GUIDE FOR SEARCHING...



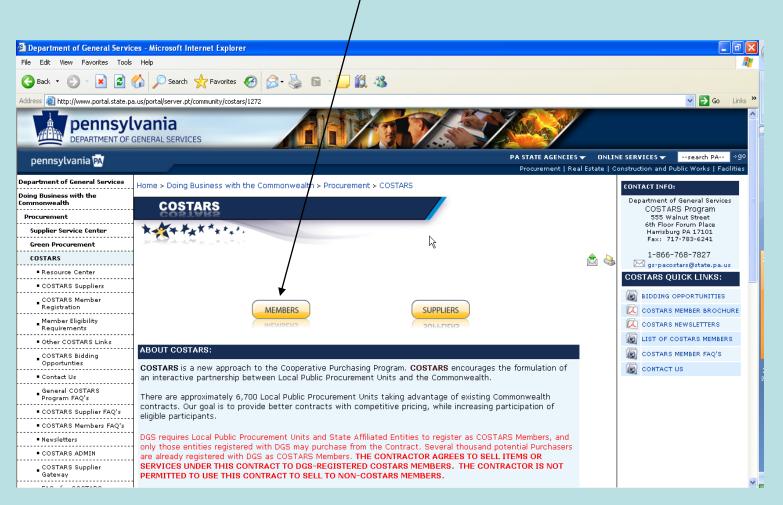
COSTARS-exclusive Contracts

Statewide Agency Contracts

COSTARS members have the option to purchase from COSTARS-exclusive contracts or from a large selection of statewide agency contracts for which suppliers have consented to participate.

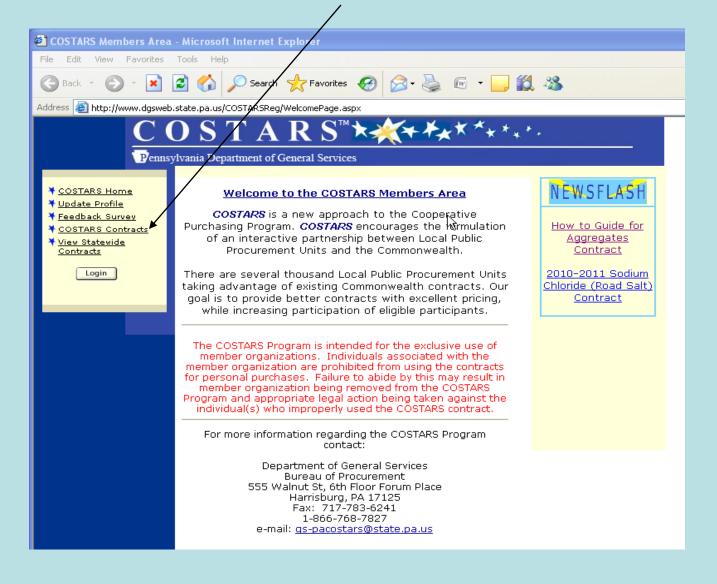
http://www.dgs.state.pa.us/costars

Click on MEMBERS Button



Search COSTARS-exclusive Contracts

Click on "COSTARS Contracts"



Search COSTARS Contracts

I	he Latest Version of Adobe Acrobat Reader is required to view these files, Get the latest version <u>here.</u>
	COSTARS Contract Search
	Search
Contract:	00 - ALL
Category:	ALL
Supplier:	ALL
Manufacturer:	
Dealer:	ALL
	Search Warning: Clicking Search without choosing options will create a long delay
	Search Results

TO VIEW
ENTIRE LIST OF
COSTARS
CONTRACTS OR
TO SELECT A
PARTICULAR
CONTRACT,
CLICK ON
"CONTRACT"
DROP-DOWN
LIST

TO NARROW
THE SEARCH TO
A PARTICULAR
CATEGORY OF
PRODUCTS,
CLICK ON
"CATEGORY"
DROP-DOWN
LIST

Search COSTARS Contracts

1	COSTARS Contract Search COSTARS Contract Search		TO VIEW ENTIRE LIST OF COSTARS AUTHORIZED SUPPLIERS OR TO SEARCH FOR A PARTICULAR SUPPLIER, CLICK ON "SUPPLIER"
	Search		DROP-DOWN LIST
Contract:	00 - ALL ▼		
Category:	ALL V		
Supplier:	ALL		TO SEARCH FOR A
Manufacturer:	V		SPECIFIC
Dealer:	ALL		MANUFACTURER,
	Search Warning: Clicking Search without choosing options will create a long delay		CLICK ON "MANUFACTURER
	Search Results		DROP-DOWN LIST
	Display 10 🔻 entries per page.		
	Commodity Contracts Database Search		
			TO SEARCH FOR A
		\	SPECIFIC DEALER CLICK ON
			"DEALER" DROP-
			DEVERIN DIVOL-

