

SERIAL 11017 C

OEM PARTS LIGHT DUTY

DATE OF LAST REVISION: April 20, 2016

CONTRACT END DATE: June 30, 2017

CONTRACT PERIOD THROUGH JUNE 30, ~~2014~~ 2017

TO: All Departments
FROM: **Office of Procurement Services**
SUBJECT: Contract for **OEM PARTS LIGHT DUTY**

Attached to this letter is published an effective purchasing contract for products and/or services to be supplied to Maricopa County activities as awarded by Maricopa County on **June 22, 2011 (Eff. 07/01/11)**.

All purchases of products and/or services listed on the attached pages of this letter are to be obtained from the vendor holding the contract. Individuals are responsible to the vendor for purchases made outside of contracts. The contract period is indicated above.

Wes Baysinger, Chief Procurement Officer
Office of Procurement Services

NP/at
Attach

Copy to: **Office of Procurement Services**
Gidget Vigil, Equipment Services

(Please remove Serial 06026-C from your contract notebooks)

BERGE FORD, PO. BOX 4008, MESA, AZ 85211-4008

RESPONDENT NAME: Berge Ford
 ADDRESS: 460 E. Auto Center Drive Mesa, AZ 85204
 P.O. ADDRESS: PO box 4008 Mesa, AZ 85211-4008
 TELEPHONE NUMBER: 480-497-7660
 FACSIMILE NUMBER: 480-497-7581
 WEB SITE: www.bergefords.com
 REPRESENTATIVE: June Esparza
 REPRESENTATIVE E-MAIL: jesparza@bergefords.com

	YES	NO	REBATE
WILL ALLOW OTHER GOVERNMENTAL ENTITIES TO PURCHASE FROM THIS CONTRACT:	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
WILL ACCEPT PROCUREMENT CARD FOR PAYMENT:	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
WILL OFFER REBATE (CASH OR CREDIT) FOR UTILIZING PROCUREMENT CARD:	<input type="checkbox"/>	<input checked="" type="checkbox"/>	%

(Payment shall be made within 48 hours of utilizing the Purchasing Card)

FUEL COMPRISES % OF TOTAL BID AMOUNT. (If Applicable)

NET 30 DAYS

Blanket Discount for OEM Parts					
Title	Unit Price	Unit Price Eff. 10/14/13	Qty	UofM	Description
Ford OEM Parts (Percentage)	10.00%	5.00%	1	each	Blanket Ford OEM Parts
					Percentage will be on top of List Price. If discount, use negative.
					Added on Mar 10, 2011:
					Blanket Ford OEM Parts Percentage will be on top of Cost Price. If discount, use negative.

TRAINING PROGRAM

The County is interested in any training / certifications programs offer. There is a space in the pricing section to explain.

PRICING SHEET: NIGP CODE 06071

Payment Term: Net 30 Days
 Vendor Number: 2011000751 0
 Certificates of Insurance: Required
 Contract Period: To cover the period ending **June 30, 2014 2017.**

COURTESY CHEVROLET, 1233 E. CAMELBACK RD, PO BOX 7709, PHOENIX, AZ 85014

RESPONDENT NAME: Courtesy Chevrolet
 ADDRESS: 1233 E Camelback rd. Phoenix AZ 85014
 P.O. ADDRESS: _____
 TELEPHONE NUMBER: (602) 604-3003
 FACSIMILE NUMBER: (602) 604-3099
 WEB SITE: courtesychev.com
 REPRESENTATIVE: Philip A. Graziano
 REPRESENTATIVE E-MAIL: pgraziano@courtesychev.com

	<u>YES</u>	<u>NO</u>	<u>REBATE</u>
WILL ALLOW OTHER GOVERNMENTAL ENTITIES TO PURCHASE FROM THIS CONTRACT:	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
WILL ACCEPT PROCUREMENT CARD FOR PAYMENT:	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
WILL OFFER REBATE (CASH OR CREDIT) FOR UTILIZING PROCUREMENT CARD:	<input type="checkbox"/>	<input checked="" type="checkbox"/>	%
<small>(Payment shall be made within 48 hours of utilizing the Purchasing Card)</small>			
FUEL COMPRISES	NA	%	
OF TOTAL BID AMOUNT. (If Applicable)			

NET 30 DAYS

Blanket Discount for OEM Parts					
Title	Unit Price	Qty	UofM	Description	Bidder Notes
General Motors OEM Parts (Percentage)	5.00% 3.75% Eff. 10/22/15	1	each	General Motors OEM Parts (Percentage) Percentage will be on top of List Price. If discount, use negative.	*On GM Captive Parts - GM Dealer Cost + 5 3.75% *On GM / AC Delco Parts - GM Dealer Cost - 5 3.75%
	Added on Mar 10, 2011:				
	General Motors OEM Parts (Percentage) Percentage will be on top of Cost Price. If discount, use negative.				

TRAINING PROGRAM

The County is interested in any training / certifications programs offer. There is a space in the pricing section to explain.

PRICING SHEET: NIGP CODE 06072

Payment Term: Net 30 Days
 Vendor Number: 2011000729 0
 Certificates of Insurance: Required
 Contract Period: To cover the period ending **June 30, 2014 2017.**

EARNHARDT GILBERT DODGE, INC., dba EARNHARDT CHRYSLER, JEEP DODGE (CJD),
1521 E. DRIVERS WAY, GILBERT, AZ 85297 ~~1301 N ARIZONA AVE, GILBERT, AZ 85233~~

RESPONDENT NAME: Earnhardt's Gilbert Dodge, Inc. DBA Earnhardt Chrysler Jeep Dodge
 ADDRESS: 1301 N Arizona Ave Gilbert Az. 85233-1521E. Drivers Way, Gilbert, AZ 85297
 P.O. ADDRESS: _____
 TELEPHONE NUMBER: 4808135544 (480)923-4000
 FACSIMILE NUMBER: 4808135592 (480)497-7230
 WEB SITE: www.earnhardt.com
 REPRESENTATIVE: Larry Baragar Farelise Brown
 REPRESENTATIVE E-MAIL: larryb@earnhardt.com ecdjrrelocate@earnhardt.com

	<u>YES</u>	<u>NO</u>	<u>REBATE</u>
WILL ALLOW OTHER GOVERNMENTAL ENTITIES TO PURCHASE FROM THIS CONTRACT:	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
WILL ACCEPT PROCUREMENT CARD FOR PAYMENT:	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
WILL OFFER REBATE (CASH OR CREDIT) FOR UTILIZING PROCUREMENT CARD:	<input type="checkbox"/>	<input checked="" type="checkbox"/>	%

(Payment shall be made within 48 hours of utilizing the Purchasing Card)

FUEL COMPRISES **Earnhardt** % OF TOTAL BID AMOUNT. (If Applicable)

NET 30 DAYS

TRAINING PROGRAM

The County is interested in any training / certifications programs offer. There is a space in the pricing section to explain.

Blanket Discount for OEM Parts						
Title	Unit Price	Qty	UofM	Total Price	Description	Bidder Notes
Dodge OEM Parts (Percentage)	-25.00%	1	each	-25.00%	Dodge OEM Parts (Percentage)	Earnhardt Gilbert CJD will sell Dodge OEM parts at list minus (-)25%
					Percentage will be on top of List Price. If discount, use negative.	
					Added on Mar 10, 2011:	
					Dodge OEM Parts (Percentage)	
					Percentage will be on top of Cost Price. If discount, use negative.	

