



STATE OF DELAWARE  
EXECUTIVE DEPARTMENT  
OFFICE OF MANAGEMENT AND BUDGET

January 1, 2018

TO: ALL STATE AGENCIES, SCHOOL DISTRICTS, MUNICIPALITIES, VOLUNTEER FIRE COMPANIES AND POLITICAL SUBDIVISIONS

FROM: STEVEN CHILLAS  
STATE CONTRACT PROCUREMENT OFFICER  
302-857-4549

SUBJECT: **AWARD NOTICE – Addendum #4 - Effective December 31, 2019**  
**CONTRACT NO. GSS17673-GRND\_MAINT**  
**Ground Maintenance with Related Equipment, Accessories & Supplies**

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**GOVERNMENT SUPPORT SERVICES – CONTRACTING**  
100 ENTERPRISE PLACE – SUITE 4 – DOVER, DE 19904-8202  
PHONE: (302) 857-4550 – FAX: (302) 739-3779 – GSS.OMB.DELAWARE.GOV

**KEY CONTRACT INFORMATION**

**1. CONTRACT USE**

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- a. **REF: Title 29, Chapter 6911(d) Delaware Code.** Every state department and agency within the Executive Branch and Judicial Branch of the state government shall procure all material, equipment and nonprofessional services through the statewide contracts administered by Government Support Services, Office of Management and Budget. Delaware State University, Delaware Technical and Community College, the operations funded by Public School Districts, Delaware Transit Corporation, the Legislative Branch and the Board of Pension Trustees and their consultants are specifically exempted from the requirements of this subsection.
- b. Under Title 29 §6933, The State of Delaware is authorized to participate in, sponsor, conduct or administer a cooperative purchasing agreement for the procurement of materiel or nonprofessional services with 1 or more public procurement units either within the State or within another state in accordance with an agreement entered into between the participants.
- c. A competitive bidding and selection process was conducted by the National Joint Powers Alliance (NJPA), a Minnesota-based Service Cooperative created by Minnesota Legislative Statute 123A.21. NJPA and Contractor established a contract for the purchase of landscaping and grounds related equipment, accessories and supplies on or around June 22, 2017 (hereinafter, "Master Agreement").

**2. CONTRACT PERIOD**

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Each contractor's contract has been extended by NJPA and shall expire as indicated in vendor information (highlighted).

**3. VENDORS**

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<p><b>GSS17673-GRND_MAINTV01</b> NJPA Contract Number: 062117-DAC Contract Expires: August 18, 2021 FSF Vendor ID: 0000022081 <b>Deere and Company</b> Attn: <b>Judy Bess</b> 2000 John Deere Run Cary, NC 27513-2789 Phone: 919-804-2831 Fax: 309-749-2313 Email: <a href="mailto:govcontractsupport@johndeere.com">govcontractsupport@johndeere.com</a> Website: <a href="http://www.johndeere.com/govsales">www.johndeere.com/govsales</a></p> <p>Pricing can be found at: <a href="https://www.njpacoop.org/cooperative-purchasing/contracts-fleet/landscape-grounds-maintenance/062117-dac/">https://www.njpacoop.org/cooperative-purchasing/contracts-fleet/landscape-grounds-maintenance/062117-dac/</a></p>	<p><b>Local Dealers:</b> <b>Atlantic Tractor LLC</b> <b>GSS17673-GRND_MAINTV02</b> FSF Vendor ID: 0000006283 301 East St, PO BOX 1125 Clayton, DE 19938-7707 Attn: Scott Dobie Phone: 302-653-8536 Fax: 302-279-4373 Email: <a href="mailto:vcrone@atjd.net">vcrone@atjd.net</a> Website: <a href="http://www.atlantictractor.net/clayton.htm">www.atlantictractor.net/clayton.htm</a></p>
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Agencies should submit P. O. to John Deere Company for processing, noting the NJPA and GSS contract numbers on the P.O. and the preferred delivering dealer. John Deere invoices the agency upon delivery of product. Delivery of product is by the designated delivering dealer.

