

Admin Minnesota

Office of State Procurement

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Persons with a hearing or speech disability can contact us through the Minnesota Relay Service by dialing 711 or 1.800.627.3529.

CONTRACT RELEASE: S-863(5)

DATE: AUGUST 20, 2024

PRODUCT/SERVICE: SNOWPLOW TRUCK COMPONENTS AND ACCESSORIES

CONTRACT PERIOD: DECEMBER 1, 2022 THROUGH FEBRUARY 28, 2025

EXTENSION OPTIONS: UP TO 21 MONTHS

ACQUISITION MANAGEMENT SPECIALIST/BUYER (AMS): MATTHEW FIGGINS

PHONE: 651.201.2444 **E-MAIL:** Matthew.Figgins@state.mn.us **WEB SITE:** <https://mn.gov/admin/osp/>

NOTIFICATION OF MULTIPLE AWARDS

This release contains multiple awards for similar or like items. State Agencies and CPV members should review and compare all Contractor's prices in order to ensure the best value for their potential purchase. Factors such as, but not limited to, cost, equipment warranty terms, vendor location, delivery lead times, available substitutes, selected options and current fleet and equipment or parts inventory levels all may contribute to the total cost/value of an individual purchase. Multiple vendors may be able to satisfy the requirements of the end user and it is important for the purchaser to review all Contracts and Contract prices before executing an order.

<u>CONTRACTOR</u>	<u>CONTRACT NO.</u>	<u>TERMS</u>	<u>DELIVERY</u>
ASPEN EQUIPMENT 9150 Pillsbury Avenue South Bloomington, MN 55420	229738	NET 30	Given at time of order
VENDOR NO.: 0001142284	CONTACT: Mitch Buzzo EMAIL: Mitchell.Buzzo@mgxequipment.com		PHONE: 952-656-7133 CELL: 612.719.9765

Sample Quote and Invoice – [Sample Invoice](#)
[Sample Quote](#)

BERT'S TRUCK EQUIPMENT P.O. Box 336 3804 Highway 75 North Moorhead, MN 56561-0336	222958	NET 30	Given at time of order
VENDOR NO.: 0000221519	CONTACT: Jim McLaughlin EMAIL: jimmc@bertsonline.com	PHONE: 218.233.8681 or 800.232.3787 FAX: 218.233.9548	

Sample Quote and Invoice – [Sample Quote & Invoice](#)

<u>CONTRACTOR</u>	<u>CONTRACT NO.</u>	<u>TERMS</u>	<u>DELIVERY</u>
CRYSTEEL TRUCK EQUIPMENT 52248 Ember Road Lake Crystal, MN, 56055	222959	NET 30	Given at time of order
VENDOR NO.: 0000210054	CONTACT: Josh Taylor EMAIL: jtaylor@crysteeltruck.com	PHONE: 763.235.5478 or 800.795.1280 FAX: 763.571.5091	
	Outside Sales: Bob Chicos EMAIL: bchicos@crysteeltruck.com	PHONE: 507.726.6041	

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[Sample Invoice](#)

IRON VALLEY EQUIPMENT 601 Franklin Ave NE St Cloud, MN 56304	222946	NET 30	Given at time of order
VENDOR NO.: 0001082761	CONTACT: Adele Perkins EMAIL: snowandiceequipment@gmail.com	PHONE: 651.368.6055	

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[Sample Quote](#)

J-CRAFT BY TBEI P.O. Box 178 52182 Ember Road Lake Crystal, MN 56055	222960	NET 30	At Time of Order
VENDOR NO.: 0000209815	CONTACT: Brandon Oachs EMAIL: boachs@tbei.com	PHONE: 507.720.4148 or 800.763.6017 FAX: 507.726.2559	

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[Sample Quote](#)

