

**Contract #:** 2026-0288

**Contract Type:** standard

**Contract Action:** renew

**Procurement Type:** Bid

**Department:** Board of Elections A1450

**Date Submitted:**

**Contact Person:** [Rachel Bledi]

**Contact Phone:** (518)487-5070

**Vendor Info:** Vincy's Printing

**Estimated Amount:** \$99,999

**Scope of Services:** Vincy's Ballot Paper Contract

**Budget Line Item:**

**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

Joanne Cunningham, Chairwoman

Albany County Legislature





**ALBANY COUNTY  
BOARD OF ELECTIONS**  
224 S. Pearl St Albany, NY 12202  
(518) 487-5060 • Fax (518) 487-5077  
[boardofelections@albanycounty.com](mailto:boardofelections@albanycounty.com)  
[www.albanycounty.com/vote](http://www.albanycounty.com/vote)

*Commissioners*  
ALISON MCLEAN LANE, DEMOCRATIC  
RACHEL BLEDI, REPUBLICAN

*Deputy Commissioners*  
DAVID CADY, DEMOCRATIC  
MELISSA KERMANI, REPUBLICAN

## MEMO

TO: The Contract Administration Board:  
Daniel P. McCoy, County Executive  
Joanne Cunningham, Chairwoman of the Legislature  
Bruce Hidley, County Clerk

FROM: Alison McLean Lane, Board of Elections Commissioner  
Rachel Bledi, Board of Elections Commissioner

CC: Dave Reilly, Commissioner, Department of Management and Budget  
Ian Reeve, Budget Analyst, Department of Management and Budget

RE: Renewal of Ballot Paper Contract – RFB#2022-069

DATE: 02/25/2026

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The Albany County Board of Elections is seeking renewal of a contract with Vincy's Printing for a 1-year term – January 1, 2026 to December 31, 2026 -to provide ballot stock paper on an as-needed basis for the primary, general and any special elections held within 2026. The contract is not to exceed \$99,999.00.

Vincy's was the lowest responsible and responsive bidder for RFB#2022-069, a purchasing cooperative agreement subject to a 4-year renewal.



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  
WWW.ALBANYCOUNTYNY.GOV

DAVID M. LATINA  
COMMISSIONER OF GENERAL SERVICES

PAMELA O NEILL  
PURCHASING AGENT

February 25, 2026

Vincy's Printing  
1832 Curry Road  
Schenectady NY 12306

Dear Anthony Denning,

We are in receipt of your letter dated January 23, 2026 expressing your firm's wish to renew Bid #2022-069, Ballot Paper for the Albany County Board of Elections

As the original bid terms and conditions provided for an optional one-year renewal period, and since the original bid contained language for price increase/decrease based on the Producer Price Index Series ID: PCU322-322, the County of Albany hereby approves and accepts your renewal along with the updated pricing. This renewal term will commence on January 1, 2026 and will terminate on December 31, 2026.

Thank you for your continued interest in doing business with the County of Albany.

Respectfully,

Pamela O'Neill  
Purchasing Agent

PO:tmk  
cc:



# Vincy's Printing

1832 Curry Road • Schenectady, NY 12306 • 518.355.4363 • fax 518.355.2416

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January 23, 2026

County of Albany Dept. of General Services  
Purchasing Division  
c/o Tina King  
112 State Street, Rm 1000  
Albany, New York 12207-2021

Dear Tina,

I'm responding to the notice I received for the Albany County RFB# 2022- 069 Ballot Paper renewal. January 1, 2026 to December 31, 2026. I have reviewed the new pricing calculated and I am writing to let you know that Vincy's Printing will renew the contract as stated.

I thank you in advance for your time and the opportunity to continue our working relationship. Please contact me directly to discuss or answer any questions you may have.

Sincerely,

Anthony Denning

|                                                                   |                                                      |                        |                        |                         |                         |                          |                          |                          |  |
|-------------------------------------------------------------------|------------------------------------------------------|------------------------|------------------------|-------------------------|-------------------------|--------------------------|--------------------------|--------------------------|--|
| Bid Tabulation 2022-069 Ballot                                    |                                                      |                        |                        |                         |                         |                          |                          |                          |  |
| <b>Renewal 1/1/2026 - 12/31/2026</b>                              |                                                      |                        |                        |                         |                         |                          |                          |                          |  |
| A. Lot (One) 80# Weyerhaeuser-Opaque White/or approved equivalent |                                                      |                        |                        |                         |                         |                          |                          |                          |  |
| <b>Total Ballot Size</b>                                          | <b>Micro-Perforated Stub length (50 teeth/Inch)*</b> | <b>Price per 1,000</b> | <b>Price per 5,000</b> | <b>Price per 10,000</b> | <b>Price per 50,000</b> | <b>Price per 100,000</b> | <b>Price per 150,000</b> | <b>Price per 200,000</b> |  |
| 8 1/2" x 14"                                                      | N/A-No Stub                                          | <b>\$132.58</b>        | <b>\$552.60</b>        | <b>\$1,093.53</b>       | <b>\$5,326.59</b>       | <b>\$10,105.89</b>       | <b>\$12,990.87</b>       | <b>\$17,229.23</b>       |  |
| 8 1/2" x 15                                                       | 1"                                                   | <b>\$355.32</b>        | <b>\$837.92</b>        | <b>\$2,043.88</b>       | <b>\$5,870.71</b>       | <b>\$11,037.14</b>       | <b>\$14,309.26</b>       | <b>\$18,613.38</b>       |  |
| 8 1/2" x 15" -with color bar                                      | 1"                                                   | <b>\$763.67</b>        | <b>\$1,488.09</b>      | <b>\$2,604.96</b>       | <b>\$6,791.35</b>       | <b>\$12,435.08</b>       | <b>\$16,247.07</b>       | <b>\$20,607.41</b>       |  |
| 8 1/2" x 16"                                                      | 2"                                                   | <b>\$355.32</b>        | <b>\$837.92</b>        | <b>\$2,043.88</b>       | <b>\$5,870.71</b>       | <b>\$11,037.14</b>       | <b>\$14,309.26</b>       | <b>\$18,613.38</b>       |  |
| 8 1/2" x 16" -with color bar                                      | 2"                                                   | <b>\$763.67</b>        | <b>\$1,488.09</b>      | <b>\$2,604.96</b>       | <b>\$6,791.35</b>       | <b>\$12,435.08</b>       | <b>\$16,247.07</b>       | <b>\$20,607.41</b>       |  |
| 8 1/2" x 18"                                                      | 1"                                                   | <b>\$355.32</b>        | <b>\$837.92</b>        | <b>\$2,043.88</b>       | <b>\$5,870.71</b>       | <b>\$11,037.14</b>       | <b>\$14,309.26</b>       | <b>\$18,613.38</b>       |  |
| 8 1/2" x 18"-with color bar                                       | 1"                                                   | <b>\$763.67</b>        | <b>\$1,488.09</b>      | <b>\$2,604.96</b>       | <b>\$6,791.35</b>       | <b>\$12,435.08</b>       | <b>\$16,247.07</b>       | <b>\$20,607.41</b>       |  |
| 8 1/2" x 17"                                                      | No Stub                                              | <b>\$132.58</b>        | <b>\$552.60</b>        | <b>\$1,093.53</b>       | <b>\$5,326.59</b>       | <b>\$10,105.89</b>       | <b>\$12,990.87</b>       | <b>\$17,229.23</b>       |  |
| 8 1/2" x 19"                                                      | 2"                                                   | <b>\$355.32</b>        | <b>\$837.92</b>        | <b>\$2,043.88</b>       | <b>\$5,870.71</b>       | <b>\$11,037.14</b>       | <b>\$14,309.26</b>       | <b>\$18,613.38</b>       |  |
| 8 1/2" x 19"-with color bar                                       | 2"                                                   | <b>\$763.67</b>        | <b>\$1,488.09</b>      | <b>\$2,604.96</b>       | <b>\$6,791.35</b>       | <b>\$12,435.08</b>       | <b>\$16,247.07</b>       | <b>\$20,607.41</b>       |  |
|                                                                   |                                                      |                        |                        |                         |                         |                          |                          |                          |  |
|                                                                   |                                                      |                        |                        |                         |                         |                          |                          |                          |  |
|                                                                   |                                                      |                        |                        |                         |                         |                          |                          |                          |  |
|                                                                   |                                                      |                        |                        |                         |                         |                          |                          |                          |  |
|                                                                   |                                                      |                        |                        |                         |                         |                          |                          |                          |  |
|                                                                   |                                                      |                        |                        |                         |                         |                          |                          |                          |  |
|                                                                   |                                                      |                        |                        |                         |                         |                          |                          |                          |  |

|                                                                                             |                                                      |                        |                        |                         |                         |                          |                          |                          |                    |
|---------------------------------------------------------------------------------------------|------------------------------------------------------|------------------------|------------------------|-------------------------|-------------------------|--------------------------|--------------------------|--------------------------|--------------------|
|                                                                                             |                                                      |                        |                        |                         |                         |                          |                          |                          |                    |
| B. Lot (Two) 100# Text (Cascades Fine Paper, Rolland Opaque30) White/or approved equivalent |                                                      |                        |                        |                         |                         |                          |                          |                          |                    |
|                                                                                             |                                                      |                        |                        |                         |                         |                          |                          |                          |                    |
| <b>Total Ballot Size</b>                                                                    | <b>Micro-Perforated Stub length (50 teeth/Inch)*</b> | <b>Price per 1,000</b> | <b>Price per 5,000</b> | <b>Price per 10,000</b> | <b>Price per 50,000</b> | <b>Price per 100,000</b> | <b>Price per 150,000</b> | <b>Price per 200,000</b> |                    |
| 8 1/2" x 14"                                                                                | N/A-No Stub                                          | \$142.00               | \$588.00               | \$1,105.00              | \$6,202.00              | \$11,929.00              | \$17,232.00              | \$20,931.00              | <b>\$22,200.51</b> |
| 8 1/2" x 15                                                                                 | 1"                                                   | \$382.00               | \$891.00               | \$2,048.00              | \$6,753.00              | \$12,810.00              | \$18,440.00              | \$22,335.00              | <b>\$23,689.66</b> |
| 8 1/2" x 15" -with color bar                                                                | 1"                                                   | \$756.00               | \$1,322.00             | \$2,585.00              | \$7,618.00              | \$14,124.00              | \$19,595.00              | \$24,339.00              | <b>\$25,815.21</b> |
| 8 1/2" x 16"                                                                                | 2"                                                   | \$382.00               | \$891.00               | \$2,048.00              | \$6,753.00              | \$12,810.00              | \$18,440.00              | \$22,335.00              | <b>\$23,689.66</b> |
| 8 1/2" x 16" -with color bar                                                                | 2"                                                   | \$756.00               | \$1,322.00             | \$2,585.00              | \$7,618.00              | \$14,124.00              | \$19,595.00              | \$24,339.00              | <b>\$25,815.21</b> |
| 8 1/2" x 18"                                                                                | 1"                                                   | \$382.00               | \$891.00               | \$2,048.00              | \$6,753.00              | \$12,810.00              | \$18,440.00              | \$22,335.00              | <b>\$23,689.66</b> |
| 8 1/2" x 18"-with color bar                                                                 | 1"                                                   | \$756.00               | \$1,322.00             | \$2,585.00              | \$7,618.00              | \$14,124.00              | \$19,595.00              | \$24,339.00              | <b>\$25,815.21</b> |
| 8 1/2" x 17"                                                                                | No Stub                                              | \$142.00               | \$588.00               | \$1,105.00              | \$6,202.00              | \$11,929.00              | \$17,232.00              | \$20,931.00              | <b>\$22,200.51</b> |
| 8 1/2" x 19"                                                                                | 2"                                                   | \$382.00               | \$891.00               | \$2,048.00              | \$6,753.00              | \$12,810.00              | \$18,440.00              | \$22,335.00              | <b>\$23,689.66</b> |
| 8 1/2" x 19"-with color bar                                                                 | 2"                                                   | \$756.00               | \$1,322.00             | \$2,585.00              | \$7,618.00              | \$14,124.00              | \$19,595.00              | \$24,339.00              | <b>\$25,815.21</b> |

# **COUNTY OF ALBANY**

## **REQUEST FOR BIDS ALBANY COUNTY BOARD OF ELECTIONS**



**RFB #2022-069**

### **PURCHASE OF BALLOT PAPER**

**ALBANY COUNTY DEPARTMENT OF GENERAL SERVICES  
PURCHASING DIVISION  
PAMELA O NEILL, PURCHASING AGENT  
112 STATE STREET, ROOM 1000  
ALBANY, NY 12207**

**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: Purchase of Ballot Paper RFB NUMBER: 2022-069**

**Receipt Confirmation Form**

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

Pamela O Neill  
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: \_\_\_\_\_

Address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip Code: \_\_\_\_\_

Contact Person: \_\_\_\_\_

Title: \_\_\_\_\_

Phone Number: \_\_\_\_\_ Fax Number: \_\_\_\_\_ E-Mail: \_\_\_\_\_

If a Bidders/Proposers meeting has been arranged for this Bid/RFP, 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 (check):

Fax Number: \_\_\_\_\_ E-Mail: \_\_\_\_\_

COUNTY OF ALBANY  
DEPARTMENT OF GENERAL SERVICES  
PURCHASING DIVISION  
112 STATE STREET, ROOM 1000  
ALBANY, NY 12207

## NON-BIDDER RESPONSE

**RFB #2022-069**  
**Purchase of Ballot Paper**

The Albany County Department of General Services, Purchasing Division, is interested in the reasons why bidders fail to submit bids. Please indicate your reason(s) by checking all appropriate item(s) below and returning this form to the above address.

- ☐ Could not meet specifications or Scope of Services.
- ☐ Items or materials requested not manufactured by us or not available to our company.
- ☐ Insurance requirements are too restricting.
- ☐ Bond requirements are too restricting.
- ☐ Specifications or Scope of Services not clearly understood or applicable (too vague, too rigid, etc.).
- ☐ Project not suited to firm.
- ☐ Quantities too small.
- ☐ Insufficient time allowed for preparation of bid.
- ☐ Other reasons; please state and define:

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Vendor Name: \_\_\_\_\_

Contact Person: \_\_\_\_\_

Vendor Address: \_\_\_\_\_

Vendor Telephone: \_\_\_\_\_

**NOTICE TO BIDDERS -- ALBANY COUNTY**  
**REQUEST FOR BIDS #2022-069**

Sealed Bids for Purchase of Ballot Paper as requested by Albany County Board of Elections will be received by the Albany County Purchasing Agent, Room 1000, 112 State Street, Albany, New York 12207 until 11:00 AM, local time on Thursday, June 9, 2022.

Request for Bid (RFB) documents may be obtained at the office of the Albany County Purchasing Agent, as noted above. RFB documents may be available for download from the Empire State Bid System website at <http://www.empirestatebidsystem.com> starting by close of business (4:30 p.m.) on **May 26, 2022**

Pamela O Neill  
Purchasing Agent

Dated: Albany, New York  
May 19, 2022

PUBLISH ONE DAY – MAY 26, 2022 -- THE EVANGELIST  
PUBLISH ONE DAY – MAY 26, 2022 -- THE TIMES UNION

**COUNTY OF ALBANY**  
**REQUEST FOR BIDS**  
**GENERAL INSTRUCTIONS TO BIDDERS**

**BID DISTRIBUTION- *IMPORTANT NOTICE***

The County of Albany officially distributes bidding documents through the Purchasing Division Office or through the Empire State Bid System website at <http://www.empirestatebidsystem.com>. Copies of bidding documents obtained from any other source are not considered official documents. Only those vendors who obtain bidding documents from either the Purchasing Division Office or the Empire State Bid System are guaranteed to receive addendum information, if such information is issued.

If you have obtained this document from a source other than the Albany County Purchasing Division or the Empire State Bid System, it is strongly recommended that you obtain an official copy.

**SECTION 1: BID IDENTIFICATION**

- 1.1 Title: **Purchase of Ballot Paper**
- 1.2 Requesting Department: **Albany County Purchasing Cooperative**
- 1.3 Bid Number: **2022-069**

**SECTION 2: PURPOSE**

- 2.1 The intent of these specifications is to furnish information to responsible bidders for the purpose of obtaining bids for **Purchase of Ballot paper** as requested by **the Albany County Purchasing Cooperative**.
- 2.2 Minority Business Enterprises (MBE's) and Women Business Enterprises (WBE's) are encouraged to apply.
- 2.3 This Request for Bids is a cooperative venture between/among Albany County, Schenectady County and Rockland County. Any pricing offered to Albany County under the RFB shall be extended to these agencies.

**SECTION 3: BIDDING DOCUMENTS**

- 3.1 Complete sets of the Bidding Documents may be obtained or examined as stated in the Notice to Bidders.

- 3.2 Complete sets of Bidding Documents must be used in preparing bids. The County does not assume any responsibility for errors or misinterpretations resulting from the use of incomplete sets of Bidding Documents.

#### **SECTION 4: SUBMISSION OF BIDS**

- 4.1 Bids and any other required documents must be submitted, sealed in an opaque envelope, plainly marked with the name and number of the bid and the name and address of the bidder and accompanied by the required documents. Bids must be received no later than **11:00am Thursday June 9, 2022** at the following address:

Pamela O Neill  
Albany County Purchasing Agent  
112 State Street, **Room 1000**  
Albany, NY 12207

- 4.2 All bids received after the time stated in the “Notice to Bidders”, or the bid submission deadline as modified by formal addendum consistent with Section 14 of this Request for Bids, may not be considered and will be returned to the bidder. The bidder assumes the risk of any delay in the mail or in the handling of the mail by employees of Albany County. Whether sent by mail or by means of personal delivery, the bidder assumes responsibility for having his bid deposited on time at the place specified.
- 4.3 Albany County reserves the right to reject any or all bids in whole or in part, to waive any and all informalities, and to disregard all non-conforming, non-responsive or conditional bids.

#### **SECTION 5: TERM OF BID**

**Contract Term and Renewal:** The bid shall be for the period of July 1, 2022 – December 31, 2022. Price increase/decrease will be allowed quarterly using the US Department of Labor, Bureau of Labor Statistics Produce Price Index as listed below.

At the end of the initial bid period, upon mutual agreement of the County and the Contractor, the agreement may be renewed for four (4) additional years, in four (4) consecutive one-year intervals. Renewal of multiple item bid awards shall be contingent upon renewal of all items; partial renewals shall not be accepted by the County. Renewals shall be subject to quarterly price increases/decreases in accordance with changes in the US Department of Labor, Bureau of Labor Statistics Produce Price Index PPI for:

Series ID: PCU322-322  
Industry: Paper Manufacturing  
Product: Paper Manufacturing

Price adjustments shall be calculated by the following formula:

(Current PPI/Base PPI) x Original Awarded Bid Price = Adjusted Bid Price

A price change factor shall be determined by dividing the current PPI by the base PPI. The current PPI shall be the value most recently published, at the time of price adjustment, by the US Department of Labor. The base PPI shall be the value of PPI at the time of bid opening, June 2022. The price change factor shall be multiplied by the original awarded bid price to determine the adjusted bid price.

## **SECTION 6: BID SECURITY**

6.1 There will be no bid security requested for this bid.

## **SECTION 7: QUALIFICATION OF BIDDER**

7.1 No formal written Bidder Qualification questionnaire is being requested for this bid.

7.2 All bidders shall submit the Vendor Responsibility Questionnaire (Attachment "C") as part of the bid.

7.3 In addition, Albany County may make such investigations it deems necessary to determine the ability of the Bidder to perform the work. The bidder shall furnish to the County, within five (5) days of a request, all such information and data for this purpose as may be requested. The County reserves the right to reject any bid if the information submitted by, or investigation of, a bidder fails to satisfy the County that such bidder is properly qualified to carry out the obligations of the contract and to complete the work contemplated therein. Conditional bids will not be accepted.

## **SECTION 8: Section not in use**

## **SECTION 9: DISQUALIFICATION**

9.1 The County reserves the right to refuse to issue Bidding Documents to a prospective bidder should such bidder be in default for any of the following reasons:

- (a) Failure to comply with any pre-qualification regulations of the County, if such regulations are cited, or otherwise included, in the Bidding Documents as a requirement for bidding.
- (b) Bidder's failure to pay, or satisfactorily settle, all bills due for labor and materials on former contracts in force (with the Owner) at the time the County issues the Bidding Documents to a prospective bidder.
- (c) Bidder's default under previous contracts with the County.

(d) Bidder's unsatisfactory work on previous contracts with the County.

9.2 Bids received from bidders who have previously failed to complete contracts within the time required, or who have previously performed similar work in an unsatisfactory manner, may be rejected. A bid may be rejected if the bidder cannot show that it has the necessary ability, plant and equipment to commence the work at the time prescribed and thereafter to perform and complete the work at the rate or within the time specified. A bid may be rejected if the bidder is already obligated for the performance of other work which would delay the commencement, performance or completion of the work.

9.3 Albany County reserves the right to reject any bid if the information submitted by, or investigation of, such bidder fails to satisfy the County that such bidder is properly qualified to carry out the obligations of the contract and to complete the work contemplated therein.

9.4 Bids will be considered irregular and shall be subject to rejection for the following reasons:

(a) If the bid is on a form other than that furnished by Albany County, or, if the Albany County's form is altered, or, if any part of the bidding documents is detached.

(b) If there are unauthorized additions, conditional or alternate pay items, or irregularities of any kind which make the bid incomplete, indefinite, or otherwise ambiguous.

(c) If the bid is not accompanied by the bid security specified by the Albany County.

#### **SECTION 10: Section not in use**

#### **SECTION 11: NON-COLLUSIVE BIDDING CERTIFICATE**

11.1 All bidders bidding under the provisions of the specifications are subject to the provisions of Section 103 of the General Municipal Law of the State of New York. A signed Non-Collusive Bidding Certificate (Attachment "A") is required to be submitted with each bid on the form provided by the County.

#### **SECTION 12: BID FORM**

12.1 The Bid Form is attached hereto; additional copies may be obtained from the County.

12.2 Bids must be made on the Bid Form provided by the County. The Bid Form must be completed in ink or by typewriter. The Bid Form must also be signed by an authorized representative of the bidder.

12.3 Bids by corporations must be executed in the corporate name by the president or a vice-president (or other corporate officer accompanied by evidence of authority to sign on behalf of the corporation) and the corporate seal must be affixed by the secretary or an assistant secretary. The corporate address and state of incorporation must be shown below the signature.

12.4 Bids by partnerships must be executed in the partnership name and signed by a partner, whose title must appear under the signature. The official address of the partnership must be shown below the signature.

12.5 All names must be printed or typed below the signature.

12.6 The bid must contain an acknowledgment of receipt of all Addenda (the number of which will be filled in on the Bid Form).

12.7 The address to which communications regarding the bid are to be directed must be included on the Bid Form.

### **SECTION 13: EQUIVALENT GOODS**

13.1 Manufacturers name brands are listed to indicate minimum requirements and bidding may be on brands listed, (if specified), or equivalent. Specifications shall be furnished by bidder to support equivalency. In the event of any claim by any unsuccessful bidder concerning or relating to the issue of “equal or better” or “or equal”, the successful bidder agrees, that his own cost and expense, to defend such claim or claims and agrees to hold the County of Albany free and harmless from any and all claims for loss or damage arising out of this transaction for any reasons.

13.2 Requests for substitution must be reviewed and approved by the County prior to receipt of bids. Vendors wishing to quote substitute equipment shall complete and return the “Request for Substitution Approval” form, along with complete specifications and manufacturer’s descriptive literature, by 4:30pm ***Friday June 3, 2022*** to the Albany County Purchasing Division. Requests shall be submitted to the Albany County Purchasing Agent at 112 State Street, Room #1000, Albany NY 12207, or via fax to (518) 447-5588.

### **SECTION 14: SPECIFICATION CLARIFICATION**

14.1 All inquiries with respect to this Request for Bids must be directed to the Albany County Purchasing Agent as follows:

Pamela O Neill  
Albany County Purchasing Agent  
112 State Street, **Room 1000**  
Albany, NY 12207  
Telephone: (518) 447-7140  
Facsimile: (518) 447-5588  
Email: [pamela.oneill@albanycountyny.gov](mailto:pamela.oneill@albanycountyny.gov)

14.2 All questions about the meaning or intent of the specifications must be submitted to the aforementioned designated person in writing. Replies will be issued by Addenda mailed or delivered to all parties recorded as having received the bidding documents. Questions

received less than four (4) days prior to the date of submission of bids will not be answered. The County will be bound only by responses given by formal written Addenda.

## **SECTION 15: BID EVALUATION**

15.1 Bids shall remain valid until:

- (a) the execution of a contract by Albany County; or
- (b) the award of a purchase order by Albany County; or
- (c) as otherwise rejected by Albany County.

15.2 Bids received will be evaluated by Albany County and will be based, as a minimum, upon the following criteria:

- (a) Lowest total bid cost and projected timetable for completion of services and/or delivery of goods described herein;
- (b) Completeness of the bid; and
- (c) Bidder's demonstrated capabilities and professional qualifications.

15.3 The County reserves the right to award this contract on a per item or aggregate basis, whichever is most beneficial to the County of Albany. Bidders need not submit bids for all items listed to be eligible for an award of this contract.

15.4 The County reserves the right to purchase items pursuant to General Municipal Law 103 from New York State Contracts, other County, political subdivision or district contracts, or other Governmental Agency or New York State Preferred Sources within its discretion.

## **SECTION 16: MODIFICATION AND WITHDRAWAL OF BIDS**

16.1 Bids may be modified or withdrawn at any time prior to the opening of bids by an appropriate document duly executed (in the manner that a bid must be executed) and delivered to the place where bids are to be submitted.

16.2 If, prior to awarding of the contract or within three days after opening, whichever period is shorter, any bidder files a duly signed written notice with the County and promptly thereafter demonstrates to the reasonable satisfaction of the County that there was a material and substantial mistake in the preparation of its bid, that bidder may withdraw its bid and the bid security will be returned.

## **SECTION 17: AWARD OF BID**

- 17.1 After the award has been approved by the proper County governing authority, the successful bidder will be issued a Notice of Award. A notice of contract award shall not be binding upon the County until the contract has been fully executed by both parties.

The following documents shall be incorporated, to the extent deemed appropriate in the sole discretion of the County, within the contract between Albany County and the apparent successful Bidder: the successful Bidder's bid, this Request For Bids and any written Addenda issued by Albany County in response to inquiries of prospective bidders as set forth in Section 12.2 hereof.

- 17.2 No successful bidder to whom a contract or purchase order is let, granted or awarded, shall assign, transfer, convey, sublet, or otherwise dispose of same, or of its right, title, and interest herein, including the performance of the contract or purchase order or the right to receive monies due or to become due, or of its power to execute the contract or purchase order without the prior written consent of the Albany County Purchasing Agent. In the event the contractor shall without prior written consent assign, transfer, convey, sublet or otherwise dispose of the contract or purchase order or of its right, title and interest therein, including the performance of this contract or purchase order, or the right to receive monies due or to become due, or its power to execute such contract or purchase order to any other person or corporations, or upon receipt by Albany County of an attachment against the Successful Bidder, the County of Albany shall be relieved and discharged from any and all liability and obligation growing out of such contract or purchase order to such contractor, and the person or corporation to which such contract or purchase order shall have been assigned, its assignees, transferees or sub lessees shall forfeit and lose all monies theretofore assigned under the contract or purchase order, except so much as may be required to pay its employees.

## **SECTION 18: PERFORMANCE BOND**

- 18.1 No Performance bond is requested for this bid.

## **SECTION 19: INSURANCE REQUIREMENTS**

- 19.1 The successful Bidder will be required to procure and maintain at its own expense the following insurance coverage:
- (a) **Workers' Compensation and Employers Liability Insurance:** A policy or policies providing protection for employees in the event of job-related injuries.
  - (b) **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.

- (c) **General Liability Insurance:** A policy or policies of comprehensive all-risk insurance with limits of not less than:

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

19.2 Each policy of insurance required shall be of form and content satisfactory to the Albany County Attorney.

- (a) Albany County shall be named as an additional named insured on all liability, policies. **The bid number must appear on policy.**

- (b) The policy shall not be changed or canceled until the expiration of thirty (30) days after written notice to Albany County. It shall be automatically renewed upon expiration and continued in force unless Albany County is given at least thirty (30) days written notice to the contrary.

19.3 No work shall be commenced under the contract or purchase order until the successful Bidder has delivered to the County Purchasing Agent or his designee proof of issuance of all policies of insurance required by the contract to be procured by the successful Bidder. If at any time, any of said policies shall expire or become unsatisfactory to the County, the successful Bidder shall promptly obtain a new policy and submit proof of insurance of the same to the County for approval. Upon failure of the successful Bidder to furnish, deliver and maintain such insurance as above provided, the contract or purchase order may, at the election of the County, be forthwith declared suspended, discontinued or terminated. Failure of the successful Bidder to procure and maintain any required insurance shall not relieve the successful Bidder from any liability under the contract, nor shall the insurance requirements be construed to conflict with the obligations of the successful Bidder concerning indemnification.

## **SECTION 20: INDEMNIFICATION**

20.1 The successful Bidder shall defend, indemnify and save harmless the County, its employees and agents, from and against all claims, damages, losses and expenses (including, without limitation, reasonable attorneys' fees) arising out of, or in consequence of, any negligent or intentional act or omission of the successful Bidder, its employees or agents, to the extent of its or their responsibility for such claims, damages, losses and expenses.

## **SECTION 21: REMEDY FOR BREACH**

- 21.1 In the event of a breach by CONTRACTOR, CONTRACTOR 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 contractor to satisfactorily complete the contract work, together with the COUNTY's own costs incurred in procuring a substitute contractor.

## **SECTION 22: DELIVERY AND PAYMENT**

- 22.1 All bid prices shall include freight and shall be quoted F.O.B. destination.
- 22.2 Albany County operates a formal Purchase Order System. Under **NO** circumstances will the vendor or contractor be paid without a purchase order. Contractor shall deliver only the items specified on the purchase order. Any Contractor who delivers items which are not ordered, or who duplicates or overships items, does so entirely at his own expense. Such shipments will be at no cost or responsibility to Albany County.
- 22.3 All deliveries shall be made within ten (10) business days of vendor's receipt of purchase order, unless otherwise specified in this Request for Bids, or as otherwise agreed upon between the vendor and the Purchasing Division.
- 22.4 Unless otherwise specified by the County, inside delivery is required. Some delivery locations are not equipped with loading docks and no additional compensation shall be paid to vendors for inside delivery at those locations.
- 22.5 Orders will be placed on an "as-needed" basis by Albany County departments. There are to be no minimum order amounts required. Bids stipulating minimum quantity or dollar value orders will not be considered.
- 22.6 Prior to payment, the items furnished and or work performed will be inspected by the Purchasing Agent or his designee to determine their conformity to specification. No payment will be made for items or work not meeting specification.
- 22.7 ALBANY COUNTY IS NOT SUBJECT TO FEDERAL, STATE OR LOCAL TAXES.

## **SECTION 23: CASH DISCOUNT**

- 23.1 Cash discounts may be offered by a bidder for prompt payment of bills, but such cash discounts will not be taken into consideration in determining the low bidder.
- 23.2 For purposes of any applicable cash discount, the payment date shall be calculated from the receipt of invoice or final acceptance of the goods, whichever is later.

## **SECTION 24: EXTENSION OF BIDS TO ALL POLITICAL SUBDIVISIONS AND AUTHORIZED DISTRICTS LOCATED IN THE STATE OF NEW YORK**

- 24.1 It is the intent of this Request For Bids that all political subdivisions, and districts located in the State of New York, be entitled to make purchases of materials, equipment or supplies from the resulting the bid award.
- 24.2 No officer, board or agency of a county, town, village, or school district shall make any purchase through the County when bids have been received for such purchase by such officer, board or agency, unless such purchase may be made upon the same terms, conditions and specifications at a lower price through the County.
- 24.3 All purchases shall be subject to audit and inspection by the other political subdivisions for which the purchase was made.
- 24.4 All orders will be placed by the participating entities. Each participating entity shall be billed by and make payment directly to the successful Bidder.
- 24.5 Upon request, participating entities must furnish the successful Bidder with the proper tax exemption certificates or documentation of tax exempt status. (Purchase orders should have this information and be retained for documenting the tax exempt sale.)
- 24.6 The sole responsibility in regard to performance of the bid, or any obligation, covenant, condition or term thereunder by the successful Bidder and the participating entities will be borne and is expressly assumed by the successful Bidder and the participating entities and not by Albany County. In the event of a failure or breach in performance of any such bid by a participating entity or the successful Bidder, Albany County, specifically and expressly disclaims any and all liability for such defective performance or breach, or failure of either party to perform in accordance with its obligations, covenants and the terms and conditions of this Albany County centralized bid.

## **SECTION 25: MACBRIDE PRINCIPLES**

- 25.1 Contractor/Proposer hereby represents that said contractor/proposer is in compliance with the MacBride Principles of Fair Employment as set forth in Albany County Local Law No. [3] for 1993, in that said contractor/proposer either (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 their 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 section 4 of Local Law No. [3] in 1993, including, but not limited to, imposing sanctions, seeking compliance, recovering damages, declaring the contract/proposer in default and/or seeking debarment or suspension of the contractor/proposer.
- 25.2 In the case of a contract which must be let by competitive sealed bidding, whenever the lowest bidder has not agreed to stipulate to the conditions set forth in this section, and another bidder who has agreed to stipulate to such conditions has submitted a bid within five percent of the lowest bid for a contract to supply goods, services or construction of comparable quality, the contracting entity shall refer the contract to the County Legislature, which shall determine whether the lowest bidder is responsible. In making such

determination, the County Legislature may consider, as a factor bearing on responsibility, whether the lowest bidder discriminates in employment in Northern Ireland.

25.3 As used in this section, the term “contract” shall not include contracts with government and non-profit organizations, contracts awarded pursuant to an emergency procurement procedure or contracts, resolutions, indentures, declarations of trust or other instruments of authorizing or relating to the authorization, issuance, award, sale or purchase or bonds, certificates of indebtedness, notes or other fiscal obligations of the County, provided that the policies of this section shall be considered when selecting managing underwriters in connection with such activities.

25.4 The provisions of this section shall not apply to contracts for which the County receive funds administered by the United States Department of Transportation, except to the extent Congress has directed that the Department of Transportation not withhold funds from states and localities that choose to implement selective purchasing policies based on agreement to comply with the MacBride Principles, or to the extent that such funds are not otherwise withheld by the Department of Transportation.

## **SECTION 26: Section not in use**

26.1 The following is taken from Resolution No. 298 adopted by the Albany County Legislature on December 4, 1986:

“RESOLVED, That any person, firm, corporation, partnership or other entity (hereinafter “contractor”) as a prerequisite to the award of any public works contract by the County of Albany, shall agree that it will not intentionally engage in any course of conduct or activity, or employ for the purposes of performing the public work, any subcontractors, employees, labor or materials which will or may result in the interruption of the performance of the public work due to labor strife or unrest by workmen employed by the contractor or by any of the trades working in or about the public works and/or premises where the work is being performed, and, be it further

“RESOLVED, That in awarding contracts for public works, the County of Albany shall consider the ability of the contractor to undertake the work without interruption due to labor strife or unrest, and, be it further

“RESOLVED, That unless such contractor shall demonstrate to the satisfaction of the County of Albany that it will not intentionally engage in such conduct as aforesaid which will or may result in the interruption of the performance of the public work, then and in that event, such public works contract shall not be awarded to such contractor.”

A signed Non-Interruption of Work Agreement is required to be submitted with each bid in the form specified with the bid documents.

**SECTION 27: Section not in use**

**SECTION 28: Section not in use**

**SECTION 29: ANTI DISCRIMINATION CLAUSE**

29.1 Pursuant to Section 220-E of the NYS Labor Law, regarding provisions in contracts prohibiting discrimination on account of race, creed, color or national origin in employment of citizens upon public works, the Contractor agrees: (a) That in the hiring of employees for the performance of work under this contract or any subcontract hereunder, no contractor, subcontractor, nor any person acting on behalf of such contractor or subcontractor, shall by reason of race, creed, color, disability, gender, marital status, military status, sexual orientation or national origin discriminate against any citizen of the state of New York who is qualified and available to perform the work to which the employment relates; (b) That no contractor, subcontractor, nor any person on his behalf shall, in any manner, discriminate against or intimidate any employee hired for the performance of work under this contract on account of race, creed, color, disability, gender, marital status, military status, sexual orientation or national origin; (c) That there may be deducted from the amount payable to the contractor by the state or municipality under this contract a penalty of fifty dollars for each person for each calendar day during which such person was discriminated against or intimidated in violation of the provisions of the contract; (d) That this contract may be cancelled or terminated by the state or municipality, and all moneys due or to become due hereunder may be forfeited, for a second or any subsequent violation of the terms or conditions of this section of the contract; and (e) The aforesaid provisions of this section covering every contract for or on behalf of the state or a municipality for the manufacture, sale or distribution of materials, equipment or supplies shall be limited to operations performed within the territorial limits of the state of New York.

**SECTION 30: Section not in use**

**SECTION 31: INTERPRETATION**

31.1 In the event of any discrepancy, disagreement or ambiguity among the documents which comprise this RFB, and/or, the Agreement (between the County and the successful bidder/proposer) and its incorporated documents, the documents shall be given preference in the following order to interpret and to resolve such discrepancy, disagreement or ambiguity: 1) the Agreement; 2) the RFB; 3) the Contractor's bid.

**SECTION 32: NON APPROPRIATIONS CLAUSE**

32.1 Notwithstanding anything contained herein to the contrary, no default shall be deemed to occur in the event no funds or insufficient funds are appropriated and budgeted by or are otherwise unavailable to the County for payment under this Agreement. The County will immediately notify the Contractor of such occurrence and this Agreement shall terminate on the last day of the fiscal period for which appropriations were received without penalty or

expense to the County of any kind whatsoever, except as to those portions herein agreed upon for which funds shall have been appropriated and budgeted.

### **SECTION 33: IRANIAN ENERGY SECTOR DIVESTMENT**

33.1 Contractor/Proposer hereby represents that said Contractor/Proposer is in compliance with New York State General Municipal Law Section 103-g entitled “Iranian Energy Sector Divestment”, in that said Contractor/Proposer 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.

33.2 Any Contractor/Proposer who has undertaken any of the above and is identified on a list created pursuant to Section 165-a (3)(b) of the New York State Finance Law as a person engaging in investment activities in Iran, shall not be deemed a responsible bidder pursuant to Section 103 of the New York State General Municipal Law.

33.3 Except as otherwise specifically provided herein, every Contractor/Proposer submitting a bid/proposal in response to this Request for Bids/Request for Proposals must certify and affirm the following under penalties of perjury:

- (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 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 NYS Finance Law Section 165-a (3)(b).”

Albany County will accept this statement electronically in accordance with the provisions of Section 103 of the General Municipal Law.

33.4 Except as otherwise specifically provided herein, any Bid/Proposal that is submitted without having complied with subdivision (a) above, shall not be considered for award. In any case where the Bidder/Proposer cannot make the certification as set forth in subdivision (a) above, the Bidder/Proposer shall so state and shall furnish with the bid a signed statement setting forth in detail the reasons therefor. The County reserves its rights, in accordance with General Municipal Law Section 103-g to award the Bid/Proposal to any Bidder/Proposer who cannot make the certification, on a case-by-case basis 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 County of Albany has made a determination that the goods or services are necessary for the County to perform its functions and that, absent such an exemption, the County of Albany would be unable to obtain the goods or services for which the Bid/Proposal is offered. Such determination shall be made by the County in writing and shall be a public document.

**SECTION 34: Section not in use**

**SECTION 35: Section not in use**

## **Ballot Paper**

1. **Scope:** The County of Albany, County of Schenectady and County of Rockland (Albany County Purchasing Cooperative) requires a continuous supply of Special, Primary and General Election paper and for the use of the County Board of Elections. Notwithstanding the details presented in these specifications, it will be the responsibility of the bidder to verify the completeness of same to meet the intent of these Specifications. Note: Schenectady County currently prints ballots for Oneida and Montgomery Counties.

2. **Performance Ability:** The successful seller must be prepared to furnish evidence, including established proof of capabilities and experience to satisfactorily supply the County for its requirements for the conduct of the Primary and General Election, and any Special Election that may be called. If requested, proof of financial responsibility may be required.

The bidder must meet all of the precise specifications stated in the “Detailed Specifications for Ballot Paper.” **Prior to the bid opening, vendors quoting equivalent stock must be pre-approved by the Albany County Purchasing Cooperative. See Section 13.2 of General Instructions to bidders. Prior to award the County may require samples to be provided for performance testing with the equipment. Any samples must be supplied at no cost.**

3. **Test Ballot Supply:** Prior to accepting any tender or delivery pursuant to this bid/contract, the vendor must make a “test run delivery” of 50 sheets of each distinct ballot type stock ordered. Only upon successful testing of the test run delivery and determination that the test run product meets the specifications of the Board of Elections, will authorization be given to the vendor to tender the complete order. **Supply of the test ballots is to be included in the bid pricing.**

4. **Quantities:** The quantities and items are estimates only. However, each contract shall be for the quantities and items actually ordered during the contract period.

5. **Contract Term and Renewal:** The bid shall be for the period of July 1, 2022 – December 31, 2022. Price increase/decrease will be allowed quarterly using the US Department of Labor, Bureau of Labor Statistics Produce Price Index as listed below.

At the end of the initial bid period, upon mutual agreement of the County and the Contractor, the agreement may be renewed for four (4) additional years, in four (4) consecutive one-year intervals. Renewal of multiple item bid awards shall be contingent upon renewal of all items; partial renewals shall not be accepted by the County. Renewals shall be subject to quarterly price increases/decreases in accordance with changes in the US Department of Labor, Bureau of Labor Statistics Produce Price Index PPI for:

Series ID: PCU322-322  
Industry: Paper Manufacturing  
Product: Paper Manufacturing

Price adjustments shall be calculated by the following formula:

$$(\text{Current PPI}/\text{Base PPI}) \times \text{Original Awarded Bid Price} = \text{Adjusted Bid Price}$$

A price change factor shall be determined by dividing the current PPI by the base PPI. The current PPI shall be the value most recently published, at the time of price adjustment, by the US Department of Labor. The base PPI shall be the value of PPI at the time of bid opening, June 2022. The price change factor shall be multiplied by the original awarded bid price to determine the adjusted bid price.

**6. Minimum Requirements:** Bidders are directed to bid on ALL items per Lot (One) and/or Lot (Two) indicated on the “Detailed Specifications for Ballot Paper.”

**7. Deliveries:** The successful bidder must be prepared, at all times, to make prompt deliveries, as directed by the Albany County Purchasing Cooperative. All delivered items are to be packaged by ballot style, in suitable containers/cartons that are standard to the trade. **Vendors shall shrink wrap the ballots in the requested quantities as per the request of the municipality. Each shrink wrapped package shall contain the exact quantity requested for the daily audits of the municipality.**

All delivery charges must be included in the price.

**8. Award:** Award will be based on a total per Lot (One) and Lot (Two). Upon request of the County, vendor shall submit samples of the ballot stock for testing with the Albany County Purchasing Cooperative machines. Samples are to be supplied at no cost.

Award will be made as determined to be in the best interest of the Albany County Purchasing Cooperative.

All offers received shall be net cost to the Albany County Purchasing Cooperative. The Cooperative shall not be responsible for any additional costs; including, but not limited to, overtime required by the vendor to meet the appropriate deadlines.

## 9. Prices for Intermediate Quantities:

On a quantity that is not set forth in the bid award but falls between quantities listed, the difference between the next lowest and next highest bid price shall be pro-rated.

To determine intermediate quantity prices, the following method will be used. Assume the quantity ordered is 15,000 and assume the following prices have been established for quantities of 20,000 and 10,000:

Total price for 20,000 = \$500.00

Total price for 10,000 = \$350.00

To arrive at an intermediate price per M price, the total price for 10,000 is subtracted from the total price for 20,000.

$$\$500.00 - \$350.00 = \$150.00$$

This amount is divided by 10 (the difference between the quantities)

\$150.00 divided by 10 is \$15.00

The intermediate Price per M is then \$15.00/M

The price for 15,000 is therefore \$425.00 which is calculated as follows:

Add the intermediate price of \$15.00 for each additional M to the 10,000 price

10M=\$350.00

11M=\$15.00 additional or \$365.00

12M=\$15.00 additional or \$380.00

13M=\$15.00 additional or \$395.00

14M=\$15.00 additional or \$410.00

15M=\$425.00

## **Detailed Minimum Specifications for Ballot Paper**

### **A. LOT (ONE)**

|                                            |                                    |
|--------------------------------------------|------------------------------------|
| <b>Paper Stock:</b>                        | 80 lb. Weyerhaeuser - Opaque White |
| <b>Grain Direction On Finished Ballot:</b> | Long                               |
| <b>Basis Weight:</b>                       | 80 # text weight (36.2874 kg)      |
| <b>Thickness:</b>                          | 0.0061 in. (0.015494 cm)           |
| <b>Smoothness:</b>                         | 130 sheffields                     |
| <b>Moisture:</b>                           | 5.5 percent                        |
| <b>Opacity:</b>                            | 97                                 |
| <b>Brightness:</b>                         | 96                                 |
| <b>PPI:</b>                                | 338                                |

| Total ballot size            | Micro-Perforated Stub length (50 teeth/inch)* |
|------------------------------|-----------------------------------------------|
| 8 1/2 X 14"                  | N/A - No stub                                 |
| 8 1/2 X 15"                  | 1"                                            |
| 8 1/2 X 15" - with color bar | 1"                                            |
| 8 1/2 X 16"                  | 2"                                            |
| 8 1/2 X 16" - with color bar | 2"                                            |
| 8 1/2 X 18"                  | 1"                                            |
| 8 1/2 X 18" - with color bar | 1"                                            |
| 8 1/2 x 17"                  | No stub                                       |
| 8 1/2 x 19"                  | 2                                             |
| 8 1/2 x 19" - with color bar | 2                                             |

\* - All stubs will run along the 8 1/2" side of the paper. "Color bar" refers to a strip of color designated by the board of elections printed on one side of the ballot paper in approximately a 1 inch by 6 inch block.

## B.LOT (TWO)

|                                            |                                                          |
|--------------------------------------------|----------------------------------------------------------|
| <b>Paper Stock:</b>                        | 100# Text (Cascades Fine Paper, Rolland Opaque 30) White |
| <b>Grain Direction On Finished Ballot:</b> | Short                                                    |
| <b>Basis Weight:</b>                       | 100#, 110 to 155 gsm                                     |
| <b>Thickness:</b>                          | 0.0006 to .008"                                          |
| <b>Smoothness:</b>                         | 80 to 150                                                |
| <b>Moisture:</b>                           | 4 to 6 percent                                           |
| <b>Opacity:</b>                            | >95%                                                     |
| <b>Brightness:</b>                         | >90%                                                     |

| Total ballot size            | Micro-Perforated Stub length (50 teeth/inch)* |
|------------------------------|-----------------------------------------------|
| 8 1/2 X 14"                  | N/A - No stub                                 |
| 8 1/2 X 15"                  | 1"                                            |
| 8 1/2 X 15" - with color bar | 1"                                            |
| 8 1/2 X 16"                  | 2"                                            |
| 8 1/2 X 16" - with color bar | 2"                                            |
| 8 1/2 X 18"                  | 1"                                            |
| 8 1/2 X 18" - with color bar | 1"                                            |
| 8 1/2 x 17"                  | No stub                                       |
| 8 1/2 x 19"                  | 2                                             |
| 8 1/2 x 19" - with color bar | 2                                             |

\* - All stubs will run along the 8 1/2" side of the paper. "Color bar" refers to a strip of color designated by the board of elections printed on one side of the ballot paper in approximately a 1 inch by 6 inch block.

**COUNTY OF ALBANY**  
**REQUEST FOR BIDS #2022-069**  
**Ballot Paper**

**REQUEST FOR SUBSTITUTION APPROVAL**

Indicate the ballot paper \_\_\_\_\_ which you wish to submit for Albany County's consideration:

\_\_\_\_\_

**Attach descriptive literature and return to:**

**Albany County Purchasing Division  
112 State Street, Room #1000  
Albany, NY 12207**

**or fax to: (518) 447-5588**

**Deadline for submission of substitution approval requests is June 3, 2022 by close of business (4:30 p.m.).**

**VENDOR:** \_\_\_\_\_

**REPRESENTATIVE:** \_\_\_\_\_

**ADDRESS:** \_\_\_\_\_

**CITY, STATE, ZIP:** \_\_\_\_\_

**TEL. NO.:** \_\_\_\_\_

**FAX NO.:** \_\_\_\_\_

# COUNTY OF ALBANY

## BID FORM

### BID IDENTIFICATION:

Title: Purchase of Ballot Paper  
Bid Number: 2022-069

### THIS BID IS SUBMITTED TO:

Pamela O Neill, 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

(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:

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Phone: \_\_\_\_\_ Fax: \_\_\_\_\_

E-mail: \_\_\_\_\_

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

|                                                                   |                                                      |                        |                        |                         |                         |                          |                          |                               |                  |
|-------------------------------------------------------------------|------------------------------------------------------|------------------------|------------------------|-------------------------|-------------------------|--------------------------|--------------------------|-------------------------------|------------------|
| A. Lot (One) 80# Weyerhaeuser-Opaque White/or approved equivalent |                                                      |                        |                        |                         |                         |                          |                          |                               |                  |
|                                                                   |                                                      |                        |                        |                         |                         |                          |                          |                               |                  |
| <b>Total Ballot Size</b>                                          | <b>Micro-Perforated Stub length (50 teeth/Inch)*</b> | <b>Price per 1,000</b> | <b>Price per 5,000</b> | <b>Price per 10,000</b> | <b>Price per 50,000</b> | <b>Price per 100,000</b> | <b>Price per 150,000</b> | <b>Price per 200,000</b>      | <b>Row Total</b> |
| 8 1/2" x 14"                                                      | N/A-No Stub                                          |                        |                        |                         |                         |                          |                          |                               | \$               |
| 8 1/2" x 15                                                       | 1"                                                   |                        |                        |                         |                         |                          |                          |                               | \$               |
| 8 1/2" x 15" -with color bar                                      | 1"                                                   |                        |                        |                         |                         |                          |                          |                               | \$               |
| 8 1/2" x 16"                                                      | 2"                                                   |                        |                        |                         |                         |                          |                          |                               | \$               |
| 8 1/2" x 16" -with color bar                                      | 2"                                                   |                        |                        |                         |                         |                          |                          |                               | \$               |
| 8 1/2" x 18"                                                      | 1"                                                   |                        |                        |                         |                         |                          |                          |                               | \$               |
| 8 1/2" x 18"-with color bar                                       | 1"                                                   |                        |                        |                         |                         |                          |                          |                               | \$               |
| 8 1/2" x 17"                                                      | No Stub                                              |                        |                        |                         |                         |                          |                          |                               | \$               |
| 8 1/2" x 19"                                                      | 2"                                                   |                        |                        |                         |                         |                          |                          |                               | \$               |
| 8 1/2" x 19"-with color bar                                       | 2"                                                   |                        |                        |                         |                         |                          |                          |                               | \$               |
|                                                                   |                                                      |                        |                        |                         |                         |                          |                          | <b>Grand Total of Lot One</b> | <b>\$</b>        |
|                                                                   |                                                      |                        |                        |                         |                         |                          |                          |                               |                  |
|                                                                   |                                                      |                        |                        |                         |                         |                          |                          |                               |                  |
|                                                                   |                                                      |                        |                        |                         |                         |                          |                          |                               |                  |
|                                                                   |                                                      |                        |                        |                         |                         |                          |                          |                               |                  |
|                                                                   |                                                      |                        |                        |                         |                         |                          |                          |                               |                  |
|                                                                   |                                                      |                        |                        |                         |                         |                          |                          |                               |                  |
|                                                                   |                                                      |                        |                        |                         |                         |                          |                          |                               |                  |

| B. Lot (Two) 100# Text (Cascades Fine Paper, Rolland Opaque30) White/or approved equivalent |                                               |                 |                 |                  |                  |                   |                   |                               |           |
|---------------------------------------------------------------------------------------------|-----------------------------------------------|-----------------|-----------------|------------------|------------------|-------------------|-------------------|-------------------------------|-----------|
| Total Ballot Size                                                                           | Micro-Perforated Stub length (50 teeth/Inch)* | Price per 1,000 | Price per 5,000 | Price per 10,000 | Price per 50,000 | Price per 100,000 | Price per 150,000 | Price per 200,000             | Row Total |
| 8 1/2" x 14"                                                                                | N/A-No Stub                                   |                 |                 |                  |                  |                   |                   |                               | \$        |
| 8 1/2" x 15                                                                                 | 1"                                            |                 |                 |                  |                  |                   |                   |                               | \$        |
| 8 1/2" x 15" -with color bar                                                                | 1"                                            |                 |                 |                  |                  |                   |                   |                               | \$        |
| 8 1/2" x 16"                                                                                | 2"                                            |                 |                 |                  |                  |                   |                   |                               | \$        |
| 8 1/2" x 16" -with color bar                                                                | 2"                                            |                 |                 |                  |                  |                   |                   |                               | \$        |
| 8 1/2" x 18"                                                                                | 1"                                            |                 |                 |                  |                  |                   |                   |                               | \$        |
| 8 1/2" x 18"-with color bar                                                                 | 1"                                            |                 |                 |                  |                  |                   |                   |                               | \$        |
| 8 1/2" x 17"                                                                                | No Stub                                       |                 |                 |                  |                  |                   |                   |                               | \$        |
| 8 1/2" x 19"                                                                                | 2"                                            |                 |                 |                  |                  |                   |                   |                               | \$        |
| 8 1/2" x 19"-with color bar                                                                 | 2"                                            |                 |                 |                  |                  |                   |                   |                               | \$        |
|                                                                                             |                                               |                 |                 |                  |                  |                   |                   | <b>Grand Total of Lot Two</b> | <b>\$</b> |

**BID FORM**

**BID IDENTIFICATION:**

Title: 2022-069

Bid Number: Purchase of Ballot Paper

**COMPANY:**

\_\_\_\_\_

**ADDRESS:**

\_\_\_\_\_

**CITY, STATE, ZIP:**

\_\_\_\_\_

**TEL. NO.:**

\_\_\_\_\_

**FAX NO.:**

\_\_\_\_\_

**FEDERAL TAX ID NO.:**

\_\_\_\_\_

**REPRESENTATIVE:**

\_\_\_\_\_

**E-MAIL:**

\_\_\_\_\_

**SIGNATURE AND TITLE**

\_\_\_\_\_

**DATE**

\_\_\_\_\_

**BF5**

**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

---

Title

---

Date

---

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:

STATE OF \_\_\_\_\_ )  
COUNTY OF \_\_\_\_\_ ) SS.:

On this \_\_\_\_\_ day of \_\_\_\_\_, 200\_\_, before me personally appeared \_\_\_\_\_ to me known, who, being by me sworn, did say that he resides at (give address) \_\_\_\_\_; that he is the (give title) \_\_\_\_\_ of the (name of corporation) \_\_\_\_\_, 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.

