

Request for Contract Approval	
Request ID #	5895
Contract #	5995
Contract Type	B) CAB Contracts
Contract Action	C) Renewal
Contract Action Type	S) Sole Source (please attach sole source letter)
Department	A1450 - Board of Elections
Date submitted	12/21/20
Contact person	Bledi, Rachel
Contact Phone	(518) 487-5070
Vendor	NTS Data Services
Estimated Amount	\$99,803
Estimated Term	1/1/2021-12/31/2021
Scope of Services	The Albany County Board of Elections is seeking renewal of its maintenance agreement with NTS Data Services, LLC, which is the developer and sole point of support and maintenance for the TEAM voter registration, WorkFlow, Sign-It! signature digitization, full document imaging and PACETS election management applications currently installed in the Board of Elections. It also prints our April countywide mail check card and poll books. NTS is the only company that can practically and legally maintain the software and supplies these systems to forty-nine other counties in New York State. The cost of the agreement is \$99,803
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



Albany County
Board of Elections

COMMISSIONERS OF ELECTION

RACHEL L. BLEDI
REPUBLICAN

MATTHEW J. CLYNE
DEMOCRATIC

260 SOUTH PEARL STREET
ALBANY, NEW YORK 12202
OFFICE HOURS: 8:30 AM to 4:30 PM
TELEPHONE: (518) 487-5060
FAX: (518) 487-5077
WWW.ALBANYCOUNTY.COM/VOTE

DEPUTY COMMISSIONERS

HEIDI R. CONNORS (D)

MELISSA KERMANI (R)

MEMO

TO: The Contract Administration Board

FROM: Rachel Bledi, Board of Elections Commissioner

CC: Dave Reilly, Commissioner, Department of Management and Budget

RE: 2021 NTS Data Services Contract

DATE: 12/21/2020

Please be advised that the Albany County Board of Elections is seeking renewal of its maintenance agreement with NTS Data Services, LLC, which is the developer and sole point of support and maintenance for the TEAM voter registration, WorkFlow, Sign-It! signature digitization, full document imaging and PACETS election management applications currently installed in the Board of Elections. It also prints our April countywide mail check card and poll books. NTS is the only company that can practically and legally maintain the software and supplies these systems to forty-nine other counties in New York State. The cost of the agreement is \$99,803

Annexed hereto is the copy of the quote from the vendor. If you have any questions, please feel free to contact us.



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: Board of Elections
Commissioner Matthew J. Clyne
Commissioner Rachel L. Bledi

FROM: Karen Storm

DATE: December 28, 2020

RE: Sole Source – NTS

I am writing in response to your request for a determination of sole source vendor status for NTS. I have reviewed the documentation you sent as well as General Municipal Law 103 as it applies to the sole source determination.

In determining whether a service should be considered a sole source it is incumbent upon the County to document that those services uniquely serve the public interest and that no other vendor can provide substantially equivalent or similar benefits.

It appears that NTS, is the developer and the sole point of support and maintenance for the TEAM/Suite voter registration. I hereby affirm, that NTS is a sole source vendor, as it provides a unique service and benefit that no other vendor currently can offer.

If you have any questions in this regard, please feel free to contact me.



2079 Sawyer Drive
Niagara Falls, NY 14304
800.458.3820

8/6/2020

Commissioner Matthew J. Clyne
Commissioner Rachel L. Bledi
260 South Pearl St
Albany, NY 12202

Dear Commissioners:

Now that the 2020 Primary Elections are behind us & we start preparing for General Election 2020, hopefully there will be some time for you to enjoy what remains of the summer. Looking ahead to the later part of the year, there will also be the need for you to prepare & submit your budget for 2021. To help facilitate the process, I am submitting the relevant NTS information below:

Maintenance, Support and Services Covered Under New Contract

NTS Products Under Current Contract	Year	1-Year Contract
Base Services: Annual Maintenance & Support TEAM/Suite, TEAM Middleware (IMS), Workflow (Multi-folder) Additional Products & Services: PACETS, Voter Information Center / Polling Place Locator (VIC/PPL)	2021	\$99,802.88
	2022	
	2023	
	2024	
	2025	

Considering the changing landscape of elections there may be some additional NTS applications & services listed below that may be beneficial to the performance of your office. We will reach out to you in the coming weeks in this regard or contact us sooner if you prefer.

Election Night Reporting (ENR)

Sincerely,

A handwritten signature in cursive script that reads "Gina L. Shields".

Gina Shields
Election Services Manager



December 18, 2020

Commissioner Matthew J. Clyne
Commissioner Rachel L. Bledi
Albany County Board of Elections
224 South Pearl Street
Albany, NY 12202

Dear Commissioners:

NTS Data Services, LLC is the developer and sole point of support and maintenance for the TEAM/Suite voter registration, WorkFlow, PACETS election management system and IMS interface messaging system applications currently installed in the Board of Elections. As NTS is the only company that can practically and legally maintain the software, this would be a sole source situation. NTS supplies these systems to forty-nine other counties in New York State and is the only company providing voter registration software and services that is locally based – in Wheatfield, New York.

NTS systems have been certified by the State Board of Elections to be in compliance with the interface requirements of the NYSVoter statewide voter registration system and your Board uses this functionality to communicate back and forth with NYSVoter. In addition, NTS continually maintains and upgrades functionality in our software modules and new releases are included in the renewal contract at no additional cost.

As our history has demonstrated, Albany County has the comfort in knowing that these critical elements of your election process are handled by experienced NTS personnel who are familiar with requirements set forth by the Albany County Board of Elections and the New York State Board of Elections. We know the critical importance of our service to our customers and have built an infrastructure that troubleshoots and delivers.

I hope the above helps to clarify the issues related to the renewal contract. Should you or anyone else in the County have any questions, please feel free to contact me at 800-458-3820.

Sincerely,

Anthony Marchioni
General Manager

Request for Contract Approval	
Request ID #	5909
Contract #	6009
Contract Type	B) CAB Contracts
Contract Action	A) New
Contract Action Type	
Department	D5110 - Maintenance Roads Buildings
Date submitted	1/4/21
Contact person	Ramundo, Lisa
Contact Phone	518-765-2055
Vendor	Brodner Equipment Inc.
Estimated Amount	\$32,693
Estimated Term	Six Months (4/1/2021-9/30/2021)
Scope of Services	The purchase of a Mean Green EVO 74 Electric Mower
Budget Line Item	N/A
Fiscal Impact	County 0.00%
	State 100.00%
	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

DANIEL C. LYNCH
DEPUTY COUNTY EXECUTIVE

COUNTY OF ALBANY
DEPARTMENT OF PUBLIC WORKS
449 NEW SALEM ROAD
VOORHEESVILLE, NEW YORK 12186-4826
(518) 765-2055 - FAX (518) 447-7047
WWW.ALBANYCOUNTY.COM

LISA M. RAMUNDO
COMMISSIONER

SCOTT D. DUNCAN
DEPUTY COMMISSIONER

MEMORANDUM

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

From: Lisa M. Ramundo, Commissioner

Date: January 4, 2021

Re: Contract Request
For the Purchase of a Mean Green EVO 74 Electric Mower

The Public Works Department respectfully requests approval for the purchase of a Mean Green EVO 74 Electric Mower. The term of this contract will be for six months (4/1/21-9/30/21) with a total cost not to exceed \$32,693.00. Bond HHO8 will be used for the initial outlay of this purchase and will be reimbursed with a NYSERDA Grant.

