

NASSAU COUNTY LEGISLATURE
MINEOLA, NEW YORK
TWENTY-SECOND MEETING
SEPTEMBER 25, 2017 1:00 P.M.
NINTH MEETING OF 2017

1.
1:00P.M. Legislative Calendar

Documents:

9-25-2017.pdf

2.
Proposed Ordinances

Documents:

PROPOSED ORD. 115-17.pdf
PROPOSED ORD. 116-17.pdf
PROPOSED ORD. 117-17.pdf
PROPOSED ORD. 118-17.pdf
PROPOSED ORD. 119-17.pdf
PROPOSED ORD. 120-17.pdf
PROPOSED ORD. 121-17.pdf
PROPOSED ORD. 122-17.pdf
PROPOSED ORD. 123-17.pdf
PROPOSED ORD. 124-17.pdf
PROPOSED ORD. 125-17.pdf
PROPOSED ORD. 126-17.pdf
PROPOSED ORD. 127-17.pdf
PROPOSED ORD. 128-17.pdf

3.
Rules Agenda

Documents:

R-9-25-17.pdf

4.
Contracts

Documents:

A-19-17 NCWEB.pdf
E-188-17 NCWEB.pdf
E-189-17 NCWEB.pdf
E-191-17 NCWEB.pdf

PUBLIC NOTICE

PLEASE TAKE NOTICE THAT

THE NASSAU COUNTY LEGISLATURE

WILL HOLD A MEETING OF THE

RULES COMMITTEE

ON

MONDAY, SEPTEMBER 25, 2017 AT 1:00 P.M.

IN

THE PETER J. SCHMITT MEMORIAL LEGISLATIVE CHAMBER

THEODORE ROOSEVELT EXECUTIVE AND LEGISLATIVE BUILDING

1550 FRANKLIN AVENUE, MINEOLA, NEW YORK 11501

MICHAEL C. PULTZER
Clerk of the Legislature
Nassau County, New York

Dated: September 18, 2017
Mineola, NY

As per the Nassau County Fire Marshall's Office, the Legislative Chamber has a maximum occupancy of 251 people and the outer chamber which will stream the meeting live, has a maximum occupancy of 72. Passes will be distributed on a first come first served basis beginning one half hour before the meeting begins and attendees will be given an opportunity to sign in to address the Legislature for a maximum of three minutes. Public comment is limited to Agenda items. The Nassau County Legislature is committed to making its public meetings accessible to individuals with disabilities and every reasonable accommodation will be made so that they can participate. Please contact the Office of the Clerk of the Legislature at 571-4252, or the Nassau County Office for the Physically Challenged at 227-7101 or TDD Telephone No. 227-8989 if any assistance is needed. Every Legislative meeting is streamed live on <http://www.nassaucountyny.gov/agencies/Legis/index.html>.

PUBLIC NOTICE

PLEASE TAKE NOTICE THAT THE NASSAU COUNTY LEGISLATURE WILL HOLD COMMITTEE MEETINGS OF THE LEGISLATURE ON WEDNESDAY, SEPTEMBER 13, 2017 STARTING AT 1:00 PM AND WILL HOLD A FULL SESSION OF THE LEGISLATURE ON MONDAY, SEPTEMBER 25, 2017 STARTING AT 1:00 PM IN THE PETER J. SCHMITT MEMORIAL LEGISLATIVE CHAMBER, 1ST FLOOR,

THEODORE ROOSEVELT EXECUTIVE AND LEGISLATIVE BUILDING, 1550 FRANKLIN AVENUE,
MINEOLA, NEW YORK 11501.

FULL LEGISLATIVE SESSION 1:00 PM

COMMITTEE	TIME
RULES	1:00PM
PUBLIC SAFETY	1:00PM
PLANNING, DEVELOPMENT & THE ENVIRONMENT	1:00PM
TOWNS, VILLAGES AND CITIES	1:00PM
ECONOMIC & COMMUNITY DEVELOPMENT & LABOR	1:00PM
PUBLIC WORKS AND PARKS	1:00PM
HEALTH AND SOCIAL SERVICES	1:00PM
GOVERNMENT SERVICES AND OPERATIONS	1:00PM
MINORITY AFFAIRS	1:00PM
VETERANS AND SENIOR AFFAIRS	1:00PM
FINANCE	1:00PM

MICHAEL C. PULITZER
Clerk of the Legislature
Nassau County, New York

Dated: September 6, 2017
Mineola, NY

As per the Nassau County Fire Marshall's Office, the Peter J. Schmitt Memorial Legislative Chamber has a maximum occupancy of 251 people and the outer chamber which will stream the meeting live, has a maximum occupancy of 72. Passes will be distributed on a first come first served basis beginning one half hour before the meeting begins and attendees will be given an opportunity to sign in to address the Legislature for a maximum of three minutes. **Public comment is limited to Agenda items.** The Nassau County Legislature is committed to making its public meetings accessible to individuals with disabilities and every reasonable accommodation will be made so that they can participate. Please contact the Office of the Clerk of the Legislature at 571-4252, or the Nassau County Office for the Physically Challenged at 227-7101 or TDD Telephone No. 227-8989 if any assistance is needed. Every Legislative meeting is streamed live on <http://www.nassaucountyny.gov/agencies/Legis/index.html>.

LEGISLATIVE CALENDAR

NASSAU COUNTY LEGISLATURE
TWENTY-SECOND MEETING
NINTH MEETING OF 2017

MINEOLA, NEW YORK
SEPTEMBER 25, 2017 1:00 P.M.

THE NASSAU COUNTY LEGISLATURE IS COMMITTED TO MAKING ITS PUBLIC MEETING ACCESSIBLE TO INDIVIDUALS WITH DISABILITIES. IF, DUE TO A DISABILITY, YOU NEED AN ACCOMMODATION OR ASSISTANCE TO PARTICIPATE IN THE PUBLIC MEETING OR TO OBTAIN A COPY OF THE TRANSCRIPT OF THE PUBLIC HEARING IN AN ALTERNATIVE FORMAT IN ACCORDANCE WITH THE PROVISIONS OF THE AMERICANS WITH DISABILITIES ACT, PLEASE CONTACT THE OFFICE OF THE CLERK OF THE LEGISLATURE AT 571-4252, OR THE NASSAU COUNTY OFFICE FOR THE PHYSICALLY CHALLENGED AT 227-7101 OR TDD TELEPHONE NO. 227-8989. AS PER THE NASSAU COUNTY FIRE MARSHAL'S OFFICE, THE PETER J. SCHMITT MEMORIAL LEGISLATIVE CHAMBER HAS A MAXIMUM OCCUPANCY OF 251 PEOPLE AND THE OUTER CHAMBER WHICH WILL STREAM THE MEETING LIVE, HAS A MAXIMUM OCCUPANCY OF 72. PASSES WILL BE DISTRIBUTED ON A FIRST COME FIRST SERVED BASIS BEGINNING ONE HALF HOUR BEFORE MEETING TIME.

EVERY LEGISLATIVE MEETING IS STREAMED LIVE ON
<http://www.nassaucountyny.gov/agencies/Legis/index.html>.

1. **ORDINANCE NO. 115 -2017**

AN ORDINANCE AMENDING ORDINANCE NO. 28-2016, AS AMENDED,
CONSTITUTING THE NASSAU COUNTY FIRE PREVENTION ORDINANCE.
350-17(FC)

2. **ORDINANCE NO. 116-2017**

AN ORDINANCE SUPPLEMENTAL TO THE ANNUAL APPROPRIATION
ORDINANCE IN CONNECTION WITH THE DEPARTMENT OF INFORMATION
TECHNOLOGY. 315-17(OMB)

3. **ORDINANCE NO. 117-2017**

AN ORDINANCE SUPPLEMENTAL TO THE ANNUAL APPROPRIATION
ORDINANCE IN CONNECTION WITH THE OFFICE OF THE COUNTY CLERK.
321-17(OMB)

4. **ORDINANCE NO. 118-2017**

AN ORDINANCE SUPPLEMENTAL TO THE ANNUAL APPROPRIATION
ORDINANCE IN CONNECTION WITH THE LITIGATION FUND. 323-17(OMB)

5. **ORDINANCE NO. 119-2017**

AN ORDINANCE SUPPLEMENTAL TO THE ANNUAL APPROPRIATION
ORDINANCE IN CONNECTION WITH THE HEALTH DEPARTMENT.
324-17(OMB)

6. **ORDINANCE NO. 120-2017**

AN ORDINANCE SUPPLEMENTAL TO THE ANNUAL APPROPRIATION
ORDINANCE IN CONNECTION WITH THE MEDICAL EXAMINER'S OFFICE.
325-17(OMB)

7. **ORDINANCE NO. 121-2017**

AN ORDINANCE SUPPLEMENTAL TO THE ANNUAL APPROPRIATION
ORDINANCE IN CONNECTION WITH THE POLICE DEPARTMENT. 329-17(OMB)

8. **ORDINANCE NO. 122-2017**

AN ORDINANCE SUPPLEMENTAL TO THE ANNUAL APPROPRIATION
ORDINANCE IN CONNECTION WITH THE DISTRICT ATTORNEY'S OFFICE.
338-17(OMB)

9. **ORDINANCE NO. 123-2017**

AN ORDINANCE SUPPLEMENTAL TO THE ANNUAL APPROPRIATION
ORDINANCE IN CONNECTION WITH THE DEPARTMENT OF HUMAN
SERVICES. 340-17(OMB)

10. **ORDINANCE NO. 124-2017**

AN ORDINANCE SUPPLEMENTAL TO THE ANNUAL APPROPRIATION
ORDINANCE IN CONNECTION WITH THE HEALTH DEPARTMENT.
341-17(OMB)

11. **ORDINANCE NO. 125-2017**

AN ORDINANCE SUPPLEMENTAL TO THE ANNUAL APPROPRIATION
ORDINANCE IN CONNECTION WITH THE DEPARTMENT OF HUMAN
SERVICES. 342-17(OMB)

12. **ORDINANCE NO. 126-2017**

AN ORDINANCE SUPPLEMENTAL TO THE ANNUAL APPROPRIATION
ORDINANCE IN CONNECTION WITH THE VARIOUS DEPARTMENTS.
343-17(OMB)

13. **ORDINANCE NO. 127-2017**

AN ORDINANCE SUPPLEMENTAL TO THE ANNUAL APPROPRIATION
ORDINANCE IN CONNECTION WITH THE VARIOUS DEPARTMENTS.
344-17(OMB)

14. **ORDINANCE NO. 128-2017**

AN ORDINANCE SUPPLEMENTAL TO THE ANNUAL APPROPRIATION
ORDINANCE IN CONNECTION WITH THE DISTRICT ATTORNEY. 345-17(OMB)

15. **RESOLUTION NO. 172-2017**

A RESOLUTION AUTHORIZING THE COUNTY ATTORNEY TO COMPROMISE
AND SETTLE THE CLAIMS OF PLAINTIFFS, AS SET FORTH IN THE ACTION
ENTITLED GEORGETTE SORRELL, ET AL. V. INCORPORATED VILLAGE OF
LYNBROOK, ET AL, DOCKET NO. 10-CV-49 (DRH) (GRB) PURSUANT TO THE
COUNTY LAW, THE COUNTY GOVERNMENT LAW OF NASSAU COUNTY AND
THE NASSAU COUNTY ADMINISTRATIVE CODE. 348-17(AT)

16. **RESOLUTION NO. 173-2017**

A RESOLUTION TO AUTHORIZE THE COUNTY EXECUTIVE FOR THE
COUNTY OF NASSAU TO EXECUTE A MEMORANDUM OF AGREEMENT WITH
THE NASSAU COUNTY INVESTIGATORS POLICE BENEVOLENT
ASSOCIATION WITH REGARD TO SUBMITTING CERTAIN MATTERS TO THE
JURISDICTION OF AN INTEREST ARBITRATION PANEL. 247-17(LR)

17. **RESOLUTION NO. 174-2017**

A RESOLUTION AUTHORIZING THE COUNTY EXECUTIVE TO EXECUTE AN
AMENDMENT TO A PERSONAL SERVICES AGREEMENT BETWEEN THE
COUNTY OF NASSAU, ACTING ON BEHALF OF THE NASSAU COUNTY
DISTRICT ATTORNEY AND JACK AND JILL OF AMERICA, INC. 307-17(DA)

18. **RESOLUTION NO. 175-2017**

A RESOLUTION AUTHORIZING THE COUNTY EXECUTIVE TO EXECUTE AN
INTER-MUNICIPAL AGREEMENT WITH THE VILLAGE OF FREEPORT IN
RELATION TO A PROJECT TO INSTALL SIDEWALKS, STREET LIGHTING AND
STREETSCAPES ON NORTH MAIN STREET IN THE INCORPORATED VILLAGE
OF FREEPORT. 410-16(PW)

19. **RESOLUTION NO. 176-2017**

A RESOLUTION AUTHORIZING THE COUNTY EXECUTIVE TO EXECUTE AN INTER-MUNICIPAL AGREEMENT WITH THE TOWN OF HEMPSTEAD IN RELATION TO PROVIDING A VEHICLE SEIZED UNDER THE ASSET FORFEITURE LAW TO THE TOWN. 309-17(CE)

20. **RESOLUTION NO. 177-2017**

A RESOLUTION AUTHORIZING THE COUNTY EXECUTIVE TO EXECUTE AN INTER-MUNICIPAL AGREEMENT WITH THE HICKSVILLE FIRE DISTRICT IN RELATION TO OBTAINING A FIRE PREVENTION TRAILER. 327-17(CE)

21. **RESOLUTION NO. 178-2017**

A RESOLUTION AUTHORIZING THE COUNTY EXECUTIVE TO EXECUTE AN INTER-MUNICIPAL AGREEMENT WITH THE VILLAGE OF LAWRENCE IN RELATION TO A PROJECT TO PROCURE A HEAVY DUTY AMBULANCE FOR THE VILLAGE. 349-17(CE)

22. **RESOLUTION NO. 179-2017**

A RESOLUTION AUTHORIZING THE SIGNING OF A NEW YORK STATE DEPARTMENT OF TRANSPORTATION SUPPLEMENTAL GRANT AGREEMENT FOR FUNDS TO SUPPORT POLICE ENFORCEMENT OF HIGH OCCUPANCY VEHICLE LAWS ON THE LONG ISLAND EXPRESSWAY. 316-17(PD)

23.

RESOLUTION NO. 180-2017

A RESOLUTION PROVIDING FOR THE ISSUANCE OF A WARRANT DIRECTING THE TREASURER OF THE COUNTY OF NASSAU TO PAY TO THE SUPERVISORS OF THE SEVERAL TOWNS AND TO THE TREASURERS OF THE SEVERAL VILLAGES AND CITIES WITHIN THE COUNTY OF NASSAU, THE SUMS AS APPORTIONED BY THE NASSAU COUNTY LEGISLATURE BASED ON A REPORT FILED BY THE COUNTY TREASURER AND THE COUNTY CLERK, SHOWING DEPOSITS FROM MORTGAGE TAXES FOR THE QUARTER BEGINNING APRIL 1, 2017 THROUGH JUNE 30, 2017; PURSUANT TO THE COUNTY GOVERNMENT LAW OF NASSAU COUNTY AND THE NASSAU COUNTY ADMINISTRATIVE CODE. 313-17(LE)

24.

RESOLUTION NO. 181-2017

A RESOLUTION TO CONFIRM THE COUNTY EXECUTIVE'S APPOINTMENT OF ANN DE MICHAEL TO THE NASSAU COUNTY BRIDGE AUTHORITY.
347-17(CE)

25.

RESOLUTION NO. 182-2017

A RESOLUTION TO AUTHORIZE THE TRANSFER OF APPROPRIATIONS HERETOFORE MADE WITHIN THE BUDGET FOR THE YEAR 2017. 314-17(OMB)

26.

RESOLUTION NO. 183-2017

A RESOLUTION TO AUTHORIZE THE TRANSFER OF APPROPRIATIONS HERETOFORE MADE WITHIN THE BUDGET FOR THE YEAR 2017. 346-17(OMB)

27.

RESOLUTION NO. 184-2017

A RESOLUTION TO AUTHORIZE THE COUNTY ASSESSOR AND/OR THE COUNTY TREASURER AND/OR THE RECEIVER OF TAXES OF THE TOWN OF HEMPSTEAD TO PARTIALLY EXEMPT FROM THE REAL PROPERTY TAXATION CERTAIN REAL PROPERTIES SITUATED IN VARIOUS SCHOOL DISTRICTS, ASSESSED TO DESIGNATED OWNERS APPEARING ON THE ASSESSMENT ROLLS FOR THE SPECIFIED SCHOOL AND/OR COUNTY YEARS PURSUANT TO THIS RESOLUTION; PURSUANT TO THE REAL PROPERTY TAX LAW, THE COUNTY GOVERNMENT LAW OF NASSAU COUNTY AND THE NASSAU COUNTY ADMINISTRATIVE CODE. 332-17(AS)

28.

RESOLUTION NO. 185-2017

A RESOLUTION TO AUTHORIZE THE COUNTY ASSESSOR AND/OR THE COUNTY TREASURER AND/OR THE RECEIVER OF TAXES OF THE TOWN OF NORTH HEMPSTEAD TO PARTIALLY EXEMPT FROM THE REAL PROPERTY TAXATION CERTAIN REAL PROPERTIES SITUATED IN VARIOUS SCHOOL DISTRICTS, ASSESSED TO DESIGNATED OWNERS APPEARING ON THE ASSESSMENT ROLLS FOR THE SPECIFIED SCHOOL AND/OR COUNTY YEARS PURSUANT TO THIS RESOLUTION; PURSUANT TO THE REAL PROPERTY TAX LAW, THE COUNTY GOVERNMENT LAW OF NASSAU COUNTY AND THE NASSAU COUNTY ADMINISTRATIVE CODE. 333-17(AS)

29.

RESOLUTION NO. 186-2017

A RESOLUTION TO AUTHORIZE THE COUNTY ASSESSOR AND/OR THE COUNTY TREASURER AND/OR THE RECEIVER OF TAXES OF THE TOWN OF OYSTER BAY TO PARTIALLY EXEMPT FROM THE REAL PROPERTY TAXATION CERTAIN REAL PROPERTIES SITUATED IN VARIOUS SCHOOL DISTRICTS, ASSESSED TO DESIGNATED OWNERS APPEARING ON THE ASSESSMENT ROLLS FOR THE SPECIFIED SCHOOL AND/OR COUNTY YEARS PURSUANT TO THIS RESOLUTION; PURSUANT TO THE REAL PROPERTY TAX LAW, THE COUNTY GOVERNMENT LAW OF NASSAU COUNTY AND THE NASSAU COUNTY ADMINISTRATIVE CODE. 334-17(AS)

THE FOLLOWING ITEMS MAY BE UNTABLED

30. **ORDINANCE NO. 17-2017**

A BOND ORDINANCE PROVIDING FOR A CAPITAL EXPENDITURE TO FINANCE THE CAPITAL PROJECTS IDENTIFIED HEREIN WITHIN THE COUNTY OF NASSAU AND AUTHORIZING \$2,000,000 OF BONDS OF THE COUNTY OF NASSAU TO FINANCE SUCH EXPENDITURE PURSUANT TO THE LOCAL FINANCE LAW OF NEW YORK AND THE COUNTY GOVERNMENTAL LAW OF NASSAU COUNTY. 103-17(PW)

31. **ORDINANCE NO. 51-2017**

A BOND ORDINANCE PROVIDING FOR A CAPITAL EXPENDITURE TO FINANCE THE CAPITAL PROJECTS IDENTIFIED HEREIN WITHIN THE COUNTY OF NASSAU AND AUTHORIZING \$1,300,000 OF BONDS OF THE COUNTY OF NASSAU TO FINANCE SUCH EXPENDITURE PURSUANT TO THE LOCAL FINANCE LAW OF NEW YORK AND THE COUNTY GOVERNMENTAL LAW OF NASSAU COUNTY. 473-16(PW)

32. **ORDINANCE NO. 59-2017**

A BOND ORDINANCE PROVIDING FOR A CAPITAL EXPENDITURE TO FINANCE THE CAPITAL PROJECTS IDENTIFIED HEREIN WITHIN THE COUNTY OF NASSAU AND AUTHORIZING \$750,000 OF BONDS OF THE COUNTY OF NASSAU TO FINANCE SUCH EXPENDITURE PURSUANT TO THE LOCAL FINANCE LAW OF NEW YORK AND THE COUNTY GOVERNMENTAL LAW OF NASSAU COUNTY. 465-16(PW)

33.

ORDINANCE NO. 60-2017

A BOND ORDINANCE PROVIDING FOR A CAPITAL EXPENDITURE TO FINANCE THE CAPITAL PROJECTS IDENTIFIED HEREIN WITHIN THE COUNTY OF NASSAU AND AUTHORIZING \$1,000,000 OF BONDS OF THE COUNTY OF NASSAU TO FINANCE SUCH EXPENDITURE PURSUANT TO THE LOCAL FINANCE LAW OF NEW YORK AND THE COUNTY GOVERNMENTAL LAW OF NASSAU COUNTY. 466-16(PW)

34.

ORDINANCE NO. 61-2017

A BOND ORDINANCE PROVIDING FOR A CAPITAL EXPENDITURE TO FINANCE THE CAPITAL PROJECTS IDENTIFIED HEREIN WITHIN THE COUNTY OF NASSAU AND AUTHORIZING \$1,000,000 OF BONDS OF THE COUNTY OF NASSAU TO FINANCE SUCH EXPENDITURE PURSUANT TO THE LOCAL FINANCE LAW OF NEW YORK AND THE COUNTY GOVERNMENTAL LAW OF NASSAU COUNTY. 468-16(PW)

35.

ORDINANCE NO. 62-2017

A BOND ORDINANCE PROVIDING FOR A CAPITAL EXPENDITURE TO FINANCE THE CAPITAL PROJECTS IDENTIFIED HEREIN WITHIN THE COUNTY OF NASSAU AND AUTHORIZING \$1,700,000 OF BONDS OF THE COUNTY OF NASSAU TO FINANCE SUCH EXPENDITURE PURSUANT TO THE LOCAL FINANCE LAW OF NEW YORK AND THE COUNTY GOVERNMENTAL LAW OF NASSAU COUNTY. 469-16(PW)

NOTICE IS HEREBY GIVEN that the Nassau County Executive has executed the following personal service contracts, copies of which are on file with the Office of the Clerk of the Nassau County Legislature. These contracts are listed for informational purposes only.

County of Nassau acting on behalf of Human Services and Citizens Options Unlimited, Inc. (Formerly YAHRC). RE: OPWDD/Local Assistance. \$630,727.00.
ID# CQHS17000123.

County of Nassau acting on behalf of Human Services and The Salvation Army.
RE: Home Delivered Meals(WIN). \$65,876.00. ID# CQHS17000146.

County of Nassau acting on behalf of Human Services and Allen Health Care Services.
RE: Housekeeper/Homemaker. \$.01. ID# CQHS17000149.

County of Nassau acting on behalf of Human Services and Jzanus Home Care, Inc.
RE: Housekeeper/Homemaker. \$.01. ID# CQHS17000151.

County of Nassau acting on behalf of Human Services and Helping Hands, Inc.
RE: Housekeeper/Homemaker. \$.01. ID# CQHS17000150.

County of Nassau acting on behalf of Human Services and Adults and Children with Learning and Development Disabilities. RE: OPWDD/Local Assistance. \$51,956.00.
ID# CQHS17000124.

County of Nassau acting on behalf of Human Services and Long Island Families Together. RE: CSP/REINV. \$37,483.00. ID# CQHS17000132.

County of Nassau acting on behalf of Human Services and Hispanic Counseling Center, Inc. RE: OMH Grant. \$409.00. ID# CLHS17000019.

County of Nassau acting on behalf of Human Services and Catholic Charities of the Diocese of Rockville Centre. RE: Transportation & Support Services. \$498,721.00.
ID# CQHS17000166.

County of Nassau acting on behalf of Human Services and Great Neck Senior Citizens Center, Inc. RE: Congregate Meals/Transportation. \$246,669.00.
ID# CQHS17000042.

County of Nassau acting on behalf of Human Services and Cornell Cooperative Extension of Nassau County. RE: Health Promotion. \$63,690.00.
ID# CQHS17000165.

County of Nassau acting on behalf of Human Services and Utopia Home Care, Inc.
RE: Housekeeper/Homemaker. \$.01. ID# CQHS17000157.

County of Nassau acting on behalf of Social Services and Adelphi University.
RE: Day Care. \$.01. ID# CQSS17000052.

County of Nassau acting on behalf of Social Services and Safe Child Early Learning, Inc.
RE: Day Care. \$.01. ID# CQSS17000055.

County of Nassau acting on behalf of Social Services and Learn and Play Center, Inc.
RE: Day Care. \$.01. ID# CQSS17000054.

County of Nassau acting on behalf of Human Services and Baldwin UFSD.
RE: Youth Drug Abuse. \$32,513.00. ID# CQHS17000180.

County of Nassau acting on behalf of Human Services and Elmont UFSD.
RE: Youth Drug Abuse. \$85,434.00. ID# CQHS17000182.

County of Nassau acting on behalf of Human Services and Herrick's Union Free School District. RE: Transportation & Supportive Services. \$79,611.00. ID# CQHS17000167.

County of Nassau acting on behalf of Human Services and Aides at Home, Inc.
RE: Housekeeper/Homemaker. \$.01. ID# CQHS17000148.

County of Nassau acting on behalf of Human Services and People Care, Inc.
RE: Housekeeper/Homemaker. \$.01. ID# CQHS17000152.

County of Nassau acting on behalf of Human Services and Family and Children's Association. RE: Case Management – EISEP. \$781, 882.00. ID# CQHS17000161.

County of Nassau acting on behalf of Human Services and Adelphi U. Instit. For Parenting. RE: Preventive Services. \$.01. ID# CLSS17000030.

County of Nassau acting on behalf of Human Services and Oceanside Counseling Center, Inc. RE: Chemical Dependency. \$111,758.00. ID# CQHS17000171.

County of Nassau acting on behalf of Social Services and Cornell Correction of California, Inc. RE: Foster Care. \$.02. ID# CQSS17000057.

County of Nassau acting on behalf of Social Services and Hyasmine Velasco
RE: Adult Foster Care. \$.03. ID# CQSS17000035.

County of Nassau acting on behalf of Social Services and Elizabeth Dufresne.
RE: Adult Foster Care. \$.03. ID# CQSS17000036.

County of Nassau acting on behalf of Social Services and Martine Debrosse-Campbell.
RE: Adult Foster Care. \$.03. ID# CQSS17000037.

County of Nassau acting on behalf of Information Technology and Gayron De Bruin
Land Surveying & Engineering, PC. RE: GIS Support Services & Training. \$.01.
ID# CLIT17000007.

County of Nassau acting on behalf of Public Works and NYS Department of
Transportation. RE: Federal Aid – Master Agreement. \$.01. ID# CFPW17000008.

County of Nassau acting on behalf of Human Services and South Shore Child Guidance Association, Inc. RE: Comm. Support/Art. 28&31. \$100,200.00.
ID# CLHS17000126.

County of Nassau acting on behalf of Human Services and PSCH, Inc.
RE: OMH PROS. \$241.00. ID# CLHS17000027.

County of Nassau acting on behalf of Housing and Intergovernmental and Long Island
Housing Partnership. RE: HOME Investment Partnerships. \$.01. ID# CLHI17000009.

County of Nassau acting on behalf of Housing and Intergovernmental and Uniondale
Community Council. RE: CDBG. \$60,000.00. ID# CQHI17000019.

County of Nassau acting on behalf of Housing and Intergovernmental and BIFFCO
Foundation, Inc. RE: CDBG. \$30,000.00. ID# CQHI17000018.

County of Nassau acting on behalf of Social Services and Guerline Santervil.
RE: Adult Foster Home. \$.03. ID# CQSS17000041.

County of Nassau acting on behalf of Social Services and UHS of Provo Canyon, Inc.
RE: Foster Care. \$.02. ID# CQSS17000025.

THE NASSAU COUNTY LEGISLATURE
WILL CONVENE NEXT
COMMITTEE MEETINGS
MONDAY OCTOBER 2, 2017 at 1:00PM
AND
FULL LEGISLATURE MEETING
MONDAY OCTOBER 16, 2017 at 1:00PM

PROPOSED ORDINANCE NO. 115 – 2017

AN ORDINANCE AMENDING ORDINANCE NO. 28-2016, AS AMENDED,
CONSTITUTING THE NASSAU COUNTY FIRE PREVENTION ORDINANCE.

WHEREAS, the Fire Commission has recommended certain changes to the Nassau County Fire Prevention Ordinance, Ordinance No. 28-2016; and

WHEREAS, the recommended changes are necessary and due in part to changes in regulations issued by the New York State Department of Environmental Conservation; now, therefore,

BE IT ORDAINED, by the County Legislature of the County of Nassau, as follows:

Section 1. Article XV of Ordinance No. 28-2016, as amended by Ordinance No. 100-2016, is hereby REPEALED.

§ 2. Section 1.8 of Ordinance No. 28-16, as amended by Ordinance No. 100-2016, is hereby AMENDED to read:

Section 1.8 Penalties

Unless an Article of this Ordinance provides otherwise, any person, firm or corporation violating any provision of this Ordinance or NYCRR Title 19, or such other New York State laws or regulations enacted or issued to replace NYCRR Title 19, or failing to comply therewith or violating or failing to comply with any order or regulation made thereunder, shall upon conviction be guilty of an offense punishable by a fine not exceeding one thousand dollars (\$1,000) or by imprisonment for not more than one year or both for each and every such violation. The imposition of the penalty for any violation of this Ordinance shall not excuse the violation or permit it to continue, and each fifteen days that the prohibited conditions are maintained shall constitute a separate offense.

§ 3. Section 3.1.2 of Ordinance No. 28-16, as amended by Ordinance No. 100-2016, is hereby AMENDED to read:

- 3.1.2** Where there is a difference between the provisions of this Article and the standards referenced in this Article the provisions of this Article and/or the New York State Uniform Fire Prevention and Building Code shall apply. In the case of conflict between this Article and the New York State Uniform Fire Prevention and Building Code or any federal, state or Nassau County law, the more restrictive provision shall apply.

§ 4. Section 3.2 of Ordinance No. 28-16, as amended by Ordinance No. 100-2016 is hereby AMENDED to read:

Section 3.2 Definitions

The following words and terms shall, for the purpose of this section and as used elsewhere in this Ordinance, have the meanings shown herein. Words used in the present tense include the future; words stated in the masculine gender include the feminine and neuter; the singular number includes the plural and the plural, the singular.

AUTOMOTIVE SERVICE STATION – means that portion of property where flammable and/or combustible liquids or gases used as motor fuels are stored and dispensed from fixed equipment into the fuel tanks of motor vehicles.

BULK PLANT OR TERMINAL – means that portion of property where flammable and/or combustible liquids are received by tank vessel, pipeline, tank car, or tank vehicle and are stored or blended in bulk for the purpose of distributing such liquids by tank vessel, pipeline, tank car, tank vehicle and/or portable tank or container.

BULK STORAGE FACILITY – means a terminal where products are received by tank vessel, pipe lines, tank car or tank vehicle and are stored or blended in bulk for the purpose of distributing such liquids by tank vessel, pipe line, tank car, tank vehicle or container, or for on-site use.

For the purpose of this Article, bulk storage facilities, because of conditions associated with their physical locations shall be characterized as either Marine or Inland Terminals.

CARRIER – means a person who transports and transfers products from one pipe or tank to another.

DISCHARGE – means an intentional or unintentional act or omission resulting in the releasing, spilling, leaking, pumping, pouring, emitting, emptying, or dumping of products into the waters, onto the surface or subsurface of the County, or into the waters outside the County when

damage may result to the lands, waters, or natural resources within the County that is not pursuant to and in compliance with the conditions of a valid local, state or federal permit.

EXISTING FACILITY – means a facility that had been constructed and was capable of being operated prior to the effective date of this Article.

FACILITY or STORAGE FACILITY – means one or more stationary tanks, including any associated intra-facility pipelines, fixtures, or other equipment. A facility may include aboveground tanks, underground tanks or a combination of both including pipelines.

MARINE MOTOR FUEL-DISPENSING FACILITY – means that portion of property where flammable or combustible liquids or gases used as a fuel for watercraft are stored and dispensed from fixed equipment on shore, piers, wharves, floats or barges into the fuel tanks of watercraft and shall include all other facilities used in connection therewith.

MARINE TERMINAL – means a product storage installation located adjacent to or bordering on navigable waters surrounding or within the County of Nassau.

NON – STATIONARY TANK – means any tank that is mobile in practice and design, including tanks on wheels, trolleys, skids, pallets or rollers.

OIL PRODUCTION FACILITY – means all wells, flow lines, separation equipment, storage facilities, gathering lines and auxiliary non-transportation related equipment used for the storage and handling of unrefined petroleum.

OPERATOR – means any person who leases, operates, maintains, controls or supervises a facility.

OUT OF SERVICE – means a facility or portion thereof that is no longer in use.

OWNER – means any person who has legal or equitable title to a facility.

PERSON – except as where otherwise provided in the Article, means any individual, public or private corporation, municipality, political subdivision, government agency, industry, partnership, unincorporated association, joint venture, trust, estate or any other legal entity.

PETROLEUM – means any petroleum-based oil of any kind that is liquid at 68 degrees Fahrenheit (20 degrees Celsius) under atmospheric pressure

and has been refined, re-refined, or otherwise processed for the purpose of being burned as a fuel to produce heat or usable energy or that is suitable for use as a motor fuel or lubricant in the operation or maintenance of an engine. Waste oil that has been reprocessed or re-refined and is being stored for sale or use as fuel or lubricant is considered petroleum for purposes of this Article.

PRODUCT – means any flammable or combustible liquid, of any chemical composition, which use and storage is governed by this Article.

SECONDARY CONTAINMENT – means containment that prevents any materials spilled or leaked from reaching the land or water outside the containment area before cleanup occurs.

SELF-SERVICE STATION – means that portion of an automotive service station where liquid motor fuels are dispensed from fixed approved dispensing equipment into the fuel tanks of motor vehicles by persons other than the service station attendant. **SPILL or SPILLAGE** – means any escape of products from the containers employed in the course of storage, transfer, processing or use.

SPILL or SPILLAGE – means any escape of products from the containers employed in the course of storage, transfer, processing or use.

A SUBSTANTIALLY MODIFIED FACILITY – means any existing facility that has been modified in one or more of the following ways; one or more stationary tanks has been added; an existing stationary tank has been replaced, reconditioned or permanently closed; or a leaking storage tank has been replaced, repaired or permanently closed. The repair, replacement or installation of a piping system or other equipment does not substantially modify a facility.

WATERS or WATERS OF THE COUNTY – shall be construed to include lakes, bays, sounds, ponds, impounding reservoir, springs, wells, rivers, streams, creeks, estuaries, marshes, inlets, canals, the Atlantic Ocean within the territorial limits of the County , and all other bodies of surface or underground waters, either natural or artificial, inland or coastal, fresh or salt, public or private (except those private waters which do not combine or effect a junction with natural surface or underground waters) that are wholly or partially within or bordering the County.

§ 5. Section 3.3.1 of Ordinance No. 28-16, as amended by Ordinance No. 100-2016 is hereby REPEALED.

§ 6. Section 3.3.3.10 of Ordinance No. 28-16, as amended by Ordinance No. 100-2016 is hereby AMENDED to read:

3.3.3.10 Brush and Debris

Weeds, grass, brush, trash and other combustible materials shall be kept not less than 10 feet from fuel-handling equipment.

§ 7. Section 3.4 of Ordinance No. 28-16, as amended by Ordinance No. 100-2016 is hereby AMENDED to read:

Section 3.4 Reserved

§ 8. Section 3.5.1 of Ordinance No. 28-16, as amended by Ordinance No. 100-2016 is hereby REPEALED.

§ 9. Section 3.5.2 of Ordinance No. 28-16, as amended by Ordinance No. 100-2016 is hereby REPEALED.

§ 10. Section 3.5.3 of Ordinance No. 28-16, as amended by Ordinance No. 100-2016 is hereby REPEALED.

§ 11. Section 3.5.4 of Ordinance No. 28-16, as amended by Ordinance No. 100-2016 is hereby AMENDED to read:

Section 3.5.1 Communicating Device

The owner or operator shall ensure that a fire alarm box or other communicating device is located on the premises in close proximity to the loading rack for the purpose of reporting a fire or emergency in the vicinity to the local fire department, police department or U.S. Coast Guard.

§ 12. Section 3.7.2.1 of Ordinance No. 28-16, as amended by Ordinance No. 100-2016 is hereby AMENDED to read:

3.7.2.1 New and existing installations of flammable motor fuel dispensing systems shall have an automatic fire-extinguishing system using an extinguishing agent suitable for petroleum fires and installed in

accordance with NFPA 17 and their listings, and UL 1254 Standard for Pre-Engineered Dry Chemical Extinguishing systems. The fire protection system shall be connected to the fire alarm system, if provided, in accordance with the requirements of NFPA 72.

§ 13. Section 3.7.2.2 of Ordinance No. 28-16, as amended by Ordinance No. 100-2016 is hereby AMENDED to read:

3.7.2.2 Design drawings are to be submitted in accordance with Section 3.12.12.2 and Article 24 of this Ordinance

§ 14. Section 3.8 of Ordinance No. 28-16, as amended by Ordinance No. 100-2016 is hereby AMENDED to read:

Section 3.8 Reserved

§ 15. Section 3.9.4.5 of Ordinance No. 28-16, as amended by Ordinance No. 100-2016 is hereby AMENDED to read:

3.9.4.5 No motor fuel may be dispensed into or stored in an unapproved portable container as defined in Section 3.3.3.9 of this Ordinance. Motor fuel shall not be dispensed into portable tanks or cargo tanks.

§ 16. Section 3.9.4.7.5 of Ordinance No. 28-16, as amended by Ordinance No. 100-2016 is hereby AMENDED to read:

3.9.4.7.5 Only dispensing nozzles of the self-closing type are permitted for self-Service dispensing devices.

§ 17. Section 3.9.4.8 is hereby added to Section 3.9.4 of Ordinance No. 28-16, as amended by Ordinance No. 100-2016:

3.9.4.8 Fueling of floating marine craft or berthed marine craft with Class I fuels at other than a marine motor fuel dispensing facility are prohibited.

§ 18. Section 3.12.2 of Ordinance No. 28-16, as amended by Ordinance No. 100-2016 is hereby AMENDED to read:

3.12.2 Design Drawings Submission Required

3.12.2.1 In addition to the submission of design drawings required pursuant to Sections 3.5.1 of this Ordinance, the owner or operator shall submit design drawings to the Fire Marshal for review and pay the applicable fee set forth in Article XXII of this Ordinance if the design drawings are for the proposed installation, new construction, or modification of existing facilities and one or more of the following criteria is met:

1. An automatic fire suppression system is required, or an existing system is modified.
2. Flammable and/or combustible liquids are stored, handled, dispensed, mixed, transferred or packaged.
3. Emergency generators using a product as a fuel are installed.

3.12.2.2 The design drawings, at a minimum, must conform to the requirements of Section 3.5.1 of this Ordinance. The Fire Marshal may require additional information on the design drawings to indicate compliance with this Article.

§ 19. Section 3.12.3 of Ordinance No. 28-16, as amended by Ordinance No. 100-2016 is hereby REPEALED.

§ 20. Section 3.13.1.1 of Ordinance No. 28-16, as amended by Ordinance No. 100-2016 is hereby AMENDED to read:

3.13.1.1 Any person performing the following work shall secure the applicable license from the Fire Marshal in accordance with Article XX of this Ordinance installing, testing, inspecting or maintaining any automatic fire suppression system.

§ 21. Section 3.13.2.1.1 of Ordinance No. 28-16, as amended by Ordinance No. 100-2016 is hereby REPEALED.

§ 22. Section 3.16 of Ordinance No. 28-16, as amended by Ordinance No. 100-2016, is hereby AMENDED to read:

Section 3.16 Penalties

Any person or business entity other than a corporation that fails to comply with any provision of this Article or NYCRR Title 19, or such other New

York State laws or regulations enacted or issued to replace NYCRR Title 19, is guilty of a misdemeanor that is punishable by a fine not exceeding one thousand (\$1,000) dollars or by imprisonment for not more than one (1) year, or both, for each and every offense. A corporation that violates any provision of this Article is guilty of a misdemeanor punishable by a fine not exceeding five thousand dollars (\$5,000) for each and every offense. The imposition of a penalty for any violation of this Article shall not excuse the violation or permit it to continue, and each fifteen (15) days that the violation continues constitutes a separate offense.

§ 23. Section 4.7 of Ordinance No. 28-2016, as amended by Ordinance No. 100-2016, is hereby AMENDED to read:

Section 4.7 Penalties

Any person or business entity other than a corporation that fails to comply with any provision of this Article or NYCRR Title 19, or such other New York State laws or regulations enacted or issued to replace NYCRR Title 19, is guilty of a misdemeanor that is punishable by a fine not exceeding one thousand (\$1,000) dollars or by imprisonment for not more than one (1) year, or both, for each and every offense. A corporation that violates any provision of this Article is guilty of a misdemeanor punishable by a fine not exceeding five-thousand (\$5,000) dollars for each and every offense. The imposition of a penalty for any violation of this Article shall not excuse the violation or permit it to continue, and each fifteen (15) days that the violation continues constitutes a separate offense.

§ 24. Section 5.0 of Ordinance No. 28-2016, as amended by Ordinance No. 100-2016, is hereby AMENDED to read:

Section 5.0 Scope

This Article pertains to the storage, mixing and application of flammable finishes, powder coating and dip tanks. This article shall not apply to the use of aerosol products in containers up to 24-ounce capacity, that are not used continuously and repeatedly in the same location.

§ 25. Section 5.1.1 of Ordinance No. 28-2016, as amended by Ordinance No. 100-2016, is hereby AMENDED to read:

5.1.1 The following National Fire Protection Association (“NFPA”) Standards, are adopted in Nassau County and incorporated by Referenced into this Article:

NFPA 10	Standard for Portable Fire Extinguishers
NFPA 13	Standard for the Installation of Sprinkler Systems
NFPA 17	Dry Chemical Extinguishing Systems
NFPA 30	Flammable and Combustible Liquids Code
NFPA 33	Standard for Spray Application Using Flammable or Combustible Materials
NFPA 34	Standard for Dipping, Coating, and Printing Processes Using Flammable or Combustible Liquids

The NFPA edition can be found in Article XXX Referenced Standards of this Ordinance.

§ 26. Section 5.3 of Ordinance No. 28-2016, as amended by Ordinance No. 100-2016, is hereby AMENDED to read:

Section 5.3 Safeguards in Connection with Other Occupancies

Finishing shops in buildings containing other occupancy shall be separated by a three (3) hour rated fire partitions or fire walls from other portions of the building; or a two (2) hour fire partition or fire wall and shall be equipped with an automatic sprinkler system in the occupancy.

§ 27. Section 5.4 of Ordinance No. 28-2016, as amended by Ordinance No. 100-2016, is hereby AMENDED to read:

Section 5.4 Storage of Flammable Finishes in Finishing Shops

5.4.1 Quantities not exceeding, in the aggregate, fifty gallons with no container exceeding five gallons' capacity may be stored in flammable liquid storage cabinets. Storage cabinets shall be listed by the manufacturer or shall be designed and constructed to meet the requirements of NFPA 30.

- 5.4.2** Quantities in excess of fifty gallons shall be stored as described in NFPA 30 Flammable and Combustible Liquids Code and NFPA 33 Standard for Spray Application Using Flammable or Combustible Materials.

§ 28. Section 5.7 of Ordinance No. 28-2016, as amended by Ordinance No. 100-2016, is hereby AMENDED to read:

Section 5.7 Ventilation

- 5.7.1** Unless ventilated spray booths are used for all finishing operations, finishing rooms and mixing rooms shall be continuously ventilated during operation. Ventilation shall be such as to affect at least one complete change of air every three minutes.
- 5.7.2** Exhaust intakes in finishing rooms shall be located no higher than five (5') feet above the floor and shall discharge directly outside of building. All exhaust stacks and ducts shall be of substantial construction made tight, with joints overlapping a minimum of one inch (1"). They shall extend as directly as possible to the outside air, where the ductwork must pass through another room, the ductwork shall be enclosed in a one (1) hour fire rated assembly and be so arranged that the discharge or vapor and residue or fire therefrom will not endanger property. Exhaust termination outlets shall extend six foot (6') above the roof line, and be ten feet (10') away from any openings and 30 feet away from the property line. They shall not be connected to other ventilating or collecting systems. Exhaust stacks and ducts that convey flammable vapors passing through roof ceiling assemblies must follow clearances as per Mechanical Code of New York State. A minimum of six inches (6") clearance to any combustible.

§ 29. Section 5.9.1 of Ordinance No. 28-2016, as amended by Ordinance No. 100-2016, is hereby AMENDED to read:

- 5.9.1** Finishing shops shall be kept free from all unnecessary combustible materials and refuse. No combustible materials or refuse are to be within three (3) feet of a spray booth, or mixing room.

§ 30. Section 5.9.4 of Ordinance No. 28-2016, as amended by Ordinance No. 100-2016, is hereby AMENDED to read:

- 5.9.4** Filters must be changed as per manufactures recommendations or sooner as required.

§ 31. Section 5.10 of Ordinance No. 28-2016, as amended by Ordinance No. 100-2016, is hereby AMENDED to read:

Section 5.10 Open Flames and Heating

5.10.1 No open flame shall be permitted in storage or mixing rooms, storage cabinets, finishing rooms or spray booths. Only indirect heating systems shall be used.

5.10.2 All building heating equipment. All open flame or infrared tube heating equipment must be a minimum of 20 feet away from the booth and outside the hazard zones.

§ 32. Section 5.11 of Ordinance No. 28-2016, as amended by Ordinance No. 100-2016, is hereby AMENDED to read:

Section 5.11 Grounding

5.11.1 All metal spray booths, dip tanks, bake ovens, mixers, filters, pumps, motors and shafting shall be electrically grounded, as per National Electric Code

§ 33. Section 5.12.1 of Ordinance No. 28-2016, as amended by Ordinance No. 100-2016, is hereby AMENDED to read:

5.12.1 Portable fire extinguishers shall be provided and maintained in compliance with NFPA 10, with a minimum rating of 40BC.

§ 34. Section 5.14.3 of Ordinance No. 28-2016, as amended by Ordinance No. 100-2016, is hereby AMENDED to read:

5.14.3 Spray booths shall be provided with exhaust systems of sufficient capacity to adequately remove vapors or residue. The supply of air entering the room where the spray booths are located shall be substantially equivalent to the exhaust capacity provided. Each spray booth shall have an independent stack or vent, except that not more than three booths each with less than six square feet frontal area may connect to one stack or vent. A stack or vent shall be properly supported and shall have at least a six (6) inch clearance where it passes through wooden floors, roofs, partitions or in close proximity to them or other combustible material.

§ 35. Section 5.14.9 of Ordinance No. 28-2016, as amended by Ordinance No. 100-2016, is hereby AMENDED to read:

5.14.9 No exposed combustible roof assemblies shall be in spray rooms including rooms where spray booths or mixing rooms are located. Where the spray room, spray booth or mixing room is closer than three (3) feet to the combustible roof assembly, a minimum of one (1) hour fire rating is required. If the spray room, spray booth or mixing room is greater than three (3) feet then one (1) layer of 5/8 sheet rock is required, to cover the roof assembly.

§ 36. Section 5.17.1.1 is hereby added to Section 5.17.1 of Ordinance No. 28-2016, as amended by Ordinance No. 100-2016:

5.17.1.1 The automatic extinguishing system shall be installed by a qualified person, firm, business entity or corporation certified by the manufacturer of the system being installed.

§ 37. Section 5.21.1 of Ordinance No. 28-2016, as amended by Ordinance No. 100-2016, is hereby AMENDED to read:

5.21.1 Any person or business entity other than a corporation that fails to comply with any provision of this Article or NYCRR Title 19, or such other New York State laws or regulations enacted or issued to replace NYCRR Title 19, is guilty of a misdemeanor that is punishable by a fine not exceeding one thousand (\$1,000) dollars or by imprisonment for not more than one (1) year, or both, for each and every offense. A corporation that violates any provision of this Article is guilty of a misdemeanor punishable by a fine not exceeding five thousand dollars (\$5,000) for each and every offense. The imposition of a penalty for any violation of this Article shall not excuse the violation or permit it to continue, and each fifteen (15) days that the violation continues constitutes a separate offense.

§ 38. Section 6.1.4 of Ordinance No. 28-2016, as amended by Ordinance No. 100-2016, is hereby AMENDED to read:

Section 6.1.3 Deviations from the NFPA Standards listed above or this Ordinance, are only permitted after a variance is granted by the Fire Commission pursuant to Section 2.6 of this Ordinance.

§ 39. Section 6.5.4 of Ordinance No. 28-2016, as amended by Ordinance No. 100-2016, is hereby AMENDED to read:

6.5.4 Every distribution point or distribution plant offering filled Liquefied Petroleum Gas cylinders for sale or resale shall have a certified scale on the premises to insure that each portable cylinder containing liquefied petroleum gas has not been filled beyond its safe capacity. Each such cylinder shall be weighed before delivery to the purchaser, to insure that the cylinder is not filled beyond acceptable limits, and shall be checked for leaks before turning over/selling to the public. Excluding those with a water capacity of 2 ½ pounds or less.

6.5.4.1 Each cylinder shall be weighed and checked for leaks before being deliver to the purchaser to insure that the cylinder is not filled beyond acceptable limits or has any leaks.

6.5.4.2 Every LPG cylinder excluding those with a water capacity of 2 ½ pounds or less, shall be checked for leaks before turning over / selling to the public.

§ 40. Section 6.5.5.4 of Ordinance No. 28-2016, as amended by Ordinance No. 100-2016, is hereby AMENDED to read:

6.5.5.4 Reserved.

§ 41. The second section incorrectly numbered 6.5.5 of Ordinance No. 28-2016, as amended by Ordinance No. 100-2016, is hereby AMENDED to read:

6.5.6 Temporary or Emergency Use in Occupied Buildings

Liquefied Petroleum Gas may be used in occupied buildings or structures attached to occupied buildings provided that:

6.5.6.1 Containers in use shall be placed so as to ensure against tipping, and protected from physical damage.

6.5.6.2 Portable heaters utilizing Liquefied Petroleum Gas must be equipped with a safety pilot device which will shut off the flow of gas should the pilot light be extinguished.

6.5.6.3 Containers must be outside the building at an approved location.

6.5.6.4 Supply line from the container must be approved copper tubing or piping with approved fittings, adequately secured to the building, and protected against physical damage.

6.5.6.5 An approved gas shut-off device as specified in the *Fuel Gas Code of New York State* must be installed at the end of copper tubing or piping inside the building when connection from this point to heater is to be approved flexible hose.

6.5.6.6 Approved carbon monoxide detection alarms shall be installed in all areas where heaters fueled by Liquefied Petroleum Gas are in use. Installation of detection alarms shall be in accordance with manufacturer's requirements.

6.5.6.7 A permit is obtained from the Fire Marshal.

§ 42. Section 6.5.6 of Ordinance No. 28-2016, as amended by Ordinance No. 100-2016, is hereby AMENDED to read:

6.5.7 Supervision

Temporary cooking equipment, heaters and other equipment acceptable to the Fire Marshal shall be supervised by a person approved by the Fire Marshal who has knowledge of the utilization of Liquefied Petroleum Gas. This person is to be in attendance at all times when heaters are in operation. Proper supervision is the responsibility of the person, firm and corporation using temporary heat.

§ 43. Section 6.5.7 of Ordinance No. 28-2016, as amended by Ordinance No. 100-2016, is hereby AMENDED to read:

6.5.8 All openings between an occupied portion and portion under construction where Liquefied Petroleum Gas is used are to be closed with material of at least one (1) hour fire rating.

§ 44. Section 6.5.8 of Ordinance No. 28-2016, as amended by Ordinance No. 100-2016, is hereby AMENDED to read:

6.5.9 Excess Flow Check Valve(s).

All containers, except cylinders with a maximum water capacity of 2-1/2 pounds, shall be equipped with an excess flow check valve to shut off the flow of gas if a hose is severed.

§ 45. Section 6.9 of Ordinance No. 28-2016, as amended by Ordinance No. 100-2016, is hereby AMENDED to read:

Section 6.9 Certificate of Fitness Required

Any person filling containers at distribution points where Liquefied Petroleum Gas is sold and/or transferred from one vessel into another, or offering prefilled liquefied petroleum gas cylinders to the public, shall hold a valid Certificate of Fitness issued by the Fire Marshal. The Requirements of Certificate of Fitness shall be in accordance with Article XX of this Ordinance. The fee for certificate of fitness is set forth in Article XXII of this Ordinance.

§ 46. Section 6.12 of Ordinance No. 28-2016, as amended by Ordinance No. 100-2016, is hereby AMENDED to read:

Section 6.12 Penalties

Any person or business entity other than a corporation that fails to comply with any provision of this Article or NYCRR Title 19, or such other New York State laws or regulations enacted or issued to replace NYCRR Title 19, is guilty of a misdemeanor that is punishable by a fine not exceeding one thousand (\$1,000) dollars or by imprisonment for not more than one (1) year, or both, for each and every offense. A corporation that violates any provision of this Article is guilty of a misdemeanor punishable by a fine not exceeding five thousand dollars (\$5,000) for each and every offense. The imposition of a penalty for any violation of this Article shall not excuse the violation or permit it to continue, and each fifteen (15) days that the violation continues constitutes a separate offense.

§ 47. Section 7.5 of Ordinance No. 28-2016, as amended by Ordinance No. 100-2016, is hereby AMENDED to read:

Section 7.5 Penalties

Any person or business entity other than a corporation that fails to comply with any provision of this Article or NYCRR Title 19, or such other New York State laws or regulations enacted or issued to replace NYCRR Title 19, is guilty of a misdemeanor that is punishable by a fine not exceeding

one thousand (\$1,000) dollars or by imprisonment for not more than one (1) year, or both, for each and every offense. A corporation that violates any provision of this Article is guilty of a misdemeanor punishable by a fine not exceeding five thousand dollars (\$5,000) for each and every offense. The imposition of a penalty for any violation of this Article shall not excuse the violation or permit it to continue, and each fifteen (15) days that the violation continues constitutes a separate offense.

§ 48. Section 8.14 of Ordinance No. 28-2016, as amended by Ordinance No. 100-2016, is hereby AMENDED to read:

Section 8.14 Penalties

Any person or business entity other than a corporation violating any provisions of this Article or NYCRR Title 19, or such other New York State laws or regulations enacted or issued to replace NYCRR Title 19, or failing to comply therewith, or violating or failing to comply with any order or regulation made thereunder, shall upon conviction be guilty of a misdemeanor punishable by a fine not exceeding one thousand (\$1,000.00) dollars or, by imprisonment for not more than one (1) year or, both, for each and every offense. A corporation violating any provision of this Article, or failing to comply therewith, or violating or failing to comply with any order or regulation made thereunder, shall upon conviction be guilty of a misdemeanor punishable by a fine not exceeding five thousand (\$5,000.00) dollars for each and every offense. The imposition of the penalty for any violation of this Article shall not excuse the violation or permit it to continue, and each fifteen (15) days that the prohibited conditions are maintained shall constitute a separate offense. However, no penalty for a violation of this Article shall exceed any penalty provided for by the State of New York in any law or regulation relating to carbon monoxide detection.

§ 49. Section 9.1.1 of Ordinance No. 28-2016, as amended by Ordinance No. 100-2016, is hereby AMENDED to read:

Section 9.1.1 The following National Fire Protection Association (“NFPA”) Standards, are adopted in Nassau County and incorporated by reference into this Article:

NFPA 10	Standard for Portable Fire Extinguishers
NFPA 51B	Standard for Fire Prevention During Welding, Cutting, and Other Hot Work

NFPA 70 National Electrical Code ®

The NFPA edition can be found in Article XXX Referenced Standards of this Ordinance.

§ 50. Section 9.9 of Ordinance No. 28-2016, as amended by Ordinance No. 100-2016, is hereby AMENDED to read:

Section 9.9 Failing to Comply

No person, business entity or corporation shall fail to comply with any order or regulation made under this Article.

§ 51. Section 9.10 is hereby added to Section 9 of Ordinance No. 28-2016, as amended by Ordinance No. 100-2016:

Section 9.10 Penalties

Any person or business entity other than a corporation that fails to comply with any provision of this Article or NYCRR Title 19, or such other New York State laws or regulations enacted or issued to replace NYCRR Title 19, is guilty of a misdemeanor that is punishable by a fine not exceeding one thousand (\$1,000) dollars or by imprisonment for not more than one (1) year, or both, for each and every offense. A corporation that violates any provision of this Article is guilty of a misdemeanor punishable by a fine not exceeding five thousand dollars (\$5,000) for each and every offense. The imposition of a penalty for any violation of this Article shall not excuse the violation or permit it to continue, and each fifteen (15) days that the violation continues constitutes a separate offense.

§ 52. Table 10.8.1.1 of Ordinance No. 28-2016, as amended by Ordinance No. 100-2016, is hereby REPEALED and REPLACED with:

Table 10.8.1.1 PERMIT AMOUNTS FOR HAZARDOUS MATERIALS

TYPE OF MATERIAL	AMOUNT
Combustible liquids	An operational permit is required: 1.To engage in the dispensing of liquid fuels into the fuel tanks of motor vehicles at commercial, industrial, governmental or manufacturing establishments. 2.To utilize a site for the dispensing of liquid fuels from tank vehicles into the fuel tanks of motor vehicles, marine craft and other special equipment at

	commercial, industrial, governmental or manufacturing establishments.
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Corrosive materials

Gases	200 cubic feet at NTP
Liquids	55 gallons
Solids	1000 pounds
Explosive materials	<p>An operational permit is required for the manufacture, storage, handling, sale or use of any quantity of explosives, explosive materials, fireworks or pyrotechnic special effects within the scope of Chapter 56.</p> <p>Exception: Storage in Group R-3 occupancies of smokeless propellant, black powder and small arms primers for personal use, not for resale and in accordance with Section 5606.</p>

Flammable materials

Gases	200 cubic feet at NTP (except cryogenic fluids and liquefied petroleum gases)
Liquids	<p>Flammable and combustible liquids. An operational permit is required:</p> <ol style="list-style-type: none"> 1.To use or operate a pipeline for the transportation within facilities of flammable or combustible liquids. This requirement shall not apply to the off-site transportation in pipelines regulated by the Department of Transportation (DOTn) nor does it apply to piping systems. 2.To store, handle or use Class I liquids in excess of 5 gallons (19 L) in a building or in excess of 10 gallons (37.9 L) outside of a building, except that a permit is not required for the following: <ol style="list-style-type: none"> 2.1.The storage or use of Class I liquids in the fuel tank of a motor vehicle, aircraft, motorboat, mobile power plant or mobile heating plant, unless such storage, in the opinion of the fire code official, would cause an unsafe condition. 2.2.The storage or use of paints, oils, varnishes or similar flammable mixtures where such liquids are stored for maintenance, painting or similar purposes for a period of not more than 30 days. 3.To store, handle or use Class II or Class IIIA liquids in excess of 25 gallons (95 L) in a building or in excess of 60 gallons (227 L) outside a building, except for fuel oil used in connection with oil-burning equipment. 4.To store, handle or use Class IIIB liquids in tanks or portable tanks for fueling motor vehicles at motor fuel-dispensing facilities or where connected to fuel-burning equipment. <p>Exception: Fuel oil and used motor oil used for space heating or water heating.</p> <ol style="list-style-type: none"> 5.To remove Class I or II liquids from an underground storage tank used for fueling motor vehicles by any means other than the approved, stationary on-site

	<p>pumps normally used for dispensing purposes.</p> <p>6.To operate tank vehicles, equipment, tanks, plants, terminals, wells, fuel–dispensing stations, refineries, distilleries and similar facilities where flammable and combustible liquids are produced, processed, transported, stored, dispensed or used.</p> <p>7.To place temporarily out of service (for more than 90 days) an underground, protected above–ground or above–ground flammable or combustible liquid tank.</p> <p>8.To change the type of contents stored in a flammable or combustible liquid tank to a material that poses a greater hazard than that for which the tank was designed and constructed.</p> <p>9.To manufacture, process, blend or refine flammable or combustible liquids.</p> <p>10.To engage in the dispensing of liquid fuels into the fuel tanks of motor vehicles at commercial, industrial, governmental or manufacturing establishments.</p> <p>11.To utilize a site for the dispensing of liquid fuels from tank vehicles into the fuel tanks of motor vehicles, marine craft and other special equipment at commercial, industrial, governmental or manufacturing establishments.</p>
Solids	100 pounds

Highly toxic materials

Gases	Any Amount
Liquids	Any Amount
Solids	Any Amount

Oxidizing materials

Gases	504 cubic feet at NTP (including Oxygen)
Liquids	
Class 4	Any Amount
Class 3	1 gallon ^a
Class 2	10 gallons
Class 1	55 gallons
Solids	
Class 4	Any Amount
Class 3	10 pounds ^b
Class 2	100 pounds
Class 1	500 pounds

Organic peroxides

Liquids	
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Class I	Any Amount
Class II	Any Amount
Class III	1 gallon
Class IV	2 gallons
Class V	No Permit Required
Solids	
Class I	Any Amount
Class II	Any Amount
Class III	10 pounds
Class IV	20 pounds
Class V	No Permit Required

Pyrophoric
materials

Gases	Any Amount
Liquids	Any Amount
Solids	Any Amount

Toxic
materials

Gases	Any Amount
Liquids	10 gallons
Solids	100 pounds

Unstable
(reactive)
materials

Liquids	
Class 4	Any Amount
Class 3	Any Amount
Class 2	5 gallons
Class 1	10 gallons
Solids	
Class 4	Any Amount
Class 3	Any Amount
Class 2	50 pounds
Class 1	100 pounds

Water-reactive

materials

Liquids	
Class 3	Any Amount
Class 2	5 gallons
Class 1	55 gallons
Solids	
Class 3	Any Amount
Class 2	50 pounds
Class 1	500 pounds

For SI: 1 gallon = 3.785 L, 1 pound = 0.454 kg.

§ 53. Section 10.11 of Ordinance No. 28-2016, as amended by Ordinance No. 100-2016, is hereby AMENDED to read:

Section 10.11 Penalties

Any person or business entity other than a corporation that fails to comply with any provision of this Article or NYCRR Title 19, or such other New York State laws or regulations enacted or issued to replace NYCRR Title 19, is guilty of a misdemeanor that is punishable by a fine not exceeding one thousand (\$1,000) dollars or by imprisonment for not more than one (1) year, or both, for each and every offense. A corporation that violates any provision of this Article is guilty of a misdemeanor punishable by a fine not exceeding five thousand dollars (\$5,000) for each and every offense. The imposition of a penalty for any violation of this Article shall not excuse the violation or permit it to continue, and each fifteen (15) days that the violation continues constitutes a separate offense.

§ 54. Section 11.6 of Ordinance No. 28-2016, as amended by Ordinance No. 100-2016, is hereby AMENDED to read:

Section 11.6 Penalties

Any person or business entity other than a corporation that fails to comply with any provision of this Article or NYCRR Title 19, or such other New York State laws or regulations enacted or issued to replace NYCRR Title 19, is guilty of a misdemeanor that is punishable by a fine not exceeding one thousand (\$1,000) dollars or by imprisonment for not more than one (1) year, or both, for each and every offense. A corporation that violates

any provision of this Article is guilty of a misdemeanor punishable by a fine not exceeding five thousand dollars (\$5,000) for each and every offense. The imposition of a penalty for any violation of this Article shall not excuse the violation or permit it to continue, and each fifteen (15) days that the violation continues constitutes a separate offense.

§ 55. Section 12.8 of Ordinance No. 28-2016, as amended by Ordinance No. 100-2016, is hereby AMENDED to read:

Section 12.8 Penalties

Any person or business entity other than a corporation that fails to comply with any provision of this Article or NYCRR Title 19, or such other New York State laws or regulations enacted or issued to replace NYCRR Title 19, is guilty of a misdemeanor that is punishable by a fine not exceeding one thousand (\$1,000) dollars or by imprisonment for not more than one (1) year, or both, for each and every offense. A corporation that violates any provision of this Article is guilty of a misdemeanor punishable by a fine not exceeding five thousand dollars (\$5,000) for each and every offense. The imposition of a penalty for any violation of this Article shall not excuse the violation or permit it to continue, and each fifteen (15) days that the violation continues constitutes a separate offense.

§ 56. Section 13.12 of Ordinance No. 28-2016, as amended by Ordinance No. 100-2016, is hereby AMENDED to read:

Section 13.12 Penalties

Any person or business entity other than a corporation that fails to comply with any provision of this Article or NYCRR Title 19, or such other New York State laws or regulations enacted or issued to replace NYCRR Title 19, is guilty of a misdemeanor that is punishable by a fine not exceeding one thousand (\$1,000) dollars or by imprisonment for not more than one (1) year, or both, for each and every offense. A corporation that violates any provision of this Article is guilty of a misdemeanor punishable by a fine not exceeding five thousand dollars (\$5,000) for each and every offense. The imposition of a penalty for any violation of this Article shall not excuse the violation or permit it to continue, and each fifteen (15) days that the violation continues constitutes a separate offense.

§ 57. Section 14.13 of Ordinance No. 28-2016, as amended by Ordinance No. 100-2016, is hereby AMENDED to read:

Section 14.13 Penalties

Any person or business entity other than a corporation that fails to comply with any provision of this Article or NYCRR Title 19, or such other New York State laws or regulations enacted or issued to replace NYCRR Title 19, is guilty of a misdemeanor that is punishable by a fine not exceeding one thousand (\$1,000) dollars or by imprisonment for not more than one (1) year, or both, for each and every offense. A corporation that violates any provision of this Article is guilty of a misdemeanor punishable by a fine not exceeding five thousand dollars (\$5,000) for each and every offense. The imposition of a penalty for any violation of this Article shall not excuse the violation or permit it to continue, and each fifteen (15) days that the violation continues constitutes a separate offense.

§ 58. Section 16.5 of Ordinance No. 28-2016, as amended by Ordinance No. 100-2016, is hereby AMENDED to read:

Section 16.5 Penalties

Any person or business entity other than a corporation that fails to comply with any provision of this Article or NYCRR Title 19, or such other New York State laws or regulations enacted or issued to replace NYCRR Title 19, is guilty of a misdemeanor that is punishable by a fine not exceeding one thousand (\$1,000) dollars or by imprisonment for not more than one (1) year, or both, for each and every offense. A corporation that violates any provision of this Article is guilty of a misdemeanor punishable by a fine not exceeding five thousand dollars (\$5,000) for each and every offense. The imposition of a penalty for any violation of this Article shall not excuse the violation or permit it to continue, and each fifteen (15) days that the violation continues constitutes a separate offense.

§ 59. Section 17.11.2 of Ordinance No. 28-2016, as amended by Ordinance No. 100-2016, is hereby AMENDED to read:

17.11.2 Any activation of the fire alarm system resulting in the response of the fire department or any fire department personnel, caused by a contractor or person who fails to either place the system on test or by contacting the local fire department dispatcher to take the fire alarm system out of service, during service of any fire protection system, shall be in violation of this Ordinance.

§ 60. Section 17.13 of Ordinance No. 28-2016, as amended by Ordinance No. 100-2016, is hereby AMENDED to read:

Section 17.13 Penalties

Any person or business entity other than a corporation violating any provisions of this Article or NYCRR Title 19, or such other New York State laws or regulations enacted or issued to replace NYCRR Title 19, or failing to comply therewith, or violating or failing to comply with any order or regulation made thereunder, shall upon conviction be guilty of a misdemeanor punishable by a fine not exceeding one thousand (\$1,000.00) dollars or, by imprisonment for not more than one (1) year or, both, for each and every offense. A corporation violating any provision of this Article, or failing to comply therewith, or violating or failing to comply with any order or regulation made thereunder, shall upon conviction be guilty of a misdemeanor punishable by a fine not exceeding five thousand (\$5,000.00) dollars for each and every offense. The imposition of the penalty for any violation of this Article shall not excuse the violation or permit it to continue, and each fifteen (15) days that the prohibited conditions are maintained shall constitute a separate offense.

§ 61. Section 18.15 of Ordinance No. 28-2016, as amended by Ordinance No. 100-2016, is hereby AMENDED to read:

Section 18.15 Penalties

Any person or business entity other than a corporation violating any provision of this Article or NYCRR Title 19, or such other New York State laws or regulations enacted or issued to replace NYCRR Title 19, or failing to comply therewith, or violating or failing to comply with any order or regulation made thereunder, shall upon conviction be guilty of a misdemeanor punishable by a fine not exceeding One Thousand Dollars (\$1,000.00) or, by imprisonment for not more than one (1) year, or, both, for each and every offense. A corporation violating any provision of this Article, or failing to comply therewith, or violating or failing to comply with any order or regulation made thereunder, shall upon conviction be guilty of a misdemeanor punishable by a fine not exceeding Five Thousand Dollars (\$5,000.00) for each and every offense. The imposition of the penalty for any violations of this Article shall not excuse the violation or permit it to continue, and each fifteen (15) days that the prohibited conditions are maintained shall constitute a separate offense.

§ 62. Section 19.10 of Ordinance No. 28-2016, as amended by Ordinance No. 100-2016, is hereby AMENDED to read:

Section 19.10 Penalties

Any person or business entity other than a corporation violating any provision of this Article or NYCRR Title 19, or such other New York State laws or regulations enacted or issued to replace NYCRR Title 19, or failing to comply therewith, or violating or failing to comply with any order or regulation made thereunder, shall upon conviction be guilty of a misdemeanor punishable by a fine not exceeding one thousand dollars (\$1,000) or, by imprisonment for not more than one (1) year or both, for each and every offense. A corporation violating any provision of this Article, or failing to comply therewith, or violating or failing to comply with any order or regulation made thereunder, shall upon conviction be guilty of a misdemeanor punishable by a fine not exceeding five thousand dollars (\$5,000) for each and every offense. The imposition of the penalty for any violation of this Article shall not excuse the violation or permit it to continue, and each fifteen (15) days that the prohibited conditions are maintained shall constitute a separate offense.

§ 63. Section 21.9 of Ordinance No. 28-2016, as amended by Ordinance No. 100-2016, is hereby AMENDED to read:

Section 21.9 Penalties

Any person, firm, or business entity other than a corporation violating any provision of this Article or NYCRR Title 19, or such other New York State laws or regulations enacted or issued to replace NYCRR Title 19, or failing to comply therewith, or violating or failing to comply with any order or regulation made thereunder, shall upon conviction be guilty of a misdemeanor punishable by a fine not exceeding One Thousand Dollars (\$1,000.00) or, by imprisonment for not more than one (1) year or, both, for each and every offense. A corporation violating any provision of this Article, or failing to comply therewith, or violating or failing to comply with any order or regulation made thereunder, shall upon conviction be guilty of a misdemeanor punishable by a fine not exceeding Five Thousand Dollars (\$5,000.00) for each and every offense. The imposition of the penalty for any violation of this Article shall not excuse the violation or permit to continue and each fifteen (15) days that the prohibited conditions are maintained shall constitute a separate offense.

§ 64. Section 22.3.3.2.3 of Ordinance No. 28-2016, as amended by Ordinance No. 100-2016, is hereby AMENDED to read:

22.3.3.2.3	New or Modified Automatic Fire Suppression System	\$ 550.00
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§ 65. Section 22.15 of Ordinance No. 28-2016, as amended by Ordinance No. 100-2016, is hereby AMENDED to read:

Section 22.15 Reserved

§ 66. Section 22.29 of Ordinance No. 28-2016, as amended by Ordinance No. 100-2016, is hereby AMENDED to read:

Section 22.29 Article XXIX

22.29.1 Sprinkler and Standpipe System (Type 2) Inspection, Testing and Maintenance License Fees:

22.29.1.1	Initial Application	\$320.00
22.29.1.2	Renewal fee for each year valid	\$165.00

22.29.2 Sprinkler and Standpipe System Testing Fees:

22.29.2.1	Functionality Test	\$550.00
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22.29.3 Inspection, Testing and Maintenance Certificate of Fitness (Type 2) Fees:

22.28.3.1	Initial Application	\$330.00
22.28.3.2	Renewal fee for each year valid	\$70.00

§ 67. Section 23.8 of Ordinance No. 28-2016, as amended by Ordinance No. 100-2016, is hereby AMENDED to read:

Section 23.8 Penalties

Any person or business entity other than a corporation, violating any provision of this Article or NYCRR Title 19, or such other New York

State laws or regulations enacted or issued to replace NYCRR Title 19, or failing to comply therewith, or violating or failing to comply with any order or regulation made thereunder, shall upon conviction be guilty of a misdemeanor punishable by a fine not exceeding one thousand dollars (\$1,000.00) or, by imprisonment for not more than one (1) year, or both, for each and every violation. A corporation violating any provision of this Article, or failing to comply therewith, or violating or failing to comply with any order or regulation made thereunder, shall upon conviction be guilty of a misdemeanor punishable by a fine not exceeding five thousand dollars (\$ 5,000.00) for each and every violation. The imposition of the penalty for any violation of this Article shall not excuse the violation or permit it to continue, and each fifteen (15) days that the prohibited conditions are maintained shall constitute a separate violation.

§ 68. Section 24.20 of Ordinance No. 28-2016, as amended by Ordinance No. 100-2016, is hereby AMENDED to read:

Section 24.20 Penalties

Any person or business entity other than a corporation, violating any provision of this Article or NYCRR Title 19, or such other New York State laws or regulations enacted or issued to replace NYCRR Title 19, or failing to comply therewith, or violating or failing to comply with any order or regulation made thereunder, shall upon conviction be guilty of a misdemeanor punishable by a fine not exceeding one thousand dollars (\$1,000.00) or, by imprisonment for not more than one (1) year, or both, for each and every violation. A corporation violating any provision of this Article, or failing to comply therewith, or violating or failing to comply with any order or regulation made thereunder, shall upon conviction be guilty of a misdemeanor punishable by a fine not exceeding five thousand dollars (\$5,000.00) for each and every violation. The imposition of the penalty for any violation of this Article shall not excuse the violation or permit it to continue, and each fifteen (15) days that the prohibited conditions are maintained shall constitute a separate violation.

§ 69. Section 25.8 of Ordinance No. 28-2016, as amended by Ordinance No. 100-2016, is hereby AMENDED to read:

Section 25.8 Penalties

Any person or entity other than a corporation violating any provision of this Article or NYCRR Title 19, or such other New York State laws or regulations enacted or issued to replace NYCRR Title 19, or failing to

comply therewith, or violating or failing to comply with any order or regulation made hereunder, shall upon conviction be guilty of a misdemeanor punishable by a fine not exceeding one thousand dollars (\$1,000) or, by imprisonment for not more than one (1) year, or, both, for each and every offense. A corporation violating any provision of this Article, or failing to comply therewith, or violating or failing to comply with any order or regulation made hereunder, shall upon conviction be guilty of a misdemeanor punishable by a fine not exceeding five thousand dollars (\$5,000.00) for each and every offense. The imposition of the penalty for any violation of this Article shall not excuse the violation or permit it to continue, and each fifteen (15) days that the prohibited conditions are maintained shall constitute a separate offense.

§ 70. Section 26.2 of Ordinance No. 28-2016, as amended by Ordinance No. 100-2016, is hereby AMENDED to read:

Section 26.2 Definitions

The following words and terms shall, for the purpose of this section and as used elsewhere in this Ordinance, have the meanings shown herein. Words used in the present tense include the future; words stated in the masculine gender include the feminine and neuter; the singular number includes the plural and the plural, the singular.

FLAME EFFECT – Combustion of flammable solids, liquids, or gases to produce thermal, physical, visual, or audible phenomena before an audience.

COLD SPARK FOUNTAIN – Any device that emits a shower or fountain of cold sparks.

PERFORMANCE – Enactment of a musical, dramatic, operatic, or other entertainment production. A performance can include encores.

PRODUCTION – Performances of a musical, dramatic, operatic or other series of shows.

PYROTECHNICS – Controlled exothermic chemical reactions that are timed to create the effects of heat, gas, sound, dispersion of aerosols, emission of visible electromagnetic radiation, or a combination of these effects to provide the maximum effect from the least volume.

PYROTECHNIC DEVICE – Any device containing pyrotechnic materials and capable of producing a special effect.

PYROTECHNIC MATERIAL – A chemical mixture used in the entertainment industry to produce visible or audible effects by combustion, deflagration, or detonation. Such a chemical mixture consists predominantly of solids capable of producing a controlled, self-sustaining, and self-contained exothermic chemical reaction that results in heat, gas, sound, light, or a combination of these effects. The chemical reaction functions without external oxygen.

PYROTECHNIC OPERATOR – An individual who has responsibility for pyrotechnic safety and who controls, initiates, or otherwise creates special effects. The operator is also responsible for storing, setting up, and removing pyrotechnic materials and devices after a performance.

§ 71. Section 26.3.1 of Ordinance No. 28-2016, as amended by Ordinance No. 100-2016, is hereby AMENDED to read:

26.3.1 Prohibitions

26.3.1.1 Smoking

Smoking is prohibited within 50 feet of a pyrotechnic device. “NO SMOKING PYROTECHNICS” signs in letters at least two inches high shall be conspicuously posted in vicinity of pyrotechnic material or devices.

26.3.1.2 Sources of Ignition

All sources of ignition, including, but not limited to open flames, fire-producing devices, hot surfaces, frictional heat, radiant heat, and electrical and mechanical sparks, are prohibited in the vicinity of pyrotechnics, except where such sources of ignition are required for the firing of pyrotechnics.

26.3.1.3 Liquefied Petroleum Gas

The use of liquefied petroleum gas, propane, butane, methane, etc. in connection with pyrotechnics is prohibited unless such use is specifically approved in writing by the Fire Marshal.

26.3.1.4 Fire Protection Systems Required

The use of pyrotechnics is prohibited in any building not protected throughout with an automatic fire sprinkler system

installed in accordance with Article 28 of this Ordinance and a complete fire alarm and smoke and fire detection system installed in accordance with Article 17 of this Ordinance.

26.3.1.5 Minimum Ceiling Height Required

The use of pyrotechnics is prohibited in any building with a ceiling height less than twenty-five (25) feet from the display level, except that the Fire Marshal and the Nassau County Police Department Arson/Bomb Squad may waive this prohibition where there is not a substantial risk to life safety or where alternatives to maintain an equivalent level of safety are prescribed.

§ 72. Section 26.5 is hereby added to Article XXVI of Ordinance No. 28-2016, as amended by Ordinance No. 100-2016:

Section 26.5 Cold Spark Fountains

Cold Spark Fountains must comply with section 26.3 and 26.4 of this Ordinance.

26.5.1 Fire Extinguishing Equipment. Portable fire extinguishers or other fire extinguishing appliances rated for “D” type fires shall be readily accessible any place a cold spark fountain is being stored, set up, displayed or used.

§ 73. Section 26.5 of Ordinance No. 28-2016, as amended by Ordinance No. 100-2016, is hereby AMENDED to read:

Section 26.6 Failing to Comply

No person or entity shall fail to comply with any order or regulation made under this Article.

§ 74. Section 26.6 of Ordinance No. 28-2016, as amended by Ordinance No. 100-2016, is hereby AMENDED to read:

Section 26.7 Penalties

Any person or entity other than a corporation violating any provision of this Article or NYCRR Title 19, or such other New York State laws or regulations enacted or issued to replace NYCRR Title 19, or failing to comply therewith, or violating or failing to comply with any order or regulation made hereunder, shall upon conviction be guilty of a misdemeanor punishable by a fine not exceeding one thousand dollars (\$1,000) or, by imprisonment for not more than one (1) year, or, both, for each and every offense. A corporation violating any provision of this Article, or failing to comply therewith, or violating or failing to comply with any order or regulation made hereunder, shall upon conviction be guilty of a misdemeanor punishable by a fine not exceeding five thousand dollars (\$5,000.00) for each and every offense. The imposition of the penalty for any violation of this Article shall not excuse the violation or permit it to continue, and each fifteen (15) days that the prohibited conditions are maintained shall constitute a separate offense.