\_\_\_\_\_

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:<br><input type="checkbox"/> PRIME CONTRACTOR                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                       |       |                                                     |                |
| 2. VENDOR’S LEGAL BUSINESS NAME                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                  |       | 3. IDENTIFICATION NUMBERS<br>a) FEIN #<br>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                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                         |       | 7. TELEPHONE NUMBER                                 | 8. FAX NUMBER  |
| 9. ADDRESS OF PRIMARY PLACE OF BUSINESS/EXECUTIVE OFFICE<br><i>IN NEW YORK STATE, if different from above</i>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                    |       | 10. TELEPHONE NUMBER                                | 11. FAX NUMBER |
| 12. AUTHORIZED CONTACT FOR THE QUESTIONNAIRE<br><br>Name<br>Title<br>Telephone Number<br>Fax Number<br>e-mail                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                    |       |                                                     |                |
| 13. LIST ALL OF THE VENDOR’S PRINCIPAL OWNERS.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                   |       |                                                     |                |
| a) NAME                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                          | 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. <span style="float: right;"> <input type="checkbox"/> Yes    <input type="checkbox"/> No         </span>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                |       |                                                     |                |
| 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: <div style="display: flex; justify-content: space-between; align-items: flex-end; margin-top: 10px;"> <div style="width: 80%;">           a) An elected or appointed public official or officer?<br/> <i>List each individual’s name, business title, the name of the organization and position elected or appointed to, and dates of service</i> </div> <div style="width: 15%; text-align: right;"> <input type="checkbox"/> Yes    <input type="checkbox"/> No           </div> </div> <div style="display: flex; justify-content: space-between; align-items: flex-end; margin-top: 10px;"> <div style="width: 80%;">           b) An officer of any political party organization in Albany County, whether paid or unpaid?<br/> <i>List each individuals name, business title or consulting capacity and the official political position held with applicable service dates.</i> </div> <div style="width: 15%; text-align: right;"> <input type="checkbox"/> Yes    <input type="checkbox"/> No           </div> </div> |       |                                                     |                |

|     |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                               |                                                                                                                                                                                  |
|-----|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| 16. | <p>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:</p>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                 |                                                                                                                                                                                  |
| a)  | <ol style="list-style-type: none"> <li>1. been suspended, debarred or terminated by a local, state or federal authority in connection with a contract or contracting process;</li> <li>2. been disqualified for cause as a bidder on any permit, license, concession franchise or lease;</li> <li>3. entered into an agreement to a voluntary exclusion from bidding/contracting;</li> <li>4. had a bid rejected on an Albany County contract for failure to comply with the MacBride Fair Employment Principles;</li> <li>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;</li> <li>6. had status as a Women's Business Enterprise, Minority Business Enterprise or Disadvantaged Business Enterprise, de-certified, revoked or forfeited;</li> <li>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;</li> <li>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</li> <li>9. had a local, state or federal government contract suspended or terminated for cause prior to the completion of the term of the contract.</li> </ol> | <input type="checkbox"/> Yes <input type="checkbox"/> No                                                                                                                         |
| b)  | <p>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?</p>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                              | <input type="checkbox"/> Yes <input type="checkbox"/> No                                                                                                                         |
| c)  | <p>been issued a citation, notice, violation order, or are pending an administrative hearing or proceeding or determination of violations of:</p> <ol style="list-style-type: none"> <li>1. federal, state or local health laws, rules or regulations.</li> </ol>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                             | <input type="checkbox"/> Yes <input type="checkbox"/> No                                                                                                                         |
| 17. | <p>IN THE PAST THREE (3) YEARS, HAS THE VENDOR OR ITS AFFILIATES <b>H</b>AD ANY CLAIMS, JUDGMENTS, INJUNCTIONS, LIENS, FINES OR PENALTIES SECURED BY ANY GOVERNMENTAL AGENCY?</p> <p>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."</p>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                               | <input type="checkbox"/> Yes <input type="checkbox"/> No                                                                                                                         |
| 18. | <p>DURING THE PAST THREE (3) YEARS, HAS THE VENDOR FAILED TO:</p> <ol style="list-style-type: none"> <li>a) file returns or pay any applicable federal, state or city taxes?<br/><b>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.</b></li> <li>b) file returns or pay New York State unemployment insurance?<br/><b>Indicate the years the vendor failed to file/pay the insurance and the current status of the liability.</b></li> <li>c) Property Tax<br/><b>Indicate the years the vendor failed to file.</b></li> </ol>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                              | <input type="checkbox"/> Yes <input type="checkbox"/> No<br><input type="checkbox"/> Yes <input type="checkbox"/> No<br><input type="checkbox"/> Yes <input type="checkbox"/> No |
| 19. | <p>HAVE ANY BANKRUPTCY PROCEEDINGS BEEN INITIATED BY OR AGAINST THE VENDOR OR ITS AFFILIATES <b>I</b> 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?</p> <p>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.</p>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                 | <input type="checkbox"/> Yes <input type="checkbox"/> No                                                                                                                         |
| 20. | <p>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.</p>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                           | <input type="checkbox"/> Yes <input type="checkbox"/> No                                                                                                                         |

|                                                                                                                                                                                                                        |                                                                                                                          |                              |                             |
|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--------------------------------------------------------------------------------------------------------------------------|------------------------------|-----------------------------|
| 21.                                                                                                                                                                                                                    | IN THE PAST FIVE (5) YEARS, HAS THE VENDOR OR ANY AFFILIATES <sup>1</sup> :                                              | <input type="checkbox"/> Yes | <input type="checkbox"/> 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 #

State of:                     )  
                                      ) ss:  
County of:                   )

**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

Signature of Owner \_\_\_\_\_

Address

Printed Name of Signatory \_\_\_\_\_

City, State, Zip

Title

Sworn before me this \_\_\_\_ day of \_\_\_\_\_, 20\_\_;

\_\_\_\_\_  
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

\_\_\_\_\_  
Title

\_\_\_\_\_  
Date

\_\_\_\_\_  
Company Name



# CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)

02/27/2026

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 rights to the certificate holder in lieu of such endorsement(s).

| <b>PRODUCER</b><br>Selective Insurance Company of America<br>1011 Boulder Springs Drive<br>Suite 100<br>Richmond VA 23225-0325 | <b>CONTACT NAME:</b><br><b>PHONE (A/C, No, Ext):</b> (877) 744-3125<br><b>FAX (A/C, No):</b> (877) 378-3033<br><b>E-MAIL ADDRESS:</b> clientservicecenter@selective.com                                                                                                                                                                                                                                       |                               |  |        |            |                             |       |            |  |  |            |  |  |            |  |  |            |  |  |            |  |  |
|--------------------------------------------------------------------------------------------------------------------------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-------------------------------|--|--------|------------|-----------------------------|-------|------------|--|--|------------|--|--|------------|--|--|------------|--|--|------------|--|--|
| <b>INSURED</b><br>VINCY'S PRINTING LTD 1828 CURRY ROAD LLC<br>1832 CURRY RD<br>ROTTERDAM NY 12306-4237                         | <table><tr><th colspan="2">INSURER(S) AFFORDING COVERAGE</th><th>NAIC #</th></tr><tr><td>INSURER A:</td><td>Selective Ins Co of America</td><td>12572</td></tr><tr><td>INSURER B:</td><td></td><td></td></tr><tr><td>INSURER C:</td><td></td><td></td></tr><tr><td>INSURER D:</td><td></td><td></td></tr><tr><td>INSURER E:</td><td></td><td></td></tr><tr><td>INSURER F:</td><td></td><td></td></tr></table> | INSURER(S) AFFORDING COVERAGE |  | NAIC # | INSURER A: | Selective Ins Co of America | 12572 | INSURER B: |  |  | INSURER C: |  |  | INSURER D: |  |  | INSURER E: |  |  | INSURER F: |  |  |
| INSURER(S) AFFORDING COVERAGE                                                                                                  |                                                                                                                                                                                                                                                                                                                                                                                                               | NAIC #                        |  |        |            |                             |       |            |  |  |            |  |  |            |  |  |            |  |  |            |  |  |
| INSURER A:                                                                                                                     | Selective Ins Co of America                                                                                                                                                                                                                                                                                                                                                                                   | 12572                         |  |        |            |                             |       |            |  |  |            |  |  |            |  |  |            |  |  |            |  |  |
| INSURER B:                                                                                                                     |                                                                                                                                                                                                                                                                                                                                                                                                               |                               |  |        |            |                             |       |            |  |  |            |  |  |            |  |  |            |  |  |            |  |  |
| INSURER C:                                                                                                                     |                                                                                                                                                                                                                                                                                                                                                                                                               |                               |  |        |            |                             |       |            |  |  |            |  |  |            |  |  |            |  |  |            |  |  |
| INSURER D:                                                                                                                     |                                                                                                                                                                                                                                                                                                                                                                                                               |                               |  |        |            |                             |       |            |  |  |            |  |  |            |  |  |            |  |  |            |  |  |
| INSURER E:                                                                                                                     |                                                                                                                                                                                                                                                                                                                                                                                                               |                               |  |        |            |                             |       |            |  |  |            |  |  |            |  |  |            |  |  |            |  |  |
| 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 INSD                         | SUBR WVD | POLICY NUMBER | POLICY EFF (MM/DD/YYYY) | POLICY EXP (MM/DD/YYYY) | LIMITS                                                                                                                                                                                                                                   |
|----------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----------------------------------|----------|---------------|-------------------------|-------------------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| A        | <b>COMMERCIAL GENERAL LIABILITY</b><br><input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR<br><input checked="" type="checkbox"/> Businessowners<br>GEN'L AGGREGATE LIMIT APPLIES PER:<br><input type="checkbox"/> POLICY <input type="checkbox"/> PRO-JECT <input checked="" type="checkbox"/> LOC<br>OTHER: | Y                                 |          | S 2579910     | 10/01/2025              | 10/01/2026              | EACH OCCURRENCE \$ 2,000,000<br>DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 300,000<br>MED EXP (Any one person) \$ 10,000<br>PERSONAL & ADV INJURY \$ Included<br>GENERAL AGGREGATE \$ 4,000,000<br>PRODUCTS - COMP/OP AGG \$ 4,000,000 |
| A        | <b>AUTOMOBILE LIABILITY</b><br><input checked="" type="checkbox"/> ANY AUTO<br><input type="checkbox"/> OWNED AUTOS ONLY <input type="checkbox"/> SCHEDULED AUTOS<br><input type="checkbox"/> HIRED AUTOS ONLY <input type="checkbox"/> NON-OWNED AUTOS ONLY                                                                             |                                   |          | S 2579910     | 10/01/2025              | 10/01/2026              | COMBINED SINGLE LIMIT (Ea accident) \$ 1,000,000<br>BODILY INJURY (Per person) \$<br>BODILY INJURY (Per accident) \$<br>PROPERTY DAMAGE (Per accident) \$                                                                                |
|          | <b>UMBRELLA LIAB</b> <input type="checkbox"/> OCCUR<br><b>EXCESS LIAB</b> <input type="checkbox"/> CLAIMS-MADE<br>DED RETENTION \$                                                                                                                                                                                                       |                                   |          |               |                         |                         | EACH OCCURRENCE \$<br>AGGREGATE \$                                                                                                                                                                                                       |
|          | <b>WORKERS COMPENSATION AND EMPLOYERS' LIABILITY</b><br>ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH)<br>If yes, describe under DESCRIPTION OF OPERATIONS below                                                                                                                                            | Y / N<br><input type="checkbox"/> | N / A    |               |                         |                         | PER STATUTE OTH-ER<br>E.L. EACH ACCIDENT \$<br>E.L. DISEASE - EA EMPLOYEE \$<br>E.L. DISEASE - POLICY LIMIT \$                                                                                                                           |

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

RE: RFB 2022-069 Ballot Paper.

Albany County Dept of General Services Purchasing Division is included as additional insured for General Liability as required by written contract per attached form BP 72 47NY 09/19.

**CERTIFICATE HOLDER****CANCELLATION**

|                                                                                                      |                                                                                                                                                                                                                                                                                              |
|------------------------------------------------------------------------------------------------------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Albany County Dept of General Services<br>Purchasing Division<br>112 State Street<br>Albany NY 12207 | <p>SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.</p> <p>AUTHORIZED REPRESENTATIVE</p>  |
|------------------------------------------------------------------------------------------------------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|

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**Workers'  
Compensation  
Board**

**CERTIFICATE OF  
NYS WORKERS' COMPENSATION INSURANCE COVERAGE**

|                                                                                                                                                                                                                                                                                                   |                                                                                                                                                                                                                                                                                                                                                                                                                                                                          |
|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <p>1a. Legal Name &amp; Address of Insured (Use street address only)</p> <p>Vincy's Printing Ltd<br/>1832 Curry Rd<br/>Schenectady, NY 12306</p> <p>Work Location of Insured (Only required if coverage is specifically limited to certain locations in New York State, i.e a Wrap-Up Policy)</p> | <p>1b. Business Telephone Number of Insured<br/>(518)355-4363</p> <p>1c. NYS Unemployment Insurance Employer Registration Number of Insured<br/>000395340</p> <p>1d. Federal Employer Identification Number of Insured or Social Security Number<br/>141681980</p>                                                                                                                                                                                                       |
| <p>2. Name and Address of the Entity Requesting Proof of Coverage<br/>(Entity Being Listed as the Certificate Holder)</p> <p>Albany County Dept of General Services Purchasing Division<br/>112 State Street<br/>Albany, NY 12207</p>                                                             | <p>3a. Name of Insurance Carrier<br/>Hartford Casualty Insurance Co</p> <p>3b. Policy Number of entity listed in box "1a":<br/>01WECLR4450</p> <p>3c. Policy effective period:<br/>10/1/2025 to 10/1/2026</p> <p>3d. The Proprietor, Partners or Executive Officers are:</p> <p><input checked="" type="checkbox"/> included. (Only check box if all partners/officers included)</p> <p><input type="checkbox"/> all excluded or certain partners/officers excluded.</p> |

This certifies that the insurance carrier indicated above in box "3" insures the business referenced above in box "1a" for workers' compensation under the New York State Workers' Compensation Law. **(To use this form, New York (NY) must be listed under Item 3A on the INFORMATION PAGE of the workers' compensation insurance policy).** The Insurance Carrier or its licensed agent will send this Certificate of Insurance to the entity listed above as the certificate holder in box "2".

The insurance carrier must notify the above certificate holder and the Workers' Compensation Board within 10 days IF a policy is canceled due to nonpayment of premiums or within 30 days IF there are reasons other than nonpayment of premiums that cancel the policy or eliminate the insured from the coverage indicated on this Certificate. (These notices may be sent by regular mail.) **Otherwise, this Certificate is valid for one year after this form is approved by the insurance carrier or its licensed agent, or until the policy expiration date listed in box "3c", whichever is earlier.**

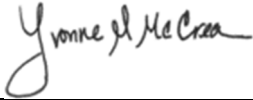
This certificate is issued as a matter of information only and confers no rights upon the certificate holder. This certificate does not amend, extend or alter the coverage afforded by the policy listed, nor does it confer any rights or responsibilities beyond those contained in the referenced policy.

This certificate may be used as evidence of a Workers' Compensation contract of insurance only while the underlying policy is in effect.

**Please Note: Upon cancellation of the workers' compensation policy indicated on this form, if the business continues to be named on a permit, license or contract issued by a certificate holder, the business must provide that certificate holder with a new Certificate of Workers' Compensation Coverage or other authorized proof that the business is complying with the mandatory coverage requirements of the New York State Workers' Compensation Law.**

**Under penalty of perjury, I certify that I am an authorized representative or licensed agent of the insurance carrier referenced above and that the named insured has the coverage as depicted on this form.**

Approved by: Yvonne M. McCrea  
(Print name of authorized representative or licensed agent of insurance carrier)

Approved by:   
(Signature) February 26, 2026  
(Date)

Title: Authorized Representative

Telephone Number of authorized representative or licensed agent of insurance carrier: (845)454-0800

**Please Note: Only insurance carriers and their licensed agents are authorized to issue the C-105.2 form. Insurance brokers are NOT authorized to issue it.**  
**C-105.2(9-17)**

[www.wcb.ny.gov](http://www.wcb.ny.gov)

## **Workers' Compensation Law**

### **Section 57. Restriction on issue of permits and the entering into contracts unless compensation is secured.**

1. The head of a state or municipal department, board, commission or office authorized or required by law to issue any permit for or in connection with any work involving the employment of employees in a hazardous employment defined by this chapter, and notwithstanding any general or special statute requiring or authorizing the issue of such permits, shall not issue such permit unless proof duly subscribed by an insurance carrier is produced in a form satisfactory to the chair, that compensation for all employees has been secured as provided by this chapter. Nothing herein, however, shall be construed as creating any liability on the part of such state or municipal department, board, commission or office to pay any compensation to any such employee if so employed.
2. The head of a state or municipal department, board, commission or office authorized or required by law to enter into any contract for or in connection with any work involving the employment of employees in a hazardous employment defined by this chapter, notwithstanding any general or special statute requiring or authorizing any such contract, shall not enter into any such contract unless proof duly subscribed by an insurance carrier is produced in a form satisfactory to the chair, that compensation for all employees has been secured as provided by this chapter.

# CERTIFICATE OF INSURANCE COVERAGE

## NYS DISABILITY AND PAID FAMILY LEAVE BENEFITS LAW

### PART 1. To be completed by NYS disability and Paid Family Leave benefits carrier or licensed insurance agent of that carrier

|                                                                                                                                                                                                                                                                                                                                        |                                                                                                                                                                                                                                                 |
|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <p>1a. Legal Name &amp; Address of Insured (use street address only)<br/> <b>VINCYS PRINTING LTD</b><br/> <b>1832 CURRY ROAD</b><br/> <b>SCHENECTADY, NY 12306</b></p> <p><small>Work Location of Insured (Only required if coverage is specifically limited to certain locations in New York State, i.e., Wrap-Up Policy)</small></p> | <p>1b. Business Telephone Number of Insured</p> <p>1c. Federal Employer Identification Number of Insured or Social Security Number<br/> <b>141681980</b></p>                                                                                    |
| <p>2. Name and Address of Entity Requesting Proof of Coverage (Entity Being Listed as the Certificate Holder)<br/> <b>Albany County Dept of General Services</b><br/> <b>Purchasing Division</b><br/> <b>112 State Street</b><br/> <b>Albany, NY 12207</b></p>                                                                         | <p>3a. Name of Insurance Carrier<br/> <b>ShelterPoint Life Insurance Company</b></p> <p>3b. Policy Number of Entity Listed in Box "1a"<br/> <b>DBL585145</b></p> <p>3c. Policy effective period<br/> <u>01/01/2026</u> to <u>12/31/2026</u></p> |

4. Policy provides the following benefits:

☒ A. Both disability and paid family leave benefits.

☐ B. Disability benefits only.

☐ C. Paid family leave benefits only.

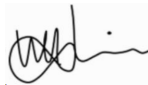
5. Policy covers:

☒ A. All of the employer's employees eligible under the NYS Disability and Paid Family Leave Benefits Law.

☐ B. Only the following class or classes of employer's employees:

\_\_\_\_\_

Under penalty of perjury, I certify that I am an authorized representative or licensed agent of the insurance carrier referenced above and that the named insured has NYS Disability and/or Paid Family Leave Benefits insurance coverage as described above.

Date Signed 2/26/2026 By   
(Signature of insurance carrier's authorized representative or NYS Licensed Insurance Agent of that insurance carrier)

Telephone Number 516-829-8100 Name and Title Wade Harrison, President

**IMPORTANT:** If Boxes 4A and 5A are checked, and this form is signed by the insurance carrier's authorized representative or NYS Licensed Insurance Agent of that carrier, this certificate is **COMPLETE**. Mail it directly to the certificate holder.

If Box 4B, 4C or 5B is checked, this certificate is **NOT COMPLETE** for purposes of Section 220, Subd. 8 of the NYS Disability and Paid Family Leave Benefits Law. It must be emailed to PAU@wcb.ny.gov or it can be mailed for completion to the Workers' Compensation Board, Plans Acceptance Unit, PO Box 5200, Binghamton, NY 13902-5200.

### PART 2. To be completed by the NYS Workers' Compensation Board (Only if Box 4B, 4C or 5B have been checked)

|                                                                                                                                                                                                                                                                          |  |
|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--|
| <p><b>State of New York</b></p> <p><b>Workers' Compensation Board</b></p>                                                                                                                                                                                                |  |
| <p>According to information maintained by the NYS Workers' Compensation Board, the above-named employer has complied with the NYS Disability and Paid Family Leave Benefits Law (Article 9 of the Workers' Compensation Law) with respect to all of their employees.</p> |  |
| <p>Date Signed _____ By _____<br/> <small>(Signature of Authorized NYS Workers' Compensation Board Employee)</small></p>                                                                                                                                                 |  |
| <p>Telephone Number _____ Name and Title _____</p>                                                                                                                                                                                                                       |  |

**Please Note:** Only insurance carriers licensed to write NYS disability and paid family leave benefits insurance policies and NYS licensed insurance agents of those insurance carriers are authorized to issue Form DB-120.1. **Insurance brokers are NOT authorized to issue this form.**



## **Additional Instructions for Form DB-120.1**

By signing this form, the insurance carrier identified in Box 3 on this form is certifying that it is insuring the business referenced in Box 1a for disability and/or Paid Family Leave benefits under the NYS Disability and Paid Family Leave Benefits Law. The insurance carrier or its licensed agent will send this Certificate of Insurance Coverage (Certificate) to the entity listed as the certificate holder in Box 2.

The insurance carrier must notify the above certificate holder and the Workers' Compensation Board within 10 days IF a policy is cancelled due to nonpayment of premiums or within 30 days IF there are reasons other than nonpayment of premiums that cancel the policy or eliminate the insured from coverage indicated on this Certificate. (These notices may be sent by regular mail.) Otherwise, this Certificate is valid for one year after this form is approved by the insurance carrier or its licensed agent, or until the policy expiration date listed in Box 3c, whichever is earlier.

This Certificate is issued as a matter of information only and confers no rights upon the certificate holder. This Certificate does not amend, extend or alter the coverage afforded by the policy listed, nor does it confer any rights or responsibilities beyond those contained in the referenced policy.

This Certificate may be used as evidence of a NYS disability and/or Paid Family Leave benefits contract of insurance only while the underlying policy is in effect.

**Please Note: Upon the cancellation of the disability and/or Paid Family Leave benefits policy indicated on this form, if the business continues to be named on a permit, license or contract issued by a certificate holder, the business must provide that certificate holder with a new Certificate of Insurance Coverage for NYS disability and/or Paid Family Leave Benefits or other authorized proof that the business is complying with the mandatory coverage requirements of the NYS Disability and Paid Family Leave Benefits Law.**

### **NYS DISABILITY AND PAID FAMILY LEAVE BENEFITS LAW**

#### **§220. Subd. 8**

(a) The head of a state or municipal department, board, commission or office authorized or required by law to issue any permit for or in connection with any work involving the employment of employees in employment as defined in this article, and notwithstanding any general or special statute requiring or authorizing the issue of such permits, shall not issue such permit unless proof duly subscribed by an insurance carrier is produced in a form satisfactory to the chair, that the payment of disability benefits and after January first, two thousand and twenty-one, the payment of family leave benefits for all employees has been secured as provided by this article. Nothing herein, however, shall be construed as creating any liability on the part of such state or municipal department, board, commission or office to pay any disability benefits to any such employee if so employed.

(b) The head of a state or municipal department, board, commission or office authorized or required by law to enter into any contract for or in connection with any work involving the employment of employees in employment as defined in this article and notwithstanding any general or special statute requiring or authorizing any such contract, shall not enter into any such contract unless proof duly subscribed by an insurance carrier is produced in a form satisfactory to the chair, that the payment of disability benefits and after January first, two thousand eighteen, the payment of family leave benefits for all employees has been secured as provided by this article.

**Contract #:** 2025-1741

---

**Contract Type:** standard

---

**Contract Action:** new

---

**Procurement Type:** Other

---

**Department:** Public Works Administration D5010

---

**Date Submitted:** 12/05/2025

---

**Contact Person:** [Rosa Tirino]

**Contact Phone:** 518-765-2055

---

**Vendor Info:** Caterpillar, Inc.

---

**Estimated Amount:** 144100

---

**Scope of Services:** Purchase of an Asphalt Compactor

---

**Budget Line Item:** D5112.44075

---

**Fiscal Impact:**

*County:* 0.00

*State:* 100.00

*Federal:* 0.00

---

**BID, RFP, RFQ Completed?** Yes - Other

Budget Analyst

Date

**For Contract Board Use:**

**Date Approved**

Daniel P. McCoy

Albany County Executive

Bruce A. Hidley

Albany County Clerk

Joanne Cunningham, Chairwoman

Albany County Legislature



DANIEL P. McCOY  
COUNTY EXECUTIVE

MICHAEL P. McLAUGHLIN  
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.ALBANYCOUNTYNY.GOV](http://WWW.ALBANYCOUNTYNY.GOV)

LISA M. RAMUNDO  
COMMISSIONER

SCOTT D. DUNCAN  
DEPUTY COMMISSIONER

## MEMORANDUM

**To:** Hon. Daniel P. McCoy, County Executive  
Hon. Joanne Cunningham, Chairwoman of the Legislature  
Hon. Bruce Hidley, County Clerk

**From:** Lisa M. Ramundo, Commissioner

**Date:** February 20, 2026

**Re:** Purchase of Asphalt Compactor  
CAB2025-1741

---

The Department of Public Works is requesting approval to purchase one (1) Asphalt Compactor, valued at \$144,100.00 from Caterpillar Inc. This purchase will be made using OMNIA Partners, dba OMNIA Partners, Public Sector Caterpillar Contract #212816-01.

Approval has been obtained from New York State to utilize funding from the Consolidated Local Street and Highway Improvement Program (CHIPS) for the acquisition of this equipment.

This equipment will be integrated into the Department's inventory to be used in road construction to flatten and compress newly laid asphalt to make it dense, smooth, and durable.

Should you have any questions or require further information, please do not hesitate to contact my office.



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.ALBANYCOUNTYNY.GOV](http://WWW.ALBANYCOUNTYNY.GOV)

LISA M. RAMUNDO  
COMMISSIONER

## RECOMMENDATION NOTICE

**TO:** Pamela O'Neill, Purchasing Agent  
**FROM:** Scott Duncan, Deputy Commissioner  
**DATE:** February 20, 2026  
**RE:** Purchase of an Asphalt Compactor

---

The Department of Public Works recommends the purchase of one (1) Asphalt Compactor, valued at \$144,100.00 from Caterpillar Inc. This purchase will be made using OMNIA Partners, dba OMNIA Partners, Public Sector Caterpillar Contract #212816-01.

Approval has been obtained from New York State to utilize funding from the Consolidated Local Street and Highway Improvement Program (CHIPS) for the acquisition of this equipment.

This equipment will be integrated into the Department's inventory to be used in road construction to flatten and compress newly laid asphalt to make it dense, smooth, and durable.

Should you have any questions or require further information, please do not hesitate to contact my office.



DANIEL P. McCOY  
COUNTY EXECUTIVE

COUNTY OF ALBANY  
DEPARTMENT OF GENERAL SERVICES  
PURCHASING DIVISION  
112 STATE STREET, ROOM 820  
ALBANY, NEW YORK 12207-2021  
(518) 447-7140 - FAX (518) 447-5588

DAVID M. LATINA  
COMMISSIONER OF GENERAL SERVICES

PAMELA ONEILL  
PURCHASING AGENT

## MEMORANDUM

**TO:** Lisa M. Ramundo, Commissioner  
Public Works

**FROM:** Pamela O'Neill *Pamela*  
Purchasing Agent

**DATE:** February 26, 2026

**RE:** Purchase of an Asphalt Compactor

---

I am in receipt of your recommendation to purchase an Asphalt Compactor from Caterpillar Inc in the amount of \$144,100.00.

As Caterpillar Inc. is awarded a National Cooperative Bid thru Omnia Contract#21816-01 I have no objection to this purchase.

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



## **CAT CB7 ASPHALT COMPACTOR**

**LIST PRICE - \$190,969**

**ALBANY COUNTY/OGS PRICING - \$144,100**

**INCLUDES – 2YR/2000 HR POWERTRAIN/TECH/HYDRAULIC WARRANTY**

**1000 HR CVA**

**Milton**



# Product Specifications For CB7



## Weights

|                                     |           |
|-------------------------------------|-----------|
| Operating Weight - With Cab         | 19,588 lb |
| Standard Operating Weight with ROPS | 19,015 lb |
| Maximum Operating Weight with Cab   | 20,404 lb |
| Maximum Operating Weight with ROPS  | 19,834 lb |

## Operating Specifications

|                                     |           |
|-------------------------------------|-----------|
| Standard Compaction Width           | 59 in     |
| Maximum Compaction Width            | 65 in     |
| Static Linear Load - With Cab       | 172 lb/in |
| Static Linear Load - With ROPS/FOPS | 168 lb/in |
| Travel Speed - Maximum              | 7 mile/h  |

## Dimensions

|                                |        |
|--------------------------------|--------|
| Overall Length                 | 179 in |
| Overall Width                  | 78 in  |
| Height - With ROPS/FOPS or Cab | 118 in |
| Wheel Base                     | 130 in |
| Drum Diameter                  | 44 in  |

## Engine

|              |           |
|--------------|-----------|
| Engine Model | Cat® C3.6 |
|--------------|-----------|

|                  |        |
|------------------|--------|
| Engine Power (1) | 100 hp |
|------------------|--------|

## Vibratory System

|            |       |
|------------|-------|
| Drum Width | 59 in |
|------------|-------|

|                                      |           |
|--------------------------------------|-----------|
| Centrifugal Force per Drum - Maximum | 17,602 lb |
|--------------------------------------|-----------|

|                                      |           |
|--------------------------------------|-----------|
| Centrifugal Force per Drum - Minimum | 11,982 lb |
|--------------------------------------|-----------|

|                          |          |
|--------------------------|----------|
| Nominal Amplitude - High | 0.026 in |
|--------------------------|----------|

|                         |          |
|-------------------------|----------|
| Nominal Amplitude - Low | 0.012 in |
|-------------------------|----------|

|                     |                                                   |
|---------------------|---------------------------------------------------|
| Vibration Selection | Independent per drum, front only, rear only, both |
|---------------------|---------------------------------------------------|

## Service Refill Capacities

|                    |             |
|--------------------|-------------|
| Fuel Tank Capacity | 36 gal (US) |
|--------------------|-------------|

|                           |              |
|---------------------------|--------------|
| Water Spray Tank Capacity | 195 gal (US) |
|---------------------------|--------------|

## CB7 Standard Equipment

### Operating Environment

180° seat positioning w/ sliding station  
Adjustable armrests  
Full-color display with touchscreen operation  
Platform ROPS/FOPS  
Propel lever w/ 4-button control  
Steering wheel - fixed position, left side  
Suspension seat - no heat  
Seatbelt - 76 mm (3 in) high visibility  
Vandalism protection

### Technology

Visionlink®  
Remote flash  
Remote troubleshooting

### Powertrain

C3.6 4-cylinder

## **Electrical System**

150 amp alternator

12-volt charging system

Automotive-type fuse system

Batteries - maintenance free

Cat® Electronic Technician (Cat ET)

Remote start / charge receptacle

## **Vibratory System**

Two amplitude/two frequency - both drums

## **Service And Maintenance**

2 year/2000 hour oscillatory vibration system service interval

3 year/3000 hour conventional vibratory system service interval

Grouped filters with ground level access

Maintenance-free hitch

Remote access drains

Sampling ports for Scheduled Oil Sampling (S•O•S<sup>SM</sup>)

Sight gauges - engine coolant and hydraulic oil

## **Safety**

Alarm, back up

Horn, warning (front and rear)

LED working lights

Steps, front drum fuel refill

Warning, LED safety beacons

## **CB7 Optional Equipment**

## **Operating Environment**

360° seat positioning w/sliding station

Platform - Cab

Steering wheel - elevated position, left side

Suspension seat - with heat

Seat headrest

## **Technology**

CMV accelerometer - front drum

GNSS Mapping - temperature and passcount

Infrared asphalt temperature sensors

## **Powertrain**

Hitch - offset

Hydraulic oil - biodegradeable

## **Vibratory System**

Edge Management - Cutoff, Bevel

Mats - cocoa

Mats - water distribution

Rear drum oscillation kit - field installed drum

Split Drums – front and rear

Two amplitude/two frequency w/ oscillation

## **Service And Maintenance**

Freeze protection - water spray system

## **Safety**

Alarm, back up

Cameras – 360° viewing \_ROPS mounted

Cameras – front and rear bumper mounted

LED working lights with turn signals

LED auxiliary lighting - 1000/2000 lumin

Mirror package

Steps, rear drum water spray refill

# COOPERATIVE PURCHASING WITH CATERPILLAR

Every governmental agency faces resource constraints. Budgets are tight and the workload never quits. If you're responsible for procuring heavy equipment under these conditions, it's hard to be successful on the job.

**Cooperative purchasing can help.**

## WHY COOPERATIVE PURCHASING?

Cooperative contracts help you get the equipment you need quickly and better manage your budget, so you never have to compromise on machines and service.

### SAVE TIME

Improve procurement efficiency so you can put new equipment to work faster.

### CONTROL COSTS

Don't spend valuable budget dollars soliciting bids, reviewing proposals and awarding contracts.

### MANAGE RISK

Avoid unexpected repair costs and other budget surprises that may arise when you buy the low-bid option.

## LIFE CYCLE COST CALCULATION

It's important to evaluate equipment purchases from a total cost perspective, as purchase price is just one small component. Choosing the low bid can actually cost more in the long run. Here is one well-accepted method to determine total cost:

### INITIAL PURCHASE PRICE

- Trade-In
- + Maintenance
- + Repairs
- + Fuel and inputs
- Resale value

### TOTAL COST OF OWNERSHIP

## TAKE YOUR PICK

Caterpillar is pleased to make our equipment available through the cooperative purchasing contract with OMNIA Partners. Get the assets you need to be more successful when you buy or rent Cat® products using this agreement:



**OMNIA PARTNERS CONTRACT #212816** New equipment, parts, service, rental, used equipment and related services.



[omniapartners.com](https://omniapartners.com)

## MORE THAN NEW MACHINES AND ATTACHMENTS

Cooperative purchasing contracts often go beyond machines to include the parts and service you need to keep your operation running smoothly. With Caterpillar, you'll have access to:



### Service

Whether a machine needs routine maintenance or an unplanned repair, Cat dealers are well equipped to meet any service needs.



### Parts

Genuine OEM parts are the best option to keep your machines running. Your local Cat dealer can accept POs using your Sourcewell member number.



### Rental Equipment

Your Cat dealer has a full line of equipment available to rent for short- or long-term needs. From light towers to wheel loaders, your Cat dealer has you covered.



### Used Equipment

A good used machine can be an excellent value. Caterpillar ensures you have access to this buying option if you decide it's right for your agency.

## REGISTER TODAY

In just a few minutes, you can register and start reaping the benefits. Participation is free and there is no obligation to purchase. It's the easiest way to take advantage of cooperative purchasing agreements that will save your agency time and money procuring equipment. Participation is available for all government, education and non-profit entities.

### Succeeding Together

No matter how you define success, we will work to help you achieve it. We invite you to learn more about using cooperative purchasing to achieve your goals.

***Reach out to your Cat dealer for more information.***

**Contract #:** 2026-0285

**Contract Type:** standard

**Contract Action:** new

**Procurement Type:** Bid

**Department:** Public Works D5010

**Date Submitted:** 02/25/0026

**Contact Person:** [Rosa Tirino]

**Contact Phone:** 518-765-2055

**Vendor Info:** Tracey Freightliner of Albany, Inc

**Estimated Amount:** 210,000

**Scope of Services:** Purchase of OEM Truck Parts from Tracey Road Equipment

**Budget Line Item:** DM5130-44029,DM5130-44029 ,DM5130-44029

**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

Joanne Cunningham, Chairwoman

Albany County Legislature



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.ALBANYCOUNTYNY.GOV](http://WWW.ALBANYCOUNTYNY.GOV)

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:** February 25, 2026

**Re:** Western Star OEM Truck Parts  
RFB #2026-016

---

The Public Works Department respectfully requests approval of an award to Tracey Road Equipment for Western Star Original Equipment Manufacturer (OEM) Truck Parts (RFB #2026-016). Tracey Road Equipment is the sole responsible and responsive bidder.

The term of this award will be for a period of two (2) years from date of award with a one (1) year renewal and shall not exceed \$70,000 per year. The OEM Truck Parts will be purchased using DM5130.44029 (Automobile Parts).

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 PUBLIC WORKS  
449 NEW SALEM ROAD  
VOORHEESVILLE, NEW YORK 12186-4826  
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LISA M. RAMUNDO  
COMMISSIONER

SCOTT D. DUNCAN  
DEPUTY COMMISSIONER

## MEMORANDUM

**To:** Pamela O'Neill, Purchasing Agent

**From:** Lisa M. Ramundo, Commissioner

**Date:** February 26, 2026

**Re:** Recommendation for Western Star OEM Truck Parts  
RFB #2026-016

---

Based on the one (1) bid received for RFB #2026-016 OEM Truck Parts, I would like to recommend Tracey Road Equipment for the award of this bid.

If you have any questions, 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 820  
ALBANY, NEW YORK 12207-2021  
(518) 447-7140 - FAX (518) 447-5588

DAVID M. LATINA  
COMMISSIONER OF GENERAL SERVICES

PAMELA O NEILL  
PURCHASING AGENT

## MEMORANDUM

**TO:** Lisa Ramundo  
Commissioner, Public Works

**FROM:** Pamela O Neill *Pamela*  
Purchasing Agent

**DATE:** February 26, 2026

**RE:** RFB-2026-016 O.E.M Truck Parts

---

I am in receipt of your recommendation to award the aforementioned to Tracey Road Equipment in the amount of \$70,000.00 a year. Bid Term is 2 years from date of award with a one year renewal.

As Tracey Road Equipment is the sole responsible and responsive 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.

# COUNTY OF ALBANY

## BID FORM

### BID IDENTIFICATION:

Title: O.E.M. Truck Parts

Bid Number: 2026-016

### THIS BID IS SUBMITTED TO:

Pamela O'Neill, Purchasing Agent  
Albany County Department of General Services  
Purchasing Division  
112 State Street, Room 820  
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

(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:

DAVID RENZI

115 RAILROAD AVE

ALBANY, NY 12205

Phone: 518-438-1100 Fax: 518-438-4430

E-mail: drenzi@traceyroad.com

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

**BID FORM**

**BID IDENTIFICATION:**

Title: O.E.M. Truck Parts  
Bid Number: 2026-007

Bids are for a discount percentage from Manufacturer's List Price for the following:

Western Star Discount from Manufacturer's List Price 25 %

Most Current Manufacturer's Price List is to be submitted with bid.

Sterling Discount from Manufacturer's List Price 25 %

Most Current Manufacturer's Price List is to be submitted with bid.

Felling Trailer Discount from Manufacturer's List Price 1 %

Most Current Manufacturer's Price List is to be submitted with bid.

Detroit Engine Discount from Manufacturer's List Price 25 %

Most Current Manufacturer's Price List is to be submitted with bid.

Hyundai Loader Discount from Manufacturer's List Price 1 %

Most Current Manufacturer's Price List is to be submitted with bid.

Sno-Go Wausau Discount from Manufacturer's List Price 1 %

Most Current Manufacturer's Price List is to be submitted with bid.

NOTE: You do not have to bid on all items.

**BID FORM**

**BID IDENTIFICATION:**

Title: O.E.M. Truck Parts  
Bid Number: 2026-016

COMPANY: TRACEY FREIGHTLINER OF ALBANY  
ADDRESS: 115 RAILROAD AVE  
CITY, STATE, ZIP: ALBANY, NY 12205  
TEL. NO.: 518-438-1100  
FAX NO.: 518-438-4430  
FEDERAL TAX ID NO.: 14-1796017  
REPRESENTATIVE: DAVID RENZI  
E-MAIL: drenzi@traceyroad.com  
SIGNATURE AND TITLE David Renzi PARTS MANAGER

DATE 2/17/2026

BF4

**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.

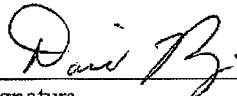
(2) Unless otherwise required by law, the prices which have been quoted in this bid have not knowingly been disclosed by the bidder and will not knowingly be disclosed by the bidder, directly or indirectly, prior to opening, to any bidder or to any competitor.

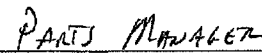
(3) No attempt has been made or will be made by the bidder to induce any other person, partnership or corporation to submit or not to submit a bid for the purpose of restricting competition.

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

  
\_\_\_\_\_  
Title

2/17/2026  
Date

TRACEY FREIGHTLINER OF ALBANY  
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:

STATE OF \_\_\_\_\_ )  
COUNTY OF \_\_\_\_\_ ) SS.:

On this \_\_\_\_\_ day of \_\_\_\_\_, 200\_\_, before me personally appeared \_\_\_\_\_ to me known, who, being by me sworn, did say that he resides at (give address) \_\_\_\_\_; that he is the (give title) \_\_\_\_\_ of the (name of corporation) \_\_\_\_\_, 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.

\_\_\_\_\_  
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:<br><input type="checkbox"/> PRIME CONTRACTOR                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                          |                        |                                                                      |
| 2. VENDOR'S LEGAL BUSINESS NAME<br><i>Tracey Freightliner of Albany, Inc.</i>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                       |                        | 3. IDENTIFICATION NUMBERS<br>a) FEIN # <i>14-179607</i><br>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<br><i>6403 Marius Center Road<br/>         East Syracuse, NY 13057</i>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                     |                        | 7. TELEPHONE NUMBER<br><i>315-437-1471</i>                           |
| 9. ADDRESS OF PRIMARY PLACE OF BUSINESS/EXECUTIVE OFFICE<br><i>IN NEW YORK STATE, if different from above</i>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                       |                        | 8. FAX NUMBER<br><i>315-437-4011</i><br><br>11. FAX NUMBER           |
| 12. AUTHORIZED CONTACT FOR THIS QUESTIONNAIRE<br>Name <i>David Renz</i><br>Title <i>Parts Manager</i><br>Telephone Number <i>516-434-1100</i><br>Fax Number <i>516-434-4430</i><br>e-mail <i>drenz@tracaf.com</i>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                   |                        |                                                                      |
| 13. LIST ALL OF THE VENDOR'S PRINCIPAL OWNERS.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                      |                        |                                                                      |
| a) NAME <i>Deborah Tracey</i>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                       | TITLE <i>President</i> | b) NAME                                                              |
| c) NAME <i>Gerald Tracey</i>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                        | TITLE <i>VP</i>        | d) NAME                                                              |
| 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. <span style="float: right;"> <input type="checkbox"/> Yes    <input checked="" type="checkbox"/> No         </span>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                        |                        |                                                                      |
| 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: <div style="display: flex; justify-content: space-between; align-items: flex-end;"> <div style="width: 80%;"> <p>a) An elected or appointed public official or officer?<br/> <i>List each individual's name, business title, the name of the organization and position elected or appointed to, and dates of service</i></p> <p>b) An officer of any political party organization in Albany County, whether paid or unpaid?<br/> <i>List each individuals name, business title or consulting capacity and the official political position held with applicable service dates.</i></p> </div> <div style="width: 15%;"> <p><input type="checkbox"/> Yes    <input checked="" type="checkbox"/> No</p> <p><input type="checkbox"/> Yes    <input checked="" type="checkbox"/> No</p> </div> </div> |                        |                                                                      |

|     |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                    |                                                                     |
|-----|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------------------------------------------------------------------|
| 16. | <p>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:</p>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                      | <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No |
| a)  | <p>1. been suspended, debarred or terminated by a local, state or federal authority in connection with a contract or contracting process;</p> <p>2. been disqualified for cause as a bidder on any permit, license, concession franchise or lease;</p> <p>3. entered into an agreement to a voluntary exclusion from bidding/contracting;</p> <p>4. had a bid rejected on an Albany County contract for failure to comply with the MacBride Fair Employment Principles;</p> <p>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;</p> <p>6. had status as a Women's Business Enterprise, Minority Business Enterprise or Disadvantaged Business Enterprise, de-certified, revoked or forfeited;</p> <p>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;</p> <p>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</p> <p>9. had a local, state or federal government contract suspended or terminated for cause prior to the completion of the term of the contract.</p> | <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No |
| b)  | <p>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?</p>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                  | <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No |
| c)  | <p>been issued a citation, notice, violation order, or are pending an administrative hearing or proceeding or determination of violations of:</p> <p>1. federal, state or local health laws, rules or regulations.</p>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                             | <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No |
| 17. | <p>IN THE PAST THREE (3) YEARS, HAS THE VENDOR OR ITS AFFILIATES <input checked="" type="checkbox"/> HAD ANY CLAIMS, JUDGMENTS, INJUNCTIONS, LIENS, FINES OR PENALTIES SECURED BY ANY GOVERNMENTAL AGENCY?</p> <p>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."</p>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                       | <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No |
| 18. | <p>DURING THE PAST THREE (3) YEARS, HAS THE VENDOR FAILED TO:</p>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                  |                                                                     |
| a)  | <p>file returns or pay any applicable federal, state or city taxes?</p> <p><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></p>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                            | <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No |
| b)  | <p>file returns or pay New York State unemployment insurance?</p> <p><i>Indicate the years the vendor failed to file/pay the insurance and the current status of the liability.</i></p>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                            | <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No |
| c)  | <p>Property Tax</p> <p><i>Indicate the years the vendor failed to file.</i></p>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                    | <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No |
| 19. | <p>HAVE ANY BANKRUPTCY PROCEEDINGS BEEN INITIATED BY OR AGAINST THE VENDOR OR ITS AFFILIATES <input type="checkbox"/> 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?</p> <p>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.</p>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                      | <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No |
| 20. | <p>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.</p>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                  | <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No |

21. IN THE PAST FIVE (5) YEARS, HAS THE VENDOR OR ANY AFFILIATES<sup>1</sup>:

☐ 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.

<sup>1</sup> "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.

**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

*Controller*

Title

*Tracey Flightliner of Albany*

Company Name

*2/11/26*

Date

## FEIN #

Date \_\_\_\_\_

# **COUNTY OF ALBANY**

## **REQUEST FOR BIDS ALBANY COUNTY DEPARTMENT OF PUBLIC WORKS**



**RFB #2026-016**

**O.E.M. TRUCK PARTS**

**ALBANY COUNTY DEPARTMENT OF GENERAL SERVICES  
PURCHASING DIVISION  
PAMELA O'NEILL, PURCHASING AGENT  
112 STATE STREET, ROOM 820  
ALBANY, NY 12207**

COUNTY OF ALBANY  
DEPARTMENT OF GENERAL SERVICES  
PURCHASING DIVISION  
112 STATE STREET, ROOM 820  
ALBANY, NY 12207

**NON-BIDDER RESPONSE**

**RFB #2026-016**

The Albany County Department of General Services, Purchasing Division, is interested in the reasons why bidders fail to submit bids. Please indicate your reason(s) by checking all appropriate item(s) below and returning this form to the above address.

- ☐ Could not meet specifications or Scope of Services.
- ☐ Items or materials requested not manufactured by us or not available to our company.
- ☐ Insurance requirements are too restricting.
- ☐ Bond requirements are too restricting.
- ☐ Specifications or Scope of Services not clearly understood or applicable (too vague, too rigid, etc.).
- ☐ Project not suited to firm.
- ☐ Quantities too small.
- ☐ Insufficient time allowed for preparation of bid.
- ☐ Other reasons; please state and define:

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Vendor Name: \_\_\_\_\_

Contact Person: \_\_\_\_\_

Vendor Address: \_\_\_\_\_

Vendor Telephone: \_\_\_\_\_

**NOTICE TO BIDDERS -- ALBANY COUNTY  
REQUEST FOR BIDS #2026-016**

Sealed Bids for O.E.M. Truck Parts as requested by Albany County Department of Public Works will be received by the Albany County Purchasing Agent, Room 820, 112 State Street, Albany, New York 12207 until 11:00 AM, local time on **Thursday, February 12, 2026**.

Request for Bid (RFB) documents may be obtained at the office of the Albany County Purchasing Agent, as noted above. RFB documents may be available for download from the Empire State Bid System website at <http://www.empirestatebidsystem.com> starting by close of business (4:30 p.m.) on **January 29, 2026**.

Pamela O'Neill  
Purchasing Agent

Dated: Albany, New York  
January 21, 2026

PUBLISH ONE DAY -- FEBRUARY 5, 2026 -- THE EVANGELIST  
PUBLISH ONE DAY -- JANUARY 29, 2026-- THE TIMES UNION

**COUNTY OF ALBANY**  
**REQUEST FOR BIDS**  
**GENERAL INSTRUCTIONS TO BIDDERS**

**BID DISTRIBUTION- IMPORTANT NOTICE**

The County of Albany officially distributes bidding documents through the Purchasing Division Office or through the Empire State Bid System website at <http://www.empirestatebidsystem.com>. Copies of bidding documents obtained from any other source are not considered official documents. Only those vendors who obtain bidding documents from either the Purchasing Division Office or the Empire State Bid System are guaranteed to receive addendum information, if such information is issued.

If you have obtained this document from a source other than the Albany County Purchasing Division or the Empire State Bid System, it is strongly recommended that you obtain an official copy.

**SECTION 1: BID IDENTIFICATION**

- 1.1 Title: **O.E.M Truck Parts**
- 1.2 Requesting Department: **Albany County Department of Public Works**
- 1.3 Bid Number: **2026-016**

**SECTION 2: PURPOSE**

- 2.1 The intent of these specifications is to furnish information to responsible bidders for the purpose of obtaining bids for the **Purchase of O.E.M Truck Parts as needed** as requested by the **Albany County Department of Public Works**
- 2.2 Minority Business Enterprises (MBE's) and Women Business Enterprises (WBE's) are encouraged to apply.

**SECTION 3: BIDDING DOCUMENTS**

- 3.1 Complete sets of the Bidding Documents may be obtained or examined as stated in the Notice to Bidders.
- 3.2 Complete sets of Bidding Documents must be used in preparing bids. The County does not assume any responsibility for errors or misinterpretations resulting from the use of incomplete sets of Bidding Documents.

#### **SECTION 4: SUBMISSION OF BIDS**

- 4.1 Bids and any other required documents must be submitted, sealed in an opaque envelope, plainly marked with the name and number of the bid and the name and address of the bidder and accompanied by the required documents. Bids must be received no later than **11:00 A.M. ON THURSDAY, FEBRUARY 12, 2026**, at the following address:

Pamela O'Neill  
Albany County Purchasing Agent  
112 State Street, **Room 820**  
Albany, NY 12207

- 4.2 All bids received after the time stated in the "Notice to Bidders", or the bid submission deadline as modified by formal addendum consistent with Section 14 of this Request for Bids, may not be considered and will be returned to the bidder. The bidder assumes the risk of any delay in the mail or in the handling of the mail by employees of Albany County. Whether sent by mail or by means of personal delivery, the bidder assumes responsibility for having his bid deposited on time at the place specified.
- 4.3 Albany County reserves the right to reject any or all bids in whole or in part, to waive any and all informalities, and to disregard all non-conforming, non-responsive or conditional bids.

#### **SECTION 5: TERM OF BID**

- 5.1 The bid shall be for the period of **Two Years** from the date of award to date ending. Prices shall remain firm for the entire bid period.
- 5.2 At the end of the initial two year bid period, upon mutual agreement of the County and the Contractor, the agreement may be renewed for one (1) additional year. Renewal of multiple item bid awards shall be contingent upon renewal of all items; partial renewals shall not be accepted by the County.

#### **SECTION 6: BID SECURITY**

- 6.1 There will be no bid security requested for this bid.

#### **SECTION 7: QUALIFICATION OF BIDDER**

- 7.1 No formal written Bidder Qualification questionnaire is being requested for this bid.
- 7.2 All bidders shall submit the Vendor Responsibility Questionnaire (Attachment "C") as part of the bid.
- 7.3 In addition, Albany County may make such investigations it deems necessary to determine the ability of the Bidder to perform the work. The bidder shall furnish to the County, within

five (5) days of a request, all such information and data for this purpose as may be requested. The County reserves the right to reject any bid if the information submitted by, or investigation of, a bidder fails to satisfy the County that such bidder is properly qualified to carry out the obligations of the contract and to complete the work contemplated therein. Conditional bids will not be accepted.

**SECTION 8: Not needed**

**SECTION 9: DISQUALIFICATION**

9.1 The County reserves the right to refuse to issue Bidding Documents to a prospective bidder should such bidder be in default for any of the following reasons:

- (a) Failure to comply with any pre-qualification regulations of the County, if such regulations are cited, or otherwise included, in the Bidding Documents as a requirement for bidding.
- (b) Bidder's failure to pay, or satisfactorily settle, all bills due for labor and materials on former contracts in force (with the Owner) at the time the County issues the Bidding Documents to a prospective bidder.
- (c) Bidder's default under previous contracts with the County.
- (d) Bidder's unsatisfactory work on previous contracts with the County.

9.2 Bids received from bidders who have previously failed to complete contracts within the time required, or who have previously performed similar work in an unsatisfactory manner, may be rejected. A bid may be rejected if the bidder cannot show that it has the necessary ability, plant and equipment to commence the work at the time prescribed and thereafter to perform and complete the work at the rate or within the time specified. A bid may be rejected if the bidder is already obligated for the performance of other work which would delay the commencement, performance or completion of the work.

9.3 Albany County reserves the right to reject any bid if the information submitted by, or investigation of, such bidder fails to satisfy the County that such bidder is properly qualified to carry out the obligations of the contract and to complete the work contemplated therein.

9.4 Bids will be considered irregular and shall be subject to rejection for the following reasons:

- (a) If the bid is on a form other than that furnished by Albany County, or, if the Albany County's form is altered, or, if any part of the bidding documents is detached.
- (b) If there are unauthorized additions, conditional or alternate pay items, or irregularities of any kind which make the bid incomplete, indefinite, or otherwise ambiguous.
- (c) If the bid is not accompanied by the bid security specified by the Albany County.

**SECTION 10: Not needed**

**SECTION 11: NON-COLLUSIVE BIDDING CERTIFICATE**

- 11.1 All bidders bidding under the provisions of the specifications are subject to the provisions of Section 103 of the General Municipal Law of the State of New York. A signed Non-Collusive Bidding Certificate (Attachment "A") is required to be submitted with each bid on the form provided by the County.

**SECTION 12: BID FORM**

- 12.1 The Bid Form is attached hereto; additional copies may be obtained from the County.
- 12.2 Bids must be made on the Bid Form provided by the County. The Bid Form must be completed in ink or by typewriter. The Bid Form must also be signed by an authorized representative of the bidder.
- 12.3 Bids by corporations must be executed in the corporate name by the president or a vice-president (or other corporate officer accompanied by evidence of authority to sign on behalf of the corporation) and the corporate seal must be affixed by the secretary or an assistant secretary. The corporate address and state of incorporation must be shown below the signature.
- 12.4 Bids by partnerships must be executed in the partnership name and signed by a partner, whose title must appear under the signature. The official address of the partnership must be shown below the signature.
- 12.5 All names must be printed or typed below the signature.
- 12.6 The bid must contain an acknowledgment of receipt of all Addenda (the number of which will be filled in on the Bid Form).
- 12.7 The address to which communications regarding the bid are to be directed must be included on the Bid Form.

**SECTION 13: EQUIVALENT GOODS**

- 13.1 Manufacturers name brands are listed to indicate minimum requirements and bidding may be on brands listed, (if specified), or equivalent. Specifications shall be furnished by bidder to support equivalency. In the event of any claim by any unsuccessful bidder concerning or relating to the issue of "equal or better" or "or equal", the successful bidder agrees, that his own cost and expense, to defend such claim or claims and agrees to hold the County of Albany free and harmless from any and all claims for loss or damage arising out of this transaction for any reasons.

## **SECTION 14: SPECIFICATION CLARIFICATION**

14.1 All inquiries with respect to this Request for Bids must be directed to the Albany County Purchasing Agent as follows:

Pamela O'Neill  
Albany County Purchasing Agent  
112 State Street, **Room 820**  
Albany, NY 12207  
Telephone: (518) 447-7140  
Facsimile: (518) 447-5588  
Email: [pamela.oneill@albanycountyny.gov](mailto:pamela.oneill@albanycountyny.gov)

14.2 All questions about the meaning or intent of the specifications must be submitted to the aforementioned designated person in writing. Replies will be issued by Addenda mailed or delivered to all parties recorded as having received the bidding documents. Questions received less than four (4) days prior to the date of submission of bids will not be answered. The County will be bound only by responses given by formal written Addenda.

## **SECTION 15: BID EVALUATION**

15.1 Bids shall remain valid until:

- (a) the execution of a contract by Albany County; or
- (b) the award of a purchase order by Albany County; or
- (c) as otherwise rejected by Albany County.

15.2 Bids received will be evaluated by Albany County and will be based, as a minimum, upon the following criteria:

- (a) Lowest total bid cost and projected timetable for completion of services and/or delivery of goods described herein;
- (b) Completeness of the bid; and
- (c) Bidder's demonstrated capabilities and professional qualifications.

15.3 The County reserves the right to award this contract on a per item or aggregate basis, whichever is most beneficial to the County of Albany. Bidders need not submit bids for all items listed to be eligible for an award of this contract.

15.4 The County reserves the right to purchase items pursuant to General Municipal Law 103 from New York State Contracts, other County, political subdivision or district contracts, or other Governmental Agency or New York State Preferred Sources within its discretion.

## **SECTION 16: MODIFICATION AND WITHDRAWAL OF BIDS**

- 16.1 Bids may be modified or withdrawn at any time prior to the opening of bids by an appropriate document duly executed (in the manner that a bid must be executed) and delivered to the place where bids are to be submitted.
- 16.2 If, prior to awarding of the contract or within three days after opening, whichever period is shorter, any bidder files a duly signed written notice with the County and promptly thereafter demonstrates to the reasonable satisfaction of the County that there was a material and substantial mistake in the preparation of its bid, that bidder may withdraw its bid and the bid security will be returned.

## **SECTION 17: AWARD OF BID**

- 17.1 The apparent successful Bidder will be issued a Notice of Award in the form of an Albany County purchase order.
- 17.2 No successful bidder to whom a contract or purchase order is let, granted or awarded, shall assign, transfer, convey, sublet, or otherwise dispose of same, or of its right, title, and interest herein, including the performance of the contract or purchase order or the right to receive monies due or to become due, or of its power to execute the contract or purchase order without the prior written consent of the Albany County Purchasing Agent. In the event the contractor shall without prior written consent assign, transfer, convey, sublet or otherwise dispose of the contract or purchase order or of its right, title and interest therein, including the performance of this contract or purchase order, or the right to receive monies due or to become due, or its power to execute such contract or purchase order to any other person or corporations, or upon receipt by Albany County of an attachment against the Successful Bidder, the County of Albany shall be relieved and discharged from any and all liability and obligation growing out of such contract or purchase order to such contractor, and the person or corporation to which such contract or purchase order shall have been assigned, its assignees, transferees or sub lessees shall forfeit and lose all monies theretofore assigned under the contract or purchase order, except so much as may be required to pay its employees.

## **SECTION 18: PERFORMANCE BOND**

- 18.1 No Performance bond is requested for this bid.

## **SECTION 19: INSURANCE REQUIREMENTS**

- 19.1 The successful Bidder will be required to procure and maintain at its own expense the following insurance coverage:
- (a) **Workers' Compensation and Employers Liability Insurance:** A policy or policies providing protection for employees in the event of job-related injuries.

(b) **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.

(c) **General Liability Insurance:** A policy or policies of comprehensive all-risk insurance with limits of not less than:

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

19.2 Each policy of insurance required shall be of form and content satisfactory to the Albany County Attorney.

(a) Albany County shall be named as an additional named insured on all liability policies.  
**The bid number must appear on policy.**

(b) The policy shall not be changed or canceled until the expiration of thirty (30) days after written notice to Albany County. It shall be automatically renewed upon expiration and continued in force unless Albany County is given at least thirty (30) days written notice to the contrary.

19.3 No work shall be commenced under the contract or purchase order until the successful Bidder has delivered to the County Purchasing Agent or his designee proof of issuance of all policies of insurance required by the contract to be procured by the successful Bidder. If at any time, any of said policies shall expire or become unsatisfactory to the County, the successful Bidder shall promptly obtain a new policy and submit proof of insurance of the same to the County for approval. Upon failure of the successful Bidder to furnish, deliver and maintain such insurance as above provided, the contract or purchase order may, at the election of the County, be forthwith declared suspended, discontinued or terminated. Failure of the successful Bidder to procure and maintain any required insurance shall not relieve the successful Bidder from any liability under the contract, nor shall the insurance requirements be construed to conflict with the obligations of the successful Bidder concerning indemnification.

## **SECTION 20: INDEMNIFICATION**

20.1 The successful Bidder shall defend, indemnify and save harmless the County, its employees and agents, from and against all claims, damages, losses and expenses (including, without limitation, reasonable attorneys' fees) arising out of, or in consequence of, any negligent or

intentional act or omission of the successful Bidder, its employees or agents, to the extent of its or their responsibility for such claims, damages, losses and expenses.

#### **SECTION 21: REMEDY FOR BREACH**

- 21.1 In the event of a breach by CONTRACTOR, CONTRACTOR 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 contractor to satisfactorily complete the contract work, together with the COUNTY's own costs incurred in procuring a substitute contractor.

#### **SECTION 22: DELIVERY AND PAYMENT**

- 22.1 All bid prices shall include freight and shall be quoted F.O.B. destination.
- 22.2 Albany County operates a formal Purchase Order System. Under **NO** circumstances will the vendor or contractor be paid without a purchase order. Contractor shall deliver only the items specified on the purchase order. Any Contractor who delivers items which are not ordered, or who duplicates or overships items, does so entirely at his own expense. Such shipments will be at no cost or responsibility to Albany County.
- 22.3 All deliveries shall be made within ten (10) business days of vendor's receipt of purchase order, unless otherwise specified in this Request for Bids, or as otherwise agreed upon between the vendor and the Purchasing Division.
- 22.4 Unless otherwise specified by the County, inside delivery is required. Some delivery locations are not equipped with loading docks and no additional compensation shall be paid to vendors for inside delivery at those locations.
- 22.5 Orders will be placed on an "as-needed" basis by Albany County departments. There are to be no minimum order amounts required. Bids stipulating minimum quantity or dollar value orders will not be considered.
- 22.6 Prior to payment, the items furnished and or work performed will be inspected by the Purchasing Agent or his designee to determine their conformity to specification. No payment will be made for items or work not meeting specification.
- 22.7 ALBANY COUNTY IS NOT SUBJECT TO FEDERAL, STATE OR LOCAL TAXES.

#### **SECTION 23: CASH DISCOUNT**

- 23.1 Cash discounts may be offered by a bidder for prompt payment of bills, but such cash discounts will not be taken into consideration in determining the low bidder.
- 23.2 For purposes of any applicable cash discount, the payment date shall be calculated from the receipt of invoice or final acceptance of the goods, whichever is later.