The purchasing agency will be responsible for any service call and/or transportation of equipment to and from the authorized dealer's place of business, for any premium charged for overtime labor requested by the purchaser and for any service and/or maintenance not directly related to any defect covered under the warranties.

**Atlantic Tractor LLC**

**GSS17673-GRND\_MAINTV02**

FSF Vendor ID: 0000006283  
2688 Pulaski Hwy  
Newark, DE 19702-3915  
Attn: Thomas Patrick  
Phone: 302-834-0114  
Fax: 302-387-4669  
Email: [tpatrick@atjd.net](mailto:tpatrick@atjd.net)  
Website: [www.atjd.net](http://www.atjd.net)

**Fouklawn & Equipment, Inc.**

**GSS17673-GRND\_MAINTV03**

FSF Vendor ID: 0000024785  
Attn: Phil Socorso  
2018 Foukl Rd  
Wilmington, DE 19810-3624  
Phone: 302-475-3233  
Email: [fouklawn@verizon.net](mailto:fouklawn@verizon.net)  
Website: [www.fouklawn.com](http://www.fouklawn.com)

**Taylor and Messick, Inc.**

**GSS17673-GRND\_MAINTV04**

FSF Vendor ID: 0000024381  
Contact: Jimmy Messick, Jr.  
325 Walt Messick Rd  
Harrington, DE 19952-3300  
Phone: 302-398-3729 or 800-237-1272  
Fax: 302-398-4732  
Email: [taylormessick@taylormessick.com](mailto:taylormessick@taylormessick.com)  
Website: [www.taylormessick.com](http://www.taylormessick.com)

**Finch Services**

**Contract # GSS17673-GRND\_MAINTV18**

FSF Vendor ID: 0000029526  
1127 Littlestown Pike  
Westminster, MD 21157-3005  
Phone: 410-303-4555  
Fax: 410-848-4615  
Attn: Paul R. Schultheis  
Email: [paul@finchinc.com](mailto:paul@finchinc.com)  
Website: [www.finchinc.com](http://www.finchinc.com)

**GSS17673-GRND\_MAINTV05**

NJPA Contract Number: 062117-KBA

Contract Expires: August 18, 2021

FSF Vendor ID: 0000127362

**Kubota Tractor Corporation**

Attn: Jon Cheek

1000 Kubota Drive

Grapevine, TX 76051

Phone: 817-532-3875, 817-914-2055

Fax: 844-582-1581

Email: [jon.cheek@kubota.com](mailto:jon.cheek@kubota.com)

Website: <http://www.kubota.com/>

Agencies can contact Kubota Direct Sales for a quote and assistance with product specifications and selection. Local dealers can provide product information; help with specifications and product selection.

Contact Kubota Direct Sales for a quote with appropriate discounts and added cost items like Freight, Dealer Preparation and Delivery Fees.

Agencies will issue a P.O. to the local dealer or as instructed per authorized dealer quote. Remittance will be to Kubota Tractor Corporation, Torrance, CA.

Warranty will be provided by the local delivering Kubota Dealer.

Pricing can be found at:

<https://www.njpacoop.org/cooperative-purchasing/contracts-fleet/landscape-grounds-maintenance/062117-kba/>

**Local Dealers:**

**Hooper, Inc.**

**GSS17673-GRND\_MAINTV06**

FSF Vendor ID: 0000006985

1130 Middletown Warwick Rd., PO Box 107

Middletown, DE 19709-9096

Phone: 302-378-9555 or 800-341-4028

Fax: 302-378-0634

Attn: Mark Reichlin

Email: [reichlin@hooper.com](mailto:reichlin@hooper.com)

Website: [www.hooper.com](http://www.hooper.com)

**Hooper, Inc.**

**GSS17673-GRND\_MAINTV06**

FSF Vendor ID: 0000006985

ATTN: David Jones

6367A Stein Highway

Seaford, DE 19973-6942

Phone: 302-262-2627

Fax: 302-629-3775

Email: [hooper@hooper.com](mailto:hooper@hooper.com)