§ 75. Section 27.3 of Ordinance No. 28-2016, as amended by Ordinance No. 100-2016, is hereby AMENDED to read:

Section 27.3 Penalties

Any person or entity other than a corporation violating any provision of this Article or NYCRR Title 19, or such other New York State laws or regulations enacted or issued to replace NYCRR Title 19, or failing to comply therewith, or violating or failing to comply with any order or regulation made hereunder, shall upon conviction be guilty of a misdemeanor punishable by a fine not exceeding one thousand dollars (\$1,000) or, by imprisonment for not more than one (1) year, or, both, for each and every offense. A corporation violating any provision of this Article, or failing to comply therewith, or violating or failing to comply with any order or regulation made hereunder, shall upon conviction be guilty of a misdemeanor punishable by a fine not exceeding five thousand dollars (\$5,000.00) for each and every offense. The imposition of the penalty for any violation of this Article shall not excuse the violation or permit it to continue, and each fifteen (15) days that the prohibited conditions are maintained shall constitute a separate offense.

§ 76. Section 28.3.1.1 of Ordinance No. 28-2016, as amended by Ordinance No. 100-2016, is hereby AMENDED to read:

28.3.1.1 Working design drawings shall be submitted to and approved by the Fire Marshal prior to the installation, alteration, relocation or remodeling of any sprinkler system equipment; provided, however, that any alteration of an existing system involving the relocation, lowering, or raising of twenty-five (25) or less existing sprinkler heads shall not require design drawings to be filed, but shall instead require a Sprinkler Head Relocation Test Permit issued by the Fire Marshal prior to the commencement of any such work. A Sprinkler Head Relocation Test Permit shall be obtainable by application as prescribed by the Fire Marshal. There shall be a design drawing review fee and a Sprinkler Head Relocation Test Permit fee set forth in Article XXII of this Ordinance. Any deviation from such approved design drawings shall require the permission of the Fire Marshal. The original Fire Marshal's Copy of such approved design drawings or a Sprinkler Head Relocation Permit shall be on site during the installation, alteration, relocation, remodeling and testing of any sprinkler system equipment. Fire Marshal's copy shall remain on site following approval of the system by the Fire Marshal.

§ 77. Section 28.4.8 of Ordinance No. 28-2016, as amended by Ordinance No. 100-2016, is hereby AMENDED to read:

28.4.8 Design drawings for installations shall be stamped by a New York State Licensed Professional Engineer or New York State Registered Architect as required by the New York State Department of Education Law, Section 7209. A raised seal or stamp and signed letter from the engineer or architect on their professional letterhead shall accompany design drawings attesting to his/her seal/signature on design drawings attesting that design drawings and the entire submission package were reviewed. All signatures shall be original; facsimile or copied signatures shall not be accepted.

§ 78. Section 28.11 of Ordinance No. 28-2016, as amended by Ordinance No. 100-2016, is hereby AMENDED to read:

Section 28.11 Penalties

Any person or business entity other than a corporation violating any provision of this Article or NYCRR Title 19, or such other New York State laws or regulations enacted or issued to replace NYCRR Title 19, or failing to comply therewith, or violating or failing to comply with any order or regulation made thereunder, shall upon conviction be guilty of a

misdemeanor punishable by a fine not exceeding One Thousand Dollars (\$1,000.00) or, by imprisonment for not more than one (1) year, or, both, for each and every offense. A corporation violating any provision of this Article, or failing to comply therewith, or violating or failing to comply with any order or regulation made thereunder, shall upon conviction be guilty of a misdemeanor punishable by a fine not exceeding Five Thousand Dollars (\$5,000.00) for each and every offense. The imposition of the penalty for any violations of this Article shall not excuse the violation or permit it to continue, and each fifteen (15) days that the prohibited conditions are maintained shall constitute a separate offense.

§ 79. Section 29.11 of Ordinance No. 28-2016, as amended by Ordinance No. 100-2016, is hereby AMENDED to read:

Section 29.11 Penalties

Any person or business entity other than a corporation violating any provision of this Article or NYCRR Title 19, or such other New York State laws or regulations enacted or issued to replace NYCRR Title 19, or failing to comply therewith, or violating or failing to comply with any order or regulation made thereunder, shall upon conviction be guilty of a misdemeanor punishable by a fine not exceeding One Thousand Dollars (\$1,000.00) or, by imprisonment for not more than one (1) year, or, both, for each and every offense. A corporation violating any provision of this Article, or failing to comply therewith, or violating or failing to comply with any order or regulation made thereunder, shall upon conviction be guilty of a misdemeanor punishable by a fine not exceeding Five Thousand Dollars (\$5,000.00) for each and every offense. The imposition of the penalty for any violations of this Article shall not excuse the violation or permit it to continue, and each fifteen (15) days that the prohibited conditions are maintained shall constitute a separate offense.

§ 80. Section 30.1 of Ordinance No. 28-2016, as amended by Ordinance No. 100-2016, is hereby AMENDED to read:

Section 30.1 NFPA- National Fire Protection Association

Standard	Title	Edition
NFPA 10	Standard for Portable Fire Extinguishers	2013

NFPA 11	Standard for Low-, Medium-, and High-Expansion Foam	2010
NFPA 12	Standard on Carbon Dioxide Extinguishing Systems	2011
NFPA 12A	Standard on Halon 1301 Fire Extinguishing Systems	2009
NFPA 13	Standard for the Installation of Sprinkler Systems	2013
NFPA 14	Standard for the Installation of Standpipe and Hose Systems	2013
NFPA 15	Standard for Water Spray Fixed Systems for Fire Protection	2012
NFPA 16	Standard for the Installation of Foam-Water Sprinkler and Foam-Water Spray Systems	2015
NFPA 17	Standard for Dry Chemical Extinguishing Systems	2013
NFPA 17A	Standard for Wet Chemical Extinguishing Systems	2013
NFPA 20	Standard for the Installation of Stationary Pumps for Fire Protection	2013
NFPA 24	Standard for the Installation of Private Fire Service Mains and Their Appurtenances	2013
NFPA 25	Standard for the Inspection, Testing, and Maintenance of Water-Based Fire Protection Systems	2014
NFPA 30	Flammable and Combustible Liquids Code	1984 & 2012
NFPA 30A	Code for Motor Fuel Dispensing Facilities and Repair Garages	2015
NFPA 31	Standard for the Installation of Oil-Burning Equipment	2011
NFPA 33	Standard for Spray Application Using Flammable or Combustible Materials	2011
NFPA 34	Standard for Dipping, Coating, and Printing Processes Using Flammable or Combustible Liquids	2011

NFPA 37	Standard for the Installation and Use of Stationary Combustion Engines and Gas Turbines	2015
NFPA 51	Standard for the Design and Installation of Oxygen-Fuel Gas Systems for Welding, Cutting, and Allied Processes	2013
NFPA 51B	Standard for Fire Prevention During Welding, Cutting, and Other Hot Work	2014
NFPA 55	Compressed Gases and Cryogenic Fluids Code	2013
NFPA 58	Liquefied Petroleum Gas Code	2014
NFPA 70	National Electrical Code®	2014
NFPA 72	National Fire Alarm and Signaling Code	2013
NFPA 96	Standard for Ventilation Control and Fire Protection of Commercial Cooking Operations	2014
NFPA 101	Life Safety Code	2015
NFPA 110	Standard for Emergency and Standby Power	2013
NFPA 140	Motion Picture and Television Production Studio Soundstages, Approved Production Facilities and Production Locations	2008
NFPA 160	Standard for the Use of Flame Effects Before an Audience	2011
NFPA 170	Standard for Fire Safety and Emergency Symbols	2015
NFPA 231	Standard for General Storage	1998
NFPA 231C	Standard for Rack Storage of Materials	1998
NFPA 400	Hazardous Materials Code	2013
NFPA 495	Explosive Materials Code	2013

NFPA 701	Standard Methods of Fire Tests for Flame Propagation of Textiles and Films	2010
NFPA 704	Standard System for the Identification of the Hazards of Materials for Emergency Response	2012
NFPA 720	Installation of Carbon Monoxide (CO) Detection and Warning Equipment	2015
NFPA 750	Water Mist Fire Protection Systems	2015
NFPA 1123	Code for Fireworks Display	2014
NFPA 1126	Standard for the Use of Pyrotechnics Before a Proximate Audience	2011
NFPA 2001	Clean Agent Fire Extinguishing System	2015

§ 81. It is hereby determined, pursuant to the provisions of the State Environmental Quality Review Act, 8 N.Y.E.C.L. Section 0101 et seq. and its implementing regulations, Part 617 of 6 N.Y.C.R.R., and Section 1611 of the County Government Law of Nassau County, that this supplemental appropriation ordinance is a “Type II” Action within the meaning of Section 617.5(c)(20) of 6 N.Y.C.R.R. (“routine or continuing agency administration and management, not including new programs or major reordering of priorities that may affect the environment”), and, accordingly, is of a class of actions which do not have a significant effect on the environment; and no further review is required.

§ 82. This Ordinance shall take effect immediately.

PROPOSED ORDINANCE NO. 116 –2017

AN ORDINANCE SUPPLEMENTAL TO THE ANNUAL APPROPRIATION
ORDINANCE IN CONNECTION WITH THE DEPARTMENT OF INFORMATION
TECHNOLOGY.

WHEREAS, Nassau County has received certain revenue; and

WHEREAS, such funds have not been otherwise appropriated; and

WHEREAS, the County Executive, by communication dated August 2, 2017, addressed to the County Legislature, has recommended the appropriation of such funds not otherwise appropriated; and,

WHEREAS, this supplemental appropriation is within the scope of Section 307 of the County Government Law; now, therefore,

BE IT ORDAINED by the County Legislature of the County of Nassau, as follows:

Section 1. There is hereby appropriated from monies not otherwise appropriated, the following sums of money to the following accounts:

<u>TOTAL AMOUNT</u> (in dollars)	<u>SOURCE OF FUNDS</u>	<u>APPROPRIATED TO:</u>			
		<u>FUND</u>	<u>DEPT. CODE/Index</u>	<u>OBJ. CODE</u>	<u>AMOUNT</u> (in dollars)
220,000	New York State Office of Temporary Assistance	GEN	IT	AA	220,000

§ 2. This ordinance may be modified to allow for the correction of any mathematical and/or typographical errors subsequent to any approval and adoption of said ordinance without the necessity for a vote to be taken by the County Legislature or by the members of any Standing Committee of said Legislature if said ordinance is passed by the affirmative vote of a majority of said Legislature.

§ 3. It is hereby determined, pursuant to the provisions of the State Environmental Quality Review Act, 8 N.Y.E.C.L. Section 0101 et seq. and its implementing regulations, Part 617 of 6 N.Y.C.R.R., and Section 1611 of the County Government Law of Nassau County, that this

supplemental appropriation ordinance is a “Type II” Action within the meaning of Section 617.5(c)(20) of 6 N.Y.C.R.R. (“routine or continuing agency administration and management, not including new programs or major reordering of priorities that may affect the environment”), and, accordingly, is of a class of actions which do not have a significant effect on the environment; and no further review is required.

§ 4. This ordinance shall take effect immediately.

PROPOSED ORDINANCE NO. 117 –2017

AN ORDINANCE SUPPLEMENTAL TO THE ANNUAL APPROPRIATION
ORDINANCE IN CONNECTION WITH THE OFFICE OF THE COUNTY CLERK.

WHEREAS, Nassau County has received certain revenue; and

WHEREAS, such funds have not been otherwise appropriated; and

WHEREAS, the County Executive, by communication dated August 2, 2017, addressed to the County Legislature, has recommended the appropriation of such funds not otherwise appropriated; and,

WHEREAS, this supplemental appropriation is within the scope of Section 307 of the County Government Law; now, therefore,

BE IT ORDAINED by the County Legislature of the County of Nassau, as follows:

Section 1. There is hereby appropriated from monies not otherwise appropriated, the following sums of money to the following accounts:

<u>TOTAL AMOUNT</u> (in dollars)	<u>SOURCE OF FUNDS</u>	<u>APPROPRIATED TO:</u>			
		<u>FUND</u>	<u>DEPT. CODE/Index</u>	<u>OBJ. CODE</u>	<u>AMOUNT</u> (in dollars)
70,792	New York Archives LGRMIF	GRT	CL	DE	70,792

§ 2. This ordinance may be modified to allow for the correction of any mathematical and/or typographical errors subsequent to any approval and adoption of said ordinance without the necessity for a vote to be taken by the County Legislature or by the members of any Standing Committee of said Legislature if said ordinance is passed by the affirmative vote of a majority of said Legislature.

§ 3. It is hereby determined, pursuant to the provisions of the State Environmental Quality Review Act, 8 N.Y.E.C.L. Section 0101 et seq. and its implementing regulations, Part 617 of 6 N.Y.C.R.R., and Section 1611 of the County Government Law of Nassau County, that this supplemental appropriation ordinance is a “Type II” Action within the meaning of Section

617.5(c)(20) of 6 N.Y.C.R.R. (“routine or continuing agency administration and management, not including new programs or major reordering of priorities that may affect the environment”), and, accordingly, is of a class of actions which do not have a significant effect on the environment; and no further review is required.

§ 4. This ordinance shall take effect immediately.

PROPOSED ORDINANCE NO. 118 –2017

AN ORDINANCE SUPPLEMENTAL TO THE ANNUAL APPROPRIATION
ORDINANCE IN CONNECTION WITH THE LITIGATION FUND.

WHEREAS, Nassau County has received certain revenue; and

WHEREAS, such funds have not been otherwise appropriated; and

WHEREAS, the County Executive, by communication dated August 2, 2017, addressed to the County Legislature, has recommended the appropriation of such funds not otherwise appropriated; and,

WHEREAS, this supplemental appropriation is within the scope of Section 307 of the County Government Law; now, therefore,

BE IT ORDAINED by the County Legislature of the County of Nassau, as follows:

Section 1. There is hereby appropriated from monies not otherwise appropriated, the following sums of money to the following accounts:

<u>TOTAL AMOUNT</u> (in dollars)	<u>SOURCE OF FUNDS</u>	<u>APPROPRIATED TO:</u>			
		<u>FUND</u>	<u>DEPT. CODE/Index</u>	<u>OBJ. CODE</u>	<u>AMOUNT</u> (in dollars)
6,000,000	Police District Fund	LIT	PD	OO	6,000,000

§ 2. This ordinance may be modified to allow for the correction of any mathematical and/or typographical errors subsequent to any approval and adoption of said ordinance without the necessity for a vote to be taken by the County Legislature or by the members of any Standing Committee of said Legislature if said ordinance is passed by the affirmative vote of a majority of said Legislature.

§ 3. It is hereby determined, pursuant to the provisions of the State Environmental Quality Review Act, 8 N.Y.E.C.L. Section 0101 et seq. and its implementing regulations, Part 617 of 6 N.Y.C.R.R., and Section 1611 of the County Government Law of Nassau County, that this supplemental appropriation ordinance is a “Type II” Action within the meaning of Section

617.5(c)(20) of 6 N.Y.C.R.R. (“routine or continuing agency administration and management, not including new programs or major reordering of priorities that may affect the environment”), and, accordingly, is of a class of actions which do not have a significant effect on the environment; and no further review is required.

§ 4. This ordinance shall take effect immediately.

PROPOSED ORDINANCE NO. 119 –2017

AN ORDINANCE SUPPLEMENTAL TO THE ANNUAL APPROPRIATION
ORDINANCE IN CONNECTION WITH THE HEALTH DEPARTMENT.

WHEREAS, Nassau County has received certain revenue; and

WHEREAS, such funds have not been otherwise appropriated; and

WHEREAS, the County Executive, by communication dated August 2, 2017, addressed to the County Legislature, has recommended the appropriation of such funds not otherwise appropriated; and,

WHEREAS, this supplemental appropriation is within the scope of Section 307 of the County Government Law; now, therefore,

BE IT ORDAINED by the County Legislature of the County of Nassau, as follows:

Section 1. There is hereby appropriated from monies not otherwise appropriated, the following sums of money to the following accounts:

<u>TOTAL AMOUNT</u> (in dollars)	<u>SOURCE OF FUNDS</u>	<u>APPROPRIATED TO:</u>			
		<u>FUND</u>	<u>DEPT. CODE/Index</u>	<u>OBJ. CODE</u>	<u>AMOUNT</u> (in dollars)
24,510	New York State Department of Health	GRT	HE	AA	18,045
		GRT	HE	AB	6,465

§ 2. This ordinance may be modified to allow for the correction of any mathematical and/or typographical errors subsequent to any approval and adoption of said ordinance without the necessity for a vote to be taken by the County Legislature or by the members of any Standing Committee of said Legislature if said ordinance is passed by the affirmative vote of a majority of said Legislature.

§ 3. It is hereby determined, pursuant to the provisions of the State Environmental Quality Review Act, 8 N.Y.E.C.L. Section 0101 et seq. and its implementing regulations, Part 617 of 6 N.Y.C.R.R., and Section 1611 of the County Government Law of Nassau County, that this

supplemental appropriation ordinance is a “Type II” Action within the meaning of Section 617.5(c)(20) of 6 N.Y.C.R.R. (“routine or continuing agency administration and management, not including new programs or major reordering of priorities that may affect the environment”), and, accordingly, is of a class of actions which do not have a significant effect on the environment; and no further review is required.

§ 4. This ordinance shall take effect immediately.

PROPOSED ORDINANCE NO. 120 –2017

AN ORDINANCE SUPPLEMENTAL TO THE ANNUAL APPROPRIATION
ORDINANCE IN CONNECTION WITH THE MEDICAL EXAMINER’S OFFICE.

WHEREAS, Nassau County has received certain revenue; and

WHEREAS, such funds have not been otherwise appropriated; and

WHEREAS, the County Executive, by communication dated July 25, 2017, addressed to the County Legislature, has recommended the appropriation of such funds not otherwise appropriated; and,

WHEREAS, this supplemental appropriation is within the scope of Section 307 of the County Government Law; now, therefore,

BE IT ORDAINED by the County Legislature of the County of Nassau, as follows:

Section 1. There is hereby appropriated from monies not otherwise appropriated, the following sums of money to the following accounts:

<u>TOTAL AMOUNT</u> (in dollars)	<u>SOURCE OF FUNDS</u>	<u>APPROPRIATED TO:</u>			
		<u>FUND</u>	<u>DEPT. CODE/Index</u>	<u>OBJ. CODE</u>	<u>AMOUNT</u> (in dollars)
45,000	New York State Governor’s Traffic Safety Committee	GRT	ME	DD	25,000
		GRT	ME	AA	20,000

§ 2. This ordinance may be modified to allow for the correction of any mathematical and/or typographical errors subsequent to any approval and adoption of said ordinance without the necessity for a vote to be taken by the County Legislature or by the members of any Standing Committee of said Legislature if said ordinance is passed by the affirmative vote of a majority of said Legislature.

§ 3. It is hereby determined, pursuant to the provisions of the State Environmental Quality Review Act, 8 N.Y.E.C.L. Section 0101 et seq. and its implementing regulations, Part 617 of 6 N.Y.C.R.R., and Section 1611 of the County Government Law of Nassau County, that this

supplemental appropriation ordinance is a “Type II” Action within the meaning of Section 617.5(c)(20) of 6 N.Y.C.R.R. (“routine or continuing agency administration and management, not including new programs or major reordering of priorities that may affect the environment”), and, accordingly, is of a class of actions which do not have a significant effect on the environment; and no further review is required.

§ 4. This ordinance shall take effect immediately.

PROPOSED ORDINANCE NO. 121 –2017

AN ORDINANCE supplemental to the annual appropriation ordinance in connection with the Police Department.

WHEREAS, Nassau County has received certain revenue; and

WHEREAS, such funds have not been otherwise appropriated; and

WHEREAS, the County Executive, by communication dated August 7, 2017 addressed to the County Legislature, has recommended the appropriation of such funds not otherwise appropriated; and,

WHEREAS, this supplemental appropriation is within the scope of section 307 of the County Government Law; now, therefore,

BE IT ORDAINED by the County Legislature of the County of Nassau, as follows:

Section 1. There is hereby appropriated from monies not otherwise appropriated, the following sums of money to the following accounts:

<u>TOTAL AMOUNT</u> (in dollars)	<u>SOURCE OF FUNDS</u>	<u>APPROPRIATED TO:</u>			
		<u>FUND</u>	<u>DEPT. CODE/Index</u>	<u>OBJ. CODE</u>	<u>AMOUNT</u> (in dollars)
145,000	New York State Governor's Traffic Safety Committee	GRT	PD	AA	145,000

§ 2. This ordinance may be modified to allow for the correction of any mathematical and/or typographical errors subsequent to any approval and adoption of said ordinance without the necessity for a vote to be taken by the County Legislature or by the members of any Standing Committee of said Legislature if said ordinance is passed by the affirmative vote of a majority of said Legislature.

§ 3. It is hereby determined, pursuant to the provisions of the State Environmental Quality Review Act, 8 N.Y.E.C.L. section 0101 et seq. and its implementing regulations, Part 617 of 6

N.Y.C.R.R., and Section 1611 of the County Government Law of Nassau County, that this supplemental appropriation ordinance is a “Type II” Action within the meaning of Section 617.5(c)(20) of 6 N.Y.C.R.R. (“routine or continuing agency administration and management, not including new programs or major reordering of priorities that may affect the environment”), and, accordingly, is of a class of actions which do not have a significant effect on the environment; and no further review is required.

§ 4. This ordinance shall take effect immediately.

PROPOSED ORDINANCE NO. 122 –2017

AN ORDINANCE supplemental to the annual appropriation ordinance in connection with the District Attorney's Office.

WHEREAS, Nassau County has received certain revenue; and

WHEREAS, such funds have not been otherwise appropriated; and

WHEREAS, the County Executive, by communication dated August 11, 2017, addressed to the County Legislature, has recommended the appropriation of such funds not otherwise appropriated; and,

WHEREAS, this supplemental appropriation is within the scope of Section 307 of the County Government Law; now, therefore,

BE IT ORDAINED by the County Legislature of the County of Nassau, as follows:

Section 1. There is hereby appropriated from monies not otherwise appropriated, the following sums of money to the following accounts:

<u>TOTAL AMOUNT</u> (in dollars)	<u>SOURCE OF FUNDS</u>	<u>APPROPRIATED TO:</u>			
		<u>FUND</u>	<u>DEPT. CODE/Index</u>	<u>OBJ. CODE</u>	<u>AMOUNT</u> (in dollars)
666,996	District Attorney's Office- Federal/Civil Forfeiture Cases	GRT	DA	BB	41,539
		GRT	DA	DE	75,104
		GRT	DA	AA	55,000
		GRT	DA	AB	4,451
		GRT	DA	DE	40,000
		GRT	DA	BB	2,754
		GRT	DA	DE	878
		GRT	DA	AA	260,000
		GRT	DA	AB	19,900
		GRT	DA	BB	100,000
		GRT	DA	DD	67,370

§ 2. This ordinance may be modified to allow for the correction of any mathematical and/or typographical errors subsequent to any approval and adoption of said ordinance without the necessity for a vote to be taken by the County Legislature or by the members of any Standing Committee of said Legislature if said ordinance is passed by the affirmative vote of a majority of said Legislature.

§ 3. It is hereby determined, pursuant to the provisions of the State Environmental Quality Review Act, 8 N.Y.E.C.L. Section 0101 et seq. and its implementing regulations, Part 617 of 6 N.Y.C.R.R., and Section 1611 of the County Government Law of Nassau County, that this supplemental appropriation ordinance is a “Type II” Action within the meaning of Section 617.5(c)(20) of 6 N.Y.C.R.R. (“routine or continuing agency administration and management, not including new programs or major reordering of priorities that may affect the environment”), and, accordingly, is of a class of actions which do not have a significant effect on the environment; and no further review is required.

§ 4. This ordinance shall take effect immediately.

PROPOSED ORDINANCE NO. 123 –2017

AN ORDINANCE SUPPLEMENTAL TO THE ANNUAL APPROPRIATION
ORDINANCE IN CONNECTION WITH THE DEPARTMENT OF HUMAN SERVICES.

WHEREAS, Nassau County has received certain revenue; and

WHEREAS, such funds have not been otherwise appropriated; and

WHEREAS, the County Executive, by communication dated August 30, 2017, addressed to the County Legislature, has recommended the appropriation of such funds not otherwise appropriated; and,

WHEREAS, this supplemental appropriation is within the scope of Section 307 of the County Government Law; now, therefore,

BE IT ORDAINED by the County Legislature of the County of Nassau, as follows:

Section 1. There is hereby appropriated from monies not otherwise appropriated, the following sums of money to the following accounts:

<u>TOTAL AMOUNT</u> (in dollars)	<u>SOURCE OF FUNDS</u>	<u>APPROPRIATED TO:</u>			
		<u>FUND</u>	<u>DEPT. CODE/Index</u>	<u>OBJ. CODE</u>	<u>AMOUNT</u> (in dollars)
4,867,692	New York State Office of Alcohol and Substance Abuse Services	GRT	BH	AA	2,723,217
		GRT	BH	AB	915,475
		GRT	BH	BB	15,000
		GRT	BH	DD	700,000
		GRT	BH	DE	15,000
		GRT	BH	HH	500,000

§ 2. This ordinance may be modified to allow for the correction of any mathematical and/or typographical errors subsequent to any approval and adoption of said ordinance without the necessity for a vote to be taken by the County Legislature or by the members of any Standing Committee of said Legislature if said ordinance is passed by the affirmative vote of a majority of said Legislature.

§ 3. It is hereby determined, pursuant to the provisions of the State Environmental Quality Review Act, 8 N.Y.E.C.L. Section 0101 et seq. and its implementing regulations, Part 617 of 6 N.Y.C.R.R., and Section 1611 of the County Government Law of Nassau County, that this supplemental appropriation ordinance is a “Type II” Action within the meaning of Section 617.5(c)(20) of 6 N.Y.C.R.R. (“routine or continuing agency administration and management, not including new programs or major reordering of priorities that may affect the environment”), and, accordingly, is of a class of actions which do not have a significant effect on the environment; and no further review is required.

§ 4. This ordinance shall take effect immediately.

PROPOSED ORDINANCE NO. 124 –2017

AN ORDINANCE SUPPLEMENTAL TO THE ANNUAL APPROPRIATION
ORDINANCE IN CONNECTION WITH THE HEALTH DEPARTMENT.

WHEREAS, Nassau County has received certain revenue; and

WHEREAS, such funds have not been otherwise appropriated; and

WHEREAS, the County Executive, by communication dated August 30, 2017, addressed to the County Legislature, has recommended the appropriation of such funds not otherwise appropriated; and,

WHEREAS, this supplemental appropriation is within the scope of Section 307 of the County Government Law; now, therefore,

BE IT ORDAINED by the County Legislature of the County of Nassau, as follows:

Section 1. There is hereby appropriated from monies not otherwise appropriated, the following sums of money to the following accounts:

<u>TOTAL AMOUNT</u> (in dollars)	<u>SOURCE OF FUNDS</u>	<u>APPROPRIATED TO:</u>			
		<u>FUND</u>	<u>DEPT. CODE/Index</u>	<u>OBJ. CODE</u>	<u>AMOUNT</u> (in dollars)
4,113	New York State Department of Health	GRT	HE	AA	3,241
		GRT	HE	AB	872

§ 2. This ordinance may be modified to allow for the correction of any mathematical and/or typographical errors subsequent to any approval and adoption of said ordinance without the necessity for a vote to be taken by the County Legislature or by the members of any Standing Committee of said Legislature if said ordinance is passed by the affirmative vote of a majority of said Legislature.

§ 3. It is hereby determined, pursuant to the provisions of the State Environmental Quality Review Act, 8 N.Y.E.C.L. Section 0101 et seq. and its implementing regulations, Part 617 of 6 N.Y.C.R.R., and Section 1611 of the County Government Law of Nassau County, that this supplemental appropriation ordinance is a “Type II” Action within the meaning of Section

617.5(c)(20) of 6 N.Y.C.R.R. (“routine or continuing agency administration and management, not including new programs or major reordering of priorities that may affect the environment”), and, accordingly, is of a class of actions which do not have a significant effect on the environment; and no further review is required.

§ 4. This ordinance shall take effect immediately.

PROPOSED ORDINANCE NO. 125 –2017

AN ORDINANCE SUPPLEMENTAL TO THE ANNUAL APPROPRIATION
ORDINANCE IN CONNECTION WITH THE DEPARTMENT OF HUMAN SERVICES.

WHEREAS, Nassau County has received certain revenue; and

WHEREAS, such funds have not been otherwise appropriated; and

WHEREAS, the County Executive, by communication dated August 30, 2017, addressed to the County Legislature, has recommended the appropriation of such funds not otherwise appropriated; and,

WHEREAS, this supplemental appropriation is within the scope of Section 307 of the County Government Law; now, therefore,

BE IT ORDAINED by the County Legislature of the County of Nassau, as follows:

Section 1. There is hereby appropriated from monies not otherwise appropriated, the following sums of money to the following accounts:

<u>TOTAL AMOUNT</u> (in dollars)	<u>SOURCE OF FUNDS</u>	<u>APPROPRIATED TO:</u>			
		<u>FUND</u>	<u>DEPT. CODE/Index</u>	<u>OBJ. CODE</u>	<u>AMOUNT</u> (in dollars)
23,796,818	New York State Office of Alcohol and Substance Abuse Services	GRT	BH	DE	23,796,818

§ 2. This ordinance may be modified to allow for the correction of any mathematical and/or typographical errors subsequent to any approval and adoption of said ordinance without the necessity for a vote to be taken by the County Legislature or by the members of any Standing Committee of said Legislature if said ordinance is passed by the affirmative vote of a majority of said Legislature.

§ 3. It is hereby determined, pursuant to the provisions of the State Environmental Quality Review Act, 8 N.Y.E.C.L. Section 0101 et seq. and its implementing regulations, Part 617 of 6 N.Y.C.R.R., and Section 1611 of the County Government Law of Nassau County, that this supplemental appropriation ordinance is a “Type II” Action within the meaning of Section 617.5(c)(20) of 6 N.Y.C.R.R. (“routine or continuing agency administration and management, not

including new programs or major reordering of priorities that may affect the environment”), and, accordingly, is of a class of actions which do not have a significant effect on the environment; and no further review is required.

§ 4. This ordinance shall take effect immediately.

PROPOSED ORDINANCE NO. 126 –2017

AN ORDINANCE SUPPLEMENTAL TO THE ANNUAL APPROPRIATION
ORDINANCE IN CONNECTION WITH THE VARIOUS DEPARTMENTS.

WHEREAS, Nassau County has received certain revenue; and

WHEREAS, such funds have not been otherwise appropriated; and

WHEREAS, the County Executive, by communication dated August 30, 2017, addressed to the County Legislature, has recommended the appropriation of such funds not otherwise appropriated; and,

WHEREAS, this supplemental appropriation is within the scope of Section 307 of the County Government Law; now, therefore,

BE IT ORDAINED by the County Legislature of the County of Nassau, as follows:

Section 1. There is hereby appropriated from monies not otherwise appropriated, the following sums of money to the following accounts:

<u>TOTAL AMOUNT</u> (in dollars)	<u>SOURCE OF FUNDS</u>	<u>APPROPRIATED TO:</u>			
		<u>FUND</u>	<u>DEPT. CODE/Index</u>	<u>OBJ. CODE</u>	<u>AMOUNT</u> (in dollars)
2,640,363	New York State Division of Homeland Security and Emergency Services	GRT	PD	AA	128,434
		GRT	PD	AB	33,637
		GRT	PD	BB	211,765
		GRT	PD	DD	4,000
		GRT	CC	BB	200,000
		GRT	EM	AA	371,800
		GRT	EM	AB	189,467
		GRT	EM	AA	17,940
		GRT	EM	AB	4,485
		GRT	EM	BB	190,640
		GRT	EM	DD	952,538
		GRT	EM	DE	40,573
		GRT	FC	AA	20,000
		GRT	FC	AB	5,084
		GRT	FC	BB	270,000

§ 2. This ordinance may be modified to allow for the correction of any mathematical and/or typographical errors subsequent to any approval and adoption of said ordinance without the necessity for a vote to be taken by the County Legislature or by the members of any Standing Committee of said Legislature if said ordinance is passed by the affirmative vote of a majority of said Legislature.

§ 3. It is hereby determined, pursuant to the provisions of the State Environmental Quality Review Act, 8 N.Y.E.C.L. Section 0101 et seq. and its implementing regulations, Part 617 of 6 N.Y.C.R.R., and Section 1611 of the County Government Law of Nassau County, that this supplemental appropriation ordinance is a “Type II” Action within the meaning of Section 617.5(c)(20) of 6 N.Y.C.R.R. (“routine or continuing agency administration and management, not including new programs or major reordering of priorities that may affect the environment”), and, accordingly, is of a class of actions which do not have a significant effect on the environment; and no further review is required.

§ 4. This ordinance shall take effect immediately.

PROPOSED ORDINANCE NO. 127 –2017

AN ORDINANCE SUPPLEMENTAL TO THE ANNUAL APPROPRIATION
ORDINANCE IN CONNECTION WITH THE VARIOUS DEPARTMENTS.

WHEREAS, Nassau County has received certain revenue; and

WHEREAS, such funds have not been otherwise appropriated; and

WHEREAS, the County Executive, by communication dated August 30, 2017, addressed to the County Legislature, has recommended the appropriation of such funds not otherwise appropriated; and,

WHEREAS, this supplemental appropriation is within the scope of Section 307 of the County Government Law; now, therefore,

BE IT ORDAINED by the County Legislature of the County of Nassau, as follows:

Section 1. There is hereby appropriated from monies not otherwise appropriated, the following sums of money to the following accounts:

<u>TOTAL AMOUNT</u> (in dollars)	<u>SOURCE OF FUNDS</u>	<u>APPROPRIATED TO:</u>			
		<u>FUND</u>	<u>DEPT. CODE/Index</u>	<u>OBJ. CODE</u>	<u>AMOUNT</u> (in dollars)
1,462,075	New York State Division of Homeland Security and Emergency Services	GRT	EM	AA	220,000
		GRT	EM	AB	105,920
		GRT	EM	AA	17,940
		GRT	EM	AB	4,485
		GRT	EM	BB	57,500
		GRT	EM	DD	441,973
		GRT	EM	DE	396,427
		GRT	HE	DE	25,000
		GRT	ME	BB	15,000
		GRT	ME	DD	2,830
		GRT	PW	DD	175,000

§ 2. This ordinance may be modified to allow for the correction of any mathematical and/or typographical errors subsequent to any approval and adoption of said ordinance without the necessity for a vote to be taken by the County Legislature or by the members of any Standing

Committee of said Legislature if said ordinance is passed by the affirmative vote of a majority of said Legislature.

§ 3. It is hereby determined, pursuant to the provisions of the State Environmental Quality Review Act, 8 N.Y.E.C.L. Section 0101 et seq. and its implementing regulations, Part 617 of 6 N.Y.C.R.R., and Section 1611 of the County Government Law of Nassau County, that this supplemental appropriation ordinance is a “Type II” Action within the meaning of Section 617.5(c)(20) of 6 N.Y.C.R.R. (“routine or continuing agency administration and management, not including new programs or major reordering of priorities that may affect the environment”), and, accordingly, is of a class of actions which do not have a significant effect on the environment; and no further review is required.

§ 4. This ordinance shall take effect immediately.

PROPOSED ORDINANCE NO. 128 –2017

AN ORDINANCE SUPPLEMENTAL TO THE ANNUAL APPROPRIATION
ORDINANCE IN CONNECTION WITH THE DISTRICT ATTORNEY.

WHEREAS, Nassau County has received certain revenue; and

WHEREAS, such funds have not been otherwise appropriated; and

WHEREAS, the County Executive, by communication dated August 30, 2017, addressed to the County Legislature, has recommended the appropriation of such funds not otherwise appropriated; and,

WHEREAS, this supplemental appropriation is within the scope of Section 307 of the County Government Law; now, therefore,

BE IT ORDAINED by the County Legislature of the County of Nassau, as follows:

Section 1. There is hereby appropriated from monies not otherwise appropriated, the following sums of money to the following accounts:

<u>TOTAL AMOUNT</u> (in dollars)	<u>SOURCE OF FUNDS</u>	<u>APPROPRIATED TO:</u>			
		<u>FUND</u>	<u>DEPT. CODE/Index</u>	<u>OBJ. CODE</u>	<u>AMOUNT</u> (in dollars)
633,400	New York State Division of Criminal Justice Services	GRT	DA	AA	480,942
		GRT	DA	AB	152,458

§ 2. This ordinance may be modified to allow for the correction of any mathematical and/or typographical errors subsequent to any approval and adoption of said ordinance without the necessity for a vote to be taken by the County Legislature or by the members of any Standing Committee of said Legislature if said ordinance is passed by the affirmative vote of a majority of said Legislature.

§ 3. It is hereby determined, pursuant to the provisions of the State Environmental Quality Review Act, 8 N.Y.E.C.L. Section 0101 et seq. and its implementing regulations, Part 617 of 6 N.Y.C.R.R., and Section 1611 of the County Government Law of Nassau County, that this supplemental appropriation ordinance is a “Type II” Action within the meaning of Section

617.5(c)(20) of 6 N.Y.C.R.R. (“routine or continuing agency administration and management, not including new programs or major reordering of priorities that may affect the environment”), and, accordingly, is of a class of actions which do not have a significant effect on the environment; and no further review is required.

§ 4. This ordinance shall take effect immediately.

NASSAU COUNTY LEGISLATURE

11th TERM MEETING AGENDA

RULES COMMITTEE

SEPTEMBER 25, 2017 1:00 PM

Norma Gonsalves – Chairwoman
Richard Nicoletto– Vice Chairman
Vincent Muscarella
Howard Kopel
Kevan Abrahams – Ranking
Delia DeRiggi-Whitton

Michael C. Pulitzer, Clerk of the Legislature

Clerk Item No.	Proposed By	Assigned To	Summary
A-19-17	PR	R	<u>RESOLUTION NO. -2017</u> A RESOLUTION AUTHORIZING THE DIRECTOR OF NASSAU COUNTY OFFICE OF PURCHASING TO AWARD AND EXECUTE A CONTRACT BETWEEN THE COUNTY OF NASSAU ACTING ON BEHALF OF THE NASSAU COUNTY INFORMATION TECHNOLOGY DEPARTMENT AND INFOSYS INTERNATIONAL INC. A-19-17
E-188-17	TS	R	<u>RESOLUTION NO. -2017</u> A RESOLUTION AUTHORIZING THE COUNTY EXECUTIVE TO EXECUTE A PERSONAL SERVICES AGREEMENT BETWEEN THE COUNTY OF NASSAU, ACTING ON BEHALF OF THE NASSAU COUNTY DEPARTMENT OF COUNTY TRAFFIC SAFETY AND NEW YORK COALITION FOR TRANSPORTATION SAFETY, INCORPORATED. E-188-17
E-189-17	EM	R	<u>RESOLUTION NO. -2017</u> A RESOLUTION AUTHORIZING THE COUNTY EXECUTIVE TO EXECUTE AN AMENDMENT TO A PERSONAL SERVICES AGREEMENT BETWEEN THE COUNTY OF NASSAU, ACTING ON BEHALF OF THE NASSAU COUNTY OFFICE OF EMERGENCY MANAGEMENT AND TECTONIC ENGINEERING & SURVEYING CONSULTANTS, P.C. E-189-17
E-191-17	DA	R	<u>RESOLUTION NO. -2017</u> A RESOLUTION AUTHORIZING THE COUNTY EXECUTIVE TO EXECUTE AN AMENDMENT TO A PERSONAL SERVICES AGREEMENT BETWEEN THE COUNTY OF NASSAU, ACTING ON BEHALF OF THE NASSAU COUNTY DISTRICT ATTORNEY'S OFFICE, AND ADELPHI UNIVERSITY INSTITUTE FOR PARENTING. E-191-17
			THE FOLLOWING ITEMS MAY BE UNTABLED
A-4-16	PR	R	<u>RESOLUTION NO. -2017</u> A RESOLUTION AUTHORIZING THE DIRECTOR OF NASSAU COUNTY OFFICE OF PURCHASING TO REQUEST OVERSIGHT OF A CONTRACT BETWEEN THE COUNTY OF NASSAU ACTING ON BEHALF OF VARIOUS NASSAU COUNTY DEPARTMENTS AND HVAC INC. A-4-16
B-4-16	PW	R	<u>RESOLUTION NO. -2017</u> A RESOLUTION AUTHORIZING THE COUNTY EXECUTIVE TO AWARD AND EXECUTE A CONTRACT BETWEEN THE COUNTY OF NASSAU ACTING ON BEHALF OF THE NASSAU COUNTY DEPARTMENT OF PUBLIC WORKS AND R.J. INDUSTRIES, INC. B-4-16

Clerk Item No.	Proposed By	Assigned To	<u>Summary</u>
E-132-17	OMB	R	<u>RESOLUTION NO. -2017</u> A RESOLUTION AUTHORIZING THE COUNTY OF NASSAU, ACTING ON BEHALF OF THE OFFICE OF MANAGEMENT AND BUDGET, TO PROCEED WITH KPMG LLP ON TASKS II, III, AND IV AS SET FORTH IN COUNTY CONTRACT NUMBER CQBU16000005. E-132-17
E-160-17	IT	R	<u>RESOLUTION NO. -2017</u> A RESOLUTION AUTHORIZING THE COUNTY EXECUTIVE TO EXECUTE AN AMENDMENT TO A PERSONAL SERVICES AGREEMENT BETWEEN THE COUNTY OF NASSAU, ACTING ON BEHALF OF THE DEPARTMENT OF INFORMATION TECHNOLOGY AND LOCALITY MEDIA, INC. E-160-17
E-162-17	IT	R	<u>RESOLUTION NO. -2017</u> A RESOLUTION AUTHORIZING THE COUNTY EXECUTIVE TO EXECUTE AN AMENDMENT TO A PERSONAL SERVICES AGREEMENT BETWEEN THE COUNTY OF NASSAU, ACTING ON BEHALF OF THE NASSAU COUNTY DEPARTMENT OF INFORMATION TECHNOLOGY AND SVAM INTERNATIONAL, INC. E-162-17
E-163-17	DA	R	<u>RESOLUTION NO. -2017</u> A RESOLUTION AUTHORIZING THE COUNTY EXECUTIVE TO EXECUTE A PERSONAL SERVICES AGREEMENT BETWEEN THE COUNTY OF NASSAU, ACTING ON BEHALF OF THE NASSAU COUNTY DISTRICT ATTORNEY’S OFFICE AND ACISS SYSTEMS, INC. E-163-17



County

A-19-17 Nassau

Office of Purchasing

Staff Summary A-19-2017

Subject: Expansion & Support for Key Case Management (RQIT17000083)

Department:
Office of PurchasingDepartment Head Name:
Eric C. NaughtonDepartment Head Signature

Date:

March 27, 2017

Vendor Name:

Infosys International Inc.

Contract Number

A-19-2017

Contract Manager Name

Timothy Funaro

Proposed Legislative Action

	To	Date	Approval	Info	Other
	Assgn Comm				
	Rules Comm				
	Full Leg				

Internal Approvals

Date & Init.	Approval	Date & Init.	Approval
	Dept. Head	6/26/17	Counsel to C.E.
	Budget	6/1/17	County Atty.
6/2/17	Deputy C.E.		County Exec.

Narrative

Purpose: To authorize and award a purchase order for Expansion & Support for Key Case Management to Infosys International Inc., being made under General Services Administration (GSA) Contract GS-35F-0273V. Purchases for Information Technology and Law Enforcement off GSA contracts are excluded from competitive bidding pursuant to the Nassau County Procurement Policy since this is a purchase through the Federal Government's GSA contract.

Discussion: This purchase is to provide functionality for the Department of Social Services (DSS) and to add support for five (5) additional Health and Human Services agencies. This order will be for two programmer analysts for thirty-five (35) hours a week for forty-two (42) weeks to provide expansion and support for the Key Case Management system that DSS relies upon. This system has been in place with this vendor since 2010.

Impact on Funding: The cost is Four Hundred Eighty-Eight Thousand Forty Dollars (488,040.00) from general funds.

Recommendation: Purchasing recommends awarding a purchase order to Infosys International Inc.

APPROVED:

PURCHASING SECTION

RECEIVED: 6/2/17

2017 JUN 21 12:58

NASSAU COUNTY

COUNTY OF NASSAU
INTER – DEPARTMENTAL MEMO

TO: CLERK OF THE COUNTY LEGISLATURE

A-19-2017

FROM: ERIC NAUGHTON, DEPUTY COUNTY EXECUTIVE-FINANCE

DATE: May 15, 2017

SUBJECT: RESOLUTION-NASSAU COUNTY INFORMATION TECHNOLOGY

THIS RESOLUTION IS RECOMMENDED BY THE DIRECTOR, OFFICE OF PURCHASING TO AUTHORIZE AN AWARD AND TO EXECUTE A PURCHASE ORDER IN THE AMOUNT OF FOUR HUNDRED EIGHTY-EIGHT THOUSAND FORTY DOLLARS (\$488,040.00) ON BEHALF OF NASSAU COUNTY INFORMATION TECHNOLOGY TO INFOSYS INTERNATIONAL INC. TO PROVIDE EXPANSION & SUPPORT FOR KEY CASE MANAGEMENT FOR NASSAU COUNTY INFORMATION TECHNOLOGY.

THE ABOVE DESCRIBED DOCUMENT ATTACHED HERETO IS FORWARDED FOR YOUR REVIEW AND APPROVAL AND SUBSEQUENT TRANSMITTAL TO THE RULES COMMITTEE FOR INCLUSION IN ITS AGENDA.


ERIC NAUGHTON
DEPUTY COUNTY EXECUTIVE-FINANCE

MS: br

ENCL: (1) STAFF SUMMARY
(2) DISCLOSURE STATEMENT
(3) RESOLUTION
(4) ?
(5) ?
(6) CERTIFICATE OF LIABILITY INSURANCE
(7) RECOMMENDATION OF AWARD
(8) POLITICAL CONTRIBUTION FORM



A RESOLUTION AUTHORIZING THE DIRECTOR OF NASSAU COUNTY OFFICE OF PURCHASING TO AWARD AND EXECUTE A CONTRACT BETWEEN THE COUNTY OF NASSAU ACTING ON BEHALF OF THE NASSAU COUNTY INFORMATION TECHNOLOGY DEPARTMENT AND INFOSYS INTERNATIONAL INC.

WHEREAS, the Director is representing to the Rules Committee that the firm, INFOSYS INTERNATIONAL INC., being made under a General Services Administration (GSA) contract is excluded from competitive bidding pursuant to the Nassau County procurement policy and meets all specifications for the product described in the said contract as determined by the Director of the Office of Purchasing.

RESOLVED, that the Rules Committee of the Nassau County Legislature authorizes the Director, Office of Purchasing to award and execute the said Purchase Order with INFOSYS INTERNATIONAL INC.



COUNTY OF NASSAU

POLITICAL CAMPAIGN CONTRIBUTION DISCLOSURE FORM

1. Has the vendor or any corporate officers of the vendor provided campaign contributions pursuant to the New York State Election Law in (a) the period beginning April 1, 2016 and ending on the date of this disclosure, or (b), beginning April 1, 2018, the period beginning two years prior to the date of this disclosure and ending on the date of this disclosure, to the campaign committees of any of the following Nassau County elected officials or to the campaign committees of any candidates for any of the following Nassau County elected offices: the County Executive, the County Clerk, the Comptroller, the District Attorney, or any County Legislator? If yes, to what campaign committee?

2015 CONTRIBUTION OF \$1500 PAID TO "FRIENDS
OF ED. MANGANO" WAS CARRIED FORWARD TO
2016. IT WAS CONSIDERED ONLY IN 2016.

2. VERIFICATION: This section must be signed by a principal of the consultant, contractor or Vendor authorized as a signatory of the firm for the purpose of executing Contracts.

The undersigned affirms and so swears that he/she has read and understood the foregoing statements and they are, to his/her knowledge, true and accurate.

The undersigned further certifies and affirms that the contribution(s) to the campaign committees identified above were made freely and without duress, threat or any promise of a governmental benefit or in exchange for any benefit or remuneration.

Dated: 5/10/17

Vendor: INFOSYS INTERNATIONAL INC.

Signed: [Signature]

Print Name: RAJ NEHTA

Title: CEO



COUNTY OF NASSAU

LOBBYIST REGISTRATION AND DISCLOSURE FORM

1. Name, address and telephone number of lobbyist(s)/lobbying organization. The term "lobbyist" means any and every person or organization retained, employed or designated by any client to influence - or promote a matter before - Nassau County, its agencies, boards, commissions, department heads, legislators or committees, including but not limited to the Open Space and Parks Advisory Committee and Planning Commission. Such matters include, but are not limited to, requests for proposals, development or improvement of real property subject to County regulation, procurements. The term "lobbyist" does not include any officer, director, trustee, employee, counsel or agent of the County of Nassau, or State of New York, when discharging his or her official duties.

NONE

2. List whether and where the person/organization is registered as a lobbyist (e.g., Nassau County, New York State):

NONE

3. Name, address and telephone number of client(s) by whom, or on whose behalf, the lobbyist is retained, employed or designated:

NONE

4. Describe lobbying activity conducted, or to be conducted, in Nassau County, and identify client(s) for each activity listed. See page 4 for a complete description of lobbying activities.

NONE

5. The name of persons, organizations or governmental entities before whom the lobbyist expects to lobby

NONE

6. If such lobbyist is retained or employed pursuant to a written agreement of retainer or employment, you must attach a copy of such document; and if agreement of retainer or employment is oral, attach a written statement of the substance thereof. If the written agreement of retainer or employment does not contain a signed authorization from the client by whom you have been authorized to lobby, separately attach such a written authorization from the client.

7. During the previous year, has the lobbyist/lobbying organization or any of its corporate officers provided campaign contributions pursuant to the New York State Election Law to the campaign committees of any of the following Nassau County elected officials or to the campaign committees of any candidates for any of the following Nassau County elected offices: the County Executive, the County Clerk, the Comptroller, the District Attorney, or any County Legislator?

If yes, to what campaign committee? If none, you must so state:

NONE

I understand that copies of this form will be sent to the Nassau County Department of Information Technology ("IT") to be posted on the County's website.

I also understand that upon termination of retainer, employment or designation I must give written notice to the County Attorney within thirty (30) days of termination.

VERIFICATION: The undersigned affirms and so swears that he/she has read and understood the foregoing statements and they are, to his/her knowledge, true and accurate.

The undersigned further certifies and affirms that the contribution(s) to the campaign committees listed above were made freely and without duress, threat or any promise of a governmental benefit or in exchange for any benefit or remuneration.

Dated: 5/10/17

Signed: 

Print Name: RAJ MENON

Title: CEO

The term lobbying shall mean any attempt to influence: any determination made by the Nassau County Legislature, or any member thereof, with respect to the introduction, passage, defeat, or substance of any local legislation or resolution; any determination by the County Executive to support, oppose, approve or disapprove any local legislation or resolution, whether or not such legislation has been introduced in the County Legislature; any determination by an elected County official or an officer or employee of the County with respect to the procurement of goods, services or construction, including the preparation of contract specifications, including but not limited to the preparation of requests for proposals, or solicitation, award or administration of a contract or with respect to the solicitation, award or administration of a grant, loan, or agreement involving the disbursement of public monies; any determination made by the County Executive, County Legislature, or by the County of Nassau, its agencies, boards, commissions, department heads or committees, including but not limited to the Open Space and Parks Advisory Committee, the Planning Commission, with respect to the zoning, use, development or improvement of real property subject to County regulation, or any agencies, boards, commissions, department heads or committees with respect to requests for proposals, bidding, procurement or contracting for services for the County; any determination made by an elected county official or an officer or employee of the county with respect to the terms of the acquisition or disposition by the county of any interest in real property, with respect to a license or permit for the use of real property of or by the county, or with respect to a franchise, concession or revocable consent; the proposal, adoption, amendment or rejection by an agency of any rule having the force and effect of law; the decision to hold, timing or outcome of any rate making proceeding before an agency; the agenda or any determination of a board or commission; any determination regarding the calendaring or scope of any legislature oversight hearing; the issuance, repeal, modification or substance of a County Executive Order; or any determination made by an elected county official or an officer or employee of the county to support or oppose any state or federal legislation, rule or regulation, including any determination made to support or oppose that is contingent on any amendment of such legislation, rule or regulation, whether or not such legislation has been formally introduced and whether or not such rule or regulation has been formally proposed.

The term "lobbying" or "lobbying activities" does not include: Persons engaged in drafting legislation, rules, regulations or rates; persons advising clients and rendering opinions on proposed legislation, rules, regulations or rates, where such professional services are not otherwise connected with legislative or executive action on such legislation or administrative action on such rules, regulations or rates; newspapers and other periodicals and radio and television stations and owners and employees thereof, provided that their activities in connection with proposed legislation, rules, regulations or rates are limited to the publication or broadcast of news items, editorials or other comment, or paid advertisements; persons who participate as witnesses, attorneys or other representatives in public rule-making or rate-making proceedings of a County agency, with respect to all participation by such persons which is part of the public record thereof and all preparation by such persons for such participation; persons who attempt to influence a County agency in an adjudicatory proceeding, as defined by § 102 of the New York State Administrative Procedure Act.

PRINCIPAL QUESTIONNAIRE FORM

All questions on these questionnaires must be answered by all officers and any individuals who hold a ten percent (10%) or greater ownership interest in the proposer. Answers typewritten or printed in ink. If you need more space to answer any question, make as many photocopies of the appropriate page(s) as necessary and attach them to the questionnaire.

COMPLETE THIS QUESTIONNAIRE CAREFULLY AND COMPLETELY. FAILURE TO SUBMIT A COMPLETE QUESTIONNAIRE MAY MEAN THAT YOUR BID OR PROPOSAL WILL BE REJECTED AS NON-RESPONSIVE AND IT WILL NOT BE CONSIDERED FOR AWARD

1. Principal Name RAJ MEHTA
Date of birth 5/6/55
Home address 321 STONYTOWN RD
City/state/zip MANHASSET, NY 11030
Business address 110 TERMINAL DR
City/state/zip PLAINVIEW, NY 11803
Telephone 516-576-9494
Other present address(es) NONE
City/state/zip —
Telephone —
List of other addresses and telephone numbers attached
2. Positions held in submitting business and starting date of each (check all applicable)
President 5/3/90 Treasurer 5/3/90
Chairman of Board 5/3/90 Shareholder 5/3/90
Chief Exec. Officer 5/3/90 Secretary 5/3/90
Chief Financial Officer 5/3/90 Partner 1/1/
Vice President 1/1/ 1/1/
(Other)
3. Do you have an equity interest in the business submitting the questionnaire?
YES X NO — If Yes, provide details. 100% SHARE HOLDER
4. Are there any outstanding loans, guarantees or any other form of security or lease or any other type of contribution made in whole or in part between you and the business submitting the questionnaire?
YES — NO X If Yes, provide details.
5. Within the past 3 years, have you been a principal owner or officer of any business or not-for-profit organization other than the one submitting the questionnaire? YES X NO —; If Yes, provide details.
PRESIDENT OF RBM TECHCENTER INC.
6. Has any governmental entity awarded any contracts to a business or organization listed in Section 5 in the past 3 years while you were a principal owner or officer? YES — NO X If Yes, provide details.

NOTE: An affirmative answer is required below whether the sanction arose automatically, by operation of law, or as a result of any action taken by a government agency.
Provide a detailed response to all questions checked "YES". If you need more space, photocopy the appropriate page and attach it to the questionnaire.

7. In the past (5) years, have you and/or any affiliated businesses or not-for-profit organizations listed in Section 5 in which you have been a principal owner or officer:
- a. Been debarred by any government agency from entering into contracts with that agency?
YES _____ NO X If Yes, provide details for each such instance.
 - b. Been declared in default and/or terminated for cause on any contract, and/or had any contracts cancelled for cause? YES _____ NO X If Yes, provide details for each such instance.
 - c. Been denied the award of a contract and/or the opportunity to bid on a contract, including, but not limited to, failure to meet pre-qualification standards? YES _____ NO X If Yes, provide details for each such instance.
 - d. Been suspended by any government agency from entering into any contract with it; and/or is any action pending that could formally debar or otherwise affect such business's ability to bid or propose on contract? YES _____ NO X If Yes, provide details for each such instance.
8. Have any of the businesses or organizations listed in response to Question 5 filed a bankruptcy petition and/or been the subject of involuntary bankruptcy proceedings during the past 7 years, and/or for any portion of the last 7 year period, been in a state of bankruptcy as a result of bankruptcy proceedings initiated more than 7 years ago and/or is any such business now the subject of any pending bankruptcy proceedings, whenever initiated? If 'Yes', provide details for each such instance. (Provide a detailed response to all questions checked "YES". If you need more space, photocopy the appropriate page and attach it to the questionnaire.) NO
- a) Is there any felony charge pending against you? YES _____ NO X If Yes, provide details for each such charge.
 - b) Is there any misdemeanor charge pending against you? YES _____ NO X If Yes, provide details for each such charge.
 - c) Is there any administrative charge pending against you? YES _____ NO X If Yes, provide details for each such charge.
 - d) In the past 10 years, have you been convicted, after trial or by plea, of any felony, or of any other crime, an element of which relates to truthfulness or the underlying facts of which related to the conduct of business? YES _____ NO X If Yes, provide details for each such conviction.
 - e) In the past 5 years, have you been convicted, after trial or by plea, of a misdemeanor?
YES _____ NO X If Yes, provide details for each such conviction.
 - f) In the past 5 years, have you been found in violation of any administrative or statutory charges?
YES _____ NO X If Yes, provide details for each such occurrence.

9. In addition to the information provided in response to the previous questions, in the past 5 years, have you been the subject of a criminal investigation and/or a civil anti-trust investigation by any federal, state or local prosecuting or investigative agency and/or the subject of an investigation where such investigation was related to activities performed at, for, or on behalf of the submitting business entity and/or an affiliated business listed in response to Question 5? YES ____ NO X If Yes, provide details for each such investigation.
10. In addition to the information provided, in the past 5 years has any business or organization listed in response to Question 5, been the subject of a criminal investigation and/or a civil anti-trust investigation and/or any other type of investigation by any government agency, including but not limited to federal, state, and local regulatory agencies while you were a principal owner or officer? YES ____ NO X If Yes; provide details for each such investigation.
11. In the past 5 years, have you or this business, or any other affiliated business listed in response to Question 5 had any sanction imposed as a result of judicial or administrative proceedings with respect to any professional license held? YES ____ NO X If Yes; provide details for each such instance.
12. For the past 5 tax years, have you failed to file any required tax returns or failed to pay any applicable federal, state or local taxes or other assessed charges, including but not limited to water and sewer charges? YES ____ NO X If Yes, provide details for each such year.

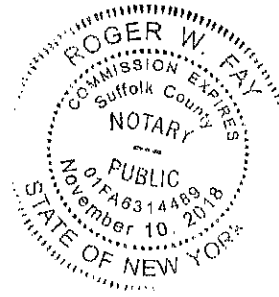
CERTIFICATION

A MATERIALLY FALSE STATEMENT WILLFULLY OR FRAUDULENTLY MADE IN CONNECTION WITH THIS QUESTIONNAIRE MAY RESULT IN RENDERING THE SUBMITTING BUSINESS ENTITY NOT RESPONSIBLE WITH RESPECT TO THE PRESENT BID OR FUTURE BIDS, AND, IN ADDITION, MAY SUBJECT THE PERSON MAKING THE FALSE STATEMENT TO CRIMINAL CHARGES.

I, RAJ MEHTA, being duly sworn, state that I have read and understand all the items contained in the foregoing pages of this questionnaire and the following pages of attachments; that I supplied full and complete answers to each item therein to the best of my knowledge, information and belief; that I will notify the County in writing of any change in circumstances occurring after the submission of this questionnaire and before the execution of the contract; and that all information supplied by me is true to the best of my knowledge, information and belief. I understand that the County will rely on the information supplied in this questionnaire as additional inducement to enter into a contract with the submitting business entity.

Sworn to before me this 10 day of MAY 2017

Notary Public



INFOSYS INTERNATIONAL INC.

Name of submitting business

RAJ MEHTA

Print name

Signature

CEO

Title

5 / 10 / 17

Business History Form

The contract shall be awarded to the responsible proposer who, at the discretion of the County, taking into consideration the reliability of the proposer and the capacity of the proposer to perform the services required by the County, offers the best value to the County and who will best promote the public interest.

In addition to the submission of proposals, each proposer shall complete and submit this questionnaire. The questionnaire shall be filled out by the owner of a sole proprietorship or by an authorized representative of the firm, corporation or partnership submitting the Proposal.

NOTE: All questions require a response, even if response is "none" or "not-applicable."
No blanks.

(USE ADDITIONAL SHEETS IF NECESSARY TO FULLY ANSWER THE FOLLOWING QUESTIONS).

Date: 5/10/17

- 1) Proposer's Legal Name: INFOSYS INTERNATIONAL, INC.
110 TERMINAL DRIVE
2) Address of Place of Business: PLAINVIEW, NY 11803

List all other business addresses used within last five years:

3) Mailing Address (if different): _____

Phone: 516-576-9494

Does the business own or rent its facilities? OWN

4) Dun and Bradstreet number: 611764069

5) Federal I.D. Number: 113013325

6) The proposer is a (check one): Corporation Sole Proprietorship X Partnership X
Other (Describe) _____

7) Does this business share office space, staff, or equipment expenses with any other business?

Yes _____ No X If Yes, please provide details: _____

8) Does this business control one or more other businesses? Yes _____ No X If Yes, please provide details: _____

9) Does this business have one or more affiliates, and/or is it a subsidiary of, or controlled by, any other business? Yes ___ No X If Yes, provide details, _____

10) Has the proposer ever had a bond or surety cancelled or forfeited, or a contract with Nassau County or any other government entity terminated? Yes ___ No X If Yes, state the name of bonding agency, (if a bond), date, amount of bond and reason for such cancellation or forfeiture; or details regarding the termination (if a contract). _____

11) Has the proposer, during the past seven years, been declared bankrupt? Yes ___ No X If Yes, state date, court jurisdiction, amount of liabilities and amount of assets _____

12) In the past five years, has this business and/or any of its owners and/or officers and/or any affiliated business, been the subject of a criminal investigation and/or a civil anti-trust investigation by any federal, state or local prosecuting or investigative agency? And/or, in the past 5 years, have any owner and/or officer of any affiliated business been the subject of a criminal investigation and/or a civil anti-trust investigation by any federal, state or local prosecuting or investigative agency, where such investigation was related to activities performed at, for, or on behalf of an affiliated business. Yes ___ No X If Yes, provide details for each such investigation. _____

13) In the past 5 years, has this business and/or any of its owners and/or officers and/or any affiliated business been the subject of an investigation by any government agency, including but not limited to federal, state and local regulatory agencies? And/or, in the past 5 years, has any owner and/or officer of an affiliated business been the subject of an investigation by any government agency, including but not limited to federal, state and local regulatory agencies, for matters pertaining to that individual's position at or relationship to an affiliated business. Yes ___ No X If Yes, provide details for each such investigation. _____

14) Has any current or former director, owner or officer or managerial employee of this business had, either before or during such person's employment, or since such employment if the charges pertained to events that allegedly occurred during the time of employment by the submitting business, and allegedly related to the conduct of that business:

a) Any felony charge pending? Yes ___ No X If Yes, provide details for each such charge. _____

b) Any misdemeanor charge pending? Yes ___ No X If Yes, provide details for each such charge. _____

c) In the past 10 years, you been convicted, after trial or by plea, of any felony and/or any other crime, an element of which relates to truthfulness or the underlying facts of which related to the conduct of business? Yes ___ No X

If Yes, provide details for each such conviction _____

d) In the past 5 years, been convicted, after trial or by plea, of a misdemeanor? Yes ____ No X If Yes, provide details for each such conviction. _____

e) In the past 5 years, been found in violation of any administrative, statutory, or regulatory provisions? Yes ____ No X If Yes, provide details for each such occurrence. _____

15) In the past (5) years, has this business or any of its owners or officers, or any other affiliated business had any sanction imposed as a result of judicial or administrative proceedings with respect to any professional license held? Yes ____ No X; If Yes, provide details for each such instance. _____

16) For the past (5) tax years, has this business failed to file any required tax returns or failed to pay any applicable federal, state or local taxes or other assessed charges, including but not limited to water and sewer charges? Yes ____ No X If Yes, provide details for each such year. Provide a detailed response to all questions checked 'YES'. If you need more space, photocopy the appropriate page and attach it to the questionnaire. _____

Provide a detailed response to all questions checked "YES". If you need more space, photocopy the appropriate page and attach it to the questionnaire.

17) Conflict of Interest:

a) Please disclose any conflicts of interest as outlined below. NOTE: If no conflicts exist, please expressly state "No conflict exists."

(i) Any material financial relationships that your firm or any firm employee has that may create a conflict of interest or the appearance of a conflict of interest in acting on behalf of Nassau County.

NO CONFLICT EXIST

(ii) Any family relationship that any employee of your firm has with any County public servant that may create a conflict of interest or the appearance of a conflict of interest in acting on behalf of Nassau County.

NO

(iii) Any other matter that your firm believes may create a conflict of interest or the appearance of a conflict of interest in acting on behalf of Nassau County.

NO

b) Please describe any procedures your firm has, or would adopt, to assure the County that a conflict of interest would not exist for your firm in the future.

CONTINUOUS MONITORING, AND IF A CONFLICT OF INTEREST OR QUESTION OF A CONFLICT OF INTEREST ARISES, OUR POLICY IS TO CONTACT COUNTY ATTORNEY FOR A DETERMINATION.

- A. Include a resume or detailed description of the Proposer's professional qualifications, demonstrating extensive experience in your profession. Any prior similar experiences, and the results of these experiences, must be identified.

Should the proposer be other than an individual, the Proposal **MUST** include:

- i) Date of formation;
- ii) Name, addresses, and position of all persons having a financial interest in the company, including shareholders, members, general or limited partner;
- iii) Name, address and position of all officers and directors of the company;
- iv) State of Incorporation (if applicable);
- v) The number of employees in the firm;
- vi) Annual revenue of firm;
- vii) Summary of relevant accomplishments
- viii) Copies of all state and local licenses and permits.

SEE
ATTACHMENT

- B. Indicate number of years in business.
- C. Provide any other information which would be appropriate and helpful in determining the Proposer's capacity and reliability to perform these services.
- D. Provide names and addresses for no fewer than three references for whom the Proposer has provided similar services or who are qualified to evaluate the Proposer's capability to perform this work.

Company MTA

Contact Person PIERRE BERNARD

Address 333 W. 34TH ST, NEW YORK, NY 10003

City/State _____

Telephone 646-376-0444

Fax # _____

E-Mail Address PBERNARD@MTABSC.ORG

Company ULSTER COUNTY
Contact Person ROBERT SUDLOW
Address 244 FAIR ST
City/State KINSTON, NY 12402
Telephone 845-340-3633
Fax # _____
E-Mail Address RSUDLOW @ CO. ULSTER. NY. US

Company EASTER BOCES
Contact Person CAROL BROWN
Address 350 MARINA AVE
City/State BELLPORT, NY 11713
Telephone 631-286-6989
Fax # _____
E-Mail Address CBROWN @ EB BOCES. ORG

ATTACHMENT :

Date of Formation:	05/03/1990
Share holders:	RAJ Mehta 321 Stonytown Road Manhasset, NY 11030 Title: CEO 100% Shareholder.
State of Incorporation:	New York
No. of Employees:	40
Annual Revenue:	5,000,000
Summary of relevant accomplishment:	Brochure enclosed
Copies of state and local licenses and permits:	None



Federal Government

7A National Guards
 7A Trans Air Force Base
 7B Brooklyn National Law
 7B Defense Legislative Agency
 7B Department of Energy
 7B Randolph Air Force Base
 7B US Army
 7B US Navy

State Government

State of Delaware
State of Maryland
State of New York
NYS MTA - all agencies
NYS OIDA
NYS ODES
NYS CO
NYS COH
NYS OMH
NYS OSC
SUNY
NYPA

Local Government

Nassau County
Suffolk County
Ulster County
Westchester County

Large Corporate

[illegible]

Other Organizations

ANSI
Astoria Federal Savings & Loan
Benton Blakely
Cable Locust
NYCH Health Hospital Corporation
HSBC
KLI in Securities
Penton Systems
Wadsworth Business Services
Women's Sports Foundation

Infosys International – over 31 years

Since 1986, Infosys International, Inc. has built a solid reputation as a business and information technology consulting company, serving federal, state and local government agencies, as well as commercial companies, educational institutions and non-profit organizations. We provide business and information technology consulting, application development, systems integration and network management services and web-based software products as a NYE ESD certified minority business enterprise (MBE) and USDOT/NYSDD certified disadvantaged business enterprise (DBE).

Infosys owns its 14,000-square-foot headquarters in Plainville, Long Island, conveniently located adjacent to Long Island Expressway at Exit 46. With our highly skilled and experienced staff, we deliver exceptional services and products to our national and international clients from this facility.

Our excellent past performance record has established Infosys International as a prominent company in the IT field. Infosys has been featured extensively over the years in newspaper articles and TV news programs, enabling the company to play a significant role in shaping the regional technology industry.

Hospitals

What Infosys Can Do for Your Hospital

Infosys can assist your organization in determining and implementing the products that fit your needs.

We can offer services in the following fields:

- 1) Data Analytics -- Population Health Management
- 2) Remote System and Patient Monitoring
- 3) EMR and EHR
- 4) Mobile App Development
- 5) Peoplesoft Implementation since 1996

Steps in Providing These Services

- 1) Assess current financial and technical infrastructure
- 2) Map out an implementation plan
- 3) Select or upgrade client to appropriate technology
- 4) Implement technology, including staff training
- 5) Provide post-implementation support

PUBLIC SERVICE – “INTERVIEWS THAT MATTER” youtube.com/infosysinternational

With 29 years of success, our CEO, Raj Mehta, who had been actively involved in local communities, created a cable/YouTube public service, "Interviews that Matter," to give back to the public. Weekly, Mr. Mehta interviews public officials as well as major corporate and non-profit CEO's to give viewers important public information.

The show includes both state and community leaders, ranging from officials Peter King, Michelle Schimel, and Steve Israel to MTA's Department of Diversity Chairman, Michael Garner and local County leaders like Rob Astorino (Westchester), Ed Mangano (Nassau), and Richard Schaffer, Suffolk Democratic Chairman.

Also, Chairman of the largest US healthcare organization, **Michael Dowling** of North Shore/Long Island Jewish HealthCare, Dr. **Victor F. Politi**, President and CEO of the NuHealth System, and **Stanley Bergman**, CEO of one of the area's largest corporations, **Henry Scheln**.

Infosys International, Inc.

Terminal Drive, Plainville, NY 11803

Phone: (800) 941-1401 Ext. 3300 Fax: (516) 676-9499

sales@infosysinternational.com

www.infosysinternational.com

Minority Certifications

Small Business Administration (SBA)
 Small Disadvantaged Business (SDB)
 Small Business Development
 Minority Business Enterprise (MBE)
 New York County
 Minority Business Enterprise (MBE)
 New Jersey
 Minority Business Enterprise (MBE)
 New York and Westchester County
 Minority Business Enterprise
 New York Authority of NY&NJ
 Minority Business Enterprise (MBE)
 New York Department of Transportation
 Minority Business Enterprise (MBE)
 New York Department of General Services
 Minority Business Enterprise (MBE)

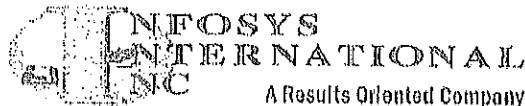


GSA Schedule
 Contract GS-35F-0273V



Infosys International, Inc.
 Headquarters in
 Plainville, New York

Infosys International, Inc.
 110 Terminal Drive
 Plainville, NY 11803
 Phone: (610) 941-1401 Ext. 3300
 Fax: (610) 676-9409
 Email: info@infosysinternational.com
 Website: www.infosysinternational.com



A Results Oriented Company

Services

Since 1986, we have helped our clients grow through the generations of information technology change, from mainframe applications, through client/server applications to today's web-based and mobile applications.

Today, Infosys International is continuously developing and deploying its capacity to provide the right people, services and products to our clients. The integrated services we offer to our clients are:

- Information Technology Business Assessments
- Mainframe/COBOL Migration and Applications Modernization
- Software Development/Integration
- Mobile Applications
- Enterprise Software Implementation (SAP, PeopleSoft)
- Database & Network Management
- Web-Based Solutions/Drupal CMS
- IT Staffing - Full Time/Consulting

Microsoft
 Business
 Solutions



Products



- Infosys Eyes Mobile App
- Content Management System for Intranets (iIntranet)
- CRM for Non-Profits (BluePearl)
- Online Time Tracking (i-Timesheet.com)
- Biometric Security and Identification

Achievements

- 2014 Top LISTnet Software Award - Infosys Eyes Mobile App
- 2011 Top Ten Asian American Business Awards Winner
- CEO Raj Mehta selected in 50 most influential minority business owners in the Country
- Top Software Winner - Long Island Software Awards
- Award of Appreciation from Press Club of Long Island
- Fastest growing software company on Long Island for two consecutive years
- INC 500 company



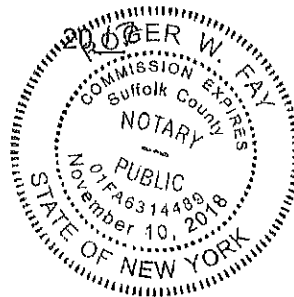
CERTIFICATION

A MATERIALLY FALSE STATEMENT WILLFULLY OR FRAUDULENTLY MADE IN CONNECTION WITH THIS QUESTIONNAIRE MAY RESULT IN RENDERING THE SUBMITTING BUSINESS ENTITY NOT RESPONSIBLE WITH RESPECT TO THE PRESENT BID OR FUTURE BIDS, AND, IN ADDITION, MAY SUBJECT THE PERSON MAKING THE FALSE STATEMENT TO CRIMINAL CHARGES.

I, RAJ MEHTA, being duly sworn, state that I have read and understand all the items contained in the foregoing pages of this questionnaire and the following pages of attachments; that I supplied full and complete answers to each item therein to the best of my knowledge, information and belief; that I will notify the County in writing of any change in circumstances occurring after the submission of this questionnaire and before the execution of the contract; and that all information supplied by me is true to the best of my knowledge, information and belief. I understand that the County will rely on the information supplied in this questionnaire as additional inducement to enter into a contract with the submitting business entity.

Sworn to before me this 10 day of MAY

Notary Public



Name of submitting business:

INFOSYS INTERNATIONAL INC.

By:

RAJ MEHTA

Print name

Signature

CEO

Title

5 / 10 / 17

Date

COUNTY OF NASSAU
CONSULTANT'S, CONTRACTOR'S AND VENDOR'S DISCLOSURE FORM

1. Name of the Entity: INFOSYS INTERNATIONAL, INC.
Address: 110 TERMINAL DRIVE
PLAINVIEW, NY 11803

City, State and Zip Code: _____

2. Entity's Vendor Identification Number: _____

3. Type of Business: ☐ Public Corp ☐ Partnership ☐ Joint Venture

☐ Ltd. Liability Co ☒ Closely Held Corp ☐ Other (specify)

4. List names and addresses of all principals; that is, all individuals serving on the Board of Directors or comparable body, all partners and limited partners, all corporate officers, all parties of Joint Ventures, and all members and officers of limited liability companies (attach additional sheets if necessary):

RAJ MEHTA

321 STONYTOWN RD

MANHASSET, NY 11030

5. List names and addresses of all shareholders, members, or partners of the firm. If the shareholder is not an individual, list the individual shareholders/partners/members. If a Publicly held Corporation, include a copy of the 10K in lieu of completing this section.

RAJ MEHTA

321 STONYTOWN RD

MANHASSET, NY 11030

6. List all affiliated and related companies and their relationship to the firm entered on line 1. above (If none, enter "None"). Attach a separate disclosure form for each affiliated or subsidiary company that may take part in the performance of this contract. Such disclosure shall be updated to include affiliated or subsidiary companies not previously disclosed that participate in the performance of the contract.

RBM TECH CENTER INC.

321 STONYTOWN RD

MANHASSET, NY 11030

(WILL NOT TAKE PART IN THE PERFORMANCE OF THIS CONTRACT)

7. List all lobbyists whose services were utilized at any stage in this matter (i.e., pre-bid, bid, post-bid, etc.). If none, enter "None." The term "lobbyist" means any and every person or organization retained, employed or designated by any client to influence - or promote a matter before - Nassau County, its agencies, boards, commissions, department heads, legislators or committees, including but not limited to the Open Space and Parks Advisory Committee and Planning Commission. Such matters include, but are not limited to, requests for proposals, development or improvement of real property subject to County regulation, procurements. The term "lobbyist" does not include any officer, director, trustee, employee, counsel or agent of the County of Nassau, or State of New York, when discharging his or her official duties.

(a) Name, title, business address and telephone number of lobbyist(s):

NONE

(b) Describe lobbying activity of each lobbyist. See page 4 of 4 for a complete description of lobbying activities.

NONE


(c) List whether and where the person/organization is registered as a lobbyist (e.g., Nassau County, New York State):

NONE

8. VERIFICATION: This section must be signed by a principal of the consultant, contractor or Vendor authorized as a signatory of the firm for the purpose of executing Contracts.

The undersigned affirms and so swears that he/she has read and understood the foregoing statements and they are, to his/her knowledge, true and accurate.

Dated: 5/10/17

Signed: 

Print Name: RAJ MEHTA

Title: CEO

The term lobbying shall mean any attempt to influence: any determination made by the Nassau County Legislature, or any member thereof, with respect to the introduction, passage, defeat, or substance of any local legislation or resolution; any determination by the County Executive to support, oppose, approve or disapprove any local legislation or resolution, whether or not such legislation has been introduced in the County Legislature; any determination by an elected County official or an officer or employee of the County with respect to the procurement of goods, services or construction, including the preparation of contract specifications, including by not limited to the preparation of requests for proposals, or solicitation, award or administration of a contract or with respect to the solicitation, award or administration of a grant, loan, or agreement involving the disbursement of public monies; any determination made by the County Executive, County Legislature, or by the County of Nassau, its agencies, boards, commissions, department heads or committees, including but not limited to the Open Space and Parks Advisory Committee, the Planning Commission, with respect to the zoning, use, development or improvement of real property subject to County regulation, or any agencies, boards, commissions, department heads or committees with respect to requests for proposals, bidding, procurement or contracting for services for the County; any determination made by an elected county official or an officer or employee of the county with respect to the terms of the acquisition or disposition by the county of any interest in real property, with respect to a license or permit for the use of real property of or by the county, or with respect to a franchise, concession or revocable consent; the proposal, adoption, amendment or rejection by an agency of any rule having the force and effect of law; the decision to hold, timing or outcome of any rate making proceeding before an agency; the agenda or any determination of a board or commission;

any determination regarding the calendaring or scope of any legislature oversight hearing;

the issuance, repeal, modification or substance of a County Executive Order; or any determination made by an elected county official or an officer or employee of the county to support or oppose any state or federal legislation, rule or regulation, including any determination made to support or oppose that is contingent on any amendment of such legislation, rule or regulation, whether or not such legislation has been formally introduced and whether or not such rule or regulation has been formally proposed.

A-19-2017

REQUISITION

RQIT17000083 27/MAR/2017

VENDOR:
INFOSYS INTERNATIONAL INC.
110 TERMINAL DRIVE

PLAINVIEW NY 11803

TEL: (516) 576-9494

FAX: (516) 576-9499

REQUISITIONER:

IT DEPARTMENT OF INFORMATION TECH
240 OLD COUNTRY ROAD
6TH FLOOR

MINEOLA NY 11501

S. BARNETT/SUSAN SALERNO (7-8366)

TEL: (516) 571-2233

FAX: (516) 571-3918

DANNY

DANNY@INFOSYSINTERNATIONAL.COM

ITEM	DESCRIPTION	QTY	U/M	UNIT COST	TOTAL
001	920-40	2,940.00	EA	166.0000	488,040.00
PROGRAMMING SERVICES, COMPUTER					
TO PROVIDE ADDITIONAL FUNCTIONALITY FOR THE DEPARTMENT OF SOCIAL SERVICES AND TO ADD SUPPORT FOR FIVE ADDITIONAL HHS AGENCIES.					
(SENIOR CITIZENS, YOUTH BOARD, CHEMICAL DEPENDENCY/MENTAL HEALTH, OFFICE OF THE PHYSICALLY CHALLENGED AND VETERANS SERVICES)					
.....					
2,940 HOURS @ \$166.00 PER HOUR = \$488,040.00					
2 PROGRAMMER ANALYSTS @ 166.00/HR X 35.00 HRS/WK X 42 WKS =					
\$488,040.00					
.....					
SENIOR ANALYST/PROGRAMMER - LEVEL 6 : MANOJ PATEL AND GEORGE GONSALVES					
.....					
BILL TO: I.T. ACCOUNTS PAYABLE					
240 OLD COUNTRY ROAD 6TH FL					
MINEOLA, NY 11501					
.....					
.....					

