

BID #2021F-8
GROUNDSKEEPING AND SMALL EQUIPMENT PARTS AND SUPPLIES
MINIMUM SPECIFICATIONS

Scope:

The County of Jefferson, in compliance with New York State Municipal Law #103, is soliciting proposals from qualified suppliers to supply repair parts and supplies for commercial grounds keeping equipment owned by the County.

The intent of this solicitation is to provide a source for the supply of replacement parts and components, for grounds keeping equipment currently owned, in use by the County of Jefferson, or future grounds keeping equipment purchased by the County of Jefferson.

Bids will be accepted from Factory Authorized Dealers, Distributors or repair facilities. A letter may be requested confirming that the vendor is a Factory Authorized Dealer, Distributor or repair facility.

Deliveries:

The vendor shall deliver all stocked items within twenty-four (24) hours of order placement. The County reserves the right to terminate any contract and use an alternate or secondary source, should the vendor become unable to perform.

The vendor shall deliver all non-stocked items within forty-eight (48) hours of order placement, unless previously authorized by a designated County Employee.

In the event deliveries are not made as specified to a County requested destination, the County shall have the right to purchase on the Open Market.

All deliveries shall be made during regular business hours, Monday thru Friday, between the hours of 7:30 AM and 3:00 PM, unless otherwise agreed to by the contractor and the County of Jefferson. Delivery location is as follows:

Jefferson County Highway Dept. 21897 County Route 190 Watertown, NY 13601	Jefferson County Buildings Dept. 195 Arsenal Street Watertown, NY 13601
Jefferson County Recycling Dept. 27138 NYS Route 12 Watertown, NY 13601	Watertown International Airport NYS Route 12F 22529 Airport Drive Dexter, NY 13634

Invoice and Payment:

All deliveries shall be acknowledged by the signature of a company employee and Packing Slips shall accompany all deliveries. Invoices shall be submitted to the ordering department monthly.

Price Lists:

It is the preference of the County to have the ability to place orders on-line using a pre-established contract list of parts. Upon request from the County, a vendor will be asked to provide an electronic catalog with pricing or provide a URL/Web address that reflects contract pricing, in order to verify the pricing submitted is in compliance with the bid.

Award:

Bids will be awarded by Manufacturer to the supplier offering the highest discount off the manufacturer's list price. Items are to be FOB destination.

NOTE – Awarded vendor is required to provide an annual summary of all purchases upon request by the County.

Equipment Presently Included in this Bid:

Jefferson County reserves the right to add/delete equipment during the term of this contract. The County will provide notification to the vendor to enable the vendor to stock the applicable parts.

