

PIN: 8570900011

SPECIAL INSTRUCTION TO BIDDERS  
CONTRACT SPECIFIC TERMS AND CONDITIONS

CITY OF NEW YORK  
DEPARTMENT OF CITYWIDE ADMINISTRATIVE SERVICES  
DIVISION OF MUNICIPAL SUPPLY SERVICES  
MUNICIPAL BUILDING, NEW YORK, NY 10007

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BID NUMBER: 0900011.

BID TITLE: TRUCK, FIRE, 100 FT REARMOUNT AERIAL

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ALL INQUIRIES REGARDING THIS BID ARE TO BE DIRECTED TO:  
PURCHASING AGENT: EDWARD ANDERSEN AT (212) 669-8509

VENDORS WILL BE SEEN BY APPOINTMENT ONLY  
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TYPE OF CONTRACT: THIS IS A "C" CONTRACT  
(REQUIREMENT CONTRACT) AS DEFINED IN THE NEW YORK  
CITY PURCHASE CONTRACT, PART II, PARAGRAPH 2.8,  
OR, IF APPLICABLE, THE NEW YORK CITY SERVICE  
CONTRACT, PART II, PARAGRAPH 2.6.

IN ACCORDANCE WITH THE NEW YORK CITY PURCHASE  
CONTRACT, PART II, SECTION 5.6 - ALTERNATE  
PRODUCTS - OR, IF APPLICABLE, THE NEW YORK CITY  
SERVICE CONTRACT, PART II, SECTION 5.5 -  
ALTERNATE SERVICES:

A BIDDER MAY NOT BID MULTIPLE PRODUCTS OR  
SERVICES FOR ONE BID ITEM. IF A BIDDER OFFERS  
MORE THAN ONE, ONLY THE LOWEST PRICE OFFERING  
WILL BE CONSIDERED. IF THE PRICE OFFERINGS  
ARE IDENTICAL, ONLY THE FIRST ITEM LISTED WILL  
BE CONSIDERED.

PRODUCTS OFFERED SHOULD BE MANUFACTURED FROM  
RECYCLED, RECOVERED, OR ENVIRONMENTALLY  
PREFERABLE MATERIALS TO THE MAXIMUM EXTENT  
POSSIBLE PROVIDED THAT THE PRODUCT MEETS ALL  
SPECIFICATIONS AND PERFORMANCE CRITERIA AND  
PROMOTES ECONOMICALLY ADVANTAGEOUS LIFE CYCLE  
COSTS.

WHENEVER PRACTICABLE, PACKAGING SHALL ELIMINATE  
WASTE; REDUCE WASTE BY WEIGHT, VOLUME AND  
TOXICITY WITHOUT SUBSTITUTING A MATERIAL THAT IS  
NOT RECYCLABLE; AND SHOULD CONTAIN RECYCLED  
CONTENT.

NOTE: UNLESS OTHERWISE PROVIDED, RECYCLED PRODUCTS MADE PRIMARILY FROM A SINGLE MATERIAL IN THIS BID MAY BE ELIGIBLE FOR A PRICE PREFERENCE CONSIDERATION OF UP TO 10% FOR PAPER PRODUCTS AND 5% FOR NON-PAPER PRODUCTS, OVER A LOW BID PRODUCT CONTAINING LESS OR NO RECYCLED CONTENT.

VENDORS OFFERING SUCH PRODUCTS MUST SPECIFY BELOW:

ITEM:.....  
MATERIAL MADE FROM:.....  
PERCENT OF RECYCLED CONTENT IN PRODUCT:.....  
NATURE OF RECYCLED CONTENT:.....

YOU MAY BE CONTACTED TO PROVIDE ADDITIONAL INFORMATION REGARDING THE PRODUCT.