## **SECTION 24: EXTENSION OF BIDS TO ALL POLITICAL SUBDIVISIONS AND AUTHORIZED DISTRICTS LOCATED IN THE STATE OF NEW YORK**

- 24.1 It is the intent of this Request For Bids that all political subdivisions, and districts located in the State of New York, be entitled to make purchases of materials, equipment or supplies from the resulting the bid award.
- 24.2 No officer, board or agency of a county, town, village, or school district shall make any purchase through the County when bids have been received for such purchase by such officer, board or agency, unless such purchase may be made upon the same terms, conditions and specifications at a lower price through the County.
- 24.3 All purchases shall be subject to audit and inspection by the other political subdivisions for which the purchase was made.
- 24.4 All orders will be placed by the participating entities. Each participating entity shall be billed by and make payment directly to the successful Bidder.
- 24.5 Upon request, participating entities must furnish the successful Bidder with the proper tax exemption certificates or documentation of tax exempt status. (Purchase orders should have this information and be retained for documenting the tax exempt sale.)
- 24.6 The sole responsibility in regard to performance of the bid, or any obligation, covenant, condition or term thereunder by the successful Bidder and the participating entities will be borne and is expressly assumed by the successful Bidder and the participating entities and not by Albany County. In the event of a failure or breach in performance of any such bid by a participating entity or the successful Bidder, Albany County, specifically and expressly disclaims any and all liability for such defective performance or breach, or failure of either party to perform in accordance with its obligations, covenants and the terms and conditions of this Albany County centralized bid.

## **SECTION 25: MACBRIDE PRINCIPLES**

- 25.1 Contractor/Proposer hereby represents that said contractor/proposer is in compliance with the MacBride Principles of Fair Employment as set forth in Albany County Local Law No. [3] for 1993, in that said contractor/proposer either (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 their 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 section 4 of Local Law No. [3] in 1993, including, but not limited to, imposing sanctions, seeking compliance, recovering damages, declaring the contract/proposer in default and/or seeking debarment or suspension of the contractor/proposer.
- 25.2 In the case of a contract which must be let by competitive sealed bidding, whenever the lowest bidder has not agreed to stipulate to the conditions set forth in this section, and another bidder who has agreed to stipulate to such conditions has submitted a bid within five percent of the lowest bid for a contract to supply goods, services or construction of

comparable quality, the contracting entity shall refer the contract to the County Legislature, which shall determine whether the lowest bidder is responsible. In making such determination, the County Legislature may consider, as a factor bearing on responsibility, whether the lowest bidder discriminates in employment in Northern Ireland.

25.3 As used in this section, the term "contract" shall not include contracts with government and non-profit organizations, contracts awarded pursuant to an emergency procurement procedure or contracts, resolutions, indentures, declarations of trust or other instruments of authorizing or relating to the authorization, issuance, award, sale or purchase or bonds, certificates of indebtedness, notes or other fiscal obligations of the County, provided that the policies of this section shall be considered when selecting managing underwriters in connection with such activities.

25.4 The provisions of this section shall not apply to contracts for which the County receive funds administered by the United States Department of Transportation, except to the extent Congress has directed that the Department of Transportation not withhold funds from states and localities that choose to implement selective purchasing policies based on agreement to comply with the MacBride Principles, or to the extent that such funds are not otherwise withheld by the Department of Transportation.

**SECTION 26: Not needed**

**SECTION 27: Not needed**

**SECTION 28: Not needed**

**SECTION 29: ANTI DISCRIMINATION CLAUSE**

29.1 Pursuant to Section 220-E of the NYS Labor Law, regarding provisions in contracts prohibiting discrimination on account of race, creed, color or national origin in employment of citizens upon public works, the Contractor agrees: (a) That in the hiring of employees for the performance of work under this contract or any subcontract hereunder, no contractor, subcontractor, nor any person acting on behalf of such contractor or subcontractor, shall by reason of race, creed, color, disability, gender, marital status, military status, sexual orientation or national origin discriminate against any citizen of the state of New York who is qualified and available to perform the work to which the employment relates; (b) That no contractor, subcontractor, nor any person on his behalf shall, in any manner, discriminate against or intimidate any employee hired for the performance of work under this contract on account of race, creed, color, disability, gender, marital status, military status, sexual orientation or national origin; (c) That there may be deducted from the amount payable to the contractor by the state or municipality under this contract a penalty of fifty dollars for each person for each calendar day during which such person was discriminated against or intimidated in violation of the provisions of the contract; (d) That this contract may be cancelled or terminated by the state or municipality, and all moneys due or to become due hereunder may be forfeited, for a second or any subsequent violation of the terms or conditions of this section of the contract; and (e) The aforesaid provisions of this section covering every contract for or on behalf of the state or a municipality for the manufacture,

sale or distribution of materials, equipment or supplies shall be limited to operations performed within the territorial limits of the state of New York.

**SECTION 30: Not needed**

**SECTION 31: INTERPRETATION**

- 31.1 In the event of any discrepancy, disagreement or ambiguity among the documents which comprise this RFB, and/or, the Agreement (between the County and the successful bidder/proposer) and its incorporated documents, the documents shall be given preference in the following order to interpret and to resolve such discrepancy, disagreement or ambiguity: 1) the Agreement; 2) the RFB; 3) the Contractor's bid.

**SECTION 32: NON APPROPRIATIONS CLAUSE**

- 32.1 Notwithstanding anything contained herein to the contrary, no default shall be deemed to occur in the event no funds or insufficient funds are appropriated and budgeted by or are otherwise unavailable to the County for payment under this Agreement. The County will immediately notify the Contractor of such occurrence and this Agreement shall terminate on the last day of the fiscal period for which appropriations were received without penalty or expense to the County of any kind whatsoever, except as to those portions herein agreed upon for which funds shall have been appropriated and budgeted.

**SECTION 33: IRANIAN ENERGY SECTOR DIVESTMENT**

- 33.1 Contractor/Proposer hereby represents that said Contractor/Proposer is in compliance with New York State General Municipal Law Section 103-g entitled "Iranian Energy Sector Divestment", in that said Contractor/Proposer 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.
- 33.2 Any Contractor/Proposer who has undertaken any of the above and is identified on a list created pursuant to Section 165-a (3)(b) of the New York State Finance Law as a person engaging in investment activities in Iran, shall not be deemed a responsible bidder pursuant to Section 103 of the New York State General Municipal Law.
- 33.3 Except as otherwise specifically provided herein, every Contractor/Proposer submitting a bid/proposal in response to this Request for Bids/Request for Proposals must certify and affirm the following under penalties of perjury:

- (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 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 NYS Finance Law Section 165-a (3)(b)."

Albany County will accept this statement electronically in accordance with the provisions of Section 103 of the General Municipal Law.

33.4 Except as otherwise specifically provided herein, any Bid/Proposal that is submitted without having complied with subdivision (a) above, shall not be considered for award. In any case where the Bidder/Proposer cannot make the certification as set forth in subdivision (a) above, the Bidder/Proposer shall so state and shall furnish with the bid a signed statement setting forth in detail the reasons therefor. The County reserves its rights, in accordance with General Municipal Law Section 103-g to award the Bid/Proposal to any Bidder/Proposer who cannot make the certification, on a case-by-case basis 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 County of Albany has made a determination that the goods or services are necessary for the County to perform its functions and that, absent such an exemption, the County of Albany would be unable to obtain the goods or services for which the Bid/Proposal is offered. Such determination shall be made by the County in writing and shall be a public document.

**SECTION 34: Not needed**

**SECTION 35: Not needed**

# **COUNTY OF ALBANY**

## **REQUEST FOR BIDS ALBANY COUNTY DEPARTMENT OF PUBLIC WORKS**



**RFB #2026-016**

**O.E.M. TRUCK PARTS**

**ALBANY COUNTY DEPARTMENT OF GENERAL SERVICES  
PURCHASING DIVISION  
PAMELA O'NEILL, PURCHASING AGENT  
112 STATE STREET, ROOM 820  
ALBANY, NY 12207**

**COUNTY OF ALBANY  
DEPARTMENT OF GENERAL SERVICES PURCHASING DIVISION  
112 STATE STREET, ROOM 820, ALBANY, NY 12207  
TELEPHONE: 518-447-7140/ FAX: 518-447-5588**

**TITLE: O.E.M. Truck Parts**

**RFB NUMBER: 2026-016**

**Receipt Confirmation Form**

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

Pamela O'Neill  
Purchasing Agent  
County of Albany  
112 State Street, Room 820  
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: \_\_\_\_\_

Address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip Code: \_\_\_\_\_

Contact Person: \_\_\_\_\_

Title: \_\_\_\_\_

Phone Number: \_\_\_\_\_ Fax Number: \_\_\_\_\_ E-Mail: \_\_\_\_\_

If a Bidders/Proposers meeting has been arranged for this Bid/RFP, 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 (check):

Fax Number: \_\_\_\_\_ E-Mail: \_\_\_\_\_

COUNTY OF ALBANY  
DEPARTMENT OF GENERAL SERVICES  
PURCHASING DIVISION  
112 STATE STREET, ROOM 820  
ALBANY, NY 12207

## NON-BIDDER RESPONSE

RFB #2026-016

The Albany County Department of General Services, Purchasing Division, is interested in the reasons why bidders fail to submit bids. Please indicate your reason(s) by checking all appropriate item(s) below and returning this form to the above address.

- ☐ Could not meet specifications or Scope of Services.
- ☐ Items or materials requested not manufactured by us or not available to our company.
- ☐ Insurance requirements are too restricting.
- ☐ Bond requirements are too restricting.
- ☐ Specifications or Scope of Services not clearly understood or applicable (too vague, too rigid, etc.).
- ☐ Project not suited to firm.
- ☐ Quantities too small.
- ☐ Insufficient time allowed for preparation of bid.
- ☐ Other reasons; please state and define:

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Vendor Name: \_\_\_\_\_

Contact Person: \_\_\_\_\_

Vendor Address: \_\_\_\_\_

Vendor Telephone: \_\_\_\_\_

**NOTICE TO BIDDERS -- ALBANY COUNTY**  
**REQUEST FOR BIDS #2026-016**

Sealed Bids for O.E.M. Truck Parts as requested by Albany County Department of Public Works will be received by the Albany County Purchasing Agent, Room 820, 112 State Street, Albany, New York 12207 until 11:00 AM, local time on **Thursday, February 12, 2026**.

Request for Bid (RFB) documents may be obtained at the office of the Albany County Purchasing Agent, as noted above. RFB documents may be available for download from the Empire State Bid System website at <http://www.empirestatebidsystem.com> starting by close of business (4:30 p.m.) on **January 29, 2026**.

Pamela O'Neill  
Purchasing Agent

Dated: Albany, New York  
January 21, 2026

PUBLISH ONE DAY – FEBRUARY 5, 2026 -- THE EVANGELIST  
PUBLISH ONE DAY – JANUARY 29, 2026-- THE TIMES UNION

**COUNTY OF ALBANY**  
**REQUEST FOR BIDS**  
**GENERAL INSTRUCTIONS TO BIDDERS**

**BID DISTRIBUTION- *IMPORTANT NOTICE***

The County of Albany officially distributes bidding documents through the Purchasing Division Office or through the Empire State Bid System website at <http://www.empirestatebidsystem.com>. Copies of bidding documents obtained from any other source are not considered official documents. Only those vendors who obtain bidding documents from either the Purchasing Division Office or the Empire State Bid System are guaranteed to receive addendum information, if such information is issued.

If you have obtained this document from a source other than the Albany County Purchasing Division or the Empire State Bid System, it is strongly recommended that you obtain an official copy.

**SECTION 1: BID IDENTIFICATION**

- 1.1 Title: **O.E.M Truck Parts**
- 1.2 Requesting Department: **Albany County Department of Public Works**
- 1.3 Bid Number: **2026-016**

**SECTION 2: PURPOSE**

- 2.1 The intent of these specifications is to furnish information to responsible bidders for the purpose of obtaining bids for the **Purchase of O.E.M Truck Parts as needed** as requested by the **Albany County Department of Public Works**
- 2.2 Minority Business Enterprises (MBE's) and Women Business Enterprises (WBE's) are encouraged to apply.

**SECTION 3: BIDDING DOCUMENTS**

- 3.1 Complete sets of the Bidding Documents may be obtained or examined as stated in the Notice to Bidders.
- 3.2 Complete sets of Bidding Documents must be used in preparing bids. The County does not assume any responsibility for errors or misinterpretations resulting from the use of incomplete sets of Bidding Documents.

## **SECTION 4: SUBMISSION OF BIDS**

- 4.1 Bids and any other required documents must be submitted, sealed in an opaque envelope, plainly marked with the name and number of the bid and the name and address of the bidder and accompanied by the required documents. Bids must be received no later than **11:00 A.M. ON THURSDAY, FEBRUARY 12, 2026**, at the following address:

Pamela O'Neill  
Albany County Purchasing Agent  
112 State Street, **Room 820**  
Albany, NY 12207

- 4.2 All bids received after the time stated in the "Notice to Bidders", or the bid submission deadline as modified by formal addendum consistent with Section 14 of this Request for Bids, may not be considered and will be returned to the bidder. The bidder assumes the risk of any delay in the mail or in the handling of the mail by employees of Albany County. Whether sent by mail or by means of personal delivery, the bidder assumes responsibility for having his bid deposited on time at the place specified.
- 4.3 Albany County reserves the right to reject any or all bids in whole or in part, to waive any and all informalities, and to disregard all non-conforming, non-responsive or conditional bids.

## **SECTION 5: TERM OF BID**

- 5.1 The bid shall be for the period of **Two Years** from the date of award to date ending. Prices shall remain firm for the entire bid period.
- 5.2 At the end of the initial two year bid period, upon mutual agreement of the County and the Contractor, the agreement may be renewed for one (1) additional year. Renewal of multiple item bid awards shall be contingent upon renewal of all items; partial renewals shall not be accepted by the County.

## **SECTION 6: BID SECURITY**

- 6.1 There will be no bid security requested for this bid.

## **SECTION 7: QUALIFICATION OF BIDDER**

- 7.1 No formal written Bidder Qualification questionnaire is being requested for this bid.
- 7.2 All bidders shall submit the Vendor Responsibility Questionnaire (Attachment "C") as part of the bid.
- 7.3 In addition, Albany County may make such investigations it deems necessary to determine the ability of the Bidder to perform the work. The bidder shall furnish to the County, within

five (5) days of a request, all such information and data for this purpose as may be requested. The County reserves the right to reject any bid if the information submitted by, or investigation of, a bidder fails to satisfy the County that such bidder is properly qualified to carry out the obligations of the contract and to complete the work contemplated therein. Conditional bids will not be accepted.

## **SECTION 8: Not needed**

## **SECTION 9: DISQUALIFICATION**

9.1 The County reserves the right to refuse to issue Bidding Documents to a prospective bidder should such bidder be in default for any of the following reasons:

- (a) Failure to comply with any pre-qualification regulations of the County, if such regulations are cited, or otherwise included, in the Bidding Documents as a requirement for bidding.
- (b) Bidder's failure to pay, or satisfactorily settle, all bills due for labor and materials on former contracts in force (with the Owner) at the time the County issues the Bidding Documents to a prospective bidder.
- (c) Bidder's default under previous contracts with the County.
- (d) Bidder's unsatisfactory work on previous contracts with the County.

9.2 Bids received from bidders who have previously failed to complete contracts within the time required, or who have previously performed similar work in an unsatisfactory manner, may be rejected. A bid may be rejected if the bidder cannot show that it has the necessary ability, plant and equipment to commence the work at the time prescribed and thereafter to perform and complete the work at the rate or within the time specified. A bid may be rejected if the bidder is already obligated for the performance of other work which would delay the commencement, performance or completion of the work.

9.3 Albany County reserves the right to reject any bid if the information submitted by, or investigation of, such bidder fails to satisfy the County that such bidder is properly qualified to carry out the obligations of the contract and to complete the work contemplated therein.

9.4 Bids will be considered irregular and shall be subject to rejection for the following reasons:

- (a) If the bid is on a form other than that furnished by Albany County, or, if the Albany County's form is altered, or, if any part of the bidding documents is detached.
- (b) If there are unauthorized additions, conditional or alternate pay items, or irregularities of any kind which make the bid incomplete, indefinite, or otherwise ambiguous.
- (c) If the bid is not accompanied by the bid security specified by the Albany County.

## **SECTION 10: Not needed**

## **SECTION 11: NON-COLLUSIVE BIDDING CERTIFICATE**

- 11.1 All bidders bidding under the provisions of the specifications are subject to the provisions of Section 103 of the General Municipal Law of the State of New York. A signed Non-Collusive Bidding Certificate (Attachment "A") is required to be submitted with each bid on the form provided by the County.

## **SECTION 12: BID FORM**

- 12.1 The Bid Form is attached hereto; additional copies may be obtained from the County.
- 12.2 Bids must be made on the Bid Form provided by the County. The Bid Form must be completed in ink or by typewriter. The Bid Form must also be signed by an authorized representative of the bidder.
- 12.3 Bids by corporations must be executed in the corporate name by the president or a vice-president (or other corporate officer accompanied by evidence of authority to sign on behalf of the corporation) and the corporate seal must be affixed by the secretary or an assistant secretary. The corporate address and state of incorporation must be shown below the signature.
- 12.4 Bids by partnerships must be executed in the partnership name and signed by a partner, whose title must appear under the signature. The official address of the partnership must be shown below the signature.
- 12.5 All names must be printed or typed below the signature.
- 12.6 The bid must contain an acknowledgment of receipt of all Addenda (the number of which will be filled in on the Bid Form).
- 12.7 The address to which communications regarding the bid are to be directed must be included on the Bid Form.

## **SECTION 13: EQUIVALENT GOODS**

- 13.1 Manufacturers name brands are listed to indicate minimum requirements and bidding may be on brands listed, (if specified), or equivalent. Specifications shall be furnished by bidder to support equivalency. In the event of any claim by any unsuccessful bidder concerning or relating to the issue of "equal or better" or "or equal", the successful bidder agrees, that his own cost and expense, to defend such claim or claims and agrees to hold the County of Albany free and harmless from any and all claims for loss or damage arising out of this transaction for any reasons.

## **SECTION 14: SPECIFICATION CLARIFICATION**

14.1 All inquiries with respect to this Request for Bids must be directed to the Albany County Purchasing Agent as follows:

Pamela O'Neill  
Albany County Purchasing Agent  
112 State Street, **Room 820**  
Albany, NY 12207  
Telephone: (518) 447-7140  
Facsimile: (518) 447-5588  
Email: [pamela.oneill@albanycountyny.gov](mailto:pamela.oneill@albanycountyny.gov)

14.2 All questions about the meaning or intent of the specifications must be submitted to the aforementioned designated person in writing. Replies will be issued by Addenda mailed or delivered to all parties recorded as having received the bidding documents. Questions received less than four (4) days prior to the date of submission of bids will not be answered. The County will be bound only by responses given by formal written Addenda.

## **SECTION 15: BID EVALUATION**

15.1 Bids shall remain valid until:

- (a) the execution of a contract by Albany County; or
- (b) the award of a purchase order by Albany County; or
- (c) as otherwise rejected by Albany County.

15.2 Bids received will be evaluated by Albany County and will be based, as a minimum, upon the following criteria:

- (a) Lowest total bid cost and projected timetable for completion of services and/or delivery of goods described herein;
- (b) Completeness of the bid; and
- (c) Bidder's demonstrated capabilities and professional qualifications.

15.3 The County reserves the right to award this contract on a per item or aggregate basis, whichever is most beneficial to the County of Albany. Bidders need not submit bids for all items listed to be eligible for an award of this contract.

15.4 The County reserves the right to purchase items pursuant to General Municipal Law 103 from New York State Contracts, other County, political subdivision or district contracts, or other Governmental Agency or New York State Preferred Sources within its discretion.

## **SECTION 16: MODIFICATION AND WITHDRAWAL OF BIDS**

- 16.1 Bids may be modified or withdrawn at any time prior to the opening of bids by an appropriate document duly executed (in the manner that a bid must be executed) and delivered to the place where bids are to be submitted.
- 16.2 If, prior to awarding of the contract or within three days after opening, whichever period is shorter, any bidder files a duly signed written notice with the County and promptly thereafter demonstrates to the reasonable satisfaction of the County that there was a material and substantial mistake in the preparation of its bid, that bidder may withdraw its bid and the bid security will be returned.

## **SECTION 17: AWARD OF BID**

- 17.1 The apparent successful Bidder will be issued a Notice of Award in the form of an Albany County purchase order.
- 17.2 No successful bidder to whom a contract or purchase order is let, granted or awarded, shall assign, transfer, convey, sublet, or otherwise dispose of same, or of its right, title, and interest herein, including the performance of the contract or purchase order or the right to receive monies due or to become due, or of its power to execute the contract or purchase order without the prior written consent of the Albany County Purchasing Agent. In the event the contractor shall without prior written consent assign, transfer, convey, sublet or otherwise dispose of the contract or purchase order or of its right, title and interest therein, including the performance of this contract or purchase order, or the right to receive monies due or to become due, or its power to execute such contract or purchase order to any other person or corporations, or upon receipt by Albany County of an attachment against the Successful Bidder, the County of Albany shall be relieved and discharged from any and all liability and obligation growing out of such contract or purchase order to such contractor, and the person or corporation to which such contract or purchase order shall have been assigned, its assignees, transferees or sub lessees shall forfeit and lose all monies theretofore assigned under the contract or purchase order, except so much as may be required to pay its employees.

## **SECTION 18: PERFORMANCE BOND**

- 18.1 No Performance bond is requested for this bid.

## **SECTION 19: INSURANCE REQUIREMENTS**

- 19.1 The successful Bidder will be required to procure and maintain at its own expense the following insurance coverage:
- (a) **Workers' Compensation and Employers Liability Insurance:** A policy or policies providing protection for employees in the event of job-related injuries.

- (b) **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.
- (c) **General Liability Insurance:** A policy or policies of comprehensive all-risk insurance with limits of not less than:

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

19.2 Each policy of insurance required shall be of form and content satisfactory to the Albany County Attorney.

- (a) Albany County shall be named as an additional named insured on all liability policies.  
**The bid number must appear on policy.**
- (b) The policy shall not be changed or canceled until the expiration of thirty (30) days after written notice to Albany County. It shall be automatically renewed upon expiration and continued in force unless Albany County is given at least thirty (30) days written notice to the contrary.

19.3 No work shall be commenced under the contract or purchase order until the successful Bidder has delivered to the County Purchasing Agent or his designee proof of issuance of all policies of insurance required by the contract to be procured by the successful Bidder. If at any time, any of said policies shall expire or become unsatisfactory to the County, the successful Bidder shall promptly obtain a new policy and submit proof of insurance of the same to the County for approval. Upon failure of the successful Bidder to furnish, deliver and maintain such insurance as above provided, the contract or purchase order may, at the election of the County, be forthwith declared suspended, discontinued or terminated. Failure of the successful Bidder to procure and maintain any required insurance shall not relieve the successful Bidder from any liability under the contract, nor shall the insurance requirements be construed to conflict with the obligations of the successful Bidder concerning indemnification.

## **SECTION 20: INDEMNIFICATION**

20.1 The successful Bidder shall defend, indemnify and save harmless the County, its employees and agents, from and against all claims, damages, losses and expenses (including, without limitation, reasonable attorneys' fees) arising out of, or in consequence of, any negligent or

intentional act or omission of the successful Bidder, its employees or agents, to the extent of its or their responsibility for such claims, damages, losses and expenses.

## **SECTION 21: REMEDY FOR BREACH**

21.1 In the event of a breach by CONTRACTOR, CONTRACTOR 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 contractor to satisfactorily complete the contract work, together with the COUNTY's own costs incurred in procuring a substitute contractor.

## **SECTION 22: DELIVERY AND PAYMENT**

22.1 All bid prices shall include freight and shall be quoted F.O.B. destination.

22.2 Albany County operates a formal Purchase Order System. Under **NO** circumstances will the vendor or contractor be paid without a purchase order. Contractor shall deliver only the items specified on the purchase order. Any Contractor who delivers items which are not ordered, or who duplicates or overships items, does so entirely at his own expense. Such shipments will be at no cost or responsibility to Albany County.

22.3 All deliveries shall be made within ten (10) business days of vendor's receipt of purchase order, unless otherwise specified in this Request for Bids, or as otherwise agreed upon between the vendor and the Purchasing Division.

22.4 Unless otherwise specified by the County, inside delivery is required. Some delivery locations are not equipped with loading docks and no additional compensation shall be paid to vendors for inside delivery at those locations.

22.5 Orders will be placed on an "as-needed" basis by Albany County departments. There are to be no minimum order amounts required. Bids stipulating minimum quantity or dollar value orders will not be considered.

22.6 Prior to payment, the items furnished and or work performed will be inspected by the Purchasing Agent or his designee to determine their conformity to specification. No payment will be made for items or work not meeting specification.

22.7 ALBANY COUNTY IS NOT SUBJECT TO FEDERAL, STATE OR LOCAL TAXES.

## **SECTION 23: CASH DISCOUNT**

23.1 Cash discounts may be offered by a bidder for prompt payment of bills, but such cash discounts will not be taken into consideration in determining the low bidder.

23.2 For purposes of any applicable cash discount, the payment date shall be calculated from the receipt of invoice or final acceptance of the goods, whichever is later.

## **SECTION 24: EXTENSION OF BIDS TO ALL POLITICAL SUBDIVISIONS AND AUTHORIZED DISTRICTS LOCATED IN THE STATE OF NEW YORK**

- 24.1 It is the intent of this Request For Bids that all political subdivisions, and districts located in the State of New York, be entitled to make purchases of materials, equipment or supplies from the resulting the bid award.
- 24.2 No officer, board or agency of a county, town, village, or school district shall make any purchase through the County when bids have been received for such purchase by such officer, board or agency, unless such purchase may be made upon the same terms, conditions and specifications at a lower price through the County.
- 24.3 All purchases shall be subject to audit and inspection by the other political subdivisions for which the purchase was made.
- 24.4 All orders will be placed by the participating entities. Each participating entity shall be billed by and make payment directly to the successful Bidder.
- 24.5 Upon request, participating entities must furnish the successful Bidder with the proper tax exemption certificates or documentation of tax exempt status. (Purchase orders should have this information and be retained for documenting the tax exempt sale.)
- 24.6 The sole responsibility in regard to performance of the bid, or any obligation, covenant, condition or term thereunder by the successful Bidder and the participating entities will be borne and is expressly assumed by the successful Bidder and the participating entities and not by Albany County. In the event of a failure or breach in performance of any such bid by a participating entity or the successful Bidder, Albany County, specifically and expressly disclaims any and all liability for such defective performance or breach, or failure of either party to perform in accordance with its obligations, covenants and the terms and conditions of this Albany County centralized bid.

## **SECTION 25: MACBRIDE PRINCIPLES**

- 25.1 Contractor/Proposer hereby represents that said contractor/proposer is in compliance with the MacBride Principles of Fair Employment as set forth in Albany County Local Law No. [3] for 1993, in that said contractor/proposer either (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 their 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 section 4 of Local Law No. [3] in 1993, including, but not limited to, imposing sanctions, seeking compliance, recovering damages, declaring the contract/proposer in default and/or seeking debarment or suspension of the contractor/proposer.
- 25.2 In the case of a contract which must be let by competitive sealed bidding, whenever the lowest bidder has not agreed to stipulate to the conditions set forth in this section, and another bidder who has agreed to stipulate to such conditions has submitted a bid within five percent of the lowest bid for a contract to supply goods, services or construction of

comparable quality, the contracting entity shall refer the contract to the County Legislature, which shall determine whether the lowest bidder is responsible. In making such determination, the County Legislature may consider, as a factor bearing on responsibility, whether the lowest bidder discriminates in employment in Northern Ireland.

25.3 As used in this section, the term “contract” shall not include contracts with government and non-profit organizations, contracts awarded pursuant to an emergency procurement procedure or contracts, resolutions, indentures, declarations of trust or other instruments of authorizing or relating to the authorization, issuance, award, sale or purchase of bonds, certificates of indebtedness, notes or other fiscal obligations of the County, provided that the policies of this section shall be considered when selecting managing underwriters in connection with such activities.

25.4 The provisions of this section shall not apply to contracts for which the County receive funds administered by the United States Department of Transportation, except to the extent Congress has directed that the Department of Transportation not withhold funds from states and localities that choose to implement selective purchasing policies based on agreement to comply with the MacBride Principles, or to the extent that such funds are not otherwise withheld by the Department of Transportation.

**SECTION 26: Not needed**

**SECTION 27: Not needed**

**SECTION 28: Not needed**

**SECTION 29: ANTI DISCRIMINATION CLAUSE**

29.1 Pursuant to Section 220-E of the NYS Labor Law, regarding provisions in contracts prohibiting discrimination on account of race, creed, color or national origin in employment of citizens upon public works, the Contractor agrees: (a) That in the hiring of employees for the performance of work under this contract or any subcontract hereunder, no contractor, subcontractor, nor any person acting on behalf of such contractor or subcontractor, shall by reason of race, creed, color, disability, gender, marital status, military status, sexual orientation or national origin discriminate against any citizen of the state of New York who is qualified and available to perform the work to which the employment relates; (b) That no contractor, subcontractor, nor any person on his behalf shall, in any manner, discriminate against or intimidate any employee hired for the performance of work under this contract on account of race, creed, color, disability, gender, marital status, military status, sexual orientation or national origin; (c) That there may be deducted from the amount payable to the contractor by the state or municipality under this contract a penalty of fifty dollars for each person for each calendar day during which such person was discriminated against or intimidated in violation of the provisions of the contract; (d) That this contract may be cancelled or terminated by the state or municipality, and all moneys due or to become due hereunder may be forfeited, for a second or any subsequent violation of the terms or conditions of this section of the contract; and (e) The aforesaid provisions of this section covering every contract for or on behalf of the state or a municipality for the manufacture,

sale or distribution of materials, equipment or supplies shall be limited to operations performed within the territorial limits of the state of New York.

### **SECTION 30: Not needed**

### **SECTION 31: INTERPRETATION**

- 31.1 In the event of any discrepancy, disagreement or ambiguity among the documents which comprise this RFB, and/or, the Agreement (between the County and the successful bidder/proposer) and its incorporated documents, the documents shall be given preference in the following order to interpret and to resolve such discrepancy, disagreement or ambiguity: 1) the Agreement; 2) the RFB; 3) the Contractor's bid.

### **SECTION 32: NON APPROPRIATIONS CLAUSE**

- 32.1 Notwithstanding anything contained herein to the contrary, no default shall be deemed to occur in the event no funds or insufficient funds are appropriated and budgeted by or are otherwise unavailable to the County for payment under this Agreement. The County will immediately notify the Contractor of such occurrence and this Agreement shall terminate on the last day of the fiscal period for which appropriations were received without penalty or expense to the County of any kind whatsoever, except as to those portions herein agreed upon for which funds shall have been appropriated and budgeted.

### **SECTION 33: IRANIAN ENERGY SECTOR DIVESTMENT**

- 33.1 Contractor/Proposer hereby represents that said Contractor/Proposer is in compliance with New York State General Municipal Law Section 103-g entitled "Iranian Energy Sector Divestment", in that said Contractor/Proposer 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.
- 33.2 Any Contractor/Proposer who has undertaken any of the above and is identified on a list created pursuant to Section 165-a (3)(b) of the New York State Finance Law as a person engaging in investment activities in Iran, shall not be deemed a responsible bidder pursuant to Section 103 of the New York State General Municipal Law.
- 33.3 Except as otherwise specifically provided herein, every Contractor/Proposer submitting a bid/proposal in response to this Request for Bids/Request for Proposals must certify and affirm the following under penalties of perjury:

- (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 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 NYS Finance Law Section 165-a (3)(b).”

Albany County will accept this statement electronically in accordance with the provisions of Section 103 of the General Municipal Law.

33.4 Except as otherwise specifically provided herein, any Bid/Proposal that is submitted without having complied with subdivision (a) above, shall not be considered for award. In any case where the Bidder/Proposer cannot make the certification as set forth in subdivision (a) above, the Bidder/Proposer shall so state and shall furnish with the bid a signed statement setting forth in detail the reasons therefor. The County reserves its rights, in accordance with General Municipal Law Section 103-g to award the Bid/Proposal to any Bidder/Proposer who cannot make the certification, on a case-by-case basis 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 County of Albany has made a determination that the goods or services are necessary for the County to perform its functions and that, absent such an exemption, the County of Albany would be unable to obtain the goods or services for which the Bid/Proposal is offered. Such determination shall be made by the County in writing and shall be a public document.

**SECTION 34: Not needed**

**SECTION 35: Not needed**

# COUNTY OF ALBANY

## BID FORM

### BID IDENTIFICATION:

Title: O.E.M. Truck Parts  
Bid Number: 2026-016

### THIS BID IS SUBMITTED TO:

Pamela O'Neill, Purchasing Agent  
Albany County Department of General Services  
Purchasing Division  
112 State Street, Room 820  
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

(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:

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Phone: \_\_\_\_\_ Fax: \_\_\_\_\_

E-mail: \_\_\_\_\_

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

## **BID FORM**

### **BID IDENTIFICATION:**

Title: O.E.M. Truck Parts

Bid Number: 2026-007

Bids are for a discount percentage from Manufacturer's List Price for the following:

**Western Star Discount from Manufacturer's List Price \_\_\_\_\_%**

**Most Current Manufacturer's Price List is to be submitted with bid.**

**Sterling Discount from Manufacturer's List Price \_\_\_\_\_%**

**Most Current Manufacturer's Price List is to be submitted with bid.**

**Felling Trailer Discount from Manufacturer's List Price \_\_\_\_\_%**

**Most Current Manufacturer's Price List is to be submitted with bid.**

**Detroit Engine Discount from Manufacturer's List Price \_\_\_\_\_%**

**Most Current Manufacturer's Price List is to be submitted with bid.**

**Hyundai Loader Discount from Manufacturer's List Price \_\_\_\_\_%**

**Most Current Manufacturer's Price List is to be submitted with bid.**

**Sno-Go Wausau Discount from Manufacturer's List Price \_\_\_\_\_%**

**Most Current Manufacturer's Price List is to be submitted with bid.**

**NOTE: You do not have to bid on all items.**

**BID FORM**

**BID IDENTIFICATION:**

Title: O.E.M. Truck Parts  
Bid Number: 2026-016

**COMPANY:** \_\_\_\_\_

**ADDRESS:** \_\_\_\_\_

**CITY, STATE, ZIP:** \_\_\_\_\_

**TEL. NO.:** \_\_\_\_\_

**FAX NO.:** \_\_\_\_\_

**FEDERAL TAX ID NO.:** \_\_\_\_\_

**REPRESENTATIVE:** \_\_\_\_\_

**E-MAIL:** \_\_\_\_\_

**SIGNATURE AND TITLE** \_\_\_\_\_

**DATE** \_\_\_\_\_

**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

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Signature

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Title

---

Date

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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:

STATE OF \_\_\_\_\_ )  
COUNTY OF \_\_\_\_\_ ) SS.:

On this \_\_\_\_\_ day of \_\_\_\_\_, 200\_\_, before me personally appeared \_\_\_\_\_ to me known, who, being by me sworn, did say that he resides at (give address) \_\_\_\_\_; that he is the (give title) \_\_\_\_\_ of the (name of corporation) \_\_\_\_\_, 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.

\_\_\_\_\_

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:<br><input type="checkbox"/> PRIME CONTRACTOR                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                        |       |                                                     |                |
| 2. VENDOR’S LEGAL BUSINESS NAME                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                   |       | 3. IDENTIFICATION NUMBERS<br>a) FEIN #<br>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                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                          |       | 7. TELEPHONE NUMBER                                 | 8. FAX NUMBER  |
| 9. ADDRESS OF PRIMARY PLACE OF BUSINESS/EXECUTIVE OFFICE<br><i>IN NEW YORK STATE, if different from above</i>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                     |       | 10. TELEPHONE NUMBER                                | 11. FAX NUMBER |
| 12. AUTHORIZED CONTACT FOR THE QUESTIONNAIRE<br><br>Name<br><br>Title<br><br>Telephone Number<br><br>Fax Number<br><br>e-mail                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                     |       |                                                     |                |
| 13. LIST ALL OF THE VENDOR’S PRINCIPAL OWNERS.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                    |       |                                                     |                |
| a) NAME                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                           | 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. <span style="float: right;"> <input type="checkbox"/> Yes    <input type="checkbox"/> No         </span>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                 |       |                                                     |                |
| 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: <div style="display: flex; justify-content: space-between; align-items: flex-end; margin-top: 10px;"> <div style="width: 80%;">           a) An elected or appointed public official or officer?<br/> <i>List each individual’s name, business title, the name of the organization and position elected or appointed to, and dates of service</i> </div> <div style="width: 15%; text-align: right;"> <input type="checkbox"/> Yes    <input type="checkbox"/> No           </div> </div> <div style="display: flex; justify-content: space-between; align-items: flex-end; margin-top: 10px;"> <div style="width: 80%;">           b) An officer of any political party organization in Albany County, whether paid or unpaid?<br/> <i>List each individuals name, business title or consulting capacity and the official political position held with applicable service dates.</i> </div> <div style="width: 15%; text-align: right;"> <input type="checkbox"/> Yes    <input type="checkbox"/> No           </div> </div> |       |                                                     |                |

|     |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                              |
|-----|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| 16. | <p>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:</p> <p>a) 1. been suspended, debarred or terminated by a local, state or federal authority in connection with a contract or contracting process; <input type="checkbox"/> Yes <input type="checkbox"/> No</p> <p>2. been disqualified for cause as a bidder on any permit, license, concession franchise or lease;</p> <p>3. entered into an agreement to a voluntary exclusion from bidding/contracting;</p> <p>4. had a bid rejected on an Albany County contract for failure to comply with the MacBride Fair Employment Principles;</p> <p>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;</p> <p>6. had status as a Women's Business Enterprise, Minority Business Enterprise or Disadvantaged Business Enterprise, de-certified, revoked or forfeited;</p> <p>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;</p> <p>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</p> <p>9. had a local, state or federal government contract suspended or terminated for cause prior to the completion of the term of the contract.</p> <p>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? <input type="checkbox"/> Yes <input type="checkbox"/> No</p> <p>c) been issued a citation, notice, violation order, or are pending an administrative hearing or proceeding or determination of violations of: <input type="checkbox"/> Yes <input type="checkbox"/> No</p> <p>1. federal, state or local health laws, rules or regulations.</p> |
| 17. | <p>IN THE PAST THREE (3) YEARS, HAS THE VENDOR OR ITS AFFILIATES <sup>1</sup> HAD ANY CLAIMS, JUDGMENTS, INJUNCTIONS, LIENS, FINES OR PENALTIES SECURED BY ANY GOVERNMENTAL AGENCY? <input type="checkbox"/> Yes <input type="checkbox"/> No</p> <p>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."</p>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                               |
| 18. | <p>DURING THE PAST THREE (3) YEARS, HAS THE VENDOR FAILED TO: <input type="checkbox"/> Yes <input type="checkbox"/> No</p> <p>a) file returns or pay any applicable federal, state or city taxes?<br/><b>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.</b> <input type="checkbox"/> Yes <input type="checkbox"/> No</p> <p>b) file returns or pay New York State unemployment insurance?<br/><b>Indicate the years the vendor failed to file/pay the insurance and the current status of the liability.</b> <input type="checkbox"/> Yes <input type="checkbox"/> No</p> <p>c) Property Tax <input type="checkbox"/> Yes <input type="checkbox"/> No<br/><b>Indicate the years the vendor failed to file.</b></p>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                        |
| 19. | <p>HAVE ANY BANKRUPTCY PROCEEDINGS BEEN INITIATED BY OR AGAINST THE VENDOR OR ITS AFFILIATES <sup>1</sup> 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? <input type="checkbox"/> Yes <input type="checkbox"/> No</p> <p>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.</p>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                   |
| 20. | <p>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. <input type="checkbox"/> Yes <input type="checkbox"/> No</p>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                 |

|                                                                                                                                                                                                                        |                                                                                                                          |                              |                             |
|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--------------------------------------------------------------------------------------------------------------------------|------------------------------|-----------------------------|
| 21.                                                                                                                                                                                                                    | IN THE PAST FIVE (5) YEARS, HAS THE VENDOR OR ANY AFFILIATES <sup>1</sup> :                                              | <input type="checkbox"/> Yes | <input type="checkbox"/> 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 #

State of:                     )  
                                      ) ss:  
County of:                   )

**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

Signature of Owner \_\_\_\_\_

Address

Printed Name of Signatory \_\_\_\_\_

City, State, Zip

Title

Sworn before me this \_\_\_\_ day of \_\_\_\_\_, 20\_\_;

\_\_\_\_\_  
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

\_\_\_\_\_  
Title

\_\_\_\_\_  
Date

\_\_\_\_\_  
Company Name

**Contract #:** 2026-0294

**Contract Type:** standard

**Contract Action:** new

**Procurement Type:** Bid

**Department:** Public Works D5010

**Date Submitted:** 02/27/2026

**Contact Person:** [Rosa Tirino]

**Contact Phone:** 518-765-2055

**Vendor Info:** Evenflo

**Estimated Amount:** 55000

**Scope of Services:** Car Seats

**Budget Line Item:** D5020-03327,D5020.44049

**Fiscal Impact:**

*County:* 27.27

*State:* 72.73

*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

Joanne Cunningham, Chairwoman

Albany County Legislature



DANIEL P. McCOY  
COUNTY EXECUTIVE

MICHAEL P. MCLAUGHLIN  
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.ALBANYCOUNTYNY.GOV](http://WWW.ALBANYCOUNTYNY.GOV)

LISA M. RAMUNDO  
COMMISSIONER

SCOTT D. DUNCAN  
DEPUTY COMMISSIONER

## MEMORANDUM

**To:** Hon. Daniel P. McCoy, County Executive  
Hon. Joanne Cunningham, Chairwoman of the Legislature  
Hon. Bruce Hidley, County Clerk

**From:** Lisa M. Ramundo, Commissioner

**Date:** February 26, 2026

**Re:** Contract Request  
Purchase of Child Passenger Safety Seats  
RFB #2026-021

---

The Public Works Department is requesting approval to enter into an agreement with Evenflo Company Inc. for the purchase of Child Passenger Safety Seats. Evenflo Company Inc. is the lowest bidder on RFB #2026-021. The term of this contract will be for one (1) year. Budget Line D95020.44049 Special Programs will be used for the purchases and shall not exceed \$55,000.



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.ALBANYCOUNTYNY.GOV](http://WWW.ALBANYCOUNTYNY.GOV)

LISA M. RAMUNDO  
COMMISSIONER

SCOTT D. DUNCAN  
DEPUTY COMMISSIONER

## MEMORANDUM

**To:** Pamela O'Neill, Purchasing Agent

**From:** Lisa M. Ramundo, Commissioner

**Date:** February 26, 2026

**Re:** Recommendation for Purchase of Child Passenger Safety Seats  
RFB #2026-021

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The Public Works Department is recommending Evenflo Company Inc. for the purchase of Child Passenger Safety Seats. Evenflo Company Inc. is the lowest bidder on RFB #2026-021. The term of this contract will be for one (1) year. Budget Line D95020.44049 Special Programs will be used for the purchases and shall not exceed \$55,000.



DANIEL P. McCOY  
COUNTY EXECUTIVE

COUNTY OF ALBANY  
DEPARTMENT OF GENERAL SERVICES  
PURCHASING DIVISION  
112 STATE STREET, ROOM 820  
ALBANY, NEW YORK 12207-2021  
(518) 447-7140 - FAX (518) 447-5588

DAVID M. LATINA  
COMMISSIONER OF GENERAL SERVICES

PAMELA ONEILL  
PURCHASING AGENT

## MEMORANDUM

**TO:** Lisa M. Ramundo, Commissioner  
Department of Public Works

**FROM:** Pamela O'Neill *Pamela*  
Purchasing Agent

**DATE:** February 26, 2026

**RE:** RFB #2026-021  
Child Passenger Safety Seats

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I am in receipt of your recommendation to award the aforementioned to Evenflo Company Inc in the amount not to exceed \$55,000.

As Evenflo Company Inc is the lowest responsible and responsive 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.

**RFB-2026-021 Tabulation****Child Passenger Safety Seats**

|                                                                                                           | <b>Evenflo Company Inc</b> | <b>Notes</b>                                            |
|-----------------------------------------------------------------------------------------------------------|----------------------------|---------------------------------------------------------|
| <b>Item #1</b> Evenflo Titan 65 Convertible Child Safety Seat or equal<br>Manufacturer Model #CS200312198 | \$84.69                    | Manufacturer Model # CS200322198<br>FACTORY SELECT 2-PK |
| <b>Item #2</b> Evenflo Securekid Combination Child Safety/ Booster Seat or equal<br>Model #CS500412198    | \$105.69                   | FACTORY SELECT 2-PK                                     |
| <b>Item #3</b> Evenflo Go Time High Back Booster Seat or equal<br>Manufacturer Model #CS700212198         | \$41.69                    | FACTORY SELECT 2-PK                                     |
| <b>Item #4</b> Evenflo LiteMax #CS100112042                                                               | \$127.69                   | RIVERSTONE                                              |
| <b>Item#5</b> Evenflo Go Time Backless Booster<br>Booster Seat Model #CS800114198 or equal                | \$24.69                    | FACTORY SELECT 4-PK                                     |

|                                                                                                           | <b>Longhouse Inventory Solutions</b> | <b>Notes</b> |
|-----------------------------------------------------------------------------------------------------------|--------------------------------------|--------------|
| <b>Item #1</b> Evenflo Titan 65 Convertible Child Safety Seat or equal<br>Manufacturer Model #CS200312198 | \$94.11                              |              |
| <b>Item #2</b> Evenflo Securekid Combination Child Safety/ Booster Seat or equal<br>Model #CS500412198    | \$110.22                             |              |
| <b>Item #3</b> Evenflo Go Time High Back Booster Seat or equal<br>Manufacturer Model #CS700212198         | \$61.89                              |              |
| <b>Item #4</b> Evenflo LiteMax #CS100112042                                                               | \$150.50                             |              |
| <b>Item#5</b> Evenflo Go Time Backless Booster<br>Booster Seat Model #CS800114198 or equal                | \$42.76                              |              |

# **COUNTY OF ALBANY**

## **REQUEST FOR BIDS DEPARTMENT OF PUBLIC WORKS**



**RFB #2026-021**

### **CHILD PASSENGER SAFETY SEATS**

**ALBANY COUNTY DEPARTMENT OF GENERAL SERVICES  
PURCHASING DIVISION  
PAMELA O NEILL, PURCHASING AGENT  
112 STATE STREET, ROOM 820  
ALBANY, NY 12207**

**COUNTY OF ALBANY  
DEPARTMENT OF GENERAL SERVICES PURCHASING DIVISION  
112 STATE STREET, ROOM 820, ALBANY, NY 12207  
TELEPHONE: 518-447-7140/ FAX: 518-447-5588  
Pamela.oneill@albanycountyny.gov**

**TITLE: Child Passenger Safety Seats RFB NUMBER: 2026-021**

**Receipt Confirmation Form**

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

Pamela O Neill  
Purchasing Agent  
County of Albany  
112 State Street, Room 820  
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: EVENFLO COMPANY, INC. \_\_\_\_\_

Address: 3131 NEWMARK DR, STE 300

CITY: MIAMISBURG OH 45342

Contact Person: EVE MILLER

TITLE: INSTITUTIONAL ACCOUNT MANAGER

(800) 768-6077 EVENFLOSALES@WORLDSAFE.NET

If a Bidders/Proposers meeting has been arranged for this Bid/RFP, 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 (check):

Fax Number: (800) 382-4565 E-Mail: EVENFLOSALES@WORLDSAFE.NET

**NOTICE TO BIDDERS -- ALBANY COUNTY  
REQUEST FOR BIDS #2026-021**

Sealed Bids for **Child Passenger Safety Seats** as requested by Albany County Department of Public Works will be received by the Albany County Purchasing Agent, Room 820, 112 State Street, Albany, New York 12207 until 11:00 AM, local time on **Thursday, February 26, 2026**

Request for Bid (RFB) documents may be obtained at the office of the Albany County Purchasing Agent, as noted above. RFB documents may be available for download from the Empire State Bid System website at <http://www.empirestatebidsystem.com> starting by close of business (4:30 p.m.) on **February 12, 2026**.

Pamela O Neill  
Purchasing Agent

Dated: Albany, New York  
February 4, 2026

PUBLISH ONE DAY – February 12, 2026-- THE EVANGELIST  
PUBLISH ONE DAY – February 12, 2026-- THE TIMES UNION

**COUNTY OF ALBANY**  
**REQUEST FOR BIDS**  
**GENERAL INSTRUCTIONS TO BIDDERS**

**BID DISTRIBUTION- *IMPORTANT NOTICE***

The County of Albany officially distributes bidding documents through the Purchasing Division Office or through the Empire State Bid System website at <http://www.empirestatebidsystem.com>. Copies of bidding documents obtained from any other source are not considered official documents. Only those vendors who obtain bidding documents from either the Purchasing Division Office or the Empire State Bid System are guaranteed to receive addendum information, if such information is issued.

If you have obtained this document from a source other than the Albany County Purchasing Division or the Empire State Bid System, it is strongly recommended that you obtain an official copy.

**SECTION 1: BID IDENTIFICATION**

- 1.1 Title: **CHILD PASSENGER SAFETY SEATS**
- 1.2 Requesting Department: **PUBLIC WORKS**
- 1.3 Bid Number: **2026-021**

**SECTION 2: PURPOSE**

- 2.1 The intent of these specifications is to furnish information to responsible bidders for the purpose of obtaining bids for **CHILD PASSENGER SAFETY SEATS** as requested by **ALBANY COUNTY DEPARTMENT OF PUBLIC WORKS**.
- 2.2 Minority Business Enterprises (MBE's) and Women Business Enterprises (WBE's) are encouraged to apply.

**SECTION 3: BIDDING DOCUMENTS**

- 3.1 Complete sets of the Bidding Documents may be obtained or examined as stated in the Notice to Bidders.
- 3.2 Complete sets of Bidding Documents must be used in preparing bids. The County does not assume any responsibility for errors or misinterpretations resulting from the use of incomplete sets of Bidding Documents.

**SECTION 4: SUBMISSION OF BIDS**

- 4.1 Bids and any other required documents must be submitted, sealed in an opaque envelope, plainly marked with the name and number of the bid and the name and address of the bidder and accompanied by the required documents. Bids must be received no later than **11:00 A.M. ON Thursday, February 26, 2026**, at the following address:

Pamela O Neill  
Albany County Purchasing Agent  
112 State Street, **Room 820 Please make note of the new room number**  
Albany, NY 12207

- 4.2 All bids received after the time stated in the "Notice to Bidders", or the bid submission deadline as modified by formal addendum consistent with Section 14 of this Request for Bids, may not be considered and will be returned to the bidder. The bidder assumes the risk of any delay in the mail or in the handling of the mail by employees of Albany County. Whether sent by mail or by means of personal delivery, the bidder assumes responsibility for having his bid deposited on time at the place specified.
- 4.3 Albany County reserves the right to reject any or all bids in whole or in part, to waive any and all informalities, and to disregard all non-conforming, non-responsive or conditional bids.

## **SECTION 5: TERM OF BID**

- 5.1 The bid shall be for the period of **ONE YEAR** from the date of award to date ending. Prices shall remain firm for the entire bid period.
- 5.2 At the end of the initial one year bid period, upon mutual agreement of the County and the Contractor, the agreement may be renewed for one (1) additional year. Renewal of multiple item bid awards shall be contingent upon renewal of all items; partial renewals shall not be accepted by the County.
- 5.3 Pricing shall be firm for the initial contract term; however, should tariffs imposed by the U.S. government materially change, the awarded contractor may request a price adjustment. Such requests must include official documentation verifying the tariff change and will be subject to County approval.

## **SECTION 6: BID SECURITY**

- 6.1 There will be no bid security requested for this bid.

## **SECTION 7: QUALIFICATION OF BIDDER**

- 7.1 No formal written Bidder Qualification questionnaire is being requested for this bid.

7.2 All bidders shall submit the Vendor Responsibility Questionnaire (Attachment "C") as part of the bid.

7.3 In addition, Albany County may make such investigations it deems necessary to determine the ability of the Bidder to perform the work. The bidder shall furnish to the County, within five (5) days of a request, all such information and data for this purpose as may be requested. The County reserves the right to reject any bid if the information submitted by, or investigation of, a bidder fails to satisfy the County that such bidder is properly qualified to carry out the obligations of the contract and to complete the work contemplated therein. Conditional bids will not be accepted.

## **SECTION 8: NOT IN USE**

## **SECTION 9: DISQUALIFICATION**

9.1 The County reserves the right to refuse to issue Bidding Documents to a prospective bidder should such bidder be in default for any of the following reasons:

- (a) Failure to comply with any pre-qualification regulations of the County, if such regulations are cited, or otherwise included, in the Bidding Documents as a requirement for bidding.
- (b) Bidder's failure to pay, or satisfactorily settle, all bills due for labor and materials on former contracts in force (with the Owner) at the time the County issues the Bidding Documents to a prospective bidder.
- (c) Bidder's default under previous contracts with the County.
- (d) Bidder's unsatisfactory work on previous contracts with the County.

9.2 Bids received from bidders who have previously failed to complete contracts within the time required, or who have previously performed similar work in an unsatisfactory manner, may be rejected. A bid may be rejected if the bidder cannot show that it has the necessary ability, plant and equipment to commence the work at the time prescribed and thereafter to perform and complete the work at the rate or within the time specified. A bid may be rejected if the bidder is already obligated for the performance of other work which would delay the commencement, performance or completion of the work.

9.3 Albany County reserves the right to reject any bid if the information submitted by, or investigation of, such bidder fails to satisfy the County that such bidder is properly qualified to carry out the obligations of the contract and to complete the work contemplated therein.

9.4 Bids will be considered irregular and shall be subject to rejection for the following reasons:

- (a) If the bid is on a form other than that furnished by Albany County, or, if the Albany County's form is altered, or, if any part of the bidding documents is detached.
- (b) If there are unauthorized additions, conditional or alternate pay items, or irregularities of any kind which make the bid incomplete, indefinite, or otherwise ambiguous.
- (c) If the bid is not accompanied by the bid security specified by the Albany County.

#### **SECTION 10: NOT IN USE**

#### **SECTION 11: NON-COLLUSIVE BIDDING CERTIFICATE**

- 11.1 All bidders bidding under the provisions of the specifications are subject to the provisions of Section 103 of the General Municipal Law of the State of New York. A signed Non-Collusive Bidding Certificate (Attachment "A") is required to be submitted with each bid on the form provided by the County.

#### **SECTION 12: BID FORM**

- 12.1 The Bid Form is attached hereto; additional copies may be obtained from the County.
- 12.2 Bids must be made on the Bid Form provided by the County. The Bid Form must be completed in ink or by typewriter. The Bid Form must also be signed by an authorized representative of the bidder.
- 12.3 Bids by corporations must be executed in the corporate name by the president or a vice-president (or other corporate officer accompanied by evidence of authority to sign on behalf of the corporation) and the corporate seal must be affixed by the secretary or an assistant secretary. The corporate address and state of incorporation must be shown below the signature.
- 12.4 Bids by partnerships must be executed in the partnership name and signed by a partner, whose title must appear under the signature. The official address of the partnership must be shown below the signature.
- 12.5 All names must be printed or typed below the signature.
- 12.6 The bid must contain an acknowledgment of receipt of all Addenda (the number of which will be filled in on the Bid Form).
- 12.7 The address to which communications regarding the bid are to be directed must be included on the Bid Form.

#### **SECTION 13: EQUIVALENT GOODS**

- 13.1 Manufacturers name brands are listed to indicate minimum requirements and bidding may be on brands listed, (if specified), or equivalent. Specifications shall be furnished by bidder to support equivalency. In the event of any claim by any unsuccessful bidder concerning or relating to the issue of “equal or better” or “or equal”, the successful bidder agrees, that his own cost and expense, to defend such claim or claims and agrees to hold the County of Albany free and harmless from any and all claims for loss or damage arising out of this transaction for any reasons.

#### **SECTION 14: SPECIFICATION CLARIFICATION**

- 14.1 All inquiries with respect to this Request for Bids must be directed to the Albany County Purchasing Agent as follows:

Pamela O Neill  
Albany County Purchasing Agent  
112 State Street, **Room 820**  
Albany, NY 12207  
Telephone: (518) 447-7140  
Facsimile: (518) 447-5588  
Email: [pamela.oneill@albanycountyny.gov](mailto:pamela.oneill@albanycountyny.gov)

- 14.2 All questions about the meaning or intent of the specifications must be submitted to the aforementioned designated person in writing. Replies will be issued by Addenda mailed or delivered to all parties recorded as having received the bidding documents. Questions received less than four (4) days prior to the date of submission of bids will not be answered. The County will be bound only by responses given by formal written Addenda.

#### **SECTION 15: BID EVALUATION**

- 15.1 Bids shall remain valid until:

- (a) the execution of a contract by Albany County; or
- (b) the award of a purchase order by Albany County; or
- (c) as otherwise rejected by Albany County.

- 15.2 Bids received will be evaluated by Albany County and will be based, as a minimum, upon the following criteria:

- (a) Lowest total bid cost and projected timetable for completion of services and/or delivery of goods described herein;
- (b) Completeness of the bid; and

(c) Bidder's demonstrated capabilities and professional qualifications.

15.3 The County reserves the right to award this contract on a per item or aggregate basis, whichever is most beneficial to the County of Albany. Bidders need not submit bids for all items listed to be eligible for an award of this contract.

15.4 The County reserves the right to purchase items pursuant to General Municipal Law 103 from New York State Contracts, other County, political subdivision or district contracts, or other Governmental Agency or New York State Preferred Sources within its discretion.

#### **SECTION 16: MODIFICATION AND WITHDRAWAL OF BIDS**

16.1 Bids may be modified or withdrawn at any time prior to the opening of bids by an appropriate document duly executed (in the manner that a bid must be executed) and delivered to the place where bids are to be submitted.

16.2 If, prior to awarding of the contract or within three days after opening, whichever period is shorter, any bidder files a duly signed written notice with the County and promptly thereafter demonstrates to the reasonable satisfaction of the County that there was a material and substantial mistake in the preparation of its bid, that bidder may withdraw its bid and the bid security will be returned.

#### **SECTION 17: AWARD OF BID**

17.1 The apparent successful Bidder will be issued a Notice of Award in the form of an Albany County purchase order.

17.2 No successful bidder to whom a contract or purchase order is let, granted or awarded, shall assign, transfer, convey, sublet, or otherwise dispose of same, or of its right, title, and interest herein, including the performance of the contract or purchase order or the right to receive monies due or to become due, or of its power to execute the contract or purchase order without the prior written consent of the Albany County Purchasing Agent. In the event the contractor shall without prior written consent assign, transfer, convey, sublet or otherwise dispose of the contract or purchase order or of its right, title and interest therein, including the performance of this contract or purchase order, or the right to receive monies due or to become due, or its power to execute such contract or purchase order to any other person or corporations, or upon receipt by Albany County of an attachment against the Successful Bidder, the County of Albany shall be relieved and discharged from any and all liability and obligation growing out of such contract or purchase order to such contractor, and the person or corporation to which such contract or purchase order shall have been assigned, its assignees, transferees or sub lessees shall forfeit and lose all monies theretofore assigned under the contract or purchase order, except so much as may be required to pay its employees.

