



**COUNTY OF HENRICO
DEPARTMENT OF FINANCE
PURCHASING DIVISION**

**CONTRACT EXTRACT
NOTICE OF RENEWAL**

DATE:	September 21, 2018
CONTRACT COMMODITY/SERVICE:	Sterling OEM Truck Parts – Heavy Duty
CONTRACT NUMBER:	9652
COMMODITY CODE:	060.74
CONTRACT PERIOD:	November 1, 2018 through October 31, 2019
RENEWAL OPTIONS:	None
USER DEPARTMENT:	Central Automotive Maintenance
SUPPLIER:	Name Excel Truck Group
	Address 901 West Hundred Road
	City, State Chester, VA 23836
	Contact Name Ryan Brooks
	Phone Number 804-425-9883
	Fax Number 804-768-0019
	Email address rbrooks@exceltg.com
	Emergency Telephone Number 804-920-4580
ORACLE SUPPLIER NUMBER:	10973
BUSINESS CATEGORY:	Non-SWAM
PAYMENT TERMS:	Net 30
DELIVERY:	As Needed and Requested
FOB:	County of Henrico
BUYER:	Name Eric Rosen
	Title Procurement Analyst
	Phone 804-501-5639
	Email ros074@henrico.us

This contract is the result of a competitive solicitation issued by the Department of Finance, Purchasing Division. A requisition must be generated for all purchases made against this contract and the requisition must reference the contract number.

See attached pricing

Pricing Information:

Manufacturer	Discount off MSRP
Sterling Heavy Duty Trucks	30%
Installation of OEM parts	\$133.00 per hour
Restocking Charge	20%
Return Acceptance after Delivery	30 Days

Delivery Locations:

Parts shall be delivered to the locations listed below during the following business hours:

- a. Central Automotive Maintenance, West, 7:00 a.m. – 8:00 p.m.
10301 Woodman Road
Glen Allen, VA 23060
- b. Central Automotive Maintenance, East, 7:00 a.m. – 3:30 p.m.
440 Dabbs House Road
Henrico, VA 23223

Stock and Delivery:

The Successful Bidder shall maintain stock to ensure immediate and adequate delivery.

- a. For the replenishment of County stock, 48 hours for delivery is acceptable.
- b. For the emergency repair of non-operational equipment, two (2) hours for delivery of parts shall be required.
- c. In the event the two (2) hour delivery is not met; the County reserves the right to obtain parts from another source using the small purchase procedure.

Installation of OEM Parts:

Installation of Sterling OEM parts at the successful bidder's facility may be requested by Central Automotive Maintenance; please indicate your installation labor charge per hour on the bid form.

Specifications:

All parts furnished under this contract shall be Sterling, new and meet or exceed OEM specifications. Rebuilt parts will not be accepted. No Exceptions.

Pricing:

The discount will apply to all line items contained in the manufactures suggested retain price list.

The vendor shall be required to supply Central Automotive Maintenance, two (2) copies of the current Manufacturer's Suggested Retail Price List and all revisions thereto, during the contract period. Price list may be printed or accessed electronically.

Warranty:

The vendor warrants that all parts provided shall be consistent with the manufacturer's specifications and will be free from defects. Goods which are not as warranted may be returned at the successful bidder's expense within thirty (30) days after delivery, for either credit or replacement, without an additional charge to the County.