2 TECH
maintain computer
system at DSS.
in New York

USED
LAST YR.
LAST couple
YES

ESTIMATED TOTAL: 488,040.00

DSS TECH
SUPPORT DSS
Computer Data Center

REQUISITION

RQIT17000083 27/MAR/2017

VENDOR:

INFOSYS INTERNATIONAL INC.
110 TERMINAL DRIVE

PLAINVIEW NY 11803

TEL: (516) 576-9494

FAX: (516) 576-9499

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240 OLD COUNTRY ROAD
6TH FLOOR

MINEOLA NY 11501

S.BARNETT/SUSAN SALERNO (7-8366)

TEL: (516) 571-2233

FAX: (516) 571-3918

Infosys International Inc
 110 Terminal Drive
 Plainview NY 11803

Quote	0107
Date	1/17/2017
Page	1

Voice: (516) 576-9494 Ext. 3300
 Fax: (516) 576-9499

Quoted To:

Attn: Susan Barnett
 Nassau County Dept of IT
 240 Old Country Rd
 Mineola, NY 11501

Purchase Order No.	Customer ID	Salesperson ID	Terms	Due Date
	CIT		Net 30	
Description	UOM	Quantity	Unit Price	Amount
Senior Analyst/Programmer-Level 6 (GSA)				
Manoj Patel	Hr	1.00	\$166.00	\$166.00
George Gonsalves	Hr	1.00	\$166.00	\$166.00
Subtotal				\$332.00
Misc				\$0.00
Tax				\$0.00
Freight				\$0.00
Trade Discount				\$0.00
Total				\$332.00

scope changes, and financial, administrative, and technical issues and concerns raised by consultant staff or Requesting Agency; reports to lead contractor program manager, or directly, orally, or in writing, to a government manager or contract manager; acts as a technical authority for a design area, with experience in a special area, such as engineering project development from inception to deployment.

Senior Project Manager Level IV – Minimum of 10 years’ experience in overseeing medium to large scaled projects comprised of sub-projects and distinct deliverables, often comprising a program with multiple work streams; typically coordinates and delegates the assignments for the consultant project staff numbering over 30; focal point of contact for Requesting Agency regarding project status, meetings, reporting requirements, scope changes, and financial, administrative, and technical issues and concerns raised by consultant staff or Requesting Agency; reports to lead contractor program manager, or directly, orally, or in writing, to a government manager or contract manager; acts as a technical authority for a design area, with extensive experience in a special area, such as engineering project development from inception to deployment; has responsibility for managing very complex and/or high-risk projects.

SENIOR ANALYST/PROGRAMMER –

Minimum Experience Five (5) years of intensive and progressive experience in performing computer programming and systems analysis in information technology environments including contemporary computer hardware and programming languages.

Minimum Education Bachelor’s degree from an accredited college or university in Computer Science, a physical science, or a mathematics-intensive discipline or with a curriculum or major field of study which is closely related to the work to be performed. Master’s Degree may substitute for two years of general and specialized experience.

Range of Experience		In Years	
Level of Experience	General Experience	Special Experience	Hourly Rate(\$)
I	5	0	80.00
II	7	1	100.00
III	9	2	115.00
IV	10	3	120.00
V	12	4	151.00
VI	15	5	166.00

Functional Responsibility Performs systems analysis, design, integration, programming, documentation, and implementation of applications. Participates in all phases of software development with emphasis on the analysis, integration, programming, testing, documentation, and acceptances phase. Analyzes requirements; creates, designs, and develops requirements in required media; and provides program support, tests, debugs, and writes documentation as required. Provides user training for hardware/software products; identifies problems and effects resolution of hardware/software/network malfunctions.

Specific Senior Analyst/Programmer Requirements –



INFORMATION TECHNOLOGY SCHEDULE 70

General Purpose Commercial Information Technology Equipment,
Software and Services

Special Item Number **132-51** - Information Technology (IT) Professional Services



INFOSYS INTERNATIONAL INC.

110 Terminal Drive

Plainview, NY 11803

Phone: 516-576-9494 Ext.3300

<http://www.infosysinternational.com>

Contract Number: **GS-35F-0273V**

Period Covered by Contract: March 3, 2009 – March 2, 2019

General Services Administration
Federal Acquisition Service

LAST APPROVED MODIFICATION # PS-0021, dated March 18, 2016.

Products and ordering information in this Authorized FSS Information Technology Schedule Pricelist are also available on the GSA Advantage! System. Agencies can browse GSA Advantage! by accessing the Federal Acquisition Service's Home Page via the Internet at <http://www.fss.gsa.gov/>

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**INFORMATION FOR ORDERING ACTIVITIES
APPLICABLE TO ALL SPECIAL ITEM NUMBERS**

SPECIAL NOTICE TO AGENCIES: Small Business Participation

SBA strongly supports the participation of small business concerns in the Federal Acquisition Service. To enhance Small Business Participation SBA policy allows agencies to include in their procurement base and goals, the dollar value of orders expected to be placed against the Federal Supply Schedules, and to report accomplishments against these goals.

For orders exceeding the micropurchase threshold, FAR 8.404 requires agencies to consider the catalogs/pricelists of at least three schedule contractors or consider reasonably available information by using the GSA Advantage!™ on-line shopping service (www.fss.gsa.gov). The catalogs/pricelists, GSA Advantage!™ and the Federal Acquisition Service Home Page (www.fss.gsa.gov) contain information on a broad array of products and services offered by small business concerns.

This information should be used as a tool to assist ordering activities in meeting or exceeding established small business goals. It should also be used as a tool to assist in including small, small disadvantaged, and women-owned small businesses among those considered when selecting pricelists for a best value determination.

For orders exceeding the micropurchase threshold, customers are to give preference to small business concerns when two or more items at the same delivered price will satisfy their requirement.

1. GEOGRAPHIC SCOPE OF CONTRACT:

Domestic delivery is delivery within the 48 contiguous states, Alaska, Hawaii, Puerto Rico, Washington, DC, and U.S. Territories. Domestic delivery also includes a port or consolidation point, within the aforementioned areas, for orders received from overseas activities.

Overseas delivery is delivery to points outside of the 48 contiguous states, Washington, DC, Alaska, Hawaii, Puerto Rico, and U.S. Territories.

Offerors are requested to check one of the following boxes:

- ☐ The Geographic Scope of Contract will be domestic and overseas delivery.
- ☐ The Geographic Scope of Contract will be overseas delivery only.
- ☒ The Geographic Scope of Contract will be domestic delivery only.

2. CONTRACTOR'S ORDERING ADDRESS AND PAYMENT INFORMATION:

Infosys International Inc.
110 Terminal Drive
Plainview, NY 11803

Contractors are required to accept credit cards for payments equal to or less than the micro-purchase threshold for oral or written delivery orders. Credit cards will be acceptable for payment above the micro-purchase threshold. In addition, bank account information for wire transfer payments will be shown on the invoice.

The following telephone number(s) can be used by ordering activities to obtain technical and/or ordering assistance:

516-576-9494 Ext. 3300

When Authorized Dealers are allowed by the Contractor to bill ordering activities and accept payment, the order and/or payment must be in the name of the Contractor, in care of the Authorized Dealer.

3. LIABILITY FOR INJURY OR DAMAGE

The Contractor shall not be liable for any injury to ordering activity personnel or damage to ordering activity property arising from the use of equipment maintained by the Contractor, unless such injury or damage is due to the fault or negligence of the Contractor.

4. STATICAL DATA FOR GOVERNMENT ORDERING OFFICE COMPLETION OF STANDARD FORM 279:

Block 9: G. Order/Modification Under Federal Schedule

Block 16: Data Universal Numbering System (DUNS) Number: **61-176-4069**

Block 30: Type of Contractor - **A. Small Disadvantaged Business**

- A. Small Disadvantaged Business
- B. Other Small Business
- C. Large Business
- G. Other Nonprofit Organization
- L. Foreign Contractor

Block 31: Woman-Owned Small Business - **NO**

Block 36: Contractor's Taxpayer Identification Number (TIN): **11-3013325**

4a. CAGE Code: 0NZ82

4b. Contractor has/has not registered with the Central Contractor Registration Database.

5. FOB DESTINATION

6. DELIVERY SCHEDULE

a. TIME OF DELIVERY: The Contractor shall deliver to destination within the number of calendar days after receipt of order (ARO), as set forth below:

SPECIAL ITEM NUMBER

DELIVERY TIME (Days ARO)

132-51

As agreed upon between the contractor and the ordering activity.

b. URGENT REQUIREMENTS: When the Federal Supply Schedule contract delivery period does not meet the bona fide urgent delivery requirements of an ordering activity, ordering activities are encouraged, if time permits, to contact the Contractor for the purpose of obtaining accelerated delivery. The Contractor shall reply to the inquiry within 3 workdays after receipt. (Telephonic replies shall be confirmed by the Contractor in writing.) If the Contractor offers an accelerated delivery time acceptable to the ordering activity, any order(s) placed pursuant to the agreed upon accelerated delivery time frame shall be delivered within this shorter delivery time and in accordance with all other terms and conditions of the contract.

7. DISCOUNTS:

Prices shown are NET Prices; Basic Discounts have been deducted.

- a. Prompt Payment: **1% - 15 days**
- b. Quantity: **None**
- c. Dollar Volume: **None**
- d. Government Educational Institutions : **None**
- e. Other

8. TRADE AGREEMENTS ACT OF 1979, as amended:

All items are U.S. made end products, designated country end products, Caribbean Basin country end products, Canadian end products, or Mexican end products as defined in the Trade Agreements Act of 1979, as amended.

9. STATEMENT CONCERNING AVAILABILITY OF EXPORT PACKING:

NA

10. SMALL REQUIREMENTS

The minimum dollar value of orders to be issued is \$100.

11. MAXIMUM ORDER (All dollar amounts are exclusive of any discount for prompt payment.)

a. The Maximum Order value for the following Special Item Numbers (SINs) is \$500,000:

12. ORDERING PROCEEDURES FOR FEDERAL SUPPLY SCHEDULE CONTRACTS

Ordering activities shall use the ordering procedures of Federal Acquisition Regulation (FAR) 8.405 when placing an order or establishing a BPA for supplies or services. These procedures apply to all schedules.

- a. FAR 8.405-1 Ordering procedures for supplies, and services not requiring a statement of work.
- b. FAR 8.405-2 Ordering procedures for services requiring a statement of work.

13. FEDERAL INFORMATION TECHNOLOGY/TELECOMMUNICATION STANDARDS REQUIREMENTS:

ordering activities acquiring products from this Schedule must comply with the provisions of the Federal Standards Program, as appropriate (reference: NIST Federal Standards Index). Inquiries to determine whether or not specific products listed herein comply with Federal Information Processing Standards (FIPS) or Federal Telecommunication Standards (FED-STDS), which are cited by ordering activities, shall be responded to promptly by the Contractor.

13.1 FEDERAL INFORMATION PROCESSING STANDARDS PUBLICATIONS (FIPS PUBS):

Information Technology products under this Schedule that do not conform to Federal Information Processing Standards (FIPS) should not be acquired unless a waiver has been granted in accordance with the applicable "FIPS Publication." Federal Information Processing Standards Publications (FIPS PUBS) are issued by the U.S. Department of Commerce, National Institute of Standards and Technology (NIST), pursuant to National Security Act. Information concerning their availability and applicability should be obtained from the National Technical Information Service (NTIS), 5285 Port Royal Road, Springfield, Virginia 22161. FIPS PUBS include voluntary standards when these are adopted for Federal use. Individual orders for FIPS PUBS should be referred to the NTIS Sales Office, and orders for subscription service should be referred to the NTIS Subscription Officer, both at the above address, or telephone number (703) 487-4650.

13.2 FEDERAL TELECOMMUNICATION STANDARDS (FED-STDS):

Telecommunication products under this Schedule that do not conform to Federal Telecommunication Standards (FED-STDS) should not be acquired unless a waiver has been granted in accordance with the applicable "FED-STD." Federal Telecommunication Standards are issued by the U.S. Department of Commerce, National Institute of Standards and Technology (NIST), pursuant to National Security Act. Ordering information and information concerning the availability of FED-STDS should be obtained from the GSA, Federal Acquisition Service, Specification Section, 470 East L'Enfant Plaza, Suite 8100, SW, Washington, DC 20407, telephone number (202)619-8925. Please include a self-addressed mailing label when requesting information by mail. Information concerning their applicability can be obtained by writing or calling the U.S. Department of Commerce, National Institute of Standards and Technology, Gaithersburg, MD 20899, telephone number (301)975-2833.

14. CONTRACTOR TASKS / SPECIAL REQUIREMENTS (C-FSS-370) (NOV 2003)

- (a) Security Clearances: The Contractor may be required to obtain/possess varying levels of security clearances in the performance of orders issued under this contract. All costs associated with obtaining/possessing such security clearances should be factored into the price offered under the Multiple Award Schedule.**
- (b) Travel: The Contractor may be required to travel in performance of orders issued under this contract. Allowable travel and per diem charges are governed by Pub. L. 99-234 and FAR Part 31, and are reimbursable by the ordering agency or can be priced as a fixed price item on orders placed under the Multiple Award Schedule. Travel in performance of a task order will only be reimbursable to the extent authorized by the ordering agency. The Industrial Funding Fee does NOT apply to travel and per diem charges.**
- (c) Certifications, Licenses and Accreditations: As a commercial practice, the Contractor may be required to obtain/possess any variety of certifications, licenses and accreditations for specific FSC/service code classifications offered. All costs associated with obtaining/ possessing such certifications, licenses and accreditations should be factored into the price offered under the Multiple Award Schedule program.**

- (d) Insurance: As a commercial practice, the Contractor may be required to obtain/possess insurance coverage for specific FSC/service code classifications offered. All costs associated with obtaining/possessing such insurance should be factored into the price offered under the Multiple Award Schedule program.
- (e) Personnel: The Contractor may be required to provide key personnel, resumes or skill category descriptions in the performance of orders issued under this contract. Ordering activities may require agency approval of additions or replacements to key personnel.
- (f) Organizational Conflicts of Interest: Where there may be an organizational conflict of interest as determined by the ordering agency, the Contractor's participation in such order may be restricted in accordance with FAR Part 9.5.
- (g) Documentation/Standards: The Contractor may be requested to provide products or services in accordance with rules, regulations, OMB orders, standards and documentation as specified by the agency's order.
- (h) Data/Deliverable Requirements: Any required data/deliverables at the ordering level will be as specified or negotiated in the agency's order.
- (i) Government-Furnished Property: As specified by the agency's order, the Government may provide property, equipment, materials or resources as necessary.
- (j) Availability of Funds: Many Government agencies' operating funds are appropriated for a specific fiscal year. Funds may not be presently available for any orders placed under the contract or any option year. The Government's obligation on orders placed under this contract is contingent upon the availability of appropriated funds from which payment for ordering purposes can be made. No legal liability on the part of the Government for any payment may arise until funds are available to the ordering Contracting Officer.
- (k) Overtime: For professional services, the labor rates in the Schedule should not vary by virtue of the Contractor having worked overtime. For services applicable to the Service Contract Act (as identified in the Schedule), the labor rates in the Schedule will vary as governed by labor laws (usually assessed a time and a half of the labor rate).

15. CONTRACT ADMINISTRATION FOR ORDERING ACTIVITIES:

Any ordering activity, with respect to any one or more delivery orders placed by it under this contract, may exercise the same rights of termination as might the GSA Contracting Officer under provisions of FAR 52.212-4, paragraphs (l) Termination for the ordering activity's convenience, and (m) Termination for Cause (See 52.212-4)

16. GSA ADVANTAGE!

GSA Advantage! is an on-line, interactive electronic information and ordering system that provides on-line access to vendors' schedule prices with ordering information. GSA Advantage! will allow the user to perform various searches across all contracts including, but not limited to:

- (1) Manufacturer;
- (2) Manufacturer's Part Number; and
- (3) Product categories.

Agencies can browse GSA Advantage! by accessing the Internet World Wide Web utilizing a browser (ex.: NetScape). The Internet address is <http://www.fss.gsa.gov/>.

17. PURCHASE OF OPEN MARKET ITEMS

NOTE: Open Market Items are also known as incidental items, noncontract items, non-Schedule items, and items not on a Federal Supply Schedule contract. ODCs (Other Direct Costs) are not part of this contract and should be treated as open market purchases. Ordering Activities procuring open market items must follow FAR 8.402(f).

For administrative convenience, an ordering activity contracting officer may add items not on the Federal Supply Multiple Award Schedule (MAS) -- referred to as open market items -- to a Federal Supply Schedule blanket purchase agreement (BPA) or an individual task or delivery order, **only if-**

- (1) All applicable acquisition regulations pertaining to the purchase of the items not on the Federal Supply Schedule have been followed (e.g., publicizing (Part 5), competition requirements (Part 6), acquisition of commercial items (Part 12), contracting methods (Parts 13, 14, and 15), and small business programs (Part 19));
- (2) The ordering activity contracting officer has determined the price for the items not on the Federal Supply Schedule is fair and reasonable;
- (3) The items are clearly labeled on the order as items not on the Federal Supply Schedule; and
- (4) All clauses applicable to items not on the Federal Supply Schedule are included in the order.

18. CONTRACTOR COMMITMENTS, WARRANTIES AND REPRESENTATIONS

a. For the purpose of this contract, commitments, warranties and representations include, in addition to those agreed to for the entire schedule contract:

- (1) Time of delivery/installation quotations for individual orders;
- (2) Technical representations and/or warranties of products concerning performance, total system performance and/or configuration, physical, design and/or functional characteristics and capabilities of a product/equipment/ service/software package submitted in response to requirements which result in orders under this schedule contract.
- (3) Any representations and/or warranties concerning the products made in any literature, description, drawings and/or specifications furnished by the Contractor.

b. The above is not intended to encompass items not currently covered by the GSA Schedule contract.

19. OVERSEAS ACTIVITIES

The terms and conditions of this contract shall apply to all orders for installation, maintenance and repair of equipment in areas listed in the pricelist outside the 48 contiguous states and the District of Columbia, except as indicated below:

NONE

Upon request of the Contractor, the ordering activity may provide the Contractor with logistics support, as available, in accordance with all applicable ordering activity regulations. Such ordering activity support will be provided on a reimbursable basis, and will only be provided to the Contractor's technical personnel whose services are exclusively required for the fulfillment of the terms and conditions of this contract.

20. BLANKET PURCHASE AGREEMENTS (BPAs)

The use of BPAs under any schedule contract to fill repetitive needs for supplies or services is allowable. BPAs may be established with one or more schedule contractors. The number of BPAs to be established is within the discretion of the ordering activity establishing the BPA and should be based on a strategy that is expected to maximize the effectiveness of the BPA(s). Ordering activities shall follow FAR 8.405-3 when creating and implementing BPA(s).

21. CONTRACTOR TEAM ARRANGEMENTS

Contractors participating in contractor team arrangements must abide by all terms and conditions of their respective contracts. This includes compliance with Clauses 552.238-74, Industrial Funding Fee and Sales Reporting, i.e., each contractor (team member) must report sales and remit the IFF for all products and services provided under its individual contract.

22. INSTALLATION, DEINSTALLATION, REINSTALLATION

The Davis-Bacon Act (40 U.S.C. 276a-276a-7) provides that contracts in excess of \$2,000 to which the United States or the District of Columbia is a party for construction, alteration, or repair (including painting and decorating) of public buildings

or public works with the United States, shall contain a clause that no laborer or mechanic employed directly upon the site of the work shall received less than the prevailing wage rates as determined by the Secretary of Labor. The requirements of the Davis-Bacon Act do not apply if the construction work is incidental to the furnishing of supplies, equipment, or services. For example, the requirements do not apply to simple installation or alteration of a public building or public work that is incidental to furnishing supplies or equipment under a supply contract. However, if the construction, alteration or repair is segregable and exceeds \$2,000, then the requirements of the Davis-Bacon Act applies.

The ordering activity issuing the task order against this contract will be responsible for proper administration and enforcement of the Federal labor standards covered by the Davis-Bacon Act. The proper Davis-Bacon wage determination will be issued by the ordering activity at the time a request for quotations is made for applicable construction classified installation, deinstallation, and reinstallation services under SIN 132-8.

23. SECTION 508 COMPLIANCE.

If applicable, Section 508 compliance information on the supplies and services in this contract are available in Electronic and Information Technology (EIT) at the following: NA

www.Section508.gov/.

24. PRIME CONTRACTOR ORDERING FROM FEDERAL SUPPLY SCHEDULES.

Prime Contractors (on cost reimbursement contracts) placing orders under Federal Supply Schedules, on behalf of an ordering activity, shall follow the terms of the applicable schedule and authorization and include with each order –

- (a) A copy of the authorization from the ordering activity with whom the contractor has the prime contract (unless a copy was previously furnished to the Federal Supply Schedule contractor); and
- (b) The following statement:
This order is placed under written authorization from _____ dated _____. In the event of any inconsistency between the terms and conditions of this order and those of your Federal Supply Schedule contract, the latter will govern.

25. INSURANCE—WORK ON A GOVERNMENT INSTALLATION (JAN 1997)(FAR 52.228-5)

(a) The Contractor shall, at its own expense, provide and maintain during the entire performance of this contract, at least the kinds and minimum amounts of insurance required in the Schedule or elsewhere in the contract.

(b) Before commencing work under this contract, the Contractor shall notify the Contracting Officer in writing that the required insurance has been obtained. The policies evidencing required insurance shall contain an endorsement to the effect that any cancellation or any material change adversely affecting the Government's interest shall not be effective—

- (1) For such period as the laws of the State in which this contract is to be performed prescribe; or
- (2) Until 30 days after the insurer or the Contractor gives written notice to the Contracting Officer, whichever period is longer.

(c) The Contractor shall insert the substance of this clause, including this paragraph (c), in subcontracts under this contract that require work on a Government installation and shall require subcontractors to provide and maintain the insurance required in the Schedule or elsewhere in the contract. The Contractor shall maintain a copy of all subcontractors' proofs of required insurance, and shall make copies available to the Contracting Officer upon request.

26. SOFTWARE INTEROPERABILITY.

Offerors are encouraged to identify within their software items any component interfaces that support open standard interoperability. An item's interface may be identified as interoperable on the basis of participation in a Government



agency-sponsored program or in an independent organization program. Interfaces may be identified by reference to an interface registered in the component registry located at <http://www.core.gov>.

27. ADVANCE PAYMENTS

A payment under this contract to provide a service or deliver an article for the United States Government may not be more than the value of the service already provided or the article already delivered. Advance or pre-payment is not authorized or allowed under this contract. (31 U.S.C. 3324)

**TERMS AND CONDITIONS APPLICABLE TO INFORMATION TECHNOLOGY (IT)
PROFESSIONAL SERVICES (SPECIAL ITEM NUMBER 132-51)**

1. SCOPE

- a. The prices, terms and conditions stated under Special Item Number 132-51 Information Technology Professional Services and Special Item Number 132-52 Electronic Commerce Services apply exclusively to IT/EC Services within the scope of this Information Technology Schedule.
- b. The Contractor shall provide services at the Contractor's facility and/or at the ordering activity location, as agreed to by the Contractor and the ordering activity.

2. PERFORMANCE INCENTIVES

- a. Performance incentives may be agreed upon between the Contractor and the ordering activity on individual fixed price orders or Blanket Purchase Agreements under this contract in accordance with this clause.
- b. The ordering activity must establish a maximum performance incentive price for these services and/or total solutions on individual orders or Blanket Purchase Agreements.
- c. Incentives should be designed to relate results achieved by the contractor to specified targets. To the maximum extent practicable, ordering activities shall consider establishing incentives where performance is critical to the ordering activity's mission and incentives are likely to motivate the contractor. Incentives shall be based on objectively measurable tasks.

3. ORDER

- a. Agencies may use written orders, EDI orders, blanket purchase agreements, individual purchase orders, or task orders for ordering services under this contract. Blanket Purchase Agreements shall not extend beyond the end of the contract period; all services and delivery shall be made and the contract terms and conditions shall continue in effect until the completion of the order. Orders for tasks which extend beyond the fiscal year for which funds are available shall include FAR 52.232-19 (Deviation – May 2003) Availability of Funds for the Next Fiscal Year. The purchase order shall specify the availability of funds and the period for which funds are available.
- b. All task orders are subject to the terms and conditions of the contract. In the event of conflict between a task order and the contract, the contract will take precedence.

4. PERFORMANCE OF SERVICES

- a. The Contractor shall commence performance of services on the date agreed to by the Contractor and the ordering activity.
- b. The Contractor agrees to render services only during normal working hours, unless otherwise agreed to by the Contractor and the ordering activity.
- c. The ordering activity should include the criteria for satisfactory completion for each task in the Statement of Work or Delivery Order. Services shall be completed in a good and workmanlike manner.
- d. Any Contractor travel required in the performance of IT/EC Services must comply with the Federal Travel Regulation or Joint Travel Regulations, as applicable, in effect on the date(s) the travel is performed. Established Federal Government per diem rates will apply to all Contractor travel. Contractors cannot use GSA city pair contracts.

5. STOP-WORK ORDER (FAR 52.242-15) (AUG 1989)

- (a) The Contracting Officer may, at any time, by written order to the Contractor, require the Contractor to stop all, or any part, of the work called for by this contract for a period of 90 days after the order is delivered to the Contractor, and for any further period to which the parties may agree. The order shall be specifically identified as a stop-work order issued under this clause. Upon receipt of the order, the Contractor shall immediately comply with its terms and take all reasonable steps to minimize the incurrence of costs allocable to the work covered by the order during the period of work stoppage. Within a period of 90 days after a stop-work is delivered to the Contractor, or within any extension of that period to which the parties shall have agreed, the Contracting Officer shall either-

- (1) Cancel the stop-work order; or

(2) Terminate the work covered by the order as provided in the Default, or the Termination for Convenience of the Government, clause of this contract.

(b) If a stop-work order issued under this clause is canceled or the period of the order or any extension thereof expires, the Contractor shall resume work. The Contracting Officer shall make an equitable adjustment in the delivery schedule or contract price, or both, and the contract shall be modified, in writing, accordingly, if-

(1) The stop-work order results in an increase in the time required for, or in the Contractor's cost properly allocable to, the performance of any part of this contract; and

(2) The Contractor asserts its right to the adjustment within 30 days after the end of the period of work stoppage; provided, that, if the Contracting Officer decides the facts justify the action, the Contracting Officer may receive and act upon the claim submitted at any time before final payment under this contract.

(c) If a stop-work order is not canceled and the work covered by the order is terminated for the convenience of the Government, the Contracting Officer shall allow reasonable costs resulting from the stop-work order in arriving at the termination settlement.

(d) If a stop-work order is not canceled and the work covered by the order is terminated for default, the Contracting Officer shall allow, by equitable adjustment or otherwise, reasonable costs resulting from the stop-work order.

6. INSPECTION OF SERVICES

The Inspection of Services-Fixed Price (AUG 1996) (Deviation – May 2003) clause at FAR 52.246-4 applies to firm-fixed price orders placed under this contract. The Inspection-Time-and-Materials and Labor-Hour (JAN 1986) (Deviation – May 2003) clause at FAR 52.246-6 applies to time-and-materials and labor-hour orders placed under this contract.

7. RESPONSIBILITIES OF THE CONTRACTOR

The Contractor shall comply with all laws, ordinances, and regulations (Federal, State, City, or otherwise) covering work of this character. If the end product of a task order is software, then FAR 52.227-14 (Deviation – May 2003) Rights in Data – General, may apply.

8. RESPONSIBILITIES OF THE ORDERING ACTIVITY

Subject to security regulations, the ordering activity shall permit Contractor access to all facilities necessary to perform the requisite IT/EC Services.

9. INDEPENDENT CONTRACTOR

All IT/EC Services performed by the Contractor under the terms of this contract shall be as an independent Contractor, and not as an agent or employee of the ordering activity.

10. ORGANIZATIONAL CONFLICTS OF INTEREST

a. Definitions.

“Contractor” means the person, firm, unincorporated association, joint venture, partnership, or corporation that is a party to this contract.

“Contractor and its affiliates” and “Contractor or its affiliates” refers to the Contractor, its chief executives, directors, officers, subsidiaries, affiliates, subcontractors at any tier, and consultants and any joint venture involving the Contractor, any entity into or with which the Contractor subsequently merges or affiliates, or any other successor or assignee of the Contractor.

An “Organizational conflict of interest” exists when the nature of the work to be performed under a proposed ordering activity contract, without some restriction on ordering activities by the Contractor and its affiliates, may either (i) result in an unfair competitive advantage to the Contractor or its affiliates or (ii) impair the Contractor’s or its affiliates’ objectivity in performing contract work.

b. To avoid an organizational or financial conflict of interest and to avoid prejudicing the best interests of the ordering activity, ordering activities may place restrictions on the Contractors, its affiliates, chief executives, directors, subsidiaries and subcontractors at any tier when placing orders against schedule contracts. Such restrictions shall be consistent with FAR 9.505 and shall be designed to avoid, neutralize, or mitigate organizational conflicts of interest that might otherwise exist in situations related to individual orders placed against the schedule contract. Examples of situations, which may require restrictions, are provided at FAR 9.508.

11. INVOICES

The Contractor, upon completion of the work ordered, shall submit invoices for IT/EC services. Progress payments may be authorized by the ordering activity on individual orders if appropriate. Progress payments shall be based upon completion of defined milestones or interim products. Invoices shall be submitted monthly for recurring services performed during the preceding month.

12. PAYMENTS

For firm-fixed price orders the ordering activity shall pay the Contractor, upon submission of proper invoices or vouchers, the prices stipulated in this contract for service rendered and accepted. Progress payments shall be made only when authorized by the order. For time-and-materials orders, the Payments under Time-and-Materials and Labor-Hour Contracts at FAR 52.232-7 (DEC 2002), (Alternate II – Feb 2002) (Deviation – May 2003) applies to time-and-materials orders placed under this contract. For labor-hour orders, the Payment under Time-and-Materials and Labor-Hour Contracts at FAR 52.232-7 (DEC 2002), (Alternate II – Feb 2002) (Deviation – May 2003)) applies to labor-hour orders placed under this contract. 52.216-31(Feb 2007) Time-and-Materials/Labor-Hour Proposal Requirements—Commercial Item Acquisition As prescribed in 16.601(e)(3), insert the following provision:

(a) The Government contemplates award of a Time-and-Materials or Labor-Hour type of contract resulting from this solicitation.

(b) The offeror must specify fixed hourly rates in its offer that include wages, overhead, general and administrative expenses, and profit. The offeror must specify whether the fixed hourly rate for each labor category applies to labor performed by—

- (1) The offeror;
- (2) Subcontractors; and/or
- (3) Divisions, subsidiaries, or affiliates of the offeror under a common control.

13. RESUMES

Resumes shall be provided to the GSA Contracting Officer or the user ordering activity upon request.

14. INCIDENTAL SUPPORT COSTS

Incidental support costs are available outside the scope of this contract. The costs will be negotiated separately with the ordering activity in accordance with the guidelines set forth in the FAR.

15. APPROVAL OF SUBCONTRACTS

The ordering activity may require that the Contractor receive, from the ordering activity's Contracting Officer, written consent before placing any subcontract for furnishing any of the work called for in a task order.

16. DESCRIPTION OF IT SERVICES AND PRICING

See end of document for description of services and costs

**USA COMMITMENT TO PROMOTE
SMALL BUSINESS PARTICIPATION
PROCUREMENT PROGRAMS**

PREAMBLE

Infosys International Inc. provides commercial products and services to ordering activities. We are committed to promoting participation of small, small disadvantaged and women-owned small businesses in our contracts. We pledge to provide opportunities to the small business community through reselling opportunities, mentor-protégé programs, joint ventures, teaming arrangements, and subcontracting.

COMMITMENT

To actively seek and partner with small businesses.

To identify, qualify, mentor and develop small, small disadvantaged and women-owned small businesses by purchasing from these businesses whenever practical.

To develop and promote company policy initiatives that demonstrate our support for awarding contracts and subcontracts to small business concerns.

To undertake significant efforts to determine the potential of small, small disadvantaged and women-owned small business to supply products and services to our company.

To insure procurement opportunities are designed to permit the maximum possible participation of small, small disadvantaged, and women-owned small businesses.

To attend business opportunity workshops, minority business enterprise seminars, trade fairs, procurement conferences, etc., to identify and increase small businesses with whom to partner.

To publicize in our marketing publications our interest in meeting small businesses that may be interested in subcontracting opportunities.

We signify our commitment to work in partnership with small, small disadvantaged and women-owned small businesses to promote and increase their participation in ordering activity contracts. To accelerate potential opportunities please contact

Raj Mehta

Phone: 516-576-9494 Ext.3300

Email: rajm@infosysinternational.com

Fax: 516-576-9499

**BEST VALUE
BLANKET PURCHASE AGREEMENT
FEDERAL SUPPLY SCHEDULE**

(Insert Customer Name)

In the spirit of the Federal Acquisition Streamlining Act (ordering activity) and (Contractor) enter into a cooperative agreement to further reduce the administrative costs of acquiring commercial items from the General Services Administration (GSA) Federal Supply Schedule Contract(s) _____.

Federal Supply Schedule contract BPAs eliminate contracting and open market costs such as: search for sources; the development of technical documents, solicitations and the evaluation of offers. Teaming Arrangements are permitted with Federal Supply Schedule Contractors in accordance with Federal Acquisition Regulation (FAR) 9.6.

This BPA will further decrease costs, reduce paperwork, and save time by eliminating the need for repetitive, individual purchases from the schedule contract. The end result is to create a purchasing mechanism for the ordering activity that works better and costs less.

Signatures

Ordering Activity

Date

Contractor

Date

BPA NUMBER _____

(CUSTOMER NAME)

BLANKET PURCHASE AGREEMENT

Pursuant to GSA Federal Supply Schedule Contract Number(s) _____, Blanket Purchase Agreements, the Contractor agrees to the following terms of a Blanket Purchase Agreement (BPA) EXCLUSIVELY WITH (ordering activity):

- (1) The following contract items can be ordered under this BPA. All orders placed against this BPA are subject to the terms and conditions of the contract, except as noted below:

MODEL NUMBER/PART NUMBER

*SPECIAL BPA DISCOUNT/PRICE

- (2) Delivery:

DESTINATION

DELIVERY SCHEDULES / DATES

- (3) The ordering activity estimates, but does not guarantee, that the volume of purchases through this agreement will be _____.

- (4) This BPA does not obligate any funds.

- (5) This BPA expires on _____ or at the end of the contract period, whichever is earlier.

- (6) The following office(s) is hereby authorized to place orders under this BPA:

OFFICE

POINT OF CONTACT

- (7) Orders will be placed against this BPA via Electronic Data Interchange (EDI), FAX, or paper.

- (8) Unless otherwise agreed to, all deliveries under this BPA must be accompanied by delivery tickets or sales slips that must contain the following information as a minimum:

- (a) Name of Contractor;
- (b) Contract Number;
- (c) BPA Number;
- (d) Model Number or National Stock Number (NSN);
- (e) Purchase Order Number;
- (f) Date of Purchase;

(g) Quantity, Unit Price, and Extension of Each Item (unit prices and extensions need not be shown when incompatible with the use of automated systems; provided, that the invoice is itemized to show the information); and

(h) Date of Shipment.

(9) The requirements of a proper invoice are specified in the Federal Supply Schedule contract. Invoices will be submitted to the address specified within the purchase order transmission issued against this BPA.

(10) The terms and conditions included in this BPA apply to all purchases made pursuant to it. In the event of an inconsistency between the provisions of this BPA and the Contractor's invoice, the provisions of this BPA will take precedence.

*

BASIC GUIDELINES FOR USING "CONTRACTOR TEAM ARRANGEMENTS"

Federal Supply Schedule Contractors may use "Contractor Team Arrangements" (see FAR 9.6) to provide solutions when responding to a ordering activity requirements.

These Team Arrangements can be included under a Blanket Purchase Agreement (BPA). BPAs are permitted under all Federal Supply Schedule contracts.

Orders under a Team Arrangement are subject to terms and conditions of the Federal Supply Schedule Contract.

Participation in a Team Arrangement is limited to Federal Supply Schedule Contractors.

Customers should refer to FAR 9.6 for specific details on Team Arrangements.

Here is a general outline on how it works:

- The customer identifies their requirements.
- Federal Supply Schedule Contractors may individually meet the customers' needs, or -
- Federal Supply Schedule Contractors may individually submit a Schedules "Team Solution" to meet the customer's requirement.
- Customers make a best value selection.

March 18, 2016

SIN 132-51 LABOR CATEGORY DESCRIPTIONS
SENIOR PROJECT MANAGER –

Minimum Experience Five (5) years of experience in management of application development, system design, system integration, complex network design, network administration and telecommunications and data processing projects.

Minimum Education Bachelor's degree from an accredited college or university in Computer Science, Engineering, or with a curriculum or major field of study which is closely related to the project to be completed. Master's Degree may substitute for two years of general and specialized experience.

Range of Experience In Years			
Level of Experience	General Experience	Special Experience	Hourly Rate(\$)
I	5	0	115.00
II	7	1	149.00
III	9	2	179.00
IV	10+	3	209.00

Functional Responsibility Provides direct customer liaison at the project management level and user level. Develops and implements systems and performance strategies. Develops and maintains management controls to ensure projects are completed on time, within budget, and in compliance with customer specifications. Develops personnel skill requirements, selects prospective candidates, and monitors performance to achieve project objectives.

Specific Senior Project Manager Requirements –

Senior Project Manager Level I – Minimum 5 years' experience overseeing small scaled, noncomplex projects, comprised of a small number of deliverables and/or a small number of phases; typically coordinates and delegates the assignments for the consultant project staff numbering up to 8; focal point of contact for Requesting Agency regarding project status, meetings, reporting requirements, scope changes, and issues and concerns raised by consultant staff or Requesting Agency.

Senior Project Manager Level II – Minimum of 7 years' experience in overseeing small scaled, non-complex projects, comprised of a small number of deliverables and/or a small number of phases; typically coordinates and delegates the assignments for the consultant project staff numbering up to 15; focal point of contact for Requesting Agency regarding project status, meetings, reporting requirements, scope changes, and issues and concerns raised by consultant staff or Requesting Agency; reports to lead contractor project manager, program manager, or directly, orally, or in writing, to a government manager or contract manager; may act as a technical authority for a design area.

Senior Project Manager Level III – Minimum of 9 years' experience in overseeing medium to large scaled projects comprised of sub-projects and distinct deliverables, often comprising a program with multiple work streams; typically coordinates and delegates the assignments for the consultant project staff numbering over 20; focal point of contact for Requesting Agency regarding project status, meetings, reporting requirements,

scope changes, and financial, administrative, and technical issues and concerns raised by consultant staff or Requesting Agency; reports to lead contractor program manager, or directly, orally, or in writing, to a government manager or contract manager; acts as a technical authority for a design area, with experience in a special area, such as engineering project development from inception to deployment.

Senior Project Manager Level IV – Minimum of 10 years’ experience in overseeing medium to large scaled projects comprised of sub-projects and distinct deliverables, often comprising a program with multiple work streams; typically coordinates and delegates the assignments for the consultant project staff numbering over 30; focal point of contact for Requesting Agency regarding project status, meetings, reporting requirements, scope changes, and financial, administrative, and technical issues and concerns raised by consultant staff or Requesting Agency; reports to lead contractor program manager, or directly, orally, or in writing, to a government manager or contract manager; acts as a technical authority for a design area, with extensive experience in a special area, such as engineering project development from inception to deployment; has responsibility for managing very complex and/or high-risk projects.

SENIOR ANALYST/PROGRAMMER –

Minimum Experience Five (5) years of intensive and progressive experience in performing computer programming and systems analysis in information technology environments including contemporary computer hardware and programming languages.

Minimum Education Bachelor’s degree from an accredited college or university in Computer Science, a physical science, or a mathematics-intensive discipline or with a curriculum or major field of study which is closely related to the work to be performed. Master's Degree may substitute for two years of general and specialized experience.

Range of Experience		In Years	
Level of Experience	General Experience	Special Experience	Hourly Rate(\$)
I	5	0	80.00
II	7	1	100.00
III	9	2	115.00
IV	10	3	120.00
V	12	4	151.00
VI	15	5	166.00

Functional Responsibility Performs systems analysis, design, integration, programming, documentation, and implementation of applications. Participates in all phases of software development with emphasis on the analysis, integration, programming, testing, documentation, and acceptances phase. Analyzes requirements; creates, designs, and develops requirements in required media; and provides program support, tests, debugs, and writes documentation as required. Provides user training for hardware/software products; identifies problems and effects resolution of hardware/software/network malfunctions.

Specific Senior Analyst/Programmer Requirements –

Senior Analyst/Programmer Level I – Minimum of 5 years' experience with writing application software, data analysis, data access, data structures, data manipulation, databases, design, programming, testing and implementation, technical and user documentation, software conversions; environments include but are not limited to mainframe, midrange, personal computers, and laptops. Manages own individual records and resources; hands-on knowledge of concepts in at least one programming language/platform (Java, C/C++, .Net, Mainframe).

Senior Analyst/Programmer Level II – Minimum of 7 years' experience with writing application software, data analysis, data access, data structures, data manipulation, databases, design, programming, testing and implementation, technical and user documentation, software conversions; environments include but are not limited to mainframe, midrange, personal computers, and laptops; manages own individual records and resources; hands-on knowledge of concepts in at least one programming language/platform (Java, C/C++, .Net, Mainframe), one database (Oracle/SQL/DB2); working knowledge of Microsoft Office (Word, Excel, Access, Project, PowerPoint, and Schedule).

Senior Analyst/Programmer Level III – Minimum of 9 years' experience with writing application software, data analysis, data access, data structures, data manipulation, databases, programming, testing and implementation, technical and user documentation, software conversions; environments include but are not limited to mainframe, midrange, personal computers, and laptops; available to assist and/or lead in the design of program specifications and the implementation of software solutions; manages records, resources, and budgets; hands-on knowledge of concepts in at least one programming language/platform (Java, C/C++, .Net, Mainframe), one database (Oracle/SQL/DB2), and one Operating System (Windows/Linux/Unix); working knowledge of Microsoft Office (Word, Excel, Access, Project, PowerPoint, and Schedule).

Senior Analyst/Programmer Level IV – Minimum of 10 years' experience with writing application software, data analysis, data access, data structures, data manipulation, databases, programming, testing and implementation, technical and user documentation, software conversions; environments include but are not limited to mainframe, midrange, personal computers, and laptops; available to assist and/or lead in the design of program specifications and the implementation of software solutions; manages records, resources, and budgets; hands-on knowledge of concepts in at least one programming language/platform (Java, C/C++, .Net, Mainframe), one database (Oracle/SQL/DB2), and one Operating System (Windows/Linux/Unix); understanding of various SDLC models, such as RUP, Waterfall, and Agile; working knowledge of Microsoft Office (Word, Excel, Access, Project, PowerPoint, and Schedule); understanding of principles of software testing as well as experience in testing automation and performance testing.

Senior Analyst/Programmer Level V – Minimum of 12 years' experience with writing application software, data analysis, data access, data structures, data manipulation, databases, programming, testing and implementation, technical and user documentation, software conversions; environments include but are not limited to mainframe, midrange, personal computers, and laptops; available to assist and/or lead in the design of program specifications and the implementation of software solutions; manages records, resources, and budgets; hands-on knowledge of concepts in multiple programming languages/platforms (Java, C/C++, .Net, Mainframe), multiple database (Oracle/SQL/DB2), and multiple Operating Systems (Windows/Linux/Unix); understanding of various SDLC models, such as RUP, Waterfall, and Agile; working knowledge of Microsoft Office (Word, Excel, Access, Project, PowerPoint, and Schedule); ability to access, interpret, and apply government and industry regulations, standards, and specifications to task order requirements; exceptional knowledge data and source manipulation products for testing and project development progress; strong understanding of principles of software testing as well as experience in testing automation and performance testing.

Senior Analyst/Programmer Level VI – Minimum of 15 years' experience with writing application software, data analysis, data access, data structures, data manipulation, databases, programming, testing and implementation, technical and user documentation, software conversions; environments include but are not limited to mainframe, midrange, personal computers, and laptops; available to assist and/or lead in the design of program specifications and the implementation of software solutions; manages records, resources, and budgets; hands-on knowledge of concepts in multiple programming languages/platforms (Java, C/C++, .Net, Mainframe), multiple database (Oracle/SQL/DB2), and multiple Operating Systems (Windows/Linux/Unix); understanding of various SDLC models, such as RUP, Waterfall, and Agile; working knowledge of Microsoft Office (Word, Excel, Access, Project, PowerPoint, and Schedule); understanding of various SDLC models, such as RUP, Waterfall, and Agile; ability to access, interpret, and apply government and industry regulations, standards, and specifications to task order requirements; exceptional knowledge data and source manipulation products for testing and project development progress; expert understanding of principles of software testing as well as extensive experience in testing automation and performance testing; ability to interact with project management office (PMO) as well as client PMO to participate, plan, and assess various approaches to application methodologies.

RELATIONAL DATABASE ADMINISTRATOR –

Minimum Experience Three (3) years of experience in database design, creation, administration and maintenance of relational database management systems; experience in all phases of system analysis, data base administration, or intensive and progressive experience in all phases of systems analysis, design and development.

Minimum Education Bachelor's degree from an accredited college or university in Computer Science, a physical science, or a mathematics-intensive discipline. Master's Degree may substitute for two years of general and specialized experience.

Range of Experience		In Years	
Level of Experience	General Experience	Special Experience	Hourly Rate(\$)
I	3	0	65.00
II	5	1	80.00
III	8	2	90.00
IV	10+	3	100.00

Functional Responsibility Directs and controls activities related to database design, implementation, and maintenance. Maintains database dictionaries and systems integration through database design, projects long-range requirements, and reviews database concepts and functional capabilities. Develops policies and procedures pertaining to database management, security, maintenance, and utilization. Installs and maintains RDBMS software packages, maintains database backups and ensures security of data.

Specific Relationship Database Administrator Requirements –

Relationship Database Administrator Level I – Minimum of 3 years' experience creating and managing the database; performing exceptionally complex database administration functions which include, but not limited

to, managing/maintaining distributed relational databases residing in a central system; providing 24 x 7 support for production issues; duties can include any of the following – capacity planning, installation, configuration, migration, performance monitoring, security, troubleshooting, as well as backup and data recovery.

Relationship Database Administrator Level II – Minimum of 5 years' experience creating and managing the database; performing exceptionally complex database administration functions which include, but not limited to, managing/maintaining distributed relational databases residing in a central system; providing 24 x 7 support for production issues; duties can include any of the following – capacity planning, installation, configuration, design of database, migration, performance monitoring, security, troubleshooting, as well as backup and data recovery.

Relationship Database Administrator Level III – Minimum of 8 years' experience creating and managing the database; performing exceptionally complex database administration functions which include, but not limited to, managing/maintaining distributed relational databases residing in a central system; providing 24 x 7 support for production issues; duties can include any of the following – capacity planning, installation, configuration, design of database, migration, performance monitoring, security, troubleshooting, as well as backup and data recovery; may be certified in any of the following areas – IBM Certified Advanced Database Administrator - DB2 10.1 for Linux, Unix and Windows, IBM Certified Database Administrator - DB2 10.1 for Linux, Unix, and Windows, Oracle Database 11g Administrator Certified Professional, MCSA SQL Server 2012, MCSE Data Platform Solutions Expert.

Relationship Database Administrator Level IV – Minimum of 10 years' experience creating and managing the database; performing exceptionally complex database administration functions which include, but not limited to, managing/maintaining distributed relational databases residing in a central system; providing 24 x 7 support for production issues; duties can include any of the following – capacity planning, installation, configuration, design of database, migration, performance monitoring, security, troubleshooting, as well as backup and data recovery; may be certified in any of the following areas – IBM Certified Advanced Database Administrator - DB2 10.1 for Linux, Unix and Windows, IBM Certified Database Administrator - DB2 10.1 for Linux, Unix, and Windows, Oracle Database 11g Administrator Certified Professional, MCSA SQL Server 2012, MCSE Data Platform Solutions Expert; manages the development of database projects, planning, budgeting, and staffing of database support resources as well as management of resources; prepares and delivers presentation on database management systems (DBMS) concepts.

SENIOR NETWORK ENGINEER –

Minimum Experience Four (4) years of progressive LAN or network engineering experience. Experience shall include comprehensive end user support in network design, hardware/software selection, integration, inter/intra network data communications, troubleshooting, and problem resolution.

Minimum Education A Bachelor's degree in Computer Science or related field. Technical training and certification in LAN design, administration and maintenance is highly desired. Master's Degree may substitute for two years of general and specialized experience.

Range of Experience	In Years
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Level of Experience	General Experience	Special Experience	Hourly Rate(\$)
I	5	0	100.00
II	7	1	120.00
III	9	2	135.00
IV	10+	3	145.00

Functional Responsibility Provides functional guidance and direction in LAN administration, hardware and software technical support analysis, operating system programming, communications and network systems analysis, configuration management, general end user support and training, data security analysis, office automation, and network operations.

Specific Senior Network Engineer Requirements –

Senior Network Engineer Level I – Minimum of 5 years’ experience providing guidance and direction with LAN technologies, LAN administration, hardware and software technical support analysis, operating system programming, communications and network systems analysis, configuration management, general end user support and training, data security analysis, office automation, and network operations; high-level knowledge of networking infrastructure, design, installations, configurations and troubleshooting; advanced knowledge and understanding of TCP/IP, routing, protocols, programming of network equipment, and network security; can have certifications including CCIE, CISSP and/or heavy Unix or Linux, etc.; assists in maintenance and operations of voice, video, and data communications systems; supports the acquisition of hardware and software as well as subcontractor services as needed.

Senior Network Engineer Level II – Minimum of 7 years’ experience providing guidance and direction with LAN technologies, LAN administration, hardware and software technical support analysis, operating system programming, communications and network systems analysis, configuration management, general end user support and training, data security analysis, office automation, and network operations; high-level knowledge of networking infrastructure, design, installations, configurations and troubleshooting; advanced knowledge and understanding of TCP/IP, routing, protocols, programming of network equipment, and network security; can have certifications including CCIE, CISSP and/or heavy Unix or Linux, etc.; can plan, design, evaluate, select, and upgrade operating systems and protocol suites and configure communication media with concentrators, bridges and other devices.

Senior Network Engineer Level III – Minimum of 9 years’ experience providing guidance and direction with LAN technologies, LAN administration, hardware and software technical support analysis, operating system programming, communications and network systems analysis, configuration management, general end user support and training, data security analysis, office automation, and network operations; high-level knowledge of networking infrastructure, design, installations, configurations and troubleshooting; advanced knowledge and understanding of TCP/IP, routing, protocols, programming of network equipment, and network security; can have certifications including CCIE, CISSP and/or heavy Unix or Linux, etc.; can plan, design, evaluate, select, and upgrade operating systems and protocol suites and configure communication media with concentrators, bridges and other devices; may administer network security, perform database administration, supervise and direct work of lower-level personnel, and serve as technical team or task lead.

Senior Network Engineer Level IV – Minimum of 10 years’ experience providing guidance and direction with LAN technologies, LAN administration, hardware and software technical support analysis, operating system

programming, communications and network systems analysis, configuration management, general end user support and training, data security analysis, office automation, and network operations; high-level knowledge of networking infrastructure, design, installations, configurations and troubleshooting; advanced knowledge and understanding of TCP/IP, routing, protocols, programming of network equipment, and network security; can have certifications including CCIE, CISSP and/or heavy Unix or Linux, etc.; provides expert planning, designing, evaluation, selection, and upgrading of operating systems and protocol suites and configuring communication media with concentrators, bridges and other devices; administers network security, perform database administration, supervise and direct work of lower-level personnel; serves as technical team lead; resolves interoperability problems to obtain operations across all platforms.

NETWORK ENGINEER –

Minimum Experience Three (3) years of progressive LAN or network engineering experience. Experience shall include comprehensive end user support in network design, hardware/software selection, integration, inter/intra network data communications, troubleshooting, and problem resolution.

Minimum Education A Bachelor's degree in Computer Science or related field. Technical training and certification in LAN design, administration and maintenance is highly desired. Master's Degree may substitute for two years of general and specialized experience.

Range of Experience		In Years	
Level of Experience	General Experience	Special Experience	Hourly Rate(\$)
I	3	0	75.00
II	5	1	90.00
III	8	2	105.00
IV	9+	3	115.00

Functional Responsibility Provides functional guidance and direction in LAN administration, hardware and software technical support analysis, operating system programming, communications and network systems analysis, configuration management, general end user support and training, data security analysis, office automation, and network operations.

Specific Network Engineer Requirements –

Network Engineer Level I – Minimum of 3 years' experience providing the installation and configuration of workstations, laptops, mobile devices, printers, infrastructure and peripherals, with certifications in A+, Network+, Security+; has knowledge of complex customer processes and requirements; applies technical expertise to assist in defining, analyzing, validating, and documenting complex operating environments, states of technology and current engineering processes; conducts complex technical investigations through advanced research techniques, analysis or development phases of engineering projects.

Network Engineer Level II – Minimum of 5 years' experience providing the installation and configuration of workstations, laptops, mobile devices, printers, infrastructure and peripherals, with certifications in A+, Network+, Security+. Has knowledge of complex customer processes and requirements; applies technical

expertise to assist in defining, analyzing, validating, and documenting complex operating environments, states of technology and current engineering processes; conducts complex technical investigations through advanced research techniques, analysis or development phases of engineering projects; familiarity with network operations; knows TCP/IP and performs basic network configuration changes with some supervision; maintains records changes and configuration changes; familiarity with network design and configurations, LAN/WAN configurations, ability to troubleshoot networking issues and programming of network equipment.

Network Engineer Level III – Minimum of 8 years’ experience providing the installation and configuration of workstations, laptops, mobile devices, printers, infrastructure and peripherals, with certifications in A+, Network+, Security+ plus CCNA, CCDA or additional work toward MCSE; has knowledge of complex customer processes and requirements; applies technical expertise to assist in defining, analyzing, validating, and documenting complex operating environments, states of technology and current engineering processes; conducts complex technical investigations through advanced research techniques, analysis or development phases of engineering projects; familiarity with network operations; knows TCP/IP and performs basic network configuration changes with some supervision; maintains records changes and configuration changes; familiarity with network design and configurations, LAN/WAN configurations, ability to troubleshoot networking issues and programming of network equipment; recommends and implements LAN policies and procedures; trains users on LAN operations and procedures.

Network Engineer Level IV – Minimum of 9 years’ experience providing the installation and configuration of workstations, laptops, mobile devices, printers, infrastructure and peripherals, with certifications in A+, Network+, Security+ plus CCNA, CCDA or additional work toward MCSE; has knowledge of complex customer processes and requirements; applies technical expertise to assist in defining, analyzing, validating, and documenting complex operating environments, states of technology and current engineering processes; conducts complex technical investigations through advanced research techniques, analysis or development phases of engineering projects; familiarity with network operations; knows TCP/IP and performs basic network configuration changes with some supervision; maintains records changes and configuration changes; familiarity with network design and configurations, LAN/WAN configurations, ability to troubleshoot networking issues and programming of network equipment; establishes and implements LAN policies and procedures and their conformance; coordinates activities of LAN support personnel, providing guidance on common networking issues; assesses vendor products; maintains network security; trains users on LAN operations and procedures .

WEB DEVELOPER

Minimum Experience Three (3) years of experience in developing web sites, web-based applications, B2C and B2B Ecommerce applications using different technologies and operating environments.

Minimum Education Bachelor’s degree in information technology or related technical field. Master's Degree may substitute for two years of general and specialized experience.

Range of Experience		In Years	
Level of Experience	General Experience	Special Experience	Hourly Rate(\$)

I	3	0	70.00
II	5	1	85.00
III	8	2	95.00
IV	9+	3	105.00

Functional Responsibility Designs and develops internet, intranet and/or extranet sites, web-based applications, B2C and/or B2B Ecommerce applications using HTML, DHTML, XML and JavaScript. Utilizes web application development tools, HTML Editors and graphic design tools on different operating systems and web servers.

Specific Web Developer Requirements –

Web Developer Level I – Minimum of 3 years' experience designing and building Web pages using a variety of graphics software applications, techniques, and tools; designing and developing user-interface features, site animation, and special-effects elements; designing the Website to support the customer's strategies and goals relative to external communications; contributing to the Web design group's efforts to specify, improving, and implementing the look, feel, and function of online projects; interfacing directly with customers, users, graphic artists, and Web software developers.

Web Developer Level II – Minimum of 5 years' experience providing application development and technical support for internal and external Webs; developing Web pages and applications for customers; collaborating with graphic artists to develop Web page graphics that support interactive, marketing-focused content; providing technical consultation in new systems development, new package evaluations and enhancements of existing systems; preparing functional specifications from which programs will be written, then designing, coding, testing, debugging and documenting programs; participating in the technical design, development, testing, implementation and maintenance of Web site enhancements; planning, scheduling and conducts systems tests, monitors test results, and takes appropriate corrective action; possibly preparing technical user guides.

Web Developer Level III – Minimum of 8 years' experience designing and developing well-integrated and cost-effective solutions for internal and external Webs; working closely with client project managers and technical leaders to understand customers' business objectives and systems requirements; designing and developing Web infrastructures; designing and implementing an intranet strategy for authorization of users to access controlled components; designing relational databases to perform well logically and physically for decision support; coordinating enhancements and maintenance of Web systems and sites; providing recommendations for server operating systems, hardware requirements and encryption standards for communications to and from secure servers; providing technical advice and expertise to Webmasters and Web developers in the installation, acceptance testing, and evaluation of newly released and beta software; possibly serving as a functional/technical team or task lead.

Web Developer Level IV – Minimum of 9 years' experience designing and developing well-integrated and cost-effective solutions for internal and external Webs; working closely with client project managers and technical leaders to understand customers' business objectives and systems requirements; designing and developing Web infrastructures; designing and implementing an intranet strategy for authorization of users to access controlled components; designing relational databases to perform well logically and physically for decision support; coordinating enhancements and maintenance of Web systems and sites; providing recommendations

for server operating systems, hardware requirements and encryption standards for communications to and from secure servers; providing technical advice and expertise to Webmasters and Web developers in the installation, acceptance testing, and evaluation of newly released and beta software; possibly serving as a functional/technical team or task lead; possibly developing using new web technologies, including mobile web design and development; also possibly performing all procedures necessary to ensure the safety of the organization's Website and transactions across the Internet; applying Internet Firewall technologies to maintain security – ensuring that the user community understands and adheres to necessary procedures to maintain security.

DATA ENTRY CLERK

Minimum Experience One (1) year of data entry and verification experience.

Minimum Education Must be a high school graduate or equivalent.

Range of Experience		In Years	
Level of Experience	General Experience	Special Experience	Hourly Rate(\$)
I	1	0	15.00
II	2	1	25.00
III	3	2	30.00
IV	4	3	45.00

Functional Responsibility Perform data entry and verification of data where applicable. Data is input from numerous types of source documents requiring various formats. Work requires the application of experience and judgment in selecting procedures to be followed and in searching for, interpreting, selecting, or coding items to be input from a variety of source documents. Performs routine data preparation.

Specific Data Entry Clerk Requirements –

Data Entry Clerk Level I – Minimum of 1 year experience performing data entry via on-line data terminal, key-to-tape, key-to disk, or similar devices; verifying data entered, where applicable.

Data Entry Clerk Level II – Minimum of 2 years' experience performing data entry via on-line data terminal, key-to-tape, key-to disk, or similar devices; verifying data entered, where applicable; capable of managing personal workload/tasks/reports.

Data Entry Clerk Level III – Minimum of 3 years' experience performing data entry via on-line data terminal, key-to-tape, key-to disk, or similar devices; verifying data entered, where applicable; capable of managing others in similar tasks; recommends and assesses vendor products.

Data Entry Clerk Level IV – Minimum of 4 years' experience performing data entry via on-line data terminal, key-to-tape, key-to disk, or similar devices; verifying data entered, where applicable; capable of leading data entry team; assesses and selects vendor products; maintains team performance statistics and acts as liaison with supervisors and management.

SPECIALIST –

Minimum Experience In-depth knowledge across multiple application modules in addition to three or more years of related functional experience or general IT experience and over five years of specific application experience (e.g., Oracle, Citrix, SAP, PeopleSoft). Has managed the functional/technical design/architecture of one or more ERP solutions or implementations of a specific solution and has a broad spectrum of experience and knowledge across many business processes.

Minimum Education A Bachelor's degree in Computer Science, information systems, management science or related field. Master's Degree may substitute for two years of general and specialized experience.

Range of Experience		In Years	
Level of Experience	General Experience	Special Experience	Hourly Rate(\$)
I	5	3	126.00
II	8	4	156.00
III	10	5	196.00
IV	15+	6	227.00

Functional Responsibility Leads/manages team in application configuration and functional use of commercial-off-the-shelf (COTS) enterprise (ERP, VDI, CRM, SCM) applications. Responsible for identifying and documenting the strategy for implementing the application. Directs senior staff to develop and review comprehensive functional description of current and future system and process requirements through structured interviews, fit/gap sessions, focus groups, documentation review and other data gathering techniques. Works directly with client management in planning, architecture, development, quality assurance, training, implementation and support as well as functional staff members to identify specific application views and data requirements to ensure that the final system incorporates required functionality.

Specific Specialist Requirements –

Specialist Level I – Minimum of 5 years' experience analyzing user needs and performing research and functional analysis on a variety of projects; working under direct supervision; performing related work as required; has a minimum of four years of specialized experience providing state-of-the art solutions in information systems technology; can have less than six years' expertise in a particular area (in new state-of-the-arts technology), consistent with the age of the technology; generally recognized as a leader in the industry in a specific technology; sought out by others in their area of expertise; coordinates with contractor management and government personnel.

Specialist Level II – Minimum of 8 years' experience analyzing user needs to determine functional requirements; performing functional allocation to identify required tasks and their interrelationships; identifying resources required for each task; ; serves as technical team or task lead; has a minimum of ten years of specialized experience providing state-of-the art solutions in information systems technology; can have less than six years' expertise in a particular area (in new state-of-the-arts technology), consistent with the age of the technology; recognized expert in a specific technology; coordinates with contractor management and government personnel to provide problem definition and present solutions.

Specialist Level III – Minimum of 10 years' experience analyzing user needs to determine functional requirements; performing functional allocation to identify required tasks and their interrelationships; identifying resources required for each task; providing daily supervision and direction to support staff; provides expert, independent services and leadership in specialized technical areas; provides expertise on an as-needed basis to all task assignments; coordinates with contractor management and government personnel to ensure problems are properly defined and addressed; serves as technical team or task lead; has a minimum of ten years of specialized experience providing state-of-the art solutions in information systems technology; can have less than ten years' expertise in a particular area (in new state-of-the-arts technology), consistent with the age of the technology; recognized expert in a specific technology.

Specialist Level IV – Minimum of 15 years' experience analyzing user needs and performs research and functional analysis on a variety of projects at a highly technical level; may have supervisory responsibility; serves as technical advisor to clients in assigned subject areas; recommends functional changes, and identifies areas for further investigation; generates recommendations in the form of technical briefings, reports, and other major documents provided to senior level client personnel; serves as primary client liaison and coordinates with sub-contractors, government personnel, and technical experts; serves as technical team or task lead; has a minimum of ten years of specialized experience providing state-of-the art solutions in information systems technology; can have less than ten years' expertise in a particular area (in new state-of-the-arts technology), consistent with the age of the technology; recognized expert in the technology being addressed; provides expert, independent services and leadership in specialized technical areas; provides expertise on an as-needed basis to all task assignments; coordinates with contractor management and government personnel to ensure problems are properly resolved.

REQUISITION

RQIT17000083 01/MAY/2017

VENDOR:
INFOSYS INTERNATIONAL INC.
110 TERMINAL DRIVE

PLAINVIEW NY 11803

TEL: (516) 576-9494

FAX: (516) 576-9499

REQUISITIONER:

IT DEPARTMENT OF INFORMATION TECH
240 OLD COUNTRY ROAD
6TH FLOOR

MINEOLA NY 11501

S.BARNETT/SUSAN SALERNO(7-8366)

TEL: (516) 571-2233

FAX: (516) 571-3918

113 013 325

ITEM	DESCRIPTION	QTY	U/M	UNIT COST	TOTAL
001	920-40	2,940.00	EA	166.0000	488,040.00

PROGRAMMING SERVICES, COMPUTER

TO PROVIDE ADDITIONAL FUNCTIONALITY FOR THE DEPARTMENT OF SOCIAL
SERVICES AND TO ADD SUPPORT FOR FIVE ADDITIONAL HHS AGENCIES.

(SENIOR CITIZENS, YOUTH BOARD, CHEMICAL DEPENDENCY/MENTAL HEALTH,
OFFICE OF THE PHYSICALLY CHALLENGED AND VETERANS SERVICES)

2,940 HOURS @ \$166.00 PER HOUR = \$488,040.00

2 PROGRAMMER ANALYSTS @ 166.00/HR X 35.00 HRS/WK X 42 WKS =

\$488,040.00

SENIOR ANALYST/PROGRAMMER - LEVEL 6 : MANOJ PATEL AND GEORGE GONSALVES

BILL TO: I.T. ACCOUNTS PAYABLE

240 OLD COUNTRY ROAD 6TH FL

MINEOLA, NY 11501

ESTIMATED TOTAL: 488,040.00

REQUISITION

RQIT17000083 01/MAY/2017

VENDOR:
INFOSYS INTERNATIONAL INC.
110 TERMINAL DRIVE

PLAINVIEW NY 11803

TEL: (516) 576-9494
FAX: (516) 576-9499

REQUISITIONER:
IT DEPARTMENT OF INFORMATION TECH
240 OLD COUNTRY ROAD
6TH FLOOR
MINEOLA NY 11501
S.BARNETT/SUSAN SALERNO (7-8366)
TEL: (516) 571-2233
FAX: (516) 571-3918

Infosys International Inc
110 Terminal Drive
Plainview NY 11803

Quote	0107
Date	1/17/2017
Page	1

Voice: (516) 576-9494 Ext. 3300
Fax: (516) 576-9499

Quoted To:

Attn: Susan Barnett
Nassau County Dept of IT
240 Old Country Rd
Mineola, NY 11501

Purchase Order No.	Customer ID	Salesperson ID	Terms	Due Date
	CIT		Net 30	
Description	UOM	Quantity	Unit Price	Amount
Senior Analyst/Programmer-Level 6 (GSA)				
Manoj Patel	Hr	1.00	\$166.00	\$166.00
George Gonsalves	Hr	1.00	\$166.00	\$166.00
			Subtotal	\$332.00
			Misc	\$0.00
			Tax	\$0.00
			Frieght	\$0.00
			Trade Discount	\$0.00
			Total	\$332.00

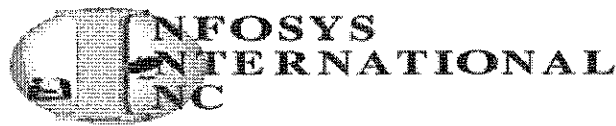


U.S. General Services Administration

INFORMATION TECHNOLOGY SCHEDULE 70

General Purpose Commercial Information Technology Equipment,
Software and Services

Special Item Number **132-51** - Information Technology (IT) Professional Services



INFOSYS INTERNATIONAL INC.

110 Terminal Drive

Plainview, NY 11803

Phone: 516-576-9494 Ext.3300

<http://www.infosysinternational.com>

Contract Number:

GS-35F-0273V

Period Covered by Contract: March 3, 2009 – March 2, 2019

General Services Administration

Federal Acquisition Service

LAST APPROVED MODIFICATION # PS-0021, dated March 18, 2016.

Products and ordering information in this Authorized FSS Information Technology Schedule Pricelist are also available on the GSA Advantage! System. Agencies can browse GSA Advantage! by accessing the Federal Acquisition Service's Home Page via the Internet at <http://www.fss.gsa.gov/>

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**INFORMATION FOR ORDERING ACTIVITIES
APPLICABLE TO ALL SPECIAL ITEM NUMBERS**

SPECIAL NOTICE TO AGENCIES: Small Business Participation

SBA strongly supports the participation of small business concerns in the Federal Acquisition Service. To enhance Small Business Participation SBA policy allows agencies to include in their procurement base and goals, the dollar value of orders expected to be placed against the Federal Supply Schedules, and to report accomplishments against these goals.

For orders exceeding the micropurchase threshold, FAR 8.404 requires agencies to consider the catalogs/pricelists of at least three schedule contractors or consider reasonably available information by using the GSA Advantage!™ on-line shopping service (www.fss.gsa.gov). The catalogs/pricelists, GSA Advantage!™ and the Federal Acquisition Service Home Page (www.fss.gsa.gov) contain information on a broad array of products and services offered by small business concerns.

This information should be used as a tool to assist ordering activities in meeting or exceeding established small business goals. It should also be used as a tool to assist in including small, small disadvantaged, and women-owned small businesses among those considered when selecting pricelists for a best value determination.

For orders exceeding the micropurchase threshold, customers are to give preference to small business concerns when two or more items at the same delivered price will satisfy their requirement.

1. GEOGRAPHIC SCOPE OF CONTRACT:

Domestic delivery is delivery within the 48 contiguous states, Alaska, Hawaii, Puerto Rico, Washington, DC, and U.S. Territories. Domestic delivery also includes a port or consolidation point, within the aforementioned areas, for orders received from overseas activities.

Overseas delivery is delivery to points outside of the 48 contiguous states, Washington, DC, Alaska, Hawaii, Puerto Rico, and U.S. Territories.

Offerors are requested to check one of the following boxes:

- ☐ The Geographic Scope of Contract will be domestic and overseas delivery.
- ☐ The Geographic Scope of Contract will be overseas delivery only.
- ☒ The Geographic Scope of Contract will be domestic delivery only.

2. CONTRACTOR'S ORDERING ADDRESS AND PAYMENT INFORMATION:

Infosys International Inc.
110 Terminal Drive
Plainview, NY 11803

Contractors are required to accept credit cards for payments equal to or less than the micro-purchase threshold for oral or written delivery orders. Credit cards will be acceptable for payment above the micro-purchase threshold. In addition, bank account information for wire transfer payments will be shown on the invoice.

The following telephone number(s) can be used by ordering activities to obtain technical and/or ordering assistance:

516-576-9494 Ext. 3300

When Authorized Dealers are allowed by the Contractor to bill ordering activities and accept payment, the order and/or payment must be in the name of the Contractor, in care of the Authorized Dealer.

3. LIABILITY FOR INJURY OR DAMAGE

The Contractor shall not be liable for any injury to ordering activity personnel or damage to ordering activity property arising from the use of equipment maintained by the Contractor, unless such injury or damage is due to the fault or negligence of the Contractor.

4. STATICAL DATA FOR GOVERNMENT ORDERING OFFICE COMPLETION OF STANDARD FORM 279:

Block 9: G. Order/Modification Under Federal Schedule

Block 16: Data Universal Numbering System (DUNS) Number: **61-176-4069**

Block 30: Type of Contractor - **A. Small Disadvantaged Business**

- A. Small Disadvantaged Business
- B. Other Small Business
- C. Large Business
- G. Other Nonprofit Organization
- L. Foreign Contractor

Block 31: Woman-Owned Small Business - **NO**

Block 36: Contractor's Taxpayer Identification Number (TIN): **11-3013325**

4a. CAGE Code: 0NZ82

4b. Contractor has/has not registered with the Central Contractor Registration Database.

5. FOB DESTINATION

6. DELIVERY SCHEDULE

a. TIME OF DELIVERY: The Contractor shall deliver to destination within the number of calendar days after receipt of order (ARO), as set forth below:

SPECIAL ITEM NUMBER

DELIVERY TIME (Days ARO)

132-51

As agreed upon between the contractor and the ordering activity.

b. URGENT REQUIREMENTS: When the Federal Supply Schedule contract delivery period does not meet the bona fide urgent delivery requirements of an ordering activity, ordering activities are encouraged, if time permits, to contact the Contractor for the purpose of obtaining accelerated delivery. The Contractor shall reply to the inquiry within 3 workdays after receipt. (Telephonic replies shall be confirmed by the Contractor in writing.) If the Contractor offers an accelerated delivery time acceptable to the ordering activity, any order(s) placed pursuant to the agreed upon accelerated delivery time frame shall be delivered within this shorter delivery time and in accordance with all other terms and conditions of the contract.

7. DISCOUNTS:

Prices shown are NET Prices; Basic Discounts have been deducted.

- a. Prompt Payment: **1% - 15 days**
- b. Quantity: **None**
- c. Dollar Volume: **None**
- d. Government Educational Institutions : **None**
- e. Other

8. TRADE AGREEMENTS ACT OF 1979, as amended:

All items are U.S. made end products, designated country end products, Caribbean Basin country end products, Canadian end products, or Mexican end products as defined in the Trade Agreements Act of 1979, as amended.

9. STATEMENT CONCERNING AVAILABILITY OF EXPORT PACKING:

NA

10. SMALL REQUIREMENTS

The minimum dollar value of orders to be issued is \$100.

11. MAXIMUM ORDER (All dollar amounts are exclusive of any discount for prompt payment.)

a. The Maximum Order value for the following Special Item Numbers (SINs) is \$500,000:

12. ORDERING PROCEEDURES FOR FEDERAL SUPPLY SCHEDULE CONTRACTS

Ordering activities shall use the ordering procedures of Federal Acquisition Regulation (FAR) 8.405 when placing an order or establishing a BPA for supplies or services. These procedures apply to all schedules.

- a. FAR 8.405-1 Ordering procedures for supplies, and services not requiring a statement of work.
- b. FAR 8.405-2 Ordering procedures for services requiring a statement of work.

13. FEDERAL INFORMATION TECHNOLOGY/TELECOMMUNICATION STANDARDS REQUIREMENTS:

ordering activities acquiring products from this Schedule must comply with the provisions of the Federal Standards Program, as appropriate (reference: NIST Federal Standards Index). Inquiries to determine whether or not specific products listed herein comply with Federal Information Processing Standards (FIPS) or Federal Telecommunication Standards (FED-STDS), which are cited by ordering activities, shall be responded to promptly by the Contractor.

13.1 FEDERAL INFORMATION PROCESSING STANDARDS PUBLICATIONS (FIPS PUBS):

Information Technology products under this Schedule that do not conform to Federal Information Processing Standards (FIPS) should not be acquired unless a waiver has been granted in accordance with the applicable "FIPS Publication." Federal Information Processing Standards Publications (FIPS PUBS) are issued by the U.S. Department of Commerce, National Institute of Standards and Technology (NIST), pursuant to National Security Act. Information concerning their availability and applicability should be obtained from the National Technical Information Service (NTIS), 5285 Port Royal Road, Springfield, Virginia 22161. FIPS PUBS include voluntary standards when these are adopted for Federal use. Individual orders for FIPS PUBS should be referred to the NTIS Sales Office, and orders for subscription service should be referred to the NTIS Subscription Officer, both at the above address, or telephone number (703) 487-4650.

13.2 FEDERAL TELECOMMUNICATION STANDARDS (FED-STDS):

Telecommunication products under this Schedule that do not conform to Federal Telecommunication Standards (FED-STDS) should not be acquired unless a waiver has been granted in accordance with the applicable "FED-STD." Federal Telecommunication Standards are issued by the U.S. Department of Commerce, National Institute of Standards and Technology (NIST), pursuant to National Security Act. Ordering information and information concerning the availability of FED-STDS should be obtained from the GSA, Federal Acquisition Service, Specification Section, 470 East L'Enfant Plaza, Suite 8100, SW, Washington, DC 20407, telephone number (202)619-8925. Please include a self-addressed mailing label when requesting information by mail. Information concerning their applicability can be obtained by writing or calling the U.S. Department of Commerce, National Institute of Standards and Technology, Gaithersburg, MD 20899, telephone number (301)975-2833.

14. CONTRACTOR TASKS / SPECIAL REQUIREMENTS (C-FSS-370) (NOV 2003)

- (a) Security Clearances: The Contractor may be required to obtain/possess varying levels of security clearances in the performance of orders issued under this contract. All costs associated with obtaining/possessing such security clearances should be factored into the price offered under the Multiple Award Schedule.**
- (b) Travel: The Contractor may be required to travel in performance of orders issued under this contract. Allowable travel and per diem charges are governed by Pub .L. 99-234 and FAR Part 31, and are reimbursable by the ordering agency or can be priced as a fixed price item on orders placed under the Multiple Award Schedule. Travel in performance of a task order will only be reimbursable to the extent authorized by the ordering agency. The Industrial Funding Fee does NOT apply to travel and per diem charges.**
- (c) Certifications, Licenses and Accreditations: As a commercial practice, the Contractor may be required to obtain/possess any variety of certifications, licenses and accreditations for specific FSC/service code classifications offered. All costs associated with obtaining/ possessing such certifications, licenses and accreditations should be factored into the price offered under the Multiple Award Schedule program.**

- (d) Insurance: As a commercial practice, the Contractor may be required to obtain/possess insurance coverage for specific FSC/service code classifications offered. All costs associated with obtaining/possessing such insurance should be factored into the price offered under the Multiple Award Schedule program.
- (e) Personnel: The Contractor may be required to provide key personnel, resumes or skill category descriptions in the performance of orders issued under this contract. Ordering activities may require agency approval of additions or replacements to key personnel.
- (f) Organizational Conflicts of Interest: Where there may be an organizational conflict of interest as determined by the ordering agency, the Contractor's participation in such order may be restricted in accordance with FAR Part 9.5.
- (g) Documentation/Standards: The Contractor may be requested to provide products or services in accordance with rules, regulations, OMB orders, standards and documentation as specified by the agency's order.
- (h) Data/Deliverable Requirements: Any required data/deliverables at the ordering level will be as specified or negotiated in the agency's order.
- (i) Government-Furnished Property: As specified by the agency's order, the Government may provide property, equipment, materials or resources as necessary.
- (j) Availability of Funds: Many Government agencies' operating funds are appropriated for a specific fiscal year. Funds may not be presently available for any orders placed under the contract or any option year. The Government's obligation on orders placed under this contract is contingent upon the availability of appropriated funds from which payment for ordering purposes can be made. No legal liability on the part of the Government for any payment may arise until funds are available to the ordering Contracting Officer.
- (k) Overtime: For professional services, the labor rates in the Schedule should not vary by virtue of the Contractor having worked overtime. For services applicable to the Service Contract Act (as identified in the Schedule), the labor rates in the Schedule will vary as governed by labor laws (usually assessed a time and a half of the labor rate).

15. CONTRACT ADMINISTRATION FOR ORDERING ACTIVITIES:

Any ordering activity, with respect to any one or more delivery orders placed by it under this contract, may exercise the same rights of termination as might the GSA Contracting Officer under provisions of FAR 52.212-4, paragraphs (l) Termination for the ordering activity's convenience, and (m) Termination for Cause (See 52.212-4)

16. GSA ADVANTAGE!

GSA Advantage! is an on-line, interactive electronic information and ordering system that provides on-line access to vendors' schedule prices with ordering information. GSA Advantage! will allow the user to perform various searches across all contracts including, but not limited to:

- (1) Manufacturer;
- (2) Manufacturer's Part Number; and
- (3) Product categories.

Agencies can browse GSA Advantage! by accessing the Internet World Wide Web utilizing a browser (ex.: NetScape). The Internet address is <http://www.fss.gsa.gov/>.

17. PURCHASE OF OPEN MARKET ITEMS

NOTE: Open Market Items are also known as incidental items, noncontract items, non-Schedule items, and items not on a Federal Supply Schedule contract. ODCs (Other Direct Costs) are not part of this contract and should be treated as open market purchases. Ordering Activities procuring open market items must follow FAR 8.402(f).

For administrative convenience, an ordering activity contracting officer may add items not on the Federal Supply Multiple Award Schedule (MAS) -- referred to as open market items -- to a Federal Supply Schedule blanket purchase agreement (BPA) or an individual task or delivery order, **only if**-

- (1) All applicable acquisition regulations pertaining to the purchase of the items not on the Federal Supply Schedule have been followed (e.g., publicizing (Part 5), competition requirements (Part 6), acquisition of commercial items (Part 12), contracting methods (Parts 13, 14, and 15), and small business programs (Part 19));
- (2) The ordering activity contracting officer has determined the price for the items not on the Federal Supply Schedule is fair and reasonable;
- (3) The items are clearly labeled on the order as items not on the Federal Supply Schedule; and
- (4) All clauses applicable to items not on the Federal Supply Schedule are included in the order.