#### **SECTION 18: PERFORMANCE BOND**

18.1 No Performance bond is requested for this bid.

## SECTION 19: INSURANCE REQUIREMENTS

19.1 The successful Bidder will be required to procure and maintain at its own expense the following insurance coverage:

- (a) **Workers' Compensation and Employers Liability Insurance:** A policy or policies providing protection for employees in the event of job-related injuries.
- (b) **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.
- (c) **General Liability Insurance:** A policy or policies of comprehensive all-risk insurance with limits of not less than:

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

19.2 Each policy of insurance required shall be of form and content satisfactory to the Albany County Attorney.

- (a) The insurance policies shall name the County of Albany as certificate holder and primary/non-contributory additional insured on all liability policies. **The bid number must appear on policy.**
- (b) The policy shall not be changed or canceled until the expiration of thirty (30) days after written notice to Albany County. It shall be automatically renewed upon expiration and continued in force unless Albany County is given at least thirty (30) days written notice to the contrary.

19.3 No work shall be commenced under the contract or purchase order until the successful Bidder has delivered to the County Purchasing Agent or his designee proof of issuance of all policies of insurance required by the contract to be procured by the successful Bidder. If at any time, any of said policies shall expire or become unsatisfactory to the County, the successful Bidder shall promptly obtain a new policy and submit proof of insurance of the same to the County for approval. Upon failure of the successful Bidder to furnish, deliver

and maintain such insurance as above provided, the contract or purchase order may, at the election of the County, be forthwith declared suspended, discontinued or terminated. Failure of the successful Bidder to procure and maintain any required insurance shall not relieve the successful Bidder from any liability under the contract, nor shall the insurance requirements be construed to conflict with the obligations of the successful Bidder concerning indemnification.

## **SECTION 20: INDEMNIFICATION**

- 20.1 The successful Bidder shall defend, indemnify and save harmless the County, its employees and agents, from and against all claims, damages, losses and expenses (including, without limitation, reasonable attorneys' fees) arising out of, or in consequence of, any negligent or intentional act or omission of the successful Bidder, its employees or agents, to the extent of its or their responsibility for such claims, damages, losses and expenses.

## **SECTION 21: REMEDY FOR BREACH**

- 21.1 In the event of a breach by CONTRACTOR, CONTRACTOR 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 contractor to satisfactorily complete the contract work, together with the COUNTY's own costs incurred in procuring a substitute contractor.

## **SECTION 22: DELIVERY AND PAYMENT**

- 22.1 All bid prices shall include freight and shall be quoted F.O.B. destination.
- 22.2 Albany County operates a formal Purchase Order System. Under **NO** circumstances will the vendor or contractor be paid without a purchase order. Contractor shall deliver only the items specified on the purchase order. Any Contractor who delivers items which are not ordered, or who duplicates or overships items, does so entirely at his own expense. Such shipments will be at no cost or responsibility to Albany County.
- 22.3 All deliveries shall be made within ten (10) business days of vendor's receipt of purchase order, unless otherwise specified in this Request for Bids, or as otherwise agreed upon between the vendor and the Purchasing Division.
- 22.4 Unless otherwise specified by the County, inside delivery is required. Some delivery locations are not equipped with loading docks and no additional compensation shall be paid to vendors for inside delivery at those locations.
- 22.5 Orders will be placed on an "as-needed" basis by Albany County departments. There are to be no minimum order amounts required. Bids stipulating minimum quantity or dollar value orders will not be considered.

22.6 Prior to payment, the items furnished and or work performed will be inspected by the Purchasing Agent or his designee to determine their conformity to specification. No payment will be made for items or work not meeting specification.

22.7 ALBANY COUNTY IS NOT SUBJECT TO FEDERAL, STATE OR LOCAL TAXES.

### **SECTION 23: CASH DISCOUNT**

23.1 Cash discounts may be offered by a bidder for prompt payment of bills, but such cash discounts will not be taken into consideration in determining the low bidder.

23.2 For purposes of any applicable cash discount, the payment date shall be calculated from the receipt of invoice or final acceptance of the goods, whichever is later.

### **SECTION 24: EXTENSION OF BIDS TO ALL POLITICAL SUBDIVISIONS AND AUTHORIZED DISTRICTS LOCATED IN THE STATE OF NEW YORK**

24.1 It is the intent of this Request For Bids that all political subdivisions, and districts located in the State of New York, be entitled to make purchases of materials, equipment or supplies from the resulting the bid award.

24.2 No officer, board or agency of a county, town, village, or school district shall make any purchase through the County when bids have been received for such purchase by such officer, board or agency, unless such purchase may be made upon the same terms, conditions and specifications at a lower price through the County.

24.3 All purchases shall be subject to audit and inspection by the other political subdivisions for which the purchase was made.

24.4 All orders will be placed by the participating entities. Each participating entity shall be billed by and make payment directly to the successful Bidder.

24.5 Upon request, participating entities must furnish the successful Bidder with the proper tax exemption certificates or documentation of tax exempt status. (Purchase orders should have this information and be retained for documenting the tax exempt sale.)

24.6 The sole responsibility in regard to performance of the bid, or any obligation, covenant, condition or term thereunder by the successful Bidder and the participating entities will be borne and is expressly assumed by the successful Bidder and the participating entities and not by Albany County. In the event of a failure or breach in performance of any such bid by a participating entity or the successful Bidder, Albany County, specifically and expressly disclaims any and all liability for such defective performance or breach, or failure of either party to perform in accordance with its obligations, covenants and the terms and conditions of this Albany County centralized bid.

## **SECTION 25: MACBRIDE PRINCIPLES**

- 25.1 Contractor/Proposer hereby represents that said contractor/proposer is in compliance with the MacBride Principles of Fair Employment as set forth in Albany County Local Law No. [3] for 1993, in that said contractor/proposer either (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 their 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 section 4 of Local Law No. [3] in 1993, including, but not limited to, imposing sanctions, seeking compliance, recovering damages, declaring the contract/proposer in default and/or seeking debarment or suspension of the contractor/proposer.
- 25.2 In the case of a contract which must be let by competitive sealed bidding, whenever the lowest bidder has not agreed to stipulate to the conditions set forth in this section, and another bidder who has agreed to stipulate to such conditions has submitted a bid within five percent of the lowest bid for a contract to supply goods, services or construction of comparable quality, the contracting entity shall refer the contract to the County Legislature, which shall determine whether the lowest bidder is responsible. In making such determination, the County Legislature may consider, as a factor bearing on responsibility, whether the lowest bidder discriminates in employment in Northern Ireland.
- 25.3 As used in this section, the term “contract” shall not include contracts with government and non-profit organizations, contracts awarded pursuant to an emergency procurement procedure or contracts, resolutions, indentures, declarations of trust or other instruments of authorizing or relating to the authorization, issuance, award, sale or purchase or bonds, certificates of indebtedness, notes or other fiscal obligations of the County, provided that the policies of this section shall be considered when selecting managing underwriters in connection with such activities.
- 25.4 The provisions of this section shall not apply to contracts for which the County receive funds administered by the United States Department of Transportation, except to the extent Congress has directed that the Department of Transportation not withhold funds from states and localities that choose to implement selective purchasing policies based on agreement to comply with the MacBride Principles, or to the extent that such funds are not otherwise withheld by the Department of Transportation.

## **SECTION 26: NOT IN USE**

## **SECTION 27: NOT IN USE**

## **SECTION 28: NOT IN USE**

## **SECTION 29: ANTI DISCRIMINATION CLAUSE**

29.1 In accordance with Article 15 of N.Y. EXECUTIVE LAW (also known as the Human Rights Law) and all other State and Federal statutory and constitutional non-discrimination provisions, the Contractor agrees that neither it nor any of its County-approved subcontractors shall, by reason of age, race, creed, color, national origin, sexual orientation, gender identity or expression, military status, sex, disability, predisposing genetic characteristics, familial status, marital status, or status as a victim of domestic violence, 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.

## **SECTION 30: NOT IN USE**

## **SECTION 31: INTERPRETATION**

31.1 In the event of any discrepancy, disagreement or ambiguity among the documents which comprise this RFB, and/or, the Agreement (between the County and the successful bidder/proposer) and its incorporated documents, the documents shall be given preference in the following order to interpret and to resolve such discrepancy, disagreement or ambiguity: 1) the Agreement; 2) the RFB; 3) the Contractor's bid.

## **SECTION 32: NON APPROPRIATIONS CLAUSE**

32.1 Notwithstanding anything contained herein to the contrary, no default shall be deemed to occur in the event no funds or insufficient funds are appropriated and budgeted by or are otherwise unavailable to the County for payment under this Agreement. The County will immediately notify the Contractor of such occurrence and this Agreement shall terminate on the last day of the fiscal period for which appropriations were received without penalty or expense to the County of any kind whatsoever, except as to those portions herein agreed upon for which funds shall have been appropriated and budgeted.

## **SECTION 33: IRANIAN ENERGY SECTOR DIVESTMENT**

33.1 Contractor/Proposer hereby represents that said Contractor/Proposer is in compliance with New York State General Municipal Law Section 103-g entitled "Iranian Energy Sector Divestment", in that said Contractor/Proposer 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.

33.2 Any Contractor/Proposer who has undertaken any of the above and is identified on a list created pursuant to Section 165-a (3)(b) of the New York State Finance Law as a person engaging in investment activities in Iran, shall not be deemed a responsible bidder pursuant to Section 103 of the New York State General Municipal Law.

33.3 Except as otherwise specifically provided herein, every Contractor/Proposer submitting a bid/proposal in response to this Request for Bids/Request for Proposals must certify and affirm the following under penalties of perjury:

- (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 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 NYS Finance Law Section 165-a (3)(b)."

Albany County will accept this statement electronically in accordance with the provisions of Section 103 of the General Municipal Law.

33.4 Except as otherwise specifically provided herein, any Bid/Proposal that is submitted without having complied with subdivision (a) above, shall not be considered for award. In any case where the Bidder/Proposer cannot make the certification as set forth in subdivision (a) above, the Bidder/Proposer shall so state and shall furnish with the bid a signed statement setting forth in detail the reasons therefor. The County reserves its rights, in accordance with General Municipal Law Section 103-g to award the Bid/Proposal to any Bidder/Proposer who cannot make the certification, on a case-by-case basis 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 County of Albany has made a determination that the goods or services are necessary for the County to perform its functions and that, absent such an exemption, the County of Albany would be unable to obtain the goods or services for which the Bid/Proposal is offered. Such determination shall be made by the County in writing and shall be a public document.

**SECTION 34: NOT IN USE.**

**SECTION 35: NOT IN USE**

**County of Albany  
Request for Bids 2026  
Child Passenger Safety Seats**

**Detailed Specifications**

**General**

It is the intent of these specifications to describe the County's requirements for Child Passenger Safety Seats.

Bidding shall be on brands specified, or equal. Manufacturer and model numbers are provided to establish the level of quality and functionality required by the County. Bids for equivalent items will be considered; bidder shall provide manufacturer's descriptive literature to support claims of equivalency.

**Item #1    Evenflo Titan 65 Convertible Child Safety Seat or equal** *am*  
**Manufacturer Model #**~~CS200312198~~ *CS2003 22198*

Minimum Requirements:

- 5-Point harness system
- Harness system rated 5-40 pounds in rear facing mode and at least 30 pounds and up to 65 pounds in forward facing mode
- 6 Sets of harness slots
- Front pull harness adjuster
- Top harness height 19" Minimum
- Must be able to be used without the tether strap attached

**Item #2      Evenflo Securekid  
Combination Child Safety/ Booster Seat or equal  
Model #CS500412198**

Minimum Requirements:

- 5-Point harness system
- Harness system rated to a minimum weight of at least 30 pounds and up to 65 pounds as child safety seat  
And at least of minimum weight of 40 pounds and up to 110 pounds as booster seat
- Front pull harness adjuster
- Top harness slot 17" Minimum
- Must be able to be used without the tether strap attached
- Must have adjustable head support

**Item #3      Evenflo Go Time High Back Booster Seat or equal  
Manufacturer Model #CS700212198**

Minimum Requirements:

- Rated for children to 120 pounds and to 57 inches tall
- Must be able to be used on a low back vehicle seat

**Item #4      Evenflo LiteMax #CS100112042**

Minimum Requirements:

- 5-Point harness system
- Must have stay-in car base with a seat belt lock off
- Must have a minimum 4 position adjustable recline arm on the base
- Must have a front pull adjuster on the carrier
- Carry handle must be able to be used in vehicle in full upright position
- Must have a maximum height limit of 32 inches
- Must have a minimum weight limit of 3 pounds

**Item#5      Evenflo Go Time Backless Booster  
Booster Seat Model #CS800114198 or equal**

Minimum Requirements:

- Rated for children to 110 pounds and to 57 inches tall

**Purchase Quantity and Terms**

The bid form indicates anticipated quantities which will be ordered upon award of the bid. Actual purchase quantities may vary based upon availability of funds.

The County reserves the right to purchase additional units, in any quantity, at the awarded bid prices, throughout the term of the bid and any renewal options exercised.

Bid pricing shall be F.O. B. destination with no additional freight or delivery charges to the County.

**Projected Purchases with Estimated Prices for 2026**

| Item                                                                                                                  | Quantity   | Estimated Unit Cost | Total Cost         |
|-----------------------------------------------------------------------------------------------------------------------|------------|---------------------|--------------------|
| Evenflo LiteMax<br>#CS100112042<br>Front pull harness<br>adjuster, minimum of 4<br>position adjustable<br>recline arm | 110        | \$127.69            | \$14,045.90        |
| Evenflo Securekid<br>Combination Forward<br>Facing Child Safety Seat/<br>Booster Seat<br>#CS500412198                 | 60         | \$105.69            | 6,341.40           |
| Evenflo Titan 65<br>Convertible Child Safety<br>Seat w/ 5 Point Harness<br># CS200312198                              | 110        | \$84.69             | \$9,315.90         |
| Evenflo Go Time High<br>back Booster Seat<br>#CS700212198                                                             | 40         | \$41.69             | 1,667.60           |
| Evenflo Amp Backless<br>Booster Seat<br>#CS800114198                                                                  | 30         | \$24.69             | \$740.70           |
| <b>Totals Before Shipping<br/>Costs</b>                                                                               | <b>310</b> |                     | <b>\$32,111.50</b> |

# COUNTY OF ALBANY

## BID FORM

### BID IDENTIFICATION:

Title: Child Passenger Safety Seats  
Bid Number: 2026-021

### THIS BID IS SUBMITTED TO:

Pamela O Neill, Purchasing Agent  
Albany County Department of General Services  
Purchasing Division  
112 State Street, Room 820  
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 |
|---------|--------|
| 2/13/26 | 1      |
| 2/19/26 | 2      |

(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:

P. O. BOX 1046  
CULLMAN, AL 35056  
(800) 768-6077  
EVENFLOSALES@WORLDSAFE.NET
8. Terms used in this Bid have the meanings assigned to them in the Contract and General Provisions.

**BID IDENTIFICATION:**

Title: Child Passenger Safety Seats

Bid Number: 2026-021

- Item #1    Evenflo Titan 65 Convertible Child Safety Seat or  
equal Manufacturer Model # CS200322198 FACTORY \$ \_84.69/EA  
SELECT 2-PK**
- Item #2    Evenflo Securekid  
Combination Child Safety/ Booster Seat or equal  
Model #CS500412198, FACTORY SELECT 2-                    \$105.69/EA  
PK**
- Item #3    Evenflo Go Time High Back Booster Seat or equal  
Manufacturer Model #CS700212198, FACTORY                    \$ \_41.69/EA  
SELECT 2-PK**
- Item #4    Evenflo LiteMax #CS100112042, RIVERSTONE                    \$127.69/EA**
- Item#5    Evenflo Go Time Backless Booster Booster  
Seat Model #CS800114198 or equal,                    \$24.69/EA  
FACTORY SELECT 4-PK**

**BID FORM**

**BID IDENTIFICATION:**

Title: Child Passenger Safety Seats  
Bid Number: 2026-021

**COMPANY:** EVENFLO COMPANY, INC.

**ADDRESS:** 3131 NEWMARK DRIVE, SUTE 300

**CITY, STATE, ZIP: TEL.** MIAMISBURG, OH 45342

**NO.:** (800) 768-6077

**FAX NO.:** (800) 382-4565

**FEDERAL TAX ID NO.:** 31-1360477

**REPRESENTATIVE:** EVE MILLER

**E-MAIL:** \_EVENFLOSALES@WORLSAFE.NET \_

**SIGNATURE AND TITLE** *Lawrence S. Buonomo*   
Secretary and General Counsel

**DATE** February 20, 2026

**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

*Lawrence S. Buonomo*



\_\_\_\_\_  
Signature

\_\_\_\_\_  
Secretary and General Counsel  
Title

February 20, 2026  
Date

EVENFLO COMPANY, INC.  
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:

STATE OF OHIO )  
COUNTY OF CHAMPAIGN ) SS.:

On this 20th day of February, 2026, before me personally appeared \_\_\_\_\_ Lawrence S. Buonomo to me known, who, being by me sworn, did say that he resides at (give address) 120 Royall St, Canton, MA; that he is the (give title) Secretary & General Couse of the (name of corporation) Evenflo Company 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.



ANASTASIA LEIGH STEELE  
Notary Public, State of Ohio  
My Commission Expires  
January 14, 2031

Online Notary Public. This notarial act involved the use of online audio/video communication technology. Notarization facilitated by SIGNIX®

*Anastasia Leigh Steele*



02/20/2026 11:47 AM EST

Notary Public, State of Ohio

Qualified in Champaign Co

Commission Expires 1/14/2031

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:<br><br><input checked="" type="checkbox"/> PRIME CONTRACTOR                                                                                                                                                                                                                                                                                                                                                                                                                          |       |                                                                          |                               |
| 2. VENDOR'S LEGAL BUSINESS NAME<br><br>EVENFLO COMPANY, INC.                                                                                                                                                                                                                                                                                                                                                                                                                                       |       | 3. IDENTIFICATION NUMBERS<br>a) FEIN # 31-1360477<br>b) DUNS # 800056558 |                               |
| 4. D/B/A – Doing Business As (if applicable) & COUNTY FIELD:                                                                                                                                                                                                                                                                                                                                                                                                                                       |       | 5. WEBSITE ADDRESS (if applicable)<br><br>WWW.EVENFLO.COM                |                               |
| 6. ADDRESS OF PRIMARY PLACE OF BUSINESS/EXECUTIVE OFFICE<br>3131 NEWMARK DRIVE, SUITE 300<br>MIAMISBURG, OH 45342                                                                                                                                                                                                                                                                                                                                                                                  |       | 7. TELEPHONE NUMBER<br>800-768-6077                                      | 8. FAX NUMBER<br>800-382-4565 |
| 9. ADDRESS OF PRIMARY PLACE OF BUSINESS/EXECUTIVE OFFICE<br><i>IN NEW YORK STATE, if different from above</i>                                                                                                                                                                                                                                                                                                                                                                                      |       | 10. TELEPHONE NUMBER                                                     | 11. FAX NUMBER                |
| 12. AUTHORIZED CONTACT FOR THIS QUESTIONNAIRE<br><div style="display: flex; justify-content: space-between;"> <div style="width: 40%;">           Name<br/>           Title<br/>           Telephone Number<br/>           Fax Number<br/>           e-mail         </div> <div style="width: 60%;">           EVE MILLER<br/>           INSTITUTIONAL ACCOUNT MANAGER<br/>           (800) 768-6077<br/>           (800) 382-4565<br/>           EVENFLOSALES@WORLDSAFE.NET         </div> </div> |       |                                                                          |                               |
| 13. LIST ALL OF THE VENDOR'S PRINCIPAL OWNERS.                                                                                                                                                                                                                                                                                                                                                                                                                                                     |       |                                                                          |                               |
| a) NAME                                                                                                                                                                                                                                                                                                                                                                                                                                                                                            | 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.                                                                                                                                           |       | <input type="checkbox"/> Yes <input checked="" type="checkbox"/> 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?<br><i>List each individual's name, business title, the name of the organization and position elected or appointed to, and dates of service</i>                                                                                                                                                                                                                                                                                              |       | <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No      |                               |
| b) An officer of any political party organization in Albany County, whether paid or unpaid?<br><i>List each individual's name, business title or consulting capacity and the official political position held with applicable service dates.</i>                                                                                                                                                                                                                                                   |       | <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No      |                               |

|     |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                    |                                                                                                                                                                                                                   |
|-----|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| 16. | <p>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:</p>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                      |                                                                                                                                                                                                                   |
| a)  | <p>1. been suspended, debarred or terminated by a local, state or federal authority in connection with a contract or contracting process;</p> <p>2. been disqualified for cause as a bidder on any permit, license, concession franchise or lease;</p> <p>3. entered into an agreement to a voluntary exclusion from bidding/contracting;</p> <p>4. had a bid rejected on an Albany County contract for failure to comply with the MacBride Fair Employment Principles;</p> <p>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;</p> <p>6. had status as a Women's Business Enterprise, Minority Business Enterprise or Disadvantaged Business Enterprise, de-certified, revoked or forfeited;</p> <p>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;</p> <p>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</p> <p>9. had a local, state or federal government contract suspended or terminated for cause prior to the completion of the term of the contract.</p> | <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No                                                                                                                                               |
| b)  | <p>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?</p>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                   | <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No                                                                                                                                               |
| c)  | <p>been issued a citation, notice, violation order, or are pending an administrative hearing or proceeding or determination of violations of:</p> <p>1. federal, state or local health laws, rules or regulations.</p>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                             | <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No                                                                                                                                               |
| 17. | <p>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?</p> <p>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."</p>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                           | <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No                                                                                                                                               |
| 18. | <p>DURING THE PAST THREE (3) YEARS, HAS THE VENDOR FAILED TO:</p> <p>a) file returns or pay any applicable federal, state or city taxes?<br/><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></p> <p>b) file returns or pay New York State unemployment insurance?<br/><i>Indicate the years the vendor failed to file/pay the insurance and the current status of the liability.</i></p> <p>c) Property Tax<br/><i>Indicate the years the vendor failed to file.</i></p>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                  | <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No<br><input type="checkbox"/> Yes <input checked="" type="checkbox"/> No<br><input type="checkbox"/> Yes <input checked="" type="checkbox"/> No |
| 19. | <p>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?</p> <p>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.</p>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                               | <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No                                                                                                                                               |
| 20. | <p>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.</p>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                  | <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No                                                                                                                                               |

21. IN THE PAST FIVE (5) YEARS, HAS THE VENDOR OR ANY AFFILIATES<sup>1</sup>:

☐ 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 #

State of: OHIO            )  
                                      ) ss:  
County of: CHAMPAIGN

**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: Evenflo Company Inc

Signature of Owner Lawrence S. Buonomo



Address

Printed Name of Signatory Lawrence S. Buonomo

City, State, Zip

Title: Secretary and General Counsel

Sworn before me this 20th day of February, 2026;

Notary Public



**ANASTASIA LEIGH STEELE**  
Notary Public, State of Ohio  
My Commission Expires  
January 14, 2031

Online Notary Public. This notarial act involved the use of online audio/video communication technology. Notarization facilitated by SIGNIX®

Anastasia Leigh Steele

Printed Name

Anastasia Leigh Steele



Signature

02/20/2026 11:47 AM EST

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.

Lawrence S. Buonomo



\_\_\_\_\_  
Signature

Secretary and General Counsel  
\_\_\_\_\_  
Title

2/20/2026  
\_\_\_\_\_  
Date

Evenflo Company Inc.  
\_\_\_\_\_  
Company Name



# CERTIFICATE OF LIABILITY INSURANCE

Page 1 of 1

DATE (MM/DD/YYYY)  
02/13/2026

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 rights to the certificate holder in lieu of such endorsement(s).

| <b>PRODUCER</b><br>Willis Towers Watson Northeast, Inc.<br>c/o 26 Century Blvd<br>P.O. Box 305191<br>Nashville, TN 372305191 USA | <b>CONTACT</b><br>NAME: WTW Certificate Center<br>PHONE (A/C, No, Ext): 1-877-945-7378<br>FAX (A/C, No): 1-888-467-2378<br>E-MAIL: certificates@wtwco.com<br>ADDRESS: certificates@wtwco.com                                                                                                                                                                                                                                                                                                                       |                               |        |                                      |       |                                                      |       |                                               |       |                                           |       |            |  |            |  |
|----------------------------------------------------------------------------------------------------------------------------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-------------------------------|--------|--------------------------------------|-------|------------------------------------------------------|-------|-----------------------------------------------|-------|-------------------------------------------|-------|------------|--|------------|--|
| <b>INSURED</b><br>Evenflo Company, Inc.<br>3131 Newmark Drive Suite 300<br>Miamisburg, OH 45342                                  | <table border="1"><thead><tr><th>INSURER(S) AFFORDING COVERAGE</th><th>NAIC #</th></tr></thead><tbody><tr><td>INSURER A: Federal Insurance Company</td><td>20281</td></tr><tr><td>INSURER B: ACE Property &amp; Casualty Insurance Company</td><td>20699</td></tr><tr><td>INSURER C: Bankers Standard Insurance Company</td><td>18279</td></tr><tr><td>INSURER D: Old Republic Insurance Company</td><td>24147</td></tr><tr><td>INSURER E:</td><td></td></tr><tr><td>INSURER F:</td><td></td></tr></tbody></table> | INSURER(S) AFFORDING COVERAGE | NAIC # | INSURER A: Federal Insurance Company | 20281 | INSURER B: ACE Property & Casualty Insurance Company | 20699 | INSURER C: Bankers Standard Insurance Company | 18279 | INSURER D: Old Republic Insurance Company | 24147 | INSURER E: |  | INSURER F: |  |
| INSURER(S) AFFORDING COVERAGE                                                                                                    | NAIC #                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                             |                               |        |                                      |       |                                                      |       |                                               |       |                                           |       |            |  |            |  |
| INSURER A: Federal Insurance Company                                                                                             | 20281                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                              |                               |        |                                      |       |                                                      |       |                                               |       |                                           |       |            |  |            |  |
| INSURER B: ACE Property & Casualty Insurance Company                                                                             | 20699                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                              |                               |        |                                      |       |                                                      |       |                                               |       |                                           |       |            |  |            |  |
| INSURER C: Bankers Standard Insurance Company                                                                                    | 18279                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                              |                               |        |                                      |       |                                                      |       |                                               |       |                                           |       |            |  |            |  |
| INSURER D: Old Republic Insurance Company                                                                                        | 24147                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                              |                               |        |                                      |       |                                                      |       |                                               |       |                                           |       |            |  |            |  |
| INSURER E:                                                                                                                       |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                    |                               |        |                                      |       |                                                      |       |                                               |       |                                           |       |            |  |            |  |
| INSURER F:                                                                                                                       |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                    |                               |        |                                      |       |                                                      |       |                                               |       |                                           |       |            |  |            |  |

**COVERAGES****CERTIFICATE NUMBER:** W43967052**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 SUBR INSD WVD               | POLICY NUMBER     | POLICY EFF (MM/DD/YYYY) | POLICY EXP (MM/DD/YYYY) | LIMITS                                                                                                                                                                                                                                                                                                                                                                                                                                         |                                                                                 |                     |                                           |                     |                              |              |                                |              |                   |              |                        |              |  |    |
|---------------------------------------------------------------------------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|----------------------------------|-------------------|-------------------------|-------------------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------------------------------------------------------------------------------|---------------------|-------------------------------------------|---------------------|------------------------------|--------------|--------------------------------|--------------|-------------------|--------------|------------------------|--------------|--|----|
| A                                                                               | <input checked="" type="checkbox"/> <b>COMMERCIAL GENERAL LIABILITY</b><br><input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR<br>GEN'L AGGREGATE LIMIT APPLIES PER:<br><input checked="" type="checkbox"/> POLICY <input type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC<br>OTHER: | Y                                | 3603-07-26 EUC    | 12/31/2025              | 12/31/2026              | <table border="1"><tr><td>EACH OCCURRENCE</td><td>\$ 2,000,000</td></tr><tr><td>DAMAGE TO RENTED PREMISES (Ea occurrence)</td><td>\$ 2,000,000</td></tr><tr><td>MED EXP (Any one person)</td><td>\$ 10,000</td></tr><tr><td>PERSONAL &amp; ADV INJURY</td><td>\$ 2,000,000</td></tr><tr><td>GENERAL AGGREGATE</td><td>\$ 4,000,000</td></tr><tr><td>PRODUCTS - COMP/OP AGG</td><td>\$ 4,000,000</td></tr><tr><td></td><td>\$</td></tr></table> | EACH OCCURRENCE                                                                 | \$ 2,000,000        | DAMAGE TO RENTED PREMISES (Ea occurrence) | \$ 2,000,000        | MED EXP (Any one person)     | \$ 10,000    | PERSONAL & ADV INJURY          | \$ 2,000,000 | GENERAL AGGREGATE | \$ 4,000,000 | PRODUCTS - COMP/OP AGG | \$ 4,000,000 |  | \$ |
| EACH OCCURRENCE                                                                 | \$ 2,000,000                                                                                                                                                                                                                                                                                                           |                                  |                   |                         |                         |                                                                                                                                                                                                                                                                                                                                                                                                                                                |                                                                                 |                     |                                           |                     |                              |              |                                |              |                   |              |                        |              |  |    |
| DAMAGE TO RENTED PREMISES (Ea occurrence)                                       | \$ 2,000,000                                                                                                                                                                                                                                                                                                           |                                  |                   |                         |                         |                                                                                                                                                                                                                                                                                                                                                                                                                                                |                                                                                 |                     |                                           |                     |                              |              |                                |              |                   |              |                        |              |  |    |
| MED EXP (Any one person)                                                        | \$ 10,000                                                                                                                                                                                                                                                                                                              |                                  |                   |                         |                         |                                                                                                                                                                                                                                                                                                                                                                                                                                                |                                                                                 |                     |                                           |                     |                              |              |                                |              |                   |              |                        |              |  |    |
| PERSONAL & ADV INJURY                                                           | \$ 2,000,000                                                                                                                                                                                                                                                                                                           |                                  |                   |                         |                         |                                                                                                                                                                                                                                                                                                                                                                                                                                                |                                                                                 |                     |                                           |                     |                              |              |                                |              |                   |              |                        |              |  |    |
| GENERAL AGGREGATE                                                               | \$ 4,000,000                                                                                                                                                                                                                                                                                                           |                                  |                   |                         |                         |                                                                                                                                                                                                                                                                                                                                                                                                                                                |                                                                                 |                     |                                           |                     |                              |              |                                |              |                   |              |                        |              |  |    |
| PRODUCTS - COMP/OP AGG                                                          | \$ 4,000,000                                                                                                                                                                                                                                                                                                           |                                  |                   |                         |                         |                                                                                                                                                                                                                                                                                                                                                                                                                                                |                                                                                 |                     |                                           |                     |                              |              |                                |              |                   |              |                        |              |  |    |
|                                                                                 | \$                                                                                                                                                                                                                                                                                                                     |                                  |                   |                         |                         |                                                                                                                                                                                                                                                                                                                                                                                                                                                |                                                                                 |                     |                                           |                     |                              |              |                                |              |                   |              |                        |              |  |    |
| A                                                                               | <input checked="" type="checkbox"/> <b>AUTOMOBILE LIABILITY</b><br><input checked="" type="checkbox"/> ANY AUTO<br>OWNED AUTOS ONLY <input type="checkbox"/> SCHEDULED AUTOS<br>HIRED AUTOS ONLY <input type="checkbox"/> NON-OWNED AUTOS ONLY                                                                         |                                  | (25) 7358-67-13   | 12/31/2025              | 12/31/2026              | <table border="1"><tr><td>COMBINED SINGLE LIMIT (Ea accident)</td><td>\$ 2,000,000</td></tr><tr><td>BODILY INJURY (Per person)</td><td>\$</td></tr><tr><td>BODILY INJURY (Per accident)</td><td>\$</td></tr><tr><td>PROPERTY DAMAGE (Per accident)</td><td>\$</td></tr><tr><td></td><td>\$</td></tr></table>                                                                                                                                   | COMBINED SINGLE LIMIT (Ea accident)                                             | \$ 2,000,000        | BODILY INJURY (Per person)                | \$                  | BODILY INJURY (Per accident) | \$           | PROPERTY DAMAGE (Per accident) | \$           |                   | \$           |                        |              |  |    |
| COMBINED SINGLE LIMIT (Ea accident)                                             | \$ 2,000,000                                                                                                                                                                                                                                                                                                           |                                  |                   |                         |                         |                                                                                                                                                                                                                                                                                                                                                                                                                                                |                                                                                 |                     |                                           |                     |                              |              |                                |              |                   |              |                        |              |  |    |
| BODILY INJURY (Per person)                                                      | \$                                                                                                                                                                                                                                                                                                                     |                                  |                   |                         |                         |                                                                                                                                                                                                                                                                                                                                                                                                                                                |                                                                                 |                     |                                           |                     |                              |              |                                |              |                   |              |                        |              |  |    |
| BODILY INJURY (Per accident)                                                    | \$                                                                                                                                                                                                                                                                                                                     |                                  |                   |                         |                         |                                                                                                                                                                                                                                                                                                                                                                                                                                                |                                                                                 |                     |                                           |                     |                              |              |                                |              |                   |              |                        |              |  |    |
| PROPERTY DAMAGE (Per accident)                                                  | \$                                                                                                                                                                                                                                                                                                                     |                                  |                   |                         |                         |                                                                                                                                                                                                                                                                                                                                                                                                                                                |                                                                                 |                     |                                           |                     |                              |              |                                |              |                   |              |                        |              |  |    |
|                                                                                 | \$                                                                                                                                                                                                                                                                                                                     |                                  |                   |                         |                         |                                                                                                                                                                                                                                                                                                                                                                                                                                                |                                                                                 |                     |                                           |                     |                              |              |                                |              |                   |              |                        |              |  |    |
| B                                                                               | <input checked="" type="checkbox"/> <b>UMBRELLA LIAB</b> <input checked="" type="checkbox"/> OCCUR<br><input type="checkbox"/> EXCESS LIAB <input type="checkbox"/> CLAIMS-MADE<br>DED <input type="checkbox"/> RETENTION \$                                                                                           |                                  | XEU G71772184 007 | 12/31/2025              | 12/31/2026              | <table border="1"><tr><td>EACH OCCURRENCE</td><td>\$ 10,000,000</td></tr><tr><td>AGGREGATE</td><td>\$ 10,000,000</td></tr><tr><td></td><td>\$</td></tr></table>                                                                                                                                                                                                                                                                                | EACH OCCURRENCE                                                                 | \$ 10,000,000       | AGGREGATE                                 | \$ 10,000,000       |                              | \$           |                                |              |                   |              |                        |              |  |    |
| EACH OCCURRENCE                                                                 | \$ 10,000,000                                                                                                                                                                                                                                                                                                          |                                  |                   |                         |                         |                                                                                                                                                                                                                                                                                                                                                                                                                                                |                                                                                 |                     |                                           |                     |                              |              |                                |              |                   |              |                        |              |  |    |
| AGGREGATE                                                                       | \$ 10,000,000                                                                                                                                                                                                                                                                                                          |                                  |                   |                         |                         |                                                                                                                                                                                                                                                                                                                                                                                                                                                |                                                                                 |                     |                                           |                     |                              |              |                                |              |                   |              |                        |              |  |    |
|                                                                                 | \$                                                                                                                                                                                                                                                                                                                     |                                  |                   |                         |                         |                                                                                                                                                                                                                                                                                                                                                                                                                                                |                                                                                 |                     |                                           |                     |                              |              |                                |              |                   |              |                        |              |  |    |
| C                                                                               | <b>WORKERS COMPENSATION AND EMPLOYERS' LIABILITY</b><br>ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH)<br>If yes, describe under DESCRIPTION OF OPERATIONS below                                                                                                                          | Y/N <input type="checkbox"/> N/A | (26) 7175-19-58   | 12/31/2025              | 12/31/2026              | <table border="1"><tr><td><input checked="" type="checkbox"/> PER STATUTE <input type="checkbox"/> OTH-ER</td><td></td></tr><tr><td>E.L. EACH ACCIDENT</td><td>\$ 1,000,000</td></tr><tr><td>E.L. DISEASE - EA EMPLOYEE</td><td>\$ 1,000,000</td></tr><tr><td>E.L. DISEASE - POLICY LIMIT</td><td>\$ 1,000,000</td></tr></table>                                                                                                               | <input checked="" type="checkbox"/> PER STATUTE <input type="checkbox"/> 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 |                   |              |                        |              |  |    |
| <input checked="" type="checkbox"/> PER STATUTE <input type="checkbox"/> 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                                                                               | <b>Products Liability</b>                                                                                                                                                                                                                                                                                              |                                  | MWZY-318885       | 12/31/2024              | 12/31/2027              | <table border="1"><tr><td>Car Seats &amp; Mattress</td><td>\$5,000,000 Occ/Agg</td></tr><tr><td>All Other Prod Liab.</td><td>\$5,000,000 Occ/Agg</td></tr></table>                                                                                                                                                                                                                                                                             | Car Seats & Mattress                                                            | \$5,000,000 Occ/Agg | All Other Prod Liab.                      | \$5,000,000 Occ/Agg |                              |              |                                |              |                   |              |                        |              |  |    |
| Car Seats & Mattress                                                            | \$5,000,000 Occ/Agg                                                                                                                                                                                                                                                                                                    |                                  |                   |                         |                         |                                                                                                                                                                                                                                                                                                                                                                                                                                                |                                                                                 |                     |                                           |                     |                              |              |                                |              |                   |              |                        |              |  |    |
| All Other Prod Liab.                                                            | \$5,000,000 Occ/Agg                                                                                                                                                                                                                                                                                                    |                                  |                   |                         |                         |                                                                                                                                                                                                                                                                                                                                                                                                                                                |                                                                                 |                     |                                           |                     |                              |              |                                |              |                   |              |                        |              |  |    |

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

Division Branch: Evenflo Company Inc

County of Albany is included as Additional Insureds as respects to General Liability.

**CERTIFICATE HOLDER****CANCELLATION**County of Albany  
Attention: Purchasing Agent - Pamela O'Neill  
112 State Street Room 820  
Albany, NY 12207

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

*Patricia A. Fry*

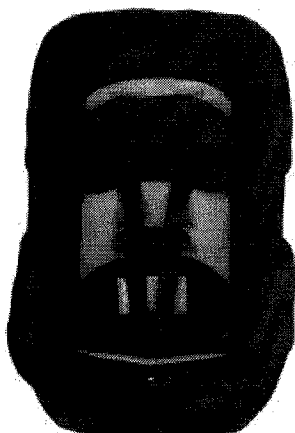
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ACORD 25 (2016/03)

The ACORD name and logo are registered marks of ACORD

SR ID: 29416537

BATCH: 4325015



## Fashion will Vary

### SureRide/Titan 65 Convertible Car Seat

Rear Facing 5-40 lbs. (2,3-18 kg) Ht 19" - 43"

Forward Facing 30-65 lbs. Ht 35" - 49"

Factory Select - # CS200322198 two pack

**Rear-facing for infants, and when ready, converts to forward-facing.**

Keep your growing child safe and comfortable in Evenflo's Titan SureRide 65 convertible car seat. With a rear-facing weight rating up to 40 lbs. and a forward-facing weight rating up to 65 lbs. your child can remain harnessed longer!

**Protecting children is our core mission at Evenflo.**

For almost a century we have been a leader in safety, innovation and education. Knowing that one in four automobile accidents are side impact collisions, we go beyond the current government standards when designing the next generation of Evenflo car seats.

The top of the child's head must be at least 1 inch below the top of the child restraint seat back

## Product Features

65 lbs.. Internal Harness extends product life for the child

Up-Front Adjust – Easy Access Harness tension system

5-point harness provides proper fit

Pad removes easily for machine-washing

6 shoulder harness positions and 2 crotch buckle positions for better fit and longer use

Seat to top harness slot: 19 1/4"

Seat to bottom harness slot: 6 1/2"

**Infant Insert included**

Side Impact Tested! Meets or exceeds all applicable Federal Safety Standards AND Evenflo's Side Impact Test Standard

Designed and tested for structural integrity at energy levels approximately 2X the federal crash test standard

Energy absorbing foam liner provides added safety & comfort

FMVSS 213: Federal Motor Vehicle Safety Standards for Child Restraint Systems

FMVSS 302: Federal Motor Vehicle Safety Standards for Flammability of Interior Materials

Certified For Use In Aircraft: This restraint meets FAA Inversion requirements for airplane use

## Safety Testing

**Side Impact Tested!** Meets or exceeds all applicable Federal Safety Standards and Evenflo's side impact standards. Designed and tested for structural integrity at energy levels approximately 2x the federal crash test standard.

FMVSS 213: Federal Motor Vehicle Safety Standards for Child Restraint Systems

FMVSS 302: Federal Motor Vehicle Safety Standards for Flammability of Interior Materials

Certified for Use in Aircraft: This restraint meets FAA Inversion requirements for airplane use.

## Child Specifications

### Rear Facing

Weight: 5 – 40 lbs.

Height: 19 – 43 in.

The top of the child's head must be at least 1 inch below the top of the child restraint seat back

### Forward Facing

Weight: 30 – 65 lbs.

Height: 35 – 49 in.

Age: minimum of two years of age

## Use & Care

Carefully read all instructions and warnings on the product, product labels, and instruction manuals before use. Consult your vehicle owner's manual to determine proper placement of child restraint in your vehicle and familiarize yourself with your vehicle's components.

### Cleaning Instructions

- To clean pads slide the plastic clips on the seat pad off of the seat shell.
- Cloth pads and canopies may be machine washed separately – cold water, delicate cycle, tumble dry 10 – 15 minutes, low heat.
- Wipe straps, buckles and harness adjuster with warm damp cloth and mild soap. Air dry.
- To help protect the vehicle upholstery, place a towel beneath and behind the child restraint.

## Product Specifications

Carton Dimensions (inches): 19.5" W x 39.75" H x 20" D

Product Dimensions (inches): 19" W x 28.5" H x 19" D

Product Weight: 9.8 lbs.

Shipping Weight: 25.5 lbs

Model Number: CS200322198

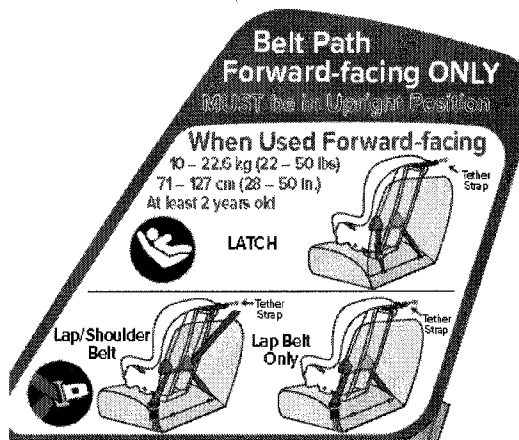
Packaging: 2 pack Carton

UPC Number: 032884206087

FOB Number: Piqua

Pattern: Factory Select (gender neutral)

**All Evenflo products have transitioned to a 2-year age minimum for forward-facing use.**





**Secure Kid® Harness Booster Car Seat, 2 pack,**  
30-65 lbs. w/ harness, 40-100 lbs. w/o harness **Factory Select MODEL#**  
**CS500412198**

Extended use from birth to harnessed booster mode.

The Evenflo® Secure Kid® Factory Select Harnessed Booster features an innovative headrest design that allows the vehicle belt to self-adjust to your child's height while in booster mode. Enhanced side walls and head support provide comfort and safety for the child. The seat accommodates children ranging from 22-110 lbs. This combination booster provides an exceptional value for a seat with such a wide array of innovative features.

## Product Features

**Extended Use** - Converts from 5-point harness to vehicle seat belt use as child grows (2 seats in 1)

**Simple adjustability** with upfront harness fitting and 2 crotch buckle positions

**For 5-Point Harness Use**

**Weight:** 30 - 65 lbs

**Height:** 35 - 49 inches

**AND** the tops of their ears are below the top of the child restraint headrest.

**Age:** At least two year of age

**For Booster Use**

**Weight:** 40 - 100 lbs

**Height:** 44 - 57 inches

**AND** the tops of their ears are below the top of the child restraint headrest.

**Age:** At least four years of age

**5 Position Adjustable Head Rest** – Allows this seat to grow with your child

**Machine-washable car seat pad** keeps the seat looking clean

**Side Impact Tested!** Meets or exceeds all applicable Federal Safety Standards AND Evenflo's Side Impact Test Standard

**Designed and tested for structural integrity** at energy levels approximately 2X the federal crash test standard

**Energy absorbing foam liner** provides added safety & comfort

Equipped for **LATCH** and **tether** systems

**FMVSS 213:** Federal Motor Vehicle Safety Standards for Child Restraint Systems

**FMVSS 302:** Federal Motor Vehicle Safety Standards for Flammability of Interior Materials

**Certified For Use In Aircraft:** ONLY when used with the 5-point harness this restraint meets FAA Inversion requirements for airplane use.

## Product Specifications

Carton Dimensions (inches): 18.5" H x 22" W x 36" D - Inches  
Assembled Product Dimensions (inches): 19" W x 26" D x 21" H inches  
Product Weight: 18.5 lbs.  
Shipping Weight: 37 lbs.

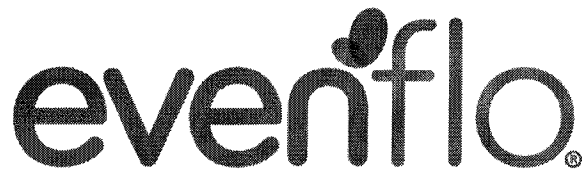
Model Number: CS500412198  
UPC Number: 032884205936  
Packaging: 2 per Carton  
FOB: Piqua, OH  
Pattern: Factory Select

## Use & Care

Carefully read all instructions and warnings on the product, product labels, and instruction manuals before use. Consult your vehicle owner's manual to determine proper placement of child restraint in your vehicle and familiarize yourself with your vehicle's components.

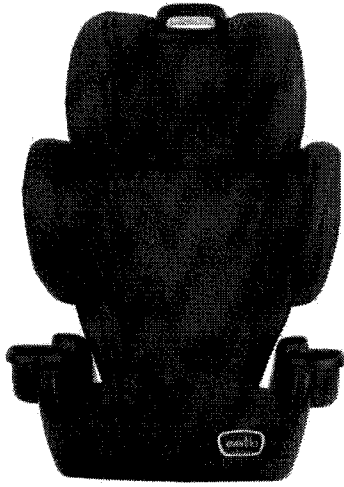
**Cleaning Instructions**

- Plastic and metal parts may be wiped clean with mild soap and water and dried with a soft cloth. Do not use abrasive cleaners or solvents.
- Take care not to damage any labels.
- The harness can be wiped clean with mild soap and water. Allow harness to air dry. DO NOT immerse buckle in water or lubricate buckle.
- Machine wash the seat pad separately in cold water, delicate cycle, and tumble dry 10 - 15 minutes on low heat.



**3502198**

**Evenflo GoTime Sport  
Booster Seat (Factory Select)**



When your child is finally old enough to get up and go with a little more ease, the Evenflo® GoTime™ Sport Booster Seat gets them to their next adventure with safety, comfort and style. Designed to accommodate children from 40 to 120 lb., 44" to 57", and a minimum of 4 years of age, the GoTime Sport is designed for older kids who could use an extra boost for safer seating in the vehicle. Offering two modes of forward-facing use and 7 height positions, you can easily adjust the height with just one hand to find the perfect fit for your growing child. Deep design with overlapping head and body sides keeps your child supported. Once they're ready, the back quickly removes for a no back booster. The included belt clip helps safely position the vehicle's belt on the child's shoulder. Dual-integrated cup holders keep snacks and drinks close by, allowing you to stay focused on the road while driving. The padded seat adds comfort on long road trips and is removable and machine-washable for easy cleaning. Comes in a choice of fun colors and patterns to let your child's individuality shine.

If you need help installing your car seat, our ParentLink® customer service experts offer help online in real time. Get live video support with a certified car seat safety technician to assist with proper vehicle installation, so you can drive with confidence.

It's been 100 years and Evenflo continues to push the boundaries in baby and children's gear design and innovation. We meet the needs of new generations of parents by focusing on what they really care about: leading-edge safety, smart design and technology, and convenient features that help them enjoy the journey of parenthood.

**Features:**

- **BOOST YOUR SAFETY QUOTIENT:** Features a deep design with overlapping head and body, providing added support where it's needed most; meets or exceeds all applicable federal safety standards
- **MAKE ADJUSTMENTS WITH EASE:** Allows for easy height adjustment to 7 positions with one hand for better fit for your child as they grow
- **SMOOTH THE TRANSITION:** Offers two modes of use, easily transitioning from high back to no back booster for kids at least 4 years of age, weighing 40 to 120 lb
- **JUST GET UP AND GROW:** Allows you to keep your growing child in the booster longer, adjusting as needed to maintain proper vehicle belt fit
- **KEEP BEVERAGES HANDY:** Features 2 cup holders built into the seat, keeping drinks and snacks close and allowing the driver to stay focused on the road
- **KEEP IT LOOKING FRESH:** Features a durable, machine-washable fabric that's a breeze to remove and clean

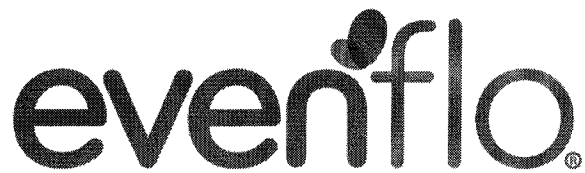
**DETAILS ID: 3502198**

**SIGNALCODE: N**

**COUNTRYORIGIN: US**

**UPC: 032884202188**

**PRODTYPE: USA Open Line**



### **Brand Statement (English)**

It's been 100 years and Evenflo continues to push the boundaries in baby and children's gear design and innovation. We meet the needs of new generations of parents by focusing on what they really care about: leading-edge safety, smart design and technology, and convenient features that help them enjoy the journey of parenthood.

### **CHILD SPECS**

**Child Age Minimum: 4      Child Weight Minimum (lbs.): 40**

**Child Weight Max (lbs.): 120**

**High Back Booster Mode Weight Limitation: 40-120**

**High Back Booster Mode Height Limitation: 44-57**

**High Back Booster Mode Age Limitation: 4-8 Years Old**

**High Back Booster Mode Fit Limitation**

Tops of the child's ears are at or below the top of child restraint headrest, Minimum age 4 years old

### **PRODUCT SPECS**

**Assembled Width (in.): 19.49**

**Assembled Height (in.): 28.19**

**Assembled Depth (in.): 15.20**

**Assembled Weight (lbs.): 6**

**Package Width (in.): 19.5**

**Package Height (in.): 28.5**

**Package Depth (in.): 15.5**

**Package Weight (lbs.): 7.5**

**CASE WIDTH: 19.875**

**CASE HEIGHT: 16.25**

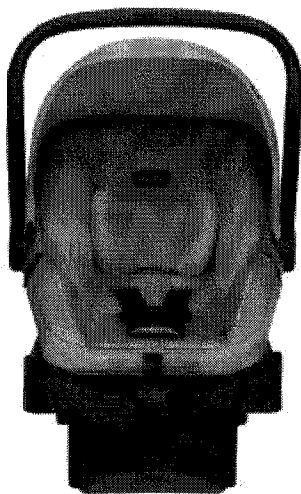
**CASE DEPTH: 33.875**

**CASE WEIGHT: 18**

**Latch Type: No**

**NEW - HIVE - EVENFLO** > **CS100112042 - LiteMax 30 Infant Car Seat (River Stone)**

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**CS100112042**

**PRODTYPE\_DESC**

USA Open Line

**Categories**

Car Seat > Infant

**Platform**

LiteMax Car Seats

**COUNTRYORIGIN**

CHN

**Product Description (English)**

A little convenience goes a long way during the busy first few months of your child's life. The Evenflo® LiteMax™ 30 delivers and then some, with a super lightweight, easy-to-carry car seat that your baby won't outgrow overnight. Designed for infants weighing 3 - 30 lb, this lightweight wonder is a breeze to install, but a heavy weight when it comes to comfort and belting in your child for maximum safety.

At Evenflo, we go above and beyond government standards to create car seats that are safe. The LiteMax 30 Infant Car Seat meets or exceeds all applicable federal safety standards. In addition to federally required testing, it is structural integrity tested, rollover tested and temperature tested.

If you need help installing your car seat, our ParentLink® Consumer Care Team offers help online in real time. Get live video support with a certified car seat safety technician to assist with proper vehicle installation, so you can drive with confidence.

Families have trusted Evenflo for more than 100 years for smart, innovative gear designed to make life easier, safer and more comfortable at home and on the go. Let us help you save time and find peace of mind, so you can focus on what matters most: your child.

**Product Safety**

**CASE HEIGHT**

31.38

**CASE DEPTH**

17.69

**CASE WEIGHT**

20.3

**Battery Weight (in grams)**

0

**Number of Batteries**

0

**Battery Cell Type**

No Battery Required

**Product Rotation**

No

**SensorSafe™**

No

**Expiration (Years)**

10

**Warranty Period**

90 Days

**Care**

Read all instructions and warnings on the product, product labels, and instruction manuals before use. Consult your vehicle owner's manual to determine proper placement of child restraint in your vehicle and familiarize yourself with your vehicle's components. Cleaning Instructions: DO NOT lubricate or immerse in water any part of this child restraint, unless rinsing is permitted plastic and metal parts may be wiped clean with mild soap and water and dried with a soft cloth. Do not use abrasive cleaners or solvents. Take care not to damage any labels. The harness can be wiped clean with mild soap and water. Allow harness to air dry. Machine wash the seat pad separately in cold water, delicate cycle. Tumble dry 10 to 15 minutes on low heat. Periodically inspect and clean the restraint's crotch buckle of food, liquids, and other debris to ensure proper latching. Place the buckle in a cup of warm water and gently agitate the buckle back and forth. Press the red button several times while the buckle is in the water. Do not submerge the harness strap. To avoid damage to the buckle, do not clean the buckle with soap or detergents and do not use a lubricant.

**GENERAL CHILD SPECS –**

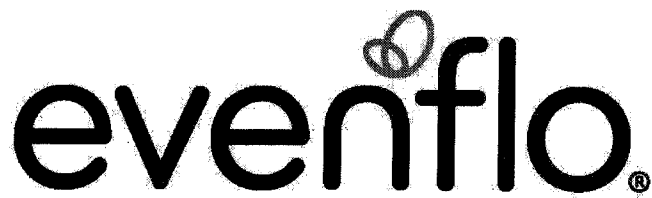
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**Child Height Limitation**

32

**Child Weight Max (lbs.)**

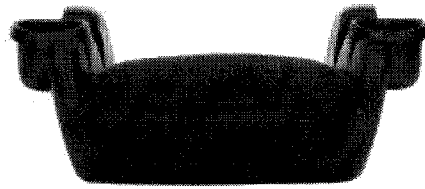
30



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CS800114198 - GoTime No Back Booster Car Seat (Factory Select)

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## **GoTime No Back Booster Car Seat (Factory Select)**

You want to keep your growing child seated securely. Your child, on the other hand, just wants to look cool. The perfect answer for both of you when it comes to a booster: the Evenflo® GoTime™ No Back Booster Seat. Designed for older kids at least 5 years old and weighing 40 to 120 lb who can use an extra boost in the vehicle, this GoTime seat packs a multitude of thoughtful features into a stylish package. The included belt clip helps position the vehicle's belt on the child's shoulder to ensure proper fit. Dual-integrated cup holders keep snacks and drinks close at hand for your child, allowing you to stay focused on the road while driving. The contoured, padded seat keeps your child comfortable on long road trips, and is wipeable, removable and machine-washable for easy cleaning. Comes in a choice of fun colors and patterns to let your child's individuality shine.

GoTime No Back Booster Car Seats meet or exceed all applicable federal safety standards.

If you need help installing your car seat, our ParentLink® customer service experts offer help online in real time. Get live video support with a certified car seat safety technician to assist with proper vehicle installation, so you can drive with confidence.

It's been 100 years and Evenflo continues to push the boundaries in baby and children's gear design and innovation. We meet the needs of new generations of parents by focusing on what they really care about: leading-edge safety, smart design and technology, and convenient features that help them enjoy the journey of parenthood.

**Features:**

- **ENABLE PROPER FIT FOR GROWING KIDS:** Gives older children the extra boost they need for vehicle belt fit, and the included belt clip helps to properly position shoulder belt as your child grows
- **KEEP BEVERAGES HANDY:** Offers 2 cup holders built into the seat to keep drinks and snacks close and allow the driver to stay focused on the road
- **ADD COMFORT TO LONG RIDES:** Features contoured padding to keep your child comfortable during long road trips
- **KEEP IT LOOKING FRESH:** Features a removable, durable seat pad that's a breeze to wipe down, remove and clean

**DETAILS –**

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**ID**

CS800114198

**UPC**

032884209569

**disco**

No

**PRODTYPE**

INS

**PRODTYPE\_DESC**

USA Institutional

**Categories**

Car Seat > Booster > Belt-Positioning > No-Back

**Brand Statement (English)**

It's been 100 years and Evenflo continues to push the boundaries in baby and children's gear design and innovation. We meet the needs of new generations of parents by focusing on what they really care about: leading-edge safety, smart design and technology, and convenient features that help them enjoy the journey of parenthood.

**MSRP (USD)**

29.05

**Retailer**

Institutional

**COUNTRYORIGIN**

USA

**Product Description (English)**

You want to keep your growing child seated securely. Your child, on the other hand, just wants to look cool. The perfect answer for both of you when it comes to a booster: the Evenflo® GoTime™ No Back Booster Seat. Designed for older kids at least 5 years old and weighing 40 to 120 lb who can use an extra boost in the vehicle, this GoTime seat packs a multitude of thoughtful features into a stylish package. The included belt clip helps position the vehicle's belt on the child's shoulder to ensure proper fit. Dual-integrated cup holders keep snacks and drinks close at hand for your child, allowing you to stay focused on the road while driving. The contoured, padded seat keeps your child comfortable on long road trips, and is wipeable, removable and machine-washable for easy cleaning. Comes in a choice of fun colors and patterns to let your child's individuality shine.

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UNDER PENALTY OF LAW THIS TAG NOT TO BE REMOVED EXCEPT BY THE CONSUMER ALL  
NEW MATERIAL consisting of 69% POLYURETHANE FOAM PAD 31% POLYESTER FIBER REG.  
NO. PA 40026 (CN) Certification is made by the manufacturer that the materials in this article are  
described in accordance with law. MADE FOR Evenflo Company, Inc. 1801 Commerce Dr. Piqua, OH  
45356 Date of Delivery Finished size and/or weight Federal RN# MADE IN CHINA 25500290/GBL  
25500290/GB 6/21

**EComInStockIndicator**

No

**EA\_PER\_CS**

4

**CHILD SPECS –**

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**Child Age Minimum**

5

**Child Age Maximum**

12

**Child Age Type**

years

**Child Weight Minimum (lbs.)**

40

**Child Weight Max (lbs.)**

120

**Child Height Max (in.)**

60

**No-Back Booster Weight Limitation**

40-120

**No-Back Booster Height Limitation**

44-60

**No-Back Booster Age Limitation**

5-12 Years Old

**PRODUCT SPECS –**

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**Assembled Width (in.)**

7.44

**Assembled Height (in.)**

7.875

**Assembled Depth (in.)**

15.20

**Assembled Weight (lbs.)**

3.00

**Product Dimensions Assembled**

7.44" W x 15.2" D x 7.875" H

**Package Width (in.)**

19.5

**Package Height (in.)**

8

**Package Depth (in.)**

15.5

**Package Weight (lbs.)**

3.5

**CASE WIDTH**

19.88

**CASE HEIGHT**

16.25

**CASE DEPTH**

30.38

**CASE WEIGHT**

18

**Country of Availability**

United States

**Latch Type**

No

**Batteries Required**

No

**Number of Batteries**

0

**Battery Cell Type**

No Battery Required

**SensorSafe™**

No

**Expiration (Years)**

10

**Warranty Period**

90 Days

**Care**

Read all instructions and warnings on the product, product labels, and instruction manuals before use. Consult your vehicle owner's manual to determine proper placement of child restraint in your vehicle and familiarize yourself with your vehicle's components. Cleaning Instructions: DO NOT lubricate or immerse in water any part of this child restraint, unless rinsing is permitted plastic and metal parts may be wiped clean with mild soap and water and dried with a soft cloth. Do not use abrasive cleaners or solvents. Take care not to damage any labels. The harness can be wiped clean with mild soap and water. Allow harness to air dry. Machine wash the seat pad separately in cold water, delicate cycle. Tumble dry 10 to 15 minutes on low heat. Periodically inspect and clean the restraint's crotch buckle of food, liquids, and other debris to ensure proper latching. Place the buckle in a cup of warm water and gently agitate the buckle back and forth. Press the red button several times while the buckle is in the water. Do not submerge the harness strap. To avoid damage to the buckle, do not clean the buckle with soap or detergents and do not use a lubricant.

