

Request for Contract Approval	
Request ID #	5814
Contract #	5914
Contract Type	B) CAB Contracts
Contract Action	A) New
Contract Action Type	S) Sole Source (please attach sole source letter)
Department	A1411 - Hall of Records (County Archives)
Date submitted	11/16/20
Contact person	Carlson, Craig
Contact Phone	518-484-5141
Vendor	General Code
Estimated Amount	\$49,139
Estimated Term	12/15/2020-12/15/2021
Scope of Services	Provide 48 full-user licenses for Albany County's Laserfiche Rio Electronic Content Management System as well as support for said licenses.
Budget Line Item	Account Code
Fiscal Impact	County 100.00%
	State 0.00%
	Federal 0.00%
BID,RFP,RFQ Completed?	N/A

Budget Analyst

Date

For Contract Board Use:

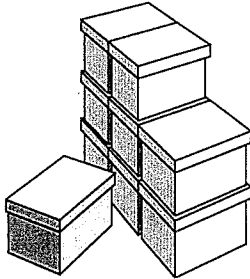
Date Approved

Daniel P. McCoy
Albany County Executive

Bruce A. Hidley
Albany County Clerk

Andrew Joyce, Chairman
Albany County Legislature

BRUCE A. HIDLEY
County Clerk



**ALBANY COUNTY
HALL OF RECORDS**
ALBANY COUNTY CLERK

CRAIG A. CARLSON
Deputy County Clerk

95 Tivoli Street
Albany, NY 12207
Phone: (518) 436-3663
Fax (518) 436-3678

To: Hon. Daniel McCoy, County Executive
Hon. Andrew Joyce, Chairman of the County Legislature
Hon. Bruce Hidley, Albany County Clerk

From: Craig Carlson, Deputy County Clerk

Subj: Contract Request # 100 of 2020

Date: December 7, 2020

We respectfully request your authorization to contract with General Code for the purchase of 48 additional Laserfiche licenses and support to enhance our Content Management System (CMS). Our county agencies will need these licenses to request and transfer electronic records to and from the Hall of Records.

The money (\$49,138.56) will come from the Fees for Services line (44046) in the Hall of Records 2020 budget.

Thank you for your attention to this matter. If you have any further questions, please feel free to contact me at (518) 487-5141 or at craig.carlson@albanycountyny.gov

cc: Majority and Minority staff



DANIEL P. McCOY
COUNTY EXECUTIVE

COUNTY OF ALBANY
DEPARTMENT OF GENERAL SERVICES
PURCHASING DIVISION
112 STATE STREET, ROOM 1000
ALBANY, NEW YORK 12207-2021
(518) 447-7140 - FAX (518) 447-5588

DAVID M. LATINA
COMMISSIONER OF GENERAL SERVICES

KAREN A. STORM
PURCHASING AGENT

MEMORANDUM

TO: Craig Carlson, Deputy County Clerk
Hall of Records *CC*

FROM: Karen Storm *K Storm*
Purchasing Agent

DATE: December 8, 2020

RE: Sole Source Justification for General Code

I am in receipt of your sole justification and concur that General Code is a sole source.

Please obtain the necessary approval of the Contract Administration Board for this purchase.



November 16, 2020

Hon. Bruce A. Hidley
Albany County Clerk
Albany County Court House
Room 128
16 Eagle Street
Albany, NY 12207

Dear Mr. Hidley:

Please accept this letter as confirmation that General Code is the Laserfiche Value-Added Reseller (VAR) of record for Albany County's Laserfiche system.

Pursuant to the above, General Code is the only entity that can perform authorized services, maintenance and ordering of product extensions (additional user licenses, modules, etc.) from Laserfiche for said system and is positioned as the sole source provider for the County's Laserfiche ECM software and support needs.

We look forward to continuing our relationship with Albany County on its current and future ECM endeavors.

Please let me know if there is anything else you require.

Sincerely,

A handwritten signature in black ink, appearing to read "D. S. Foster", written in a cursive style.

Daniel S. Foster
General Manager



781(855) Elmgrove Rd. GEN-CODE• Rochester, NY 14624•

(585) 328-1810

FAX (585) 328-8189

CHANGE ORDER #AL3660_11122020
LASERFICHE RIO SYSTEM – ADDITIONAL PRODUCT

Client Name: Albany County **Contact Person:** Perry Blanchard **Address:** 112 State Street **Account Executive:** Bruce Cadman
Albany, NY 12207 **Date:** 11-12-2020

Line Item Description	Model #	Quantity	Unit Price	Total
Base Software				
Rio Records Mgmt Named Full Users (100 Tier)	ERM-100 Tier	48	\$67.83	\$3,255.84
Rio Named Full Users (100 Tier)	ENF01-100 Tier	48	\$678.30	\$32,558.40
Laserfiche Connector - Rio Named Full Users (100 Tier)	ECNC-100 Tier	48	\$33.92	\$1,628.16
Laserfiche Forms - Rio Named Full Users (100 Tier)	EFRM-100 Tier	48	\$67.83	\$3,255.84
Base Software Subtotal				\$40,698.24
Support				
LSAP Rio RM Full Users (100 Tier)	ERMB-100 Tier	48	\$13.57	\$651.36
LSAP Rio Named Full User (100 Tier)	ENF01B-100 Tier	48	\$135.66	\$6,511.68
LSAP Laserfiche Connector - Rio Named Full Users (100 Tier)	ECNCB-100 Tier	48	\$6.79	\$325.92
LSAP Rio LF Forms Full Users (100 Tier)	EFRMB-100 Tier	48	\$13.57	\$651.36
Support Subtotal				\$8,140.32
Professional Services				
Remote Services		1	\$300.00	\$300.00
Professional Services Subtotal				\$300.00
Grand Total				\$49,138.56 *

***Software and Support priced at New York State Contract level - PM67301**

LSAP/SAAS fees shown herein are for a full year LSAP/SAAS. As applicable, LSAP/SAAS will be prorated to align with the existing LSAP/SAAS anniversary date for the main system. Therefore, the LSAP/SAAS amount on your invoice may be less than the amount shown here.

Remote Services include but are not necessarily limited to the following services: software order processing; project management; software implementation such as modification of server to reflect new license levels; installation or modification of server; client or scanning software; installation and/or configuration of add-on products, such as WebLink, Quick Fields or Workflow and configuration of hardware, such as scanners.

LSAP/SAAS: 2nd year forward for this component is estimated to be: \$8,140.32 *

***subject to change based upon the then-current support prices for that year**

Payment Terms: 100% on delivery of software and/or services.

Price Validity: Price is valid for until December 15, 2020

(Client please fill out) Invoice for this Change Order to be sent to:

Department: _____ Contact: _____

CHANGE ORDER

This Change Order is subject to General Code's Content Management Solutions Terms & Conditions and to the License Agreements for the software referred to above, all of which are available at <http://cms.generalcode.com/termsconditions> and are incorporated herein by reference, and client authorizes General Code to proceed with the project.

The prices and specifications in this Change Order are satisfactory and are hereby accepted. All work is to be performed under the same terms and conditions as specified in the original contract unless otherwise specified.

ALBANY COUNTY, NEW YORK

Signature _____

Date _____

Name _____

Title _____

Request for Contract Approval	
Request ID #	5816
Contract #	5916
Contract Type	B) CAB Contracts
Contract Action	A) New
Contract Action Type	ST) State Contracts
Department	A3110 - Sheriff
Date submitted	11/17/20
Contact person	Rice, William M.
Contact Phone	(518) 655-7801
Vendor	ECLIPSE NETWORK SOLUTIONS
Estimated Amount	\$48,808
Estimated Term	12/1/2020 THRU 12/31/2021
Scope of Services	THE VENDOR WILL INSTALL AND UPGRADE THE SECURITY SYSTEM AND BUILDING ACCESS AS PART OF OUR BUILDING RENOVATION PROJECT IN CLARKSVILLE, NY
Budget Line Item	AA3110
Fiscal Impact	County 100.00%
	State 0.00%
	Federal 0.00%
BID,RFP,RFQ Completed?	N/A

Budget Analyst

Date

For Contract Board Use:

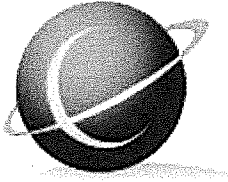
Date Approved

Daniel P. McCoy
Albany County Executive

Bruce A. Hidley
Albany County Clerk

Andrew Joyce, Chairman
Albany County Legislature

CAB

**Quote 1275****Quote: Clarksville 2020 project DAC**

Payment Terms:
Expiration Date: 09/14/2020

Quote Prepared For

Greg Chudzinski
Albany County Sheriff
16 Eagle St
Albany, NY 12207
Phone: 518 655 7891
gregory.chudzinski@albanycounty.com

Quote Prepared By

Michael Sipperly
eCLIPSE Network Solutions, LLC
122 Karner Road
Albany, NY 12205
United States
Phone: 518-218-0130
Fax: 888-851-0644
mike@eclipsens.com

Item#	Quantity	Item	Unit Price	Unit Discount	Adjusted Unit Price	Extended Price
One-Time Items						
1)	13	HID MultiCLASS SE RP40 CONTACTLESS READER, S2 SECURITY BRANDED With Prox, Wall Switch, Wiegand, Pigtail, Black, LED Blue - Flash Green, Buzzer on, S2 Security Label	\$282.00	\$14.10	\$267.90	\$3,482.70
2)	1	S2 Micro Node S2-NDMN	\$1,390.00	\$347.50	\$1,042.50	\$1,042.50
3)	1	S2-EXT-128-RM S2 NETBOX EXTREME CONTROLLER (128 PORTAL LICENSE, RACK MOUNT) Rack mount enclosure with 128 portal license.	\$15,600.00	\$3,900.00	\$11,700.00	\$11,700.00
4)	1	2-NN-E10R-WM S2 Network Node 10 readers S2 Network Node with 10 readers (20 inputs/20 outputs) Includes (5) 2 reader access control blades.	\$5,530.00	\$1,382.50	\$4,147.50	\$4,147.50
5)	3	S2-ACM-P Reader Blade capable of supporting up to two card readers (readers and cards not included) NB: 82 NetBox access blades and S2 NetBox MicroNodes are NOT interchangeable with 82 Pronto systems or vice versa.	\$924.00	\$231.00	\$693.00	\$2,079.00
6)	13	S2-RLI-AD400 ALLEGION AD400 REMOTE LOCK INTEGRATION Integration per Allegion AD400 Lockset S2-RLI-AD400	\$322.00	\$80.50	\$241.50	\$3,139.50

Interest Charges on Past Due Accounts subject to a 1.5% monthly finance charge. Additional training or Professional Services can be provided at our standard rates.

Item#	Quantity	Item	Unit Price	Unit Discount	Adjusted Unit Price	Extended Price
7)	2	Mercury LP-1501 Board MERCURY EP1501 SINGLE DOOR CONTROLLER POE, 2 Readers, 2 Inputs, 2 Outputs	\$1,196.00	\$299.00	\$897.00	\$1,794.00
8)	3	:S2-PIM400-1501-LC ALLEGION STANDARD PANEL INTERFACE MODULE Supports up to (16) AD-Series wireless devices. Enclosure includes PIM400-485 and mounting for EP1501. EP1501 device sold separately. Features 900 MHz Spread. Spectrum RF technology and AES-128 bit encryption. 10.43 x 7.28 x 3.79 (26.49cm x 18.49 cm x 9.63 cm)	\$2,406.00	\$601.50	\$1,804.50	\$5,413.50
9)	1	NYS FA Installer - Rate "Individual employed by the Contractor or Subcontractor who Starts-Up, Commissions, Programs, Integrates, and Maintains (both Preventative and Remedial Maintenance) Facility Affixed CCTV/Surveillance Cameras, Facility Affixed Physical Access Control Systems, and Alarm and Signal Systems. ***This Job Title can only be used for work/Services on Systems/Product Lines/Equipment which are included on the Contractor's Contract***."	\$9,704.80		\$9,704.80	\$9,704.80
10)	1	NYS Program / Project Manager Individual employed by the Contractor or Subcontractor who oversees all onsite Work.	\$4,500.00		\$4,500.00	\$4,500.00

One-Time Total \$47,003.50

NYS Contact #PT68791

Subtotal \$47,003.50
Total Taxes \$0.00
Total \$47,003.50

Authorizing Signature _____

Date _____

Interest Charges on Past Due Accounts subject to a 1.5% monthly finance charge. Additional training or Professional Services can be provided at our standard rates.

Request for Contract Approval	
Request ID #	5845
Contract #	5945
Contract Type	B) CAB Contracts
Contract Action	A) New
Contract Action Type	N) None
Department	A3110 - Sheriff
Date submitted	11/30/20
Contact person	Rice, William M.
Contact Phone	(518) 655-7801
Vendor	AIRQUEST ENVIRONMENTAL, INC
Estimated Amount	\$29,458
Estimated Term	12/1/20 - 12/31/2021
Scope of Services	THE VENDOR WILL PROVIDE HAZARDOUS MATERIAL ABATEMENT AIR SAMPLING AND PROJECT MONITORING SERVICES IN SUPPORT OF OUR PUBLIC SAFETY BUILDING RENOVATION PROJECT IN CLARKSVILLE, NY
Budget Line Item	AA3110
Fiscal Impact	County 100.00%
	State 0.00%
	Federal 0.00%
BID,RFP,RFQ Completed?	Yes - RFP

Budget Analyst

Date

For Contract Board Use:

Date Approved

Daniel P. McCoy
Albany County Executive

Bruce A. Hidley
Albany County Clerk

Andrew Joyce, Chairman
Albany County Legislature

Memo

To: William M. Rice, Undersheriff, Albany County Sheriff's Office
From: Michael Martin PE, Director, Facilities Engineering Division
Cc: J.T. Campbell Inspector, Albany County Sheriff's Office
Karen Storm, Purchasing Agent
Date: November 23, 2020
Re: **RFB #2020-129 –GC- Hazardous Material Abatement Air Sampling and Project Monitoring Services in support of Albany County Sheriff's Office Public Safety Building Renovation Project**

Recommendation for Award to AirQuest Environmental, Inc.

Undersheriff Rice,

As you are aware, the SEI Design Group and Albany County Facilities Engineering Division, has developed a Request for Bid (RFB) and along with the Purchasing Division solicited bid prices for **Hazardous Material Abatement Air Sampling and Project Monitoring Services in support of Albany County Sheriff's Office Public Safety Building Renovation Project**. Bids have been received and reviewed for conformance with the bid documents.

A complete tabulation of all the Bids are attached for your use. After review of the quotes that were submitted, the Facilities Engineering Division recommends you proceed with a request for contract approval of the lowest responsive bidder, **AirQuest Environmental, Inc.** at a cost of **\$29,457.75**.

If you have any questions regarding this project, I can be reached at 447-7032.

Thank you

RFB-2020-129 Tabulation
Abatement Air Sampling & Project Monitoring

Bidder	AirQuest	Ambient	Green2Green	LaBella	CT Male	Atlantic Testing	Gheen
Lump Sum Bid	\$ 29,457.75	\$ 50,888.25	\$ 40,726.14	\$ 38,766.50	\$ 34,535.00	\$ 32,938.50	\$ 29,782.80

November 17, 2020

Karen A. Storm
Albany County Purchasing Agent
112 State Street, Room 1000
Albany, New York 12207

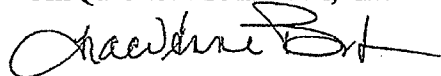
Re: Proposal for Hazardous Material Abatement Air Sampling and Project Monitoring Services
in support of the Albany County Sheriff's Office Public Safety Building Renovations
Addressed as 58 Verda Avenue in Clarksville, New York 12041, RFB #2020-129
AirQuest Project No. 17165

Dear Ms. Storm:

AirQuest Environmental, Inc. ("AirQuest") acknowledges receipt of Addendum #3. Attached please find revisions to RFB #2020-129 following receipt of Addendum #3, as the bid was already previously submitted on November 16, 2020.

If you have any questions or comments, please do not hesitate to contact me at 954/792-4549 extension 112. We look forward to your favorable response to our proposal.

Sincerely,
AirQuest Environmental, Inc.



Traci-Anne Boyle, MBA, CIH, CSP, LAC
President/CEO

COUNTY OF ALBANY

BID FORM

BID IDENTIFICATION:

Title: **Hazardous Material Abatement Air Sampling & Project Monitoring
Services in support of Albany County Sheriff's Office Public Safety
Building Renovations**

Bid Number: **2020-129**

THIS BID IS SUBMITTED TO:

Karen A. Storm, Purchasing Agent
Albany County Department of General Services
Purchasing Division
112 State Street, Room 1000
Albany, NY 12207

1. The undersigned BIDDER proposes and agrees, if this Bid is accepted, to enter into a Contract with the owner in the form included in the Contract Documents to complete all Work as specified or indicated in the Contract Documents for the Contract Price and within the Contract Time indicated in this Bid and in accordance with the Contract Documents.
2. BIDDER accepts all of the terms and conditions of the Instructions to Bidders, including without limitation those dealing with the Disposition of Bid Security. This Bid may remain open for ninety (90) days after the day of Bid opening. BIDDER will sign the Contract and submit the Contract Security and other documents required by the Contract Documents within fifteen days after the date of OWNER'S Notice of Award.
3. In submitting this Bid, BIDDER represents, as more fully set forth in this Contract, that:

- (a) BIDDER has examined copies of all the Contract Documents and of the following addenda: (If none, so state)

Date 11/10/2020

Numbers 1, 2 and 3

11/13/2020

11/17/2020

(receipt of all of which is hereby acknowledged) and also copies of the Notice to Bidders and the Instructions to Bidders;

- (b) BIDDER has examined the site and locality where the Work is to be performed, the legal requirements (federal, state and local laws, ordinances, rules and regulations) and the conditions affecting cost, progress or performance of the Work and has made such independent investigations as BIDDER deems necessary;

(c) This Bid is genuine and not made in the interest of or on behalf of any undisclosed person, firm or corporation and is not submitted in conformity with any agreement or rules of any group, association, organization or corporation; BIDDER has not directly or indirectly induced or solicited any other BIDDER to submit a false or sham Bid; BIDDER has not solicited or induced any person, firm or a corporation to refrain from bidding; and BIDDER has not sought by collusion to obtain for himself any advantage over any other Bidder or over the owner.

4. BIDDER will complete the Work for the following prices(s): (Attach Bid Proposal)
5. BIDDER agrees to commence the Work within the number of calendar days or by the specific date indicated in the Contract. BIDDER agrees that the Work will be completed within the number of Calendar days or by the specific date indicated in the contract.
6. The following documents are attached to and made a condition of this Bid:
 - (a) Non-Collusive Bidding Certificate (Attachment "A")
 - (b) Acknowledgment by Bidder (Attachment "B")
 - (c) Vendor Responsibility Questionnaire (Attachment "C")
 - (d) Iranian Energy Divestment Certification (Attachment "D")
 - (e) MS-4-1 Certification Statement RE: Stormwater Discharges (Attachment "E")
 - (f) Bidder Qualification Questionnaire (Attachment "F")
 - (g) Non Interruption of Work Agreement (Attachment "G")

7. Communication concerning this Bid shall be addressed to:

AirQuest Environmental, Inc.
4 Rush Hollow
Lake George, New York 12845
Phone: (518) 633-4869

8. Terms used in this Bid have the meanings assigned to them in the Contract and General Provisions.

COUNTY OF ALBANY

BID FORM

BID IDENTIFICATION:

Title: **Hazardous Material Abatement Air Sampling & Project Monitoring
Services in support of Albany County Sheriff's Office Public Safety
Building Renovations**

Bid Number: **2020-129**

Conditions:

Lump sum fee shall include all mileage, tolls and any other reimbursable items.

LABOR BIDS: A+B+C+D

The daily rate shall be for 8.5 hours onsite (contractor work day is anticipated to be 8 hours and DOL rules air sampling tech must stay on site while daily samples are running) Monday through Friday for the performance of services identified in this RFB along with all referenced documents for the asbestos abatement. **Quantities indicated are for budget purposes only and actual charges shall be accrued in accordance with the work required to complete the project.** Only one monitor shall be billed for work on any given day regardless of whether work involves project monitoring, air monitoring or both. Labor costs include all costs for out of town travel, supervision, management, administrative costs, equipment costs, long distance communication, delivery of the samples to the laboratory or overnight courier, and reproductions. Labor costs are limited to time on site.

	QTY (shifts)	RATE	COST
A) Phase 1 Daily Rate for Asbestos Monitoring:	<u>36</u>	<u>\$325</u>	<u>\$11,700</u>
B) Phase 2 Daily Rate for Asbestos Monitoring:	<u>15</u>	<u>\$325</u>	<u>\$4,875</u>
C) Phase 3 Daily Rate for Asbestos Monitoring:	<u>15</u>	<u>\$325</u>	<u>\$4,875</u>
D) Roof Daily Rate for Asbestos Monitoring:	<u>5</u>	<u>\$325</u>	<u>\$1,625</u>

ANALYSIS BIDS: E+F+G

Sample analysis costs shall include overnight delivery of the samples to the laboratory, sample cassettes, and all air sampling and ancillary equipment. Turnaround time is from collection of the sample for air samples and from receipt at lab for bulk samples. Quantities indicated are for budget purposes only and actual charges shall be accrued in accordance with the work required to complete the project.

	QTY	RATE	COST
E) Phase 1 PCM Analysis (48 Hours turnaround):	<u>256</u>	<u>\$10</u>	<u>\$2,560</u>
F) Phase 2 PCM Analysis (48 Hours turnaround):	<u>152</u>	<u>\$10</u>	<u>\$1,520</u>
G) Phase 3 PCM Analysis (48 Hours turnaround):	<u>90</u>	<u>\$10</u>	<u>\$900</u>

SUBTOTAL BASE BID (Sum of Costs A+B+C+D+E+F+G): \$28,055.00

5% CONTRACT ALLOWANCE: \$ 1,402.75

TOTAL BASE BID SUMMATION (Base Bid + Allowance): \$ 29,457.75

UNIT COSTS:

Bidder shall state the amount for each unit cost in the form below in order for bid to be counted as complete. Unit Costs shall be used to calculate actual charges accrued for labor and sampling during construction, for invoicing/payment. Unit cost rates shall match bid rates above where applicable.