METAL PRODUCTS, PRODUCTS NOT MADE PRIMARILY FROM A SINGLE MATERIAL AND AGGREGATE PURCHASES (CLASS, CATALOGUE AND PRICE LIST) ARE NOT ELIGIBLE FOR A PRICE PREFERENCE UNLESS OTHERWISE SPECIFIED IN THIS BID.

THE CITY RESERVES THE RIGHT TO DISAPPROVE ANY PROVIDER(S) OF GOODS AND/OR SERVICES USED BY THE PRIME VENDOR/CONTRACTOR TO FULFILL ANY CONTRACT RESULTING FROM THIS SOLICITATION. AS USED IN THIS SECTION, A "PROVIDER" SHALL INCLUDE, BUT NOT BE LIMITED TO, A SUBCONTRACTOR, A SUPPLIER OF GOODS AND/OR SERVICES, AND THE MANUFACTURER(S) OF ANY GOODS BEING PROCURED UNDER SUCH CONTRACT. A VENDOR WHO IS AWARDED A CONTRACT PURSUANT TO THIS SOLICITATION MAY, AT THE CITY'S OPTION, BE ASKED TO PROVIDE TO THE CITY, WITHIN 10 DAYS OF AWARD, A LIST OF PROVIDERS AND, FOR EACH PROVIDER, ITS ADDRESS AND THE NAME OF ITS PRINCIPALS.

IN ADDITION, THE VENDOR MAY BE ASKED TO PROVIDE, WITHIN 5 DAYS, ANY OTHER INFORMATION DEEMED NECESSARY BY THE CITY TO DETERMINE WHETHER A PROVIDER SHALL BE DISAPPROVED. FURTHERMORE, DURING THE TERM OF SUCH CONTRACT, THE VENDOR MAY BE ASKED TO SUPPLY ALL SUCH INFORMATION TO THE CITY REGARDING ANY ADDITIONAL PROVIDER(S) IT INTENDS TO USE. THE VENDOR MAY NOT USE A PROVIDER THAT HAS BEEN DISAPPROVED BY THE CITY.

THE PURPOSE OF THIS CONTRACT IS TO PROCURE 100 FT REARMOUNT AERIAL FIRE TRUCKS FOR THE CITY OF NEW YORK

PERIOD OF CONTRACT:  
JULY 1, 2009 THRU JUNE 30, 2012

THE CITY RESERVES THE RIGHT, PRIOR TO CONTRACT REGISTRATION, TO CHANGE (ADJUST) THE START AND END DATES AS NOTED ABOVE. THE CITY FURTHER RESERVES THE RIGHT TO CHANGE (ADJUST) THESE DATES AFTER CONTRACT REGISTRATION TO REFLECT THE ACTUAL COMPTROLLERS REGISTRATION DATE.

\*\*\*\*\* BIDDER CERTIFICATE \*\*\*\*\*

EACH BIDDER MUST INDICATE THE MANNER IN WHICH HE INTENDS TO MEET THE BID SPECIFICATION(S) BY COMPLETELY AND COMPETENTLY FILLING OUT THE "BIDDERS CERTIFICATE" ATTACHED TO THE BID SPECIFICATIONS, AND SUBMITTING IT WITH HIS BID PROPOSAL.

THE BIDDERS CERTIFICATE SHALL BECOME AN INTEGRAL PART OF THIS CONTRACT AND SCHEDULE. THERE SHALL BE "NO" SUBSTITUTION, NOR MODIFICATION OF BID SPECIFICATIONS WITHOUT THE WRITTEN CONSENT OF THE DIVISION OF MUNICIPAL SUPPLY SERVICES ONCE THE PURCHASE ORDER IS PERFORATED.