**Material/Fabric Type**

Cotton

Polypropylene

Polyester

**SIBLING PRODUCTS**

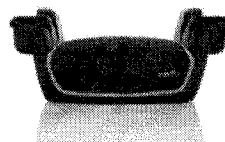
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CS800112439 - GoTime No  
Back Booster Car Seat (Blue  
Astro)



CS800112230 - GoTime No  
Back Booster Car Seat (Static  
Black)



CS800112438 - GoTime No  
Back Booster Car Seat (Amore  
Pink)

**Highlighted Studio & Lifestyle Images**

# **COUNTY OF ALBANY**

## **REQUEST FOR BIDS DEPARTMENT OF PUBLIC WORKS**



**RFB #2026-021**

### **CHILD PASSENGER SAFETY SEATS**

**ALBANY COUNTY DEPARTMENT OF GENERAL SERVICES  
PURCHASING DIVISION  
PAMELA O NEILL, PURCHASING AGENT  
112 STATE STREET, ROOM 820  
ALBANY, NY 12207**

**COUNTY OF ALBANY  
DEPARTMENT OF GENERAL SERVICES PURCHASING DIVISION  
112 STATE STREET, ROOM 820, ALBANY, NY 12207  
TELEPHONE: 518-447-7140/ FAX: 518-447-5588  
Pamela.oneill@albanycountyny.gov**

**TITLE: Child Passenger Safety Seats RFB NUMBER: 2026-021**

**Receipt Confirmation Form**

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

Pamela O Neill  
Purchasing Agent  
County of Albany  
112 State Street, Room 820  
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: \_\_\_\_\_

Address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip Code: \_\_\_\_\_

Contact Person: \_\_\_\_\_

Title: \_\_\_\_\_

Phone Number: \_\_\_\_\_ Fax Number: \_\_\_\_\_ E-Mail: \_\_\_\_\_

If a Bidders/Proposers meeting has been arranged for this Bid/RFP, 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 (check):

Fax Number: \_\_\_\_\_ E-Mail: \_\_\_\_\_

COUNTY OF ALBANY  
DEPARTMENT OF GENERAL SERVICES  
PURCHASING DIVISION  
112 STATE STREET, ROOM 820  
ALBANY, NY 12207

## NON-BIDDER RESPONSE

RFB #2026-021

The Albany County Department of General Services, Purchasing Division, is interested in the reasons why bidders fail to submit bids. Please indicate your reason(s) by checking all appropriate item(s) below and returning this form to the above address.

- ☐ Could not meet specifications or Scope of Services.
- ☐ Items or materials requested not manufactured by us or not available to our company.
- ☐ Insurance requirements are too restricting.
- ☐ Bond requirements are too restricting.
- ☐ Specifications or Scope of Services not clearly understood or applicable (too vague, too rigid, etc.).
- ☐ Project not suited to firm.
- ☐ Quantities too small.
- ☐ Insufficient time allowed for preparation of bid.
- ☐ Other reasons; please state and define:

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Vendor Name: \_\_\_\_\_

Contact Person: \_\_\_\_\_

Vendor Address: \_\_\_\_\_

Vendor Telephone: \_\_\_\_\_

**NOTICE TO BIDDERS -- ALBANY COUNTY**  
**REQUEST FOR BIDS #2026-021**

Sealed Bids for **Child Passenger Safety Seats** as requested by Albany County Department of Public Works will be received by the Albany County Purchasing Agent, Room 820, 112 State Street, Albany, New York 12207 until 11:00 AM, local time on **Thursday, February 26, 2026**

Request for Bid (RFB) documents may be obtained at the office of the Albany County Purchasing Agent, as noted above. RFB documents may be available for download from the Empire State Bid System website at <http://www.empirestatebidsystem.com> starting by close of business (4:30 p.m.) on **February 12, 2026**.

Pamela O Neill  
Purchasing Agent

Dated: Albany, New York  
February 4, 2026

PUBLISH ONE DAY – February 12, 2026-- THE EVANGELIST  
PUBLISH ONE DAY – February 12, 2026-- THE TIMES UNION

**COUNTY OF ALBANY**  
**REQUEST FOR BIDS**  
**GENERAL INSTRUCTIONS TO BIDDERS**

**BID DISTRIBUTION- *IMPORTANT NOTICE***

The County of Albany officially distributes bidding documents through the Purchasing Division Office or through the Empire State Bid System website at <http://www.empirestatebidsystem.com>. Copies of bidding documents obtained from any other source are not considered official documents. Only those vendors who obtain bidding documents from either the Purchasing Division Office or the Empire State Bid System are guaranteed to receive addendum information, if such information is issued.

If you have obtained this document from a source other than the Albany County Purchasing Division or the Empire State Bid System, it is strongly recommended that you obtain an official copy.

**SECTION 1: BID IDENTIFICATION**

- 1.1 Title: **CHILD PASSENGER SAFETY SEATS**
- 1.2 Requesting Department: **PUBLIC WORKS**
- 1.3 Bid Number: **2026-021**

**SECTION 2: PURPOSE**

- 2.1 The intent of these specifications is to furnish information to responsible bidders for the purpose of obtaining bids for **CHILD PASSENGER SAFETY SEATS** as requested by **ALBANY COUNTY DEPARTMENT OF PUBLIC WORKS**.
- 2.2 Minority Business Enterprises (MBE's) and Women Business Enterprises (WBE's) are encouraged to apply.

**SECTION 3: BIDDING DOCUMENTS**

- 3.1 Complete sets of the Bidding Documents may be obtained or examined as stated in the Notice to Bidders.
- 3.2 Complete sets of Bidding Documents must be used in preparing bids. The County does not assume any responsibility for errors or misinterpretations resulting from the use of incomplete sets of Bidding Documents.

**SECTION 4: SUBMISSION OF BIDS**

- 4.1 Bids and any other required documents must be submitted, sealed in an opaque envelope, plainly marked with the name and number of the bid and the name and address of the bidder and accompanied by the required documents. Bids must be received no later than **11:00 A.M. ON Thursday, February 26, 2026**, at the following address:

Pamela O Neill  
Albany County Purchasing Agent  
112 State Street, **Room 820 Please make note of the new room number**  
Albany, NY 12207

- 4.2 All bids received after the time stated in the “Notice to Bidders”, or the bid submission deadline as modified by formal addendum consistent with Section 14 of this Request for Bids, may not be considered and will be returned to the bidder. The bidder assumes the risk of any delay in the mail or in the handling of the mail by employees of Albany County. Whether sent by mail or by means of personal delivery, the bidder assumes responsibility for having his bid deposited on time at the place specified.
- 4.3 Albany County reserves the right to reject any or all bids in whole or in part, to waive any and all informalities, and to disregard all non-conforming, non-responsive or conditional bids.

## **SECTION 5: TERM OF BID**

- 5.1 The bid shall be for the period of **ONE YEAR** from the date of award to date ending. Prices shall remain firm for the entire bid period.
- 5.2 At the end of the initial one year bid period, upon mutual agreement of the County and the Contractor, the agreement may be renewed for one (1) additional year. Renewal of multiple item bid awards shall be contingent upon renewal of all items; partial renewals shall not be accepted by the County.
- 5.3 Pricing shall be firm for the initial contract term; however, should tariffs imposed by the U.S. government materially change, the awarded contractor may request a price adjustment. Such requests must include official documentation verifying the tariff change and will be subject to County approval.

## **SECTION 6: BID SECURITY**

- 6.1 There will be no bid security requested for this bid.

## **SECTION 7: QUALIFICATION OF BIDDER**

- 7.1 No formal written Bidder Qualification questionnaire is being requested for this bid.

7.2 All bidders shall submit the Vendor Responsibility Questionnaire (Attachment “C”) as part of the bid.

7.3 In addition, Albany County may make such investigations it deems necessary to determine the ability of the Bidder to perform the work. The bidder shall furnish to the County, within five (5) days of a request, all such information and data for this purpose as may be requested. The County reserves the right to reject any bid if the information submitted by, or investigation of, a bidder fails to satisfy the County that such bidder is properly qualified to carry out the obligations of the contract and to complete the work contemplated therein. Conditional bids will not be accepted.

## **SECTION 8: NOT IN USE**

## **SECTION 9: DISQUALIFICATION**

9.1 The County reserves the right to refuse to issue Bidding Documents to a prospective bidder should such bidder be in default for any of the following reasons:

- (a) Failure to comply with any pre-qualification regulations of the County, if such regulations are cited, or otherwise included, in the Bidding Documents as a requirement for bidding.
- (b) Bidder’s failure to pay, or satisfactorily settle, all bills due for labor and materials on former contracts in force (with the Owner) at the time the County issues the Bidding Documents to a prospective bidder.
- (c) Bidder’s default under previous contracts with the County.
- (d) Bidder’s unsatisfactory work on previous contracts with the County.

9.2 Bids received from bidders who have previously failed to complete contracts within the time required, or who have previously performed similar work in an unsatisfactory manner, may be rejected. A bid may be rejected if the bidder cannot show that it has the necessary ability, plant and equipment to commence the work at the time prescribed and thereafter to perform and complete the work at the rate or within the time specified. A bid may be rejected if the bidder is already obligated for the performance of other work which would delay the commencement, performance or completion of the work.

9.3 Albany County reserves the right to reject any bid if the information submitted by, or investigation of, such bidder fails to satisfy the County that such bidder is properly qualified to carry out the obligations of the contract and to complete the work contemplated therein.

9.4 Bids will be considered irregular and shall be subject to rejection for the following reasons:

- (a) If the bid is on a form other than that furnished by Albany County, or, if the Albany County's form is altered, or, if any part of the bidding documents is detached.
- (b) If there are unauthorized additions, conditional or alternate pay items, or irregularities of any kind which make the bid incomplete, indefinite, or otherwise ambiguous.
- (c) If the bid is not accompanied by the bid security specified by the Albany County.

## **SECTION 10: NOT IN USE**

## **SECTION 11: NON-COLLUSIVE BIDDING CERTIFICATE**

- 11.1 All bidders bidding under the provisions of the specifications are subject to the provisions of Section 103 of the General Municipal Law of the State of New York. A signed Non-Collusive Bidding Certificate (Attachment "A") is required to be submitted with each bid on the form provided by the County.

## **SECTION 12: BID FORM**

- 12.1 The Bid Form is attached hereto; additional copies may be obtained from the County.
- 12.2 Bids must be made on the Bid Form provided by the County. The Bid Form must be completed in ink or by typewriter. The Bid Form must also be signed by an authorized representative of the bidder.
- 12.3 Bids by corporations must be executed in the corporate name by the president or a vice-president (or other corporate officer accompanied by evidence of authority to sign on behalf of the corporation) and the corporate seal must be affixed by the secretary or an assistant secretary. The corporate address and state of incorporation must be shown below the signature.
- 12.4 Bids by partnerships must be executed in the partnership name and signed by a partner, whose title must appear under the signature. The official address of the partnership must be shown below the signature.
- 12.5 All names must be printed or typed below the signature.
- 12.6 The bid must contain an acknowledgment of receipt of all Addenda (the number of which will be filled in on the Bid Form).
- 12.7 The address to which communications regarding the bid are to be directed must be included on the Bid Form.

## **SECTION 13: EQUIVALENT GOODS**

- 13.1 Manufacturers name brands are listed to indicate minimum requirements and bidding may be on brands listed, (if specified), or equivalent. Specifications shall be furnished by bidder to support equivalency. In the event of any claim by any unsuccessful bidder concerning or relating to the issue of “equal or better” or “or equal”, the successful bidder agrees, that his own cost and expense, to defend such claim or claims and agrees to hold the County of Albany free and harmless from any and all claims for loss or damage arising out of this transaction for any reasons.

## **SECTION 14: SPECIFICATION CLARIFICATION**

- 14.1 All inquiries with respect to this Request for Bids must be directed to the Albany County Purchasing Agent as follows:

Pamela O Neill  
Albany County Purchasing Agent  
112 State Street, **Room 820**  
Albany, NY 12207  
Telephone: (518) 447-7140  
Facsimile: (518) 447-5588  
Email: [pamela.oneill@albanycountyny.gov](mailto:pamela.oneill@albanycountyny.gov)

- 14.2 All questions about the meaning or intent of the specifications must be submitted to the aforementioned designated person in writing. Replies will be issued by Addenda mailed or delivered to all parties recorded as having received the bidding documents. Questions received less than four (4) days prior to the date of submission of bids will not be answered. The County will be bound only by responses given by formal written Addenda.

## **SECTION 15: BID EVALUATION**

- 15.1 Bids shall remain valid until:

- (a) the execution of a contract by Albany County; or
- (b) the award of a purchase order by Albany County; or
- (c) as otherwise rejected by Albany County.

- 15.2 Bids received will be evaluated by Albany County and will be based, as a minimum, upon the following criteria:

- (a) Lowest total bid cost and projected timetable for completion of services and/or delivery of goods described herein;
- (b) Completeness of the bid; and

(c) Bidder's demonstrated capabilities and professional qualifications.

15.3 The County reserves the right to award this contract on a per item or aggregate basis, whichever is most beneficial to the County of Albany. Bidders need not submit bids for all items listed to be eligible for an award of this contract.

15.4 The County reserves the right to purchase items pursuant to General Municipal Law 103 from New York State Contracts, other County, political subdivision or district contracts, or other Governmental Agency or New York State Preferred Sources within its discretion.

## **SECTION 16: MODIFICATION AND WITHDRAWAL OF BIDS**

16.1 Bids may be modified or withdrawn at any time prior to the opening of bids by an appropriate document duly executed (in the manner that a bid must be executed) and delivered to the place where bids are to be submitted.

16.2 If, prior to awarding of the contract or within three days after opening, whichever period is shorter, any bidder files a duly signed written notice with the County and promptly thereafter demonstrates to the reasonable satisfaction of the County that there was a material and substantial mistake in the preparation of its bid, that bidder may withdraw its bid and the bid security will be returned.

## **SECTION 17: AWARD OF BID**

17.1 The apparent successful Bidder will be issued a Notice of Award in the form of an Albany County purchase order.

17.2 No successful bidder to whom a contract or purchase order is let, granted or awarded, shall assign, transfer, convey, sublet, or otherwise dispose of same, or of its right, title, and interest herein, including the performance of the contract or purchase order or the right to receive monies due or to become due, or of its power to execute the contract or purchase order without the prior written consent of the Albany County Purchasing Agent. In the event the contractor shall without prior written consent assign, transfer, convey, sublet or otherwise dispose of the contract or purchase order or of its right, title and interest therein, including the performance of this contract or purchase order, or the right to receive monies due or to become due, or its power to execute such contract or purchase order to any other person or corporations, or upon receipt by Albany County of an attachment against the Successful Bidder, the County of Albany shall be relieved and discharged from any and all liability and obligation growing out of such contract or purchase order to such contractor, and the person or corporation to which such contract or purchase order shall have been assigned, its assignees, transferees or sub lessees shall forfeit and lose all monies theretofore assigned under the contract or purchase order, except so much as may be required to pay its employees.

## **SECTION 18: PERFORMANCE BOND**

18.1 No Performance bond is requested for this bid.

## SECTION 19: INSURANCE REQUIREMENTS

19.1 The successful Bidder will be required to procure and maintain at its own expense the following insurance coverage:

- (a) **Workers' Compensation and Employers Liability Insurance:** A policy or policies providing protection for employees in the event of job-related injuries.
- (b) **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.
- (c) **General Liability Insurance:** A policy or policies of comprehensive all-risk insurance with limits of not less than:

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

19.2 Each policy of insurance required shall be of form and content satisfactory to the Albany County Attorney.

- (a) The insurance policies shall name the County of Albany as certificate holder and primary/non-contributory additional insured on all liability policies. **The bid number must appear on policy.**
- (b) The policy shall not be changed or canceled until the expiration of thirty (30) days after written notice to Albany County. It shall be automatically renewed upon expiration and continued in force unless Albany County is given at least thirty (30) days written notice to the contrary.

19.3 No work shall be commenced under the contract or purchase order until the successful Bidder has delivered to the County Purchasing Agent or his designee proof of issuance of all policies of insurance required by the contract to be procured by the successful Bidder. If at any time, any of said policies shall expire or become unsatisfactory to the County, the successful Bidder shall promptly obtain a new policy and submit proof of insurance of the same to the County for approval. Upon failure of the successful Bidder to furnish, deliver

and maintain such insurance as above provided, the contract or purchase order may, at the election of the County, be forthwith declared suspended, discontinued or terminated. Failure of the successful Bidder to procure and maintain any required insurance shall not relieve the successful Bidder from any liability under the contract, nor shall the insurance requirements be construed to conflict with the obligations of the successful Bidder concerning indemnification.

## **SECTION 20: INDEMNIFICATION**

- 20.1 The successful Bidder shall defend, indemnify and save harmless the County, its employees and agents, from and against all claims, damages, losses and expenses (including, without limitation, reasonable attorneys' fees) arising out of, or in consequence of, any negligent or intentional act or omission of the successful Bidder, its employees or agents, to the extent of its or their responsibility for such claims, damages, losses and expenses.

## **SECTION 21: REMEDY FOR BREACH**

- 21.1 In the event of a breach by CONTRACTOR, CONTRACTOR 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 contractor to satisfactorily complete the contract work, together with the COUNTY's own costs incurred in procuring a substitute contractor.

## **SECTION 22: DELIVERY AND PAYMENT**

- 22.1 All bid prices shall include freight and shall be quoted F.O.B. destination.
- 22.2 Albany County operates a formal Purchase Order System. Under **NO** circumstances will the vendor or contractor be paid without a purchase order. Contractor shall deliver only the items specified on the purchase order. Any Contractor who delivers items which are not ordered, or who duplicates or overships items, does so entirely at his own expense. Such shipments will be at no cost or responsibility to Albany County.
- 22.3 All deliveries shall be made within ten (10) business days of vendor's receipt of purchase order, unless otherwise specified in this Request for Bids, or as otherwise agreed upon between the vendor and the Purchasing Division.
- 22.4 Unless otherwise specified by the County, inside delivery is required. Some delivery locations are not equipped with loading docks and no additional compensation shall be paid to vendors for inside delivery at those locations.
- 22.5 Orders will be placed on an "as-needed" basis by Albany County departments. There are to be no minimum order amounts required. Bids stipulating minimum quantity or dollar value orders will not be considered.

22.6 Prior to payment, the items furnished and or work performed will be inspected by the Purchasing Agent or his designee to determine their conformity to specification. No payment will be made for items or work not meeting specification.

22.7 ALBANY COUNTY IS NOT SUBJECT TO FEDERAL, STATE OR LOCAL TAXES.

#### **SECTION 23: CASH DISCOUNT**

23.1 Cash discounts may be offered by a bidder for prompt payment of bills, but such cash discounts will not be taken into consideration in determining the low bidder.

23.2 For purposes of any applicable cash discount, the payment date shall be calculated from the receipt of invoice or final acceptance of the goods, whichever is later.

#### **SECTION 24: EXTENSION OF BIDS TO ALL POLITICAL SUBDIVISIONS AND AUTHORIZED DISTRICTS LOCATED IN THE STATE OF NEW YORK**

24.1 It is the intent of this Request For Bids that all political subdivisions, and districts located in the State of New York, be entitled to make purchases of materials, equipment or supplies from the resulting the bid award.

24.2 No officer, board or agency of a county, town, village, or school district shall make any purchase through the County when bids have been received for such purchase by such officer, board or agency, unless such purchase may be made upon the same terms, conditions and specifications at a lower price through the County.

24.3 All purchases shall be subject to audit and inspection by the other political subdivisions for which the purchase was made.

24.4 All orders will be placed by the participating entities. Each participating entity shall be billed by and make payment directly to the successful Bidder.

24.5 Upon request, participating entities must furnish the successful Bidder with the proper tax exemption certificates or documentation of tax exempt status. (Purchase orders should have this information and be retained for documenting the tax exempt sale.)

24.6 The sole responsibility in regard to performance of the bid, or any obligation, covenant, condition or term thereunder by the successful Bidder and the participating entities will be borne and is expressly assumed by the successful Bidder and the participating entities and not by Albany County. In the event of a failure or breach in performance of any such bid by a participating entity or the successful Bidder, Albany County, specifically and expressly disclaims any and all liability for such defective performance or breach, or failure of either party to perform in accordance with its obligations, covenants and the terms and conditions of this Albany County centralized bid.

## **SECTION 25: MACBRIDE PRINCIPLES**

- 25.1 Contractor/Proposer hereby represents that said contractor/proposer is in compliance with the MacBride Principles of Fair Employment as set forth in Albany County Local Law No. [3] for 1993, in that said contractor/proposer either (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 their 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 section 4 of Local Law No. [3] in 1993, including, but not limited to, imposing sanctions, seeking compliance, recovering damages, declaring the contract/proposer in default and/or seeking debarment or suspension of the contractor/proposer.
- 25.2 In the case of a contract which must be let by competitive sealed bidding, whenever the lowest bidder has not agreed to stipulate to the conditions set forth in this section, and another bidder who has agreed to stipulate to such conditions has submitted a bid within five percent of the lowest bid for a contract to supply goods, services or construction of comparable quality, the contracting entity shall refer the contract to the County Legislature, which shall determine whether the lowest bidder is responsible. In making such determination, the County Legislature may consider, as a factor bearing on responsibility, whether the lowest bidder discriminates in employment in Northern Ireland.
- 25.3 As used in this section, the term “contract” shall not include contracts with government and non-profit organizations, contracts awarded pursuant to an emergency procurement procedure or contracts, resolutions, indentures, declarations of trust or other instruments of authorizing or relating to the authorization, issuance, award, sale or purchase or bonds, certificates of indebtedness, notes or other fiscal obligations of the County, provided that the policies of this section shall be considered when selecting managing underwriters in connection with such activities.
- 25.4 The provisions of this section shall not apply to contracts for which the County receive funds administered by the United States Department of Transportation, except to the extent Congress has directed that the Department of Transportation not withhold funds from states and localities that choose to implement selective purchasing policies based on agreement to comply with the MacBride Principles, or to the extent that such funds are not otherwise withheld by the Department of Transportation.

## **SECTION 26: NOT IN USE**

## **SECTION 27: NOT IN USE**

## **SECTION 28: NOT IN USE**

## **SECTION 29: ANTI DISCRIMINATION CLAUSE**

29.1 In accordance with Article 15 of N.Y. EXECUTIVE LAW (also known as the Human Rights Law) and all other State and Federal statutory and constitutional non-discrimination provisions, the Contractor agrees that neither it nor any of its County-approved subcontractors shall, by reason of age, race, creed, color, national origin, sexual orientation, gender identity or expression, military status, sex, disability, predisposing genetic characteristics, familial status, marital status, or status as a victim of domestic violence, 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.

## **SECTION 30: NOT IN USE**

## **SECTION 31: INTERPRETATION**

31.1 In the event of any discrepancy, disagreement or ambiguity among the documents which comprise this RFB, and/or, the Agreement (between the County and the successful bidder/proposer) and its incorporated documents, the documents shall be given preference in the following order to interpret and to resolve such discrepancy, disagreement or ambiguity: 1) the Agreement; 2) the RFB; 3) the Contractor's bid.

## **SECTION 32: NON APPROPRIATIONS CLAUSE**

32.1 Notwithstanding anything contained herein to the contrary, no default shall be deemed to occur in the event no funds or insufficient funds are appropriated and budgeted by or are otherwise unavailable to the County for payment under this Agreement. The County will immediately notify the Contractor of such occurrence and this Agreement shall terminate on the last day of the fiscal period for which appropriations were received without penalty or expense to the County of any kind whatsoever, except as to those portions herein agreed upon for which funds shall have been appropriated and budgeted.

## **SECTION 33: IRANIAN ENERGY SECTOR DIVESTMENT**

33.1 Contractor/Proposer hereby represents that said Contractor/Proposer is in compliance with New York State General Municipal Law Section 103-g entitled "Iranian Energy Sector Divestment", in that said Contractor/Proposer 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.

33.2 Any Contractor/Proposer who has undertaken any of the above and is identified on a list created pursuant to Section 165-a (3)(b) of the New York State Finance Law as a person engaging in investment activities in Iran, shall not be deemed a responsible bidder pursuant to Section 103 of the New York State General Municipal Law.

33.3 Except as otherwise specifically provided herein, every Contractor/Proposer submitting a bid/proposal in response to this Request for Bids/Request for Proposals must certify and affirm the following under penalties of perjury:

- (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 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 NYS Finance Law Section 165-a (3)(b).”

Albany County will accept this statement electronically in accordance with the provisions of Section 103 of the General Municipal Law.

33.4 Except as otherwise specifically provided herein, any Bid/Proposal that is submitted without having complied with subdivision (a) above, shall not be considered for award. In any case where the Bidder/Proposer cannot make the certification as set forth in subdivision (a) above, the Bidder/Proposer shall so state and shall furnish with the bid a signed statement setting forth in detail the reasons therefor. The County reserves its rights, in accordance with General Municipal Law Section 103-g to award the Bid/Proposal to any Bidder/Proposer who cannot make the certification, on a case-by-case basis 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 County of Albany has made a determination that the goods or services are necessary for the County to perform its functions and that, absent such an exemption, the County of Albany would be unable to obtain the goods or services for which the Bid/Proposal is offered. Such determination shall be made by the County in writing and shall be a public document.

**SECTION 34: NOT IN USE.**

**SECTION 35: NOT IN USE**

**County of Albany  
Request for Bids 2026  
Child Passenger Safety Seats**

**Detailed Specifications**

**General**

It is the intent of these specifications to describe the County's requirements for Child Passenger Safety Seats.

Bidding shall be on brands specified, or equal. Manufacturer and model numbers are provided to establish the level of quality and functionality required by the County. Bids for equivalent items will be considered; bidder shall provide manufacturer's descriptive literature to support claims of equivalency.

**Item #1    Evenflo Titan 65 Convertible Child Safety Seat or equal  
Manufacturer Model #CS200312198**

Minimum Requirements:

- 5-Point harness system
- Harness system rated 5-40 pounds in rear facing mode and at least 30 pounds and up to 65 pounds in forward facing mode
- 6 Sets of harness slots
- Front pull harness adjuster
- Top harness height 19" Minimum
- Must be able to be used without the tether strap attached

**Item #2      Evenflo Securekid  
Combination Child Safety/ Booster Seat or equal  
Model #CS500412198**

Minimum Requirements:

- 5-Point harness system
- Harness system rated to a minimum weight of at least 30 pounds and up to 65 pounds as child safety seat  
And at least of minimum weight of 40 pounds and up to 110 pounds as booster seat
- Front pull harness adjuster
- Top harness slot 17" Minimum
- Must be able to be used without the tether strap attached
- Must have adjustable head support

**Item #3      Evenflo Go Time High Back Booster Seat or equal  
Manufacturer Model #CS700212198**

Minimum Requirements:

- Rated for children to 120 pounds and to 57 inches tall
- Must be able to be used on a low back vehicle seat

**Item #4      Evenflo LiteMax #CS100112042**

Minimum Requirements:

- 5-Point harness system
- Must have stay-in car base with a seat belt lock off
- Must have a minimum 4 position adjustable recline arm on the base
- Must have a front pull adjuster on the carrier
- Carry handle must be able to be used in vehicle in full upright position
- Must have a maximum height limit of 32 inches
- Must have a minimum weight limit of 3 pounds

**Item#5      Evenflo Go Time Backless Booster  
Booster Seat Model #CS800114198 or equal**

Minimum Requirements:

- Rated for children to 110 pounds and to 57 inches tall

**Purchase Quantity and Terms**

The bid form indicates anticipated quantities which will be ordered upon award of the bid. Actual purchase quantities may vary based upon availability of funds.

The County reserves the right to purchase additional units, in any quantity, at the awarded bid prices, throughout the term of the bid and any renewal options exercised.

Bid pricing shall be F.O. B. destination with no additional freight or delivery charges to the County.

**Projected Purchases with Estimated Prices for 2026**

| <b>Item</b>                                                                                                                  | <b>Quantity</b> | <b>Estimated Unit Cost</b> | <b>Total Cost</b>  |
|------------------------------------------------------------------------------------------------------------------------------|-----------------|----------------------------|--------------------|
| Evenflo LiteMax<br><b>#CS100112042</b><br>Front pull harness<br>adjuster, minimum of 4<br>position adjustable<br>recline arm | 110             | \$127.69                   | \$14,045.90        |
| Evenflo Securekid<br>Combination Forward<br>Facing Child Safety Seat/<br>Booster Seat<br><b>#CS500412198</b>                 | 60              | \$105.69                   | 6,341.40           |
| Evenflo Titan 65<br>Convertible Child Safety<br>Seat w/ 5 Point Harness<br><b># CS200312198</b>                              | 110             | \$84.69                    | \$9,315.90         |
| Evenflo Go Time High<br>back Booster Seat<br><b>#CS700212198</b>                                                             | 40              | \$41.69                    | 1,667.60           |
| Evenflo Amp Backless<br>Booster Seat<br><b>#CS800114198</b>                                                                  | 30              | \$24.69                    | \$740.70           |
| <b>Totals Before Shipping<br/>Costs</b>                                                                                      | <b>310</b>      |                            | <b>\$32,111.50</b> |

# COUNTY OF ALBANY

## BID FORM

### BID IDENTIFICATION:

Title: Child Passenger Safety Seats  
Bid Number: 2026-021

### THIS BID IS SUBMITTED TO:

Pamela O Neill, Purchasing Agent  
Albany County Department of General Services  
Purchasing Division  
112 State Street, Room 820  
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

(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:
- \_\_\_\_\_
- \_\_\_\_\_
- \_\_\_\_\_
- Phone: \_\_\_\_\_ Fax: \_\_\_\_\_
- E-mail: \_\_\_\_\_
8. Terms used in this Bid have the meanings assigned to them in the Contract and General Provisions.

**BID IDENTIFICATION:**

Title: Child Passenger Safety Seats  
Bid Number: 2026-021

**Item #1    Evenflo Titan 65 Convertible Child Safety Seat or equal**

**Manufacturer Model #CS200312198**                      \$ \_\_\_\_\_/EA

**Item #2      Evenflo Securekid**

**Combination Child Safety/ Booster Seat or equal**

**Model #CS500412198** \$\_\_\_\_\_/EA

**Item #3    Evenflo Go Time High Back Booster Seat or equal**

**Manufacturer Model #CS700212198** \$\_\_\_\_\_ /EA

**Item #4 Evenflo LiteMax #CS100112042**

\$\_\_\_\_\_/EA

**Item#5    Evenflo Go Time Backless Booster**

**Booster Seat Model #CS800114198 or equal** \$\_\_\_\_\_/EA

**BF3**

**BID FORM**

**BID IDENTIFICATION:**

Title: Child Passenger Safety Seats  
Bid Number: 2026-021

**COMPANY:** \_\_\_\_\_

**ADDRESS:** \_\_\_\_\_

**CITY, STATE, ZIP:** \_\_\_\_\_

**TEL. NO.:** \_\_\_\_\_

**FAX NO.:** \_\_\_\_\_

**FEDERAL TAX ID NO.:** \_\_\_\_\_

**REPRESENTATIVE:** \_\_\_\_\_

**E-MAIL:** \_\_\_\_\_

**SIGNATURE AND TITLE** \_\_\_\_\_

**DATE** \_\_\_\_\_

**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

---

Title

---

Date

---

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:

STATE OF \_\_\_\_\_ )  
COUNTY OF \_\_\_\_\_ ) SS.:

On this \_\_\_\_\_ day of \_\_\_\_\_, 200\_\_, before me personally appeared \_\_\_\_\_ to me known, who, being by me sworn, did say that he resides at (give address) \_\_\_\_\_; that he is the (give title) \_\_\_\_\_ of the (name of corporation) \_\_\_\_\_, 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.

\_\_\_\_\_

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:<br><input type="checkbox"/> PRIME CONTRACTOR                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                    |       |                                                     |                |
| 2. VENDOR’S LEGAL BUSINESS NAME                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                               |       | 3. IDENTIFICATION NUMBERS<br>a) FEIN #<br>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                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                      |       | 7. TELEPHONE NUMBER                                 | 8. FAX NUMBER  |
| 9. ADDRESS OF PRIMARY PLACE OF BUSINESS/EXECUTIVE OFFICE<br><i>IN NEW YORK STATE, if different from above</i>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                 |       | 10. TELEPHONE NUMBER                                | 11. FAX NUMBER |
| 12. AUTHORIZED CONTACT FOR THE QUESTIONNAIRE<br><br>Name<br><br>Title<br><br>Telephone Number<br><br>Fax Number<br><br>e-mail                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                 |       |                                                     |                |
| 13. LIST ALL OF THE VENDOR’S PRINCIPAL OWNERS.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                |       |                                                     |                |
| a) NAME                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                       | 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. <span style="float: right;"> <input type="checkbox"/> Yes    <input type="checkbox"/> No         </span>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                             |       |                                                     |                |
| 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: <div style="margin-top: 10px;"> <div style="display: flex; justify-content: space-between;"> <div style="width: 80%;">           a) An elected or appointed public official or officer?<br/> <i>List each individual’s name, business title, the name of the organization and position elected or appointed to, and dates of service</i> </div> <div style="width: 15%; text-align: right;"> <input type="checkbox"/> Yes    <input type="checkbox"/> No           </div> </div> <div style="margin-top: 10px;"> <div style="display: flex; justify-content: space-between;"> <div style="width: 80%;">           b) An officer of any political party organization in Albany County, whether paid or unpaid?<br/> <i>List each individuals name, business title or consulting capacity and the official political position held with applicable service dates.</i> </div> <div style="width: 15%; text-align: right;"> <input type="checkbox"/> Yes    <input type="checkbox"/> No           </div> </div> </div> </div> |       |                                                     |                |

|     |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                    |                                                                                                                                                                                  |
|-----|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| 16. | <p>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:</p>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                      |                                                                                                                                                                                  |
| a)  | <p>1. been suspended, debarred or terminated by a local, state or federal authority in connection with a contract or contracting process;</p> <p>2. been disqualified for cause as a bidder on any permit, license, concession franchise or lease;</p> <p>3. entered into an agreement to a voluntary exclusion from bidding/contracting;</p> <p>4. had a bid rejected on an Albany County contract for failure to comply with the MacBride Fair Employment Principles;</p> <p>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;</p> <p>6. had status as a Women's Business Enterprise, Minority Business Enterprise or Disadvantaged Business Enterprise, de-certified, revoked or forfeited;</p> <p>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;</p> <p>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</p> <p>9. had a local, state or federal government contract suspended or terminated for cause prior to the completion of the term of the contract.</p> | <input type="checkbox"/> Yes <input type="checkbox"/> No                                                                                                                         |
| b)  | <p>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?</p>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                   | <input type="checkbox"/> Yes <input type="checkbox"/> No                                                                                                                         |
| c)  | <p>been issued a citation, notice, violation order, or are pending an administrative hearing or proceeding or determination of violations of:</p> <p>1. federal, state or local health laws, rules or regulations.</p>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                             | <input type="checkbox"/> Yes <input type="checkbox"/> No                                                                                                                         |
| 17. | <p>IN THE PAST THREE (3) YEARS, HAS THE VENDOR OR ITS AFFILIATES <b>H</b>AD ANY CLAIMS, JUDGMENTS, INJUNCTIONS, LIENS, FINES OR PENALTIES SECURED BY ANY GOVERNMENTAL AGENCY?</p> <p>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."</p>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                    | <input type="checkbox"/> Yes <input type="checkbox"/> No                                                                                                                         |
| 18. | <p>DURING THE PAST THREE (3) YEARS, HAS THE VENDOR FAILED TO:</p> <p>a) file returns or pay any applicable federal, state or city taxes?<br/><b>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.</b></p> <p>b) file returns or pay New York State unemployment insurance?<br/><b>Indicate the years the vendor failed to file/pay the insurance and the current status of the liability.</b></p> <p>c) Property Tax<br/><b>Indicate the years the vendor failed to file.</b></p>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                  | <input type="checkbox"/> Yes <input type="checkbox"/> No<br><input type="checkbox"/> Yes <input type="checkbox"/> No<br><input type="checkbox"/> Yes <input type="checkbox"/> No |
| 19. | <p>HAVE ANY BANKRUPTCY PROCEEDINGS BEEN INITIATED BY OR AGAINST THE VENDOR OR ITS AFFILIATES <b>I</b> 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?</p> <p>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.</p>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                      | <input type="checkbox"/> Yes <input type="checkbox"/> No                                                                                                                         |
| 20. | <p>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.</p>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                | <input type="checkbox"/> Yes <input type="checkbox"/> No                                                                                                                         |

|                                                                                                                                                                                                                        |                                                                                                                          |                              |                             |
|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--------------------------------------------------------------------------------------------------------------------------|------------------------------|-----------------------------|
| 21.                                                                                                                                                                                                                    | IN THE PAST FIVE (5) YEARS, HAS THE VENDOR OR ANY AFFILIATES <sup>1</sup> :                                              | <input type="checkbox"/> Yes | <input type="checkbox"/> 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 #

State of:                     )  
                                      ) ss:  
County of:                   )

**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

Signature of Owner \_\_\_\_\_

Address

Printed Name of Signatory \_\_\_\_\_

City, State, Zip

Title

Sworn before me this \_\_\_\_ day of \_\_\_\_\_, 20\_\_;

\_\_\_\_\_  
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

\_\_\_\_\_  
Title

\_\_\_\_\_  
Date

\_\_\_\_\_  
Company Name

**Contract #:** 2026-0280

---

**Contract Type:** standard

---

**Contract Action:** new

---

**Procurement Type:** Bid

---

**Department:** Water Purification District G8130

---

**Date Submitted:** 02/24/2026

---

**Contact Person:** [Angelo Gaudio],[Dell Langlois],[Tracy Mayer]

**Contact Phone:** (518)447-1624,(518)447-1618,(518)447-1613

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**Vendor Info:** Bearing Distributors, Inc.

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**Estimated Amount:** 75000.00

---

**Scope of Services:** Bearings and Seals

---

**Budget Line Item:** G98130.44070

---

**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         | Bruce A. Hidley     | Joanne Cunningham, Chairwoman |
| Albany County Executive | Albany County Clerk | 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.albanycountyny.gov](http://www.albanycountyny.gov)

COMMISSION

DENNIS RIGOSU  
CHAIRMAN

NICHOLAS W. FOGLIA  
MAGGIE ALIX  
CHARLES G. CARLUCCIO  
GARRY NATHAN

ANGELO GAUDIO, P.E.  
EXECUTIVE DIRECTOR

February 24, 2026

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

Hon. Joanne Cunningham  
Chairwoman  
Albany County Legislature  
112 State Street – Suite 710  
Albany, NY 12207

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

**Re: RFB-2026-005 Bearings & Seals  
Bearings Distributors, Inc.**

Dear Contract Administration Board:

The Water Purification District is requesting contract authorization with Bearings Distributors, Inc. (BDI) in the amount of \$75,000 for the supply of bearings and seals for the District's North and South Plants. The contract term is for a one (1) year period from the date of award with the option for two (2) consecutive one (1) year renewals.

Four (4) bids were received in response to the above subject RFB and BDI was determined to be the lowest responsible bidder. The bid tabulation, District's recommendation memo and Purchasing Department's concurrence memo are attached herein.

Fiscal Impact: 100% County Funded.

Budget Line Item: G98130.44070 Equipment Repair

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

Sincerely,

A handwritten signature in black ink, appearing to read "Angelo Gaudio". The signature is fluid and cursive, with the first name "Angelo" being more prominent than the last name "Gaudio".

Angelo Gaudio, P.E.  
Executive Director

AG:dal

Enc: Bid Tabulation

District Recommendation Memo

Purchasing Department Concurrence Memo

cc: Wesley Hartmann, Senior Operations Analyst  
Alex Dott, Senior Budget Analyst

**Bid #2026-005 Bid Tabulation  
Bearings and Seals**

| Vendor |                            | Beardslee | BDI       | Advanced Auto | NAPA      |
|--------|----------------------------|-----------|-----------|---------------|-----------|
| Seals  | Item Quoted (Mfg. and P/N) | Bid Price | Bid Price | Bid Price     | Bid Price |
| 450869 |                            | 23.15     | 23.32     |               | \$5.76    |
| 470163 |                            | 19.49     | 6.12      | 6.10          | \$8.24    |
| 472164 |                            | 18.89     | 10.12     | 12.66         | \$14.31   |
| 450316 |                            | 23.43     | 16.00     | 12.66         | \$19.95   |

**\*Please indicate if percentage is a discount or a markup with a "-" or a "+"**

|                    |                 |      |         |          |  |
|--------------------|-----------------|------|---------|----------|--|
| National Oil Seals | Discount/Markup | Plus | 12.000% | -50.000% |  |
| C.R. Seals         | Discount/Markup |      | 12.000% | -50.000% |  |
| TSM                | Discount/Markup | Plus | 12.000% | -50.000% |  |
| HARWAL             | Discount/Markup |      | 12.000% | -50.000% |  |

| Single Row Bearings | Item Quoted (Mfg. and P/N) | Bid Price | Bid Price | Bid Price | Bid Price |
|---------------------|----------------------------|-----------|-----------|-----------|-----------|
| SKF-6014-2ZJEM      |                            | \$76.04   | \$5.63    |           |           |
| Nachi-6309-ZZE      |                            | \$49.59   | \$4.29    |           |           |
| SKF63092ZNRJEM      |                            | \$151.94  | \$28.68   |           |           |
| MRC-5216-CFF        |                            | \$397.16  | \$183.61  |           |           |
| MRC-214-MFF         |                            | \$179.75  | \$145.19  |           |           |
| 6205-2RSJEM         |                            | \$20.09   | \$1.37    | \$12.99   |           |
| 6205                |                            | \$19.52   | \$0.76    | \$15.05   |           |

|            |  |          |          |         |  |
|------------|--|----------|----------|---------|--|
| 204SFF     |  | \$19.49  | \$0.65   | \$17.71 |  |
| 211SFF     |  | \$51.89  | \$0.46   |         |  |
| 304SFF     |  | \$20.61  | \$1.86   | \$36.17 |  |
| 311SFF     |  | \$80.48  | \$6.90   |         |  |
| 404SF      |  | \$218.41 | \$193.27 |         |  |
| 411S       |  | \$207.82 | \$164.26 |         |  |
| 6203-2ZJEM |  | \$18.71  | \$0.91   | \$7.77  |  |
| 6203       |  | \$17.62  | \$1.03   | \$11.84 |  |

**\*Please indicate if percentage is a discount or a markup with a "-" or a "+"**

|        |                 |      |         |          |  |
|--------|-----------------|------|---------|----------|--|
| SKF    | Discount/Markup | Plus | 12.000% | -50.000% |  |
| MRC    | Discount/Markup | Plus | 12.000% | -50.000% |  |
| FAG    | Discount/Markup |      | 12.000% | -50.000% |  |
| FAFNIR | Discount/Markup |      | 12.000% | -50.000% |  |
| NACHI  | Discount/Markup |      | 12.000% | -50.000% |  |
| EBC    | Discount/Markup |      | 12.000% | -50.000% |  |
| NTN    | Discount/Markup | Plus | 12.000% | -50.000% |  |
| KOYO   | Discount/Markup |      | 12.000% | -50.000% |  |

**\*Please indicate if percentage is a discount or a markup with a "-" or a "+"**

Bid #2026-005 Bid Tabulation  
Bearings and Seals

| Vendor                                                                       |                            | Beardslee | BDI       | Advanced Auto | NAPA      |
|------------------------------------------------------------------------------|----------------------------|-----------|-----------|---------------|-----------|
|                                                                              |                            |           |           |               |           |
| Double Row Bearings                                                          | Item Quoted (Mfg. and P/N) | Bid Price | Bid Price | Bid Price     | Bid Price |
| MRC-5314-MF                                                                  |                            | \$345.87  | \$261.12  |               |           |
| 5206CFF                                                                      |                            | \$86.57   | \$3.13    |               |           |
| 5306CFF                                                                      |                            | \$96.16   | \$4.57    |               |           |
| 5408C                                                                        |                            | \$401.18  | \$264.03  |               |           |
| *Please indicate if percentage is a discount or a markup with a "-" or a "+" |                            |           |           |               |           |
| SKF                                                                          | Discount/Markup            |           | 12.000%   | -50.000%      |           |
| MRC                                                                          | Discount/Markup            | Plus      | 12.000%   | -50.000%      |           |
| FAG                                                                          | Discount/Markup            |           | 12.000%   | -50.000%      |           |
| FAFNIR                                                                       | Discount/Markup            |           | 12.000%   | -50.000%      |           |
| CONSOLIDATED                                                                 | Discount/Markup            |           | 12.000%   | -50.000%      |           |
| NTN                                                                          | Discount/Markup            | Plus      | 12.000%   | -50.000%      |           |
| NACHI                                                                        | Discount/Markup            |           | 12.000%   | -50.000%      |           |
| *Please indicate if percentage is a discount or a markup with a "-" or a "+" |                            |           |           |               |           |
|                                                                              |                            |           |           |               |           |
| Angular Contact Bearings                                                     | Item Quoted (Mfg. and P/N) | Bid Price | Bid Price | Bid Price     | Bid Price |
| 206R                                                                         |                            | \$ 21.53  | \$227.86  |               |           |
| 306R                                                                         |                            | \$ 27.39  | \$42.76   |               |           |
| *Please indicate if percentage is a discount or a markup with a "-" or a "+" |                            |           |           |               |           |
| SKF                                                                          | Discount/Markup            | Plus      | 12.000%   |               |           |
| MRC                                                                          | Discount/Markup            |           | 12.000%   |               |           |
| FAG                                                                          | Discount/Markup            |           | 12.000%   |               |           |
| FAFNIR                                                                       | Discount/Markup            |           | 12.000%   |               |           |
| *Please indicate if percentage is a discount or a markup with a "-" or a "+" |                            |           |           |               |           |
|                                                                              |                            |           |           |               |           |
| Tapered Roller Bearings                                                      | Item Quoted (Mfg. and P/N) | Bid Price | Bid Price | Bid Price     | Bid Price |
| LM11949                                                                      |                            | \$22.52   | \$0.89    | \$8.87        | \$8.93    |
| LM11910                                                                      |                            | \$18.19   | \$0.38    | \$5.72        | \$8.81    |
| JHM522649                                                                    |                            | \$281.76  | \$165.53  |               |           |
| JHM522610                                                                    |                            | \$137.10  | \$79.54   |               |           |
| 98400                                                                        |                            | \$442.93  | \$398.12  |               |           |
| 98788                                                                        |                            | \$249.98  | \$221.62  |               |           |
| *Please indicate if percentage is a discount or a markup with a "-" or a "+" |                            |           |           |               |           |
| TIMKIN                                                                       | Discount/Markup            |           | 12.000%   | -50.000%      |           |
| BOWER                                                                        | Discount/Markup            |           | 12.000%   | -50.000%      |           |
| NTN                                                                          | Discount/Markup            | Plus      | 12.000%   | -50.000%      |           |
| EBC                                                                          | Discount/Markup            |           | 12.000%   | -50.000%      |           |

Bid #2026-005 Bid Tabulation  
Bearings and Seals

| Vendor                                                                              |                                   | Beardslee        | BDI              | Advanced Auto    | NAPA             |
|-------------------------------------------------------------------------------------|-----------------------------------|------------------|------------------|------------------|------------------|
| <b>Flange Mounted Bearings</b>                                                      | <b>Item Quoted (Mfg. and P/N)</b> | <b>Bid Price</b> | <b>Bid Price</b> | <b>Bid Price</b> | <b>Bid Price</b> |
| NICE-N-6908-TNTG18                                                                  |                                   | \$46.37          | \$30.41          |                  |                  |
| FX3-U216N                                                                           |                                   | \$89.27          | \$4.30           |                  | \$46.76          |
| F3-U216N                                                                            |                                   | \$89.27          | \$4.33           |                  | \$43.07          |
| F3-U231N                                                                            |                                   | \$362.00         | \$9.40           |                  | \$84.12          |
| <b>*Please indicate if percentage is a discount or a markup with a "-" or a "+"</b> |                                   |                  |                  |                  |                  |
| LINKBELT                                                                            | Discount/Markup                   |                  | 12.000%          | -50.000%         |                  |
| DODGE                                                                               | Discount/Markup                   | Plus             | 12.000%          | -50.000%         |                  |
| NICE                                                                                | Discount/Markup                   | Plus             | 12.000%          | -50.000%         |                  |
| EBC                                                                                 | Discount/Markup                   |                  | 12.000%          | -50.000%         |                  |
| <b>Pillow Block Bearings</b>                                                        | <b>Item Quoted (Mfg. and P/N)</b> |                  |                  |                  |                  |
| <b>*Please indicate if percentage is a discount or a markup with a "-" or a "+"</b> |                                   |                  |                  |                  |                  |
| LINKBELT                                                                            | Discount/Markup                   | Plus             | 12.000%          | -50.000%         |                  |
| DODGE                                                                               | Discount/Markup                   | Plus             | 12.000%          | -50.000%         |                  |
| EBC                                                                                 | Discount/Markup                   |                  | 12.000%          | -50.000%         |                  |
| MOLINE                                                                              | Discount/Markup                   |                  | 12.000%          | -50.000%         |                  |
| <b>Sheaves</b>                                                                      | <b>Item Quoted (Mfg. and P/N)</b> | <b>Bid Price</b> | <b>Bid Price</b> | <b>Bid Price</b> | <b>Bid Price</b> |
| 1B66TB                                                                              |                                   | \$95.54          | \$38.55          |                  |                  |
| 3B66TB                                                                              |                                   | \$149.55         | \$63.93          |                  |                  |
| <b>*Please indicate if percentage is a discount or a markup with a "-" or a "+"</b> |                                   |                  |                  |                  |                  |
| DODGE                                                                               | Discount/Markup                   |                  | 12.000%          |                  |                  |
| MARTIN                                                                              | Discount/Markup                   | Plus             | 12.000%          |                  |                  |
| MASKA                                                                               | Discount/Markup                   |                  | 12.000%          |                  |                  |
| POWER DRIVE                                                                         | Discount/Markup                   |                  | 12.000%          |                  |                  |
| <b>Sprockets</b>                                                                    | <b>Item Quoted (Mfg. and P/N)</b> | <b>Bid Price</b> | <b>Bid Price</b> | <b>Bid Price</b> | <b>Bid Price</b> |
| 60B19                                                                               |                                   | \$76.95          | \$14.33          | -50.000%         |                  |
| 60B80                                                                               |                                   | \$374.18         | \$138.01         | -50.000%         |                  |
| <b>*Please indicate if percentage is a discount or a markup with a "-" or a "+"</b> |                                   |                  |                  |                  |                  |
| DODGE                                                                               | Discount/Markup                   |                  | 12.000%          | -50.000%         |                  |
| MARTIN                                                                              | Discount/Markup                   |                  | 12.000%          | -50.000%         |                  |
| EBC                                                                                 | Discount/Markup                   |                  | 12.000%          | -50.000%         |                  |
| IWIS                                                                                | Discount/Markup                   |                  | 12.000%          | -50.000%         |                  |
| UST                                                                                 | Discount/Markup                   | Plus             | 12.000%          | -50.000%         |                  |
| BROWNING                                                                            | Discount/Markup                   |                  | 12.000%          | -50.000%         |                  |
| <b>*Please indicate if percentage is a discount or a markup with a "-" or a "+"</b> |                                   |                  |                  |                  |                  |

Bid #2026-005 Bid Tabulation  
Bearings and Seals

| Vendor                                                                                           |                                                             | Beardslee        | BDI              | Advanced Auto    | NAPA             |
|--------------------------------------------------------------------------------------------------|-------------------------------------------------------------|------------------|------------------|------------------|------------------|
|                                                                                                  |                                                             |                  |                  |                  |                  |
| <b>IDLER BEARINGS (75MM)</b>                                                                     | <b>DESCRIPTION</b>                                          | <b>Bid Price</b> | <b>Bid Price</b> | <b>Bid Price</b> | <b>Bid Price</b> |
| Dodge CH4S-215-USAF                                                                              | Bearing Housing, USAF 200 4-Bolt Closed End, 316SS Hardware | \$359.06         | \$272.23         |                  |                  |
| Dodge H4S-215-USAF                                                                               | Bearing Housing, USAF 200 4-Bolt Open End, 316SS Hardware   | \$319.70         | \$250.79         |                  |                  |
| Dodge / NACHI 22215C3 / 22215EXW33C3                                                             | Bearing, 75mm Direct Mount                                  | \$338.04         | \$115.02         |                  |                  |
| <b>*All adjustments shall indicate either a "-" to for discount or a "+" to indicate markup.</b> |                                                             |                  |                  |                  |                  |
| DODGE                                                                                            | Discount or Markup                                          | Plus             | 12.000%          | -50.000%         |                  |
| NACHI                                                                                            | Discount or Markup                                          |                  | 12.000%          | -50.000%         |                  |

|                                    |                                                             |                  |                  |                           |                  |
|------------------------------------|-------------------------------------------------------------|------------------|------------------|---------------------------|------------------|
| <b>COMPRESSION BEARINGS (85MM)</b> | <b>DESCRIPTION</b>                                          | <b>Bid Price</b> | <b>Bid Price</b> | <b>Bid Price</b>          | <b>Bid Price</b> |
| Dodge CH4S-217-USAF                | Bearing Housing, USAF 200 4-Bolt Closed End, 316SS Hardware | \$510.61         | \$408.35         |                           |                  |
| Dodge H4S-217-USAF                 | Bearing Housing, USAF 200 4-Bolt Open End, 316SS Hardware   | \$467.90         | \$375.66         |                           |                  |
| Dodge/NACHI 22217C3 / 22217EXW33C3 | Bearing, 85mm Direct Mount                                  | \$459.08         | \$148.43         |                           |                  |
| Dodge 42TTDN315                    | Bearing Housing Seal, 3-15/16" Triple Tech Drop-in          | \$132.70         | \$101.82         |                           |                  |
| Dodge 32TTDN303                    | Bearing Housing Seal, 3-3/16" Triple Tech Drop-in           | \$121.03         | \$91.10          |                           |                  |
| Rotorclip 35364                    | 85mm External Snap Ring                                     |                  | \$0.58           | 1.77 Walker Exhaust 35364 |                  |

**\*Please indicate if percentage is a discount or a markup with a "-" or a "+"**

**Bid #2026-005 Bid Tabulation  
Bearings and Seals**

| <b>Vendor</b>                                |                                                       | <b>Beardslee</b> | <b>BDI</b>       | <b>Advanced Auto</b> | <b>NAPA</b>      |
|----------------------------------------------|-------------------------------------------------------|------------------|------------------|----------------------|------------------|
| <b><u>ALIGNING, FEEDBOX<br/>BEARINGS</u></b> | <b>DESCRIPTON</b>                                     | <b>Bid Price</b> | <b>Bid Price</b> | <b>Bid Price</b>     | <b>Bid Price</b> |
| Linkbelt<br>PB22439E7E7CSS                   | 2-7/16" 2-Bolt Pillow<br>Block Bearing                | \$973.03         | \$811.76         |                      |                  |
| Linkbelt<br>TB22439E7E7CSS                   | 2-7/16" Take Up Bearing                               | \$1,065.92       | \$888.29         |                      |                  |
| Linkbelt / Iptici F3U216E3<br>/ UCF205-16L3  | 1" 4-Bolt Flange Bearing<br>Bearing                   | \$41.46          | \$4.33           |                      |                  |
| Dodge 38TTDN307                              | Bearing Housing Seal, 3-<br>7/16" Triple Tect Drop-In | \$134.62         | \$101.82         | 5.72 National IM1949 |                  |
| Dodge 24TTDN213                              | Bearing Housing Seal, 2-<br>3/16" Triple Tect Drop-In | \$82.95          | \$57.87          |                      |                  |
| Rotoclip DSH-74                              | 755mm External Snap<br>Ring                           |                  | \$0.14           |                      |                  |

**\*All adjustments shall indicate either a "-" to for discount or a "+" to indicate markup.**

|          |                 |      |         |  |  |
|----------|-----------------|------|---------|--|--|
| LINKBELT | Discount/Markup | Plus | 12.000% |  |  |
| IPICI    | Discount/Markup | Plus | 12.000% |  |  |
|          |                 |      |         |  |  |

|                                           |                                                                                                             |                  |                  |                       |                  |
|-------------------------------------------|-------------------------------------------------------------------------------------------------------------|------------------|------------------|-----------------------|------------------|
| <b>ADDITIONAL ITEMS FOR<br/>2019/2020</b> | <b>DESCRIPTION</b>                                                                                          | <b>Bid Price</b> | <b>Bid Price</b> | <b>Bid Price</b>      | <b>Bid Price</b> |
| Dodge TB7114 CP4B-<br>515USAF-207-TTDN    | 2-7/16" USAF Bearing, 4-<br>Bolt Closed End Pillow<br>Block, Drop In Triple-<br>Tect Seal 304SS<br>Hardware | \$787.89         | \$646.29         | 36.17 National 304-SS |                  |
| Dodge TB7114 P4B-515-<br>USAF-207-TTDN    | 2-7/16" USAF Bearing, 4-<br>Bolt Closed End Pillow<br>Block, Drop In Triple-<br>Tect Seal 304SS<br>Hardware | 15.000%          | \$646.29         | 36.17 National 304-SS |                  |
| Dodge TB7114 CP2B-511-<br>USAF-115-TTDN   | 1-15/16" USAF Bearing,<br>2-Bolt Closed End Pillow<br>Block, Drop In Triple-<br>Tect Seal 304SS<br>Hardware | \$652.27         | \$531.61         | 36.17 National 304-SS |                  |
| Dodge TB7114 P2B-515-<br>USAF-207-TTDN    | 1-15/16" USAF Bearing,<br>2-Bolt Closed End Pillow<br>Block, Drop In Triple-<br>Tect Seal 304SS<br>Hardware | 15.000%          | \$719.17         | 36.17 National 304-SS |                  |
| Linkbelt M17115<br>TB22423E7E7CSS         | 1-7/16" Take Up Unit,<br>Non-Expansion, w/SS<br>Caps                                                        | \$680.89         | \$564.69         |                       |                  |
| Linkbelt M17115<br>PB22423E7E7CSS         | 1-7/16" 2 bolt Pillow<br>Block, Non-Expansion<br>w/SS Caps                                                  | \$572.33         | \$473.43         |                       |                  |
| Linkbelt M17115<br>F3U216E3               | 1" 4 bolt Flange                                                                                            | \$549.68         | \$4.33           |                       |                  |
| BSC                                       | 2 Ply 220 3/16" x 1/16"<br>x 24" Wide Conveyer<br>Belt 150' roll                                            | \$1,907.16       | \$1,549.63       |                       |                  |
| Flexco 375XSJ30SSC                        | SS Fasteners                                                                                                | \$413.80         | \$375.65         |                       |                  |

**Bid #2026-005 Bid Tabulation  
Bearings and Seals**

| <b>Vendor</b>        |                                                             | <b>Beardslee</b> | <b>BDI</b> | <b>Advanced Auto</b>   | <b>NAPA</b> |
|----------------------|-------------------------------------------------------------|------------------|------------|------------------------|-------------|
| Nachi 22211EXQW33KC3 | Spherical Roller Bearing<br>5MM ID x 100MM OD x<br>25MM WD  | \$161.82         | \$90.10    | 8.87 National IM1 1949 |             |
| Nachi 22215EXQW33KC3 | Spherical Roller Bearing<br>75MM ID x 130MM OD x<br>31MM WD | \$201.50         | \$25.12    |                        |             |
| Whithig SNW          | 15 x 2-7/16" Adapter<br>Bore 2 19/64" LTB                   | \$68.53          | \$10.41    |                        |             |
| PTI SNW              | 11 x 1-15/16" Adapter                                       | \$33.97          | \$5.73     |                        |             |
| Dodge 12TTDN115      | Roller and Sleeve                                           | \$81.82          | \$57.87    |                        |             |
| Dodge 20TT/DN207     | Seal Triple-Tect Drop In<br>2-7/16" Bore                    | \$81.82          | \$57.87    |                        |             |
| URB-22215 MBC3W33    | Spherical Roller Bearing                                    | \$202.08         | \$114.80   |                        |             |
| BCC-22211 CAKW33C3   | Spherical Roller Bearing                                    | \$162.23         | \$90.10    |                        |             |
| DOD CH2S-511-USAF    | Pillow Block Housing                                        | \$286.17         | \$226.15   |                        |             |
| EBC SNW11 X 1-15/16  | Adapter Sleeve                                              | \$33.97          | \$5.73     |                        |             |

**\*All adjustments shall indicate either a "-" to for discount or a "+" to indicate markup.**



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.albanycountyny.gov](http://www.albanycountyny.gov)

COMMISSION

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CHAIRMAN

NICHOLAS W. FOGLIA  
MAGGIE ALIX  
CHARLES G. CARLUCCIO  
GARRY NATHAN

ANGELO GAUDIO, P.E.  
EXECUTIVE DIRECTOR

**MEMORANDUM**

To: Pamela O'Neill, Purchasing Agent

From: Angelo Gaudio, Executive Director 

Subject: RFB 2026-005 Bearings & Seals

Date: February 18, 2026

The Water Purification District has completed its review of the four bids received for the above-referenced RFB and recommends award to the apparent lowest responsible bidder, Bearing Distributors, Inc. (BDI). The contract term will be for one (1) year from the date of the award with the option to renew the agreement for two (2) additional years, in two (2) consecutive one-year intervals. The estimated contract amount is \$75,000 for the contract term.

