

Corning Tower, Empire State Plaza, Albany, NY 12242 | https://ogs.ny.gov/procurement | customer.services@ogs.ny.gov | 518-474-6717

Contract Award Notification

77200 - Public Safety Communications Equipment and Title Services (Two-Way Radios and Satellite Phones) (Statewide) Classification Code(s): 32, 43, 46, 92 **Award Number** (Partially Replaces Award 20191) 23141 August 27, 2019 through August 26, 2024 **Contract Period Bid Opening Date** June 4, 2019 Date of Issue August 27, 2019 **Specification Reference:** As Incorporated In The Solicitation Contractor Information **Appears on Page 2 of this Award**

Address Inquiries To:

	State Agencies & Vendors			Political Subdivisions & Others			
Name Title		Lydia Chan Contract Management Specialist I			Procurement Services Customer Services		
Phone	:	518-473-6962	Phone	:	518-474-6717		
E-mail	:	Lydia.Chan@ogs.ny.gov	E-mail	:	customer.services@ogs.ny.gov		

Procurement Services values your input.

Complete and return "Contract Performance Report" at end of document.

Description

Public Safety Communications Equipment and Services (Two-Way Radios and Satellite Phones)

The Contract Award Notification contains 30% MWBE goals of 15% MBE and 15% WBE.

PR # _23141_____

NOTE: See individual contract items to determine actual awardees.

CONTRACT#	CONTRACTOR & ADDRESS	TELEPHONE #	FED. IDENT. # / NYS VENDOR #
PT68711	BK Technologies INC 7100 Technology Drive West Melbourne, FL 32904 Accepts Procurement Card for orders up to \$50,000	321-237-1306	59-3486297 / 1100058230
PT68712 SB	Computerized Inventory Concepts INC dba Integrated Systems 50 Victor Heights Parkway Victor, NY 14564 Accepts Procurement Card for orders up to \$50,000	585-924-8670	16-1206834 / 1000039701
PT68713	E.F. Johnson Company 1140 Corporate Drive Irving, TX 75038 Accepts Procurement Card for orders up to \$50,000	972-819-0216	41-0736849 / 1100003005
PT68715 SB	Electronic Systems Solutions INC 250 Clearbrook Road Elmsford, NY 10523 Accepts Procurement Card for orders up to \$50,000	914-592-5005	22-3477278 / 1000008849
PT68717 SB, WBE	Hello Alert 577 Brook Avenue, Unit A Deer Park NY 11729 Accepts Procurement Card for orders up to \$50,000	631-321-1280	34-0276860 / 1000017642
PT68718	Icom America INC 12421 Willows Road NE Kirkland, Washington 98034 Does NOT Accept Procurement Card	425-450-6092	91-1083924 / 1000041701
PT68720 SB	LD Allen Communications INC 5820 Main Street, Suite 404 Williamsville, NY 14221 Does NOT Accept Procurement Card	716-634-5403	16-1498872 / 1000044099
PT68721	Microwave Networks INC 4000 Greenbriar Drive Stafford, TX 77477 Accepts Procurement Card for orders up to \$50,000	281-263-6509	76-0565333 / 1100228681
PT68722	Motorola Solutions INC 123 Tice Blvd, Suite 202 Woodcliff Lake, NJ 07677 Accepts Procurement Card for orders up to \$50,000	860-710-2163	36-1115800 / 1000031408

GROUP 77200 PUBLIC SAFETY COMMUNICATIONS EQUIPMENT AND SERVICES (TWO-WAY RADIOS AND SATELLITE PHONES)

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PT68724	Philip M. Casciano Associates INC dba PMC Associates 8 Crown Plaza, Suite 106 Hazlet, NJ 07730 Accepts Procurement Card for orders up to \$50,000	732-888-9300	22-2873821 / 1000008798
PT68725	Power Products Unlimited LLC 2170 Brandon Trail Alpharetta, GA 30004 Accepts Procurement Card for orders up to \$50,000	800-529-1618	58-2128764 / 1100230234
PT68727 SB	Transmit Plus INC 246 Farhan Lane North Babylon NY 11703 Accepts Procurement Card for orders up to \$50,000	631-376-0007	01-0938670 / 1100030394
PT68728	Zetron INC 12034 134th Court Northeast Redmond, WA 98052 Accepts Procurement Card for orders up to \$50,000	425-820-6363	91-1121292 / 1000019592

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.