PRICING SHEET: NIGP CODE 06074

Payment Term: Net 30 Days
 Vendor Number: 2011000772 0
 Certificates of Insurance: Required
 Contract Period: To cover the period ending **June 30, 2014 2017.**

EARNHARDT HONDA, 10151 W PAPAGO FWY., AVONDALE, AZ 85323

RESPONDENT NAME: EARNHARDT HONDA
 ADDRESS: 10151 W. PAPAGO FREEWAY AVONDALE AZ., 85323
 TELEPHONE NUMBER: 623-463-4375
 FACSIMILE NUMBER: 623-463-4304
 WEB SITE: www.earnhardt.com
 REPRESENTATIVE: LARRY BARAGAR
 REPRESENTATIVE E-MAIL: larryb@earnhardt.com

	<u>YES</u>	<u>NO</u>	<u>REBATE</u>
WILL ALLOW OTHER GOVERNMENTAL ENTITIES TO PURCHASE FROM THIS CONTRACT:	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
WILL ACCEPT PROCUREMENT CARD FOR PAYMENT:	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
WILL OFFER REBATE (CASH OR CREDIT) FOR UTILIZING PROCUREMENT CARD:	<input type="checkbox"/>	<input checked="" type="checkbox"/>	%

(Payment shall be made within 48 hours of utilizing the Purchasing Card)

FUEL COMPRISES **0** % OF TOTAL BID AMOUNT. (If Applicable)

NET 30 DAYS

Blanket Discount for OEM Parts						
Title	Unit Price	Qty	UofM	Total Price	Description	Bidder Notes
Honda OEM Parts (Percentage)	-25.00%	1	each	-25.00%	Honda OEM Parts (Percentage)	Earnhardt Honda will sell to Maricopa County at list less 25%
					Percentage will be on top of List Price. If discount, use negative.	
					Added on Mar 10, 2011:	
					Original Description Honda OEM Parts (Percentage)	
					Percentage will be on top of Cost Price. If discount, use negative.	

TRAINING PROGRAM

The County is interested in any training / certifications programs offer. There is a space in the pricing section to explain.

PRICING SHEET: NIGP CODE 06074

Payment Term: Net 30 Days
 Vendor Number: 2011000775 0
 Certificates of Insurance: Required
 Contract Period: To cover the period ending **June 30, 2014 2017.**

EARNHARDT TOYOTA SCION, 6136 E AUTO LOOP, MESA, AZ 85206

RESPONDENT NAME: EARNHARDT TOYOTA SCION
 ADDRESS: 6136 E. AUTO LOOP AVE. MESA, AZ., 85206
 TELEPHONE NUMBER: 480-218-2506
 FACSIMILE NUMBER: 480-218-2555
 WEB SITE: www.earnhardt.com
 REPRESENTATIVE: LARRY BARAGAR
 REPRESENTATIVE E-MAIL: larryb@earnhardt.com

	YES	NO	REBATE
WILL ALLOW OTHER GOVERNMENTAL ENTITIES TO PURCHASE FROM THIS CONTRACT:	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
WILL ACCEPT PROCUREMENT CARD FOR PAYMENT:	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
WILL OFFER REBATE (CASH OR CREDIT) FOR UTILIZING PROCUREMENT CARD:	<input type="checkbox"/>	<input checked="" type="checkbox"/>	%

(Payment shall be made within 48 hours of utilizing the Purchasing Card)

FUEL COMPRISES **0** % OF TOTAL BID AMOUNT. (If Applicable)

PAYMENT TERMS: RESPONDENT IS REQUIRED TO PICK ONE OF THE FOLLOWING.
 PAYMENT TERMS WILL BE CONSIDERED IN DETERMINING LOW BID. FAILURE TO CHOOSE PAYMENT TERMS WILL RESULT IN A DEFAULT TO NET 30 DAYS.

NET 30 DAYS

Blanket Discount for OEM Parts						
Title	Unit Price	Qty	UofM	Total Price	Description	Bidder Notes
Toyota OEM Parts (Percentage)	-25.00%	1	each	-25.00%	Toyota OEM Parts (Percentage)	Earnhardt Toyota Scion will sell OEM Toyota Parts to Maricopa county at list less 25%
					Percentage will be on top of List Price. If discount, use negative.	
					Added on Mar 10, 2011:	
					Toyota OEM Parts (Percentage)	
					Percentage will be on top of Cost Price. If discount, use negative.	

TRAINING PROGRAM

The County is interested in any training / certifications programs offer. There is a space in the pricing section to explain.

PRICING SHEET: NIGP CODE 06074

Payment Term: Net 30 Days
 Vendor Number: 2011000774 0
 Certificates of Insurance: Required
 Contract Period: To cover the period ending **June 30, 2014 2017.**

PARTS MART INC., 6335 N. 53RD AVENUE, GLENDALE, AZ 85301

RESPONDENT NAME: PARTS MART
 ADDRESS: 6335 N 53rd AVE. GLENDALE, AZ. 85301
 TELEPHONE NUMBER: 623-842-8640
 FACSIMILE NUMBER: 623-937-6135
 WEB SITE: PARTSMARTAZ.COM
 REPRESENTATIVE: DAVID HESS
 REPRESENTATIVE E-MAIL: DHESS@PARTSMARTAZ.COM

	<u>YES</u>	<u>NO</u>	<u>REBATE</u>
WILL ALLOW OTHER GOVERNMENTAL ENTITIES TO PURCHASE FROM THIS CONTRACT:	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
WILL ACCEPT PROCUREMENT CARD FOR PAYMENT:	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
WILL OFFER REBATE (CASH OR CREDIT) FOR UTILIZING PROCUREMENT CARD:	<input type="checkbox"/>	<input checked="" type="checkbox"/>	%
<small>(Payment shall be made within 48 hours of utilizing the Purchasing Card)</small>			
FUEL COMPRISES 0 % OF TOTAL BID AMOUNT. (If Applicable)			

PAYMENT TERMS: RESPONDENT IS REQUIRED TO PICK ONE OF THE FOLLOWING. PAYMENT TERMS WILL BE CONSIDERED IN DETERMINING LOW BID. FAILURE TO CHOOSE PAYMENT TERMS WILL RESULT IN A DEFAULT TO NET 30 DAYS.

NET 10 DAYS

Blanket Discount for OEM Parts						
Title	Unit Price	Qty	UofM	Total Price	Description	Bidder Notes
Ford OEM Parts (Percentage)	10.00%	1	each	10.00%	Blanket Ford OEM Parts	Cost plus 10%
					Percentage will be on top of List Price. If discount, use negative.	
					Added on Mar 10, 2011:	
					Blanket Ford OEM Parts	
					Percentage will be on top of Cost Price. If discount, use negative.	

TRAINING PROGRAM

The County is interested in any training / certifications programs offer. There is a space in the pricing section to explain.

