



**RESOLUTION RE: AWARD OF CONTRACT FOR SUPPLY AND DELIVERY OF NON-OEM AUTOMOTIVE AND LIGHT DUTY TRUCK PARTS TO NORTH EAST PARTS GROUP, LLC FROM NOVEMBER 9, 2022 THROUGH NOVEMBER 8, 2023.**

**WHEREAS**, public bids were first advertised for the Supply and Delivery of Non-OEM Automotive and Light Duty Truck Parts on September 29, 2022 and publicly received by the Sussex County Bid Proposal Committee on October 18, 2022; and

**WHEREAS**, the two (2) bids were received and reviewed by the Office of Fleet Management, and the Purchasing Agent; and

**WHEREAS**, it was recommended by the Office of Fleet Management that awards be made to North East Parts Group, LLC and Parts Authority LLC, with all work performed under the Contract based on the services and the rates specified within its proposal; and

**WHEREAS**, the proposal specifications allowed for a Contract ending November 8, 2023 with the County reserving the right to extend said Contract for one (1) additional and consecutive one (1) year period; and

**WHEREAS**, all bidders have agreed to extend all bid prices to the date declared in their bid proposals to other municipalities and governmental entities of Sussex County; and

**WHEREAS**, all items shall be ordered on an as-needed basis without guarantee of a minimum or maximum of orders through duration of contract; and

**WHEREAS**, all expenditures under this Contract shall have funds certified by the County Treasurer through appropriately prepared and approved purchase order(s) prior to the authorization of work to proceed.


**NOW, THEREFORE, BE IT RESOLVED** that upon recommendation of the Office of Fleet Management, the Sussex County Board of Commissioners does hereby award a Contract for the Supply and Delivery of Non-OEM Automotive and Light Duty Truck Parts to North East Parts Group, LLC, and Parts Authority LLC, at the rates specified in their proposal received on October 18, 2022; and

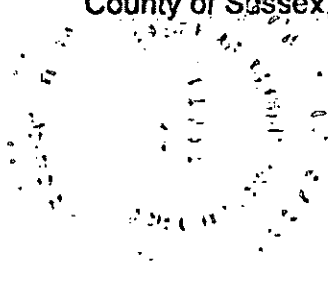
**BE IT FURTHER RESOLVED** that the Commissioner Director and Clerk of the Board are hereby authorized and directed to execute said Contract and related Contract documents; and

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**BE IT FURTHER RESOLVED** that certified copies of this Resolution be forwarded to North East Parts Group, LLC, Attn: John Westbrook, 84 E. Main St., Sussex, NJ 07461, and Parts Authority LLC, 3 Dakota Dr., Suite 110, New Hyde Park, NY 11042, Attn: Dave LaBarre.

Certified as a true copy of the Resolution adopted by the Board on the 9<sup>th</sup> day of November, 2022.

  
 Christina Marks, Clerk Pro Tem  
 Board of County Commissioners  
 County of Sussex, New Jersey



RECORD OF VOTE						
COMMISSIONER	AYE	NAY	ABST	ABS	MOVE	SEC
Carney	✓					
Fantasia	✓				✓	
Fasano				✓		
Space	✓					✓
Yardley	✓					

ABST - Abstain  
 MOVE - Moved

ABS - Absent  
 SEC - Seconded

# COUNTY OF SUSSEX



Clerk to the Board of County Commissioners  
Sussex County Administrative Center  
One Spring Street  
Newton, NJ 07860  
Tel: 973.579.0240  
Fax: 973.383.1124

Teri Lyons, Clerk of the Board  
Email: [tlyons@sussex.nj.us](mailto:tlyons@sussex.nj.us)

Suzannah Givone, Clerk Pro Tem  
Email: [sgivone@sussex.nj.us](mailto:sgivone@sussex.nj.us)

November 14, 2022

North East Parts Group, LLC  
Attn: John Westbrook  
84 Main St.  
Sussex, NJ 07461

**Re: AWARD OF CONTRACT FOR SUPPLY AND DELIVERY OF NON-OEM AUTOMOTIVE AND LIGHT DUTY TRUCK PARTS TO NORTH EAST PARTS GROUP, LLC FROM NOVEMBER 9, 2022 THROUGH NOVEMBER 8, 2023**

Dear Mr. Westbrook:

The above-captioned Resolution was adopted by the Sussex County Board of Commissioners at its meeting held on November 9, 2022.