Website: [www.hooper.com](http://www.hooper.com)

**Burke Equipment Company**

**GSS17673-GRND\_MAINTV07**

FSF Vendor ID: 0000026253

2063 Pulaski Hwy

Newark, DE 19702-3503

Attn: David Babbitt

Phone: 302-363-2253

Fax: 302-365-6643

Email: [dbabbitt@burkeequipment.com](mailto:dbabbitt@burkeequipment.com)

Website: [www.burkeequipment.com](http://www.burkeequipment.com)

**Burke Equipment Company**

**GSS17673-GRND\_MAINTV07**

FSF Vendor ID: 0000026253

Phone: 302-2840123

54 Andrews Lake Rd.

Felton, DE 19943-4633

Website: [www.burkeequipment.com](http://www.burkeequipment.com)

	<p><b>Burke Equipment – Seaford, Inc.</b>  <b>GSS17673-GRND_MAINTV07</b>          FSF Vendor ID: 0000026253          11196 East Snake Rd.          Delmar, DE 19940-3452          Phone: 302-248-7070          Fax: 302-248-7075          Email: <a href="mailto:cwagner@burkeequipment.com">cwagner@burkeequipment.com</a>          Website: <a href="http://www.burkeequipment.com">www.burkeequipment.com</a></p>
<p><b>GSS17673-GRND_MAINTV08</b>          NJPA Contract Number: 062117-LPI          FSF Vendor ID: 0000189787          Contract Expires: August 21, 2021          Great Plains Manufacturing, Inc.          DBA: <b>Land Pride</b>          Attn: Troy L. Olson          1525 E North St          Salina, KS 67401-8562          Phone: 785-822-6757 or 785-823-3276, ext 1313          Fax: 785-270-9302          Email: <a href="mailto:dee.warren@landpride.com">dee.warren@landpride.com</a> or  <a href="mailto:troy.olson@landpride.com">troy.olson@landpride.com</a>          Website: <a href="http://www.landpride.com">www.landpride.com</a></p> <p>Pricing can be found at:  <a href="https://www.njpacoop.org/cooperative-purchasing/contracts-fleet/landscape-grounds-maintenance/062117-lpi/">https://www.njpacoop.org/cooperative-purchasing/contracts-fleet/landscape-grounds-maintenance/062117-lpi/</a></p>	<p><b>Local Dealers:</b></p> <p><b>Burke Equipment Company</b>  <b>GSS17673-GRND_MAINTV07</b>          FSF Vendor ID: 0000026253          2063 Pulaski Hwy          Newark, DE 19702-3503          Phone: 302-737-3100          Fax: 302-737-3578          Email: <a href="mailto:chris@burkeequipment.com">chris@burkeequipment.com</a>          Website: <a href="http://www.burkeequipment.com">www.burkeequipment.com</a></p> <p><b>Burke Equipment Company</b>  <b>GSS17673-GRND_MAINTV07</b>          FSF Vendor ID: 0000026253          54 Andrews Lake Rd.          Felton, DE 19943-4633          Phone: 302-284-0123          Fax: 302-284-0225          Email: <a href="mailto:mbabbitt@burkeequipment.com">mbabbitt@burkeequipment.com</a>          Website: <a href="http://www.burkeequipment.com">www.burkeequipment.com</a></p> <p><b>Hooper, Inc.</b>  <b>GSS17673-GRND_MAINTV06</b>          FSF Vendor ID: 0000006985          1130 Middletown Warwick Rd., PO Box 107          Middletown, DE 19709-9096          Phone: 302-378-9555 or 800-341-4028          Fax: 302-378-0634          Attn: Mark Reichlin          Email: <a href="mailto:reichlin@hooper.com">reichlin@hooper.com</a>          Website: <a href="http://www.hooper.com">www.hooper.com</a></p>