Labor

Labor costs include all costs for out of town travel, supervision, long distance communication, delivery of the samples to the laboratory or overnight courier and reproductions. Labor costs are limited to time on site.

Asbestos/PCBs Project Monitor Labor Rates

Standard Full Day (Includes up to 8.5 Hours on site and travel time)

Weekday.....\$325 /Day

Weekend/Holiday.....\$350 /Day

Exterior Clearance Inspection (Up to 3 Hours on site)

Exterior Clearance Inspection\$260 /Each

Overtime (Over 8.5 Hours on site)

Hourly Overtime Rate.....\$ 50 /Hr

Air Sample Analysis

Sample analysis costs shall include overnight delivery of the samples to the laboratory, sample cassettes, and all air sampling and ancillary equipment. **Turnaround time is from collection of the sample for air samples and from receipt at lab for bulk samples.**

Asbestos Air Sample Analysis Rates

Phase Contrast Microscopy

Rush Turnaround (24 Hours from Collection).....\$ 12 /Each

Standard Turnaround (48 Hour from Collection).....\$ 10 /Each

Transmission Electron Microscopy – AHERA Method

Rush Turnaround (24 Hours from Collection).....\$ 105 /Each

Standard Turnaround (48 Hour from Collection).....\$ 85 /Each

Transmission Electron Microscopy – NIOSH 7402 Method

Rush Turnaround (24 Hours from Collection).....\$ 195 /Each

Standard Turnaround (48 Hour from Collection).....\$ 165 /Each

Bulk Sample Analysis Rates

(From Receipt at Laboratory via overnight, next business day)

Polarized Light Microscopy

24 Hour Turnaround.....\$ 12 /Each

5 Day Turnaround.....\$ 9 /Each

Polarized Light Microscopy with NOB Preparation

24 Hour Turnaround.....\$ 25 /Each

5 Day Turnaround.....\$ 18 /Each

Transmission Electron Microscopy

24 Hour Turnaround.....\$ 90 /Each

5 Day Turnaround.....\$ 69 /Each

Report Preparation

Report preparation cost shall include all costs of report preparation, and delivery. A single air monitoring/project monitoring report shall be prepared for the entire project. Bulk sampling report, if required, shall be by sampling event.

Air Monitoring/Project Monitoring Report Preparation\$ 1,200 /Report Bulk Sampling
Report Preparation\$ 800 /Report

Other Costs

If there are other costs that you believe should be included, but are not in the unit prices above, list the items, a brief description and the unit cost. Any costs not listed here will not be considered during the project.

N/A

COMPANY: AirQuest Environmental, Inc.

ADDRESS: 4 Rush Hollow

CITY, STATE, ZIP: Lake George, New York 12845

TEL. NO.: 633-4869
(518) 792-4549

FAX NO.: 792-2221
(954) 633-4869

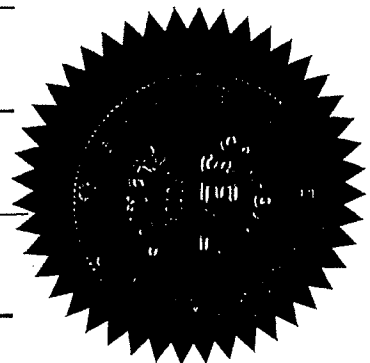
FEDERAL TAX ID NO.: 05-0529142

REPRESENTATIVE: Traci-Anne Boyle

E-MAIL: tboyle@airquestinc.com

SIGNATURE AND TITLE  **President**

DATE 11/13/2020



Request for Contract Approval	
Request ID #	5811
Contract #	5911
Contract Type	B) CAB Contracts
Contract Action	A) New
Contract Action Type	S) Sole Source (please attach sole source letter)
Department	A3020 - Emergency Telephone/E-911
Date submitted	11/10/20
Contact person	Miller, Doug
Contact Phone	(518) 487-5022
Vendor	JOHN COYNE ELECTRIC INC
Estimated Amount	\$43,200
Estimated Term	12/1/20 - 12/31/2021
Scope of Services	DISCONNECT OLD GENERATOR AND EXHAUST INSTALL NEW DIESEL GENERATOR AT 449 NEW SALEM ROAD IN VOORHEESVILLE, NY
Budget Line Item	AA3020
Fiscal Impact	County 0.00%
	State 100.00%
	Federal 0.00%
BID,RFP,RFQ Completed?	N/A

Budget Analyst

Date

For Contract Board Use:

Date Approved

Daniel P. McCoy
Albany County Executive

Bruce A. Hidley
Albany County Clerk

Andrew Joyce, Chairman
Albany County Legislature

John Coyne Electric, Inc.
43 Langenbach Road
East Greenbush, NY 12061
Phone (518) 479-3255
Fax (518) 479-7011

PROPOSAL

Albany County Sheriff's
449 New Salem Road
Voorheesville, NY 12186
Attn: Kevin Demarest

Date 7/24/2020
Job Generator
Phone 518-857-9559

Re: Albany County Sheriff's 911

Install one 150 KW 120/208 Volt 3 Phase Diesel Generator

Scope of Work

1-Annunciator Located in the Dispatch Room

1- Generator Concrete Pad

Excavation Backfill and Seed.

New Conduit's and Wire

Crane Service

Disconnect old Generator and exhaust

Start Up

New Diesel Fuel

Temporary Generator

Excluded:

150 KW Generator

Exhaust Pipe up the side of the building. (New generator will not have this option.)

Existing ATS to Remain

Existing generator to be set at the DPW garage in the back.

Generator Supplied by the Customer

Materials	\$25,200.00
Labor	\$18,000.00
Total	\$43,200.00
Tax	Exempt
Total Job	\$43,200.00



**Homeland Security
and Emergency Services**

ANDREW M. CUOMO
Governor

PATRICK A. MURPHY
Commissioner

September 29, 2020

Douglas C. Miller
Grants Manager
Albany County Sheriff's Office
County Court House
Albany, NY 12207

Dear Mr. Miller:

The Albany County Sheriff's Office's request to use \$43,200.00 of FY17 SICG Formula (Contract #C198785) grant funds to enter into a non-competitive procurement contract with John Coyne Electric, Inc. for costs associated with installation of a replacement generator is approved. This approval is based on the information provided in your sole source justification letter and attached supporting documentation.

This approval applies to this request only. Any renewals, amendments, extensions or revisions to this procurement contract will require an updated review and approval from DHSES. Should you need to make any additional non-competitive procurements you must receive prior written approval from the Division of Homeland Security and Emergency Services. Please be aware that you are required to enter into a formal agreement with the vendor for this procurement. Copies of the agreement, signed by all parties, must be maintained on file and made available upon request to our office for contract compliance review and audit purposes.

If you have any questions, please contact me or your Program Representative, Beverly Riley at (518) 242-5093.

Sincerely,

Douglas Fassbender

Digitally signed by Douglas
Fassbender
Date: 2020.09.29 16:05:49 -04'00'

Douglas Fassbender
Contracts Manager

Houck, Christine (DHSES)

From: Fassbender, Doug (DHSES)
Sent: Tuesday, September 29, 2020 4:07 PM
To: Houck, Christine (DHSES)
Cc: Pesce, Tony (DHSES)
Subject: RE: Albany County Sheriff's Office Single Source Approval - FY17 SICG Formula - John Coyne Electric, Inc. - Generator Installation - \$43,200.00
Attachments: Albany County Sheriff's Office Single Source Approval - FY17 SICG Formula - John Coyne Electric Inc. - Generator Installation - \$43200.00.pdf

Christine,

Signed approval letter.

.....Doug

Douglas Fassbender
Contracts Manager

NYS Division of Homeland Security & Emergency Services
Grants Program Administration
1220 Washington Avenue, State Campus Building 7a
Albany, New York 12242
(518) 242-5106 doug.fassbender@dhSES.ny.gov
www.dhSES.ny.gov

From: Pesce, Tony (DHSES) <Tony.Pesce@dhSES.ny.gov>
Sent: Tuesday, September 29, 2020 3:55 PM
To: Fassbender, Doug (DHSES) <Doug.Fassbender@dhSES.ny.gov>
Subject: Albany County Sheriff's Office Single Source Approval - FY17 SICG Formula - John Coyne Electric, Inc. - Generator Installation - \$43,200.00

Doug,
Attached is a single source request from Albany County Sheriff, and the approval letter for your signature.

Tony Pesce
Public Safety Grants Representative 2

NYS Division of Homeland Security & Emergency Services
1220 Washington Ave, Building 7A – 6th Floor
Albany, NY 12242
518-242-5113
WWW.DHSES.NY.GOV



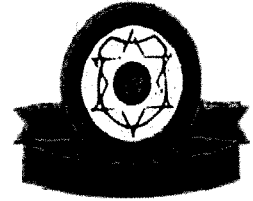
MICHAEL S. MONTELEONE
EXECUTIVE UNDERSHERRIFF

SHAWN P. NOONAN
CHIEF DEPUTY

ALBANY COUNTY SHERIFF'S OFFICE

County Court House Albany, New York 12207 (518) 487-5400
WWW.ALBANYCOUNTYSHERIFF.COM

CRAIG D. APPLE, SR.
SHERIFF



WILLIAM M. RICE
UNDERSHERRIFF

LEON A. BORMANN
CHIEF DEPUTY

September 14, 2020

Beverly Riley
NYS Division of Homeland Security & Emergency Services
Grants Program Administration
1220 Washington Avenue, State Campus Building 7A
Albany, New York 12242

Re: Sole Source Purchase
Grant Program FY17 SICG
Contract # ~~C-198875~~ C198785
DISES # S117-1012-D02
Procurement Amount \$43,200.00

Authorization is requested for approval of a purchase of an equipment service contract from a sole source.

The vendor is John Coyne Electric, Inc., 43 Langenbach Road, East Greenbush, NY 12061. This is a proposal for John Coyne Electric, Inc. to install a replacement generator, 150 KW 120/208 Volt 3-Phase diesel Generator, at our present E-911 Communications Center at 449 New Salem Road, Voorheesville, NY 12186.

John Coyne Electrical, Inc. has been the vendor who upgraded and replaced all the electrical systems in the Albany County Sheriff's Office E-911 Communications Center at 449 New Salem Road, Voorheesville, NY 12186.

The replacement generator is needed due to the non-availability of repair/replacement parts for the existing generator. The replacement generator is being purchased with FY17 SICG grant funds.

The electrical upgrade done at the Albany County Sheriff's Office E-911 Communications Center at 449 New Salem Road, Voorheesville, NY 12186 was warranted by the installing vendor for a period of 5 years, of which 27 months remain. The warranty stated that any and all changes to all and any part of the electrical system by another contractor or person occur within the warranty period that the warranty will be voided immediately.

Based on the warranty voiding information a search/bid for similar contractors was not conducted.

The vendor has a record with us of providing excellent service and support.

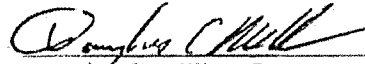
We believe this purchase is in the best interest of our agency and all the citizens of Albany County.

I have attached a letter from the vendor regarding the warranty information as indicated.

Based on the quotes that we have obtained, we feel the cost quoted by Coyne Electrical is reasonable.

Please contact me if you have any questions or need additional information.

Respectfully,

A handwritten signature in dark ink, appearing to read "Douglas C. Miller", written over a horizontal line.

Douglas C. Miller, Grants manager

doug.miller@albanycountyny.gov

(518) 487-5022

attachment

Request for Contract Approval	
Request ID #	5850
Contract #	5950
Contract Type	B) CAB Contracts
Contract Action	A) New
Contract Action Type	
Department	A3150 - Correctional Facility
Date submitted	12/3/20
Contact person	Lyons, Michael
Contact Phone	518-869-2741
Vendor	GP FLOORING SOLUTIONS
Estimated Amount	\$47,361
Estimated Term	12/3/20-12/2/21
Scope of Services	TO REPLACE THE EXISTING CARPET & WALL BASE THROUGHOUT THE ADMINISTRATIVE AREAS LOCATED AT THE ALBANY COUNTY CORRECTIONAL FACILITY.
Budget Line Item	AA3150
Fiscal Impact	County 100.00%
	State 0.00%
	Federal 0.00%
BID,RFP,RFQ Completed?	N/A

Budget Analyst

Date

For Contract Board Use:

Date Approved

Daniel P. McCoy
Albany County Executive

Bruce A. Hidley
Albany County Clerk

Andrew Joyce, Chairman
Albany County Legislature



MICHAEL S. MONTELEONE
EXECUTIVE UNDERSHERIFF

ALBANY COUNTY SHERIFF'S OFFICE

Albany County Correctional Facility
840 Albany Shaker Road, Albany, New York 12211
(518) 869-2600 FAX (518) 869-3923

CRAIG D. APPLE, SR.
SHERIFF



MICHAEL J. LYONS
SUPERINTENDENT

Date: December 3, 2020

To: Contract Administration Board (CAB)

From: Michael J. Lyons, Superintendent

Subject: Carpet Replacement

Briefly, this request is to enter into an Agreement between Albany County Sheriff's Office and GP Flooring Solutions to remove and replace carpet in the administrative offices located at the Albany County Correctional Facility. All materials and labor pricing set at or below Mohawk PC67775 of the NYS Contract and the 2020 Albany County Contract #5285.

Hon. Daniel P. McCoy, County Executive
Hon. Andrew Joyce, Chairman
Bruce, A. Hidley, County Clerk

REQUEST FOR SERVICE
FOR ALBANY COUNTY CORRECTIONAL FACILITY
ADMINISTRATION CARPET RIP OUT AND INSTALLATION

1. The contractor will supply and install broadloom as well as carpet squares where needed to complete all carpeting in administration area. Contractor will also supply all necessary components needed to rip out existing carpet and install new.
2. The contractor shall furnish, install and provide all materials and labor to complete the following:
 - a. Rip out existing carpet by section.
 - b. Prep floor where needed and install new broadloom and carpet squares where called for.
 - c. Move furniture where needed, county will supply help.
 - d. Provide all miscellaneous supplies, adhesives and tools needed for proper installation of new carpet as well as removal of old carpet.
 - e. Contractor must work on off hours to provide a safe workplace for county employees.
 - f. Dispose of debris and waste at the end of every night.
3. The contractor shall coordinate access to job site and all work activities with the Superintendent /designee. All work shall be performed during the hours of 5PM —7AM, weekends are available from 6AM-8PM unless otherwise agreed upon by the Superintendent/designee. Time schedule for removal and installation of new equipment must ensure uninterrupted operation of the maintenance department.
4. The successful contractor shall field verify all dimensions PRIOR to commencing work.
5. Contractor shall erect temporary construction barriers and provide warning signs where required to ensure safety of pedestrians.
6. Contractor shall comply with all necessary' OSHA regulations and standards.
7. Contractor shall clean all work areas each day to the satisfaction of the Superintendent/designee. Contractor shall remove and legally dispose of all construction debris. Contractor shall keep all areas of the work site free from rubbish and accumulation of waste materials
8. Contractor shall protect existing systems and surfaces to remain, all damage resulting from contractor's operations shall be replaced or repaired to a condition acceptable to the Correctional Facility Supervisor, by the contractor at no additional cost to the County.

9. Contractor shall determine exact location of existing utilities before commencing work. Contractor agrees to be fully responsible for any and all damages which might be incurred by his failure to exactly locate and reserve utilities.
10. Contractor shall be responsible for all site staging and safety operations, as well as complete restoration of any disturbed areas of the administration building to the satisfaction of the Superintendent/ designee.
11. Incorrectly fabricated, damaged or otherwise miss fitting or non conforming material or conditions shall be reported to the Superintendent/designee prior to remedial or corrective action. Any such action shall require approval.
12. Contractor shall provide warranty to cover contractor workmanship for a minimum of 3 year from date of final completion of work.
13. Contractor shall provide manufacturer's standard warranty of 3 year for materials. Warranty shall take effect upon final approval of work by Albany County.
14. Contractor shall comply with Albany County Correctional Facility security requirements as attached.



GP Flooring Solutions
Headquarters
32 Marway Circle
Gates, NY 14624

(800) 832-3550

Proposal

For:

Albany County
 112 State Street, Room 940
 Albany, NY 12207

Job Site:

Carpet Replacement - Albany County Correctional Facility
 840 Albany Shaker Rd
 Albany, NY 12211
 Contact: Zachary Porto 518 817-1429

Proposal # 11336

Customer PO

Contract # PC67775 & 5285

Date 11/30/2020

Sales Person Don Antonangeli

Designer

Type		Quantity	Product Description	Color / Item Number	Price	Total
Carpet	Mat	176 SqYd	Mohawk - Art Intervention - Draft Point Tile Pewter 959 (24 x 24") (BT427)		\$21.70	\$3,819.20
	Lab	168 SqYd	Carpet Installation	Business Offices / Cubicles Area	\$9.59	\$1,611.12
Notes	8.0 sq yds (1 Carton) Attic Stock Mohawk PC67775 NYS Contract - Material Albany County Contract #5285 of 2020 - Off Hours Labor					
Adhesive	Mat	2 Each	Mohawk Pressure Sensitive Releasable Adhesive (MOD4)	4 Gallon	\$97.41	\$194.82
Notes	Mohawk PC67775 NYS Contract - Material					
Carpet	Mat	856 SqYd	Mohawk Essential Elements (BC441) - Broadloom Carpet 12' x 642'	Remerge 983 - Single Dye Lot	\$19.06	\$16,315.36
	Lab	856 SqYd	Carpet Installation	Reception / Mailroom, New Accreditation Room/Training Room, Administrative Offices	\$9.59	\$8,209.04
Notes	Mohawk PC67775 NYS Contract - Material Albany County Contract #5285 of 2020- Off Hours Labor					
Adhesive	Mat	17 Each	Mohawk Nubroadlok Premium Plus Adhesive		\$45.66	\$776.22
Notes	Mohawk PC67775 NYS Contract - Material					
Adhesive	Mat	1 Each	Mohawk Latex Seam Sealer (7702B) - Case 12 x 8oz.		\$73.34	\$73.34
Notes	Mohawk PC67775 NYS Contract - Material					
Accessories	Mat	1920 LnFt	4" Vinyl Cove Base	4-100 Black (Item #40CK100) (700 series)		
	Lab	1920 LnFt	Cove Base 4" Supplied and Installed (Price per foot)		\$3.76	\$7,219.20
Notes	Albany County Contract #5285 of 2020- Off Hours Labor					
Adhesive	Mat	34 Each	Mapei 575 cove base adhesive	Tube		
Unclassified	Lab	1 Each	Delivery & Staging			
transition	Mat	36 LnFt	#169100 Roppe Carpet To Nothing Transition	#100 Black		
	Lab	36 LnFt	Transitions Installation		\$3.00	\$108.00
Notes	Albany County Contract #5285 of 2020 - Off Hours Labor					
transition	Mat	36 LnFt	#169100 Roppe Carpet To Nothing Transition	#100 Black		
	Lab	36 LnFt	Transitions Installation		\$3.00	\$108.00
Notes	Albany County Contract #5285 of 2020 - Off Hours Labor					
Labor	Lab	40 HR	Furniture Moving - Heavy Lifting (Cubicles, File Cabinets, Desks, Tables) - Assisted by Albany County Correctional Staff		\$72.00	\$2,880.00
Notes	Albany County Contract #5285 of 2020 - Off Hours Labor Pricing is based on the amount of hours to assist the Albany County Correctional Staff in moving furniture.					

Continuation For: Albany County, Proposal # 11336

Type	Quantity	Product Description	Color / Item Number	Price	Total
Labor					
Notes	Lab 799.78 SqYd	Rip Up and Disposal of Carpet/Tiles	Room 401 - Judge's Chambers	\$5.22	\$4,174.85
		Albany County Contract #5285 of 2020 - Off Hours Labor			
Accessories	Mat 8 Each	Ardex Feather Finish			
	Lab 24 HR	Floor Patch and Preparation - Includes the scarification of the VCT in the new Accreditation Room, patching, and adhesive removal	Room 401 - Judge's Chambers	\$78.00	\$1,872.00
Notes		Albany County Contract #5285 of 2020 - Off Hours Labor			

Information

GP Flooring Solutions to replace the existing carpet, wall base, and transitions in the following areas:

- * Reception / Mailroom (Hallways, Open Areas)
- * New Accreditation / Training Room
- * Business Offices
- * Administrative Offices

	Total
Contract Total	\$47,361.15
Sales Tax	
Grand Total	\$47,361.15

Disposal in customer provided dumpster on site. GP Flooring & Albany County Correctional staff will work together on furniture move - Cubicle lifts, file cabinets, desks, tables, etc.

Evening labor M-F.

All materials and labor pricing set at or below Mohawk PC67775 of the NYS Contract and the 2020 Albany County Contract #5285

Additional Conditions

Federal ID #16-6330058, NYS WBE-59659

We are pleased to present this confidential proposal for review by you and your organization. Work to be done M-F during normal working hours unless otherwise noted. If furniture is to be moved, electronics should be unplugged and any loose personal items should be put in a box on the desk top. Loose boxes, shoes, etc. on the floor should be removed and placed on the desk top as well.

The proposal does not include ACM abatement work or any provisions for ACM in the work area. If an abatement is taking place prior to this work, please ensure that all abatement chemicals and residue are removed. The chemicals can have an adverse effect on the flooring materials.

Payment terms are net 30 unless otherwise noted. Due to the tariffs that have been implemented - certain product pricing may change after this proposal has been written. Please confirm pricing prior to executing any agreement or purchase order. Proposal expires 45 days from date of issuance.