MANUFACTURER'S CERTIFICATE:

THE MANUFACTURER'S CERTIFICATE (CF-07-REV 12/01) SUBMITTED BY THE BIDDER WILL CONSTITUTE PROOF OF AN AGREEMENT WITH THE MANUFACTURER WHOSE PRODUCT THE BIDDER OFFERS THAT SAID BIDDER IS AN AUTHORIZED DISTRIBUTOR OR RESELLER OF ITS PRODUCTS. BIDS WILL BE ACCEPTED ONLY FROM MANUFACTURERS, THEIR AUTHORIZED REPRESENTATIVES, OR THEIR AUTHORIZED DISTRIBUTORS. THE ENCLOSED CF-07-REV 12/01 SHOULD BE COMPLETED AND RETURNED FOR EACH MANUFACTURER'S BRAND OFFERED.

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THIS BIDBOOK MUST BE RETURNED INTACT WITH THE PAGES IN SEQUENCE AS ORIGINALLY RECEIVED. REMOVAL OF ANY PAGE(S) MAY BE CAUSE FOR BID DISQUALIFICATION.  
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DELIVER TO:  
N.Y.C. FIRE DEPARTMENT  
FLEET SERVICES DIVISION  
48 - 58 35TH STREET  
L.I.C. NEW YORK, 11101

INVOICE TO:  
N.Y.C. FIRE DEPARTMENT  
BUREAU OF FISCAL SERVICES  
9 METROTECH CENTER  
BROOKLYN, N.Y. 11201  
718 999-2273

DELIVERY SCHEDULE: PFF PAGE 150 OF SPECIFICATION  
1ST VEHICLE DUE WITHIN 365 DAYS OF THE  
PERFORATED DATED ON BOTTOM OF THE  
PURCHASE ORDER.

VEHICLES ARE DUE AT THE RATE OF FOUR (4)  
PER MONTH THEREAFTER UNTIL COMPLETION  
OF THE PURCHASE ORDER.

NOTWITHSTANDING ANY PROVISIONS CONTAINED IN THIS  
CONTRACT, THE USING AGENCY, IN CONJUNCTION WITH  
AND WITH THE APPROVAL OF THE CITY OF NEW YORK'S  
DEPARTMENT OF CITYWIDE ADMINISTRATIVE SERVICES,  
DIVISION OF MUNICIPAL SUPPLY SERVICES, MAY  
ADJUST THE DELIVERY SCHEDULE BASED ON PILOT  
INSPECTIONS, CHANGES, OR AMPLIFICATIONS IN  
SPECIFICATIONS. THIS PROVISION SHALL ALSO APPLY  
TO ENGINEERING CHANGES THAT REQUIRE COMPLIANCE  
WITH FEDERAL, STATE OR LOCAL MOTOR VEHICLE SAFETY  
STANDARDS.

ALL PRICES ARE TO BE ON THE BASIS OF F.O.B.  
DELIVERY POINT, UNLOADED, AND INSIDE. ALL  
DELIVERY CHARGES ARE TO BE INCLUDED IN PRICES  
BID.

SERVICING: UNITS WHEN DELIVERED MUST BE COMPLETE-  
LY ASSEMBLED, SERVICED AND READY FOR OPERATION.  
THIS INCLUDES ANY AUXILIARY UNITS ATTACHED OR  
MOUNTED TO BASIC UNIT. ANY EXPOSED CHAIN OR GEAR  
SHALL BE PROVIDED WITH A SUITABLE GUARD.

SERVICE AND PARTS: SERVICE AND PARTS SHALL BE  
AVAILABLE WITHIN 24 HOURS. THE CONTRACTOR AGREES  
TO MAINTAIN A SUPPLY OF PARTS FOR A PERIOD OF  
TEN (10) YEARS AFTER DATE OF AWARD.

CONTRACTOR AGREES TO FURNISH WITH EACH REPAIRED  
VEHICLE A CLEAR, LEGIBLE INFORMATION SHEET INDI-  
CATING: TYPE OF WARRANTY WORK PERFORMED; PARTS  
USED FOR REPAIR; AND NUMBER OF LABOR HOURS IN-  
VOLVED. SUCH SHEET SHALL BE ATTACHED TO VEHICLE  
UPON RETURN.