KLINE WELDING 14751 Camp Winona Trail Lonsdale, MN 55046	222954	NET 30	Delivery will be within 120 days of gaining access to the mounted truck boxes to obtain the required measurements to complete the sanders.
VENDOR NO.: 0000278455	CONTACT: Mark Kline EMAIL: klinewelding@hotmail.com	PHONE: 507.334.4909 FAX: 507.333.0713	

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[Sample Invoice](#)

KOENIG & SONS EQUIPMENT 1384 Sylvan Street Saint Paul, MN 55117	222956	NET 30	60-90 Days ARO
VENDOR NO.: 0000245570	CONTACT: Jake Koenig EMAIL: jkoenig@koenigandsons.com	PHONE: 651.769.0770 FAX: 651.769.1196	

Sample Quote and Invoice – [Sample Quote](#)
[Sample Invoice](#)

<u>CONTRACTOR</u>	<u>CONTRACT NO.</u>	<u>TERMS</u>	<u>DELIVERY</u>
MACQUEEN EQUIPMENT, INC. 1125 E 7 th Street St. Paul, MN 55106	222961	NET 30	270 Days ARO
VENDOR NO.: 0000198821	CONTACT: Tyler Gage		PHONE: 651.245.3313 or 800.832.6417
EMAIL: Tyler.Gage@macqueengroup.com			FAX: 651.645.6665
ORDERS: orders@macqueengroup.com			
DOCUMENT REQUESTS: robert.douglass@macqueengroup.com			

Sample Quote and Invoice – [Sample Invoice](#)
[Sample Quote](#)

MNSTAR GROUP 1251 Autumn LN Bovey, MN 55709	212538	NET 30	8-10 weeks ARO
VENDOR NO.: 1068092	CONTACT: Kyle Ramos		PHONE: 218.329.5566
	EMAIL: kramos@mnstar.com		FAX: 218.326.5511

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[Sample Invoice](#)

M-B COMPANIES, INC. 1200 Park Street Chilton, WI. 53014	222955	NET 30	450 Days ARO
VENDOR NO.: 0000255408	CONTACT: Stephen Mueller		PHONE: 920.898.1077 or 888.558.5801
	EMAIL: smueller@m-bco.com		FAX: 920.849.2629

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[Sample Invoice](#)

FORTBRAND SERVICES LLC 50 Fairchild Court Plainview, NY 11803	222952	NET 30	Given at time of order
VENDOR NO.: 0000293507	CONTACT: Carlton Braley		PHONE: 516.576.3200
	EMAIL: Cbraley@fortbrand.com		

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STAPP MFG CO. INC. 12325 River Rd North Branch, MN 55056	222962	1% in 10, Net 30	Given at time of order
VENDOR NO.: 0000193727	CONTACT: Jason Stepp		PHONE: 952.698.8103
	EMAIL: Jason@SteppMFG.com		FAX: 952.698.8100

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TEAM EAGLE, INC.
141 Sanborn Road
Tilton, NH 03276

222950

NET 30 1-14 weeks ARO

VENDOR NO.: 0000900593

CONTACT: Sam McKeown or Julie Hay

PHONE: 705.632.2130

EMAIL: samm@team-eagle.ca or julieh@team-eagle.ca **FAX:** 705.653.4732

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TOWMASTER, LLC (MONROE)
61381 US Hwy 12
Litchfield, MN 55355