Buyer: _____ Date: _____ Seller: _____ Date: _____

Request for Contract Approval	
Request ID #	5875
Contract #	5975
Contract Type	B) CAB Contracts
Contract Action	A) New
Contract Action Type	
Department	A3150 - Correctional Facility
Date submitted	12/7/20
Contact person	Lyons, Michael
Contact Phone	518-869-2741
Vendor	Campito Plumbing & Heating (518)785-0994 Peter J. Campito
Estimated Amount	\$77,538
Estimated Term	12/6/2021
Scope of Services	Remove & Install two Adamson DHW Tanks located in A-Building housing unit at the Correctional Facility.
Budget Line Item	AA3150
Fiscal Impact	County 100.00%
	State 0.00%
	Federal 0.00%
BID,RFP,RFQ Completed?	Yes - BID

Budget Analyst

Date

For Contract Board Use:

Date Approved

Daniel P. McCoy
Albany County Executive

Bruce A. Hidley
Albany County Clerk

Andrew Joyce, Chairman
Albany County Legislature



MICHAEL S. MONTELEONE
UNDERSHERIFF

ALBANY COUNTY SHERIFF'S OFFICE

Albany County Correctional Facility
840 Albany Shaker Road, Albany, New York 12211
(518) 869-2600 FAX (518) 869-3923

CRAIG D. APPLE, SR.
SHERIFF



MICHAEL J. LYONS
SUPERINTENDENT

Date: December 7, 2020

To: Contract Administration Board (CAB)

From: Michael J. Lyons, Superintendent

Subject: Replacement DHW tanks
RFB 2020-124

Briefly, this request is to enter into an Agreement between Albany County Sheriff's Office and Campito Plumbing & Heating to replace and install two (2) hot water tanks located in A-Building Unit. The existing tanks are cracked and leaking.

Hon. Daniel P. McCoy, County Executive
Hon. Andrew Joyce, Chairman
Bruce, A. Hidley, County Clerk



DANIEL P. McCOY
COUNTY EXECUTIVE

COUNTY OF ALBANY
DEPARTMENT OF GENERAL SERVICES
PURCHASING DIVISION
112 STATE STREET, ROOM 1000
ALBANY, NEW YORK 12207-2021
(518) 447-7140 - FAX (518) 447-5588

DAVID M. LATINA
COMMISSIONER OF GENERAL SERVICES

KAREN A. STORM
PURCHASING AGENT

MEMORANDUM

TO: Michael J Lyons
Superintendent, Correctional Facility

FROM: Karen Storm *Karen*
Purchasing Agent

DATE: December 7, 2020

RE: RFB #2020-124

I am in receipt of your recommendation to award the aforementioned Request for Bids to Campito Plumbing Heating, Inc. in the amount of \$77,538.00.

As Campito Plumbing Heating, Inc. is the low responsive and responsible bidder, I concur with your recommendation.

Please obtain the necessary contract approval of the Contract Administration Board, so that we may issue a Notice of Award to the successful bidder.



MICHAEL S. MONTELEONE
UNDERSHERIFF

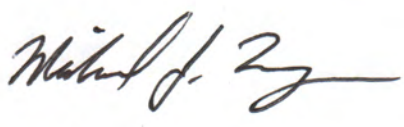
ALBANY COUNTY SHERIFF'S OFFICE

Albany County Correctional Facility
840 Albany Shaker Road, Albany, New York 12211
(518) 869-2600 FAX (518) 869-3923

CRAIG D. APPLE, SR.
SHERIFF



MICHAEL J. LYONS
SUPERINTENDENT

Date: December 7, 2020
To: Karen Storm, Purchasing Agent
From: Michael J. Lyons, Superintendent 
Subject: RFB #2020-124, Hot Water Replacement

Facility staff has solicited and reviewed the bid tabulation for the above referenced services and have no objection with the selection of Campito Plumbing & Heating the lowest vendor to submit a bid.

RFB-2020-124 Remove, Supply and
Install Adamson Hot Water Tanks

	Campito Plumbing & Heating	BPI Mechanical	Collett Mechanical Service Inc.	Eckert Mechanical, LLC
Lump Sum Bid	\$ 73,845.00	\$ 105,990.00	\$ 47,675.00	\$ 98,448.00
5% Contingency	\$ 3,693.00	\$ 5,299.00	\$ 2,383.00	\$ 4,922.00
Total Lump Sum Bid (A+B)	\$ 77,538.00	\$ 111,289.00	\$ 58,058.00	\$ 104,370.00

COUNTY OF ALBANY

BID FORM

BID IDENTIFICATION:

Title: Remove, Supply and Install Adamson Hot Water Tanks
Bid Number: RFB 2020-124

THIS BID IS SUBMITTED TO:

Karen A. Storm, Purchasing Agent
Albany County Department of General Services
Purchasing Division
112 State Street, Room 1000
Albany, NY 12207

1. The undersigned BIDDER proposes and agrees, if this Bid is accepted, to enter into a Contract with the owner in the form included in the Contract Documents to complete all Work as specified or indicated in the Contract Documents for the Contract Price and within the Contract Time indicated in this Bid and in accordance with the Contract Documents.
2. BIDDER accepts all of the terms and conditions of the Instructions to Bidders, including without limitation those dealing with the Disposition of Bid Security. This Bid may remain open for ninety (90) days after the day of Bid opening. BIDDER will sign the Contract and submit the Contract Security and other documents required by the Contract Documents within fifteen days after the date of OWNER'S Notice of Award.
3. In submitting this Bid, BIDDER represents, as more fully set forth in this Contract, that:

- (a) BIDDER has examined copies of all the Contract Documents and of the following addenda: (If none, so state)

Date

Number

(receipt of all of which is hereby acknowledged) and also copies of the Notice to Bidders and the Instructions to Bidders;

- (b) BIDDER has examined the site and locality where the Work is to be performed, the legal requirements (federal, state and local laws, ordinances, rules and regulations) and the conditions affecting cost, progress or performance of the Work and has made such independent investigations as BIDDER deems necessary;

- (c) This Bid is genuine and not made in the interest of or on behalf of any undisclosed person, firm or corporation and is not submitted in conformity with any agreement or rules of any group, association, organization or corporation; BIDDER has not directly or indirectly induced or solicited any other BIDDER to submit a false or sham Bid; BIDDER has not solicited or induced any person, firm or a corporation to refrain from bidding; and BIDDER has not sought by collusion to obtain for himself any advantage over any other Bidder or over the owner.

4. BIDDER will complete the Work for the following prices(s): (Attach Bid Proposal)
5. BIDDER agrees to commence the Work within the number of calendar days or by the specific date indicated in the Contract. BIDDER agrees that the Work will be completed within the number of Calendar days or by the specific date indicated in the contract.
6. The following documents are attached to and made a condition of this Bid:
- (a) Non-Collusive Bidding Certificate (Attachment "A")
 - (b) Acknowledgment by Bidder (Attachment "B")
 - (c) Vendor Responsibility Questionnaire (Attachment "C")
 - (d) Iranian Energy Divestment Certification (Attachment "D")
 - (e) MS-4-1 Certification Statement RE: Stormwater Discharges (Attachment "E")
 - (f) Bidder Qualification Questionnaire (Attachment "F")

7. Communication concerning this Bid shall be addressed to:

Campito Plumbing & Heating, Inc.

3 Hemlock Street, P. O. Box 550

Latham, New York 12110

Phone: 518 785 0994

8. Terms used in this Bid have the meanings assigned to them in the Contract and General Provisions.

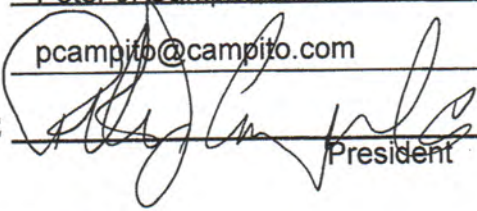
COUNTY OF ALBANY

BID FORM

BID IDENTIFICATION:

Title: Remove, Supply and Install Adamson Hot Water Tanks
Bid Number: RFB 2020-124

A. Lump Sum Bid	\$ 73,845.00
B. 5% Contingency	\$ 3,693.00
C. TOTAL LUMP SUM BID (A+B)	\$ 77,538.00

COMPANY: Campito Plumbing & Heating, Inc.
ADDRESS: 3 Hemlock Street, P. O. Box 550
CITY, STATE, ZIP: Latham, New York 12110
TEL. NO.: 518 785 0994
FAX NO.: 518 805 1556
FEDERAL TAX ID NO.: 14-1430115
REPRESENTATIVE: Peter J. Campito, P.E.
E-MAIL: pcampito@campito.com
SIGNATURE AND TITLE:  President
DATE: December 3, 2020

ATTACHMENT "A"
NON-COLLUSIVE BIDDING CERTIFICATE PURSUANT TO
SECTION 103-D OF THE NEW YORK STATE GENERAL MUNICIPAL LAW

A. By submission of this bid, each bidder and each person signing on behalf of any bidder certifies, and in the case of a joint bid, each party thereto certifies as to its own organizations, under penalty of perjury, that to the best of knowledge and belief:

(1) The prices in this bid have been arrived at independently without collusion, consultation, communication, or agreement, for the purpose of restricting competition, as to any matter relating to such prices with any other bidder or with any competitor.

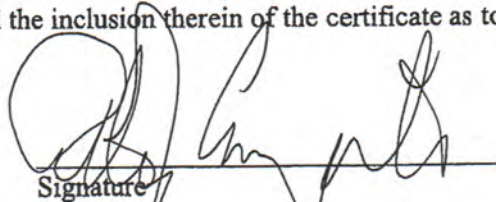
(2) Unless otherwise required by law, the prices which have been quoted in this bid have not knowingly been disclosed by the bidder and will not knowingly be disclosed by the bidder, directly or indirectly, prior to opening, to any bidder or to any competitor.

(3) No attempt has been made or will be made by the bidder to induce any other person, partnership or corporation to submit or not to submit a bid for the purpose of restricting competition.

A bid shall not be considered for award nor shall any award be made where (1), (2), and (3) above have not been complied with; provided, however, that in any case the bidder cannot make the foregoing certification, the bidder shall so state and shall furnish with the bid a signed statement which sets forth in detail the reasons thereof. Where (1), (2), and (3) above have not been complied with, the bid shall not be considered for any award nor shall any award be made unless the head of the Purchasing Unit to the political subdivision, public department, agency or official thereof to which the bid is made, or his designee, determines that such disclosure was not made for the purpose of restricting competition.

The fact that a bidder (a) has published price lists, rates, or tariffs covering items being procured, (b) has informed prospective customer of proposed or pending publication of new or revised price lists for such items, or (c) has sold the same items to other customers at the same prices being bid, does not constitute, without more, a disclosure within the meaning of paragraph "A" above.

B. Any bid hereafter made to any political subdivision of the state or any public department, agency or official thereof by a corporate bidder for work or services performed or to be performed or goods sold or to be sold, where competitive bidding is required by statute, rule, regulation, local law, and where such bid contains the certification referred to in paragraph "A" of this section, shall be deemed to have been authorized by the Board of Directors of the bidder, and such authorization shall be deemed to include the submission of the bid and the inclusion therein of the certificate as to non-collusion as the act and deed of the corporation



Signature

Peter J. Campito, P.E., President
Title

Campito Plumbing & Heating, Inc.
Company Name

December 3, 2020
Date

ATTACHMENT "B"
ACKNOWLEDGMENT BY BIDDER

If Individual or Individuals:

STATE OF _____)
COUNTY OF _____) SS.:

On this _____ day of _____, 200__, before me personally appeared _____ to me known and known to me to be the same person(s) described in and who executed the within instrument, and he (or they severally) acknowledged to me that he (or they) executed the same.

Notary Public, State of _____

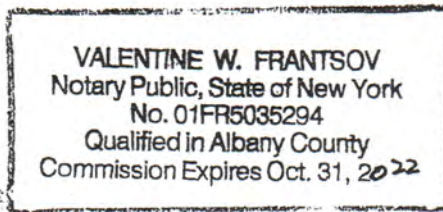
Qualified in _____

Commission Expires _____

If Corporation:

STATE OF New York _____)
COUNTY OF Albany _____) SS.:

On this 3rd day of December, ~~2018~~ 2020 before me personally appeared Peter J. Campito _____ to me known, who, being by me sworn, did say that he resides at (give address) 10 Graystone Rd., Loudonville, NY 12211; that he is the (give title) President of the (name of corporation) Campito Plumbing & Heating, Inc., the corporation described in and which executed the above instrument; that he knows the seal of the corporation, and that the seal affixed to the instrument is such corporate seal; that it was so affixed by order of the board of directors of the corporation, and that he signed his name thereto by like order.



Valentine W. Frantsov

Notary Public, State of _____

Qualified in _____

Commission Expires _____

If Partnership:

STATE OF _____)
COUNTY OF _____) SS.:

On the _____ day of _____, 200__, before me personally came _____, to me known to be the individual who executed the foregoing, and who, being duly sworn, did depose and say that he / she is a partner of the firm of _____ and that he / she has the authority to sign the same, and acknowledged that he / she executed the same as the act and deed of said partnership.

Notary Public, State of _____

Qualified in _____

Commission Expires _____

ATTACHMENT "C"
ALBANY COUNTY
VENDOR RESPONSIBILITY QUESTIONNAIRE

1. VENDOR IS: ☒ PRIME CONTRACTOR		
2. VENDOR'S LEGAL BUSINESS NAME Campito Plumbing & Heating, Inc.	3. IDENTIFICATION NUMBERS a) FEIN # 14-1430115 b) DUNS #	
4. D/B/A -- Doing Business As (if applicable) & COUNTY FIELD:	5. WEBSITE ADDRESS (if applicable)	
6. ADDRESS OF PRIMARY PLACE OF BUSINESS/EXECUTIVE OFFICE 3 Hemlock Street, P. O. Box 550 Latham, New York 12110	7. TELEPHONE NUMBER 518 785 0994	8. FAX NUMBER 518 805 1556
9. ADDRESS OF PRIMARY PLACE OF BUSINESS/EXECUTIVE OFFICE <i>IN NEW YORK STATE, if different from above</i>	10. TELEPHONE NUMBER	11. FAX NUMBER
12. AUTHORIZED CONTACT FOR THIS QUESTIONNAIRE Name Peter j. Campito, P.E. Title President Telephone Number 518 785 0994 Fax Number 518 805 1556 e-mail pcampito@campito.com		
13. LIST ALL OF THE VENDOR'S PRINCIPAL OWNERS.		
a) NAME Peter J. Campito	TITLE President	b) NAME Lucille A. Campito
c) NAME Roger H. Jones	TITLE Treasurer	d) NAME
TITLE Secretary		
A DETAILED EXPLANATION IS REQUIRED FOR EACH QUESTION ANSWERED WITH A "YES," AND MUST BE PROVIDED AS AN ATTACHMENT TO THE COMPLETED QUESTIONNAIRE. YOU MUST PROVIDE ADEQUATE DETAILS OR DOCUMENTS TO AID THE COUNTY IN MAKING A DETERMINATION OF VENDOR RESPONSIBILITY. PLEASE NUMBER EACH RESPONSE TO MATCH THE QUESTION NUMBER.		
14. DOES THE VENDOR USE, OR HAS IT USED IN THE PAST FIVE (5) YEARS, ANY OTHER BUSINESS NAME, FEIN, or D/B/A OTHER THAN THOSE LISTED IN ITEMS 2-4 ABOVE? List all other business name(s), Federal Employer Identification Number(s) or any D/B/A names and the dates that these names or numbers were/are in use. Explain the relationship to the vendor. ☐ Yes ☒ No 		
15. ARE THERE ANY INDIVIDUALS NOW SERVING IN A MANAGERIAL OR CONSULTING CAPACITY TO THE VENDOR, INCLUDING PRICIPAL OWNERS AND OFFICERS, WHO NOW SERVE OR IN THE PAST ONE (1) YEARS HAVE SERVED AS: a) An elected or appointed public official or officer? <i>List each individual's name, business title, the name of the organization and position elected or appointed to, and dates of service</i> ☐ Yes ☒ No b) An officer of any political party organization in Albany County, whether paid or unpaid? <i>List each individuals name, business title or consulting capacity and the official political position held with applicable service dates.</i> ☐ Yes ☒ No		

16.	WITHIN THE PAST (5) YEARS, HAS THE VENDOR, ANY INDIVIDUALS SERVING IN MANAGERIAL OR CONSULTING CAPACITY, PRINCIPAL OWNERS, OFFICERS, MAJOR STOCKHOLDER(S) (10% OR MORE OF THE VOTING SHARES FOR PUBLICLY TRADED COMPANIES, 25% OR MORE OF THE SHARES FOR ALL OTHER COMPANIES), AFFILIATE OR ANY PERSON INVOLVED IN THE BIDDING OR CONTRACTING PROCESS:	
a)	1. been suspended, debarred or terminated by a local, state or federal authority in connection with a contract or contracting process; 2. been disqualified for cause as a bidder on any permit, license, concession franchise or lease; 3. entered into an agreement to a voluntary exclusion from bidding/contracting; 4. had a bid rejected on an Albany County contract for failure to comply with the MacBride Fair Employment Principles; 5. had a low bid rejected on a local, state or federal contract for failure to meet statutory affirmative action or M/WBE requirements on a previously held contract; 6. had status as a Women's Business Enterprise, Minority Business Enterprise or Disadvantaged Business Enterprise, de-certified, revoked or forfeited; 7. been subject to an administrative proceeding or civil action seeking specific performance or restitution in connection with any local, state or federal government contract; 8. been denied an award of a local, state or federal government contract, had a contract suspended or had a contract terminated for non-responsibility; or 9. had a local, state or federal government contract suspended or terminated for cause prior to the completion of the term of the contract.	☐ Yes ☒ No
b)	been indicted, convicted, received a judgment against them or a grant of immunity for any business-related conduct constituting a crime under local, state or federal law including but not limited to, fraud extortion, bribery, racketeering, price-fixing, bid collusion or any crime related to truthfulness and/or business conduct?	☐ Yes ☒ No
c)	been issued a citation, notice, violation order, or are pending an administrative hearing or proceeding or determination of violations of: 1. federal, state or local health laws, rules or regulations.	☐ Yes ☒ No
17.	IN THE PAST THREE (3) YEARS, HAS THE VENDOR OR ITS AFFILIATES HAD ANY CLAIMS, JUDGMENTS, INJUNCTIONS, LIENS, FINES OR PENALTIES SECURED BY ANY GOVERNMENTAL AGENCY? Indicate if this is applicable to the submitting vendor or affiliate. State whether the situation(s) was a claim, judgment, injunction, lien or other with an explanation. Provide the name(s) and address(es) of the agency, the amount of the original obligation and outstanding balance. If any of these items are open, unsatisfied, indicate the status of each item as "open" or "unsatisfied."	☐ Yes ☒ No
18.	DURING THE PAST THREE (3) YEARS, HAS THE VENDOR FAILED TO: a) file returns or pay any applicable federal, state or city taxes? <i>Identify the taxing jurisdiction, type of tax, liability year(s), and tax liability amount the vendor failed to file/pay and the current status of the liability.</i> b) file returns or pay New York State unemployment insurance? <i>Indicate the years the vendor failed to file/pay the insurance and the current status of the liability.</i> c) Property Tax <i>Indicate the years the vendor failed to file.</i>	☐ Yes ☒ No ☐ Yes ☒ No ☐ Yes ☒ No
19.	HAVE ANY BANKRUPTCY PROCEEDINGS BEEN INITIATED BY OR AGAINST THE VENDOR OR ITS AFFILIATES WITHIN THE PAST SEVEN (7) YEARS (WHETHER OR NOT CLOSED) OR IS ANY BANKRUPTCY PROCEEDING PENDING BY OR AGAINST THE VENDOR OR ITS AFFILIATES REGARDLESS OF THE DATE OF FILING? Indicate if this is applicable to the submitting vendor or affiliate. If it is an affiliate, include the affiliate's name and FEIN. Provide the court name, address and docket number. Indicate if the proceedings have been initiated, remain pending or have been closed. If closed, provide the date closed.	☐ Yes ☒ No
20.	IS THE VENDOR CURRENTLY INSOLVENT, OR DOES VENDOR CURRENTLY HAVE REASON TO BELIEVE THAT AN INVOLUNTARY BANKRUPTCY PROCEEDING MAY BE BROUGHT AGAINST IT? Provide financial information to support the vendor's current position, for example, Current Ratio, Debt Ratio, Age of Accounts Payable, Cash Flow and any documents that will provide the agency with an understanding of the vendor's situation.	☐ Yes ☒ No

21. IN THE PAST FIVE (5) YEARS, HAS THE VENDOR OR ANY AFFILIATES:

☐ Yes ☒ No

a) defaulted or been terminated on, or had its surety called upon to complete, any contract (public or private) awarded;

Indicate if this is applicable to the submitting vendor or affiliate. Detail the situation(s) that gave rise to the negative action, any corrective action taken by the vendor and the name of the contracting agency.

1 "Affiliate" meaning: (a) any entity in which the vendor owns more than 50% of the voting stock; (b) any individual, entity or group of principal owners or officers who own more than 50% of the voting stock of the vendor; or (c) any entity whose voting stock is more than 50% owned by the same individual, entity or group described in clause (b). In addition, if a vendor owns less than 50% of the voting stock of another entity, but directs or has the right to direct such entity's daily operations, that entity will be an "affiliate" for purposes of this questionnaire.

**ALBANY COUNTY
VENDOR RESPONSIBILITY QUESTIONNAIRE**

FEIN # 14-1430115

State of: New York)
) ss:
County of: Albany)

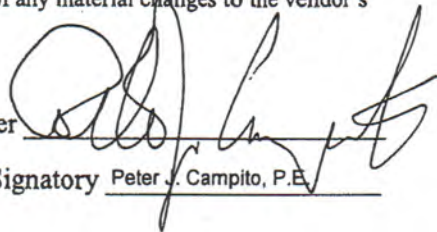
CERTIFICATION:

The undersigned recognizes that this questionnaire is submitted for the express purpose of assisting the County of Albany in making a determination regarding an award of contract or approval of a subcontract; acknowledges that the County may in its discretion, by means which it may choose, verify the truth and accuracy of all statements made herein; acknowledges that intentional submission of false or misleading information may constitute a felony under Penal Law Section 210.40 or a misdemeanor under Penal Law Section 210.35 or Section 210.45, and may also be punishable by a fine and/or imprisonment of up to five years under 18 USC Section 1001 and may result in contract termination; and states that the information submitted in this questionnaire and any attached pages is true, accurate and complete.