If there are any questions or further information is needed, please feel free to contact my office.



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: Lisa M. Ramundo
Department of Public Works

FROM: Karen Storm
Purchasing Agent

DATE: January 4, 2021

RE: **RFB #2020-134**

I am in receipt of your recommendation to award the aforementioned Request for Bids to Brodner Equipment Inc. in the amount of \$32,693.00.

As Brodner Equipment 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 Purchase Order to the successful bidder.



DANIEL P. MCCOY
COUNTY EXECUTIVE

COUNTY OF ALBANY
DEPARTMENT OF PUBLIC WORKS
449 NEW SALEM ROAD
VOORHEESVILLE, NEW YORK 12186-4826
(518) 765-2055 - FAX (518) 447-7047
WWW.ALBANYCOUNTY.COM

LISA M. RAMUNDO
COMMISSIONER

RECOMMENDATION NOTICE

TO: Karen Storm, Purchasing Agent
FROM: Lisa M. Ramundo, Commissioner
DATE: January 4, 2021
RE: RFB #2020-134
Mean Green EVO 74 Mower

I have reviewed the results of RFB #2020-134 for a Mean Green EVO 74 Mower, with Brodner Equipment Inc. being the only bidder I would like to recommend they be awarded the bid.

If you have any questions, please feel free to contact my office.

LMR:ct



NYSERDA

ANDREW M. CUOMO
Governor

RICHARD L. KAUFFMAN
Chair

ALICIA BARTON
President and CEO

March 9, 2020

Lisa Ramundo, P.E.
Commissioner
Albany County Department of Public Works
449 New Salem Rd.
Voorheesville, NY, 12186
Lisa.Ramundo@albanycountyny.gov

SUBJECT: Amendment No. 3 to Agreement No. 39484

Dear Lisa Ramundo,

Reference is made to the subject Agreement between us dated August 18, 2014, Amendment No. 1 dated December 6, 2017 and Amendment No. 2 dated November 1, 2018 (the "Agreement"), wherein the following changes are hereby incorporated:

1. Page 1, Item 6, Project Period. Delete the date "December 31, 2019" and Substitute the date "December 31, 2020".
2. Exhibit A, Statement of Work. Add the attached Task 5.
3. Exhibit A, Statement of Work, Payment Schedule. Delete in its entirety and Substitute the attached Payment Schedule revised March 9, 2020.

No other provision of this Agreement is otherwise changed or modified.

The parties hereto do hereby indicate their acceptance of and agreement to the foregoing by causing their duly authorized representatives to execute this Amendment No. 3 in the respective spaces provided below.

ALBANY COUNTY DEPT.
OF PUBLIC WORKS

NEW YORK STATE ENERGY RESEARCH
AND DEVELOPMENT AUTHORITY

Signature: _____

Signature: _____

Name: _____

NYSERDA Authorized Signatory

Title: _____

New York State Energy Research and Development Authority

Albany
17 Columbia Circle, Albany, NY 12203-6399
(P) 1-866-NYSERDA | (F) 518-862-1091
nyserdera.ny.gov | Info@nyserdera.ny.gov

Buffalo
726 Exchange Street
Suite 821
Buffalo, NY
14210-1484
(P) 716-842-1522
(F) 716-842-0156

New York City
1359 Broadway
19th Floor
New York, NY
10018-7842
(P) 212-971-5342
(F) 518-862-1091

West Valley Site
Management Program
9030-B Route 219
West Valley, NY
14171-9500
(P) 716-942-9960
(F) 716-942-9961

Task 5: Purchase of Electric Mower, Trimmer and Blower

The Contractor shall purchase a fully electric mower, trimmers, blowers and battery packs that will be used to maintain County Property along the trail and other locations throughout the County. The Contractor shall keep detailed records of all expenses related to the purchase of the equipment for the electric mower, trimmers, blowers and battery packs. The Contractor shall provide copies of equipment specification sheets and invoices to support the purchase cost.

Deliverable:

5 Copies of equipment specification sheets and invoices related to the purchase of a fully electric mower, trimmers, blowers and battery packs.

Payment Schedule (Revised: March 9, 2020)

Milestone #	Deliverable Description	Due Date	NYSERDA Contribution Not To Exceed	Contractor Cost Share	Total Cost
1	Contract Management				
1.1	PEP with Draft PBMR	Q4 2014	\$1,274.79	\$0.00	1,274.79
1.2A	Contract Management and Quarterly Progress Report #1	Q1 2016	\$1,611.84	\$0.00	1,611.84
1.2B	Contract Management and Quarterly Progress Report #2	Q2 2016	\$1,074.56	\$0.00	1,074.56.
1.2C	Contract Management and Quarterly Progress Report #3	Q3 2016	\$1,074.56	\$0.00	1,074.56
1.2D	Contract Management and Quarterly Progress Report #4	Q4 2016	\$1,074.56	\$0.00	1,074.56
1.2E	Contract Management and Quarterly Progress Report #5	Q1 2018	\$2,149.12	\$0.00	2,149.12
1.2F	Contract Management and Quarterly Progress Report #6	Q2 2018	\$2,149.12	\$0.00	\$2,149.12
1.2G	Contract Management and Quarterly Progress Report #7	Q3 2018	\$2,417.56	\$0.00	\$2,417.56
1.3	Final Report with Final PBMR	Q2 2019	\$2,765.99	\$0.00	\$2,765.99
	Total Task 1		\$15,592.50	\$0.00	\$15,592.50

Milestone #	Deliverable Description	Due Date	NYSERDA Contribution Not To Exceed	Contractor Cost Share	Total Cost
2	Design of Rail Trail				
2.1	Rail Trail Design and Bid Package	Q1 2018	\$15,718.57	\$0.00	\$15,718.57
2.2	Executed Agreement with Town of Bethlehem *GO/NO GO DECISION	Q1 2015	\$0.00	\$0.00	\$0.00
	Total Task 2		\$15,718.57	0.00	\$15,718.57
3	Construction of Rail Trail				
3.1	Rail Trail Construction Documentation and Inspection	Q2 2019	\$925,618.83	\$334,500	\$1,260,118.83
	Total Task 3		\$925,618.83	\$334,500	1,260,118.83
4	User Survey				
4.1	User Survey Report	Q2 2019	\$5,009.00	\$0.00	\$5009.00
	Total Task 4		\$5,009.00	\$0.00	\$5,009.00
5	Purchase of Electric Mowers and Equipment	Q3 2020	\$41,539.10	\$0.00	\$41,539.10
	Total Task 5		\$41,539.10	\$0.00	\$41,539.10
	Total Budget		\$1,003,478	\$334,500.00	\$1,337,978

RFB #2020-134 Mean Green EVO 74
Mower

	Brodner Equipment Inc.
Mean Green EVO 74	\$ 28,499.00
Set-Up Fee	\$ 250.00
ORV-Blast Vehicle Debris Blower Package	\$ 1,949.00
S.A.M. Solar Canopy	\$ 1,595.00
Shipping	\$ 400.00
Total Price	\$ 32,693.00

|

COUNTY OF ALBANY

BID FORM

BID IDENTIFICATION:

Title: Mean Green EVO 74 Mower
Bid Number: RFB 2020-134

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
12/21/20	#1
N/A	

(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.