Please return your notice of concurrence so I may submit this contract request to CAB for approval.

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



DANIEL P. McCOY  
COUNTY EXECUTIVE

COUNTY OF ALBANY  
DEPARTMENT OF GENERAL SERVICES  
PURCHASING DIVISION  
112 STATE STREET, ROOM 820  
ALBANY, NEW YORK 12207-2021  
(518) 447-7140 - FAX (518) 447-5588

DAVID M. LATINA  
COMMISSIONER OF GENERAL SERVICES

PAMELA O NEILL  
PURCHASING AGENT

## MEMORANDUM

**TO:** Angelo Gaudio  
Water Purification District

**FROM:** Pamela O Neill *Pamela*  
Purchasing Agent

**DATE:** February 19, 2026

**RE:** RFB 2026-005 Bearings & Seals

---

I am in receipt of your recommendation to award the aforementioned to Bearing Distributors, Inc. (BDI) in the amount not to exceed \$75,000.00 annually. The contract term is one (1) year from the date of award with the option for two (2) consecutive one (1) year renewals

As Bearing Distributors, Inc. (BDI) is the lowest responsible and responsive 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.

**Contract #:** 2026-0282

**Contract Type:** standard

**Contract Action:** new

**Procurement Type:** Bid

**Department:** Water Purification District G8130

**Date Submitted:** 02/24/2026

**Contact Person:** [Angelo Gaudio],[Dell Langlois],[Tracy Mayer]

**Contact Phone:** (518)447-1624,(518)447-1618,(518)447-1613

**Vendor Info:** WSG & Solutions, Inc.

**Estimated Amount:** 125000.00

**Scope of Services:** Grit Buckets and Stirring Flights

**Budget Line Item:** G98130.44070

**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

Joanne Cunningham, Chairwoman

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.albanycountyny.gov](http://www.albanycountyny.gov)

COMMISSION

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CHAIRMAN

NICHOLAS W. FOGLIA  
MAGGIE ALIX  
CHARLES G. CARLUCCIO  
GARRY NATHAN

ANGELO GAUDIO, P.E.  
EXECUTIVE DIRECTOR

February 24, 2026

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

Hon. Joanne Cunningham  
Chairwoman  
Albany County Legislature  
112 State Street – Suite 710  
Albany, NY 12207

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

**Re: RFB 2026-006 Replacement Grit Buckets and Stirring Flights  
WSG & Solutions Inc.**

Dear Contract Administration Board:

The Water Purification District is requesting contract authorization with WSG & Solutions, Inc, (WSG) in the amount of \$125,000 for the supply of grit buckets and stirring flights associated with the District's grit removal system. The contract term is for a one (1) year period from the date of award with the option for one (1) consecutive one (1) year renewal.

WSG was the sole responsible bidder for the above subject RFB. The bid tabulation, District's recommendation memo and Purchasing Department's concurrence memo are attached herein.

Fiscal Impact: 100% County Funded.

Budget Line Item: G98130.44070 Equipment Repair

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

Sincerely,

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

Angelo Gaudio, P.E.  
Executive Director

AG:dal

Enc: Bid Tabulation

District Recommendation Memo

Purchasing Department Concurrence Memo

cc: Wesley Hartmann, Senior Operations Analyst  
Alex Dott, Senior Budget Analyst

**Bid Tabulation**  
**Replacement Grit Buckets & Stirring Flights for Rex Velocity Grit Chambers**  
**RFB 2026-006**

| <u>Quantity</u> | <u>Description</u>                                          | <u>Part Number</u> | <u>Unit Price</u> | <u>Extended Pricing</u> |
|-----------------|-------------------------------------------------------------|--------------------|-------------------|-------------------------|
| 23              | "V" bucket, carbon steel,<br>inside length = approx. 5' 11" | H71925-49B-212     | \$1,454.00        | \$33,442.00             |
| 17              | "V" bucket, carbon steel,<br>inside length = approx. 5'     | EE5010-39-A        | \$1,656.00        | \$28,152.00             |

**Stirring Flights**

| <u>Quantity</u> | <u>Description</u>                                           | <u>Part Number</u> | <u>Unit Price</u> | <u>Extended Pricing</u> |
|-----------------|--------------------------------------------------------------|--------------------|-------------------|-------------------------|
| 22              | U.S. Filter/Envirex                                          | 503-1367-121       | \$1,262.00        | \$27,764.00             |
| 17              | Stirring flight, carbon steel,<br>inside length = approx. 5' | EE5010-38-A        | \$1,392.00        | \$23,664.00             |

**Wear Shoe Holder/ Wear Shoes**

| <u>Quantity</u> | <u>Description</u>                                                            | <u>Part Number</u> | <u>Unit Price</u> | <u>Extended Pricing</u> |
|-----------------|-------------------------------------------------------------------------------|--------------------|-------------------|-------------------------|
| 68              | Wear shoe holder, cast iron                                                   | 0806-005-002       | \$665.00          | \$45,220.00             |
| 34              | Wear shoe with dove tail,<br>cast iron, for bucket or<br>flight assembly      | 0806-004-001       | \$270.00          | \$9,180.00              |
| 34              | Wear shoe with dove tail,<br>cast iron, for bucket or<br>flight assembly      | 0806-004-002       | \$270.00          | \$9,180.00              |
| 34              | Wear shoe with dove tail,<br>non-metallic (urethane), for<br>bucket assembly  | 0806-004-003       | \$36.00           | \$1,224.00              |
| 34              | Wear shoe with dove tail, non-<br>metallic (urethane), for bucket<br>assembly | 0806-004-004       | \$36.00           | \$1,224.00              |

Notes      Estimated 21 to 23 weeks ARO and executed contract  
 Buckets and flights #EE5010 are the originally installed design and are intended for use  
 with type C110 Chain. Per addendum 2, bucket and flights will receive one coat of  
 Sherwin Williams Duraplate primer.



DANIEL P. MCCOY  
COUNTY EXECUTIVE

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MAGGIE ALIX  
CHARLES G. CARLUCCIO  
GARRY NATHAN

ANGELO GAUDIO, P.E.  
EXECUTIVE DIRECTOR

**MEMORANDUM**

To: Pamela O'Neill, Purchasing Agent

From: Angelo Gaudio, Executive Director 

Subject: RFB 2026-006 Replacement Grits Buckets and Stirring Flights for Rex Velocity Grit Chambers

Date: February 18, 2026

The Water Purification District has completed its review of the bidder(s) that responded to the above-referenced RFB and recommends award to the sole bidder, WSG & Solutions, Inc., for the supply of grit buckets and stirring flights associated with the District's grit removal system.

The contract term is for one (1) year from the date of the award with the option to renew the agreement for one (1) additional year. The estimated contract amount is \$125,000 for the contract term.

Please return your notice of concurrence so I may submit this contract request to CAB for approval.

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



DANIEL P. McCOY  
COUNTY EXECUTIVE

COUNTY OF ALBANY  
DEPARTMENT OF GENERAL SERVICES  
PURCHASING DIVISION  
112 STATE STREET, ROOM 820  
ALBANY, NEW YORK 12207-2021  
(518) 447-7140 - FAX (518) 447-5588

DAVID M. LATINA  
COMMISSIONER OF GENERAL SERVICES

PAMELA O NEILL  
PURCHASING AGENT

## MEMORANDUM

**TO:** Angelo Gaudio  
Executive Director

**FROM:** Pamela O Neill *Pamela*  
Purchasing Agent

**DATE:** February 19, 2026

**RE:** RFB 2026-006  
Replacement Grit Buckets & Stirring Flights for Rex Velocity Grit Chambers

---

I am in receipt of your recommendation to award the aforementioned to WSG & Solutions, Inc. in the amount of \$125,000.00.

As WSG & Solutions, Inc. is the lowest responsible and responsive 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.

**Contract #:** 2026-0278

**Contract Type:** standard

**Contract Action:** new

**Procurement Type:** Other

**Department:** Aging A6772

**Date Submitted:** 02/25/2026

**Contact Person:** [Patrick Dillon]

**Contact Phone:** 518-447 7733

**Vendor Info:** Falafel Express, Inc.

**Estimated Amount:** 3485.00

**Scope of Services:** Falafel Express, Inc. for the Provision of Congregate Meals

**Budget Line Item:**

**Fiscal Impact:**

*County:* 25.00

*State:* 75.00

*Federal:* 0.00

**BID, RFP, RFQ Completed?** Yes - Other

Budget Analyst

Date

**For Contract Board Use:**

**Date Approved**

Daniel P. McCoy

Albany County Executive

Bruce A. Hidley

Albany County Clerk

Joanne Cunningham, Chairwoman

Albany County Legislature





DANIEL P. MCCOY  
COUNTY EXECUTIVE

MICHAEL P. McLAUGHLIN, JR.  
DEPUTY COUNTY EXECUTIVE

COUNTY OF ALBANY  
DEPARTMENT FOR AGING  
420 WESTERN AVENUE  
ALBANY, NY 12203

ADMINISTRATION: (518) 447-7198  
GENERAL INFORMATION: (518) 447-7177  
FAX: (518) 447-7188  
[WWW.ALBANYCOUNTYNY.GOV](http://WWW.ALBANYCOUNTYNY.GOV)

EMMA L. TEAGUE  
COMMISSIONER

JOSEPH BONARRIGO  
EXECUTIVE DEPUTY COMMISSIONER

## MEMORANDUM

To: Albany County Contract Approval Board

From: Patrick Dillon, Director Programs and Operations

Date: February 24, 2026

Regarding: Request for CAB Approval

---

Contractor – Falafel Express, Inc.  
Amendment Amount – \$3,485.00  
Contract Term – 1/1/2025 – 12/31/2025  
Funding Source – 75% - State, 25% - County

---

The Department for Aging (DFA) requests CAB approval to amend the contract with Falafel Express, Inc. to provide additional halal Congregate Meal Services to older adults who reside within Albany County and meet specific criteria as required by Albany County and New York State Office for Aging. Falafel Express, Inc. shall continue to be responsible for ensuring meals meet nutritional requirements established by the Food and Nutrition Board of the National Academy of Sciences National Research Council.

Falafel Express, Inc. provides halal Congregate Meal Services to older adults at one (1) location at 21 Lansing Road, Schenectady, New York 12208. The Vendor served over 1,500 meals at their congregate location. They have requested additional congregate meal units totaling \$3,485.00 to keep up with the increased demand at their one (1) location at the Islamic Center, bring the original contract from \$19,500.00 to \$22,985.00.

CONG Meals 2025 FALAFEL

|                      |               |                 |              |                |             |           |
|----------------------|---------------|-----------------|--------------|----------------|-------------|-----------|
| FALAFEL              | Vendor 33528  | 1/1/25-12/31/25 |              |                |             |           |
| Contract Amount:     | \$ 19,500.00  |                 |              |                |             |           |
| NET                  | \$ 24,431.00  | 125.29%         |              |                |             |           |
| Balance of Contract: | \$ (4,931.00) | -25.29%         |              |                |             |           |
|                      | Income        | Units           | Gross        | Net            | USDA        | Check No. |
| Units                |               | 1,500           |              |                | \$ 0.74     |           |
| Jan                  | \$ 103.00     | 113             | \$ 1,469.00  | \$ 1,366.00    | \$ 83.62    |           |
| Feb                  | \$ 127.00     | 114             | \$ 1,482.00  | \$ 1,355.00    | \$ 84.36    |           |
| Mar                  | \$ 91.00      | 105             | \$ 1,365.00  | \$ 1,274.00    | \$ 77.70    |           |
| Apr                  | \$ 89.00      | 94              | \$ 1,222.00  | \$ 1,133.00    | \$ 69.56    |           |
| May                  | \$ 127.00     | 161             | \$ 2,093.00  | \$ 1,966.00    | \$ 119.14   |           |
| June                 | \$ 176.00     | 147             | \$ 1,911.00  | \$ 1,735.00    | \$ 108.78   |           |
| July                 | \$ 129.00     | 169             | \$ 2,197.00  | \$ 2,068.00    | \$ 125.06   |           |
| August               | \$ 132.00     | 165             | \$ 2,145.00  | \$ 2,013.00    | \$ 122.10   |           |
| Sept                 | \$ 147.00     | 215             | \$ 2,795.00  | \$ 2,648.00    | \$ 159.10   |           |
| Oct                  | \$ 152.00     | 207             | \$ 2,691.00  | \$ 2,539.00    | \$ 153.18   |           |
| Nov                  |               | 326             | \$ 4,238.00  | \$ 4,238.00    | \$ 241.24   |           |
| Dec                  | \$ 114.00     | 170             | \$ 2,210.00  | \$ 2,096.00    | \$ 125.80   |           |
| Total Units          |               | 1,986           |              |                |             |           |
| Total Paid           | \$ 1,387.00   | \$ 25,818.00    | \$ 25,818.00 | \$ 24,431.00   | \$ 1,469.64 |           |
| Unit Balance         |               | -486            |              |                |             |           |
| Subsidy Award        |               | \$ 19,500.00    | \$ 19,500.00 |                |             |           |
| Subsidy Rate         |               | \$ 13.00        |              | Act. Unit Inc. | \$0.70      |           |
|                      |               |                 | \$4,931.00   |                |             |           |

**Contract #:** 2026-0279

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**Contract Type:** standard

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**Contract Action:** new

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**Procurement Type:** RFP

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**Department:** Aging A6772

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**Date Submitted:** 02/25/2026

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**Contact Person:** [Patrick Dillon]

**Contact Phone:** 518-447 7733

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**Vendor Info:** Jewish Family Services of Northeastern New York

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**Estimated Amount:** 4416.00

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**Scope of Services:** Jewish Family Services of NENY for the Provision of Home Delivered Meals

---

**Budget Line Item:**

---

**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

Joanne Cunningham, Chairwoman

Albany County Legislature





DANIEL P. MCCOY  
COUNTY EXECUTIVE

MICHAEL P. McLAUGHLIN, JR.  
DEPUTY COUNTY EXECUTIVE

COUNTY OF ALBANY  
DEPARTMENT FOR AGING  
420 WESTERN AVENUE  
ALBANY, NY 12203

ADMINISTRATION: (518) 447-7198  
GENERAL INFORMATION: (518) 447-7177  
FAX: (518) 447-7188  
[WWW.ALBANYCOUNTYNY.GOV](http://WWW.ALBANYCOUNTYNY.GOV)

EMMA L. TEAGUE  
COMMISSIONER

JOSEPH BONARRIGO  
EXECUTIVE DEPUTY COMMISSIONER

## MEMORANDUM

To: Albany County Contract Approval Board

From: Patrick Dillon, Director Programs and Operations

Date: February 24, 2026

Regarding: Request for CAB Approval

---

Contractor – Jewish Family Services NENY  
Amendment Amount – \$4,416.00  
Contract Term – 1/1/2025 – 12/31/2025  
Funding Source – 100% - State

---

The Department for Aging (DFA) requests CAB approval to amend the contract with Jewish Family Services NENY (JFS) to provide additional kosher home delivered meal services to older adults who reside within Albany County and meet specific criteria as required by Albany County and New York State Office for Aging, and the Albany County Central Assessment Unit.

JFS has delivered over 3990 kosher home delivered meals to qualified older adults throughout Albany County. The demand for kosher meals in Albany County has exceeded the contract amount. JFS has requested reimbursement for additional units to cover the demand for the service within the Albany community from \$49,875.00 to \$54,291.00.

|                     |              |                          |                  |              |              |             |           |
|---------------------|--------------|--------------------------|------------------|--------------|--------------|-------------|-----------|
| JFS                 | Vendor 1432  | 1/1/25-12/31/25          |                  |              |              |             |           |
| Contract Amount:    | \$49,875.00  |                          |                  |              |              |             |           |
| NET                 | \$ 57,792.60 | 115.87%                  |                  |              |              |             |           |
| Balance of Contract | -\$7,917.60  | -15.87%                  |                  |              |              |             |           |
|                     | Income       | Hot, Frozen & Cold Meals | Total USDA Units | Gross        | Net          | USDA        | Check No. |
| Units               |              | 3,990                    | 3990             |              |              | \$ 0.74     |           |
| January             | \$ 25.00     | 372                      | 372              | \$ 4,650.00  | \$ 4,625.00  | \$ 275.28   |           |
| February            | \$ 18.54     | 388                      | 388              | \$ 4,850.00  | \$ 4,831.46  | \$ 287.12   |           |
| March               | \$ 248.00    | 432                      | 432              | \$ 5,400.00  | \$ 5,152.00  | \$ 319.68   |           |
| April               | \$ 309.62    | 458                      | 458              | \$ 5,725.00  | \$ 5,415.38  | \$ 338.92   |           |
| May                 | \$ 70.00     | 426                      | 426              | \$ 5,325.00  | \$ 5,255.00  | \$ 315.24   |           |
| June                | \$ -         | 382                      | 382              | \$ 4,775.00  | \$ 4,775.00  | \$ 282.68   |           |
| July                | \$ 250.00    | 394                      | 394              | \$ 4,925.00  | \$ 4,675.00  | \$ 291.56   |           |
| Aug                 | \$ 100.00    | 396                      | 396              | \$ 4,950.00  | \$ 4,850.00  | \$ 293.04   |           |
| Sept                |              | 332                      | 332              | \$ 4,150.00  | \$ 4,150.00  | \$ 245.68   |           |
| Oct                 | \$ 150.00    | 378                      | 378              | \$ 4,725.00  | \$ 4,575.00  | \$ 279.72   |           |
| Nov                 | \$ 36.00     | 326                      | 326              | \$ 4,075.00  | \$ 4,039.00  | \$ 241.24   |           |
| Dec                 | \$ 162.74    | 449                      | 449              | \$ 5,612.50  | \$ 5,449.76  | \$ 332.26   |           |
| Total Units         | \$ 1,369.90  | 4733                     | 4733.0           |              |              |             |           |
| Total Paid          | \$ 2,739.80  | \$ 59,162.50             | CHECK:           | \$ 59,162.50 | \$ 57,792.60 | \$ 3,502.42 |           |
| Unit Balance        |              | -743                     | -743             |              |              |             |           |
| Subsidy Award       |              | \$ 49,875.00             |                  | \$49,875.00  |              |             |           |
| Subsidy Rate        |              | \$ 12.50                 |                  |              |              |             |           |
|                     |              |                          |                  | -\$7,917.60  |              |             |           |

**Contract #:** 2026-0195

**Contract Type:** standard

**Contract Action:** new

**Procurement Type:** Standard

**Department:** DCYF Children, Youth and Families A6119

**Date Submitted:**

**Contact Person:** [Moira Manning],[Nicole Ward],[Aidan Jones],[Wendy Meehan],[Rachel Sherman]

**Contact Phone:** 518-447-2014,518-447-4892,,,518-447-7715

**Vendor Info:** Cantata Health Solutions

**Estimated Amount:** \$22,546.00

**Scope of Services:** Patient and Billing Software

**Budget Line Item:** A96119-44041

**Fiscal Impact:**

*County:* 100.00

*State:* 0.00

*Federal:* 0.00

**BID, RFP, RFQ Completed?** Yes - Standard

\_\_\_\_\_  
Budget Analyst

\_\_\_\_\_  
Date

**For Contract Board Use:**

\_\_\_\_\_  
**Date Approved**

\_\_\_\_\_  
Daniel P. McCoy  
Albany County Executive

\_\_\_\_\_  
Bruce A. Hidley  
Albany County Clerk

\_\_\_\_\_  
Joanne Cunningham, Chairwoman  
Albany County Legislature



DANIEL P. MCCOY  
COUNTY EXECUTIVE

MICHAEL P. MCLAUGHLIN  
DEPUTY COUNTY EXECUTIVE

COUNTY OF ALBANY  
DEPARTMENT FOR CHILDREN, YOUTH AND FAMILIES  
112 STATE STREET – SUITE 300  
ALBANY, NEW YORK 12207  
(518) 447-7324 - FAX (518) 447-7578  
[www.albanycounty.com](http://www.albanycounty.com)

MOIRA E. MANNING  
COMMISSIONER

NICOLE WARD  
Deputy Commissioner

## MEMORANDUM

**TO:** Hon. Daniel P. McCoy, County Executive  
Hon. Joanne Cunningham, Chairwoman  
Hon. Bruce Hidley, County Clerk

**FROM:** Aidan Jones  
Contract Administrator

**RE:** Contract Renewal Request for Cantata Health Solutions

**DATE:** February 19, 2026

The Albany County Department for Children, Youth and Families respectfully request approval of the referenced contract renewal with Cantata Health Solutions (previously known as IMA Systems LLC), for a subscription and license agreement for the operation of patient and billing software. The requested contract term is for January 1, 2026 – December 31, 2026, for the amount not to exceed \$22,546.

Please call me at (518) 447 -7531 if you have any questions.

Enclosure

**The Department for Children, Youth and Families**  
**Justification for Contract Renewal with Cantata Health Solutions for**  
**the Provision of a Subscription and Licensing Agreement for Patient**  
**and Billing Software**

Dear Mr. McCoy, Ms. Cunningham and Mr. Hidley:

The Department for Children, Youth and Families respectfully requests authorization to renew a contractual agreement with Cantata Health Solutions for the provision of a Subscription and Licensing Agreement for Patient and Billing Software. The requested contract term is for January 1, 2026 – December 31, 2026, for the amount of \$22,546.

The Agreement signed in 2018 states that Canata Health Solutions (previously known as IMA Systems LLC) will provide Albany County with its own license for the Application, a single interface for performing the clinical, financial and administrative functions associated with rendering behavioral health care services. The County wishes to renew this agreement for the 2026 calendar year.



via email: Mark.Gleason@albanycountyny.gov

December 23, 2025

Albany County Department of Child Youth and Family  
175 Green Street,  
Albany, NY 12202

Dear Mark Gleason:

As a result of the acquisition of IMA Systems, LLC by Cantata Health Solutions, LLC, the Agreement dated January 1, 2018 between IMA Systems, LLC and Albany County Department of Child Youth and Family has been assigned to Cantata Health Solutions, LLC, effective February 28, 2025 ("Effective Date"). Reference is made to the Agreement, dated January 1, 2018 (the "**Agreement**"), by and between you, as Client, and the undersigned, now Cantata Health Solutions.

This assignment has been made in accordance with the terms and conditions of the original Agreement.

All capitalized terms used herein, but not otherwise defined herein, shall have the meaning set forth in the Agreement. This notification modifies the associated charges of your subscription for the Application and/or related services as indicated in Table I below.

All charges remain unchanged other than the imaServe Subscription, adjusted by 5%.

*Subscription Fees.*

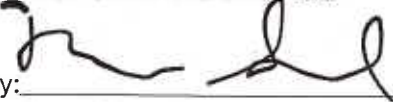
| Description                           | Frequency | # of Users | Per Unit Charge | Total Charge |
|---------------------------------------|-----------|------------|-----------------|--------------|
| imaServe Subscription Level H (75-99) | Monthly   | 12         | 116.00          | \$ 1,392.00  |
| ePrescribing Prescriber               | Monthly   | 2          | 60.00           | \$ 120.00    |
| ePrescribing EPCSAAdd-on              | Monthly   | 2          | 15.00           | \$ 30.00     |
| Hosting add on to adult               | Monthly   | 0.15       | 1,750.00        | \$ 262.50    |
|                                       |           |            | Total Monthly   | \$ 1,804.50  |

|                                      |        |    |                     |           |               |
|--------------------------------------|--------|----|---------------------|-----------|---------------|
| AMA CPT License Fee -Annual Estimate | Annual | 34 | 22.00               | \$        | 748.00        |
| Faircom Database License - Annual    | Annual | 12 | 12.00               | \$        | 144.00        |
|                                      |        |    | <b>Total Annual</b> | <b>\$</b> | <b>892.00</b> |

Note: (1) Table I of Exhibit D to the Agreement is hereby replaced in its entirety by Table I set forth above effective on January 1, 2026; (2) all other terms and conditions of the Agreement remain in full force.

Sincerely,

Cantata Health Solutions, LLC

By: 

Barry Z. Samel

**Contract #:** 2026-0295

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**Contract Type:** standard

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**Contract Action:** new

---

**Procurement Type:** Bid

---

**Department:** Information Services A1680

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**Date Submitted:** 02/26/2026

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**Contact Person:** [Patrick Alderson],[Sue Gross]

**Contact Phone:** 518-447-3033,518-447-5612

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**Vendor Info:** Hudson Motors Partnership DBA Hudson Toyota

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**Estimated Amount:** 41,421.70

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**Scope of Services:** 2026 Toyota Sienna Purchase

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**Budget Line Item:** HH081640.22000

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**Fiscal Impact:**

*County:* 100.00

*State:* 0.00

*Federal:* 0.00

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**BID, RFP, RFQ Completed?** Yes - Bid

\_\_\_\_\_  
Budget Analyst

\_\_\_\_\_  
Date

**For Contract Board Use:**

\_\_\_\_\_

**Date Approved**

|                                                     |                                                 |                                                                     |
|-----------------------------------------------------|-------------------------------------------------|---------------------------------------------------------------------|
| _____<br>Daniel P. McCoy<br>Albany County Executive | _____<br>Bruce A. Hidley<br>Albany County Clerk | _____<br>Joanne Cunningham, Chairwoman<br>Albany County Legislature |
|-----------------------------------------------------|-------------------------------------------------|---------------------------------------------------------------------|

## DIGITAL SIGNATURE PAGE



DANIEL P. MCCOY  
COUNTY EXECUTIVE

M. DAVID REILLY  
COMMISSIONER

COUNTY OF ALBANY  
DEPARTMENT OF MANAGEMENT AND BUDGET  
DIVISION OF INFORMATION SERVICES  
112 STATE STREET, ROOM 500  
ALBANY, NEW YORK 12207  
PHONE: (518) 447-7277 FAX: (518) 447-3000  
[www.albanycounty.com](http://www.albanycounty.com)

PATRICK ALDERSON  
CHIEF INFORMATION OFFICER

DAVID S. BERKUN  
DEPUTY CHIEF INFORMATION OFFICER

February 26, 2026

Hon. Joanne Cunningham, Chairwoman  
Albany County Legislature  
Harold L. Joyce Albany County Office Building  
112 State Street, Room 710  
Albany, NY 12207

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

Hon Daniel P. McCoy, Albany County Executive  
Harold L. Joyce Albany County Office Building  
112 State Street, Room 1200  
Albany, NY 12207

Dear Contract Administration Board Members,

The Division of Information Services is requesting authorization to purchase a Toyota Sienna Van from Hudson Toyota. We have sent a letter to Purchasing recommending the approval of the award (RFQ#2026-028) and received their concurrence memo. This purchase will provide reliable transportation for Division of Information Services staff to travel to County Offices that aren't within walking distance as well as enabling staff to deliver IT equipment (Laptop bundles, switches, servers, UPS', etc.) to offsite locations. The total cost of the vehicle is \$41,421.70. This vehicle is being purchased off NYS OGS Contract PC69125. We will be using Budget Line HH081640.22000 (Capital Project – Acquisition of Vehicles).

Thank you in advance for your consideration of this request. Should you have any questions, please don't hesitate to reach out.

Sincerely,

*Patrick Alderson*  
Patrick Alderson

Attachments



DANIEL P. McCOY  
COUNTY EXECUTIVE

COUNTY OF ALBANY  
DEPARTMENT OF GENERAL SERVICES  
PURCHASING DIVISION  
112 STATE STREET, ROOM 820  
ALBANY, NEW YORK 12207-2021  
(518) 447-7140 - FAX (518) 447-5588

DAVID M. LATINA  
COMMISSIONER OF GENERAL SERVICES

PAMELA O NEILL  
PURCHASING AGENT

## MEMORANDUM

**TO:** Patrick Alderson, Chief Information Officer, DIS

**FROM:** Pamela O Neill  
Purchasing Agent

**DATE:** February 18, 2026

**RE:** RFQ # 2026-028 2026 Toyota Sienna

---

I am in receipt of your recommendation to award the aforementioned to Hudson Toyota in the amount of \$41,421.70.

As Hudson Toyota is the lowest responsible and responsive 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.



DANIEL P. MCCOY  
COUNTY EXECUTIVE

M. DAVID REILLY  
COMMISSIONER

COUNTY OF ALBANY  
DEPARTMENT OF MANAGEMENT AND BUDGET  
DIVISION OF INFORMATION SERVICES  
112 STATE STREET, ROOM 500  
ALBANY, NEW YORK 12207  
PHONE: (518) 447-7277 FAX: (518) 447-3000  
[www.albanycounty.com](http://www.albanycounty.com)

PATRICK ALDERSON  
CHIEF INFORMATION OFFICER

DAVID S. BERKUN  
DEPUTY CHIEF INFORMATION OFFICER

February 18, 2026

Ashley Saville, Sr. Specification Technician  
Albany County Division of Purchasing  
112 State Street, Room 820  
Albany, NY 12207

Re: RFQ-2026-028

Dear Ashley

Thank you for providing the Bid Response from Hudson Toyota for the RFQ listed above. We have reviewed the bid tabulation and have no objection with the selection of Hudson Toyota in the amount of \$41,421.70. This vendor has this vehicle in stock and we would like to move forward with this purchase.

Thank you!

Sincerely,

*Patrick Alderson*  
Patrick Alderson

## Group 40440-23166, VEHICLES, Class 1-8 (Vehicle Marketplace)

## Form B (Single OEM Vehicle): Mini-Bid Response

Form Revision: 04/29/2025

| Part A: Mini-Bid and Contractor Information                                                                                        |  |                                              |
|------------------------------------------------------------------------------------------------------------------------------------|--|----------------------------------------------|
| <b>1.0 Mini-Bid Questions</b>                                                                                                      |  | <b>Contractor Response</b>                   |
| 1.1 Mini-Bid Reference Number (e.g. 12345; see the Mini-Bid Request)                                                               |  | RFQ-2026-028                                 |
| 1.2 Is the Mini-Bid for Vehicle(s) to be purchased or leased by the Authorized User? (click on yellow box and use drop-down menu)  |  | Purchased                                    |
| 1.3 Are Vehicle(s) Built to Specifications being offered in response to the Mini-Bid? (click on yellow box and use drop-down menu) |  | No, Part B of this form has been left blank. |
| 1.4 Are Pre-Existing Inventory Vehicle(s) being offered in response to the Mini-Bid? (click on yellow box and use drop-down menu)  |  | Yes, Part C of this form has been completed. |
| <b>2.0 Contractor Information</b>                                                                                                  |  |                                              |
| 2.1 Full Legal Business Name, including DBA (if applicable)                                                                        |  | HUDSON MOTORS PARTNERSHIP DBA                |
| 2.2 OGS Contract Number (e.g., PC12345)                                                                                            |  | HUDSON TOYOTA                                |
| 2.3 Federal Employer Identification Number (FEIN (e.g. 14-1234567))                                                                |  | PC68125                                      |
| 2.4 NYS Vendor ID Number (e.g., 1000012345)                                                                                        |  | 22-3186282                                   |
| <b>3.0 Primary Contact Information</b>                                                                                             |  | 1100092785                                   |
| 3.1 Contact Name                                                                                                                   |  | JOHN HIMMELMAN                               |
| 3.2 Contact Email                                                                                                                  |  | JHimmelma@penskeautomotive.com               |
| 3.3 Contact Phone (1)                                                                                                              |  | 732-216-7094                                 |
| 3.4 Contact Phone (2)                                                                                                              |  |                                              |
| <b>4.0 Secondary Contact Information</b>                                                                                           |  |                                              |
| 4.1 Contact Name                                                                                                                   |  | ANITA VANSERTIMA                             |
| 4.2 Contact Email                                                                                                                  |  | AVansertima@penskeautomotive.com             |
| 4.3 Contact Phone                                                                                                                  |  | 201-324-2287                                 |

Hudson Toyota B/D

**Part C: Pre-Existing Inventory Vehicle(s) offered for Mini-Bid**

| 1.0 General Questions (Pre-Existing)                                                                                                                                                                                                                                                      |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                      | Contractor Response                                        |
|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|------------------------------------------------------------|
| 1.1                                                                                                                                                                                                                                                                                       | Do the Vehicle(s) offered meet all Authorized User Specifications for the requested Vehicle?<br>(Click on yellow box and use drop-down menu)<br>(Note: General specifications, and an "Additional Vehicle Specifications Document" are included with each Mini-Bid Request. A Vehicle offered that does not meet all Authorized User Specifications may be deemed non-responsive and may be rejected.)                                                                                                                                                               | No. deviations are identified in Section C-2 of this form. |
| 1.2                                                                                                                                                                                                                                                                                       | Will the Vehicle(s) and pricing offered for the Mini-Bid Response remain firm and not be withdrawn for at least ten (10) calendar days from the first business day immediately following the Mini-Bid response submittal deadline, or such other period of time as specified in the Mini-Bid Request, in accordance with the Contract (see Section 2.42 Procurement Method, Paragraph G, Timeframe for Offers in Mini-Bids)?<br>(Click on yellow box and use drop-down menu)                                                                                         | Yes                                                        |
| 1.3                                                                                                                                                                                                                                                                                       | If the Vehicle(s) offered are ZEVs (see definition), did final assembly of the Vehicle(s) occur in the United States? (Click on yellow box and use drop-down menu)                                                                                                                                                                                                                                                                                                                                                                                                   |                                                            |
| 2.0 Additional Information (Pre-Existing)                                                                                                                                                                                                                                                 |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                      |                                                            |
| 2.1                                                                                                                                                                                                                                                                                       | If applicable, enter any deviations from the Authorized User Specifications, or other additional information applicable to this Mini-Bid. Bidders are strongly encouraged to submit proposed deviations to the Authorized User by email prior to the Mini-Bid Response Due Date, so that they may be given due consideration prior to the submission of bids. Do not enter information about Options or Aftermarket Components available for the Vehicle offered, unless it has been included in the Authorized User Specifications. If not applicable, enter "N/A". |                                                            |
| Deviation: Vehicle bidding does not have Tri-Fold Cargo Liners and includes temp spare tire as Factory accessory. Bidding Toyota 2026 Sienna LE FWD. Estimated delivery is 12-15 days after receipt of PO. If Hudson is the winning bidder, please advise soonest so we can reserve unit. |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                      |                                                            |
| 3.0 Vehicle Price Worksheet (Pre-Existing)                                                                                                                                                                                                                                                |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                      |                                                            |

If more than fifteen (15) Pre-Existing Inventory Vehicles are being offered for a Mini-Bid, submit an additional completed Form B (Single OEM Vehicle): Mini-Bid Response form for the Mini-Bid. Submit both Form B's following the instructions at the top of this Form, using the following naming convention for the additional Form B "OGS 23166-XXXXXX-PC12345-Additional Vehicles" (i.e., OGS Award#-Mini-Bid Reference#-Contract#-Additional Vehicles).

| Ref. #                              | Model Year | Make   | Model and Trim Level | Model Code | Exterior Color | Interior Color | Seat Fabric | Drive Type | Fuel Type                     | NYS Base MSRP | NYS Discount | NYS Base Price | NYS Aftermarket Components Price | NYS Price for Vehicle | Final Assembly in USA? |
|-------------------------------------|------------|--------|----------------------|------------|----------------|----------------|-------------|------------|-------------------------------|---------------|--------------|----------------|----------------------------------|-----------------------|------------------------|
| 001                                 | 2026       | TOYOTA | SIENNA LE            | 5402       | ICE CAP(WHITE) | GRAY           | CLOTH       | FWD        | GASOLINE HYBRID(GAS/ELECTRIC) | \$41,915.00   | 2.00         | \$41,076.70    | \$345.00                         | \$41,421.70           |                        |
| 002                                 |            |        |                      |            |                |                |             |            |                               |               |              |                |                                  |                       |                        |
| 003                                 |            |        |                      |            |                |                |             |            |                               |               |              |                |                                  |                       |                        |
| 004                                 |            |        |                      |            |                |                |             |            |                               |               |              |                |                                  |                       |                        |
| 005                                 |            |        |                      |            |                |                |             |            |                               |               |              |                |                                  |                       |                        |
| 006                                 |            |        |                      |            |                |                |             |            |                               |               |              |                |                                  |                       |                        |
| 007                                 |            |        |                      |            |                |                |             |            |                               |               |              |                |                                  |                       |                        |
| 008                                 |            |        |                      |            |                |                |             |            |                               |               |              |                |                                  |                       |                        |
| 009                                 |            |        |                      |            |                |                |             |            |                               |               |              |                |                                  |                       |                        |
| 010                                 |            |        |                      |            |                |                |             |            |                               |               |              |                |                                  |                       |                        |
| 011                                 |            |        |                      |            |                |                |             |            |                               |               |              |                |                                  |                       |                        |
| 012                                 |            |        |                      |            |                |                |             |            |                               |               |              |                |                                  |                       |                        |
| 013                                 |            |        |                      |            |                |                |             |            |                               |               |              |                |                                  |                       |                        |
| 014                                 |            |        |                      |            |                |                |             |            |                               |               |              |                |                                  |                       |                        |
| 015                                 |            |        |                      |            |                |                |             |            |                               |               |              |                |                                  |                       |                        |
| Total Price for Mini-Bid            |            |        |                      |            |                |                |             |            |                               |               |              |                | \$41,421.70                      |                       |                        |
| Total Pre-Existing Vehicles Offered |            |        |                      |            |                |                |             |            |                               |               |              |                |                                  | 1                     |                        |

RFQ 2026-028 Tabulation  
2026 Toyota Sienna

|                |                    |
|----------------|--------------------|
|                | Vehicle # 1        |
| Vendor         | Hudson Toyota      |
| Price          | \$ 41,421.70       |
| Vehicle        | 2026 Toyota Sienna |
| In stock/order | In stock           |
| Exterior Color | Ice Cap (white)    |

**Contract #:** 2026-0309

**Contract Type:** standard

**Contract Action:** new

**Procurement Type:** Bid

**Department:** Information Services A1680

**Date Submitted:** 03/02/2026

**Contact Person:** [Patrick Alderson],[David Berkun]

**Contact Phone:** 518-447-3033,518-447-7283

**Vendor Info:** CNC Services of NY, Inc.

**Estimated Amount:** 110,000.00

**Scope of Services:** Data Cabling @ Albany County Department of Public Works - 449 New Salem Road, Voorheesville

**Budget Line Item:** HHY91680.22000E

**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

Bruce A. Hidley

Joanne Cunningham, Chairwoman

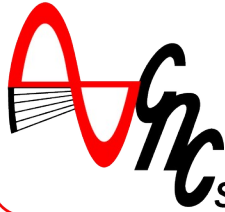
Albany County Executive

Albany County Clerk

Albany County Legislature



| PT68776: NYS NET PRICING PAGES - Effective 7/1/22                                                                                                                                                                                                                                                                                                                      |                           |                          |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                               |                     |                   |                                                                                                                                                                                                                                                                                                                                                                                    |               |          |                               |                  |
|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------------------------|--------------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------------------|-------------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------------|----------|-------------------------------|------------------|
| GROUP 77201 AWARD 23150 - Intelligent Facility and Security Systems and Solutions                                                                                                                                                                                                                                                                                      |                           |                          |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                               |                     |                   |                                                                                                                                                                                                                                                                                                                                                                                    |               |          |                               |                  |
| Contractor Name:                                                                                                                                                                                                                                                                                                                                                       |                           | CNC Services of New York |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                               |                     |                   |                                                                                                                                                                                                                                                                                                                                                                                    |               |          |                               |                  |
| Lot Awarded:                                                                                                                                                                                                                                                                                                                                                           |                           | Lot 2                    |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                               |                     |                   |                                                                                                                                                                                                                                                                                                                                                                                    |               |          |                               |                  |
| Region(s) Awarded:                                                                                                                                                                                                                                                                                                                                                     |                           | Region 3                 | Region 4                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                      | Region 5            | Region 6          | Region 7                                                                                                                                                                                                                                                                                                                                                                           | Region 8      | Region 9 |                               |                  |
|                                                                                                                                                                                                                                                                                                                                                                        |                           |                          |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                               |                     |                   |                                                                                                                                                                                                                                                                                                                                                                                    |               |          |                               |                  |
| Line #                                                                                                                                                                                                                                                                                                                                                                 | Manufacturer/Product Line | Equipment /Model Number  | Equipment Description                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                         | Unit of Measurement | List Price / MSRP | Percent (%) Discount                                                                                                                                                                                                                                                                                                                                                               | NYS Net Price | quantity | extended\$                    |                  |
| 80458                                                                                                                                                                                                                                                                                                                                                                  | Commscope                 | UN874019 914/10          | CS34P WHT C6 4/23 U/UTP CPK 1K FT                                                                                                                                                                                                                                                                                                                                                                                                                                                                                             | FT                  | \$ 661.86         | 15.00%                                                                                                                                                                                                                                                                                                                                                                             | \$ 562.58     | 18       | \$ 10,126.46                  |                  |
| 49791                                                                                                                                                                                                                                                                                                                                                                  | Commscope                 | 760237652                | UKJ600-A.WHT                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                  | EA                  | \$ 9.20           | 15.00%                                                                                                                                                                                                                                                                                                                                                                             | \$ 7.82       | 93       | \$ 727.26                     |                  |
| 49868                                                                                                                                                                                                                                                                                                                                                                  | Commscope                 | 108168469                | M12L-262 FACEPLATE KIT                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                        | PC                  | \$ 2.18           | 15.00%                                                                                                                                                                                                                                                                                                                                                                             | \$ 1.85       | 50       | \$ 92.65                      |                  |
| 59464                                                                                                                                                                                                                                                                                                                                                                  | Commscope                 | 760180059                | UNP-6-DM-2U-48                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                | PC                  | \$ 617.10         | 15.00%                                                                                                                                                                                                                                                                                                                                                                             | \$ 524.54     | 3        | \$ 1,573.61                   |                  |
| 59465                                                                                                                                                                                                                                                                                                                                                                  | Eaton B-Line              | BCH32                    | CABLE HOOK 2"50/PK                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                            | CE                  | \$434.36          | 5.00%                                                                                                                                                                                                                                                                                                                                                                              | \$412.64      | 2        | \$ 825.28                     |                  |
| 59466                                                                                                                                                                                                                                                                                                                                                                  | Eaton B-Line              | BCH64BK                  | BCH64BK                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                       | CE                  | \$932.52          | 5.00%                                                                                                                                                                                                                                                                                                                                                                              | \$885.89      | 1        | \$ 885.89                     |                  |
| 59467                                                                                                                                                                                                                                                                                                                                                                  | Commscope                 | BC1BBB2-01F006           | UNC6-10PK-BK-06FT                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                             | PKG                 | \$152.56          | 15.00%                                                                                                                                                                                                                                                                                                                                                                             | \$129.68      | 10       | \$ 1,296.76                   |                  |
| 59468                                                                                                                                                                                                                                                                                                                                                                  | Commscope                 | BC1BBB2-06F002           | UNC6-10PK-OR-02FT                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                             | PKG                 | \$127.28          | 15.00%                                                                                                                                                                                                                                                                                                                                                                             | \$108.19      | 10       | \$ 1,081.88                   |                  |
| 19150                                                                                                                                                                                                                                                                                                                                                                  | Belden                    | 658AFS 0001000           | 18-4C+22-3P+22-2C+22-4C STR BC FRPVC IND SHD UNJKT CMP "BANANA PEEL"                                                                                                                                                                                                                                                                                                                                                                                                                                                          | MF                  | \$1,283.50        | 20.00%                                                                                                                                                                                                                                                                                                                                                                             | \$1,026.80    | 2        | \$ 2,053.60                   |                  |
| 222864                                                                                                                                                                                                                                                                                                                                                                 | Wiremold                  | V700                     | STL RACEWAY 700 IVORY                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                         | FT                  | \$1.82            | 10.00%                                                                                                                                                                                                                                                                                                                                                                             | \$1.64        | 300      | \$ 491.40                     |                  |
| 222822                                                                                                                                                                                                                                                                                                                                                                 | Wiremold                  | V5744                    | STL EXTRA DEEP DEV BOX IVORY                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                  | EA                  | \$24.23           | 10.00%                                                                                                                                                                                                                                                                                                                                                                             | \$21.81       | 20       | \$ 436.14                     |                  |
| Electrician/Electrical Installer<br>Onsite Region 5<br>Entire Counties - <b>Albany, Columbia, Fulton, Montgomery, Rensselaer, Schenectady, and Schoharie</b><br>Partial Counties - <b>Greene:</b> Portion of the County<br>North of a line following the South limits of the City of Catskill in a westerly direction from the Hudson River to State Highway 23A. Then |                           |                          | Individual employed by the Contractor or a Subcontractor who:<br>1) Installs, runs, pulls, etc. Low Voltage Wiring, Line Voltage Wiring, cable, fiber optics, etc. for all products/systems which fit the scope of the contract except for Traffic Camera Systems.<br>2) Installs raceway, conduits, etc. for wire, cable, and fiber optics for all products/systems which fit the scope of the contract except for Traffic Camera Systems.<br>3) Installs/Mounts products onto poles, pads, etc. except for Traffic Cameras. |                     |                   | Electrician: Electrician- Albany, Columbia, Fulton, Hamilton, Montgomery, Rensselaer, Saratoga, Schenectady, Schoharie, Warren, Washington, Greene: Portion of the County North of a line following the South limits of the City of Catskill in a westerly direction from the Hudson River to State Highway 23A. Then continuing on 23A to the road following the Little West Kill |               |          |                               |                  |
|                                                                                                                                                                                                                                                                                                                                                                        |                           |                          |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                               |                     |                   |                                                                                                                                                                                                                                                                                                                                                                                    |               |          | Materials                     | \$ 19,590.93     |
|                                                                                                                                                                                                                                                                                                                                                                        |                           |                          |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                               |                     |                   |                                                                                                                                                                                                                                                                                                                                                                                    |               |          | \$ 153.35                     | 430 \$ 65,940.50 |
|                                                                                                                                                                                                                                                                                                                                                                        |                           |                          |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                               |                     |                   |                                                                                                                                                                                                                                                                                                                                                                                    |               |          | Total                         | \$ 85,531.43     |
|                                                                                                                                                                                                                                                                                                                                                                        |                           |                          |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                               |                     |                   |                                                                                                                                                                                                                                                                                                                                                                                    |               |          | 10% contingency               | \$ 8,553.14      |
|                                                                                                                                                                                                                                                                                                                                                                        |                           |                          |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                               |                     |                   |                                                                                                                                                                                                                                                                                                                                                                                    |               |          | Total                         | \$ 94,084.57     |
|                                                                                                                                                                                                                                                                                                                                                                        |                           |                          |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                               |                     |                   |                                                                                                                                                                                                                                                                                                                                                                                    |               |          | deduct access control cabling | (\$3,900)        |
|                                                                                                                                                                                                                                                                                                                                                                        |                           |                          |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                               |                     |                   |                                                                                                                                                                                                                                                                                                                                                                                    |               |          | Deduct cable removal          | (\$7,800)        |
|                                                                                                                                                                                                                                                                                                                                                                        |                           |                          |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                               |                     |                   |                                                                                                                                                                                                                                                                                                                                                                                    |               |          | Add camera mounting           | \$3,365          |



**Services of NY, Inc**

## **PROPOSAL**

**1-05-26**

CNC Services of New York respectfully submits for consideration. This proposal is for the data-cabling installation for Albany County offices at 449 New Salem Road according to the plans and specs provided.

### **Scope of Work:**

- Provide and install cat 6 CMP cables for locations as specified on the drawings. (Approximately 93 data cables, and 8 card reader locations)
- Provide cat 6 jacks, 48 port cat 6 Patch panels, and face plates.
- All terminations are to be completed in a new 19" free standing rack.
- Provided fire stop and sleeves as required.
- Install surface raceway were required.
- Provide test results and documentation per specification.
- Provide all submittals.
- Patch cords are included for this installation.
- Provide all RCDD requirements.
- Provide Manufacturers extended warranty.
- Supply the shop drawings and as builds.

### **Proposal does not include:**

- Sales tax
- Allowances
- Bonds
- Painting and patching of walls.
- Electrical circuits are not included in this proposal.

### **Pricing:**

**Tel Data Section      \$94,084.57**

### **Itemized unit price attached**

|                              |                    |
|------------------------------|--------------------|
| <b>Deduct access control</b> | <b>-\$3,900.00</b> |
| <b>Deduct Cable removal</b>  | <b>-\$7,800.00</b> |
| <b>Add camera mounting</b>   | <b>+\$3,365.00</b> |

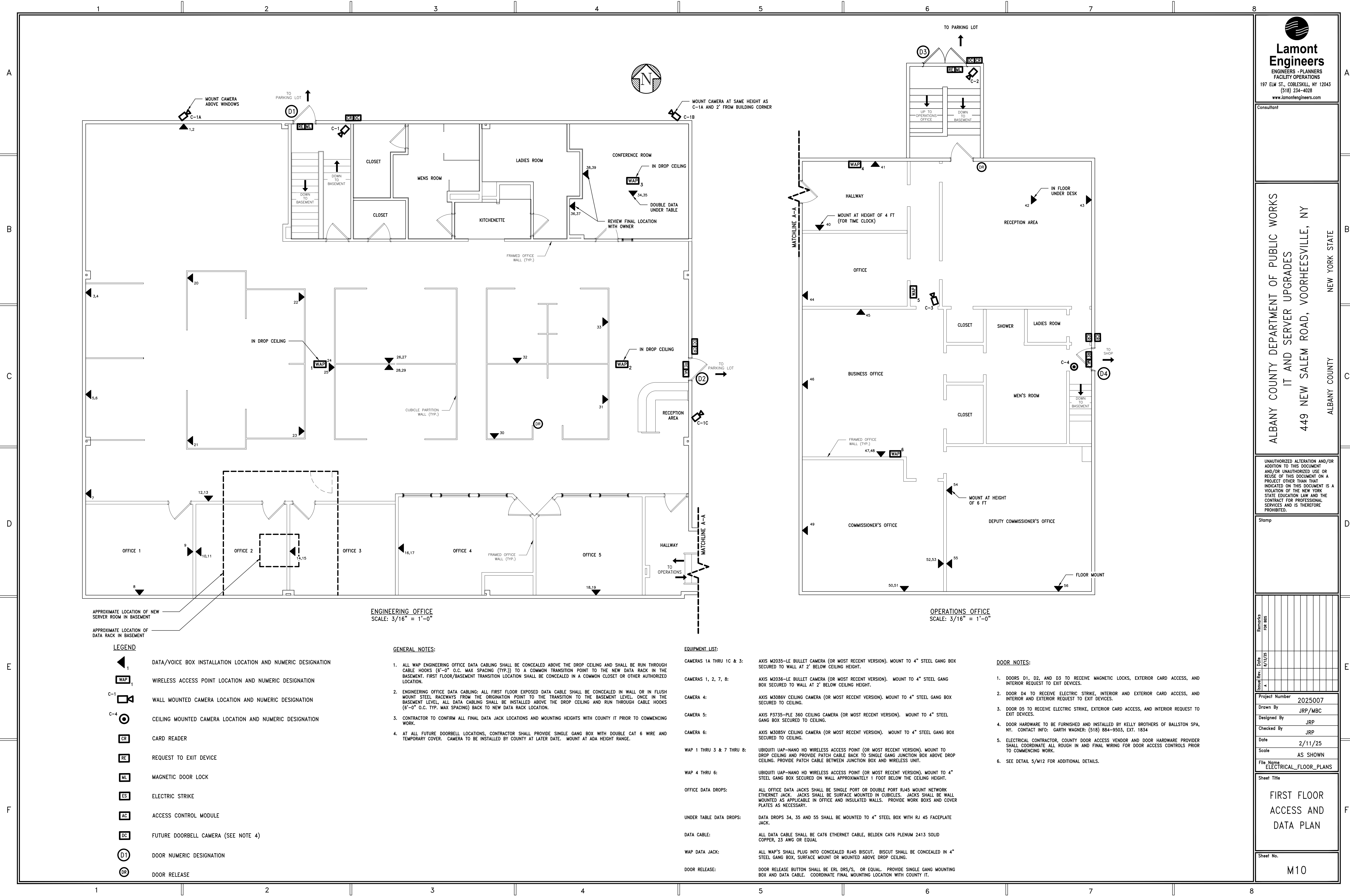
Thank you for considering CNC for this project. If you have any questions regarding this Proposal, please feel free to contact me at 518-858-2779.

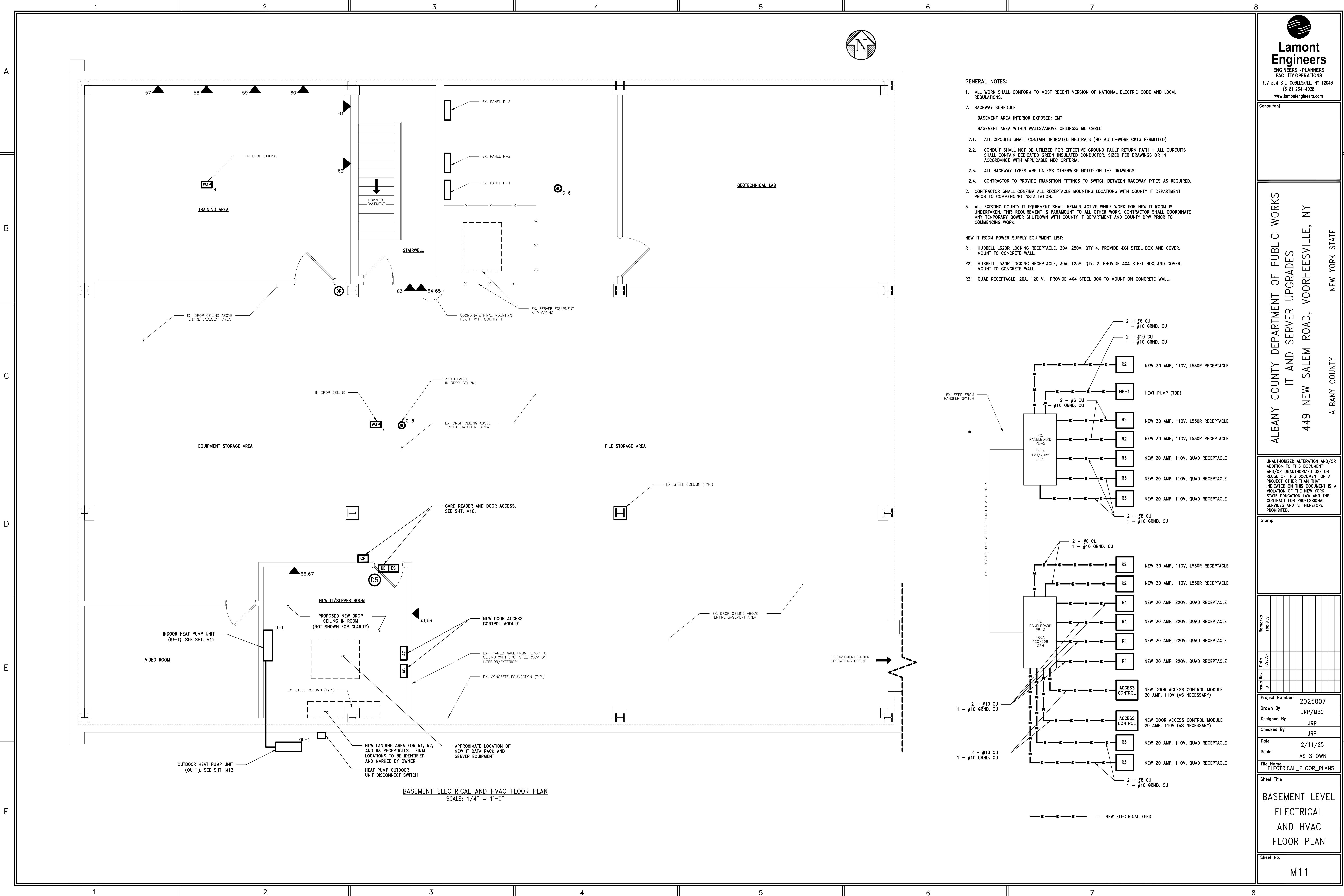
Sincerely,  
Steve Rinkewich RCDD

Project bid is for the installation of CAT6 network cabling at 449 New Salem Road in Voorheesville. Walk through is scheduled for 12/18 1045AM-1200PM and an alternate date can be made if necessary of 12/19 1045AM-1200PM or soon thereafter.