18. CONTRACTOR COMMITMENTS, WARRANTIES AND REPRESENTATIONS

a. For the purpose of this contract, commitments, warranties and representations include, in addition to those agreed to for the entire schedule contract:

- (1) Time of delivery/installation quotations for individual orders;
- (2) Technical representations and/or warranties of products concerning performance, total system performance and/or configuration, physical, design and/or functional characteristics and capabilities of a product/equipment/ service/software package submitted in response to requirements which result in orders under this schedule contract.
- (3) Any representations and/or warranties concerning the products made in any literature, description, drawings and/or specifications furnished by the Contractor.

b. The above is not intended to encompass items not currently covered by the GSA Schedule contract.

19. OVERSEAS ACTIVITIES

The terms and conditions of this contract shall apply to all orders for installation, maintenance and repair of equipment in areas listed in the pricelist outside the 48 contiguous states and the District of Columbia, except as indicated below:

NONE

Upon request of the Contractor, the ordering activity may provide the Contractor with logistics support, as available, in accordance with all applicable ordering activity regulations. Such ordering activity support will be provided on a reimbursable basis, and will only be provided to the Contractor's technical personnel whose services are exclusively required for the fulfillment of the terms and conditions of this contract.

20. BLANKET PURCHASE AGREEMENTS (BPAs)

The use of BPAs under any schedule contract to fill repetitive needs for supplies or services is allowable. BPAs may be established with one or more schedule contractors. The number of BPAs to be established is within the discretion of the ordering activity establishing the BPA and should be based on a strategy that is expected to maximize the effectiveness of the BPA(s). Ordering activities shall follow FAR 8.405-3 when creating and implementing BPA(s).

21. CONTRACTOR TEAM ARRANGEMENTS

Contractors participating in contractor team arrangements must abide by all terms and conditions of their respective contracts. This includes compliance with Clauses 552.238-74, Industrial Funding Fee and Sales Reporting, i.e., each contractor (team member) must report sales and remit the IFF for all products and services provided under its individual contract.

22. INSTALLATION, DEINSTALLATION, REINSTALLATION

The Davis-Bacon Act (40 U.S.C. 276a-276a-7) provides that contracts in excess of \$2,000 to which the United States or the District of Columbia is a party for construction, alteration, or repair (including painting and decorating) of public buildings

or public works with the United States, shall contain a clause that no laborer or mechanic employed directly upon the site of the work shall receive less than the prevailing wage rates as determined by the Secretary of Labor. The requirements of the Davis-Bacon Act do not apply if the construction work is incidental to the furnishing of supplies, equipment, or services. For example, the requirements do not apply to simple installation or alteration of a public building or public work that is incidental to furnishing supplies or equipment under a supply contract. However, if the construction, alteration or repair is segregable and exceeds \$2,000, then the requirements of the Davis-Bacon Act apply.

The ordering activity issuing the task order against this contract will be responsible for proper administration and enforcement of the Federal labor standards covered by the Davis-Bacon Act. The proper Davis-Bacon wage determination will be issued by the ordering activity at the time a request for quotations is made for applicable construction classified installation, deinstallation, and reinstallation services under SIN 132-8.

23. SECTION 508 COMPLIANCE.

If applicable, Section 508 compliance information on the supplies and services in this contract are available in Electronic and Information Technology (EIT) at the following: NA

www.Section508.gov/.

24. PRIME CONTRACTOR ORDERING FROM FEDERAL SUPPLY SCHEDULES.

Prime Contractors (on cost reimbursement contracts) placing orders under Federal Supply Schedules, on behalf of an ordering activity, shall follow the terms of the applicable schedule and authorization and include with each order –

- (a) A copy of the authorization from the ordering activity with whom the contractor has the prime contract (unless a copy was previously furnished to the Federal Supply Schedule contractor); and
- (b) The following statement:

This order is placed under written authorization from _____ dated _____. In the event of any inconsistency between the terms and conditions of this order and those of your Federal Supply Schedule contract, the latter will govern.

25. INSURANCE—WORK ON A GOVERNMENT INSTALLATION (JAN 1997)(FAR 52.228-5)

(a) The Contractor shall, at its own expense, provide and maintain during the entire performance of this contract, at least the kinds and minimum amounts of insurance required in the Schedule or elsewhere in the contract.

(b) Before commencing work under this contract, the Contractor shall notify the Contracting Officer in writing that the required insurance has been obtained. The policies evidencing required insurance shall contain an endorsement to the effect that any cancellation or any material change adversely affecting the Government's interest shall not be effective—

- (1) For such period as the laws of the State in which this contract is to be performed prescribe; or
- (2) Until 30 days after the insurer or the Contractor gives written notice to the Contracting Officer, whichever period is longer.

(c) The Contractor shall insert the substance of this clause, including this paragraph (c), in subcontracts under this contract that require work on a Government installation and shall require subcontractors to provide and maintain the insurance required in the Schedule or elsewhere in the contract. The Contractor shall maintain a copy of all subcontractors' proofs of required insurance, and shall make copies available to the Contracting Officer upon request.

26. SOFTWARE INTEROPERABILITY.

Offerors are encouraged to identify within their software items any component interfaces that support open standard interoperability. An item's interface may be identified as interoperable on the basis of participation in a Government



agency-sponsored program or in an independent organization program. Interfaces may be identified by reference to an interface registered in the component registry located at <http://www.core.gov>.

27. ADVANCE PAYMENTS

A payment under this contract to provide a service or deliver an article for the United States Government may not be more than the value of the service already provided or the article already delivered. Advance or pre-payment is not authorized or allowed under this contract. (31 U.S.C. 3324)

**TERMS AND CONDITIONS APPLICABLE TO INFORMATION TECHNOLOGY (IT)
PROFESSIONAL SERVICES (SPECIAL ITEM NUMBER 132-51)****1. SCOPE**

- a. The prices, terms and conditions stated under Special Item Number 132-51 Information Technology Professional Services and Special Item Number 132-52 Electronic Commerce Services apply exclusively to IT/EC Services within the scope of this Information Technology Schedule.
- b. The Contractor shall provide services at the Contractor's facility and/or at the ordering activity location, as agreed to by the Contractor and the ordering activity.

2. PERFORMANCE INCENTIVES

- a. Performance incentives may be agreed upon between the Contractor and the ordering activity on individual fixed price orders or Blanket Purchase Agreements under this contract in accordance with this clause.
- b. The ordering activity must establish a maximum performance incentive price for these services and/or total solutions on individual orders or Blanket Purchase Agreements.
- c. Incentives should be designed to relate results achieved by the contractor to specified targets. To the maximum extent practicable, ordering activities shall consider establishing incentives where performance is critical to the ordering activity's mission and incentives are likely to motivate the contractor. Incentives shall be based on objectively measurable tasks.

3. ORDER

- a. Agencies may use written orders, EDI orders, blanket purchase agreements, individual purchase orders, or task orders for ordering services under this contract. Blanket Purchase Agreements shall not extend beyond the end of the contract period; all services and delivery shall be made and the contract terms and conditions shall continue in effect until the completion of the order. Orders for tasks which extend beyond the fiscal year for which funds are available shall include FAR 52.232-19 (Deviation – May 2003) Availability of Funds for the Next Fiscal Year. The purchase order shall specify the availability of funds and the period for which funds are available.
- b. All task orders are subject to the terms and conditions of the contract. In the event of conflict between a task order and the contract, the contract will take precedence.

4. PERFORMANCE OF SERVICES

- a. The Contractor shall commence performance of services on the date agreed to by the Contractor and the ordering activity.
- b. The Contractor agrees to render services only during normal working hours, unless otherwise agreed to by the Contractor and the ordering activity.
- c. The ordering activity should include the criteria for satisfactory completion for each task in the Statement of Work or Delivery Order. Services shall be completed in a good and workmanlike manner.
- d. Any Contractor travel required in the performance of IT/EC Services must comply with the Federal Travel Regulation or Joint Travel Regulations, as applicable, in effect on the date(s) the travel is performed. Established Federal Government per diem rates will apply to all Contractor travel. Contractors cannot use GSA city pair contracts.

5. STOP-WORK ORDER (FAR 52.242-15) (AUG 1989)

- (a) The Contracting Officer may, at any time, by written order to the Contractor, require the Contractor to stop all, or any part, of the work called for by this contract for a period of 90 days after the order is delivered to the Contractor, and for any further period to which the parties may agree. The order shall be specifically identified as a stop-work order issued under this clause. Upon receipt of the order, the Contractor shall immediately comply with its terms and take all reasonable steps to minimize the incurrence of costs allocable to the work covered by the order during the period of work stoppage. Within a period of 90 days after a stop-work is delivered to the Contractor, or within any extension of that period to which the parties shall have agreed, the Contracting Officer shall either-

- (1) Cancel the stop-work order; or

(2) Terminate the work covered by the order as provided in the Default, or the Termination for Convenience of the Government, clause of this contract.

(b) If a stop-work order issued under this clause is canceled or the period of the order or any extension thereof expires, the Contractor shall resume work. The Contracting Officer shall make an equitable adjustment in the delivery schedule or contract price, or both, and the contract shall be modified, in writing, accordingly, if-

(1) The stop-work order results in an increase in the time required for, or in the Contractor's cost properly allocable to, the performance of any part of this contract; and

(2) The Contractor asserts its right to the adjustment within 30 days after the end of the period of work stoppage; provided, that, if the Contracting Officer decides the facts justify the action, the Contracting Officer may receive and act upon the claim submitted at any time before final payment under this contract.

(c) If a stop-work order is not canceled and the work covered by the order is terminated for the convenience of the Government, the Contracting Officer shall allow reasonable costs resulting from the stop-work order in arriving at the termination settlement.

(d) If a stop-work order is not canceled and the work covered by the order is terminated for default, the Contracting Officer shall allow, by equitable adjustment or otherwise, reasonable costs resulting from the stop-work order.

6. INSPECTION OF SERVICES

The Inspection of Services-Fixed Price (AUG 1996) (Deviation – May 2003) clause at FAR 52.246-4 applies to firm-fixed price orders placed under this contract. The Inspection-Time-and-Materials and Labor-Hour (JAN 1986) (Deviation – May 2003) clause at FAR 52.246-6 applies to time-and-materials and labor-hour orders placed under this contract.

7. RESPONSIBILITIES OF THE CONTRACTOR

The Contractor shall comply with all laws, ordinances, and regulations (Federal, State, City, or otherwise) covering work of this character. If the end product of a task order is software, then FAR 52.227-14 (Deviation – May 2003) Rights in Data – General, may apply.

8. RESPONSIBILITIES OF THE ORDERING ACTIVITY

Subject to security regulations, the ordering activity shall permit Contractor access to all facilities necessary to perform the requisite IT/EC Services.

9. INDEPENDENT CONTRACTOR

All IT/EC Services performed by the Contractor under the terms of this contract shall be as an independent Contractor, and not as an agent or employee of the ordering activity.

10. ORGANIZATIONAL CONFLICTS OF INTEREST

a. Definitions.

“Contractor” means the person, firm, unincorporated association, joint venture, partnership, or corporation that is a party to this contract.

“Contractor and its affiliates” and “Contractor or its affiliates” refers to the Contractor, its chief executives, directors, officers, subsidiaries, affiliates, subcontractors at any tier, and consultants and any joint venture involving the Contractor, any entity into or with which the Contractor subsequently merges or affiliates, or any other successor or assignee of the Contractor.

An “Organizational conflict of interest” exists when the nature of the work to be performed under a proposed ordering activity contract, without some restriction on ordering activities by the Contractor and its affiliates, may either (i) result in an unfair competitive advantage to the Contractor or its affiliates or (ii) impair the Contractor’s or its affiliates’ objectivity in performing contract work.

b. To avoid an organizational or financial conflict of interest and to avoid prejudicing the best interests of the ordering activity, ordering activities may place restrictions on the Contractors, its affiliates, chief executives, directors, subsidiaries and subcontractors at any tier when placing orders against schedule contracts. Such restrictions shall be consistent with FAR 9.505 and shall be designed to avoid, neutralize, or mitigate organizational conflicts of interest that might otherwise exist in situations related to individual orders placed against the schedule contract. Examples of situations, which may require restrictions, are provided at FAR 9.508.

11. INVOICES

The Contractor, upon completion of the work ordered, shall submit invoices for IT/EC services. Progress payments may be authorized by the ordering activity on individual orders if appropriate. Progress payments shall be based upon completion of defined milestones or interim products. Invoices shall be submitted monthly for recurring services performed during the preceding month.

12. PAYMENTS

For firm-fixed price orders the ordering activity shall pay the Contractor, upon submission of proper invoices or vouchers, the prices stipulated in this contract for service rendered and accepted. Progress payments shall be made only when authorized by the order. For time-and-materials orders, the Payments under Time-and-Materials and Labor-Hour Contracts at FAR 52.232-7 (DEC 2002), (Alternate II – Feb 2002) (Deviation – May 2003) applies to time-and-materials orders placed under this contract. For labor-hour orders, the Payment under Time-and-Materials and Labor-Hour Contracts at FAR 52.232-7 (DEC 2002), (Alternate II – Feb 2002) (Deviation – May 2003)) applies to labor-hour orders placed under this contract. 52.216-31(Feb 2007) Time-and-Materials/Labor-Hour Proposal Requirements—Commercial Item Acquisition. As prescribed in 16.601(e)(3), insert the following provision:

(a) The Government contemplates award of a Time-and-Materials or Labor-Hour type of contract resulting from this solicitation.

(b) The offeror must specify fixed hourly rates in its offer that include wages, overhead, general and administrative expenses, and profit. The offeror must specify whether the fixed hourly rate for each labor category applies to labor performed by—

- (1) The offeror;
- (2) Subcontractors; and/or
- (3) Divisions, subsidiaries, or affiliates of the offeror under a common control.

13. RESUMES

Resumes shall be provided to the GSA Contracting Officer or the user ordering activity upon request.

14. INCIDENTAL SUPPORT COSTS

Incidental support costs are available outside the scope of this contract. The costs will be negotiated separately with the ordering activity in accordance with the guidelines set forth in the FAR.

15. APPROVAL OF SUBCONTRACTS

The ordering activity may require that the Contractor receive, from the ordering activity's Contracting Officer, written consent before placing any subcontract for furnishing any of the work called for in a task order.

16. DESCRIPTION OF IT SERVICES AND PRICING

See end of document for description of services and costs

**USA COMMITMENT TO PROMOTE
SMALL BUSINESS PARTICIPATION
PROCUREMENT PROGRAMS**

PREAMBLE

Infosys International Inc. provides commercial products and services to ordering activities. We are committed to promoting participation of small, small disadvantaged and women-owned small businesses in our contracts. We pledge to provide opportunities to the small business community through reselling opportunities, mentor-protégé programs, joint ventures, teaming arrangements, and subcontracting.

COMMITMENT

To actively seek and partner with small businesses.

To identify, qualify, mentor and develop small, small disadvantaged and women-owned small businesses by purchasing from these businesses whenever practical.

To develop and promote company policy initiatives that demonstrate our support for awarding contracts and subcontracts to small business concerns.

To undertake significant efforts to determine the potential of small, small disadvantaged and women-owned small business to supply products and services to our company.

To insure procurement opportunities are designed to permit the maximum possible participation of small, small disadvantaged, and women-owned small businesses.

To attend business opportunity workshops, minority business enterprise seminars, trade fairs, procurement conferences, etc., to identify and increase small businesses with whom to partner.

To publicize in our marketing publications our interest in meeting small businesses that may be interested in subcontracting opportunities.

We signify our commitment to work in partnership with small, small disadvantaged and women-owned small businesses to promote and increase their participation in ordering activity contracts. To accelerate potential opportunities please contact

Raj Mehta

Phone: 516-576-9494 Ext.3300

Email: rajm@infosysinternational.com

Fax: 516-576-9499



A Results Oriented Company

BEST VALUE

BLANKET PURCHASE AGREEMENT

FEDERAL SUPPLY SCHEDULE

(Insert Customer Name)

In the spirit of the Federal Acquisition Streamlining Act (ordering activity) and (Contractor) enter into a cooperative agreement to further reduce the administrative costs of acquiring commercial items from the General Services Administration (GSA) Federal Supply Schedule Contract(s) _____.

Federal Supply Schedule contract BPAs eliminate contracting and open market costs such as: search for sources; the development of technical documents, solicitations and the evaluation of offers. Teaming Arrangements are permitted with Federal Supply Schedule Contractors in accordance with Federal Acquisition Regulation (FAR) 9.6.

This BPA will further decrease costs, reduce paperwork, and save time by eliminating the need for repetitive, individual purchases from the schedule contract. The end result is to create a purchasing mechanism for the ordering activity that works better and costs less.

Signatures

Ordering Activity

Date _____

Contractor

Date _____

BPA NUMBER _____

(CUSTOMER NAME)

BLANKET PURCHASE AGREEMENT

Pursuant to GSA Federal Supply Schedule Contract Number(s) _____, Blanket Purchase Agreements, the Contractor agrees to the following terms of a Blanket Purchase Agreement (BPA) EXCLUSIVELY WITH (ordering activity):

- (1) The following contract items can be ordered under this BPA. All orders placed against this BPA are subject to the terms and conditions of the contract, except as noted below:

MODEL NUMBER/PART NUMBER	*SPECIAL BPA DISCOUNT/PRICE
_____	_____
_____	_____
_____	_____

- (2) Delivery:

DESTINATION	DELIVERY SCHEDULES / DATES
_____	_____
_____	_____
_____	_____

- (3) The ordering activity estimates, but does not guarantee, that the volume of purchases through this agreement will be _____.

- (4) This BPA does not obligate any funds.

- (5) This BPA expires on _____ or at the end of the contract period, whichever is earlier.

- (6) The following office(s) is hereby authorized to place orders under this BPA:

OFFICE	POINT OF CONTACT
_____	_____
_____	_____
_____	_____

- (7) Orders will be placed against this BPA via Electronic Data Interchange (EDI), FAX, or paper.

- (8) Unless otherwise agreed to, all deliveries under this BPA must be accompanied by delivery tickets or sales slips that must contain the following information as a minimum:

- (a) Name of Contractor;
- (b) Contract Number;
- (c) BPA Number;
- (d) Model Number or National Stock Number (NSN);
- (e) Purchase Order Number;
- (f) Date of Purchase;

(g) Quantity, Unit Price, and Extension of Each Item (unit prices and extensions need not be shown when incompatible with the use of automated systems; provided, that the invoice is itemized to show the information); and

(h) Date of Shipment.

(9) The requirements of a proper invoice are specified in the Federal Supply Schedule contract. Invoices will be submitted to the address specified within the purchase order transmission issued against this BPA.

(10) The terms and conditions included in this BPA apply to all purchases made pursuant to it. In the event of an inconsistency between the provisions of this BPA and the Contractor's invoice, the provisions of this BPA will take precedence.

*

BASIC GUIDELINES FOR USING "CONTRACTOR TEAM ARRANGEMENTS"

Federal Supply Schedule Contractors may use "Contractor Team Arrangements" (see FAR 9.6) to provide solutions when responding to a ordering activity requirements.

These Team Arrangements can be included under a Blanket Purchase Agreement (BPA). BPAs are permitted under all Federal Supply Schedule contracts.

Orders under a Team Arrangement are subject to terms and conditions of the Federal Supply Schedule Contract.

Participation in a Team Arrangement is limited to Federal Supply Schedule Contractors.

Customers should refer to FAR 9.6 for specific details on Team Arrangements.

Here is a general outline on how it works:

- The customer identifies their requirements.
- Federal Supply Schedule Contractors may individually meet the customers' needs, or -
- Federal Supply Schedule Contractors may individually submit a Schedules "Team Solution" to meet the customer's requirement.
- Customers make a best value selection.

March 18, 2016

SIN 132-51 LABOR CATEGORY DESCRIPTIONS
SENIOR PROJECT MANAGER –

Minimum Experience Five (5) years of experience in management of application development, system design, system integration, complex network design, network administration and telecommunications and data processing projects.

Minimum Education Bachelor's degree from an accredited college or university in Computer Science, Engineering, or with a curriculum or major field of study which is closely related to the project to be completed. Master's Degree may substitute for two years of general and specialized experience.

Range of Experience		In Years	
Level of Experience	General Experience	Special Experience	Hourly Rate(\$)
I	5	0	115.00
II	7	1	149.00
III	9	2	179.00
IV	10+	3	209.00

Functional Responsibility Provides direct customer liaison at the project management level and user level. Develops and implements systems and performance strategies. Develops and maintains management controls to ensure projects are completed on time, within budget, and in compliance with customer specifications. Develops personnel skill requirements, selects prospective candidates, and monitors performance to achieve project objectives.

Specific Senior Project Manager Requirements –

Senior Project Manager Level I – Minimum 5 years' experience overseeing small scaled, noncomplex projects, comprised of a small number of deliverables and/or a small number of phases; typically coordinates and delegates the assignments for the consultant project staff numbering up to 8; focal point of contact for Requesting Agency regarding project status, meetings, reporting requirements, scope changes, and issues and concerns raised by consultant staff or Requesting Agency.

Senior Project Manager Level II – Minimum of 7 years' experience in overseeing small scaled, non-complex projects, comprised of a small number of deliverables and/or a small number of phases; typically coordinates and delegates the assignments for the consultant project staff numbering up to 15; focal point of contact for Requesting Agency regarding project status, meetings, reporting requirements, scope changes, and issues and concerns raised by consultant staff or Requesting Agency; reports to lead contractor project manager, program manager, or directly, orally, or in writing, to a government manager or contract manager; may act as a technical authority for a design area.

Senior Project Manager Level III – Minimum of 9 years' experience in overseeing medium to large scaled projects comprised of sub-projects and distinct deliverables, often comprising a program with multiple work streams; typically coordinates and delegates the assignments for the consultant project staff numbering over 20; focal point of contact for Requesting Agency regarding project status, meetings, reporting requirements,

scope changes, and financial, administrative, and technical issues and concerns raised by consultant staff or Requesting Agency; reports to lead contractor program manager, or directly, orally, or in writing, to a government manager or contract manager; acts as a technical authority for a design area, with experience in a special area, such as engineering project development from inception to deployment.

Senior Project Manager Level IV – Minimum of 10 years’ experience in overseeing medium to large scaled projects comprised of sub-projects and distinct deliverables, often comprising a program with multiple work streams; typically coordinates and delegates the assignments for the consultant project staff numbering over 30; focal point of contact for Requesting Agency regarding project status, meetings, reporting requirements, scope changes, and financial, administrative, and technical issues and concerns raised by consultant staff or Requesting Agency; reports to lead contractor program manager, or directly, orally, or in writing, to a government manager or contract manager; acts as a technical authority for a design area, with extensive experience in a special area, such as engineering project development from inception to deployment; has responsibility for managing very complex and/or high-risk projects.

SENIOR ANALYST/PROGRAMMER –

Minimum Experience Five (5) years of intensive and progressive experience in performing computer programming and systems analysis in information technology environments including contemporary computer hardware and programming languages.

Minimum Education Bachelor’s degree from an accredited college or university in Computer Science, a physical science, or a mathematics-intensive discipline or with a curriculum or major field of study which is closely related to the work to be performed. Master's Degree may substitute for two years of general and specialized experience.

Range of Experience		In Years	
Level of Experience	General Experience	Special Experience	Hourly Rate(\$)
I	5	0	80.00
II	7	1	100.00
III	9	2	115.00
IV	10	3	120.00
V	12	4	151.00
VI	15	5	166.00

Functional Responsibility Performs systems analysis, design, integration, programming, documentation, and implementation of applications. Participates in all phases of software development with emphasis on the analysis, integration, programming, testing, documentation, and acceptance phase. Analyzes requirements; creates, designs, and develops requirements in required media; and provides program support, tests, debugs, and writes documentation as required. Provides user training for hardware/software products; identifies problems and effects resolution of hardware/software/network malfunctions.

Specific Senior Analyst/Programmer Requirements –

Senior Analyst/Programmer Level I – Minimum of 5 years' experience with writing application software, data analysis, data access, data structures, data manipulation, databases, design, programming, testing and implementation, technical and user documentation, software conversions; environments include but are not limited to mainframe, midrange, personal computers, and laptops. Manages own individual records and resources; hands-on knowledge of concepts in at least one programming language/platform (Java, C/C++, .Net, Mainframe).

Senior Analyst/Programmer Level II – Minimum of 7 years' experience with writing application software, data analysis, data access, data structures, data manipulation, databases, design, programming, testing and implementation, technical and user documentation, software conversions; environments include but are not limited to mainframe, midrange, personal computers, and laptops; manages own individual records and resources; hands-on knowledge of concepts in at least one programming language/platform (Java, C/C++, .Net, Mainframe), one database (Oracle/SQL/DB2); working knowledge of Microsoft Office (Word, Excel, Access, Project, PowerPoint, and Schedule).

Senior Analyst/Programmer Level III – Minimum of 9 years' experience with writing application software, data analysis, data access, data structures, data manipulation, databases, programming, testing and implementation, technical and user documentation, software conversions; environments include but are not limited to mainframe, midrange, personal computers, and laptops; available to assist and/or lead in the design of program specifications and the implementation of software solutions; manages records, resources, and budgets; hands-on knowledge of concepts in at least one programming language/platform (Java, C/C++, .Net, Mainframe), one database (Oracle/SQL/DB2), and one Operating System (Windows/Linux/Unix); working knowledge of Microsoft Office (Word, Excel, Access, Project, PowerPoint, and Schedule).

Senior Analyst/Programmer Level IV – Minimum of 10 years' experience with writing application software, data analysis, data access, data structures, data manipulation, databases, programming, testing and implementation, technical and user documentation, software conversions; environments include but are not limited to mainframe, midrange, personal computers, and laptops; available to assist and/or lead in the design of program specifications and the implementation of software solutions; manages records, resources, and budgets; hands-on knowledge of concepts in at least one programming language/platform (Java, C/C++, .Net, Mainframe), one database (Oracle/SQL/DB2), and one Operating System (Windows/Linux/Unix); understanding of various SDLC models, such as RUP, Waterfall, and Agile; working knowledge of Microsoft Office (Word, Excel, Access, Project, PowerPoint, and Schedule); understanding of principles of software testing as well as experience in testing automation and performance testing.

Senior Analyst/Programmer Level V – Minimum of 12 years' experience with writing application software, data analysis, data access, data structures, data manipulation, databases, programming, testing and implementation, technical and user documentation, software conversions; environments include but are not limited to mainframe, midrange, personal computers, and laptops; available to assist and/or lead in the design of program specifications and the implementation of software solutions; manages records, resources, and budgets; hands-on knowledge of concepts in multiple programming languages/platforms (Java, C/C++, .Net, Mainframe), multiple database (Oracle/SQL/DB2), and multiple Operating Systems (Windows/Linux/Unix); understanding of various SDLC models, such as RUP, Waterfall, and Agile; working knowledge of Microsoft Office (Word, Excel, Access, Project, PowerPoint, and Schedule); ability to access, interpret, and apply government and industry regulations, standards, and specifications to task order requirements; exceptional knowledge data and source manipulation products for testing and project development progress; strong understanding of principles of software testing as well as experience in testing automation and performance testing.

Senior Analyst/Programmer Level VI – Minimum of 15 years’ experience with writing application software, data analysis, data access, data structures, data manipulation, databases, programming, testing and implementation, technical and user documentation, software conversions; environments include but are not limited to mainframe, midrange, personal computers, and laptops; available to assist and/or lead in the design of program specifications and the implementation of software solutions; manages records, resources, and budgets; hands-on knowledge of concepts in multiple programming languages/platforms (Java, C/C++, .Net, Mainframe), multiple database (Oracle/SQL/DB2), and multiple Operating Systems (Windows/Linux/Unix); understanding of various SDLC models, such as RUP, Waterfall, and Agile; working knowledge of Microsoft Office (Word, Excel, Access, Project, PowerPoint, and Schedule); understanding of various SDLC models, such as RUP, Waterfall, and Agile; ability to access, interpret, and apply government and industry regulations, standards, and specifications to task order requirements; exceptional knowledge data and source manipulation products for testing and project development progress; expert understanding of principles of software testing as well as extensive experience in testing automation and performance testing; ability to interact with project management office (PMO) as well as client PMO to participate, plan, and assess various approaches to application methodologies.

RELATIONAL DATABASE ADMINISTRATOR –

Minimum Experience Three (3) years of experience in database design, creation, administration and maintenance of relational database management systems; experience in all phases of system analysis, data base administration, or intensive and progressive experience in all phases of systems analysis, design and development.

Minimum Education Bachelor’s degree from an accredited college or university in Computer Science, a physical science, or a mathematics-intensive discipline. Master's Degree may substitute for two years of general and specialized experience.

Range of Experience		In Years	
Level of Experience	General Experience	Special Experience	Hourly Rate(\$)
I	3	0	65.00
II	5	1	80.00
III	8	2	90.00
IV	10+	3	100.00

Functional Responsibility Directs and controls activities related to database design, implementation, and maintenance. Maintains database dictionaries and systems integration through database design, projects long-range requirements, and reviews database concepts and functional capabilities. Develops policies and procedures pertaining to database management, security, maintenance, and utilization. Installs and maintains RDBMS software packages, maintains database backups and ensures security of data.

Specific Relationship Database Administrator Requirements –

Relationship Database Administrator Level I – Minimum of 3 years’ experience creating and managing the database; performing exceptionally complex database administration functions which include, but not limited

to, managing/maintaining distributed relational databases residing in a central system; providing 24 x 7 support for production issues; duties can include any of the following – capacity planning, installation, configuration, migration, performance monitoring, security, troubleshooting, as well as backup and data recovery.

Relationship Database Administrator Level II – Minimum of 5 years’ experience creating and managing the database; performing exceptionally complex database administration functions which include, but not limited to, managing/maintaining distributed relational databases residing in a central system; providing 24 x 7 support for production issues; duties can include any of the following – capacity planning, installation, configuration, design of database, migration, performance monitoring, security, troubleshooting, as well as backup and data recovery.

Relationship Database Administrator Level III – Minimum of 8 years’ experience creating and managing the database; performing exceptionally complex database administration functions which include, but not limited to, managing/maintaining distributed relational databases residing in a central system; providing 24 x 7 support for production issues; duties can include any of the following – capacity planning, installation, configuration, design of database, migration, performance monitoring, security, troubleshooting, as well as backup and data recovery; may be certified in any of the following areas – IBM Certified Advanced Database Administrator - DB2 10.1 for Linux, Unix and Windows, IBM Certified Database Administrator - DB2 10.1 for Linux, Unix, and Windows, Oracle Database 11g Administrator Certified Professional, MCSA SQL Server 2012, MCSE Data Platform Solutions Expert.

Relationship Database Administrator Level IV – Minimum of 10 years’ experience creating and managing the database; performing exceptionally complex database administration functions which include, but not limited to, managing/maintaining distributed relational databases residing in a central system; providing 24 x 7 support for production issues; duties can include any of the following – capacity planning, installation, configuration, design of database, migration, performance monitoring, security, troubleshooting, as well as backup and data recovery; may be certified in any of the following areas – IBM Certified Advanced Database Administrator - DB2 10.1 for Linux, Unix and Windows, IBM Certified Database Administrator - DB2 10.1 for Linux, Unix, and Windows, Oracle Database 11g Administrator Certified Professional, MCSA SQL Server 2012, MCSE Data Platform Solutions Expert; manages the development of database projects, planning, budgeting, and staffing of database support resources as well as management of resources; prepares and delivers presentation on database management systems (DBMS) concepts.

SENIOR NETWORK ENGINEER –

Minimum Experience Four (4) years of progressive LAN or network engineering experience. Experience shall include comprehensive end user support in network design, hardware/software selection, integration, inter/intra network data communications, troubleshooting, and problem resolution.

Minimum Education A Bachelor’s degree in Computer Science or related field. Technical training and certification in LAN design, administration and maintenance is highly desired. Master's Degree may substitute for two years of general and specialized experience.

Range of Experience	In Years
---------------------	----------

Level of Experience	General Experience	Special Experience	Hourly Rate(\$)
I	5	0	100.00
II	7	1	120.00
III	9	2	135.00
IV	10+	3	145.00

Functional Responsibility Provides functional guidance and direction in LAN administration, hardware and software technical support analysis, operating system programming, communications and network systems analysis, configuration management, general end user support and training, data security analysis, office automation, and network operations.

Specific Senior Network Engineer Requirements –

Senior Network Engineer Level I – Minimum of 5 years’ experience providing guidance and direction with LAN technologies, LAN administration, hardware and software technical support analysis, operating system programming, communications and network systems analysis, configuration management, general end user support and training, data security analysis, office automation, and network operations; high-level knowledge of networking infrastructure, design, installations, configurations and troubleshooting; advanced knowledge and understanding of TCP/IP, routing, protocols, programming of network equipment, and network security; can have certifications including CCIE, CISSP and/or heavy Unix or Linux, etc.; assists in maintenance and operations of voice, video, and data communications systems; supports the acquisition of hardware and software as well as subcontractor services as needed.

Senior Network Engineer Level II – Minimum of 7 years’ experience providing guidance and direction with LAN technologies, LAN administration, hardware and software technical support analysis, operating system programming, communications and network systems analysis, configuration management, general end user support and training, data security analysis, office automation, and network operations; high-level knowledge of networking infrastructure, design, installations, configurations and troubleshooting; advanced knowledge and understanding of TCP/IP, routing, protocols, programming of network equipment, and network security; can have certifications including CCIE, CISSP and/or heavy Unix or Linux, etc.; can plan, design, evaluate, select, and upgrade operating systems and protocol suites and configure communication media with concentrators, bridges and other devices.

Senior Network Engineer Level III – Minimum of 9 years’ experience providing guidance and direction with LAN technologies, LAN administration, hardware and software technical support analysis, operating system programming, communications and network systems analysis, configuration management, general end user support and training, data security analysis, office automation, and network operations; high-level knowledge of networking infrastructure, design, installations, configurations and troubleshooting; advanced knowledge and understanding of TCP/IP, routing, protocols, programming of network equipment, and network security; can have certifications including CCIE, CISSP and/or heavy Unix or Linux, etc.; can plan, design, evaluate, select, and upgrade operating systems and protocol suites and configure communication media with concentrators, bridges and other devices; may administer network security, perform database administration, supervise and direct work of lower-level personnel, and serve as technical team or task lead.

Senior Network Engineer Level IV – Minimum of 10 years’ experience providing guidance and direction with LAN technologies, LAN administration, hardware and software technical support analysis, operating system

programming, communications and network systems analysis, configuration management, general end user support and training, data security analysis, office automation, and network operations; high-level knowledge of networking infrastructure, design, installations, configurations and troubleshooting; advanced knowledge and understanding of TCP/IP, routing, protocols, programming of network equipment, and network security; can have certifications including CCIE, CISSP and/or heavy Unix or Linux, etc.; provides expert planning, designing, evaluation, selection, and upgrading of operating systems and protocol suites and configuring communication media with concentrators, bridges and other devices; administers network security, perform database administration, supervise and direct work of lower-level personnel; serves as technical team lead; resolves interoperability problems to obtain operations across all platforms.

NETWORK ENGINEER –

Minimum Experience Three (3) years of progressive LAN or network engineering experience. Experience shall include comprehensive end user support in network design, hardware/software selection, integration, inter/intra network data communications, troubleshooting, and problem resolution.

Minimum Education A Bachelor's degree in Computer Science or related field. Technical training and certification in LAN design, administration and maintenance is highly desired. Master's Degree may substitute for two years of general and specialized experience.

Range of Experience		In Years	
Level of Experience	General Experience	Special Experience	Hourly Rate(\$)
I	3	0	75.00
II	5	1	90.00
III	8	2	105.00
IV	9+	3	115.00

Functional Responsibility Provides functional guidance and direction in LAN administration, hardware and software technical support analysis, operating system programming, communications and network systems analysis, configuration management, general end user support and training, data security analysis, office automation, and network operations.

Specific Network Engineer Requirements –

Network Engineer Level I – Minimum of 3 years' experience providing the installation and configuration of workstations, laptops, mobile devices, printers, infrastructure and peripherals, with certifications in A+, Network+, Security+; has knowledge of complex customer processes and requirements; applies technical expertise to assist in defining, analyzing, validating, and documenting complex operating environments, states of technology and current engineering processes; conducts complex technical investigations through advanced research techniques, analysis or development phases of engineering projects.

Network Engineer Level II – Minimum of 5 years' experience providing the installation and configuration of workstations, laptops, mobile devices, printers, infrastructure and peripherals, with certifications in A+, Network+, Security+. Has knowledge of complex customer processes and requirements; applies technical

expertise to assist in defining, analyzing, validating, and documenting complex operating environments, states of technology and current engineering processes; conducts complex technical investigations through advanced research techniques, analysis or development phases of engineering projects; familiarity with network operations; knows TCP/IP and performs basic network configuration changes with some supervision; maintains records changes and configuration changes; familiarity with network design and configurations, LAN/WAN configurations, ability to troubleshoot networking issues and programming of network equipment.

Network Engineer Level III – Minimum of 8 years’ experience providing the installation and configuration of workstations, laptops, mobile devices, printers, infrastructure and peripherals, with certifications in A+, Network+, Security+ plus CCNA, CCDA or additional work toward MCSE; has knowledge of complex customer processes and requirements; applies technical expertise to assist in defining, analyzing, validating, and documenting complex operating environments, states of technology and current engineering processes; conducts complex technical investigations through advanced research techniques, analysis or development phases of engineering projects; familiarity with network operations; knows TCP/IP and performs basic network configuration changes with some supervision; maintains records changes and configuration changes; familiarity with network design and configurations, LAN/WAN configurations, ability to troubleshoot networking issues and programming of network equipment; recommends and implements LAN policies and procedures; trains users on LAN operations and procedures.

Network Engineer Level IV – Minimum of 9 years’ experience providing the installation and configuration of workstations, laptops, mobile devices, printers, infrastructure and peripherals, with certifications in A+, Network+, Security+ plus CCNA, CCDA or additional work toward MCSE; has knowledge of complex customer processes and requirements; applies technical expertise to assist in defining, analyzing, validating, and documenting complex operating environments, states of technology and current engineering processes; conducts complex technical investigations through advanced research techniques, analysis or development phases of engineering projects; familiarity with network operations; knows TCP/IP and performs basic network configuration changes with some supervision; maintains records changes and configuration changes; familiarity with network design and configurations, LAN/WAN configurations, ability to troubleshoot networking issues and programming of network equipment; establishes and implements LAN policies and procedures and their conformance; coordinates activities of LAN support personnel, providing guidance on common networking issues; assesses vendor products; maintains network security; trains users on LAN operations and procedures .

WEB DEVELOPER

Minimum Experience Three (3) years of experience in developing web sites, web-based applications, B2C and B2B Ecommerce applications using different technologies and operating environments.

Minimum Education Bachelor’s degree in information technology or related technical field. Master's Degree may substitute for two years of general and specialized experience.

Range of Experience		In Years	
Level of Experience	General Experience	Special Experience	Hourly Rate(\$)

I	3	0	70.00
II	5	1	85.00
III	8	2	95.00
IV	9+	3	105.00

Functional Responsibility Designs and develops internet, intranet and/or extranet sites, web-based applications, B2C and/or B2B Ecommerce applications using HTML, DHTML, XML and JavaScript. Utilizes web application development tools, HTML Editors and graphic design tools on different operating systems and web servers.

Specific Web Developer Requirements –

Web Developer Level I – Minimum of 3 years’ experience designing and building Web pages using a variety of graphics software applications, techniques, and tools; designing and developing user-interface features, site animation, and special-effects elements; designing the Website to support the customer’s strategies and goals relative to external communications; contributing to the Web design group’s efforts to specify, improving, and implementing the look, feel, and function of online projects; interfacing directly with customers, users, graphic artists, and Web software developers.

Web Developer Level II – Minimum of 5 years’ experience providing application development and technical support for internal and external Webs; developing Web pages and applications for customers; collaborating with graphic artists to develop Web page graphics that support interactive, marketing-focused content; providing technical consultation in new systems development, new package evaluations and enhancements of existing systems; preparing functional specifications from which programs will be written, then designing, coding, testing, debugging and documenting programs; participating in the technical design, development, testing, implementation and maintenance of Web site enhancements; planning, scheduling and conducts systems tests, monitors test results, and takes appropriate corrective action; possibly preparing technical user guides.

Web Developer Level III – Minimum of 8 years’ experience designing and developing well-integrated and cost-effective solutions for internal and external Webs; working closely with client project managers and technical leaders to understand customers’ business objectives and systems requirements; designing and developing Web infrastructures; designing and implementing an intranet strategy for authorization of users to access controlled components; designing relational databases to perform well logically and physically for decision support; coordinating enhancements and maintenance of Web systems and sites; providing recommendations for server operating systems, hardware requirements and encryption standards for communications to and from secure servers; providing technical advice and expertise to Webmasters and Web developers in the installation, acceptance testing, and evaluation of newly released and beta software; possibly serving as a functional/technical team or task lead.

Web Developer Level IV – Minimum of 9 years’ experience designing and developing well-integrated and cost-effective solutions for internal and external Webs; working closely with client project managers and technical leaders to understand customers’ business objectives and systems requirements; designing and developing Web infrastructures; designing and implementing an intranet strategy for authorization of users to access controlled components; designing relational databases to perform well logically and physically for decision support; coordinating enhancements and maintenance of Web systems and sites; providing recommendations

for server operating systems, hardware requirements and encryption standards for communications to and from secure servers; providing technical advice and expertise to Webmasters and Web developers in the installation, acceptance testing, and evaluation of newly released and beta software; possibly serving as a functional/technical team or task lead; possibly developing using new web technologies, including mobile web design and development; also possibly performing all procedures necessary to ensure the safety of the organization's Website and transactions across the Internet; applying Internet Firewall technologies to maintain security – ensuring that the user community understands and adheres to necessary procedures to maintain security.

DATA ENTRY CLERK

Minimum Experience One (1) year of data entry and verification experience.

Minimum Education Must be a high school graduate or equivalent.

Range of Experience		In Years	
Level of Experience	General Experience	Special Experience	Hourly Rate(\$)
I	1	0	15.00
II	2	1	25.00
III	3	2	30.00
IV	4	3	45.00

Functional Responsibility Perform data entry and verification of data where applicable. Data is input from numerous types of source documents requiring various formats. Work requires the application of experience and judgment in selecting procedures to be followed and in searching for, interpreting, selecting, or coding items to be input from a variety of source documents. Performs routine data preparation.

Specific Data Entry Clerk Requirements –

Data Entry Clerk Level I – Minimum of 1 year experience performing data entry via on-line data terminal, key-to-tape, key-to disk, or similar devices; verifying data entered, where applicable.

Data Entry Clerk Level II – Minimum of 2 years' experience performing data entry via on-line data terminal, key-to-tape, key-to disk, or similar devices; verifying data entered, where applicable; capable of managing personal workload/tasks/reports.

Data Entry Clerk Level III – Minimum of 3 years' experience performing data entry via on-line data terminal, key-to-tape, key-to disk, or similar devices; verifying data entered, where applicable; capable of managing others in similar tasks; recommends and assesses vendor products.

Data Entry Clerk Level IV – Minimum of 4 years' experience performing data entry via on-line data terminal, key-to-tape, key-to disk, or similar devices; verifying data entered, where applicable; capable of leading data entry team; assesses and selects vendor products; maintains team performance statistics and acts as liaison with supervisors and management.

SPECIALIST –

Minimum Experience In-depth knowledge across multiple application modules in addition to three or more years of related functional experience or general IT experience and over five years of specific application experience (e.g., Oracle, Citrix, SAP, PeopleSoft). Has managed the functional/technical design/architecture of one or more ERP solutions or implementations of a specific solution and has a broad spectrum of experience and knowledge across many business processes.

Minimum Education A Bachelor's degree in Computer Science, information systems, management science or related field. Master's Degree may substitute for two years of general and specialized experience.

Range of Experience		In Years	
Level of Experience	General Experience	Special Experience	Hourly Rate(\$)
I	5	3	126.00
II	8	4	156.00
III	10	5	196.00
IV	15+	6	227.00

Functional Responsibility Leads/manages team in application configuration and functional use of commercial-off-the-shelf (COTS) enterprise (ERP, VDI, CRM, SCM) applications. Responsible for identifying and documenting the strategy for implementing the application. Directs senior staff to develop and review comprehensive functional description of current and future system and process requirements through structured interviews, fit/gap sessions, focus groups, documentation review and other data gathering techniques. Works directly with client management in planning, architecture, development, quality assurance, training, implementation and support as well as functional staff members to identify specific application views and data requirements to ensure that the final system incorporates required functionality.

Specific Specialist Requirements –

Specialist Level I – Minimum of 5 years' experience analyzing user needs and performing research and functional analysis on a variety of projects; working under direct supervision; performing related work as required; has a minimum of four years of specialized experience providing state-of-the art solutions in information systems technology; can have less than six years' expertise in a particular area (in new state-of-the-arts technology), consistent with the age of the technology; generally recognized as a leader in the industry in a specific technology; sought out by others in their area of expertise; coordinates with contractor management and government personnel.

Specialist Level II – Minimum of 8 years' experience analyzing user needs to determine functional requirements; performing functional allocation to identify required tasks and their interrelationships; identifying resources required for each task; ; serves as technical team or task lead; has a minimum of ten years of specialized experience providing state-of-the art solutions in information systems technology; can have less than six years' expertise in a particular area (in new state-of-the-arts technology), consistent with the age of the technology; recognized expert in a specific technology; coordinates with contractor management and government personnel to provide problem definition and present solutions.

Specialist Level III – Minimum of 10 years' experience analyzing user needs to determine functional requirements; performing functional allocation to identify required tasks and their interrelationships; identifying resources required for each task; providing daily supervision and direction to support staff; provides expert, independent services and leadership in specialized technical areas; provides expertise on an as-needed basis to all task assignments; coordinates with contractor management and government personnel to ensure problems are properly defined and addressed; serves as technical team or task lead; has a minimum of ten years of specialized experience providing state-of-the art solutions in information systems technology; can have less than ten years' expertise in a particular area (in new state-of-the-arts technology), consistent with the age of the technology; recognized expert in a specific technology.

Specialist Level IV – Minimum of 15 years' experience analyzing user needs and performs research and functional analysis on a variety of projects at a highly technical level; may have supervisory responsibility; serves as technical advisor to clients in assigned subject areas; recommends functional changes, and identifies areas for further investigation; generates recommendations in the form of technical briefings, reports, and other major documents provided to senior level client personnel; serves as primary client liaison and coordinates with sub-contractors, government personnel, and technical experts; serves as technical team or task lead; has a minimum of ten years of specialized experience providing state-of-the art solutions in information systems technology; can have less than ten years' expertise in a particular area (in new state-of-the-arts technology), consistent with the age of the technology; recognized expert in the technology being addressed; provides expert, independent services and leadership in specialized technical areas; provides expertise on an as-needed basis to all task assignments; coordinates with contractor management and government personnel to ensure problems are properly resolved.



CERTIFICATE OF LIABILITY INSURANCE

INFOS-1

OP ID: M6

DATE (MM/DD/YYYY)

05/22/2017

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 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).

PRODUCER
B&B - Farmingdale
595 Stewart Ave
Garden City, NY 11530

CONTACT NAME: Meiko Hedling

PHONE (A/C, No, Ext): 516-745-0000

FAX (A/C, No): 516-745-5733

E-MAIL ADDRESS: mhedling@sobelins.com

INSURER(S) AFFORDING COVERAGE

NAIC #

INSURER A: Sentinel Ins. Co. Ltd.

11000

INSURED Infosys International Inc.
100-110 Terminal Dr.
Plainview, NY 11803-2302

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	<input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR GEN'L AGGREGATE LIMIT APPLIES PER: <input type="checkbox"/> POLICY <input type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC OTHER:	X		12SBAZJ4098	10/31/2016	10/31/2017	EACH OCCURRENCE \$ 2,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 1,000,000 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
	AUTOMOBILE LIABILITY <input type="checkbox"/> ANY AUTO <input type="checkbox"/> ALL OWNED AUTOS <input type="checkbox"/> HIRED AUTOS <input type="checkbox"/> SCHEDULED AUTOS <input type="checkbox"/> NON-OWNED AUTOS						COMBINED SINGLE LIMIT (Ea accident) \$ BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$
A	<input checked="" type="checkbox"/> UMBRELLA LIAB <input checked="" type="checkbox"/> OCCUR <input type="checkbox"/> EXCESS LIAB <input type="checkbox"/> CLAIMS-MADE DED <input checked="" type="checkbox"/> RETENTION \$ 10,000			12SBAZJ4098	10/31/2016	10/31/2017	EACH OCCURRENCE \$ 4,000,000 AGGREGATE \$ 4,000,000
	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below	Y/N	N/A				PER STATUTE <input type="checkbox"/> OTH-ER <input type="checkbox"/> E.L. EACH ACCIDENT \$ E.L. DISEASE - EA EMPLOYEE \$ E.L. DISEASE - POLICY LIMIT \$

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

Nassau County Office of Purchasing is Additional Insured as respects operations of the Named Insured under general liability as required by written contract or agreement.

CERTIFICATE HOLDER

CANCELLATION

NASSAU3

Nassau County Office of
Puchasing
One West St 1st FL N entr
Mineola, NY 11501-4813

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

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Informal bid Title:

Comparison OF Bids

bid numbers

% and \$ difference plus or minus over

pre-encumbrance 0.0000% \$0.00

Recommended Vendor

Infosys International Inc.

Requisition #

RQIT17000083

Pre-Encumbrance:

\$488,040.00

Buyer

Timothy Funaro

Purchase Order #

Vendors												
line	qty	Infosys International		Vendor # 2		Vendor # 3		Vendor # 4		Vendor # 5		low bid
		unit price	extended	unit price	extended	unit price	extended	unit price	extended	unit price	extended	
1	1	488040.00	488040.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	488040.00
2	0	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
3	0	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
4	0	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
5	0	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
6	0	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
7	0	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
8	0	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
9	0	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
10	0	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
11	0	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
12	0	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
13	0	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
14	0	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
15	0	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
16	0	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
17	0	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
18	0	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
19	0	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
20	0	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
21	0	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
22	0	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
23	0	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
24	0	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
25	0	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
26	0	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
27	0	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
28	0	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
29	0	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
30	0	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
31	0	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
32	0	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
33	0	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
34	0	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
35	0	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
36	0	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
37	0	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
38	0	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
39	0	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
40	0	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
41	0	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
42	0	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
43	0	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
44	0	0.10	0.00									
sum			488040.00		0.00		0.00		0.00		0.00	
ship	1	0.00	0.00	0.00	0.00	4.00	4.00	0.00	0.00	0.00	0.00	
		Total	488040.00	Total	0.00	Total	4.00	Total	0.00	Total	0.00	488040.00
Delivery	Stock											
Terms	Net 30											
F.O.B.	Dest.											
Vin	113013325											488040.00
Tel No.	516-576-9494											
Verbal	N/A											
Date	01/17/2017 e-mail											

Infosys Quote # 0107

Notes

Written quote from Unfosys International Inc. and GSA Contract number GS-35F-0273V

* key 0=No Bid



E-188-17

NIFS ID:CQTS17000002 Department: Public Works

Capital:

SERVICE: Traffic Safety Programs for Special Needs Population

Contract ID #:CQTS17000002 NIFS Entry Date: 26-MAY-17 Term: from 01-JAN-17 to 31-DEC-17

New
Time Extension:
Addl. Funds:
Blanket Resolution:
RES#

1) Mandated Program:	N
2) Comptroller Approval Form Attached:	Y
3) CSEA Agmt. § 32 Compliance Attached:	N
4) Vendor Ownership & Mgmt. Disclosure Attached:	N
5) Insurance Required	Y

Vendor Info:	
Name: NY Coalition for Transportation Safety	Vendor ID#: 112916953
Address: 213-37 39th Avenue, #204 Bayside, NY 11361	Contact Person: Cynthia Brown, Ex Director
	Phone: 516-571-6808

Department:	
Contact Name: Christopher Mistrion, STOP DWI Coordinator	
Address: Nassau County STOP DWI 1194 Prospect Avenue Westbury, NY 11590	
Phone: 516-571-7021	

RECEIVED
AUG 13 10 48
NASSAU COUNTY
CLERK

Routing Slip

Department	NIFS Entry: X	15-JUN-17 -- CMISTRON
Department	NIFS Approval: X	24-AUG-17 -- CMISTRON
DPW	Capital Fund Approved:	29-JUN-17 -- CMISTRON
OMB	NIFA Approval: X	28-AUG-17 -- RDALLEVA
OMB	NIFS Approval: X	28-AUG-17 -- RDALLEVA
County Atty.	Insurance Verification: X	24-AUG-17 -- AAMATO
County Atty.	Approval to Form: X	28-AUG-17 -- DGRIPPO

Dep. CE	Approval: X	08-SEP-17 -- CRIBANDO
Leg. Affairs	Approval/Review: X	31-AUG-17 -- MREYNOLDS
Legislature	Approval:	
Comptroller	NIFS Approval:	
NIFA	NIFA Approval:	

Contract Summary

Purpose: The contract promotes the use of child restraints for children with special needs. Programs will be geared to parents and caregivers of said children to provide instruction on correct usage and installation of special needs seats. NY Coalition will also address transportation issues for older children and adults with disabilities and assist them in learning to use fixed route transit. They will coordinate high school travel training education programs with NICE Bus.
Method of Procurement: The contract is funded by the Handicap Parking Surcharge grant monies which are 100% reimbursable. The program is mandated by VTL section 1203-g. requiring that any vendor must have a federally trained certified child safety seat technician with a specialty in the special needs population. The vendor is unique in their ability to provide this service.
Procurement History: The county has a history of cooperating with community not-for-profit vendors to engage in highway safety programs. The county contracts with the vendor. All proposed expenditures are made in accordance with an approved budget which is made part of the contractual agreement. All expenses are 100% reimbursable.
Description of General Provisions: Description of General Provisions: 1. Advise hospital and schools that service children with disabilities that we install, inspect and loan special needs restraints. 2. Provide print information on the types of special needs restraints available. 3. Distribute print information to pediatric and early childhood intervention programs. 4. Inspect and install all types of child safety seats at Nassau County Child Passenger Fitting Station. 5. Conduct outreach programs in the safe transportation of children and adults with special healthcare needs. 6. Work with high schools to teach graduating students with disabilities to use fixed route transit.
Impact on Funding / Price Analysis: The funding for this project is 100% reimbursable and no county match is required.
Change in Contract from Prior Procurement:
Recommendation: (approve as submitted)

Advisement Information

BUDGET CODES		FUNDING SOURCE	AMOUNT	LINE	INDEX/OBJECT CODE	AMOUNT
Fund:	GRT					
Control:	TS95	Revenue		1	TSGRT95Y2OTH/D E501	\$ 50,000.00
Resp:	X7	Contract:				\$ 0.00
Object:	DE	County	\$ 0.00			\$ 0.00
Transaction:	501	Federal	\$ 0.00			\$ 0.00
Project #:		State	\$ 0.00			\$ 0.00
Detail:		Capital	\$ 0.00			\$ 0.00
		Other	\$ 50,000.00			\$ 0.00
		TOTAL	\$ 50,000.00		TOTAL	\$ 50,000.00
RENEWAL						
% Increase						
%						

Decrease			
----------	--	--	--



Nassau County Interim Finance Authority

Contract Approval Request Form (As of January 1, 2015)

1. **Vendor:** NY Coalition for Transportation Safety

2. **Dollar amount requiring NIFA approval:** \$50000

Amount to be encumbered: \$50000

This is a New

If new contract - \$ amount should be full amount of contract

If advisement – NIFA only needs to review if it is increasing funds above the amount previously approved by NIFA

If amendment - \$ amount should be full amount of amendment only

3. **Contract Term:** 01/01/2017 - 12/31/2017

Has work or services on this contract commenced? N _____

If yes, please explain:

4. **Funding Source:**

General Fund (GEN)

X Grant Fund (GRT)

Capital Improvement Fund (CAP)

Other

Federal % 0

State % 100

County % 0

Is the cash available for the full amount of the contract?

Y

If not, will it require a future borrowing?

N

Has the County Legislature approved the borrowing?

N/A

Has NIFA approved the borrowing for this contract?

N/A

5. **Provide a brief description (4 to 5 sentences) of the item for which this approval is requested:**

The contract promotes the use of child restraints for children with special needs. Programs will be geared to parents and caregivers of said children to provide instruction on correct usage and installation of special needs seats. NY Coalition will also address transportation issues for older children and adults with disabilities and assist them in learning to use fixed route transit. They will coordinate high school travel training education programs with NICE Bus.

6. **Has the item requested herein followed all proper procedures and thereby approved by the:**

Nassau County Attorney as to form Y

Nassau County Committee and/or Legislature

Date of approval(s) and citation to the resolution where approval for this item was provided:

7. **Identify all contracts (with dollar amounts) with this or an affiliated party within the prior 12 months:**

Contract ID	Date	Amount

AUTHORIZATION

To the best of my knowledge, I hereby certify that the information contained in this Contract Approval Request Form and any additional information submitted in connection with this request is true and accurate and that all expenditures that will be made in reliance on this authorization are in conformance with the Nassau County Approved Budget and not in conflict with the Nassau County Multi-Year Financial Plan. I understand that NIFA will rely upon this information in its official deliberations.

RDALLEVA

28-AUG-17

Authenticated User

Date

COMPTROLLER'S OFFICE

To the best of my knowledge, I hereby certify that the information listed is true and accurate and is in conformance with the Nassau County Approved Budget and not in conflict with the Nassau County Multi-Year Financial Plan.

Regarding funding, please check the correct response:

☐ I certify that the funds are available to be encumbered pending NIFA approval of this contract.

If this is a capital project:

I certify that the bonding for this contract has been approved by NIFA.

Budget is available and funds have been encumbered but the project requires NIFA bonding authorization

Authenticated User

Date

NIFA

Amount being approved by NIFA:

Payment is not guaranteed for any work commenced prior to this approval.

Authenticated User

Date

NOTE: All contract submissions MUST include the County's own routing slip, current NIFS printouts for all relevant accounts and relevant Nassau County Legislature communication documents and relevant supplemental information pertaining to the item requested herein.

NIFA Contract Approval Request Form MUST be filled out in its entirety before being submitted to NIFA for review.

NIFA reserves the right to request additional information as needed.

E-188-17

RULES RESOLUTION NO. – 2017

A RESOLUTION AUTHORIZING THE COUNTY EXECUTIVE
TO EXECUTE A PERSONAL SERVICES AGREEMENT BETWEEN
THE COUNTY OF NASSAU, ACTING ON BEHALF OF THE NASSAU
COUNTY DEPARTMENT OF COUNTY TRAFFIC SAFETY AND NEW
YORK COALITION FOR TRANSPORTATION SAFETY,
INCORPORATED

WHEREAS, the County has negotiated a personal services agreement
with New York Coalition for Transportation Safety, Incorporated, for
instruction and education in the use of restraints for children and adults with
special needs, a copy of which is on file with the Clerk of the Legislature;
now, therefore, be it

RESOLVED, that the Rules Committee of the Nassau County
Legislature authorizes the County Executive to execute the said agreement
with New York Coalition for Transportation Safety, Incorporated.

2017 SEP 15 A 11:27

RECEIVED
NASSAU COUNTY
CLERK OF THE LEGISLATURE

George Maragos
Comptroller



OFFICE OF THE COMPTROLLER
240 Old Country Road
Mineola, New York 11501

**COMPTROLLER APPROVAL FORM FOR PERSONAL,
PROFESSIONAL OR HUMAN SERVICES CONTRACTS**

Attach this form along with all personal, professional or human services contracts, contract renewals, extensions and amendments.

CONTRACTOR NAME: NY Coalition for Transportation Safety
CONTRACTOR ADDRESS: 213-37 39th Avenue, #204, Bayside, NY 11361
FEDERAL TAX ID #: 112926953

Instructions: Please check the appropriate box ("☐") after one of the following roman numerals, and provide all the requested information.

I. ☐ The contract was awarded to the lowest, responsible bidder after advertisement for sealed bids. The contract was awarded after a request for sealed bids was published in _____ [newspaper] on _____ [date]. The sealed bids were publicly opened on _____ [date]. _____ [#] of sealed bids were received and opened.

II. ☐ The contractor was selected pursuant to a Request for Proposals. The Contract was entered into after a written request for proposals was issued on _____ [date]. Potential proposers were made aware of the availability of the RFP by advertisement in _____ [newspaper], posting on industry websites, via email to interested parties and by publication on the County procurement website. Proposals were due on _____ [date]. _____ [state #] proposals were received and evaluated. The evaluation committee consisted of: _____

_____ (list # of persons on committee and their respective departments). The proposals were scored and ranked. As a result of the scoring and ranking, the highest-ranking proposer was selected.

III. ☐ This is a renewal, extension or amendment of an existing contract.

The contract was originally executed by Nassau County on _____ [date]. This is a renewal or extension pursuant to the contract, or an amendment within the scope of the contract or RFP (copies of the relevant pages are attached). The original contract was entered into after _____

_____, [describe procurement method, i.e., RFP, three proposals evaluated, etc.] Attach a copy of the most recent evaluation of the contractor's performance for any contract to be renewed or extended. If the contractor has not received a satisfactory evaluation, the department must explain why the contractor should nevertheless be permitted to continue to contract with the county.

IV. ☐ Pursuant to Executive Order No. 1 of 1993, as amended, at least three proposals were solicited and received. The attached memorandum from the department head describes the proposals received, along with the cost of each proposal.

- ☐ A. The contract has been awarded to the proposer offering the lowest cost proposal; OR:
- ☐ B. The attached memorandum contains a detailed explanation as to the reason(s) why the contract was awarded to other than the lowest-cost proposer. The attachment includes a specific delineation of the unique skills and experience, the specific reasons why a proposal is deemed superior, and/or why the proposer has been judged to be able to perform more quickly than other proposers.

V. ☒ Pursuant to Executive Order No. 1 of 1993 as amended, the attached memorandum from the department head explains why the department did not obtain at least three proposals.

- ☒ A. There are only one or two providers of the services sought or less than three providers submitted proposals. The memorandum describes how the contractor was determined to be the sole source provider of the personal service needed or explains why only two proposals could be obtained. If two proposals were obtained, the memorandum explains that the contract was awarded to the lowest cost proposer, or why the selected proposer offered the higher quality proposal, the proposer's unique and special experience, skill, or expertise, or its availability to perform in the most immediate and timely manner.
- ☐ B. The memorandum explains that the contractor's selection was dictated by the terms of a federal or New York State grant, by legislation or by a court order. (Copies of the relevant documents are attached).
- ☐ C. Pursuant to General Municipal Law Section 104, the department is purchasing the services required through a New York State Office of General Services contract no. _____, and the attached memorandum explains how the purchase is within the scope of the terms of that contract.

☐ D. Pursuant to General Municipal Law Section 119-o, the department is purchasing the services required through an inter-municipal agreement.

VI. ☒ This is a human services contract with a not-for-profit agency for which a competitive process has not been initiated. Attached is a memorandum that explains the reasons for entering into this contract without conducting a competitive process, and details when the department intends to initiate a competitive process for the future award of these services. For any such contract, where the vendor has previously provided services to the county, attach a copy of the most recent evaluation of the vendor's performance. If the contractor has not received a satisfactory evaluation, the department must explain why the contractor should nevertheless be permitted to contract with the county.

In certain limited circumstances, conducting a competitive process and/or completing performance evaluations may not be possible because of the nature of the human services program, or because of a compelling need to continue services through the same provider. In those circumstances, attach an explanation of why a competitive process and/or performance evaluation is inapplicable.

VII. ☐ This is a public works contract for the provision of architectural, engineering or surveying services. The attached memorandum provides details of the department's compliance with Board of Supervisors' Resolution No. 928 of 1993, including its receipt and evaluation of annual Statements of Qualifications & Performance Data, and its negotiations with the most highly qualified firms.

Instructions with respect to Sections VIII, IX and X: All Departments must check the box for VIII. Then, check the box for either IX or X, as applicable.

VIII. ☒ Participation of Minority Group Members and Women in Nassau County Contracts. The selected contractor has agreed that it has an obligation to utilize best efforts to hire MWBE sub-contractors. Proof of the contractual utilization of best efforts as outlined in Exhibit "EE" may be requested at any time, from time to time, by the Comptroller's Office prior to the approval of claim vouchers.

IX. ☐ Department MWBE responsibilities. To ensure compliance with MWBE requirements as outlined in Exhibit "EE", Department will require vendor to submit list of sub-contractor requirements prior to submission of the first claim voucher, for services under this contract being submitted to the Comptroller.

X. ☒ Vendor will not require any sub-contractors.

In addition, if this is a contract with an individual or with an entity that has only one or two employees: ☐ a review of the criteria set forth by the Internal Revenue Service, Revenue Ruling No. 87-41, 1987-1 C.B. 296, attached as Appendix A to the Comptroller's Memorandum, dated February 13, 2004, concerning independent contractors and employees indicates that the contractor would not be considered an employee for federal tax purposes.


Department Head Signature

5/15/2017
Date

NOTE: Any information requested above, or in the exhibit below, may be included in the county's "staff summary" form in lieu of a separate memorandum.
Compt. form Pers./Prof. Services Contracts: Rev. 03/16 3

MISSION

The Nassau County Hispanic American Advisory Board's mission is to assist the County in the development, advancement and betterment of economic, employment and business opportunities for Hispanic American residents. The board shall promote cultural opportunities, education, general welfare and develop programs for the improvement of economic growth and job creation.

Nassau County Hispanic American
Advisory Boards Members to be Inducted

Mateo Flores
Chair of the Board

Joaquín Centeno, Karen Milagros Cerna, Virginia Da Silva,
Leo Fernandez, Silvana Loyola, Alfonso Garcia Osuna,
Giovana Ramirez, Jose Serrano,
Derek Varsalona, Yesenia Vasquez & Marina Vinberg

Special Board Advisors
Gil Bernardino • George Siberon • Marcus Monteiro



NASSAU COUNTY EXECUTIVE
EDWARD P. MANGANO

EDWARD P. MANGANO
County Executive



CHRISTOPHER MISTRON
STOP-DWI Coordinator

NASSAU COUNTY TRAFFIC SAFETY

To: Comptroller's Office

From: Christopher Mistron, Coordinator
Assistant Director
Nassau County Traffic Safety Board

Date: May 6, 2017

Subject: NY Coalition for Transportation Safety
Sole Source Contract
Transportation Education for Adults/Children with Disabilities
In Nassau County

There is only one provider of the services sought for this contract. The NY Coalition for Transportation Safety was determined to be the sole source provider of the educational and training services for people with disabilities, as required by section 1203g of the Handicapped Parking Law.

They are a local provider of transportation safety education programs for people with disabilities. Additionally, the safety seat technician who will be funded through this program is a certified Child Passenger Safety technician and is qualified to inspect and install child safety seats for children with special needs. He is also the regional vice president of the NY State Child Passenger Safety Committee.

The NY Coalition's credentials include being a contractor for the following agencies:

- National Easter Seals Project Action (10 Years), for whom they developed the nationally recognized *On Our Own* travel training program
- NY State Governor's Traffic Safety Committee
- National Highway Traffic Safety Administration
- NY State Department of Transportation
- Nassau County Traffic Safety Board

The NY Coalition is a 501(c)3 not for profit organization. This contract will be funded by Handicapped Parking fines.

Exhibit A



COUNTY OF NASSAU

POLITICAL CAMPAIGN CONTRIBUTION DISCLOSURE FORM

1. Has the vendor or any corporate officers of the vendor provided campaign contributions pursuant to the New York State Election Law in (a) the period beginning April 1, 2016 and ending on the date of this disclosure, or (b), beginning April 1, 2018, the period beginning two years prior to the date of this disclosure and ending on the date of this disclosure, to the campaign committees of any of the following Nassau County elected officials or to the campaign committees of any candidates for any of the following Nassau County elected offices: the County Executive, the County Clerk, the Comptroller, the District Attorney, or any County Legislator? If yes, to what campaign committee?

NONE

2. VERIFICATION: This section must be signed by a principal of the consultant, contractor or Vendor authorized as a signatory of the firm for the purpose of executing Contracts.

The undersigned affirms and so swears that he/she has read and understood the foregoing statements and they are, to his/her knowledge, true and accurate.

The undersigned further certifies and affirms that the contribution(s) to the campaign committees identified above were made freely and without duress, threat or any promise of a governmental benefit or in exchange for any benefit or remuneration.

Dated: 5/15/2017

Vendor: NY Coalition for Transportation Safety

Signed: Cynthia Brown

Print Name: Cynthia Brown

Title: Executive Director

Exhibit B



COUNTY OF NASSAU

LOBBYIST REGISTRATION AND DISCLOSURE FORM

1. Name, address and telephone number of lobbyist(s)/lobbying organization. The term "lobbyist" means any and every person or organization retained, employed or designated by any client to influence - or promote a matter before - Nassau County, its agencies, boards, commissions, department heads, legislators or committees, including but not limited to the Open Space and Parks Advisory Committee and Planning Commission. Such matters include, but are not limited to, requests for proposals, development or improvement of real property subject to County regulation, procurements. The term "lobbyist" does not include any officer, director, trustee, employee, counsel or agent of the County of Nassau, or State of New York, when discharging his or her official duties.

NONE

2. List whether and where the person/organization is registered as a lobbyist (e.g., Nassau County, New York State):

NONE

3. Name, address and telephone number of client(s) by whom, or on whose behalf, the lobbyist is retained, employed or designated:

NONE

4. Describe lobbying activity conducted, or to be conducted, in Nassau County, and identify client(s) for each activity listed. See page 4 for a complete description of lobbying activities.

NONE

5. The name of persons, organizations or governmental entities before whom the lobbyist expects to lobby:

NONE

6. If such lobbyist is retained or employed pursuant to a written agreement of retainer or employment, you must attach a copy of such document; and if agreement of retainer or employment is oral, attach a written statement of the substance thereof. If the written agreement of retainer or employment does not contain a signed authorization from the client by whom you have been authorized to lobby, separately attach such a written authorization from the client.

7. Has the lobbyist/lobbying organization or any of its corporate officers provided campaign contributions pursuant to the New York State Election Law in (a) the period beginning April 1, 2016 and ending on the date of this disclosure, or (b), beginning April 1, 2018, the period beginning two years prior to the date of this disclosure and ending on the date of this disclosure, to the campaign committees of any of the following Nassau County elected officials or to the campaign committees of any candidates for any of the following Nassau County elected offices: the County Executive, the County Clerk, the Comptroller, the District Attorney, or any County Legislator? If yes, to what campaign committee?

NONE

I understand that copies of this form will be sent to the Nassau County Department of Information Technology ("IT") to be posted on the County's website.

I also understand that upon termination of retainer, employment or designation I must give written notice to the County Attorney within thirty (30) days of termination.

VERIFICATION: The undersigned affirms and so swears that he/she has read and understood the foregoing statements and they are, to his/her knowledge, true and accurate.

The undersigned further certifies and affirms that the contribution(s) to the campaign committees listed above were made freely and without duress, threat or any promise of a governmental benefit or in exchange for any benefit or remuneration.

Dated: 3/15/2017

Signed:

Cynthia Brown

Print Name:

Cynthia Brown

Title:

Executive Director

The term lobbying shall mean any attempt to influence: any determination made by the Nassau County Legislature, or any member thereof, with respect to the introduction, passage, defeat, or substance of any local legislation or resolution; any determination by the County Executive to support, oppose, approve or disapprove any local legislation or resolution, whether or not such legislation has been introduced in the County Legislature; any determination by an elected County official or an officer or employee of the County with respect to the procurement of goods, services or construction, including the preparation of contract specifications, including but not limited to the preparation of requests for proposals, or solicitation, award or administration of a contract or with respect to the solicitation, award or administration of a grant, loan, or agreement involving the disbursement of public monies; any determination made by the County Executive, County Legislature, or by the County of Nassau, its agencies, boards, commissions, department heads or committees, including but not limited to the Open Space and Parks Advisory Committee, the Planning Commission, with respect to the zoning, use, development or improvement of real property subject to County regulation, or any agencies, boards, commissions, department heads or committees with respect to requests for proposals, bidding, procurement or contracting for services for the County; any determination made by an elected county official or an officer or employee of the county with respect to the terms of the acquisition or disposition by the county of any interest in real property, with respect to a license or permit for the use of real property of or by the county, or with respect to a franchise, concession or revocable consent; the proposal, adoption, amendment or rejection by an agency of any rule having the force and effect of law; the decision to hold, timing or outcome of any rate making proceeding before an agency; the agenda or any determination of a board or commission; any determination regarding the calendaring or scope of any legislature oversight hearing; the issuance, repeal, modification or substance of a County Executive Order; or any determination made by an elected county official or an officer or employee of the county to support or oppose any state or federal legislation, rule or regulation, including any determination made to support or oppose that is contingent on any amendment of such legislation, rule or regulation, whether or not such legislation has been formally introduced and whether or not such rule or regulation has been formally proposed.

The term "lobbying" or "lobbying activities" does not include: Persons engaged in drafting legislation, rules, regulations or rates; persons advising clients and rendering opinions on proposed legislation, rules, regulations or rates, where such professional services are not otherwise connected with legislative or executive action on such legislation or administrative action on such rules, regulations or rates; newspapers and other periodicals and radio and television stations and owners and employees thereof, provided that their activities in connection with proposed legislation, rules, regulations or rates are limited to the publication or broadcast of news items, editorials or other comment, or paid advertisements; persons who participate as witnesses, attorneys or other representatives in public rule-making or rate-making proceedings of a County agency, with respect to all participation by such persons which is part of the public record thereof and all preparation by such persons for such participation; persons who attempt to influence a County agency in an adjudicatory proceeding, as defined by § 102 of the New York State Administrative Procedure Act.

PRINCIPAL QUESTIONNAIRE FORM - Organization is a 501(c)3 - No one has any financial interest

All questions on these questionnaires must be answered by all officers and any individuals who hold a ten percent (10%) or greater ownership interest in the proposer. Answers typewritten or printed in ink. If you need more space to answer any question, make as many photocopies of the appropriate page(s) as necessary and attach them to the questionnaire.

COMPLETE THIS QUESTIONNAIRE CAREFULLY AND COMPLETELY. FAILURE TO SUBMIT A COMPLETE QUESTIONNAIRE MAY MEAN THAT YOUR BID OR PROPOSAL WILL BE REJECTED AS NON-RESPONSIVE AND IT WILL NOT BE CONSIDERED FOR AWARD

1. Principal Name Cynthia Brown, Director
Date of birth N / A /
Home address 58-27 Bell Boulevard
City/state/zip Bayside, NY 11364
Business address NY Coalition, 213-37 39th Ave., #204
City/state/zip Bayside, NY 11361
Telephone 516-571-6808
Other present address(es) 1194 Prospect Avenue
City/state/zip Westbury, NY 11590
Telephone 516-571-6808
List of other addresses and telephone numbers attached.
2. Positions held in submitting business and starting date of each (check all applicable)
President / / Treasurer / /
Chairman of Board / / Shareholder / /
Chief Exec. Officer / / Secretary / /
Chief Financial Officer / / Partner / /
Vice President / /
(Other) Executive Director 5/1/2000
3. Do you have an equity interest in the business submitting the questionnaire?
YES NO ☒ If Yes, provide details.
4. Are there any outstanding loans, guarantees or any other form of security or lease or any other type of contribution made in whole or in part between you and the business submitting the questionnaire? YES NO ☒ If Yes, provide details.
5. Within the past 3 years, have you been a principal owner or officer of any business or not-for-profit organization other than the one submitting the questionnaire? YES NO ☒ If Yes, provide details.

6. Has any governmental entity awarded any contracts to a business or organization listed in Section 5 in the past 3 years while you were a principal owner or officer? YES ___ NO X
If Yes, provide details.

NOTE: An affirmative answer is required below whether the sanction arose automatically, by operation of law, or as a result of any action taken by a government agency. Provide a detailed response to all questions checked "YES". If you need more space, photocopy the appropriate page and attach it to the questionnaire.

7. In the past (5) years, have you and/or any affiliated businesses or not-for-profit organizations listed in Section 5 in which you have been a principal owner or officer:
- a. Been debarred by any government agency from entering into contracts with that agency? YES ___ NO X If Yes, provide details for each such instance.
 - b. Been declared in default and/or terminated for cause on any contract, and/or had any contracts cancelled for cause? YES ___ NO X If Yes, provide details for each such instance.
 - c. Been denied the award of a contract and/or the opportunity to bid on a contract, including, but not limited to, failure to meet pre-qualification standards? YES ___ NO X If Yes, provide details for each such instance.
 - d. Been suspended by any government agency from entering into any contract with it; and/or is any action pending that could formally debar or otherwise affect such business's ability to bid or propose on contract? YES ___ NO X If Yes, provide details for each such instance.
8. Have any of the businesses or organizations listed in response to Question 5 filed a bankruptcy petition and/or been the subject of involuntary bankruptcy proceedings during the past 7 years, and/or for any portion of the last 7 year period, been in a state of bankruptcy as a result of bankruptcy proceedings initiated more than 7 years ago and/or is any such business now the subject of any pending bankruptcy proceedings, whenever initiated? If 'Yes', provide details for each such instance. (Provide a detailed response to all questions checked "YES". If you need more space, photocopy the appropriate page and attach it to the questionnaire.)
- a) Is there any felony charge pending against you? YES ___ NO X If Yes, provide details for each such charge.
 - b) Is there any misdemeanor charge pending against you? YES ___ NO X If Yes, provide details for each such charge.
 - c) Is there any administrative charge pending against you? YES ___ NO X If Yes, provide details for each such charge.
 - d) In the past 10 years, have you been convicted, after trial or by plea, of any felony, or of any other crime, an element of which relates to truthfulness or the underlying facts of which related to the conduct of business? YES ___ NO X If Yes, provide details for each such conviction.

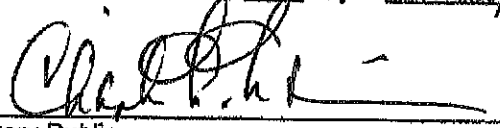
- e) In the past 5 years, have you been convicted, after trial or by plea, of a misdemeanor? YES ____ NO X If Yes, provide details for each such conviction.
- f) In the past 5 years, have you been found in violation of any administrative or statutory charges? YES ____ NO X If Yes, provide details for each such occurrence.
9. In addition to the information provided in response to the previous questions, in the past 5 years, have you been the subject of a criminal investigation and/or a civil anti-trust investigation by any federal, state or local prosecuting or investigative agency and/or the subject of an investigation where such investigation was related to activities performed at, for, or on behalf of the submitting business entity and/or an affiliated business listed in response to Question 5? YES ____ NO X If Yes, provide details for each such investigation.
10. In addition to the information provided, in the past 5 years has any business or organization listed in response to Question 5, been the subject of a criminal investigation and/or a civil anti-trust investigation and/or any other type of investigation by any government agency, including but not limited to federal, state, and local regulatory agencies while you were a principal owner or officer? YES ____ NO X If Yes; provide details for each such investigation.
11. In the past 5 years, have you or this business, or any other affiliated business listed in response to Question 5 had any sanction imposed as a result of judicial or administrative proceedings with respect to any professional license held? YES ____ NO X If Yes; provide details for each such instance.
12. For the past 5 tax years, have you failed to file any required tax returns or failed to pay any applicable federal, state or local taxes or other assessed charges, including but not limited to water and sewer charges? YES ____ NO X If Yes, provide details for each such year.
12. For the past 5 tax years, have you failed to file any required tax returns or failed to pay any applicable federal, state or local taxes or other assessed charges, including but not limited to water and sewer charges? YES ____ NO X If Yes, provide details for each such year.

CERTIFICATION

A MATERIALLY FALSE STATEMENT WILLFULLY OR FRAUDULENTLY MADE IN CONNECTION WITH THIS QUESTIONNAIRE MAY RESULT IN RENDERING THE SUBMITTING BUSINESS ENTITY NOT RESPONSIBLE WITH RESPECT TO THE PRESENT BID OR FUTURE BIDS, AND, IN ADDITION, MAY SUBJECT THE PERSON MAKING THE FALSE STATEMENT TO CRIMINAL CHARGES.

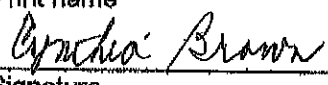
I, Cynthia Brown, being duly sworn, state that I have read and understand all the items contained in the foregoing pages of this questionnaire and the following pages of attachments; that I supplied full and complete answers to each item therein to the best of my knowledge, information and belief; that I will notify the County in-writing of any change in circumstances occurring after the submission of this questionnaire and before the execution of the contract; and that all information supplied by me is true to the best of my knowledge, information and belief. I understand that the County will rely on the information supplied in this questionnaire as additional inducement to enter into a contract with the submitting business entity.