SCOPE:

Contracts are limited to the items listed in the Lots set forth below. All other items are excluded from the scope of these Contracts.

All Equipment and Services offered and sold under these Contracts, must directly involve the provision of Public Safety Communications Equipment and Services. For example: The purchase of PC monitors must be for a use that directly supports the operation of a Public Safety Communication system.

Contracts are comprised of the following Lots:

LOT 1: RADIO EQUIPMENT ONLY

LOT 2: RADIO EQUIPMENT AND SERVICES

(includes Radio Equipment, Installation, Integration & Maintenance)

LOT 3: SATELLITE PHONE EQUIPMENT ONLY

The Services offered in these Contracts are subject to the Prevailing Wage Rate provisions of the NYS Labor Law. For more information, see Attachment 7 – How to Use, Section 5, Prevailing Wage Rate Requirements.

A Second Tier Solicitation process is required for certain Authorized User transactions. The Contracts set forth base terms and conditions, and permit the Authorized User to customize a Second Tier Solicitation or Direct Engagement based on their specific need or transaction. The Second Tier Solicitation process requires Authorized Users to solicit at least 3 Contractors and/or 3 Resellers.

REGIONS:

The Solicitation covered the following counties in the nine regions listed below:

Region	Area	Counties
Region 1	Long Island	Nassau, Suffolk
Region 2	New York City	Bronx, Kings (Brooklyn), New York, Queens, Richmond (Staten Island)
Region 3	Westchester	Dutchess, Putnam, Westchester
Region 4	Ulster	Orange, Rockland, Sullivan, Ulster
Region 5	Albany	Albany, Columbia, Delaware, Fulton, Greene, Montgomery, Otsego, Rensselaer, Schenectady, Schoharie
Region 6	Adirondack	Clinton, Essex, Franklin, Hamilton, Saratoga, Warren, Washington
Region 7	Syracuse	Cayuga, Herkimer, Jefferson, Lewis, Madison, Oneida, Onondaga, Oswego, St. Lawrence
Region 8	Finger Lakes	Broome, Chemung, Chenango, Cortland, Livingston, Monroe, Ontario, Schuyler, Seneca, Steuben, Tioga, Tompkins, Wayne, Yates
Region 9	Buffalo	Allegany, Cattaraugus, Chautauqua, Erie, Genesee, Niagara, Orleans, Wyoming
SW (Statewide)	All Areas	All Counties

CONTRACT TERM AND EXTENSIONS:

The Contracts shall have an initial term of 5 years. At the State's option, the Contracts may be extended for up to five (5) years, in increments as deems to be in the best interest of the state.

SMALL, MINORITY AND WOMEN-OWNED BUSINESSES:

The letters <u>SB</u> listed under the Contract Number indicate the contractor is a NYS small business. Additionally, the letters <u>MBE</u> and <u>WBE</u> 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).

PRICE:

Pricing is as set forth in Attachment 1 – NYS Pricing.

All Net Prices <u>include</u> all applicable shipping, handling, insurance, and associated delivery charges (F.O.B. Destination the dock/delivery location of the Authorized User). See Appendix B, *Shipping/Receipt of Product* and *Title and Risk of Loss for Products Other Than Technology Products*.

All Service rates include travel time and costs associated with accessing the site of the Equipment to be serviced. Travel costs are limited to NYS rates approved by the NYS Office of the State Comptroller (OSC).

DISCOUNTS:

Pricing offered for Equipment is a Percent (%) Discount from List Price/MSRP. Pricing offered for Services is either a Total Hourly Rate or a Percent (%) Markup Over the Prevailing Wage Rate and Supplemental Benefits, depending on the nature of the Installation, Integration, and/or Maintenance being performed.

