



CONTRACT AWARD LETTER

Sent via email to: [cindy.sisloff@ebridgeprocurement.com](mailto:cindy.sisloff@ebridgeprocurement.com)

August 5, 2025

Cynthia Sisloff  
eBridge Business Solutions, LLC  
10200 Forest Green Blvd.  
Suite LL1  
Louisville, KY 40223

Re: Online Reverse Auction Services (Statewide)  
Group 79016, Solicitation 23374, PS70872  
Bid Opening: June 25, 2025

Dear Ms. Sisloff,

The New York State Office of General Services, Procurement Services ("OGS") provides this Contract Award Letter as notification of the provision of Online Reverse Auction Services contract that OGS is awarding to your company. In addition, this Contract Award Letter identifies and sets forth the order of precedence of the documents that comprise the Contract being awarded to your company under Group 79016, Solicitation 23374 –Online Reverse Auction Services (Statewide).

The not to exceed flat percentage rates agreed upon as part of award to your company under the above-referenced solicitation are contained in the price pages to be published on the OGS webpage: <https://ogs.ny.gov/procurement/ogs-centralized-awards-list> (within the contract's specific webpage).

By signing this Contract Award Letter, you agree that your Contract is comprised of the following documents (Contract Documents), listed in the order of precedence:

1. Appendix A [e.g., (June 2023), *Standard Clauses for New York State Contracts* (previously provided)];
2. This Contract Award Letter;
3. Revisions and Clarifications to Bid Specifications dated May 14, May 27 and May 29 of 2025 (previously provided);
4. Solicitation 23374, including all Appendices and Attachments referenced therein (previously provided);
5. Your bid prices for Not-to-Exceed Contract Percentage Rates;
6. eBridge Business Solutions, LLC's Bid; and

We request that this letter be signed by the same person who signed the original bid. If they are not available, another authorized company representative may sign. We request that the letter be returned to OGS **no later than close of business on August 12, 2025.**

This Contract Award is tentative until successful completion of the Contract process. Awardee shall not take any action until the Contract is fully executed and approved. Any actions taken prior to formal execution and approval of the Contract are at Awardee's sole risk and expense (see Solicitation Appendix B, *Expenses Prior to Contract Execution*). In accordance with Section 112 of the State Finance Law, the Contract shall not be valid, effective or binding upon the State until such Contract has been approved by OSC.

The Contract shall be in effect for a term of up to five (5) years. The Contract term shall commence after all necessary approvals and shall become effective on September 1, 2025 and the Contract term shall end on August 31, 2030.

All OGS Centralized Contracts resulting from this Solicitation shall have a co-terminus end date, including those Contracts awarded during any subsequent periodic recruitment. At the State's option, the Contract may be extended for one year. Whether the optional extensions are exercised is at the sole discretion of the State. A Contractor shall retain the right to decline a Contract extension offered under this section. Any Contract extension will be under the same terms and conditions, subject to the approval of OSC and any additional applicable statutory and policy requirements. Any extensions provided under this section shall apply in addition to any rights set forth in Appendix B *Contract Term – Extension*.

The Contract term provided for in this section shall extend 6 months beyond its termination date only for Authorized Users whose Contracts must be registered with the Office of the New York City Comptroller. During the 6-month period the definition of Authorized User shall be deemed to refer only to Authorized Users whose contracts must be registered with the Office of the New York City Comptroller. This extension is in addition to any other extensions available under the Contract. The extension provided for in this paragraph shall be upon the then-existing terms and conditions; provided, however, during such extension, an Authorized User, as defined in this paragraph, may agree to amend such terms and conditions solely to comply with changes in statutory requirements (e.g. changes in minimum, prevailing or living wages, or regulated services).

Please note that in accordance with the Procurement Lobbying Law, this procurement continues to be in a restricted period; therefore, communications concerning this procurement may only occur via an OGS Designated Contact for the Solicitation.

Please contact Harry Brown at [Harry.Brown@ogs.ny.gov](mailto:Harry.Brown@ogs.ny.gov) or 518-474-7902 if you have any questions.

