



# CONTRACT DATA SHEET

Monroe County Division of Purchasing  
200 County Office Building, Rochester NY 14614

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**TITLE:** RUNWAY SWEEPER BROOM BRUSHES AND SPACER RINGS

**CONTRACT #:** 0710-14 (4700007138)

**CONTRACT DATES:** 09/01/14 – 08/31/19

**BUYER:** SHARON A. BERNDT  
**PHONE:** 585/753-1110  
**FAX:** 585/753-1104

**VENDOR(S):** M-B COMPANIES, INC.  
1615 WISCONSIN AVENUE  
P.O. BOX 200  
NEW HOLSTEIN, WI 53061

PH: (800) 558-5800  
FAX: (920) 898-4588

## **TERMS AND CONDITIONS**

**BID ITEM:** RUNWAY SWEEPER BROOM BRUSHES AND SPACER RINGS

**FOR:** Greater Rochester International Airport - Aviation

**PURCHASING CONTACT:** The Buyer, identified below, is the sole point of contact regarding this Bid from the date of issuance until the bids are opened and the results made public.

Sharon Berndt  
Monroe County Division of Purchasing  
200 County Office Building  
39 West Main Street  
Rochester, NY 14614  
Email: [sberndt@monroecounty.gov](mailto:sberndt@monroecounty.gov)

All requests for bid clarification must be submitted in writing to the Buyer referenced above and received no later than noon (Eastern Standard Time) on **Friday, July 25, 2014.**

All questions will be answered and documented in writing as an Addendum to the Bid. These will be sent out to all Bidders who received the original Bid no later than **Thursday, July 31, 2014.**

**DUPLICATE COPIES:** **PLEASE SUBMIT YOUR BID IN DUPLICATE; THE ORIGINAL AND ONE (1) COPY.**

**BID INFORMATION:** At the time of bid, the bidder shall supply detailed specifications covering the item(s) contained herein and shall clearly indicate any areas in which item or items offered do not fully comply with the specifications contained herein.

**SUBMITTAL OF FORMAL PROPOSAL:** Bid proposal must be legible and submitted in the original form, bearing an original signature. **EMAILS AND FACSIMILES ARE NOT ACCEPTABLE.**

All bidders must submit proof that they have obtained the required **Workers' Compensation** and **disability benefits** coverage or proof that they are exempt if awarded the contract.

**SPECIFICATION ALTERATIONS:** Specifications will be construed to be complete and be considered the entire description of the goods or services upon which Monroe County is now seeking bids. **Only formal written addenda can materially alter this set of specifications.** No verbal statement made by a Monroe County employee or anyone else is binding nor shall such statement be considered an official part of this public bid proposal.

**QUANTITIES:**

The quantities listed are the estimated annual requirements and should not be construed to represent either maximum or minimum quantities to be ordered during the contract term. **Estimates are based upon actual annual usage from 2009-2014 by County departments only.**

**BRAND REFERENCE:**

References to a manufacturer's product by brand name or number are done solely to establish the minimum quality and performance characteristics required. Bidders may submit bids on alternates, but must attach two (2) copies of manufacturer specifications for any alternate at the time of the bid. Further, the bidder must demonstrate that the alternate proposed has a sufficient operating track record to show the equipment will perform per the specified brand. The acceptance of a bidder's alternate rests solely with Monroe County.

**QUALIFIED BIDDER:**

Each bidder must be prepared to present satisfactory proof of his capacity and ability to perform this contract. Such proof may include, but is not limited to, an inspection of the bidder's facilities and equipment, financial statements, references and performance of similar contracts. **The Purchasing Manager reserves the right to reject any bid where the bidder cannot satisfy the County as to their ability to perform.** Monroe County reserves the right to reject any and all bids if the Monroe County Purchasing Manager deems said action to be in the best interests of Monroe County.

**METHOD OF  
AWARD:**

Monroe County intends to award the bid to the lowest responsive and responsible bidder, based on the **TOTAL**. **Bidder must bid on all items in order to be considered.** **The County reserves the right to reject any and all bids** if the Purchasing Manager deems said action to be in the best interest of the County.

**CONTRACT TERM:**

Contract will start with the date of the contract award and run through **August 31, 2015**, with the option to renew the contract up to four (4) additional twelve (12) month periods with the mutual consent of both parties.