VOLUME DISCOUNTS:

Volume discounts may be applied per Purchase Order, cumulatively per ordering entity, or cumulatively statewide as specified in Contractors' Pricelist. Volume discounts shall be defined and applied as follows:

- A. Purchase Order volume discounts shall be additional discounts applied to individual Purchase Orders over a specified dollar amount.
- B. Cumulative agency volume discounts shall be additional discounts applied to all future orders made by an individual ordering entity once an established volume has been met by that entity.
- C. Cumulative statewide volume discounts shall be additional discounts applied to all future orders for all state and non-state orders once an established volume has been met under the Contract.

UTILIZATION OF RESELLERS:

Contractors may utilize Resellers to sell Equipment, and, if applicable, provide Services. Resellers must be eligible to quote regionally or statewide, independently and lower than Manufacturer (Contract) pricing for procurements under resulting Contracts. Resellers must also be able to accept orders, invoice and receive payment.

SUBCONTRACTORS:

Contractors awarded Lot 2 are permitted to charge a Subcontractor Percent (%) Markup for all work performed by Subcontractors on Authorized User Agreements, provided the Contractor has an approved Subcontractor Percent (%) Markup in its pricing pages on the OGS website. This Subcontractor Percent (%) Markup covers all back-office costs as specified in the contract.

HOW TO USE:

Attachment 7 – *How to Use* provides guidance to both Contractors and Authorized Users on utilizing the Contract.

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

reporting on more than one contract information to improve our contract product's end user.	or or product, pleas	se make copies	as needed. This c	office will use the				
ontract No.: Contractor								
Describe Product* Provided (Include	de Item No., if avai	lable):						
*Note: "Product" is defined as a d (including printing), services								
	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								
Problem resolution								
Comments:								
				(over)				
Agency:		Prepared by:						
Address:		Title:						
	Dat	e:						

Please detach or photocopy this form & return by FAX to 518/474-2437 or mail to: OGS PROCUREMENT SERVICES

ATTN: Lydia Chan, 38th Floor Corning 2nd Tower - Empire State Plaza Albany, New York 12242

_E-mail:___

Corning Tower, Empire State Plaza, Albany, NY 12242 | https://ogs.ny.gov/procurement | customer.services@ogs.ny.gov | 518-474-6717

1st Supplemental Contract Award Notification

Page 8

Title	:	77200 – Public Safety Communications Equipment and Services (Two-Way Radios and Satellite Phones) (Statewide) Classification Code(s): 32, 43, 46, 92
Award Number	:	23141 (Partially Replaces Award 20191)
Contract Period	:	August 27, 2019 through August 26, 2024
Bid Opening Date	:	June 4, 2019
Date of Issue	:	September 13, 2019
Specification Reference	:	As Incorporated In The Solicitation
Contractor Information	:	Appears on Page 2 of this Award

Address Inquiries To:

State Agencies & Vendors			Political Subdivisions & Others Procurement Services Customer Services			
Name Title		Lydia Chan Contract Management Specialist I			Procurement Services Customer Services	
Phone	: 5	518-473-6962	Phone	:	518-474-6717	
E-mail	-	.ydia.Chan@ogs.ny.gov	E-mail	:	customer.services@ogs.ny.gov	

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Complete and return "Contract Performance Report" at end of document.

Description

Public Safety Communications Equipment and Services (Two-Way Radios and Satellite Phones). Awards were made in Lot 1 (Radio Equipment Only) and Lot 2 (Radio Equipment and Services). No bids were received for Lot 3 (Satellite Phone Equipment Only). The Contract requires a competitive Second Tier Solicitation for certain Authorized User transactions as outlined in Attachment 7 – *How to Use This Contract*. Reseller participation is allowed.

The Contract Award Notification contains 30% MWBE goals of 15% MBE and 15% WBE.

PR # _23141_____

NOTE: See individual contract items to determine actual awardees.