Requesting bidder's response to install cabling under NYS Contract 7720123150 between our data closet (MDF or LDF) rack (Standard 19" EIM provided) and end-point data drops for Wi-Fi, Cameras, and other devices as indicated. Endpoint data drops will terminate into biscuit, in wall, or wall mount boxes (if not specified on drawings). Successful bidder will also include patch panels, hooks/ mounts, drops, boxes, etc from their state contract. Preliminary electronic drawing versions of the site will be provided before walk through and updated (if necessary) soon after.

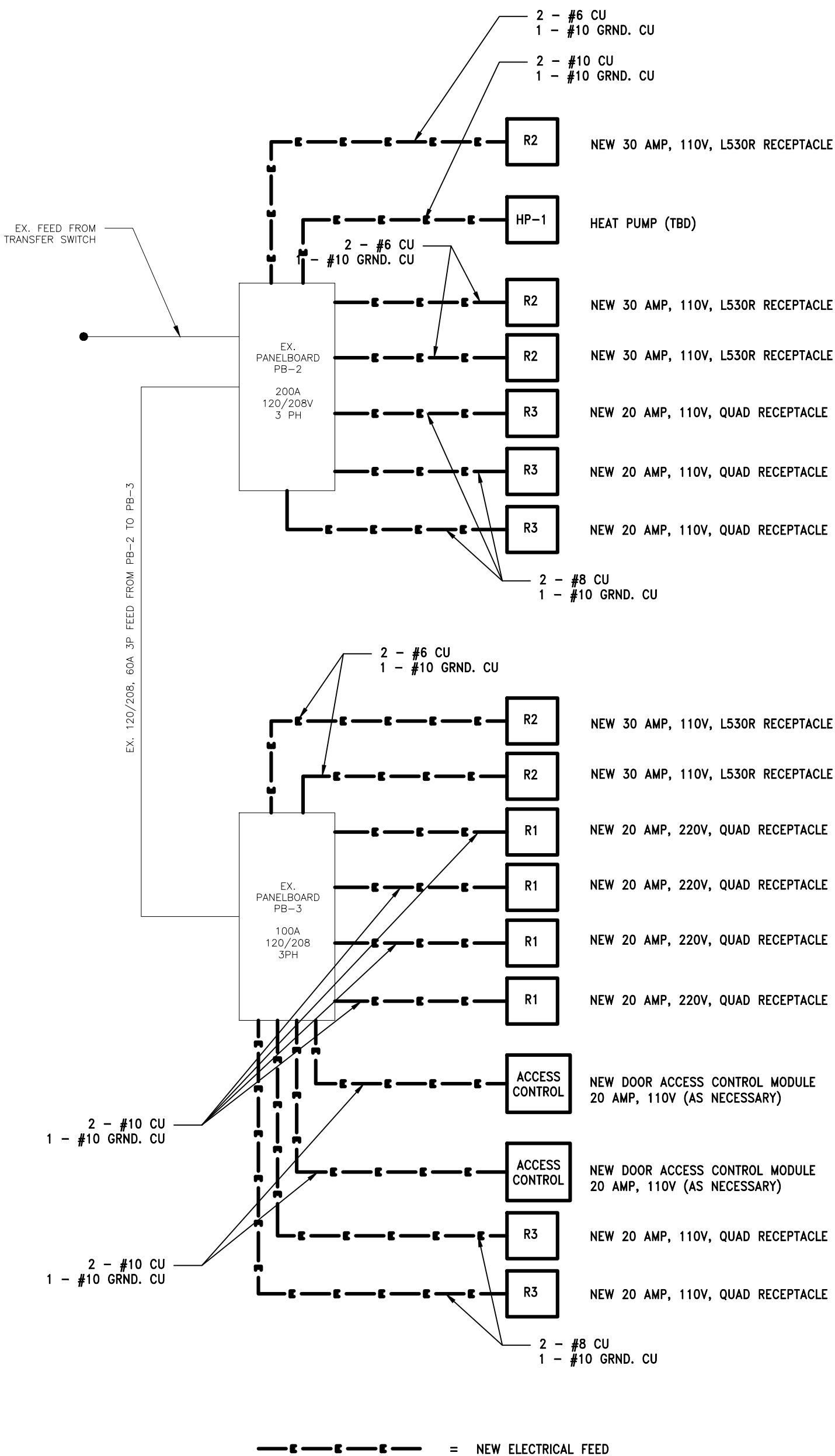
- A 6' Service loop between wall and data rack to facilitate if rack movement necessary for building maintenance.
- All cabling is to be Plenum (indicate if codes require other) rated with data cabling being CAT6 will be home runs from end points to MDF.
- Cabling may be run through walls or floors in a professional manner. Please see notes about transition and pathing for drop ceiling or in wall installations.
- Cabling run in drop ceilings are to be run in J-hooks (provide in bid) less than 4' apart and do not exceed 50% fill ratio.
- Cabling run in warehouse areas are to be run in J-hooks, bridle rings, or conduit and do not exceed 50% fill ratio.
- Cabling run in other open areas to be contained in conduit and do not exceed 50% fill ratio.
- Cabling for Cameras or WiFi will terminate to biscuit boxes above drop ceiling or secured near location on interior of the building.
- Both ends of CAT6 cables terminated/ punched down in female/ jack style connectors in TIA 568-B wiring configurations.
- Cabling, punch downs (ie: patch-panel/ data drop/ keystones) are to be brands Belden or CommScope; alternatives included in your state contract may be entertained but please denote.
- Use different color-coding of wires for different services (e.g., data (Blue), cameras (orange), wifi (purple), coax (black), etc). Avoid using red or brown cable.
- Documentation: Label every cable, patch panel port, and data drop uniquely at both ends per TIA-606-C standards. If drop ceiling, label crossbar nearby.
- Certification: All installed links must be tested and certified with a professional tester to ensure they meet performance standards.
- Fire stopping: Ensure all penetrations through fire-rated walls and floors sealed with approved fire-stop materials to meet building codes and safety regulations at the conclusion of the install and testing process.





- GENERAL NOTES:**
- ALL WORK SHALL CONFORM TO MOST RECENT VERSION OF NATIONAL ELECTRIC CODE AND LOCAL REGULATIONS.
  - RACEWAY SCHEDULE  
BASEMENT AREA INTERIOR EXPOSED: EMT  
BASEMENT AREA WITHIN WALLS/ABOVE CEILINGS: MC CABLE
  - ALL CIRCUITS SHALL CONTAIN DEDICATED NEUTRALS (NO MULTI-WIRE CKTS PERMITTED)
  - CONDUIT SHALL NOT BE UTILIZED FOR EFFECTIVE GROUND FAULT RETURN PATH - ALL CIRCUITS SHALL CONTAIN DEDICATED GREEN INSULATED CONDUCTOR, SIZED PER DRAWINGS OR IN ACCORDANCE WITH APPLICABLE NEC CRITERIA.
  - ALL RACEWAY TYPES ARE UNLESS OTHERWISE NOTED ON THE DRAWINGS
  - CONTRACTOR TO PROVIDE TRANSITION FITTINGS TO SWITCH BETWEEN RACEWAY TYPES AS REQUIRED.
  - CONTRACTOR SHALL CONFIRM ALL RECEPTACLE MOUNTING LOCATIONS WITH COUNTY IT DEPARTMENT PRIOR TO COMMENCING INSTALLATION.
  - ALL EXISTING COUNTY IT EQUIPMENT SHALL REMAIN ACTIVE WHILE WORK FOR NEW IT ROOM IS UNDERTAKEN. THIS REQUIREMENT IS PARAMOUNT TO ALL OTHER WORK. CONTRACTOR SHALL COORDINATE ANY TEMPORARY BOWER SHUTDOWN WITH COUNTY IT DEPARTMENT AND COUNTY DPW PRIOR TO COMMENCING WORK.

- NEW IT ROOM POWER SUPPLY EQUIPMENT LIST:**
- R1: HUBBELL L620R LOCKING RECEPTACLE, 20A, 250V, QTY 4. PROVIDE 4X4 STEEL BOX AND COVER. MOUNT TO CONCRETE WALL.
- R2: HUBBELL L530R LOCKING RECEPTACLE, 30A, 125V, QTY. 2. PROVIDE 4X4 STEEL BOX AND COVER. MOUNT TO CONCRETE WALL.
- R3: QUAD RECEPTACLE, 20A, 120 V. PROVIDE 4X4 STEEL BOX TO MOUNT ON CONCRETE WALL.



**Lamont Engineers**  
ENGINEERS - PLANNERS  
FACILITY OPERATIONS  
197 ELM ST., COBLESKILL, NY 12043  
(518) 234-4028  
www.lamontengineers.com

Consultant

ALBANY COUNTY DEPARTMENT OF PUBLIC WORKS  
IT AND SERVER UPGRADES  
449 NEW SALEM ROAD, VOORHEESVILLE, NY

NEW YORK STATE  
ALBANY COUNTY

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Stamp

| Issue | Rev. | Date   | Remarks |
|-------|------|--------|---------|
| A     | 1    | 8/2/25 | FOR ISS |

Project Number 2025007

Drawn By JRP/MBC

Designed By JRP

Checked By JRP

Date 2/11/25

Scale AS SHOWN

File Name ELECTRICAL\_FLOOR\_PLANS

Sheet Title

BASEMENT LEVEL  
ELECTRICAL  
AND HVAC  
FLOOR PLAN

Sheet No. M11

1

2

3

4

5

6

7

8

EXISTING PANEL BOARD PB-2 SCHEDULE

NO: PB-2

LOCATION: IN BASEMENT ON STAIRWELL WALL

| CIRCUIT NO. | DESIGNATION                     | CIRCUIT BREAKER |           | CIRCUIT BREAKER |           | DESIGNATION                | CIRCUIT NO. |
|-------------|---------------------------------|-----------------|-----------|-----------------|-----------|----------------------------|-------------|
|             |                                 | TRIP            | NO. POLES | TRIP            | NO. POLES |                            |             |
| 1           | BASEMENT LIGHTS                 | 20A             | 1         | 20A             | 1         | BASEMENT RECEPTICLES       | 2           |
| 3           | BASEMENT LIGHTS                 | 20A             | 1         | 20A             | 1         | BASEMENT RECEPTICLES       | 4           |
| 5           | BASEMENT LIGHTS                 | 20A             | 1         | 20A             | 1         | PARTITION EAST             | 6           |
| 7           | EMER. LIGHTS AND EXITS BASEMENT | 20A             | 1         | 20A             | 1         | PARTITION EAST             | 8           |
| 9           | HALL LIGHTS - BASEMENT          | 20A             | 1         | 20A             | 1         | PARTITION EAST             | 10          |
| 11          | DED. CIRC.                      | 20A             | 1         | 20A             | 1         | OFFICE FLOOR RECP.         | 12          |
| 13          | DED. CIRC.                      | 20A             | 2         | 20A             | 1         | COMPUTER FEED              | 14          |
| 15          | DED. CIRC.                      | 20A             | 2         | 20A             | 1         | MICROWAVE AND REFRIGERATOR | 16          |
| 17          | DED CIRC.                       | 20A             | 1         | 20A             | 1         | COFFEE MAKER               | 18          |
| 19          | SPECIAL 20 AMP RECP.            | 20A             | 1         | 20A             | 1         | XEROX OUTLET               | 20          |
| 21          | DED. CIRC.                      | 20A             | 1         | 60A             | 3         | FEED TO PB-3               | 22          |
| 23          | OUTLETS IN DOWN ROOMS           | 20A             | 1         |                 |           | FEED TO PB-3               | 24          |
| 25          | SPARE                           | 20A             | 1         |                 |           | FEED TO PB-3               | 26          |
| 27          | SOIL LAB OUTLETS                | 20A             | 1         | 15A             | 1         | SOIL LAB - FAN             | 28          |
| 29          | SOIL LAB OUTLETS                | 20A             | 1         | 15A             | 3         | SUMP PUMP                  | 30          |
| 31          | OUTLET ON OUTSIDE OF SOIL LAB   | 20A             | 1         |                 |           |                            | 32          |
| 33          | BASEMENT OUTLETS                | 20A             | 1         |                 |           |                            | 34          |
| 35          | SOIL LAB OUTLETS                | 20A             | 1         | 20A             | 2         | BLUE PRINT                 | 36          |
| 37          | OUTLETS ON I-BEAM               | 20A             | 1         |                 |           |                            | 38          |
| 39          | LIGHTS IN SOIL LAB              | 20A             | 1         | 30A             | 1         | OVEN - SOIL LAB            | 40          |
| 41          | BASEMENT OUTLETS                | 20A             | 1         | 15A             | 1         | SIL LAB                    | 42          |

1

M12

EXISTING PANEL BOARD PB-2

SCALE: NTS

PROPOSED PANEL BOARD PB-2 SCHEDULE

NO: PB-2

LOCATION: IN BASEMENT ON STAIRWELL WALL

| CIRCUIT NO. | DESIGNATION                     | CIRCUIT BREAKER |           | CIRCUIT BREAKER |           | DESIGNATION                | CIRCUIT NO. |
|-------------|---------------------------------|-----------------|-----------|-----------------|-----------|----------------------------|-------------|
|             |                                 | TRIP            | NO. POLES | TRIP            | NO. POLES |                            |             |
| 1           | BASEMENT LIGHTS                 | 20A             | 1         | 20A             | 1         | BASEMENT RECEPTICLES       | 2           |
| 3           | BASEMENT LIGHTS                 | 20A             | 1         | 20A             | 1         | BASEMENT RECEPTICLES       | 4           |
| 5           | BASEMENT LIGHTS                 | 20A             | 1         | 20A             | 1         | PARTITION EAST             | 6           |
| 7           | EMER. LIGHTS AND EXITS BASEMENT | 20A             | 1         | 20A             | 1         | PARTITION EAST             | 8           |
| 9           | HALL LIGHTS - BASEMENT          | 20A             | 1         | 20A             | 1         | PARTITION EAST             | 10          |
| 11          | DED. CIRC.                      | 20A             | 1         | 20A             | 1         | OFFICE FLOOR RECP.         | 12          |
| 13          | DED. CIRC.                      | 20A             | 2         | 20A             | 1         | COMPUTER FEED              | 14          |
| 15          | DED. CIRC.                      | 20A             | 2         | 20A             | 1         | MICROWAVE AND REFRIGERATOR | 16          |
| 17          | DED CIRC.                       | 20A             | 1         | 20A             | 1         | COFFEE MAKER               | 18          |
| 19          | SPECIAL 20 AMP RECP.            | 20A             | 1         | 20A             | 1         | XEROX OUTLET               | 20          |
| 21          | DED. CIRC.                      | 20A             | 1         | 60A             | 3         | FEED TO PB-3               | 22          |
| 23          | OUTLETS IN DOWN ROOMS           | 20A             | 1         |                 |           | FEED TO PB-3               | 24          |
| 25          | IT ROOM L530R RECP.             | 30              | 1         |                 |           | FEED TO PB-3               | 26          |
| 27          | HEAT PUMP HP-1                  | 20A             | 1         | 20A             | 1         | IT ROOM QUAD OUTLET        | 28          |
| 29          |                                 | 20A             | 2         | 15A             | 3         | SUMP PUMP                  | 30          |
| 31          | IT ROOM L530R RECP.             | 20A             | 1         |                 |           |                            | 32          |
| 33          | BASEMENT OUTLETS                | 20A             | 1         |                 |           |                            | 34          |
| 35          | SOIL LAB OUTLETS                | 20A             | 1         | 20A             | 2         | BLUE PRINT                 | 36          |
| 37          | OUTLETS ON I-BEAM               | 20A             | 1         |                 |           |                            | 38          |
| 39          | LIGHTS IN SOIL LAB              | 20A             | 1         | 30A             | 1         | IT ROOM L530R RECP.        | 40          |
| 41          | BASEMENT OUTLETS                | 20A             | 1         | 20A             | 1         | IT ROOM QUAD OUTLET        | 42          |

3

M12

PROPOSED PANEL BOARD PB-2

SCALE: NTS

EXISTING PANEL BOARD PB-3 SCHEDULE

NO: PB-3

LOCATION: IN BASEMENT ON STAIRWELL WALL

| CIRCUIT NO. | DESIGNATION            | CIRCUIT BREAKER |           | CIRCUIT BREAKER |           | DESIGNATION               | CIRCUIT NO. |
|-------------|------------------------|-----------------|-----------|-----------------|-----------|---------------------------|-------------|
|             |                        | TRIP            | NO. POLES | TRIP            | NO. POLES |                           |             |
| 1           | NEW DUPLEX 1/2 QUAC    | 20A             | 1         | 20A             | 1         | NEW OFFICE LIGHTS & RECP. | 2           |
| 3           | SPARE                  | 20A             | 1         | 20A             | 1         | NEW OFFICE LIGHTS & RECP. | 4           |
| 5           | SPARE                  | 20A             | 1         | 20A             | 1         | SPARE                     | 6           |
| 7           | SPARE                  | 20A             | 1         | 20A             | 1         | SPARE                     | 8           |
| 9           | NEW PRINTER            | 20A             | 1         | 30A             | 1         | NEW TWIST LOC - SERVER    | 10          |
| 11          | NEW TWIST LOC - SERVER | 30A             | 1         | 30A             | 1         | SPARE                     | 12          |
| 13          | EMPTY                  | 20A             | 2         | 20A             | 1         | EMPTY                     | 14          |
| 15          | EMPTY                  | 20A             | 2         | 20A             | 1         | EMPTY                     | 16          |
| 17          | EMPTY                  | 20A             | 1         | 20A             | 1         | EMPTY                     | 18          |
| 19          | EMPTY                  | 20A             | 1         | 20A             | 1         | EMPTY                     | 20          |
| 21          | EMPTY                  | 20A             | 1         | 60A             | 3         | EMPTY                     | 22          |
| 23          | EMPTY                  | 20A             | 1         |                 |           | EMPTY                     | 24          |
| 25          | EMPTY                  | 20A             | 1         |                 |           | EMPTY                     | 26          |
| 27          | EMPTY                  | 20A             | 1         | 15A             | 1         | EMPTY                     | 28          |
| 29          | EMPTY                  | 20A             | 1         | 15A             | 3         | EMPTY                     | 30          |
| 31          | EMPTY                  | 20A             | 1         |                 |           | EMPTY                     | 32          |
| 33          | EMPTY                  | 20A             | 1         |                 |           | EMPTY                     | 34          |
| 35          | EMPTY                  | 20A             | 1         | 20A             | 2         | EMPTY                     | 36          |
| 37          | EMPTY                  | 20A             | 1         |                 |           | EMPTY                     | 38          |
| 39          | EMPTY                  | 20A             | 1         | 30A             | 1         | EMPTY                     | 40          |
| 41          | EMPTY                  | 20A             | 1         | 15A             | 1         | EMPTY                     | 42          |

2

M12

EXISTING PANEL BOARD PB-3

SCALE: NTS

PROPOSED PANEL BOARD PB-3 SCHEDULE

NO: PB-3

LOCATION: IN BASEMENT ON STAIRWELL WALL

| CIRCUIT NO. | DESIGNATION                                           | CIRCUIT BREAKER |           | CIRCUIT BREAKER |           | DESIGNATION               | CIRCUIT NO. |
|-------------|-------------------------------------------------------|-----------------|-----------|-----------------|-----------|---------------------------|-------------|
|             |                                                       | TRIP            | NO. POLES | TRIP            | NO. POLES |                           |             |
| 1           | NEW DUPLEX 1/2 QUAD                                   | 20A             | 1         | 20A             | 1         | NEW OFFICE LIGHTS & RECP. | 2           |
| 3           | DOOR ACCESS CIRC.                                     | 20A             | 1         | 20A             | 1         | NEW OFFICE LIGHTS & RECP. | 4           |
| 5           | IT ROOM L620 RECP. (R1)                               | 20A             | 2         | 20A             | 2         | IT ROOM L620 RECP. (R1)   | 6           |
| 7           | IT ROOM L620 RECP. (R1)                               | 20A             | 2         | 20A             | 2         | IT ROOM L620 RECP. (R1)   | 8           |
| 9           |                                                       |                 |           |                 |           | IT ROOM L620 RECP. (R1)   | 10          |
| 11          | NEW PRINTER                                           | 20A             | 1         | 20A             | 1         | NEW TWIST LOC - SERVER    | 12          |
| 13          | NEW TWIST LOC - SERVER                                | 30A             | 1         | 20A             | 1         | IT ROOM QUAD OUTLET       | 14          |
| 15          | IT ROOM L620 RECP. (R1)                               | 20A             | 2         | 20A             | 2         | IT ROOM L620 RECP. (R1)   | 16          |
| 17          | IT ROOM L530R RECP.                                   | 30A             | 1         | 30A             | 1         | IT ROOM L530R RECP.       | 18          |
| 19          | IT ROOM QUAD OUTLET                                   | 20A             | 1         | 20A             | 1         | EMPTY                     | 20          |
| 21          | CIRCUIT RESERVED FOR DOOR ACCESS CONTROL AS NECESSARY | 20A             | 1         | 60A             | 3         | EMPTY                     | 22          |
| 23          | CIRCUIT RESERVED FOR DOOR ACCESS CONTROL AS NECESSARY | 20A             | 1         |                 |           | EMPTY                     | 24          |
| 25          | CIRCUIT RESERVED FOR DOOR ACCESS CONTROL AS NECESSARY | 20A             | 1         |                 |           | EMPTY                     | 26          |
| 27          | CIRCUIT RESERVED FOR DOOR ACCESS CONTROL AS NECESSARY | 20A             | 1         | 15A             | 1         | EMPTY                     | 28          |
| 29          | CIRCUIT RESERVED FOR DOOR ACCESS CONTROL AS NECESSARY | 20A             | 1         | 15A             | 3         | EMPTY                     | 30          |
| 31          | EMPTY                                                 | 20A             | 1         |                 |           | EMPTY                     | 32          |
| 33          | EMPTY                                                 | 20A             | 1         |                 |           | EMPTY                     | 34          |
| 35          | EMPTY                                                 | 20A             | 1         | 20A             | 2         | EMPTY                     | 36          |
| 37          | EMPTY                                                 | 20A             | 1         |                 |           | EMPTY                     | 38          |
| 39          | EMPTY                                                 | 20A             | 1         | 30A             | 1         | EMPTY                     | 40          |
| 41          | EMPTY                                                 | 20A             | 1         | 15A             | 1         | EMPTY                     | 42          |

4

M12

PROPOSED PANEL BOARD PB-3

SCALE: NTS

GENERAL NOTES:

1. ALL WORK SHALL CONFORM TO MOST RECENT VERSION OF NATIONAL ELECTRIC CODE AND LOCAL REGULATIONS.

2. ALL CIRCUITS CROSSED OFF ON PANEL SCHEDULES SHALL BE TURNED OFF AND THE EXISTING CONDUCTORS DISCONNECTED AND TERMINATED. EXISTING BREAKERS MAY BE REUSED AS APPLICABLE.

3. ALL NEW CIRCUITS ON PROPOSED PANEL SCHEDULE ARE IDENTIFIED WITH BOLD DASHED LINE.

4. CONTRACTOR SHALL UPDATE ALL PANEL SCHEDULES FOLLOWING COMPLETION OF WORK.

CARD ACCESS CONTROL PROJECT REQUIREMENTS:

1. GENERIC ROUGH-IN REQUIREMENTS ARE ILLUSTRATED IN THE ADJACENT DETAIL. CONTRACTOR SHALL COORDINATE WITH THE DOOR ACCESS CONTROL INTEGRATOR SUBMITTALS & PROVIDE ACTUAL ROUGH-IN REQUIRED FOR EACH SPECIFIC DOOR INSTALLATION. THIS DETAILS IS NOT INTENDED TO SHOW ALL CONDITIONS/INSTALLATION REQUIREMENTS.

2. WHERE INSTALLATION IS PROPOSED ON AN EXISTING BLOCK WALL - PROVIDE SURFACE RACEWAY/BOXES.

120V, 20A

CEILING

FLOOR

INTERIOR REQUEST TO EXIT MOTION SENSOR

MAGNETIC DOOR LOCK HARDWARE (AS NECESSARY)

HANDY BOX, INSTALL WHEN USING ELECTRIFIED EXIT HARDWARE OR ELECTRIFIED MORTISE LOCK.

RECEIVING DOOR ACCESS (AS NECESSARY). PROVIDE 120V POWER AT EACH DOOR. UTILIZE FOR ANY OF THE FOLLOWING: AUTOMATIC DOOR OPENERS & CARD READERS

PROVIDE JUNCTION BOX IN ACCESSIBLE LOCATION, ABOVE CEILING TILE IF POSSIBLE. SIZE JUNCTION BOX BASED ON EQUIPMENT VENDOR'S RECOMMENDATION.

3/4" EMT CONDUIT TO DATA ROOM. SEE SHEET E204

3/4" EMT, TYPICAL ALL CONDUITS. PROVIDE ALL NECESSARY LOW VOLTAGE CONDUCTORS PER MPP'S RECOMMENDATIONS.

PROVIDE CONDUIT TO ELECTRIC STRIKE WHERE APPLICABLE.

SINGLE GANG RECESSED ELECTRICAL BOX ON AUTOMATIC DOOR ACTIVATOR FLOOR PLAN: CR

ELECTRIC STRIKE/HARDWARE

SECURE SIDE

NON-SECURE SIDE

5

M12

TYPICAL ACCESS CONTROL DOOR ROUGH-IN

SCALE: N.T.S.

HEAT PUMP SCHEDULE

| TAG       | MANUFACTURER | INFOOR UNIT MODEL NO. | OUTDOOR UNIT MODEL NO. | HEATING         |              | COOLING         |              | ELECTRICAL | REFRIGERANT |
|-----------|--------------|-----------------------|------------------------|-----------------|--------------|-----------------|--------------|------------|-------------|
|           |              |                       |                        | CAPACITY (BTUH) | CFM (HI/LOW) | CAPACITY (BTUH) | CFM (HI/LOW) |            |             |
| IU-1/OU-1 | DAIKIN       | FIX30NVJU             | RX30NMVJUA             | 34,800          | 960/512      | 31,400          | 890/512      | 208/1      | R-410A      |

HEAT PUMP NOTES:

1. COMPLETE WITH REFRIGERANT LINE SET COVER.

2. PROVIDE W/MODEL BRC944B2-A08 WIRED REMOTE CONTROLLER.

3. PROVIDE W/EXTERNAL CONDENSATE PUMP, MODEL DACA-CP4-1

4. HEAT PUMP DISCONNECT SWITCH: CUTLER-HAMMER CATALOG NO. DG221URB, OR EQUAL

5. REFRIGERANT PIPING SHALL BE SEAMLESS TYPE ACR COPPER. PROVIDE 1/4" THICK ARMSTRONG ARMAFLEX INSULATION FOR EXTERIOR SUCTION AND LIQUID LINES AND INTERIOR SUCTION LINE. PROVIDE PVC JACKET (LINE SET COVER) ON ALL INTERIOR AND EXTERIOR INSULATION.

6. ALL LOW VOLTAGE (LESS THAN 120V) CONTROL WIRING AND CONDUIT ASSOCIATED WITH THE HEAT PUMP SHALL BE MULTI-CONDUCTOR TYPE CL2 LOW VOLTAGE CABLE. ALL CABLE SHALL BE INSTALLED IN A NEAT AND WORKMANLIKE MANNER. CABLES SHALL BE SUPPORTED IN ACCORDANCE WITH THE NATIONAL ELECTRICAL CODE ARTICLE 725.

7. OU-1 SHALL BE MOUNTED TO EXISTING BUILDING FOUNDATION OR TO GROUND MOUNT CONCRETE PAD AND STAND.

Lamont Engineers

ENGINEERS - PLANNERS

FACILITY OPERATIONS

197 ELM ST., CORBESKILL, NY 12043

(518) 234-4028

www.lamontengineers.com

Consultant

ALBANY COUNTY DEPARTMENT OF PUBLIC WORKS

IT AND SERVER UPGRADES

449 NEW SALEM ROAD, VOORHEESVILLE, NY

ALBANY COUNTY

NEW YORK STATE

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Stamp

Remarks for ISS

Issue Rev. Date 8/2/25

Project Number 2025007

Drawn By JRP/MB

Designed By JRP

Checked By JRP

Date 2/11/25

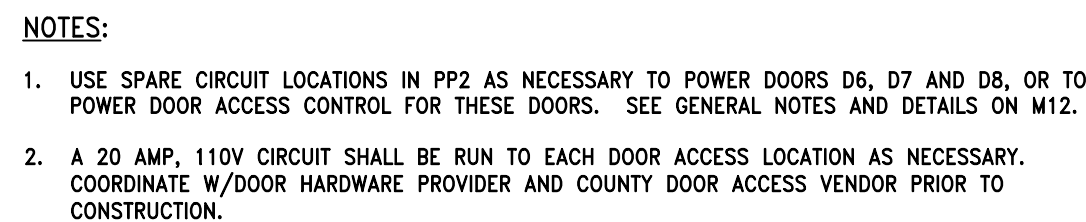
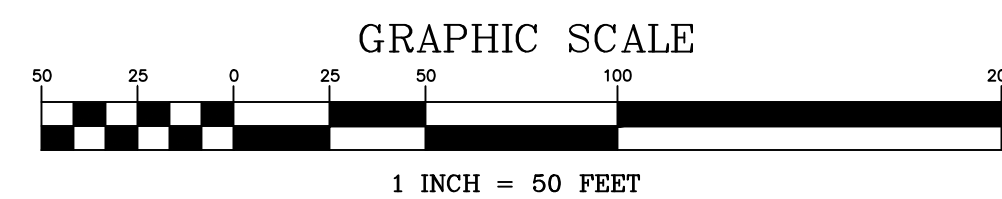
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File Name ELECTRICAL\_FLOOR\_PLANS

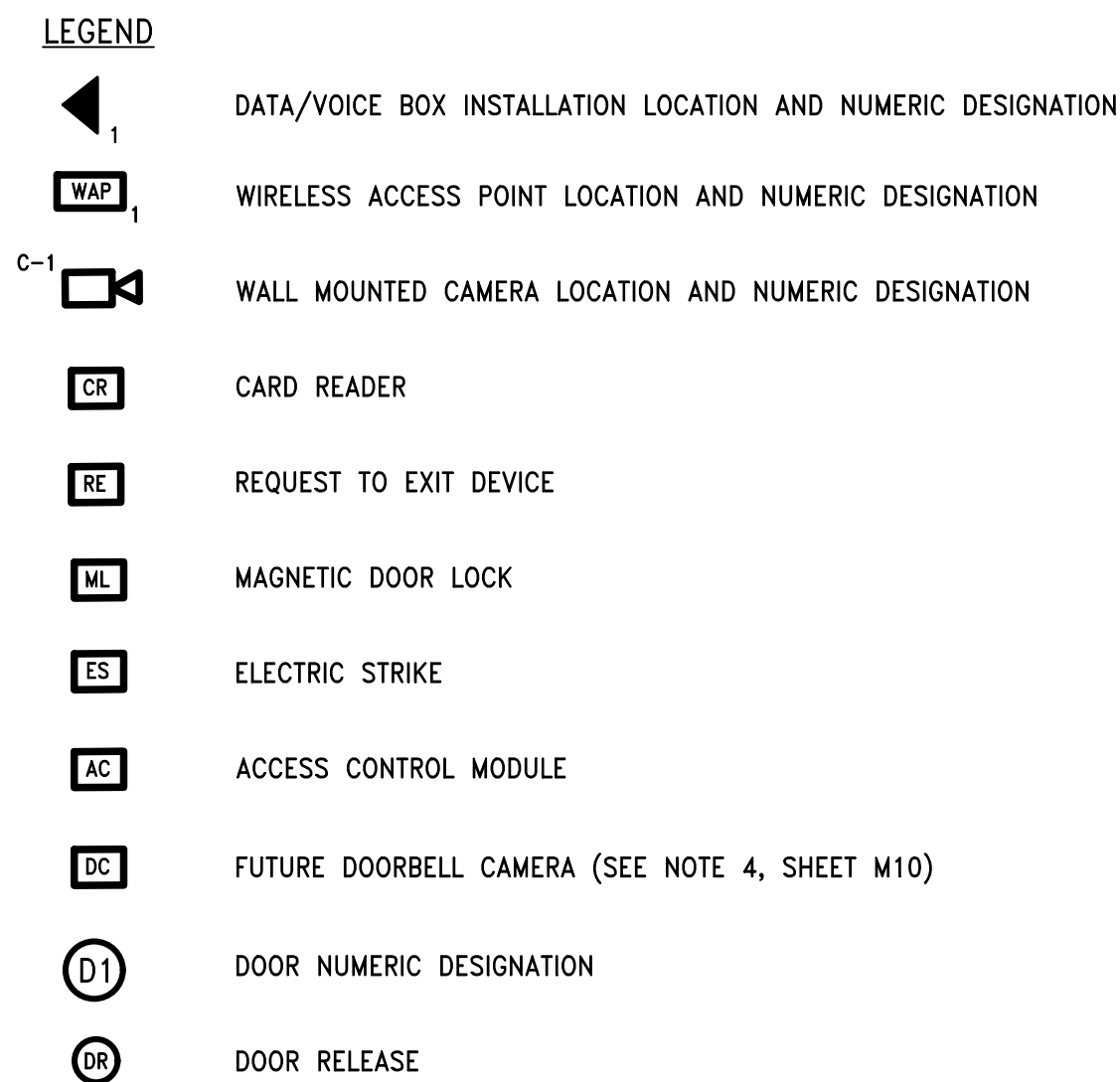
Sheet Title

ELECTRICAL DETAILS AND NOTES

Sheet No. M12



—E—E—E— = NEW ELECTRICAL FEED



GENERAL NOTES:

1. ALL WORK SHALL CONFORM TO MOST RECENT VERSION OF NATIONAL ELECTRIC CODE AND LOCAL REGULATIONS.
2. RACEWAY SCHEDULE  
INTERIOR EXPOSED: EMT  
  
WITHIN WALLS/ABOVE CEILINGS: MC CABLE
- 2.1. ALL CIRCUITS SHALL CONTAIN DEDICATED NEUTRALS (NO MULTI-WIRE CKTS PERMITTED)
- 2.2. CONDUIT SHALL NOT BE UTILIZED FOR EFFECTIVE GROUND FAULT RETURN PATH - ALL CIRCUITS SHALL CONTAIN DEDICATED GREEN INSULATED CONDUCTOR, SIZED PER DRAWINGS OR IN ACCORDANCE WITH APPLICABLE NEC CRITERIA.
- 2.3. ALL RACEWAY TYPES ARE UNLESS OTHERWISE NOTED ON THE DRAWINGS
- 2.4. CONTRACTOR TO PROVIDE TRANSITION FITTINGS TO SWITCH BETWEEN RACEWAY TYPES AS REQUIRED.
3. CONTRACTOR SHALL CONFIRM ALL RECEPTACLE MOUNTING LOCATIONS WITH COUNTY IT DEPARTMENT PRIOR TO COMMENCING INSTALLATION.
- 3.1. ALL EXISTING COUNTY IT EQUIPMENT SHALL REMAIN ACTIVE WHILE WORK FOR NEW IT ROOM IS UNDERTAKEN. THIS REQUIREMENT IS PARAMOUNT TO ALL OTHER WORK. CONTRACTOR SHALL COORDINATE ANY TEMPORARY POWER SHUTDOWN WITH COUNTY IT DEPARTMENT AND COUNTY DPW PRIOR TO COMMENCING WORK.
4. ALL EXPOSED DATA CABLE IN MECHANICS SHOP AREA TO BE INSTALLED IN EMT BETWEEN TERMINATION LOCATIONS UNLESS OTHERWISE AUTHORIZED. PROVIDE ALL ACCESSORIES FOR COMPLETE INSTALLATIONS.
5. DOOR D6 AND D8 TO RECEIVE MAGNETIC LOCKS, INTERIOR AND EXTERIOR CARD ACCESS, AND INTERIOR REQUEST TO EXIT DEVICE.
6. DOOR 7 TO RECEIVE ELECTRIC STRIKE, EXTERIOR CARD ACCESS, AND INTERIOR REQUEST TO EXIT DEVICE.
7. ELECTRICAL CONTRACTOR, COUNTY DOOR ACCESS VENDOR AND DOOR HARDWARE PROVIDER SHALL COORDINATE ALL ROUGH IN AND FINAL WIRING FOR DOOR ACCESS CONTROLS PRIOR TO COMMENCING WORK.
8. SEE DETAIL 5/M12 FOR ADDITIONAL DETAILS.
9. REPLACE EX. DROP AT KRONOS CLOCK WITH NEW DROP AND RUN WIRE TO IT EQUIPMENT IN 2ND FLOOR MECHANICS BREAK ROOM.
10. ALL DATA CABLE IN MECHANICS/MAINTENANCE BAY AREAS TO RUN BACK TO SECOND FLOOR MECHANICS BREAK ROOM IT LOCATION.

EQUIPMENT LIST:

CAMERA 7 & 8: AXIS W2036-B ULTIMATE CAMERA (OR MOST RECENT VERSION), MOUNT TO 4" STEEL GANG BOX BULLETED TO WALL AT 9" ABOVE FINISH FLOOR.

OFFICE DATA DROPS: ALL OFFICE DATA JACKS SHALL BE SINGLE PORT OR DOUBLE PORT RJ45 WALL MOUNT NETWORK ETHERNET JACK. JACKS SHALL BE SURFACE MOUNTED. JACKS SHALL BE WALL MOUNTED AS APPLICABLE IN OFFICE AND INSULATED WALLS. PROVIDE WORK BOXES AND COVER PLATES AS NECESSARY.

DATA CABLE: ALL DATA DROP CABLE SHALL BE CAT6 ETHERNET CABLE, BELDEN CAT6 PLENUM 2413 SOLID COPPER, 23 AWG OR EQUAL

LONG DISTANCE DATA CABLE: DATA CABLE TO CAMERA 5, DOORS 6 AND 7 SHALL BE PAISE ELECTRIC GAMECHANGER CABLE TO ACCOUNT FOR LONG RUNS TO TERMINATION LOCATIONS.



Consultant

ALBANY COUNTY DEPARTMENT OF PUBLIC WORKS  
IT AND SERVER UPGRADES  
449 NEW SALEM ROAD, VOORHEESVILLE, NY  
ALBANY COUNTY NEW YORK STATE

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Stamp

[illegible]

|                |                    |
|----------------|--------------------|
| Project Number | 2025007            |
| Drawn By       | MBG                |
| Designed By    | JRP                |
| Checked By     | JRP                |
| Date           | 2/28/25            |
| Scale          | AS SHOWN           |
| File Name      | MAINTENANCE BAY PL |

Sheet Title

MAINTENANCE  
BAY PLAN

Sheet No.

M13

## Schedule A

1. Bid Package – 449 New Salem Road
2. Data Layout – 449 New Salem Road
3. Vendor Proposal – 449 New Salem Road
4. Vendor Proposal Unit Pricing – 449 New Salem Road

Contract #: 2026-0311

Contract Type: standard

Contract Action: new

Procurement Type: State Contract

Department: Information Services A1680

Date Submitted: 03/02/2026

Contact Person: [Patrick Alderson],[David Berkun]

Contact Phone: 518-447-3033,518-447-7283

Vendor Info: Eclipse Network Solutions Llc

Estimated Amount: 70,000.00

Scope of Services: Purchase and Installation of Camera Equipment - Gil Ethier Cohoes Community Center

Budget Line Item: HHYE1680.22000E

Fiscal Impact:

County: 100.00

State: 0.00

Federal: 0.00

BID, RFP, RFQ Completed? Yes - State Contract

Budget Analyst

Date

For Contract Board Use:

Date Approved

Daniel P. McCoy  
Albany County Executive

Bruce A. Hidley  
Albany County Clerk

Joanne Cunningham, Chairwoman  
Albany County Legislature



DANIEL P. MCCOY  
COUNTY EXECUTIVE

M. DAVID REILLY  
COMMISSIONER

COUNTY OF ALBANY  
DEPARTMENT OF MANAGEMENT AND BUDGET  
DIVISION OF INFORMATION SERVICES  
112 STATE STREET, ROOM 500  
ALBANY, NEW YORK 12207  
PHONE: (518) 447-7200 FAX: (518) 447-3000  
[www.albanycountyny.gov](http://www.albanycountyny.gov)

PATRICK ALDERSON  
CHIEF INFORMATION OFFICER

DAVID S. BERKUN  
DEPUTY CHIEF INFORMATION OFFICER

March 2, 2026

Hon. Joanne Cunningham, Chairwoman  
Albany County Legislature  
Harold L. Joyce Albany County Office Building  
112 State Street, Room 710  
Albany, NY 12207

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

Hon. Daniel P. McCoy, Albany County Executive  
Harold L. Joyce Albany County Office Building  
112 State Street, Room 1200  
Albany, NY 12207

Dear Contract Administration Board Members,

The Division of Information Services is requesting authorization to enter into an agreement with eCclipse Network Solutions for the purchase of security camera equipment and installation and configuration of said equipment at Gil Ethier Cohoes Community Center, in accordance with NYS OGS Contract PT68791, Group 77201 Award 23150 – Intelligent Facility & Security Systems and Solutions. The vendor will provide and install cameras, provide all mounting hardware and attachment cables, new camera licensing and will provide an installer, project manager and technician for the duration of this project. The camera system will provide security monitoring to ensure employee safety as well as public safety. The project cost will not exceed \$70,000. This project is part of Capital Plan project I2601, for which financing authorization has been approved pursuant to Resolution 25-530. Should you have any questions, please reach out to the Division of Information Services. Thank you for your consideration.

Sincerely,  
**Patrick Alderson**  
Patrick Alderson  
*Chief Information Officer*

cc: Hon. Dennis A. Feeney, Majority Leader  
Hon. Frank A. Mauriello, Minority Leader  
Rebekah Kennedy, Majority Counsel  
James Curran, Minority Counsel



eCLIPSE NETWORK SOLUTIONS

# Albany Co Cohoes Community Center Cameras

Quote #QT10500

Prepared for **Albany County**

By Matthew Krutka | [mkrutka@eclipsens.com](mailto:mkrutka@eclipsens.com)

Valid until Friday, March 20, 2026

**eCLIPSE Network Solutions**

**122 Karner Road**

**Albany, NY 12205**

**Phone Number: 518-218-0130**

**NYS OGS Contract PT68791**

# Scope of Work:

- Provide and install 49 AXIS IP Cameras and 1 Video Intercom
- Provide all mounting hardware.
- Provide all attachment cables.
- All Premise cabling, conduit and junction boxes to be done by others.
- New Camera Licensing included.
- eCclipse to work with County IT for final aim and VMS integration.

| Parts                                                                                                                                                                               |          |            | \$44,194.40                                  |
|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|----------|------------|----------------------------------------------|
| Product                                                                                                                                                                             | Quantity | Price      | Amount                                       |
|  AXIS M3086-V 4 Megapixel Indoor Network Camera<br>02374-001                                       | 35       | \$369.00   | \$12,269.25<br>5% off <del>\$12,915.00</del> |
|  AXIS M3216-Lve Surveillance Camera - Color - Dome<br>02372-001                                    | 2        | \$689.00   | \$1,309.10<br>5% off <del>\$1,378.00</del>   |
|  AXIS P1487-LE 5MP AI-Powered Bullet IP Camera, 3-8.5mm Lens<br>02341-001                          | 4        | \$849.00   | \$3,226.20<br>5% off <del>\$3,396.00</del>   |
|  AXIS P3747-PLVE 5 MP Panoramic Network Camera<br>01819-001                                      | 6        | \$2,149.00 | \$12,249.30<br>5% off <del>\$12,894.00</del> |
|  AXIS I8016-LVE Network Video Intercom<br>01995-001                                              | 1        | \$1,199.00 | \$1,139.05<br>5% off <del>\$1,199.00</del>   |
|  Axis Corner Bracket<br>5017-641                                                                 | 6        | \$89.00    | \$507.30<br>5% off <del>\$534.00</del>       |
|  AXIS Wall Mount<br>5504-821                                                                     | 6        | \$99.00    | \$564.30<br>5% off <del>\$594.00</del>       |
|  AXIS Pendant Kit<br>01513-001                                                                   | 6        | \$99.00    | \$564.30<br>5% off <del>\$594.00</del>       |
|  AXIS T94B02M M30 Series Mounting Plate for Gang Box<br>5801-421                                 | 20       | \$39.00    | \$741.00<br>5% off <del>\$780.00</del>       |
|  BELDEN PATCHCORD CAT6<br>C601114008                                                             | 50       | \$11.84    | \$473.60<br>20% off <del>\$592.00</del>      |
|  Qognify VMS Advanced Camera Extension<br>QVM-A-ADV-IC                                           | 50       | \$210.00   | \$9,450.00<br>10% off <del>\$10,500.00</del> |
|  Qognify 1ST YR. Enterprise Sma For Qognify VMS Advanced Camera Extension<br>QVM-A-ADV-IC-SMA-EI | 50       | \$37.80    | \$1,701.00<br>10% off <del>\$1,890.00</del>  |

Labor \$25,386.50

| Product                                                                                                      | Quantity | Price    | Amount      |
|--------------------------------------------------------------------------------------------------------------|----------|----------|-------------|
|  NYS Reg 5 (2025) Installer | 130      | \$153.55 | \$19,961.50 |
|  NYS Offsite Tech           | 25       | \$115.00 | \$2,875.00  |
|  NYS Project Manager        | 17       | \$150.00 | \$2,550.00  |

|              |                    |
|--------------|--------------------|
| Subtotal     | \$72,652.50        |
| Discount     | -\$3,071.60        |
| Shipping     | \$0.00             |
| Tax          | \$0.00             |
| <b>Total</b> | <b>\$69,580.90</b> |

## **TERMS and Conditions**

**\*Additional Labor and Materials may be required for conditions encountered during implementation not**

**included in the original scope of work as authorized by the customer.**

**\*Unanticipated material supply and availability may require adjusted materials, timeline and invoicing. (Supply Chain)**

**\*eCLIPSE reserves the right to progress bill for equipment received as a result of any supply chain issues.**

**\*Pricing based on current model numbers and pricing and subject to change after quote expiration.**

**\*Credit Card Fee of 3% will be added to all credit/debit transactions.**

**\*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.**

**\*This proposal is subject to the terms and conditions of the eCLIPSE General Terms and Conditions located at**

**<https://www.eclipsens.com/terms> and as amended from time to time, which are hereby incorporated by**

**reference and made part of this Proposal.**

**\*Signed Proposal and/or PO should be sent back to: CustomerPO@eclipsens.com**

**Contract #:** 2026-0317

**Contract Type:** standard

**Contract Action:** new

**Procurement Type:** State Contract

**Department:** Information Services A1680

**Date Submitted:** 03/02/2026

**Contact Person:** [Patrick Alderson],[David Berkun]

**Contact Phone:** 518-447-3033,518-447-7283

**Vendor Info:** Eclipse Network Solutions Llc

**Estimated Amount:** 22,000.00

**Scope of Services:** Camera Equipment Purchase & Installation @ 175 Green Street

**Budget Line Item:** HHY91680.22000E

**Fiscal Impact:**

*County:* 100.00

*State:* 0.00

*Federal:* 0.00

**BID, RFP, RFQ Completed?** Yes - State Contract

\_\_\_\_\_  
Budget Analyst

\_\_\_\_\_  
Date

**For Contract Board Use:**

\_\_\_\_\_  
Date Approved

\_\_\_\_\_  
Daniel P. McCoy  
Albany County Executive

\_\_\_\_\_  
Bruce A. Hidley  
Albany County Clerk

\_\_\_\_\_  
Joanne Cunningham, Chairwoman  
Albany County Legislature



DANIEL P. MCCOY  
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M. DAVID REILLY  
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PATRICK ALDERSON  
CHIEF INFORMATION OFFICER

DAVID S. BERKUN  
DEPUTY CHIEF INFORMATION OFFICER

March 2, 2026

Hon. Joanne Cunningham, Chairwoman  
Albany County Legislature  
Harold L. Joyce Albany County Office Building  
112 State Street, Room 710  
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Albany County Courthouse  
16 Eagle Street, Room 128  
Albany, NY 12207

Hon. Daniel P. McCoy, Albany County Executive  
Harold L. Joyce Albany County Office Building  
112 State Street, Room 1200  
Albany, NY 12207

Dear Contract Administration Board Members,

The Division of Information Services is requesting authorization to enter into an agreement with eClipse Network Solutions for the purchase of security camera equipment and installation and configuration of said equipment at 175 Green Street, Albany, NY, in accordance with NYS OGS Contract PT68791, Group 77201 Award 23150 – Intelligent Facility & Security Systems and Solutions. The vendor will provide and install cameras, including Panoramic Hi-Rez cameras for exterior corners of the building, provide all mounting hardware and will provide an installer, project manager and technician for the duration of this project. The camera system will provide security monitoring to ensure employee safety as well as public safety. The project cost will not exceed \$22,000. This project is part of Capital Plan project I2301, for which financing authorization has been approved pursuant to Resolution 25-282. Should you have any questions, please reach out to the Division of Information Services. Thank you for your consideration.

Sincerely,  
**Patrick Alderson**  
Patrick Alderson  
*Chief Information Officer*

cc: Hon. Dennis A. Feeney, Majority Leader  
Hon. Frank A. Mauriello, Minority Leader  
Rebekah Kennedy, Majority Counsel  
James Curran, Minority Counsel



# **eCLIPSE NETWORK SOLUTIONS**

## **Albany Co Health 175 Green St Cameras**

Quote #QT10499

Prepared for **Albany County**

By Matthew Krutka | [mkrutka@eclipsens.com](mailto:mkrutka@eclipsens.com)

Valid until Friday, March 6, 2026

**eCLIPSE Network Solutions**

**122 Karner Road**

**Albany, NY 12205**

**Phone Number: 518-218-0130**

## **NYS OGS Contract PT68791**

## Scope of Work:

- Provide and install AXIS IP indoor and outdoor cameras.
- Panoramic Hi-Rez cameras will be placed on all four exterior corners of the building.
- Provide all mounting hardware.
- Provide, terminate and test all CAT6 from IT rack to camera locations.
- County has necessary camera licensing (9).
- eCclipse to work with Co IT to aim and then integrate into Co VMS.

| Parts                                                                                                                                             |          |            | \$14,029.91 |                              |
|---------------------------------------------------------------------------------------------------------------------------------------------------|----------|------------|-------------|------------------------------|
| Product                                                                                                                                           | Quantity | Price      | Amount      |                              |
|  AXIS M4216-LV 4 Megapixel Indoor Network Camera<br>02113-001    | 2        | \$519.00   | \$986.10    | 5% off <del>\$1038.00</del>  |
|  AXIS M3086-V 4 Megapixel Indoor Network Camera<br>02374-001     | 3        | \$369.00   | \$1,051.65  | 5% off <del>\$1107.00</del>  |
|  AXIS P3748-PLVE Panoramic Camera with AI Analytics<br>02898-001 | 4        | \$2,349.00 | \$8,926.20  | 5% off <del>\$9396.00</del>  |
|  Axis Camera Corner Bracket<br>5017-641                        | 4        | \$89.00    | \$338.20    | 5% off <del>\$356.00</del>   |
|  AXIS Camera Pendant Kit<br>01513-001                          | 4        | \$99.00    | \$376.20    | 5% off <del>\$396.00</del>   |
|  AXIS Camera Wall Mount<br>5504-821                            | 4        | \$99.00    | \$376.20    | 5% off <del>\$396.00</del>   |
|  Belden 500' CAT6 Plus Plenum<br>2413 DISU500                  | 4        | \$617.30   | \$1,975.36  | 20% off <del>\$2469.20</del> |

| Labor                                                                                                          |          |          | \$7,467.00 |  |
|----------------------------------------------------------------------------------------------------------------|----------|----------|------------|--|
| Product                                                                                                        | Quantity | Price    | Amount     |  |
|  NYS Reg 5 (2025) Installer | 40       | \$153.55 | \$6,142.00 |  |
|  NYS Offsite Tech           | 5        | \$115.00 | \$575.00   |  |
|  NYS Project Manager        | 5        | \$150.00 | \$750.00   |  |

|              |                    |
|--------------|--------------------|
| Subtotal     | \$22,625.20        |
| Discount     | -\$1,128.29        |
| Shipping     | \$0.00             |
| Tax          | \$0.00             |
| <b>Total</b> | <b>\$21,496.91</b> |

## **TERMS and Conditions**

**\*Additional Labor and Materials may be required for conditions encountered during implementation not**

**included in the original scope of work as authorized by the customer.**

**\*Unanticipated material supply and availability may require adjusted materials, timeline and invoicing. (Supply Chain)**

**\*eCLIPSE reserves the right to progress bill for equipment received as a result of any supply chain issues.**

**\*Pricing based on current model numbers and pricing and subject to change after quote expiration.**

**\*Credit Card Fee of 3% will be added to all credit/debit transactions.**

**\*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.**

**\*This proposal is subject to the terms and conditions of the eCLIPSE General Terms and Conditions located at**

**<https://www.eclipsens.com/terms> and as amended from time to time, which are hereby incorporated by**

**reference and made part of this Proposal.**

**\*Signed Proposal and/or PO should be sent back to: CustomerPO@eclipsens.com**

**Contract #:** 2026-0296

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**Contract Type:** standard

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**Contract Action:** new

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**Procurement Type:** Standard

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**Department:** Building Services A1620

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**Date Submitted:** 02/27/2026

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**Contact Person:** [Thomas Stover]

**Contact Phone:** 518-447-3020

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**Vendor Info:** Postler & Jaeckle Corp.

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**Estimated Amount:** 32,243.00

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**Scope of Services:** Hall of Records Vault Liebert HVAC System Replacement

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**Budget Line Item:**

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**Fiscal Impact:**

*County:* 100.00

*State:* 0.00

*Federal:* 0.00

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**BID, RFP, RFQ Completed?** Yes - Standard

---

Budget Analyst

---

Date

**For Contract Board Use:**

---

**Date Approved**

---

Daniel P. McCoy  
Albany County Executive

Bruce A. Hidley  
Albany County Clerk

Joanne Cunningham, Chairwoman  
Albany County Legislature



DANIEL P. MCCOY  
COUNTY EXECUTIVE

MICHAEL MCLAUGHLIN  
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](http://WWW.ALBANYCOUNTY.COM)

DAVID M. LATINA  
COMMISSIONER

SCOTT D. ALLARDICE  
DEPUTY COMMISSIONER

February 26, 2026

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

Honorable Joanne Cunningham, Chairwoman  
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 and Hidley,  
Dear Ms. Cunningham,

Department of General Services respectfully requests the approval of a contract with Postler & Jaeckle, Corp. for replacing the Hall of Records vault Liebert HVAC system. The existing system has far exceeded its life expectancy and is vital in maintaining the historical records stored in the vault.

Postler & Jaeckle, Corp. was the lowest of the three quotes obtained at \$29,312. With a 10% contingency of \$2,931 the not to exceed total of the contract will be \$32,243.

The projected term is March 16, 2026, through March 15, 2027. Costs for this project will be covered by bond HHX0 dated Feb. 13, 2023.

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

Thank you,

David M. Latina  
Commissioner

DML:tas  
Enclosure(s)



DANIEL P. MCCOY  
COUNTY EXECUTIVE

MICHAEL McLAUGHLIN  
DEPUTY COUNTY EXECUTIVE

COUNTY OF ALBANY  
DEPARTMENT OF GENERAL SERVICES  
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DAVID M. LATINA  
COMMISSIONER

SCOTT D. ALLARDICE  
DEPUTY COMMISSIONER

To: Pam O'Neill, Purchasing Agent

From: David M. Latina, Commissioner

Date: February 26, 2026

Re: Hall of Records vault Liebert HVAC system replacement

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I recommend awarding a contract to Postler & Jaeckle, Corp. for the Hall of Records vault Liebert HVAC system replacement.

Postler & Jaeckle, Corp. was the lowest of the three quotes obtained at \$29,312. With a 10% contingency of \$2,931 the not to exceed total of the contract will be \$32,243.

The projected term is March 16, 2026, through March 15, 2027. Costs for this project will be covered by bond HHX0 dated Feb. 13, 2023.

If you need any further information or have any questions, please feel free to contact me.

DML:tas



DANIEL P. McCOY  
COUNTY EXECUTIVE

COUNTY OF ALBANY  
DEPARTMENT OF GENERAL SERVICES  
PURCHASING DIVISION  
112 STATE STREET, ROOM 820  
ALBANY, NEW YORK 12207-2021  
(518) 447-7140 - FAX (518) 447-5588

DAVID M. LATINA  
COMMISSIONER OF GENERAL SERVICES

PAMELA ONEILL  
PURCHASING AGENT

## MEMORANDUM

**TO:** David M. Latina, Commissioner  
General Services

**FROM:** Pamela O'Neill *Pamela*  
Purchasing Agent

**DATE:** February 27, 2026

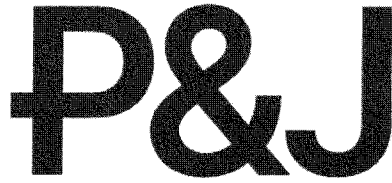
**RE:** Hall of Records Vault Liebert HVAC System Replacement

---

I am in receipt of your recommendation to award the aforementioned to Postler & Jaeckle, Corp in the amount of \$32,243.00

As Postler and Jaeckle is the lowest responsible and responsive quote received, 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.



February 26, 2026

Albany County DGS  
112 State Street  
Albany, NY 12207

Subject: Hall of Records

Dear: Jameson Parker,

Postler & Jaeckle Corp is pleased to submit our proposal to replace the Liebert Mini Mate system and the Nortec Humidifier for the Hall of Records.

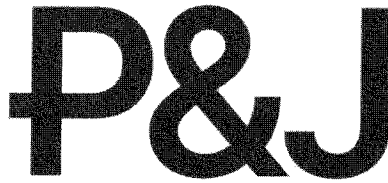
**Included:**

- **Recovery and disposal of the old refrigerant from the system.**
  - **Remove and replace the old Liebert Mini Mate system. Install Liebert M# MMD18ENPRS0N0AD6 1.5ton indoor unit w/ P# 195715G1 Grill Assembly and M# PFH020A-PLN condensing unit. Includes factory startup.**
  - **Install new 3/8" x 5/8" insulated line set. Install new 230v Condensate Pump w/ piping.**
- Pressure test and evacuate the refrigeration system. Charge the system to factory specs with R-32 refrigerant. Start and check the operation of all modes.**
- **Place all the new equipment into service.**

**Excluded:**

- 1. Testing, handling and disposal of all hazardous materials.**
- 2. Engineering**
- 3. Overtime/premium time.**
- 4. Payment and performance bonds.**
- 5. MBE/WBE Participation.**

**9 KREY BLVD • RENSSELAER, N.Y. 12144 • (518) 459-0910 • FAX: (518) 459-2622**  
**[www.postlerandjaeckle.com](http://www.postlerandjaeckle.com)**



**QUOTED PRICE: Twenty Nine Thousand Three Hundred and Twelve Dollars --**  
**\$29,312.00**

We appreciate the opportunity to quote and should you have any questions or wish to discuss this further please contact me directly at 518-560-0062.

**Due to the rising costs of materials, this quote is good for 15 days.**

All material is guaranteed to be as specified. All work to be completed in a workmanlike manner according to standard practices. Any alteration or deviation from above specifications involving extra costs, will be executed only upon written orders, and will become an extra charge over and beyond the estimate.

