PURCHASING AND CENTRAL SERVICES
Telephone No.: (845) 808-1610 Fax No.: (845) 808-1914

Contract Award Notification

Title:	**AUTOMOTIVE COLLISION REPAIRS**
Contract Period:	**2/15/17 – 2/14/19**
Bid Opening Date:	**January 11, 2017**
BID No:	**RFB-05-17**
Authorized User:	**County of Putnam Exclusively**
Description:	**Automotive Collision Repair for various County Agencies**
Contractor Information:	**Stan's Autobody Ltd. 3130 Route 22 Patterson, NY 12563 (845) 878-7923**

PURCHASING AGENT: Alex Mazzella **DATE:** 1/12/17

DEPARTMENT HEAD: ~~[signature]~~ **DATE:** 1/13/17
Sheriff

DEPARTMENT HEAD: [signature] **DATE:** 1/24/17
Highway

COUNTY EXECUTIVE: Maryellen O'Neill **DATE:** 1.27.17

February 15, 2017 - February 14, 2019

RESULTS

LINE NO.	DESCRIPTION	ITEM NUMBER	EST. QTY./ DOLLARS	UNIT	Stan's Autobody Ltd. 3130 Route 22 Patterson, NY 12563 (845) 878-7923 UNIT PRICE/DISCOUNT OFF	Unit Price w/calculation	EXTENDED PRICE
SECTION ONE-PASSENGER VEHICLES For Evaluating Purposes The Estimated Amounts Are: Parts - $13,000 Labor - 144 hours - Paint Hours - 72							
1	Body Shop Services for Passenger Vehicles for parts at crash guide list	92819000001	$13,200	Percent Discount	5.00%	$660.00	$12,540.00
2	Body Shop Services for Passenger Vehicles for paint and materials based on paint hours	92819000002	72	Per Hour	$26.00	$1,872.00	$1,872.00
3	Body Shop Services for Passenger Vehicles for labor	92819000003	144	Per Hour	$47.00	$6,768.00	$6,768.00
Subtotal							$21,180.00
4	Towing Vehicle-to bidders location and return to Putnam County Maintenance Facility	92819000004			N/C		
5	Driving Vehicle-to bidders location and return to Putnam County Maintenance Facility	92819000008			N/C		

February 15, 2017 - February 14, 2019

RESULTS

LINE NO.	DESCRIPTION	ITEM NUMBER	EST. QTY./ DOLLARS	UNIT	Stan's Autobody Ltd. 3130 Route 22 Patterson, NY 12563 (845) 878-7923 UNIT PRICE/DISCOUNT OFF	Unit Price w/calculation	EXTENDED PRICE
SECTION TWO-TRUCKS For Evaluating Purposes The Estimated Amounts Are: Parts - $6,960 Labor - 72 hours - Paint Hours - 36 hours							
6	Body Shop Services for trucks for parts at crash guide list	92819000005	$6,960.00	Percent Discount	5.00%	$348.00	$6,612.00
7	Body Shop Services for trucks for paint and materials based on paint hours	92819000006	36	Per Hour	$26.00	$ 936.00	$936.00
8	Body Shop Services for trucks for labor	92819000007	72	Per Hour	$47.00	$ 3,384.00	$3,384.00
Subtotal							$10,932.00
9	Towing Vehicle-to bidders location and return to Putnam County Maintenance Facility	92819000009			N/C		
10	Driving Vehicle-to bidders location and return to Putnam County Maintenance Facility	92819000010			N/C		

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RESULTS

LINE NO.	DESCRIPTION	ITEM NUMBER	EST. QTY./ DOLLARS	UNIT	Stan's Autobody Ltd. 3130 Route 22 Patterson, NY 12563 (845) 878-7923 UNIT PRICE/DISCOUNT OFF	Unit Price w/calculation	EXTENDED PRICE
SECTION THREE-SPECIALTY VEHICLES For Evaluating Purposes The Estimated Amounts Are: Parts - $11,000 Labor - 70 hours - Paint Hours - 40							
11	Body Shop Services for specialty vehicles for parts at crash guide list	92819000011	$11,000	Percent Discount	5.00%	$550.00	$10,450.00
12	Body Shop Services for specialty vehicles for paint and materials based on paint hours	92819000012	40	Per Hour	$26.00	$1,040.00	$1,040.00
13	Body Shop Services for specialty vehicles for labor	92819000013	70	Per Hour	$47.00	$3,290.00	$3,290.00
Subtotal							$14,780.00
14	Towing Vehicle-to bidders location and return to Putnam County Maintenance Facility	92819000014			N/C		
15	Driving Vehicle-to bidders location and return to Putnam County Maintenance Facility	92819000015			N/C		

LOW BID

COUNTY OF PUTNAM - PURCHASING
40 Gleneida Ave.-1st Floor-Room 105, Carmel, NY 10512
TELEPHONE: 845-808-1088 / TELEFAX: 845-808-1914

TITLE: **AUTOMOTIVE COLLISION REPAIRS**	BID NUMBER: **RFB-05-17**

PARTICULAR BID SPECIFICATIONS

1. SCOPE

1.1. The scope of this bid is to provide all facilities, equipment, materials, parts and labor necessary to repair damaged vehicles.

2. REQUIREMENTS

2.1. The bidder must have a complete body shop meeting the following minimum requirements:

2.1.1. Paint Booth

2.1.2. The cost for the purchase and application of any decals, emblems, and/or reflective striping required of certain county vehicles shall not be included in the collision repair estimate. The Putnam County Sign Shop will obtain and apply the above listed items to the repaired vehicle.

2.1.3. Automotive frame and straightening machines with a qualified operator (on-site or under contract).

2.1.4. An inside storage area for police and other vehicles which contain electronic equipment. For the purpose of this specification "inside storage" includes storage within a secured area, which could include a locked, fenced area acceptable to the County of Putnam.