	<p><b>Bell Creek Equipment, LLC</b>  <b>GSS17673-GRND_MAINTV09</b>          Contact: Kevin Lyons          21927 Dover Bridge Rd          Preston, MD 21655-1626          Phone: 410-673-2700          Fax: 410-673-2730          Email: <a href="mailto:bellcreek@comcast.net">bellcreek@comcast.net</a>          Website: <a href="http://www.bellcreekequipment.com">www.bellcreekequipment.com</a></p>
<p><b>GSS17673-GRND_MAINTV10</b>  <b>NJPA Contract Number: 062117-TTC</b>          FSF Vendor ID: 0000179484          Contract Expires: August 18, 2021  <b>The Toro Company</b>          Attn: Peter Whitacre          8111 Lyndale Ave S          Bloomington, MN 55420-1196          Phone: 952-887-7936          Cell: 612-963-0892          Fax: 952-887-8694          Email: <a href="mailto:peter.whitacre@toro.com">peter.whitacre@toro.com</a>          Website: <a href="http://www.thetorocompany.com">www.thetorocompany.com</a>          Pricing can be found at:  <a href="https://www.njpacoop.org/cooperative-purchasing/contracts-fleet/landscape-grounds-maintenance/062117-ttc/">https://www.njpacoop.org/cooperative-purchasing/contracts-fleet/landscape-grounds-maintenance/062117-ttc/</a></p>	<p><b>Local Dealer:</b>  <b>Turf Equipment and Supply Company, Inc.</b>  <b>GSS17673-GRND_MAINTV11</b>          FSF Vendor ID: 0000029837          Contact: Tina du'Monceau, Ext 3985          8015 Dorsey Run Rd          Jessup, MD 20794-9380          Phone: 410-799-3985 or 800-827-3711 X3985          Fax: 410-799-6953 or 888-384-8676          Email: <a href="mailto:tinadumonceau@turf-equipment.com">tinadumonceau@turf-equipment.com</a> or  <a href="mailto:bids@turf-equipment.com">bids@turf-equipment.com</a>          Web: <a href="http://www.turf-equipment.com">www.turf-equipment.com</a></p>
<p><b>GSS17673-GRND_MAINTV12</b>          NJPA Contract Number: 062117-VRM          FSF Vendor ID: 0000134387          Contract Expires: August 18, 2021  <b>Vermeer Corporation</b>          Attn: Chad Tousey or Jodi Schnell          1210 Vermeer Rd East          Pella, IA 50219-7660          Phone: 641-621-8531 or 641-621-7885          Fax: 641-621-8185          Email: <a href="mailto:ctousey@vermeer.com">ctousey@vermeer.com</a> or  <a href="mailto:jschnell@vermeer.com">jschnell@vermeer.com</a>          Website: <a href="http://www.vermeer.com">www.vermeer.com</a>          Pricing can be found at:  <a href="https://www.njpacoop.org/cooperative-purchasing/contracts-fleet/landscape-grounds-maintenance/062117-VRM/">https://www.njpacoop.org/cooperative-purchasing/contracts-fleet/landscape-grounds-maintenance/062117-VRM/</a></p>	<p><b>Local Dealers:</b>  <b>Vermeer Mid-Atlantic, Inc</b>  <b>GSS17673-GRND_MAINTV13</b>          FSF ID: 0000029582          Contact: Jeff Jones          8832 Corridor Road          Annapolis Junction, MD 20701-1159          Phone: 800-492-1274x5112          Fax: 410-285-1300          Email: <a href="mailto:jeff.jones@vermeerallroads.com">jeff.jones@vermeerallroads.com</a>          Website: <a href="http://www.vermeermidatlantic.com">www.vermeermidatlantic.com</a></p>