ALL SPARE PARTS ARE TO BE SHIPPED IN A MANNER  
THAT WILL NEGATE THE POSSIBILITY OF DAMAGE. THE  
VENDOR SHALL ASSUME THE RESPONSIBILITY FOR THE  
SAFE SHIPMENT OF THE PACKAGE AND SHALL NEGOTIATE  
WITH THE CARRIER IF ANY DAMAGE IS EXPERIENCED.  
ALL CAB AND BODY PARTS, DOORS, RIMS, ETC ARE TO BE  
PROVIDED PRIMED, PAINTED, EQUIPPED WITH DOOR  
HARDWARE AND ACCESSORIES, READY TO BE HUNG AND/OR  
INSTALLED.

THE USING AGENCY RESERVES THE RIGHT TO ACCEPT  
ALL OR ANY PORTION OF THE SPARE PARTS AND/OR  
TRAINING SERVICES LISTED IN THE ACCOMPANYING  
DESCRIPTION.

INVOICE, IN TRIPPLICATE, IS TO BE SENT TO THE ADDRESS INDICATED ON THE PURCHASE ORDER.

INSPECTION:  
THE INSPECTION OF THE ITEMS CONTAINED HEREIN SHALL BE MADE BY

NYC DEPT. OF CITYWIDE ADMINISTRATIVE SERVICES  
DIVISION OF MUNICIPAL SUPPLY SERVICES  
BUREAU OF QUALITY ASSURANCE  
1 CENTRE STREET, 18TH FLOOR  
NEW YORK, N.Y. 10007

IT SHALL BE THE RESPONSIBILITY OF THE CONTRACTOR TO KEEP THE CITY APPRISED AS TO WHEN ANY ITEMS WILL BE READY FOR INSPECTION. CONTRACTORS ARE INSTRUCTED TO CONTACT, BUREAU OF QUALITY ASSURANCE (BQA) AT 212 669-7518/7519 AT LEAST FOURTEEN DAYS PRIOR TO THE INSPECTION DATE.

THE INSPECTION OF THESE ITEMS SHALL BE MADE AT ANY OR ALL OF THE FOLLOWING LOCATIONS:  
CONTRACTOR'S FACTORY OR SERVICE STATION,  
SUB-CONTRACTOR'S FACTORY OR SERVICE STATION OR DELIVERY LOCATION.

THE CITY REPRESENTATIVE FOR BQA SHALL BE PERMITTED FULL ACCESS TO ALL PARTS OF THE PLANT WHEN AND WHERE WORK ON THIS CONTRACT IS BEING PERFORMED. REPRESENTATIVES FOR BQA SHALL BE NOTIFIED OF AND GIVEN AN OPPORTUNITY TO BE PRESENT AT ALL TESTS OF MATERIAL OR WORKMANSHIP AND SHALL BE PROVIDED WITH ALL NECESSARY FACILITIES IN EXAMINING AND MEASURING ALL PARTS AND EQUIPMENT TESTS. THE EXPENSE OF ALL TESTS (LABORATORY, SHOP AND FIELD) SHALL BE BORNE BY THE CONTRACTOR AND BE INCLUDED IN UNIT PRICE.

ANY RECEIPT GIVEN TO THE CONTRACTOR BY A REPRESENTATIVE OF THE DEPARTMENT RECEIVING THE ITEM(S) SHALL NOT CONSTITUTE FINAL OR OFFICIAL CITY ACCEPTANCE. UPON COMPLETION OF TESTS AND EVALUATION, FINAL ACCEPTANCE SHALL ONLY BE GRANTED BY THE BUREAU OF QUALITY ASSURANCE AT A LOCATION TO BE DETERMINED BY THE CITY OF NEW YORK.