Service Manager Signature: Bart Callahan

**Acceptance of Proposal**

The above prices, specifications and conditions are satisfactory and are hereby accepted. You are authorized to do the work specified.

Payment Due upon completion.

Signature: \_\_\_\_\_

Date: \_\_\_\_\_

Print: \_\_\_\_\_

Purchase Order # \_\_\_\_\_

**Bart Callahan - Service Manager**  
**Cell: 518-560-0062**  
**Email: [bart.callahan@postler.com](mailto:bart.callahan@postler.com)**

## Stover, Thomas

---

**From:** Parker, Jameson  
**Sent:** Thursday, February 26, 2026 9:16 AM  
**To:** Stover, Thomas  
**Subject:** FW: EXTERNAL RE: updated quote hall of records

Jameson B. Parker  
Plant Utilities Engineer II  
Albany County DGS  
112 State Street, Albany, NY 12207  
518-447-5512

**From:** Tim D. Goard <tdg@escohvac.com>  
**Sent:** Wednesday, February 25, 2026 3:37 PM  
**To:** Parker, Jameson <Jameson.Parker@albanycountyny.gov>  
**Subject:** EXTERNAL RE: updated quote hall of records

**Caution:** This email originated from outside of Albany County. Do not click links or open attachments unless you recognize the sender and know the content is safe. If this email appears suspicious, please submit it using the Phish Alert Button in Outlook.

**External sender** <tdg@escohvac.com>

Make sure you trust this sender before taking any actions.

While we appreciate the opportunity, Esco will need respectfully decline bidding on this project  
Thank You,  
Tim

*Tim Goard*



Heating, Cooling, Temperature Control, & Energy Management

Cell: 518-577-4089 | Office: 518-482-0375 | 12 Burdick Drive, Albany NY 12205

**From:** Parker, Jameson <Jameson.Parker@albanycountyny.gov>  
**Sent:** Thursday, February 12, 2026 10:23 AM  
**To:** Tim D. Goard <tdg@escohvac.com>  
**Subject:** updated quote hall of records

Good morning,

Please send me an updated quote good for 30 days.



*"Dedicated to Excellence for 43 years"*

12 BURDICK DRIVE ALBANY, NY 12205

(518) 482-0375 FAX (518) 482-0398

**September 6, 2024**

Hall Of Records

**The Vault – Liebert Unit**

***Install New MiniMate Liebert Unit and outdoor condensing unit for the vault***

*4-8 week lead time for units*

*To Include:*

- Transportation and delivery of units
- Removal, transportation, and disposal of the existing units
- Reclaim R22 refrigerant
- Disconnect lines and all electrical
- Blown out existing line sets to be used with new refrigerant
- Remove unit with crane/ Install new condenser
- Reconnect all electric and line sets
- Disconnect lines and all electrical inside Liebert unit
- Remove inside Liebert unit with a 2 man lift
- Install new minimate unit with lift
- Reconnect all electric and line sets
- Install new supply and return grills
- Pull Vacuum and Charge
- Factory start up
- Startup test and check for proper operation

**Price for parts and labor \$36,850**

**Please Sign or Give PO for Approval \_\_\_\_\_**

Tim Goard/ESCO Inc.



5 Hemlock St  
PO Box 336, Latham, NY 12110  
(518) 326-8450

**Quote # 2489 Version 2**

**Date:** Sep 9Feb 17, 2026

**Customer Name:** Albany County

**Property Name:** Albany County Hall of Records

**Property Address:** 95 Tivoli St, Albany, NY 12207

**Re:** Vault Mini Mate Liebert System Replacement V2

Dear Jameson,

We are pleased to offer the following for review and approval:

1. Shutdown and isolate the existing Liebert mini mate system
2. Reclaim the refrigerant from within the system and dispose of per EPA procedures
3. Disconnect the refrigeration piping, electrical and controls from the existing equipment
4. Remove the old equipment and dispose of offsite
5. Prepare jobsite to accommodate new equipment
6. Utilizing a crane, and roof cart, lift a new ACCU to the rooftop and set into place
7. Utilizing an equipment lift, lift a new mini mate AHU into place and secure
8. Furnish and set new refrigeration piping, condensate pump and discharge tubing, temperature controller and interconnecting wiring
9. Pressure test, evacuate, charge with new refrigerant and perform startup
10. Site cleanup and demobilization

Subtotal: \$44,654.40  
Tax: \$0.00  
Total for above scope: \$44,654.40

**Due to changing market conditions and incoming tariffs, the price listed above is only valid for 30 days**

Our proposal excludes the following:

1. Overtime hours of any kind.
2. Parts and/or materials not listed.
3. Performance and/or operation of related systems or equipment.
4. Labor to install equipment, parts, and/or materials of any kind not listed.
5. Any and/or all cutting, masonry, painting, patching, carpentry, roofing, asbestos abatement, drop ceiling work labor, and/or materials of any kind.

I trust you will find this proposal meets your requirements and standards. It is our company's goal to meet your needs and provide you with the best possible service. If you should have any questions or

require additional information on the above, please do not hesitate to contact us.

Respectfully,  
Joshua M. Keating  
BPI Mechanical Service, Inc.

## RESOLUTION NO. 10

**BOND RESOLUTION OF THE COUNTY OF ALBANY, NEW YORK, AUTHORIZING VARIOUS CAPITAL PROJECTS FOR THE DEPARTMENT OF GENERAL SERVICES, STATING THE ESTIMATED MAXIMUM COST THEREOF IS \$11,500,000, APPROPRIATING SAID AMOUNT THEREFOR, AND AUTHORIZING THE ISSUANCE OF \$11,500,000 OF SERIAL BONDS OF SAID COUNTY TO FINANCE SAID APPROPRIATION**

Introduced: 2/13/23

By Audit and Finance Committee:

THE COUNTY LEGISLATURE OF THE COUNTY OF ALBANY, NEW YORK, HEREBY RESOLVES AS FOLLOWS:

Section 1. The County of Albany, New York (the "County") is hereby authorized to undertake County facility roof renovations to various County owned properties, together with any necessary site work and the acquisition and installation of furnishings, equipment, machinery and apparatus for the foregoing purposes, as further described in the 2023 Capital Plan in the County's 2023-2027 Capital Program, as amended and supplemented (hereinafter referred to as the "Capital Program"). The estimated maximum cost of said class of objects or purposes, including preliminary costs and costs incidental thereto and the financing thereof (including costs relating to the issuance of the obligations authorized by this resolution), is an amount not to exceed \$1,500,000 and said amount is hereby appropriated therefor. The plan of financing includes the issuance of an amount not to exceed \$1,500,000 of serial bonds (and bond anticipation notes in anticipation of the issuance of such serial bonds) in such series and amounts as may be necessary to pay the cost thereof, but in no event in excess of \$1,500,000 to pay the cost of the capital project.

The period of probable usefulness of the class of objects or purposes herein authorized and for which \$1,500,000 of said serial bonds are herein authorized to be issued, within the limitations of Section 11.00a.12(a)(1) of the New York Local Finance Law (the "Law"), is twenty-five (25) years.

Section 2. The County is hereby authorized to undertake various capital projects consisting of various building upgrades and improvements, such upgrades and improvements to include office modernization and upgrades prior to relocations (fit-up costs and office build out), pre and post site work, design fees, various internal and external upgrades and elevator modernizations, together with any necessary site work and the acquisition and installation of furnishings, equipment, machinery and apparatus for the foregoing purposes, as further described in the 2023 Capital Plan in the County's 2023-2027 Capital Program, as amended and supplemented (hereinafter referred to as the "Capital Program"). The estimated maximum cost of said class of objects or purposes, including preliminary costs and costs incidental

thereto and the financing thereof (including costs relating to the issuance of the obligations authorized by this resolution), is an amount not to exceed \$7,000,000 and said amount is hereby appropriated therefor. The plan of financing includes the issuance of an amount not to exceed \$7,000,000 of serial bonds (and bond anticipation notes in anticipation of the issuance of such serial bonds) in such series and amounts as may be necessary to pay the cost thereof, but in no event in excess of \$7,000,000 to pay the cost of the capital project.

The period of probable usefulness of the class of objects or purposes herein authorized and for which \$7,000,000 of said serial bonds are herein authorized to be issued, within the limitations of Section 11.00a.12(a)(1) of the New York Local Finance Law (the "Law"), is twenty-five (25) years.

Section 3. The County is hereby authorized to undertake various capital projects consisting of various mechanical upgrades and improvements, such upgrades and improvements to include all HVAC, energy management system improvements, all chiller and electrical systems, together with any necessary site work and the acquisition and installation of furnishings, equipment, machinery and apparatus for the foregoing purposes, as further described in the 2023 Capital Plan in the County's 2023-2027 Capital Program, as amended and supplemented (hereinafter referred to as the "Capital Program"). The estimated maximum cost of said class of objects or purposes, including preliminary costs and costs incidental thereto and the financing thereof (including costs relating to the issuance of the obligations authorized by this resolution), is an amount not to exceed \$3,000,000 and said amount is hereby appropriated therefor. The plan of financing includes the issuance of an amount not to exceed \$3,000,000 of serial bonds (and bond anticipation notes in anticipation of the issuance of such serial bonds) in such series and amounts as may be necessary to pay the cost thereof, but in no event in excess of \$3,000,000 to pay the cost of the capital project.

The period of probable usefulness of the class of objects or purposes herein authorized and for which \$3,000,000 of said serial bonds are herein authorized to be issued, within the limitations of Section 11.00a.13 of the New York Local Finance Law (the "Law"), is fifteen (15) years.

Section 4. Serial bonds (and bond anticipation notes in anticipation of the issuance of such serial bonds) in the aggregate principal amount not to exceed \$11,500,000 to finance said appropriations are hereby authorized to be issued pursuant to the provisions of the Law.

Section 5. The following additional matters are hereby determined and stated:

(a) The buildings described above are class "A" buildings, as defined in Section 11.00a11(a) of the Law.

(b) Current funds are not required by the Law to be provided as a down payment prior to the issuance of the serial bonds authorized by this resolution or any bond anticipation notes issued in anticipation thereof in accordance with Section 107.00 of the Law.

(c) The proposed maturity of the bonds authorized by this resolution will exceed five (5) years.

Section 6. The serial bonds authorized by this resolution and any notes issued in anticipation of the sale of such bonds shall contain the recital of validity prescribed by Section 52.00 of the Law and said serial bonds and any notes issued in anticipation of said bonds shall be general obligations of the County, payable as to both principal and interest by a general tax upon all the taxable real property within the County without limitation of rate or amount. The faith and credit of the County are hereby irrevocably pledged to the punctual payment of the principal of and interest on said bonds and provision shall be made annually in the budget of the County by appropriation for (a) the amortization and redemption of the bonds and any notes in anticipation thereof to mature in such year and (b) the payment of interest to be due and payable in such year.

Section 7. Subject to the provisions of this resolution and of the Law, pursuant to the provisions of Section 30.00 relative to the authorization of the issuance of bond anticipation notes or the renewals of said notes and of Section 21.00, Section 23.00, Section 50.00, Sections 56.00 to 60.00, Section 62.00, Section 63.00 and Section 164.00 of the Law, the powers and duties of the County Legislature pertaining or incidental to the sale and issuance of the obligations herein authorized, including but not limited to authorizing bond anticipation notes and prescribing the terms, form and contents and as to the sale and issuance of the bonds herein authorized and of any bond anticipation notes issued in anticipation of said bonds, and the renewals of said notes, are hereby delegated to the County Comptroller, the chief fiscal officer of the County.

Section 8. The County Comptroller is further authorized to take such actions and execute such documents as may be necessary to ensure the continued status of the interest on the bonds authorized by this resolution and any notes issued in anticipation thereof, as excludable from gross income for federal income tax purposes pursuant to Section 103 of the Internal Revenue Code of 1986, as amended (the "Code") and to designate the bonds authorized by this resolution and any notes issued in anticipation thereof, if applicable, as "qualified tax-exempt bonds" in accordance with Section 265(b)(3)(B)(i) of the Code.

Section 9. The County Comptroller is further authorized to enter into a continuing disclosure undertaking with the initial purchaser of the bonds or notes authorized by this resolution, containing provisions which are satisfactory to such purchaser in compliance with the provisions of Rule 15c2-12, promulgated by the Securities and Exchange Commission pursuant to the Securities Exchange Act of 1934.

Section 10. Pursuant to Article 8 of the Environmental Conservation Law, Chapter 43-B of the Consolidated Laws of New York, as amended (the "SEQR Act") and the regulations adopted pursuant thereto by the Department of Environmental Conservation of the State of New York, being 6 NYCRR Part 617, as amended (the "Regulations" and collectively with the SEQR Act, "SEQRA"), the County must satisfy the requirements contained in SEQRA prior to making a final determination whether to proceed with the above referenced project. Based upon an examination of the project and a memorandum from the Albany County Department of Economic Development, Conservation and Planning, the County hereby makes the following determination: The projects authorized by this resolution each constitute a "Type II action" pursuant to 6 NYCRR 617.5(c)(1), (2) and (31), and therefore, pursuant to 6 NYCRR 617.6(a)(1)(i), the County has no further responsibilities under SEQRA with respect to such projects.

Section 11. The County may initially use funds from the General Fund or such other funds that may be available to pay the cost of the specific objects or purposes authorized by this resolution, pursuant to Section 165.10 of the Law. The County then reasonably expects to reimburse such expenditure with the proceeds of the bonds or bond anticipation notes authorized by Section 4 of this resolution. This resolution shall constitute the declaration of the County's "official intent" to reimburse the expenditures authorized by Sections 1, 2 and 3 hereof with the proceeds of the bonds and notes authorized herein, as required by United States Treasury Regulation Section 1.150-2.

Section 12. The validity of the bonds authorized by this resolution, and of any notes issued in anticipation of the sale of said bonds, may be contested only if:

- (1) (a) such obligations are authorized for an object or purpose for which the County is not authorized to expend money, or
- (b) the provisions of law which should be complied with at the date of the publication of such resolution are not substantially complied with, and an action, suit or proceeding contesting such validity is commenced within twenty days after the date of such publication, or
- (2) such obligations are authorized in violation of the provisions of the constitution.

Section 13. This bond resolution shall take effect immediately and the Clerk of the County Legislature is hereby authorized and directed to publish the foregoing resolution in full (or a summary as permitted by the Law), together with a notice attached in substantially the form as prescribed in Section 81.00 of the Law, in the Evangelist and the Times Union, newspapers designated as the official newspapers of the County for such publication.

*On long roll call vote the following members voted in favor: Burgdorf, Clay, Cleary, Collins, Commisso, Cunningham, Drake, Efekoro, Ethier, Feeney, Grimm, A.*

*Joyce, R. Joyce, Lekakis, Lockart, Mauriello, McLean Lane, Miller, Perlee, Plotsky,  
Reidy, Reinhardt, Ricard, Simpson, Smith, Tunny, Ward and Whalen – 28*

*Those opposed – 0*

*Resolution was adopted – 2/13/23*

**Contract #:** 2026-0320

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**Contract Type:** standard

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**Contract Action:** amend

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**Procurement Type:** RFP

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**Department:** Building Services A1620

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**Date Submitted:** 03/03/2026

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**Contact Person:** [Thomas Stover]

**Contact Phone:** 518-447-3020

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**Vendor Info:** Compass Group USA, Inc.

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**Estimated Amount:** 0.00

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**Scope of Services:** Prestige Services - Amendment

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**Budget Line Item:**

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**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

Joanne Cunningham, Chairwoman  
Albany County Legislature



DANIEL P. MCCOY  
COUNTY EXECUTIVE

MICHAEL McLAUGHLIN  
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](http://WWW.ALBANYCOUNTY.COM)

DAVID M. LATINA  
COMMISSIONER

SCOTT D. ALLARDICE  
DEPUTY COMMISSIONER

February 26, 2026

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

Honorable Joanne Cunningham, Chairwoman  
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 and Hidley,  
Dear Ms. Cunningham,

Department of General Services respectfully requests the approval of a company name change amendment to contract 2025-2727 with Prestige Vending for vending machine services at various County facilities.

Prestige Services has merged with Canteen Group USA, Inc. as of December 9, 2025. All terms of the existing contract will remain in effect.

The term of the existing contract is for three years, beginning March 1, 2025, through February 28, 2028. At the end of the three-year term upon mutual agreement of the County and the Contractor, the agreement may be renewed for two (2) additional years, in two (2) consecutive one-year intervals.

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

Thank you,

David M. Latina  
Commissioner

DML:tas  
Enclosure(s)



# canteen

December 10, 2025

To our Valued Customers:

It is our pleasure to announce that Prestige Services has merged with Canteen as of December 9, 2025. Canteen is a member of Compass Group North America, the industry leader in contract and hospitality foodservice, office coffee, micro markets, and vending services. Canteen has been a staple in the New York and New England markets for over 75 years and is excited to welcome the Prestige group to the team.

Our customers are the most important part of our business. You will continue to experience the same level of service and attention to which you have grown accustomed from Prestige. Our partnership with Compass and Canteen will only serve to enhance your overall experience as we now have additional resources at our disposal, including:

- Expanded product offerings, including new brands and exciting fresh food offerings
- Partnerships with new and exciting equipment manufacturers
- State-of-the-art technology for both customer interface and reporting
- Greater capital support to continually grow our business
- National presence for office coffee, micro markets, and vending services

Chris and the Prestige team will remain with Canteen to ensure a smooth and seamless transition. Chris has also made a commitment to continue to manage the business and is available to connect with any customers that have questions during the transition.

We are very excited about this opportunity. On behalf of our team, we would like to personally extend our gratitude to each and every one of you. We thank you for allowing us to service you in the past and look forward to growing with you in the future. Please do not hesitate to reach out to us with any questions or concerns.

Cordially,

Chris Williams  
Prestige Services  
cwilliams@prestigeservicesinc.com

Mike Cohrac  
Regional Vice President  
Canteen

[www.canteen.com](http://www.canteen.com)

**BILL OF SALE AND ASSIGNMENT AND ASSUMPTION AGREEMENT**

Pursuant to the Asset Purchase Agreement (the "Asset Purchase Agreement") dated as of the 8th day of December, 2025 by and among **COMPASS GROUP USA, INC.**, a Delaware corporation having its principal office at 2400 Yorkmont Road, Charlotte, North Carolina 28217 ("Purchaser"); **PRESTIGE SERVICES, INC.**, a New York corporation having its principal office at 200 East Las Olas Blvd., Suite 2040, Ft. Lauderdale, FL 33301 ("Seller"); and the Owners (as that term is defined in the Asset Purchase Agreement), for good and valuable consideration, the receipt and sufficiency of which is hereby acknowledged, Seller does hereby grant, bargain, sell, transfer and set over unto Purchaser, its successors and assigns, all of the Purchased Assets (as that term is defined in the Asset Purchase Agreement), including its rights, title and interest in the Client Contracts more particularly described on Schedule 1(c) to such Asset Purchase Agreement.

TO HAVE AND TO HOLD the Purchased Assets unto Purchaser, its successors and assigns, for its own use forever.

Seller hereby represents and warrants to Purchaser, their successors and assigns, that at the time of delivery of the Purchased Assets to Purchaser, the Purchased Assets are free and clear of all liens, pledges, security interests or encumbrances of any kind and the Purchased Assets are being transferred by Seller to Purchaser.

This instrument is made pursuant to, and is subject in all respects to, the Asset Purchase Agreement, including (without limitation) the representations, warranties, indemnities, limitations, and other terms and conditions thereof. In the event of any contradiction between this instrument and the Asset Purchase Agreement, the Asset Purchase Agreement shall control.

IN WITNESS WHEREOF, Seller and Purchaser have executed or have caused this Bill of Sale and Assignment and Assumption Agreement to be duly executed on their own behalf or by their officers, as appropriate, as of the 8th day of December, 2025.

**[SIGNATURE PAGE FOLLOWS]**

---

**SELLER:**

**PRESTIGE SERVICES, INC.**

Signed by:  
  
By: 92A0C558F5E54EC  
Name: Scott T. Earl  
Title: President

**PURCHASER:**

**COMPASS GROUP USA, INC.**

By: \_\_\_\_\_  
Name: David Goldring  
Title: Chief Financial Officer, Canteen Division

*Signature Page to Bill of Sale Assignment and Assumption Agreement*

---

**SELLER:**

**PRESTIGE SERVICES, INC.**

By: \_\_\_\_\_  
Name: Scott T. Earl  
Title: President

**PURCHASER:**

**COMPASS GROUP USA, INC.**

Signed by:  
By: David Goldring  
9327083380214F7  
Name: David Goldring  
Title: Chief Financial Officer, Canteen Division

*Signature Page to Bill of Sale Assignment and Assumption Agreement*

---

AGREEMENT BETWEEN THE COUNTY OF ALBANY  
AND PRESTIGE SERVICES, INC.  
FOR VENDING MACHINES AND SERVICES  
IN VARIOUS ALBANY COUNTY BUILDINGS

CONTRACT NO. 2025-2727

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 12207-2021 (hereinafter, the "County" or "Owner") and Prestige Services, Inc., a registered New York corporation, with its principal place of business located at 4 Enterprise Avenue, Clifton Park, New York 12065 (hereinafter, the "Contractor," and with the County, may be referred to herein individually as a "[P]arty" or together as the "[P]arties").

WITNESSETH:

WHEREAS, the Albany County Department of General Services (hereinafter, the "DGS") requires vending machines and services in its various buildings; and

WHEREAS, the Albany County Purchasing Division (hereinafter, the "Purchasing Division") has issued a request for proposals for the aforesaid vending machines and services, said request having been denominated as RFP #2024-123, issued on November 29, 2024, and published on December 5, 2024 (hereinafter, the "RFP"); and

WHEREAS, the Purchasing Division has issued an addendum to the RFP on December 18, 2024 (hereinafter, the "Addendum"); and

WHEREAS, the Contractor has submitted a proposal on December 19, 2024 to provide the aforesaid vending machines and services (hereinafter, the "Proposal"); and

WHEREAS, the County has accepted the Contractor's Proposal to provide the aforesaid vending machines and services; and

WHEREAS, this Agreement sets forth the understanding reached by the parties herein; and

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

ARTICLE 1. THE CONTRACT DOCUMENTS: INTERPRETATION

1.1 The Contract Documents consist of the following: this Agreement; the RFP, which is incorporated by reference and made a part hereof; the Addendum, which is/are incorporated by reference and made a part hereof; and the Proposal, which is incorporated by reference and made a part hereof (collectively, may be referred to herein as "the Agreement").

1.2 In the event of any discrepancy, disagreement or ambiguity among the Contract Documents, the documents shall be given preference in the following order to interpret and to resolve such discrepancy, disagreement or ambiguity: 1) this Agreement; 2) the Addendum; 3) the RFP; 4) the Proposal.

## ARTICLE 2. SCOPE OF WORK

2.1 Consistent and together with the Addendum, the Contractor shall supply, install and service the number of vending machines described in the RFP at SECTION 4: SCOPE OF SERVICES, pages RFP3 through RFP5, at the locations described in the RFP's Machine Location Listing, and as requested by DGS (hereinafter, the "work") ); provide the work in the manner described in the RFP; meet all of the RFP's terms, conditions, requirements, provisions, etc.; provide any and all equipment, supplies, labor, goods, materials and incidentals necessary to perform all the work; and the work shall include, but is not limited to, the following:

### 2.1.1 General Requirements for the Vending Machines:

The vending machines shall be new/unused when installed, roughly equal in dimension, and complementary in color.

The vending machines shall be Energy Star certified, and comply with all applicable Federal and State regulations and safety codes. All electrically-operated equipment shall be installed in accordance with the standards of the National Electric Code, and in compliance with all safety and security measures required, meeting OSHA standards.

The vending machines shall have dollar bill validators, change-making capability, and be able to accept credit/debit cards.

The food and beverages dispensed from the vending machines shall be of good quality, prepared, and dispensed in conformance to all applicable Federal, State, and County health and sanitation standards. The different kinds of vending machines shall include:

- a) Snack and Candy Machines - vend candy and snack items, with selection at a minimum to include health foods, gum, mints, chocolate, chips, and nuts. At least 50% of the food and beverages sold in all vending machines shall meet the requirements listed in the Healthy Vending Guideline (Appendix C of the RFP).
- b) Soda Machines - colas shall be either Coca-Cola or Pepsi.
- c) Juice Machines.

Upon completion of installation of the vending machines, the Contractor shall clean the premises, leaving it in good repair and working order.

The Contractor shall keep vending machines properly stocked to meet demand on a daily basis, and in operation for business during the hours of 8:00 am to 5:00 pm, Monday through Friday, excluding County holidays and weekends, unless otherwise stated in the RFP. Maintenance shall be available on a same-day basis,

and within four (4) hours of a request by the County. Backup machines must be available to replace broken machines.

The Contractor shall conduct on-site inspections by its route supervisor. Reports shall be submitted to DGS, indicating the plan of corrective action when required.

#### 2.1.2 Maintenance of the Vending Machines:

The Contractor shall provide the County with written documentation describing its service and management procedures, including a regional organizational chart.

The Contractor shall provide maintenance on a same-day basis, within four (4) hours of a request by the County, and backup machines to replace broken machines.

2.2 The County will provide electricity, lighting, heating, and air conditioning of the designated premises, but without liability on the County's part arising from temporary interruption thereof on account of breakdown, power failure, or like causes. The Contractor agrees that in the use of such utilities, it will exercise the same degree of care and economy as would be exercised if it were paying for such utilities.

2.3 The County reserves the right to increase or decrease the number of required vending machines, without change in the percentage of commissions the Contractor shall pay to the County.

2.4 The parties agree the vending machines shall remain the property of the Contractor, and shall be removed from all premises at the end of the last term of this Agreement. Any losses incurred in the operation of the vending machines due to theft, fire, accident, vandalism, spoilage, etc., shall be the responsibility of the Contractor.

### ARTICLE 3. COMMISSIONS

3.1 In consideration of the terms and obligations of this Agreement, the Contractor agrees to pay, and the County agrees to accept, commissions on the vending concessions at the following rates:

- a) Candy/Snacks/Gum: 20.2%
- b) Sodas (cans or bottles): 20.2%
- c) Juice (cans or bottles): 20.2%.

The parties anticipate said commissions shall result in a payment of SEVEN THOUSAND, FIVE HUNDRED AND 00/100 DOLLARS (\$7,500.00) by the Contractor to the County during the term of this Agreement.

3.2 The Contractor shall provide monthly statements of revenue, expenditures and other matters as may reasonably be required by the County.

3.3 The County reserves the right to inspect and audit vending machine receipts, including, but not limited to, inspection of the machines' sales counters.

#### ARTICLE 4. PAYMENT OF COMISSIONS

4.1 Commissions shall be computed on the last day of each month throughout the term of this Agreement, and shall be paid by check made payable to the Albany County Department of Finance. The Contractor shall issue checks no later than the fifteenth (15th) day of the following month. The Albany County Hockey Facility shall be separate from the other locations and its revenue check shall be made payable to the Albany County Department of General Services.

4.2 A full financial statement for each machine shall be included with each payment.

#### ARTICLE 5. TERM OF AGREEMENT

The term of this Agreement shall commence on March 1, 2025 and continue in effect through February 29, 2028. The Agreement may be renewed for up to two (2) one-year terms, said terms to run consecutively.

#### ARTICLE 6. TERMINATION OF AGREEMENT; REMEDY FOR BREACH

6.1 This Agreement may be terminated by the County or the Contractor as follows:

6.1.1 The County may terminate this Agreement if the Contractor refuses or fails to supply enough properly skilled workers or proper materials to meet any of its requirements, if the Contractor fails to make payment to County-approved subcontractors for materials or labor, or disregards laws, ordinances or rules and regulations or orders of a public entity having jurisdiction over the work, or if the Contractor is substantially in breach of any of its provisions. Additionally, the County may, without cause, order the Contractor in writing, to suspend, delay or interrupt the work in whole or in part for such period of time as the County may determine.

6.1.2 The Contractor may terminate this Agreement if the County is substantially in breach of it.

6.2 If the County determines that the quality of services rendered by the Contractor is not satisfactory, and/or that the Contractor is not meeting the specifications' requirements, the County may terminate this Agreement and employ another contractor to fulfill its requirements.

6.3 In the event of a breach by the Contractor, the Contractor 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 contractor to satisfactorily

complete the work, together with the County's own costs incurred in procuring a substitute vendor.

#### ARTICLE 7. ASSIGNMENT

7.1 The Contractor specifically agrees as required by Section 109 of the N.Y. GENERAL MUNICIPAL LAW that the Contractor is prohibited from assigning, transferring, conveying, subcontracting or otherwise disposing of this Agreement, or of the Contractor's right, title, or interest therein, without the prior written consent of the County.

7.2 The Contractor 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 Contractor shall be made available to the other party to this Agreement without expense to the other party.

#### ARTICLE 9. COOPERATION

The Contractor shall cooperate with representatives, agents, and employees of the County and the County shall cooperate with representatives, agents, and employees of the Contractor to the end that work may proceed expeditiously and economically.

#### ARTICLE 10. NON-DISCRIMINATION

In accordance with Article 15 of N.Y. EXECUTIVE LAW (also known as the Human Rights Law) and all other State and Federal statutory and constitutional non-discrimination provisions, the Contractor agrees that neither it nor any of its County-approved subcontractors shall, by reason of age, race, creed, color, national origin, sexual orientation, gender identity or expression, military status, sex, disability, predisposing genetic characteristics, familial status, marital status, or status as a victim of domestic violence, 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. RELATIONSHIP OF THE PARTIES

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

## ARTICLE 12. INDEMNIFICATION

The Contractor shall defend, indemnify, and save harmless the County, its employees and agents, from and against all claims, damages, losses and expenses (including, without limitation, reasonable attorney's fees) arising out of, or in consequence of, any negligent or intentional act or omission of the Contractor, its employees or agents, to the extent of its responsibility for such claims, damages, losses and expenses.

## ARTICLE 13. NON-APPROPRIATIONS

Notwithstanding anything contained herein to the contrary, no default shall be deemed to occur in the event no funds or insufficient funds are appropriated and budgeted by or are otherwise unavailable to the County for payment under this Agreement. The County will immediately notify the Contractor of such occurrence and this Agreement shall terminate on the last day of the fiscal period for which appropriations were received without penalty or expense to the County of any kind whatsoever, except as to those portions herein agreed upon for which funds shall have been appropriated and budgeted.

## ARTICLE 14. APPLICABLE LAW

The laws of the State of New York shall govern this Agreement. The designated venue is Albany, New York.

## ARTICLE 15. RECORDS

15.1 The Contractor 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.

15.2 The Contractor 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.

15.3 The Contractor 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 16. INSURANCE

16.1 The Contractor 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 of Albany" as certificate holder and primary/non-contributory additional insured. Such policies may only be changed upon thirty (30) days prior written approval by the County.

16.2 The Contractor shall, prior to commencing any of the work/services outlined herein, furnish the County with Certificates of Insurance showing that the requirements

of this article have been met. The Contractor shall also provide the County with updated Certificates of Insurance prior to the expiration of any previously-issued certificate. No work/services shall be commenced under this Agreement until the Contractor has delivered the Certificates of Insurance to the County. Upon failure of the Contractor to furnish, deliver, and maintain such insurance certificates as provided above, the County may declare this Agreement suspended, discontinued, or terminated.

16.3 As required by Section 108 of the N.Y. GENERAL MUNICIPAL LAW, this Agreement shall be of no force and effect unless the Contractor 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 Contractor 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 17. 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 Contractor.

#### ARTICLE 18. MODIFICATION

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

#### ARTICLE 19. EXECUTION OF DOCUMENTS

This Agreement may be executed in one or more counterparts, each of which shall constitute an original Agreement, but all of which together shall constitute one and the same instrument.

#### ARTICLE 20. HEADINGS – CONSTRUCTION

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

#### ARTICLE 21. ENTIRE AGREEMENT

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

## ARTICLE 22. COMPLIANCE WITH MacBRIDE PRINCIPLES

The Contractor 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 the Contractor either (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 section 4 of Local Law No. 3 in 1993, including, but not limited to, imposing sanctions, seeking compliance, recovering damages, declaring the Contractor in default and/or seeking debarment or suspension of the Contractor.

## ARTICLE 23. NON-INTERRUPTION OF WORK

The Contractor agrees that it will not intentionally engage in any course of conduct or activity, or employ for the purposes of performing the public work, any subcontractors, employees, labor or materials which will or may result in the interruption of the performance of the public work due to labor strife or unrest by workmen employed by the Contractor or by any of the trades working in or about the public works and/or premises where the work is being performed.

## ARTICLE 24. EXTRA WORK/SERVICES

If the Contractor is of the opinion that any work/services it has been directed to perform is beyond the scope of this Agreement and constitutes extra work/services, the Contractor shall promptly notify the County of that opinion. The County shall be the sole judge as to whether or not such work/services is in fact beyond the scope of this Agreement and whether or not it constitutes extra work/services. In the event the County determines such work does constitute extra work/services, it shall provide extra compensation to the Contractor on a negotiated basis.

## ARTICLE 25. PREVAILING WAGE RATES AND SUPPLEMENTS

The Contractor shall at all times remain in compliance with Sections 220.3 and 220-d of the N.Y. LABOR LAW, which concern the payment of not less than the prevailing hourly wage rate for a legal day's work to each laborer, workman or mechanic employed by the Contractor in the provision of the services required under this Agreement. The Contractor shall submit payroll records to the County every thirty (30) days after issuance of its first payroll in accord with N.Y. LABOR LAW 220 [3-a]a.

## ARTICLE 26. IRANIAN ENERGY SECTOR DIVESTMENT

The Contractor hereby represents that the Contractor is in compliance with N.Y. GENERAL MUNICIPAL LAW § 103-g entitled "Iranian Energy Sector Divestment," in that Contractor 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 27. STORMWATER MANAGEMENT PROGRAM; GREEN INFRASTRUCTURE POLICY

Not applicable to this Agreement.

ARTICLE 28. MISCELLANEOUS PROVISIONS

28.1 In addition to the MacBride Principles of Fair Employment, Non-Interruption of Work (per Res. No. 298 for 1986) and Iranian Energy Sector Divestment policies described above, the Contractor also acknowledges that it shall follow all of the other policies and procedures contained in the RFP.

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

28.3 The Contractor 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.

28.4 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.

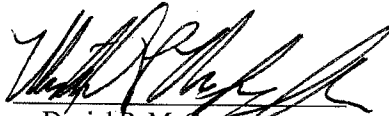
28.5 The County shall bear no responsibility other than that set forth in this Agreement.

28.6 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.

IN WITNESS WHEREOF, the parties hereto have caused this Agreement to be signed the day and year first indicated below.

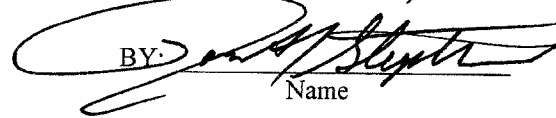
COUNTY OF ALBANY

DATED: 4/24/25

BY:   
Daniel P. McCoy  
County Executive  
or  
Michael P. McLaughlin  
Deputy County Executive

PRESTIGE SERVICES, INC.

DATED: 4-18-25  
4-21-25  
Q85

  
BY:   
Name  
VP Sales  
Title

NOTARY ACKNOWLEDGEMENT

STATE OF NEW YORK )  
COUNTY OF ALBANY ) ss.:  
CITY OF ALBANY )

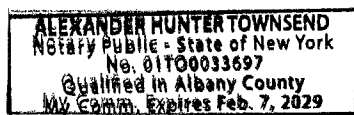
On this \_\_\_\_\_ day of \_\_\_\_\_, 2025, before me personally came Daniel P. McCoy, to me known and known to me to be the Albany County Executive and the same person who executed the foregoing instrument; and they acknowledged that they executed the foregoing instrument on behalf of the County of Albany, New York as said Executive pursuant to the authority vested in them.

\_\_\_\_\_  
Notary Public, State of New York

NOTARY ACKNOWLEDGEMENT

STATE OF NEW YORK )  
COUNTY OF ALBANY ) ss.:  
CITY OF ALBANY )

On this 24 day of April, 2025, before me personally came Michael P. McLaughlin, me known and known to me to be the Deputy County Executive and the same person who executed the foregoing instrument; and they acknowledged that they executed the foregoing instrument on behalf of the County of Albany, New York as said Executive pursuant to the authority vested in them.



Alex Hunter Townsend  
Notary Public, State of New York

NOTARY ACKNOWLEDGEMENT

STATE OF New York )  
COUNTY OF Saratoga ) ss.:  
CITY OF Chatham )  
TOWN

On this 21<sup>st</sup> day of April, 2025, before me personally came ROBERT J. STEPHAN, to me known and known to me to be the VICE President of Prestige SERVICES INC., and the same person who executed the foregoing instrument; and he/she/they acknowledged that he/she/they executed the foregoing instrument on behalf of Prestige SERVICES Inc., as said ROBERT S. STEPHAN pursuant to the authority vested in him/her/they.

CLAUDIA C. FITZGERALD  
Notary Public, State of New York  
Reg. No. 01F16403439  
Qualified in Saratoga County  
Commission Expires Jan 27, 2028

Claudia C. Fitzgerald  
Notary Public, State of New York

SCHEDULE A  
INSURANCE COVERAGE

The kinds and amounts of insurance to be provided are as follows:

1. Workers' Compensation and Employers Liability Insurance: A policy or policies providing protection for employees in the event of job-related injuries or a waiver of the requirements of this insurance with such waiver to be issued by New York State.
2. Automobile Liability Insurance: A policy or policies with the limits of not less than \$500,000 for each accident because of bodily injury, sickness or disease, including death at any time, resulting therefrom, sustained by any person caused by accident, and arising out of the ownership, maintenance or use of any automobiles; and with the limits of \$500,000 for damage because of injury to or destruction of property, including the loss of the use thereof, caused by accident and arising out of the ownership, maintenance or use of any automobiles.
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           |
| Bodily Injury   | \$1,000,000           |
| Personal Injury | \$1,000,000.          |

4. Disability Insurance: A policy or policies providing appropriate disability benefits in accordance with N.Y. WORKERS' COMPENSATION LAW § 220(8).

**Contract #:** 2026-0323

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**Contract Type:** standard

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**Contract Action:** new

---

**Procurement Type:** RFP

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**Department:** Building Services A1620

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**Date Submitted:** 03/03/2026

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**Contact Person:** [Thomas Stover]

**Contact Phone:** 518-447-3020

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**Vendor Info:** Quadient Leasing USA, Inc.

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**Estimated Amount:** 75,321.54

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**Scope of Services:** Mail Machine Leasing Agreement

---

**Budget Line Item:**

---

**Fiscal Impact:**

*County:* 100.00

*State:* 0.00

*Federal:* 0.00

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**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

Joanne Cunningham, Chairwoman  
Albany County Legislature



DANIEL P. MCCOY  
COUNTY EXECUTIVE

MICHAEL McLAUGHLIN  
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.ALBANYCOUNTYNY.GOV

DAVID M. LATINA  
COMMISSIONER

SCOTT D. ALLARDICE  
DEPUTY COMMISSIONER

February 19, 2026

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

Honorable Joanne Cunningham, Chairwoman  
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 and Hidley,  
Dear Ms. Cunningham,

General Services is requesting authorization for a five-year Mail Machine Leasing Agreement with Quadient Leasing USA, Inc. pursuant to their Federal GSA Schedule #47QSMA20D08QV. As the service dealer for Quadient Leasing USA, Inc., Metroland Business Machines will be the servicing dealer for the mailing equipment lease.

The projected term of this contract is sixty-three months starting June 1, 2026, through August 31, 2031.

The not-to-exceed cost of this contract is \$75,321.54 for the sixty-three-month term.

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

Thank you,

David M. Latina  
Commissioner

DML:tas  
Enclosure(s)



DANIEL P. MCCOY  
COUNTY EXECUTIVE

MICHAEL McLAUGHLIN  
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](http://WWW.ALBANYCOUNTY.COM)

DAVID M. LATINA  
COMMISSIONER

SCOTT D. ALLARDICE  
DEPUTY COMMISSIONER

To: Pam O Neill, Purchasing Agent

From: David M. Latina, Commissioner

Date: February 13, 2026

Re: Mailing Equipment Solicitation

---

Pursuant to the proposals received, I recommend awarding the lease of mailing equipment to Quadiant, Inc., with Metroland Business Machines as the servicing dealer at a cost of 75,321.54, for the sixty-three-month term.

The projected term will begin June 1, 2026, through August 31, 2031.

If you need any further information or have any questions, please feel free to contact me.

DML:tas



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

PAMELA O NEILL  
PURCHASING AGENT

## MEMORANDUM

**TO:** David M. Latina, Commissioner  
General Services

**FROM:** Pamela O Neill *Pamela*  
Purchasing Agent

**DATE:** February 13, 2026

**RE:** Mailing Equipment solicitation

---

I am in receipt of your recommendation to award the aforementioned to Quadian Inc. with Metroland as the servicing dealer for the mailing equipment lease.

As Quadian Inc. has a current Federal GSA Schedule #47QSMA20DO8QV I have no objection to the selection of Quadian Inc.

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

## Mail Equipment Comparison

### Pitney Bowes Lease

|                                |    |            |
|--------------------------------|----|------------|
| 12 Month Lease \$1364.30 month | \$ | 16,371.60  |
| 48 Month Lease \$1951.49 Month | \$ | 93,671.52  |
|                                | \$ | 110,043.12 |
| Five year contract             |    |            |

### Metroland Quadiant Leasing

GSA Federal Contract

\$1398.47 per month for 63  
months

\$75,321.54



## Quadi<sup>7</sup>ent Mail Machines NYS Contract Purchase and GSA Leasing options

Prepared for: **Albany County**

Proposal date: **2/11/26**

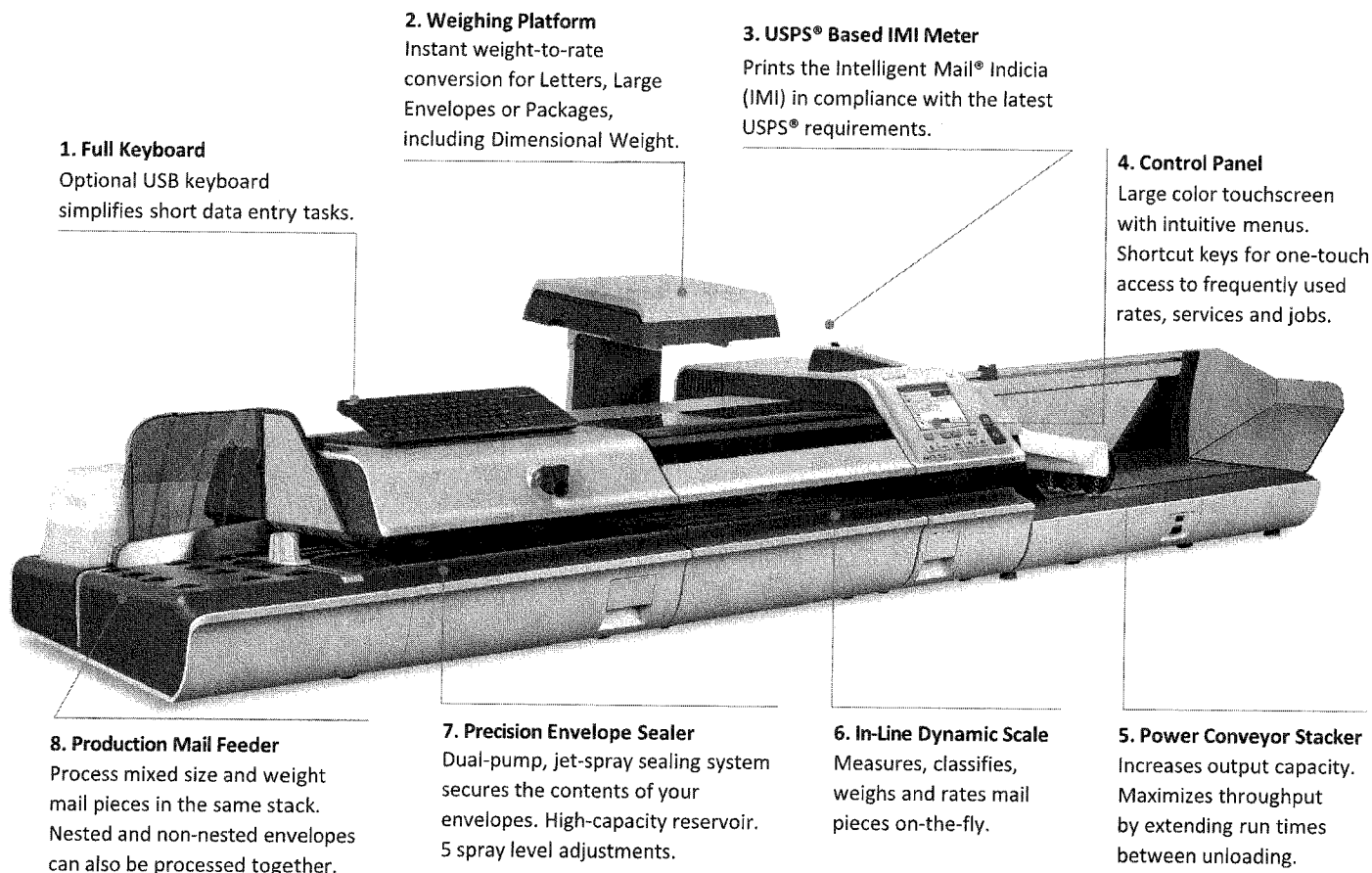
Valid until: **3/15/26**

Submitted by: **Patrick Neary & Eric Radliff**  
**Metroland Business Machines**  
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## Product Overview

# iX-9 SERIES



**1. Full Keyboard**  
Optional USB keyboard simplifies short data entry tasks.

**2. Weighing Platform**  
Instant weight-to-rate conversion for Letters, Large Envelopes or Packages, including Dimensional Weight.

**3. USPS® Based IMI Meter**  
Prints the Intelligent Mail® Indicia (IMI) in compliance with the latest USPS® requirements.

**4. Control Panel**  
Large color touchscreen with intuitive menus. Shortcut keys for one-touch access to frequently used rates, services and jobs.

**8. Production Mail Feeder**  
Process mixed size and weight mail pieces in the same stack. Nested and non-nested envelopes can also be processed together.

**7. Precision Envelope Sealer**  
Dual-pump, jet-spray sealing system secures the contents of your envelopes. High-capacity reservoir. 5 spray level adjustments.

**6. In-Line Dynamic Scale**  
Measures, classifies, weighs and rates mail pieces on-the-fly.

**5. Power Conveyor Stacker**  
Increases output capacity. Maximizes throughput by extending run times between unloading.

### Key Specifications

**iX-9 DS**

**Processing speed:** Up to 210, 260 or 300 lpm

**Dynamic weighing speed:** Up to 160 or 180 lpm

**Weighing platform capacity:** 10, 30 or 70 lb.

**Envelope thickness:** Up to .8"

**Accounts/departments:** 100 standard, up to 3,000 optional

**Online expense reporting (Neostats Basic):** Standard

**Connectivity:** LAN and Wireless LAN standard

**Postage labels:** Self-adhesive with automatic dispenser

**Security:** 4-digit operator PIN codes

**Job presets (imprint memories):** Up to 15

**Ink supply:** Tank @ 115,000 imprints, Permanent print head

**Neoship online shipping software:** Available



## Financial Considerations

### GSA Contract #47QSMA20D08QV Lease

#### Product Summary

- 2 (two) iX-9 Production Mail Machines with Dynamic Scales, 10lb external scales, and Conveyor Stackers
- Processes mail at up to 210 letter per minute in batch, and up to 120 letters per minute in dynamic mode
- Automatic thickness adjustment
- Postcard processing mode
- Processes mail up to .8" thick

#### Cost Summary

Valid Until: 3/15/26

|    |                |                      |
|----|----------------|----------------------|
| 01 | 63-month lease | \$1,195.58 per month |
|----|----------------|----------------------|

|    |                                  |          |
|----|----------------------------------|----------|
| 02 | Freight, delivery & installation | Included |
|----|----------------------------------|----------|

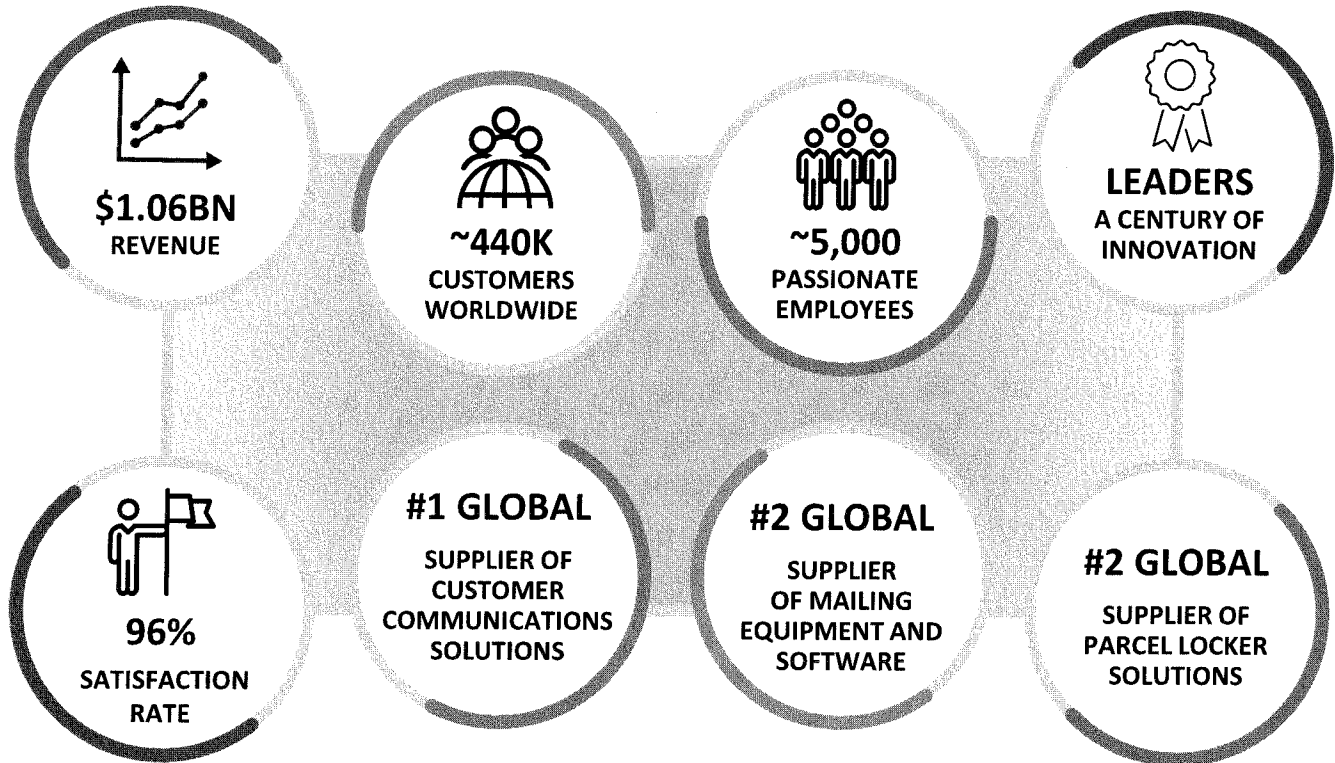
|    |              |          |
|----|--------------|----------|
| 03 | Meter rental | Included |
|----|--------------|----------|

|    |                       |          |
|----|-----------------------|----------|
| 04 | Equipment maintenance | Included |
|----|-----------------------|----------|

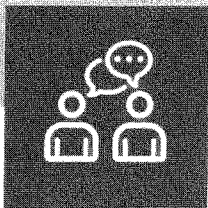
|                    |  |                      |
|--------------------|--|----------------------|
| Total Monthly Cost |  | \$1,195.58 per month |
|--------------------|--|----------------------|



## Quadient at a Glance

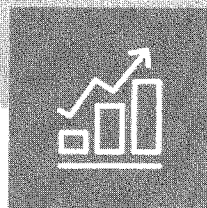


## Driving Business Results That Matter



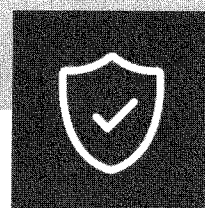
### CUSTOMER & EMPLOYEE ENGAGEMENT

- ✓ Personalize the communications experience for each customer
- ✓ Remove workflow complexities that discourage employees



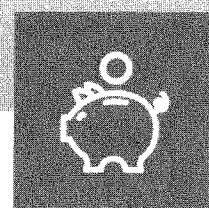
### REVENUE GROWTH

- ✓ Speed up document delivery and increase on-time payments
- ✓ Turn more customer communications into marketing opportunities



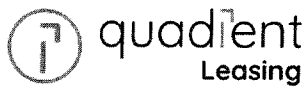
### RISK MITIGATION

- ✓ Eliminate mail assembly errors that compromise privacy or compliance
- ✓ Ensure inbound packages are delivered without loss or delay



### EXPENSE CONTROL

- ✓ Reduce operational costs by automating physical mail processing
- ✓ Choose the optimal carrier and service for every package you ship



**Government Product Lease Agreement  
with Postage Meter Rental Agreement**

**GSA Contract # 47Q SMA20D08QV**

**Section (A) Office Information**

|               |                             |                |            |
|---------------|-----------------------------|----------------|------------|
| Office Number | Office Name                 | Phone #        | Date       |
| 6200          | Metroland Business Machines | (518) 452-2600 | 02/11/2026 |

**Section (B) Billing Information**

|                  |               |    |            |
|------------------|---------------|----|------------|
| Company Name     | Albany County |    |            |
| DBA              |               |    |            |
| Billing Address  | 112 STATE ST  |    |            |
| City State Zip+4 | ALBANY        | NY | 12207-2005 |
| Contact Name     | Phone         |    |            |
| Contact Title    | Fax           |    |            |
| Email Address    | PO #          |    |            |

**Section (C) Installation Information** (if different from billing information)

|                      |                     |    |            |
|----------------------|---------------------|----|------------|
| Company Name         | Albany County       |    |            |
| Installation Address | 112 STATE ST        |    |            |
| City State Zip+4     | ALBANY              | NY | 12207-2005 |
| Contact Name         | Phone               |    |            |
| Contact Title        | Fax                 |    |            |
| Email Address        |                     |    |            |
| Main Post Office     | PO 5-Digit Zip Code |    |            |

**Section (D) Products**

| Qty | Model / Part Number | Description (Include Serial Number, if applicable)                                           |
|-----|---------------------|----------------------------------------------------------------------------------------------|
| 2   | IX9A                | IX-9A 210 LPM Base, Puffy Postcard Feeder w/Wireways, Ink Cartridge & Power Line Conditioner |
| 2   | IX9DWM PKG          | IX-9 Dynamic Weighing Module                                                                 |
| 2   | IX9CONVEYOR         | IX-9 Conveyor Stacker                                                                        |
| 2   | IXWP10              | IX Series 10lb. Weigh Platform                                                               |

**Section (E) Lease Payment Information & Lease Payment Schedule**

| <b>Tax Status:</b><br><input type="checkbox"/> Taxable<br><input checked="" type="checkbox"/> Tax Exempt<br><i>Certificate attached</i><br><b>Billing Frequency:</b><br><input type="checkbox"/> Monthly<br><input checked="" type="checkbox"/> Quarterly<br><input type="checkbox"/> Annually<br><b>Billing Method:</b><br><input checked="" type="checkbox"/> Standard<br><input type="checkbox"/> Arrears | <table><tr><th colspan="2">Number of Months</th><th>Monthly Payment<br/>(Plus applicable taxes)</th></tr><tr><td>First</td><td>63</td><td>\$1,195.58</td></tr></table><br><b>Current Lease Number:</b><br><input type="checkbox"/> ACH (Customer to submit authorization form) | Number of Months                           |  | Monthly Payment<br>(Plus applicable taxes) | First | 63 | \$1,195.58 |
|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--------------------------------------------|--|--------------------------------------------|-------|----|------------|
| Number of Months                                                                                                                                                                                                                                                                                                                                                                                             |                                                                                                                                                                                                                                                                                | Monthly Payment<br>(Plus applicable taxes) |  |                                            |       |    |            |
| First                                                                                                                                                                                                                                                                                                                                                                                                        | 63                                                                                                                                                                                                                                                                             | \$1,195.58                                 |  |                                            |       |    |            |

**Section (F) Postage Meter & Postage Funding Information**

|                                                                                                                                                                                                                                                                                              |       |                                                                                                                                                                                                                         |      |
|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|------|
| <b>Meter Model</b>                                                                                                                                                                                                                                                                           | IX9AI | <b>Machine Model</b>                                                                                                                                                                                                    | IX9A |
| <b>Postage Funding Method:</b><br><input type="checkbox"/> Bill Me <input checked="" type="checkbox"/> Prepay by Check<br><input type="checkbox"/> ACH Debit (Submit customer authorization form)<br><input type="checkbox"/> OMAS <input type="checkbox"/> CPU (include authorization form) |       | <b>Postage Funding Account:</b><br><input checked="" type="checkbox"/> POC <input type="checkbox"/> TMS<br><input checked="" type="checkbox"/> New <input type="checkbox"/> Existing<br><b>Existing Account Number:</b> |      |
| <b>Agency Code</b>                                                                                                                                                                                                                                                                           |       | <b>Sub Agency Code</b>                                                                                                                                                                                                  |      |

**Service Products (Check all that apply)**

|                                                                                              |
|----------------------------------------------------------------------------------------------|
| <input checked="" type="checkbox"/> Online Postal Rates iMeter™ App (SP10)                   |
| <input type="checkbox"/> Online Postal Expense Manager iMeter™ App (SP20/NeoStats)           |
| <input type="checkbox"/> Online E-Services with Electronic Return Receipt iMeter™ App (SP35) |
| <input type="checkbox"/> S.M.A.R.T. Online - USPS Shipping                                   |
| <input type="checkbox"/> 4G/5G Cell Service                                                  |
| <input checked="" type="checkbox"/> Maintenance                                              |
| <input checked="" type="checkbox"/> Installation/Training                                    |
| <input type="checkbox"/> Software Support for premise (non-cloud) solutions                  |

**Section (G) Approval**

This document consists of a Government Product Lease Agreement with Quadient Leasing USA, Inc.; and a Postage Meter Rental Agreement, and Online Services and Software Agreement with Quadient, Inc.; and a Postage Funding Account Agreement with Quadient Finance USA, Inc. Your signature constitutes an offer to enter into such agreements, and acknowledges that you have received, read, and agree to all applicable terms and conditions (version Government-Equipment-Lease-Terms-USPS-Dealer-V11-2023), which are also available at <https://quadientterms.com/Government-Equipment-Lease-Terms-USPS-Dealer-V11-2023>, and that you are authorized to sign the agreements on behalf of the customer identified above. The applicable agreements will become binding on the companies identified above only after an authorized individual accepts your offer by signing below, or when the equipment is shipped to you.

Guided by Quadient, Inc.'s Sustainable Design and Responsible Manufacturing Policy, our Products may contain reused components. For more Information visit <https://www.quadient.com/about-us/sustainable-design-and-manufacturing>.

|                                              |                                                 |                      |               |
|----------------------------------------------|-------------------------------------------------|----------------------|---------------|
| Authorized Signature                         | Purchase Order Required for GSA Contract Leases | Print Name and Title | Date Accepted |
| Accepted by Quadient Inc. and its Affiliates |                                                 |                      | Date Accepted |