



# Contract Award Notification

<b>Title</b>	: <b>Group 72006 Emergency Management &amp; Homeland Security Services (Statewide) Classification Code(s): 92</b>
<b>Award Number</b>	: <b><u>PGB-23160</u></b> (Replaces Award PGB-22807)
<b>Contract Period</b>	: <b>June 19, 2019 through February 28, 2021</b>
<b>Bid Opening Date</b>	: <b>January 28, 2019</b>
<b>Date of Issue</b>	: <b>June 19, 2019</b>
<b>Specification Reference</b>	: <b>As Incorporated in the Piggyback Agreement</b>
<b>Contractor Information</b>	: <b>Appears on Page 2 of this Award</b>

**Address Inquiries To:**

<b>State Agencies &amp; Vendors</b>	<b>Political Subdivisions &amp; Others</b>
<b>Name</b> : Kelly Oathout <b>Title</b> : Contract Management Specialist 1 <b>Phone</b> : (518) 473-9825 <b>E-mail</b> : <a href="mailto:kelly.oathout@ogs.ny.gov">kelly.oathout@ogs.ny.gov</a>	<b>Procurement Services Customer Services</b>  <b>Phone</b> : (518) 474-6717 <b>E-mail</b> : <a href="mailto:customer.services@ogs.ny.gov">customer.services@ogs.ny.gov</a>

**Procurement Services values your input.  
Complete and return "Contract Performance Report" at end of document.**

**Description**

Emergency Management & Homeland Security Services are inclusive of but not limited to:

A: **RESOURCE DISTRIBUTION:** the procurement and delivery of pre-packaged ice, bottled water, and meals-ready-to-eat to support emergency and/or disaster recovery and mitigation efforts in the event of a Presidential and/or Gubernatorial declared emergency/disaster or for other requirements as deemed necessary by the Office.

B: **FEDERAL PROGRAM EMERGENCY/DISASTER ASSISTANCE:**

a) Pre-declaration: 1) educating potential applicants on the federal public assistance program; 2) preparing and training potential applicants to conduct preliminary damage assessments; 3) performing preliminary damage assessments with applicants and the Federal Emergency Management Agency ("FEMA").

b) Post declaration: 1) participate in applicant briefings and inspection of damaged sites; 2) provide eligibility guidance, and insurance oversight services; 3) assist in preparing scope of work and cost estimates for projects; 4) assist applicants in preparing submissions to FEMA; 5) advise applicants on hazard mitigation opportunities; and (6) assist applicants in reporting and closeout activities.

C: **DEBRIS MANAGEMENT SERVICES:** debris removal from primary transportation routes and public and private property, including hazardous tree stumps. Establish and maintain temporary debris staging and reduction sites, if deemed necessary. Abate hazardous waste. Provide for debris disposal consistent with all applicable law.

**NOTE: See individual contract items to determine actual awardees.**

<b><u>CONTRACT #</u></b>	<b><u>CONTRACTOR &amp; ADDRESS</u></b>	<b><u>TELEPHONE #</u></b>	<b><u>FED. IDENT. #</u></b>	<b><u>NYS VENDOR#</u></b>
PS68517	Ashbritt Inc.	(954) 765-6992	65-0364711	1100121245
PS68518	Hagerty Consulting, Inc.	(847) 492-8454	37-1431085	1100195470
PS68519	The Olson Group Ltd.	(703) 518-9982	20-3551189	1100083940
PS68520	Phillips and Jordan, Inc.	(865) 392-3045	56-0694573	1100225035
PS68521	Tetra Tech, Inc.	(407) 803-2551	95-4148514	1000041523

Cash Discount, If Shown, Should be Given Special Attention.

**INVOICES MUST BE SENT DIRECTLY TO THE ORDERING AGENCY FOR PAYMENT.  
(See "Contract Payments" and "Electronic Payments" in this document.)**

AGENCIES SHOULD NOTIFY NEW YORK STATE PROCUREMENT SERVICES PROMPTLY IF THE CONTRACTOR FAILS TO MEET DELIVERY OR OTHER TERMS OF THIS CONTRACT. PRODUCTS OR SERVICES WHICH DO NOT COMPLY WITH THE SPECIFICATIONS OR ARE OTHERWISE UNSATISFACTORY TO THE AGENCY SHOULD ALSO BE REPORTED TO PROCUREMENT SERVICES.