The undersigned certifies that he/she:

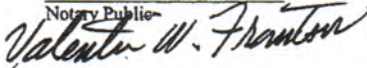
- Has not altered the content of the questions in the questionnaire in any manner;
- Has read and understands all of the items contained in the questionnaire and any pages attached by the submitting vendor;
- Has supplied full and complete responses to each item therein to the best of his/her knowledge, information and belief;
- Is knowledgeable about the submitting vendor's business and operations;
- Understands that Albany County will rely on the information supplied in the questionnaire when entering into a contract with the vendor;
- Is under duty to notify the Albany County Purchasing Division of any material changes to the vendor's responses.

Name of Business
Campito Plumbing & Heating, Inc.
Address
3 Hemlock Street, P. O. Box 550
City, State, Zip
Latham, New York 12110

Signature of Owner 
Printed Name of Signatory Peter J. Campito, P.E.
Title President

Sworn before me this 3rd day of December, 2020;

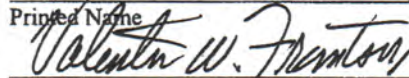
Notary Public



VALENTINE W. FRANTSOV
Notary Public, State of New York
No. 01FR5035294
Qualified in Albany County
Commission Expires Oct. 31, 2022

VALENTINE W. FRANTSOV

Printed Name



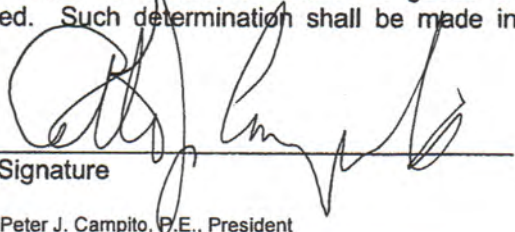
Signature

December 3, 2020

Date

Attachment "D"
Certification Pursuant to Section 103-g
Of the New York State
General Municipal Law

- A. By submission of this bid/proposal, each bidder/proposer and each person signing on behalf of any bidder/proposer certifies, and in the case of a joint bid, each party thereto certifies as to its own organization, under penalty of perjury, that to the best of its knowledge and belief that each bidder is not on the list created pursuant to paragraph (b) of subdivision 3 of Section 165-a of the New York State Finance Law.
- B. A Bid/Proposal shall not be considered for award, nor shall any award be made where the condition set forth in Paragraph A above has not been complied with; provided, however, that in any case the bidder/proposer cannot make the foregoing certification set forth in Paragraph A above, the bidder/proposer shall so state and shall furnish with the bid a signed statement which sets forth in detail the reasons therefor. Where Paragraph A above cannot be complied with, the Purchasing Unit to the political subdivision, public department, agency or official thereof to which the bid/proposal is made, or his designee, may award a bid/proposal, on a case by case business under the following circumstances:
1. The investment activities in Iran were made before April 12, 2012, the investment activities in Iran have not been expanded or renewed after April 12, 2012, and the Bidder/Proposer has adopted, publicized and is implementing a formal plan to cease the investment activities in Iran and to refrain from engaging in any new investments in Iran; or
 2. The political subdivision makes a determination that the goods or services are necessary for the political subdivision to perform its functions and that, absent such an exemption, the political subdivision would be unable to obtain the goods or services for which the contract is offered. Such determination shall be made in writing and shall be a public document.



Signature

Peter J. Campito, P.E., President

Title

Campito Plumbing & Heating, Inc.

Company Name

December 3, 2020

Date

ATTACHMENT "E"

Sheet MS4-1: Bidder/Proposer Certification Statement (to be used with Section 34 Part A – General Contracts)

As a bidder seeking to provide services on behalf of Albany County, I certify under penalty of law that I understand and agree to comply with the terms and conditions of the New York State Pollutant Discharge Elimination System ("SPDES") General Permit for Stormwater Discharges from Municipal Separate Storm Sewer Systems (MS4 Permit) and Albany County Local Law 7 of 2007, and agree to implement any Best Management Practices or corrective actions identified by Albany County or an authorized representative thereof as necessary to maintain compliance. I understand that Albany County must comply with the terms and conditions of the aforementioned MS4 Permit, and that it is unlawful for any person to directly or indirectly cause or contribute to a violation of water quality standards. I am also aware that County Local Law 7 of 2007 prohibits any activities that cause or contribute to a violation of the County's SPDES permit. Further, I understand that any non-compliance by Albany County will not diminish, eliminate or lessen my own liability.

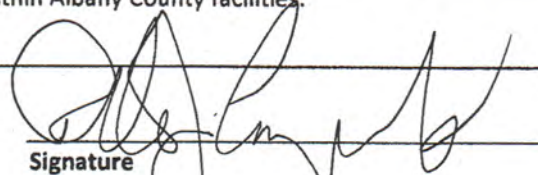
Name of Third Party Entity: N/A

Address: _____

Phone Number(s): _____

Description of activities to be performed by your firm or organization within Albany County are related to the Albany County Storm Water Management Program (SWMP) (include any activities that have the potential to generate or prevent pollution and/or affect water quality):

Description of where the work is to be performed within Albany County facilities:



Signature

Peter J. Campito, P.E.

Printed Name

President

Title

December 3, 2020

Date

ATTACHMENT "F"
BIDDER QUALIFICATION QUESTIONNAIRE

The undersigned guarantees the accuracy of all statements and answers herein contained. (Please print in ink or type in the spaces provided). Attach additional sheets if necessary. This statement of Bidder's qualifications is required of all Bidders. Additional data on Bidder's qualifications may be requested from selected Bidders after the Bid opening.

1. How many years has your firm been in business? See attached for all information years

2. List up to three (3) projects of this nature that you have completed in the last three (3) years, and give the name, address and telephone number of a reference from each. Also give the completion date, the original contract bid price and the completed cost of each project listed.

1. _____

2. _____

3. _____

ATTACHMENT "F"
BIDDER QUALIFICATION QUESTIONNAIRE

3. List projects presently under contract by your firm, the dollar volume of the contract and the percentage completion of the contract.

4. Has your firm ever failed to complete work awarded to it, if so, state where and why.

5. Is your firm presently or has your firm ever been a party defendant in a lawsuit commenced against your firm alleging failure to properly complete work in accordance with the contract for same; if so, give details.

ATTACHMENT "F"
BIDDER QUALIFICATION QUESTIONNAIRE

6. Has your firm received two (2) final determinations within any consecutive six-year period, the second final determination occurring within the past five (5) years, that your firm willfully failed to pay the prevailing rate of wages or to provide supplements with Article 8 of the Labor Law, if so, give details.

7. Do you plan to sublet any part of this work? If so, give details.

8. Give the name, address and telephone number of an individual who represents each of the following and whom the Owner may contact to investigate your financial responsibility: a surety, and a bank.

ATTACHMENT "F"
BIDDER QUALIFICATION QUESTIONNAIRE

9. Give a summary of your financial statement. (List assets and liabilities, use an insert sheet, if needed).

10. State the true, exact, correct and complete name of the partnership, corporation or trade name under which you do business, and the address of the place of business. (If a corporation, state the name and title of all officers. If a partnership, state the name of all partners. If a trade name, state the names of the individuals who do business under the trade name.) It is absolutely necessary that information be furnished.

Correct Name of Bidder

(a) The business is a: _____

(b) The address of principal place of business is: _____

(c) The names of the corporate officers, or partners, or individuals doing business under a trade name, are as follows:

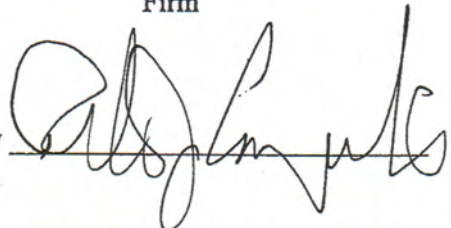
ATTACHMENT "F"
BIDDER QUALIFICATION QUESTIONNAIRE

11. Is your firm qualified to do business in the State of New York? Yes X No ____.
If No, signing this qualification statement constitutes agreement to obtain such qualification prior to award of contract immediately upon owner's request.

Dated: December 3, 2020

Campito Plumbing & Heating, Inc.
Firm

By

A handwritten signature in black ink, appearing to read 'Peter J. Campito', is written over a horizontal line.

Peter J. Campito, P.E., President
(Typed)

ATTACHMENT "F"
BIDDER QUALIFICATION QUESTIONNAIRE

The undersigned guarantees the accuracy of all statements and answers herein contained. (Please print in ink or type in the spaces provided). Attach additional sheets if necessary. This statement of Bidder's qualifications is required of all Bidders. Additional data on Bidder's qualifications may be requested from selected Bidders after the Bid opening.

1. How many years has your firm been in business? 63 years

2. List up to three (3) projects of this nature that you have completed in the last three (3) years, and give the name, address and telephone number of a reference from each. Also give the completion date, the original contract bid price and the completed cost of each project listed.

1. TIMES UNION BOILER REPLACEMENT ALBANY, NY
ORIG. CONTR: 1,168,894 FINAL: 1,168,894
REF: MICHAEL MARTIN - ALBANY CTY DEPT. GEN. SERVICE
112 STATE ST., ALBANY, NY - 518-447-7032
COMPLETION DATE: MARCH 2016

2. DUANE SBURGA CAD. DUANE SBURGA, NY
ORIG CONTR: 1,224,434 / FINAL: 1,200,316 - Completed DEC 2019
REF: MIKE WALPOLE - SAND RUBIN CONSTRUCTION
624 DELAWARE AVE. ALBANY, NY 518-462-6417

3. SIENA COLLEGE HINES/KIERMAN HALL
LOUGHBOROUGH, NY
ORIG CONTR: 1,172,707 BQ1 FINAL: 1,218,211
Completed: DEC 2019
REF: QUANTUM ENGINEERING 48 HATCHER ST.
SEIRKIRK, NY
518-767-9450
DON CROSS

ATTACHMENT "F"
BIDDER QUALIFICATION QUESTIONNAIRE

3. List projects presently under contract by your firm, the dollar volume of the contract and the percentage completion of the contract.

SEE ATTACHED

4. Has your firm ever failed to complete work awarded to it, if so, state where and why.

No

5. Is your firm presently or has your firm ever been a party defendant in a lawsuit commenced against your firm alleging failure to properly complete work in accordance with the contract for same; if so, give details.

No

ATTACHMENT "F"
BIDDER QUALIFICATION QUESTIONNAIRE

6. Has your firm received two (2) final determinations within any consecutive six-year period, the second final determination occurring within the past five (5) years, that your firm willfully failed to pay the prevailing rate of wages or to provide supplements with Article 8 of the Labor Law, if so, give details.

No

7. Do you plan to sublet any part of this work? If so, give details.

No

8. Give the name, address and telephone number of an individual who represents each of the following and whom the Owner may contact to investigate your financial responsibility: a surety, and a bank.

CRAIG TOLOSKY 518 313 4054

WESTERN SURETY COMPANY

333 S. WABASH AVE

CHICAGO IL 60604

ROSE & KIERMAN INC BQ3

EAST GREEN BUSH NY 12061

KEVIN GARRITY 518-438-0151

ATTACHMENT "F"
BIDDER QUALIFICATION QUESTIONNAIRE

9. Give a summary of your financial statement. (List assets and liabilities, use an insert sheet, if needed).

SEE ATTACHED

10. State the true, exact, correct and complete name of the partnership, corporation or trade name under which you do business, and the address of the place of business. (If a corporation, state the name and title of all officers. If a partnership, state the name of all partners. If a trade name, state the names of the individuals who do business under the trade name.) It is absolutely necessary that information be furnished.

Campito Plumbing & Heating
Correct Name of Bidder

(a) The business is a: Corporation

(b) The address of principal place of business is: 3 Hemlock St
Latham NY 12110

- (c) The names of the corporate officers, or partners, or individuals doing business under a trade name, are as follows:

PETER CAMPITO PRES

ATTACHMENT "F"
BIDDER QUALIFICATION QUESTIONNAIRE

11. Is your firm qualified to do business in the State of New York? Yes X No .

If No, signing this qualification statement constitutes agreement to obtain such qualification prior to award of contract immediately upon owner's request.

Capitol Plumbing & Heating
Firm

Dated: 12/2/20

By Raymond Clemente

RAYMOND CLEMENTE
(Typed)

CAMPITO PLUMBING & HEATING, INC.

Balance Sheets

December 31

	<u>2019</u>	<u>2018</u>
<u>Assets</u>		
Current assets:		
Cash	\$ 66,698	\$ 58,289
Accounts receivable, net (Notes 2 and 5)	1,769,122	1,531,542
Contract assets (Notes 2 and 3)	1,093,690	1,038,496
Inventory	486,000	490,000
Prepaid expenses	16,013	10,593
Total current assets	3,431,523	3,128,920
Deferred taxes, net (Note 6)	1,048,702	1,072,114
Property and equipment, net (Note 4)	49,307	19,513
Total Assets	<u>\$ 4,529,532</u>	<u>\$ 4,220,547</u>
<u>Liabilities And Stockholder's Equity</u>		
Current liabilities:		
Short-term borrowings (Note 9)	\$ 500,000	\$ 400,000
Accounts payable	1,052,616	1,036,499
Contract liabilities (Notes 2 and 3)	763,139	768,660
Accrued expenses and other payables (Note 8)	387,224	175,028
Income taxes payable	3,500	3,500
Total current liabilities	2,706,479	2,383,687
Unfunded pension liability (Note 8)	374,903	443,491
Total liabilities	3,081,382	2,827,178
Stockholder's equity:		
Common stock - no par value, 400 shares authorized, 360 shares issued, and 200 shares outstanding	422,000	422,000
Additional paid-in capital	3,218,020	3,218,020
Accumulated deficit	(2,031,870)	(2,086,651)
Treasury stock - 160 shares, at cost	(160,000)	(160,000)
Total stockholder's equity	1,448,150	1,393,369
Total Liabilities And Stockholder's Equity	<u>\$ 4,529,532</u>	<u>\$ 4,220,547</u>

See independent accountants' review report and accompanying notes to financial statements

CAMPITO PLUMBING & HEATING, INC.
COMPLETED PROJECTS

1. TIMES UNION BOILER REPLACEMENT – Albany, NY

Original Contract - \$1,168,894 Final Contract - \$1,168,894
Completion Date: March 2016
Reference: Michael Martin – Albany County Dept. General Services
112 State St., Albany, NY PH: 518-447-7032

2. DUANESBURG HIGH SCHOOL ALTERATIONS – Duanesburg, NY

Original Contract - \$1,224,434 Final Contract - \$1,200,316
Completion Date: December 2018
Reference: Mike Walpole – Sano Rubin Construction
624 Delaware Ave, Albany, NY PH: 518-462-6471

3. SIENA COLLEGE KIERNAN/HINES HALL RENOV. – Loudonville, NY

Original Contract - \$1,172,797 Final Contract - \$1,218,211
Completion Date: December 2019
Reference: Don Cross – Quantum Engineering
48 Thatcher St., Selkirk, NY PH: 518-767-9450

CAMPITO PLUMBING & HEATING, INC.
SCHEDULE OF WORK IN PROGRESS
as of 03/31/20

<u>Proj No.</u>	<u>Project Description</u>	<u>Contract Amount</u>	<u>Estimated Cost</u>	<u>Gross Profit</u>	<u>Completed to Date</u>	<u>Percent Complete</u>	<u>Balance to Complete</u>
101218	Schuyler Ridge Nursing Home - Clifton Park, NY	2,697,439			1,954,499	72%	742,940
102619	Chatham Central School Dist. - Chatham, NY	2,497,176			1,369,862	55%	1,127,314
103119	Capital Repertory - Albany, NY	1,511,145			622,478	41%	888,667
103619	44 Holland Ave. Energy Proj - Albany, NY	333,353			318,227	95%	15,126
103819	TCI of NY Expansion - Ravena, NY	90,030			-	0%	90,030
104019	St. Margaret's Center - Albany, NY	718,620			339,624	47%	378,996
104119	Adirondack Day Rehab Boilers - Corinth, NY	924,590			-	0%	924,590
104319	Saratoga Perf. Arts Facil. Rehab - Saratoga, NY	1,504,799			609,030	40%	895,769
104420	1 Park Place AC Units - Albany, NY	169,956			141,891	83%	28,065
104520	BH-BL O'Rourke Middle School - Burnt Hills, NY	1,011,649			-	0%	1,011,649
104620	Shenendehowa High School - Clifton Park, NY	1,364,892			-	0%	1,364,892
104720	Broadalbin-Perth School Dist - Broadalbin, NY	1,415,070			-	0%	1,415,070
TOTALS		14,238,719	0	0	5,355,611		8,883,108



ROSE & KIERNAN, INC.
INSURANCE, SURETY AND BENEFIT SERVICES

Cobleskill 518-244-4245	Cooperstown 607-547-6213	Danbury, CT 203-702-4700	East Greenbush 518-244-4245	Fishkill 845-350-3800	Glens Falls 518-792-0945	Kingston 845-338-6694
Pawling 845-855-3300	Plattsburgh 518-561-4700	Port Henry 518-546-7055	Potsdam 315-265-2341	Rochester 585-264-0520	Wakefield, RI 401-782-1800	Watertown 315-782-1300

September 9, 2020

Campito Plumbing & Heating, Inc.
PO Box 550, 3 Hemlock Street
Latham, NY 12110

RE: Workers Compensation Policy# Z1457346-3

Dear Ray:

Your Workers Compensation Experience Modification Factor for the past five years is as follows:

<u>Policy Term:</u>	<u>Experience Modification</u>
04/01/2016 to 04/01/2017	.83
04/01/2017 to 04/01/2018	.91
04/01/2018 to 04/01/2019	.79
04/01/2019 to 04/01/2020	.81
04/01/2020 to 04/01/2021	.81

Please let me know if you have any questions.

Sincerely,

Laurie A. Teller, AAI
Assistant Vice President
Phone: (518) 244-4245 Ext# 4214
Email: lteller@rkinsurance.com

Request for Contract Approval	
Request ID #	5822
Contract #	5922
Contract Type	B) CAB Contracts
Contract Action	C) Renewal
Contract Action Type	N) None
Department	NH6020 - Nursing Home
Date submitted	11/24/20
Contact person	Coffey, Thomas
Contact Phone	518-213-8937
Vendor	Ridgefield Associates
Estimated Amount	\$35,000
Estimated Term	2/09/2021-2/08/2022
Scope of Services	New York State Department of Health and Centers for Medicare and Medicaid codes, rules and regulations, Life Safety and the National Fire Protection Association require that skilled nursing facilities have a fire safety and emergency management program that monitors all emergency fire detection, alarm and extinguishing systems, evacuation and staff competencies on an ongoing basis by a credentialed/qualified person (company). This entails the creation and preventative maintenance schedule that insures compliance and documentation that supports these requirements.
Budget Line Item	NH6020
Fiscal Impact	County 100.00%
	State 0.00%
	Federal 0.00%
BID,RFP,RFQ Completed?	Yes - RFP

Budget Analyst

Date

For Contract Board Use:

Date Approved

Daniel P. McCoy
Albany County Executive

Bruce A. Hidley
Albany County Clerk

Andrew Joyce, Chairman
Albany County Legislature



Daniel P. McCoy
County Executive

Larry I. Slatky
Executive Director

TO: The Honorable Daniel P. McCoy
Albany County Executive

The Honorable Andrew Joyce
Chairman, Albany County Legislature

The Honorable Bruce Hidley
Albany County Clerk

FROM: Larry Slatky
Executive Director,
Shaker Place Rehabilitation and Nursing Center.

DATE: December 1, 2020

SUBJECT: Ridgefield Associates

Shaker Place Rehabilitation and Nursing Center respectfully requests to enter into a renewal one (1) year agreement with Ridgefield Associates to provide the nursing home with Maintenance Engineering, Life Safety and Fire Safety Consultation that ensures that the facility is in compliance with all Federal, State, Local and Organizational Life and Fire Safety Codes, Rules and Regulations.

The cost of this one (1) year agreement is \$35,000.00

We respectfully request approval of this contract.



Tom
Copies

**AGREEMENT BETWEEN
THE COUNTY OF ALBANY AND
RIDGEFIELD ASSOCIATES**

Re: A Consultant for Building Maintenance, Engineering, and Fire Safety at
The Shaker Place Rehabilitation and Nursing Center

Contract No. 5110 of 2019

THIS AGREEMENT is made by and between the County of Albany, a municipal corporation organized under the laws of the State of New York, acting by and through its County Executive, with a principal location at the Albany County Office Building, 112 State Street, Albany New York 12207 (hereinafter the "County"), and Ridgefield Associates, with a principal place of business at 655 Horsenail Hill Road, Windham, Vermont, 05143 (hereinafter the "Consultant").

WITNESSETH:

WHEREAS, the County requires a Consultant to help create and implement a Fire and Safety Program that monitors all emergency fire detection, alarm and extinguishing systems in compliance with New York State and National Fire Protection Association laws at the Shaker Place Rehabilitation and Nursing Center; and

WHEREAS, the Albany County Purchasing Division (hereinafter called "Purchasing Division") issued a Request for Proposal for a Consultant for Building Maintenance Engineering and Fire Safety, said request having been designated RFP #2017-104, issued on September 28, 2017 and published on September 28, 2017 (hereinafter called the "RFP"); and,

WHEREAS, the Purchasing Division has also issued one (1) addendum to the RFP, one issued on October 12, 2017 (hereinafter called the "Addendum #1"); and

WHEREAS, the Consultant has submitted a Proposal on October 25, 2017 to provide the aforesaid services (hereinafter the "Consultant's Proposal"); and

WHEREAS, the County has accepted the Consultant's Proposal to provide the aforesaid services on October 31, 2017; and

WHEREAS, in furtherance thereof, the parties hereto desire to formalize their understanding and agreement regarding the provision of the aforementioned services, and to execute a fully-integrated Agreement with respect thereto;

NOW, THEREFORE, THE PARTIES HERETO DO MUTUALLY CONVEANT AND AGREE AS FOLLOWS:

ARTICLE 1. THE CONTRACT DOCUMENTS; INTERPRETATION

1.1 The Contract Documents consist of the following: this Agreement, Addendum #1 (which is incorporated by reference and made a part hereof); The Consultant's Proposal (which is incorporated by reference and made a part hereof), and the RFP (which is incorporated by reference and made a part hereof).