BF1

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:

TIMOTHY L. BAUM
BRODNER EQUIPMENT INC.
3918 LYELL ROAD ROCHESTER, NY 14626
Phone: 585-247-5218 Fax: 585-247-6794
E-mail: tbaum@brodner.com

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

BID FORM

BID IDENTIFICATION:

Title: Mean Green EVO 74 Mower
Bid Number: RFB 2020-134

Mean Green EVO 74	CONTRACTOR PACKAGE 22 KWH BATTERY	\$ 28,499.00
Setup Fee		\$ 250.00
ORV-Blast Vehicle debris Blower Package		\$ 1,949.00
S.A.M. Solar Canopy		\$ 1,545.00
Shipping		\$ 400.00
Total		\$ 32,643.00

COMPANY: BRODNER EQUIPMENT INC.

ADDRESS: 3918 LYELL ROAD

CITY, STATE, ZIP: ROCHESTER, NY 14606

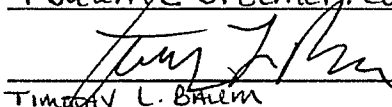
TEL. NO.: 585-247-5218

FAX NO.: 585-247-6794

FEDERAL TAX ID NO.: 16-1105943

REPRESENTATIVE: TIMOTHY L. BAUM

E-MAIL: tbaum@brodner.com

SIGNATURE AND TITLE:  PRESIDENT
TIMOTHY L. BAUM

DATE 12/21/2020

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.

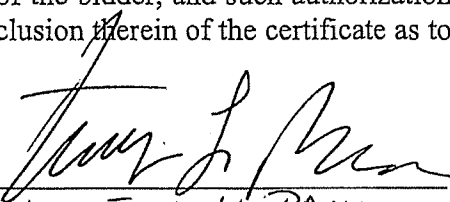
(2) Unless otherwise required by law, the prices which have been quoted in this bid have not knowingly been disclosed by the bidder and will not knowingly be disclosed by the bidder, directly or indirectly, prior to opening, to any bidder or to any competitor.

(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 TIMOTHY L. BAUM

PRESIDENT
Title

BRODNER EQUIPMENT INC.
Company Name

12/21/2020

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 Monroe) SS.:

On this 21st day of December, 2020, before me personally appeared Timothy L. Baum to me known, who, being by me sworn, did say that he resides at (give address) 471 Reed Rd. Churchville NY 14428; that he is the (give title) President of the (name of corporation) Brainer Equipment 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.

Veronica M. Owens

Notary Public, State of New York

Qualified in Monroe County

VERONICA M. OWENS
~~NOTARY PUBLIC-STATE OF NEW YORK~~

~~Commission Expires~~ **No. 01OW6106244**

Qualified in Monroe County

My Commission Expires 08-29-2021

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 BRODNER EQUIPMENT INC.		3. IDENTIFICATION NUMBERS a) FEIN # 16-1105943 b) DUNS # N/A	
4. D/B/A – Doing Business As (if applicable) & COUNTY FIELD:		5. WEBSITE ADDRESS (if applicable) www.brodner.com	
6. ADDRESS OF PRIMARY PLACE OF BUSINESS/EXECUTIVE OFFICE 3918 LYELL ROAD ROCHESTER NY 14604		7. TELEPHONE NUMBER 585-247-5218	8. FAX NUMBER 585-247-6794
9. ADDRESS OF PRIMARY PLACE OF BUSINESS/EXECUTIVE OFFICE <i>IN NEW YORK STATE, if different from above</i> N/A		10. TELEPHONE NUMBER N/A	11. FAX NUMBER N/A
12. AUTHORIZED CONTACT FOR THIS QUESTIONNAIRE Name: TIMOTHY L. BAUM Title: PRESIDENT Telephone Number: 585-247-5218 Fax Number: 585-247-6794 e-mail: tbaum@brodner.com			
13. LIST ALL OF THE VENDOR'S PRINCIPAL OWNERS.			
a) NAME: TIMOTHY L. BAUM	TITLE: PRESIDENT	b) NAME: N/A	TITLE:
c) NAME: N/A	TITLE:	d) NAME: N/A	TITLE:
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 PRINCIPAL OWNERS AND OFFICERS, WHO NOW SERVE OR IN THE PAST ONE (1) YEARS HAVE SERVED AS:		☐ Yes ☒ No	
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 individual's 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 OR 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.

FEIN # 16-1105943

CERTIFICATION:

The undersigned certifies that he/she:

- Name of Business BROWNER EQUIPMENT INC. Signature of Owner [Signature]
Address 3918 LYELL ROAD Printed Name of Signatory TIMOTHY L. BAUM
City, State, Zip ROCHESTER, NY 14606 Title PRESIDENT

Sworn before me this 21st day of December 2020

VERONICA M. OWENS
NOTARY PUBLIC-STATE OF NEW YORK
No. 01OW6106244
Qualified In Monroe County
My Commission Expires 08-29-2024

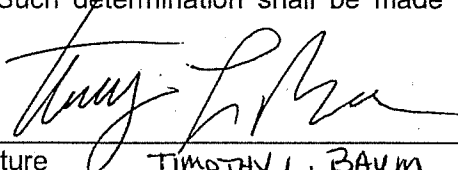
Printed Name

Signature _____

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 TIMOTHY L. BAUM

PRESIDENT

Title

BROWNER EQUIPMENT INC.

Company Name

12/21/2020

Date

Request for Contract Approval	
Request ID #	5901
Contract #	6001
Contract Type	B) CAB Contracts
Contract Action	A) New
Contract Action Type	N) None
Department	G8130 - Sewage Treatment
Date submitted	12/30/20
Contact person	Gaudio, Angelo
Contact Phone	518 447-1611
Vendor	GP Jager Inc.
Estimated Amount	\$85,000
Estimated Term	01/14/2021-01/15/2022
Scope of Services	supply Primary Clarifier Chain and Components to the North Plant Facility
Budget Line Item	GG8130
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



DANIEL P. MC COY
COUNTY EXECUTIVE

COUNTY OF ALBANY
WATER PURIFICATION DISTRICT
1 CANAL ROAD SOUTH
ALBANY, NEW YORK 12204

REMITTANCE: 112 STATE ST., BASEMENT, ALBANY, NY 12207
PHONE: (518) 447-1611 FAX: (518) 433-0369
www.albanycounty.com

COMMISSION

JOHN R. ADAIR, JR.
CHAIRMAN
JOHN W. BISHOP, JR.
NICHOLAS W. FOGLIA
DENNIS RIGOSU
SEAN WARD

December 29, 2020

ANGELO GAUDIO, P.E.
EXECUTIVE DIRECTOR

Hon. Daniel P. McCoy
County Executive
112 State Street
Albany, NY 12207

Hon. Andrew Joyce
Chairman
Albany County Legislature
112 State Street – Suite 710
Albany, NY 12207

Hon. Bruce Hidley
County Clerk
112 State Street
Albany, NY 12207

Re: RFB-2020.119-Primary Clarifier Chain Supply

Dear Messrs. McCoy, Joyce, Hidley:

The Water Purification District (District) is requesting authorization to award the above subject contract to GP Jager for the supply of Fairfield chain for the north plant's primary clarifiers. The contract will be for a one year term with an option for a one year renewal. The total estimated contract value is \$85,000.00 which equates to the purchase of two sets of components plus the purchase of miscellaneous components as outlined in the bid.