**SMALL, MINORITY AND WOMEN-OWNED BUSINESSES:**

The letters SB listed under the Contract Number indicate the contractor is a NYS small business. Additionally, the letters MBE and WBE indicate the contractor is a Minority-owned Business Enterprise and/or Woman-owned Business Enterprise.

**RECYCLED, REMANUFACTURED AND ENERGY EFFICIENT PRODUCTS:**

Procurement Services supports and encourages the purchase of recycled, remanufactured, energy efficient and "energy star" products. If one of the following codes appears as a suffix in the Award Number or is noted under the individual Contract Number(s) in this Contract Award Notification, please look at the individual awarded items for more information on products meeting the suffix description.

RS, RP, RA	Recycled
RM	Remanufactured
SW	Solid Waste Impact
EE	Energy Efficient
E*	EPA Energy Star
ES	Environmentally Sensitive

**NOTE TO AUTHORIZED USERS:**

When placing purchase orders under the contract(s), the authorized user should be familiar with and follow the terms and conditions governing its use which usually appears at the end of this document. The authorized user is accountable and responsible for compliance with the requirements of public procurement processes. The authorized user must periodically sample the results of its procurements to determine its compliance. In sampling its procurements, an authorized user should test for reasonableness of results to ensure that such results can withstand public scrutiny.

The authorized user, when purchasing from OGS contracts, should hold the contractor accountable for contract compliance and meeting the contract terms, conditions, specifications, and other requirements. Also, in recognition of market fluctuations over time, authorized users are encouraged to seek improved pricing whenever possible.

Authorized users have the responsibility to document purchases, particularly when using OGS multiple award contracts for the same or similar product(s)/service(s), which should include:

- a statement of need and associated requirements,
- a summary of the contract alternatives considered for the purchase,
- the reason(s) supporting the resulting purchase (e.g., show the basis for the selection among multiple contracts at the time of purchase was the most practical and economical alternative and was in the best interests of the State).

**State of New York  
Office of General Services  
PROCUREMENT SERVICES  
Contract Performance Report**

Please take a moment to let us know how this contract award has measured up to your expectations. If reporting on more than one contractor or product, please make copies as needed. This office will use the information to improve our contract award, where appropriate. **Comments should include those of the product's end user.**

**Contract No.:** \_\_\_\_\_ **Contractor:** \_\_\_\_\_

**Describe Product\* Provided (Include Item No., if available):** \_\_\_\_\_

**\*Note:** "Product" is defined as a deliverable under any Bid or Contract, which may include commodities (including printing), services and/or technology. The term "Product" includes Licensed Software.

	Excellent	Good	Acceptable	Unacceptable
• Product meets your needs				
• Product meets contract specifications				
• Pricing				

**CONTRACTOR**

	Excellent	Good	Acceptable	Unacceptable
• Timeliness of delivery				
• Completeness of order (fill rate)				
• Responsiveness to inquiries				
• Employee courtesy				
• Problem resolution				

Comments: \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_ (over)

Agency: \_\_\_\_\_ Prepared by: \_\_\_\_\_  
 Address: \_\_\_\_\_ Title: \_\_\_\_\_  
 \_\_\_\_\_ Date: \_\_\_\_\_  
 \_\_\_\_\_ Phone: \_\_\_\_\_  
 \_\_\_\_\_ E-mail: \_\_\_\_\_

**Please detach or photocopy this form & return via email to [kelly.oathout@ogs.ny.gov](mailto:kelly.oathout@ogs.ny.gov) or mail to:**

OGS PROCUREMENT SERVICES  
 Customer Services, 38th Floor  
 Corning 2<sup>nd</sup> Tower - Empire State Plaza  
 Albany, New York 12242  
 Attn: *Kelly Oathout*  
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