PRICING SHEET: NIGP CODE 06071

Payment Term: Net 10 Days
 Vendor Number: 2011000757 0
 Certificates of Insurance: Required
 Contract Period: To cover the period ending **June 30, 2014 2017.**

RODEO FORD, 13680 W TEST DR, GOODYEAR, AZ 85338

RESPONDENT NAME: RODEO FORD
 ADDRESS: 13680 W TEST DRIVE GOODYEAR, AZ 85338
 TELEPHONE NUMBER: 623-298-3960
 FACSIMILE NUMBER: 623-882-8408
 WEB SITE: www.rodeofordaz.com
 REPRESENTATIVE: Steve Krell
 REPRESENTATIVE E-MAIL: steven.krell@earnhardt.com

	<u>YES</u>	<u>NO</u>	<u>REBATE</u>
WILL ALLOW OTHER GOVERNMENTAL ENTITIES TO PURCHASE FROM THIS CONTRACT:	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
WILL ACCEPT PROCUREMENT CARD FOR PAYMENT:	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
WILL OFFER REBATE (CASH OR CREDIT) FOR UTILIZING PROCUREMENT CARD:	<input type="checkbox"/>	<input checked="" type="checkbox"/>	%

(Payment shall be made within 48 hours of utilizing the Purchasing Card)

FUEL COMPRISES % OF TOTAL BID AMOUNT. (If Applicable)

NET 30 DAYS

Blanket Discount for OEM Parts					
Title	Unit Price	Qty	UofM	Total Price	Description
Ford OEM Parts (Percentage)	5.00%	1	each	5.00%	Blanket Ford OEM Parts
					Percentage will be on top of List Price. If discount, use negative.
					Added on Mar 10, 2011:
					Blanket Ford OEM Parts
					Percentage will be on top of Cost Price. If discount, use negative.

TRAINING PROGRAM

The County is interested in any training / certifications programs offer. There is a space in the pricing section to explain.

PRICING SHEET: NIGP CODE 06071

Payment Term: Net 30 Days
 Vendor Number: 2011000754 0
 Certificates of Insurance Required
 Contract Period: To cover the period ending **June 30, 2014 2017.**

USD INC., 1580 E. RIVERVIEW DR., PHOENIX, AZ 85034

RESPONDENT NAME: Nick Navarro - USD Inc.
 ADDRESS: 1580 E. Riverview Drive, Phoenix AZ 85034
 P.O. ADDRESS: _____
 TELEPHONE NUMBER: 602-258-1900
 FACSIMILE NUMBER: 602-258-2270
 WEB SITE: www.usdparts.com
 REPRESENTATIVE: Nick Navarro
 REPRESENTATIVE E-MAIL: nick@usdparts.com

YES NO REBATE

WILL ALLOW OTHER GOVERNMENTAL ENTITIES TO PURCHASE FROM THIS CONTRACT: YES NO

WILL ACCEPT PROCUREMENT CARD FOR PAYMENT: YES NO

WILL OFFER REBATE (CASH OR CREDIT) FOR UTILIZING PROCUREMENT CARD: YES NO %

(Payment shall be made within 48 hours of utilizing the Purchasing Card)

FUEL COMPRISES **0** % OF TOTAL BID AMOUNT. (If Applicable)

PAYMENT TERMS: RESPONDENT IS REQUIRED TO PICK ONE OF THE FOLLOWING. PAYMENT TERMS WILL BE CONSIDERED IN DETERMINING LOW BID. FAILURE TO CHOOSE PAYMENT TERMS WILL RESULT IN A DEFAULT TO NET 30 DAYS.

NET 30 DAYS

Blanket Discount for OEM Parts						
Title	Unit Price	Qty	UofM	Total Price	Description	Bidder Notes
Ford OEM Parts (Percentage)	10.00%	1	each	10.00%	Blanket Ford OEM Parts	All Motorcraft product will be sold at WD cost +10%
					Percentage will be on top of List Price. If discount, use negative.	
					Added on Mar 10, 2011:	
					Blanket Ford OEM Parts	
General Motors OEM Parts (Percentage)	5.00%	1	each	5.00%	General Motors OEM Parts (Percentage)	All ACDelco product will be sold at WD cost +5%
					Percentage will be on top of List Price. If discount, use negative.	
					Added on Mar 10, 2011:	
					General Motors OEM Parts (Percentage)	
					Percentage will be on top of Cost Price. If discount, use negative.	

USD INC., 1580 E. RIVERVIEW DR., PHOENIX, AZ 85034

****EFFECTIVE 04/20/16****

Mopar Parts	18.00%	1	each	18.00%	Discount is WD cost plus 18%.	
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TRAINING PROGRAM

The County is interested in any training / certifications programs offer. There is a space in the pricing section to explain.

PRICING SHEET: NIGP CODE 06071, 06072

Payment Term: Net 30 Days
 Vendor Number: 2011000755 0
 Certificates of Insurance Required
 Contract Period: To cover the period ending **June 30, 2014 2017.**

EARNHARDT NISSAN, 6345 E TEST DR. , MESA AZ. 85206

*****ADDED BY MARICOPA COUNTY EFFECTIVE AUGUST 15, 2013 *****

COMPANY NAME: Earnhardt Nissan
 DOING BUSINESS AS (DBA) NAME: Earnhardt Nissan
 MAILING ADDRESS: 6345 E Test Dr. Mesa AZ. 85206
 REMIT TO ADDRESS: 6345 E Test Dr. Mesa AZ. 85206
 TELEPHONE NUMBER: 480-324-8880
 FACSIMILE NUMBER: 480-324-8856
 WEB SITE: www.earnhardt.com
 REPRESENTATIVE NAME: Larry Baragar
 REPRESENTATIVE TELEPHONE NUMBER: 602-810-0314
 REPRESENTATIVE E-MAIL: larryb@earnhardt.com

	<u>YES</u>	<u>NO</u>	<u>REBATE</u>
WILL ALLOW OTHER GOVERNMENTAL ENTITIES TO PURCHASE FROM THIS CONTRACT:	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
WILL ACCEPT PROCUREMENT CARD FOR PAYMENT:	<input checked="" type="checkbox"/>	<input type="checkbox"/>	

NET 30 DAYS

CATALOG DISCOUNT STRUCTURE

<u>Manufacturer/Company Published Price List or Catalog</u>	<u>Date of List/Catalog ("Current" Not Acceptable)</u>	<u>Price Column to be used (eq..List, Jobber, etc.)</u>	<u>% Discount</u>
Nissan of North America	Nissan Dealer Confidential Parts Price list only Available on NNANET.com	List	list less 30%

TRAINING PROGRAM

The County is interested in any training / certifications programs offer. There is a space in the pricing section to explain.

PRICING SHEET: NIGP CODE 06074

Payment Term: Net 30 Days
 Vendor Number: 2011003713 0
 Certificates of Insurance: Required
 Contract Period: To cover the period ending **June 30, 2014 2017.**

AUTONATION CHRYSLER JEEP DODGE, 16406 N. 26TH AVENUE, PHOENIX, AZ 85023

*****ADDED BY MARICOPA COUNTY EFFECTIVE FEBRUARY 06, 2014 *****

COMPANY NAME: AutoNation Chrysler Dodge Jeep Ram North Phoenix
 DOING BUSINESS AS (DBA) NAME: _____
 MAILING ADDRESS: 16406 N. 26th Ave Phoenix, AZ 85023
 REMIT TO ADDRESS: AutoNation SSC PO Box 301685 Dallas, TX 75303-1685
 TELEPHONE NUMBER: 602-504-2300
 FACSIMILE NUMBER: 602-896-2189
 WEB SITE: www.autonationchryslerdodgejeeprammnorthphoenix.com
 REPRESENTATIVE NAME: David Priest
 REPRESENTATIVE TELEPHONE NUMBER: 480-827-3376
 REPRESENTATIVE E-MAIL: priestd@autonation.com

	<u>YES</u>	<u>NO</u>	<u>REBATE</u>
WILL ALLOW OTHER GOVERNMENTAL ENTITIES TO PURCHASE FROM THIS CONTRACT:	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
WILL ACCEPT PROCUREMENT CARD FOR PAYMENT:	<input checked="" type="checkbox"/>	<input type="checkbox"/>	

NET 30 DAYS

**ATTACHMENT D
CATALOG DISCOUNT STRUCTURE**

Manufacturer/Company Published Price List or Catalog	Date of List/Catalog ("Current" Not Acceptable)	Price Column to be used (eq. List, Jobber, etc.)	% Discount
Chrysler	01/01/2014	List	= 30.0%

List less (30.0%)

TRAINING PROGRAM

The County is interested in any training / certifications programs offer. There is a space in the pricing section to explain.

