

BID #2021F-9
CUSTOM MACHINE WORK FOR HYDRAULIC PUMPS, VALVES AND CYLINDER REPAIRS
MINIMUM SPECIFICATIONS

SCOPE OF WORK

It is the intent of Jefferson County to solicit proposals for Hydraulic Pumps, Valves, and Cylinder Repairs and Custom Machine Work Services for the various Jefferson County Departments.

1. The Bidder shall be responsible for providing all necessary equipment, labor, materials and hardware for repairing various cylinders and providing custom machine work services as needed. Materials costs shall be based on a cost plus percentage mark up.
2. If requested, the Bidder shall provide estimates prior to commencing repairs.
3. The County of Jefferson is exempt from all Federal and State Taxes and such taxes must not be included in the Bid price.
5. Payments cannot be processed until the Bidder has finished the repairs in a satisfactory manner. Payment will be based upon the completion of an invoice which includes your Federal Identification Number. Invoice must contain sufficient data including, but not limited to description of service parts and material/parts costs and labor rate cost.
6. Bidder shall bid all groups since award will be made to one (1) bidder for all groups. The award will be based on the lowest cost of labor rate per hour and material/parts percentage.
7. Bidder must state normal turnaround time on proposed repair work.
8. The bid prices included in the Vendor's proposal shall remain fixed for the initial contract year.
9. The Bidder shall provide the County of Jefferson with a certificate of insurance which includes liability, automobile and worker's compensation insurance. The County of Jefferson must be listed as additional insured. (See Item 18 – Page 3h).

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BID PAGE

The rates which follow shall remain binding for the entire term of the Contract.

The undersigned proposes to furnish: **CUSTOM MACHINE WORK FOR HYDRAULIC PUMPS, VALVES, and CYLINDER REPAIRS** to the County of Jefferson, at the prices hereinafter stated. All prices are exclusive of all Federal and State taxes, in accordance with the Specifications and information to bidders for the same.

ITEM #	ESTIMATED HOURS*	DESCRIPTION	PRICING FOR THE PERIOD 11/1/2021 - 10/30/2022	PRICING FOR THE PERIOD 11/1/2022 - 10/30/2023
1	30	** STANDARD SHOP RATE - FLAT (PER HOUR) RATE, PER MAN	\$	\$
2	10	*** EMERGENCY RATE - FLAT (PER HOUR) RATE, PER MAN	\$	\$
3	N/A	MATERIAL - COST PLUS % MARK UP	%	%
*HOURS ARE ESTIMATED FOR BID CALCULATION PURPOSES ONLY				
**STANDARD SHOP RATE SHALL BE DEFINED AS WORK COMPLETED MONDAY - FRIDAY				
***EMERGENCY RATE SHALL BE DEFINED AS WORK COMPLETED NIGHTS (AFTER 5PM MONDAY - FRIDAY) AND WEEKENDS				
LIST LOCATION OF SHOP _____				
LIST NORMAL TURN-AROUND FOR REPAIR WORK: _____				
COMPANY NAME: _____			DATE: _____	

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 _____

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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-9**

Bid Name: **Custom Machine Work for Hydraulic Pumps, Valves and Cylinder Repairs**

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