Agri-Fab

Lawn Sweeper, Model #4503207066

Ariens

Snow Blower, 8HP, 36", Model #924024

Snow Blower, Model #ST824

Snow Blower, Model #926065 Professional 28

Bolen

Mower, Push, Model #11A074E065

Rototiller, Model #21A250H765

Briggs Stratton

Engine Parts

Gravely

Mower, 26HP, Model #992159

Mower, Zero Turn, 26HP with 60" Mower Deck, Model #992085

Mower, Pro Turn, Model #472

Homelite

Chain Saws, 14", 16" & 20" Cut

Honda

Engines, Gas, 2.3kw

Water Pump, Model #WMP20XA1

Jonsered

Chain Saw, Turbo, Model #CS2139T

Chain Saw with Heated Carburetor and handles, Model #CS2159CWH

Chain Saws, 14" & 20" Cut, Model #2138

John Deere

Mowing Deck, 3 Blade, Shaft Driven

Lawn Tractor w/48" Mowing Deck, Model #345

Lawn Tractor w/47" Snowblower, Model #X540

Mower, Zero Turn, Model #Z960M

Kohler

Engine Parts

Kubota

Tractor, Model #B7 100 HST

Lombardini

Engine Parts

Shindaiwa

Trimmer, Model #T242X

Hand Broom, Model #M242

Simplicity

Lawn Mower, Self-Propelled, Push

Snow Blower, Model #1280E

Snapper

Lawn Mower, 6.5HP, 21", Model #521

Stihl

Chain Saws, 14", 16", 20", 36", Model #MSPRO360, #017, #MS361, and #CS2159CWH

Chain Saw, Model #MS170

Pole Saw Attachment for Loop Trimmer, Model #HTKM

Chain Saw with 16" Bar, Model #MSPRO360

Chain Saw with 20" Bar, Model #MS361

Loop Trimmer, Model #FS110

Weed Trimmers, 12" Bar

Back Pack Blower, Model #BR600 Magnum

Hedge Trimmer, Model #HS52R

Tecumseh

Engine Parts

Troy-Bilt

Trimmer, Grass, Model #TB415CS

Blower, Gas, Model #TB320BV

Please note that this list is meant to provide the vendors with a list of equipment presently in use by the County, but should not be considered to be all inclusive as equipment may be added and deleted from this list.

BID #2021F-8
GROUNDKEEPING AND SMALL ENGINE EQUIPMENT PARTS AND SUPPLIES
BID PAGE

		FOR THE PERIOD 11/1/2021 – 10/31/2022		FOR THE PERIOD 11/1/2021 – 10/31/2022	
MANUFACTURER	ANNUAL PARTS/SUPPLIES ESTIMATED DOLLARS	% DISCOUNT From Manufacturer's Suggested Retail List	= DISCOUNT PRICE	% DISCOUNT From Manufacturer's Suggested Retail List	= DISCOUNT PRICE
Agri-Fab Parts	\$100.00				
Ariens Parts	\$500.00				
Bolen Parts	\$100.00				
Briggs Stratton	\$100.00				
Gravely Parts	\$500.00				
Homelite Parts	\$500.00				
Honda Parts	\$1,000.00				
Jonsered Parts	\$500.00				
John Deere Parts	\$700.00				
Kohler	\$100.00				
Kubota	\$100.00				
Lombardini	\$100.00				
Shindaiwa Parts	\$250.00				
Simplicity Parts	\$200.00				
Snapper Parts	\$100.00				
Stihl Parts	\$1,600.00				
Tecumseh	\$100.00				
Troy- Bilt Parts	\$100.00				

On-Line Ordering Available:

Yes _____ No _____

A VALUE OR NO BID MUST BE ENTERED INTO EACH TYPE/BRAND LISTED ABOVE.

COMPANY NAME: _____

BID PROPOSAL CERTIFICATIONS

Firm Name: _____

Business Address: _____

Telephone Number: _____ Fax Number: _____

Email: _____ Federal ID Number: _____

I. General Bid Certification

The bidder certifies that he will furnish, at the prices herein quoted, the materials, equipment, and/or services as proposed on this bid.

Any deviation to specifications is fully explained and attached. By signing and submitting this bid for consideration to the County of Jefferson, the vendor acknowledges that they have read, understand, and agree to the specifications as presented without reservation or alteration.

Deviations: Yes _____ No _____

II. Non-Collusive Bidding Certification

By submission of this bid proposal, the bidder certifies that he is complying with Section 103-d of the General Municipal Law as follows:

Statement of non-collusion in bids and proposals to political subdivision of the state. Every bid or proposal hereafter made to a political subdivision of the state or any public department, agency or official thereof where competitive bidding is required by statute, rule, regulation, or local law, for work or services performed or to be performed or goods sold or to be sold, shall contain the following statement subscribed by the bidder and affirmed by such bidder as true under the penalties of perjury: Non-collusive bidding certification.

A. By submission of this bid, each bidder and each person signing on behalf of any bidder certifies, and in the case of a joint bid each party thereto certifies as to its own organization, under penalty of perjury, that to the best of its knowledge and belief:

(1) The prices in this bid have been arrived at independently without collusion, consultation, communication or agreement, for the purpose of restricting competition, as to any matter relating to such prices with any other bidder or with any competitor.

(2) Unless otherwise required by law, the prices which have been quoted in this bid have not been knowingly disclosed by the bidder and will not knowingly be disclosed by the bidder prior to opening, directly or indirectly, to any other bidder or to any competitor; and

(3) No attempt has been made or will be made by the bidder to induce any other person, partnership or corporation to submit or not submit a bid for the purpose of restricting competition.