222949

NET 30 Given at time of order

VENDOR NO.: 0000979614

CONTACT: Tim Erickson

PHONE: 320.693.7900 or 866.335.1660

EMAIL: terickson@towmaster.com **FAX:** 320.693.7921

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[Sample Invoice](#)**

**TWIN STAR TRUCK EQUIPMENT
& MFG**
1950 202nd Street East
Clearwater, MN, 55320

222948

NET 30 Given at time of order

VENDOR NO.: 0001017896

CONTACT: Adam Jarvinen

PHONE: 320.558.2800

EMAIL: ajarvinen@twinstartruck.com

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[Sample Invoice](#)**

UNIVERSAL TRUCK EQUIPMENT
N15921 Schubert Road
Galesville, WI 54630

222957

NET 30 Given at time of order

VENDOR NO.: 0000226233

CONTACT: Donald Bjorge

PHONE: 608.539.4600

EMAIL: donnie@universaltruckequipment.com **FAX:** 608.539.4800

**Sample Quote and Invoice – [Sample Quote](#)
[Sample invoice](#)**

VAISALA, INC.
194 South Taylor
Louisville, CO 80027

217694

NET 30 Given at time of order

VENDOR NO.: 0000207684

CONTACT: Leon Shneider

PHONE: 781.537.1087 or 339.293.2264

EMAIL: Leon.shneider@vaisala.com **FAX:** 303.499.1767

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[Sample Invoice](#)**

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<u>CONTRACTOR</u>	<u>CONTRACT NO.</u>	<u>TERMS</u>	<u>DELIVERY</u>
HARDLINE NORTH LLC dba Lubecore 220 4th St P.O. Box 7 Albany MN, 56307 VENDOR NO.: 0001063202	222947	NET 30	Given at time of order
	CONTACT: James Czajkowski EMAIL: Jimc@LubecoreMN.com	PHONE: 833.320.3235	

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[Sample Invoice](#)

Industrial Truck Equipment Inc. 3400 S THOMAS RD OKLAHOMA CITY, OK 73179 VENDOR NO.: 0001127853	222943	NET 30	Given at time of order
	CONTACT: Dwight Anderson EMAIL: dwight@iteok.com	PHONE: 404.428.6970	

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[Sample Invoice](#)

Oil Air Products LLC 13010 County Road 6 Plymouth, MN, 55441 VENDOR NO.: 0000363706	222951	NET 30	Given at time of order
	CONTACT: Jeff Czepa EMAIL: JDC@oilair.com	PHONE: 763.478.8744	

Sample Quote and Invoice – [Sample Quote](#)
[Sample Invoice](#)

CONTRACT USERS. This Contract is available to the following entities as indicated by the checked boxes below

- State agencies
- Cooperative Purchasing Venture (CPV) members

STATE AGENCY CONTRACT USE. This Contract must be used by State agencies unless a specific exception is granted in writing by the AMS listed above.

STATE AGENCY ORDERING INSTRUCTIONS. Orders are to be placed directly with the Contractor. State agencies should use a Contract release order (CRO) or a blanket purchase order (BPC). The person ordering should include his or her name and phone number. Orders may be submitted via fax.

CONTRACT FEEDBACK. If these commodities or service can be better structured to help you with your business needs, let us know. We solicit your comments and suggestions to improve all of our contracts so that they may better serve your business needs. If you have a need for which no contract currently exists, or you would like to be able to use an existing state contract that is not available to your entity, whether a state agency or CPV, please contact us. If you have specific comments or suggestions about an individual contract you can submit those via the [Contract Feedback Form](#).

HOW TO USE THIS MASTER CONTRACT

Step 1: Request a Quote

Request a quote from one of the Contractors listed on this Contract Release. **Note that you should not request a quote from a Contractor whose contract is not fully executed or on a contract that is expired.**

At a minimum the quote must include:

1. Contractor's name.
2. Name of Contractor's representative providing the quote.
3. Date of quote.
4. State Contract Release S-863(5) and Contract number.
5. Detailed description of the Contract product(s) or item(s) being provided. Individual price, quantity and the agreed upon ARO.
6. Detailed description of the products that will be order and the title of the person accepted the order. Price per product ordered and state the agreed upon ARO per order.
7. Total price for all products/items quoted.
8. Expiration date of quote.
9. Delivery charges must clearly state the delivery charge per loaded mile and the delivery starting point. **A flat, fixed price for shipping will not be accepted and the State reserves the right to reject the offer if a price per loaded mile is not included on the Price Schedule.**

Mileage distance will be the distance from the delivery starting point to the Customer's delivery point only. Mileage distances will be determined from <https://www.google.com/maps> or <https://www.mapquest.com>. The ordering agency may use the Contractor delivery, may pick up the equipment, or may contract for delivery with anyone it chooses. The delivery charge may be a factor in the award.