Sworn to before me this 15 day of May 2017


Notary Public

CHRISTOPHER M. MISTRION
NOTARY PUBLIC, State of New York
No. 01M16044039
Qualified in Nassau County
Commission Expires May 22, 2019

NY Coalition for Transportation Safety
Name of submitting business

Cynthia Brown
Print name

Signature

Executive Director
Title

5 / 15 / 2017
Date

PRINCIPAL QUESTIONNAIRE FORM

All questions on these questionnaires must be answered by all officers and any individuals who hold a ten percent (10%) or greater ownership interest in the proposer. Answers typewritten or printed in ink. If you need more space to answer any question, make as many photocopies of the appropriate page(s) as necessary and attach them to the questionnaire.

COMPLETE THIS QUESTIONNAIRE CAREFULLY AND COMPLETELY. FAILURE TO SUBMIT A COMPLETE QUESTIONNAIRE MAY MEAN THAT YOUR BID OR PROPOSAL WILL BE REJECTED AS NON-RESPONSIVE AND IT WILL NOT BE CONSIDERED FOR AWARD

1. Principal Name Robin Markowitz
Date of birth N / A /
Home address 237 Great Neck Road
City/state/zip Great Neck, NY 11021
Business address None
City/state/zip None
Telephone 516-298-9048
Other present address(es) None
City/state/zip None
Telephone None
List of other addresses and telephone numbers attached.

2. Positions held in submitting business and starting date of each (check all applicable)

President / / Treasurer / /
Chairman of Board 8 / 1 / 14 Shareholder / /
Chief Exec. Officer / / Secretary / /
Chief Financial Officer / / Partner / /
Vice President / /
(Other) / /

3. Do you have an equity interest in the business submitting the questionnaire?
YES NO X If Yes, provide details.
4. Are there any outstanding loans, guarantees or any other form of security or lease or any other type of contribution made in whole or in part between you and the business submitting the questionnaire? YES NO X If Yes, provide details.
5. Within the past 3 years, have you been a principal owner or officer of any business or not-for-profit organization other than the one submitting the questionnaire? YES NO X If Yes, provide details.

6. Has any governmental entity awarded any contracts to a business or organization listed in Section 5 in the past 3 years while you were a principal owner or officer? YES ___ NO X
If Yes, provide details.

NOTE: An affirmative answer is required below whether the sanction arose automatically, by operation of law, or as a result of any action taken by a government agency.
Provide a detailed response to all questions checked "YES". If you need more space, photocopy the appropriate page and attach it to the questionnaire.

7. In the past (5) years, have you and/or any affiliated businesses or not-for-profit organizations listed in Section 5 in which you have been a principal owner or officer:
- a. Been debarred by any government agency from entering into contracts with that agency?
YES ___ NO X If Yes, provide details for each such instance.
 - b. Been declared in default and/or terminated for cause on any contract, and/or had any contracts cancelled for cause? YES ___ NO X If Yes, provide details for each such instance.
 - c. Been denied the award of a contract and/or the opportunity to bid on a contract, including, but not limited to, failure to meet pre-qualification standards? YES ___ NO X If Yes, provide details for each such instance.
 - d. Been suspended by any government agency from entering into any contract, with it; and/or is any action pending that could formally debar or otherwise affect such business's ability to bid or propose on contract? YES ___ NO X If Yes, provide details for each such instance.
8. Have any of the businesses or organizations listed in response to Question 5 filed a bankruptcy petition and/or been the subject of involuntary bankruptcy proceedings during the past 7 years, and/or for any portion of the last 7 year period, been in a state of bankruptcy as a result of bankruptcy proceedings initiated more than 7 years ago and/or is any such business now the subject of any pending bankruptcy proceedings, whenever initiated? If "Yes", provide details for each such instance. (Provide a detailed response to all questions checked "YES". If you need more space, photocopy the appropriate page and attach it to the questionnaire.)
- a) Is there any felony charge pending against you? YES ___ NO X If Yes, provide details for each such charge.
 - b) Is there any misdemeanor charge pending against you? YES ___ NO X If Yes, provide details for each such charge.
 - c) Is there any administrative charge pending against you? YES ___ NO X If Yes, provide details for each such charge.
 - d) In the past 10 years, have you been convicted, after trial or by plea, of any felony, or of any other crime, an element of which relates to truthfulness or the underlying facts of which related to the conduct of business? YES ___ NO X If Yes, provide details for each such conviction.

- e) In the past 5 years, have you been convicted, after trial or by plea, of a misdemeanor? YES ____ NO X If Yes, provide details for each such conviction.
- f) In the past 5 years, have you been found in violation of any administrative or statutory charges? YES ____ NO X If Yes, provide details for each such occurrence.
9. In addition to the information provided in response to the previous questions, in the past 5 years, have you been the subject of a criminal investigation and/or a civil anti-trust investigation by any federal, state or local prosecuting or investigative agency and/or the subject of an investigation where such investigation was related to activities performed at, for, or on behalf of the submitting business entity and/or an affiliated business listed in response to Question 5? YES ____ NO X If Yes, provide details for each such investigation.
10. In addition to the information provided, in the past 5 years has any business or organization listed in response to Question 5, been the subject of a criminal investigation and/or a civil anti-trust investigation and/or any other type of investigation by any government agency, including but not limited to federal, state, and local regulatory agencies while you were a principal owner or officer? YES ____ NO X If Yes; provide details for each such investigation.
11. In the past 5 years, have you or this business, or any other affiliated business listed in response to Question 5 had any sanction imposed as a result of judicial or administrative proceedings with respect to any professional license held? YES ____ NO X If Yes; provide details for each such instance.
12. For the past 5 tax years, have you failed to file any required tax returns or failed to pay any applicable federal, state or local taxes or other assessed charges, including but not limited to water and sewer charges? YES ____ NO X If Yes, provide details for each such year.
12. For the past 5 tax years, have you failed to file any required tax returns or failed to pay any applicable federal, state or local taxes or other assessed charges, including but not limited to water and sewer charges? YES ____ NO X If Yes, provide details for each such year.

CERTIFICATION

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I, Robin Markowitz, being duly sworn, state that I have read and understand all the items contained in the foregoing pages of this questionnaire and the following pages of attachments; that I supplied full and complete answers to each item therein to the best of my knowledge, information and belief; that I will notify the County in writing of any change in circumstances occurring after the submission of this questionnaire and before the execution of the contract; and that all information supplied by me is true to the best of my knowledge, information and belief. I understand that the County will rely on the information supplied in this questionnaire as additional inducement to enter into a contract with the submitting business entity.

Sworn to before me this 15 day of MAY 2017

Christopher M. Mistrion
Notary Public

CHRISTOPHER M. MISTRION
NOTARY PUBLIC, State of New York
No. Q*MI8044038
Qualified in Nassau County
Commission Expires May 22, 2017

NY Coalition for Transportation Safety
Name of submitting business

Robin Markowitz
Print name

Robin Markowitz
Signature

Chairman
Title

05/15/2017
Date

Business History Form

The contract shall be awarded to the responsible proposer who, at the discretion of the County, taking into consideration the reliability of the proposer and the capacity of the proposer to perform the services required by the County, offers the best value to the County and who will best promote the public interest.

In addition to the submission of proposals, each proposer shall complete and submit this questionnaire. The questionnaire shall be filled out by the owner of a sole proprietorship or by an authorized representative of the firm, corporation or partnership submitting the Proposal.

NOTE: All questions require a response, even if response is "none" or "not-applicable."
No blanks.

(USE ADDITIONAL SHEETS IF NECESSARY TO FULLY ANSWER THE FOLLOWING QUESTIONS).

Date: May 6, 2017

1) Proposer's Legal Name: NY Coalition for Safety Belt Use, Inc.

2) Address of Place of Business: 1194 Prospect Avenue, Westbury, NY 11590

List all other business addresses used within last five years:

NONE

3) Mailing Address (if different): 213-37 39TH Avenue, #204, Bayside, NY 11361

Phone: 516-571-6808

Does the business own or rent its facilities? No

4) Dun and Bradstreet number: 94001681

5) Federal I.D. Number: 112926953

6) The proposer is a (check one): Sole Proprietorship Partnership Corporation Other (Describe) 501(c)3, Not for Profit

7) Does this business share office space, staff, or equipment expenses with any other business?

Yes ☒ No ☐ If Yes, please provide details:

Nassau County Stop DWI Program

8) Does this business control one or more other businesses? Yes ☐ No ☒ If Yes, please provide details:

9) Does this business have one or more affiliates, and/or is it a subsidiary of, or controlled by, any other business? Yes ☐ No ☒ If Yes, provide details.

10) Has the proposer ever had a bond or surety cancelled or forfeited, or a contract with Nassau County or any other government entity terminated? Yes ☐ No ☒ If Yes, state the name of bonding agency, (if a bond), date, amount of bond and reason for such cancellation or forfeiture: or details regarding the termination (if a contract).

11) Has the proposer, during the past seven years, been declared bankrupt? Yes ☐ No ☒ If Yes, state date, court jurisdiction, amount of liabilities and amount of assets.

12) In the past five years, has this business and/or any of its owners and/or officers and/or any affiliated business, been the subject of a criminal investigation and/or a civil anti-trust investigation by any federal, state or local prosecuting or investigative agency? And/or, in the past 5 years, have any owner and/or officer of any affiliated business been the subject of a criminal investigation and/or a civil anti-trust investigation by any federal, state or local prosecuting or investigative agency, where such investigation was related to activities performed at, for, or on behalf of an affiliated business.
Yes ☐ No ☒ If Yes, provide details for each such investigation.

13) In the past 5 years, has this business and/or any of its owners and/or officers and/or any affiliated business been the subject of an investigation by any government agency, including but not limited to federal, state and local regulatory agencies? And/or, in the past 5 years, has any owner and/or officer of an affiliated business been the subject of an investigation by any government agency, including but not limited to federal, state and local regulatory agencies, for matters pertaining to that individual's position at or relationship to an affiliated business. Yes ☐ No ☒ If Yes, provide details for each such investigation.

14) Has any current or former director, owner or officer or managerial employee of this business had, either before or during such person's employment, or since such employment if the charges pertained to events that allegedly occurred during the time of employment by the submitting business, and allegedly related to the conduct of that business:

a) Any felony charge pending? Yes ☐ No ☒ If Yes, provide details for each such charge.

b) Any misdemeanor charge pending? Yes ☐ No ☒ If Yes, provide details for each such charge.

c) In the past 10 years, you been convicted, after trial or by plea, of any felony and/or any other crime, an element of which relates to truthfulness or the underlying facts of which related to the conduct of business? Yes ☐ No ☒

If Yes, provide details for each such conviction _____

d) In the past 5 years, been convicted, after trial or by plea, of a misdemeanor? Yes ☐ No ☒ If Yes, provide details for each such conviction. _____

e) In the past 5 years, been found in violation of any administrative, statutory, or regulatory provisions? Yes ☐ No ☒ If Yes, provide details for each such occurrence. _____

15) In the past (5) years, has this business or any of its owners or officers, or any other affiliated business had any sanction imposed as a result of judicial or administrative proceedings with respect to any professional license held? Yes ☐ No ☒ ; If Yes, provide details for each such instance. _____

16) For the past (5) tax years, has this business failed to file any required tax returns or failed to pay any applicable federal, state or local taxes or other assessed charges, including but not limited to water and sewer charges? Yes ☐ No ☒ If Yes, provide details for each such year. Provide a detailed response to all questions checked 'YES'. If you need more space, photocopy the appropriate page and attach it to the questionnaire. _____

Provide a detailed response to all questions checked "YES". If you need more space, photocopy the appropriate page and attach it to the questionnaire.

17) Conflict of Interest:

a) Please disclose any conflicts of interest as outlined below. **NOTE: If no conflicts exist, please expressly state "No conflict exists."**

(i) Any material financial relationships that your firm or any firm employee has that may create a conflict of interest or the appearance of a conflict of interest in acting on behalf of Nassau County. NO CONFLICT EXISTS - If a conflict arises we will consult with the County.

(ii) Any family relationship that any employee of your firm has with any County public servant that may create a conflict of interest or the appearance of a conflict of interest in acting on behalf of Nassau County. NO CONFLICT EXISTS - If a conflict arises we will consult with the County.

(iii) Any other matter that your firm believes may create a conflict of interest or the appearance of a conflict of interest in acting on behalf of Nassau County. NO CONFLICT EXISTS - If a conflict arises we will consult with the County.

b) Please describe any procedures your firm has, or would adopt, to assure the County that a conflict of interest would not exist for your firm in the future. All funds are derived from grants received directly from NY State DMV or STOP/DWI grants passed through NC TSB. There is no discretionary funding.

A. Include a resume or detailed description of the Proposer's professional qualifications, demonstrating extensive experience in your profession. Any prior similar experiences, and the results of these experiences, must be identified.

Should the proposer be other than an individual, the Proposal **MUST** include:

- i) Date of formation; **7/22/1982**
- ii) Name, addresses, and position of all persons having a financial interest in the company, including shareholders, members, general or limited partner; **NONE**
- iii) Name, address and position of all officers and directors of the company;
- iv) State of incorporation (if applicable); **New York**
- v) The number of employees in the firm; **4**
- vi) Annual revenue of firm; **Grant Dependent -- under \$200,000 annually**
- vii) Summary of relevant accomplishments -- **See Attached**
- viii) Copies of all state and local licenses and permits, **None/Not Relevant/Injury Prevention Programs as regards Pedestrian & Bicycle Safety**

B. Indicate number of years in business. **1982 to Present**

C. Provide any other information which would be appropriate and helpful in determining the Proposer's capacity and reliability to perform these services.

D. Provide names and addresses for no fewer than three references for whom the Proposer has provided similar services or who are qualified to evaluate the Proposer's capability to perform this work.

Company NY State Governor's Traffic Safety Committee

Contact Person Chuck Conroy

Address 6 Empire State Plaza, 410B

City/State Albany, NY 12228

Telephone 518-486-1920

Fax # 518-473-0041

E-Mail Address Chuck.Conroy@dmv.ny.gov

Company NY State DOT, Safe Routes to School Program, Region 10, Long Island

Contact Person Chris Badour

Address State Office Bldg., 250 Veterans Memorial Highway

City/State Hempstead, NY 11788

Telephone 631-952-6120

Fax # 631-952-6026

E-Mail Address Christian.Badour@dot.ny.gov

Company Strategic Road Safety

Contact Person Thomas Louizou, Ret. Region 1 Director, National Highway Traffic Safety Administration

Address 5307 212th Street

City/State Bayside, NY 11364

Telephone 646-734-6434

Fax # _____

E-Mail Address Thomos.louizou@verizon.net

CERTIFICATION

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I, Cynthia Brown, being duly sworn, state that I have read and understand all the items contained in the foregoing pages of this questionnaire and the following pages of attachments; that I supplied full and complete answers to each item therein to the best of my knowledge, information and belief; that I will notify the County in writing of any change in circumstances occurring after the submission of this questionnaire and before the execution of the contract; and that all information supplied by me is true to the best of my knowledge, information and belief. I understand that the County will rely on the information supplied in this questionnaire as additional inducement to enter into a contract with the submitting business entity.

Sworn to before me this 15 day of May 2017

Christopher M. Mistrion
Notary Public

CHRISTOPHER M. MISTRION
NOTARY PUBLIC, State of New York
No. 01M5044090
Qualified in Nassau County
Commission Expires May 22, 2019

Name of submitting business: NY Coalition for Transportation Safety

By: Cynthia Brown
Print name

Cynthia Brown
Signature

Executive Director
Title

5 / 15 / 2017
Date

COUNTY OF NASSAU

CONSULTANT'S, CONTRACTOR'S AND VENDOR'S DISCLOSURE FORM

1. Name of the Entity: NY Coalition for Safety Belt Use, Inc./DBS NY Coalition for Transportation Safety

Address: 213-37 39th Avenue, #204

City, State and Zip Code: Bayside, NY 11361

2. Entity's Vendor Identification Number: 1129269553

3. Type of Business: ☐ Public Corp ☐ Partnership ☐ Joint Venture

☐ Ltd. Liability Co ☐ Closely Held Corp ☐ 501(c)(3) Not for Profit ☐ Other (specify)

4. List names and addresses of all principals; that is, all individuals serving on the Board of Directors or comparable body, all partners and limited partners, all corporate officers, all parties of Joint Ventures, and all members and officers of limited liability companies (attach additional sheets if necessary):

Cynthia Brown, Executive Director, 5827 Bell Boulevard, Bayside, New York 11364

Robin Markowitz, Chairman, 237 Great Neck Road, Great Neck, NY 11021

Automobile Club of NY, 1415 Keljum Place, Garden City, NY 11530

DEDICATEDD, 1058 Delmar Avenue, Franklin Square, NY 11010

Community Parent Center, 1260 Meadowbrook Rd., No. Merrick, NY 11566

NY State Governor's Traffic Safety Committee, Empire State Plaza, Albany, NY 12228

Westbury Public Safety commission, 509 Carle Road, Westbury, NY 11590

5. List names and addresses of all shareholders, members, or partners of the firm. If the shareholder is not an individual, list the individual shareholders/partners/members. If a Publicly held Corporation, include a copy of the 10K in lieu of completing this section.

NONE

6. List all affiliated and related companies and their relationship to the firm entered on line 1. above (if none, enter "None"). Attach a separate disclosure form for each affiliated or subsidiary company that may take part in the performance of this contract. Such disclosure shall be updated to include affiliated or subsidiary companies not previously disclosed that participate in the performance of the contract.

NONE

7. List all lobbyists whose services were utilized at any stage in this matter (i.e., pre-bid, bid, post-bid, etc.). If none, enter "None." The term "lobbyist" means any and every person or organization retained, employed or designated by any client to influence - or promote a matter before - Nassau County, its agencies, boards, commissions, department heads, legislators or committees, including but not limited to the Open Space and Parks Advisory Committee and Planning Commission. Such matters include, but are not limited to, requests for proposals, development or improvement of real property subject to County regulation, procurements. The term "lobbyist" does not include any officer, director, trustee, employee, counsel or agent of the County of Nassau, or State of New York, when discharging his or her official duties.

(a) Name, title, business address and telephone number of lobbyist(s):

NONE

Page 3 of 4

(b) Describe lobbying activity of each lobbyist. See below for a complete description of lobbying activities.

NONE

(c) List whether and where the person/organization is registered as a lobbyist (e.g., Nassau County, New York State):

NONE

8. VERIFICATION: This section must be signed by a principal of the consultant, contractor or Vendor authorized as a signatory of the firm for the purpose of executing Contracts.

The undersigned affirms and so swears that he/she has read and understood the foregoing statements and they are, to his/her knowledge, true and accurate.

Dated: 5/15/2017

Signed: Cynthia Brown

Print Name: Cynthia Brown

Title: Executive Director

The term lobbying shall mean any attempt to influence: any determination made by the Nassau County Legislature, or any member thereof, with respect to the introduction, passage, defeat, or substance of any local legislation or resolution; any determination by the County Executive to support, oppose, approve or disapprove any local legislation or resolution, whether or not such legislation has been introduced in the County Legislature; any determination by an elected County official or an officer or employee of the County with respect to the procurement of goods, services or construction, including the preparation of contract specifications, including ~~by not limited to the preparation of requests for proposals, or solicitation, award or~~ administration of a contract or with respect to the solicitation, award or administration of a grant, loan, or agreement involving the disbursement of public monies; any determination made by the County Executive, County Legislature, or by the County of Nassau, its agencies, boards, commissions, department heads or committees, including but not limited to the Open Space and Parks Advisory Committee, the Planning Commission, with respect to the zoning, use, development or improvement of real property subject to County regulation, or any agencies, boards, commissions, department heads or committees with respect to requests for proposals, bidding, procurement or contracting for services for the County; any determination made by an elected county official or an officer or employee of the county with respect to the terms of the acquisition or disposition by the county of any interest in real property, with respect to a license or permit for the use of real property of or by the county, or with respect to a franchise, concession or revocable consent; the proposal, adoption, amendment or rejection by an agency of any rule having the force and effect of law; the decision to hold, timing or outcome of any rate making proceeding before an agency; the agenda or any determination of a board or commission; any determination regarding the calendaring or scope of any legislature oversight hearing; the issuance, repeal, modification or substance of a County Executive Order; or any determination made by an elected county official or an officer or employee of the county to support or oppose any state or federal legislation, rule or regulation, including any determination made to support or oppose that is contingent on any amendment of such legislation, rule or regulation, whether or not such legislation has been formally introduced and whether or not such rule or regulation has been formally proposed

CONTRACT FOR SERVICES

THIS AGREEMENT, dated as of April 15, 2017, (together with the schedules, appendices, attachments and exhibits, if any, this "Agreement"), is entered into by and between (i) Nassau County, a municipal corporation having its principal office at One West Street, Mineola, New York 11501 (the "County"), acting on behalf of the County Department of the Traffic Safety Board, having its principal office at 1194 Prospect Avenue, Westbury, NY 11590 (the "Department"), and (ii) New York Coalition for Transportation Safety, Incorporated, a New York State, not-for-profit corporation, having its principal address at 213-37 39th Avenue, #204, Bayside, New York 11361 (the "Contractor").

WITNESSETH:

WHEREAS, the County desires to hire the Contractor to perform the services described in this Agreement; and

WHEREAS, this is a personal service contract within the intent and purview of Section 2206 of the County Charter;

WHEREAS, the Contractor desires to perform the services described in this Agreement.

NOW, THEREFORE, in consideration of the premises and mutual covenants contained in this Agreement, the parties agree as follows:

1. Term. This Agreement shall commence on January 1, 2017 and terminate on December 31, 2017, unless sooner terminated in accordance with the provisions of this Agreement.
2. Services. The services to be provided by the Contractor under this Agreement shall be instruction and education in the use of restraints for children and adults with special needs so they can be safely transported in various types of motor vehicles. They will conduct travel training programs for high school students with special needs and liaison with NICE Bus and AbleRide. The proposed activities are outlined in the grant application request annexed hereto as "Appendix A" and made part hereof.
3. Payment. (a) Amount of Consideration. The amount to be paid to the Contractor as full consideration for the Contractor's services under this Agreement shall not exceed **Fifty Thousand Dollars (\$50,000.00)** payable as per the attached program budget attached hereto as "Appendix B." (b) Vouchers; Voucher Review, Approval and Audit. Payments shall be made to the Contractor in arrears and shall be contingent upon (i) the Contractor submitting a claim voucher (the "Voucher") in a form satisfactory to the County, that (a) states with reasonable specificity the services provided and the payment requested as consideration for such services, (b) certifies that the services rendered and the payment requested are in accordance with this Agreement, and (c) is accompanied by documentation satisfactory to the County supporting the amount claimed, and (ii) review, approval and audit of the Voucher by the Department and/or the County Comptroller or his or her duly designated representative (the "Comptroller").

(c) Timing of Payment Claims. The Contractor shall submit claims no later than three (3) months following the County's receipt of the services that are the subject of the claim and no more frequently than once a month.

(d) No Duplication of Payments. Payments under this Agreement shall not duplicate payments for any work performed or to be performed under other agreements between the Contractor and any funding source including the County.

(e) Payments In Connection with Termination or Notice of Termination. Unless a provision of this Agreement expressly states otherwise, payments to the Contractor following the termination of this Agreement shall not exceed payments made as consideration for services that were (i) performed prior to termination, (ii) authorized by this Agreement to be performed, and (iii) not performed after the Contractor received notice that the County did not desire to receive such services.

4. Independent Contractor. The Contractor is an independent contractor of the County. The Contractor shall not, nor shall any officer, director, employee, servant, agent or independent contractor of the Contractor (a "Contractor Agent"), be (i) deemed a County employee, (ii) commit the County to any obligation, or (iii) hold itself, himself, or herself out as a County employee or Person with the authority to commit the County to any obligation. As used in this Agreement the word "Person" means any individual person, entity (including partnerships, corporations and limited liability companies), and government or political subdivision thereof (including agencies, bureaus, offices and departments thereof).

5. No Arrears or Default. The Contractor is not in arrears to the County upon any debt or contract and it is not in default as surety, contractor, or otherwise upon any obligation to the County, including any obligation to pay taxes to, or perform services for or on behalf of, the County.

6. Compliance with Law. (a) Generally. The Contractor shall comply with any and all applicable Federal, State and local Laws, including, but not limited to those relating to conflicts of interest, discrimination, a living wage, disclosure of information, and vendor registration, in connection with its performance under this Agreement. In furtherance of the foregoing, the Contractor is bound by and shall comply with the terms of Appendices EE and U attached hereto and with the County's vendor registration protocol. As used in this Agreement the word "Law" includes any and all statutes, local laws, ordinances, rules, regulations, applicable orders, and/or decrees, as the same may be amended from time to time, enacted, or adopted.

(b) Nassau County Living Wage Law. Pursuant to LL 1-2006, as amended, and to the extent that a waiver has not been obtained in accordance with such law or any rules of the County Executive, the Contractor agrees as follows:

- (i) Contractor shall comply with the applicable requirements of the Living Wage Law, as amended;
- (ii) Failure to comply with the Living Wage Law, as amended, constitutes a material breach of this Agreement, the occurrence of which shall be determined solely by the County. Contractor has

the right to cure such breach within thirty days of receipt of notice of breach from the County. In the event that such breach is not timely cured, the County may terminate this Agreement as well as exercise any other rights available to the County under applicable law.

- (iii) It shall be a continuing obligation of the Contractor to inform the County of any material changes in the content of its certification of compliance and shall provide to the County any information necessary to maintain the certification's accuracy.

(c) Records Access. The parties acknowledge and agree that all records, information, and data ("Information") acquired in connection with performance or administration of this Agreement shall be used and disclosed solely for the purpose of performance and administration of the contract or as required by law. The Contractor acknowledges that Contractor Information in the County's possession may be subject to disclosure under Article 6 of the New York State Public Officer's Law ("Freedom of Information Law" or "FOIL"). In the event that such a request for disclosure is made, the County shall make reasonable efforts to notify the Contractor of such request prior to disclosure of the information so that the Contractor may take such action as it deems appropriate.

7. Minimum Service Standards. Regardless of whether required by Law: (a) The Contractor shall, and shall cause Contractor Agents to, conduct its, his or her activities in connection with this Agreement so as not to endanger or harm any Person or property.

(b) The Contractor shall deliver services under this Agreement in a professional manner consistent with the best practices of the industry in which the Contractor operates. The Contractor shall take all actions necessary or appropriate to meet the obligation described in the immediately preceding sentence, including obtaining and maintaining, and causing all Contractor Agents to obtain and maintain, all approvals, licenses, and certifications ("Approvals") necessary or appropriate in connection with this Agreement.

8. Indemnification; Defense; Cooperation. (a) The Contractor shall be solely responsible for and shall indemnify and hold harmless the County, the Department and its officers, employees, and agents (the "Indemnified Parties") from and against any and all liabilities, losses, costs, expenses (including, without limitation, attorneys' fees and disbursements) and damages ("Losses"), arising out of or in connection with any acts or omissions of the Contractor or a Contractor Agent, regardless of whether due to negligence, fault, or default, including Losses in connection with any threatened investigation, litigation or other proceeding or preparing a defense to or prosecuting the same; provided, however, that the Contractor shall not be responsible for that portion, if any, of a Loss that is caused by the negligence of the County.

(b) The Contractor shall, upon the County's demand and at the County's direction, promptly and diligently defend, at the Contractor's own risk and expense, any and all suits, actions, or proceedings which may be brought or instituted against one or

more Indemnified Parties for which the Contractor is responsible under this Section, and, further to the Contractor's Indemnification obligations, the Contractor shall pay and satisfy any judgment, decree, loss or settlement in connection therewith.

(c) The Contractor shall, and shall cause Contractor Agents to, cooperate with the County and the Department in connection with the investigation, defense or prosecution of any action, suit or proceeding in connection with this Agreement, including the acts or omissions of the Contractor and/or a Contractor Agent in connection with this Agreement.

(d) The provisions of this Section shall survive the termination of this Agreement.

9. Insurance. (a) Types and Amounts. The Contractor shall obtain and maintain throughout the term of this Agreement, at its own expense: (i) one or more policies for commercial general liability insurance, which policy(ies) shall name "Nassau County" as an additional insured and have a minimum single combined limit of liability of not less than one million dollars (\$1,000,000) per occurrence and two million dollars (\$2,000,000) aggregate coverage, (ii) if contracting in whole or part to provide professional services, one or more policies for professional liability insurance, which policy(ies) shall have a minimum single combined limit liability of not less than one million dollars (\$1,000,000) per occurrence and two million dollars (\$2,000,000) aggregate coverage, (iii) compensation insurance for the benefit of the Contractor's employees ("Workers' Compensation Insurance"), which insurance is in compliance with the New York State Workers' Compensation Law, and (iv) such additional insurance as the County may from time to time specify.

(b) Acceptability; Deductibles; Subcontractors. All insurance obtained and maintained by the Contractor pursuant to this Agreement shall be (i) written by one or more commercial insurance carriers licensed to do business in New York State and acceptable to the County, and which is (ii) in form and substance acceptable to the County. The Contractor shall be solely responsible for the payment of all deductibles to which such policies are subject. The Contractor shall require any subcontractor hired in connection with this Agreement to carry insurance with the same limits and provisions required to be carried by the Contractor under this Agreement.

(c) Delivery; Coverage Change; No Inconsistent Action. Prior to the execution of this Agreement, copies of current certificates of insurance evidencing the insurance coverage required by this Agreement shall be delivered to the Department. Not less than thirty (30) days prior to the date of any expiration or renewal of, or actual, proposed or threatened reduction or cancellation of coverage under, any insurance required hereunder, the Contractor shall provide written notice to the Department of the same and deliver to the Department renewal or replacement certificates of insurance. The Contractor shall cause all insurance to remain in full force and effect throughout the term of this Agreement and shall not take or omit to take any action that would suspend or invalidate any of the required coverages. The failure of the Contractor to maintain Workers' Compensation Insurance shall render this contract void and of no effect. The failure of the Contractor to maintain the other required coverages shall be deemed a material breach of this Agreement upon which the County reserves the right to consider this Agreement terminated as of the date of such failure.

10. Assignment; Amendment; Waiver; Subcontracting. This Agreement and the rights and obligations hereunder may not be in whole or part (i) assigned, transferred or disposed of, (ii) amended, (iii) waived, or (iv) subcontracted, without the prior written consent of the County Executive or his or her duly designated deputy (the "County Executive"), and any purported assignment, other disposal or modification without such prior written consent shall be null and void. The failure of a party to assert any of its rights under this Agreement, including the right to demand strict performance, shall not constitute a waiver of such rights.

11. Termination. (a) Generally. This Agreement may be terminated (i) for any reason by the County upon thirty (30) days' written notice to the Contractor, (ii) for "Cause" by the County immediately upon the receipt by the Contractor of written notice of termination, (iii) upon mutual written Agreement of the County and the Contractor, and (iv) in accordance with any other provisions of this Agreement expressly addressing termination.

As used in this Agreement the word "Cause" includes: (i) a breach of this Agreement; (ii) the failure to obtain and maintain in full force and effect all Approvals required for the services described in this Agreement to be legally and professionally rendered; and (iii) the termination or impending termination of federal or state funding for the services to be provided under this Agreement.

(b) By the Contractor. This Agreement may be terminated by the Contractor if performance becomes impracticable through no fault of the Contractor, where the impracticability relates to the Contractor's ability to perform its obligations and not to a judgment as to convenience or the desirability of continued performance. Termination under this subsection shall be effected by the Contractor delivering to the commissioner or other head of the Department (the "Commissioner"), at least sixty (60) days prior to the termination date (or a shorter period if sixty days' notice is impossible), a notice stating (i) that the Contractor is terminating this Agreement in accordance with this subsection, (ii) the date as of which this Agreement will terminate, and (iii) the facts giving rise to the Contractor's right to terminate under this subsection. A copy of the notice given to the Commissioner shall be given to the Deputy County Executive who oversees the administration of the Department (the "Applicable DCE") on the same day that notice is given to the Commissioner.

(c) Contractor Assistance upon Termination. In connection with the termination or impending termination of this Agreement the Contractor shall, regardless of the reason for termination, take all actions reasonably requested by the County (including those set forth in other provisions of this Agreement) to assist the County in transitioning the Contractor's responsibilities under this Agreement. The provisions of this subsection shall survive the termination of this Agreement.

12. Accounting Procedures; Records. The Contractor shall maintain and retain, for a period of six (6) years following the later of termination of or final payment under this Agreement, complete and accurate records, documents, accounts and other evidence, whether maintained electronically or manually ("Records"), pertinent to performance under this Agreement. Records shall be maintained in accordance with Generally Accepted Accounting Principles and, if the Contractor is a non-profit entity, must comply with the accounting guidelines set forth in the federal Office of Management & Budget Circular A-122, "Cost Principles for Non-Profit Organizations."

Such Records shall at all times be available for audit and inspection by the Comptroller, the Department, any other governmental authority with jurisdiction over the provision of services hereunder and/or the payment therefore, and any of their duly designated representatives. The provisions of this Section shall survive the termination of this Agreement.

13. Limitations on Actions and Special Proceedings against the County. No action or special proceeding shall lie or be prosecuted or maintained against the County upon any claims arising out of or in connection with this Agreement unless:

(a) Notice. At least thirty (30) days prior to seeking relief the Contractor shall have presented the demand or claim(s) upon which such action or special proceeding is based in writing to the Applicable DCE for adjustment and the County shall have neglected or refused to make an adjustment or payment on the demand or claim for thirty (30) days after presentment. The Contractor shall send or deliver copies of the documents presented to the Applicable DCE under this Section to each of (i) the Department and the (ii) the County Attorney (at the address specified above for the County) on the same day that documents are sent or delivered to the Applicable DCE. The complaint or necessary moving papers of the Contractor shall allege that the above-described actions and inactions preceded the Contractor's action or special proceeding against the County.

(b) Time Limitation. Such action or special proceeding is commenced within the earlier of (i) one (1) year of the first to occur of (A) final payment under or the termination of this Agreement, and (B) the accrual of the cause of action, and (ii) the time specified in any other provision of this Agreement.

14. Work Performance Liability. The Contractor is and shall remain primarily liable for the successful completion of all work in accordance this Agreement irrespective of whether the Contractor is using a Contractor Agent to perform some or all of the work contemplated by this Agreement, and Irrespective of whether the use of such Contractor Agent has been approved by the County.

15. Consent to Jurisdiction and Venue; Governing Law. Unless otherwise specified in this Agreement or required by Law, exclusive original jurisdiction for all claims or actions with respect to this Agreement shall be in the Supreme Court in Nassau County in New York State and the parties expressly waive any objections to the same on any grounds, including venue and forum non conveniens. This Agreement is intended as a contract under, and shall be governed and construed in accordance with, the Laws of New York State, without regard to the conflict of laws provisions thereof.

16. Notices. Any notice, request, demand or other communication required to be given or made in connection with this Agreement shall be (a) in writing, (b) delivered or sent (i) by hand delivery, evidenced by a signed, dated receipt, (ii) postage prepaid via certified mail, return receipt requested, or (iii) overnight delivery via a nationally recognized courier service, (c) deemed given or made on the date the delivery receipt was signed by a County employee, three (3) business days after it is mailed or one (1) business day after it is released to a courier service, as applicable, and (d)(i) if to the Department, to the attention of the Commissioner at the address specified above for the Department, (ii) if to an Applicable DCE, to the attention of the Applicable DCE (whose name the Contractor shall obtain from the Department) at the address specified above for the County, (iii) if to the Comptroller, to the attention of the Comptroller at 240 Old

Country Road, Mineola, NY 11501, and (iv) if to the Contractor, to the attention of the person who executed this Agreement on behalf of the Contractor at the address specified above for the Contractor, or in each case to such other persons or addresses as shall be designated by written notice.

17. All Legal Provisions Deemed Included; Severability; Supremacy. (a) Every provision required by Law to be inserted into or referenced by this Agreement is intended to be a part of this Agreement. If any such provision is not inserted or referenced or is not inserted or referenced in correct form then (i) such provision shall be deemed inserted into or referenced by this Agreement for purposes of interpretation and (ii) upon the application of either party this Agreement shall be formally amended to comply strictly with the Law, without prejudice to the rights of either party.

(b) In the event that any provision of this Agreement shall be held to be invalid, illegal or unenforceable, the validity, legality and enforceability of the remaining provisions shall not in any way be affected or impaired thereby.

(c) Unless the application of this subsection will cause a provision required by Law to be excluded from this Agreement, in the event of an actual conflict between the terms and conditions set forth above the signature page to this Agreement and those contained in any schedule, exhibit, appendix, or attachment to this Agreement, the terms and conditions set forth above the signature page shall control. To the extent possible, all the terms of this Agreement should be read together as not conflicting.

(d) Each party has cooperated in the negotiation and preparation of this Agreement. Therefore, in the event that construction of this Agreement occurs, it shall not be construed against either party as drafter.

18. Section and Other Headings. The section and other headings contained in this Agreement are for reference purposes only and shall not affect the meaning or interpretation of this Agreement.

19. Entire Agreement. This Agreement represents the full and entire understanding and agreement between the parties with regard to the subject matter hereof and supersedes all prior agreements (whether written or oral) of the parties relating to the subject matter of this Agreement. If the Contractor is a not-for-profit, religious or charitable organization or a governmental entity and the Contractor requests that the charge be waived, then please ask the Deputy County Executive in charge of your vertical to determine whether the charge should be waived.)

20. Executory Clause. Notwithstanding any other provision of this Agreement:

(a) Approval and Execution. The County shall have no liability under this Agreement (including any extension or other modification of this Agreement) to any Person unless (i) all County approvals have been obtained, including, if required, approval by the County Legislature, and (ii) this Agreement has been executed by the County Executive (as defined in this Agreement).

(b) Availability of Funds. The County shall have no liability under this Agreement (including any extension or other modification of this Agreement) to any Person beyond funds appropriated or otherwise lawfully available for this Agreement, and, if any portion of the funds for this Agreement are from the state and/or federal governments, then beyond funds available to the County from the state and/or federal governments.

IN WITNESS WHEREOF, the Contractor and the County have executed this Agreement as of the date first above written.

By: Cynthia Brown
Name: CYNTHIA BROWN
Title: Ex. Director
Date: 5/15/2017

NASSAU COUNTY

By: _____
Name: _____
Title: Deputy County Executive
Date: _____

PLEASE EXECUTE IN BLUE INK


STATE OF NEW YORK)

)ss.:

COUNTY OF NASSAU)

On the 15th day of April in the year 2017 before me personally came Anthony Brown to me personally known, who, being by me duly sworn, did depose and say that he or she resides in the County of Queens; that he or she is the Ex Director of NY Credit on for Non Safety, the corporation described herein and which executed the above instrument; and that he or she signed his or her name thereto by authority of the board of directors of said corporation.

NOTARY PUBLIC


CHRISTOPHER M. MISTRION
NOTARY PUBLIC, State of New York
No. 07M15044039
Qualified in Nassau County
Commission Expires May 22, 2012

STATE OF NEW YORK)

)ss.:

COUNTY OF NASSAU)

On the ____ day of _____ in the year 201__ before me personally came _____ to me personally known, who, being by me duly sworn, did depose and say that he or she resides in the County of _____; that he or she is a Deputy County Executive of the County of Nassau, the municipal corporation described herein and which executed the above instrument; and that he or she signed his or her name thereto pursuant to Section 205 of the County Government Law of Nassau County.

NOTARY PUBLIC

APPENDIX A

Child Seats for Special Needs Children and Transportation Education for People with Disabilities In Nassau County 1/1/2017-12/31/2017

This program will provide the following components:

1. Inspection and installation of car seats/special needs car seats for Nassau County residents on a weekly basis.
2. Education in the use of federally approved restraints for children and adults with special needs.
3. Advocacy for safe and adequate transportation for children and adults with special needs.
4. Resources for people with special needs as regards safe transportation of children and adults.
5. Travel Training programs for high schools with special needs populations to introduce students to independent travel so they may reach job training sites.
6. Liaison between schools and NICE Bus to familiarize special needs students with services provided by NICE, including paratransit services.

Additionally, we will lend certain types of very expensive special needs car seats to people who only require them for a short period of time. A certified special needs car seat instructor will oversee this program as well as conduct all outreach and education programs including the installation and inspection of all special needs restraints.

APPENDIX B

Child Seats for Special Needs Children and Transportation Education for People with Disabilities 1/1/17-12/31/17

Personal Services

Project Coordinator

150 Hours @ \$40 p/hr \$ 6,000.00

Travel Instructor/Safety Seat Tech.

600 Hours @ \$35 p/hr \$21,000.00

Administrative Assistants

200 Hours @ \$20 p/hr \$ 4,000.00

Fringe @ 28%

\$ 8,680.00

Total Personal Services

\$ 39,680.00

OTPS

Accounting Fees \$ 2,300.00

Equipment Rental \$ 920.00

Insurance/Premises \$ 1,400.00

Printing/photocopying \$ 500.00

Promotional Materials \$ 2,000.00

Supplies/Repairs/Maintenance \$ 800.00

Telephone \$ 1,200.00

Travel (includes mileage, air fare

conferences, hotel, meals)

\$ 1,200.00

Total OTPS

\$ 10,320.00

GRAND TOTAL

\$ 50,000.00

APPENDIX EE
Equal Employment Opportunities for Minorities and Women

The provisions of this Appendix EE are hereby made a part of the document to which it is attached.

The Contractor shall comply with all federal, State and local statutory and constitutional anti-discrimination provisions. In addition, Local Law No. 14-2002, entitled "Participation by Minority Group Members and Women in Nassau County Contracts," governs all County Contracts as defined herein and solicitations for bids or proposals for County Contracts. In accordance with Local Law 14-2002:

(a) The Contractor shall not discriminate against employees or applicants for employment because of race, creed, color, national origin, sex, age, disability or marital status in recruitment, employment, job assignments, promotions, upgradings, demotions, transfers, layoffs, terminations, and rates of pay or other forms of compensation. The Contractor will undertake or continue existing programs related to recruitment, employment, job assignments, promotions, upgradings, transfers, and rates of pay or other forms of compensation to ensure that minority group members and women are afforded equal employment opportunities without discrimination.

(b) At the request of the County contracting agency, the Contractor shall request each employment agency, labor union, or authorized representative of workers with which it has a collective bargaining or other agreement or understanding, to furnish a written statement that such employment agency, union, or representative will not discriminate on the basis of race, creed, color, national origin, sex, age, disability, or marital status and that such employment agency, labor union, or representative will affirmatively cooperate in the implementation of the Contractor's obligations herein.

(c) The Contractor shall state, in all solicitations or advertisements for employees, that, in the performance of the County Contract, all qualified applicants will be afforded equal employment opportunities without discrimination because of race, creed, color, national origin, sex, age, disability or marital status.

(d) The Contractor shall make best efforts to solicit active participation by certified minority or women-owned business enterprises ("Certified M/WBEs") as defined in Section 101 of Local Law No. 14-2002, for the purpose of granting of Subcontracts.

(e) The Contractor shall, in its advertisements and solicitations for Subcontractors, indicate its interest in receiving bids from Certified M/WBEs and the requirement that Subcontractors must be equal opportunity employers.

(f) Contractors must notify and receive approval from the respective Department Head prior to issuing any Subcontracts and, at the time of requesting such authorization, must submit a signed Best Efforts Checklist.

(g) Contractors for projects under the supervision of the County's Department of Public Works shall also submit a utilization plan listing all proposed Subcontractors so that, to the greatest extent feasible, all Subcontractors will be approved prior to commencement of work. Any additions or changes to the list of subcontractors under the utilization plan shall be approved by the Commissioner of the Department of Public

Works when made. A copy of the utilization plan any additions or changes thereto shall be submitted by the Contractor to the Office of Minority Affairs simultaneously with the submission to the Department of Public Works.

(h) At any time after Subcontractor approval has been requested and prior to being granted; the contracting agency may require the Contractor to submit Documentation Demonstrating Best Efforts to Obtain Certified Minority or Women-owned Business Enterprises. In addition, the contracting agency may require the Contractor to submit such documentation at any time after Subcontractor approval when the contracting agency has reasonable cause to believe that the existing Best Efforts Checklist may be inaccurate. Within ten working days (10) of any such request by the contracting agency, the Contractor must submit Documentation.

(i) In the case where a request is made by the contracting agency or a Deputy County Executive acting on behalf of the contracting agency, the Contractor must, within two (2) working days of such request, submit evidence to demonstrate that it employed Best Efforts to obtain Certified M/WBE participation through proper documentation.

(j) Award of a County Contract alone shall not be deemed or interpreted as approval of all Contractor's Subcontracts and Contractor's fulfillment of Best Efforts to obtain participation by Certified M/WBEs.

(k) A Contractor shall maintain Documentation Demonstrating Best Efforts to Obtain Certified Minority or Women-owned Business Enterprises for a period of six (6) years. Failure to maintain such records shall be deemed failure to make Best Efforts to comply with this Appendix EE, evidence of false certification as M/WBE compliant or considered breach of the County Contract.

(l) The Contractor shall be bound by the provisions of Section 109 of Local Law No. 14-2002 providing for enforcement of violations as follows:

- a. Upon receipt by the Executive Director of a complaint from a contracting agency that a County Contractor has failed to comply with the provisions of Local Law No. 14-2002, this Appendix EE or any other contractual provisions included in furtherance of Local Law No. 14-2002, the Executive Director will try to resolve the matter.
- b. If efforts to resolve such matter to the satisfaction of all parties are unsuccessful, the Executive Director shall refer the matter, within thirty days (30) of receipt of the complaint, to the American Arbitration Association for proceeding thereon.
- c. Upon conclusion of the arbitration proceedings, the arbitrator shall submit to the Executive Director his recommendations regarding the imposition of sanctions, fines or penalties. The Executive Director shall either (i) adopt the recommendation of the arbitrator (ii) determine that no sanctions, fines or penalties should be imposed or (iii) modify the recommendation of the arbitrator, provided that such modification shall not expand upon any sanction recommended or impose any new sanction, or increase the amount of any recommended fine or penalty. The Executive Director, within ten days

(10) of receipt of the arbitrators award and recommendations, shall file a determination of such matter and shall cause a copy of such determination to be served upon the respondent by personal service or by certified mail return receipt requested. The award of the arbitrator, and the fines and penalties imposed by the Executive Director, shall be final determinations and may only be vacated or modified as provided in the civil practice law and rules ("CPLR").

(m) The contractor shall provide contracting agency with information regarding all subcontracts awarded under any County Contract, including the amount of compensation paid to each Subcontractor and shall complete all forms provided by the Executive Director or the Department Head relating to subcontractor utilization and efforts to obtain M/WBE participation.

Failure to comply with provisions (a) through (m) above, as ultimately determined by the Executive Director, shall be a material breach of the contract constituting grounds for immediate termination. Once a final determination of failure to comply has been reached by the Executive Director, the determination of whether to terminate a contract shall rest with the Deputy County Executive with oversight responsibility for the contracting agency.

Provisions (a), (b) and (c) shall not be binding upon Contractors or Subcontractors in the performance of work or the provision of services or any other activity that are unrelated, separate, or distinct from the County Contract as expressed by its terms.

The requirements of the provisions (a), (b) and (c) shall not apply to any employment or application for employment outside of this County or solicitations or advertisements therefor or any existing programs of affirmative action regarding employment outside of this County and the effect of contract provisions required by these provisions (a), (b) and (c) shall be so limited.

The Contractor shall include provisions (a), (b) and (c) in every Subcontract in such a manner that these provisions shall be binding upon each Subcontractor as to work in connection with the County Contract.

As used in this Appendix EE the term "Best Efforts Checklist" shall mean a list signed by the Contractor, listing the procedures it has undertaken to procure Subcontractors in accordance with this Appendix EE.

As used in this Appendix EE the term "County Contract" shall mean (i) a written agreement or purchase order instrument, providing for a total expenditure in excess of twenty-five thousand dollars (\$25,000), whereby a County contracting agency is committed to expend or does expend funds in return for labor, services, supplies, equipment, materials or any combination of the foregoing, to be performed for, or rendered or furnished to the County; or (ii) a written agreement in excess of one hundred thousand dollars (\$100,000), whereby a County contracting agency is committed to expend or does expend funds for the acquisition, construction, demolition, replacement,

major repair or renovation of real property and improvements thereon. However, the term "County Contract" does not include agreements or orders for the following services: banking services, insurance policies or contracts, or contracts with a County contracting agency for the sale of bonds, notes or other securities.

As used in this Appendix EE the term "County Contractor" means an individual, business enterprise, including sole proprietorship, partnership, corporation, not-for-profit corporation, or any other person or entity other than the County, whether a contractor, licensor, licensee or any other party, that is (i) a party to a County Contract, (ii) a bidder in connection with the award of a County Contract, or (iii) a proposed party to a County Contract, but shall not include any Subcontractor.

As used in this Appendix EE the term "County Contractor" shall mean a person or firm who will manage and be responsible for an entire contracted project.

As used in this Appendix EE "Documentation Demonstrating Best Efforts to Obtain Certified Minority or Women-owned Business Enterprises" shall include, but is not limited to the following:

- a. Proof of having advertised for bids, where appropriate, in minority publications, trade newspapers/notices and magazines, trade and union publications, and publications of general circulation in Nassau County and surrounding areas or having verbally solicited M/WBEs whom the County Contractor reasonably believed might have the qualifications to do the work. A copy of the advertisement, if used, shall be included to demonstrate that it contained language indicating that the County Contractor welcomed bids and quotes from M/WBE Subcontractors. In addition, proof of the date(s) any such advertisements appeared must be included in the Best Effort Documentation. If verbal solicitation is used, a County Contractor's affidavit with a notary's signature and stamp shall be required as part of the documentation.
- b. Proof of having provided reasonable time for M/WBE Subcontractors to respond to bid opportunities according to industry norms and standards. A chart outlining the schedule/time frame used to obtain bids from M/WBEs is suggested to be included with the Best Effort Documentation.
- c. Proof or affidavit of follow-up of telephone calls with potential M/WBE subcontractors encouraging their participation. Telephone logs indicating such action can be included with the Best Effort Documentation.
- d. Proof or affidavit that M/WBE Subcontractors were allowed to review bid specifications, blue prints and all other bid/RFP related items at no charge to the M/WBEs, other than reasonable documentation costs incurred by the County Contractor that are passed onto the M/WBE.

- e. Proof or affidavit that sufficient time prior to making award was allowed for M/WBEs to participate effectively, to the extent practicable given the timeframe of the County Contract.
- f. Proof or affidavit that negotiations were held in good faith with interested M/WBEs, and that M/WBEs were not rejected as unqualified or unacceptable without sound business reasons based on (1) a thorough investigation of M/WBE qualifications and capabilities reviewed against industry custom and standards and (2) cost of performance. The basis for rejecting any M/WBE deemed unqualified by the County Contractor shall be included in the Best Effort Documentation.
- g. If an M/WBE is rejected based on cost, the County Contractor must submit a list of all sub-bidders for each item of work solicited and their bid prices for the work.
- h. The conditions of performance expected of Subcontractors by the County Contractor must also be included with the Best Effort Documentation.
- i. County Contractors may include any other type of documentation they feel necessary to further demonstrate their Best Efforts regarding their bid documents.

As used in this Appendix EE the term "Executive Director" shall mean the Executive Director of the Nassau County Office of Minority Affairs; provided, however, that Executive Director shall include a designee of the Executive Director except in the case of final determinations issued pursuant to Section (a) through (i) of these rules.

As used in this Appendix EE the term "Subcontract" shall mean an agreement consisting of part or parts of the contracted work of the County Contractor.

As used in this Appendix EE, the term "Subcontractor" shall mean a person or firm who performs part or parts of the contracted work of a prime contractor providing services, including construction services, to the County pursuant to a county contract. Subcontractor shall include a person or firm that provides labor, professional or other services, materials or supplies to a prime contractor that are necessary for the prime contractor to fulfill its obligations to provide services to the County pursuant to a county contract. Subcontractor shall not include a supplier of materials to a contractor who has contracted to provide goods but no services to the County, nor a supplier of incidental materials to a contractor, such as office supplies, tools and other items of nominal cost that are utilized in the performance of a service contract.

Provisions requiring contractors to retain or submit documentation of best efforts to utilize certified subcontractors and requiring Department head approval prior to subcontracting shall not apply to inter-governmental agreements. In addition, the tracking of expenditures of County dollars by not-for-profit corporations, other municipalities, States, or the federal government is not required.

Appendix L

Certificate of Compliance

In compliance with Local Law 1-2006, as amended (the "Law"), the Contractor hereby certifies the following:

1. The chief executive officer of Contractor is:

Cynthia Brown (Name)
58-27 Bell Boulevard, Bayside, NY 11364 (Address)
718-428-9229 (Telephone Number)

2. The Contractor agrees to either (1) comply with the requirements of the Nassau County Living Wage Law or (2) as applicable, obtain a waiver of the requirements of the Law pursuant to section 9 of the Law. In the event that the Contractor does not comply with the requirements of the Law or obtain a waiver of the requirements of the Law, and such Contractor establishes to the satisfaction of the Department that at the time of execution of this Agreement, it had a reasonable certainty that it would receive such waiver based on the Law and Rules pertaining to waivers, the County will agree to terminate the contract without imposing costs or seeking damages against the Contractor

3. In the past five years, Contractor _____ has X has not been found by a court or a government agency to have violated federal, state, or local laws regulating payment of wages or benefits, labor relations, or occupational safety and health. If a violation has been assessed against the Contractor, describe below:

4. In the past five years, an administrative proceeding, investigation, or government body-initiated judicial action _____ has X has not been commenced against or relating to

the Contractor in connection with federal, state, or local laws regulating payment of wages or benefits, labor relations, or occupational safety and health. If such a proceeding, action, or investigation has been commenced, describe below:

5. Contractor agrees to permit access to work sites and relevant payroll records by authorized County representatives for the purpose of monitoring compliance with the Living Wage Law and investigating employee complaints of noncompliance.

I hereby certify that I have read the foregoing statement and, to the best of my knowledge and belief, it is true, correct and complete. Any statement or representation made herein shall be accurate and true as of the date stated below.

5/6/2017
Dated

Cynthia Brown
Signature of Chief Executive Officer

Cynthia Brown
Name of Chief Executive Officer

Sworn to before me this

15 day of May, 2017.
Christopher M. Mistrion
Notary Public

CHRISTOPHER M. MISTRION
NOTARY PUBLIC, State of New York
No. 01M190440389
Qualified in Nassau County
Commission Expires 12/31/2019

CHRISTOPHER M. MISTRION
NOTARY PUBLIC, State of New York
No. 01M190440389
Qualified in Nassau County
Commission Expires 12/31/2019



E-189-17

NIFS ID: CLEM17000001 **Department: Emergency Management**

Capital:

SERVICE: Planning (Emergency Plans)

Contract ID #: CQEM14000002 NIFS Entry Date: 24-JUN-17 Term: from 09-DEC-14 to 08-DEC-18

Amendment
Time Extension: X
Addl. Funds: X
Blanket Resolution:
RES#

1) Mandated Program:	N
2) Comptroller Approval Form Attached:	Y
3) CSEA Agmt. § 32 Compliance Attached:	N
4) Vendor Ownership & Mgmt. Disclosure Attached:	Y
5) Insurance Required	Y

Vendor Info:	
Name: Tectonic Engineering & Surveying	Vendor ID#: 141691128 01
Address: 70 Pleasant Hill Rd., Mountainville, NY 10953	Contact Person: Edward Martella
	Phone: (804) 217-8504

Department:
Contact Name: Thomas Delaney
Address: 510 Grumman Road W. Bethpage, NY 11714
Phone: 516-573-0636

RECEIVED
MASSACHUSETTS
CLERK OF THE LEGISLATURE
2017 SEP 15 P 2:20

Routing Slip

Department	NIFS Entry: X	09-AUG-17 -- TDELANEY
Department	NIFS Approval: X	23-AUG-17 -- TDELANEY
DPW	Capital Fund Approved:	
OMB	NIFA Approval: X	28-AUG-17 -- RDALLEVA
OMB	NIFS Approval: X	28-AUG-17 -- RDALLEVA
County Atty.	Insurance Verification: X	24-AUG-17 -- DGREGWARE
County Atty.	Approval to Form: X	24-AUG-17 -- DGREGWARE
Dep. CE	Approval: X	14-SEP-17 -- CRIBANDO

Leg. Affairs	Approval/Review: X	06-SEP-17 -- MREYNOLDS
Legislature	Approval:	
Comptroller	NIFS Approval:	
NIFA	NIFA Approval:	

Contract Summary

<p>Purpose: Contract for professional emergency planning services. The original contract allowed the Office of Emergency Management to comply with NYS mandates regarding Homeland Security grant recipients having current emergency plans in place. The amendment will allow the vendor to conduct training and exercises to test the plans. Without having current emergency plans in place, the County is at risk of losing millions of dollars in Federal Homeland Security grant awards. The purpose of this contract is to retain the services of an experienced, professional vendor to work with the Office of Emergency Management to exercise, test and evaluate emergency plans.</p>
<p>Method of Procurement: A Request for Proposals was published on the County bid board web site on June 18, 2014, coinciding with a public notification in Newsday. Forty (40) potential proposers requested copies of the RFP. Proposals were due on July 7, 2014. Six (6) proposals were received and evaluated.</p>
<p>Procurement History: None.</p>
<p>Description of General Provisions: The vendor will work with the Office of Emergency Management (OEM) and specified stakeholders to exercise, test and evaluate County emergency plans. As specified in the original contract, additional required services will be paid according to the vendors GSA rate schedule. In accordance with this, the vendor has submitted 2 proposals to OEM with not to exceed costs to conduct the requested work.</p>
<p>Impact on Funding / Price Analysis: One hundred percent (100%) grant funded by FEMA, pass through NYS Division of Homeland Security and Emergency Services, administered by Office of Emergency Management.</p>
<p>Change in Contract from Prior Procurement: N/A</p>
<p>Recommendation: (approve as submitted)</p>

Advisement Information

BUDGET CODES		FUNDING SOURCE	AMOUNT	LINE	INDEX/OBJECT CODE	AMOUNT
Fund:	GRT	Revenue		DE	EMGRTFUX6FED	\$ 28,000.00
Control:	X6	Contract:			EMFU/X6	\$ 0.00
Resp:	EMFU	County	\$ 0.00			\$ 0.00
Object:	DE500	Federal	\$ 28,000.00			\$ 0.00
Transaction:		State	\$ 0.00			\$ 0.00
Project #:		Capital	\$ 0.00			\$ 0.00
Detail:		Other	\$ 0.00			\$ 0.00
RENEWAL		TOTAL	\$ 28,000.00		TOTAL	\$ 28,000.00
% Increase						
% Decrease						



Nassau County Interim Finance Authority

Contract Approval Request Form (As of January 1, 2015)

1. Vendor: Tectonic Engineering & Surveying

2. Dollar amount requiring NIFA approval: \$28000

Amount to be encumbered: \$28000

This is a Amendment

If new contract - \$ amount should be full amount of contract

If advisement -- NIFA only needs to review if it is increasing funds above the amount previously approved by NIFA

If amendment - \$ amount should be full amount of amendment only

3. Contract Term: 12/9/2014-12/8/2018

Has work or services on this contract commenced? N

If yes, please explain:

4. Funding Source:

General Fund (GEN)

X Grant Fund (GRT)

Capital Improvement Fund (CAP)

Other

Federal % 100

State % 0

County % 0

Is the cash available for the full amount of the contract?

Y

If not, will it require a future borrowing?

N

Has the County Legislature approved the borrowing?

N/A

Has NIFA approved the borrowing for this contract?

N/A

5. Provide a brief description (4 to 5 sentences) of the item for which this approval is requested:

Contract for professional emergency planning services. The original contract allowed the Office of Emergency Management to comply with NYS mandates regarding Homeland Security grant recipients having current emergency plans in place. The amendment will allow the vendor to conduct training and exercises to test the plans. Without having current emergency plans in place, the County is at risk of losing millions of dollars in Federal Homeland Security grant awards. The purpose of this contract is to retain the services of an experienced, professional vendor to work with the Office of Emergency Management to exercise, test and evaluate emergency plans.

6. Has the item requested herein followed all proper procedures and thereby approved by the:

Nassau County Attorney as to form Y

Nassau County Committee and/or Legislature

Date of approval(s) and citation to the resolution where approval for this item was provided:

7. Identify all contracts (with dollar amounts) with this or an affiliated party within the prior 12 months:

Contract ID	Date	Amount

AUTHORIZATION

To the best of my knowledge, I hereby certify that the information contained in this Contract Approval Request Form and any additional information submitted in connection with this request is true and accurate and that all expenditures that will be made in reliance on this authorization are in conformance with the Nassau County Approved Budget and not in conflict with the Nassau County Multi-Year Financial Plan. I understand that NIFA will rely upon this information in its official deliberations.

RDALLEVA

28-AUG-17

Authenticated User

Date

COMPTROLLER'S OFFICE

To the best of my knowledge, I hereby certify that the information listed is true and accurate and is in conformance with the Nassau County Approved Budget and not in conflict with the Nassau County Multi-Year Financial Plan.

Regarding funding, please check the correct response:

☐ I certify that the funds are available to be encumbered pending NIFA approval of this contract.

If this is a capital project:

I certify that the bonding for this contract has been approved by NIFA.

Budget is available and funds have been encumbered but the project requires NIFA bonding authorization

Authenticated User

Date

NIFA

Amount being approved by NIFA:

Payment is not guaranteed for any work commenced prior to this approval.

Authenticated User

Date

NOTE: All contract submissions MUST include the County's own routing slip, current NIFS printouts for all relevant accounts and relevant Nassau County Legislature communication documents and relevant supplemental information pertaining to the item requested herein.

NIFA Contract Approval Request Form MUST be filled out in its entirety before being submitted to NIFA for review.

NIFA reserves the right to request additional information as needed.

RULES RESOLUTION NO. – 2017

A RESOLUTION AUTHORIZING THE COUNTY EXECUTIVE TO EXECUTE AN AMENDMENT TO A PERSONAL SERVICES AGREEMENT BETWEEN THE COUNTY OF NASSAU, ACTING ON BEHALF OF THE NASSAU COUNTY OFFICE OF EMERGENCY MANAGEMENT AND TECTONIC ENGINEERING & SURVEYING CONSULTANTS P.C.

WHEREAS, the County has negotiated an amendment to a personal services agreement with Tectonic Engineering & Surveying Consultants P.C. to provide professional emergency planning services, a copy of which is on file with the Clerk of the Legislature; now, therefore, be it

RESOLVED, that the Rules Committee of the Nassau County Legislature authorizes the County Executive to execute the said amendment to an agreement with Tectonic Engineering & Surveying Consultants P.C.

George Maragos
Comptroller



OFFICE OF THE COMPTROLLER
240 Old Country Road
Mineola, New York 11501

COMPTROLLER APPROVAL FORM FOR PERSONAL, PROFESSIONAL OR HUMAN SERVICES CONTRACTS

Attach this form along with all personal, professional or human services contracts, contract renewals, extensions and amendments.

CONTRACTOR NAME: Tectonic Engineering and Surveying Consultants

CONTRACTOR ADDRESS: 70 Pleasant Hill Rd., Mountainville, NY 10953

FEDERAL TAX ID #: 141691128

Instructions: Please check the appropriate box ("☑") after one of the following roman numerals, and provide all the requested information.

I. ☐ The contract was awarded to the lowest, responsible bidder after advertisement for sealed bids. The contract was awarded after a request for sealed bids was published in _____ [newspaper] on _____ [date]. The sealed bids were publicly opened on _____ [date]. _____ [#] of sealed bids were received and opened.

II. ☐ The contractor was selected pursuant to a Request for Proposals. The Contract was entered into after a written request for proposals was issued on _____ [date]. Potential proposers were made aware of the availability of the RFP by advertisement in _____ [newspaper], posting on industry websites, via email to interested parties and by publication on the County procurement website. Proposals were due on _____ [date]. _____ [state #] proposals were received and evaluated. The evaluation committee consisted of: _____

_____ (list # of persons on committee and their respective departments). The proposals were scored and ranked. As a result of the scoring and ranking, the highest-ranking proposer was selected.

III. ☒ This is a renewal, extension or amendment of an existing contract.

The contract was originally executed by Nassau County on Dec 9, 2014. This is a renewal or extension pursuant to the contract, or an amendment within the scope of the contract or RFP (copies of the relevant pages are attached). The original contract was entered into after RFP was issued on June 18, 2014 and advertised in Newsday and the County procurement website. Proposals were due on July 7, 2014. 6 proposals were received and evaluated. The evaluation committee consisted of: Paul Wilders, Michael Krummenacker, Gerry Twombly, David Zatlin and Robert Fineo. The proposals were scored and ranked. As a result of the scoring and ranking (attached), the highest-ranking proposer was selected. The contractor has received a satisfactory evaluation (see attached Exhibit G).

IV. ☐ Pursuant to Executive Order No. 1 of 1993, as amended, at least three proposals were solicited and received. The attached memorandum from the department head describes the proposals received, along with the cost of each proposal.

- ☐ A. The contract has been awarded to the proposer offering the lowest cost proposal; OR:
- ☐ B. The attached memorandum contains a detailed explanation as to the reason(s) why the contract was awarded to other than the lowest-cost proposer. The attachment includes a specific delineation of the unique skills and experience, the specific reasons why a proposal is deemed superior, and/or why the proposer has been judged to be able to perform more quickly than other proposers.

V. ☐ Pursuant to Executive Order No. 1 of 1993 as amended, the attached memorandum from the department head explains why the department did not obtain at least three proposals.

- ☐ A. There are only one or two providers of the services sought or less than three providers submitted proposals. The memorandum describes how the contractor was determined to be the sole source provider of the personal service needed or explains why only two proposals could be obtained. If two proposals were obtained, the memorandum explains that the contract was awarded to the lowest cost proposer, or why the selected proposer offered the higher quality proposal, the proposer's unique and special experience, skill, or expertise, or its availability to perform in the most immediate and timely manner.
- ☐ B. The memorandum explains that the contractor's selection was dictated by the terms of a federal or New York State grant, by legislation or by a court order. (Copies of the relevant documents are attached).
- ☐ C. Pursuant to General Municipal Law Section 104, the department is purchasing the services required through a New York State Office of General Services contract no. _____, and the attached memorandum explains how the purchase is within the scope of the terms of that contract.

- ☐ D. Pursuant to General Municipal Law Section 119-o, the department is purchasing the services required through an inter-municipal agreement.

VI. ☐ This is a human services contract with a not-for-profit agency for which a competitive process has not been initiated. Attached is a memorandum that explains the reasons for entering into this contract without conducting a competitive process, and details when the department intends to initiate a competitive process for the future award of these services. For any such contract, where the vendor has previously provided services to the county, attach a copy of the most recent evaluation of the vendor's performance. If the contractor has not received a satisfactory evaluation, the department must explain why the contractor should nevertheless be permitted to contract with the county.

In certain limited circumstances, conducting a competitive process and/or completing performance evaluations may not be possible because of the nature of the human services program, or because of a compelling need to continue services through the same provider. In those circumstances, attach an explanation of why a competitive process and/or performance evaluation is inapplicable.

VII. ☐ This is a public works contract for the provision of architectural, engineering or surveying services. The attached memorandum provides details of the department's compliance with Board of Supervisors' Resolution No. 928 of 1993, including its receipt and evaluation of annual Statements of Qualifications & Performance Data, and its negotiations with the most highly qualified firms.

Instructions with respect to Sections VIII, IX and X: All Departments must check the box for VIII. Then, check the box for either IX or X, as applicable.

VIII. ☒ Participation of Minority Group Members and Women in Nassau County Contracts. The selected contractor has agreed that it has an obligation to utilize best efforts to hire MWBE sub-contractors. Proof of the contractual utilization of best efforts as outlined in Exhibit "EE" may be requested at any time, from time to time, by the Comptroller's Office prior to the approval of claim vouchers.

IX. ☐ Department MWBE responsibilities. To ensure compliance with MWBE requirements as outlined in Exhibit "EE", Department will require vendor to submit list of sub-contractor requirements prior to submission of the first claim voucher, for services under this contract being submitted to the Comptroller.

X. ☒ Vendor will not require any sub-contractors.

In addition, if this is a contract with an individual or with an entity that has only one or two employees: ☐ a review of the criteria set forth by the Internal Revenue Service, *Revenue Ruling No. 87-41*, 1987-1 C.B. 296, attached as Appendix A to the Comptroller's Memorandum, dated February 13, 2004, concerning independent contractors and employees indicates that the contractor would not be considered an employee for federal tax purposes.


Department Head Signature

June 26, 2017
Date

NOTE: Any information requested above, or in the exhibit below, may be included in the county's "staff summary" form in lieu of a separate memorandum.

EXHIBIT A



COUNTY OF NASSAU

POLITICAL CAMPAIGN CONTRIBUTION DISCLOSURE FORM

1. Has the vendor or any corporate officers of the vendor provided campaign contributions pursuant to the New York State Election Law in (a) the period beginning April 1, 2016 and ending on the date of this disclosure, or (b), beginning April 1, 2018, the period beginning two years prior to the date of this disclosure and ending on the date of this disclosure, to the campaign committees of any of the following Nassau County elected officials or to the campaign committees of any candidates for any of the following Nassau County elected offices: the County Executive, the County Clerk, the Comptroller, the District Attorney, or any County Legislator? If yes, to what campaign committee?

2011 - 2015 Hicksville Republican Club

2011- 2015 Friends of Ed Mangano

2012 - 2014 Rockville Center Republican Committeemen

2. VERIFICATION: This section must be signed by a principal of the consultant, contractor or Vendor authorized as a signatory of the firm for the purpose of executing Contracts.

The undersigned affirms and so swears that he/she has read and understood the foregoing statements and they are, to his/her knowledge, true and accurate.

The undersigned further certifies and affirms that the contribution(s) to the campaign committees identified above were made freely and without duress, threat or any promise of a governmental benefit or in exchange for any benefit or remuneration.

Vendor: Tectonic Engineering & Surveying Consultants P.C.

Dated: 8-8-17

Signed: 

Print Name: Donald A. Benvia, P.E.

Title: President & CEO

PRINCIPAL QUESTIONNAIRE FORM

All questions on these questionnaires must be answered by all officers and any individuals who hold a ten percent (10%) or greater ownership interest in the proposer. Answers typewritten or printed in ink. If you need more space to answer any question, make as many photocopies of the appropriate page(s) as necessary and attach them to the questionnaire.

COMPLETE THIS QUESTIONNAIRE CAREFULLY AND COMPLETELY. FAILURE TO SUBMIT A COMPLETE QUESTIONNAIRE MAY MEAN THAT YOUR BID OR PROPOSAL WILL BE REJECTED AS NON-RESPONSIVE AND IT WILL NOT BE CONSIDERED FOR AWARD

1. Principal Name Donald A. Benvie, P.E.
Date of birth 03 / 09 / 1954
Home address 56 Gedey Esplanade
City/state/zip White Plains, NY 10953
Business address 70 Pleasant Hill Road
City/state/zip Mountainville, NY 10953
Telephone 845-534-5959
Other present address(es) _____
City/state/zip _____
Telephone _____
List of other addresses and telephone numbers attached _____
2. Positions held in submitting business and starting date of each (check all applicable)
President 01 / 07 / 1987 Treasurer 01 / 07 / 1987
Chairman of Board / / Shareholder 01 / 07 / 1987
Chief Exec. Officer 01 / 07 / 1987 Secretary / /
Chief Financial Officer / / Partner / /
Vice President / / _____
(Other) _____
3. Do you have an equity interest in the business submitting the questionnaire?
YES X NO If Yes, provide details. Major Shareholder - 45.5%
4. Are there any outstanding loans, guarantees or any other form of security or lease or any other type of contribution made in whole or in part between you and the business submitting the questionnaire? YES NO X If Yes, provide details.
5. Within the past 3 years, have you been a principal owner or officer of any business or not-for-profit organization other than the one submitting the questionnaire? YES X NO ;
If Yes, provide details.

Tectonic CMI Corporation - Subsidiary of Tectonic
Mountainville Associates & RKDB LLC - Partner in Real Estate
Tectonic Engineering & Surveying Consultants India Private Limited

6. Has any governmental entity awarded any contracts to a business or organization listed in Section 5 in the past 3 years while you were a principal owner or officer? YES X NO ____
If Yes, provide details. Tectonic CMI Corporation - Governor's Office of Storm Recovery for Hurricane Sandy Relief & Recovery Services

NOTE: An affirmative answer is required below whether the sanction arose automatically, by operation of law, or as a result of any action taken by a government agency.
Provide a detailed response to all questions checked "YES". If you need more space, photocopy the appropriate page and attach it to the questionnaire.

7. In the past (5) years, have you and/or any affiliated businesses or not-for-profit organizations listed in Section 5 in which you have been a principal owner or officer:
- a. Been debarred by any government agency from entering into contracts with that agency? YES ____ NO X If Yes, provide details for each such instance.
 - b. Been declared in default and/or terminated for cause on any contract, and/or had any contracts cancelled for cause? YES ____ NO X If Yes, provide details for each such instance.
 - c. Been denied the award of a contract and/or the opportunity to bid on a contract, including, but not limited to, failure to meet pre-qualification standards? YES ____ NO X If Yes, provide details for each such instance.
 - d. Been suspended by any government agency from entering into any contract with it; and/or is any action pending that could formally debar or otherwise affect such business's ability to bid or propose on contract? YES ____ NO X If Yes, provide details for each such instance.
8. Have any of the businesses or organizations listed in response to Question 5 filed a bankruptcy petition and/or been the subject of involuntary bankruptcy proceedings during the past 7 years, and/or for any portion of the last 7 year period, been in a state of bankruptcy as a result of bankruptcy proceedings initiated more than 7 years ago and/or is any such business now the subject of any pending bankruptcy proceedings, whenever initiated? If 'Yes', provide details for each such instance. (Provide a detailed response to all questions checked "YES". If you need more space, photocopy the appropriate page and attach it to the questionnaire.)
- a) Is there any felony charge pending against you? YES ____ NO X If Yes, provide details for each such charge.
 - b) Is there any misdemeanor charge pending against you? YES ____ NO X If Yes, provide details for each such charge.
 - c) Is there any administrative charge pending against you? YES ____ NO X If Yes, provide details for each such charge.
 - d) In the past 10 years, have you been convicted, after trial or by plea, of any felony, or of any other crime, an element of which relates to truthfulness or the underlying facts of which related to the conduct of business? YES ____ NO X If Yes, provide details for each such conviction.

- e) In the past 5 years, have you been convicted, after trial or by plea, of a misdemeanor? YES ____ NO X If Yes, provide details for each such conviction.
- f) In the past 5 years, have you been found in violation of any administrative or statutory charges? YES ____ NO X If Yes, provide details for each such occurrence.
9. In addition to the information provided in response to the previous questions, in the past 5 years, have you been the subject of a criminal investigation and/or a civil anti-trust investigation by any federal, state or local prosecuting or investigative agency and/or the subject of an investigation where such investigation was related to activities performed at, for, or on behalf of the submitting business entity and/or an affiliated business listed in response to Question 5? YES ____ NO X If Yes, provide details for each such investigation.
10. In addition to the information provided, in the past 5 years has any business or organization listed in response to Question 5, been the subject of a criminal investigation and/or a civil anti-trust investigation and/or any other type of investigation by any government agency, including but not limited to federal, state, and local regulatory agencies while you were a principal owner or officer? YES ____ NO X If Yes; provide details for each such investigation.
11. In the past 5 years, have you or this business, or any other affiliated business listed in response to Question 5 had any sanction imposed as a result of judicial or administrative proceedings with respect to any professional license held? YES ____ NO X If Yes; provide details for each such instance.
12. For the past 5 tax years, have you failed to file any required tax returns or failed to pay any applicable federal, state or local taxes or other assessed charges, including but not limited to water and sewer charges? YES ____ NO X If Yes, provide details for each such year.

CERTIFICATION

A MATERIALLY FALSE STATEMENT WILLFULLY OR FRAUDULENTLY MADE IN CONNECTION WITH THIS QUESTIONNAIRE MAY RESULT IN RENDERING THE SUBMITTING BUSINESS ENTITY NOT RESPONSIBLE WITH RESPECT TO THE PRESENT BID OR FUTURE BIDS, AND, IN ADDITION, MAY SUBJECT THE PERSON MAKING THE FALSE STATEMENT TO CRIMINAL CHARGES.

I, Donald A. Benvie, P.E., being duly sworn, state that I have read and understand all the items contained in the foregoing pages of this questionnaire and the following pages of attachments; that I supplied full and complete answers to each item therein to the best of my knowledge, information and belief; that I will notify the County in writing of any change in circumstances occurring after the submission of this questionnaire and before the execution of the contract; and that all information supplied by me is true to the best of my knowledge, information and belief. I understand that the County will rely on the information supplied in this questionnaire as additional inducement to enter into a contract with the submitting business entity.

Sworn to before me this 28 day of July 2017

Dianne R. Morgan
Notary Public

DIANNE R. MORGAN
NOTARY PUBLIC-STATE OF NEW YORK
No. 01MO5009211
Qualified in Orange County
My Commission Expires March 08, 2019

Tectonic Engineering & Surveying Consultants P.C.
Name of submitting business

Donald A. Benvie
Print name

[Signature]
Signature

President & CEO
Title

July / 28 / 2017
Date

PRINCIPAL QUESTIONNAIRE FORM

All questions on these questionnaires must be answered by all officers and any individuals who hold a ten percent (10%) or greater ownership interest in the proposer. Answers typewritten or printed in ink. If you need more space to answer any question, make as many photocopies of the appropriate page(s) as necessary and attach them to the questionnaire.

COMPLETE THIS QUESTIONNAIRE CAREFULLY AND COMPLETELY. FAILURE TO SUBMIT A COMPLETE QUESTIONNAIRE MAY MEAN THAT YOUR BID OR PROPOSAL WILL BE REJECTED AS NON-RESPONSIVE AND IT WILL NOT BE CONSIDERED FOR AWARD

1. Principal Name Richard P. Kummerle, P.E., P.P., P.G.
Date of birth 03 / 03 / 1953
Home address 36680 N Orillo Oeste Road
City/state/zip Cave Creek, AZ 85331
Business address 70 Pleasant Hill Road
City/state/zip Mountainville, NY 10953
Telephone 845-534-5959
Other present address(es) _____
City/state/zip _____
Telephone _____
List of other addresses and telephone numbers attached _____
2. Positions held in submitting business and starting date of each (check all applicable)
President / / Treasurer / /
Chairman of Board 01 / 07 / 1987 Shareholder 01 / 07 / 1987
Chief Exec. Officer / / Secretary 01 / 07 / 1987
Chief Financial Officer / / Partner / /
Vice President 01 / 07 / 1987 _____ / /
(Other) _____
3. Do you have an equity interest in the business submitting the questionnaire?
YES X NO If Yes, provide details. Major Shareholder - 44.1%
4. Are there any outstanding loans, guarantees or any other form of security or lease or any other type of contribution made in whole or in part between you and the business submitting the questionnaire? YES NO X If Yes, provide details.
5. Within the past 3 years, have you been a principal owner or officer of any business or not-for-profit organization other than the one submitting the questionnaire? YES X NO ;
If Yes, provide details.

Tectonic CMI Corporation - Subsidiary of Tectonic
Mountainville Associates & RKDB LLC - Partner in Real Estate
Tectonic Engineering & Surveying Consultants India Private Limited

Rev. 3-2016

6. Has any governmental entity awarded any contracts to a business or organization listed in Section 5 in the past 3 years while you were a principal owner or officer? YES X NO ____
If Yes, provide details. Tectonic CMI Corporation - Governor's Office of Storm Recovery for Hurricane Sandy Relief & Recovery Services

NOTE: An affirmative answer is required below whether the sanction arose automatically, by operation of law, or as a result of any action taken by a government agency. Provide a detailed response to all questions checked "YES". If you need more space, photocopy the appropriate page and attach it to the questionnaire.

7. In the past (5) years, have you and/or any affiliated businesses or not-for-profit organizations listed in Section 5 in which you have been a principal owner or officer:

- a. Been debarred by any government agency from entering into contracts with that agency? YES ____ NO X If Yes, provide details for each such instance.
- b. Been declared in default and/or terminated for cause on any contract, and/or had any contracts cancelled for cause? YES ____ NO X If Yes, provide details for each such instance.
- c. Been denied the award of a contract and/or the opportunity to bid on a contract, including, but not limited to, failure to meet pre-qualification standards? YES ____ NO X If Yes, provide details for each such instance.
- d. Been suspended by any government agency from entering into any contract with it; and/or is any action pending that could formally debar or otherwise affect such business's ability to bid or propose on contract? YES ____ NO X If Yes, provide details for each such instance.

8. Have any of the businesses or organizations listed in response to Question 5 filed a bankruptcy petition and/or been the subject of involuntary bankruptcy proceedings during the past 7 years, and/or for any portion of the last 7 year period, been in a state of bankruptcy as a result of bankruptcy proceedings initiated more than 7 years ago and/or is any such business now the subject of any pending bankruptcy proceedings, whenever initiated? If 'Yes', provide details for each such instance. (Provide a detailed response to all questions checked "YES". If you need more space, photocopy the appropriate page and attach it to the questionnaire.)