DOWN LIST

Search COSTARS Contracts



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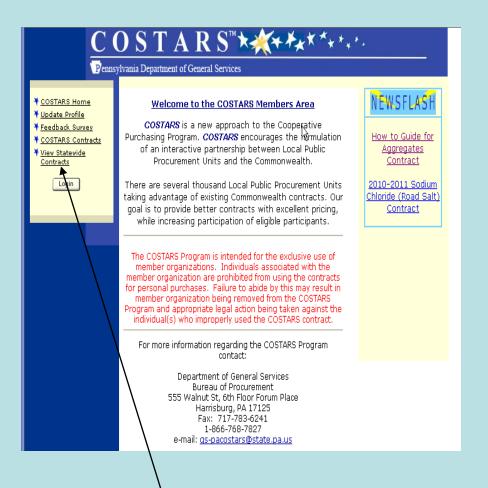
COSTARS Contract Search

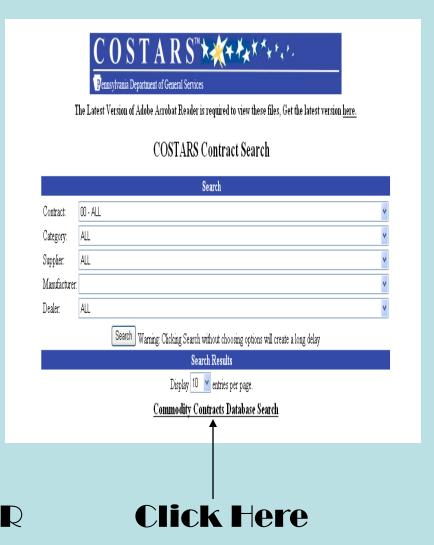
			Search					
	Contract:	Contract: 26 - Passenger Vehicles						
	Category:	Fleet Cars				v	/	
	Supplier:	ALL				v	/	
	Manufacturer:	Ford				v		
	Dealer:	ALL				v		
		Search Warning: Click	ing Search without choos	ing options will cr	eate a long delay			
			Search Results				/	
		Ι	Pisplay 10 🔻 entries pe	r page.				
2								
ntract#	Contract Description	Supplier Name	Commodity Specialist	Supplier Contract #	Supplier Web Address	<u>View Contract Overview</u>		
26	Passenger Vehicles	Apple Automotive Group, Inc., dba Apple Ford	Afonzo Robinson	<u>026-004</u>	http://www.appleautomotive.com			
26	Passenger Vehicles	Beans-Class Ford, Mercury, Inc. d/b/a New Holland Auto Group	Afonzo Robinson	026-022	http://www.newhollandauto.com	a		
26	Passenger Vehicles	Chapman Chevrolet, LLC	Alfonzo Robinson	026-016	http://www.chapmanautogroup.com			
26	Passenger Vehicles	Chas. S. Winner, Inc.	Alfonzo Robinson	026-020	http://www.winnerfordfleet.com			
26	Passenger Vehicles	Day Automotive Resources, Inc. dba Day Fleet Sales	Afonzo Robinson	026-032 ◀	http://www.dayfleet.com			
26	Passenger Vehicles	Fred Beans Ford Lincoln Mercury of West Chester	Afonzo Robinson	026-006	http://fbwestchester.com]	