PRICING SHEET: NIGP CODE 06074

Payment Term: Net 30 Days
 Vendor Number: 2011004357 0
 Certificates of Insurance: Required
 Contract Period: To cover the period ending **June 30, 2014 2017.**

AUTONATION CHEVROLET MESA, 145 E. MAIN STREET, MESA, AZ 85201

*****ADDED BY MARICOPA COUNTY EFFECTIVE FEBRUARY 06, 2014*****

COMPANY NAME: AutoNation Chevrolet Mesa
 DOING BUSINESS AS (DBA) NAME: _____
 MAILING ADDRESS: 145 E. Main St. Mesa, AZ 85201
 REMIT TO ADDRESS: _____
 TELEPHONE NUMBER: 480-827-3370
 FACSIMILE NUMBER: 480-422-9282
 WEB SITE: www.autonationchevroletmesa.com
 REPRESENTATIVE NAME: David Priest
 REPRESENTATIVE TELEPHONE NUMBER: 480-827-3376
 REPRESENTATIVE E-MAIL: priestd@autonation.com

	<u>YES</u>	<u>NO</u>	<u>REBATE</u>
WILL ALLOW OTHER GOVERNMENTAL ENTITIES TO PURCHASE FROM THIS CONTRACT:	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
WILL ACCEPT PROCUREMENT CARD FOR PAYMENT:	<input checked="" type="checkbox"/>	<input type="checkbox"/>	

NET 30 DAYS

**ATTACHMENT D
CATALOG DISCOUNT STRUCTURE**

Manufacturer/Company Published Price List or Catalog	Date of List/Catalog ("Current" Not Acceptable)	Price Column to be used (eg. List, Jobber, etc.)	% Discount
General Motors Customer Care Aftersales VOL 1, VOL 2.	January 1, 2014	Dealer (cost)	+ 4.0%

TRAINING PROGRAM

The County is interested in any training / certifications programs offer. There is a space in the pricing section to explain.

PRICING SHEET: NIGP CODE 06074

Payment Term: Net 30 Days
 Vendor Number: 2011004360 0
 Certificates of Insurance: Required
 Contract Period: To cover the period ending **June 30, 2014 2017.**

OEM PARTS LIGHT DUTY

1.0 INTENT:

The intent of this Invitation for Bids (IFB) is to establish a requirements contract for a full line of original equipment manufacturer (O.E.M.) automotive parts distributor(s) for County owned passenger cars and light trucks up to 1-ton. The distributor(s) have five (5) County service centers to support for inventory and just in time parts for Ford, General Motors, Dodge, Toyota, and Honda manufacturers. The County shall determine the contract award by whole, parts, groups, multiple or by geographic area where such action serves the County's best interest. All charges to the County shall be in accordance with the terms of the resultant pricing agreement. Purchases are authorized by purchase order or purchase credit card only

Other governmental entities under agreement with the County may have access to services provided hereunder (see also Sections 2.27 and 2.28, below).

The County reserves the right to add additional contractors, at the County's sole discretion, in cases where the currently listed contractors are of an insufficient number or skill-set to satisfy the County's needs or to ensure adequate competition on any project or task order work.

2.0 SPECIFICATIONS:

2.1 ORIGINAL EQUIPMENT MANUFACTURERS (OEM) PARTS DISTRIBUTOR(S):

- 2.1.1 The factory authorized distributors for O.E.M. parts shall actively be in business and hold inventory on the manufacturer's offered.
- 2.1.2 The Contractors Parts Department must be open Monday through Friday from 8:00 a.m. to 5:00 p.m.
- 2.1.3 The County's expectations are to establish an OEM distribution supplier to deliver to all County service centers listed below.
- 2.1.4 No volume of business is a guarantee.

2.2 PARTS PRICING:

- 2.2.1 All parts shall be Original Equipment Manufacturer (OEM).
- 2.2.2 All bidders must reference the common price point of OEM parts pricing by **published cost price with the margin of a plus (+) or minus.**

2.3 VEHICLES MANUFACTURER:

- 2.3.1 Vehicle manufacturers on hand range from 1999 to current year models:

- 2.3.1.1 General Motors (GM)
- 2.3.1.2 Ford
- 2.3.1.3 Dodge
- 2.3.1.4 Toyota
- 2.3.1.5 Honda

2.3.2 PERCENTAGE OF MANUFACTURERS THE COUNTY HAS IN ROLLING STOCK:

- 2.3.2.1 Ford percentage 65%
- 2.3.2.2 GM percentage 25%
- 2.3.2.3 Dodge percentage 8%
- 2.3.2.4 Toyota and Honda 2%

2.4 EQUIPMENT SERVICE DEPARTMENT SERVICE CENTERS:

The Equipment Services Department operates five- (5) automotive service centers; each location holds their own inventory. The work schedules are Monday through Friday, excluding holidays; hours of operation are different per location. As follows:

- 2.4.1 Durango Main Service Center, 3325 W. Durango, Phx. 85009 (602-506-4676)
5:00 a.m. to 4:30 p.m.
- 2.4.2 Mesa Service Center, 155 E. Coury, Mesa, 85210 (602-506-4794)
6:00 a.m. to 2:30 p.m.
- 2.4.3 Dysart Service Center, 16821 N. Dysart Rd. Surprise, 85374 (623-583-1836)
7:00 a.m. to 3:30 p.m.
- 2.4.4 Downtown Service Center, 120 S. 4th Ave, Phx. 85003 (602-506-3230)
7:00 a.m. to 4:00 p.m.
- 2.4.5 Buckeye Service Center, 26449 W. HWY 85, Buckeye, 85326 (623-386-7461)
5:00 a.m. to 2:30 p.m.

2.5 ORDERING INVENTORY:

- 2.5.1 Equipment Services' Parts Department shall schedule and call in all inventory orders for each service center.
- 2.5.2 To authorize all inventory orders the contractor will receive an internal work order number. This number must be reference on the invoice.

2.6 DELIVERY OF PARTS:

Deliveries shall be made to all locations within 2 hours of placing orders. Exceptions are made when the site is more than 2 hours in distance (travel time) from contractor(s) facility.