Enclosed is a copy of the Resolution for your files. If I can be of further assistance, please do not hesitate to contact our office.

Sincerely,

A handwritten signature in black ink, appearing to read "Christina Marks".

Christina Marks  
Clerk Pro Tem  
Sussex County Board of County Commissioners

Encl.

**PROPOSAL SHEET**

The undersigned (signing on the last proposal page) hereby declares that he/she has carefully examined the proposal package prepared by the Office of Purchasing. The respondent will contract to furnish and deliver all the items/securities mentioned in said proposal, as per the specifications, at the unit price/total lump sum bid listed. (In case of error in extension, unit price will prevail.)

**PRICING**

**YEARS 1 AND 2  
YEAR 1: 11/9/2022-11/8/2023  
YEAR 2 (OPTION): 11/9/2023-11/8/2024**

**ALL PART(S) ARE TO BE NEW UNLESS OTHERWISE SPECIFIED**

**1. Replacement Engines - New**

Brand(s)	Retail Price List	Discount %
NAPA ATK		50%

**2. Replacement Engine Part(s) –  
To include but not limited to the following:  
Heads, Pistons, Bearings, Intake, Exhaust Manifolds, Push Rods & Lifters**

Brand(s)	Retail Price List	Discount %
NAPA NOE		55%
NAPA ATK		50%
SEP		50%

**3. Replacement Transmission – New Automatic**

Brand(s)	Retail Price List	Discount %
NAPA ATK		50%

**4. Replacement Transmission Part(s) – Automatic**

Brand(s)	Retail Price List	Discount %
NAPA ATP		50%
NAPA NOS		50%
NAPA NOE		55%

**5. Replacement Transmission Part(s) – Standard**

Brand(s)	Retail Price List	Discount %
NAPA NCF		50%
NAPA NOE		55%

**6. Replacement Part(s) – Brakes, Wheels, Bearings & Seals -  
To include but not limited to the following:  
Brake Pads, Brake Shoes, Rotors, Drums, Wheel Cylinders, Calipers, Seals, Springs,  
Brake Hardware and Cables**

Brand(s)	Retail Price List	Discount %
NAPA SILENT GUARD / ULTRA PREMIUM		57%
NAPA CAL		50%
NAPA UP		60%

**7. Replacement Part(s) - Chassis, Steering & Suspension –  
To include but not limited to the following:  
Ball Joints, King Pins, and Tie Rod Ends, Pitman Arms, Bushings, Steering Racks and  
Steering Box**

Brand(s)	Retail Price List	Discount %
NAPA NCP		57%
NAPA PS		55%
NAPA NPS		52%

**8. Replacement Part(s) - Belts & Hoses –  
To include but not limited to the following:  
Radiator and Heater Hoses, Belts & Belt Tensioners**

Brand(s)	Retail Price List	Discount %
NAPA NBH		55%
NAPA NR		57%
NAPA NOE		55%

**9. Replacement Part(s) - Cooling System –  
To include but not limited to the following:  
Heaters, Water Pumps, Water Outlets and Fan Clutches Thermostats**

Brand(s)	Retail Price List	Discount %
NAPA TFW		52%
NAPA TEMP		52%

**10. Replacement Part(s) - Drive Line –  
To include but not limited to the following:  
Axles, Differential Part(s), Clutch, CV Shafts U-Joints Drive Shaft Supports**

Brand(s)	Retail Price List	Discount %
NAPA UJS		50%
NAPA NYC		55%
NAPA NCF		50%

**11. Replacement Part(s) - Electrical –  
To include but not limited to the following:  
Alternators, Starters, Light Switches and Battery Cables**

Brand(s)	Retail Price List	Discount %
NAPA RAY		55%
NAPA ECH		55%
NAPA CBL		52%

**12. Replacement Part(s) - Exhaust –  
To include but not limited to the following:  
Exhaust Pipes, Mufflers, Clamps & Catalytic Converters**