Three bids were received as summarized in the table below:

Vendor	Total Bid
GP Jager	\$ 37,306.80
Brentwood Industries	\$ 77,202.06
Environmental Products	\$ 35,621.52

After review of the three bids it was determined that the pin connectors from Environmental Products are not compatible with the District's existing chain system as was required in the bid specifications.

Because of this GP Jager was deemed to be the lowest responsible bidder and is being recommended for the award of this contract.

The complete bid tabulation, District's recommendation memo and Purchasing Division's concurrence memo are attached herein.

Should you have any questions please feel free to contact me at 518-447-1617.

Sincerely,

A handwritten signature in blue ink, appearing to read "Angelo Gaudio".

Angelo Gaudio, P.E.
Executive Director

Enc: District Recommendation Memo
Bid Tabulation
Purchasing Division Concurrence Memo

Cc: Lucas Rogers, Policy Analyst
Sameer Modasra, Budget Analyst



DANIEL P. McCOY
COUNTY EXECUTIVE

COUNTY OF ALBANY
WATER PURIFICATION DISTRICT
1 CANAL ROAD, SOUTH
ALBANY, NEW YORK 12204

REMITTANCE: 112 STATE ST., BASEMENT, ALBANY, NY 12207
PHONE: (518) 447-1611 FAX: (518) 433-0369
www.albanycounty.com

COMMISSION

JOHN R. ADAIR, JR.
CHAIRMAN

JOHN W. BISHOP, JR.
NICHOLAS W. FOGLIA
DENNIS RIGOSU
SEAN E. WARD

ANGELOS. GAUDIO, P.E.
EXECUTIVE DIRECTOR

MEMORANDUM

To: Karen Storm, Purchasing Agent
From: Angelo Gaudio, Executive Director *AG*
Subject: RFB-2020-119_Primary Clarifier Chain & Components
Date: December 30, 2020

The Water Purification District recommends award to, GP Jager. Upon review of the bids, the chain and associated pin system submitted by Environmental Products was determined to be non-compatible with the existing Polychem chain that is currently being utilized. As system compatibility was a requirement of the bid specifications GP Jager was determined to be lowest responsible bidder.

The estimated value of this contract for a 1 year term is \$85,000. Please return your notice of concurrence so that I may submit this award request to the Contract Administration Board.

Should you have any questions regarding this recommendation I may be reached at 447-1611.



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: Angelo Gaudio, Executive Director
Water Purification District

FROM: Karen Storm *[Signature]*
Purchasing Agent

DATE: December 29, 2020

RE: RFB #2020-119, North Plant Primary Clarifier Chain & Components

I am in receipt of your recommendation to award the aforementioned Request for Bids to JP Jager in the amount not to exceed \$85,000.

As JP Jager is the apparent 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.

RFB-2020-119 North Plant Primary
Clarifier Chain & Components

	Brentwood Industries	GP Jager	Environmental Products
Longitudinal Chain	\$ 32,144.45	\$ 20,683.20	\$ 18,568.00
Quantity - See Section 3.2			
Transverse Chain	\$ 3,682.41	\$ 4,442.40	\$ 1,738.00
Quantity- See Section 3.3			
Fiberglass Scraper Flights	\$ 18,518.04	\$ 5,053.20	\$ 9,340.00
Quantity - See Section 4.2			
NCS-720-S Sprockets	\$ 6,448.23	\$ 4,416.00	\$ 4,947.52
Quantity - See Section 5.2			
Wear Shoes	\$ 16,408.93	\$ 2,712.00	\$ 1,028.00
Quantity - See Section 7.2			
Total bid:	\$77,202.06	\$ 37,306.80	\$35,621.52
Delivery Date:	18-20 Weeks ARO	12-16 Weeks ARO	

COUNTY OF ALBANY
DEPARTMENT OF GENERAL SERVICES PURCHASING DIVISION
112 STATE STREET, ROOM 1000, ALBANY, NY 12207
TELEPHONE: 518-447-7140/ FAX: 518-447-5588

TITLE: NORTH PLANT PRIMARY CLARIFIER CHAIN & COMPONENTS
RFB NUMBER: 2020-119

Receipt Confirmation Form

Please complete and return this confirmation form as soon as possible:

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

IF YOU PLAN TO SUBMIT A BID, YOU MUST RETURN
THIS FORM TO ENSURE THAT YOU WILL RECEIVE ALL
FURTHER COMMUNICATION REGARDING THIS RFB.

Company Name: GP Jager Inc.
Address: PO BOX 50
City: BOORTON State: NJ Zip Code: 07005
Contact Person: Janelle Sanz
Title: Aftermarket Sales
Phone Number: 973 750 1180 Fax Number: 973 750 1181 E-Mail: jsanz@jagerinc.com

If a Bidders/Proposers meeting has been arranged for this Bid, please indicate if you plan to attend:

☐ Yes / ☒ No

I authorize the County of Albany to send further correspondence that the County deems to be of an urgent nature by the following method:

Courier Collect: UPS 7182XR Mail

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:
- GP Jager Inc. - Janelle Sanz
PO BOX 50
Boonton, NJ 07005
- Phone: 973 750 1180 Fax: 973 750 1181
- E-mail: jsanz@jagcRinc.com
8. Terms used in this Bid have the meanings assigned to them in the Contract and General Provisions.

BID PROPOSAL

BID IDENTIFICATION:

Title: NORTH PLANT PRIMARY CLARIFIER CHAIN & COMPONENTS

Bid Number: RFB-2020-119

	<u>Amount</u> (in figures)
Longitudinal Chain	
Quantity - See Section 3.2	\$ <u>20,683.20</u>
Transverse Chain	
Quantity - See Section 3.3	\$ <u>4,442.40</u>
Fiberglass Scraper Flights	
Quantity - See Section 4.2	\$ <u>5,053.20</u>
NCS-720-S Sprockets	
Quantity - See Section 5.2	\$ <u>4,416.00</u>
Wear Shoes	
Quantity - See Section 6.2	\$ <u>2,712.00</u>
TOTAL BID	\$ <u>37,306.80</u>

Estimated delivery date: 12-16 WKS ARO

COMPANY: GP Jager Inc.