TO VIEW THE CONTRACT OVERVIEW, SUPPLIER LIST, AND CONTRACT TERMS & CONDITIONS, CLICK HERE

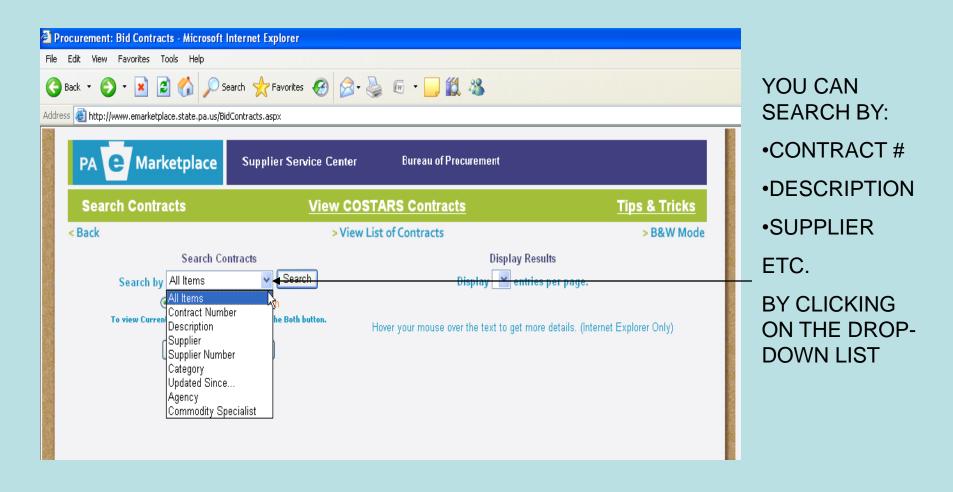
TO VIEW A
PARTICULAR
SUPPLIER'S
DATA, SERVICE
AREA, PRICE
SHEETS, LIST OF
ANCILLARY
SERVICES, ETC.,
CLICK ON
SUPPLIER'S
CONTRACT #

Search Statewide Agency (STATE) Contracts





Click on "View Statewide Contracts"



REVIEW LIST OF STATEWIDE AGENCY CONTRACTS



TO VIEW
ALPHABETICAL
LISTING OF
STATE
CONTRACTS BY
DESCRIPTION,
CLICK "VIEW
LIST OF
CONTRACTS"

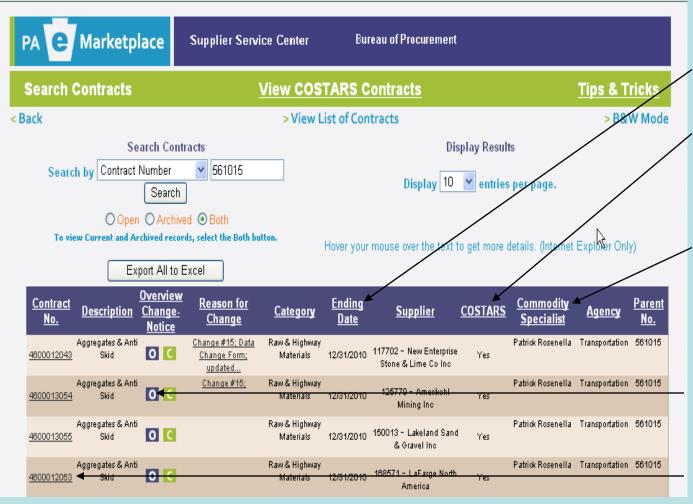


CHANGE "10 ENTRIES PER PAGE" TO "ALL"

CLICK ON "DESCRIPTION" TWICE

ALPHABETIC LIST OF CONTRACTS WILL BE DISPLAYED

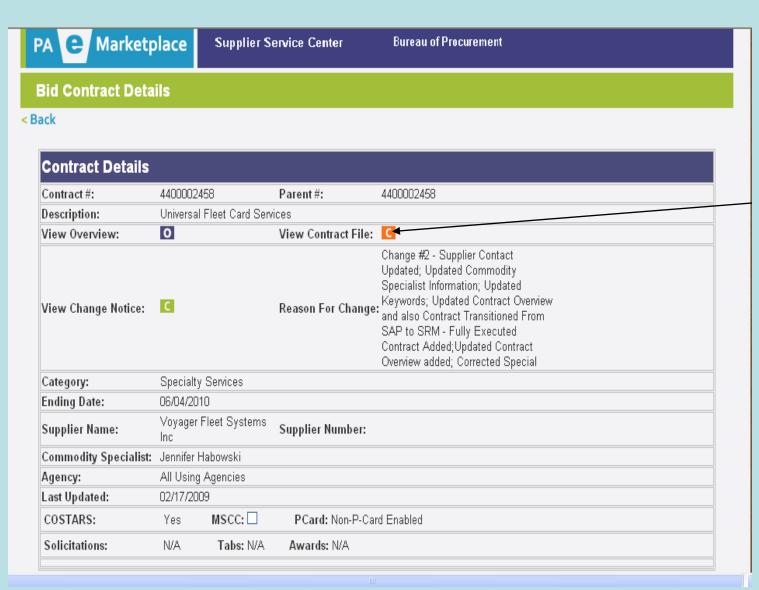
CLICK ON ANY PARENT (CONTRACT) NUMBER TO DISPLAY THAT CONTRACT



EACH LISTING INCLUDES:

