

COMMONWEALTH OF VIRGINIA  
DEPARTMENT OF GENERAL SERVICES  
DIVISION OF PURCHASES AND SUPPLY  
P.O. BOX 1199  
RICHMOND, VIRGINIA 23218

**NOTICE OF CONTRACT RENEWAL**

1. DATE ..... February 11, 2010
2. COMMODITY NUMBER & NAME ..... 36501 - Floor Buffing Machines
3. CONTRACT NUMBER ..... **E194-286-10VP**
4. CONTRACT PERIOD ..... February 12, 2010 through January 31, 2011
6. SUPERSEDES ..... E194-286-09
6. AUTHORIZED USERS ..... Agencies, Institutions, and Public Bodies
7. CONTRACTOR(S) DUNS NUMBER ..... 001803295
8. CONTRACTOR..... Mastercraft Industries, Inc.  
..... 777 South Street  
..... Newburgh, New York 12550
9. CONTRACTOR(S) PHONE NUMBER.....(845) 565-8850  
Contact: ..... Nancy Cardoza ext.201  
FAX:.....(845) 565-9392  
e-mail ..... nancy.cardoza@mastercraftusa.com
10. TERMS ..... 1% Discount 10 Days, Net 30 Days
11. DELIVERY ..... 14 Days
12. F.O.B. .... Destination
13. MINIMUM ORDER..... See Instructions – Item 7
14. FOR FURTHER CONTRACT INFORMATION CONTACT: Chris A. Nichols  
Phone (804) 786-3849  
Fax: (804) 786-0223
15. ADDITIONAL COPIES OF CONTRACTS AND ANY ASSOCIATED CONTRACT CHANGES MAY BE VIEWED AND PRINTED AT THE DPS WEBSITE: [www.eva.virginia.gov](http://www.eva.virginia.gov)
16. NOTICE TO AGENCIES, INSTITUTIONS AND PUBLIC BODIES: This contract is the result of a competitive bid program and its use is **optional** in the purchase of the commodities.
17. **Note:** This public body does not discriminate against faith-based organizations in accordance with the *Code of Virginia*, § 2.2-4343.1 or against a bidder or offeror because of race, religion, color, sex, national origin, age, disability, or any other basis prohibited by state law relating to discrimination in employment.

By:   
\_\_\_\_\_  
Statewide Commodity Contract Officer  
Chris A. Nichols

## INSTRUCTIONS

1. ORDERS:
  - A. Unless otherwise instructed by the Division of Purchases and Supply, all departments, institutions and agencies of the Commonwealth of Virginia will order items/services through eVA.
  - B. If this contract is authorized for use by localities, Virginia cities, counties, towns and political subdivisions, orders will be placed through eVA to the maximum extent possible.
2. The applicable contract number, federal employer identification number (FEI), and item number (for itemized contracts) must be shown on each purchase order and copy, each facsimile transmission or given verbally when telephonic orders are placed.
3. Inspection on delivery and approval of vendor's invoice is the responsibility of receiving state agency, Virginia city, county, town or political subdivision.
4. Any complaint as to quality, faulty or delinquent delivery, or violation of contract provisions by contractor shall be reported to the Division of Purchases and Supply for handling with the contractor. Preprinted forms (DGS-41-024), by which to facilitate the notification of the contractor and this office of complaints, are available from the Division of Purchases and Supply (786-8873).
5. Renewal. No renewal remains. The decision as to whether to exercise the next renewal option will be made by the contract officer approximately four to six months in advance of the expiration date of the current term.
6. Price Adjustments. During the current term of the contract, price escalation may be allowed every 365 days, if justified. The contract officer makes the decision to allow or deny a request for increase based upon the documentation submitted by the contractor. The contractor is required to pass on any price reductions immediately. **IMPORTANT!** All price increases must be approved by the contract officer. Notice of Contract Change will be posted to eVA website from this office as official notification of such changes, if approved.
7. Minimum Orders will be \$100 for FOB delivery to ordering agency within the Commonwealth of Virginia. For orders of less than \$100.00, the contractor will be permitted to add actual transportation cost (prepaid) to invoice for payment, or the agency may purchase such order off contract from other sources. Partial shipments of less than the minimum order value which are made at the option of the contractor shall be made F.O.B. Destination with no transportation charges added. If the agency request shipments below the minimum order value, the contractor may add actual transportation cost to invoice for payment.
8. For multiple purchases of 25 or more Floor Buffers, the Division of Purchases and Supply reserves the right to request separate bids
9. All materials and equipment are fully warranted against defects in material and workmanship for a period of 1 year following date of delivery with the exception of motors and gears/gear trains. Motors and gears/gear trains are warranted for a period of three years.