ADDRESS: PO BOX 50

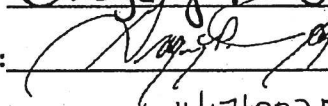
CITY, STATE, ZIP: Boonton, NJ 07005

TEL NO.: 973-750-1180

FAX NO.: 973-750-1181

FEDERAL TAX ID NO.: 46-3762691

REPRESENTATIVE: Gregory P. Jager

SIGNATURE AND TITLE:  President/owner

DATE: 11/17/2020

Request for Contract Approval	
Request ID #	5906
Contract #	6006
Contract Type	B) CAB Contracts
Contract Action	C) Renewal
Contract Action Type	
Department	A6140 - Safety Net;#100;#A6142 - Emergency Aid for Adults
Date submitted	12/30/20
Contact person	DeAngelis, Joe
Contact Phone	518-447-7583
Vendor	Interfaith Partnership for the Homeless
Estimated Amount	\$73,000
Estimated Term	4/1/2021-3/31/2022
Scope of Services	IPH will operate the Sister Mavis Jewell Medical Respite for the Homeless which will house and serve adult men and women who are homeless and being discharged from an inpatient hospital setting with ongoing medical needs.
Budget Line Item	AA6140 AA6142
Fiscal Impact	County 60.00%
	State 40.00%
	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

COUNTY OF ALBANY
DEPARTMENT OF SOCIAL SERVICES
162 WASHINGTON AVENUE
ALBANY, NEW YORK 12210-2304
(518) 447-7300
WWW.ALBANYCOUNTY.COM

MICHELE G. MCCLAVE
COMMISSIONER

ERIN M. STACHEWICZ
EXECUTIVE DEPUTY
COMMISSIONER

VALERIE SACKS
DEPUTY COMMISSIONER

January 1, 2021

Hon. Andrew Joyce
Hon. Daniel P. McCoy
Hon. Bruce A. Hidley
Legislative Clerk's Office
112 State St., Room 710
Albany, NY 12207

Dear Sirs,

Authorization is requested to renew an agreement with Interfaith Partnership for the Homeless who will operate the Sister Mavis Jewell Medical Respite (MRH) for the Homeless, which will house and serve adult men and women who are homeless and being discharged from an inpatient hospital setting with ongoing medical needs.

MRH provides a public need in the Capital District that has not been met by other agencies or programs. Currently, individuals in inpatient hospital settings, with no stable home to which they can safely return, are discharged to DSS to be referred to emergency homeless shelters. Individuals who are unable or unwilling to utilize shelters may be discharged to the street. MRH will provide a safe space for homeless individuals to recover from illness, surgery or injury and receive supportive services which will enhance their recovery.

The Sister Mavis Jewell Medical Respite for the Homeless
Operated by Interfaith Partnership for the Homeless

The Sister Mavis Jewell Medical Respite for the Homeless (MRH) is located at 1300 Massachusetts Ave., Troy NY and provides a public need in the Capital District that has not been met by other agencies or programs. Currently, individuals in inpatient hospital settings, with no stable home to which they can safely return, are discharged to DSS to be referred to emergency homeless shelters. Individuals who are unable or unwilling to utilize shelters may be discharged to the street. The MRH will provide a safe space for homeless individuals to recover from illness, surgery or injury and receive supportive services which will enhance their recovery.

Homeless individuals admitted to MRH will receive shelter in the form of a single room with toilet and sink facilities, access to showers, access to laundry, 3 meals per day, supervision by trained staff 24 hours a day/7 days a week/365 days a year. Visiting nursing or other services are able to be provided onsite. Guests will also have access to daily case management and case coordination services by MRH staff. Specifically, the MRH Supervisor and Case Coordinator will each carry a caseload of guests and will meet daily with each guest to discuss the person's recovery, service needs, housing goals, and anything else relevant to the individual's discharge plan.

Case Coordination services will focus on connecting guests to health care services, including primary care physicians, specialists, medication management, rehabilitative and therapeutic services, to promote improved health outcomes and long-term health stability. Any guests requiring on-site nursing or aide services will have those services coordinated by hospital discharge staff and the Case Coordinator. In addition to focusing on health-related needs, Case Coordinators will address any other barriers that have prevented guests from maintaining stable housing, including needs related to mental health, addiction, criminal history, domestic violence, and income.

In addition to the services noted above, MRH staff will provide transportation for guests exiting the hospital and entering the program and for guests needing assistance attending follow-up appointments. MRH staff will be available to sit in on appointments, at the guest's request, for further support and to ensure wrap-around care and follow-up. As noted, program staff will work in conjunction with hospital discharge planning staff to arrange any on-site services that guests will need while residing in Respite, such as a visiting nurse or an aide. MRH also plans to have a local pharmacy come onsite to provide training for guests as well as one-on-one discussions about medications and barriers to medication management. Additionally, Interfaith Partnership for the Homeless' full time nurse will provide regular trainings for guests on general health-related topics and will be available for consult with any guests having questions unable to be answered by staff or other providers.

This is a 10 bed facility of which DSS is projecting to use 2 beds per day. 8 clients were served during the past 9 months

Request for Contract Approval	
Request ID #	5908
Contract #	6008
Contract Type	B) CAB Contracts
Contract Action	B) Amendment
Contract Action Type	N) None
Department	A8020 - Economic Development
Date submitted	12/31/20
Contact person	Rogers, Lucas
Contact Phone	5184475566
Vendor	Camoin Associates
Estimated Amount	\$0
Estimated Term	12/21/2020-4/21/2021
Scope of Services	No cost extension to continue work on Phase II of Albany County Economic Development Initiative. Assistance in enacting plan recommendations, including Communications plan, website, project development, and business retention campaign.
Budget Line Item	AA8020
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



DANIEL P. MCCOY
COUNTY EXECUTIVE

COUNTY OF ALBANY
OFFICE OF THE EXECUTIVE
112 STATE STREET, ROOM 1200
ALBANY, NEW YORK 12207-2021
(518) 447-7040 - FAX (518) 447-5589
WWW.ALBANYCOUNTY.COM

DANIEL C. LYNCH, ESQ.
DEPUTY COUNTY EXECUTIVE

December 31, 2020

Honorable Daniel P. McCoy
Albany County Executive
112 State Street, 12th Floor
Albany, New York 12207

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

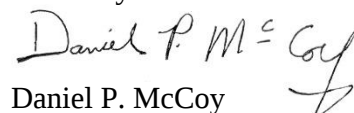
Honorable Bruce A. Hidley
Albany County Clerk
Albany County Courthouse
15 Eagle Street, 1st Floor
Albany, New York 12207

Dear Messrs. McCoy, Joyce and Hidley:

The Office of the County Executive is requesting authorization for a no cost 4-month extension to its agreement with Camoin Associates. The amount remains not to exceed \$75,000 for Phase II of the County's Economic Development Initiative. Camoin assisted the Director of Economic Development with the successful establishment of the Advance Albany County Alliance Local Development Corporation and will continue support the County's new economic development initiative with a focus on (1) Developing a Stakeholder Communications Plan; (2) establishing a website for economic development in Albany County; and (3) assisting with Business Retention and Expansion programs.

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

Sincerely


Daniel P. McCoy
Albany County Executive

FIRST AMENDMENT TO AGREEMENT
BETWEEN THE COUNTY OF ALBANY
AND CAMOIN ASSOCIATES

PURSUANT TO CONTRACT NO. 5479 OF 2020

ORIGINAL AGREEMENT PURSUANT TO
CONTRACT NO. 4360 OF 2018

THIS AGREEMENT is made by and between the County of Albany, a municipal corporation, acting by and through its County Executive, with its principal place of business located at the Albany County Office Building 112 State Street, Albany, New York 12207 (hereafter referred to as "County"), and Camoin Associates, a New York corporation with its principal office located at 120 West Avenue, Suite 303, Saratoga Springs, New York 12866 (hereafter referred to as the "Contractor"). County and Contractor may hereafter be referred to individually as a "[P]arty" and collectively as the "[P]arties."

