



February 19, 2013

Invitation to Bid No. 121340
AUTOMOTIVE WHEELS & ACCESSORIES

ADDENDUM No. 1

Instructions to Bidders:

- 1) Replace Page 1 through Page 10 with the attached Page 1A through 12A along with cover sheet.
- 2) Bidders must sign and attach this Addendum with their bid submission.
- 3) The Bid Opening scheduled for Tuesday, February 19, 2013 at 11:00 AM has changed.
- 4) The new date of the Bid Opening is Tuesday, March 12, 2013 at 11:00 AM.

SIGN the Addendum below acknowledging receipt and understanding, INSERT it in the bidding document, and RETURN IT WITH YOUR BID.

Very truly yours,

CITY OF ROCHESTER

Charles Zettek Jr,
Purchasing Agent

The undersigned bidder acknowledges receipt and understanding of Addendum No. 1

_____, 2013_____



AUTOMOTIVE WHEELS AND ACCESSORIES

1. SCOPE

These specifications detail the annual requirements for AUTOMOTIVE WHEELS AND ACCESSORIES to be used in maintaining the City of Rochester's motor fleet.

2. BRAND REFERENCE

2.1 Wherever in these specifications a particular make or model is indicated, it is done solely to establish the level of quality desired. This should not be interpreted to mean that the make or model specified is the only one acceptable.

2.2 If the bidder submits a bid on a make or model other than the one specified, he must submit with his bid, detailed specifications describing the items he proposes to furnish. The bidder shall point out in detail wherein the item(s) he proposes to furnish differs from the item(s) called for in the specifications.

3. APPLICABLE PUBLICATIONS

3.1 Current Publications, Current Price List

3.2 Bidder must submit current catalogue publication name, column, and price list number, date of price list.

4. REQUIREMENTS

4.1 INFORMATION WITH BID

Bidders must bid on all items in each group. Incomplete bids may be rejected by the Purchasing Agent.

4.2 GUARANTEES

Guarantees shall be in accordance with the manufacturer's standard warranty. Defective parts are to be replaced by the contractor within forty-eight (48) hours after proper notification is given by the using agency.

4.3 SERVICE

All parts furnished under this contract shall meet or exceed the NYSDOT and OEM specifications. Parts shall be boxed and identified with manufacturer's name and part number.

AUTOMOTIVE WHEELS AND ACCESSORIES

4.4 DELIVERY GUARANTEE

- 4.4.1 For all items, delivery shall be made within five (5) days from receipt of order.
- 4.4.2 If delivery cannot be made within the allotted time, purchase may be made on the open market pursuant to paragraph 35 of the General Conditions and Instructions to Bidders.
- 4.4.3 Delivery of emergency items shall be made immediately.
- 4.4.4 Agency shall also be accorded "over-the-counter" service, if applicable.

5. QUALIFICATION OF BIDDERS

- 5.1 In addition to all items specified under paragraph 23 of the General Conditions and Instructions to Bidders, the City may consider the following in determining a bidder's responsibility:
 - 5.1.1 That the bidder has in operation a parts and service facility adequate for an actively engaged in the services specified hereunder;
 - 5.1.2 That the bidder employs qualified personnel to render prompt, efficient and quality service;
 - 5.1.3 Previous performance under City contracts, or contracts of sufficient and comparable size with other customers.
- 5.2 The City of Rochester may inspect the bidder's facility and require submission of such additional information as may be requested to verify the bidder's responsibility.

6. CONTRACT PERIOD

- 6.1 It is the intention of the City to enter into a contract for a term of approximately one (1) year commencing upon the date of award and ending on March 31, 2014.
- 6.2 The City may extend the contract under the same terms and conditions for two (2) additional one (1) year periods from the date of expiration, provided such extension is mutually agreeable to both the City and the contractor.

7. QUANTITIES

- 7.1 Quantities and dollar volumes are indefinite. Contract shall be for the actual quantities ordered during the contract period.
- 7.2 The City reserves the right to advertise for any unanticipated requirements of substantial dollar value in the best interests of the City, at the discretion of the Purchasing Agent.