- EXPIRATION DATE
- WHETHER
 COSTARS
 MEMBERS CAN
 PIGGY-BACK
- CONTRACT
 ADMINISTRATOR

YOU CAN CLICK
ON THE ICON TO
VIEW THE
CONTRACT
OVERVIEW OR
ANY CONTRACT #
TO VIEW
CONTRACT WITH
TERMS &
CONDITIONS



CLICK HERE TO VIEW ENTIRE CONTRACT

Step 1

Is the product you are looking for available under a COSTARS-exclusive Contract?

Search COSTARS Contracts

Use the Drop-Down list under "Contract"



✓ YES ... COSTARS-25 Municipal Work Vehicles

Step 2

Use the Drop-Down list under "Category" to see if you can narrow your search



The Latest Version of Adobe Acrobat Reader is required to view these files, Get the latest version here.

COSTARS Contract Search

Search								
Contract:	25 - Municipal Work Vehicles	Y						
Category:	ALL	~						
Supplier:	ALL Air Compressors and generator suppliers (truck mounted)							
Manufacturer:	Body upfit suppliers (Chassis suppliers are only authorized to sell items for which they are an authorized dealer. Body upfits must	ŧЦ						
Dealer:	Bucket trucks Cab and chassis							
	Crane suppliers (truck mounted)							
	Garbage trucks Hydraulic system suppliers (truck mounted)							
	Liftgate suppliers Liquid winter maintenance system suppliers (truck mounted)							
	Pickup trucks and cargo vans							
	Recycling trucks							
	Salt/Sand spreader suppliers (truck mounted)							
Snowplow suppliers (truck mounted)								
	Trailer suppliers							
	Vacuum trucks	╝						

In this case, there is a specific category for pick-up trucks

Step 3

$COSTARS^{m}$									
Pennsylvania Department of General Services									
The Latest Version of Adobe Acrobat Reader is required to view these files, Get the latest version here.									
	COSTARS Contract Search								
			Search						
	Contract:	25 - Municipal Work Vehicles				~			
	Category:	Pickup trucks and cargo vans			·	~			
	Supplier:	ALL				~			
	Manufacturer: .	ALL				~			
	Dealer: ALL V								
		Search Warning: Click	ing Search without choos	sing options will cre	eate a long delav				
			Search Results	<u> </u>					
		D	isplay 10 🔽 entries pe	er page.					
23456	7891 <u>0</u>								
ontract#	Contract Description	<u>Supplier Name</u>	Commodity Specialist	Supplier Contract #	Supplier Web Address	<u>View Contract Overview</u>			
25	Municipal Work Vehicles	A&H Equipment Company	Robert Isenberg	025-044	http://www.ahequipment.com				
25	Municipal Work Vehicles	Allegheny Trucks Inc.	Robert Isenberg	025-038					
25	Municipal Work Vehicles	Allentown Mack Sales & Service, Inc dba TransEdge Truck Center	Robert Isenberg	025-033	http://www.transedgetruck.com				
25	Municipal Work Vehicles	Alteo Industries, Inc.	Robert Isenberg	025-091	http://www.Altec.com				
25	Municipal Work Vehicles	Apple Automotive Group, Inc., dba Apple Ford	Robert Isenberg	025-002	http://www.appleautomotive.com				
25	Municipal Work Vehicles	B J Maurer Motor Company, Inc.	Robert Isenberg	025-087	http://www.bjmaurerford.com				
25	Municipal Work Vehicles	Beans-Class Ford, Mercury, Inc. d/b/a New	Robert Isenhem	025-054	http://www.newhollandauto.com				

CLICK ON ANY

"OVERVIEW"