CONTRACT #	LOT	REGION(S)	CONTRACTOR & ADDRESS	FED. IDENT. # / NYS VENDOR #
PT68714 SB	2	Statewide	Eastern Communications LTD 4816 36 th Street Long Island City, NY 11101	22-2103124 / 1000008733
PT68719	1	Statewide	Island Tech Services LLC 980 South 2 nd Street Ronkonkoma, NY 11779	20-0819689 / 1000052688
PT68723	2	Statewide	Mutualink INC 1269 South Broad Street Wallingford, CT 06492	14-1999711 / 1000020064
PT68726 SB	1	Statewide	TCI Systems INC 15-07 132 nd Street College Point, NY 11356	11-2531771 / 1000046972

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(continued)

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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 information to improve our contract as product's end user.				
•	ontractor			
Describe Product* Provided (Include	ltem No., if availa	able):		
*Note: "Product" is defined as a del (including printing), services ar	iverable under any	Bid or Contra	ct, which may inclu	ude commodities
	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:	F	Prepared by:		
Address:		Title:		
	Date	:		
	Phor	ne:		

Please detach or photocopy this form & return by mail to:

OGS PROCUREMENT SERVICES ATTN: Lydia Chan, 38th Floor Corning 2nd Tower - Empire State Plaza Albany, New York 12242

E-mail:

Corning Tower, Empire State Plaza, Albany, NY 12242 | https://ogs.ny.gov/procurement | customer.services@ogs.ny.gov | 518-474-6717

2nd Supplemental Contract Award Notification

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		i age
Title	:	77200 – Public Safety Communications Equipment and Services (Two-Way Radios and Satellite Phones) (Statewide) Classification Code(s): 32, 43, 46, 92
Award Number	:	23141 (Partially Replaces Award 20191)
Contract Period	:	August 27, 2019 through August 26, 2024
Bid Opening Date	:	June 4, 2019
Date of Issue	:	September 20, 2019
Specification Reference	:	As Incorporated In The Solicitation
Contractor Information	:	Appears on Page 2 of this Award

Address Inquiries To:

State Agencies & Vendors			Political Subdivisions & Others		
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NOTE: See individual contract items to determine actual awardees.

CONTRACT #	LOT	REGION(S)	CONTRACTOR & ADDRESS	FED. IDENT. # / NYS VENDOR #
PT68716	2	Statewide	L3 Harris Technologies	34-0276860 /
			(formerly Harris Corporation)	1000017642
			1680 University Ave	
			Rochester, NY 14610	

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Region 6	Adirondack	Clinton, Essex, Franklin, Hamilton, Saratoga, Warren, Washington
Region 7	Syracuse	Cayuga, Herkimer, Jefferson, Lewis, Madison, Oneida, Onondaga, Oswego, St. Lawrence
Region 8	Finger Lakes	Broome, Chemung, Chenango, Cortland, Livingston, Monroe, Ontario, Schuyler, Seneca, Steuben, Tioga, Tompkins, Wayne, Yates
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SUBCONTRACTORS:

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HOW TO USE:

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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 information to improve our contract av product's end user.								
Contract No.: Co	ontract No.: Contractor							
Describe Product* Provided (Include	e Item No., if availa	ıble):						
*Note: "Product" is defined as a del (including printing), services ar	iverable under any	Bid or Contra	ct, which may inclu	ude commodities				
	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:	F	Prepared by:						
Address:	Т	itle:						
	Date:							
	Phon	e:						

Please detach or photocopy this form & return by mail to:

OGS PROCUREMENT SERVICES ATTN: Lydia Chan, 38th Floor Corning 2nd Tower - Empire State Plaza Albany, New York 12242

E-mail:

Corning Tower, Empire State Plaza, Albany, NY 12242 | https://ogs.ny.gov/procurement | customer.services@ogs.ny.gov | 518-474-6717

3rd Supplemental Contract Award Notification

Page 20

Title	:	77200 - Public Safety Communications Equipment and Services (Two-Way Radios and Satellite Phones) (Statewide) Classification Code(s): 32, 43, 46, 92				
Award Number	:	23141 (Partially Replaces Award 20191)				
Contract Period	:	August 27, 2019 through August 26, 2024				
Bid Opening Date	:	June 4, 2019				
Date of Issue	:	October 24, 2019				
Specification Reference	:	As Incorporated In The Solicitation				
Contractor Information	:	Appears on Page 2 of this Award				

Address Inquiries To:

State Agencies & Vendors			Political Subdivisions & Others		
Name Title	:	Lydia Chan Contract Management Specialist I			Procurement Services Customer Services
Phone	:	518-473-6962	Phone	:	518-474-6717
E-mail	:	Lydia.Chan@ogs.ny.gov	E-mail	:	customer.services@ogs.ny.gov

Procurement Services values your input.

