



STATE OF DELAWARE
EXECUTIVE DEPARTMENT
OFFICE OF MANAGEMENT AND BUDGET

December 13, 2019

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

FROM: Steven Chillas
State Contract Procurement Officer II
302-857-4549

SUBJECT: **AWARD NOTICE – Effective January 1, 2020**
CONTRACT NO. GSS19560-TRUCKS_VANS
Model Year 2020 or Newer – Pickup Trucks, Chassis & Vans

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KEY CONTRACT INFORMATION

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KEY CONTRACT INFORMATION - OVERVIEW

This contract covers the vehicle needs for Model Year 2020 or Newer Pickup Trucks, Chassis & Vans. Below is the list of the awarded vehicles per specification.

Agencies interested in purchasing vehicles must contact Fleet Services at 302-857- 4539.

SPECIFICATION	VENDOR NAME	MODEL
SPEC A - 1/4 Ton Pickup	Bayshore Ford Truck Sales, Inc	2020 Ford Ranger
	Hertrich Fleet Services, Inc	2020 Chevrolet Colorado
SPEC B -1/2 Ton Pickup (4 x 2)	Chas S Winner Inc., DBA Winner Ford	2020 Ford F150
	I.G. Burton and Company, Inc	2020 RAM 1500
SPEC C - 1/2 Ton Pickup (4x4)	Chas S Winner Inc., DBA Winner Ford	2020 Ford F150
	I.G. Burton and Company, Inc	2020 RAM 1500
SPEC D - 3/4 Ton Pickup (4x2)	Chas S Winner Inc., DBA Winner Ford	2020 Ford F250
	I.G. Burton and Company, Inc	2020 RAM 2500
SPEC E - 3/4 Ton Pickup (4x4)	Chas S Winner Inc., DBA Winner Ford	2020 Ford F250 4x4
	I.G. Burton and Company, Inc	2020 RAM 2500
SPEC F - 1 Ton Pickup (4x2)	Hertrich Fleet Services, Inc.	2020 Ford F350
SPEC G - 1 Ton Pickup (4x4)	Chas S Winner Inc., DBA Winner Ford	2020 Ford F350
	Hertrich Fleet Services, Inc	2020 RAM 3500 RC 4x4
SPEC H - Chassis Cab (min 11,400lbs)	Chas S Winner Inc., DBA Winner Ford	2020 Ford F350
SPEC I - Chassis Cab (min 15,000lbs)	Chas S Winner Inc., DBA Winner Ford	2020 Ford F450
SPEC J - Chassis Cab (min 17,500lbs)	Chas S Winner Inc., DBA Winner Ford	2020 Ford F550
SPEC K - Chassis Cab (min 19,500lbs)	Chas S Winner Inc., DBA Winner Ford	2020 Ford F550
SPEC L - Cutaway Chassis	Bayshore Ford Truck Sales, Inc.	2020 Ford E350
SPEC M - Cab Over Chassis	Not Awarded - No Bids Received	
SPEC N - Large, 15 Passenger Van	Bayshore Ford Truck Sales, Inc	2020 Ford Transit 350
	Contemporary Motor Cars, Inc	2020 Mercedes Benz Sprinter
	Hertrich Fleet Services, Inc.	2020 Chevrolet Express
SPEC O - Large, 10 Passenger Van	Hertrich Fleet Services, Inc	2020 Ford Transit
SPEC P - Wheel Chair Accessible MV	Not Awarded	
SPEC Q - Small Delivery Van	Contemporary Motor Cars, Inc	2020 Mercedes Benz Metris
	Hertrich Fleet Services, Inc	2020 Ford Transit Connect
SPEC R - 3/4 Ton Cargo Van	Bayshore Ford Truck Sales, Inc.	2020 Ford Transit 150
	Hertrich Fleet Services, Inc.	2020 Chevrolet Express
SPEC S - Paratransit Van with Transit	Rohrer Enterprises, Inc DBA Rohrer Bus Sales	2020 Ford Transit

Agencies should reference the individual pricing spreadsheet for this contract to determine base pricing as well as available options which each model.