ICON TO VIEW

SUMMARY OF

SUPPLIERS



























COSTARS-25 Municipal Work Vehicles Awarded Suppliers

COSTARS CONTRACT NUMBER	SUPPLIER NAME	SERVICE AREA	PRODUCTS CATEGORIES OFFERED	MANUFACTURERS OFFERED	AWARD DATE	EXPIRATION DATE
025-044	A&H Equipment Company		Body upfit suppliers (Chassis suppliers are only authorized to seGarbage trucks, Salt/Sand spreader suppliers (truck mounted), Vacuum trucks	Envirosight, Loadmaster, Inc., Epoke, Elgin, Vactor, KEG Technologies	4/21/2010	4/21/2011
025-038	Allegheny Trucks Inc.	Multiple Counties	Cab and chassis	International	4/21/2010	4/21/2011
025-033	Allentown Mack Sales & Service, Inc dba TransEdge Truck Center	Multiple Counties	Cab and chassis	Mack Trucks, Volvo Trucks, Hino Trucks	4/21/2010	4/21/2011
025-002	Apple Automotive Group, Inc., dba Apple Ford	Statewide	Cab and chassis, Pickup trucks and cargo vans	Ford	3/15/2010	3/15/2011
025-054	Beans-Class Ford, Mercury, Inc. d/b/a New Holland Auto Group	Statewide		Ford, Dodge, Toyota	4/21/2010	4/21/2011
025-068	Bergey's GMC Inc.	Statewide	Cab and chassis, Pickup trucks and cargo vans	Volvo Trucks, Mack Trucks, GMC, Isuzu	4/21/2010	4/21/2011
025-008	Bucks County International Inc.	Statewide	Cab and chassis	International	3/15/2010	3/15/2011
025-034	Chapman Chevrolet, LLC	Statewide	Cab and chassis, Pickup trucks and cargo vans	Chevrolet, Ford, Dodge	4/21/2010	4/21/2011
025-049	Chas. S. Winner, Inc.	Statewide	Cab and chassis, Pickup trucks and cargo vans	Ford	4/21/2010	4/21/2011
025-075	Day Automotive Resources, Inc. dba Day Fleet Sales	Statewide	Pickup trucks and cargo vans, Cab and chassis	Ford, General Motors Company	4/21/2010	4/21/2011
025-057	Dejana Truck & Utility Equipment Co., Inc.	Statewide	Air Compressors and generator suppliers (truck mounted), Body upfit suppliers (Chassis suppliers are only authorized to seBucket trucks, Crane suppliers (truck mounted), Hydraulic system suppliers (truck mounted), Liftgate suppliers, Liquid winter maintenance system suppliers (truck mounted), Pickup trucks and cargo vans, Salt/Sand spreader suppliers (truck mounted), Snowplow suppliers (truck mounted), Trailer suppliers	Boss Products, VMAC, Rugby, Knapheide Manufacturing Company, Monroe, Dura Class / TBEI, Crysteel, Brand FX, Utem, Autocrane, Fascan, Force America, Buyers Products, Waltco, Thieman, Tommy Gate, MAXON, Highway Equipment, Airflow, Leggett & Platt/MasterRack, Fisher, Western Products, Meyers Products, American Road Machinery, Felling Trailers	4/21/2010	4/21/2011
025-011	Del-Val International Trucks, Inc.	Multiple Counties	Cab and chassis	Navistar Inc.	3/15/2010	3/15/202(1



Step 4

Choose a few suppliers that seem to have the product you need based on:

- Familiarity with company or brand
- Geography
- Other criteria

Step 5

Check out each company's pricing and other details



VIEW A
PARTICULAR
SUPPLIER'S
DATA, SERVICE
AREA, PRICE
SHEETS, LIST OF
ANCILLARY
SERVICES, ETC.,
BY CLICKING ON
THE SUPPLIER'S
CONTRACT #

VIEW A PARTICULAR SUPPLIER'S DATA, SERVICE AREA, PRICE SHEETS, LIST OF ANCILLARY SERVICES, ETC. KNOWN AS THE "BID ITEM WORKBOOK"

BID ITEM WORKBOOK COSTARS-25 Municipal Work Vehicles BIDDER/CONTRACTOR DATA

BIDDERICONTRACTOR'S LEGAL NAME:	COSTARS Contractor Legal Name
D/B/A NAME, IF APPLICABLE:	COSTARS Supplier Name
BIDDER ADDRESS:	Street Address
	City, State Zip
COUNTY LOCATED IN:	County
VENDOR NUMBER:	_6-Digits
Primary POC regarding IFB/Contract:	Company Representative
Secondary POC regarding IFB/Contract:	Another Company Representative
PHONE NUMBER:	(123) 456-7890
FAX NUMBER:	(123) 456-7890
EMAIL ADDRESS:	Company Representative email address
COMPANY'S GENERAL WEBSITE ADDRESS	Supplier website address