GOVERNMENT MANDATED PROGRAM PRICE ADJUSTMENT:  
AN ADJUSTMENT IN PRICE MAY BE PERMITTED IF A  
GOVERNMENT MANDATED PROGRAM (E.G., NEW STANDARD  
FOR EMISSIONS) TAKES EFFECT, SUITABLE  
DOCUMENTATION IS FURNISHED TO THE NYC DEPARTMENT  
OF CITYWIDE ADMINISTRATIVE SERVICES (DCAS) AND  
DCAS DETERMINES THE REQUESTED PRICE CHANGE IS  
VERIFIABLE AND IS REASONABLE. THE EFFECTIVE DATE  
FOR THE PRICE INCREASE WILL BE AS INDICATED IN  
THE CONTRACT MODIFICATION LETTER.  
NO PRICE ADJUSTMENT BECOMES EFFECTIVE WITHOUT  
THE PRIOR WRITTEN APPROVAL OF THE NYC DEPARTMENT  
OF CITYWIDE ADMINISTRATIVE SERVICES (DCAS).

FOR THE TERM OF THE CONTRACT AN ADJUSTMENT IN  
PRICE MAY BE PERMITTED IF THE AGENCY REQUESTS  
UPGRADES TO THE EQUIPMENT OR A MANUFACTURERS  
PRICE INCREASE TAKES EFFECT DURING THE  
SUBSEQUENT MODEL YEARS. SUITABLE DOCUMENTATION  
SHALL BE FURNISHED TO THE NYC DEPARTMENT OF  
CITYWIDE ADMINISTRATIVE SERVICES (DCAS) TO  
JUSTIFY ANY PRICE INCREASE.

NOTIFICATION OF PRICE CHANGES MUST BE ADDRESSED  
TO THE ASSISTANT COMMISSIONER, PROCUREMENT,  
DEPARTMENT OF CITYWIDE ADMINISTRATIVE SERVICES,  
DIVISION OF MUNICIPAL SUPPLY SERVICES (DMSS),  
1 CENTRE STREET, 18TH FLOOR,  
NEW YORK, NEW YORK 10007

IF DCAS DETERMINES THE REQUESTED PRICE CHANGE  
IS VERIFIABLE AND REASONABLE THE CONTRACT WILL  
BE MODIFIED ACCORDINGLY. THE EFFECTIVE DATE  
FOR THE PRICE INCREASE WILL BE AS INDICATED IN  
THE CONTRACT MODIFICATION LETTER.

VEHICLES MAY BE ORDERED WITH OPTIONAL EQUIPMENT.  
ALL OEM OPTIONS ORDERED WITH THE VEHICLE SHALL  
BE AT DEALER COST. NON-OEM DEALER INSTALLED  
OPTIONS SHALL BE AT DEALER COST +10%. PRICE  
QUOTATIONS FOR DEALER INSTALLED OPTIONS MUST BE  
PROVIDED PRIOR TO ISSUANCE OF A PURCHASE ORDER.

THE VEHICLE, WHEN DELIVERED, MUST MEET ALL  
FEDERAL, NEW YORK STATE AND NEW YORK CITY LAWS  
IN EFFECT AT THE TIME OF DELIVERY.

AT THE TIME OF BID SUBMISSION, VENDOR MUST  
INCLUDE IN BID THE PRICING FOR ALL KNOWN  
TECHNOLOGIES REQUIRED TO MEET THE CURRENT  
REGULATIONS AND THE PRICING FOR ANY TECHNOLOGY  
ALREADY DEVELOPED TO MEET FUTURE REQUIREMENTS.

IF, AFTER ISSUANCE OF A PURCHASE ORDER UNDER THIS CONTRACT, NEW GOVERNMENTAL REGULATIONS ARE PROMULGATED AND NEW EQUIPMENT IS REQUIRED TO MEET THESE REGULATIONS AND THE EXTRA COST FOR THIS EQUIPMENT WAS NOT ANTICIPATED WHEN THE BID WAS SUBMITTED AND THE PO WAS ISSUED, AWARDED VENDOR MAY BE ELIGIBLE FOR A PRICE INCREASE ON THE PO. PLEASE BE ADVISED THAT IF NO NEW TECHNOLOGY IS REQUIRED, VENDOR WILL NOT BE ELIGIBLE FOR A PRICE INCREASE.