Step 2: The Ordering Entity is to verify the quote to confirm contract pricing and that the After Receipt of Order (ARO), offered meets the business need.

The following information explains the methods for calculating and/or confirming the contract prices.

- For FIXED pricing, the pricing offered must match or be lower than that detailed on this release on the MnDOT web page.
- **Price Lists:** Contact the Contractor to confirm the equipment brand, model and build specifications to satisfy your operational requirements. The Contractor shall confirm the equipment brand, model, and build specifications to the customer. Contracts were executed with a fix price. Prices can be found on the Minnesota Department of Transportation Maintenance Contracts (link below).

<https://www.dot.state.mn.us/equipment-contracts/index.html>

Only accept Contractor quotes that provide itemized contract pricing (lump sum price quotes must be rejected and revised by the Contractor to show itemized State contract pricing).

Prior to accepting an order and/or issuing an invoice, inspect the products received to ensure they match both the terms and pricing of the contract.

Contact the AMS/Buyer detailed on the first page of this Contract Release to report any pricing discrepancies or for assistance in confirming/calculating contract pricing.

Step 3: Establish a Purchase Order.

Once the ordering plan has been approved, a purchase order (PO) may be issue before any products is shipped by the Contractor.

State agencies issuing purchase orders should use a Contract Release Order (CRO) or a Blanket Purchase Order (BPC).

Step 4: Paying the final Invoice

Before issuing payment on an invoice, the Ordering Entity must inspect the contract products to ensure they match both the terms and pricing on the contract. Only accept invoices from Contractors that itemized contract products and delivery charges as stated in the Special Terms. Lump sum prices must be rejected and reworked by the Contractor to show itemized State contract pricing. The invoice must include enough detail for the Ordering Entity to verify that the products were delivered on the invoice have been provided.

Note that the delivery method (Drop Ship or Inside Delivery) must be stated on the invoice.

END OF HOW TO USE THIS MASTER CONTRACT INSTRUCTIONS

SPECIAL TERMS AND CONDITIONS

SCOPE. The purpose of the Contract is to provide a source for snowplow truck body, components and accessories.

PRICES. Prices are firm through the initial period of the contract. After that period, prices may increase once a year. Price increases are not effective until they are approved by the AMS. **NOTE:** At no time should the ordering entity pay more than the Contract price. Agencies must contact the AMS immediately and fill out a Vendor Performance Report if there is a discrepancy between the price on the invoice and the Contract price. Customers wishing to pursue additional price discounts or items that are not listed on the Contract must issue a separate Contract according to their entities' purchasing procedures.

INSTALLATION SERVICES. Installation and/or mounting services may be applicable or may be requested on an as needed basis by the Customer. Equipment prices offered should not include installation or mounting cost unless otherwise indicated in the Equipment Specifications and/or Price Schedule. Responders should include an hourly labor rate on the Price Schedule provided with the Contract. If installation services are NOT AVAILABLE, list "N/A" on the Price Schedule. Responders should carefully examine the price schedule for installation pricing instructions.

SHIPPING REQUIREMENTS. All shipments are to be FOB Destination.

DELIVERY LEAD TIME. Order lead times will be ten (10) days after receipt of order unless a mutually agreed alternate delivery date is agreed by the Contractor and the Purchaser.

MINIMUM DELIVERY CHARGE. Responders may include a "minimum delivery charge" on the Price Schedule. The ordering agency may use the Contractor delivery, may pick up the equipment, or may contract for delivery with anyone it chooses. The delivery charge may be a factor in the State's award decision.

