



**COUNTY OF ERIE  
DIVISION OF PURCHASE**

**MEMORANDUM**

**TO:** All Requisitioners  
**FROM:** George Stipanovich Jr., Buyer  
**DATE:** January 18,2008  
**SUBJECT:** Erie County Bid #A280033-002, "Overhead Door Repairs"

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**The Division of Purchase has awarded the Overhead Door Repair bid to National Overhead Door for the year 2008. Attached you will find the prices, terms, and conditions of this award. Prices will remain in effect through December 31, 2008.**

**Bid:** A280033-002

**Vendor:** National Overhead Door Co.  
5880 New Taylor Rd.  
Orchard Park, NY 14127

**Phone:** 716 667-3500

**SAP Vendor #:** 105384

**Terms:** Net 30

**Please see attached page for price per hour Labor and charge for materials. Please feel free to contact me at 858-6336 with any questions or problems regarding this contract.**

**SPECIFICATIONS**

Erie County will require the services of a vendor to do emergency repairs to overhead doors during the year 2008.

Work will be requested on an "AS NEEDED" basis whenever a County Department requires such services.

This is for repair service on existing doors and **DOES NOT INCLUDE DOOR REPLACEMENT.**

Vendor must be capable of performing such service at any Erie County Facility location. This includes Highway Department, Parks, Community College Campus, Sewer Districts, Correctional Facility, County Home, Main Library, Etc.

Bidder must be a vendor whose principal business is Overhead Door Sales/Service.

Bidder must have been in this business for the last three consecutive years and must submit references of customers of similar size of Erie County for whom such service has been provided.

The successful bidder will be required to submit proof of insurance as per requirements of Erie County Standard Insurance Class "A".

Work will be done on a time and materials basis. Vendor is requested to quote labor rate per hour and indicate charge for materials. For the sole purpose of awarding this contract, the County will calculate the total cost for a repair requiring. 4 Hours of Labor at Regular Time, 1 Hour of Labor at Overtime and \$100.00 in materials at cost +- any vendor's discounts or increases.

All work must be done in a timely manner. Payments will be made in arrears upon submission of detailed invoice.

Invoice must list separately the labor hours and all materials being charged.

The labor rate quoted is to **REMAIN FIRM FOR 2008.**

**PRICING**

**LABOR:** QUOTE HOURLY LABOR RATE TO BE CHARGED FOR THE FOLLOWING:

A. REGULAR TIME: \$ 49

B. OVERTIME: \$ 74

**MATERIALS:** INDICATE HOW YOU WILL CHARGE FOR MATERIALS:

A. 100 COST

B. 100 COST PLUS 18 % (INDICATE %)

C. \_\_\_\_\_ COST LESS \_\_\_\_\_ % (INDICATE%)

D. \_\_\_\_\_ OTHER - SPECIFY

NAME OF BIDDER National Overhead Door INC