- 2.6.1 It is not the responsible of the County to pay for freight. All priority deliveries (i.e., overnight, air freight, UPS direct, etc.) shall be authorized by a Shop Supervisor / Lead and that person's name shall be on the invoice in order to authorize special delivery payment.
- 2.6.2 Contractor(s) shall contact the designated service center on all delivery delays.
- 2.6.3 Contractor(s) shall provide the best times to place stock orders to receive same day or within Twenty-Four (24) hours.
- 2.6.4 Contractor(s) are to indicate if they have the capability to deliver to all locations on a daily bases and provide "just in time parts".

2.7 WARRANTY:

The minimum warranty period shall be 90 day's on parts or manufacturer's warranty, whichever is greater. Warranty replacement shall be at *no additional* charge to the County. A "NO CHARGE" invoice shall accompany all warranty parts replaced. Contractor(s) shall respond to all warranty requests within twenty-four (24) hours of notification. The effective date on all warranties shall begin at the time of complete installation and acceptance by the County.

2.8 RETURN POLICY:

The bidders shall state their return policy and reference the "inventory adjustment" (see section 2.10).

- 2.8.1 The County shall not accept damaged, broken or unsealed packages.
- 2.8.2 All credit memos shall reference original invoice or return slip number. The contractor shall provide a return / credit slip booklet with their company name at no cost to the County.
- 2.8.3 If a restocking charge is applicable, the invoice shall reflect the original purchase price of each part returned and the restocking charge shall be on a separate line.

2.9 STOCK LIFT:

The County reserves the right to sell out current inventory before accepting new manufacturer brands or the contractor(s) may be required to lift current inventory and replace with their brand.

2.10 INVENTORY ADJUSTMENTS:

The contractor(s) shall accept the return of all parts considered non-moving or seasonal parts pulled during a six (6) month inventory adjustment at no cost or penalty.

2.11 SAFETY STANDARDS /REGULATIONS:

All safety and environmental regulations shall meet:

- 2.11.1 Code of Federal Regulation (CFR) under Title 49
- 2.11.2 The Society of Automotive Engineer (SAE) standards,
- 2.11.3 Occupational Safety and Health Administration (OSHA)

2.12 SETTING UP COUNTY ACCOUNT:

It shall be the responsibility of all contractors to communicate with their parts department, accounts receivable and other areas involved in compliance with this pricing agreement.

2.13 ADDITIONAL CHARGES &FEES:

The County shall not be responsible for miscellaneous charges or fees unless it is an Arizona State or a Federal mandate. The only pricing agreement is on Attachment A.

2.14 INVOICING REQUIREMENTS:

All invoices shall be sent to our main shop listed below.

Equipment Services
3325 West Durango St.
Phoenix, Arizona 85009

- 2.14.1 Contract number
- 2.14.2 County purchase order number(not required if using credit card)
- 2.14.3 County work order
- 2.14.4 Part number and description
- 2.14.5 Quantity
- 2.14.6 Unit price (discount %)
- 2.14.7 Extended price
- 2.14.8 Total cost

For all inquiries on payment processing, contact accounts payable at 602-506-4668 or 506-8693. We encourage electronic invoices and/or statements. At no time shall the payments be applied to our monthly statement total. All payments must be applied per invoice. All invoices and credits must be listed on the statement.

2.15 GEOGRAPHIC ZONES:

The County reserves the right to determine to award in whole or in part in three (3) geographic zones. The zones are as outlined below (see exhibit 2 for map of areas).

2.15.1 Zone #1 – All of Maricopa County east of Interstate 17. This includes the northbound lanes of I-17. The overlap area of I-17 and I-10 in central Phoenix is covered in this area.

2.15.2 Zone # 2 – All of Maricopa County west of Interstate 17 and south of I-10. This includes the eastbound lanes of I-10. I-10 in this area starts at the I-17 and I-10 interchange at the stack.

2.15.3 Zone #3 – All of Maricopa County west of Interstate 17 and north of I-10. This includes the southbound lanes of I-17 and the westbound lanes of I-10. I-10 in this area starts at the I-17 and I-10 interchange at the stack.

2.16 SITE VISITS:

The County reserves the right to visit the contractor(s) facilities at any time during the award determination and after an award has been made during the life of any contract.

2.17 USAGE REPORT:

The Contractor upon request shall furnish the County a quarterly usage report delineating the acquisition activity governed by the Contract. The format of the report shall be approved by the County and shall disclose the quantity and dollar value of each contract item by individual unit.

2.18 SHIPPING DOCUMENTS:

A packing list or other suitable shipping document shall accompany each shipment and shall include the following:

2.18.1 Contract Serial number.

2.18.2 Contractor's name and address.

2.18.3 Using Agency name and address.

2.18.4 Using Agency purchase order number.

2.18.5 A description of product(s) shipped, including item number(s), quantity (ies), number of containers and package number(s), as applicable.

2.19 ACCEPTANCE:

Upon delivery and/or successful installation, the material(s) shall be deemed accepted and the warranty period shall begin. All documentation shall be completed prior to final acceptance.

~~2.20 WARRANTY:~~

~~2.20.1 All items furnished under this Contract shall conform to the requirements of this Contract and shall be free from defects in design, materials and workmanship.~~

~~2.20.2 The warranty period for workmanship and materials shall be for an initial period of twelve (12) months and commence upon acceptance by County.~~

~~2.20.2.1 The Contractor shall indicate on the Price Sheet the duration of the warranty and any applicable limitations or conditions which may apply.~~

~~2.20.2.2 The Contractor agrees that he will, at his own expense, provide all labor and parts required to remove, repair or replace, and reinstall any such defective workmanship and/or materials which becomes or is found to be defective during the term of this warranty. The Contractor shall guarantee the equipment to be supplied complies with all applicable regulations.~~

2.21 TAX:

Tax shall not be levied against labor. Sales/use tax will be determined by County. Tax will not be used in determining low price.

2.22 STRATEGIC ALLIANCE for VOLUME EXPENDITURES (\$AVE)

The County is a member of the \$AVE cooperative purchasing group. \$AVE includes the State of Arizona, many Phoenix metropolitan area municipalities, and many K-12 unified school districts. Under the \$AVE Cooperative Purchasing Agreement, and with the concurrence of the successful Respondent under this solicitation, a member of \$AVE may access a contract resulting from a solicitation issued by the County. If you **do not** want to grant such access to a member of \$AVE, **please so state** in your proposal. In the absence of a statement to the contrary, the County will assume that you do wish to grant access to any contract that may result from this Request for Proposal.

2.23 INTERGOVERNMENTAL COOPERATIVE PURCHASING AGREEMENTS (ICPA's)

County currently holds ICPA's with numerous governmental entities throughout the State of Arizona. These agreements allow those entities, with the approval of the Contractor, to purchase their requirements under the terms and conditions of the County Contract. Please indicate on Attachment A, your acceptance or rejection regarding such participation of other governmental entities. Your response will not be considered as an evaluation factor in awarding a contract.

3.0 **SPECIAL TERMS & CONDITIONS:**

3.1 CONTRACT TERM:

This Invitation for Bid is for awarding a firm, fixed-price purchasing contract to cover a term of three (3) years.

3.2 OPTION TO RENEW:

The County may, at its option and with the approval of the Contractor, renew the term of this Contract up to a maximum of three (3) additional years, (or at the County's sole discretion, extend the contract on a month to month basis for a maximum of six (6) months after expiration). The Contractor shall be notified in writing by the **Office of Procurement Services** Department of the County's intention to renew the contract term at least thirty (30) calendar days prior to the expiration of the original contract term.