SEND PURCHASE ORDER(S) TO MAME:	COSTARS Contractor Legal Name
D/B/A NAME, IF APPLICABLE:	COSTARS Supplier Name
ADDRESS:	Street Address
	City, State Zip
COUNTY LOCATED IN:	County
HOURS OF OPERATION:	Days of the Week and Business Hours
POC regarding PURCHASE ORDER(S):	Company Representative
PHONE NUMBER:	(123) 456-7890
FAX NUMBER:	(123) 456-7890
EMAIL ADDRESS:	Company Representative email address

SEND PAYMENT(S) TO NAME:	COSTARS Contractor Legal Name
D/B/A NAME, IF APPLICABLE:	COSTARS Supplier Name
ADDRESS:	Street Address
	City, State Zip
POC regarding PAYMENT(S):	Company Representative
PHONE NUMBER:	(123) 456-7890
FAX NUMBER:	(123) 456-7890
EMAIL ADDRESS:	Company Representative email address

MANUFACTURER NAME

BID ITEM VORKBOOK		/		
COSTARS-25 Municipal Work \ BID ITEM SHEET	fehicles			
PIPPERS/CONTRACTORS LEGAL MANE	COSTARS Cooleanian Legal Hame			
PRICIES The Didder mag offer ang lape of discount, markey, or other p Special Terms and Conditions for fuelber guidance.	rising alreadors and an malliple dianomala for different lines of products, ar different private links, s	ar different alsoura of Parabsoren, ar differen	l priura far differral quantilira af praduula. F	Yleane enforman Sakanalian S.k. of Ike
After Contract award, a Contractor may offer, either on its ou included in the hid prines.	as inilialise or al a Purukanee'u erqueul, addilisual disusuulu, erdusekark-upu, uusluuised lisla, se	dissembled prince for any porobase wilkin like o	aupe of the Contesol, earn if much dinnaula, m.	rek-upa, ar disassaled priors were sal
The Bid Item Warkhook chapid contain	exercise Bid item Short for each manufacturer's price list a	v cartebest.		
i				
PRICING STANDARD: [Cleak Hall active in applicable.]	Suppliers Cast Plan X of Harbory Suppliers Cast Plan Fixed § Amand	al Lrae A at Diseases	PRICING	
PRICE LIST IDENTIFICATION: CATALOG OR PRICE LIST MAH		_		
EPPECTIFE BAT CLASS OF PRECHASE	7.1 7	_ _ _	\downarrow	
	li.e. All Parahances ar acascale lines for ancoifin alaunca, annh an Edusalismal Parahances and	(Hancedonalismal Parakances.)	•	
It is suggested, but ant sequised,	PLE PRICING TEMPLATE , that the Bidder rubmit pricing uring the template. iit any different format with its Bid Item Workhook.	E	EAMPLE - FOLUME PRICING	
	ITEM CATEGORT	TOLUME BAND I [SPECIFT QUANTITT] % DISCOUNT FROM LIST PRICE	TOLUME BAND II [SPECIFT QUANTITT] Z DISCOUNT FROM LIST PRICE	TOLUME BAND III [SPECIFT QUANTITT] Z DISCOUNT FROM LIST PRICE
	dontified Catalog or Handfacturer/Birtributor's Price	х	x	x
List. Biscounts shall somein firm for t	he entire suntract neriud. Hielerence Special Terms and	TOLUME BAND I [SPECIFT QUANTITT] × MARK-UP ABOTE COST SHEFT	TOLUME BAND II [SPECIFT BUNNTITT] ** MARK-UP ABOTE **COST SHEET	TOLUME BAHD III [SPECIFT QUANTITY] * MARKQH ABOTE COST SHEET
-	to Suppliers Specified Cart. Hork-ups shall remain firm rence Special Terms and Canditinas, Subsection 6.c.)	×		×
		TOLUME BAND I [SPECIFT QUANTITT] * MARK-UP ABOTE COST SHEET	TOLUME BAND II [SPECIFT QUANTITT] 2 MARK-UP ABOTE COST SHEET	TOLUME BAND III [SPECIFT QUANTITT] 2 MARK-UP ABOTE COST SHEFT
	oe the Suppliers Specified Cast. Hork-ups shall semain Reference Special Terms and Canditinas, Subsection	\$	\$	\$
		TOLUME BAND I [SPECIFT QUANTITT] HET PRICE	TOLUME BAND II [SPECIFT QUANTITT] NET PRICE	TOLUME BAND III [SPECIFT QUANTITT] HET PRICE
Sample 4 - Curtamized List. A Con (Reference Special Terms and Canditi	tractur may update its Contract pricing information.	\$	\$	\$
	•			

Step 6

Call several suppliers...