**PRICE CHANGES:**

Price changes may be proposed by either party no later than forty-five (45) days prior to contract extension, based upon manufacturer price changes which must be supported with documentation. Should price changes not be acceptable to both parties, the contract will not be extended. Prices may change only at the time of extension.

**MINIMUM ORDER:**

No minimum order is specified for this contract. Agencies must be able to order as needed. **Political subdivisions and others authorized by law may participate in this contract.**

**DELIVERY:**

All deliveries to be F.O.B. Monroe County to agency as specified by a Purchase Order. Delivery costs must be built into the unit prices bid. Deliveries must be made within **one (1) week** after receipt of purchase order number. The County reserves the right to terminate the contract in the event the specified delivery time is not met.

**PURCHASE ORDER  
ISSUANCE:**

Delivery of services may be directed by the receipt of a Purchase Order only. **Items that are not part of this bid will not be paid for by Monroe County.** As to all purchase orders issued by Monroe County, exceptions may only be authorized, in writing, by the Purchasing Manager or her authorized agent prior to delivery.

**BILLING  
PROCEDURE:**

All invoices for items sold any authorized agency as a result of this contract must be billed in the following manner: Purchase Order #, Quantity, Description of Item Purchased, BP#, Item #, Extension and Total. **ALL INVOICES MUST BE MARKED WITH THE PURCHASE ORDER NUMBER. INVOICES WITHOUT THIS INFORMATION WILL NOT BE PROCESSED FOR PAYMENT.**

**WARRANTY/  
GUARANTEE:**

All warranties by manufacturer shall apply. Bidder shall, as part of its proposal, furnish its warranty/guarantee for all goods/services to be furnished hereunder. As a minimum, Bidder shall warrant all goods for the period of the manufacturer's warranty date of acceptance. Bidder shall be obligated to repair or replace all defects in material or workmanship, which are discovered or exist during said period. All labor, parts and transportation shall be at Bidder's expense.

**UNCONTEMPLATED  
PURCHASES:**

Monroe County reserves the right to request separate bids for such quantities of items on this contract that may be best procured via separate public bid offering and to otherwise act in furthering its own best interests.

**SUBCONTRACT:**

The Contractor shall not subcontract any work without first obtaining the written consent of the Monroe County Purchasing Manager.

**RELATED ITEMS:**

The County reserves the right to add miscellaneous related items to this contract during the contract term upon agreement by both parties as to the price. Approval must be given in writing by the Purchasing Manager or her Designee.

**REPORT OF  
PURCHASE:**

The Contractor must, upon request, provide the County Purchasing Manager with detailed information showing how much of each item was delivered to any and all agencies under this contract. This includes deliveries to not only the County but any other municipality or agency which orders from this contract.

**OTHER AGENCIES:**

The Contractor(s) **must** honor the prices, terms and conditions of this contract with political subdivisions or districts located in whole or in part within Monroe County. In addition, the contractor **may**, but is not required to, extend the prices, terms and conditions of this contract to any other political subdivision or district. Usage of this contract by any of these other political subdivisions or districts will have to be coordinated between that subdivision or district and the contractor. Orders placed against this contract between any subdivision or district will be contracts solely between the Contractor(s) and those entities. Monroe County will not be responsible for, nor will it have any liability or other obligation for, such contract between the Contractor(s) and any third party.

**INDEMNIFICATION:**

The Contractor agrees to defend, indemnify and save harmless the County, its officers, agents, servants and employees from and against any and all liability, damages, costs or expenses, causes of action, suits, judgments, losses and claims of every name not described, including attorneys' fees and disbursements, brought against the County which may arise, be sustained or occasioned directly or indirectly by any person, firm or corporation arising out of or resulting from the performance of the services by the Contractor, arising from any act, omission or negligence of the Contractor, its agents and employees or arising from any breach or default by the Contractor under this Agreement. Nothing herein is intended to relieve the County from its own negligence or misfeasance or to assume any such liability for the County by the Contractor.