Replacement Buffers: Excessive warranty work/repairs to the delivered unit during the first six months of ownership shall require the contractor to replace the defective unit with a new unit of similar or greater performance at no cost to the Commonwealth. Excessive warranty work/repair is defined as two or more times that the Buffer is rendered unserviceable, excluding vandalism or misuse, and the need to return the unit to the service center.

Warranty repairs/service work shall be done at no cost to the Commonwealth.

10. MAINTENANCE MANUALS: The Contractor shall provide with each piece of equipment an operations and maintenance manual with wiring diagrams, parts list, and a copy of all warranties.
11. **Mandatory Acceptance of Small Purchase Charge Card:** Purchasing charge cards offer State agencies and Institutions the opportunity to streamline their procedures for procuring and paying for small dollar goods and services. Vendors responding to this solicitation should note that acceptance of payment by purchase card is **mandatory (unless waived by DPS) within 90 days of contract award.** For current contracts where acceptance of the purchasing card is not in effect, **Contractors must (unless waived by DPS) accept purchase card payments within 90 days of contract renewal.**

Payment for orders issued against the contract(s) resulting from this solicitation must allow for the Purchase Order Number to be passed at the time of charge so that the Purchase Order Number is received by the card platform and passed to the Card provider. This can be accomplished by vendors establishing their card account at **Level 2, which is mandatory or Level 3 which is optional.** Information on the various levels for the GE MasterCard is indicated below.

**Charge Card Levels:**

The amount of data passed for each charge card payment depends on the level at which the charge card is established. The levels are delineated below and the preferred level by the Commonwealth is level 2.

**Level 1** vendors provide basic credit card purchase information, including but not limited to the data listed below. By passing "Basic Data", the vendor has a standard interchange cost.

- Supplier Name
- Merchant Category Code
- Date
- Total Purchase Amount

**Level 2** vendors provide additional information to the Level 1 elements, including, but not limited to the data listed below. By passing level 2 detail, the vendor will receive lower interchange costs. Level 2 is **mandatory** for any vendors who do business with the Commonwealth of Virginia and accept GE MasterCard.

- Customer Code (PCO Number from eVA)
- Vendor Tax ID

**Level 3** vendors provide line item detail, in addition to the Level 1 and Level 2 elements, including, but not limited to the data listed below. By passing Level 3 (**which is optional**) data which is considered Superior data, the vendor will receive the lowest interchange costs.

- Item Description
- Item Quantity
- Item Unit of Measure
- Product Code
- Freight Amount
- Extended line Item Amount