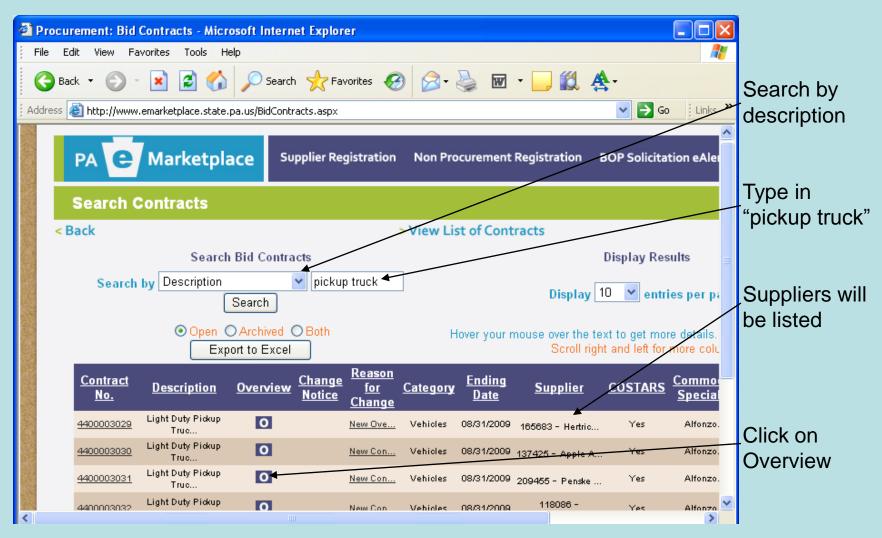
- ➤ Introduce yourself as a COSTARS member
- ➤ Tell them you're calling several suppliers to compare prices
- ➤ Tell them what you need
- ➤ Ask for their best price
- ➤ Make notes

Step 7

Is there an applicable statewide agency contract?

Search STATE Contracts

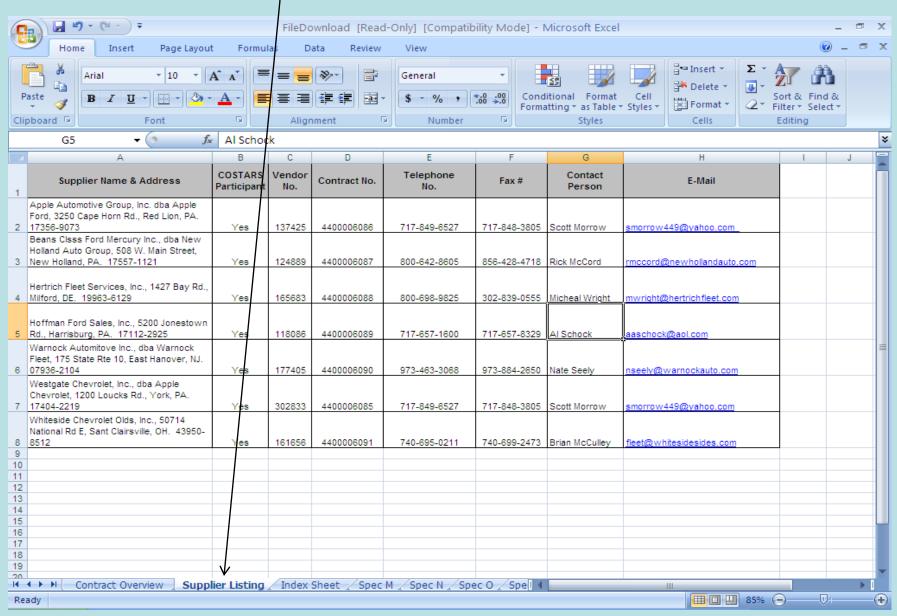
Step 8 – Search by description: "Pickup Truck"