IN WITNESS WHEREOF, the Parties have executed this Contract Award Letter as of the date of last written below. The Parties further hereby certify that original copies of this executed and approved signature page will be affixed, upon final approval, to exact copies of this Contract Award Letter being executed simultaneously herewith. By signing you certify your express authority to sign on behalf of yourself, your company, or other entity and full knowledge and acceptance of this Contract Award Letter, Appendix A Standard Clauses For New York State Contracts ([e.g., June 2023]), Appendix B General Specifications ([e.g., April 2016]), and State Finance Law §139-j and §139-k (Procurement Lobbying), and that all information provided is complete, true and accurate. By signing, Contractor affirms that it understands and agrees to comply with the OGS procedures relative to permissible contacts as required by State Finance Law §139-j (3) and §139-j (6) (b).

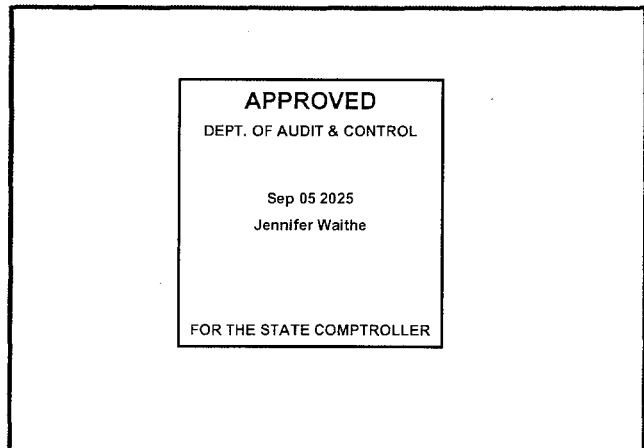
CONTRACTOR

THE PEOPLE OF THE STATE OF NEW YORK,  
ACTING BY AND THROUGH THE COMMISSIONER  
OF GENERAL SERVICES

Signature: *Neil Ramsey*  
Printed Name: Neil Ramsey  
Title: Member  
Date: August 6, 2025  
Company Name: eBridge Business Solutions, LLC  
Federal ID: 20-8344206  
NYS Vendor ID: 1100187557

Signature: *Allison E. Young*  
Printed Name: Allison E. Young  
Title: CMS3  
Date: 8/11/2025  
Office of General Services

NEW YORK STATE OFFICE OF THE STATE  
COMPTROLLER



INDIVIDUAL, CORPORATION, PARTNERSHIP, OR LLC ACKNOWLEDGMENT

STATE OF Kentucky }

: ss:

COUNTY OF Jefferson }

On the 6<sup>th</sup> day of August in the year 2025, before me personally appeared Neil Ramsey, known to me to be the person who executed the foregoing instrument, who, being duly sworn by me did depose and say that he maintains an office at

eBridge Business Solutions, LLC 10200 Forest Green Blvd, Suite 111 Louisville, KY 40223

and further that:

[Check One]

If an individual): he executed the foregoing instrument in his/her name and on his/her own behalf.

If a corporation): he is the \_\_\_\_\_ of \_\_\_\_\_, the corporation described in said instrument; that, by authority of the Board of Directors of said corporation, he is authorized to execute the foregoing instrument on behalf of the corporation for purposes set forth therein; and that, pursuant to that authority, he executed the foregoing instrument in the name of and on behalf of said corporation as the act and deed of said corporation.

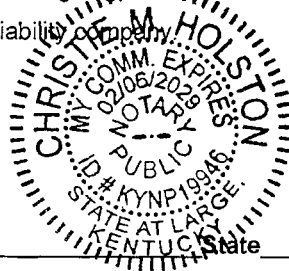
If a partnership): he is the \_\_\_\_\_ of \_\_\_\_\_, the partnership described in said instrument; that, by the terms of said partnership, he is authorized to execute the foregoing instrument on behalf of the partnership for purposes set forth therein; and that, pursuant to that authority, he executed the foregoing instrument in the name of and on behalf of said partnership as the act and deed of said partnership.

If a limited liability company): he is a duly authorized member of eBridge Business Solutions, LLC, the limited liability company described in said instrument; that, he is authorized to execute the foregoing instrument on behalf of the limited liability company for purposes set forth therein; and that, pursuant to that authority, he executed the foregoing instrument in the name of and on behalf of said limited liability company as the act and deed of said limited liability company.

Christie M. Holston

Signature of Notary Public

Notary Public Registration No. KY NP 19946



State Kentucky