hourly Labor Rate	75	HR			
15	American Roads, Repair Service, Hourly Labor Rate	75	HR			
16	American Signal, Repair Service, Hourly Labor Rate	75	HR			
17	American Trailer, Repair Service, Hourly Labor Rate	75	HR			
18	Anderson Spreader, Repair Service, Hourly Labor Rate	75	HR			
19	Atlas Copco, Repair Service, Hourly Labor Rate	75	HR			
20	BCS, Repair Service, Hourly Labor Rate	75	HR			
21	Baird & Slaska, Repair Service, Hourly Labor Rate	75	HR			
22	Bandit Industries, Inc., Repair Service, Hourly Labor Rate	75	HR			
23	Beko, Repair Service, Hourly Labor Rate	75	HR			

Line Item	Description	Quantity	Unit of Measure	Unit Cost	Total	No Bid
24	Beverage (Air), Repair Service, Hourly Labor Rate	75	HR			
25	BG Products, Repair Service, Hourly Labor Rate	75	HR			
26	Big-Mo Trailer, Repair Service, Hourly Labor Rate	75	HR			
27	Billy Goat, Repair Service, Hourly Labor Rate	75	HR			
28	Blodgett, Repair Service, Hourly Labor Rate	75	HR			
29	Blue Bird, Repair Service, Hourly Labor Rate	75	HR			
30	Bobcat, Repair Service, Hourly Labor Rate	75	HR			
31	Bosch, Repair Service, Hourly Labor Rate	75	HR			
32	Bosch Tire Machine, Repair Service, Hourly Labor Rate	75	HR			
33	Briggs & Stratton, Repair Service, Hourly Labor Rate	75	HR			
34	Budgit, Repair Service, Hourly Labor Rate	75	HR			
35	Bush Hog, Repair Service, Hourly Labor Rate	75	HR			
36	Century Industry, Repair Service, Hourly Labor Rate	75	HR			

Line Item	Description	Quantity	Unit of Measure	Unit Cost	Total	No Bid
37	Captive Air Systems, Inc. (Exhaust Hood), Repair Service, Hourly Labor Rate	75	HR			
38	Champion, Repair Service, Hourly Labor Rate	75	HR			
39	Club Car, Repair Service, Hourly Labor Rate	75	HR			
40	CM, Repair Service, Hourly Labor Rate	75	HR			
41	CMC Aerial Lift, Repair Service, Hourly Labor Rate	75	HR			
42	Coats, Repair Service, Hourly Labor Rate	75	HR			
43	Cues, Inc., Repair Service, Hourly Labor Rate	75	HR			
44	Cuisinart, Repair Service, Hourly Labor Rate	75	HR			
45	Cushman, Repair Service, Hourly Labor Rate	75	HR			
46	Dayton, Repair Service, Hourly Labor Rate	75	HR			
47	Dexter, Repair Service, Hourly Labor Rate	75	HR			
48	Dixie-Chopper, Repair Service, Hourly Labor Rate	75	HR			
49	Doolittle, Repair Service, Hourly Labor Rate	75	HR			
50	Doosan, Repair Service, Hourly Labor Rate	75	HR			

Line Item	Description	Quantity	Unit of Measure	Unit Cost	Total	No Bid
51	Doppstadt Trommel Screen, Repair Service, Hourly Labor Rate	75	HR			
52	Echo, Repair Service, Hourly Labor Rate	75	HR			
53	Emerson Electric, Repair Service, Hourly Labor Rate	75	HR			
54	Englo, Repair Service, Hourly Labor Rate	75	HR			
55	Falcon, Repair Service, Hourly Labor Rate	75	HR			
56	Forts, Repair Service, Hourly Labor Rate	75	HR			
57	Frymaster, Repair Service, Hourly Labor Rate	75	HR			
58	Gametime Equipment, Repair Service, Hourly Labor Rate	75	HR			
59	Garland, Repair Service, Hourly Labor Rate	75	HR			
60	Genie Platform Lift, Repair Service, Hourly Labor Rate	75	HR			
61	Giant Vac, Repair Service, Hourly Labor Rate	75	HR			
62	Globe, Repair Service, Hourly Labor Rate	75	HR			
63	Graco, Repair Service, Hourly Labor Rate	75	HR			
64	Grimmer-Schmidt, Repair Service, Hourly Labor Rate	75	HR			
65	Hale, Repair Service, Hourly Labor Rate	75	HR			