Specification M (Cab Over Chassis) and Specification P (Wheel Chair Accessible Minivan) – were not awarded.

1. MANDATORY USE CONTRACT

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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.

2. CONTRACT PERIOD

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Each contractor’s contract shall be valid for a period from January 1, 2020 through August 31, 2020. Each contract may be renewed for three (3) one (1) year periods through negotiation between the contractor and Government Support Services. Negotiation may be initiated no later than ninety (90) days prior to the termination of the current agreement.

3. VENDORS

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<p>GSS19560-TRUCKS_VANSV01 Bayshore Ford Truck Sales, Inc. 4003 North DuPont Highway New Castle, DE 19720 FSF: 0000025157</p>	<p>POC: Ava Halpin PH: 302-656-3160 FX: 302-656-5089 EM: ahalpin@bayshoreford.com Specifications: A, L, N, R</p>
<p>GSS19560-TRUCKS_VANSV02 Chas S. Winner Inc, DBA Winner Ford 250 Berlin Road Cherry Hill, NJ 08034 FSF: 0000007920</p>	<p>POC: Michael Drahuschak PH: 856-214-0755 FX: 856-488-1915 EM: mdrhauschak@winnerford.com Specifications: B, C, D, E, G, H, I, J, K</p>
<p>GSS19560-TRUCKS_VANSV03 Contemporary Motor Cars, Inc 100 Oceanport Avenue Little Silver, NJ 07739 FSF: 0000468796</p>	<p>POC: Edward Elefante PH: 732-224-5055 FX: 732-842-3810 EM: eelefante@cmcbenz.com Specifications: N, Q</p>
<p>GSS19560-TRUCKS_VANSV04 Hertrich Fleet Services, Inc. 1427 Bay Road Milford, DE 19963 FSF: 0000028281</p>	<p>POC: Jim Blecki PH: 800-698-9825 FX: 302-839-0555 EM: jblecki@hertrichfleet.com Specifications: A, F, G, N, O, Q</p>
<p>GSS19560-TRUCKS_VANSV05 I.G. Burton and Company, Inc. 793 Bay Road Milford, DE 19963 FSF: 0000024647</p>	<p>POC: Shayne Fannin PH: 302-265-1318 FX: EM: sfannin@igburton.com Specifications: B, C, D, E</p>

GSS19560-TRUCKS_VANSV06 Rohrer Enterprises, Inc. DBA Rohrer Bus Sales 1515 State Road Duncannon, PA 17020 FSF: 0000376606	POC: Daniel Alban PH: 800-735-1254 FX: 717-957-4884 EM: dalban@rohrerbus.com Specifications: S
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4. SHIPPING TERMS

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F.O.B. destination; freight pre-paid.

5. DELIVERY AND PICKUP

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A vehicle may not be driven more than 200 miles from the awarded vendor's place of business to the ordering agency for inspection and receipt, or the vehicle shall not be accepted. A waiver can be requested through Government Support Services on special vehicles which require delivery to sub-contractors. If the awarded vendor uses a towing device to tow another vehicle to the inspection, the towing device may not be attached in a way that holes are drilled in the bumpers of the vehicles being towed. Drilling of holes in the vehicle bumpers is not permitted. Any bumper with damage caused by a towing device will be replaced by the awarded vendor at no charge to the State. If a vehicle is being towed by another vehicle, the vehicle being towed must have the drive shaft disconnected to eliminate unnecessary mileage.

6. PRICING

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Prices will remain firm for the initial term of this contract. Please refer to the Pricing Spreadsheet document associated with this contract award.

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

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.

11. PURCHASE ORDERS

Agencies that are part of the First State Financial (FSF) system are required to identify the contract number GSS19560-TRUCKS_VANS on all Purchase Orders (P.O.) and shall complete the same when entering P.O. information in the state's financial reporting system.

12. REQUIREMENTS

For a complete list of contract specifications please refer to the [original bid solicitation document\(s\)](#). Any contract specific documentation will be accessible through the hyperlink(s) provided on this contract's details page.

13. 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.

14. 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.

15. 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.

16. 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.

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- 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. 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>.