B. A bid shall not be considered for award nor shall any award be made where A. (1)(2) and (3) above have not been complied with; provided, however, that if in any case the bidder shall so state and shall furnish with the bid a signed statement which set forth in detail the reasons therefore. Where A.(1)(2) and (3) above have not been complied with, the bid shall not be considered for award nor shall any award be made unless the head of the purchasing unit of the political subdivision, public department, agency or official thereof to which the bid is made, or his designee, determines that such disclosure was not made for the purpose of restricting competition.

(1) The fact that a bidder (a) has published price lists, rates, or tariffs covering items being procured, (b) has informed prospective customers of proposed or pending publication of new or revised price lists for such items, or (c) has sold the same items to other customers at the same prices being bid, does not constitute, without more, a disclosure within the meaning subparagraph one (a).

Printed Name of Signer _____

Authorized Signature _____

Title _____

Date _____

NON-BIDDER'S RESPONSE

For purposes of maintaining accurate Bidder's lists and facilitating your firm's response to our invitation for bid, the County of Jefferson is interested in ascertaining reasons for prospective Bidder's failure to respond to invitations for bids. If your firm is not responding to this bid, please indicate the reason(s) by checking any appropriate item(s) below and returning this form to the Jefferson County Purchasing Director, 195 Arsenal Street, Watertown, New York 13601. This form may be returned by mail or fax. Faxes may be sent to 315-785-7591. Failure to submit either a bid proposal or return this form will result in removal of your firm's name from our Bidder's lists. Thank you for your cooperation.

We are not responding to this invitation for bid for the following reason(s)

- ☐ Items or materials requested not manufactured by us or not available to our company.
- ☐ Our items or materials do not meet specifications.
- ☐ Specifications not clearly understood or applicable (too vague, too rigid, etc.)
- ☐ Quantities too small.
- ☐ Insufficient time allowed for preparation of bid.
- ☐ Incorrect address used. Correct mailing address is:

- ☐ Our branch/division handles this type of bid.
Correct name and mailing address is:

- ☐ We are unable to bid at this time but would like to continue to receive invitations for bids.
- ☐ We are unable to bid and wish to be removed from the Bidder's list.

NAME OF FIRM: _____

MAILING ADDRESS: _____

CITY/STATE/ZIP CODE: _____

BY: _____

Signature of Representative

DATE: _____

Bid Number: **2021F-8**

Bid Name: **GROUNDSKEEPING AND SMALL EQUIPMENT PARTS AND SUPPLIES**

Attachment
Certification Pursuant to Section 103-g
of the New York State
General Municipal Law

- A. By submission of this bid, each Bidder and each person signing on behalf of any Bidder certifies, and in the case of a joint bid, each party thereto certifies as to its own organization, under penalty of perjury, that to the best of its knowledge and belief that each Bidder is not on the list created pursuant to paragraph (b) of subdivision 3 of Section 165-a of the New York State Finance Law.
- B. A Bid shall not be considered for award, nor shall any award be made where the condition set forth in Paragraph A above has not been complied with; provided, however, that in any case the Bidder cannot make the foregoing certification set forth in Paragraph A above, the Bidder shall so state and shall furnish with the bid a signed statement which sets forth in detail the reasons therefore. Where Paragraph A above cannot be complied with, the Purchasing Unit to the political subdivision, public department, agency or official thereof to whom the bid is made, or his designee, may award a bid, on a case by case basis under the following circumstances:
1. The investment activities in Iran were made before April 12, 2012, the investment activities in Iran have not been expanded or renewed after April 12, 2012, and the Bidder has adopted, publicized and is implementing a formal plan to cease the investment activities in Iran and to refrain from engaging in any new investments in Iran; or
 2. The political subdivision makes a determination that the goods or services are necessary for the political subdivision to perform its functions and that, absent such an exemption, the political subdivision would be unable to obtain the goods and services for which the contract is offered. Such a determination shall be made in writing and shall be a public document.

Signature

Title

Date

Company Name