Line Item	Description	Quantity	Unit of Measure	Unit Cost	Total	No Bid
66	Harris, Repair Service, Hourly Labor Rate	75	HR			
67	Haulmark, Repair Service, Hourly Labor Rate	75	HR			
68	Hobart, Repair Service, Hourly Labor Rate	75	HR			
69	Hoffco Power, Repair Service, Hourly Labor Rate	75	HR			
70	Homelite, Repair Service, Hourly Labor Rate	75	HR			
71	Honda (Outboard Motors), Repair Service, Hourly Labor Rate	75	HR			
72	Honda (Push Mowers, Self-Propelled Mowers, Generators, Mini-Tiller, Water Pumps, Diaphragm Pumps), Repair Service, Hourly Labor Rate	75	HR			
73	Honda (Welder), Repair Service, Hourly Labor Rate	75	HR			
74	Hoshizaki (Kitchen Equipment), Repair Service, Hourly Labor Rate	75	HR			
75	Hotsy, Repair Service, Hourly Labor Rate	75	HR			
76	HPSI, Repair Service, Hourly Labor Rate	75	HR			
77	Hubert, Repair Service, Hourly Labor Rate	75	HR			
78	Hunter, Repair Service, Hourly Labor Rate	75	HR			

Line Item	Description	Quantity	Unit of Measure	Unit Cost	Total	No Bid
79	Husqvarna, Repair Service, Hourly Labor Rate	75	HR			
80	Hydraulics, Repair Service, Hourly Labor Rate	75	HR			
81	Ingersol-Rand, Repair Service, Hourly Labor Rate	75	HR			
82	International Harvester, Repair Service, Hourly Labor Rate	75	HR			
83	John F. Barnes, Repair Service, Hourly Labor Rate	75	HR			
84	John Deere, Repair Service, Hourly Labor Rate	75	HR			
85	Johnson, Repair Service, Hourly Labor Rate	75	HR			
86	Karcher, Repair Service, Hourly Labor Rate	75	HR			
87	Kawasaki, Repair Service, Hourly Labor Rate	75	HR			
88	Kohler, Repair Service, Hourly Labor Rate	75	HR			
89	Kubota, Repair Service, Hourly Labor Rate	75	HR			
90	Layco, Repair Service, Hourly Labor Rate	75	HR			
91	Leeboy, Repair Service, Hourly Labor Rate	75	HR			
92	Lely, Repair Service, Hourly Labor Rate	75	HR			

Line Item	Description	Quantity	Unit of Measure	Unit Cost	Total	No Bid
93	Lesco, Repair Service, Hourly Labor Rate	75	HR			
94	Little Wonder, Repair Service, Hourly Labor Rate	75	HR			
95	Manitowoc, Repair Service, Hourly Labor Rate	75	HR			
96	Marquette, Repair Service, Hourly Labor Rate	75	HR			
97	MDD Equipment, Repair Service, Hourly Labor Rate	75	HR			
98	Melex, Repair Service, Hourly Labor Rate	75	HR			
99	Mercury, Repair Service, Hourly Labor Rate	75	HR			
100	Mete-R-Matic Topdresser, Repair Service, Hourly Labor Rate	75	HR			
101	Millcreek, Repair Service, Hourly Labor Rate	75	HR			
102	Miller, Repair Service, Hourly Labor Rate	75	HR			
103	Milwaukee Equipment, Repair Service, Hourly Labor Rate	75	HR			
104	Monster Leaf, Repair Service, Hourly Labor Rate	75	HR			
105	Morbark, Repair Service, Hourly Labor Rate	75	HR			
106	MLR, Repair Service, Hourly Labor Rate	75	HR			

Line Item	Description	Quantity	Unit of Measure	Unit Cost	Total	No Bid
107	M.T.D., Repair Service, Hourly Labor Rate	75	HR			
108	Mule, Repair Service, Hourly Labor Rate	75	HR			
109	Muller, Repair Service, Hourly Labor Rate	75	HR			
110	NAPA, Repair Service, Hourly Labor Rate	75	HR			
111	National Mower, Repair Service, Hourly Labor Rate	75	HR			
112	Nissan Boat, Repair Service, Hourly Labor Rate	75	HR			
113	Norris, Repair Service, Hourly Labor Rate	75	HR			
114	PAC, Repair Service, Hourly Labor Rate	75	HR			
115	PACE American, Repair Service, Hourly Labor Rate	75	HR			
116	ParCar, Repair Service, Hourly Labor Rate	75	HR			
117	Premier, Repair Service, Hourly Labor Rate	75	HR			
118	Polaris, Repair Service, Hourly Labor Rate	75	HR			
119	Power Prime, Repair Service, Hourly Labor Rate	75	HR			
120	Power Track, Repair Service, Hourly Labor Rate	75	HR			
121	Power Trim, Repair Service, Hourly Labor Rate	75	HR			