Complete and return "Contract Performance Report" at end of document.

Description

Public Safety Communications Equipment and Services (Two-Way Radios and Satellite Phones). Awards were made in Lot 1 (Radio Equipment Only) and Lot 2 (Radio Equipment and Services). No bids were received for Lot 3 (Satellite Phone Equipment Only). The Contract requires a competitive Second Tier Solicitation for certain Authorized User transactions as outlined in Attachment 7 – How to Use This Contract. Reseller participation is allowed.

The Contract Award Notification contains 30% MWBE goals of 15% MBE and 15% WBE.

PR # _23141_____

NOTE: See individual contract items to determine actual awardees.

CONTRACT #	LOT	REGION(S)	CONTRACTOR & ADDRESS	FED. IDENT. # / NYS VENDOR #
PT68710	2	1,2,3,4,5,6,7	Bear Communications INC dba Bearcom	95-3868203 /
		1680 University Ave	1000018828	
			Rochester, NY 14610	

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.

SCOPE:

Contracts are limited to the items listed in the Lots set forth below. All other items are excluded from the scope of these Contracts.

All Equipment and Services offered and sold under these Contracts, must directly involve the provision of Public Safety Communications Equipment and Services. For example: The purchase of PC monitors must be for a use that directly supports the operation of a Public Safety Communication system.

Contracts are comprised of the following Lots:

LOT 1: RADIO EQUIPMENT ONLY

LOT 2: RADIO EQUIPMENT AND SERVICES

(includes Radio Equipment, Installation, Integration & Maintenance)

LOT 3: SATELLITE PHONE EQUIPMENT ONLY

The Services offered in these Contracts are subject to the Prevailing Wage Rate provisions of the NYS Labor Law. For more information, see Attachment 7 – How to Use, Section 5, Prevailing Wage Rate Requirements.

A Second Tier Solicitation process is required for certain Authorized User transactions. The Contracts set forth base terms and conditions, and permit the Authorized User to customize a Second Tier Solicitation or Direct Engagement based on their specific need or transaction. The Second Tier Solicitation process requires Authorized Users to solicit at least 3 Contractors and/or 3 Resellers.

REGIONS:

The Solicitation covered the following counties in the nine regions listed below:

Region	Area	Counties
Region 1	Long Island	Nassau, Suffolk
Region 2	New York City	Bronx, Kings (Brooklyn), New York, Queens, Richmond (Staten Island)
Region 3	Westchester	Dutchess, Putnam, Westchester
Region 4	Ulster	Orange, Rockland, Sullivan, Ulster
Region 5	Albany	Albany, Columbia, Delaware, Fulton, Greene, Montgomery, Otsego, Rensselaer, Schenectady, Schoharie
Region 6	Adirondack	Clinton, Essex, Franklin, Hamilton, Saratoga, Warren, Washington
Region 7	Syracuse	Cayuga, Herkimer, Jefferson, Lewis, Madison, Oneida, Onondaga, Oswego, St. Lawrence
Region 8	Finger Lakes	Broome, Chemung, Chenango, Cortland, Livingston, Monroe, Ontario, Schuyler, Seneca, Steuben, Tioga, Tompkins, Wayne, Yates
Region 9	Buffalo	Allegany, Cattaraugus, Chautauqua, Erie, Genesee, Niagara, Orleans, Wyoming
SW (Statewide)	All Areas	All Counties

CONTRACT TERM AND EXTENSIONS:

The Contracts shall have an initial term of 5 years. At the State's option, the Contracts may be extended for up to five (5) years, in increments as deems to be in the best interest of the state.

SMALL, MINORITY AND WOMEN-OWNED BUSINESSES:

The letters <u>SB</u> listed under the Contract Number indicate the contractor is a NYS small business. Additionally, the letters <u>MBE</u> and <u>WBE</u> 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).

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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:	F	Prepared by:						
Address:	Т	itle:						
	Date:							
	Phon	e:						

Please detach or photocopy this form & return by mail to:

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