WITNESSETH:

WHEREAS, the County has an Agreement with the Contractor to develop a community assessment, workforce, and educational institution analysis for the Albany County Economic Development Initiative, said Agreement having been entered into pursuant to Contract No. 4360 of 2018, (executed November 23, 2018); and

WHEREAS, the County requires additional services related to the Albany County Economic Development Initiative that are beyond the scope of services anticipated by Contract No. 4360 of 2018; and

WHEREAS, the Contractor is willing to provide the additional services requested by the County; and

WHEREAS, this First Amendment to the Agreement sets forth the understanding reached by the parties herein;

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

A. That the Agreement at ARTICLE 2. SCOPE OF SERVICES shall be amended to read as follows:

Phase I:

The Contractor shall conduct a Community Assessment, Workforce, and Educational Institution Analysis in strict conformance of the Contractor's Scope of Services, attached hereto as Schedule A.

Phase II:

Pursuant to the First Amendment to this Agreement (Contract No. 5479), The Contractor shall enact plan recommendations, including the communications plan, website, project development,

and business retention campaign. These services are more particularized in Exhibit I: The First Amendment's Scope of Services.

B. That the Agreement at ARTICLE 3. COMPENSATION shall be amended to read as follows:

In consideration of the terms and obligations of this Agreement, the County agrees to pay, and the Contractor agrees to accept, an amount not to exceed ONE HUNDRED SEVENTY-THREE THOUSAND, SEVEN HUNDRED FORTY-FIVE AND 00/100 (\$173,745.00) DOLLARS (US CURRENCY) for the completion of all goods and services rendered under this Agreement.

C. That the Agreement at ARTICLE 5. TERM OF THE AGREEMENT shall be amended to read as follows:

Phase I of the Contractor's responsibilities pursuant to the Albany County Economic Development Initiative shall commence on November 23, 2018 and continue in effect for three (3) months.

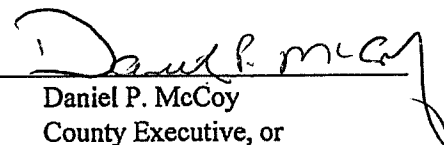
Phase II of the Contractor's obligations to the Albany County Economic Development Initiative (undertaken under this First Amendment to the Agreement) shall commence upon execution of the First Amendment (Contract No. 5479 of 2020) and continue in effect for nine (9) months.

D. That all other articles, paragraphs, terms, conditions, and provisions of the Agreement shall remain in full force and effect.

IN WITNESS WHEREOF, the Parties hereto have caused this agreement to be executed set forth below.

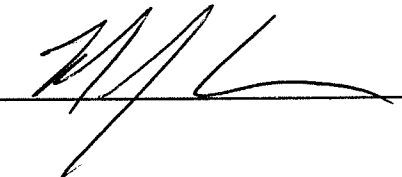
COUNTY OF ALBANY

DATED: 3/21/2020

By: 
Daniel P. McCoy
County Executive, or
Daniel C. Lynch, Esq.
Deputy County Executive

CAMOIN ASSOCIATES

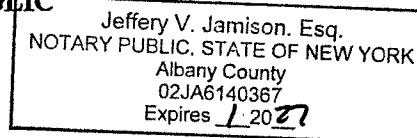
DATED: 3/18/2020

By: 

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

On the 21st day of Mar, 2020, before me, the undersigned, a notary public in and for the state, 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 attached instrument and acknowledged to me that s/he executed the same in his/her capacity, and that by his/her signature on the instrument, the individual or the person upon whose behalf the individual acted, executed the instrument.


NOTARY PUBLIC



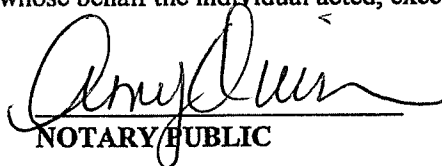
STATE OF NEW YORK)
COUNTY OF ALBANY) SS.:

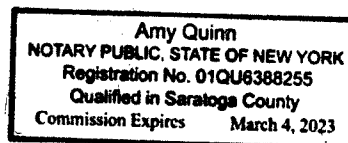
On the ____ day of _____, 2020, before me, the undersigned, a notary public in and for the state, personally appeared Daniel C. Lynch, personally known to me or proved to me on the basis of satisfactory evidence to be the individual whose name is subscribed to the attached instrument and acknowledged to me that s/he executed the same in his/her capacity and that by his/her signature on the instrument, the individual, or the person upon whose behalf the individual acted, executed the instrument.

NOTARY PUBLIC

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

On the 19 day of March, 2020, before me, the undersigned, a notary public in and for the state, personally appeared Robert Camoin, personally known to me or proved to me on the basis of satisfactory evidence to be the individual whose name is subscribed to the attached instrument and acknowledged to me that s/he executed the same in his/her capacity, and that by his/her signature on the instrument, the individual or the person upon whose behalf the individual acted, executed the instrument.


NOTARY PUBLIC



Request for Contract Approval	
Request ID #	5899
Contract #	5999
Contract Type	B) CAB Contracts
Contract Action	A) New
Contract Action Type	
Department	A1345 - Purchasing - County Wide
Date submitted	12/29/20
Contact person	Cronin, Kayla
Contact Phone	518-447-5585
Vendor	DS Service of America DBA Primo Water North America
Estimated Amount	\$26,650
Estimated Term	3/1/2021- 2/28/2022
Scope of Services	The supply and delivery of bottled water and rental of water coolers as requested by Various Albany County Facilities. The full scope of services are attached.
Budget Line Item	N/A
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



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

FROM: Karen A. Storm, Purchasing Agent

DATE: December 29, 2020

RE: Contract Request ID #5899

The Purchasing Division respectfully requests approval of the referenced contract for DS Service of North America DBA Primo Water North America to provide the supply and delivery of bottled water and rental of water coolers for various Albany County departments during the term March 1, 2021-February 28, 2022. Primo Water North America is the sole responsible and responsive bidder.

COUNTY OF ALBANY

BID FORM

BID IDENTIFICATION:

Title: **Supply and Delivery of Bottled Water**
Bid Number: **2020-109**

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")
7. Communication concerning this Bid shall be addressed to:

2300 Windy Bridge Pkwy Ste 500 Atlanta, GA 30339
Key Account Manager - Anthony Baza-Fainn
abaza-fainn@primowater.com
Phone: 770-984-6948
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: **Supply and Delivery of Bottled Water**
Bid Number: **2020-109**

	Item Description	Unit Price or Monthly Rental	Estimated Requirements Per Month	Total Price Per Month
1	5 Gallon Water in Sealed Plastic Containers	\$ 3.29 each	600 +	\$ 1,974.00
2	Hot/Cold Dispenser Rental	\$ 1.99 /month	124	\$ 246.76
3	Cup Dispenser & Cups	\$2.49/Slv 50ct \$ / carton	\$49.80/ Case 20 slvs	\$
ITEMS #1 and #2 MONTHLY TOTAL				\$ 2,220.76

Water & Cooler

COMPANY: DS Service of America, Inc. dba.
Primo Water North America

ADDRESS: 2300 Windy Ridge Pkwy SE #500N

CITY, STATE, ZIP: Atlanta, GA 30339

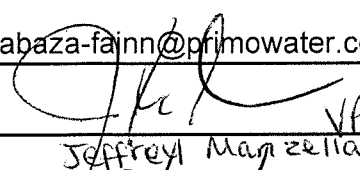
TEL. NO.: 770-984-6948

FAX NO.: 678-460-3665

FEDERAL TAX ID NO.: 20-5743877

REPRESENTATIVE: Anthony Baza-Fainn

E-MAIL: abaza-fainn@primowater.com

SIGNATURE AND TITLE:  VP & General Counsel

DATE: 9/21/2020

State of Incorporation: Delaware **BF3**

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.