THE FOLLOWING MINIMAL REQUIREMENTS MUST BE MET FOR DCAS TO CONSIDER A PRICE INCREASE:

1. VENDOR MUST SUBMIT A LETTER REQUESTING THE INCREASE, STATING THE DOLLAR AMOUNT OF THE INCREASE AND SPECIFICALLY STATING WHAT THE INCREASE WILL COVER,
2. VENDOR MUST INCLUDE A CERTIFICATION FROM THE REGULATORY AUTHORITY (THE NYC DEPARTMENT OF ENVIRONMENTAL PROTECTION) THAT THE PROPOSED SOLUTION BRINGS THE VEHICLE IN COMPLIANCE WITH THE CURRENT EMISSION LAWS,
3. A MANUFACTURER'S INVOICE SHOWING THE VENDOR'S TOTAL COST FOR THE EQUIPMENT, INCLUDING INSTALLATION. VENDOR CANNOT CHARGE THE CITY MORE THAN 10 % ABOVE THE VENDOR'S COST FOR THE EQUIPMENT, INCLUDING INSTALLATION.

THE REQUEST FOR THE PRICE INCREASE AND ALL SUPPORTING DOCUMENTATION IS TO BE SENT IN WRITING TO:

ASSISTANT COMMISSIONER - PROCUREMENT  
DEPT OF CITYWIDE ADMINISTRATIVE SERVICES  
DIVISION OF MUNICIPAL SUPPLY SERVICES (DMSS)  
1 CENTRE STREET, 18TH FLOOR  
NEW YORK, NY 10007

A MINIMUM OF 30 DAYS ADVANCED NOTICE IS REQUIRED FOR ALL SUCH REQUESTS.

THE DETERMINATION TO APPROVE A PRICE INCREASE REQUEST WILL BE AT THE SOLE DISCRETION OF THE ASSISTANT COMMISSIONER - PROCUREMENT.

THE PRICE INCREASE, IF APPROVED, WILL BE REFLECTED IN A WRITTEN MODIFICATION TO THE CONTRACT. THE EFFECTIVE DATE OF THE PRICE INCREASE WILL BE AS STATED IN THE MODIFICATION.

LIQUIDATED DAMAGES

IN CASE THE CONTRACTOR, THROUGH ITS OWN FAULT OR NEGLIGENCE, AND NOT THE FAULT OR NEGLIGENCE OF THE CITY, SHALL FAIL TO COMPLETE DELIVERY HEREUNDER IN ACCORDANCE WITH ITS CONTRACT, AND TO THE SATISFACTION OF THE COMMISSIONER, WITHIN THE TIME HEREIN PRESCRIBED, LIQUIDATED DAMAGES MAY BE APPLIED AT THE RATE OF TWO HUNDRED DOLLARS (\$200.00) PER UNIT FOR EACH AND EVERY DAY PAST THE CONTRACT SPECIFIED DELIVERY DATE. ALL CALCULATIONS SHALL BE BASED ON THE PERFORATED DATE OF THE PURCHASE ORDER, OR THE DATE THE ORDER WAS ACCEPTED INTO THE CITY'S FINANCIAL MANAGEMENT SYSTEM (FMS).

DESCRIPTIVE LITERATURE:

DESCRIPTIVE LITERATURE AND COMPLETE PRODUCT SPECIFICATIONS FOR EACH ITEM OFFERED SHOULD ACCOMPANY EACH BID.

EACH BIDDER MAY BE REQUIRED TO SUPPLY ADDITIONAL PRODUCT INFORMATION FOR ITEMS OFFERED.