1.2 In the event of any discrepancy, disagreement, or ambiguity among the documents which comprise this Agreement, the documents shall be given preference in the following order to interpret and to resolve such discrepancy, disagreement, or ambiguity: 1) this Agreement; 2) Addendum #1; 3) The RFP, and 4) the Consultant's Proposal

ARTICLE 2. SCOPE OF SERVICES TO BE PERFORMED BY CONSULTANT.

2.1 The Consultant shall provide the Shaker Place Nursing and Rehabilitation Center with maintenance engineering, life safety, and fire safety consultation that ensures that the facility is in compliance with all Federal, State, Local and organization health codes, rules, regulations, and standards.

2.2 The Consultant shall create a personalized fire and safety program that maintains all emergency fire detection, alarm, and extinguishing systems by designing a new program based on extensive on-site inspection and testing of the existing equipment and review of the current reporting system.

2.3 The Consultant shall create a new operating system and preventative maintenance program and schedule that ensures compliance and the documentation that supports said compliance.

2.4 The scope of this engagement will require an extensive and ongoing relationship that commands weekly personal on-site monitoring, testing, maintenance and recording of the existing systems including but not limited to, the:

- Fire detection and alarm systems

- Sprinkler system
- Emergency generator and transfer switches
- Emergency preparedness
- Fire extinguishers
- Range hood extinguishing system
- Boiler equipment
- Duct cleaning
- Elevator service
- Plumbing and electrical systems
- Heating, ventilation and air conditioning systems
- Standpipe and hose systems
- Fire doors
- Fire pumps and fire dampeners.

2.5 The Consultant shall be required to provide the following deliverables and update them as required by all applicable codes, rules, and regulations:

- Create policy and procedure manuals for operational efficiencies and compliance for all maintenance engineering, life safety and fire safety components of the facility;
- Develop a comprehensive computer based preventative maintenance program of the equipment and systems in the facility;
- Develop the reports and logs required by regulation and prepare the documents necessary for the annual survey process;
- Provide training to the appropriate staff;
- Perform a comprehensive inspection of the physical plant with emphasis on the maintenance engineering and life safety and fire safety considerations, the fire safety reports, logs, service reports and documents as they pertain to the applicable codes, rules and regulations;
- Provide personal representation at the facility during the survey process as requested by the facility.

ARTICLE 3. COMPENSATION

In consideration of the terms and obligations of this Agreement, the County agrees to pay, and the Consultant agrees to accept, an amount not to exceed THIRTY-FIVE THOUSAND AND 00/100 (\$35,000.00) DOLLARS, for all services performed in this agreement.

ARTICLE 4. PAYMENT

Payment shall be made after Contractor has submitted an Albany County Claim Form, approved by the Shaker Place Rehabilitation and Nursing Center, detailing services rendered, including dates and type of services, and acceptance by the County of the Claim Form.

ARTICLE 5. TERM OF AGREEMENT

- 5.1 This contract commence on February 9, 2020 and continue in effect until February 8, 2021.
- 5.2 At the end of this one (1) year contract term, the Parties may renew this Agreement for one (1) additional year, in one (1) consecutive one (1) year interval. Renewal of this Agreement shall be contingent upon renewal of all items; partial renewals shall not be accepted by the County.

ARTICLE 6. TERMINATION OF AGREEMENT; REMEDY FOR BREACH

In the event of a breach by the Consultant, the Consultant shall pay to the County all direct and consequential damages caused by such breach, including, but not limited to, all sums expended by the County to procure a substitute Consultant to satisfactorily complete the work, together with the County's own costs incurred in procuring a substitute Consultant.

ARTICLE 7. PROHIBITION OF CONTRACT ASSIGNMENT

- 7.1 Pursuant to §109 of the General Municipal Law, the Consultant is prohibited from assigning, transferring, conveying, subcontracting or otherwise disposing of this Agreement, or of its right, title, or interest therein, to any other person or entity without the prior written consent of the County.

- 7.2 The Consultant shall not subcontract for any portion of the services required under this Agreement without the prior written approval of the County. Any such subcontractor shall be subject to the terms and conditions of this Agreement and any additional terms and conditions the County may deem necessary or appropriate.

ARTICLE 8. AVAILABLE DATA

All technical or other data relative to this Agreement in the possession of the County or in the possession of the Consultant shall be made available to the other party to this Agreement without expense to the other party.

ARTICLE 9. COOPERATION

Consultant shall cooperate with the agents, representatives, and employees of the County and the County shall cooperate with the agents, representatives, and employees of the Consultant to ensure that the work delineated herein proceeds and concludes as expeditiously as possible.

ARTICLE 10. NON-DISCRIMINATION

In accordance with Article 15 of the Executive Law (also known as the Human Rights Law), and all other State and Federal statutory and constitutional non-discrimination provisions, the Consultant agrees that neither it nor its County-approved subcontractors shall, by reason of age, race, creed, color, national origin, sexual orientation, military status, sex, disability, predisposing genetic characteristics, or marital status refuse to hire or employ or to bar or to discharge from employment such individual or to discriminate against such individual in compensation or in terms, conditions, or privileges of employment.

ARTICLE 11. COMPLIANCE WITH MACBRIDE PRINCIPLES

Consultant hereby represents that it is in compliance with the MacBride Principles of Fair Employment as set forth in Albany County Local Law No. 3 for 1993 in that Consultant (a) has no business operations in Northern Ireland; or (b) shall take lawful steps in good faith to conduct any business operations in Northern Ireland in accordance with the MacBride Principles, and shall permit independent monitoring of its compliance with such principles. In the event of a violation of this stipulation, the County reserves all rights to take remedial measures as authorized under §4 of the said Local Law No. 3 for 1993 including, but not limited to, imposing sanctions, enforcing compliance, recovering damages, declaring the Consultant in default, and/or seeking debarment or suspension of the Consultant.

ARTICLE 12. IRANIAN ENERGY SECTOR DIVESTMENT

Consultant hereby represents that Consultant is in compliance with New York State General Municipal Law Section 103-g entitled "Iranian Energy Sector Divestment," in that Consultant has not:

- (a) Provided goods or services of \$20 Million or more in the energy sector of Iran including but not limited to the provision of oil or liquefied natural gas tankers or products used to construct or maintain pipelines used to transport oil or liquefied natural gas for the energy sector of Iran; or

- (b) Acted as a financial institution and extended \$20 Million or more in credit to another person for forty-five days or more, if that person's intent was to use the credit to provide goods or services in the energy sector in Iran.

ARTICLE 13. RELATIONSHIP OF THE PARTIES

Consultant is, and will function as, an independent Consultant under the terms of this Agreement, and shall not be considered an agent or employee of the County for any purpose. The agents, representatives and employees of the Consultant shall not in any manner be, or be held out to be, the agents, representatives or employees of the County.

ARTICLE 14. INDEMNIFICATION

Consultant shall defend, indemnify, and save harmless the County, its agents, representatives, and employees, from and against any and all claims, damages, losses and expenses (including, but not limited to, reasonable attorney's fees) arising out of or in consequence of any negligent or intentional act or omission of the Consultant, its agents, or employees, to the extent of its or their responsibility for such third party claims, damages, losses or expenses.

ARTICLE 15. INSURANCE COVERAGE

- 15.1 Consultant shall procure and maintain for the entire term of this Agreement, without *additional expense to the County, insurance policies of the kinds and in the amounts* provided in the Schedule A attached hereto and made a part hereof. The insurance policies shall name the County as an additional insured. Such policies may only be changed upon thirty (30) days prior written approval by the County.
- 15.2 Consultant shall, prior to commencing any of the services outlined herein, furnish the County with Certificates of Insurance showing that the requirements of this article have been met. The Consultant shall also provide the County with updated Certificates of Insurance prior to the expiration of any previously-issued certificate(s). No work shall be commenced under this Agreement until the Consultant has delivered the Certificates of Insurance to the County. Upon failure of the Consultant to furnish, deliver and maintain such insurance certificates as provided above, the County may declare this Agreement suspended, discontinued or terminated.
- 15.3 As required by Section 108 of the N.Y. General Municipal Law, this Agreement shall be of no force and effect unless the Consultant shall secure compensation for the benefit of, and keep insured during the life of this Agreement, all employees engaged thereon in compliance with the provisions

of the N.Y. Workers' Compensation Law. The Consultant shall require any subcontractor authorized by the County to do likewise for all of their employees engaged thereon, all in compliance with the provisions of the N.Y. Workers' Compensation Law and of Schedule A of this Agreement.

ARTICLE 16. NO WAIVER OF PERFORMANCE

Failure of the County to insist upon strict and prompt performance of the provisions of this Agreement, or any of them, and the acceptance of such performance thereafter shall not constitute or be construed as a waiver or relinquishment of the County's right thereafter to enforce the same strictly according to the tenor thereof in the event of a continuous or subsequent default on the part of the Consultant.

ARTICLE 17. ACCOUNTING RECORDS

- 17.1 Consultant shall maintain complete and proper accounting records that shall clearly identify all costs associated with and revenue derived from the work performed under this Agreement. Such records shall be subject to periodic and final audit by the County upon request.
- 17.2 Consultant shall provide the County and authorized State and/or Federal personnel access to any and all books, documents, records, charts, software, or any other information relevant to performance under this Agreement, immediately upon request.
- 17.3 Consultant shall retain all of the above information for six (6) years after final payment or the termination of this Agreement, and shall make such information available to the County and authorized State and/or Federal personnel during such period.

ARTICLE 18. CHANGE IN LEGAL STATUS OR DISSOLUTION

During the term of this Agreement, the Consultant agrees that, in the event of its reorganization or dissolution as a business entity or change in business, the Consultant shall give the County thirty (30) days written notice in advance of such event.

ARTICLE 19. LICENSES

The Consultant shall at all times obtain and maintain all licenses required by New York State, or other relevant regulating body, to perform the services required under this Agreement.

ARTICLE 20. PARTIAL INVALIDITY

If any term, part, provision, section, subdivision, or paragraph of this Agreement shall be held to be unconstitutional, invalid or ineffective, in whole or in part, such determination shall not be deemed to invalidate the remaining terms, parts, provisions, sections, subdivisions, or paragraphs.

ARTICLE 21. HEADINGS—CONSTRUCTION

The headings appearing in this Agreement are for the purpose of easy reference only and shall not be considered a part of the Agreement or in any way to modify, amend or affect the provisions hereof.

ARTICLE 22. NOTICES

All notices, consents, waivers, directions, requests or other instruments or communications provided for under this Agreement shall be deemed properly given if, and only if, delivered personally, sent by registered or certified United States mail, postage prepaid, or, with the prior consent of the receiving party, dispatched via facsimile transmission.

ARTICLE 23. GOVERNING LAW

This Agreement shall be governed by and construed in accordance with the laws of the State of New York.

ARTICLE 24. ENTIRE AGREEMENT

This Agreement constitutes the entire agreement between the parties and no representations or promises have been made except as expressly set forth herein.

ARTICLE 25. PRIVACY OF PERSONAL HEALTH INFORMATION (HIPAA)

To the extent that the Contractor, by its delivery of services under the terms of this Agreement, comes into possession of Protected Health Information, as defined by the Health Insurance Portability and Accountability Act of 1996, it agrees to comply with the terms of Schedule B attached hereto and made a part hereof.

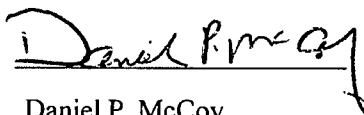
ARTICLE 26. MODIFICATION

This Agreement may only be modified by a formal written amendment executed by the parties.

IN WITNESS WHEREOF, the parties hereto have executed this Agreement on the date(s) hereunder set forth.

COUNTY OF ALBANY

DATED: _____

BY: 
Daniel P. McCoy

Albany County Executive

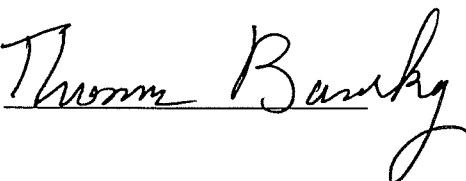
or

Philip F. Calderone

Deputy County Executive

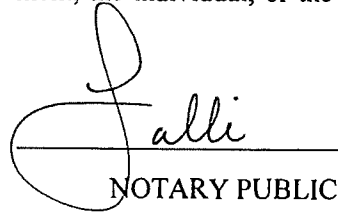
RIDGEFIELD ASSOCIATES

DATED: 11-25-2019

BY: 

STATE OF NEW YORK)
COUNTY OF ALBANY) SS.:

On the 4 day of December, 2019, before me, the undersigned, personally appeared DANIEL P. McCOY personally known to me or proved to me on the basis of satisfactory evidence to be the individual whose name is subscribed to the within instrument and acknowledged to me that he executed the same in his capacity, and that by his signature on the instrument, the individual, or the person upon behalf of which the individual acted, executed the instrument.


NOTARY PUBLIC

MICHAEL A. LALLI
NOTARY PUBLIC - STATE OF NEW YORK
No. 01LA6322012
Qualified in Albany County
My Commission Expires March 30, 2023

STATE OF NEW YORK)
COUNTY OF ALBANY) SS.:

On the ____ day of _____, 2019, before me, the undersigned, personally appeared PHILIP F. CALDERONE personally known to me or proved to me on the basis of satisfactory evidence to be the individual whose name is subscribed to the within instrument and acknowledged to me that he executed the same in his capacity, and that by his signature on the instrument, the individual, or the person upon behalf of which the individual acted, executed the instrument.

NOTARY PUBLIC

STATE OF New York)
COUNTY OF Albany) SS.:

On the 25th day of November, 2019, before me, the undersigned, personally appeared Thomas Barnosky personally known to me or proved to me on the basis of satisfactory evidence to be the individual whose name is subscribed to the within instrument and acknowledged to me that he executed the same in his capacity, and that by his signature on the instrument, the individual, or the person upon behalf of which the individual acted, executed the instrument.




NOTARY PUBLIC

SCHEDULE A
INSURANCE COVERAGE

1. **Workers' Compensation and Employers' Liability Insurance:** A policy or policies providing protection for employees in the event of job-related injuries.
2. **Automobile Liability Insurance:** A policy or policies with the limits of not less than \$500,000 combined for each accident because of bodily injury, sickness, or disease, sustained by any person, caused by accident, and arising out of the ownership, maintenance or use of any automobile for damage because of injury to or destruction of property, including the loss of use thereof, caused by accident and arising out of the ownership, maintenance, or use of any automobile.
3. **General Liability Insurance:** A policy or policies of comprehensive all-risk insurance, including coverage for demolition of structures, with limits of not less than:

Liability For:	Combined Single Limit
Property Damage	\$1,000,000.00
Bodily Injury	\$1,000,000.00
Personal Injury	\$1,000,000.00

SCHEDULE B

OBLIGATIONS AND ACTIVITIES OF THE CONSULTANT AS A BUSINESS ASSOCIATE PURSUANT TO 45 CFR SECTION 164.504

The parties to the Agreement hereby agree to comply with the following provisions to ensure their compliance with the requirements of the Privacy Rule and the Health Insurance Portability and Accountability Act of 1996.

Pursuant to the terms of the Agreement, and in accordance with the requirements of 45 CFR Sections 160 and 164, the CONSULTANT/CONTRACTOR herein shall be considered a "Business Associate." The following terms are hereby incorporated in this AGREEMENT and shall be binding upon the parties hereto:

A. DEFINITIONS

1. "Business Associate" – under the terms of this Agreement, the term "Business Associate" shall mean the Consultant/Contractor, Ridgefield Associates.
2. "Covered Entity" – for purposes of this Agreement, the term "Covered Entity" shall mean the County of Albany and/or the Shaker Place Rehabilitation and Nursing Center.
3. "Individual" – under the terms of this Agreement, the term "Individual" shall have the same meaning as the term "individual" in 45 CFR Section 160.103, and shall include a person who qualifies as a personal representative in accordance with 45 CFR Section 164.502(g).
4. "Privacy Rule" – shall mean the Standards for Privacy of Individually Identifiable Health Information at 45 CFR Part 160 and Part 164, Subparts A and E.
5. "Protected Health Information" - shall have the same meaning as the term "protected health information" in 45 CFR Section 160.103, limited to the information created, received, maintained or transmitted by the Business Associate from or on behalf of the Covered Entity.
6. "Required by Law" – shall have the same meaning as the term "required by law" in 45 CFR Section 164.103.
7. "Secretary" – shall mean the Secretary of the Department of Health and Human Services or his/her Designee.
8. "Subcontractor" – shall have the same meaning as the term "subcontractor" in 45 CFR Section 160.103.

B. OBLIGATIONS AND ACTIVITIES OF THE BUSINESS ASSOCIATE

1. Pursuant to the terms of the Agreement, the Business Associate agrees to not use or disclose Protected Health Information other than as permitted or required by the Agreement, or as required by law.
2. The Business Associate agrees to use appropriate safeguards to prevent the use or disclosure of electronic Protected Health Information other than as provided for by this Agreement in accordance with the requirements of 45 CFR Section 164.314(a)(2)(i).
3. Pursuant to the terms of the Agreement and as more particularly described in the INDEMNIFICATION provisions of the Agreement, the Business Associate hereby agrees, and shall be required to mitigate, to the extent practicable, any harmful effect that is known to the Business Associate of a use or disclosure of Protected Health Information by the Business Associate which is in violation of the requirements of the Agreement.
4. The Business Associate shall immediately report to the Covered Entity any use or disclosure of unsecured Protected Health Information not provided for by the Agreement, of which it shall become aware in accordance with the provisions of 45 CFR Section 164.410.
5. The Business Associate agrees to ensure that any agent, including a subcontractor, that creates, receives, maintains or transmits Protected Health Information on behalf of the Business Associate agrees to the same restrictions and conditions that apply through this Agreement to the Business Associate with respect to such information pursuant to 45 CFR Section 164.502(e) (1) (ii) by entering into a contract or other arrangement in accordance with the requirements of 45 CFR Section 164.314.
6. Business Associate agrees to provide access, at the request of the Covered Entity, to Protected Health Information in a Designated Record Set, to the Covered Entity or as directed by the Covered Entity, to an Individual, in order to meet the requirements under 45 CFR Section 164.524.
7. Business Associate agrees to make any necessary amendments to Protected Health Information in a Designated Record Set that the Covered Entity directs or agrees pursuant to 45 CFR Section 164.526, at the request of Covered Entity or an Individual, in a timely manner.
8. Business Associate agrees to make its internal practices, books, and records, including policies and procedures relating to the use and disclosure of Protected Health Information received from, or created or received by the Business Associate on behalf of the Covered Entity, available to the Secretary for purposes of the Secretary determining the Covered Entity's compliance with the Privacy Rule.
9. Business Associate agrees to document such disclosures of Protected Health Information and information related to such disclosures as would be required for Covered Entity to respond to a request by an Individual for an accounting of disclosures of Protected Health Information in accordance with the requirements of 45 CFR Section 164.528.

10. Business Associate agrees to provide to the Covered Entity or an Individual, upon request, information which may be collected by the Business Associate during the term of this Agreement, for purposes of permitting the Covered Entity to respond to a request by an Individual for an accounting of disclosures of Protected Health Information, in accordance with the provisions of 45 CFR Section 164.528.
11. To the extent that the Business Associate is to carry out an obligation of the Covered Entity as a term of this Agreement, Business Associate agrees to comply with the requirements of the Privacy Rule under 45 CFR Section 164.504 that apply to the Covered Entity in the performance of such obligation.

C. PERMITTED USES AND DISCLOSURE

1. General Uses and Disclosure - Except as otherwise limited in this Agreement, the Business Associate may use or disclose Protected Health Information to perform the functions, activities, or services as defined in this Agreement, provided that such use or disclosure would not violate the Privacy Rule if said disclosure were done by the Covered Entity, or the minimum necessary policies and procedures of the Covered Entity, as well as the applicable provisions of the New York State Mental Hygiene Law.
2. Specific Uses and Disclosure – Except as otherwise limited in this Agreement, the Business Associate may disclose Protected Health Information for the proper management and administration of the services to be provided by the Business Associate in this Agreement, provided that disclosures are Required by Law, or the Business Associate obtains reasonable assurances from the person to whom the information is disclosed that it will remain confidential and used or further disclosed only as Required by Law, or for the purposes for which it was disclosed to the person, and the person notifies the Business Associate of any instances of which it is aware that the confidentiality of the information has been breached.
3. Except as otherwise limited in this Agreement, the Business Associate may use Protected Health Information to provide information required to the Covered Entity as permitted by 45 CFR Section 164.504 (e)(2)(i)(B).
4. Except as otherwise limited in this Agreement, the Business Associate may use Protected Health Information to carry out the legal responsibilities of the Business Associate.
5. The Business Associate may use Protected Health Information to report violations of law to appropriate Federal and State authorities, consistent with 45 CFR Section 164.502 (j)(1).
6. Nothing within this section shall be construed as to inhibit the disclosure of information as may be required by the New York State Mental Hygiene Law, Sections 33.13 or 33.16, or other provisions, as may be Required by Law.

D. OBLIGATIONS OF COVERED ENTITY WITH REGARD TO PRIVACY PRACTICE AND RESTRICTIONS

1. The Covered Entity shall notify the Business Associate of any limitations in its notice of privacy practices in accordance with 45 CFR Section 164.520, to the extent that such limitation may affect the Business Associate's use or disclosure of Protected Health Information.
2. The Covered Entity shall notify the Business Associate of any changes in, or revocation of, permission by the Individual to use or disclose Protected Health Information, to the extent that such changes may affect the Business Associate's use or disclosure of Protected Health Information.
3. The Covered Entity, shall notify the Business Associate of any restriction to the use or disclosure of Protected Health Information that the Covered Entity has agreed to in accordance with 45 CFR Section 164.522, to the extent that such restriction may affect the Business Associate's use or disclosure of Protected Health Information.

