

**EXHIBIT A – SCOPE OF SERVICES  
E-ONE FIRE TRUCK REPAIRS, MAINTENANCE, AND PARTS**

**1. SCOPE OF SERVICES**

Contractor(s) shall provide repair service for County owned E-One Fire Truck Repairs, Maintenance and Parts on an as-needed basis. Types of services and repairs that may be required under the resulting contract(s) include but are not limited to: hydraulic, drive-train, electrical, chassis, heating/air conditioning, transmission, wheel alignment, tire balancing, suspension, steering, welding, retrofitting, up fitment and restoration.

**2. CONTRACTOR’S RESPONSIBILITIES**

- 2.1. The Contractor shall furnish all labor, materials, tools, and equipment necessary for satisfactory contract performance and as recommended by the vehicle or equipment manufacturer(s). All material, workmanship, and equipment shall be subject to the inspection and approval of the County’s Fleet Manager.
- 2.2. The Contractor shall have the capability of transporting and storing vehicles. The vehicle shall be stored in a safe, secure location. Storage shall be at no charge to County.
- 2.3. The Contractor shall have or have access to a clean, complete, and modern facility.
- 2.4. The Contractor shall submit a written estimate via e-mail ([FleetMaintenance@lakecountyfl.gov](mailto:FleetMaintenance@lakecountyfl.gov)) to the Fleet Maintenance Division within twenty-four (24) hours after receiving the vehicle for estimate.
- 2.5. The Contractor shall include on each estimate: County vehicle number, VIN, estimated start and completion dates, labor hours and rate per hour as submitted in bid, itemized listing of replacement repair parts showing retail list price of each part less Contractor’s discount percentage.
- 2.6. The Contractor shall complete the repairs in a timely manner after the authorization for repair is received.
- 2.7. The Contractor shall provide parts or maintenance certified (remanufactured) parts which meet or exceed Original Equipment Manufacturer (OEM) standards. Maintenance certified parts shall be warranted for merchantability and carry a warranty equal to new products.
- 2.8. The Contractor shall guarantee repairs against any and all defects in workmanship, parts or materials, and will return the vehicle to the manufacturer’s specifications.
- 2.9. The Contractor shall guarantee all work performed shall be subject to an unconditional repair warranty of one (1) year / 12,000 miles on labor and the repair parts shall have the standard manufacturer’s warranty.
- 2.10. The Contractor shall keep all damaged/nonworking parts which are replaced for a minimum of fourteen (14) days for inspection by the County, unless prior approval is received.
- 2.11. The Contractor shall ensure that the County has received the latest version of any MSDS forms required by 29 CFR 1910.1200 for any hazardous material.

**3. COUNTY RESPONSIBILITIES**

- 3.1 The County does not guarantee a minimum or maximum dollar amount to be expended on any contract(s) resulting from this solicitation. This is an indefinite quantity contract with no guarantee that services will be required.

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- 3.2 The County reserves the right to add or delete services, equipment, vehicles, and brands from this contract as needed.
- 3.3 The County will review estimates and approve the requested repair work. No work shall commence without the County’s approval.
- 3.4 The County will inspect all work before the acceptance of the repaired vehicles or equipment. All returned work must be completed within seven (7) calendar days and at the Contractor’s expense according to industry standards.
- 3.5 The County reserves the right to cancel orders or require the Contractor to replace all items received that do not conform to specifications or are deemed defective.

**4. DELIVERY REQUIREMENTS AND ACCEPTANCE**

The Contractor shall deliver repaired items to the **Fleet Maintenance Shop, 20423 Independence Blvd., Groveland, FL 34736** during normal Fleet business hours only (**Monday-Friday, 8:00 a.m. - 5:00 p.m.**)

**5. FACILITIES SHALL BE PROVIDED IN CENTRAL FLORIDA BY THE VENDOR**

Offers will only be accepted from vendors which have service facilities that are in Central Florida (defined as Lake, Osceola, Orange, Seminole, Volusia, Marion, Polk, and Sumter counties). Service facilities are defined as facilities that can provide a full range of parts and repairs for the items covered by this solicitation and resultant contract.