VEHICLES OFFERED MUST COMPLY WITH ALL APPLICABLE NEW YORK STATE AND FEDERAL CODES AND REGULATIONS FOR MOTORIZED VEHICLES INCLUDING BUT NOT LIMITED TO:

FEDERAL MOTOR VEHICLE SAFETY STANDARDS (FMVSS)  
NATIONAL HIGHWAY TRAFFIC AND SAFETY  
ADMINISTRATION (NHTSA)  
NEW YORK STATE VEHICLE AND TRAFFIC LAW (NYSVTL)  
NEW YORK STATE DEPARTMENT OF MOTOR VEHICLES (DMV)

VEHICLES WITH HANDICAP ACCESS MUST COMPLY WITH THE AMERICANS WITH DISABILITIES ACT (ADA)

ALL VEHICLES SHALL BE DELIVERED WITH A VALID NEW YORK STATE INSPECTION STICKER.

GUARANTEE/WARRANTY: WARRANTY OFFERED SHALL MEET OR EXCEED THAT STATED IN THE ATTACHED SPECIFICATION(S).

TITLE AND RISK OF LOSS: WILL REMAIN THE CONTRACTOR'S UNTIL THE COMPLETE UNIT IS FINALLY DELIVERED AND ACCEPTED BY THE CITY.

VENDOR WILL DELIVER WITH THE VEHICLE ALL FORMS REQUIRED BY THE NEW YORK STATE DEPARTMENT OF MOTOR VEHICLES TO REGISTER AND OBTAIN TITLE OF THE VEHICLE. THESE FORMS INCLUDE MV-82 (REGISTRATION/TITLE APPLICATION), BILL OF SALE, AND THE MANUFACTURER'S CERTIFICATE OF ORIGIN (PROOF OF OWNERSHIP).

UNLESS OTHERWISE INSTRUCTED, THE AGENCY NAMED ON THE TITLE AND REGISTRATION FORMS WILL BE THE SAME AS THE AGENCY NAMED ON THE PURCHASE ORDER.

MANUFACTURER'S STANDARD: ALL ITEMS DELIVERED SHALL BE MANUFACTURER'S STANDARD OR AS MAY BE MODIFIED TO MEET SPECIFICATION. IT SHALL BE EQUIPPED WITH THE MANUFACTURER'S EQUIPMENT AND ACCESSORIES WHICH ARE INCLUDED AS STANDARD IN THE ADVERTISED AND PUBLISHED LITERATURE. NO SUCH ITEM OF EQUIPMENT OR ACCESSORIES SHALL BE REMOVED OR OMITTED FOR THE PURPOSE OF MEETING COMPETITION OR FOR THE REASON THAT IT WAS NOT SPECIFIED IN THE BID.

ANY FRAME MODIFICATIONS TO THE VEHICLE SHALL BE PERFORMED IN ACCORDANCE WITH OEM RECOMMENDED PROCEDURES SUCH AS THE PROCEDURES FOLLOWED BY THE FORD QVM QUALIFIED VEHICLE MODIFIERS AND GM SVM SPECIAL VEHICLE MANUFACTURER PROGRAMS.

A CERTIFICATION THAT THESE PROCEDURES WERE FOLLOWED MAY BE REQUIRED.

#### VENDORS TAKE NOTE

NO CHANGES/MODIFICATIONS TO THE SPECIFICATIONS WILL BE ACCEPTED OR AUTHORIZED WITHOUT PRIOR WRITTEN APPROVAL FROM DCAS/DMSS AS DESCRIBED IN THE NEW YORK CITY PURCHASE CONTRACT, PART III SECTION 9 MODIFICATIONS PARAGRAPH 9.2.