E. PERMISSIBLE REQUESTS BY COVERED ENTITY

The Covered Entity shall not request the Business Associate to use or disclose Protected Health Information in any manner that would not be permissible under the Privacy Rule if done by the Covered Entity.

F. COVERED ENTITY'S RESPONSIBILITIES UPON TERMINATION

1. The term of this Agreement shall begin upon February 9, 2020 and continue in effect until February 8, 2021. Upon termination of this Agreement, the Covered Entity shall take such necessary precautions to ensure the confidentiality of the Protected Health Information, in accordance with the provisions of 45 CFR Section 164.
2. Termination for Cause – In the event that the Covered Entity becomes aware of a material breach by the Business Associate of the terms of this Appendix, the Covered Entity shall have the right, at its sole discretion, to proceed as follows:
 - (a) Provide an opportunity to the Business Associate to cure the breach, and end the violation within ten (10) business days. If the Business Associate does not cure the breach and end the violation within ten (10) business days, the Covered Entity shall have the right to immediately terminate the agreement; or,
 - (b) Immediately terminate the agreement if the Business Associate has breached a material term of this Appendix, and cure is not possible; or
 - (c) If neither termination of the agreement nor cure is feasible, the Covered Entity shall report the violation to the Secretary.

G. EFFECT OF TERMINATION

1. Upon termination of the Agreement, the Business Associate shall take all necessary precautions and extend the protections of this Agreement to all Protected Health Information, as if the Agreement were still in force and effect.
2. At the end of all audit and other relevant periods, as more particularly described in the RECORDS provisions of the Agreement, the Business Associate shall, if feasible, return or destroy all Protected Health Information received from or created or received by the Business Associate on behalf of the Covered Entity that the Business Associate still maintains in any form.

H. MISCELLANEOUS

1. **Regulatory References** – A reference in this Agreement to a section in the Privacy Rule or in the Mental Hygiene Law means the section as in effect or as amended.
2. **Amendment** – The parties agree to take such action as is necessary to amend this Agreement from time to time as is necessary for the Covered Entity to comply with the requirements of the Privacy Rule and the Health Insurance Portability and Accountability Act of 1996.
3. **Survival** – The respective rights and obligations of the Business Associate with regard to this Appendix shall survive the termination of this Agreement.
4. **Interpretation** – Any ambiguity in this Agreement shall be resolved to permit the Covered Entity to comply with the Privacy Rule.
5. **Incorporation in the Agreement** – The terms of this Schedule B are hereby incorporated into the Agreement between the parties hereto.

Request for Contract Approval	
Request ID #	5826
Contract #	5926
Contract Type	B) CAB Contracts
Contract Action	C) Renewal
Contract Action Type	N) None
Department	A4310 - Mental Health
Date submitted	11/27/20
Contact person	Gleason, Mark
Contact Phone	518-447-*3014
Vendor	Albany Diocesan School Board
Estimated Amount	\$44,568
Estimated Term	1/1/2021-12/31/2021
Scope of Services	Provides evidence based substance abuse prevention services to students attending Albany County Catholic Schools.
Budget Line Item	AA4230
Fiscal Impact	County 0.00%
	State 0.00%
	Federal 100.00%
BID,RFP,RFQ Completed?	N/A

Budget Analyst

Date

For Contract Board Use:

Date Approved

Daniel P. McCoy
Albany County Executive

Bruce A. Hidley
Albany County Clerk

Andrew Joyce, Chairman
Albany County Legislature



Daniel P. McCoy
County Executive

Daniel C. Lynch, Esq.
Deputy County Executive

COUNTY OF ALBANY
DEPARTMENT OF MENTAL HEALTH
175 GREEN STREET
ALBANY, NEW YORK 12202
518-447-4537 FAX 518-447-4577
WWW.ALBANYCOUNTY.COM

Stephen J. Giordano, Ph.D.
Director of Mental Health

To: Honorable Daniel P. McCoy
Honorable Bruce A. Hidley
Honorable Andrew Joyce

From: Stephen Giordano, Ph.D.
Department of Mental Health

Date: November 27, 2020

Re: Contract Administration Request
Contract ID #5926

The Department of Mental Health requests consideration by the Contract Administration Board to enter into the following contract:

Albany Diocesan School Board	\$44,568	#5926
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The funding for this contract assists in providing students, teachers and parents the additional skills needed to avoid the use and abuse of addictive substances in Albany Diocesan Catholic schools. Funding goes to support the salary of a part time staff member that conducts two programs including the "Too Good for Violence" universal prevention program for grades K-8, and the "Too Good for Drugs and Violence" program which is used in grades 9-12. The programs are also involved in local coalition groups including Parents Who Host, and Regional Underage Drinking and Drug Use Prevention. These programs are funded 100% by NYS Office of Alcoholism and Substance Abuse Services.

New York State Office of Addiction Services and Supports
State Aid Funding Authorization

SBRPALB100
10/05/2020 16:07

County: Albany (1)

Region: Hudson

Fiscal Year : 2020

As of: 10/05/2020

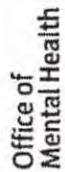
Agency Number/Name	Init Code	Program Code/Index	PRU Direct	Approved Budgeted Amounts						Local Share	Non-Funded	Restr. Code
				Gross	Revenue	Net	Funded Net	Funding Code/Source	One-time	Approved State Aid		
35300		3078 00	52258	52,711	0	52,711	52,711	013S		52,711	0	0
Hope House, Inc.		3470 00	53381	68,136	0	68,136	68,136	013S		68,136	0	0
	Y	3551 00	5001	1,185,665	955,985	229,700	229,700	013F	0	344,550	0	0
								013F	Program:	-114,850	0	0
										229,700	0	0
		3560 01	53380	790,173	264,003	526,170	526,170	013F		526,170	0	0
	P	3570 00	51834	1,254,344	413,352	840,992	840,992	013F	0	718,038	0	0
								013F	Program:	122,954	0	0
										840,992	0	0
	23	3600 00	53446	1,993,761	1,393,543	600,218	600,218	013F	0	485,368	0	0
								013F	Program:	114,850	0	0
										600,218	0	0
	23	3600 01	53471	1,227,138	620,627	606,511	606,511	013S	0	729,465	0	0
								013S	Program:	-122,954	0	0
										606,511	0	0
								All		2,924,438	0	0
				6,571,928	3,647,490	2,924,438	2,924,438					
42720		5520 01	90059	46,648	4,202	42,446	42,446	013F		42,446	0	0
Albany Diocesan School Board				46,648	4,202	42,446	42,446	All		42,446	0	0
45240		3520 00	52134	543,778	324,825	218,953	218,953	013S		218,953	0	0
Senior Hope Counseling, Inc.				543,778	324,825	218,953	218,953	All		218,953	0	0
49470		0950 00	53045	151,942	0	151,942	151,942	013S		151,942	0	0
Catholic Charities Care Coordination Services				151,942	0	151,942	151,942	All		151,942	0	0



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Provider	Local Contract Number	FS/Program/CSR Index/Team Type	Managers	Slots	Beds	Units of Service	Total Gross Expenses	LGU Share	Voluntary Share	SSI Amount	Medicaid Amount	Other Revenue	Carry Over Revenue	Non Funded	One Time Adjustment	Total State Aid	Annualized Value
25460 - Catholic Charities Housing Office																	
034J - Adult Case Management & ACT																	
2720 - Non-Medicaid Care Coordination Managers																	
	0.00	0.00	0	0	0	1,985	\$39,624	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$39,624	\$0
	0.00	0.00	0	0	0	1,985	\$39,624	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$39,624	\$0
Totals For FS 034J																	
	0.00	0.00	0	0	0	1,985	\$39,624	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$39,624	\$0
Totals For 25460 - Catholic Charities Housing Office																	
	0.00	0.00	0	0	0	1,985	\$39,624	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$39,624	\$0
Report Totals																	



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Request for Contract Approval	
Request ID #	5827
Contract #	5927
Contract Type	B) CAB Contracts
Contract Action	C) Renewal
Contract Action Type	N) None
Department	A4310 - Mental Health
Date submitted	11/27/20
Contact person	Gleason, Mark
Contact Phone	518-447-3014
Vendor	Catholic Charities
Estimated Amount	\$41,605
Estimated Term	1/1/2021-12/31/2021
Scope of Services	Provides case management services to homeless women suffering from mental illness or co-occurring disorders at Mercy House. Staff seeks to link women with treatment and permanent housing.
Budget Line Item	AA4322
Fiscal Impact	County 0.00%
	State 100.00%
	Federal 0.00%
BID,RFP,RFQ Completed?	N/A

Budget Analyst

Date

For Contract Board Use:

Date Approved

Daniel P. McCoy
Albany County Executive

Bruce A. Hidley
Albany County Clerk

Andrew Joyce, Chairman
Albany County Legislature



Daniel P. McCoy
County Executive

Daniel C. Lynch, Esq.
Deputy County Executive

COUNTY OF ALBANY
DEPARTMENT OF MENTAL HEALTH
175 GREEN STREET
ALBANY, NEW YORK 12202
518-447-4537 FAX 518-447-4577
WWW.ALBANYCOUNTY.COM

Stephen J. Giordano, Ph.D.
Director of Mental Health

To: Honorable Daniel P. McCoy
Honorable Bruce A. Hidley
Honorable Andrew Joyce

From: Stephen Giordano, Ph.D.
Department of Mental Health

Date: November 27, 2020

Re: Contract Administration Request
Contract ID #5927

The Department of Mental Health requests consideration by the Contract Administration Board to enter into the following contract:

Catholic Charities	\$41,605	#5927
---------------------------	-----------------	--------------

The funding for this contract provides case management services at Mercy House. There are two transitional units in a separate apartment at the shelter. The units are specifically for homeless women with mental health or co-occurring substance abuse disorders. The women stay at the apartment while staff arrange for appropriate housing and support services. The women are provided with around the clock staffing, a locked and secure building, and a full time case manager to assist with referrals and follow up care. This contract is funded with 100% New York State Office of Mental Health State Aid.

New York State Office of Addiction Services and Supports
State Aid Funding Authorization

SBRPALB100
10/05/2020 16:07

County: Albany (1)

Region: Hudson

Fiscal Year : 2020

As of: 10/05/2020

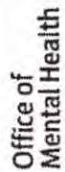
Agency Number/Name	Init Code	Program Code/Index	PRU Direct	Approved Budgeted Amounts						Local Share	Non-Funded	Restr. Code
				Gross	Revenue	Net	Funded Net	Funding Code/Source	One-time	Approved State Aid		
35300		3078 00	52258	52,711	0	52,711	52,711	013S		52,711	0	0
Hope House, Inc.		3470 00	53381	68,136	0	68,136	68,136	013S		68,136	0	0
	Y	3551 00	5001	1,185,665	955,985	229,700	229,700	013F	0	344,550	0	0
								013F		-114,850	0	0
									Program:	229,700	0	0
		3560 01	53380	790,173	264,003	526,170	526,170	013F		526,170	0	0
	P	3570 00	51834	1,254,344	413,352	840,992	840,992	013F		718,038	0	0
								013F	0	122,954	0	0
									Program:	840,992	0	0
	23	3600 00	53446	1,993,761	1,393,543	600,218	600,218	013F		485,368	0	0
								013F	0	114,850	0	0
									Program:	600,218	0	0
	23	3600 01	53471	1,227,138	620,627	606,511	606,511	013S		729,465	0	0
								013S	0	-122,954	0	0
									Program:	606,511	0	0
								All		2,924,438	0	0
		Agency 35300 Total:		6,571,928	3,647,490	2,924,438	2,924,438					
42720		5520 01	90059	46,648	4,202	42,446	42,446	013F		42,446	0	0
Albany Diocesan School Board								All		42,446	0	0
		Agency 42720 Total:		46,648	4,202	42,446	42,446					
45240		3520 00	52134	543,778	324,825	218,953	218,953	013S		218,953	0	0
Senior Hope Counseling, Inc.								All		218,953	0	0
		Agency 45240 Total:		543,778	324,825	218,953	218,953					
49470		0950 00	53045	151,942	0	151,942	151,942	013S		151,942	0	0
Catholic Charities Care Coordination Services								All		151,942	0	0
		Agency 49470 Total:		151,942	0	151,942	151,942					



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Provider	Local Contract Number	FS/Program/CSR Index/Team Type	Managers	Slots	Beds	Units of Service	Total Gross Expenses	LGU Share	Voluntary Share	SSI Amount	Medicaid Amount	Other Revenue	Carry Over Revenue	Non Funded	One Time Adjustment	Total State Aid	Annualized Value
25460 - Catholic Charities Housing Office																	
034J - Adult Case Management & ACT																	
2720 - Non-Medicaid Care Coordination Managers																	
	0.00	0.00	0	0	0	1,985	\$39,624	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$39,624	\$0
	0.00	0.00	0	0	0	1,985	\$39,624	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$39,624	\$0
Totals For FS 034J																	
	0.00	0.00	0	0	0	1,985	\$39,624	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$39,624	\$0
Totals For 25460 - Catholic Charities Housing Office																	
	0.00	0.00	0	0	0	1,985	\$39,624	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$39,624	\$0
Report Totals																	



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Request for Contract Approval	
Request ID #	5828
Contract #	5928
Contract Type	B) CAB Contracts
Contract Action	C) Renewal
Contract Action Type	N) None
Department	A4322 - Contracted Mental Health
Date submitted	11/27/20
Contact person	Gleason, Mark
Contact Phone	518-447-3014
Vendor	Counseling Care & Services
Estimated Amount	\$23,103
Estimated Term	1/1/2021-12/31/2021
Scope of Services	Provides Mental Health assessment, referral and treatment services to individuals being treated in their clinic. They also provide a employee assistance program to Mental Health Patients employed in Albany County.
Budget Line Item	AA4322
Fiscal Impact	County 0.00%
	State 100.00%
	Federal 0.00%
BID,RFP,RFQ Completed?	N/A

Budget Analyst

Date

For Contract Board Use:

Date Approved

Daniel P. McCoy
Albany County Executive

Bruce A. Hidley
Albany County Clerk

Andrew Joyce, Chairman
Albany County Legislature



Daniel P. McCoy
County Executive

Daniel C. Lynch, Esq.
Deputy County Executive

COUNTY OF ALBANY
DEPARTMENT OF MENTAL HEALTH
175 GREEN STREET
ALBANY, NEW YORK 12202
518-447-4537 FAX 518-447-4577
WWW.ALBANYCOUNTY.COM

Stephen J. Giordano, Ph.D.
Director of Mental Health

To: Honorable Daniel P. McCoy
Honorable Bruce A. Hidley
Honorable Andrew Joyce

From: Stephen Giordano, Ph.D.
Department of Mental Health

Date: November 27, 2020

Re: Contract Administration Request
Contract ID #5928

The Department of Mental Health requests consideration by the Contract Administration Board to enter into the following contract:

Counseling Care & Services

\$23,103

#5928

The funding for this contract provides mental health assessment, referral and treatment services to individuals being treated at Counseling Care's clinic located in Cohoes, New York. The clinic provides an employee assistance advocacy program to mental health patients in Albany County and children's outreach support service to children 6-17 years of age. This contract is funded with 100% New York State Office of Mental Health State Aid.

New York State Office of Addiction Services and Supports
State Aid Funding Authorization

SBRPALB100
10/05/2020 16:07

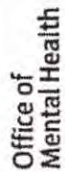
County: Albany (1)		Fiscal Year : 2020										As of: 10/05/2020			
Region: Hudson															
Agency Number/Name	Init Code	Program Code/Index	PRU Direct	Gross	Revenue	Net	Approved Budgeted Amounts						Local Share	Non-Funded	Restr. Code
							Funded Net	Funding Code/Source	One-time	Approved State Aid					
35300		3078 00	52258	52,711	0	52,711	52,711	013S		52,711	0	0			
Hope House, Inc.		3470 00	53381	68,136	0	68,136	68,136	013S		68,136	0	0			
Y		3551 00	5001	1,185,665	955,965	229,700	229,700	013F		344,550	0	0			
								013F	O	-114,850		0			
									Program:	229,700	0	0			
		3560 01	53380	790,173	264,003	526,170	526,170	013F		526,170	0	0			
P		3570 00	51834	1,254,344	413,352	840,992	840,992	013F		718,038	0	0			
								013F	O	122,954		0			
									Program:	840,992	0	0			
23		3600 00	53446	1,993,761	1,393,543	600,218	600,218	013F		485,368	0	0			
								013F	O	114,850		0			
									Program:	600,218	0	0			
23		3600 01	53471	1,227,138	620,627	606,511	606,511	013S		729,465	0	0			
								013S	O	-122,954		0			
									Program:	606,511	0	0			
		Agency 35300 Total:		6,571,928	3,647,490	2,924,438	2,924,438	All		2,924,438	0	0			
42720		5520 01	90059	46,648	4,202	42,446	42,446	013F		42,446	0	0			
Albany Diocesan School Board		Agency 42720 Total:		46,648	4,202	42,446	42,446	All		42,446	0	0			
45240		3520 00	52134	543,778	324,825	218,953	218,953	013S		218,953	0	0			
Senior Hope Counseling, Inc.		Agency 45240 Total:		543,778	324,825	218,953	218,953	All		218,953	0	0			
49470		0950 00	53045	151,942	0	151,942	151,942	013S		151,942	0	0			
Catholic Charities Care Coordination Services		Agency 49470 Total:		151,942	0	151,942	151,942	All		151,942	0	0			



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Provider	Local Contract Number	FS/Program/CSR Index/Team Type	Managers	Slots	Beds	Units of Service	Total Gross Expenses	LGU Share	Voluntary Share	SSI Amount	Medicaid Amount	Other Revenue	Carry Over Revenue	Non Funded	One Time Adjustment	Total State Aid	Annualized Value
25460 - Catholic Charities Housing Office																	
034J - Adult Case Management & ACT																	
2720 - Non-Medicaid Care Coordination Managers																	
	0.00	0.00	0	0	0	1,985	\$39,624	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$39,624	\$0
	0.00	0.00	0	0	0	1,985	\$39,624	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$39,624	\$0
Totals For FS 034J																	
	0.00	0.00	0	0	0	1,985	\$39,624	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$39,624	\$0
Totals For 25460 - Catholic Charities Housing Office																	
	0.00	0.00	0	0	0	1,985	\$39,624	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$39,624	\$0
Report Totals																	



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Request for Contract Approval	
Request ID #	5817
Contract #	5917
Contract Type	B) CAB Contracts
Contract Action	A) New
Contract Action Type	
Department	A1164 - Unified Court—Administration
Date submitted	11/19/20
Contact person	Latina, David
Contact Phone	5184477210
Vendor	New York State Industries for the Disabled, Inc.
Estimated Amount	\$66,300
Estimated Term	1/1/2021 - 12/31/2021
Scope of Services	NYSID will provide a day porter at the County Court House building as requested by the Office of Court Administration, to ensure that all areas utilized during the daily operations of the Court House are cleaned and sanitized throughout the day.
Budget Line Item	AA1164
Fiscal Impact	County 0.00%
	State 100.00%
	Federal 0.00%
BID,RFP,RFQ Completed?	Yes - RFP

Budget Analyst

Date

For Contract Board Use:

Date Approved

Daniel P. McCoy
Albany County Executive

Bruce A. Hidley
Albany County Clerk

Andrew Joyce, Chairman
Albany County Legislature



DANIEL P. MCCOY
COUNTY EXECUTIVE

DANIEL C. LYNCH, ESQ.
DEPUTY COUNTY EXECUTIVE

COUNTY OF ALBANY
DEPARTMENT OF GENERAL SERVICES
112 STATE STREET, SUITE 1300
ALBANY, NEW YORK 12207
(518) 447-7210 FAX (518) 447-7747
WWW.ALBANYCOUNTY.COM

DAVID M. LATINA
COMMISSIONER

MARTIN V. MCCLUNE
DEPUTY COMMISSIONER

November 17, 2020

Honorable Daniel P. McCoy
Albany County Executive
112 State Street, 9th Floor
Albany, New York 12207

Honorable Andrew Joyce, Chairman
Albany County Legislature
112 State Street, 7th Floor
Albany, New York 12207

Honorable Bruce A. Hidley
Albany County Clerk
Albany County Courthouse
15 Eagle Street, 1st Floor
Albany, New York 12207

Dear Messrs. McCoy, Joyce and Hidley:

The Department of General Services respectfully requests the approval of a contract with New York State Industries for the Disabled, Inc. with a projected total of \$66,300.00. This projected total assumes a possible prevailing wage increase of 5% beginning July 1, 2021.

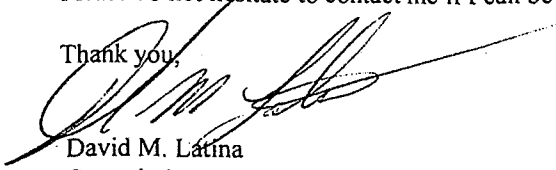
NYSID will provide a day porter at the County Court House building as requested by the Office of Court Administration, to ensure that all areas utilized during the daily operations of the Court House are cleaned and sanitized throughout the day.

100% of the cost is reimbursable from the State per the provisions of Chapter 686 of the Laws of 1996.

The contract term will be January 1, 2021 through December 31, 2021.

Please do not hesitate to contact me if I can be of further assistance.

Thank you,


David M. Latina
Commissioner

DML:tas
Enclosure(s)



Request for Price Concurrence

Date Sent: 8/31/2020
Contracting Agency: Albany County
Customer Contact: Thomas Stover
Job Title: Deputy Commissioner DGS
Street Address: 112 State Street
City, State Zip: Albany, NY 12222
Phone: 518-447-3020 Fax# _____ E-Mail: Thomas.stover@albanycountyny.gov

PLEASE UPDATE
INFORMATION IF
NEEDED

Member Agency: Second Chance Opportunities
Service: Janitorial M-F 8:00 am – 4:30 pm
Location: Albany County Court House
Proposed Price: \$64,667.20
If a Renewal, Current Contract # _____
Proposed Term: 1/1/2021 – 12/31/2021

This form is not a contract; it is only an acknowledgment of your concurrence to the above proposed price. If requested, a cost analysis can be provided for your review documenting proposed cost of service.