- 5.1 The County reserves the right to perform an inspection of these service facilities during the offer evaluation period, and any time during the term of the contract, and to use this inspection as a means for determining the vendor to which award will be made under this solicitation. The acceptability of the size, location, level of security, and overall functionality of the service facility shall be determined by the County in consideration of the contract requirements. The County’s best interests shall prevail in this regard, and the decision of the County shall be final.

**6. TOWING SERVICE**

Contractors that have the ability, shall provide twenty-four (24) hours, seven (7) days a week, towing services. All vehicles under this service shall be towed directly to the Contractor’s repair shop, unless otherwise stipulated by the County.

- 6.1 Regular towing service is defined as being performed during normal business hours (Monday – Friday, 8:00 a.m. – 5:00 p.m.) from any location within the County. Regular towing service shall include a response time within a twenty-four (24) hours after receiving notification of work.
- 6.2 Emergency towing service shall be defined as being performed outside of the normal business hours listed in Sub Section 6.1 from any location within the County. Emergency towing service shall include a response time within two (2) hours after receiving notification of work.

**7. PRICE REDETERMINATIONS**

Contractor may petition for a price redetermination with documented increases in the cost of wages, fuel, or materials. Petitions for price redeterminations should be made within 30 calendar days of the anniversary date of the Contract. Unless otherwise expressly set forth in the Contract, no other price redeterminations will be allowed.

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- 7.1. Basis for Price Redeterminations. Price redeterminations will be based upon changes documented by the applicable Employment Cost Index (ECI) or Producer Price Index (PPI) as published on the [Bureau of Labor Statistics site here](#). The base index number will be based on the solicitation’s opening date. Subsequent price redeterminations will use the last approved price redetermination as the base index number. The County shall have the right to audit the Contractor’s records to verify/investigate the validity of any request. Contractor will be required to petition for a price redetermination decrease if pricing decreases. Failure to make such petition may be grounds for contract termination and shall entitle the County to a refund of the cumulative prior price redeterminations increase paid.
- 7.2. Wage Price Redetermination. Contractor should utilize the Employment Cost Index, Total Compensation, Private Industry, Index Number and Occupational Group from the Bureau of Labor Statistics located on the [Statistics Site here](#). The base figure will be tied to trade, transportation, and utilities under the heading Service Providing Industries. Wage price redetermination increases will be considered only by reason of wage increases associated with the Contractor’s employees performing Contract work.
- 7.3. Minimum Wage Price Redetermination. Contractor may petition for price redetermination for Contractor’s minimum wage employees should the minimum wage increase during the Contract. Upon verification, the County will grant an increase matching the minimum wage increase.
- 7.4. Fuel Price Redetermination. If fuel prices change by a minimum of ten percent, Contractor may petition for a fuel price redetermination. Fuel price redetermination are based upon changes as documented by the Producer Price Index (PPI) for the commodities “Unleaded Gasoline - WPU057104” or “#2 diesel fuel - WPU057303,” as applicable to the Contractor’s performance of the Contract.
- 7.5. Materials Price Redetermination. Contractor may petition for a materials price redetermination. As a condition of petitioning for a materials price increase, Materials price redetermination must be based solely upon changes as documented by the Producer Price Index (PPI) for the commodity as published by the Bureau of Labor Statistics.
- 7.6. Expiration Upon Failure to Agree to Price Redetermination. If the County and Contractor cannot agree to a price redetermination, the Contract will automatically expire without penalty or further expense to either party after a period of six months following the Contractor’s initial request for such price redetermination. The County reserves the right, at no expense, penalty, or consequence to the County, to award any remaining tasks thereunder to the next available most responsive and responsible contractor.

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