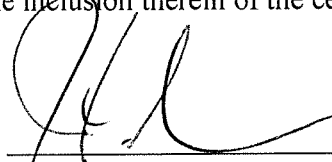
(2) Unless otherwise required by law, the prices which have been quoted in this bid have not knowingly been disclosed by the bidder and will not knowingly be disclosed by the bidder, directly or indirectly, prior to opening, to any bidder or to any competitor.

(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

VP & General Counsel

Title

DS Service of America, Inc. dba.
Primo Water North America

Company Name

9/21/2020
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 _____

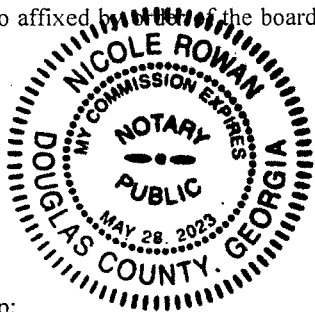
Commission Expires _____

If Corporation:

STATE OF Georgia)
COUNTY OF Cobb) SS.:

On this 21st day of September, 2008, before me personally appeared _____ to me known, who, being by me sworn, did say that he resides at (give address) 2300 Windy Ridge Pkwy Ste #500N Atlanta, GA 30339; that he is the (give title) _____ of the (name of corporation) _____

DS Service of America, Inc. dba. Primo Water North America, 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 _____ of the board of directors of the corporation, and that he signed his name thereto by like order.



Notary Public, State of Georgia

Qualified in Douglas County, GA

Commission Expires 5/28/2023

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 DS Service of America, Inc.		3. IDENTIFICATION NUMBERS a) FEIN # 20-5743877 b) DUNS # 196749550	
4. D/B/A – Doing Business As (if applicable) & COUNTY FIELD: Primo Water North America		5. WEBSITE ADDRESS (if applicable) www.water.com	
6. ADDRESS OF PRIMARY PLACE OF BUSINESS/EXECUTIVE OFFICE 2300 Windy Ridge Pkwy Ste #500N Atlanta, GA 30339		7. TELEPHONE NUMBER 770-984-6948	8. FAX NUMBER 678-460-3665
9. ADDRESS OF PRIMARY PLACE OF BUSINESS/EXECUTIVE OFFICE <i>IN NEW YORK STATE, if different from above</i> 1160 Commerce Ave #B Bronx, NY 10462		10. TELEPHONE NUMBER 770-984-6948	11. FAX NUMBER 678-460-3665
12. AUTHORIZED CONTACT FOR THIS QUESTIONNAIRE Name Anthony Baza-Fainn Title Key Account Manager Telephone Number 770-984-6948 Fax Number 678-460-3665 e-mail abaza-fainn@primowater.com			
13. LIST ALL OF THE VENDOR'S PRINCIPAL OWNERS. We are owned by Primo Water Corporation, A publicly traded company.			
a) NAME N/A	TITLE	b) NAME	TITLE
c) NAME	TITLE	d) NAME	TITLE
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. D/B/A Primo Water North America - Effective 9/1/2020		☒ Yes ☐ No	
15. ARE THERE ANY INDIVIDUALS NOW SERVING IN A MANAGERIAL OR CONSULTING CAPACITY TO THE VENDOR, INCLUDING PRINCIPAL 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 individual's 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; ☐ Yes ☒ No 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. 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: ☐ Yes ☒ No 1. federal, state or local health laws, rules or regulations.
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? ☐ Yes ☒ No 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."
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> ☐ Yes ☒ No 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> ☐ Yes ☒ No c) Property Tax <i>Indicate the years the vendor failed to file.</i> ☐ 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? ☐ Yes ☒ No 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.
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 # 20-5743877

State of: Georgia)
County of: Cobb) ss:

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 DS Services of America Inc. dba.
Primo Water North America

Signature of ~~Owner~~

Authorized Representative

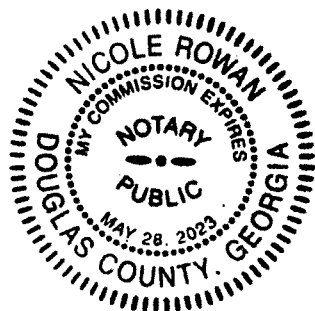
Address 2300 Windy Ridge Pkwy SE #500N

Printed Name of Signatory Jeffrey Manzella

City, State, Zip Atlanta, GA 30339

Title VP & General Counsel

Sworn before me this 21st day of September, 2020
Notary Public



Printed Name

Signature

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

VP & General Counsel

Title

DS Service of America, Inc. dba.
Primo Water North America

Company Name

9/21/2020
Date



ANDREW M. CUOMO
Governor

Department of Health

HOWARD A. ZUCKER, M.D., J.D.
Commissioner

LISA J. PINO, M.A., J.D.
Executive Deputy Commissioner

August 19 , 2020

Ms. Kelli Hightower
Government Affairs-Compliance
DS Services of America, Inc.
2300 Windy Ridge Parkway, Suite 500N
Atlanta, GA 30339

RE: Recertification - Bottled Water
DS Services of America, Inc.
NYSHD Cert. #362
Expires 8/31/2021

Dear Ms. Hightower:

Congratulations! The New York State Department of Health has renewed your certification to distribute bottled water in New York State. The enclosed certificate is non-transferable and must be conspicuously displayed at your bottled water facility. Pursuant to Section 5-6.16(d) of the New York State Sanitary Code, this certification is subject to the following conditions:

1. APPROVAL STATEMENT

a. Each year, a statement must be submitted from the government agency that regulates your bottled water facility. This statement must certify that your facility has been inspected during the previous 12 months and is approved for bottling and/or distributing potable water [Section 5-6.16(d)(1)]. We will also accept an NSF/IBWA inspection or an inspection done by a licensed professional engineer.

2. WATER QUALITY ANALYSES and MONTHLY OPERATING REPORTS

a. A New York State Health Department approved laboratory [Section 5-6.13(c)] must perform the analysis of all annual and monthly samples at the required frequency as outlined in the State Sanitary Code Subpart 5-6.11, Table 1 - Bottled Water Sampling Requirements. Be advised that analyses performed by an unapproved laboratory are unacceptable. The results of all laboratory analyses must be submitted directly to this office by the laboratory.

b. Monthly Operating Reports (Form DOH-357) must be submitted to the Bureau of Water Supply Protection, Albany, NY, by the tenth day following the month for which the report is due (i.e. January's report is due February 10th). This form should only report potable water distributed within New York State.

c. Monthly microbiological analyses (Total Coliform and Heterotrophic [Standard] Plate Count) must be submitted directly from the laboratory each month. You are required to submit results for source and finished product samples based on your production figures for each month (Section 5-6.11 Table 1A). Please note that these samples are only required for water to be sold or distributed in New York State.

d. The annual radiological, inorganic chemical, and organic chemical analyses, including the 52 principal organic chemicals and herbicides/pesticides, must be performed on all raw water source(s) and finished products (for each production line and product type) [Section 5-6.16(d)(3)].