Line Item	Description	Quantity	Unit of Measure	Unit Cost	Total	No Bid
122	Quincy, Repair Service, Hourly Labor Rate	75	HR			
123	Rayco, Repair Service, Hourly Labor Rate	75	HR			
124	Red Max, Repair Service, Hourly Labor Rate	75	HR			
125	Reed Systems, Repair Service, Hourly Labor Rate	75	HR			
126	Riveer, Repair Service, Hourly Labor Rate	75	HR			
127	Robinair, Repair Service, Hourly Labor Rate	75	HR			
128	Robot Coupe (Food Processor), Repair Service, Hourly Labor Rate	75	HR			
129	Rogers Trailer, Repair Service, Hourly Labor Rate	75	HR			
130	Roscoe, Repair Service, Hourly Labor Rate	75	HR			
131	Rudco, Repair Service, Hourly Labor Rate	75	HR			
132	Russell (Freezer Condenser), Repair Service, Hourly Labor Rate	75	HR			
133	Ryan, Repair Service, Hourly Labor Rate	75	HR			
134	Sarlo, Repair Service, Hourly Labor Rate	75	HR			
135	Saylor-Beall, Repair Service, Hourly Labor Rate	75	HR			

Line Item	Description	Quantity	Unit of Measure	Unit Cost	Total	No Bid
136	Scotsman (Ice Maker), Repair Service, Hourly Labor Rate	75	HR			
137	Shindaiwa, Repair Service, Hourly Labor Rate	75	HR			
138	SHERP, Repair Service, Hourly Labor Rate	75	HR			
139	Silver King, Repair Service, Hourly Labor Rate	75	HR			
140	Sissco, Repair Service, Hourly Labor Rate	75	HR			
141	Smithco, Repair Service, Hourly Labor Rate	75	HR			
142	Smith Surface Grinder, Repair Service, Hourly Labor Rate	75	HR			
143	Snapper, Repair Service, Hourly Labor Rate	75	HR			
144	Snapper/Keys, Repair Service, Hourly Labor Rate	75	HR			
145	Snap-On, Repair Service, Hourly Labor Rate	75	HR			
146	Snowco, Repair Service, Hourly Labor Rate	75	HR			
147	Solar Tech, Repair Service, Hourly Labor Rate	75	HR			
148	Southbend, Repair Service, Hourly Labor Rate	75	HR			

Line Item	Description	Quantity	Unit of Measure	Unit Cost	Total	No Bid
149	Spanco, Repair Service, Hourly Labor Rate	75	HR			
150	Spraying Devices, Inc., Repair Service, Hourly Labor Rate	75	HR			
151	Stanley, Repair Service, Hourly Labor Rate	75	HR			
152	Stellar Industries, Repair Service, Hourly Labor Rate	75	HR			
153	Steven Green, Repair Service, Hourly Labor Rate	75	HR			
154	Stihl, Repair Service, Hourly Labor Rate	75	HR			
155	Stone, Repair Service, Hourly Labor Rate	75	HR			
156	Sueda, Repair Service, Hourly Labor Rate	75	HR			
157	Sull Air, Repair Service, Hourly Labor Rate	75	HR			
158	Suzuki (Boat), Repair Service, Hourly Labor Rate	75	HR			
159	Tanaka, Repair Service, Hourly Labor Rate	75	HR			
160	Tennant, Repair Service, Hourly Labor Rate	75	HR			
161	Terex, Repair Service, Hourly Labor Rate	75	HR			
162	Timberwolf, Repair Service, Hourly Labor Rate	75	HR			
163	Toro, Repair Service, Hourly Labor Rate	75	HR			

Line Item	Description	Quantity	Unit of Measure	Unit Cost	Total	No Bid
164	Toro-Dingo, Repair Service, Hourly Labor Rate	75	HR			
165	Touchstone Trailer, Repair Service, Hourly Labor Rate	75	HR			
166	Trenton Products, Repair Service, Hourly Labor Rate	75	HR			
167	Troy Bilt, Repair Service, Hourly Labor Rate	75	HR			
168	Turfco, Repair Service, Hourly Labor Rate	75	HR			
169	Venturo, Repair Service, Hourly Labor Rate	75	HR			
170	Vermeer, Repair Service, Hourly Labor Rate	75	HR			
171	Verti-Drain, Repair Service, Hourly Labor Rate	75	HR			
172	Viktor, Repair Service, Hourly Labor Rate	75	HR			
173	Vollrath, Repair Service, Hourly Labor Rate	75	HR			
174	Wacker Neuson (Light Tower), Repair Service, Hourly Labor Rate	75	HR			
175	Wacker Neuson (Paving/Heavy Equipment), Repair Service, Hourly Labor Rate	75	HR			
176	Walker, Repair Service, Hourly Labor Rate	75	HR			