THIS VEHICLE SPECIFICATION REQUIRES THE SUBMISSION OF PLANS 30 DAYS AFTER NOTICE OF AWARD. PLANS ARE TO BE SENT TO THE PURCHASING AGENT NAMED ON PAGE B001 AT:

THE CITY OF NEW YORK  
DCAS/DMSS  
1 CENTRE STREET, 18TH FLOOR  
NEW YORK, NY 10007

THE PLANS TO INCLUDE ARE REFERENCED IN THE ATTACHED SPECIFICATIONS. THE CITY RESERVES THE RIGHT TO REQUEST ANY ADDITIONAL PLANS OR INFORMATION IT DEEMS NECESSARY.

THERE WILL BE A MEETING TO REVIEW AND APPROVE THESE PLANS WITHIN TWO (2) WEEKS OF RECEIPT OF THE PLANS. IF YOU ARE NOT CONTACTED FOR THIS MEETING, WITHIN THIS TIMEFRAME, YOU ARE OBLIGATED TO PHONE THE PURCHASING AGENT.

PLANS MUST BE APPROVED PRIOR TO CONSTRUCTION OF THE PILOT. AFTER THE PILOT HAS BEEN COMPLETED, VENDOR IS TO CONTACT DCAS-BQA AT 212 609-7518/7519 TO SCHEDULE PILOT INSPECTION.

BASIS FOR AWARD: THE AWARD, FOR ITEMS, CLASSES/ ZONES IN THIS SCHEDULE, SHALL BE BASED ON THE LOWEST RESPONSIVE AND RESPONSIBLE BIDDER, MEETING OR EXCEEDING SPECIFICATIONS FOR OVERALL PERFORMANCE.

USAGE REPORT

A USAGE REPORT SHOWING AGENCY, ITEM DESCRIPTION, UNIT OF ISSUE, QUANTITY ORDERED AND DOLLAR VALUE OF ALL ITEMS ORDERED IS REQUIRED ON A QUARTERLY BASIS.

THE FIRST REPORT WILL BE REQUIRED THREE (3) MONTHS AFTER CONTRACT START DATE, SUBSEQUENT REPORTS ARE REQUIRED EVERY THREE (3) MONTHS THEREAFTER.

REPORTS SHOULD COVER THE CURRENT PERIOD AS WELL AS TOTAL CONTRACT PERIOD TO DATE. THE REPORT MAY BE SUBMITTED IN HARD COPY, ON CD ROM, OR VIA E-MAIL.

THE REPORT SHALL BE FORMATTED TO INCLUDE: THE CONTRACT NAME, RC NUMBER AND TERM OF THE CONTRACT AT THE TOP. THE REPORT SHALL INDICATE THE PERIOD OF TIME COVERED BY THE REPORT. THE REPORT IS TO BE ORGANIZED TO SHOW AGENCY, ITEM ORDERED, UNIT OF ISSUE, QUANTITY ORDERED AND DOLLAR VALUE.

THE USAGE REPORT SHALL BE SENT TO THE ATTENTION OF THE PROCUREMENT ANALYST WHOSE NAME IS LISTED ON PAGE B001, AT THE FOLLOWING ADDRESS:

CITY OF NEW YORK  
DEPARTMENT OF CITYWIDE ADMINISTRATIVE SERVICES  
DIVISION OF MUNICIPAL SUPPLY SERVICES  
1 CENTRE STREET, 18TH FLOOR  
NEW YORK, NY 10007

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NOTE:

THIS CONTRACT MAY BE SUBJECT TO VENDEX PRIOR TO AWARD. SHOULD VENDEX BE REQUESTED, VENDOR IS ADVISED THAT THE REQUESTED INFORMATION WILL BE REQUIRED WITHIN 30 (THIRTY) DAYS.

FAILURE TO RESPOND IN THE THIRTY DAY TIME FRAME MAY BE CAUSE FOR BID DISQUALIFICATION.

VENDEX FORMS ARE AVAILABLE FOR DOWNLOAD FROM:

[WWW.NYC.GOV/HTML/SELLTONYC/HTML/TOCVENDEX.HTML](http://WWW.NYC.GOV/HTML/SELLTONYC/HTML/TOCVENDEX.HTML)  
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