Please Note: All contracts with NYS Prevailing Wage Schedules issued on or after 8/1/2010 must contain escalation clauses for wages and supplemental benefits and other related costs dependent upon the annual NYS Department of Labor Published Prevailing Wage Schedules.
All contracts with NYC Prevailing Wage Schedules must contain escalation clauses for wages and supplemental benefits and other related costs dependent upon the NYC Comptrollers Published Prevailing Wage Schedule.

Contract Notes: No service on Holidays (Columbus Day, Veterans Day, Thanksgiving & Christmas).

If you are in agreement with the proposed price, please sign this form as soon as possible and return by mail or fax. Upon receipt, NYSID will apply to the NYS Office of General Services for price approval if necessary. If you have any questions, please call NYSID Contract Administration at the number below. Please fax or mail to:

New York State Industries for the Disabled, Inc.
ATTN: Sara Erickson
11 Columbia Circle Drive
Albany, NY 12203-5156

E-mail: serickson@nysid.org
Phone: 518-463-9706
Ext.: 245
Fax: 518-455-0345

NYSID Account Representative
Sara Erickson

Authorized Signature: _____
Printed Name: _____
Job Title: _____
Date: _____

[Signature]
Deputy Commissioner
Comm. of DGS
11/10/2020

☐ See attached documents in lieu of signed form

Term	Projected PW	
	Curent Cost	Adjustment
Jan.	\$5,390.00	
Feb.	\$5,390.00	
Mar.	\$5,390.00	
Apr.	\$5,390.00	
May	\$5,390.00	
June	\$5,390.00	
July		\$5,660.00
Aug.		\$5,660.00
Sept.		\$5,660.00
Oct.		\$5,660.00
Nov.		\$5,660.00
Dec.		\$5,660.00
		\$66,300.00

**Albany County
Department of General Services**

CUSTODIAL DAY PORTER

SPECIFICATIONS

PURPOSE

Albany County is requesting a quote to furnish a day porter as further described in these specifications.

Building

Albany County Court House
16 Eagle Street
Albany, NY 12207

SCOPE OF WORK

Contractor shall provide management, supervision, labor, equipment and shall plan, schedule, coordinate, and assure effective performance of all services. All services shall be provided in accordance with the standards, frequencies and durations described in the attached Rules of the Chief Judge (hereinafter "OCA Standards") "Exhibit 1"

Contractor shall provide a day porter at the County Court House building as determined by the Department of General Services. (Typically, Monday thru Friday, 8:00 AM to 4:00 PM) to ensure that all areas utilized during the daily operations of the OCA are cleaned and sanitized throughout the day.

PROTECTION OF FACILITY

Contractor shall protect the facility and its contents from damage resulting from their work and shall be held responsible to repair or replace such without any additional costs to the County.

Work Schedule

Monday through Friday, 8:00 AM to 4:00 PM except for County holidays.

Current Albany County holidays are:

New Year's Day
Martin Luther King Day
President's Day
Memorial Day
Independence Day
Labor Day

Columbus Day
Election Day
Veterans Day
Thanksgiving Day
Christmas Day

CONTRACTOR'S EMPLOYEES

There shall be no subcontracting or independent contracting of the contracted work in whole or in part. All employees performing contracted work shall be direct employees of the contractor.

Contractor shall ensure that all employees are capable employees, experienced and trained, capable of demonstrating adequate knowledge of chemicals, tools, equipment, techniques and cleaning standards required to completely perform the work outlined in the attached OCA Standards.

Contractor shall furnish a working supervisor to oversee personnel performing contract services and ensure the satisfactory performance of work.

Contractor's personnel shall not smoke within the County facility. Contractor's personnel also shall not possess alcohol or illicit drugs on County property, nor shall they report to work under the influence of alcohol or drugs.

Contractor personnel shall not permit friends, relatives, or others not performing services under this contract to visit, accompany, or otherwise interact with them while at the work site. Contractor's personnel shall refrain from using the County's telecommunications equipment, photocopiers, or other equipment not necessary to the completing of assigned duties.

Contractor's personnel shall not open desk drawers, file cabinets, or other office file storage areas, nor shall they read, copy, alter, or otherwise tamper with any papers, books, files, or other material as may be found in or around office areas.

Any of the following actions by the Contractor's employees shall be cause for excluding that employee from performing any duties at the County facility:

- Employee enters any portion of a building in which his/her presence is not required by his/her work.
- Lacking ID badge.
- Using any telephone except those designated for Contractor's use.
- Sitting on furniture in the office areas.
- Using any office equipment or supplies.
- Opening any drawers, cabinets, files, etc. or reading or removing any letters, documents, or similar materials.
- Continuing to engage in any loud, boisterous or un-workmanlike conduct after being cautioned that such conduct is not acceptable.
- Using any personal equipment such as radios, calculators, coffee pots, etc. belonging to the building or its occupants.
- The taking of food or drinks from refrigerators or rest areas, or removal of any item not belonging to Contractor's employees.
- Use of television sets, regardless of their locations within the building.

All VENDOR employees will be thoroughly screened by the COUNTY prior to commencing work at the facility. The COUNTY will have the sole right, at any time, to reject any such employee who, in the COUNTY'S judgment, poses a risk or potential risk to the security or operations of the facility. Persons not previously screened for admittance will not be admitted to the facility without proper notification by the VENDOR and authorization from the COUNTY.

EMPLOYEE IDENTIFICATION AND BUILDING ACCESS

Identification badges shall be furnished by the Contractor and worn by all employees while on County property. The identification badge shall have the employee's picture, name, signature, as well as the Contractor's name and the words "Custodial Services".

Access to and out of the building by the Contractor's employees shall be as directed by the specific requirements for the facility.

BUILDING SECURITY

Except during normal operating hours of the facility, all entrances shall be kept locked while the Contractor's employees are in the building. All doors shall be locked, lights turned off, and security systems activated by the Contractor's employees after completion of services, unless otherwise specified by the County.

KEY CONTROL

Contractor shall establish and implement methods of ensuring that keys/access-cards issued to the Contractor by the County are not lost or misplaced, and are not used by unauthorized persons. No key/access-card issued to the Contractor shall be duplicated.

Contractor shall report the lost or stolen key/access-card to the County no later than the next working day.

At the end of the contract period, the Contractor shall be responsible for the return of all keys/access-cards to the County.

UTILITIES

Contractor shall be responsible for instructing employees in utility conservation practices, and shall operate in such a manner that precludes the waste of utilities including but limited to the following:

- Lights shall be used only in areas where, and at the time when, work is actually being performed. Upon completion of work in an area, lights shall be turned off.
- Employees shall not adjust any mechanical control equipment for heating, ventilation and air conditioning.

SAFETY

Contractor shall operate within the guidelines set forth by OSHA, which affect custodial and housekeeping operation, including all regulations regarding the labeling of all materials and supplies.

Contractor shall be responsible for instructing his personnel in the appropriate safety measures and shall not permit them to place equipment in traffic lanes or other locations that could create a safety hazard.

Caution signs are to be displayed during all operations involving liquids on floor surfaces or other circumstances that create a condition of slippery floors.

EQUIPMENT AND MATERIAL STORAGE

The County will provide areas within the facility for material and equipment storage. The storage areas are to be kept clean and orderly, odor and trash free at all times.

SUPERVISION

The Contractor shall have on site a supervisor who is responsible for the overall coordination of work, and act as the central point of contact with the Department of General Services. The supervisor shall be on site at all times during working hours.

QUALITY CONTROL/QUALITY ASSURANCE

Contractor shall establish a complete quality control/quality assurance program to assure that the requirements of the contract are in full compliance. The program should include, but not limited to the following:

- An inspection system covering all services by the Contractor's management and it must include all areas of the facility on either a scheduled or unscheduled basis.
- A file of all inspections conducted by management and when necessary the corrective actions taken. This documentation shall be made available to the County on a requested basis.

INSPECTIONS

In order to monitor the quality of work performed and for assurance of full compliance with the OCA Standard, the State of New York – Unified Court System will conduct quarterly inspections for the purpose of rating the cleaning services. The rating categories are Adequate, Marginal and Inadequate and it will be the Contractor's mission to achieve and maintain Adequate Ratings for the duration of the contract period.

Ratings of marginal or inadequate require the Contractor to immediately perform the services in accordance with the contract.

Three or more overall ratings of inadequate within a 12 month period will result in a recommendation for termination of the contract.

As part of the County's effort to purchase environmentally preferable products and to address certain environmental and health concerns associated with some cleaning products, the County requires the use of environmentally preferable cleaning products be

used in this facility. Please refer to the Governor's Executive Order No. 134 for guidance (Attached). "Exhibit 2"

No supplies shall be used that the County determines may be harmful to the surfaces to which applied or to any other part of the building, their occupants, contents, or equipment. All containers for cleaning compounds shall be properly labeled as to contents and usage. Contractor will provide Material Safety Data Sheets for all supplies used.

CONTRACT DURATION

The contract will be issued for a (1) one year term beginning January 1, 2021 through December 31, 2021 or until such time that the services described herein are no longer required by the Office of Court Administration.

PAYMENT TO CONTRACTOR

Payment on this contract will be once a month. Contractor is to provide a signed County claim form with their billing invoice.

Request for Contract Approval	
Request ID #	5823
Contract #	5923
Contract Type	B) CAB Contracts
Contract Action	A) New
Contract Action Type	
Department	A1345 - Central Purchasing
Date submitted	11/24/20
Contact person	Nuvola, Alaina
Contact Phone	518-447-5545
Vendor	Galls Inc.
Estimated Amount	\$60,000
Estimated Term	01/10/2021-01/11/22
Scope of Services	Law enforcement equipment and safety supplies to be purchased by various departments. Budget lines are selected for recently purchased items.
Budget Line Item	AA3150 AA3110 AA1340
Fiscal Impact	County 1.00%
	State 0.00%
	Federal 0.00%
BID,RFP,RFQ Completed?	Yes - BID

Budget Analyst

Date

For Contract Board Use:

Date Approved

Daniel P. McCoy
Albany County Executive

Bruce A. Hidley
Albany County Clerk

Andrew Joyce, Chairman
Albany County Legislature



DANIEL P. McCOY
COUNTY EXECUTIVE

COUNTY OF ALBANY
DEPARTMENT OF GENERAL SERVICES
PURCHASING DIVISION
112 STATE STREET, ROOM 1208
ALBANY, NEW YORK 12207-2021
(518) 447-7140 - FAX (518) 447-5588

DAVID M. LATINA
COMMISSIONER OF GENERAL SERVICES

KAREN A. STORM
PURCHASING AGENT

MEMORANDUM

TO: Hon. Daniel P. McCoy, County Executive
Hon. Sean E. Ward, Chairman of the Legislature
Hon. Bruce Hidley, County Clerk,
Karen A. Storm
FROM: Karen A. Storm, Purchasing Agent
DATE: November 24, 2020
RE: Contract Request ID # 5823

The Purchasing Division respectfully requests approval of the referenced contract for Galls to provide Law Enforcement Equipment and Supplies for *various* Albany County departments during the term January 10 2021- January 11, 2022. Galls is the apparent low, responsible and responsive bidder.

COUNTY OF ALBANY
RFB #2020-121 LAW ENFORCEMENT AND EQUIPMENT AND SUPPLIES
BID TABULATION

SECTION A: DISCOUNT

Vendors	Atlantic Tactical	Galls LLC	Lynn Peavy Corp.	Prendo Forensics, LLC	Sirchi Forensics	Safariland LLC	United Uniform Distrobution	New York Police Supply
Discount Offered from Bidder's General Line Law Enforcement Online or Published Catalog or Published Price List	6%	15% off MSRP	5%	12%	15%	No Bid for Section A	6.0%	No bid for Section A
Catalog or price list from which discount will be calculated (hard copy catalog, online catalog, vendor price list):	www.atlantictactical.com	www.galls.com - Not including sale/ clearance items. Also no discount on Bullard or Streamlight items. Free shipping except on oversized or hazmat	https://lynnpeavy.com/?v=dfd44c06c1b	http://prendoforensics.com/	www.sirchie.com		www.uniteduniform.com	
Discount Offered from Bidder's Forensic Supply Online or Published Catalog or Published Price List	No bid	No bid	5%	12%	15%	No Bid	6.0%	
Catalog or price list from which discount will be calculated (hard copy catalog, online catalog, vendor price list):	ONLINE	ONLINE	https://lynnpeavy.com/?v=dfd44c06c1b	http://prendoforensics.com/	http://www.sirchie.com	Agency Price List (supplied)	http://www.uniteduniform.com/	
Distributors?	N	N	N	N	N	Y	Y	

*Price lists also in bid folder

*Price lists also in bid folder

*Price lists also in bid folder

*Price lists also in bid folder

*Authorized Distributors:

**Price list also in bid folder

Notes

Atlantic Tactical

United Uniforms

COUNTY OF ALBANY
RFB #2020-121 LAW ENFORCEMENT EQUIPMENT AND SUPPLIES
BID TABULATION

SECTION B: CHEMICAL LAW ENFORCEMENT DEVICES

United Uniform Dist. LLC*						Safariland LLC					New York Police Supply				
	% Discount from Price List	Catalog/ Price List Identification	Incl. Price List	Date of Price List	Delivery Lead Time (Days ARO)	% Discount from Price List	Catalog/ Price List Identification	Incl. Price List	Date of Price List	Delivery Lead Time (Days ARO)	% Discount from Price List	Catalog/ Price List Identification	Incl. Price List	Date of Price List	Delivery Lead Time (Days ARO)
A. Combined Tactical Systems- Penn Arms											20%	Agency List		3/2/2020	30-45 Days
B. Defense Technology Corporation of America						5%	Defense Tech. Agency List		6/1/2020	60 days ARO					
C. Aerko International	5%	Aerko 2020		1/1/2020	30 days										
Security Equipment Corp./Sabre	10%	SABRE 2020		1/2/2020	30 DAYS	*Authorized Distributors: Atlantic Tactical United Uniforms									

Highlighted areas indicate award is being made

**County of Albany
Request for Bids #2020-121
Law Enforcement Equipment and Supplies**

Various Albany County Facilities

Specifications

1. Through this Request for Bids, the County of Albany seeks qualified and responsive vendors to provide law enforcement and safety equipment and supplies of various types and quantities. Items to be purchased from this contract may include, but are not limited to: tactical items; duty gear; uniform accessories; fire/rescue items; personal safety items; first aid items; forensic and evidence collection supplies; and chemical law enforcement devices.
2. Awards made under this bid are intended to be extended for use by any political subdivisions in the state of New York.
3. Section A represents items of unknown type and quantity, which the County or other eligible agencies will purchase throughout the bid term. Pricing is requested as a discount from the bidder's catalog, website or published price list. Separate categories are provided in this section for "General Line" law enforcement/ safety supplies and for Forensic supplies.

In Section A, Bidders are to quote a percentage discount from any or all of the following:

- a. **Bidder's general catalog which is current at the time of purchase.**
Bidder shall furnish a copy of the current catalog with the bid submission. Additional copies of hard copy catalogs must be supplied at the County's request throughout the term of the bid at no cost to the County. Updated catalogs shall be automatically supplied to the County at no additional cost during the bid term.
- b. **Bidder's website or online store.**
Bidder shall indicate the website address on the bid form.
- c. **Bidder's published price list which is current at the time of purchase.**
If bidding discount from list price, bidder shall furnish a current price list on CD-ROM with the bid submission. Additional copies of the price list shall be furnished to the County upon request at no additional cost during the bid term. Price list shall remain firm for the initial term of the bid, and may be updated upon renewal of the bid.

4. For items in Section A, the following terms and conditions shall apply:
 - a. Catalog, web, or list price, less the discount, shall be net price, and shall be F.O.B. destination, freight prepaid and allowed to any location in New York State. No additional costs for shipping or delivery will be allowed, with the exception of extremely large or overweight items (e.g., safes). Any such exceptions shall be noted by bidder with the bid submission.
 - b. No minimum order requirements shall apply.
5. Purchases of items in Section A will be made as follows:
 - a. At time of purchase, if specific items to be ordered are available from multiple awarded bidders under Section A, the Albany County Purchasing Division will fax or email a price inquiry to all awarded Section A Bidders of the appropriate category (General Line or Forensic).
 - b. Bidder's price quotes shall be returned by fax or email to the Purchasing Division within (1) business day of the request, unless otherwise specified on the price inquiry.
 - c. Bidder's price quote shall specify base bid (catalog or list) price and net (discounted) price.
 - d. Award will be made to the Section A awarded bidder offering the best net price to the County for a particular order.
6. Section B represents items in the category of chemical law enforcement devices, which the County or other eligible agencies will purchase throughout the bid term. **For Section B, Bidders are to quote a percentage discount from the manufacturers or other specified price list, including a copy of all referenced price lists with the bid submission.**
 - a. **Additional space is provided on the bid form for bidders to write in additional product lines, not otherwise specified in the bid, which they wish to offer under a contracted discount pricing structure.**
7. For items in Section B, the following terms and conditions shall apply:
 - a. List price, less the discount, shall be net price, and shall be F.O.B. destination, freight prepaid and allowed to any location in New York State. No additional costs for shipping or delivery will be allowed.
 - b. The minimum order for chemical law enforcement devices shall be one (1) full case of product.

- c. Only official price list updates released by the manufacturer will be considered by Albany County throughout the bid term and upon renewal. Bidder shall submit any request to update its awarded price lists to the Albany County Purchasing Agent, along with the official manufacturer's updated price list. Bidder shall furnish additional supporting documentation as requested by the County.
- 8. Awarded Bidders may utilize authorized distributors for processing of orders. Bidders who wish to do so shall return the Authorized Distributor Form with the bid submission, identifying Authorized Distributor's name, contact information, federal employer identification number; what product line(s) they will distribute; how purchase orders and payments are to be directed.

Authorized distributors shall at all times during the bid period honor the awarded bid pricing and terms.

- 9. **All discount(s) offered for Sections A and Section B shall be the minimum discount(s) offered to the County and any eligible agencies at any time during the term of the bid.**

COUNTY OF ALBANY

BID FORM

BID IDENTIFICATION:

Title: Law Enforcement Equipment and Supplies
Bid Number: 2020-121

THIS BID IS SUBMITTED TO:

Karen A. Storm, Purchasing Agent
Albany County Department of General Services
Purchasing Division
112 State Street, Room 1000
Albany, NY 12207-2021

1. The undersigned BIDDER proposes and agrees, if this bid is accepted, to accept a Purchase Order for the goods described in the bid form and deliver said goods within the time indicated in this bid.
2. BIDDER accepts all of the terms and conditions of the Instructions to Bidders, including without limitation those dealing with the Disposition of Bid Security. This Bid may remain open for ninety (90) days after the day of Bid opening. BIDDER will submit the Contract Security and other documents required by the General Instructions to Bidder within fifteen days after the date of OWNER'S Notice of Award.
3. In submitting this Bid, BIDDER represents, as more fully set forth in this Bid, that:

- (a) BIDDER has examined copies of all the Bid Documents and of the following addenda: (If none, so state)

Date	Number
None	

(receipt of all of which is hereby acknowledged) and also copies of the Notice to Bidders and the Instructions to Bidders;

- (b) This Bid is genuine and not made in the interest of or on behalf of any undisclosed person, firm or corporation and is not submitted in conformity with any agreement or rules of any group, association, organization or corporation; BIDDER has not directly or indirectly induced or solicited any other BIDDER to submit a false or sham Bid; BIDDER has not solicited or induced any person, firm or a corporation to refrain from bidding; and BIDDER has not sought by collusion to obtain for himself any advantage over any other Bidder or over the owner.

4. BIDDER will deliver the goods for the following prices(s): (Attach Bid Proposal)
5. BIDDER agrees to deliver the Goods within the number of calendar days or by the specific date indicated in the Bid.
6. The following documents are attached to and made a condition of this Bid:
- (a) Non-Collusive Bidding Certificate (Attachment "A")
 - (b) Acknowledgment by Bidder (Attachment "B")
 - (c) Vendor Responsibility Questionnaire (Attachment "C")
 - (d) Iranian Energy Divestment Certification (Attachment "D")
7. Communication concerning this Bid shall be addressed to:
- Lindsay Rose, Contract Management
- _____
- _____
- Phone: 859-800-1402 Fax: 877-914-2557
- E-mail: Rose-Lindsay@galls.com
8. Terms used in this Bid have the meanings assigned to them in the Contract and General Provisions.

COUNTY OF ALBANY
RFB #2020-121 LAW ENFORCEMENT EQUIPMENT AND SUPPLIES
BID PROPOSAL FORM

SECTION A: CATALOG DISCOUNT

1. **General Line Law Enforcement Supply Catalog**

Discount Offered from Bidder's Online or Published Catalog or Published Price List

15% off MSRP %

Indicate the catalog or price list from which discount will be calculated (hard copy catalog, online catalog, vendor price list):

www.galls.com

--If offering a discount from a hard copy catalog submit a current catalog with the bid;

--If offering a discount from online catalog, indicate the website address;

--If offering a discount from list pricing, furnish a copy of your current price list on CD-Rom.

2. **Forensic Supply Catalog**

Discount Offered from Bidder's Online or Published Catalog or Published Price List

NO BID %

Indicate the catalog or price list from which discount will be calculated (hard copy catalog, online catalog, vendor price list):

--If offering a discount from a hard copy catalog submit a current catalog with the bid;

--If offering a discount from online catalog, indicate the website address;

--If offering a discount from list pricing, furnish a copy of your current price list on CD-Rom.

BIDDER: Galls, LLC

COUNTY OF ALBANY
RFB #2020-121 LAW ENFORCEMENT EQUIPMENT AND SUPPLIES
BID PROPOSAL FORM

SECTION B: CHEMICAL LAW ENFORCEMENT DEVICES

—Bid submissions for this section must include copies of all price lists in hard copy and/or on CD to be eligible for consideration

	Manufacturer	% Discount from Price List	Catalog/ Price List Identification	Date of Price List	Delivery Lead Time (Days ARO)
1.	Combined Tactical Systems	NO BID			
2.	Defense Technology Corporation of America	NO BID			
3.	Aerko International	NO BID			
4.	Reliapon	NO BID			
5.	Security Equipment Corp./ SABRE	NO BID			
6.	Professional Security Corp. d/b/a/ Personal Safety Corp.	NO BID			
7.					
8.					
9.					
10.					