- a) Is there any felony charge pending against you? YES ____ NO X If Yes, provide details for each such charge.
- b) Is there any misdemeanor charge pending against you? YES ____ NO X If Yes, provide details for each such charge.
- c) Is there any administrative charge pending against you? YES ____ NO X If Yes, provide details for each such charge.
- d) In the past 10 years, have you been convicted, after trial or by plea, of any felony, or of any other crime, an element of which relates to truthfulness or the underlying facts of which related to the conduct of business? YES ____ NO X If Yes, provide details for each such conviction.

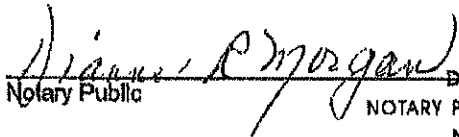
- e) In the past 5 years, have you been convicted, after trial or by plea, of a misdemeanor? YES ____ NO X If Yes, provide details for each such conviction.
- f) In the past 5 years, have you been found in violation of any administrative or statutory charges? YES ____ NO X If Yes, provide details for each such occurrence.
9. In addition to the information provided in response to the previous questions, in the past 5 years, have you been the subject of a criminal investigation and/or a civil anti-trust investigation by any federal, state or local prosecuting or investigative agency and/or the subject of an investigation where such investigation was related to activities performed at, for, or on behalf of the submitting business entity and/or an affiliated business listed in response to Question 5? YES ____ NO X If Yes, provide details for each such investigation.
10. In addition to the information provided, in the past 5 years has any business or organization listed in response to Question 5, been the subject of a criminal investigation and/or a civil anti-trust investigation and/or any other type of investigation by any government agency, including but not limited to federal, state, and local regulatory agencies while you were a principal owner or officer? YES ____ NO X If Yes; provide details for each such investigation.
11. In the past 5 years, have you or this business, or any other affiliated business listed in response to Question 5 had any sanction imposed as a result of judicial or administrative proceedings with respect to any professional license held? YES ____ NO X If Yes; provide details for each such instance.
12. For the past 5 tax years, have you failed to file any required tax returns or failed to pay any applicable federal, state or local taxes or other assessed charges, including but not limited to water and sewer charges? YES ____ NO X If Yes, provide details for each such year.

CERTIFICATION

A MATERIALLY FALSE STATEMENT WILLFULLY OR FRAUDULENTLY MADE IN CONNECTION WITH THIS QUESTIONNAIRE MAY RESULT IN RENDERING THE SUBMITTING BUSINESS ENTITY NOT RESPONSIBLE WITH RESPECT TO THE PRESENT BID OR FUTURE BIDS, AND, IN ADDITION, MAY SUBJECT THE PERSON MAKING THE FALSE STATEMENT TO CRIMINAL CHARGES.

I, Richard P. Kummerle, P.E., P.P., P.G., being duly sworn, state that I have read and understand all the items contained in the foregoing pages of this questionnaire and the following pages of attachments; that I supplied full and complete answers to each item therein to the best of my knowledge, information and belief; that I will notify the County in writing of any change in circumstances occurring after the submission of this questionnaire and before the execution of the contract; and that all information supplied by me is true to the best of my knowledge, information and belief. I understand that the County will rely on the information supplied in this questionnaire as additional inducement to enter into a contract with the submitting business entity.

Sworn to before me this 28 day of July 2017


Notary Public

DIANNE R. MORGAN
NOTARY PUBLIC-STATE OF NEW YORK
No. 01M05009211
Qualified in Orange County
My Commission Expires March 08, 2019

Tectonic Engineering & Surveying Consultants P.C.
Name of submitting business

Richard P. Kummerle
Print name

Signature

Vice President
Title
July / 28 / 2017
Date

PRINCIPAL QUESTIONNAIRE FORM

All questions on these questionnaires must be answered by all officers and any individuals who hold a ten percent (10%) or greater ownership interest in the proposer. Answers typewritten or printed in ink. If you need more space to answer any question, make as many photocopies of the appropriate page(s) as necessary and attach them to the questionnaire.

COMPLETE THIS QUESTIONNAIRE CAREFULLY AND COMPLETELY. FAILURE TO SUBMIT A COMPLETE QUESTIONNAIRE MAY MEAN THAT YOUR BID OR PROPOSAL WILL BE REJECTED AS NON-RESPONSIVE AND IT WILL NOT BE CONSIDERED FOR AWARD

1. Principal Name Thomas J. Critelli, P.E.
Date of birth 11 / 07 / 1951
Home address 28 DeBerg Drive
City/state/zip Old Tappan, NJ 07675
Business address 70 Pleasant Hill Road
City/state/zip Mountainville, NY 10953
Telephone 845-534-5959
Other present address(es) _____
City/state/zip _____
Telephone _____
List of other addresses and telephone numbers attached _____
2. Positions held in submitting business and starting date of each (check all applicable)
President / / Treasurer / /
Chairman of Board / / Shareholder / /
Chief Exec. Officer / / Secretary 1 / 27 / 2012 (Acting).
Chief Financial Officer / / Partner / /
Vice President / /
(Other) Director 11/01/1996
3. Do you have an equity interest in the business submitting the questionnaire?
YES X NO If Yes, provide details. Shareholder - 3.7%
4. Are there any outstanding loans, guarantees or any other form of security or lease or any other type of contribution made in whole or in part between you and the business submitting the questionnaire? YES NO X If Yes, provide details.
5. Within the past 3 years, have you been a principal owner or officer of any business or not-for-profit organization other than the one submitting the questionnaire? YES X NO ; If Yes, provide details.

Tectonic CMI Corporation - Subsidiary of Tectonic
Tectonic Engineering & Surveying Consultants India Private Limited

6. Has any governmental entity awarded any contracts to a business or organization listed in Section 5 in the past 3 years while you were a principal owner or officer? YES X NO ____
If Yes, provide details. Tectonic CMI Corporation - Governor's Office of Storm Recovery for Hurricane Sandy Relief & Recovery Services

NOTE: An affirmative answer is required below whether the sanction arose automatically, by operation of law, or as a result of any action taken by a government agency.
Provide a detailed response to all questions checked "YES". If you need more space, photocopy the appropriate page and attach it to the questionnaire.

7. In the past (5) years, have you and/or any affiliated businesses or not-for-profit organizations listed in Section 5 in which you have been a principal owner or officer:
- a. Been debarred by any government agency from entering into contracts with that agency? YES ____ NO X If Yes, provide details for each such instance.
 - b. Been declared in default and/or terminated for cause on any contract, and/or had any contracts cancelled for cause? YES ____ NO X If Yes, provide details for each such instance.
 - c. Been denied the award of a contract and/or the opportunity to bid on a contract, including, but not limited to, failure to meet pre-qualification standards? YES ____ NO X If Yes, provide details for each such instance.
 - d. Been suspended by any government agency from entering into any contract with it; and/or is any action pending that could formally debar or otherwise affect such business's ability to bid or propose on contract? YES ____ NO X If Yes, provide details for each such instance.
8. Have any of the businesses or organizations listed in response to Question 5 filed a bankruptcy petition and/or been the subject of involuntary bankruptcy proceedings during the past 7 years, and/or for any portion of the last 7 year period, been in a state of bankruptcy as a result of bankruptcy proceedings initiated more than 7 years ago and/or is any such business now the subject of any pending bankruptcy proceedings, whenever initiated? If 'Yes', provide details for each such instance. (Provide a detailed response to all questions checked "YES". If you need more space, photocopy the appropriate page and attach it to the questionnaire.)
- a) Is there any felony charge pending against you? YES ____ NO X If Yes, provide details for each such charge.
 - b) Is there any misdemeanor charge pending against you? YES ____ NO X If Yes, provide details for each such charge.
 - c) Is there any administrative charge pending against you? YES ____ NO X If Yes, provide details for each such charge.
 - d) In the past 10 years, have you been convicted, after trial or by plea, of any felony, or of any other crime, an element of which relates to truthfulness or the underlying facts of which related to the conduct of business? YES ____ NO X If Yes, provide details for each such conviction.

- e) In the past 5 years, have you been convicted, after trial or by plea, of a misdemeanor? YES ____ NO X If Yes, provide details for each such conviction.
- f) In the past 5 years, have you been found in violation of any administrative or statutory charges? YES ____ NO X If Yes, provide details for each such occurrence.
9. In addition to the information provided in response to the previous questions, in the past 5 years, have you been the subject of a criminal investigation and/or a civil anti-trust investigation by any federal, state or local prosecuting or investigative agency and/or the subject of an investigation where such investigation was related to activities performed at, for, or on behalf of the submitting business entity and/or an affiliated business listed in response to Question 5? YES ____ NO X If Yes, provide details for each such investigation.
10. In addition to the information provided, in the past 5 years has any business or organization listed in response to Question 5, been the subject of a criminal investigation and/or a civil anti-trust investigation and/or any other type of investigation by any government agency, including but not limited to federal, state, and local regulatory agencies while you were a principal owner or officer? YES ____ NO X If Yes, provide details for each such investigation.
11. In the past 5 years, have you or this business, or any other affiliated business listed in response to Question 5 had any sanction imposed as a result of judicial or administrative proceedings with respect to any professional license held? YES ____ NO X If Yes, provide details for each such instance.
12. For the past 5 tax years, have you failed to file any required tax returns or failed to pay any applicable federal, state or local taxes or other assessed charges, including but not limited to water and sewer charges? YES ____ NO X If Yes, provide details for each such year.

CERTIFICATION

A MATERIALLY FALSE STATEMENT WILLFULLY OR FRAUDULENTLY MADE IN CONNECTION WITH THIS QUESTIONNAIRE MAY RESULT IN RENDERING THE SUBMITTING BUSINESS ENTITY NOT RESPONSIBLE WITH RESPECT TO THE PRESENT BID OR FUTURE BIDS, AND, IN ADDITION, MAY SUBJECT THE PERSON MAKING THE FALSE STATEMENT TO CRIMINAL CHARGES.

I, Thomas J. Critelli, P.E., being duly sworn, state that I have read and understand all the items contained in the foregoing pages of this questionnaire and the following pages of attachments; that I supplied full and complete answers to each item therein to the best of my knowledge, information and belief; that I will notify the County in writing of any change in circumstances occurring after the submission of this questionnaire and before the execution of the contract; and that all information supplied by me is true to the best of my knowledge, information and belief. I understand that the County will rely on the information supplied in this questionnaire as additional inducement to enter into a contract with the submitting business entity.

Sworn to before me this 28 day of July 2017

Dianne R. Morgan
Notary Public

DIANNE R. MORGAN
NOTARY PUBLIC-STATE OF NEW YORK
No. 01MO5009211
Qualified in Orange County
My Commission Expires March 08, 2019

Tectonic Engineering & Surveying Consultants P.C.

Name of submitting business

Thomas J. Critelli
Print name

[Signature]
Signature

Director

Title

July / 28 / 2017

Date

Business History Form

The contract shall be awarded to the responsible proposer who, at the discretion of the County, taking into consideration the reliability of the proposer and the capacity of the proposer to perform the services required by the County, offers the best value to the County and who will best promote the public interest.

In addition to the submission of proposals, each proposer shall complete and submit this questionnaire. The questionnaire shall be filled out by the owner of a sole proprietorship or by an authorized representative of the firm, corporation or partnership submitting the Proposal.

NOTE: All questions require a response, even if response is "none" or "not-applicable." No blanks.

(USE ADDITIONAL SHEETS IF NECESSARY TO FULLY ANSWER THE FOLLOWING QUESTIONS).

Date: 6-28-17

- 1) Proposer's Legal Name: Tectonic Engineering and Surveying Consultants, PC
- 2) Address of Place of Business: 70 Pleasant Hill Rd., PO Box 37, Mountainville, NY 10953

List all other business addresses used within last five years:

70 Pleasant Hill Rd., PO Box 37, Mountainville, NY 10953

3) Mailing Address (if different): _____

Phone: 804-217-8504

Does the business own or rent its facilities? Rent

4) Dun and Bradstreet number: 184603124

5) Federal I.D. Number: 14-1691128

6) The proposer is a (check one): ☐ Sole Proprietorship ☐ Partnership ☒ Inc.
Corporation ☐ Other (Describe) _____

7) Does this business share office space, staff, or equipment expenses with any other business?

Yes ☐ No ☒ If Yes, please provide details: _____

8) Does this business control one or more other businesses? Yes ☒ No ☐ If Yes, please provide details: _____

Tectonic Engineering Consultants India Private Limited - (Not taking part)

- 9) Does this business have one or more affiliates, and/or is it a subsidiary of, or controlled by, any other business? Yes ☐ No ☒ If Yes, provide details. _____
- 10) Has the proposer ever had a bond or surety cancelled or forfeited, or a contract with Nassau County or any other government entity terminated? Yes ☐ No ☒ If Yes, state the name of bonding agency, (if a bond), date, amount of bond and reason for such cancellation or forfeiture: or details regarding the termination (if a contract). _____
- 11) Has the proposer, during the past seven years, been declared bankrupt? Yes ☐ No ☒ If Yes, state date, court jurisdiction, amount of liabilities and amount of assets _____
- 12) In the past five years, has this business and/or any of its owners and/or officers and/or any affiliated business, been the subject of a criminal investigation and/or a civil anti-trust investigation by any federal, state or local prosecuting or investigative agency? And/or, in the past 5 years, have any owner and/or officer of any affiliated business been the subject of a criminal investigation and/or a civil anti-trust investigation by any federal, state or local prosecuting or investigative agency, where such investigation was related to activities performed at, for, or on behalf of an affiliated business.
Yes ☐ No ☒ If Yes, provide details for each such investigation. _____
- 13) In the past 5 years, has this business and/or any of its owners and/or officers and/or any affiliated business been the subject of an investigation by any government agency, including but not limited to federal, state and local regulatory agencies? And/or, in the past 5 years, has any owner and/or officer of an affiliated business been the subject of an investigation by any government agency, including but not limited to federal, state and local regulatory agencies, for matters pertaining to that individual's position at or relationship to an affiliated business. Yes ☐ No ☒ If Yes, provide details for each such investigation. _____
- 14) Has any current or former director, owner or officer or managerial employee of this business had, either before or during such person's employment, or since such employment if the charges pertained to events that allegedly occurred during the time of employment by the submitting business, and allegedly related to the conduct of that business:
- a) Any felony charge pending? Yes ☐ No ☒ If Yes, provide details for each such charge. _____
- b) Any misdemeanor charge pending? Yes ☐ No ☒ If Yes, provide details for each such charge. _____
- c) In the past 10 years, you been convicted, after trial or by plea, of any felony and/or any other crime, an element of which relates to truthfulness or the underlying facts of which related to the conduct of business? Yes ☐ No ☒

If Yes, provide details for each such conviction _____

d) In the past 5 years, been convicted, after trial or by plea, of a misdemeanor?
Yes ____ No X If Yes, provide details for each such conviction. _____

e) In the past 5 years, been found in violation of any administrative, statutory, or
regulatory provisions? Yes ____ No X If Yes, provide details for each such
occurrence. _____

15) In the past (5) years, has this business or any of its owners or officers, or any other affiliated
business had any sanction imposed as a result of judicial or administrative proceedings with
respect to any professional license held? Yes ____ No X; If Yes, provide details for
each such instance. _____

16) For the past (5) tax years, has this business failed to file any required tax returns or failed to
pay any applicable federal, state or local taxes or other assessed charges, including but not
limited to water and sewer charges? Yes ____ No X If Yes, provide details for each
such year. Provide a detailed response to all questions checked 'YES'. If you need more
space, photocopy the appropriate page and attach it to the questionnaire. _____

Provide a detailed response to all questions checked "YES". If you need more space,
photocopy the appropriate page and attach it to the questionnaire.

17) Conflict of Interest:

a) Please disclose any conflicts of interest as outlined below. **NOTE: If no
conflicts exist, please expressly state "No conflict exists."**

(i) Any material financial relationships that your firm or any firm employee has
that may create a conflict of interest or the appearance of a conflict of interest in
acting on behalf of Nassau County.

No conflict exist

(ii) Any family relationship that any employee of your firm has with any County
public servant that may create a conflict of interest or the appearance of a conflict
of interest in acting on behalf of Nassau County.

No conflict exist

(iii) Any other matter that your firm believes may create a conflict of interest or
the appearance of a conflict of interest in acting on behalf of Nassau County.

No conflict exist

b) Please describe any procedures your firm has, or would adopt, to assure the
County that a conflict of interest would not exist for your firm in the future.
Tectonic defines a conflict of interest, and then evaluates the relationships of individuals assigned to the
project. Someone with financial, family relationships, and/or political gain will not be permitted to work, make
decisions on, or manage that project. We encourage employees to come forward with information concerning
possible conflicts by ensuring anonymity and freedom from repercussion. Taking all claims seriously even at just
the hint of a claim, our senior management team immediately investigates. **Rev. 3-2016**
Continued oversight will preside to insure nothing inappropriate has occurred or is about to occur on the project.

- A. Include a resume or detailed description of the Proposer's professional qualifications, demonstrating extensive experience in your profession. Any prior similar experiences, and the results of these experiences, must be identified. ATTACHED

Should the proposer be other than an individual, the Proposal **MUST** include:

- i) Date of formation;
- ii) Name, addresses, and position of all persons having a financial interest in the company, including shareholders, members, general or limited partner;
- iii) Name, address and position of all officers and directors of the company;
- iv) State of incorporation (if applicable);
- v) The number of employees in the firm;
- vi) Annual revenue of firm;
- vii) Summary of relevant accomplishments
- viii) Copies of all state and local licenses and permits.

- B. Indicate number of years in business.

- C. Provide any other information which would be appropriate and helpful in determining the Proposer's capacity and reliability to perform these services.

- D. Provide names and addresses for no fewer than three references for whom the Proposer has provided similar services or who are qualified to evaluate the Proposer's capability to perform this work.

Company Greene County, New York

Contact Person John P. Farrell, Director of Emergency Services

Address 25 Volunteer Drive

City/State Cairo, NY 12413

Telephone 518-622-3643

Fax # _____

E-Mail Address _____

Company Dona Ana County/City of Las Cruces, NM

Contact Person Michael Villa, Emergency Management Director

Address 1170 N. Solano Drive, Suite O

City/State Las Cruces, NM 88001

Telephone 575-647-7901

Fax # _____

E-Mail Address _____

Company Sussex County, DE

Contact Person Joseph Thomas, Emergency Operations Center Director

Address 21911 Rudder Lane, PO Box 589

City/State Georgetown, DE 19947

Telephone 302-855-7801

Fax # _____

E-Mail Address _____

Business History Form - Supplemental Information and Attachments

A.

- i) Date of Company Formation – January 7, 1987
- ii) Persons with Financial Interest - See Attachment A. ii)
- iii) Officers/Directors of Company - See below
- iv) State of Incorporation – New York
- v) Number of Employees - 500
- vi) Annual Revenue - \$78,668,111
- vii) Summary of Relevant Accomplishments – Please refer to resume of Edward Martella

TECTONIC CORPORATE OFFICERS/DIRECTORS

Name	Business Address/ Telephone No.	Principals (Titles)	Corporate Officers
Donald A. Benvie, P.E.	70 Pleasant Hill Rd. Mountainville, NY 10953 (914)582-1210	President & CEO	President/ Treasurer
Richard P. Kummerle, P.E., P.P., P.G.	4041 South McClintock Drive, Suite 302 Tempe, AZ 85282 (914)456-5550	Chairman of the Board & Managing Principal	Vice President/ Secretary
Thomas J. Critelli, P.E.	70 Pleasant Hill Rd. Mountainville, NY 10953 (914)263-6581	Executive Vice President & COO	Director/ Acting Secretary

BUSINESS HISTORY FORM ATTACHMENT**A. ii) 5. Persons with Financial Interests**

Name	Business Address/ Telephone No.	Office Held	Ownership Interest
Donald A. Benvie, P.E.	70 Pleasant Hill Rd. Mountainville, NY 10953 (914)582-1210	President & CEO	45.5%
Richard P. Kummerle, P.E., P.P., P.G.	4041 South McClintock Drive, Suite 302 Tempe, AZ 85282 (914)456-5550	Chairman of the Board & Managing Principal	44.1%
Thomas J. Critelli, P.E.	70 Pleasant Hill Rd. Mountainville, NY 10953 (914)263-6581	Executive Vice President & COO	3.7%
Ayman Baki, P.E.	118-35 Queens Blvd., Suite 1000 Forest Hills, NY 11375 (914)260-1644	Senior Vice President	2.8%
Jeffrey B. Kirby, P.E.	2081 Business Center Dr. Ste. 270 Irvine, CA 92612 (201)741-3132	Senior Vice President	2.6%
Mark A. Stler, P.E.	1279 Route 300 Newburgh, NY 12550 (914)456-4338	Senior Vice President	.7%
Antonio A. Gualtieri, P.E.	1279 Route 300 Newburgh, NY 12550 (914)474-2822	Senior Vice President	.5%
Theodore J. Haines, P.L.S.	70 Pleasant Hill Rd. Mountainville, NY 10953 (845)590-8673	Vice President	.1%

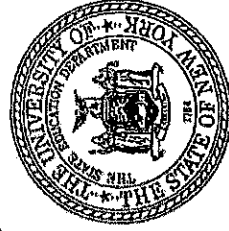
THE UNIVERSITY OF THE STATE OF NEW YORK
EDUCATION DEPARTMENT

THIS IS TO CERTIFY THAT HAVING MET THE REQUIREMENTS OF SECTION 7210 OF THE
EDUCATION LAW AND IN ACCORDANCE THEREWITH THIS CERTIFICATE OF AUTHORIZATION
IS GRANTED WHICH ENTITLES

TECTONIC ENGINEERING & SURVEYING CONSULTANTS PC
PO BOX 37
70 PLEASANT HILL RD
MOUNTAINVILLE, NY 10953-0000

TO PROVIDE PROFESSIONAL ENGINEERING SERVICES IN THE STATE OF NEW YORK FOR
THE PERIOD 01/01/2015 TO 12/31/2017.

D. E. Lentvich
DOUGLAS E. LENTVICH
DEPUTY COMMISSIONER
FOR THE PROFESSIONS
CERTIFICATE NUMBER
0011658



John B. King Jr.
JOHN B. KING JR.
PRESIDENT OF THE UNIVERSITY
AND COMMISSIONER OF EDUCATION

COMMONWEALTH of VIRGINIA

Department of Professional and Occupational Regulation

9960 Mayland Drive, Suite 400, Richmond, VA 23233

Telephone: (804) 367-8500

EXPIRES ON

12-31-2017

NUMBER

0405001115

BOARD FOR ARCHITECTS, PROFESSIONAL ENGINEERS, LAND SURVEYORS, CERTIFIED INTERIOR DESIGNERS
AND LANDSCAPE ARCHITECTS
PROFESSIONAL CORPORATION REGISTRATION

PROFESSIONS: ENG



TECTONIC ENGINEERING CONSULTANTS PC

8639 MAYLAND DR SUITE 102
RICHMOND, VA 23294



Status can be verified at <http://www.dpor.virginia.gov>

John W. DeBorja
John W. DeBorja, Director

(SEE REVERSE SIDE FOR PRIVILEGES AND INSTRUCTIONS)

DPOR-LIC (05/2015)

(DETACH HERE)



COMMONWEALTH of VIRGINIA

Department of Professional and Occupational Regulation

BOARD FOR ARCHITECTS, LAND SURVEYORS, CERTIFIED INTERIOR DESIGNERS

AND LANDSCAPE ARCHITECTS

PROFESSIONAL CORPORATION REGISTRATION

NUMBER: 0405001115 EXPIRES: 12-31-2017

PROFESSIONS: ENG

TECTONIC ENGINEERING CONSULTANTS PC

8639 MAYLAND DR SUITE 102

RICHMOND, VA 23294



Status can be verified at <http://www.dpor.virginia.gov>

DPOR-PC (05/2015)

Edward Martella, P.E.
Vice President



Years of Experience: 35
Years with Firm: 15

Education:

Master in Business Administration,
1982, Drexel University,
Philadelphia, Pennsylvania

B.S. Civil Engineering, 1978,

Drexel University, Philadelphia,
Pennsylvania

Licenses/Certifications:

Professional Engineer: Alabama,
Arizona, Delaware, District of
Columbia, Florida, Georgia,
Kentucky, Louisiana, Maryland,
Mississippi, Nevada, New Jersey,
New Mexico, New York, North
Carolina, Pennsylvania, South
Carolina, Tennessee, Texas,
Virginia and West Virginia

- Sandia Certified Trainer – VAM-
CF – Security Vulnerability
Assessment for Chemical
Facilities.
- Sandia Certified Trainer-RAM-C
/ Risk Assessment for
Communities and RAM –CI
Risk Assessment for Critical
Infrastructure
- US Department of Defense
Certification – USACE
Protective Design Center for
Security Engineering and
Blast Resistance Design
- Sandia RAM-W Certified,
Vulnerability Assessment
Methodology
- Federal Emergency
Management Agency –
Emergency Management
Institute
- WMD Outreach Program, FBI
Academy, Quantico, VA
- Certified Tower / Tank Climber
- OSHA 40 Hour / Hazardous
Materials Course
- J100 RAMCAP

Summary:

As Vice President, Homeland Security and Public Safety Services, Mr. Martella is responsible for program management, technical direction and coordination of engineering and design for all security and public safety projects handled by the company including Alert and Communication Plans, Critical Infrastructure Risk Assessments and Protection Plans, Security Assessments and Design, and Emergency Operations Planning. He is responsible for overall engineering, security and emergency management including development of standards, technical production and review of documents.

Relevant Project Experience:

Regional Emergency Operations Plans and Workshop Training, State of Connecticut, Project Manager

Tectonic prepared Emergency Operations Plans for five Connecticut Regional Planning Agencies that includes threat assessment, hazard mitigation planning and updating of Terrorism Annexes consisting of 81 Connecticut municipalities covering over 60 percent of the State of Connecticut, including the capitol city of Hartford. The project required the independent review of 91 local Emergency Response plans to identify gaps and state compliance requirements. Additional efforts included reviewing and recommendations for the Capital Region "Red Plan."

Greene County, NY Emergency Operations Plan, Project Manager

Tectonic developed an Emergency Operations Plan for the Department of Emergency Services, Greene County, New York. An All-Hazards approach will be used and will define all potential hazards and the resources necessary to respond. The project includes fourteen (14) towns and villages within the County. The plan will be NIMS and FEMA compliant. (2012)

Dona Ana County, Emergency Operations Plan, Project Manager

As Project Manager, Mr. Martella worked with Dona Ana County / City of Las Cruces, NM to update the Emergency Operations Plan, including Hazard Annexes, Emergency Support Functions and the creation of Appendices that is NIMS and FEMA compliant, utilizing an All-Hazards approach.

Coconino County, AZ Emergency Operations Plan Update – Project Manager

Tectonic developed an All Hazard Regional Emergency Response Plan (RERP) for Coconino County, the second largest county in the US, as well as ERP for the Cities of Flagstaff, Williams, and Page, AZ. The RERP was required to be NIMS/NRF and FEMA compliant. Additional services included establishing training and exercise programs, based on HSEEP, and the development of a regional communication plan. The RERP consisted of the integration of regional evacuation, special needs, mass facilities, COOP, pandemic flu, hazardous materials response plans, and other management and planning programs.

St. Landry Parish, LA EOP Update & COOP – Project Manager

Tectonic updated the previous Parish Emergency Operations Plan (EOP). It was a comprehensive and functional integrated All-Hazards Emergency Operations Plan (AHEOP) for the Parish. The Plan is NIMS compliant, consistent with the State of Louisiana EOP and complied with the Governor's Office of Homeland Security and Emergency Preparedness (GOHSEP), Local Emergency Operations Plan Crosswalk, State and Local Guide (SLG) 101, as well as the National Response Framework.

Sussex County, DE Emergency Operations Plan, Project Manager

Tectonic worked with the Sussex County Office of Emergency Management, Sussex County, Delaware to update the Emergency Operations Plan which encompasses the Basic Plan, Hazard Annexes, Emergency Support Functions and the creation of Appendices.

Edward Martella, P.E.
Vice President



Sandoval County, NM All-Hazards Mitigation Plan- Project Manager

Tectonic worked with the Sandoval County Office of Emergency Management, Las Cruces, New Mexico to update the Hazard Mitigation Plan; and has completed updating the Emergency Operations Plan for a border County. Services encompass training County, towns, and municipalities in its use. The plan is NIMS and FEMA compliant.

Town of Warwick, NY Hazard Mitigation Plan

As Project Manager, Mr. Martella worked with the Town of Warwick, NY to develop a Multi-Jurisdictional Hazard Mitigation Plan. The project also includes the Village of Warwick, Village of Greenwood Lake, and the Village of Florida.

New Jersey UASI Emergency Management and Homeland Security Technical Assistance, Project Manager

Tectonic provided NJUASI with evacuation planning on Routes I-78 and I-80. Tectonic is also assisting the NJ UASI in emergency management and homeland security related planning activities, training in compliance with industry standards and guidelines, exercise support, including but not limited to scenario based discussions, tabletop exercises, drills, functional and full-scale exercises and after-action corrective reports and improvement plan meetings.

DC Water Vulnerability Assessment & Security Master Plan-Project Manager Tectonic developed a Security Vulnerability Assessment and Security Master Plan for the Washington, DC Water and Wastewater system. DC Water houses the largest advance wastewater treatment plant in the world. Tectonic provided technical support, participated in site inspections, and prepared draft and final plans. Tectonic's services encompassed conducting a Security Vulnerability Assessment, Development of Specifications and Comprehensive Phased Recommendations over a 10 year period, Development of Security System Countermeasures, including upgrades to physical security systems and other recommended strategies for correcting identified vulnerabilities.

CPS Energy Vulnerability Assessment & Security Enhancement - Project Manager

Tectonic worked with CPS Energy located in San Antonio, TX to develop a Security Master Plan for the Energy Company's extensive system. Tectonic's services encompassed conducting a Security Vulnerability Assessment, development of Specifications and comprehensive phased recommendations, development of security system countermeasures, with details on specified types of physical security systems and other recommended strategies for correcting identified vulnerabilities.

St. Martin Parish, LA COOP (Continuity of Operations Plan) Update, Project Manager

Tectonic worked with St. Martin to develop a COOP (Continuity of Operations Plan) for the Parish. The Plan is NIMS compliant, consistent with the State of Louisiana EOP and comply with the Governor's Office of Homeland Security and Emergency Preparedness (GOHSEP), Local Emergency Operations Plan Crosswalk, State and Local Guide (SLG) 101, as well as the National Response Framework.

City of Valdez, Alaska - Hazard Analysis, Needs Assessment and Development of City-wide Emergency Operations Plan - Project Director

Tectonic was responsible for developing and implementing an All-Hazard Emergency Operations Plan (EOP) for the City of Valdez, AK. The City of Valdez, Alaska is home to the terminus of the Alaska Alyeska Oil Pipeline, the highest rank critical infrastructure in the state and 13th nationwide. In addition to preparation of the All Hazards EOP, Tectonic prepared a Needs and Risk Assessment report based on existing resources. The All Hazard Assessment included natural and man-made hazards including potential environmental releases from the Alyeska Pipeline and oil tankers transporting crude oil from the southern terminus of the pipeline. Other critical infrastructure evaluated included the City's Port facility, municipal facilities as well as the Information Technology systems.

City of Rock Hill, SC - Project Manager

As Project Manager, Mr. Martella provided a comprehensive security risk assessment, and an Emergency Operations Plan update; as well as recommendations and guidelines for a citywide evacuation plan for City of Rock Hill, including a portion of York County, SC. As part of this effort, a Communications Plan was prepared for all emergencies, with specific procedures pertaining to each utility, specifically the water and wastewater system. Tectonic was responsible to identify the physical and operational security vulnerabilities of city facilities including water utilities, schools, transportation systems and government administration. Tectonic identified counter-measure procedures and protocols that developed into a "Hometown" Security Plan that coordinated with the EOP of York County. Tectonic developed a training program for designated city personnel, including the use of the recommended Security Plan, staff security awareness, crisis communications, training, early warning detection, communication, redevelopment of administrative guidelines and emergency operation plan updates.

Edward Martella, P.E.

Vice President

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Verizon Wireless Telecommunication Sites throughout Southwest Region – Project Manager

Responsible for the management and engineering design, including tower analysis, of wireless buildout programs of several nationwide telecommunication carriers throughout New Mexico and Texas. Provided engineering design, surveying, regulatory permitting, and project management services. (2010 - Present)

East Orange Water Commission, Communications Infrastructure Needs Assessment and Master Plan – Project Manager

Responsible for review and evaluation of the potential use of Commission owned property for the development of telecommunication sites in an effort to improve wireless and data operation of their Supervisory Control and Data Acquisition (SCADA) system and develop tower sites that could be used for installation of multiple wireless commercial carriers. This evaluation included the preparation of a Needs Assessment Report to determine gaps and required upgrades for resolving operational issues with wireless communication as well as complete engineering design including tower structural, foundation and civil / site planning.

Verizon Wireless – West Virginia and Virginia Buildouts – Project Manager

Mr. Martella is currently the Project Manager of Verizon Wireless buildout in West Virginia. Responsible for all architectural / engineering design, tower and building structural analyses, land surveying and environmental services for cellular sites, switches and MTSC's throughout two states.

Telecommunication Sites throughout Mid-Atlantic Region – Project Director

Responsible for the management and engineering design, including tower analysis, of wireless buildout programs of several nationwide telecommunication carriers throughout Maryland, Virginia, North Carolina, South Carolina, Georgia and Washington, DC. Provided engineering design, surveying, regulatory permitting, and construction management services.

GovNET, Inc. A/E Design of Public Safety Microwave Network- Project Manager

As Project Manager, Mr. Martella oversaw all technical direction and coordination for the development of a Public Safety Microwave Network throughout the State of Arizona. He was responsible for overall engineering and project management including development of standards, technical production and review of documents.

Lone Star College System, Houston, TX – Project Manager

As Project Director, Mr. Martella oversaw the initial development of a Needs Assessment for Alert and Communication Systems for a major college system comprised of over 50,000 students throughout twelve facilities within the Houston, TX area. Prepared an updated Emergency Communications Plan, for this post-secondary educational institution. All plans are to achieve NIMS compliance and meet the latest DOE and FEMA requirements.

City of Meriden, CT- Disaster Recovery Plan – Project Director

As Project Manager, Mr. Martella was responsible for development of a Municipal Impact Analysis for IT network, Needs Assessment and the eventual preparation of the City's Disaster Recovery Plan (DRP) from hazards normal to the region. The DRP specifically identified process and procedures for the City departments to implement in order to recover the network infrastructure and operational activities critical for an effective emergency response.

Wyeth Laboratories – Cambridge, MA – Project Manager

Develop Alert and Communications Plan for Major Research Laboratory. Services included a Needs Assessment of Communications within the research facility.

T-Mobile Telecommunications Buildout – Regional Director

Inspection and design of wireless telecommunications sites throughout Virginia, DC and Maryland markets.

Sprint PCS Telecommunications Buildout – Regional Director

Responsibility for the engineering effort to complete the build-out of Sprint PCS Telecommunications System in the Virginia and Georgia regional areas.

Nextel Telecommunications Buildout – Regional Director

Complete responsibility for the engineering effort to for cell site construction of Nextel cellular sites in Maryland and Virginia regional areas.

Edward Martella, P.E.
Vice President



Trilon PCS (AT&T) Wireless Sites throughout Virginia and North Carolina - Project Manager

Responsible for the management and engineering design. Provided engineering design, surveying, regulatory permitting, and construction management services.

City of Edmond, OK - Hazard Analysis, Needs Assessment and Development of City-wide Emergency Operations Plan - Project Director

Tectonic was retained to prepare an updated City-wide EOP and hazard analysis. This effort included development of a current hazard analysis for the City and preparation of an All Hazards Emergency Operations Plan for use by all City departments including evacuation planning.

City of Valdez, Alaska - Hazard Analysis, Needs Assessment and Development of City-wide Emergency Operations Plan - Project Director

Tectonic was responsible for developing and implementing an All-Hazard Emergency Operations Plan (EOP) for the City of Valdez, AK. The City of Valdez, Alaska is home to the terminus of the Alaska Alyeska Oil Pipeline, the highest rank critical infrastructure in the state and 13th nationwide. In addition to preparation of the All Hazards EOP, Tectonic prepared a Needs and Risk Assessment report based on existing resources. The All Hazard Assessment included natural and man-made hazards including potential environmental releases from the Alyeska Pipeline and oil tankers transporting crude oil from the southern terminus of the pipeline. Other critical infrastructure evaluated included the City's Port facility, municipal facilities as well as the Information Technology systems.

DONALD A. BENVIE, P.E.
President and CEO

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Years of Experience: 40
Years with Firm: 30

Education:

M.S. Civil Engineering
University of Idaho, Moscow, Idaho, 1996

B.S. Civil Engineering
Northeastern University, Boston,
Massachusetts, 1977

Licenses/Certifications:

Professional Engineer: New York and 22
Other States

Highlights:

- Professional Societies: American Society of Civil Engineers - Associate Member
- National Society of Professional Engineers - Past Chapter President Orange/Sullivan
- ASCE Drilled Shaft Standards Committee - Member
- International Assoc. of Foundation Drilling Contractors (ADSC) - Member
- Deep Foundation Institute - Member

Summary:

As President and CEO, responsible for strategic planning initiatives, overseeing the development of tactical growth plans, restructuring and realigning the company along client sectors, corporate management of accounting and marketing staffs, budgeting, determination of staffing needs, business development, client liaison and coordination of home office support with regional offices. Principal-In-Charge for all corporate and administrative activities relative to transportation and public works agencies including client contact, business development, project management, construction support services and quality assurance oversight. Technical responsibilities include oversight and independent peer review of heavy civil and infrastructure projects involving site development, roadways and bridges, pile and caisson foundations, embankment construction, sheeting and shoring, development of geotechnical design criteria, design of support of excavation (SOE) systems, rock blasting and tunneling utilizing tunnel boring machines (TBM), micro tunneling and conventional drill and blast.

Relevant Project Experience:

Amtrak Gateway Tunnel: - Hudson Yards Phases 1 and 2; Manhattan New York; Principal - In - Charge

The Gateway Program is a proposed set of strategic rail infrastructure improvements that will increase track, tunnel, bridge, and station capacity, eventually creating four mainline tracks between Newark, NJ, and Penn Station, New York, including a new, two-track Hudson River tunnel. Currently a concrete casing comprised of a cut and cover tunnel including a concrete invert and walls supported with secant piles braced with rock anchor tiebacks is being constructed at Hudson Yards concurrently with the construction of a new platform over the MTA west side rail yards to protect the future right of way for the tunnel. As sub consultant to contractor and acting as agent for Amtrak, responsible for coordination and management of special inspections and third party materials testing services to oversee the contractors work associated with construction of the cut and cover. Responsible for supervision of staff performing all required special inspections and third party materials testing of soils, asphalt, concrete, reinforcing, shotcrete, masonry, structural steel, caissons and rock anchor. (2013 to present)

Hudson Yards Development - Phase I, Related Companies; Manhattan New York; Principal - In - Charge

Hudson Yards Phase I involves the development of over 11 million sf of residential, commercial, retail and entertainment space in seven mid and high rise structures constructed on top of a platform spanning the west side rail yards. Tectonic is performing special inspections for six of these structures including all onsite construction and offsite fabrication of structural components. Responsible for oversight of project management staff directing inspectors performing all required onsite special inspections and third party materials testing of concrete, reinforcing, masonry, structural steel and building envelope. Also responsible for Tectonic staff and sub-consultants performing offsite inspections at steel fabrication facilities in Mexico, Canada and Italy. (2014-present)

MTA/NYCT - No. 7 Line Extension; Contract C-26503; Construction of Running Tunnels and Station Cavern Mining; Contract C-26505; Furnishing and Installing Finishes and Systems; Contract C-26510; Site J Vent Building - Special Inspector of Record

As sub consultant to contractors and acting as agent for the MTA, responsible for

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coordination and management of special inspections and third party materials testing services to oversee the contractors work associated with construction of the running tunnels and station caverns; furnishing and installing finishes and systems for final construction of new No. 7 line; Site A Shaft and Vent Building; and Site J Vent Building. Responsible for oversight of staff performing all required special inspections and third party materials testing of soils, asphalt, concrete, reinforcing, shotcrete, masonry, structural steel and building envelope. Geotechnical services includes supervision and management of inspection staff monitoring borings, tunnelling, pile load testing, pile driving, caissons and rock bolts. (2009 to present)

MTA/LIRR East Side Access (Manhattan Side): Contract CM009; Manhattan Tunnels; Contract CM019; GCT Structures; Contract CM014A; GCT Concourse; CM005; Manhattan Structures South; CM006; Manhattan Structures North; CM014B; GCT Concourse & Facilities Fit Out - Special Inspector of Record

As sub-consultant to contractors and acting on behalf of the MTA, responsible for coordination and management of special inspections and third party materials testing services associated with construction of approximately 6.5 miles of new rail tunnel beneath Park Ave. from 61st St. to Grand Central Station in NYC and construction of new LIRR commuter rail station beneath Grand Central. Responsible for management and supervision of staff performing all required special inspections and third party materials testing for all GCT cavern mining, tunnel and shaft work including blast and vibration monitoring; geologic mapping of excavated faces; inspection of borings and test pits; inspection of rock scaling and installation of rock reinforcement including rock anchors, rock bolts and passive dowels for tunnel and shaft excavation; inspection of micropiles; inspection of subgrades; witnessing and monitoring of rock anchor testing including water pressure testing of anchor boreholes, inspection and testing of interim and final shotcrete placement for lining tunnels and shafts; inspection and testing of concrete for tunnel inverts, main cavern inverts, footings, shafts, and cavern walls at Grand Central; inspection of concrete reinforcing; inspection and testing of masonry; inspection of structural steel erection at Grand Central for jacking frames; witnessing pressure testing of drainage piping; waterproof membrane installation; sprayed on fireproofing inspection and testing of grout. (2008 to present)

MTA/LIRR East Side Access (Queens Side): Contract CM053; Harold Interlocking; CQ032; Queens Structures and Plaza Substation; Special Inspector of Record

As sub-consultant to general contractor, Tutor Perini Corporation and agent for the MTA, responsible for coordination and management of special inspections and third party materials testing services associated with construction of the Harold Interlocking Structure and Queens Structures and Plaza Substation. Work involves construction of the Interlocking structure including rail realignment, retaining walls, catenary cable and lower construction, sheeting and shoring, underpinning and utilities in preparation for the Queens Bored Tunnels phase to be constructed in the Sunnyside Yard. Queens Structures and Plaza Substation involves modifications to existing stations along the 63rd St Tunnel and construction of a new Plaza Interlocking comprised of a Power Substation, Yard Services Building, Emergency Exit and Ventilation Structure. Construction costs are approximately \$125 million. Responsible for management and supervision of staff performing all required special inspections and third party materials testing of soils, asphalt, concrete, reinforcing, shotcrete, masonry, and structural steel. Geotechnical services include pile load testing, pile driving inspection, shoring and underpinning inspection and design of excavation support systems including sheetpile and soldier pile walls. Survey services included layout of baseline for horizontal and vertical control and construction stakeout of structures (2008 to present).

MTA/NYCT - Second Ave Subway; Contract C-26003; Construction of Running Tunnels and Station Cavern Mining; Contract C-26008; Cavern Mining & Heavy Civil/Structural for 86th Street Station, Special Inspector of Record

As sub consultant to contractors and acting as agent for the MTA, responsible for coordination and management of special inspections and third party materials testing services to oversee the contractors work associated with construction of the running tunnels from 92nd St to 83rd St and the 86th St station cavern. Responsible for management and supervision of staff performing all required special inspections and third party materials testing of soils, asphalt, concrete, reinforcing, shotcrete, masonry and structural steel for excavation of tunnels, caverns and shafts. Geotechnical services include supervision and management of inspection staff performing geologic mapping of excavated faces, inspection of rock scaling and installation of rock reinforcement including rock bolts and passive dowels; inspection of subgrades; witnessing and monitoring of rock anchor testing including water pressure testing of anchor boreholes; and monitoring borings, test pits, pile load testing and pile driving. (2009 to present)

NYSDOT D030549 - Construction of I-86 upgrade of Route 17, Exits 116 - 122, Stages I & II Wallkill, Orange County, NY - Principal-in-Charge

Tectonic is providing inspection services for the construction of the \$140 million upgrade of NYS Rte 17 Quickway to I86. Stage I work involved construction of an 8.8 mile stretch of highway from Exit 116, at the border of Orange and Sullivan Counties, to Exit 121 in the

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Town of Wallkill. Approximately 5 miles of roadway was milled and filled and the remaining almost 4 miles required full depth reconstruction. A new interchange ramp is also being constructed. Six bridges along Route 17 underwent various repairs and upgrades as well, including the rehabilitation of the Scotchtown Road Bridge and the construction of a new bridge carrying Route 17 over a town road between I-84 and Route 211. Stage II work is ongoing and involves total reconstruction of Route 17 between Exits 121 and 122, replacement of the Main St. bridge over Route 17 along a new alignment with new approaches and reconstruction of the Route 17 mainline east and west bound bridges over I-84.

As Project Executive, responsible for coordinating construction management and resident inspection team overseeing this project for NYSDOT. (2008 to present)

NYSDOT D01556 - Construction of Ramp X, Briarcliff Manor, NY - Principal-In-Charge

Tectonic provided inspection services for the construction of a new two span concrete and steel girder bridge connecting the southbound Taconic State Parkway to Route 9A. Work involved construction of abutments and middle pier on h-pile foundations, modular retaining walls for approach ramps, utilities and relocation of bike trail adjacent to new approach ramps. Responsible for coordinating construction manager and resident inspection team overseeing this project. (2008)

NYSDOT, D015325 - Reconstruction of I-684 and NYS Rte 22 Interchange in Armonk, NY - Principal In Charge

Tectonic provided Resident Engineering and Inspection Services for the reconstruction of the Route 22/ I-684 Exit 3 Interchange. The work includes interchange widening with the construction of turning lanes and two new signals. Responsibilities on this project included assignment of personnel, scheduling, planning, budgeting and liaison with client. (2005)

NYSDOT, D015455 - Reconstruction of I-684 Between Exit 1 and I-287 in Westchester, NY - Principal In Charge

This project involves the asphalt concrete reconstruction and rehabilitation of five bridges on I-684 with a length of 5.7 kilometers in the town of Harrison in Westchester County. Services include detailed inspection, on-site field testing of materials and construction activities (including field measurement and collection of data for monthly submittals, final estimates and progress reports), and preparation of record plans showing all changes from contract plans. Responsibilities on this project included assignment of personnel, scheduling, planning, budgeting and liaison with client. (2005)

NYC Transit Authority, Term Contract CM1142, Brooklyn, NY - Principal - In - Charge

This five-year, \$5 million term agreement consists of an Indefinite Quantity Inspection Engineering Services Agreement. Tectonic performed technical inspection of Transit Authority facilities throughout New York City. The projects included tunnel wall repair and reconstruction, track replacement, tollbooth modernization, escalator construction and elevated track structure work involving structural erection and repair. Under this term agreement, management responsibilities include assignment of personnel, scheduling, planning, budgeting and liaison with client. (2000 - 2005)

Bronx River Water Main Tunnel, NYCDDC - Principal-In-Charge

The scope of work for this \$5 Million project consisted of driving an approximate 300 LF circular tunnel in rock with a tunnel boring machine (TBM) at an approximate depth of 50 feet below the Bronx River, originating and terminating at vertical shafts on either side of the river. The tunnel is 8 feet in diameter and accommodates a 4 foot diameter ductile iron pipe encased in concrete. Construction of vertical access shafts supported by braced cofferdams in overburden and rock excavation to the tunnel invert elevation was required on either side of the Bronx River. Tectonic provided resident engineering and construction inspection services including contract and specification review, construction supervision, contract administration, community liaison contact, shop drawing review, field testing of materials, processing contractor requisitions and change orders and coordination with impacted agencies including AMTRAK, NYCDEP and NYC Department of Parks & Recreation. (2003)

NYS Thruway Authority Two-Year Term Contract for Construction Inspection Services in the NY Division, Contract #D213322, Principal-In-Charge

Tectonic was awarded a Term Agreement to provide construction inspection support staffing for various Authority let construction contracts in the New York Division of the Thruway for a period of three years. Types of projects include pavement resurfacing, drainage and utility replacement, guide-rail installation, overhead sign replacement and pavement markings. Tectonic is providing resident engineering and inspection personnel of various NICET levels. Management responsibilities include assignment of personnel, scheduling,

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President and CEO



planning, budgeting and liaison with client. Projects completed to date include pavement reconstruction of the New England Thruway (I-95) and replacement of the south bound entrance ramp over CSX Railroad tracks in Harriman, NY. (2005)

NYS DOT Term Contract for CI Services in Region 8, Contract # D012654 - Principal-In-Charge

Tectonic is providing NICET certified inspectors and resident engineers on an "as needed" basis for the inspection of bridge, highway and utility work under a 3-year term agreement for Region 8. This \$2 million Term Agreement includes providing construction inspection personnel to supplement Department staff, as determined by the Term Agreement Manager, to adequately address the needs of various construction projects. Projects include reconstruction and realignment of the US Route 6 bridge over the East Branch of the Croton River in Carmel, NY, reconstruction of NYS Route 52 in Fishkill, NY and pavement reconstruction on I-684, Bronx River Parkway and Saw Mill River Parkway in Westchester, NY (2004)

NYS DOT Term Contract for CI Services in Region 9, Contract # D015124 - Principal-In-Charge

The \$750,000 Term Agreement includes providing Construction Inspection Services to supplement Department staff, as determined by the Term Agreement Manager, to adequately address the needs of various construction projects. Inspection work includes the following: bridge rehabilitation, bridge cleaning, bridge painting, bridge drainage cleaning, highway reconstruction, highway resurfacing, crack sealing, intersection improvements, signal system installation, guide rail installation, pavement markings, mowing and litter removal, or other routine construction contracts. The scope of services include contract administration, detailed inspection, on-site field testing of materials, collection of data necessary to submit monthly and final estimates and progress reports, preparation of record plans and record keeping in accordance with MURK requirements. (2003)

NYS DOT Contract D258007, County Rte. 29, Clarkstown, NY - Principal-In-Charge

This \$5.6 million dollar project includes the reconstruction of a two kilometer section of County Route 29, including the addition of turning lanes, lane width improvements, replacement of obsolete and deteriorated drainage systems, traffic signalization improvements and the installation of a new traffic signal. Responsibilities include assignment of personnel, scheduling, planning, budgeting and liaison with NYS DOT and prime consultant. (2000)

NYS DOT (D010341) Contract D257823 Subsurface Explorations in Various Locations in Region 8, - Principal-In-Charge

This \$2.5 million project consisted of providing construction inspection and contract administration services for subsurface explorations, which included soil drilling, rock coring, SPT sampling, and groundwater measurements under a when-and-where term agreement with NYS Department of Transportation at various locations in Region 8 (Dutchess, Orange, Putnam, Rockland, Ulster and Westchester Counties). Management responsibilities include assignment of personnel, scheduling, planning, budgeting and liaison with client. (2000)

Construction Inspection of TAA99-115B and TAA 00-13, Rehabilitation of Mainline Bridge and Interim Pavement Repair Between MP 86.2 and 93.88, Kingston, (Ulster County) NY, NYSTA - Principal-In-Charge

This \$6 million dollar construction project involved the rehabilitation of the mainline Thruway Bridge at MP 93.88 and the repaving of the NYS Thruway from MP 86.22 to MP 93.88 in Ulster County. Management responsibilities include assignment of personnel, scheduling, planning, budgeting and liaison with client. (2000)

Rehabilitation of the Queens Mid-Town Tunnel - Principal-In-Charge

This \$96 million dollar project involves repair and reconstruction of tunnel walls, ceilings, and fire lines, and repairing tunnel leaks. Scope of services includes providing construction inspection services and performing construction materials testing to verify compliance of work with contract documents as sub-consultant to Stone and Webster. (2000)

Orange County Rte. 19, Tuxedo & Monroe, NY - Principal-In-Charge

This \$1.2 million dollar project involved highway improvements to a two and a half mile long section of County Route 19, in the Town of Monroe. Responsibilities included assignment of personnel, oversight of construction staff, scheduling, planning, budgeting and liaison with Orange County DPW. Specific components of work included clearing of site, excavation and embankment, embankment in place, gabion walls, temporary soil erosion and water pollution control, saw cutting existing pavement, hot mix asphalt concrete pavement, in place pavement reclamation, culverts and storm drains, guide railing, placing erosion control materials, maintenance and protection of traffic and reflectorized pavement markings. (1999)

NYS DOT Contracts D257474, D257575, D257583, (Term Agreement D010209) - Project Manager/Principal-In-Charge

DONALD A. BENVIE, P.E.
President and CEO



This \$2.5 million dollar project under contract D010209 involved the installation of pavement markings at various sites throughout Region 8. Responsibilities included assignment of personnel, scheduling, planning, budgeting and liaison with NYSDOT. Additional responsibilities included assignment of personnel, scheduling, planning, budgeting, and liaison with NYSDOT. (1999)

NYS Thruway Authority Contract D212499 – Principal-In-Charge

This \$2.8 million dollar project involved providing geotechnical services and construction inspection services under a term agreement with NYS Thruway Authority. Scope of services included geotechnical analysis and design for rock slope stabilization and highway repaving projects and associated construction inspection services for the southern tier. (1999)

CERTIFICATION

A MATERIALLY FALSE STATEMENT WILLFULLY OR FRAUDULENTLY MADE IN CONNECTION WITH THIS QUESTIONNAIRE MAY RESULT IN RENDERING THE SUBMITTING BUSINESS ENTITY NOT RESPONSIBLE WITH RESPECT TO THE PRESENT BID OR FUTURE BIDS, AND, IN ADDITION, MAY SUBJECT THE PERSON MAKING THE FALSE STATEMENT TO CRIMINAL CHARGES.

I, Donald A. Benvie, P.E., being duly sworn, state that I have read and understand all the items contained in the foregoing pages of this questionnaire and the following pages of attachments; that I supplied full and complete answers to each item therein to the best of my knowledge, information and belief; that I will notify the County in writing of any change in circumstances occurring after the submission of this questionnaire and before the execution of the contract; and that all information supplied by me is true to the best of my knowledge, information and belief. I understand that the County will rely on the information supplied in this questionnaire as additional inducement to enter into a contract with the submitting business entity.

Sworn to before me this 28 day of JUNE 2017

Dianne R. Morgan
Notary Public

DIANNE R. MORGAN
NOTARY PUBLIC-STATE OF NEW YORK
No. 01MO6009211
Qualified in Orange County
My Commission Expires March 08, 2019

Tectonic Engineering & Surveying Consultants P.C.

Name of submitting business

Donald A. Benvie, P.E.

Print name

Donald A. Benvie
Signature

President & CEO

Title

6 / 28 / 17
Date

COUNTY OF NASSAU

CONSULTANT'S, CONTRACTOR'S AND VENDOR'S DISCLOSURE FORM

1. Name of the Entity: Tectonic Engineering & Surveying Consultants, PC

Address: 70 Pleasant Hill Rd., PO Box 37,

City, State and Zip Code: Mountainville, NY 10953

2. Entity's Vendor Identification Number: _____

3. Type of Business: ☐ Public Corp ☐ Partnership ☐ Joint Venture

☐ Ltd. Liability Co ☐ Closely Held Corp ☐ S Corp ☐ Other (specify)

4. List names and addresses of all principals; that is, all individuals serving on the Board of Directors or comparable body, all partners and limited partners, all corporate officers, all parties of Joint Ventures, and all members and officers of limited liability companies (attach additional sheets if necessary):

Donald A. Benvie 68 Gadney Esplanade White Plains, NY 10605 - President

Richard P. Kummerle 36980 N. Orillo Oeste Rd., Cave Creek, AZ 85331 - Vice President

Thomas J. Crittall 28 DeBerg Drive, Old Tappan, NJ 07675 - Director

5. List names and addresses of all shareholders, members, or partners of the firm. If the shareholder is not an individual, list the individual shareholders/partners/members. If a Publicly held Corporation, include a copy of the 10K in lieu of completing this section.

Please see attached

CONSULTANT'S, CONTRACTOR'S AND VENDOR'S DISCLOSURE FORM ATTACHMENT

5. Names and Addresses of All Shareholders

Name	Business Address/ Telephone No.	Office Held	Ownership Interest
Donald A. Benvie, P.E.	70 Pleasant Hill Rd. Mountainville, NY 10953 (914)582-1210	President & CEO	45.5%
Richard P. Kummerle, P.E., P.P., P.G.	4041 South McClintock Drive, Suite 302 Tempe, AZ 85282 (914)456-5550	Chairman of the Board & Managing Principal	44.1%
Thomas J. Critelli, P.E.	70 Pleasant Hill Rd. Mountainville, NY 10953 (914)263-6581	Executive Vice President & COO	3.7%
Ayman Baki, P.E.	118-35 Queens Blvd., Suite 1000 Forest Hills, NY 11375 (914)260-1644	Senior Vice President	2.8%
Jeffrey B. Kirby, P.E.	2081 Business Center Dr. Ste. 270 Irvine, CA 92612 (201)741-3132	Senior Vice President	2.6%
Mark A. Stier, P.E.	1279 Route 300 Newburgh, NY 12550 (914)456-4338	Senior Vice President	.7%
Antonio A. Gualtieri, P.E.	1279 Route 300 Newburgh, NY 12550 (914)474-2822	Senior Vice President	.5%
Theodore J. Haines, P.L.S.	70 Pleasant Hill Rd. Mountainville, NY 10953 (845)590-8673	Vice President	.1%

6. List all affiliated and related companies and their relationship to the firm entered on line 1, above (If none, enter "None"). Attach a separate disclosure form for each affiliated or subsidiary company that may take part in the performance of this contract. Such disclosure shall be updated to include affiliated or subsidiary companies not previously disclosed that participate in the performance of the contract.

Tectonic CMI Corporation - Wholly Owned Subsidiary

Tectonic Engineering Consultants India Private Limited - Wholly Owned Subsidiary

(NOT TAKING PART)

7. List all lobbyists whose services were utilized at any stage in this matter (i.e., pre-bid, bid, post-bid, etc.). If none, enter "None." The term "lobbyist" means any and every person or organization retained, employed or designated by any client to influence - or promote a matter before - Nassau County, its agencies, boards, commissions, department heads, legislators or committees, including but not limited to the Open Space and Parks Advisory Committee and Planning Commission. Such matters include, but are not limited to, requests for proposals, development or improvement of real property subject to County regulation, procurements. The term "lobbyist" does not include any officer, director, trustee, employee, counsel or agent of the County of Nassau, or State of New York, when discharging his or her official duties.

(a) Name, title, business address and telephone number of lobbyist(s):

None

(b) Describe lobbying activity of each lobbyist. See below for a complete description of lobbying activities.

(c) List whether and where the person/organization is registered as a lobbyist (e.g., Nassau County, New York State):

8. VERIFICATION: This section must be signed by a principal of the consultant, contractor or Vendor authorized as a signatory of the firm for the purpose of executing Contracts.

The undersigned affirms and so swears that he/she has read and understood the foregoing statements and they are, to his/her knowledge, true and accurate.

Dated: 6-28-17

Signed: [Signature]

Print Name: Donald A. Benoit

Title: President + CEO

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The term lobbying shall mean any attempt to influence; any determination made by the Nassau County Legislature, or any member thereof, with respect to the introduction, passage, defeat, or substance of any local legislation or resolution; any determination by the County Executive to support, oppose, approve or disapprove any local legislation or resolution, whether or not such legislation has been introduced in the County Legislature; any determination by an elected County official or an officer or employee of the County with respect to the procurement of goods, services or construction, including the preparation of contract specifications, including by not limited to the preparation of requests for proposals, or solicitation, award or administration of a contract or with respect to the solicitation, award or administration of a grant, loan, or agreement involving the disbursement of public monies; any determination made by the County Executive, County Legislature, or by the County of Nassau, its agencies, boards, commissions, department heads or committees, including but not limited to the Open Space and Parks Advisory Committee, the Planning Commission, with respect to the zoning, use, development or improvement of real property subject to County regulation, or any agencies, boards, commissions, department heads or committees with respect to requests for proposals, bidding, procurement or contracting for services for the County; any determination made by an elected county official or an officer or employee of the county with respect to the terms of the acquisition or disposition by the county of any interest in real property, with respect to a license or permit for the use of real property of or by the county, or with respect to a franchise, concession or revocable consent; the proposal, adoption, amendment or rejection by an agency of any rule having the force and effect of law; the decision to hold, timing or outcome of any rate making proceeding before an agency; the agenda or any determination of a board or commission; any determination regarding the calendaring or scope of any legislature oversight hearing; the issuance, repeal, modification or substance of a County Executive Order; or any determination made by an elected county official or an officer or employee of the county to support or oppose any state or federal legislation, rule or regulation, including any determination made to support or oppose that is contingent on any amendment of such legislation, rule or regulation, whether or not such legislation has been formally introduced and whether or not such rule or regulation has been formally proposed.

Client#: 48443

TECTENGI

ACORD™

CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)

7/05/2017

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 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).

PRODUCER Greyling Ins. Brokerage/EPIC 3780 Mansell Road, Suite 370 Alpharetta, GA 30022		CONTACT NAME: Carly Underwood PHONE (A/C, No, Ext): 770.552.4225 FAX (A/C, No): 866.550.4082 E-MAIL ADDRESS: carly.underwood@greyling.com	
INSURED Tectonic Engineering & Surveying Consultants P.C. 70 Pleasant Hill Road, PO Box 37 Mountainville, NY 10953		INSURER(S) AFFORDING COVERAGE	
		INSURER A: Zurich American Insurance Co	
		INSURER B: James River Insurance Co	
		INSURER C: Evanston Insurance Company	
		INSURER D: Allied World Surplus Lines Ins	
		INSURER E: Continental Casualty Company	
		INSURER F: The State Insurance Fund	

COVERAGES

CERTIFICATE NUMBER: 17-18

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	ADDITIONAL INSURER	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	<input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR GEN'L AGGREGATE LIMIT APPLIES PER: <input type="checkbox"/> POLICY <input checked="" type="checkbox"/> PROJECT <input checked="" type="checkbox"/> LOC OTHER:		GLO027975900	04/08/2017	09/20/2017	EACH OCCURRENCE \$2,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$300,000 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 \$
E	AUTOMOBILE LIABILITY <input checked="" type="checkbox"/> ANY AUTO <input type="checkbox"/> ALL OWNED AUTOS <input checked="" type="checkbox"/> HIRED AUTOS <input type="checkbox"/> SCHEDULED AUTOS <input checked="" type="checkbox"/> NON-OWNED AUTOS		5095026985	09/20/2016	09/20/2017	COMBINED SINGLE LIMIT (Ea accident) \$1,000,000 BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$ \$
B	UMBRELLA LIAB <input checked="" type="checkbox"/> OCCUR <input checked="" type="checkbox"/> EXCESS LIAB <input type="checkbox"/> CLAIMS-MADE		000767520	04/08/2017	09/20/2017	EACH OCCURRENCE \$5,000,000 AGGREGATE \$5,000,000
C	DED <input checked="" type="checkbox"/> RETENTION \$0		MKLV1EUE100162	04/08/2017	09/20/2017	Each Occ/Agg \$5M/\$5M
F	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? <input checked="" type="checkbox"/> N (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below	N/A	W23440720 (NY)	09/20/2016	09/20/2017	<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	Professional Liab Incl. Pollution		03106515	04/08/2017	09/20/2018	Per Claim \$5,000,000 Aggregate \$10,000,000

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

County of Nassau, its officers and employees are named as Additional Insureds on the above referenced liability policies with the exception of workers compensation & professional liability where required by written contract.

Waiver of Subrogation is applicable where required by written contract & allowed by law.

The above referenced liability policies with the exception of professional liability are primary & non (See Attached Descriptions)

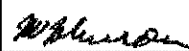
CERTIFICATE HOLDER

CANCELLATION

Nassau County
 1550 Franklin Avenue
 Mineola, NY 11501

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



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DESCRIPTIONS (Continued from Page 1)

contributory where required by written contract.

Should any of the above described policies be cancelled by the issuing insurer before the expiration date thereof, 30 days' written notice (except 10 days for nonpayment of premium) will be provided to the Certificate Holder.

AMENDMENT NO. 1 (Term Extension and Budget Increase)

THIS AMENDMENT, dated as of June 1, 2017 (together with the schedules, appendices, attachments and exhibit, in any, this "Amendment"), is entered into by and between (i) Nassau County, a municipal corporation having its principal office at 1550 Franklin Avenue, Mineola, New York 11501 (the "County") acting for and on behalf of the County Office of Emergency Management, having its principal office at 510 Grumman Road West, Bethpage, New York 11714 (the "Department"), and (ii) Tectonic Engineering & Surveying Consultants P.C., a corporation authorized to do business in the State of New York, having its principal office at 70 Pleasant Hill Road, Mountainville, New York 10953 (the "Contractor").

WITNESSETH:

WHEREAS, pursuant to County contract number COEM14000002 between the County and the Contractor, executed on behalf of the County on December 9, 2014 (the "Original Agreement"), the Contractor performs certain professional planning services which are more fully described in the Original Agreement (the services contemplated by the Original Agreement, the "Services"); and

WHEREAS, the term of the Original Agreement is from December 9, 2014 through December 8, 2016 with an option to renew the contract for three (3) additional one (1) year periods (the "Original Term"); and

WHEREAS, the maximum amount that the County agreed to reimburse the Contractor for Services under the agreement, as full compensation for the Services, is Eighty Two Thousand Four Hundred Dollars (\$82,400.00) (the "Maximum Amount"); and

WHEREAS, the County and the Contractor desire to extend the Original Term and increase the Maximum Amount under this Agreement in order for the Contractor to provide additional professional planning services;

NOW, THEREFORE, in consideration of the premises and mutual covenants contained in this Amendment, the parties agree as follows:

1. Term Extension. The Original Term shall be extended by two (2) years so that the termination date of the Original Agreement, as amended by this Amendment (the "Amended Agreement"), shall be December 8, 2018.

2. Maximum Amount. The Maximum Amount in the Original Agreement shall be increased by Twenty Eight Thousand Dollars (\$28,000.00) (the "Amendment Maximum Amount") so that the Maximum Amount that the County shall pay to the Contractor as full consideration for all Services provided under the Amended Agreement shall be One Hundred and Ten Thousand Four Hundred Dollars (\$110,400.00) (the "Amended Maximum Amount").

3. Budget. The budget attached as the final page of the Original Agreement is amended to appear in its entirety as set forth in Exhibit C attached hereto (such amended budget, the "Amended Budget").


4. Services. The services ("Services") to be provided by the contractor shall be in accordance to Task 6 of the original contract and adhere to the pricing submitted with the original contract as Exhibit D. Exhibit E and Exhibit F attached hereto describe the scope of work and the contractual staffing required.

5. Full Force and Effect. All terms and conditions of the Original Agreement not expressly amended by this Amendment shall remain in full force and effect and govern the relationship of the parties for the term of the Amended Agreement.

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IN WITNESS WHEREOF, the Contractor and the County have executed this
Agreement as of the date first above written.

TECTONIC ENGINEERING & SURVEYING
CONSULTANTS P.C.

By: 
Name: Edward F. Maffella
Title: Vice President
Date: 6/14/17

NASSAU COUNTY

By: _____
Name: _____
Title: County Executive
Date: _____

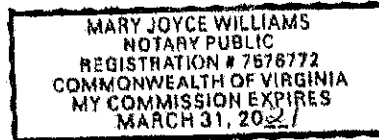
PLEASE EXECUTE IN BLUE INK

STATE OF Virginia)
)ss.:
COUNTY OF Henrico)

On the 14th day of June in the year 2017 before me personally came Edward F. Mitella to me personally known, who, being by me duly sworn, did depose and say that he or she resides in the County of Henrico; that he or she is the Vice President of Tectonic Engineering, the corporation described herein and which executed the above instrument; and that he or she signed his or her name thereto by authority of the board of directors of said corporation.

NOTARY PUBLIC

Mary Joyce Williams



STATE OF NEW YORK)
)ss.:
COUNTY OF NASSAU)

On the ____ day of _____ in the year 20__ before me personally came _____ to me personally known, who, being by me duly sworn, did depose and say that he or she resides in the County of _____; that he or she is the County Executive of the County of Nassau, the municipal corporation described herein and which executed the above instrument; and that he or she signed his or her name thereto pursuant to Section 205 of the County Government Law of Nassau County.

NOTARY PUBLIC

Appendix L

Certificate of Compliance

In compliance with Local Law 1-2006, as amended (the "Law"), Counsel hereby certifies the following:

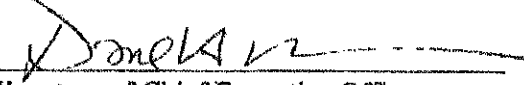
1. The chief executive officer of Contractor is:
Donald A. Benvie, P.E.
Tectonic Engineering & Surveying Consultants P.C. (Name)
PO Box 37, 70 Pleasant Hill Rd., Mountainville, NY 10953 (Address)
845-534-5959 (Telephone Number)
2. The Contractor agrees to either (1) comply with the requirements of the Nassau County Living Wage Law or (2) as applicable, obtain a waiver of the requirements of the Law pursuant to section 9 of the Law. In the event that the Contractor does not comply with the requirements of the Law or obtain a waiver of the requirements of the Law, and such Contractor establishes to the satisfaction of the Department that at the time of execution of this Agreement, it had a reasonable certainty that it would receive such waiver based on the Law and Rules pertaining to waivers, the County will agree to terminate the contract without imposing costs or seeking damages against the Contractor
3. In the past five years, Contractor _____ has X has not been found by a court or a government agency to have violated federal, state, or local laws regulating payment of wages or benefits, labor relations, or occupational safety and health. If a violation has been assessed against the Contractor, describe below:

4. In the past five years, an administrative proceeding, investigation, or government body-initiated judicial action _____ has X has not been commenced against or relating to the Contractor in connection with federal, state, or local laws regulating payment of wages or benefits, labor relations, or occupational safety and health. If such a proceeding, action, or investigation has been commenced, describe below:

5. Contractor agrees to permit access to work sites and relevant payroll records by authorized County representatives for the purpose of monitoring compliance with the Living Wage Law and investigating employee complaints of noncompliance.

I hereby certify that I have read the foregoing statement and, to the best of my knowledge and belief, it is true, correct and complete. Any statement or representation made herein shall be accurate and true as of the date stated below.

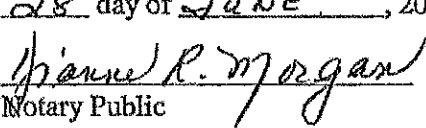
June 28, 2017
Dated


Signature of Chief Executive Officer

Donald A. Benvie, P.E.
Name of Chief Executive Officer

Sworn to before me this

28 day of JUNE, 2017.


Notary Public

DIANNE R. MORGAN
NOTARY PUBLIC-STATE OF NEW YORK
No. 01MO5009211
Qualified in Orange County
My Commission Expires March 08, 2019

Appendix EE

Equal Employment Opportunities for Minorities and Women

The provisions of this Appendix EE are hereby made a part of the document to which it is attached.

The Contractor shall comply with all federal, State and local statutory and constitutional anti-discrimination provisions. In addition, Local Law No. 14-2002, entitled "Participation by Minority Group Members and Women in Nassau County Contracts," governs all County Contracts as defined herein and solicitations for bids or proposals for County Contracts. In accordance with Local Law 14-2002:

(a) The Contractor shall not discriminate against employees or applicants for employment because of race, creed, color, national origin, sex, age, disability or marital status in recruitment, employment, job assignments, promotions, upgradings, demotions, transfers, layoffs, terminations, and rates of pay or other forms of compensation. The Contractor will undertake or continue existing programs related to recruitment, employment, job assignments, promotions, upgradings, transfers, and rates of pay or other forms of compensation to ensure that minority group members and women are afforded equal employment opportunities without discrimination.

(b) At the request of the County contracting agency, the Contractor shall request each employment agency, labor union, or authorized representative of workers with which it has a collective bargaining or other agreement or understanding, to furnish a written statement that such employment agency, union, or representative will not discriminate on the basis of race, creed, color, national origin, sex, age, disability, or marital status and that such employment agency, labor union, or representative will affirmatively cooperate in the implementation of the Contractor's obligations herein.

(c) The Contractor shall state, in all solicitations or advertisements for employees, that, in the performance of the County Contract, all qualified applicants will be afforded equal employment opportunities without discrimination because of race, creed, color, national origin, sex, age, disability or marital status.

(d) The Contractor shall make best efforts to solicit active participation by certified minority or women-owned business enterprises ("Certified M/WBEs") as defined in Section 101 of Local Law No. 14-2002, for the purpose of granting of Subcontracts.

(e) The Contractor shall, in its advertisements and solicitations for Subcontractors, indicate its interest in receiving bids from Certified M/WBEs and the requirement that Subcontractors must be equal opportunity employers.

(f) Contractors must notify and receive approval from the respective Department Head prior to issuing any Subcontracts and, at the time of requesting such authorization, must submit a signed Best Efforts Checklist.

(g) Contractors for projects under the supervision of the County's Department of Public Works shall also submit a utilization plan listing all proposed Subcontractors so that, to the greatest extent feasible, all Subcontractors will be approved prior to commencement of work. Any additions or changes to the list of subcontractors under the utilization plan shall be approved by the Commissioner of the Department of Public Works when made. A copy of the utilization plan any additions or changes thereto shall be submitted by the Contractor to the Office of Minority Affairs simultaneously with the submission to the Department of Public Works.

(h) At any time after Subcontractor approval has been requested and prior to being granted, the contracting agency may require the Contractor to submit Documentation Demonstrating Best Efforts to Obtain Certified Minority or Women-owned Business Enterprises. In addition, the contracting agency may require the Contractor to submit such documentation at any time after Subcontractor approval when the contracting agency has reasonable cause to believe that the existing Best Efforts Checklist may be inaccurate. Within ten working days (10) of any such request by the contracting agency, the Contractor must submit Documentation.

(i) In the case where a request is made by the contracting agency or a Deputy County Executive acting on behalf of the contracting agency, the Contractor must, within two (2) working days of such request, submit evidence to demonstrate that it employed Best Efforts to obtain Certified M/WBE participation through proper documentation.

(j) Award of a County Contract alone shall not be deemed or interpreted as approval of all Contractor's Subcontracts and Contractor's fulfillment of Best Efforts to obtain participation by Certified M/WBEs.

(k) A Contractor shall maintain Documentation Demonstrating Best Efforts to Obtain Certified Minority or Women-owned Business Enterprises for a period of six (6) years. Failure to maintain such records shall be deemed failure to make Best Efforts to comply with this Appendix EE, evidence of false certification as M/WBE compliant or considered breach of the County Contract.

(l) The Contractor shall be bound by the provisions of Section 109 of Local Law No. 14-2002 providing for enforcement of violations as follows:

1) Upon receipt by the Executive Director of a complaint from a contracting agency that a County Contractor has failed to comply with the provisions of Local Law No. 14-2002, this Appendix EE or any other contractual provisions included in furtherance of Local Law No. 14-2002, the Executive Director will try to resolve the matter.

2) If efforts to resolve such matter to the satisfaction of all parties are unsuccessful, the Executive Director shall refer the matter, within thirty days (30) of receipt of the complaint, to the American Arbitration Association for proceeding thereon.

3) Upon conclusion of the arbitration proceedings, the arbitrator shall submit to the Executive Director his recommendations regarding the imposition of sanctions, fines or penalties. The Executive Director shall either (i) adopt the recommendation of the arbitrator (ii) determine that no sanctions, fines or penalties should be imposed or (iii) modify the recommendation of the arbitrator, provided that such modification shall not expand upon any sanction recommended or impose any new sanction, or increase the amount of any recommended fine or penalty. The Executive Director, within ten days (10) of receipt of the arbitrators award and recommendations, shall file a determination of such matter and shall cause a copy of such determination to be served upon the respondent by personal service or by certified mail return receipt requested. The award of the arbitrator, and the fines and penalties imposed by the Executive Director, shall be final determinations and may only be vacated or modified as provided in the civil practice law and rules ("CPLR").

(m) The contractor shall provide contracting agency with information regarding all subcontracts awarded under any County Contract, including the amount of compensation paid to each Subcontractor and shall complete all forms provided by the Executive Director or the Department Head relating to subcontractor utilization and efforts to obtain M/WBE participation.

Failure to comply with provisions (a) through (m) above, as ultimately determined by the Executive Director, shall be a material breach of the contract constituting grounds for immediate termination. Once a final determination of failure to comply has been reached by the Executive Director, the determination of whether to terminate a contract shall rest with the Deputy County Executive with oversight responsibility for the contracting agency.

Provisions 1), 2) and 3) shall not be binding upon Contractors or Subcontractors in the performance of work or the provision of services or any other activity that are unrelated, separate, or distinct from the County Contract as expressed by its terms.

The requirements of the provisions 1), 2) and 3) shall not apply to any employment or application for employment outside of this County or solicitations or advertisements therefor or any existing programs of affirmative action regarding employment outside of this County and the effect of contract provisions required by these provisions 1), 2) and 3) shall be so limited.

The Contractor shall include provisions 1), 2) and 3) in every Subcontract in such a manner that these provisions shall be binding upon each Subcontractor as to work in connection with the County Contract.

As used in this Appendix EE the term "Best Efforts Checklist" shall mean a list signed by the Contractor, listing the procedures it has undertaken to procure Subcontractors in accordance with this Appendix EE.

As used in this Appendix EE the term "County Contract" shall mean (i) a written agreement or purchase order instrument, providing for a total expenditure in excess of twenty-five thousand dollars (\$25,000), whereby a County contracting agency is committed to expend or does expend funds in return for labor, services, supplies, equipment, materials or any combination of the foregoing, to be performed for, or rendered or furnished to the County; or (ii) a written agreement in excess of one hundred thousand dollars (\$100,000), whereby a County contracting agency is committed to expend or does expend funds for the acquisition, construction, demolition, replacement, major repair or renovation of real property and improvements thereon. However, the term "County Contract" does not include agreements or orders for the following services: banking services, insurance policies or contracts, or contracts with a County contracting agency for the sale of bonds, notes or other securities.

As used in this Appendix EE the term "County Contractor" means an individual, business enterprise, including sole proprietorship, partnership, corporation, not-for-profit corporation, or any other person or entity other than the County, whether a contractor, licensor, licensee or any other party, that is (i) a party to a County Contract, (ii) a bidder in connection with the award of a County Contract, or (iii) a proposed party to a County Contract, but shall not include any Subcontractor.

As used in this Appendix EE the term "County Contractor" shall mean a person or firm who will manage and be responsible for an entire contracted project.

As used in this Appendix EE "Documentation Demonstrating Best Efforts to Obtain Certified Minority or Women-owned Business Enterprises" shall include, but is not limited to the following:

1) Proof of having advertised for bids, where appropriate, in minority publications, trade newspapers/notices and magazines, trade and union publications, and publications of general circulation in Nassau County and surrounding areas or having verbally solicited M/WBEs whom the County Contractor reasonably believed might have the qualifications to do the work. A copy of the advertisement, if used, shall be included to demonstrate that it contained language indicating that the County Contractor welcomed bids and quotes from M/WBE Subcontractors. In addition, proof of the date(s) any such advertisements appeared must be included in the Best Effort Documentation. If verbal solicitation is used, a County Contractor's affidavit with a notary's signature and stamp shall be required as part of the documentation.

- 2) Proof of having provided reasonable time for M/WBE Subcontractors to respond to bid opportunities according to industry norms and standards. A chart outlining the schedule/time frame used to obtain bids from M/WBEs is suggested to be included with the Best Effort Documentation.
- 3) Proof or affidavit of follow-up of telephone calls with potential M/WBE subcontractors encouraging their participation. Telephone logs indicating such action can be included with the Best Effort Documentation.
- 4) Proof or affidavit that M/WBE Subcontractors were allowed to review bid specifications, blue prints and all other bid/RFP related items at no charge to the M/WBEs, other than reasonable documentation costs incurred by the County Contractor that are passed onto the M/WBE.
- 5) Proof or affidavit that sufficient time prior to making award was allowed for M/WBEs to participate effectively, to the extent practicable given the timeframe of the County Contract.
- 6) Proof or affidavit that negotiations were held in good faith with interested M/WBEs, and that M/WBEs were not rejected as unqualified or unacceptable without sound business reasons based on (1) a thorough investigation of M/WBE qualifications and capabilities reviewed against industry custom and standards and (2) cost of performance. The basis for rejecting any M/WBE deemed unqualified by the County Contractor shall be included in the Best Effort Documentation.
- 7) If an M/WBE is rejected based on cost, the County Contractor must submit a list of all sub-bidders for each item of work solicited and their bid prices for the work.
- 8) The conditions of performance expected of Subcontractors by the County Contractor must also be included with the Best Effort Documentation.
- 9) County Contractors may include any other type of documentation they feel necessary to further demonstrate their Best Efforts regarding their bid documents.