AUTOMOTIVE WHEELS AND ACCESSORIES

- 7.3 In the event satisfactory bids are not received, the Purchasing Agent reserves the right to consider alternate proposals containing deviations from City specifications. Bidders shall explain in detail where such alternatives deviate from or qualify the terms of the proposal and specifications as issued.

8. PRICE

- 8.1 Prices will remain firm for the term of this contract.
- 8.2 All orders shall be priced F.O.B. Destination, including unloading at storeroom door of requesting department.

9. METHOD OF AWARD

- 9.1 The contract shall be awarded to the lowest responsive and responsible bidder for Groups 1, 2, 3, 4 and 5 based upon the Total Bid Price, unless an award by Group yields a substantial savings to the City, as determined by the Purchasing Agent.
- 9.2 The City reserves the right to calculate total City costs if different catalogs are offered and to make the award based upon the lowest calculated cost.
- 9.3 The City reserves the right to determine which catalog offered represents the best value for the City, taking into account quality, manufacturer reputation and compatibility to OEM parts.

10. INVOICES AND PAYMENT

- 10.1 Payment will be based on any invoice used in the contractor's normal course of business. However, payment will not be made unless the invoice is clearly legible and contains at a minimum all of the following information:
- 10.1.1 Accurate contract item number and description;
 - 10.1.2 Catalog number of the item;
 - 10.1.3 Quantity;
 - 10.1.4 Unit price per item;
 - 10.1.5 Net total cost to the City, after discount;
 - 10.1.6 City contract number;
 - 10.1.7 Date of delivery;
 - 10.1.8 Location of delivery.
- 10.2 The responsibility to submit a properly completed invoice rests entirely with the contractor. Failure to submit a properly completed invoice will result in rejection of a claim for payment.

11. POLITICAL SUBDIVISIONS

Bidders should note that other political subdivisions may participate in the contract resulting from this bid award as authorized by General Municipal Law. Use of this contract by any other political subdivision must be coordinated between that subdivision and the contractor. The City will have no responsibility for any such purchases and will have no role other than to provide other political subdivisions with a copy of this contract if requested.

12. NON-COLLUSIVE BIDDING CERTIFICATION

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 certifies as to its own organization, under penalty of perjury, that to the best of its knowledge and belief:

- 12.1 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.
- 12.2 Unless otherwise required by law, the prices which have been quoted in this bid have not knowingly been disclosed by the bidder and will not knowingly be disclosed prior to the bid opening, directly or indirectly, to any other bidder or to any competitor.
- 12.3 No attempt has been or will be made by the bidder to induce any other person, partnership or corporation to submit or not to submit a bid for the purpose of restricting competition.

13. REJECTION OF BIDS

- 13.1 The City of Rochester reserves the right to reject any and all bids or proposals if the best interest of the City of Rochester will be served by such action.
- 13.2 The Purchasing Agent reserves the right to reject any bid that is unrealistic or where a disproportionate unit cost is proposed.
- 13.3 The Purchasing Agent reserves the right to reject any bidder who proposes an unacceptable product or cannot prove to the satisfaction of the City its ability to execute the terms and conditions of this contract.

AUTOMOTIVE WHEELS AND ACCESSORIES

PROPOSAL – PART 1 cont.

GROUP II – WHEELS

a. 22.5 x 8.25 (#F28408) Unimount 10 hole wheel \$ _____ x 4 = \$ _____

b. 22.5 x 9.00 (#F28510) 10 hole wheel \$ _____ x 4 = \$ _____

Total Group II: \$ _____

CATALOG NAME & NO. USED FOR GROUP II: _____

PRICE SHEET NO USED FOR GROUP II: _____

NOTE: CATALOG OFFERED FOR GROUP II ABOVE MUST BE SAME AS CATALOG OFFERED FOR GROUP II IN PART 2 OF THE PROPOSAL PAGE ON PAGE 11A.