BIDDER: Galls, LLC

BID FORM

BID IDENTIFICATION:

Title: Law Enforcement Equipment and Supplies
Bid Number: 2020-121

COMPANY: Galls, LLC

ADDRESS: 1340 Russell Cave Road

CITY, STATE, ZIP: Lexington, KY 40505

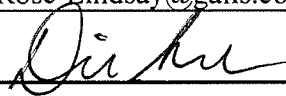
TEL. NO.: 859-800-1402

FAX NO.: 877-914-2557

FEDERAL TAX ID NO.: 20-3545989

REPRESENTATIVE: David Scheve

E-MAIL: Rose-Lindsay@galls.com

SIGNATURE AND TITLE  Chief Financial Officer

DATE 11-10-2020

BF

COUNTY OF ALBANY
RFB #2020-121
LAW ENFORCEMENT AND SAFETY EQUIPMENT AND SUPPLIES

Authorized Distributor Form

BIDDER NAME: Galls, LLC

DISTRIBUTOR: Galls, LLC
Address: 1340 Russell Cave Road
City, State, Zip: Lexington, KY 40505
Federal Employer Identification No.: 20-3545989
Telephone No.: 859-800-1355
Fax No.: 877-914-2557
Contact Person: Van Futrel
Email Address: futrel-van@galls.com

PRODUCT LINE (S) _____

Accepts Purchase Orders? (Y/ N) Y
Accepts Payments Directly? (Y/ N) Y

DISTRIBUTOR: _____
Address: _____
City, State, Zip: _____
Federal Employer Identification No.: _____
Telephone No.: _____
Fax No.: _____
Contact Person: _____
Email Address: _____

PRODUCT LINE (S) _____

Accepts Purchase Orders? (Y/ N) Yes
Accepts Payments Directly? (Y/ N) Yes

*If additional sheets are needed, please submit multiples of this form

ATTACHMENT "A"
NON-COLLUSIVE BIDDING CERTIFICATE PURSUANT TO
SECTION 103-D OF THE NEW YORK STATE GENERAL MUNICIPAL LAW

A. By submission of this bid, each bidder and each person signing on behalf of any bidder certifies, and in the case of a joint bid, each party thereto certifies as to its own organizations, under penalty of perjury, that to the best of knowledge and belief:

(1) The prices in this bid have been arrived at independently without collusion, consultation, communication, or agreement, for the purpose of restricting competition, as to any matter relating to such prices with any other bidder or with any competitor.

(2) Unless otherwise required by law, the prices which have been quoted in this bid have not knowingly been disclosed by the bidder and will not knowingly be disclosed by the bidder, directly or indirectly, prior to opening, to any bidder or to any competitor.

(3) No attempt has been made or will be made by the bidder to induce any other person, partnership or corporation to submit or not to submit a bid for the purpose of restricting competition.

A bid shall not be considered for award nor shall any award be made where (1), (2), and (3) above have not been complied with; provided, however, that in any case the bidder cannot make the foregoing certification, the bidder shall so state and shall furnish with the bid a signed statement which sets forth in detail the reasons thereof. Where (1), (2), and (3) above have not been complied with, the bid shall not be considered for any award nor shall any award be made unless the head of the Purchasing Unit to the political subdivision, public department, agency or official thereof to which the bid is made, or his designee, determines that such disclosure was not made for the purpose of restricting competition.

The fact that a bidder (a) has published price lists, rates, or tariffs covering items being procured, (b) has informed prospective customer of proposed or pending publication of new or revised price lists for such items, or (c) has sold the same items to other customers at the same prices being bid, does not constitute, without more, a disclosure within the meaning of paragraph "A" above.

B. Any bid hereafter made to any political subdivision of the state or any public department, agency or official thereof by a corporate bidder for work or services performed or to be performed or goods sold or to be sold, where competitive bidding is required by statute, rule, regulation, local law, and where such bid contains the certification referred to in paragraph "A" of this section, shall be deemed to have been authorized by the Board of Directors of the bidder, and such authorization shall be deemed to include the submission of the bid and the inclusion therein of the certificate as to non-collusion as the act and deed of the corporation



Signature

Chief Financial Officer
Title

11-10-2020
Date

Galls, LLC
Company Name

ATTACHMENT "B"
ACKNOWLEDGMENT BY BIDDER

If Individual or Individuals:

STATE OF _____)
COUNTY OF _____) SS.:

On this _____ day of _____, 200__, before me personally appeared _____ to me known and known to me to be the same person(s) described in and who executed the within instrument, and he (or they severally) acknowledged to me that he (or they) executed the same.

Notary Public, State of _____

Qualified in _____

Commission Expires _____

If Corporation: LLC

STATE OF Kentucky)
COUNTY OF Fayette) SS.:

On this 10th day of November, 20020, before me personally appeared David Schewe to me known, who, being by me sworn, did say that he resides at (give address) 1340 Russell Cove Rd. Lexington, KY 40505; that he is the (give title) CFO of the (name of corporation) Galls, LLC, the corporation described in and which executed the above instrument; that he knows the seal of the corporation, and that the seal affixed to the instrument is such corporate seal; that it was so affixed by order of the board of directors of the corporation, and that he signed his name thereto by like order.

TIFFANY BREWER
NOTARY PUBLIC
Kentucky, State At Large
I.D. # 616865
My Commission Expires 2/12/2023

Tiffany Brewer
Notary Public, State of Kentucky

Qualified in Fayette County

Commission Expires 2/12/2023

If Partnership:

STATE OF _____)
COUNTY OF _____) SS.:

On the _____ day of _____, 200__, before me personally came _____ to me known to be the individual who executed the foregoing, and who, being duly sworn, did depose and say that he / she is a partner of the firm of _____ and that he / she has the authority to sign the same, and acknowledged that he / she executed the same as the act and deed of said partnership.

Notary Public, State of _____

Qualified in _____

Commission Expires _____

ATTACHMENT "C"
ALBANY COUNTY
VENDOR RESPONSIBILITY QUESTIONNAIRE

1. VENDOR IS: ☒ PRIME CONTRACTOR		
2. VENDOR'S LEGAL BUSINESS NAME Galls, LLC	3. IDENTIFICATION NUMBERS a) FEIN # 20-3545989 b) DUNS # 04-259-8482	
4. D/B/A – Doing Business As (if applicable) & COUNTY FIELD:	5. WEBSITE ADDRESS (if applicable) www.galls.com	
6. ADDRESS OF PRIMARY PLACE OF BUSINESS/EXECUTIVE OFFICE 1340 Russell Cave Road Lexington, KY 40505	7. TELEPHONE NUMBER 800-876-4242	8. FAX NUMBER 877-914-2557
9. ADDRESS OF PRIMARY PLACE OF BUSINESS/EXECUTIVE OFFICE <i>IN NEW YORK STATE, if different from above</i> N/A	10. TELEPHONE NUMBER	11. FAX NUMBER
12. AUTHORIZED CONTACT FOR THIS QUESTIONNAIRE Name Lindsay Rose Title Contract Management Telephone Number 859-800-1402 Fax Number 877-914-2557 e-mail Rose-Lindsay@galls.com		
13. LIST ALL OF THE VENDOR'S PRINCIPAL OWNERS.		
a) NAME Michael Fadden	TITLE CEO	b) NAME David Scheve
c) NAME Doug Means	TITLE COO	d) NAME Jim Dugan
TITTLE CFO		
TITTLE CRO		
A DETAILED EXPLANATION IS REQUIRED FOR EACH QUESTION ANSWERED WITH A "YES," AND MUST BE PROVIDED AS AN ATTACHMENT TO THE COMPLETED QUESTIONNAIRE. YOU MUST PROVIDE ADEQUATE DETAILS OR DOCUMENTS TO AID THE COUNTY IN MAKING A DETERMINATION OF VENDOR RESPONSIBILITY. PLEASE NUMBER EACH RESPONSE TO MATCH THE QUESTION NUMBER.		
14. DOES THE VENDOR USE, OR HAS IT USED IN THE PAST FIVE (5) YEARS, ANY OTHER BUSINESS NAME, FEIN, or D/B/A OTHER THAN THOSE LISTED IN ITEMS 2-4 ABOVE? List all other business name(s), Federal Employer Identification Number(s) or any D/B/A names and the dates that these names or numbers were/are in use. Explain the relationship to the vendor. ☒ Yes ☐ No		
15. ARE THERE ANY INDIVIDUALS NOW SERVING IN A MANAGERIAL OR CONSULTING CAPACITY TO THE VENDOR, INCLUDING PRICIPAL OWNERS AND OFFICERS, WHO NOW SERVE OR IN THE PAST ONE (1) YEARS HAVE SERVED AS: a) An elected or appointed public official or officer? <i>List each individual's name, business title, the name of the organization and position elected or appointed to, and dates of service</i> b) An officer of any political party organization in Albany County, whether paid or unpaid? <i>List each individuals name, business title or consulting capacity and the official political position held with applicable service dates.</i> ☐ Yes ☒ No ☐ Yes ☒ No		

16.	WITHIN THE PAST (5) YEARS, HAS THE VENDOR, ANY INDIVIDUALS SERVING IN MANAGERIAL OR CONSULTING CAPACITY, PRINCIPAL OWNERS, OFFICERS, MAJOR STOCKHOLDER(S) (10% OR MORE OF THE VOTING SHARES FOR PUBLICLY TRADED COMPANIES, 25% OR MORE OF THE SHARES FOR ALL OTHER COMPANIES), AFFILIATE OR ANY PERSON INVOLVED IN THE BIDDING OR CONTRACTING PROCESS:	
a)	1. been suspended, debarred or terminated by a local, state or federal authority in connection with a contract or contracting process; 2. been disqualified for cause as a bidder on any permit, license, concession franchise or lease; 3. entered into an agreement to a voluntary exclusion from bidding/contracting; 4. had a bid rejected on an Albany County contract for failure to comply with the MacBride Fair Employment Principles; 5. had a low bid rejected on a local, state or federal contract for failure to meet statutory affirmative action or M/WBE requirements on a previously held contract; 6. had status as a Women's Business Enterprise, Minority Business Enterprise or Disadvantaged Business Enterprise, de-certified, revoked or forfeited; 7. been subject to an administrative proceeding or civil action seeking specific performance or restitution in connection with any local, state or federal government contract; 8. been denied an award of a local, state or federal government contract, had a contract suspended or had a contract terminated for non-responsibility; or 9. had a local, state or federal government contract suspended or terminated for cause prior to the completion of the term of the contract.	☒ Yes ☐ No
b)	been indicted, convicted, received a judgment against them or a grant of immunity for any business-related conduct constituting a crime under local, state or federal law including but not limited to, fraud extortion, bribery, racketeering, price-fixing, bid collusion or any crime related to truthfulness and/or business conduct?	☐ Yes ☒ No
c)	been issued a citation, notice, violation order, or are pending an administrative hearing or proceeding or determination of violations of: 1. federal, state or local health laws, rules or regulations.	☐ Yes ☒ No
17.	IN THE PAST THREE (3) YEARS, HAS THE VENDOR OR ITS AFFILIATES 1 HAD ANY CLAIMS, JUDGMENTS, INJUNCTIONS, LIENS, FINES OR PENALTIES SECURED BY ANY GOVERNMENTAL AGENCY? Indicate if this is applicable to the submitting vendor or affiliate. State whether the situation(s) was a claim, judgment, injunction, lien or other with an explanation. Provide the name(s) and address(es) of the agency, the amount of the original obligation and outstanding balance. If any of these items are open, unsatisfied, indicate the status of each item as "open" or "unsatisfied."	☐ Yes ☒ No
18.	DURING THE PAST THREE (3) YEARS, HAS THE VENDOR FAILED TO: a) file returns or pay any applicable federal, state or city taxes? <i>Identify the taxing jurisdiction, type of tax, liability year(s), and tax liability amount the vendor failed to file/pay and the current status of the liability.</i> b) file returns or pay New York State unemployment insurance? <i>Indicate the years the vendor failed to file/pay the insurance and the current status of the liability.</i> c) Property Tax <i>Indicate the years the vendor failed to file.</i>	☐ Yes ☒ No ☐ Yes ☒ No ☐ Yes ☒ No
19.	HAVE ANY BANKRUPTCY PROCEEDINGS BEEN INITIATED BY OR AGAINST THE VENDOR OR ITS AFFILIATES 1 WITHIN THE PAST SEVEN (7) YEARS (WHETHER OR NOT CLOSED) OR IS ANY BANKRUPTCY PROCEEDING PENDING BY OR AGAINST THE VENDOR OR ITS AFFILIATES REGARDLESS OF THE DATE OF FILING? Indicate if this is applicable to the submitting vendor or affiliate. If it is an affiliate, include the affiliate's name and FEIN. Provide the court name, address and docket number. Indicate if the proceedings have been initiated, remain pending or have been closed. If closed, provide the date closed.	☐ Yes ☒ No
20.	IS THE VENDOR CURRENTLY INSOLVENT, OR DOES VENDOR CURRENTLY HAVE REASON TO BELIEVE THAT AN INVOLUNTARY BANKRUPTCY PROCEEDING MAY BE BROUGHT AGAINST IT? Provide financial information to support the vendor's current position, for example, Current Ration, Debt Ration, Age of Accounts Payable, Cash Flow and any documents that will provide the agency with an understanding of the vendor's situation.	☐ Yes ☒ No

21. IN THE PAST FIVE (5) YEARS, HAS THE VENDOR OR ANY AFFILIATES¹ : ☒ Yes ☐ No

a) defaulted or been terminated on, or had its surety called upon to complete, any contract (public or private) awarded;

Indicate if this is applicable to the submitting vendor or affiliate. Detail the situation(s) that gave rise to the negative action, any corrective action taken by the vendor and the name of the contracting agency.

¹ "Affiliate" meaning: (a) any entity in which the vendor owns more than 50% of the voting stock; (b) any individual, entity or group of principal owners or officers who own more than 50% of the voting stock of the vendor; or (c) any entity whose voting stock is more than 50% owned by the same individual, entity or group described in clause (b). In addition, if a vendor owns less than 50% of the voting stock of another entity, but directs or has the right to direct such entity's daily operations, that entity will be an "affiliate" for purposes of this questionnaire.

**ALBANY COUNTY
VENDOR RESPONSIBILITY QUESTIONNAIRE**

FEIN # 20-3545989

State of: Kentucky)
) ss:
County of: Fayette)

CERTIFICATION:

The undersigned recognizes that this questionnaire is submitted for the express purpose of assisting the County of Albany in making a determination regarding an award of contract or approval of a subcontract; acknowledges that the County may in its discretion, by means which it may choose, verify the truth and accuracy of all statements made herein; acknowledges that intentional submission of false or misleading information may constitute a felony under Penal Law Section 210.40 or a misdemeanor under Penal Law Section 210.35 or Section 210.45, and may also be punishable by a fine and/or imprisonment of up to five years under 18 USC Section 1001 and may result in contract termination; and states that the information submitted in this questionnaire and any attached pages is true, accurate and complete.

The undersigned certifies that he/she:

- Has not altered the content of the questions in the questionnaire in any manner;
- Has read and understands all of the items contained in the questionnaire and any pages attached by the submitting vendor;
- Has supplied full and complete responses to each item therein to the best of his/her knowledge, information ad belief;
- Is knowledgeable about the submitting vendor's business and operations;
- Understands that Albany County will rely on the information supplied in the questionnaire when entering into a contract with the vendor;
- Is under duty to notify the Albany County Purchasing Division of any material changes to the vendor's responses.

Name of Business Galls, LLC

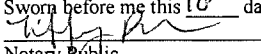
Signature of Owner 

Address 1340 Russell Cave Road

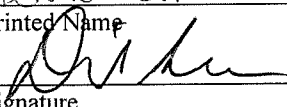
Printed Name of Signatory David Scheve

City, State, Zip Lexington, KY 40505

Title CFO

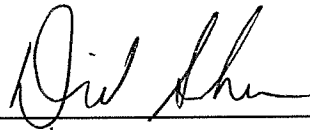
Sworn before me this 10th day of November, 2020

Notary Public

TIFFANY BREWER
NOTARY PUBLIC
Kentucky, State At Large
I.D. # 616865
My Commission Expires 2/12/2023

David Scheve
Printed Name

Signature
11-10-2020
Date

Attachment "D"
Certification Pursuant to Section 103-g
Of the New York State
General Municipal Law

- A. By submission of this bid/proposal, each bidder/proposer and each person signing on behalf of any bidder/proposer certifies, and in the case of a joint bid, each party thereto certifies as to its own organization, under penalty of perjury, that to the best of its knowledge and belief that each bidder is not on the list created pursuant to paragraph (b) of subdivision 3 of Section 165-a of the New York State Finance Law.
- B. A Bid/Proposal shall not be considered for award, nor shall any award be made where the condition set forth in Paragraph A above has not been complied with; provided, however, that in any case the bidder/proposer cannot make the foregoing certification set forth in Paragraph A above, the bidder/proposer shall so state and shall furnish with the bid a signed statement which sets forth in detail the reasons therefor. Where Paragraph A above cannot be complied with, the Purchasing Unit to the political subdivision, public department, agency or official thereof to which the bid/proposal is made, or his designee, may award a bid/proposal, on a case by case business under the following circumstances:
1. The investment activities in Iran were made before April 12, 2012, the investment activities in Iran have not been expanded or renewed after April 12, 2012, and the Bidder/Proposer has adopted, publicized and is implementing a formal plan to cease the investment activities in Iran and to refrain from engaging in any new investments in Iran; or
 2. The political subdivision makes a determination that the goods or services are necessary for the political subdivision to perform its functions and that, absent such an exemption, the political subdivision would be unable to obtain the goods or services for which the contract is offered. Such determination shall be made in writing and shall be a public document.



Signature

Chief Financial Officer

Title

Galls, LLC

Company Name

11-10-2020
Date



1340 Russell Cave Road
Lexington, KY 40505

Galls, LLC Subsidiaries / Other Business Name:

Galls, LLC dba Galls Long Beach Uniforms
Quartermaster, LLC
Postal Uniform Xpress
Postal Uniforms Direct
Postal Uniforms Online
Postal Uniform Discounters
American Postal Uniforms
Wasserman Uniforms
A.M.E.'s Uniforms
Patriot Outfitters, LLC
Carpenter Uniforms and Promotional Products
Red the Uniform Tailor
Miller Uniforms and Emblems Inc.
KEEPRS Inc.
Cruse Uniforms & Equipment Inc
Samzie's LTD
Lark Uniform Company Inc.
Universal Uniforms Sales Co., Inc.
Keystone Uniforms OC
On Guard Apparel



Galls, LLC- Contract Termination

Contract 530-4-26-17 with the North Dakota Department of Corrections and Rehabilitation was terminated for cause on or about November 27, 2017, for what the customer alleges were delivery delays and minor quality issues. Aside from this specific termination, Galls' customers have periodically terminated contracts for convenience due to a lack of appropriation.

Client#: 1778682

CBGENERHOL

ACORD™

CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)

3/03/2020

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must have ADDITIONAL INSURED provisions or be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer any rights to the certificate holder in lieu of such endorsement(s).

PRODUCER USI Insurance Services LLC 312 Elm Street, 24th Floor Cincinnati, OH 45202 513 852-6300		CONTACT NAME: PHONE (A/C, No, Ext): 513 852-6300 FAX (A/C, No): 513 852-6428 E-MAIL ADDRESS:	
INSURED Galls, LLC 1340 Russell Cave Road Lexington, KY 40505		INSURER(S) AFFORDING COVERAGE	
		INSURER A : QBE Insurance Corporation	
		INSURER B : General Casualty Company of Wisconsin	
		INSURER C : Praetorian Insurance Company	
		INSURER D : The Cincinnati Insurance Company	
		INSURER E : Great American E & S Insurance Company	
		INSURER F :	

COVERAGES **CERTIFICATE NUMBER:** **REVISION NUMBER:**

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL INSR	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	☒ COMMERCIAL GENERAL LIABILITY ☐ CLAIMS-MADE ☒ OCCUR GEN'L AGGREGATE LIMIT APPLIES PER: ☐ POLICY ☐ PRO-JECT ☒ LOC OTHER:	X	X	CGA1365959	03/01/2020	03/01/2021	EACH OCCURRENCE \$1,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$1,000,000 MED EXP (Any one person) \$10,000 PERSONAL & ADV INJURY \$1,000,000 GENERAL AGGREGATE \$2,000,000 PRODUCTS - COMP/OP AGG \$2,000,000 \$
A	☒ AUTOMOBILE LIABILITY ☒ ANY AUTO OWNED AUTOS ONLY ☒ HIRED AUTOS ONLY ☐ SCHEDULED AUTOS NON-OWNED AUTOS ONLY	X	X	CBA1365959	03/01/2020	03/01/2021	COMBINED SINGLE LIMIT (Ea accident) \$1,000,000 BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$ \$
B	☒ UMBRELLA LIAB ☒ OCCUR ☐ EXCESS LIAB ☐ CLAIMS-MADE ☐ DED ☒ RETENTION \$10,000			CCU1365959	03/01/2020	03/01/2021	EACH OCCURRENCE \$10,000,000 AGGREGATE \$10,000,000 \$
C	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? ☒ N (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below		N/A	CWC1365959	03/01/2020	03/01/2021	☒ PER STATUTE ☐ OTH-ER E.L. EACH ACCIDENT \$1,000,000 E.L. DISEASE - EA EMPLOYEE \$1,000,000 E.L. DISEASE - POLICY LIMIT \$1,000,000
D	Excess Liability			EXS0570374	03/01/2020	03/01/2021	\$15,000,000 Limit
E	Pollution			PREE29196800	01/31/2018	01/31/2021	\$3,000,000 Limit

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)

Evidence of coverage.

CERTIFICATE HOLDER

CANCELLATION

Galls, LLC 1340 Russell Cave Road Lexington, KY 40505-3114	SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.
	AUTHORIZED REPRESENTATIVE 

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