

07.20.2021

ADOPTED

TOWN OF RIVERHEAD

Resolution 2021-494

AWARDS BID FOR FORD AUTOMOTIVE PARTS

Councilwoman Kent offered the following resolution,
which was seconded by Councilman Beyrodt Jr.

WHEREAS, Town Board Resolution #2021-354 authorized the Town Clerk to publish and post a notice for sealed bids for **FORD AUTOMOTIVE PARTS** and;

WHEREAS, 2 bids were received, opened and read aloud in the Office of the Town Clerk, 200 Howell Avenue, Riverhead, NY 11901 on **June 24, 2021** at **11:00 AM**; and

WHEREAS, the bids were reviewed and a bid tabulation was prepared by the Purchasing Agent and presented to the Town Board for review; and

WHEREAS, the Municipal Garage Manager has reviewed the bids submitted and has submitted his recommendations for award.

NOW THEREFORE BE IT RESOLVED that the bid for **FORD AUTOMOTIVE PARTS** be awarded to the vendors indicated below for the amounts indicated on the attached;

PRIMARY - **MY GUY AUTO SUPPLY – NAPA**
1556 W MAIN ST
RIVERHEAD, NY 11901
accounting@myguyautosupply.com

SECONDARY - **RIVERHEAD FORD**
1419 OLD COUNTRY RD
RIVERHEAD, NY 11901
bredfield@riverheadmotors.com

BE IT FURTHER RESOLVED, that the Town Clerk be and is hereby authorized to forward a copy of this resolution to the vendor listed above, the Municipal Garage and Purchasing Department; and

BE IT FURTHER RESOLVED that all Town Hall Departments may review and obtain a copy of this resolution from the electronic storage device and, if needed, a certified copy of same may be obtained from the Office of the Town Clerk.

THE VOTE

RESULT: ADOPTED [UNANIMOUS]
MOVED: Catherine Kent, Councilwoman
SECONDED: Frank Beyrodt Jr., Councilman
AYES: Aguiar, Hubbard, Kent, Beyrodt Jr., Rothwell

This is to certify that I, the undersigned, Town Clerk of the Town of Riverhead, County of Suffolk, State of New York, have compared the forgoing copy of a Resolution with the original now on file in this office and which was duly adopted on July 20, 2021 and that the same is a true and correct transcript of said Resolution and the of the whole thereof.

IN WITNESS WHEREOF, I have hereunto set my hand and the official seal of the Town of Riverhead, on July 21, 2021



Diane M. Wilhelm

, Town Clerk

**FISCAL IMPACT STATEMENT
OF PROPOSED RIVERHEAD TOWN BOARD LEGISLATION**

A. Type of Legislation Resolution <input checked="" type="checkbox"/> Local Law		
B. Title of Proposed Legislation: Awards Bid for Ford Automotive Parts		
C. Purpose of Proposed Legislation:		
D. Will the Proposed Legislation Have a Fiscal Impact? Yes <input checked="" type="checkbox"/> No		
E. If the answer to section D is "yes", select (a) or (b) below and initial or detail as applicable: <p>(a) The fiscal impact can be absorbed by Town/department existing resources set forth in approved Town Annual Budget <input checked="" type="checkbox"/> (example:routine and budgeted procurement of goods/services)*if selecting E(a), please initial then skip items F,G and complete H,I and J; or</p> <p>(b) The description/explanation of fiscal impact is set forth as follows:</p>		
F. If the answer to E required description/explanation of fiscal impact (E(b)), please describe total Financial Cost of Funding over 5 Years		
G. Proposed Source of Funding Appropriation Account to be Charged: A01-445-132-00000 Grant or other Revenue Source: Appropriation Transfer (list account(s) and amount):		
H. Typed Name & Title of Preparer: Teresa Baldinucci	I. Signature of Preparer Teresa Baldinucci Teresa Baldinucci	J. Date 7/07/21
K. Accounting Staff Name & Title William Rothaar, Accounting Department	L. Signature of Accounting Staff <i>William Rothaar</i> William Rothaar	M. Date 7/14/21

VENDOR NAME My Guy Auto Supply - NAPA

**FORD AUTOMOTIVE PARTS
PROPOSAL/BID SHEET**

1. Company information:

a. Name, physical address, mailing address, telephone number, fax number, the name of the primary contact for this bid, and the e-mail address for the primary contact and/or main office.