3.3 PRICE ADJUSTMENTS:

Any requests for reasonable price adjustments (**% of discount off**) must be submitted sixty (60) days prior to the Contract expiration. Requests for adjustment in cost of labor and/or materials must be supported by appropriate documentation. If County agrees to the adjusted price terms, County shall issue written approval of the change. The reasonableness of the request will be determined by comparing the request with the Consumer Price Index or by performing a market survey.

3.4 INDEMNIFICATION:

3.4.1 To the fullest extent permitted by law, Contractor shall defend, indemnify, and hold harmless County, its agents, representatives, officers, directors, officials, and employees from and against all claims, damages, losses and expenses, including, but not limited to, attorney fees, court costs, expert witness fees, and the cost of appellate proceedings, relating to, arising out of, or alleged to have resulted from the negligent acts, errors, omissions, mistakes or malfeasance relating to the performance of this Contract. Contractor's duty to defend, indemnify and hold harmless County, its agents, representatives, officers, directors, officials, and employees shall arise in connection with

any claim, damage, loss or expense that is caused by any negligent acts, errors, omissions or mistakes in the performance of this Contract by the Contractor, as well as any person or entity for whose acts, errors, omissions, mistakes or malfeasance Contractor may be legally liable.

3.4.2 The amount and type of insurance coverage requirements set forth herein will in no way be construed as limiting the scope of the indemnity in this paragraph.

3.4.3 The scope of this indemnification does not extend to the sole negligence of County.

3.5 INSURANCE REQUIREMENTS

3.5.1 Contractor, at Contractor's own expense, shall purchase and maintain the herein stipulated minimum insurance from a company or companies duly licensed by the State of Arizona and possessing a current A.M. Best, Inc. rating of A-, VII or higher. In lieu of State of Arizona licensing, the stipulated insurance may be purchased from a company or companies, which are authorized to do business in the State of Arizona, provided that said insurance companies meet the approval of County. The form of any insurance policies and forms must be acceptable to County.

3.5.2 All insurance required herein shall be maintained in full force and effect until all work or service required to be performed under the terms of the Contract is satisfactorily completed and formally accepted. Failure to do so may, at the sole discretion of County, constitute a material breach of this Contract.

3.5.3 Contractor's insurance shall be primary insurance as respects County, and any insurance or self-insurance maintained by County shall not contribute to it.

3.5.4 Any failure to comply with the claim reporting provisions of the insurance policies or any breach of an insurance policy warranty shall not affect the County's right to coverage afforded under the insurance policies.

3.5.5 The insurance policies may provide coverage that contains deductibles or self-insured retentions. Such deductible and/or self-insured retentions shall not be applicable with respect to the coverage provided to County under such policies. Contractor shall be solely responsible for the deductible and/or self-insured retention and County, at its option, may require Contractor to secure payment of such deductibles or self-insured retentions by a surety bond or an irrevocable and unconditional letter of credit.

3.5.6 County reserves the right to request and to receive, within 10 working days, certified copies of any or all of the herein required insurance certificates. County shall not be obligated to review policies and/or endorsements or to advise Contractor of any deficiencies in such policies and endorsements, and such receipt shall not relieve Contractor from, or be deemed a waiver of County's right to insist on strict fulfillment of Contractor's obligations under this Contract.

3.5.7 The insurance policies required by this Contract, except Workers' Compensation, and Errors and Omissions, shall name County, its agents, representatives, officers, directors, officials and employees as Additional Insureds.

3.5.8 The policies required hereunder, except Workers' Compensation, and Errors and Omissions, shall contain a waiver of transfer of rights of recovery (subrogation) against County, its agents, representatives, officers, directors, officials and employees for any claims arising out of Contractor's work or service.

3.5.9 Commercial General Liability:

Commercial General Liability insurance and, if necessary, Commercial Umbrella insurance with a limit of not less than \$1,000,000 for each occurrence, \$2,000,000

Products/Completed Operations Aggregate, and \$2,000,000 General Aggregate Limit. The policy shall include coverage for bodily injury, broad form property damage, personal injury, products and completed operations and blanket contractual coverage, and shall not contain any provision which would serve to limit third party action over claims. There shall be no endorsement or modification of the CGL limiting the scope of coverage for liability arising from explosion, collapse, or underground property damage.

3.5.10 Automobile Liability:

Commercial/Business Automobile Liability insurance and, if necessary, Commercial Umbrella insurance with a combined single limit for bodily injury and property damage of not less than \$1,000,000 each occurrence with respect to any of the Contractor's owned, hired, and non-owned vehicles assigned to or used in performance of the Contractor's work or services under this Contract.

3.5.11 Workers' Compensation:

3.5.11.1 Workers' Compensation insurance to cover obligations imposed by federal and state statutes having jurisdiction of Contractor's employees engaged in the performance of the work or services under this Contract; and Employer's Liability insurance of not less than \$100,000 for each accident, \$100,000 disease for each employee, and \$500,000 disease policy limit.
(N.B. - \$1,000,000 limits on larger contracts)

3.5.11.2 Contractor waives all rights against County and its agents, officers, directors and employees for recovery of damages to the extent these damages are covered by the Workers' Compensation and Employer's Liability or commercial umbrella liability insurance obtained by Contractor pursuant to this Contract.

3.5.12 Errors and Omissions Insurance:

Errors and Omissions insurance and, if necessary, Commercial Umbrella insurance, which will insure and provide coverage for errors or omissions of the Contractor, with limits of no less than \$1,000,000 for each claim.

3.5.13 Certificates of Insurance.

3.5.13.1 Prior to commencing work or services under this Contract, Contractor shall furnish the County with certificates of insurance, or formal endorsements as required by the Contract in the form provided by the County, issued by Contractor's insurer(s), as evidence that policies providing the required coverage, conditions and limits required by this Contract are in full force and effect. Such certificates shall identify this contract number and title.

3.5.13.2 Prior to commencing work or services under this Contract, Contractor shall have insurance in effect as required by the Contract in the form provided by the County, issued by Contractor's insurer(s), as evidence that policies providing the required coverage, conditions and limits required by this Contract are in full force and effect. Such certificates shall be made available to the County upon 48 hours' notice. **BY SIGNING THE AGREEMENT PAGE THE CONTRACTOR AGREES TO THIS REQUIREMENT AND FAILURE TO MEET THIS REQUIREMENT WILL RESULT IN CANCELLATION OF CONTRACT.**

3.5.13.2.1 In the event any insurance policy (ies) required by this contract is (are) written on a "claims made" basis, coverage shall extend for two years past completion and acceptance of Contractor's work or services and as evidenced by annual Certificates of Insurance.

3.5.13.2.2 If a policy does expire during the life of the Contract, a renewal certificate must be sent to County fifteen (15) days prior to the expiration date.

3.5.14 Cancellation and Expiration Notice.

Insurance required herein shall not be permitted to expire, be canceled, or materially changed without thirty (30) days prior written notice to the County.

3.6 PROCUREMENT CARD ORDERING CAPABILITY:

County may determine to use a procurement card that may be used from time-to-time, to place and make payment for orders under this Contract. Contractors without this capability may be considered non-responsive and not eligible for award consideration.

3.7 INTERNET ORDERING CAPABILITY:

It is the intent of County to use the Internet to communicate and to place orders under this Contract. Contractors without this capability may be considered non-responsive and not eligible for award consideration.