**BP#0710-14**  
**RUNWAY SWEEPER BROOM BRUSHES AND SPACER RINGS**  
**SPECIFICATIONS**

<b><u>GENERAL:</u></b>	Replacement brushes shall be of the continuous fill (non-tufted), sectional wafer type which requires spacers for the assembly into the brush core. Brush sets may be polypropylene plastic or 1/2 poly and 1/2 wire bristles. Any combination of poly or wire may be used for individual design application. Brushes shall be a minimum of 46 inches in diameter overall. Monroe county will be assembling the replacement brooms.
<b><u>BOXING:</u></b>	Brushes shall be packaged 52 per box.
<b><u>BRUSH RING:</u></b>	The brush ring shall be formed from 18-gauge quality coil stock (Rockwell B Hardness 50-55) steel rolled into a continuous channel. The inside diameter shall be sized for a slip fit over the sweeper core. The channel sides shall be 1.0" high to firmly embrace and contain the brush bristles.
<b><u>DRIVE PINS:</u></b>	Each brush section shall have four (4) reinforced drive lugs protruding into the inside of the brush ring, which propels the brush on the sweeper core. These drive lugs shall be spaced at 90 degrees to go against the sweeper core drive bar.
<b><u>HOLDING WIRE:</u></b>	Brush bristles shall be held inside the brush ring channel by eight (8) rounds of wire under high tension to ensure efficient operation at high brush RPM. The holding wire shall be hard drawn, bright basic wire having a tensile strength of 130,000 to 160,000 PSI.
<b><u>HOLDING WIRE CLAMPING:</u></b>	Bristle holding wire tension will be maintained by deforming an elongated C-shaped clip, retaining the wire, under high tension, to ensure against bristle loss.
<b><u>BRUSH BRISTLE SYNTHETIC:</u></b>	Bristles shall be of high quality stretch-oriented isotactic polypropylene plastic with a carbon additive to stabilize the polymer against the elements. The bristles shall have a high amplitude crimp, measure .060/.065 x .090/.095 inches in their cross section, have a specific gravity of 0.90 and a water absorption of less than .03 percent. Bristles shall be completely mildew resistant and have a high tensile strength of 25,000 to 35,000 PSI.
<b><u>WIRE:</u></b>	Bristles shall be .018 in diameter hard drawn, high carbon spring steel brush wire, scientifically crimped in two (2) separate places, 3 – 1/2 crimps per inch, 1/8" depth, spirally crimped. Carbon content of .65% to .75%; manganese content of .45% to .65% conforming to AISI designation 1069. Brush wire shall be zinc coated .15 oz./sq. ft. minimum to protect against the elements and have a tensile strength of 315,000 to 375,000 PSI
<b><u>WEIGHT:</u></b>	Total weight of wire wafer shall be 13 lbs. Total weight of poly wafer shall be 8 lbs.

**BP0718-09**  
**SWEEPER BROOMS**  
**UNIT PRICE SHEET**

**DESCRIPTION**

**UNIT PRICE**

POLY BRUSH, 19-1/2" X 46", 52/BOX,  
W/O RUBBER LINER, MB PART #101-137212

\$702.00/BOX

WIRE BRUSH, 19-1/2" X 46", 52/BOX,  
W/O RUBBER LINER, MB PART #101-92109

\$1,170.00/BOX

SPACER RINGS, 52/BOX, MB PART #402-94314

\$72.80/BOX



# **MONROE COUNTY PURCHASING**

## **Vendor Performance Survey**

**Contract Title:** \_\_\_\_\_

**Contract Number:** \_\_\_\_\_

**Vendor:** \_\_\_\_\_

Please rank the vendor performing the contract specified on a scale from "1" to "10" with "1" being poor, "5" average and "10" excellent. Please include any additional comments or suggestions in the space provided below. Monroe County Purchasing appreciates your input.

	Poor				Average					Excellent
	1	2	3	4	5	6	7	8	9	10
Item(s) supplied met specifications										
Product provided value (taking into account price, quality, etc.)										
Timeliness of delivery										
Completeness and accuracy of order										
Ability to contact representatives of vendor when needed? (If unavailable was call back prompt?)										
Invoices received promptly and accurately										
Recommendations received from the vendor (i.e. product information, cost saving strategies, ideas for better use of resources, etc.)										

**Survey Completed by:**

**Name:** \_\_\_\_\_

**Title:** \_\_\_\_\_

**Agency:** \_\_\_\_\_

**Telephone:** \_\_\_\_\_ **Fax:** \_\_\_\_\_

**E-mail:** \_\_\_\_\_

***Please submit this survey to Monroe County Purchasing.***