My Guy Auto Supply, 1556 W Main St. Riverhead
NY 11901, 631-591-2887, 631-546-0616,

Jason Esposito, accounting@myguyautosupply.com

b. Confirm that the company is an authorized dealer/distributor of Ford OEM parts

YES

or

NO

c. Identify the location for pick-up of parts.

1556 W Main St. Riverhead NY 11901

2. Insurance:

a. Proof of Comprehensive General Liability Insurance, including products completed, contractual, property and personal injury in the amount of \$1,000,000.00 per occurrence and \$2,000,000.00 in the aggregate; and

b. Proof of professional liability insurance in the amount of (\$1,000,000.00.); and

c. Proof of Automotive/Equipment Liability (Bodily Injury and Property Damage) insurance in the amount of \$100,000 (per occurrence)/\$300,000 (total).

(Please annex proof of insurance.)

3. Identify or provide information regarding availability "in stock" or ability to supply within the time parameters set forth in the bid specifications:

VENDOR NAME My Guy Auto Supply - NAPA

<u>Equipment</u>	<u>Standard (typical) in stock or delivery time (please specify)</u>
Suspension	<u>3 Hours</u>
Shaft assemblies	<u>1 DAY</u>
Rotor assemblies	<u>IN STOCK</u>
Brake kits	<u>IN STOCK</u>
Spark plugs	<u>IN STOCK</u>
Belts, hoses, gaskets and fans	<u>IN STOCK</u>
HVAC system	<u>1 DAY</u>
Lights	<u>1 DAY</u>
Power train items	<u>3 Hours</u>

4. Price

A. Discount from Ford List Price 25 %

B. Discount from Dealer List Price %

Please describe and identify the discount options identified above, i.e. Town is limited to "A" "Discount from Ford Price List" or Town may choose from Option "A" or "B" whichever provides the best (lowest) price": TOWN IS LIMITED TO "A".

DATE: June 23, 2021

SIGNED: Joanna Troise

PRINT NAME: Joanna Troise

TITLE: Office Manager

VENDOR NA

Riverhead Ford

FORD AUTOMOTIVE PARTS
PROPOSAL/BID SHEET

1. Company information:

a. Name, physical address, mailing address, telephone number, fax number, the name of the primary contact for this bid, and the e-mail address for the primary contact and/or main office.

RIVERHEAD FORD

1419 OLD COUNTRY ROAD

RIVERHEAD

b. Confirm that the company is an authorized dealer/distributor of Ford OEM parts

YES or NO

c. Identify the location for pick-up of parts.

directly across Route 58

2. Insurance:

- a. Proof of Comprehensive General Liability Insurance, including products completed, contractual, property and personal injury in the amount of \$1,000,000.00 per occurrence and \$2,000,000.00 in the aggregate; and
- b. Proof of professional liability insurance in the amount of (\$1,000,000.00.); and
- c. Proof of Automotive/Equipment Liability (Bodily Injury and Property Damage) insurance in the amount of \$100,000 (per occurrence)/\$300,000 (total).

(Please annex proof of insurance.)

3. Identify or provide information regarding availability "in stock" or ability to supply within the time parameters set forth in the bid specifications:

VENDOR NAME

Riverhead Ford

<u>Equipment</u>	<u>Standard (typical) in stock or delivery time (please specify)</u>
Suspension	1 day
Shaft assemblies	1 day
Rotor assemblies	in Stock
Brake kits	in Stock
Spark plugs	in Stock
Belts, hoses, gaskets and fans	in Stock
HVAC system	1 day
Lights	in Stock
Power train items	1 day

4. Price

A. Discount from Ford List Price 25 %

B. Discount from Dealer List Price 25 %

Please describe and identify the discount options identified above, i.e. Town is limited to "A" "Discount from Ford Price List" or Town may choose from Option "A" or "B" whichever provides the best (lowest) price": _____

DATE: JUNE 21, 2021

SIGNED: 

PRINT NAME: BRIAN REDFIELD

TITLE: PARTS MANAGER

EXCEPTIONS TO THE SPECIFICATIONS

Delivery of all parts is subject to availability.