3.8 REQUIREMENTS CONTRACT:

3.8.1 Contractors signify their understanding and agreement by signing a bid submittal, that the Contract resulting from the bid will be a requirements contract. However, the Contract does not guarantee any minimum or maximum number of purchases will be made. It only indicates that if purchases are made for the materials contained in the Contract, they will be purchased from the Contractor awarded that item. Orders will only be placed when the County identifies a need and proper authorization and documentation have been approved.

3.8.2 County reserves the right to cancel Purchase Orders within a reasonable period of time after issuance. Should a Purchase Order be canceled, the County agrees to reimburse the Contractor but only for actual and documentable costs incurred by the Contractor due to and after issuance of the Purchase Order. The County will not reimburse the Contractor for any costs incurred after receipt of County notice of cancellation, or for lost profits, shipment of product prior to issuance of Purchase Order, etc.

3.8.3 Contractors agree to accept verbal notification of cancellation from the **Office of Procurement Services** Procurement Officer with written notification to follow. By submitting a bid in response to this Invitation for Bids, the Contractor specifically acknowledges to be bound by this cancellation policy.

3.9 ORDERING AUTHORITY.

3.9.1 The Contractor should understand that any request for purchase of product(s) shall be accompanied by a valid purchase order, issued by **Office of Procurement Services**, or by a Certified Agency Procurement Aid (CAPA).

3.9.2 County departments, cities, other counties, schools and special districts, universities, nonprofit educational and public health institutions may also purchase from under this Contract at their discretion and/or other state and local agencies (Customers) may procure the products under this Contract by the issuance of a purchase order to the Respondent. Purchase orders must cite the Contract number.

3.9.3 Contract award is in accordance with the Maricopa County Procurement Code. All requirements for the competitive award of this Contract have been met. A purchase order for the product(s) is the only document necessary for Customers to purchase and for the Contractor to proceed with delivery of product(s) available under this Contract.

3.9.4 Any attempt to represent any product not specifically awarded under this Contract is a violation of the Contract. Any such action is subject to the legal and contractual remedies available to the County, inclusive of, but not limited to, Contract cancellation, suspension and/or debarment of the Contractor.

3.10 UNCONDITIONAL TERMINATION FOR CONVENIENCE:

Maricopa County may terminate the resultant Contract for convenience by providing sixty (60) calendar days advance notice to the Contractor.

3.11 TERMINATION FOR DEFAULT:

If the Contractor fails to meet deadlines, or fails to provide the agreed upon service/material altogether, a termination for default will be issued. The termination for default will be issued only after the County deems that the Contractor has failed to remedy the problem after being forewarned.

3.12 TERMINATION BY THE COUNTY:

If the Contractor should be adjudged bankrupt or should make a general assignment for the benefit of its creditors, or if a receiver should be appointed on account of its insolvency, the County may terminate the Contract. If the Contractor should persistently or repeatedly refuse or should fail, except in cases for which extension of time is provided, to provide enough properly skilled workers or proper materials, or persistently disregard laws and ordinances, or not proceed with work or otherwise be guilty of a substantial violation of any provision of this Contract, then the County may terminate the Contract. Prior to termination of the Contract, the County shall give the Contractor fifteen- (15) calendar day's written notice. Upon receipt of such termination notice, the Contractor shall be allowed fifteen (15) calendar days to cure such deficiencies.

3.13 STATUTORY RIGHT OF CANCELLATION FOR CONFLICT OF INTEREST:

Notice is given that pursuant to A.R.S. § 38-511 the County may cancel any Contract without penalty or further obligation within three years after execution of the contract, if any person significantly involved in initiating, negotiating, securing, drafting or creating the contract on behalf of the County is at any time while the Contract or any extension of the Contract is in effect, an employee or agent of any other party to the Contract in any capacity or consultant to any other party of the Contract with respect to the subject matter of the Contract. Additionally, pursuant to A.R.S § 38-511 the County may recoup any fee or commission paid or due to any person significantly involved in initiating, negotiating, securing, drafting or creating the contract on behalf of the County from any other party to the contract arising as the result of the Contract.

3.14 OFFSET FOR DAMAGES;

In addition to all other remedies at Law or Equity, the County may offset from any money due to the Contractor any amounts Contractor owes to the County for damages resulting from breach or deficiencies in performance of the contract.

3.15 ADDITIONS/DELETIONS OF SERVICE:

The County reserves the right to add and/or delete materials to a Contract. If a service requirement is deleted, payment to the Contractor will be reduced proportionately, to the amount of service reduced in accordance with the bid price. If additional materials are required from a Contract, prices for such additions will be negotiated between the Contractor and the County.

3.16 SUBCONTRACTING:

3.16.1 The Contractor may not assign a Contract or Subcontract to another party for performance of the terms and conditions hereof without the written consent of the County. All correspondence authorizing subcontracting must reference the Bid Serial Number and identify the job project.

3.16.2 The Subcontractor's rate for the job shall not exceed that of the Prime Contractor's rate, as bid in the pricing section, unless the Prime Contractor is willing to absorb any higher rates. The Subcontractor's invoice shall be invoiced directly to the Prime Contractor, who in turn shall pass-through the costs to the County, without mark-up. A copy of the Subcontractor's invoice must accompany the Prime Contractor's invoice.

3.17 **AMENDMENTS:**

All amendments to this Contract shall be in writing and approved/signed by both parties. Maricopa County **Office of Procurement Services** shall be responsible for approving all amendments for Maricopa County.

3.18 **RETENTION OF RECORDS:**

The Contractor agrees to retain all financial books, records, and other documents relevant to a Contract for six (6) years after final payment or until after the resolution of any audit questions which could be more than six (6) years, whichever is longer. The County, Federal or State auditors and any other persons duly authorized by the County shall have full access to, and the right to examine, copy and make use of, any and all said materials.

3.19 **ADEQUACY OF RECORDS:**

If the Contractor's books, records and other documents relevant to a Contract are not sufficient to support and document that allowable materials were provided, the Contractor shall reimburse Maricopa County for the materials not so adequately supported and documented.

3.20 **AUDIT DISALLOWANCES:**

If at any time it is determined by the County that a cost for which payment has been made is a disallowed cost, the County shall notify the Contractor in writing of the disallowance and the required course of action, which shall be at the option of the County either to adjust any future claim submitted by the Contractor by the amount of the disallowance or to require repayment of the disallowed amount by the Contractor forthwith issuing a check payable to Maricopa County.

3.21 **VALIDITY:**

The invalidity, in whole or in part, of any provision of the Contract shall not void or affect the validity of any other provision of the Contract.

3.22 **RIGHTS IN DATA:**

The County shall have the use of data and reports resulting from a Contract without additional cost or other restriction except as may be established by law or applicable regulation. Each party shall supply to the other party, upon request, any available information that is relevant to a Contract and to the performance thereunder.

3.23 **RELATIONSHIPS:**

In the performance of the services described herein, the Contractor shall act solely as an independent contractor, and nothing herein or implied herein shall at any time be construed as to create the relationship of employer and employee, partnership, principal and agent, or joint venture between the County and the Contractor.