2.1.5. The bidder awarded the truck portion of the contract must also have the capability to do body and paint work indoors during inclement weather. The indoor area must be large enough to handle trucks requiring a minimum 13-foot height clearance.

2.1.6. Bidders must obtain all required local, state and federal licenses/permits required to perform the work specified.

2.2. The work proposed in this contract shall be performed at the successful bidder's place of business.

2.3. The County of Putnam may prefer to work with used parts depending on the age and value of the equipment being repaired.

2.4. The successful bidder shall agree to assume full liability and responsibility for all vehicles and contents, including radios and other standard or installed equipment including garage liability in the amount of $1,000,000.00 and naming Putnam County as an additional insured.

Any alterations to this document made by the Offeror may be grounds for rejection of the proposal, cancellation of any subsequent award, or any legal remedies available to the County of Putnam.

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2.5. This contract shall cover:

2.5.1. Passenger vehicles (sedans, light trucks up to 14,500 GVW and similar equipment such as vans etc.

2.5.2. Trucks (vehicles over the size indicated above).

2.5.3. Specialty vehicles (Fire Apparatus and Fire Equipment) requiring higher than usual standards in quality of repairs, finish, etc.

2.5.4. Fiberglass work for all vehicles.

2.6. The County of Putnam reserves the right to assign vehicles which require specialized or proprietary repairs, finish etc. to any other contractor, at its discretion, depending on the nature and extent of the specialized or proprietary work required.

2.7. All work done without the services of an independent appraiser shall be priced in accordance with the contractor's appraisal. Such appraisal shall be subject to review and approval by the County of Putnam before any work may start. Only appraisals contained in the contract for County of Putnam owned vehicles shall be considered, regardless of the cause of the damage or the eventual liability for repair costs, unless specifically approved in writing by the County of Putnam authorized representative.

2.8. Time is of the essence in repairing County of Putnam vehicles. If the County of Putnam determines that the workload of a successful bidder is such that timeliness is not possible in a given situation, the County of Putnam reserves the unilateral right to assign the job to a backup contractor. Repeated assignments to a back-up contractor (more than six in a two month period) may result in contract termination. The successful bidder agrees that work assigned under this contract shall receive priority over the other work in its shop unless specific prior approval has been obtained from the County of Putnam authorized representative.

2.9. The County of Putnam has estimated that approximately $30,000 will be spent in automotive bodywork during each year of the contract. This figure is only an estimate and is not a binding guarantee of the work to be done under the contract. Estimated parts and labor figures are for evaluation purposes only. Actual amounts may be more or less than those used for evaluation.

2.10. The bidder shall be required to use OEM parts on all repairs work except as noted in paragraph

2.11. For items 1 – 3 on the proposal pages, the crash guide list shall be Mitchell's crash guide or the applicable industry standard list used by the appraisal firm.

2.12. Successful bidder shall be required to e-mail digital pictures of County vehicles estimated to the County Fleet Manager and the insurance department when required.

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3. PICK UP AND DELIVERY

3.1. When vehicles are returned to the County of Putnam, operators shall remain with the vehicle until it is inspected and accepted. If it is determined that the vehicle is not properly repaired, the operator will return the vehicle to the successful bidders shop for additional repairs and redeliver the vehicle without any additional charges.

3.2. All vehicles must be returned within 24 hours of completion.

3.3. The County reserves the right to deliver and pick up the vehicles if it is deemed to be in the best interest of the County.

4. INCREASES

4.1. In the second and third year of this agreement, at the County of Putnam's option, the Contractor may receive a Unit Daily Cost increase not to exceed the prevailing CPI. The decision of the County of Putnam is Final and Binding. At the option of the County of Putnam, this contract(s) may be extended for two additional one year terms with the prevailing CPI increase.

4.2. CPI-U means the Consumer Price Index for U.S. City Average-Consumer Price Index for All Urban Consumers as published by the Bureau of Labor Statistics of the United States Department of Labor or a successor or substitute index, appropriately adjusted. The Final and Binding decision to extend or not extend this agreement shall rest with the County of Putnam.

4.3. Vendors shall submit a letter to the Director of Purchasing addressing **any unscheduled price increases** from the manufacturers. This letter must also include, on the manufacturer's letterhead, all information to support any unscheduled increase. Any increase authorized is at the sole discretion of the Director of Purchasing and shall be made in writing.

5. VARIANCES FROM ESTIMATES

5.1. Successful bidder(s) shall be responsible for obtaining approval of the County prior to undertaking any work not included in the original estimate. Additional work shall be based upon flat rates published in the "Mitchell Collision Estimating Guide/System," latest edition, or acceptable equivalent if no rate is available from the Guide. The estimate shall be subject to County concurrence.

5.2. If the successful bidders(s) are able to straighten or otherwise fix a part and use it instead of using a new part which was included in the estimate, the successful bidder (s) shall notify the using agency and amend the estimate to reflect a reduction in price.

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5.3. Successful bidder(s) must maintain full, detailed and accurate records of all work performed. Said records must be available for inspection by the County at any reasonable time and retained for at least one year after expiration of the contract.

6. AWARD

6.1. The County shall award this bid as a whole or in part, whichever deems to be in the best interest of the County.

6.2. It is the intent of the County to make multiple awards and to have contracts in place with a maximum of 2 vendors for the work described in this bid.

6.3. The County intends to send vehicles to the lowest cost successful bidder until his shop reaches full capacity. Once the primary shop has reached full capacity, the next lowest cost shop will be utilized.

6.4. Cost for pick-up and delivery of vehicles, in addition to labor charges, shall be used in the evaluation process to determine the overall price.

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