Authorized Signature

Typed Name and Title of Authorized Signer

Typed Name of Company
(Continued through page 12A)

AUTOMOTIVE WHEELS AND ACCESSORIES

PROPOSAL - PART 1 cont.

GROUP IV

	<u>Wheel Mounting Hardware</u>	<u>Unit Price</u>	<u>Quantity</u>	<u>Total</u>
	<u>Size or NWRA #</u>			
Nuts	a. E4963 (Euclid)	\$ _____	x 100 =	\$ _____
Wedges & Clamps	b. RG 138	\$ _____	x 12 =	\$ _____
Studs	c. E4956A (Euclid)	\$ _____	x 100 =	\$ _____

Total Group IV: \$ _____

CATALOG NAME & NO. USED FOR GROUP IV: _____

PRICE SHEET NO USED FOR GROUP IV: _____

NOTE: CATALOG OFFERED FOR GROUP IV ABOVE MUST BE SAME AS CATALOG OFFERED FOR GROUP IV IN PART 2 OF THE PROPOSAL PAGE ON PAGE 11A.

Authorized Signature

Typed Name and Title of Authorized Signer

Typed Name of Company
(Continued through page 12A)

AUTOMOTIVE WHEELS AND ACCESSORIES

PROPOSAL – PART 1 cont.

GROUP V – SPACERS

(Channel only – standard type)

a. SB4022K (Accuride) \$ _____ x 5 = \$ _____

b. SB4020K (Accuride) \$ _____ x 5 = \$ _____

Total Group V: \$ _____

CATALOG NAME & NO. USED FOR GROUP V: _____

PRICE SHEET NO USED FOR GROUPV: _____

NOTE: CATALOG OFFERED FOR GROUPV ABOVE MUST BE SAME AS CATALOG OFFERED FOR GROUP V IN PART 2 OF THE PROPOSAL PAGE ON PAGE 11A.

Authorized Signature

Typed Name and Title of Authorized Signer

Typed Name of Company
(Continued through page 12A)

AUTOMOTIVE WHEELS AND ACCESSORIES

PROPOSAL - PART 1 cont.

PART 1

TOTAL GROUP I \$ _____

TOTAL GROUP II \$ _____

TOTAL GROUP III \$ _____

TOTAL GROUP IV \$ _____

TOTAL GROUP V \$ _____

\$ _____

TOTAL BID PRICE
(ADD GROUP I+ GROUP II+ GROUP III+ GROUP IV + GROUP V)

Authorized Signature

Typed Name and Title of Authorized Signer

Typed Name of Company
(Continued through page 12A)

AUTOMOTIVE WHEELS AND ACCESSORIES

PROPOSAL

PART 2

The items specified in Part I of the Proposal are anticipated yearly requirements.

It may become necessary to purchase non-specified related items from time to time. Therefore, the City wishes to obtain discounts from the price lists utilized in each Group listed in the Proposal. A copy of these price lists must be submitted with the Proposal.

Part II of the Proposal shall not be considered in awarding the contract.

<u>GROUP</u>	<u>CATALOG NAME & NO.</u>	<u>PRICE SHEET NO.</u>	<u>% DISCOUNT FROM LIST</u>
I	_____	_____	_____ %
II	_____	_____	_____ %
III	_____	_____	_____ %
IV	_____	_____	_____ %
V	_____	_____	_____ %

Authorized Signature

Typed Name and Title of Authorized Signer

Typed Name of Company
(Continued through page 12A)

AUTOMOTIVE WHEELS AND ACCESSORIES

PROPOSAL

PRINT OR TYPE THE FOLLOWING INFORMATION:

Name of Firm or Corporation

Street Address

City State Zip Code

Telephone/Fax No./Cell Federal Employer ID No.

E-mail Address of Recipient of Contract Awards and Extensions

Date

ACCEPTED ON BEHALF OF THE CITY OF ROCHESTER FOR:

Contract No. _____ Contract Term: _____

Purchasing Agent

Date