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<p><b>Contract #: GSS17673-GRND_MAINTV14</b>          NJPA Contract Number: 062117-BAN          FSF Vendor ID: 0000261340          Contract Expires: August 18, 2021  <b>Bandit Industries, Inc.</b>          Attn: Jason Morey or Brenda Lint          6750 Millbrook Road          Remus, MI 49340          Phone: 800-952-0178 ext 281 or 179          Fax: 989-561-2273          Email: <a href="mailto:jmorey@banditchippers.com">jmorey@banditchippers.com</a> or  <a href="mailto:brendalint@banditchippers.com">brendalint@banditchippers.com</a>          Website: <a href="http://www.banditchippers.com">www.banditchippers.com</a>          Pricing can be found at:  <a href="https://www.njpacoop.org/cooperative-purchasing/contracts-fleet/landscape-grounds-maintenance/062117-ban/">https://www.njpacoop.org/cooperative-purchasing/contracts-fleet/landscape-grounds-maintenance/062117-ban/</a></p>	<p><b>Local Dealers:</b>  <b>Iron Source, LLC</b>  <b>GSS17673-GRND_MAINTV15</b>          FSF Vendor ID: 0000020754          Contact: Chess Hedrick or Mark Keele          25113 DuPont Blvd          Georgetown, DE 19947          Phone: 302-856-7545          Email: <a href="mailto:chedrick@ironsourcede.com">chedrick@ironsourcede.com</a></p> <p>5722 Dupont Parkway          Smyrna, DE 19977          302-519-0600          302-653-7562  <a href="mailto:mkeele@ironsourcede.com">mkeele@ironsourcede.com</a></p>
<p><b>GSS17673-GRND_MAINTV16</b>          NJPA Contract Number: 062117-MBI          FSF Vendor ID: 0000332452          Contract Expires: August 18, 2021  <b>Morbark, Inc.</b>          Attn: Wayne Watts          8507 S. Winn Road          Winn, MI 48896          Phone: 800-831-0042, ext 1420          Fax: 989-866-2280          Cell: 989-330-8215  <a href="mailto:wayne.watts@morbark.com">wayne.watts@morbark.com</a>          Website: <a href="http://www.morbark.com">www.morbark.com</a>          Pricing can be found at:  <a href="https://www.njpacoop.org/cooperative-purchasing/contracts-fleet/landscape-grounds-maintenance/062117-mbi/">https://www.njpacoop.org/cooperative-purchasing/contracts-fleet/landscape-grounds-maintenance/062117-mbi/</a></p>	<p><b>Local Dealer: none</b></p>
<p><b>GSS17673-GRND_MAINTV17</b>          NJPA Contract Number: 062117-VPI          FSF Vendor ID: 0000416006          Contract Expires: August 21, 2021  <b>Venture Products, Inc.</b>          Attn: Ryan Miller          500 Venture Drive          Orville, OH 44667          Phone: 330-683-0075 ext 2355          Fax: 330-683-0000          Email: <a href="mailto:contracts@ventrac.com">contracts@ventrac.com</a></p>	<p><b>Local Dealers:</b>  <b>GSS17673-GRND_MAINTV15</b>          FSF Vendor ID: 0000020754  <b>Iron Source, LLC</b>          Contact: Chess Hedrick          25113 DuPont Blvd          Georgetown, DE 19947          Phone: 302-856-7545          Email: <a href="mailto:chedrick@ironsourcede.com">chedrick@ironsourcede.com</a></p> <p>5722 Dupont Parkway          Smyrna, DE 19977          302-519-0600          302-653-7562  <a href="mailto:mkeele@ironsourcede.com">mkeele@ironsourcede.com</a></p>

**4. SHIPPING TERMS**

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FOB Shipping point.

**5. DELIVERY AND PICKUP**

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The vendor will deliver the purchased equipment.

**6. PRICING**

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A link to pricing location can be found with each primary vendor information box.

**ADDITIONAL TERMS AND CONDITIONS**

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**7. BILLING**

The successful vendor is required to **"Bill as Shipped" to the respective ordering agency(s).** Ordering agencies shall provide at a minimum the contract number, ship to and bill to address, contract name and phone number.

**8. PAYMENT**

The agencies or school districts involved will authorize and process for payment each invoice within thirty (30) days after the date of receipt. The contractor or vendor must accept full payment by procurement (credit) card and/or conventional check and/or other electronic means at the State's option, without imposing any additional fees, costs or conditions.