Brand(s)	Retail Price List	Discount %
NAPA EXH		65%-70%
NAPA SMU		65%
NAPA BK		50%

**13. Replacement Part(s) - Fuel & Emission –  
To include but not limited to the following:  
Carburetors, Fuel Injection Part(s), Emission Hose, Emission Controls, Flexible & Rigid  
Fuel Lines, Fuel Pumps, Gas Caps and O-2 Sensors**

Brand(s)	Retail Price List	Discount %
NAPA ECH		55%
NAPA NGK		60%
NAPA DELPHI		55%

**14. Replacement Part(s) - Air Conditioning –  
To include but not limited to the following:  
Compressors, Lines, Refrigerant, Valves, Drier, Evaporators, Condensers**

Brand(s)	Retail Price List	Discount %
NAPA TEM		50%
NAPA BK		50%
NAPA RNR		57%

**15. Replacement Part(s) –  
To include but not limited to the following:  
Radiator & Heater Core**

Brand(s)	Retail Price List	Discount %
NAPA RNR		57%
NAPA DENSO		50%

**16. Replacement Part(s), Electrical System –  
To include but not limited to the following:  
Ignition System, Alternators, Batteries, Cables, Coil Packs, Flashers & Switches, Fuses,  
Generators, Lights & Bulbs, Noise Suppressors, Points, Radios, Regulators, Rotors,  
Spark Plugs, Starters, Terminals & Wiring**

Brand(s)	Retail Price List	Discount %
NAPA ECH		55%
NAPA RAY		55%
NAPA NW		60%

**17. Replacement Filters –  
To include but not limited to the following:  
Air, Oil, Fuel, Transmission, Hydraulic & Cabin**

Brand(s)	Retail Price List	Discount %
NAPA FIL		90%

**18. Accessories –  
To include but not limited to the following:  
Alarms, Horns, Gauges & Mirrors, Windshield, Wiper Arms, Blades, Refills & Motors**

Brand(s)	Retail Price List	Discount %
NAPA RAY		55%
NAPA WIP		65%
NAPA BK		50%

**19. Additives,  
Auto Care Products & Paint – To include but not limited to the following:  
Aerosols and Cans, Cement, Degreasers, Polishes, Radiator Flush, Sealing Compounds  
& Road Safety Kits**

Brand(s)	Retail Price List	Discount %
NAPA NCB		50%
NAPA DC		52%
NAPA TW		50%



**20. Rebuilt/Remanufactured Part(s) -  
To include but not limited to the following:  
When Requested – Alternators, Starters, Engines, Transmissions & Differentials, Water  
Pumps, Brake Calipers and Wheel Cylinders**

Brand(s)	Retail Price List	Discount %
NAPA RAY		53%
NAPA UP		60%
NAPA WP		60%

**20. Various Shop Tools**

Brand(s)	Retail Price List	Discount %
NAPA APX		52%
NAPA DEW		50%
NAPA CHT		50%

PROPOSAL FORMS 2022

**RESPONDENT SIGNATURE (REQUIRED)**

The undersigned respondent hereby affirms that he/she has visited the site (if necessary), examined all conditions affecting the work, including the contract documents and that he/she has received all notices, revisions or addenda to the specification or proposal documents.

The respondent **must** sign and date this document for their proposal to be considered for an award of contract. This along with all specifications, any drawings, general terms/conditions and any submitted document/literature will constitute a contract. The **final** contract will commence with the Resolution of award by the COUNTY OF SUSSEX.


Respectfully submitted,

North East Parts Group, LLC  
Company/Corporation

84 E. Main Street  
Address

Joseph Westbrook  
Name of Respondent (typed or printed)

Sussex, NJ 07461  
City, State Zip Code

  
Authorized Signature (Mandatory)

973-875-3147  
Telephone Number

Operations Manager  
Title of Person Signing

10/07/2022  
Date

jwestbrook@nnepg.com  
Email (Person signing Contract)

**THIS FORM MUST BE COMPLETED, EXECUTED AND SUBMITTED WITH YOUR PROPOSAL.**