DELIVERY REQUIREMENTS. The Contractor must notify the receiving agency at least 72 hours before delivery to allow for inspection and compliance. No delivery can be made on State holidays, Saturday or Sunday or after 4:00 p.m. on weekdays without prior approval by the agency to which the equipment is being delivered. The Contractor must confirm delivery locations and requirements with the Customer. Prior to delivery, the Contractor is responsible for confirming with the Customer that the delivery location will accommodate unloading the equipment.

BILLING REQUIREMENTS. The Contractor must submit separate detailed invoices for each purchase order to the "bill-to" address as shown on the purchase order. If requested, the Contractor must submit one copy of the original purchase order issued from the State agency or CPV member and one copy of the final invoice for each transaction against the Contract to the AMS/Buyer. The invoice must be itemized per the detail in the Manufacturer's Vendor Price Schedule that is submitted with the RFB. The State intends that the final invoice is generated only after the equipment has been delivered, inspected, approved and accepted.

EQUIPMENT SALES LITERATURE. Upon request by a State agency or CPV member, the Contractor shall provide equipment sales literature at no cost to the requestor. Equipment sales literature should include items such as, but not limited to, product information, product functionality, and operation instructions. A link to the manufacturer's website that includes technical data must be provided and should be included with the response to the Contract.

ORIGINAL EQUIPMENT MANUFACTURER (OEM) WARRANTY. The equipment includes the OEM standard warranty. The Contractor shall be responsible for the cost of any inspections, adjustments, warranted parts, and labor charges to

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repair or replace warranted parts that are a result of equipment failure(s) during the warranty period. This shall be performed promptly unless otherwise mutually agreed by the Customer and the Contractor. This warranty shall commence when the unit is put into service. The Price Pages state the warranty term (months, years).

EQUIPMENT ORIENTATION. The cost of the equipment includes orientation to the end user that will familiarize the end user on how the vehicle will operate, the mounting and removal of accessories and/or options and all operating and safety instruction. The orientation is normally provided where the customer takes possession. Orientation for drop shipped goods may be accomplished via video or via other customer approved media.

MISCELLANEOUS ITEMS. State agencies may purchase incidental miscellaneous parts, accessories and labor that is directly related to a specific item(s) included on the Contract. The total cost for these miscellaneous items may not exceed \$5,000.00 for an individual purchase order. If the Customer's entity requires a lower threshold for competitive bidding other than \$5,000.00, they must follow their local entity's requirements. Any purchase order must be issued to the Contractor.

TRANSIT IMPROVEMENT VEHICLE EXCISE TAX. Not Applicable to this Contract.

<u>PRODUCT OR SERVICE</u>	<u>UNSPSC CODE</u>
Snow & Ice Removal Equipment	22101710
Parts & Accessories	25172600
Vehicle Interior Mats	25174400

REVISIONS:

5/29/2024 Amendment executed for contract 222946, extended to February 28, 2025

5/28/2024 Amendment executed for contract 212538, extended to February 28, 2025

5/24/2024 Amendment executed for contract 222952, extended to February 28, 2025

4/22/2024 Contract(s) 229738, 222958, 222959, 222960, 222954, 222956, 222961, 222955, 222962, 222950, 222949, 222948, 222957, 217694, 222947, 222943, 222951 extended to February 28, 2025 via amendment.

4/1/2024 Amendments for Contract(s) 217694, 222962, 222954, 222943, 222955, 222949, 222947

10/6/2023 Amendments executed for contract(s) 222960

9/22/2023 Amendments executed for contract(s) 222952, 222962, 222950, 222949, 222948, 222957, 217694, 222947, 222943, 222951, 229738, 222958, 222959, 222946, 222954, 222956, 222961, 212538, 222955.

EQUIPMENT LIST

Detail pricing information is available on MnDOT web page:
<https://www.dot.state.mn.us/equipment-contracts/index.html>