As used in this Appendix EE the term "Executive Director" shall mean the Executive Director of the Nassau County Office of Minority Affairs; provided, however, that Executive Director shall include a designee of the Executive Director except in the case of final determinations issued pursuant to Section (a) through (l) of these rules.

As used in this Appendix EE the term "Subcontract" shall mean an agreement consisting of part or parts of the contracted work of the County Contractor.

As used in this Appendix EE, the term "Subcontractor" shall mean a person or firm who performs part or parts of the contracted work of a prime contractor providing services, including construction services, to the County pursuant to a county contract. Subcontractor shall include a person or firm that provides labor, professional or other services, materials or supplies to a prime contractor that are necessary for the prime contractor to fulfill its obligations to provide services to the County pursuant to a county contract. Subcontractor shall not include a supplier of materials to a contractor who has contracted to provide goods but no services to the County, nor a supplier of incidental

materials to a contractor, such as office supplies, tools and other items of nominal cost that are utilized in the performance of a service contract.

Provisions requiring contractors to retain or submit documentation of best efforts to utilize certified subcontractors and requiring Department head approval prior to subcontracting shall not apply to inter-governmental agreements. In addition, the tracking of expenditures of County dollars by not-for-profit corporations, other municipalities, States, or the federal government is not required.

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EXHIBIT C

ORIGINAL BUDGET/PAYMENT SCHEDULE

Nassau County CEMP Update	Total
Completion of Task 1 and Task 2:	\$20,000.00
Completion of Task 3:	\$20,000.00
Completion of Task 4:	\$20,000.00
Completion of Task 5:	\$22,400.00
Total of all payments:	\$82,400.00

AMENDED BUDGET

OBLIGATION BUDGET CONTROL CENTER SUMMARY

FUND	DEPARTMENT	EM	NUMIS CODE	FISCAL YEAR
	TECTONIC ENGINEERING AND SURVEYING CONSULTANTS P.C. 70 Pleasant Hill Road, Mountainville, New York 10953			2017

OBJ CLASS	OBLIGATIONS	ORIGINAL TOTAL	AMENDMENT 1-Jul	REVISED	(name & number)			
	Personal Service			-				
AA	Salaries			-				
AB	Fringe Benefits			-				
	Subtotal	-	-	-				
	Other Than Personnel Service							
BB	Equipment			-				
CC	Materials & Supplies			-				
DD	General Expenses			-				
DE	Contractual Services	82,400.00	28,000.00	110,400.00				
DF	Utilities			-				
HH	Interfund Charges			-				
	Subtotal	82,400.00	28,000.00	110,400.00				
	All Other							
	TOTAL OBLIGATIONS	82,400.00	28,000.00	110,400.00				

EXHIBIT D

Tectonic Engineering GSA Contract No. GS00F015BA

SOLICITATION/CONTRACT/ORDER FOR COMMERCIAL ITEMS OFFEROR TO COMPLETE BLOCKS 12, 17, 23, 24, & 30				1. REQUISITION NUMBER	PAGE 1 OF
2. CONTRACT NO. GS00F015BA	3. AWARD/EFFECTIVE DATE 12 Sep 2014	4. ORDER NUMBER	5. SOLICITATION NUMBER FC000CORP0000C -- REFRESH #17	6. SOLICITATION ISSUE DATE 20 Jun 2013	
7. FOR SOLICITATION INFORMATION CALL:	a. NAME GSA, MANAGEMENT SERVICES CTR		b. TELEPHONE NUMBER (No collect calls)	8. OFFER DUE DATE/LOCAL TIME	
9. ISSUED BY GSA, MANAGEMENT SERVICES CTR 400 15TH ST, SW RM 2757 (AQSA) AUBURN, WA, 98001	CODE	10. THIS ACQUISITION IS <input checked="" type="checkbox"/> UNRESTRICTED <input type="checkbox"/> SET ASIDE: % FOR <input type="checkbox"/> SMALL BUSINESS <input type="checkbox"/> HUBZONE SMALL BUSINESS <input type="checkbox"/> (SIA) NAICS: SIZE STANDARD:		11. DELIVERY FOR FOB DESTINATION UNLESS BLOCK IS MARKED <input checked="" type="checkbox"/> SEE SCHEDULE <input type="checkbox"/> 13a. THIS CONTRACT IS A RATED ORDER UNDER DPAS (15 CFR 700)	12. DISCOUNT TERMS
16. DELIVER TO ORDERING AGENCY	CODE	16. ADMINISTERED BY SEE BLOCK 9		CODE	
17a. CONTRACTOR/OFFEROR TECTONIC ENGINEERING & SURVEYING CONSULTANTS 70 PLEASANT HILL RD MOUNTAINVILLE, NY, 109530000 DUNS Number : 184603124 TELEPHONE NO.	CODE	FACILITY CODE	18a. PAYMENT WILL BE MADE BY PCORDERING AGENCY		
<input type="checkbox"/> 17b. CHECK IF REMITTANCE IS DIFFERENT AND PUT SUCH ADDRESS IN OFFER			18b. SUBMIT INVOICES TO ADDRESS SHOWN IN BLOCK 18a UNLESS BLOCK BELOW IS CHECKED <input type="checkbox"/> SEE ADDENDUM		
19. ITEM NO.	20. SCHEDULE OF SUPPLIES/SERVICES		21. QUANTITY	22. UNIT	23. UNIT PRICE
	Consolidated Solicitation				
(Use Reverse and/or Attach Additional Sheets as Necessary)					
25. ACCOUNTING AND APPROPRIATION DATA				26. TOTAL AWARD AMOUNT (For Govt. Use Only)	
<input checked="" type="checkbox"/> 27a. SOLICITATION INCORPORATES BY REFERENCE FAR 52.212-1, 52.212-4, FAR 52.212-3 AND 52.212-5 ARE ATTACHED. ADDENDA				ARE <input type="checkbox"/> ARE NOT ATTACHED	
<input type="checkbox"/> 27b. CONTRACT/PURCHASE ORDER INCORPORATES BY REFERENCE FAR 52.212-4, FAR 52.212-5 IS ATTACHED. ADDENDA				ARE <input type="checkbox"/> ARE NOT ATTACHED	
<input type="checkbox"/> 28. CONTRACTOR IS REQUIRED TO SIGN THIS DOCUMENT AND RETURN COPIES TO ISSUING OFFICE. CONTRACTOR AGREES TO FURNISH AND DELIVER ALL ITEMS SET FORTH OR OTHERWISE IDENTIFIED ABOVE AND ON ANY ADDITIONAL SHEETS SUBJECT TO THE TERMS AND CONDITIONS SPECIFIED HEREIN.				29. AWARD OF CONTRACT: REF. OFFER DATED _____, YOUR OFFER ON SOLICITATION (BLOCK 6), INCLUDING ANY ADDITIONS OR CHANGES WHICH ARE SET FORTH HEREIN, IS ACCEPTED AS TO ITEMS;	
30a. SIGNATURE OF OFFEROR/CONTRACTOR Dated & Signed: _____ Dated: _____			31a. UNITED STATES OF AMERICA (SIGNATURE OF CONTRACTING OFFICER) Yvonne J. Salas GSA/FSB on 09/09/2014		
30b. NAME AND TITLE OF SIGNER (Type or print) See Above		30c. DATE SIGNED	31b. NAME OF CONTRACTING OFFICER (Type or print) See Above		31c. DATE SIGNED

AUTHORIZED FOR LOCAL REPRODUCTION
PREVIOUS EDITION IS NOT USABLE

STANDARD FORM 1449 (REV. 4/2003)
Prescribed by GSA - FAR (48 CFR) 53.212

EXHIBIT D (continued)

SF1449 CONTINUATION SHEET

Page 1A

Tectonic Engineering & Surveying Consultants, 70 Pleasant Hill Road, P.O. Box 37, Mountainville, NY 10953 0037

Contract Number: (See Block 2 on SF1449)

Contract Period: (See Block 3 on SF1449), effective through five years

Tectonic Engineering & Surveying Consultants final proposal revision letter dated 8/8/2014 and related documents are incorporated and made part of this contract.

- Pursuant to FAR Clause 52.219-9, Tectonic Engineering & Surveying Consultants Small Business Subcontracting Plan dated 9/4/2013, approved by Yvonne J. Salas, Contracting Officer, 9/24/2013 is incorporated into this contract.
- Tectonic Engineering & Surveying Consultants agrees to incorporate clause CP-FSS-2 Significant Changes for Consolidated Schedule Refresh 18 into this contract (see Significant Changes below)

Tectonic Engineering & Surveying Consultants final awarded labor categories and prices are listed below (position descriptions follow below). The final awarded prices include the required .75% Industrial Funding Fee (IFF).

Item	SIN	Awarded Labor Category	Min Edu	Min Exp	Site	Year 1
1	C871-7; C871-210; C899-1; C899-7	Project Executive Director	Masters	20	Contractor	\$185.94
2	C871-7; C871-210; C899-1; C899-7	Project Manager II	Masters	12	Contractor	\$174.25
3	C871-7; C871-210; C899-1; C899-7	Project Manager I	Bachelors	7	Contractor	\$132.95
4	C871-7; C871-210; C899-1	Engineer - Specialist II	Masters	10	Contractor	\$160.65
5	C871-7; C871-210; C899-1	Engineer - Specialist I	Masters	5	Contractor	\$130.03
6	C871-7	Senior Engineer	Bachelors	12	Contractor	\$129.68
7	C871-7	Staff Engineer	Bachelors	3	Contractor	\$92.27
8	C871-7	Project Engineer	Bachelors	7	Contractor	\$120.83
9	C871-7	Sr. Designer	Bachelors	10	Contractor	\$88.71
10	C871-7; C871-210; C899-1	Senior Engineering Technician***	High School	5	Contractor	\$69.42
11	C871-7; C871-210; C899-1; C899-7	Environmental Technician***	Bachelors	3	Contractor	\$71.01
12	C871-7	Supervising Construction	Masters	15	Contractor	\$156.02

EXHIBIT D (continued)

		Engineer				
13	C871-7	Resident Engineer	Bachelors	12	Contractor	\$137.02
14	C871-7; C899-1	Office Engineer	Bachelors	6	Contractor	\$107.41
15	C871-7	Assistant Office Engineer	Bachelors	4	Contractor	\$94.78
16	C871-7; C871-210; C899-1; C899-7	Survey Party Chief***	High School	5	Contractor	\$88.76
17	C871-7; C871-210; C899-1; C899-7	Instrument Person***	High School	1	Contractor	\$73.31

Service Contract Act: The Service Contract Act (SCA) is applicable to this contract and it includes SCA eligible labor categories. The prices for the cited SCA labor categories are based on the U.S. Department of Labor Wage Determination Number(s) identified in the SCA matrix below. The prices offered are based on the preponderance of where work is performed and should the contractor perform in an area with lower SCA rates, resulting in lower wages being paid, the task order prices will be discounted accordingly.

SCA Eligible Labor Category	SCA Equivalent Code Title	Wage Determination No
Senior Engineering Technician	30040 Civil Engineering Technician	2005-2379 Revision 12
Environmental Technician	30090 Environmental Technician	2005-2379 Revision 12
Survey Party Chief	99830 Survey Party Chief (Chief of Party)	2005-2379 Revision 12
Instrument Person	99832 Surveying Technician (Instrument Person)	2005-2379 Revision 12

Discounts: Tectonic Engineering & Surveying Consultants submitted pricing based on its commercial market prices effective 8/8/2014. The Government prices, excluding the required .75% IFF, terms and conditions are better than those sold to its most favored customer(s). "See Attachment 1 - Proposal PriceList (PPL) spreadsheet attached to this SF 1449." The MPC(s) receive discounts ranging from 5% to 22.8% off Tectonic Engineering & Surveying Consultants commercial market prices. Tectonic Engineering & Surveying Consultants is offering GSA prices (excluding the required .75% IFF) that are discounted from 7.3% to 30.6% off Tectonic Engineering & Surveying Consultants commercial market prices.

Basis of Award: In accordance with clause 552.238-75 Price Reductions, "All commercial customers who receive 0% discounts off of Tectonic Engineering & Surveying Consultants PC's commercial market prices and Tectonics' Most Favored Customers, who receive the discounts identified on the Proposed Price List (PPL) spreadsheet, labeled as Attachment 1, contained in its Final Proposal Revisions" and as attached to this SF 1449, are the basis of award (BOA) customers. GSA prices excluding the required .75% IFF are at least 2.1% less than the prices offered/sold to the MFC/BOA.

Economic price adjustments (EPA): EPA will be in accordance with clause I-FSS-969 Economic Price Adjustment-FSS Multiple Award Schedules (b)(2). Adjustments based on a market indicator have been awarded. The awarded market indicator is The Bureau of Labor Statistics Employment Cost Index (ECI), Table 5: Compensation - Not Seasonally Adjusted - Employment Cost Index for Total Compensation, for Private Industry Workers, by Occupational Group and Industry, for Occupational Group: "Professional,

EXHIBIT D (continued)

scientific, and technical services." Price adjustments are not automatic and must be completed by a contract modification.

SIN(s) / Recovery SIN(s) Awarded:

SIN	Recovery	SIN Description
C871 7	C871 7RC	Construction Management and Engineering Consulting Services Related to Real Property
C871 210	C871 210RC	Water Conservation Services
C899 7	C899 7RC	Geographic Information Systems (GIS) Services
C899 1	C899 1RC	Environmental Consulting Services

Maximum Order: \$1,000,000.00

Minimum Order: \$100.00

Prompt Payment Discount: Net 30 days

Quantity Discount: Three types of Quantity Discounts are available and shown below:

1.5% discount for any individual task order within \$250,000 - \$500,000

2.5% discount for any individual task order that exceeds \$500,000

If a task order is initially in an amount less than \$250,000, but is subsequently amended to exceed that amount, Tectonic will apply the appropriate Quantity Discount starting in the first full month after which the amendment takes place. Tectonic will not apply the Quantity Discount retroactively. Only one Quantity Discount (either 1.5% or 2.5%) will apply at any time; these discounts are not additive.

Geographic Coverage: FOB Destination, Domestic only delivery, with the exact time to be specified on individual Delivery/Task Orders.

Licensing fees: If any, are to be negotiated between the contractor and the individual customer agencies.

Tectonic Engineering & Surveying Consultants possesses an adequate and auditable labor hour recording and invoicing system capable of fully supporting labor hour invoices; therefore, the firm is approved to accept both Labor-Hour and Firm-Fixed-Price Delivery/Task Orders from authorized agencies under this contract

PLEASE NOTE: Pursuant to Clause 552.238-74, the Contractor must report the quarterly dollar value of sales under the contract by calendar quarter on electronic GSA Form 72A, Contractor's Report of Sales, to the FSS Vendor Support Center (VSC) Website at Internet, <http://VSC.gsa.gov>. If no sales occur, the contractor must show zero on the report.

PLEASE NOTE: Pursuant to Clause 552.243-72, Modifications, additional instructions on modification submissions can be found at "www.gsa.gov/Consolidated" by clicking on "Modification Instructions." Schedule contractors are expected to read the modification instructions in their entirety before submitting any requests to modify their Schedule contract. The instructions outline the information that must be submitted in order to avoid the rejection of a modification request. GSA will only consider modification requests from contractors who are in compliance with the terms and conditions of their contract. Prior to submitting a modification request, a Schedule contractor must ensure that its GSA Advantage text file and catalog file, CCR and ORCA registrations are current and accurate and all mandatory mass modifications have been accepted. GSA will only accept modification requests submitted via the eMod website, which is located at <http://www.eoffer.gsa.gov/>.

EXHIBIT D (continued)

READ CONTRACT CAREFULLY: This award covers indefinite quantities of products and/or services. No performance or delivery is required until order(s) are received. This contract shall only be used for the services listed (see Scope of Work). Inappropriate use of the contract for other than Consolidated Services may subject the contractor/customer agency to penalties provided by statute or regulation.

SIGNIFICANT CHANGES

CP-FSS-2 SIGNIFICANT CHANGES (OCT 1988)

The attention of offeror is invited to the following changes made since the issuance of the last solicitation for the supplies/services covered herein:

The deleted regulation(s) from previous refresh are listed below

Number Title Clause/Provision

52.247-64 - PREFERENCE FOR PRIVATELY OWNED U.S.—FLAG COMMERCIAL VESSELS (FEB 2006) (ALTERNATE I—APR 2003) - Clause
552.243-72 - MODIFICATIONS (MULTIPLE AWARD SCHEDULE) (JUL 2000) (DEVIATION I - SEP 2010) - Clause
SCP-FSS-001 - GENERAL PROPOSAL SUBMISSION INSTRUCTIONS (FEB 2012) (ALTERNATE I -- DEC 2010) - Provision
SCP-FSS-002 - SPECIFIC PROPOSAL SUBMISSION INSTRUCTIONS (FEB 2012) (ALTERNATE I -- DEC 2010) - Provision
52.232-99 - PROVIDING ACCELERATED PAYMENT TO SMALL BUSINESS SUBCONTRACTORS (DEVIATION) (AUG 2012) - Clause

The added regulation(s) in new refresh are listed below

Number Title Clause/Provision

52.222-17 - NONDISPLACEMENT OF QUALIFIED WORKERS (JAN 2013) - Clause
52.203-17 - CONTRACTOR EMPLOYEE WHISTLEBLOWER RIGHTS AND REQUIREMENT TO INFORM EMPLOYEES OF WHISTLEBLOWER RIGHTS (SEP 2013) - Clause
52.204-13 - SERVICE CONTRACT REPORTING REQUIREMENTS FOR INDEFINITE-DELIVERY CONTRACTS (JAN 2014) - Clause
52.232-40 - PROVIDING ACCELERATED PAYMENTS TO SMALL BUSINESS SUBCONTRACTORS (DEC 2013) - Clause
SCP-FSS-001 - INSTRUCTIONS APPLICABLE TO ALL OFFERORS (MAR 2014) - Provision
SCP-FSS-002 - SPECIFIC PROPOSAL INSTRUCTIONS FOR SERVICES (MAR 2014) - Provision
SCP-FSS-003 - SPECIFIC PROPOSAL INSTRUCTIONS FOR PRODUCTS (MAR 2014) - Provision
552.238-81 - MODIFICATIONS (FEDERAL SUPPLY SCHEDULE) (APR 2014) (ALTERNATE I -- APR 2014) - Clause

The updated regulation(s) in new refresh are listed below

Number Title Clause/Provision

52.232-33 - PAYMENT BY ELECTRONIC FUNDS TRANSFER -- SYSTEM FOR AWARD MANAGEMENT (JUL 2013) - Clause
L-FSS-600 - CONTRACT PRICE LISTS (OCT 2013) - Clause
52.232-34 - PAYMENT BY ELECTRONIC FUNDS TRANSFER--OTHER THAN SYSTEM FOR AWARD MANAGEMENT (JUL 2013) (DEVIATION I - FEB 2007) - Clause
CI-FSS-151 - ADDITIONAL EVALUATION FACTORS FOR AWARD (MAR 2014) - Clause
52.232-36 - PAYMENT BY THIRD PARTY (JUL 2013) (DEVIATION I -- MAY 2003) - Clause
52.219-8 - UTILIZATION OF SMALL BUSINESS CONCERNS (JUL 2013) - Clause
52.219-9 - SMALL BUSINESS SUBCONTRACTING PLAN (JUL 2013) (ALTERNATE II -- OCT 2001) - Clause
52.209-6 - PROTECTING THE GOVERNMENT'S INTEREST WHEN SUBCONTRACTING WITH CONTRACTORS DEBARRED, SUSPENDED, OR PROPOSED FOR DEBARMENT (AUG 2013) - Clause
52.209-7 - INFORMATION REGARDING RESPONSIBILITY MATTERS (JUL 2013) - Provision
52.209-9 - UPDATES OF PUBLICLY AVAILABLE INFORMATION REGARDING RESPONSIBILITY MATTERS (JUL 2013) - Clause
52.212-1 - INSTRUCTIONS TO OFFERORS -- COMMERCIAL ITEMS (JUL 2013) - Provision
52.212-4 - CONTRACT TERMS AND CONDITIONS--COMMERCIAL ITEMS (SEP 2013) (DEVIATION I -- FEB 2007) - Clause
52.202-1 - DEFINITIONS (NOV 2013) - Clause
52.219-29 - NOTICE OF SET-ASIDE FOR ECONOMICALLY DISADVANTAGED WOMEN-OWNED SMALL BUSINESS CONCERNS (JUL 2013) - Clause
52.219-30 - NOTICE OF SET-ASIDE FOR WOMEN-OWNED SMALL BUSINESS CONCERNS ELIGIBLE UNDER THE WOMEN-OWNED SMALL BUSINESS PROGRAM (JUL 2013) - Clause
52.222-19 - CHILD LABOR--COOPERATION WITH AUTHORITIES AND REMEDIES (JAN 2014) - Clause
52.219-28 - POST-AWARD SMALL BUSINESS PROGRAM REREPRESENTATION (JUL 2013) - Clause
52.212-4 - CONTRACT TERMS AND CONDITIONS--COMMERCIAL ITEMS (SEP 2013) (ALTERNATE I -- AUG 2012) (DEVIATION I -- FEB 2007) - Clause
52.204-10 - REPORTING EXECUTIVE COMPENSATION AND FIRST-TIER SUBCONTRACT AWARDS (JUL 2013) - Clause
52.222-34 - EMPLOYMENT ELIGIBILITY VERIFICATION (AUG 2013) - Clause
52.223-2 - AFFIRMATIVE PROCUREMENT OF BIOBASED PRODUCTS UNDER SERVICE AND CONSTRUCTION CONTRACTS (SEP 2013) - Clause
52.223-5 - TRADE AGREEMENTS (NOV 2013) - Clause
52.212-3 - OFFEROR REPRESENTATIONS AND CERTIFICATIONS -- COMMERCIAL ITEMS (NOV 2013) - Provision

EXHIBIT D (continued)

52.212-5 - CONTRACT TERMS AND CONDITIONS REQUIRED TO IMPLEMENT STATUTES OR EXECUTIVE ORDERS --
COMMERCIAL ITEMS (JAN 2014) (ALTERNATE II -- NOV 2013) - Clause

Position Descriptions

Title: Project Executive Director

Responsibilities: Oversees all aspects of work performed under the contract and has primary responsibility for financial management of the contract. Ensures that Task Orders are assigned to appropriate Task Order managers and staff, and that work is completed in accordance with the requirements of the contract and the respective Task Orders. Responsible for serving as the primary point of contact with the client, handling contractual matters, preparing project status reports, reviewing and approving all deliverables prior to submission, and supervising the work of all project staff.

Education and Certification: Master's Degree in Architecture, Engineering, or Construction Management with registration as either Registered Architect (R.A.) or Professional Engineer (P.E.)

Minimum Experience: 20 years.

Title: Project Manager II

Responsibilities: Duties include directing large and/or complex projects, client contact, determining staffing requirements for contracts, contract negotiations with client, assignment of staff, chairing staff meetings, business development, financial management and budget preparation. Plans work activities as necessary to meet project schedule and timeline. Plans, conducts, and supervises projects of major significance, necessitating knowledge and the ability to originate and apply new and unique methods and procedures. Provides technical advice and counsel to other professionals. Has day-to-day responsibility for activities of the project team. Serves as Quality Assurance (QA) Manager for Implementing Corporate QA Plan on project. Reports to Project Executive.

Education and Certification: Master's Degree in Architecture, Engineering, or Construction Management with registration as either an R.A. or P.E.

Minimum Experience: 12 years.

Title: Project Manager I

Responsibilities: Duties include directing medium projects, or for several smaller projects, client contact, determining staffing requirements for contracts, contract negotiations with client, assignment of staff, chairing staff meetings, business development, financial management and budget preparation. Plans work activities as necessary to meet project schedule and timeline. Plans, conducts, and supervises projects of major significance, necessitating knowledge and the ability to originate and apply new and unique methods and procedures. Has day-to-day responsibility for activities of the project team. Serves as Quality Assurance (QA) Manager for Implementing Corporate QA Plan on project. Reports to Sr. Project Management II.

Education and Certification: Bachelor's Degree in Architecture, Engineering, or Construction Management with registration as either an R.A. or P.E.

EXHIBIT D (continued)

Minimum Experience: 7 years.

Title: Engineer - Specialist II

Responsibilities: Provide technical management and direction for medium to large size projects. Applies advanced knowledge in at least one of the following specialty areas: Civil Engineering, Geotechnical Engineering; Structural Design & Analysis; Storm-water Management; Water & Wastewater; Transportation Planning; Environmental & Regulatory Permitting; Construction Management

Education and Certification: Master's Degree in Engineering, Architecture or Construction Management with registration as either an R.A. or P.E.

Minimum Experience: 10 years.

Title: Engineer - Specialist I

Responsibilities: Provide technical management and direction for small or medium projects or portions of a larger effort. Applies intermediate level of expertise in at least one of the following specialty areas: Civil Engineering, Geotechnical Engineering; Structural Design & Analysis; Storm-water Management; Water & Wastewater; Transportation Planning; Environmental & Regulatory Permitting; Construction Management

Education and Certification: Master's Degree in Engineering, Architecture or Construction Management with registration as an Engineer in Training (E.I.T.)

Minimum Experience: 5 years.

Title: Senior Engineer

Responsibilities: Works in support of project manager and project engineer. Carries out technical assignments associated with projects. Provides technical leadership on Construction Management projects, and projects addressing environmental issues or water resources. Responsible for coordinating specific technical tasks within scope of project with other disciplines and supervises preparation of technical documents, such as reviews performed on Construction Management projects, or preparation of infrastructure and site development plans. Performs engineering analysis and reviews the work prepared by staff. Checks design calculations and estimates and develops feasible concept design alternatives. Translates technical guidance received from supervisors into usable data applicable to the particular assignment. Coordinates the activities of junior staff or associates. Checks data for accuracy.

Education and Certification: Bachelor's Degree in Architecture, Engineering, or Construction Management with registration as either an R.A. or P.E.

Minimum Experience: 12 years.

Title: Staff Engineer

Responsibilities: Works in support of senior engineer. Carries out technical assignments associated with projects. Performs engineering concept design and analysis required for the preparation of plans, specifications and cost estimates for Construction Management projects, and projects that include buildings,

EXHIBIT D (continued)

infrastructure and site development. Prepares concept design calculations. Performs analysis of data required for concept design development. Performs CADD design and/or oversees the preparation of CADD drawings prepared by Designer/Drafter. Works under the supervision of Project or Senior Engineer.

Education and Certification: Bachelor's Degree in Architecture, Engineering, or Construction Management with registration as an Engineer in Training (E.I.T.).

Minimum Experience: 3 years.

Title: Project Engineer

Responsibilities: Supports Project Manager for preparation of plans, specifications, cost estimates and reports for Construction Management projects and building and site development work. Provides technical expertise in the preparation of engineering concept designs. Supervises technical staff in performance of engineering analysis and plan preparation. Estimates manpower needs and schedules work to meet completion dates. Directs, provides assistance, reviews progress and evaluates results, makes changes in methods, concept design, equipment and materials where necessary.

Education and Certification: Bachelor's Degree in Architecture, Engineering, or Construction Management with registration as either an R.A. or P.E.

Minimum Experience: 7 years.

Title: Sr. Designer

Responsibilities: Applies engineering, architecture or technical techniques and analyses under the direction of senior staff to support Construction Management building and site development projects.

Education and Certification: Bachelor's Degree in Architecture, Engineering, Environmental Studies, or Construction Management.

Minimum Experience: 10 years.

Title: Senior Engineering Technician

Responsibilities: Performs a variety of technical support tasks under the direction of the engineering staff. Performs basic duties including scanning, digitizing (e.g., in support of the development of project-specific GIS databases), and computer-aided drafting (CADD), and helps oversee the performance of similar duties by more junior technicians. Compiles and summarizes data. Extracts engineering data from various prescribed sources. Performs basic calculations. Performs field testing relative to Quality Assurance/Quality Control (QA/QC) for Construction Management projects, including testing of soils, concrete, masonry, asphalt and structural steel. Works under the supervision of senior or staff engineer. Performs field testing for Geotechnical Subsurface Investigations and Environmental projects.

EXHIBIT D (continued)

Education and Certification: High School Diploma (or GED) and one or more of the following: ACI, ICC, AWS or NICET certification.¹

Minimum Experience: 5 years.

Title: Environmental Technician

Responsibilities: Performs a variety of technical support tasks under the direction of the engineering staff. May include field operations assignments such as site investigations, collection of water and soil samples, collection of geo-coded data to be used in a project-specific GIS database, and field monitoring of environmental parameters. Works under the supervision of Engineer or Senior Engineering Technician.

Education and Certification: Bachelor's Degree in Engineering, or Environmental Science.

Minimum Experience: 3 years.

Title: Supervising Construction Engineer

Responsibilities: Provides general supervision of Construction Management staff members at all company locations. Develops and maintains standard procedures for construction engineering staff and assists in preparation and revision of construction inspection procedures, updating inspection reporting format and recordkeeping procedures, perform constructability reviews of in house design projects and serves as Quality Assurance (QA) Manager for implementing Corporate QA Plan on construction management/inspection projects.

Education and Certification: Master's Degree in Architecture, Engineering, or Construction Management with registration as either an R.A. or P.E.

Minimum Experience: 15 years.

Title: Resident Engineer

Responsibilities: Provides onsite supervision of construction inspection staff as part of Construction Management projects. Other duties include contract administration, client liaison, coordination of subcontractor work, review and approval of progress payment estimates to contractor, reviews and processes contractor's change order requests, processes contractor's Request for Information (RFI's), chair and attend meetings with clients and contractor, provide coordination with other involved agencies and stakeholders, prepare and maintain daily diary, ensure project recordkeeping complies with agency requirements and oversees community outreach programs.

¹ Note: Tectonic requires a National Institute for Certification in Engineering Technologies (NICET) certification as one of the conditions for qualifying for several of our company's labor categories. This approach is consistent with government and industry practice. For example, the Federal Highway Administration (FHWA) specifies that a NICET Level III certification will satisfy the certification requirement for FHWA's "Construction Inspector III" labor category. Tectonic's standard commercial practice is consistent with this approach. At Tectonic, a person's attainment of NICET certification is a necessary but not sufficient achievement in order to qualify for certain labor categories. The NICET certification level itself, however, is not used as the title of the labor category.

EXHIBIT D (continued)

Education and Certification: Bachelor's Degree in Architecture, Engineering, or Construction Management with registration as either an R.A. or P.E.

Minimum Experience: 12 years.

Title: Office Engineer

Responsibilities: As part of Construction Management projects, performs tasks that typically are best performed at the field site. Reports to the Resident Engineer (R.E.) and responsible for reviewing Inspection Reports (IRs) prepared by the field inspection staff; recording and inputting quantities for payment of Contractor's work into the Client's Vendor Payment Program; reviewing and processing Contractor's partial and final payments requisitions; setting up project files and maintaining records; processing Contractor submittals including RFI's, shop drawings, etc.; preparing meeting minutes for on-site progress meetings; preparing weekly and monthly progress reports and coordinating the preparation of final as-built plans.

Education and Certification: Bachelor's Degree in Engineering and NICET IV certification.

Minimum Experience: 6 years.

Title: Assistant Office Engineer

Responsibilities: As part of Construction Management projects, performs tasks that typically are best performed at the field site. Reports to the Office Engineer (OE) and assists OE duties including compiling Inspection Reports (IRs) prepared by the field inspection staff; recording and inputting quantities for payment of Contractor's work into the Client's Vendor Payment Program; reviewing and processing Contractor's partial and final payments requisitions; distribution meeting minutes for on-site progress meetings; preparing weekly and monthly progress reports and coordinating the preparation of final as-built plans.

Education and Certification: Bachelor's Degree in Engineering and NICET III certification.

Minimum Experience: 4 years.

Title: Survey Party Chief

Responsibilities: Responsible for managing the field survey crew. Oversees the field collection of survey data and performs stakeout of property limits. Supervises the construction layout of line and grade in the field for control of contractor's work. Prepares plats, survey maps, and cross sectional data. Researches recorded/filed survey maps, deeds, physical evidence, and other records to obtain data needed for surveys. Prepares supporting calculations for performance of field survey activities. On environmental projects, identifies, compiles, and geo-codes historical data for inclusion in GIS databases (e.g., historical land use data; historic deeds data); oversees field studies to gather geocoded data (e.g., to delineate wetlands boundaries in support of Environmental Consulting projects; identifies topographic details of importance to Storm-water

EXHIBIT D (continued)

projects and other water resources projects; collects data using handheld GPS devices. Reports to Chief Surveyor.

Education and Certification: High School Diploma (or GED).

Minimum Experience: 5 years.

Title: Instrument Person

Responsibilities: Responsible for operating and reading surveying instruments, and handheld GPS units (e.g., for collection of geo-coded data for GIS projects). Assists Party Chief with collection of field data and field stakeouts for Construction Management, Environmental, Stormwater, and GIS projects.

Education and Certification: High School Diploma (or GED).

Minimum Experience: 1 year.

TECTONIC

Practical Solutions, Exceptional Service

EXHIBIT E

CORPORATE OFFICE
Mountainville, NY (800) 829-65318639 Mayland Drive, Suite 102
Richmond, VA 23294(804) 217-8504 FAX: (804) 270-0593
www.tectonicengineering.com

Mr. Joseph Trimarchi
Director of Emergency Planning
Nassau County Office of Emergency Management
510 Grumman Road West
Bethpage NY 11714

May 26, 2017

RE: Consulting Services for a CEMP Workshop Meeting
PN 14-0803B (Rev. 1)

Dear Joe:

Tectonic is pleased to submit the following in accordance with your request to conduct a CEMP Workshop Meeting for Nassau County:

Introduction

It is the intent of Nassau County to conduct a CEMP Workshop Meeting to introduce the new Comprehensive Emergency Operations Plan to County Stakeholders.

Edward F. Martella, PE, Vice President of Homeland Security and Public Safety Services, will be the Project Manager for these services. Mr. Martella can be reached at 804-334-0896. Mr. Martella worked closely with Nassau County to produce the recently CEMP for the County.

Scope of Work

Tectonic will provide all services based on the following scope of work as outlined within this proposal:

- A. This is a two (2) hour presentation for up to 40 attendees to go through and review the basics behind the plan. There will be handouts and a mini- table top exercise in the last 15 minutes of the presentation.

Fees

Tectonic will conduct the workshop in accordance with the Scope of Work for a Lump Sum Fee based upon the following as requested by Nassau OEM:

Lump Sum Not to Exceed \$ 9,500.00

All costs include travel expenses by Tectonic staff and printing of the documents. Additional costs for state taxes are not included and shall be added to the fee based upon the County's assessment. Fees are based on the following:

Hourly Rates for Tectonic Staff:

Project Executive Director - \$185.94 per hour
Sr. Designer - \$88.71 per hour

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Schedule

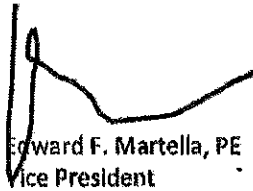
All services will be provided in accordance within the timeline outlined within the County's Request for Written Quotation.

Limitations

All cost for services are included in Scope of Work and Fees. Costs for meeting locations, lunches and other expenses not specifically listed within this quotation shall be the responsibility of the County.

Should you have any questions or desire additional information, please do not hesitate to contact me at 804-334-0896 (mobile). Again, thank you for your consideration of Tectonic.

Sincerely,
TECTONIC ENGINEERING AND SURVEYING CONSULTANTS, P.C.



Edward F. Martella, PE
Vice President

Homeland Security and Public Safety Services

EXHIBIT F



CORPORATE OFFICE
Mountainville, NY (800) 829-6531

8639 Mayland Drive, Suite 102
Richmond, VA 23294

(804) 217-8504 - FAX: (804) 270-0593
www.tectonicengineering.com

Mr. Joseph Trimarchi
Director of Emergency Planning
Nassau County Office of Emergency Management
510 Grumman Road West
Bethpage NY 11714

May 26, 2017

RE: Consulting Services for a County Emergency Table Top Exercise
PN 14-0803A (Rev. 1)

Dear Joe:

Tectonic is pleased to submit the following in accordance with your request to conduct a Table Top Exercise for Nassau County:

Introduction

It is the intent of Nassau County to conduct a Table Top Exercise (TTX) to test the new Comprehensive Emergency Operations Plan. This proposal is based upon the completion of a CEMP Workshop Meeting to introduce County stakeholders to the new CEMP (Separate Proposal).

Edward F. Martella, PE, Vice President of Homeland Security and Public Safety Services, will be the Project Manager for these services. Mr. Martella can be reached at 804-334-0896. Mr. Martella worked closely with Nassau County to produce the recently CEMP for the County.

Scope of Work

Tectonic will provide all services based on the following scope of work as outlined within this proposal:

- A. **Developing An Exercise Scenario** - Tectonic will develop an exercise presentation and appropriate injects for a radioactive dispersal device incident compatible to the jurisdictions resources, location, and capabilities. The exercise scenario will not be revealed until the exercise is conducted.

Tectonic will coordinate the scenario to include the following list of proposed participants within the exercise:

1. Emergency Medical Services
2. Health Department
3. Fire Departments
4. Law Enforcement
5. Public Information
6. Public Works
7. American Red Cross
8. County/City Administrative and Finance Departments
9. NICE Transit

PLANNING . ENGINEERING . CONSTRUCTION AND PROGRAM MANAGEMENT

An Equal Opportunity Employer

- B. **Facilitate a Table Top Exercise** – One four (4) hour Table Top Exercise for up to 40 attendees to further review and test the new CEMP. TTX scenarios will be based on Nassau County specific hazards with injections of non-hazard related issues and distractions during the course of the scenario.
- C. **Hot wash and After Action Review** – Tectonic will conduct a “hot wash” review directly after the exercise to debrief participants on general review of the exercise.

Fees

Tectonic will conduct the Table Top exercise in accordance with the Scope of Work for a Lump Sum Fee based upon the following as requested by Nassau DEM:

Lump Sum Not to Exceed \$18,500.00

All costs include travel expenses by Tectonic staff and printing of the documents. Additional costs for state taxes are not included and shall be added to the fee based upon the County’s assessment. Fees are based on the following:

Hourly Rates for Tectonic Staff:

Project Executive Director - \$185.94 per hour
Sr. Designer - \$88.71 per hour

Schedule

All services will be provided in accordance within the timeline outlined within the County’s Request for Written Quotation.

Limitations

All cost for services are included in Scope of Work and Fees. Costs for meeting locations, lunches and other expenses not specifically listed within this quotation shall be the responsibility of the County.

Should you have any questions or desire additional information, please do not hesitate to contact me at 804-334-0896 (mobile). Again, thank you for your consideration of Tectonic.

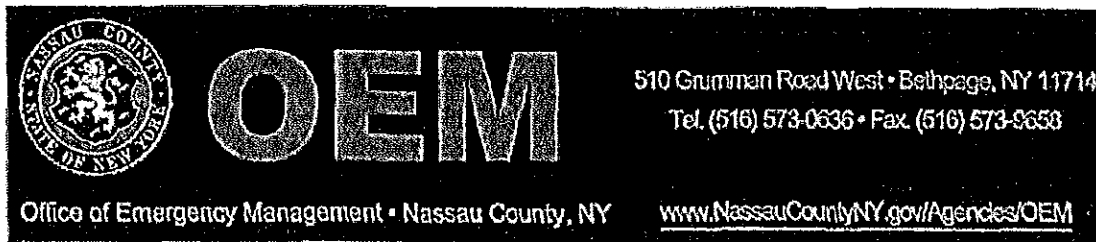
Sincerely,

TECTONIC ENGINEERING AND SURVEYING CONSULTANTS, P.C.



Edward F. Martella, PE
Vice President
Homeland Security and Public Safety Services

EXHIBIT G



Edward P. Mangano
County Executive

Craig J. Craft
Commissioner

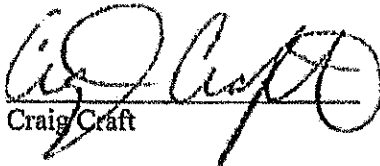
Office of the Comptroller
240 Old Country Road
Mineola, New York
November 4, 2015

This letter serves to confirm that the following work performed under contract CQEM14000002 and invoiced under claim number VDEM15000010 has been completed properly and accepted by my department:

Task #5 - Finalize 2015 CEMP

-All documents have been received and reviewed by OEM staff and deemed acceptable. Final completed plan has been reviewed and accepted.

Sincerely,


Craig J. Craft

Contract ID#: CQEM14000002Department: EM

E-245-14

SERVICE: Emergency Planning**Contract Details**NIFS ID #: CQEM14000002NIFS Entry Date: 10/8/2014Term: from (Effective Date)
to (Effective Date + 2 years)

New <input checked="" type="checkbox"/> Renewal <input type="checkbox"/>
Amendment <input type="checkbox"/>
Time Extension <input type="checkbox"/>
Addl. Funds <input type="checkbox"/>
Blanket Resolution <input type="checkbox"/>
RES#

1) Mandated Program:	Yes <input type="checkbox"/>	No <input checked="" type="checkbox"/>
2) Comptroller Approval Form Attached:	Yes <input checked="" type="checkbox"/>	No <input type="checkbox"/>
3) CSEA Agreement § 32 Compliance Attached:	Yes <input type="checkbox"/>	No <input checked="" type="checkbox"/>
4) Vendor Ownership & Mgmt. Disclosure Attached:	Yes <input checked="" type="checkbox"/>	No <input type="checkbox"/>
5) Insurance Required	Yes <input checked="" type="checkbox"/>	No <input type="checkbox"/>

Agency Information

Vendor	
Name Tectonic Engineering & Surveying	Vendor ID# 141691128 01
Address 70 Pleasant Hill Rd., Mountainville, NY 10953	Contact Person Edward Martella
	Phone (804) 217-8504

County Department
Department Contact Thomas Delaney
Address 510 Grumman Road W. Bethpage, NY 11714
Phone 516-573-0636

Routing Slip

DATE Rec'd.	DEPARTMENT	Internal Verification	DATE App'd & Fw'd.	SIGNATURE	Leg. Approval Required
	Department	NIFS Entry (Dept) NIFS Appvl (Dept. Head) <input checked="" type="checkbox"/> Contractor Registered <input checked="" type="checkbox"/>	10/8/14	<i>[Signature]</i>	
	OMB	NIFS Approval (Contractor Registered) <input type="checkbox"/>	10/14/14	<i>[Signature]</i>	Yes <input type="checkbox"/> No <input type="checkbox"/> Not required if blanket resolution
10/14/14	County Attorney	CA RE & Insurance Verification <input checked="" type="checkbox"/>	10/16/14	<i>[Signature]</i>	
10/16/14	County Attorney	CA Approval as to form <input checked="" type="checkbox"/>	10/16/14	<i>[Signature]</i>	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>
	Legislative Affairs	Fw'd Original Contract to CA <input type="checkbox"/>	10/17/14	<i>[Signature]</i>	
	County Attorney	NIFS Approval <input type="checkbox"/>	10/21/14	<i>[Signature]</i>	
	Comptroller	NIFS Approval <input checked="" type="checkbox"/>	11/24/14	<i>[Signature]</i>	
	County Executive	Notarization <input type="checkbox"/> Filed with Clerk of the Leg. <input type="checkbox"/>	10/17/14	<i>[Signature]</i>	

Contract ID#: COEM14000002Department: EM

Contract Summary

Description: Contract for professional emergency planning services. This will allow the Office of Emergency Management to comply with NYS mandates regarding Homeland Security grant recipients having current emergency plans in place.

Purpose: Without having current emergency plans in place, the County is at risk of losing millions of dollars in Federal Homeland Security grant awards. The purpose of this contract is to retain the services of an experienced, professional vendor to work with the Office of Emergency Management to develop and update emergency plans.

Method of Procurement: A Request for Proposals was published on the County bid board web site on June 18, 2014, coinciding with a public notification in Newsday. Forty (40) potential proposers requested copies of the RFP. Proposals were due on July 7, 2014. Six (6) proposals were received and evaluated.

Procurement History: None.

Description of General Provisions: The vendor will work with the Office of Emergency Management and specified stakeholders to create and/or revise County emergency plans. The funding provided will be used to revise the County's CEMP (Comprehensive Emergency Management Plan). The terms of this contract specify various milestones the vendor must achieve in order to receive progress payments. Additional services that may be required will be paid according to the vendors GSA rate schedule.

Impact on Funding / Price Analysis: One hundred percent (100%) grant funded by FEMA, pass through NYS Division of Homeland Security and Emergency Services, administered by Office of Emergency Management.

Change in Contract from Prior Procurement: N/A

Recommendation: (approve as submitted)

Advisement Information

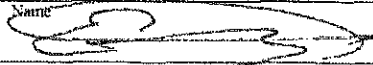

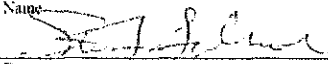
BUDGET CODES	
Fund:	GRT
Control:	X3
Resp:	EMCU
Object:	DE500
Transaction:	

RENEWAL	
% Increase	
% Decrease	

FUNDING SOURCE	AMOUNT
Revenue Contract <input type="checkbox"/>	XXXXXXXX
County	\$
Federal pass through NYS	\$ 82,400.00
State	\$
Capital	\$
Other	\$
TOTAL	\$ 82,400.00

LINE	INDEX/OBJECT CODE	AMOUNT
1	EMGRTCUX3FED EMCU/X3 DE500	\$ 82,400.00
2		\$
3		\$
4	<i>G. Delaney 10/16/14</i>	\$
5		\$
6		\$
TOTAL		\$ 82,400.00

Document Prepared By: Thomas DelaneyDate: 10/8/2014

NIFS Certification	Comptroller Certification	County Executive Approval
I certify that this document was accepted into NIFS.	I certify that an unencumbered balance sufficient to cover this contract is present in the appropriation to be charged.	Name: 
Name: 	Name: 	Date: _____
Date: <u>11/26/14</u>	Date: <u>11/26/14</u>	(For Office Use Only)
		E #:

E-245-14

RULES RESOLUTION NO. 241-2014

A RESOLUTION AUTHORIZING THE COUNTY EXECUTIVE
TO EXECUTE A PERSONAL SERVICES AGREEMENT BETWEEN
THE COUNTY OF NASSAU, ACTING ON BEHALF OF THE NASSAU
COUNTY OFFICE OF EMERGENCY MANAGEMENT AND
TECTONIC ENGINEERING & SURVEYING CONSULTANTS, P.C.

Passed by the Rules Committee
Nassau County Legislature
By Voice Vote on 11-3-14
VOTING:
ayes 7 nays 0 abstained 0 recused 0
Legislators present: 7

WHEREAS, the County has negotiated a personal services agreement
with Tectonic Engineering & Surveying Consultants P.C. to provide project
management services including evaluation of the existing Comprehensive
Emergency Management Plan and other related services, a copy of which is
on file with the Clerk of the Legislature; now, therefore, be it

RESOLVED, that the Rules Committee of the Nassau County
Legislature authorize the County Executive to execute the said agreement
with Tectonic Engineering & Surveying Consultants P.C.

RULES RESOLUTION NO. – 2014

A RESOLUTION AUTHORIZING THE COUNTY EXECUTIVE TO EXECUTE A PERSONAL SERVICES AGREEMENT BETWEEN THE COUNTY OF NASSAU, ACTING ON BEHALF OF THE NASSAU COUNTY OFFICE OF EMERGENCY MANAGEMENT AND TECTONIC ENGINEERING & SURVEYING CONSULTANTS, P.C.

WHEREAS, the County has negotiated a personal services agreement with Tectonic Engineering & Surveying Consultants P.C. to provide project management services including evaluation of the existing Comprehensive Emergency Management Plan and other related services, a copy of which is on file with the Clerk of the Legislature; now, therefore, be it

RESOLVED, that the Rules Committee of the Nassau County Legislature authorize the County Executive to execute the said agreement with Tectonic Engineering & Surveying Consultants P.C.

George Maragos
Comptroller



OFFICE OF THE COMPTROLLER
240 Old Country Road
Mineola, New York 11501

COMPTROLLER APPROVAL FORM FOR PERSONAL, PROFESSIONAL OR HUMAN SERVICES CONTRACTS

Attach this form along with all personal, professional or human services contracts, contract renewals, extensions and amendments.

CONTRACTOR NAME: Tectonic Engineering & Surveying

CONTRACTOR ADDRESS: 70 Pleasant Hill Rd., Mountainville, NY 10953

FEDERAL TAX ID #: 141691128

Instructions: Please check the appropriate box ("☑") after one of the following roman numerals, and provide all the requested information.

I. ☐ The contract was awarded to the lowest, responsible bidder after advertisement for sealed bids. The contract was awarded after a request for sealed bids was published in _____ [newspaper] on _____ [date]. The sealed bids were publicly opened on _____ [date]. _____ [#] of sealed bids were received and opened.

II. ☒ The contractor was selected pursuant to a Request for Proposals.

The Contract was entered into after a written request for proposals was issued on 6/18/2014. Potential proposers were made aware of the availability of the RFP by Newsday advertisement, County Bid Board. 40 potential proposers requested copies of the RFP. Proposals were due on July 7, 2014. 6 proposals were received and evaluated. The evaluation committee consisted of: Paul Wilders, Michael Krummenacker, Gerry Twombly, David Zatlin and Robert Fineo. The proposals were scored and ranked. As a result of the scoring and ranking (attached), the highest-ranking proposer was selected.

III. ☐ This is a renewal, extension or amendment of an existing contract.

IV. ☐ Pursuant to Executive Order No. 1 of 1993, as amended, at least three proposals were solicited and received. The attached memorandum from the department head describes the proposals received, along with the cost of each proposal.

- ☐ A. The contract has been awarded to the proposer offering the lowest cost proposal; **OR:**
- ☐ B. The attached memorandum contains a detailed explanation as to the reason(s) why the contract was awarded to other than the lowest-cost proposer. The attachment includes a specific delineation of the unique skills and experience, the specific reasons why a proposal is deemed superior, and/or why the proposer has been judged to be able to perform more quickly than other proposers.

V. ☐ Pursuant to Executive Order No. 1 of 1993 as amended, the attached memorandum from the department head explains why the department did not obtain at least three proposals.

- ☐ A. There are only one or two providers of the services sought or less than three providers submitted proposals. The memorandum describes how the contractor was determined to be the sole source provider of the personal service needed or explains why only two proposals could be obtained. If two proposals were obtained, the memorandum explains that the contract was awarded to the lowest cost proposer, or why the selected proposer offered the higher quality proposal, the proposer's unique and special experience, skill, or expertise, or its availability to perform in the most immediate and timely manner.
- ☐ B. The memorandum explains that the contractor's selection was dictated by the terms of a federal or New York State grant, by legislation or by a court order. (Copies of the relevant documents are attached).
- ☐ C. Pursuant to General Municipal Law Section 104, the department is purchasing the services required through a New York State Office of General Services contract no. _____, and the attached memorandum explains how the purchase is within the scope of the terms of that contract.
- ☐ D. Pursuant to General Municipal Law Section 119-o, the department is purchasing the services required through an inter-municipal agreement.

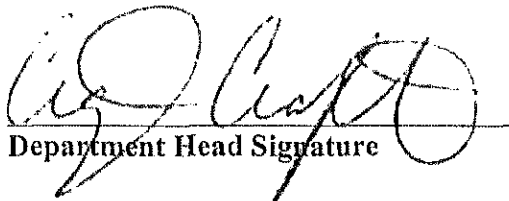
VI. ☐ This is a human services contract with a not-for-profit agency for which a competitive process has not been initiated. Attached is a memorandum that explains the reasons for entering into this contract without conducting a competitive process, and details when the department intends to initiate a competitive process for the future award of these services. For any such contract, where the vendor has previously provided services to the county, attach a copy of the most recent evaluation of the vendor's performance. If the contractor has not received a satisfactory evaluation, the department must explain why the contractor should nevertheless be permitted to contract with the county.

In certain limited circumstances, conducting a competitive process and/or completing performance evaluations may not be possible because of the nature of the human services program, or because of a compelling need to continue services through the same provider. In those circumstances, attach an explanation of why a competitive process and/or performance evaluation is inapplicable.

VII. ☐ This is a public works contract for the provision of architectural, engineering or surveying services. The attached memorandum provides details of the department's compliance with Board of Supervisors' Resolution No.928 of 1993, including its receipt and evaluation of annual Statements of Qualifications & Performance Data, and its negotiations with the most highly qualified firms.

In addition, if this is a contract with an individual or with an entity that has only one or two employees:

☐ a review of the criteria set forth by the Internal Revenue Service, *Revenue Ruling No. 87-41*, 1987-1 C.B. 296, attached as Appendix A to the Comptroller's Memorandum, dated February 13, 2004, concerning independent contractors and employees indicates that the contractor would not be considered an employee for federal tax purposes.



Department Head Signature

10/8/2014

Date

NOTE: Any information requested above, or in the exhibit below, may be included in the county's "staff summary" form in lieu of a separate memorandum.

Compt. form Pers./Prof. Services Contracts: Rev. 02/04

CEMP Proposal Scoring Summary

G. Twombly					
	Part 1	Part 2	Part 3	Part 4	Total Score
All Hands Consulting	24.3	16	14.4	20.1	74.8
Good Harbor Techmark	4.2	5	6.6	6.3	22.1
Strategic Planning Partners	9.9	9.6	9.2	0	28.7
Tectonic	30	16	16.2	26.4	88.6
Tetra Tech	18.6	13.4	9.2	21.9	63.1
Witt O'Brien's	23.1	14.4	14.4	13.5	65.4

P. Wilders					
	Part 1	Part 2	Part 3	Part 4	Total Score
All Hands Consulting	30	20	20	16.5	86.5
Good Harbor Techmark	17.4	9.4	10	16.5	53.3
Strategic Planning Partners	25.8	16	18.2	9.9	69.9
Tectonic	25.8	20	17.8	30	93.6
Tetra Tech	30	20	20	21.9	91.9
Witt O'Brien's	30	20	20	23.7	93.7

M. Kruppenacker					
	Part 1	Part 2	Part 3	Part 4	Total Score
All Hands Consulting	28.5	18.4	20	16.5	83.4
Good Harbor Techmark	0	0	0	0	0
Strategic Planning Partners	23.1	16	16.4	9.9	65.4
Tectonic	30	20	17.8	30	97.8
Tetra Tech	30	20	20	23.7	93.7
Witt O'Brien's	30	20	20	30	100

R. Fineo					
	Part 1	Part 2	Part 3	Part 4	Total Score
All Hands Consulting	30	20	20	21.9	91.9
Good Harbor Techmark	15.9	4.8	4.2	16.5	41.4
Strategic Planning Partners	20.1	3.8	2.6	3.6	42
Tectonic	25.8	18.4	15	30	89.2
Tetra Tech	30	20	16	17.1	83.1
Witt O'Brien's	30	20	20	23.7	93.7

D. Zatlín					
	Part 1	Part 2	Part 3	Part 4	Total Score
All Hands Consulting	30	20	20	22.8	92.8
Good Harbor Techmark	9.9	12.2	11	26.4	59.5
Strategic Planning Partners	30	13.4	17.8	1.8	63
Tectonic	30	20	13.8	22.8	86.6
Tetra Tech	30	20	20	13.5	83.5
Witt O'Brien's	30	20	20	30	100

Overall			
	Total	Avg	Rank
All Hands Consulting	429.4	85.88	3
Good Harbor Techmark	176.3	35.26	6
Strategic Planning Partners	269	53.8	5
Tectonic	455.8	91.16	1
Tetra Tech	415.3	83.06	4
Witt O'Brien's	452.8	90.56	2

Costs	
Tectonic	\$ 82,400.00
All Hands Consulting	\$ 124,600.00
Good Harbor Techmark	\$ 134,872.00
Witt O'Brien's	\$ 157,872.00
Tetra Tech	\$ 174,899.11
Strategic Planning Partners	\$ 316,200.00

Department: EM

REQUEST TO INITIATE:
☒ Request For Proposal ☐ Request for Qualifications

I. Department Request

Service Requested: Contract with vendor to provide subject matter experts to work with OBM staff revising Nassau County's existing Comprehensive Emergency Management Plan (CEMP).		
Justification: The County's current plan is out of date and needs to be revised and incorporate information derived from SuperStorm Sandy.		
Estimated Expense Range: 100,000 - 150,000	Orig. Date: 6/12/2014	Date RFP Due: 7/7/2014

II. Approvals

Department Head Approval:

☐ Yes ☐ No

DCE for Finance Approval:

☒ Yes ☐ No

Chief DCE Approval:

☒ Yes ☐ NoDate 4/22/2014Date 4/23/14Date 4/30/14

III. Response Summary

Vendor Name	Proposal Requested	Vendor Response		Quote	Proposal Rating
		Date Proposal Received	No Response		
1. Tectonic Engineering	<input checked="" type="checkbox"/>	7/7/2014	<input type="checkbox"/>	\$82,400	1
2. Witt O'Brien	<input checked="" type="checkbox"/>	7/7/2014	<input type="checkbox"/>	\$157,872	2
3. All Hands Consulting	<input checked="" type="checkbox"/>	7/7/2014	<input type="checkbox"/>	\$134,600	3
4. Tetra Tech	<input checked="" type="checkbox"/>	7/7/2014	<input type="checkbox"/>	\$174,899	4
5. Strategic Planning Partners	<input checked="" type="checkbox"/>	7/7/2014	<input type="checkbox"/>	\$316,200	5
6. Good Harbor Techmark	<input checked="" type="checkbox"/>	7/7/2014	<input type="checkbox"/>	\$134,872	6
7.	<input type="checkbox"/>		<input type="checkbox"/>	\$	
8.	<input type="checkbox"/>		<input type="checkbox"/>	\$	

Recommendation

Contract #: CQEM14000002	Vendor Name: Tectonic Engineering
Recommendation of Award: Tectonic Engineering.	
Justification: Tectonic Engineering was the lowest responsible bidder.	

Chief DCE Approval:

☒ Yes ☐ No

CONTRACT FOR SERVICES

THIS AGREEMENT, dated as of the date that the Agreement is executed by Nassau County (the "Effective Date"), (together with the schedules, appendices, attachments and exhibit, in any, this "Agreement"), is entered into by and between (i) Nassau County, a municipal corporation having its principal office at 1550 Franklin Avenue, Mineola, New York 11501 (the "County") acting for and on behalf of the County Office of Emergency Management, having its principal office at 510 Grumman Road West, Bethpage, New York 11714 (the "Department"), and (ii) **Tectonic Engineering & Surveying Consultants P.C.**, a corporation authorized to do business in the State of New York, having its principal office at 70 Pleasant Hill Road, Mountainville, New York 10953 (the "Contractor").

W I T N E S S E T H:

WHEREAS, the County issued a request for proposal (RFP) no. EM0613-1416 on June 18, 2014 to obtain professional emergency planning services wherein the Contractor will evaluate the County's existing Comprehensive Emergency Management Plan (the "Plan") and, working in conjunction with the Department and stakeholders identified by the Department, update the Plan ensuring compliance with County, State and Federal requirements related to emergency planning;

WHEREAS, the County desires to hire the Contractor to perform the services described in this Agreement;

WHEREAS, this is a personal service contract within the intent and purview of Section 2206 of the County Charter;

WHEREAS the County receives federal grant pass through funding from the New York State Division of Homeland Security and Emergency Services (DHSES) for the Services provided under this Agreement;

WHEREAS, the Contractor desires to perform the services described in this Agreement.

NOW, THEREFORE, in consideration of the promises and mutual covenants contained in this Amendment, the parties agree as follows:

1. Term. This Agreement shall commence upon the Effective Date and terminate two (2) years after the Effective Date, unless sooner terminated in accordance with the provisions of this Agreement. The County may renew this Agreement under the same terms and conditions for three (3) additional one (1) year periods for a total term of four (4) years.

2. Services. (a) The services ("Services") to be provided by the Contractor shall consist of the following:

Task 1: Provide Project Management

- (i) Develop a realistic project management timeline showing dates with significant project milestones, culminating with the plan completion and turnover to the County. The timeline will be delivered to the OEM point of contact after the vendor initially meets with OEM but prior to the General Kickoff meeting.
- (ii) Develop a process of collaboration to include input from key stakeholders within the Nassau County Emergency Management and Response Community.
- (iii) Conduct a General Project Kickoff Meeting with key stakeholders, agencies, and departments within the County. As part of the Project Kickoff Meeting, conduct a hazard assessment with attendees. The hazard assessment can be accomplished using a customer supplied HAZNY program or other mutually agreeable software package designed for assessment.
- (iv) Schedule interviews with key stakeholders as needed; meetings must take place in Nassau County, NY.
- (v) Facilitate additional planning and stakeholder meetings as needed; meetings must take place in Nassau County, NY.
- (vi) Provide documentation to the County to be uploaded to the Nassau County government website to facilitate document sharing, collaboration, and editing.
- (vii) Provide and exercise professional, administrative, editorial, financial, and quality control practices.
- (viii) Deliver monthly updates to the OEM point of contact in writing and via teleconference on dates and times to be mutually agreed upon.

Task 2: Evaluate Current Plan and Provide Recommendations

- (i) Evaluate the existing CEMP in consideration. This will include but not be limited to Nassau County's geographic location, population, risks, unique needs and current resources.
- (ii) Assess current plan for compliance with local, state, and federal guidelines.
- (iii) Evaluate existing plan format relative to the "Empire County CEMP Template" provided by the New York State Office of Emergency Management.
- (iv) Evaluate the current Plan and all Annexes for depth of coverage and necessity.

- (v) Provide a summary "Review and Recommendations Report" with findings and recommendations on the content, format, and any additional Annexes, where needed.

Task 3: Update Existing Plan and Annexes

- (i) Implement approved recommendations to the CEMP as outlined in the "Review and Recommendations Report".
- (ii) Verify plan elements with relevant stakeholders and have them vetted by subject matter experts.
- (iii) Provide Draft copies of the revised plan and annexes for review and inclusion in the 2015 CEMP Final Draft.

Task 4: Develop Additional Annexes

- (i) Develop up to four approved additional Annexes from those outlined in the "Review and Recommendations Report".
- (ii) Conduct and facilitate at least two in-person stakeholder meetings for each new Annex; all meetings must be held in Nassau County.
- (iii) Conduct qualitative interviews with key stakeholders as needed.
- (iv) Provide draft copies of each annex for review and inclusion in the 2015 CEMP Final Draft.

Task 5: Finalize 2015 CEMP

- (i) Compile the Updated CEMP and all Annexes into the 2015 CEMP Final Draft.
- (ii) Present 2015 CEMP Final Draft to the Nassau County Office of Emergency Management for review, potential corrections/edits, and final approval.
- (iii) Provide a 2015 CEMP Final Draft review and discussion at the completion of the planning process to profile the plan with all stakeholders.
- (iv) Provide a completed and finalized 2015 CEMP (One original hard-bound copy along with one unlocked digital copy and fifteen digital read-only copies on CD-ROM in Microsoft Word format) no later than one (1) year after the Actual Contract Start Date.

Task 6: Additional Planning, Training, or Exercises – As Needed

- (i) Apply knowledge and lessons learned during the planning process to recommend additional planning, training, or exercises.
- (ii) Submit quotes in response to additional service requests from the Nassau County Office of Emergency Management. Quotes shall be based on pricing utilizing the Contractors GSA approved pricing schedule, including all applicable discounts, attached as Exhibit B.

3. Payment. (a) Amount of Consideration. The maximum amount ("Maximum Amount") to be paid to the Contractor as full consideration for the Contractor's Services under this Agreement shall not exceed **Eighty Two Thousand Four Hundred Dollars (\$82,400.00)** payable on a fixed price milestone basis in accordance with the payment

schedule attached hereto and incorporated herein as Exhibit A. The Contractor shall submit invoices to the County upon the achievement of the milestones provided for in Exhibit A. This amount is inclusive of all expenses and all other costs incidental to the services to be provided by the Contractor under this Agreement, including, without limitation, travel.

(b) Vouchers; Voucher Review, Approval and Audit. Payments shall be made to the Contractor in arrears and shall be contingent upon (i) the Contractor submitting a claim voucher (the "Voucher") in a form satisfactory to the County, that (a) states with reasonable specificity the services provided and the payment requested as consideration for such services, (b) certifies that the services rendered and the payment requested are in accordance with this Agreement, and (c) is accompanied by documentation satisfactory to the County supporting the amount claimed, and (ii) review, approval and audit of the Voucher by the Department and/or the County Comptroller or his or her duly designated representative (the "Comptroller").

(c) Timing of Payment Claims. The Contractor shall submit claims no later than three (3) months following the County's receipt of the services that are the subject of the claim and no more frequently than once a month.

(d) No Duplication of Payments. Payments under this Agreement shall not duplicate payments for any work performed or to be performed under other agreements between the Contractor and any funding source including the County.

(e) Payments in Connection with Termination or Notice of Termination. Unless a provision of this Agreement expressly states otherwise, payments to the Contractor following the termination of this Agreement shall not exceed payments made as consideration for services that were (i) performed prior to termination, ii) authorized by this Agreement to be performed, and (iii) not performed after the Contractor received notice that the County did not desire to receive such services.

4. Right to Works. Upon execution of this Agreement, any reports, documents, data, and/or any other material or information provided by the County or compiled or produced by the Contractor pursuant to this Agreement, including the Plan, and any and all drafts and/or other preliminary materials in any format related to such items, shall remain or become the exclusive property of the County.

5. Independent Contractor. The Contractor is an independent contractor of the County. The Contractor shall not, nor shall any officer, director, employee, servant, agent or independent contractor of the Contractor (a "Contractor Agent"), be (i) deemed a County employee, (ii) commit the County to any obligation, or (iii) hold itself, himself, or herself out as a County employee or Person with the authority to commit the County to any obligation. As used in this Agreement the word "Person" means any individual person, entity (including partnerships, corporations and limited liability companies), and government or political subdivision thereof (including agencies, bureaus, offices and departments thereof).

6. No Arrears or Default. The Contractor is not in arrears to the County upon any debt or contract and it is not in default as surety, contractor, or otherwise upon any

obligation to the County, including any obligation to pay taxes to, or perform services for or on behalf of, the County.

7. Compliance with Law. (a) Generally. The Contractor shall comply with any and all applicable Federal, State and local Laws, including, but not limited to those relating to conflicts of interest, human rights, a living wage, disclosure of information and vendor registration in connection with its performance under this Agreement. In furtherance of the foregoing, the Contractor is bound by and shall comply with the terms of Appendix EE attached hereto and with the County's registration protocol. As used in this Agreement the word "Law" includes any and all statutes, local laws, ordinances, rules, regulations, applicable orders, and/or decrees, as the same may be amended from time to time, enacted, or adopted.

(b) Nassau County Living Wage Law. Pursuant to LL 1-2006, as amended, and to the extent that a waiver has not been obtained in accordance with such law or any rules of the County Executive, the Contractor agrees as follows:

(i) Contractor shall comply with the applicable requirements of the Living Wage Law, as amended;

(ii) Failure to comply with the Living Wage Law, as amended, may constitute a material breach of this Agreement, the occurrence of which shall be determined solely by the County. Contractor has the right to cure such breach within thirty days of receipt of notice of breach from the County. In the event that such breach is not timely cured, the County may terminate this Agreement as well as exercise any other rights available to the County under applicable law.

(iii) It shall be a continuing obligation of the Contractor to inform the County of any material changes in the content of its certification of compliance, attached hereto as Appendix L, and shall provide to the County any information necessary to maintain the certification's accuracy.

(c) Records Access. The parties acknowledge and agree that all records, information, and data ("Information") acquired in connection with performance or administration of this Agreement shall be used and disclosed solely for the purpose of performance and administration of the contract or as required by law. The Contractor acknowledges that Contractor Information in the County's possession may be subject to disclosure under Article 6 of the New York State Public Officer's Law ("Freedom of Information Law" or "FOIL"). In the event that such a request for disclosure is made, the County shall make reasonable efforts to notify the Contractor of such request prior to disclosure of the Information so that the Contractor may take such action as it deems appropriate.

8. Minimum Service Standards. Regardless of whether required by Law:

(a) The Contractor shall, and shall cause Contractor Agents to, conduct its, his or her activities in connection with this Agreement so as not to endanger or harm any Person or property.

(b) The Contractor shall deliver Services under this Agreement in a professional manner consistent with the best practices of the industry in which the Contractor operates. The Contractor shall take all actions necessary or appropriate to meet the obligation described in the immediately preceding sentence, including obtaining and

maintaining, and causing all Contractor Agents to obtain and maintain, all approvals, licenses, and certifications ("Approvals") necessary or appropriate in connection with this Agreement.

9. Indemnification; Defense; Cooperation. (a) The Contractor shall be solely responsible for and shall indemnify and hold harmless the County, the Department and its officers, employees, and agents (the "Indemnified Parties") from and against any and all liabilities, losses, costs, expenses (including, without limitation, attorneys' fees and disbursements) and damages ("Losses"), arising out of or in connection with any acts or omissions of the Contractor or a Contractor Agent, regardless of whether due to negligence, fault, or default, including Losses in connection with any litigation or other proceeding or preparing a defense to or prosecuting the same; provided, however, that the Contractor shall not be responsible for that portion, if any, of a Loss that is caused by the negligence of the County.

(b) The Contractor shall, upon the County's demand and at the County's direction, promptly and diligently defend, at the Contractor's own risk and expense, any and all suits, actions, or proceedings which may be brought or instituted against one or more Indemnified Parties for which the Contractor is responsible under this Section, and, further to the Contractor's indemnification obligations, the Contractor shall pay and satisfy any judgment, decree, loss or settlement in connection therewith, provided however, that the Contractor shall not be responsible for that portion, if any, that is caused by the negligence of the County.

(c) The Contractor shall, and shall cause Contractor Agents to, cooperate with the County and the Department in connection with the investigation, defense or prosecution of any action, suit or proceeding in connection with this Agreement, including the acts or omissions of the Contractor and/or a Contractor Agent in connection with this Agreement.

(d) The provisions of this Section shall survive the termination of this Agreement.

10. Insurance. (a) Types and Amounts. The Contractor shall obtain and maintain throughout the term of this Agreement, at its own expense: (i) one or more policies for commercial general liability insurance, which policy(ies) shall name "Nassau County" as an additional insured and have a minimum single combined limit of liability of not less than one million dollars (\$1,000,000) per occurrence and two million dollars (\$2,000,000) aggregate coverage, (ii) if contracting in whole or part to provide professional services, one or more policies for professional liability insurance, which policy(ies) shall have a minimum single combined limit liability of not less one million dollars (\$1,000,000.00) per occurrence; (iii) compensation insurance for the benefit of the Contractor's employees ("Workers' Compensation Insurance"), which insurance is in compliance with the New York State Workers' Compensation Law, and (iv) such additional insurance as the County may from time to time specify.

(b) Acceptability; Deductibles; Subcontractors. All insurance obtained and maintained by the Contractor pursuant to this Agreement shall be (i) written by one or more commercial insurance carriers licensed to do business in New York State and acceptable to the County, and which is (ii) in form and substance acceptable to the

County. The Contractor shall be solely responsible for the payment of all deductibles to which such policies are subject. The Contractor shall require any subcontractor hired in connection with this Agreement to carry insurance with the same limits and provisions required to be carried by the Contractor under this Agreement.

(c) Delivery; Coverage Change; No Inconsistent Action. Prior to the execution of this Agreement, copies of current certificates of insurance evidencing the insurance coverage required by this Agreement shall be delivered to the Department. Not less than thirty (30) days prior to the date of any expiration or renewal of, or actual, proposed or threatened reduction or cancellation of coverage under, any insurance required hereunder, the Contractor shall provide written notice to the Department of the same and deliver to the Department renewal or replacement certificates of insurance. The Contractor shall cause all insurance to remain in full force and effect throughout the term of this Agreement and shall not take or omit to take any action that would suspend or invalidate any of the required coverages. The failure of the Contractor to maintain Workers' Compensation Insurance shall render this contract void and of no effect. The failure of the Contractor to maintain the other required coverages shall be deemed a material breach of this Agreement upon which the County reserves the right to consider this Agreement terminated as of the date of such failure.

11. Assignment; Amendment; Waiver; Subcontracting. This Agreement and the rights and obligations hereunder may not be in whole or part (i) assigned, transferred or disposed of, (ii) amended, (iii) waived, or (iv) subcontracted, without the prior written consent of the County Executive or his or her duly designated deputy (the "County Executive"), and any purported assignment, other disposal or modification without such prior written consent shall be null and void. The failure of a party to assert any of its rights under this Agreement, including the right to demand strict performance, shall not constitute a waiver of such rights.

12. Termination. (a) Generally. This Agreement may be terminated (i) for any reason by the County upon thirty (30) days' written notice to the Contractor, (ii) for "Cause" by the County immediately upon the receipt by the Contractor of written notice of termination, (iii) upon mutual written Agreement of the County and the Contractor, and (iv) in accordance with any other provisions of this Agreement expressly addressing termination. As used in this Agreement the word "Cause" includes: (i) a breach of this Agreement; (ii) the failure to obtain and maintain in full force and effect all Approvals required for the services described in this Agreement to be legally and professionally rendered; and (iii) the termination or impending termination of federal or state funding for the services to be provided under this Agreement.

(b) Convenience Termination. In the event of a Convenience Termination, the County will reimburse the Contractor all allowable costs incurred prior to the Contractor's receipt of the Termination Notice, for which costs Contractor can provide the County with reasonable supporting documentation and for which the Contractor has not received prior reimbursement or payment.

(c) By the Contractor. This Agreement may be terminated by the Contractor if performance becomes impracticable through no fault of the Contractor, where the impracticability relates to the Contractor's ability to perform its obligations and not to a

judgment as to convenience or the desirability of continued performance. Termination under this subsection shall be effected by the Contractor delivering to the commissioner or other head of the Department (the "Commissioner"), at least sixty (60) days prior to the termination date (or a shorter period if sixty days' notice is impossible), a notice stating (i) that the Contractor is terminating this Agreement in accordance with this subsection, (ii) the date as of which this Agreement will terminate, and (iii) the facts giving rise to the Contractor's right to terminate under this subsection. A copy of the notice given to the Commissioner shall be given to the Deputy County Executive who oversees the administration of the Department (the "Applicable DCE") on the same day that notice is given to the Commissioner.

(d) Contractor Assistance upon Termination. In connection with the termination or impending termination of this Agreement the Contractor shall, regardless of the reason for termination, take all actions reasonably requested by the County (including those set forth in other provisions of this Agreement) to assist the County in transitioning the Contractor's responsibilities under this Agreement. The provisions of this subsection shall survive the termination of this Agreement.

13. Accounting Procedures; Records. The Contractor shall maintain and retain, for a period of six (6) years following the later of termination of or final payment under this Agreement, complete and accurate records, documents, accounts and other evidence, whether maintained electronically or manually ("Records"), pertinent to performance under this Agreement. Records shall be maintained in accordance with Generally Accepted Accounting Principles and, if the Contractor is a non-profit entity, must comply with the accounting guidelines set forth in the federal Office of Management & Budget Circular A-122, "Cost Principles for Non-Profit Organizations." Such Records shall at all times be available for audit and inspection by the Comptroller, the Department, any other governmental authority with jurisdiction over the provision of services hereunder and/or the payment therefore, and any of their duly designated representatives. The provisions of this Section shall survive the termination of this Agreement.

14. Limitations on Actions and Special Proceedings against the County. No action or special proceeding shall lie or be prosecuted or maintained against the County upon any claims arising out of or in connection with this Agreement unless:

(a) Notice. At least thirty (30) days prior to seeking relief the Contractor shall have presented the demand or claim(s) upon which such action or special proceeding is based in writing to the Applicable DCE for adjustment and the County shall have neglected or refused to make an adjustment or payment on the demand or claim for thirty (30) days after presentment. The Contractor shall send or deliver copies of the documents presented to the Applicable DCE under this Section to each of (i) the Department and the (ii) the County Attorney (at the address specified above for the County) on the same day that documents are sent or delivered to the Applicable DCE. The complaint or necessary moving papers of the Contractor shall allege that the above-described actions and inactions preceded the Contractor's action or special proceeding against the County.

(b) Time Limitation. Such action or special proceeding is commenced within the earlier of (i) one (1) year of the first to occur of (A) final payment under or the

termination of this Agreement, and (B) the accrual of the cause of action, and (ii) the time specified in any other provision of this Agreement.

15. Work Performance Liability. The Contractor is and shall remain primarily liable for the successful completion of all work in accordance this Agreement irrespective of whether the Contractor is using a Contractor Agent to perform some or all of the work contemplated by this Agreement, and irrespective of whether the use of such Contractor Agent has been approved by the County.

16. Consent to Jurisdiction and Venue; Governing Law. Unless otherwise specified in this Agreement or required by Law, exclusive original jurisdiction for all claims or actions with respect to this Agreement shall be in the Supreme Court in Nassau County in New York State and the parties expressly waive any objections to the same on any grounds, including venue and forum non conveniens. This Agreement is intended as a contract under, and shall be governed and construed in accordance with, the Laws of New York State, without regard to the conflict of laws provisions thereof.

17. Notices. Any notice, request, demand or other communication required to be given or made in connection with this Agreement shall be (a) in writing, (b) delivered or sent (i) by hand delivery, evidenced by a signed, dated receipt, (ii) postage prepaid via certified mail, return receipt requested, or (iii) overnight delivery via a nationally recognized courier service, (c) deemed given or made on the date the delivery receipt was signed by a County employee, three (3) business days after it is mailed or one (1) business day after it is released to a courier service, as applicable, and (d)(i) if to the Department, to the attention of the Commissioner at the address specified above for the Department, (ii) if to an Applicable DCE, to the attention of the Applicable DCE (whose name the Contractor shall obtain from the Department) at the address specified above for the County, (iii) if to the Comptroller, to the attention of the Comptroller at 240 Old Country Road, Mineola, NY 11501, and (iv) if to the Contractor, to the attention of Mr. Michael Arcari, at the principal address listed above for Contractor.

18. All Legal Provisions Deemed Included; Severability; Supremacy. (a) Every provision required by Law to be inserted into or referenced by this Agreement is intended to be a part of this Agreement. If any such provision is not inserted or referenced or is not inserted or referenced in correct form then (i) such provision shall be deemed inserted into or referenced by this Agreement for purposes of interpretation and (ii) upon the application of either party this Agreement shall be formally amended to comply strictly with the Law, without prejudice to the rights of either party.

(b) In the event that any provision of this Agreement shall be held to be invalid, illegal or unenforceable, the validity, legality and enforceability of the remaining provisions shall not in any way be affected or impaired thereby.

(c) Unless the application of this subsection will cause a provision required by Law to be excluded from this Agreement, in the event of an actual conflict between the terms and conditions set forth above the signature page to this Agreement and those contained in any schedule, exhibit, appendix, or attachment to this Agreement, the terms

and conditions set forth above the signature page shall control. To the extent possible, all the terms of this Agreement should be read together as not conflicting.

(d) Each party has cooperated in the negotiation and preparation of this Agreement. Therefore, in the event that construction of this Agreement occurs, it shall not be construed against either party as drafter.

19. Section and Other Headings. The section and other headings contained in this Agreement are for reference purposes only and shall not affect the meaning or interpretation of this Agreement.

20. Administrative Service Charge. The Contractor agrees to pay the County an administrative service charge of **Two Hundred Sixty Six Dollars (\$266.00)** for the processing of this Agreement pursuant to Ordinance Number 74-1979, as amended by Ordinance Number 128-2006. The administrative service charge shall be due and payable to the County by the Contractor upon signing this Agreement.

21. Executory Clause. Notwithstanding any other provision of this Agreement:

(a) Approval and Execution. The County shall have no liability under this Agreement (including any extension or other modification of this Agreement) to any Person unless (i) all County approvals have been obtained, including, if required, approval by the County Legislature, and (ii) this Agreement has been executed by the County Executive (as defined in this Agreement).

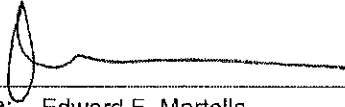
(b) Availability of Funds. The County shall have no liability under this Agreement (including any extension or other modification of this Agreement) to any Person beyond funds appropriated or otherwise lawfully available for this Agreement, and, if any portion of the funds for this Agreement are from the state and/or federal governments, then beyond funds available to the County from the state and/or federal governments.