NIGP COMMODITY CODE - 36501

**SINGLE SPEED 15/17/20" DIAMETER BRUSH**

| Item no. | Description  | Price           |
|----------|--|-----------------|
| 00010    | <p>Brand: Mastercraft<br/>           Model #: MD 15C with pad holder<br/>           Part #: 246786 + 334812<br/>           Brush dia. – 15"<br/>           ¾ HP. 120V-60 Cycle<br/>           Current: 11.0 Amps<br/>           Brush Speed: 175 RPM</p> <p><u>Accessory Pricing:</u><br/>           334812 Pad holder ----- \$41.91<br/>           355496 Polishing brush ----- \$43.38<br/>           355399 Scrubbing Brush ----- \$32.33<br/>           355623 Shampoo brush ----- \$67.12<br/>           376809 Power cord ----- \$29.17</p>  | <b>\$596.70</b> |
| 00020    | <p>Brand: Mastercraft<br/>           Model #: MD-15E with pad holder<br/>           Part #: 258040 + 334812<br/>           Brush dia. 15"<br/>           1 ½ HP. 120V-60 cycle - Tank Mounts<br/>           Current: 15 Amps<br/>           RPM 175</p> <p><u>Accessory Pricing:</u><br/>           334812 Pad holder ----- \$46.56<br/>           355496 Polishing brush ----- \$43.38<br/>           355399 Scrubbing brush ----- \$32.33<br/>           355623 Shampoo brush ----- \$67.12<br/>           376809 Power cord ----- \$29.17<br/>           334898 Tank 4 gallon ----- \$80.48</p> | <b>\$688.50</b> |
| 00030    | <p>Brand: Mastercraft<br/>           Model #: MD-17D with pad holder<br/>           Part #: 354600 + 334820<br/>           Brush dia. 17"<br/>           1 HP. 120V-60 Cycle<br/>           Current: 13.2 Amps<br/>           Brush Speed: 175 RPM</p> <p><u>Accessory Pricing:</u><br/>           334820 Pad holder ----- \$52.89<br/>           334421 Polishing brush ----- \$57.07<br/>           315036 Scrubbing brush ----- \$43.40<br/>           334650 Shampoo brush ----- \$90.83<br/>           376809 Power cord ----- \$29.17</p>  | <b>\$667.08</b> |

|       |   |                 |
|-------|---|-----------------|
| 00040 | <p>Brand: Mastercraft<br/>Model #: MD-17E with pad holder<br/>Part #: 420376 + 334820<br/>Brush dia. 17"<br/>1 ½ HP. 120V-60 Cycle<br/>Current: 15 AMPS<br/>RPM 175</p> <p><u>Accessory Pricing:</u><br/>334820 Pad holder -----\$52.88<br/>334421 Polishing brush -----\$57.07<br/>315036 Scrubbing brush-----\$43.40<br/>334650 Shampoo brush -----\$90.83<br/>376809 Power cord -----\$29.17<br/>334898 Tank (4 gallon) -----\$80.48</p> | <b>\$703.80</b> |
| 0050  | <p>Brand: Mastercraft<br/>Model #: MD-20E with pad holder<br/>Part #: 246794 + 355348<br/>Brush dia. 20"<br/>1 ½ HP. – 120V-60 Cycle<br/>66 Frame: Dual Capacitor<br/>Current: 15 AMPS<br/>RPM 175</p> <p><u>Accessory Pricing:</u><br/>355348 Pad holder -----\$59.21<br/>355518 Polishing brush -----\$80.24<br/>355410 Scrubbing brush---- \$57.63<br/>355631 Shampoo brush ---\$116.13<br/>376809 Power cord -----\$29.17</p>           | <b>\$745.62</b> |

**DUAL/VARIABLE SPEED**

|       |  |                 |
|-------|--|-----------------|
| 00060 | <p>Brand: Mastercraft<br/>Model #: MTSV20E with pad holder<br/>Part #: 247073 + 330337<br/>Current: 13.5 AMPS<br/>1 ½ HP. - 120V 60 cycle<br/>DC rectified for AC Operation<br/>Part # 335444 + 330337<br/>Brush dia. 20"<br/>Dual Variable Speed 160 – 320 RPM</p> <p><u>Accessory Pricing:</u><br/>330337 Pad holder -----\$62.31<br/>355364 Polishing brush ----\$65.53<br/>355410 Scrubbing brush---- \$59.77<br/>355631 Shampoo brush ---\$116.13<br/>376809 Power cord ----- \$29.17</p> | <b>\$908.62</b> |
|-------|--|-----------------|

**HIGH SPEED BURNISHING MACHINES**

| Item no. | Description  | Price           |
|----------|--|-----------------|
| 00090    | Brand: Mastercraft<br>Model #: MBS-1000EF<br>Part #: 436844<br>1 ½ HP. – 120V Permanent,<br>Magnet: DC Rectified for AC<br>Pad Speed: 1000 RPM<br>Pad dia. 20"<br>Current: 10.70 AMPS<br><br><u>Accessory Pricing:</u><br>313068 Pad holder -----\$52.89<br>376809 Power cord -----\$29.17 | <b>\$788.46</b> |