3. LABELS

a. A printer proof copy of each label distributed in New York State must be submitted. These labels must include any changes that were required from the previous year.

b. In addition, this office must review printer proof copies of any new or modified labels before they are put into use in New York State.

4. DISINFECTION WAIVER (INTERNATIONAL ONLY)

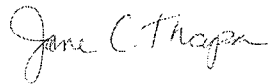
a. If you do not provide disinfection of the source water you are required to submit a disinfection waiver each renewal period [Subpart 5-6.5 (b)]. This waiver consists of source bacteriological sampling results for the 12 months immediately preceding the date of application.

5. PROCESS IMPROVEMENT, INTERRUPTION or CHANGES

a. Any modification or change in the operation or treatment, or a change of source shall be reported immediately to New York State. Submission of plans or an engineering report may be required [Section 5-6.16(d)(4)].

Please be reminded that your certification must be renewed on an annual basis prior to your expiration date. We look forward to your cooperation and support of the certification program, in order to provide safe potable water to the public. If you should have any questions, please call me at (518) 402-7712.

Sincerely,



Jane C. Thapa
Section Chief, Certification
Bureau of Water Supply Protection

Encl. Certificate/Form DOH-357

Glens Falls District Office

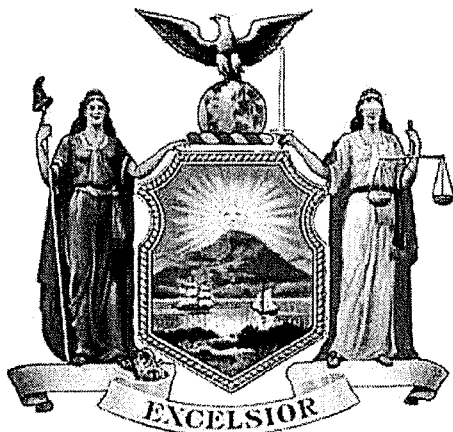
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State of New York
Department of Health

Certificate of Approval To Operate a Bottled Water Facility

Approval to bottle and distribute bottled water in the State of New York is issued under the provisions of 10 NYCRR, Part 5 to:

**DS Services of America, Inc.
Halfmoon, NY
NYSHD Cert. #362**



Issuing Official for the
State Commissioner of Health

Tina Hunt, P.E., Assistant Director
Bureau of Water Supply Protection

Date Issued: August 19, 2020

Expiration Date: August 31, 2021

Identification of Approved Source(s)

<u>Type</u>	<u>Name of Source</u>	<u>Location of Source</u>	<u>Owner of Source</u>
Municipal (Ground) Spring	Halfmoon Municipal Morgan Spring	Halfmoon, NY Bennington, VT	Halfmoon, NY Town of Bennington

DETAILED MINIMUM SPECIFICATIONS

REQUEST FOR BIDS #2020-109 BOTTLED WATER

VARIOUS ALBANY COUNTY FACILITIES

- A. Bidders shall submit a copy of current drinking water certification from New York State Department of Health.
- B. Awarded vendor shall comply with Chapter 1 State Sanitary Code, Part 5 - Subpart 5-6.
- C. Water supplied must be “sodium free” (i.e. less than 5 mg/8 oz. Serving)
- D. Water shall be supplied in plastic, five-gallon containers with safety seal.
- E. There shall be NO deposit charges for bottles.
- F. Water dispensers shall be rented on a month-to-month basis. Bidder shall offer Hot/Cold dispensers and Cold only dispensers.
- G. Quantities listed on the attached Proposal Sheet are **Estimated Monthly Quantities Only**. There will be no charge for delivery.
- H. Awarded vendor shall maintain a regular delivery schedule based on the usage of each department (any floor of any building), as determined between the department and the awarded vendor. Water bottle deliveries shall occur at a minimum of every two weeks unless, otherwise directed by the department. Albany County employees shall not be responsible for placing any orders. The failure to complete delivery in accordance with the schedule determined by the department and the awarded vendor may result in non-payment of any subsequent/corrective delivery.
- I. At the time of delivery of water bottles and/or dispensers, a delivery receipt shall be signed by an authorized Albany County Employee from the department where delivery occurred. Failure to obtain a signed delivery receipt shall result in non-payment for that delivery.
- J. Payment for delivery of water bottles and/or dispensers shall include the submission of the signed delivery receipt, together with a completed Albany County Claim Form. Failure to submit both the signed delivery receipt and the required claim form shall result in non-payment for that delivery.

- K. Albany County reserves the right to inspect the water bottles and dispensers prior to acceptance and also reserves the right to reject any and all items not conforming to the RFB specifications.
- L. Water bottles and/or dispensers shall be replaced within 24 hours after the awarded vendor is notified of an existing problem.
- M. Current delivery locations are as follows, and Albany County reserves the right to add or delete delivery locations throughout the term of the Agreement.

Delivery Locations

- 1. Albany County Office Building (Various Offices)
112 State Street
Albany, NY 12207
- 2. Albany County Court House (Various Offices)
16 Eagle Street
Albany, NY 12207
- 3. Albany County Department of Social Services (Various Offices)
162 Washington Avenue
Albany, NY 12201
- 4. Albany County Department of Public Works
Main Office
449 New Salem Road
Voorheesville, NY 12186
- 5. Albany County Sheriff/ E-911 Unit
449 New Salem Road
Voorheesville, NY 12186
- 6. Albany County Sewer District North Plant
1 Canal Road
Menands, NY 12204
- 7. Albany County Sewer District South Plant
Church Street
Port of Albany
Albany, NY 12201

**DETAILED MINIMUM SPECIFICATIONS
BID #2020-109**

Delivery Locations (Continued)

8. Albany County Departments of Health
175 Green Street
Albany, NY 12202
9. Albany County Mental Health Department
260 South Pearl Street
Albany, NY 12202
10. Albany County Hall of Records
95 Tivoli Street
Albany, NY 12207
11. Albany County Sheriff's Department
58 Verda Lane
Clarksville, NY 12041
12. Albany County Correctional Facility
830 Albany Shaker Road
Albany, NY 12211
13. Albany County Hockey Facility
830 Albany Shaker Road
Albany, NY 12211
14. Albany County Probation/ Public Defender
Mercantile Building
60 South Pearl Street
Albany, NY 12207
15. Albany County Board of Elections
260 South Pearl Street
Albany, NY 12202

**DETAILED MINIMUM SPECIFICATIONS
BID #2020-109**

Delivery Locations (Continued)

16. Albany County Judicial Center
6 Lodge Street
Albany, NY 12207
17. Albany County Family Court
30 Clinton Avenue
Albany, NY 12207
18. Albany County Shaker Place Rehabilitation and Nursing Center
780 Albany Shaker Road
Albany, NY 12211
19. Albany County Sheriff
21 Voorheesville Avenue
Voorheesville, NY 12186

NOTE: ALL DEPARTMENT OF GENERAL SERVICES LOCATIONS MUST BE BILLED TO GENERAL SERVICES, 112 STATE STREET, ROOM 1300, ALBANY, NY 12207. INVOICES MUST SHOW LOCATION OF DELIVERY, AND SHALL CONTAIN THE SIGNED DELIVERY RECEIPTS.