**9. PRODUCT SUBSTITUTION**

All items delivered during the life of the contract shall be of the same type and manufacture as specified unless specific approval is given by Government Support Services to do otherwise. Substitutions may require the submission of written specifications and product evaluation prior to any approvals being granted.

**10. ORDERING PROCEDURE**

- a. Successful contractors are required to have either a local telephone number within the (302) area code, a toll free (800) number, or agree to accept collect calls. Each agency is responsible for placing their orders and may be accomplished by written purchase order, telephone, fax or computer on-line systems. The contractor or vendor must accept full payment by procurement (credit) card and/or conventional check and/or other electronic means at the State's option, without imposing any additional fees, costs or conditions.
- b. To order Toro equipment, agencies must contact the "local distributor".



## **11. PURCHASE ORDERS**

Agencies that are part of the First State Financial (FSF) system are required to identify the contract number GSS17673-GRND\_MAINT, on all Purchase Orders (P.O.) and shall complete the same when entering P.O. information in the state's financial reporting system.

## **12. HOLD HARMLESS**

The contractor agrees that it shall indemnify and hold the State of Delaware and all its agencies harmless from and against any and all claims for injury, loss of life, or damage to or loss of use of property caused or alleged to be caused, by acts or omissions of the contractor, its employees, and invitees on or about the premises and which arise out of the contractor's performance, or failure to perform as specified in the Agreement.

## **13. NON-PERFORMANCE**

In the event the contractor does not fulfill its obligations under the terms and conditions of this contract, the ordering agency may purchase equivalent product on the open market. Any difference in cost between the contract prices herein and the price of open market product shall be the responsibility of the contractor. Under no circumstances shall monies be due the contractor in the event open market products can be obtained below contract cost. Any monies charged to the contractor may be deducted from an open invoice.

## **14. FORCE MAJEURE**

Neither the contractor nor the ordering agency shall be held liable for non-performance under the terms and conditions of this contract due, but not limited to, government restriction, strike, flood, fire, or unforeseen catastrophe beyond either party's control. Each party shall notify the other in writing of any situation that may prevent performance under the terms and conditions of this contract.

## **15. AGENCY'S RESPONSIBILITIES**

The Agency shall:

- a. Examine and review in detail all letters, reports, drawings and other documents presented by the Contractor to the Agency and render to the Contractor in writing, findings and decisions pertaining thereto within a reasonable time so as not to delay the services of Contractor.
- b. Give prompt written notice to the Contractor whenever the Agency observes or otherwise becomes aware of any development that affects the scope or timing of the Contractor's services.
- c. When an ordering agency first experiences a relatively minor problem or difficulty with a vendor, the agency will contact the vendor directly and attempt to informally resolve the problem. This includes failure to perform by the date specified and any unacceptable difference(s) between the purchase order and the merchandise received. Ordering agencies should stress to vendors that they should expedite correction of the differences because failure to reply may result in an unfavorable rating in the execution of the awarded contract.
- d. The state has several remedies available to resolve non-performance issues with the contractor. The Agency should refer to the Contract Terms and Conditions to view these remedies. When a default occurs, the Agency should first review the contract to confirm that the issue is a part of the contract. If the issue is not covered by the contract, the state cannot expect the contractor to perform outside the agreement.

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If the issue is a part of the contract, the Agency or GSS - Contracting must then contact the contractor, discuss the reasons surrounding the default and establish a date when the contractor will resolve the non-performance issue.

- e. If there is a performance deficiency, a Corrective Action Report (CAR) may be used. Complete this form to report concerns with vendors or commodities. Be sure to furnish as much detail as possible. <http://gss.omb.delaware.gov/divisionwide/forms.shtml>.

**Addendum History:**

Addendum #1 adds Vermeer Corporation, The Toro Company, Bandit Industries Inc., and Morbark Inc.

Addendum #2 adds Venture Products.

Addendum #3 adds Finch Services as a distributor for Deere and Company.

**Addendum #4 updates contact information for Vermeer Mid-Atlantic.**