3.24 **CERTIFICATION REGARDING DEBARMENT AND SUSPENSION**

3.24.1 The undersigned (authorized official signing for the Contractor) certifies to the best of his or her knowledge and belief, that the Contractor, defined as the primary participant in accordance with 45 CFR Part 76, and its principals:

- 3.24.1.1 are not presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from covered transactions by any Federal Department or agency;
 - 3.24.1.2 have not within 3-year period preceding this Contract been convicted of or had a civil judgment rendered against them for commission of fraud or a criminal offense in connection with obtaining, attempting to obtain, or performing a public (Federal, State or local) transaction or contract under a public transaction; violation of Federal or State antitrust statutes or commission of embezzlement, theft, forgery, bribery, falsification or destruction of records, making false statements, or receiving stolen property;
 - 3.24.1.3 are not presently indicted or otherwise criminally or civilly charged by a government entity (Federal, State or local) with commission of any of the offenses enumerated in paragraph (2) of this certification; and
 - 3.24.1.4 have not within a 3-year period preceding this Contract had one or more public transaction (Federal, State or local) terminated for cause of default.
- 3.24.2 Should the Contractor not be able to provide this certification, an explanation as to why should be attached to the Contact.
- 3.24.3 The Contractor agrees to include, without modification, this clause in all lower tier covered transactions (i.e. transactions with subcontractors) and in all solicitations for lower tier covered transactions related to this Contract.

3.25 ALTERNATIVE DISPUTE RESOLUTION:

- 3.25.1 After the exhaustion of the administrative remedies provided in the Maricopa County Procurement Code, any contract dispute in this matter is subject to compulsory arbitration. Provided the parties participate in the arbitration in good faith, such arbitration is not binding and the parties are entitled to pursue the matter in state or federal court sitting in Maricopa County for a de novo determination on the law and facts. If the parties cannot agree on an arbitrator, each party will designate an arbitrator and those two arbitrators will agree on a third arbitrator. The three arbitrators will then serve as a panel to consider the arbitration. The parties will be equally responsible for the compensation for the arbitrator(s). The hearing, evidence, and procedure will be in accordance with Rule 74 of the Arizona Rules of Civil Procedure. Within ten (10) days of the completion of the hearing the arbitrator(s) shall:
- 3.25.1.1 Render a decision;
 - 3.25.1.2 Notify the parties that the exhibits are available for retrieval; and
 - 3.25.1.3 Notify the parties of the decision in writing (a letter to the parties or their counsel shall suffice).
- 3.25.2 Within ten (10) days of the notice of decision, either party may submit to the arbitrator(s) a proposed form of award or other final disposition, including any form of award for attorneys' fees and costs. Within five (5) days of receipt of the foregoing, the opposing party may file objections. Within ten (10) days of receipt of any objections, the arbitrator(s) shall pass upon the objections and prepare a signed award or other final disposition and mail copies to all parties or their counsel.
- 3.25.3 Any party which has appeared and participated in good faith in the arbitration proceedings may appeal from the award or other final disposition by filing an action in the state or federal court sitting in Maricopa County within twenty (20) days after date of the award or other final disposition. Unless such action is dismissed for failure to prosecute, such action will make the award or other final disposition of the arbitrator(s) a nullity.

3.26 VERIFICATION REGARDING COMPLIANCE WITH ARIZONA REVISED STATUTES §41-4401 AND FEDERAL IMMIGRATION LAWS AND REGULATIONS:

3.26.1 By entering into the Contract, the Contractor warrants compliance with the Immigration and Nationality Act (INA using e-verify) and all other federal immigration laws and regulations related to the immigration status of its employees and A.R.S. §23-214(A). The contractor shall obtain statements from its subcontractors certifying compliance and shall furnish the statements to the Procurement Officer upon request. These warranties shall remain in effect through the term of the Contract. The Contractor and its subcontractors shall also maintain Employment Eligibility Verification forms (I-9) as required by the Immigration Reform and Control Act of 1986, as amended from time to time, for all employees performing work under the Contract and verify employee compliance using the E-verify system and shall keep a record of the verification for the duration of the employee's employment or at least three years, whichever is longer. I-9 forms are available for download at USCIS.GOV.

3.26.2 The County retains the legal right to inspect contractor and subcontractor employee documents performing work under this Contract to verify compliance with paragraph 3.26.1 of this Section. Contractor and subcontractor shall be given reasonable notice of the County's intent to inspect and shall make the documents available at the time and date specified. Should the County suspect or find that the Contractor or any of its subcontractors are not in compliance, the County will consider this a material breach of the contract and may pursue any and all remedies allowed by law, including, but not limited to: suspension of work, termination of the Contract for default, and suspension and/or debarment of the Contractor. All costs necessary to verify compliance are the responsibility of the Contractor.

3.27 CONTRACTOR LICENSE REQUIREMENT:

3.27.1 The Respondent shall procure all permits, insurance, licenses and pay the charges and fees necessary and incidental to the lawful conduct of his/her business, and as necessary complete any required certification requirements, required by any and all governmental or non-governmental entities as mandated to maintain compliance with and in good standing for all permits and/or licenses. The Respondent shall keep fully informed of existing and future trade or industry requirements, Federal, State and Local laws, ordinances, and regulations which in any manner affect the fulfillment of a Contract and shall comply with the same. Contractor shall immediately notify both **Office of Procurement Services** and the using agency of any and all changes concerning permits, insurance or licenses.

3.27.2 Respondents furnishing finished products, materials or articles of merchandise that will require installation or attachment as part of the Contract, shall possess any licenses required. A Respondent is not relieved of its obligation to possess the required licenses by subcontracting of the labor portion of the Contract. Respondents are advised to contact the Arizona Registrar of Contractors, Chief of Licensing, at (602) 542-1525 to ascertain licensing requirements for a particular contract. Respondents shall identify which license(s), if any, the Registrar of Contractors requires for performance of the Contract.

3.28 **PUBLIC RECORDS:**

All Offers submitted and opened are public records and must be retained by the Records Manager at the Office of Procurement Services. Offers shall be open to public inspection after Contract award and execution, except for such Offers deemed to be confidential by the Office of Procurement Services. If an Offeror believes that information in its Offer should remain confidential, it shall indicate as confidential, the specific information and submit a statement with its offer detailing the reasons that the information should not be disclosed. Such reasons shall include the specific harm or prejudice which may arise. The Records Manager of the Office of Procurement Services shall determine whether the identified information is confidential pursuant to the Maricopa County Procurement Code.

3.29 INFLUENCE

As prescribed in MC1-1202 of the Maricopa County Procurement Code, any effort to influence an employee or agent to breach the Maricopa County Ethical Code of Conduct or any ethical conduct, may be grounds for Disbarment or Suspension under MC1-902.

An attempt to influence includes, but is not limited to:

- 3.29.1 **A Person offering or providing a gratuity, gift, tip, present, donation, money, entertainment or educational passes or tickets, or any type valuable contribution or subsidy,**
- 3.29.2 **That is offered or given with the intent to influence a decision, obtain a contract, garner favorable treatment, or gain favorable consideration of any kind.**

If a Person attempts to influence any employee or agent of Maricopa County, the Chief Procurement Officer, or his designee, reserves the right to seek any remedy provided by the Maricopa County Procurement Code, any remedy in equity or in the law, or any remedy provided by this contract.

3.30 POST AWARD MEETING:

The Contractor may be required to attend a post-award meeting with the Using Agency to discuss the terms and conditions of this Contract. This meeting will be coordinated by the Procurement Officer of the Contract.