Line Item	Description	Quantity	Unit of Measure	Unit Cost	Total	No Bid
177	Wall Enterprise, Repair Service, Hourly Labor Rate	75	HR			
178	Wanco, Repair Service, Hourly Labor Rate	75	HR			
179	Wastequip, Repair Service, Hourly Labor Rate	75	HR			
180	Weed Eater, Repair Service, Hourly Labor Rate	75	HR			
181	Wenger Trailer, Repair Service, Hourly Labor Rate	75	HR			
182	Woods, Repair Service, Hourly Labor Rate	75	HR			
183	Yanmar, Repair Service, Hourly Labor Rate	75	HR			
PARTS/% DISCOUNT FOR ITEMS 4 - 183						
184	Parts: Percentage discount from manufacturer's suggested retail price list. For bid purposes assume parts at \$75,000.00. Calculate percentage of discount on parts by multiplying \$75,000.00 by your discount (show bid discount IN COMMENTS) Example: \$75,000.00 by 10%=\$7,500.00 or \$75,000.00 by .10=\$7,500.00. ENTER CALCULATED RESULT IN UNIT COST COLUMN: \$75,000.00- (\$75,000.00 x _____%)=	1	LS			

DIESEL EMISSION INSPECTIONS FOR VARIOUS COUNTY DEPARTMENTS – SHOP RATE AND COUNTY LOCATION RATE

	<u>COMPLIANCE</u>	
	<u>YES</u>	<u>NO</u>
<u>ITEM # 1 - DIESEL INSPECTION – SHOP RATE</u>		
Vendor must be licensed to perform annual diesel emissions inspections for trucks weighing over 18,000 pounds in the State of New Jersey. Provide copy of license with bid submission.	☐	☐
Vendor shall perform all inspections at their shop.	☐	☐
Vendor's shop shall be located in Monmouth or Ocean Counties.	☐	☐
Address of Shop Location: Click or tap here to enter text.		
Miles from Toms River: Click or tap here to enter text.		
Vendor must be able to perform between 2-5 trucks per day at their site.	☐	☐
Pricing must include inspection stickers for vehicles that pass inspection.	☐	☐
<u>ITEM # 2 – DIESEL INSPECTION – COUNTY LOCATION RATE</u>		
Inspections shall take place at the following County Locations:		
❖ Road Department: 152 Chestnut Street, Toms River, NJ		
❖ Solid Waste Management: 601 New Hampshire Avenue, Lakewood, NJ		
❖ Transportation Department: 2820 Ridgeway Boulevard, Manchester, NJ	☐	☐
Vendor must be licensed to perform annual diesel emissions inspections for trucks weighing over 18,000 pounds in the State of New Jersey. Provide copy of license with bid submission.	☐	☐
Vendor must be able to test between 10 and 25 trucks during a scheduled inspection day.	☐	☐
Vendor must be able to perform between 1 and 2 on-site inspections per month at the above locations.	☐	☐
Inspections shall take place Monday through Friday, 7:00 a.m – 3:30 p.m .	☐	☐
Pricing must include inspection stickers for vehicles that pass inspection.	☐	☐

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".

AWARD

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

FOR ALL ITEMS SHOWN UNDER "EQUIPMENT", please show the following:

Hourly Labor Rate for repairs and the **MINIMUM** 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.

PRICE LISTS

Vendors must include information on how to obtain their current price list with bid, or must submit the price list with the bid. Price lists can be online or flash drive. Price lists must be dated. The County will allow vendors to update this price list on a quarterly basis upon request and approval. New price lists will be provided to the County upon any update.

VENDORS LOCATED OUT OF STATE (Does Not Apply to Item #1 or #2)

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 **ONLY if required and approved by the Purchasing Department.** Maximum total expenses allowed will be \$300.00 per day. The County will pay for actual expenses incurred up to the maximum allowed. Vendors must provide copies of all receipts for all expenses claimed. County does not pay for meals.

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.