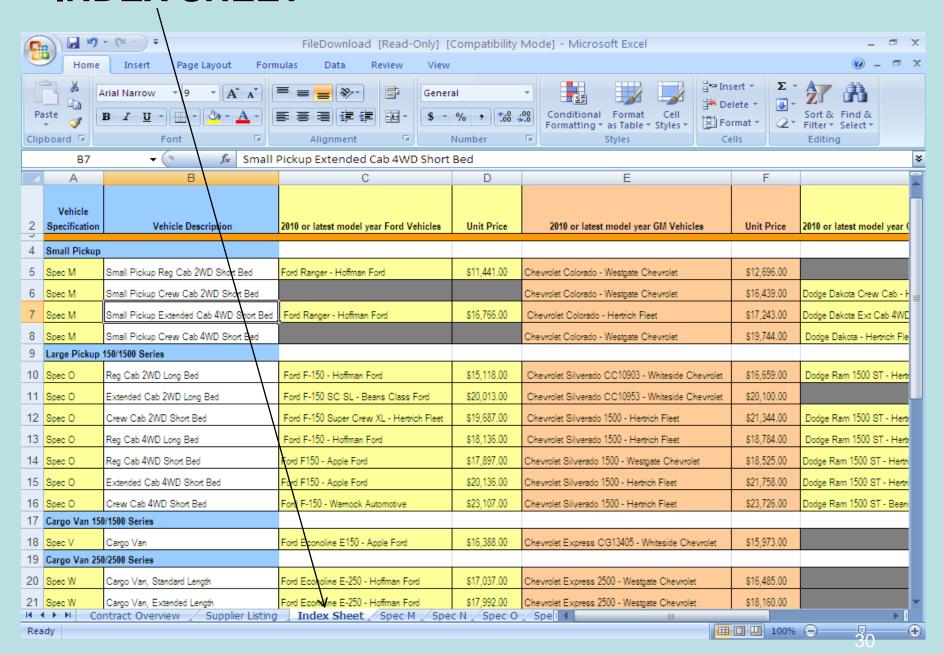
Step 9

- View an overview
 - Review list of suppliers
 - > Review index sheet
 - > Review included options

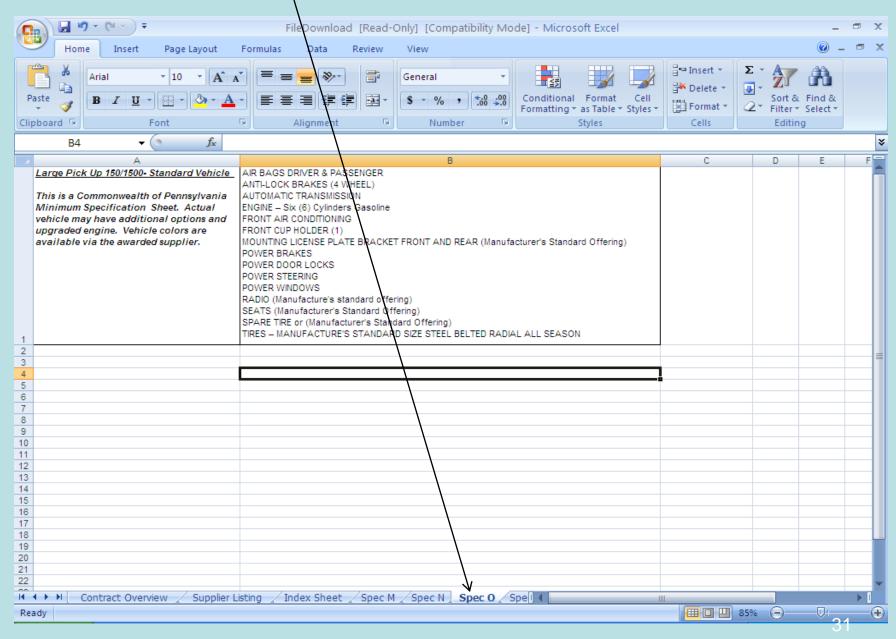
LIST OF SUPPLIERS



INDEX SHEET



INCLUDED OPTIONS



Step 10 – Compare with COSTARS quotes. Make sure you are comparing like products.

Step 11 – Call your finalists. Negotiate.

Step 12 – Finalize the deal. Prepare your purchase order.



AUDIT-READY SUGGESTION

- ✓ Reference the contract number on your purchase order.
- ✓ Print a Screen-Print page(s) showing the Contract number you're using, with the name of the supplier you're using, and their price/discount. Attach to your copy of your purchase order.