22. Entire Agreement. This Agreement represents the full and entire understanding and agreement between the parties with regard to the subject matter hereof and supersedes all prior agreements (whether written or oral) of the parties relating to the subject matter of this Agreement.


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IN WITNESS WHEREOF, the Contractor and the County have executed this Agreement as of the date first above written.

TECTONIC ENGINEERING & SURVEYING
CONSULTANTS P.C.

By: 
Name: Edward F. Martella
Title: Vice President
Date: 10/3/14

NASSAU COUNTY

By: 
Name: Richard D. Wells
Title: County Executive
Date: 12/9/14

PLEASE EXECUTE IN BLUE INK

STATE OF Virginia)
)ss.:
COUNTY OF Henrico)

On the 3rd day of October in the year 20 14 before me personally came Edward F. Martella to me personally known, who, being by me duly sworn, did depose and say that he or she resides in the County of Henrico; that he or she is the Vice President of Tectonic Engineering, the corporation described herein and which executed the above instrument; and that he or she signed his or her name thereto by authority of the board of directors of said corporation.

NOTARY PUBLIC

Mary Joyce Williams

MARY JOYCE WILLIAMS
NOTARY PUBLIC
REGISTRATION # 7578772
COMMONWEALTH OF VIRGINIA
MY COMMISSION EXPIRES
MARCH 31, 2017

STATE OF NEW YORK)
)ss.:
COUNTY OF NASSAU)

On the 9 day of December in the year 20 14 before me personally came Richard R. Walker to me personally known, who, being by me duly sworn, did depose and say that he or she resides in the County of Nassau; that he or she is the County Executive of the County of Nassau, the municipal corporation described herein and which executed the above instrument; and that he or she signed his or her name thereto pursuant to Section 205 of the County Government Law of Nassau County.

NOTARY PUBLIC

Concetta A. Petrucci

CONCETTA A. PETRUCCI
Notary Public, State of New York
No. 01903254029
Qualified in Nassau County
Commission Expires April 02, 2016

EXHIBIT A

PAYMENT SCHEDULE

Nassau County CEMP Update	Total
Completion of Task 1 and Task 2:	\$20,000.00
Completion of Task 3:	\$20,000.00
Completion of Task 4:	\$20,000.00
Completion of Task 5:	\$22,400.00
Total of all payments:	\$82,400.00

Estimated Project time-line

Completion of:	
Task 1	April 30, 2015
Task 2	July 31, 2015
Task 3	September 30, 2015
Task 4	December 31, 2015
Task 5	April 30, 2016

EXHIBIT B

Tectonic Engineering GSA Contract No. GS00F015BA

SOLICITATION/CONTRACT/ORDER FOR COMMERCIAL ITEMS OFFEROR TO COMPLETE BLOCKS 12, 17, 23, 24, & 30				1. REQUISITION NUMBER		PAGE 1 OF	
2. CONTRACT NO. GS00F015BA		3. AWARD/EFFECTIVE DATE 12 Sep 2014		4. ORDER NUMBER		5. SOLICITATION NUMBER FCO00CORP0000C -- REFRESH #17	
7. FOR SOLICITATION INFORMATION CALL:		a. NAME GSA, MANAGEMENT SERVICES CTR		b. TELEPHONE NUMBER (No collect calls)		8. OFFER DUE DATE/LOCAL TIME	
9. ISSUED BY GSA, MANAGEMENT SERVICES CTR 400 15TH ST, SW RM 2757 (AQSA) AUBURN, WA, 98001		CODE		10. THIS ACQUISITION IS <input checked="" type="checkbox"/> UNRESTRICTED <input type="checkbox"/> SET ASIDE: % FOR <input type="checkbox"/> SMALL BUSINESS <input type="checkbox"/> HUBZONE SMALL BUSINESS <input type="checkbox"/> 8(A) NAICS: SIZE STANDARD:		11. DELIVERY FOR FOB DESTINATION UNLESS BLOCK IS MARKED <input checked="" type="checkbox"/> SEE SCHEDULE <input type="checkbox"/> 13a. THIS CONTRACT IS A RATED ORDER UNDER OPAS (15 CFR 700) 13b. RATING 14. METHOD OF SOLICITATION <input type="checkbox"/> RFQ <input type="checkbox"/> IFB <input checked="" type="checkbox"/> RFP	
15. DELIVER TO ORDERING AGENCY		CODE		16. ADMINISTERED BY SEE BLOCK 9		CODE	
17a. CONTRACTOR/OFFEROR TECTONIC ENGINEERING & SURVEYING CONSULTANTS 70 PLEASANT HILL RD MOUNTAINVILLE, NY, 109530000 DUNS Number :184603124 TELEPHONE NO.		CODE		FACILITY CODE		18a. PAYMENT WILL BE MADE BY PCORDERING AGENCY	
<input type="checkbox"/> 17b. CHECK IF REMITTANCE IS DIFFERENT AND PUT SUCH ADDRESS IN OFFER				18b. SUBMIT INVOICES TO ADDRESS SHOWN IN BLOCK 18a UNLESS BLOCK BELOW IS CHECKED <input type="checkbox"/> SEE ADDENDUM			
19. ITEM NO.	20. SCHEDULE OF SUPPLIES/SERVICES			21. QUANTITY	22. UNIT	23. UNIT PRICE	24. AMOUNT
	Consolidated Solicitation						
(Use Reverse and/or Attach Additional Sheets as Necessary)							
25. ACCOUNTING AND APPROPRIATION DATA						26. TOTAL AWARD AMOUNT (For Govt. Use Only)	
<input checked="" type="checkbox"/> 27a. SOLICITATION INCORPORATES BY REFERENCE FAR 52.212-1, 52.212-4, FAR 52.212-3 AND 52.212-5 ARE ATTACHED. ADDENDA						ARE <input type="checkbox"/> ARE NOT ATTACHED	
<input type="checkbox"/> 27b. CONTRACT/PURCHASE ORDER INCORPORATES BY REFERENCE FAR 52.212-4, FAR 52.212-5 IS ATTACHED. ADDENDA						ARE <input type="checkbox"/> ARE NOT ATTACHED	
<input type="checkbox"/> 28. CONTRACTOR IS REQUIRED TO SIGN THIS DOCUMENT AND RETURN COPIES TO ISSUING OFFICE. CONTRACTOR AGREES TO FURNISH AND DELIVER ALL ITEMS SET FORTH OR OTHERWISE IDENTIFIED ABOVE AND ON ANY ADDITIONAL SHEETS SUBJECT TO THE TERMS AND CONDITIONS SPECIFIED HEREIN.						29. AWARD OF CONTRACT: REF. _____ OFFER DATED _____, YOUR OFFER ON SOLICITATION (BLOCK 5), INCLUDING ANY ADDITIONS OR CHANGES WHICH ARE SET FORTH HEREIN, IS ACCEPTED AS TO ITEMS:	
30a. SIGNATURE OF OFFEROR/CONTRACTOR Donald A. Sharla TECTONIC ENGINEERING & SURVEYING CONSULTANTS PO on 05/09/2014				31a. UNITED STATES OF AMERICA (SIGNATURE OF CONTRACTING OFFICER) Yvonne J. Galas GSA/FSS on 09/09/2014			
30b. NAME AND TITLE OF SIGNER (Type or print) See Above		30c. DATE SIGNED		31b. NAME OF CONTRACTING OFFICER (Type or print) See Above		31c. DATE SIGNED	

AUTHORIZED FOR LOCAL REPRODUCTION
PREVIOUS EDITION IS NOT USABLE

STANDARD FORM 1449 (REV. 4/2002)
Prescribed by GSA - FAR (48 CFR) 53.212

EXHIBIT B (continued)

SF1449 CONTINUATION SHEET

Page 1A

Tectonic Engineering & Surveying Consultants, 70 Pleasant Hill Road, P.O. Box 37, Mountainville, NY 10953 0037

Contract Number: (See Block 2 on SF1449)

Contract Period: (See Block 3 on SF1449), effective through five years

Tectonic Engineering & Surveying Consultants final proposal revision letter dated 8/8/2014 and related documents are incorporated and made part of this contract.

- Pursuant to FAR Clause 52.219-9, Tectonic Engineering & Surveying Consultants Small Business Subcontracting Plan dated 9/4/2013, approved by Yvonne J. Salas, Contracting Officer, 9/24/2013 is incorporated into this contract.
- Tectonic Engineering & Surveying Consultants agrees to incorporate clause CP-FSS-2 Significant Changes for Consolidated Schedule Refresh 18 into this contract (see Significant Changes below)

Tectonic Engineering & Surveying Consultants final awarded labor categories and prices are listed below (position descriptions follow below). The final awarded prices include the required .75% Industrial Funding Fee (IFF).

Item	SIN	Awarded Labor Category	Min Edu	Min Exp	Site	Year 1
1	C871-7; C871-210; C899-1; C899-7	Project Executive Director	Masters	20	Contractor	\$185.94
2	C871-7; C871-210; C899-1; C899-7	Project Manager II	Masters	12	Contractor	\$174.25
3	C871-7; C871-210; C899-1; C899-7	Project Manager I	Bachelors	7	Contractor	\$132.95
4	C871-7; C871-210; C899-1	Engineer - Specialist II	Masters	10	Contractor	\$160.65
5	C871-7; C871-210; C899-1	Engineer - Specialist I	Masters	5	Contractor	\$130.03
6	C871-7	Senior Engineer	Bachelors	12	Contractor	\$129.68
7	C871-7	Staff Engineer	Bachelors	3	Contractor	\$92.27
8	C871-7	Project Engineer	Bachelors	7	Contractor	\$120.83
9	C871-7	Sr. Designer	Bachelors	10	Contractor	\$88.71
10	C871-7; C871-210; C899-1	Senior Engineering Technician***	High School	5	Contractor	\$69.42
11	C871-7; C871-210; C899-1; C899-7	Environmental Technician***	Bachelors	3	Contractor	\$71.01
12	C871-7	Supervising Construction	Masters	15	Contractor	\$156.02

EXHIBIT B (continued)

		Engineer				
13	C871-7	Resident Engineer	Bachelors	12	Contractor	\$137.02
14	C871-7; C899-1	Office Engineer	Bachelors	6	Contractor	\$107.41
15	C871-7	Assistant Office Engineer	Bachelors	4	Contractor	\$94.78
16	C871-7; C871-210; C899-1; C899-7	Survey Party Chief***	High School	5	Contractor	\$88.76
17	C871-7; C871-210; C899-1; C899-7	Instrument Person***	High School	1	Contractor	\$73.31

Service Contract Act: The Service Contract Act (SCA) is applicable to this contract and it includes SCA eligible labor categories. The prices for the cited SCA labor categories are based on the U.S. Department of Labor Wage Determination Number(s) identified in the SCA matrix below. The prices offered are based on the preponderance of where work is performed and should the contractor perform in an area with lower SCA rates, resulting in lower wages being paid, the task order prices will be discounted accordingly.

SCA Eligible Labor Category	SCA Equivalent Code Title	Wage Determination No
Senior Engineering Technician	30040 Civil Engineering Technician	2005-2379 Revision 12
Environmental Technician	30090 Environmental Technician	2005-2379 Revision 12
Survey Party Chief	99830 Survey Party Chief (Chief of Party)	2005-2379 Revision 12
Instrument Person	99832 Surveying Technician (Instrument Person)	2005-2379 Revision 12

Discounts: Tectonic Engineering & Surveying Consultants submitted pricing based on its commercial market prices effective 8/8/2014. The Government prices, excluding the required .75% IFF, terms and conditions are better than those sold to its most favored customer(s), "See Attachment 1 - Proposal PriceList (PPL) spreadsheet attached to this SF 1449." The MFC(s) receive discounts ranging from 5% to 22.8% off Tectonic Engineering & Surveying Consultants commercial market prices. Tectonic Engineering & Surveying Consultants is offering GSA prices (excluding the required .75% IFF) that are discounted from 7.3% to 30.6% off Tectonic Engineering & Surveying Consultants commercial market prices.

Basis of Award: In accordance with clause 552.238-75 Price Reductions, "All commercial customers who receive 0% discounts off of Tectonic Engineering & Surveying Consultants PC's commercial market prices and Tectonics' Most Favored Customers, who receive the discounts identified on the Proposed Price List (PPL) spreadsheet, labeled as Attachment 1, contained in its Final Proposal Revisions" and as attached to this SF 1449, are the basis of award (BOA) customers. GSA prices excluding the required .75% IFF are at least 2.1% less than the prices offered/sold to the MFC/BOA.

Economic price adjustments (EPA): EPA will be in accordance with clause I-FSS-969 Economic Price Adjustment-FSS Multiple Award Schedules (b)(2). Adjustments based on a market indicator have been awarded. The awarded market indicator is The Bureau of Labor Statistics Employment Cost Index (ECI), Table 5: Compensation - Not Seasonally Adjusted - Employment Cost Index for Total Compensation, for Private Industry Workers, by Occupational Group and Industry, for Occupational Group: "Professional,

EXHIBIT B (continued)

scientific, and technical services." Price adjustments are not automatic and must be completed by a contract modification.

SIN(s) / Recovery SIN(s) Awarded:

SIN	Recovery	SIN Description
C871 7	C871 7RC	Construction Management and Engineering Consulting Services Related to Real Property
C871 210	C871 210RC	Water Conservation Services
C899 7	C899 7RC	Geographic Information Systems (GIS) Services
C899 1	C899 1RC	Environmental Consulting Services

Maximum Order: \$1,000,000.00

Minimum Order: \$100.00

Prompt Payment Discount: Net 30 days

Quantity Discount: Three types of Quantity Discounts are available and shown below:

1.5% discount for any individual task order within \$250,000 - \$500,000

2.5% discount for any individual task order that exceeds \$500,000

If a task order is initially in an amount less than \$250,000, but is subsequently amended to exceed that amount, Tectonic will apply the appropriate Quantity Discount starting in the first full month after which the amendment takes place. Tectonic will not apply the Quantity Discount retroactively. Only one Quantity Discount (either 1.5% or 2.5%) will apply at any time; these discounts are not additive.

Geographic Coverage: FOB Destination, Domestic only delivery, with the exact time to be specified on individual Delivery/Task Orders.

Licensing fees: If any, are to be negotiated between the contractor and the individual customer agencies.

Tectonic Engineering & Surveying Consultants possesses an adequate and auditable labor hour recording and invoicing system capable of fully supporting labor hour invoices; therefore, the firm is approved to accept both Labor-Hour and Firm-Fixed-Price Delivery/Task Orders from authorized agencies under this contract

PLEASE NOTE: Pursuant to Clause 552.238-74, the Contractor must report the quarterly dollar value of sales under the contract by calendar quarter on electronic GSA Form 72A, Contractor's Report of Sales, to the FSS Vendor Support Center (VSC) Website at Internet, <http://VSC.gsa.gov>. If no sales occur, the contractor must show zero on the report.

PLEASE NOTE: Pursuant to Clause 552.243-72, Modifications, additional instructions on modification submissions can be found at "www.gsa.gov/Consolidated" by clicking on "Modification Instructions." Schedule contractors are expected to read the modification instructions in their entirety before submitting any requests to modify their Schedule contract. The instructions outline the information that must be submitted in order to avoid the rejection of a modification request. GSA will only consider modification requests from contractors who are in compliance with the terms and conditions of their contract. Prior to submitting a modification request, a Schedule contractor must ensure that its GSA Advantage text file and catalog file, CCR and ORCA registrations are current and accurate and all mandatory mass modifications have been accepted. GSA will only accept modification requests submitted via the eMod website, which is located at <http://www.eoffer.gsa.gov/>.

EXHIBIT B (continued)

READ CONTRACT CAREFULLY: This award covers indefinite quantities of products and/or services. No performance or delivery is required until order(s) are received. This contract shall only be used for the services listed (see Scope of Work). Inappropriate use of the contract for other than Consolidated Services may subject the contractor/customer agency to penalties provided by statute or regulation.

SIGNIFICANT CHANGES

CP-FSS-2 SIGNIFICANT CHANGES (OCT 1988)

The attention of offeror is invited to the following changes made since the issuance of the last solicitation for the supplies/services covered herein:

The deleted regulation(s) from previous refresh are listed below

Number Title Clause/Provision

52.247-64 - PREFERENCE FOR PRIVATELY OWNED U.S.--FLAG COMMERCIAL VESSELS (FEB 2006) (ALTERNATE I -- APR 2003) - Clause

552.243-72 - MODIFICATIONS (MULTIPLE AWARD SCHEDULE) (JUL 2000) (DEVIATION I - SEP 2010) - Clause

SCP-FSS-001 - GENERAL PROPOSAL SUBMISSION INSTRUCTIONS (FEB 2012) (ALTERNATE I -- DEC 2010) - Provision

SCP-FSS-002 - SPECIFIC PROPOSAL SUBMISSION INSTRUCTIONS (FEB 2012) (ALTERNATE I -- DEC 2010) - Provision

52.232-99 - PROVIDING ACCELERATED PAYMENT TO SMALL BUSINESS SUBCONTRACTORS (DEVIATION) (AUG 2012) - Clause

The added regulation(s) in new refresh are listed below

Number Title Clause/Provision

52.222-17 - NONDISPLACEMENT OF QUALIFIED WORKERS (JAN 2013) - Clause

52.203-17 - CONTRACTOR EMPLOYEE WHISTLEBLOWER RIGHTS AND REQUIREMENT TO INFORM EMPLOYEES OF WHISTLEBLOWER RIGHTS (SEP 2013) - Clause

52.204-15 - SERVICE CONTRACT REPORTING REQUIREMENTS FOR INDEFINITE-DELIVERY CONTRACTS (JAN 2014) - Clause

52.232-40 - PROVIDING ACCELERATED PAYMENTS TO SMALL BUSINESS SUBCONTRACTORS (DEC 2013) - Clause

SCP-FSS-001 - INSTRUCTIONS APPLICABLE TO ALL OFFERORS (MAR 2014) - Provision

SCP-FSS-002 - SPECIFIC PROPOSAL INSTRUCTIONS FOR SERVICES (MAR 2014) - Provision

SCP-FSS-003 - SPECIFIC PROPOSAL INSTRUCTIONS FOR PRODUCTS (MAR 2014) - Provision

552.238-81 - MODIFICATIONS (FEDERAL SUPPLY SCHEDULE) (APR 2014) (ALTERNATE I -- APR 2014) - Clause

The updated regulation(s) in new refresh are listed below

Number Title Clause/Provision

52.232-33 - PAYMENT BY ELECTRONIC FUNDS TRANSFER -- SYSTEM FOR AWARD MANAGEMENT (JUL 2013) - Clause

1-FSS-600 - CONTRACT PRICE LISTS (OCT 2013) - Clause

52.232-34 - PAYMENT BY ELECTRONIC FUNDS TRANSFER--OTHER THAN SYSTEM FOR AWARD MANAGEMENT (JUL 2013) (DEVIATION I - FEB 2007) - Clause

C1-FSS-151 - ADDITIONAL EVALUATION FACTORS FOR AWARD (MAR 2014) - Clause

52.232-36 - PAYMENT BY THIRD PARTY (JUL 2013) (DEVIATION I -- MAY 2003) - Clause

52.219-8 - UTILIZATION OF SMALL BUSINESS CONCERNS (JUL 2013) - Clause

52.219-9 - SMALL BUSINESS SUBCONTRACTING PLAN (JUL 2013) (ALTERNATE II -- OCT 2001) - Clause

52.209-6 - PROTECTING THE GOVERNMENT'S INTEREST WHEN SUBCONTRACTING WITH CONTRACTORS

DEBARRED, SUSPENDED, OR PROPOSED FOR DEBARMENT (AUG 2013) - Clause

52.209-7 - INFORMATION REGARDING RESPONSIBILITY MATTERS (JUL 2013) - Provision

52.209-9 - UPDATES OF PUBLICLY AVAILABLE INFORMATION REGARDING RESPONSIBILITY MATTERS (JUL 2013) - Clause

52.212-1 - INSTRUCTIONS TO OFFERORS -- COMMERCIAL ITEMS (JUL 2013) - Provision

52.212-4 - CONTRACT TERMS AND CONDITIONS--COMMERCIAL ITEMS (SEP 2013) (DEVIATION I -- FEB 2007) - Clause

52.202-1 - DEFINITIONS (NOV 2013) - Clause

52.219-29 - NOTICE OF SET-ASIDE FOR ECONOMICALLY DISADVANTAGED WOMEN-OWNED SMALL BUSINESS CONCERNS (JUL 2013) - Clause

52.219-30 - NOTICE OF SET-ASIDE FOR WOMEN-OWNED SMALL BUSINESS CONCERNS ELIGIBLE UNDER THE WOMEN-OWNED SMALL BUSINESS PROGRAM (JUL 2013) - Clause

52.222-19 - CHILD LABOR--COOPERATION WITH AUTHORITIES AND REMEDIES (JAN 2014) - Clause

52.219-28 - POST-AWARD SMALL BUSINESS PROGRAM REREPRESENTATION (JUL 2013) - Clause

52.212-4 - CONTRACT TERMS AND CONDITIONS--COMMERCIAL ITEMS (SEP 2013) (ALTERNATE I -- AUG 2012) (DEVIATION I -- FEB 2007) - Clause

52.204-10 - REPORTING EXECUTIVE COMPENSATION AND FIRST-TIER SUBCONTRACT AWARDS (JUL 2013) - Clause

52.222-54 - EMPLOYMENT ELIGIBILITY VERIFICATION (AUG 2013) - Clause

52.223-2 - AFFIRMATIVE PROCUREMENT OF BIOBASED PRODUCTS UNDER SERVICE AND CONSTRUCTION CONTRACTS (SEP 2013) - Clause

52.225-5 - TRADE AGREEMENTS (NOV 2013) - Clause

52.212-3 - OFFEROR REPRESENTATIONS AND CERTIFICATIONS -- COMMERCIAL ITEMS (NOV 2013) - Provision

EXHIBIT B *(continued)*

52.212-5 - CONTRACT TERMS AND CONDITIONS REQUIRED TO IMPLEMENT STATUTES OR EXECUTIVE ORDERS --
COMMERCIAL ITEMS (JAN 2014) (ALTERNATE II -- NOV 2013) - Clause

Position Descriptions

Title: Project Executive Director

Responsibilities: Oversees all aspects of work performed under the contract and has primary responsibility for financial management of the contract. Ensures that Task Orders are assigned to appropriate Task Order managers and staff, and that work is completed in accordance with the requirements of the contract and the respective Task Orders. Responsible for serving as the primary point of contact with the client, handling contractual matters, preparing project status reports, reviewing and approving all deliverables prior to submission, and supervising the work of all project staff.

Education and Certification: Master's Degree in Architecture, Engineering, or Construction Management with registration as either Registered Architect (R.A.) or Professional Engineer (P.E.)

Minimum Experience: 20 years.

Title: Project Manager II

Responsibilities: Duties include directing large and/or complex projects, client contact, determining staffing requirements for contracts, contract negotiations with client, assignment of staff, chairing staff meetings, business development, financial management and budget preparation. Plans work activities as necessary to meet project schedule and timeline. Plans, conducts, and supervises projects of major significance, necessitating knowledge and the ability to originate and apply new and unique methods and procedures. Provides technical advice and counsel to other professionals. Has day-to-day responsibility for activities of the project team. Serves as Quality Assurance (QA) Manager for implementing Corporate QA Plan on project. Reports to Project Executive.

Education and Certification: Master's Degree in Architecture, Engineering, or Construction Management with registration as either an R.A. or P.E.

Minimum Experience: 12 years.

Title: Project Manager I

Responsibilities: Duties include directing medium projects, or for several smaller projects, client contact, determining staffing requirements for contracts, contract negotiations with client, assignment of staff, chairing staff meetings, business development, financial management and budget preparation. Plans work activities as necessary to meet project schedule and timeline. Plans, conducts, and supervises projects of major significance, necessitating knowledge and the ability to originate and apply new and unique methods and procedures. Has day-to-day responsibility for activities of the project team. Serves as Quality Assurance (QA) Manager for implementing Corporate QA Plan on project. Reports to Sr. Project Management II.

Education and Certification: Bachelor's Degree in Architecture, Engineering, or Construction Management with registration as either an R.A. or P.E.

EXHIBIT B *(continued)*

Minimum Experience: 7 years.

Title: Engineer - Specialist II

Responsibilities: Provide technical management and direction for medium to large size projects. Applies advanced knowledge in at least one of the following specialty areas: Civil Engineering, Geotechnical Engineering; Structural Design & Analysis; Storm-water Management; Water & Wastewater; Transportation Planning; Environmental & Regulatory Permitting; Construction Management

Education and Certification: Master's Degree in Engineering, Architecture or Construction Management with registration as either an R.A. or P.E.

Minimum Experience: 10 years.

Title: Engineer - Specialist I

Responsibilities: Provide technical management and direction for small or medium projects or portions of a larger effort. Applies intermediate level of expertise in at least one of the following specialty areas: Civil Engineering, Geotechnical Engineering; Structural Design & Analysis; Storm-water Management; Water & Wastewater; Transportation Planning; Environmental & Regulatory Permitting; Construction Management

Education and Certification: Master's Degree in Engineering, Architecture or Construction Management with registration as an Engineer in Training (E.I.T.)

Minimum Experience: 5 years.

Title: Senior Engineer

Responsibilities: Works in support of project manager and project engineer. Carries out technical assignments associated with projects. Provides technical leadership on Construction Management projects, and projects addressing environmental issues or water resources. Responsible for coordinating specific technical tasks within scope of project with other disciplines and supervises preparation of technical documents, such as reviews performed on Construction Management projects, or preparation of infrastructure and site development plans. Performs engineering analysis and reviews the work prepared by staff. Checks design calculations and estimates and develops feasible concept design alternatives. Translates technical guidance received from supervisors into usable data applicable to the particular assignment. Coordinates the activities of junior staff or associates. Checks data for accuracy.

Education and Certification: Bachelor's Degree in Architecture, Engineering, or Construction Management with registration as either an R.A. or P.E.

Minimum Experience: 12 years.

Title: Staff Engineer

Responsibilities: Works in support of senior engineer. Carries out technical assignments associated with projects. Performs engineering concept design and analysis required for the preparation of plans, specifications and cost estimates for Construction Management projects, and projects that include buildings,

EXHIBIT B *(continued)*

infrastructure and site development. Prepares concept design calculations. Performs analysis of data required for concept design development. Performs CADD design and/or oversees the preparation of CADD drawings prepared by Designer/Drafter. Works under the supervision of Project or Senior Engineer.

Education and Certification: Bachelor's Degree in Architecture, Engineering, or Construction Management with registration as an Engineer in Training (E.I.T.).

Minimum Experience: 3 years.

Title: Project Engineer

Responsibilities: Supports Project Manager for preparation of plans, specifications, cost estimates and reports for Construction Management projects and building and site development work. Provides technical expertise in the preparation of engineering concept designs. Supervises technical staff in performance of engineering analysis and plan preparation. Estimates manpower needs and schedules work to meet completion dates. Directs, provides assistance, reviews progress and evaluates results, makes changes in methods, concept design, equipment and materials where necessary.

Education and Certification: Bachelor's Degree in Architecture, Engineering, or Construction Management with registration as either an R.A. or P.E.

Minimum Experience: 7 years.

Title: Sr. Designer

Responsibilities: Applies engineering, architecture or technical techniques and analyses under the direction of senior staff to support Construction Management building and site development projects.

Education and Certification: Bachelor's Degree in Architecture, Engineering, Environmental Studies, or Construction Management.

Minimum Experience: 10 years.

Title: Senior Engineering Technician

Responsibilities: Performs a variety of technical support tasks under the direction of the engineering staff. Performs basic duties including scanning, digitizing (e.g., in support of the development of project-specific GIS databases), and computer-aided drafting (CADD), and helps oversee the performance of similar duties by more junior technicians. Compiles and summarizes data. Extracts engineering data from various prescribed sources. Performs basic calculations. Performs field testing relative to Quality Assurance/Quality Control (QA/QC) for Construction Management projects, including testing of soils, concrete, masonry, asphalt and structural steel. Works under the supervision of senior or staff engineer. Performs field testing for Geotechnical Subsurface Investigations and Environmental projects.

EXHIBIT B *(continued)*

Education and Certification: High School Diploma (or GED) and one or more of the following: ACI, ICC, AWS or NICET certification.¹

Minimum Experience: 5 years.

Title: Environmental Technician

Responsibilities: Performs a variety of technical support tasks under the direction of the engineering staff. May include field operations assignments such as site investigations, collection of water and soil samples, collection of geo-coded data to be used in a project-specific GIS database, and field monitoring of environmental parameters. Works under the supervision of Engineer or Senior Engineering Technician.

Education and Certification: Bachelor's Degree in Engineering, or Environmental Science.

Minimum Experience: 3 years.

Title: Supervising Construction Engineer

Responsibilities: Provides general supervision of Construction Management staff members at all company locations. Develops and maintains standard procedures for construction engineering staff and assists in preparation and revision of construction inspection procedures, updating inspection reporting format and recordkeeping procedures, perform constructability reviews of in house design projects and serves as Quality Assurance (QA) Manager for implementing Corporate QA Plan on construction management/inspection projects.

Education and Certification: Master's Degree in Architecture, Engineering, or Construction Management with registration as either an R.A. or P.E.

Minimum Experience: 15 years.

Title: Resident Engineer

Responsibilities: Provides onsite supervision of construction inspection staff as part of Construction Management projects. Other duties include contract administration, client liaison, coordination of subcontractor work, review and approval of progress payment estimates to contractor, reviews and processes contractor's change order requests, processes contractor's Request for Information (RFI's), chair and attend meetings with clients and contractor, provide coordination with other involved agencies and stakeholders, prepare and maintain daily diary, ensure project recordkeeping complies with agency requirements and oversees community outreach programs.

¹ Note: Tectonic requires a National Institute for Certification in Engineering Technologies (NICET) certification as one of the conditions for qualifying for several of our company's labor categories. This approach is consistent with government and industry practice. For example, the Federal Highway Administration (FHWA) specifies that a NICET Level III certification will satisfy the certification requirement for FHWA's "Construction Inspector III" labor category. Tectonic's standard commercial practice is consistent with this approach. At Tectonic, a person's attainment of NICET certification is a necessary but not sufficient achievement in order to qualify for certain labor categories. The NICET certification level itself, however, is not used as the title of the labor category.

EXHIBIT B *(continued)*

Education and Certification: Bachelor's Degree in Architecture, Engineering, or Construction Management with registration as either an R.A. or P.E.

Minimum Experience: 12 years.

Title: Office Engineer

Responsibilities: As part of Construction Management projects, performs tasks that typically are best performed at the field site. Reports to the Resident Engineer (R.E.) and responsible for reviewing Inspection Reports (IRs) prepared by the field inspection staff; recording and inputting quantities for payment of Contractor's work into the Client's Vendor Payment Program; reviewing and processing Contractor's partial and final payments requisitions; setting up project files and maintaining records; processing Contractor submittals including RFI's, shop drawings, etc.; preparing meeting minutes for on-site progress meetings; preparing weekly and monthly progress reports and coordinating the preparation of final as-built plans.

Education and Certification: Bachelor's Degree in Engineering and NICET IV certification.

Minimum Experience: 6 years.

Title: Assistant Office Engineer

Responsibilities: As part of Construction Management projects, performs tasks that typically are best performed at the field site. Reports to the Office Engineer (OE) and assists OE duties including compiling Inspection Reports (IRs) prepared by the field inspection staff; recording and inputting quantities for payment of Contractor's work into the Client's Vendor Payment Program; reviewing and processing Contractor's partial and final payments requisitions; distribution meeting minutes for on-site progress meetings; preparing weekly and monthly progress reports and coordinating the preparation of final as-built plans.

Education and Certification: Bachelor's Degree in Engineering and NICET III certification.

Minimum Experience: 4 years.

Title: Survey Party Chief

Responsibilities: Responsible for managing the field survey crew. Oversees the field collection of survey data and performs stakeout of property limits. Supervises the construction layout of line and grade in the field for control of contractor's work. Prepares plats, survey maps, and cross sectional data. Researches recorded/filed survey maps, deeds, physical evidence, and other records to obtain data needed for surveys. Prepares supporting calculations for performance of field survey activities. On environmental projects, identifies, compiles, and geo-codes historical data for inclusion in GIS databases (e.g., historical land use data; historic deeds data); oversees field studies to gather geocoded data (e.g., to delineate wetlands boundaries in support of Environmental Consulting projects; identifies topographic details of importance to Storm-water

EXHIBIT B *(continued)*

projects and other water resources projects; collects data using handheld GPS devices. Reports to Chief Surveyor.

Education and Certification: High School Diploma (or GED).

Minimum Experience: 5 years.

Title: Instrument Person

Responsibilities: Responsible for operating and reading surveying instruments, and handheld GPS units (e.g., for collection of geo-coded data for GIS projects). Assists Party Chief with collection of field data and field stakeouts for Construction Management, Environmental, Stormwater, and GIS projects.

Education and Certification: High School Diploma (or GED).

Minimum Experience: 1 year.

Appendix EE

Equal Employment Opportunities for Minorities and Women

The provisions of this Appendix EE are hereby made a part of the document to which it is attached.

The Contractor shall comply with all federal, State and local statutory and constitutional anti-discrimination provisions. In addition, Local Law No. 14-2002, entitled "Participation by Minority Group Members and Women in Nassau County Contracts," governs all County Contracts as defined herein and solicitations for bids or proposals for County Contracts. In accordance with Local Law 14-2002:

(a) The Contractor shall not discriminate against employees or applicants for employment because of race, creed, color, national origin, sex, age, disability or marital status in recruitment, employment, job assignments, promotions, upgradings, demotions, transfers, layoffs, terminations, and rates of pay or other forms of compensation. The Contractor will undertake or continue existing programs related to recruitment, employment, job assignments, promotions, upgradings, transfers, and rates of pay or other forms of compensation to ensure that minority group members and women are afforded equal employment opportunities without discrimination.

(b) At the request of the County contracting agency, the Contractor shall request each employment agency, labor union, or authorized representative of workers with which it has a collective bargaining or other agreement or understanding, to furnish a written statement that such employment agency, union, or representative will not discriminate on the basis of race, creed, color, national origin, sex, age, disability, or marital status and that such employment agency, labor union, or representative will affirmatively cooperate in the implementation of the Contractor's obligations herein.

(c) The Contractor shall state, in all solicitations or advertisements for employees, that, in the performance of the County Contract, all qualified applicants will be afforded equal employment opportunities without discrimination because of race, creed, color, national origin, sex, age, disability or marital status.

(d) The Contractor shall make best efforts to solicit active participation by certified minority or women-owned business enterprises ("Certified M/WBEs") as defined in Section 101 of Local Law No. 14-2002, for the purpose of granting of Subcontracts.

(e) The Contractor shall, in its advertisements and solicitations for Subcontractors, indicate its interest in receiving bids from Certified M/WBEs and the requirement that Subcontractors must be equal opportunity employers.

(f) Contractors must notify and receive approval from the respective Department Head prior to issuing any Subcontracts and, at the time of requesting such authorization, must submit a signed Best Efforts Checklist.

(g) Contractors for projects under the supervision of the County's Department of Public Works shall also submit a utilization plan listing all proposed Subcontractors so that, to the greatest extent feasible, all Subcontractors will be approved prior to commencement of work. Any additions or changes to the list of subcontractors under the utilization plan shall be approved by the Commissioner of the Department of Public Works when made. A copy of the utilization plan any additions or changes thereto shall be submitted by the Contractor to the Office of Minority Affairs simultaneously with the submission to the Department of Public Works.

(h) At any time after Subcontractor approval has been requested and prior to being granted, the contracting agency may require the Contractor to submit Documentation Demonstrating Best Efforts to Obtain Certified Minority or Women-owned Business Enterprises. In addition, the contracting agency may require the Contractor to submit such documentation at any time after Subcontractor approval when the contracting agency has reasonable cause to believe that the existing Best Efforts Checklist may be inaccurate. Within ten working days (10) of any such request by the contracting agency, the Contractor must submit Documentation.

(i) In the case where a request is made by the contracting agency or a Deputy County Executive acting on behalf of the contracting agency, the Contractor must, within two (2) working days of such request, submit evidence to demonstrate that it employed Best Efforts to obtain Certified M/WBE participation through proper documentation.

(j) Award of a County Contract alone shall not be deemed or interpreted as approval of all Contractor's Subcontracts and Contractor's fulfillment of Best Efforts to obtain participation by Certified M/WBEs.

(k) A Contractor shall maintain Documentation Demonstrating Best Efforts to Obtain Certified Minority or Women-owned Business Enterprises for a period of six (6) years. Failure to maintain such records shall be deemed failure to make Best Efforts to comply with this Appendix EE, evidence of false certification as M/WBE compliant or considered breach of the County Contract.

(l) The Contractor shall be bound by the provisions of Section 109 of Local Law No. 14-2002 providing for enforcement of violations as follows:

1) Upon receipt by the Executive Director of a complaint from a contracting agency that a County Contractor has failed to comply with the provisions of Local Law No. 14-2002, this Appendix EE or any other contractual provisions included in furtherance of Local Law No. 14-2002, the Executive Director will try to resolve the matter.

2) If efforts to resolve such matter to the satisfaction of all parties are unsuccessful, the Executive Director shall refer the matter, within thirty days (30) of receipt of the complaint, to the American Arbitration Association for proceeding thereon.

3) Upon conclusion of the arbitration proceedings, the arbitrator shall submit to the Executive Director his recommendations regarding the imposition of sanctions, fines or penalties. The Executive Director shall either (i) adopt the recommendation of the arbitrator (ii) determine that no sanctions, fines or penalties should be imposed or (iii) modify the recommendation of the arbitrator, provided that such modification shall not expand upon any sanction recommended or impose any new sanction, or increase the amount of any recommended fine or penalty. The Executive Director, within ten days (10) of receipt of the arbitrators award and recommendations, shall file a determination of such matter and shall cause a copy of such determination to be served upon the respondent by personal service or by certified mail return receipt requested. The award of the arbitrator, and the fines and penalties imposed by the Executive Director, shall be final determinations and may only be vacated or modified as provided in the civil practice law and rules ("CPLR").

(m) The contractor shall provide contracting agency with information regarding all subcontracts awarded under any County Contract, including the amount of compensation paid to each Subcontractor and shall complete all forms provided by the Executive Director or the Department Head relating to subcontractor utilization and efforts to obtain M/WBE participation.

Failure to comply with provisions (a) through (m) above, as ultimately determined by the Executive Director, shall be a material breach of the contract constituting grounds for immediate termination. Once a final determination of failure to comply has been reached by the Executive Director, the determination of whether to terminate a contract shall rest with the Deputy County Executive with oversight responsibility for the contracting agency.

Provisions 1), 2) and 3) shall not be binding upon Contractors or Subcontractors in the performance of work or the provision of services or any other activity that are unrelated, separate, or distinct from the County Contract as expressed by its terms.

The requirements of the provisions 1), 2) and 3) shall not apply to any employment or application for employment outside of this County or solicitations or advertisements therefor or any existing programs of affirmative action regarding employment outside of this County and the effect of contract provisions required by these provisions 1), 2) and 3) shall be so limited.

The Contractor shall include provisions 1), 2) and 3) in every Subcontract in such a manner that these provisions shall be binding upon each Subcontractor as to work in connection with the County Contract.

As used in this Appendix EE the term "Best Efforts Checklist" shall mean a list signed by the Contractor, listing the procedures it has undertaken to procure Subcontractors in accordance with this Appendix EE.

As used in this Appendix EE the term "County Contract" shall mean (i) a written agreement or purchase order instrument, providing for a total expenditure in excess of twenty-five thousand dollars (\$25,000), whereby a County contracting agency is committed to expend or does expend funds in return for labor, services, supplies, equipment, materials or any combination of the foregoing, to be performed for, or rendered or furnished to the County; or (ii) a written agreement in excess of one hundred thousand dollars (\$100,000), whereby a County contracting agency is committed to expend or does expend funds for the acquisition, construction, demolition, replacement, major repair or renovation of real property and improvements thereon. However, the term "County Contract" does not include agreements or orders for the following services: banking services, insurance policies or contracts, or contracts with a County contracting agency for the sale of bonds, notes or other securities.

As used in this Appendix EE the term "County Contractor" means an individual, business enterprise, including sole proprietorship, partnership, corporation, not-for-profit corporation, or any other person or entity other than the County, whether a contractor, licensor, licensee or any other party, that is (i) a party to a County Contract, (ii) a bidder in connection with the award of a County Contract, or (iii) a proposed party to a County Contract, but shall not include any Subcontractor.

As used in this Appendix EE the term "County Contractor" shall mean a person or firm who will manage and be responsible for an entire contracted project.

As used in this Appendix EE "Documentation Demonstrating Best Efforts to Obtain Certified Minority or Women-owned Business Enterprises" shall include, but is not limited to the following:

1.) Proof of having advertised for bids, where appropriate, in minority publications, trade newspapers/notices and magazines, trade and union publications, and publications of general circulation in Nassau County and surrounding areas or having verbally solicited M/WBEs whom the County Contractor reasonably believed might have the qualifications to do the work. A copy of the advertisement, if used, shall be included to demonstrate that it contained language indicating that the County Contractor welcomed bids and quotes from M/WBE Subcontractors. In addition, proof of the date(s) any such advertisements appeared must be included in the Best Effort Documentation. If verbal solicitation is used, a County Contractor's affidavit with a notary's signature and stamp shall be required as part of the documentation.

- 2) Proof of having provided reasonable time for M/WBE Subcontractors to respond to bid opportunities according to industry norms and standards. A chart outlining the schedule/time frame used to obtain bids from M/WBEs is suggested to be included with the Best Effort Documentation.
- 3) Proof or affidavit of follow-up of telephone calls with potential M/WBE subcontractors encouraging their participation. Telephone logs indicating such action can be included with the Best Effort Documentation.
- 4) Proof or affidavit that M/WBE Subcontractors were allowed to review bid specifications, blue prints and all other bid/RFP related items at no charge to the M/WBEs, other than reasonable documentation costs incurred by the County Contractor that are passed onto the M/WBE.
- 5) Proof or affidavit that sufficient time prior to making award was allowed for M/WBEs to participate effectively, to the extent practicable given the timeframe of the County Contract.
- 6) Proof or affidavit that negotiations were held in good faith with interested M/WBEs, and that M/WBEs were not rejected as unqualified or unacceptable without sound business reasons based on (1) a thorough investigation of M/WBE qualifications and capabilities reviewed against industry custom and standards and (2) cost of performance. The basis for rejecting any M/WBE deemed unqualified by the County Contractor shall be included in the Best Effort Documentation.
- 7) If an M/WBE is rejected based on cost, the County Contractor must submit a list of all sub-bidders for each item of work solicited and their bid prices for the work.
- 8) The conditions of performance expected of Subcontractors by the County Contractor must also be included with the Best Effort Documentation.
- 9) County Contractors may include any other type of documentation they feel necessary to further demonstrate their Best Efforts regarding their bid documents.

As used in this Appendix EE the term "Executive Director" shall mean the Executive Director of the Nassau County Office of Minority Affairs; provided, however, that Executive Director shall include a designee of the Executive Director except in the case of final determinations issued pursuant to Section (a) through (l) of these rules.

As used in this Appendix EE the term "Subcontract" shall mean an agreement consisting of part or parts of the contracted work of the County Contractor.

As used in this Appendix EE, the term "Subcontractor" shall mean a person or firm who performs part or parts of the contracted work of a prime contractor providing services, including construction services, to the County pursuant to a county contract. Subcontractor shall include a person or firm that provides labor, professional or other services, materials or supplies to a prime contractor that are necessary for the prime contractor to fulfill its obligations to provide services to the County pursuant to a county contract. Subcontractor shall not include a supplier of materials to a contractor who has contracted to provide goods but no services to the County, nor a supplier of incidental

materials to a contractor, such as office supplies, tools and other items of nominal cost that are utilized in the performance of a service contract.

Provisions requiring contractors to retain or submit documentation of best efforts to utilize certified subcontractors and requiring Department head approval prior to subcontracting shall not apply to inter-governmental agreements. In addition, the tracking of expenditures of County dollars by not-for-profit corporations, other municipalities, States, or the federal government is not required.

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Appendix L

Certificate of Compliance

In compliance with Local Law 1-2006, as amended (the "Law"), Counsel hereby certifies the following:

1. The chief executive officer of Contractor is:
Donald A. Benvie, P.E.
Tectonic Engineering & Surveying Consultants PC (Name)
P.O. Box 37, 70 Pleasant Hill Rd.
Mountainville, NY 10953 (Address)

____ (Telephone Number)
2. The Contractor agrees to either (1) comply with the requirements of the Nassau County Living Wage Law or (2) as applicable, obtain a waiver of the requirements of the Law pursuant to section 9 of the Law. In the event that the Contractor does not comply with the requirements of the Law or obtain a waiver of the requirements of the Law, and such Contractor establishes to the satisfaction of the Department that at the time of execution of this Agreement, it had a reasonable certainty that it would receive such waiver based on the Law and Rules pertaining to waivers, the County will agree to terminate the contract without imposing costs or seeking damages against the Contractor
3. In the past five years, Contractor X has _____ has not been found by a court or a government agency to have violated federal, state, or local laws regulating payment of wages or benefits, labor relations, or occupational safety and health. If a violation has been assessed against the Contractor, describe below:

RE: OSHA - Please see attached explanation of citations and resolutions, which were noted during an inspection of our laboratory workplace. All violations were abated to the satisfaction of OSHA, and the U.S. Department of Labor.

4. In the past five years, an administrative proceeding, investigation, or government body-initiated judicial action _____ has X has not been commenced against or relating to the Contractor in connection with federal, state, or local laws regulating payment of wages or benefits, labor relations, or occupational safety and health. If such a proceeding, action, or investigation has been commenced, describe below:

5. Contractor agrees to permit access to work sites and relevant payroll records by authorized County representatives for the purpose of monitoring compliance with the Living Wage Law and investigating employee complaints of noncompliance.

I hereby certify that I have read the foregoing statement and, to the best of my knowledge and belief, it is true, correct and complete. Any statement or representation made herein shall be accurate and true as of the date stated below.

10/1/14

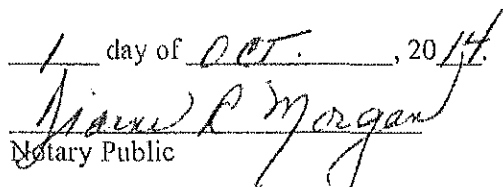
Dated


Signature of Chief Executive Officer

Donald A. Benvie, P.E.

Name of Chief Executive Officer

Sworn to before me this

1 day of OCT., 2014.

Notary Public

DIANNE R. MORGAN
Notary Public, State of New York
in Orange County
No. 8009211
Commission Expires March 8, 2015



Appendix L - Attachment

Tectonic Engineering and Surveying Consultants, P.C. was cited by the US Department of Labor's Occupational Safety and Health Administration (OSHA) for the following items identified during an inspection of its materials testing laboratory in Newburgh, NY on June 29, 2011. The citations were issued on August 10, 2011.

I. Citation 1 Item 1

An eye wash station was not available for immediate use within the work area.

II. Citation 1 Item 2

A flexible power cord with a built-in surge protector was being utilized to power a concrete compression testing machine in lieu of fixed wiring within a conduit.

III. Citation 1 Item 3

Employees testing concrete were not provided training and/or information on the potential hazards associated with silica dust. Air samples were taken and tested by OSHA. The test results were negative for silica dust.

IV. Citation 2 Item 1

Employees who voluntarily wear respirators while testing concrete and soils were not provided with information related to the precautions and proper use of respirators.

The above items were abated to the satisfaction of OSHA on the following dates and a settlement agreement was fully executed on September 10, 2011.

- I. Citation 1 Item 1 – July 7, 2011 Tectonic installed an easily accessible faucet-mounted eye wash station in the work area.
- II. Citation 1 Item 2 – July 8, 2011 Tectonic replaced the flexible cord multi-outlet surge protector to a non-corded, single outlet surge protector.
- III. Citation 1 Item 3 – August 17, 2011 Tectonic held Hazard Communication Training for all lab and field personnel addressing potential hazards associated with chemicals and silica dust, and re-addresses at safety meetings.
- IV. Citation 2 Item 1 – August 11, 2011 Tectonic employees voluntarily using respirators were provided with training and given a copy of "Information for Employees Using Respirators When Not Required Under the Standard", and the book is now offered at orientation for new employees.



Practical Solutions, Exceptional Service

OFFICES:
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Albany, NY Cincinnati, OH
Hartford, CT

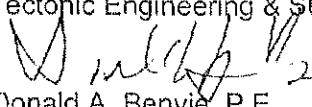
TECTONIC Engineering & Surveying Consultants PC
PO Box 37, 70 Pleasant Hill Road
Mountainville, NY 10953

(800) 829-6531 FAX: (845) 534-5999
www.tectonicengineering.com

**RE: DISCLOSURE OF PRINCIPALS
RFP EM0613-1416
EVALUATION OF COMPREHENSIVE EMERGENCY MANAGEMENT PLAN**

Name	Business Address/ Telephone No.	Office Held	Ownership Interest
Donald A. Benvie, P.E.	70 Pleasant Hill Rd. Mountainville, NY 10953 (914)582-1210	President & CEO	45.5%
Richard P. Kummerle, P.E., P.P., P.G.	4041 South McClintock Drive, Suite 302 Tempe, AZ 85282 (914)456-5550	Chairman of the Board & Managing Principal	44.1%
Thomas J. Critelli, P.E.	70 Pleasant Hill Rd. Mountainville, NY 10953 (914)263-6581	Executive Vice President & COO	3.7%
Ayman Baki, P.E.	29-16 40 th Avenue, LIC, NY 11101 (914)260-1644	Senior Vice President	2.8%
Jeffrey Kirby, P.E.	1279 Route 300 Newburgh, NY 12550 (201)741-3132	Senior Vice President	2.6%
Mark A. Stier, P.E.	1279 Route 300 Newburgh, NY 12550 (914)456-4338	Senior Vice President	.7%
Antonio Gualtieri, P.E.	1279 Route 300 Newburgh, NY 12550 (914)474-2822	Senior Vice President	.5%
Theodore J. Haines, P.L.S.	70 Pleasant Hill Rd. Mountainville, NY 10953 (845)590-8673	Vice President	.1%

Sincerely,
Tectonic Engineering & Surveying Consultants P.C.


Donald A. Benvie, P.E.
President & CEO

PLANNING • ENGINEERING • CONSTRUCTION AND PROGRAM MANAGEMENT

An Equal Opportunity Employer



E-191-17

NIFS ID:CLDA17000012 Department: District Attorney

Capital:

SERVICE: Project Coordination Closer to the Crib Program

Contract ID #:CQDA16000006 02 NIFS Entry Date: 05-JUL-17 Term: from 01-AUG-17 to 31-JUL-18

Amendment
Time Extension:
Addl. Funds:
Blanket Resolution:
RES#

1) Mandated Program:	N
2) Comptroller Approval Form Attached:	Y
3) CSEA Agmt. § 32 Compliance Attached:	N
4) Vendor Ownership & Mgmt. Disclosure Attached:	Y
5) Insurance Required	Y

Vendor Info:	
Name: Adelphi University Institute for Parenting	Vendor ID#: 11-1630741 07
Address: One South Avenue P.O. Box 701 Garden City, New York 11530	Contact Person: Marcy Safyer, Ph.D., LCSW-R
	Phone: 516-877-3060

Department:	
Contact Name: Robert McManus, Director of Office Services	
Address: Nassau County District Attorney 262 Old Country Road Mineola, New York 11501	
Phone: 516-571-3354	

RECEIVED
NASSAU COUNTY
CLERK OF THE LEGISLATIVE
2017 SEP 15 P. 2:36

Routing Slip

Department	NIFS Entry: X	28-JUL-17 -- VCORDOVA
Department	NIFS Approval: X	25-AUG-17 -- RMCMANUS
DPW	Capital Fund Approved:	
OMB	NIFA Approval: X	28-AUG-17 -- RDALLEVA
OMB	NIFS Approval: X	25-AUG-17 -- MSEIDLER
County Atty.	Insurance Verification: X	25-AUG-17 -- AAMATO
County Atty.	Approval to Form: X	29-AUG-17 -- DGREGWARE

Dep. CE	Approval: X	14-SEP-17 -- CRIBANDO
Leg. Affairs	Approval/Review: X	31-AUG-17 -- FBECKER
Legislature	Approval:	
Comptroller	NIFS Approval:	
NIFA	NIFA Approval:	

Contract Summary

Purpose: The goal of this partnership with Adelphi University's Institute for Parenting is to reduce recidivism and prevent intergenerational involvement in the criminal justice system by advancing the Close to the Crib initiative which seeks to support a healthy environment and reduce the effects of toxic stress for children whose parents/guardians have been arrested for committing crimes.
Method of Procurement: RFP DA0526-1618 was issued on 05/26/16. Adelphi University's Institute for Parenting was the only organizational entity that submitted a bid. The bid was accepted due to the reputation enjoyed by the Institute in the Long Island region as well as the responsiveness of the bid and relevant experience, institutional capacity and proposed cost.
Procurement History: RFP DA0526-1618 was issued on 05/26/16. Adelphi University's Institute for Parenting was the only organizational entity that submitted a bid. The bid was accepted due to the reputation enjoyed by the Institute in the Long Island region as well as the responsiveness of the bid and relevant experience, institutional capacity and proposed cost.
Description of General Provisions: This amendment will extend the expiration date of the agreement to July 31, 2018. The annual amount for this period is \$255,509. The contractor provides a program director, project coordinator/case manager and a clinician to the aforementioned program as well as cognitive testing for program subjects.
Impact on Funding / Price Analysis: Entire amount is funded through N.Y. State civil forfeiture funds.
Change in Contract from Prior Procurement: N/A
Recommendation: (approve as submitted) Approve as submitted.

Advisement Information

BUDGET CODES		FUNDING SOURCE	AMOUNT	LINE	INDEX/OBJECT CODE	AMOUNT
Fund:	GRT	Revenue		1	DAGRT891BOTH/D E500	\$ 255,509.00
Control:	DA89	Contract:				\$ 0.00
Resp:	1B	County	\$ 0.00			\$ 0.00
Object:	DE	Federal	\$ 0.00			\$ 0.00
Transaction:	CQ	State	\$ 255,509.00			\$ 0.00
Project #:		Capital	\$ 0.00			\$ 0.00
Detail:		Other	\$ 0.00			\$ 0.00
		TOTAL	\$ 255,509.00		TOTAL	\$ 255,509.00
RENEWAL						
% Increase						
% Decrease						

NIFA Nassau County Interim Finance Authority

Contract Approval Request Form (As of January 1, 2015)

1. Vendor: Adelphi University Institute for Parenting

2. Dollar amount requiring NIFA approval: \$255509

Amount to be encumbered: \$255509

This is a Amendment

If new contract - \$ amount should be full amount of contract

If advisement – NIFA only needs to review if it is increasing funds above the amount previously approved by NIFA

If amendment - \$ amount should be full amount of amendment only

3. Contract Term: 08/01/17 - 07/31/18

Has work or services on this contract commenced? N ____

If yes, please explain:

4. Funding Source:

General Fund (GEN)

X Grant Fund (GRT)

Capital Improvement Fund (CAP)

Other

Federal % 0

State % 100

County % 0

Is the cash available for the full amount of the contract?

Y

If not, will it require a future borrowing?

N

Has the County Legislature approved the borrowing?

N/A

Has NIFA approved the borrowing for this contract?

N/A

5. Provide a brief description (4 to 5 sentences) of the item for which this approval is requested:

The goal of this partnership with Adelphi University's Institute for Parenting is to reduce recidivism and prevent intergenerational involvement in the criminal justice system by advancing the Close to the Crib initiative which seeks to support a healthy environment and reduce the effects of toxic stress for children whose parents/guardians have been arrested for committing crimes.

6. Has the item requested herein followed all proper procedures and thereby approved by the:

Nassau County Attorney as to form Y

Nassau County Committee and/or Legislature

Date of approval(s) and citation to the resolution where approval for this item was provided:

7. Identify all contracts (with dollar amounts) with this or an affiliated party within the prior 12 months:

Contract ID	Date	Amount

AUTHORIZATION

To the best of my knowledge, I hereby certify that the information contained in this Contract Approval Request Form and any additional information submitted in connection with this request is true and accurate and that all expenditures that will be made in reliance on this authorization are in conformance with the Nassau County Approved Budget and not in conflict with the Nassau County Multi-Year Financial Plan. I understand that NIFA will rely upon this information in its official deliberations.

RDALLEVA

28-AUG-17

Authenticated User

Date

COMPTROLLER'S OFFICE

To the best of my knowledge, I hereby certify that the information listed is true and accurate and is in conformance with the Nassau County Approved Budget and not in conflict with the Nassau County Multi-Year Financial Plan.

Regarding funding, please check the correct response:

☐ I certify that the funds are available to be encumbered pending NIFA approval of this contract.

If this is a capital project:

I certify that the bonding for this contract has been approved by NIFA.

Budget is available and funds have been encumbered but the project requires NIFA bonding authorization

Authenticated User

Date

NIFA

Amount being approved by NIFA: _

Payment is not guaranteed for any work commenced prior to this approval.

Authenticated User

Date

NOTE: All contract submissions MUST include the County's own routing slip, current NIFS printouts for all relevant accounts and relevant Nassau County Legislature communication documents and relevant supplemental information pertaining to the item requested herein.

NIFA Contract Approval Request Form MUST be filled out in its entirety before being submitted to NIFA for review.

NIFA reserves the right to request additional information as needed.

RULES RESOLUTION NO. – 2017

A RESOLUTION AUTHORIZING THE COUNTY EXECUTIVE
TO EXECUTE AN AMENDMENT TO A PERSONAL SERVICES
AGREEMENT BETWEEN THE COUNTY OF NASSAU, ACTING ON
BEHALF OF THE NASSAU COUNTY DISTRICT ATTORNEY'S
OFFICE, AND ADELPHI UNIVERSITY INSTITUTE FOR PARENTING

WHEREAS, the County has negotiated an amendment to a personal
services agreement with Adelphi University Institute for Parenting, to
provide comprehensive assessment, case management, referrals, and
evidence-based treatment oversight for the Closer to the Crib program, a
copy of which is on file with the Clerk of the Legislature; now, therefore, be
it

RESOLVED, that the Rules Committee of the Nassau County
Legislature authorize the County Executive to execute the amendment to an
agreement with Adelphi University Institute for Parenting

George Maragos
Comptroller



OFFICE OF THE COMPTROLLER
240 Old Country Road
Mineola, New York 11501

COMPTROLLER APPROVAL FORM FOR PERSONAL, PROFESSIONAL OR HUMAN SERVICES CONTRACTS

Attach this form along with all personal, professional or human services contracts, contract renewals, extensions and amendments.

CONTRACTOR NAME: Adelphi University Institute for Parenting

CONTRACTOR ADDRESS: One South Ave., P.O. Box 701, Garden City, NY 11530

FEDERAL TAX ID #: 11-1630741

Instructions: Please check the appropriate box ("☑") after one of the following roman numerals, and provide all the requested information.

I. ☐ The contract was awarded to the lowest, responsible bidder after advertisement for sealed bids. The contract was awarded after a request for sealed bids was published in _____ [newspaper] on _____ [date]. The sealed bids were publicly opened on _____ [date]. _____ [#] of sealed bids were received and opened.

II. ☐ The contractor was selected pursuant to a Request for Proposals.

The Contract was entered into after a written request for proposals was issued on _____ [date]. Potential proposers were made aware of the availability of the RFP by advertisement in _____ [newspaper], posting on industry websites, via email to interested parties and by publication on the County procurement website. Proposals were due on _____ [date]. _____ [state #] proposals were received and evaluated. The evaluation committee consisted of: three members of the Comptroller's Office and one member of the County Executive's Office. The proposals were scored and ranked. As a result of the scoring and ranking, the highest-ranking proposer was selected.

III. ☒ This is a renewal, extension or amendment of an existing contract.

The contract was originally executed by Nassau County on 10/13/16. This is a renewal or extension pursuant to the contract, or an amendment within the scope of the contract or RFP (copies of the relevant pages are attached). The original contract was entered into after an RFP was issued on 05/26/16. One (1) proposal was received and evaluated. The evaluation committee consisted of three members of the District Attorney's Office staff. As a result of this evaluation, the proposal was accepted. Attach a copy of the most recent evaluation of the contractor's performance for any contract to be renewed or extended. If the contractor has not received a satisfactory evaluation, the department must explain why the contractor should nevertheless be permitted to continue to contract with the county.

IV. ☐ Pursuant to Executive Order No. 1 of 1993, as amended, at least three proposals were solicited and received. The attached memorandum from the department head describes the proposals received, along with the cost of each proposal.

- ☐ A. The contract has been awarded to the proposer offering the lowest cost proposal; OR:
- ☐ B. The attached memorandum contains a detailed explanation as to the reason(s) why the contract was awarded to other than the lowest-cost proposer. The attachment includes a specific delineation of the unique skills and experience, the specific reasons why a proposal is deemed superior, and/or why the proposer has been judged to be able to perform more quickly than other proposers.

V. ☐ Pursuant to Executive Order No. 1 of 1993 as amended, the attached memorandum from the department head explains why the department did not obtain at least three proposals.

- ☐ A. There are only one or two providers of the services sought or less than three providers submitted proposals. The memorandum describes how the contractor was determined to be the sole source provider of the personal service needed or explains why only two proposals could be obtained. If two proposals were obtained, the memorandum explains that the contract was awarded to the lowest cost proposer, or why the selected proposer offered the higher quality proposal, the proposer's unique and special experience, skill, or expertise, or its availability to perform in the most immediate and timely manner.
- ☐ B. The memorandum explains that the contractor's selection was dictated by the terms of a federal or New York State grant, by legislation or by a court order. (Copies of the relevant documents are attached).
- ☐ C. Pursuant to General Municipal Law Section 104, the department is purchasing the services required through a New York State Office of General Services contract no. _____, and the attached memorandum explains how the purchase is within the scope of the terms of that contract.
- ☐ D. Pursuant to General Municipal Law Section 119-o, the department is purchasing the services required through an inter-municipal agreement.

VI. ☐ This is a human services contract with a not-for-profit agency for which a competitive process has not been initiated. Attached is a memorandum that explains the reasons for entering into this contract without conducting a competitive process, and details when the department intends to initiate a competitive process for the future award of these services. For any such contract, where the vendor has previously provided services to the county, attach a copy of the most recent evaluation of the vendor's performance. If the contractor has not received a satisfactory evaluation, the department must explain why the contractor should nevertheless be permitted to contract with the county.

In certain limited circumstances, conducting a competitive process and/or completing performance evaluations may not be possible because of the nature of the human services program, or because of a compelling need to continue services through the same provider. In those circumstances, attach an explanation of why a competitive process and/or performance evaluation is inapplicable.

Instructions with respect to Sections VII, VIII and IX: All Departments must check the box for VII. Then, check either box Section VIII or IX, as applicable.

VII. ☐ This is a public works contract for the provision of architectural, engineering or surveying services. The attached memorandum provides details of the department's compliance with Board of Supervisors' Resolution No. 928 of 1993, including its receipt and evaluation of annual Statements of Qualifications & Performance Data, and its negotiations with the most highly qualified firms.

VIII. ☒ Participation of Minority Group Members and Women in Nassau County Contracts. The selected contractor has agreed that it has an obligation to utilize best efforts to hire MWBE sub-contractors. Proof of the contractual utilization of best efforts as outlined in Exhibit "EE" may be requested at any time, from time to time, by the Comptroller's Office prior to the approval of claim vouchers.

IX. ☐ Department MWBE responsibilities. To ensure compliance with MWBE requirements as outlined in Exhibit "EE", Department will require vendor to submit list of sub-contractor requirements prior to submission of the first claim voucher, for services under this contract being submitted to the Comptroller.

X. ☒ Vendor will not require any sub-contractors.

In addition, if this is a contract with an individual or with an entity that has only one or two employees: ☐ a review of the criteria set forth by the Internal Revenue Service, *Revenue Ruling No. 87-41, 1987-1 C.B. 296*, attached as Appendix A to the Comptroller's Memorandum, dated February 13, 2004, concerning independent contractors and employees indicates that the contractor would not be considered an employee for federal tax purposes.



Department Head Signature

07/28/17
Date

NOTE: Any information requested above, or in the exhibit below, may be included in the county's "staff summary" form in lieu of a separate memorandum.

Compt. form Pers./Prof. Services Contracts: Rev. 03/16

Exhibit A



COUNTY OF NASSAU

POLITICAL CAMPAIGN CONTRIBUTION DISCLOSURE FORM

1. Has the vendor or any corporate officers of the vendor provided campaign contributions pursuant to the New York State Election Law in (a) the period beginning April 1, 2016 and ending on the date of this disclosure, or (b), beginning April 1, 2018, the period beginning two years prior to the date of this disclosure and ending on the date of this disclosure, to the campaign committees of any of the following Nassau County elected officials or to the campaign committees of any candidates for any of the following Nassau County elected offices: the County Executive, the County Clerk, the Comptroller, the District Attorney, or any County Legislator? If yes, to what campaign committee?

No

2. VERIFICATION: This section must be signed by a principal of the consultant, contractor or Vendor authorized as a signatory of the firm for the purpose of executing Contracts.

The undersigned affirms and so swears that he/she has read and understood the foregoing statements and they are, to his/her knowledge, true and accurate.

The undersigned further certifies and affirms that the contribution(s) to the campaign committees identified above were made freely and without duress, threat or any promise of a governmental benefit or in exchange for any benefit or remuneration.

Dated: April 25, 2017 Vendor: Adelphi University - Institute for Parenting
Signed: [Signature]
Print Name: Timothy P. Burton
Title: Exec. Vice President of Finance & Administration

PRINCIPAL QUESTIONNAIRE FORM

All questions on these questionnaires must be answered by all officers and any individuals who hold a ten percent (10%) or greater ownership interest in the proposer. Answers typewritten or printed in ink. If you need more space to answer any question, make as many photocopies of the appropriate page(s) as necessary and attach them to the questionnaire.

COMPLETE THIS QUESTIONNAIRE CAREFULLY AND COMPLETELY. FAILURE TO
SUBMIT A COMPLETE QUESTIONNAIRE MAY MEAN THAT YOUR BID OR PROPOSAL
WILL BE REJECTED AS NON-RESPONSIVE AND IT WILL NOT BE CONSIDERED FOR
AWARD

1. Principal Name Timothy P. Burton - Senior Vice President and Treasurer
Date of birth / /
Home address 3 Surrey Lane
City/state/zip East Northport, NY 11731
Business address Adelphi University
City/state/zip One South Avenue, Garden City, NY 11530
Telephone 516 877 3386
Other present address(es) _____
City/state/zip _____
Telephone _____
List of other addresses and telephone numbers attached _____
2. Positions held in submitting business and starting date of each (check all applicable)
President / / Treasurer 09 / 01 / 2008 to present
Chairman of Board / / Shareholder / /
Chief Exec. Officer / / Secretary / /
Chief Financial Officer / / Partner / /
Vice President / / _____
(Other) _____
3. Do you have an equity interest in the business submitting the questionnaire?
YES ___ NO X If Yes, provide details.
4. Are there any outstanding loans, guarantees or any other form of security or lease or any other type of contribution made in whole or in part between you and the business submitting the questionnaire? YES ___ NO X If Yes, provide details.
5. Within the past 3 years, have you been a principal owner or officer of any business or not-for-profit organization other than the one submitting the questionnaire? YES ___ NO X If Yes, provide details.

6. Has any governmental entity awarded any contracts to a business or organization listed in Section 5 in the past 3 years while you were a principal owner or officer? YES ____ NO ~~X~~
If Yes, provide details.

NOTE: An affirmative answer is required below whether the sanction arose automatically, by operation of law, or as a result of any action taken by a government agency.
Provide a detailed response to all questions checked "YES". If you need more space, photocopy the appropriate page and attach it to the questionnaire.

7. In the past (5) years, have you and/or any affiliated businesses or not-for-profit organizations listed in Section 5 in which you have been a principal owner or officer:
- a. Been debarred by any government agency from entering into contracts with that agency? YES ____ NO X If Yes, provide details for each such instance.
 - b. Been declared in default and/or terminated for cause on any contract, and/or had any contracts cancelled for cause? YES ____ NO X If Yes, provide details for each such instance.
 - c. Been denied the award of a contract and/or the opportunity to bid on a contract, including, but not limited to, failure to meet pre-qualification standards? YES ____ NO X If Yes, provide details for each such instance.
 - d. Been suspended by any government agency from entering into any contract with it; and/or is any action pending that could formally debar or otherwise affect such business's ability to bid or propose on contract? YES ____ NO X If Yes, provide details for each such instance.
8. Have any of the businesses or organizations listed in response to Question 5 filed a bankruptcy petition and/or been the subject of involuntary bankruptcy proceedings during the past 7 years, and/or for any portion of the last 7 year period, been in a state of bankruptcy as a result of bankruptcy proceedings initiated more than 7 years ago and/or is any such business now the subject of any pending bankruptcy proceedings, whenever initiated? If 'Yes', provide details for each such instance. (Provide a detailed response to all questions checked "YES". If you need more space, photocopy the appropriate page and attach it to the questionnaire.)
- a) Is there any felony charge pending against you? YES ____ NO ~~X~~ If Yes, provide details for each such charge.
 - b) Is there any misdemeanor charge pending against you? YES ____ NO X If Yes, provide details for each such charge.
 - c) Is there any administrative charge pending against you? YES ____ NO ~~X~~ If Yes, provide details for each such charge.
 - d) In the past 10 years, have you been convicted, after trial or by plea, of any felony, or of any other crime, an element of which relates to truthfulness or the underlying facts of which related to the conduct of business? YES ____ NO X If Yes, provide details for each such conviction.

- e) In the past 5 years, have you been convicted, after trial or by plea, of a misdemeanor? YES ____ NO X If Yes, provide details for each such conviction.
- f) In the past 5 years, have you been found in violation of any administrative or statutory charges? YES ____ NO X If Yes, provide details for each such occurrence.
9. In addition to the information provided in response to the previous questions, in the past 5 years, have you been the subject of a criminal investigation and/or a civil anti-trust investigation by any federal, state or local prosecuting or investigative agency and/or the subject of an investigation where such investigation was related to activities performed at, for, or on behalf of the submitting business entity and/or an affiliated business listed in response to Question 5? YES ____ NO X If Yes, provide details for each such investigation.
10. In addition to the information provided, in the past 5 years has any business or organization listed in response to Question 5, been the subject of a criminal investigation and/or a civil anti-trust investigation and/or any other type of investigation by any government agency, including but not limited to federal, state, and local regulatory agencies while you were a principal owner or officer? YES ____ NO X If Yes; provide details for each such investigation.
11. In the past 5 years, have you or this business, or any other affiliated business listed in response to Question 5 had any sanction imposed as a result of judicial or administrative proceedings with respect to any professional license held? YES ____ NO X If Yes; provide details for each such instance.
12. For the past 5 tax years, have you failed to file any required tax returns or failed to pay any applicable federal, state or local taxes or other assessed charges, including but not limited to water and sewer charges? YES ____ NO X If Yes, provide details for each such year.

CERTIFICATION

A MATERIALLY FALSE STATEMENT WILLFULLY OR FRAUDULENTLY MADE IN CONNECTION WITH THIS QUESTIONNAIRE MAY RESULT IN RENDERING THE SUBMITTING BUSINESS ENTITY NOT RESPONSIBLE WITH RESPECT TO THE PRESENT BID OR FUTURE BIDS, AND, IN ADDITION, MAY SUBJECT THE PERSON MAKING THE FALSE STATEMENT TO CRIMINAL CHARGES.

I, Timothy P. Burton, being duly sworn, state that I have read and understand all the items contained in the foregoing pages of this questionnaire and the following pages of attachments; that I supplied full and complete answers to each item therein to the best of my knowledge, information and belief; that I will notify the County in writing of any change in circumstances occurring after the submission of this questionnaire and before the execution of the contract; and that all information supplied by me is true to the best of my knowledge, information and belief. I understand that the County will rely on the information supplied in this questionnaire as additional inducement to enter into a contract with the submitting business entity.

Sworn to before me this 25 day of April 2017

Notary Public

LYNN A. WOOLEVER
Notary Public, State of New York
Registration # 01WO5058576
Qualified in Nassau County
My Commission Expires April 8, 2018

Adelphi University
Name of submitting business

Timothy P. Burton
Print name

[Signature]
Signature

Exec. Vice President of Finance & Administration

Title

4.25.17
Date

PRINCIPAL QUESTIONNAIRE FORM

All questions on these questionnaires must be answered by all officers and any individuals who hold a ten percent (10%) or greater ownership interest in the proposer. Answers typewritten or printed in ink. If you need more space to answer any question, make as many photocopies of the appropriate page(s) as necessary and attach them to the questionnaire.

COMPLETE THIS QUESTIONNAIRE CAREFULLY AND COMPLETELY. FAILURE TO SUBMIT A COMPLETE QUESTIONNAIRE MAY MEAN THAT YOUR BID OR PROPOSAL WILL BE REJECTED AS NON-RESPONSIVE AND IT WILL NOT BE CONSIDERED FOR AWARD

1. Principal Name Ronald B. Lee - Chairman, Board of Trustees, Adelphi University
Date of birth 9 / 16 / 1945
Home address 24 Bear Hill Road
City/state/zip New Milford, CT 06776
Business address c/o Adelphi University
City/state/zip One South Avenue, Garden City, NY 11530
Telephone 516 877 3843
Other present address(es) _____
City/state/zip _____
Telephone _____
List of other addresses and telephone numbers attached _____
2. Positions held in submitting business and starting date of each (check all applicable)
President / / Treasurer / /
Chairman of Board / / Shareholder / /
Chief Exec. Officer / / Secretary / /
Chief Financial Officer / / Partner / /
Vice President / /
(Other) Ronald B. Lee - Chairman, Board of Trustees, Adelphi University from 9/1/16 to present.
3. Do you have an equity interest in the business submitting the questionnaire?
YES NO ✓ If Yes, provide details.
4. Are there any outstanding loans, guarantees or any other form of security or lease or any other type of contribution made in whole or in part between you and the business submitting the questionnaire? YES NO ✓ If Yes, provide details.
5. Within the past 3 years, have you been a principal owner or officer of any business or not-for-profit organization other than the one submitting the questionnaire? YES NO ✓
If Yes, provide details.

6. Has any governmental entity awarded any contracts to a business or organization listed in Section 5 in the past 3 years while you were a principal owner or officer? YES ____ NO ☒
If Yes, provide details.

NOTE: An affirmative answer is required below whether the sanction arose automatically, by operation of law, or as a result of any action taken by a government agency. Provide a detailed response to all questions checked "YES". If you need more space, photocopy the appropriate page and attach it to the questionnaire.

7. In the past (5) years, have you and/or any affiliated businesses or not-for-profit organizations listed in Section 5 in which you have been a principal owner or officer:
- a. Been debarred by any government agency from entering into contracts with that agency?
YES ____ NO ☒ If Yes, provide details for each such instance.
 - b. Been declared in default and/or terminated for cause on any contract, and/or had any contracts cancelled for cause? YES ____ NO ☒ If Yes, provide details for each such instance.
 - c. Been denied the award of a contract and/or the opportunity to bid on a contract, including, but not limited to, failure to meet pre-qualification standards? YES ____ NO ☒ If Yes, provide details for each such instance.
 - d. Been suspended by any government agency from entering into any contract with it; and/or is any action pending that could formally debar or otherwise affect such business's ability to bid or propose on contract? YES ____ NO ☒ If Yes, provide details for each such instance.
8. Have any of the businesses or organizations listed in response to Question 5 filed a bankruptcy petition and/or been the subject of involuntary bankruptcy proceedings during the past 7 years, and/or for any portion of the last 7 year period, been in a state of bankruptcy as a result of bankruptcy proceedings initiated more than 7 years ago and/or is any such business now the subject of any pending bankruptcy proceedings, whenever initiated? If 'Yes', provide details for each such instance. (Provide a detailed response to all questions checked "YES". If you need more space, photocopy the appropriate page and attach it to the questionnaire.)
- a) Is there any felony charge pending against you? YES ____ NO ☒ If Yes, provide details for each such charge.
 - b) Is there any misdemeanor charge pending against you? YES ____ NO ☒ If Yes, provide details for each such charge.
 - c) Is there any administrative charge pending against you? YES ____ NO ☒ If Yes, provide details for each such charge.
 - d) In the past 10 years, have you been convicted, after trial or by plea, of any felony, or of any other crime, an element of which relates to truthfulness or the underlying facts of which related to the conduct of business? YES ____ NO ☒ If Yes, provide details for each such conviction.

- e) In the past 5 years, have you been convicted, after trial or by plea, of a misdemeanor? YES ____ NO ☒ If Yes, provide details for each such conviction.
- f) In the past 5 years, have you been found in violation of any administrative or statutory charges? YES ____ NO ☒ If Yes, provide details for each such occurrence.
9. In addition to the information provided in response to the previous questions, in the past 5 years, have you been the subject of a criminal investigation and/or a civil anti-trust investigation by any federal, state or local prosecuting or investigative agency and/or the subject of an investigation where such investigation was related to activities performed at, for, or on behalf of the submitting business entity and/or an affiliated business listed in response to Question 5? YES ____ NO ☒ If Yes, provide details for each such investigation.
10. In addition to the information provided, in the past 5 years has any business or organization listed in response to Question 5, been the subject of a criminal investigation and/or a civil anti-trust investigation and/or any other type of investigation by any government agency, including but not limited to federal, state, and local regulatory agencies while you were a principal owner or officer? YES ____ NO ☒ If Yes; provide details for each such investigation.
11. In the past 5 years, have you or this business, or any other affiliated business listed in response to Question 5 had any sanction imposed as a result of judicial or administrative proceedings with respect to any professional license held? YES ____ NO ☒ If Yes; provide details for each such instance.
12. For the past 5 tax years, have you failed to file any required tax returns or failed to pay any applicable federal, state or local taxes or other assessed charges, including but not limited to water and sewer charges? YES ____ NO ☒ If Yes, provide details for each such year.

CERTIFICATION

A MATERIALLY FALSE STATEMENT WILLFULLY OR FRAUDULENTLY MADE IN CONNECTION WITH THIS QUESTIONNAIRE MAY RESULT IN RENDERING THE SUBMITTING BUSINESS ENTITY NOT RESPONSIBLE WITH RESPECT TO THE PRESENT BID OR FUTURE BIDS, AND, IN ADDITION, MAY SUBJECT THE PERSON MAKING THE FALSE STATEMENT TO CRIMINAL CHARGES.

I, Ronald B. Lee, being duly sworn, state that I have read and understand all the items contained in the foregoing pages of this questionnaire and the following pages of attachments; that I supplied full and complete answers to each item therein to the best of my knowledge, information and belief; that I will notify the County in writing of any change in circumstances occurring after the submission of this questionnaire and before the execution of the contract; and that all information supplied by me is true to the best of my knowledge, information and belief. I understand that the County will rely on the information supplied in this questionnaire as additional inducement to enter into a contract with the submitting business entity.

Sworn to before me this 31 day of May 2017

Notary Public



LYNNA WOOLEVER
Notary Public, State of New York
Registration # 01WO5058578
Qualified in Nassau County
My Commission Expires April 8, 2018

Adelphi University
Name of submitting business

Ronald B. Lee
Print name

Signature

Chairman, Board of Trustees, Adelphi University

Title

5, 31, 17
Date

PRINCIPAL QUESTIONNAIRE FORM

All questions on these questionnaires must be answered by all officers and any individuals who hold a ten percent (10%) or greater ownership interest in the proposer. Answers typewritten or printed in ink. If you need more space to answer any question, make as many photocopies of the appropriate page(s) as necessary and attach them to the questionnaire.

COMPLETE THIS QUESTIONNAIRE CAREFULLY AND COMPLETELY. FAILURE TO SUBMIT A COMPLETE QUESTIONNAIRE MAY MEAN THAT YOUR BID OR PROPOSAL WILL BE REJECTED AS NON-RESPONSIVE AND IT WILL NOT BE CONSIDERED FOR AWARD

1. Principal Name Dr. Christine M. Riordan
Date of birth 12 / 29 / 1964
Home address 55 Brompton Road
City/state/zip Garden City, NY 11530
Business address Adelphi University
City/state/zip One South Avenue, Garden City, NY 11530
Telephone 516 877 3838
Other present address(es) _____
City/state/zip _____
Telephone _____
List of other addresses and telephone numbers attached _____
2. Positions held in submitting business and starting date of each (check all applicable)
President 07 / 01 / 15 Treasurer _____
Chairman of Board _____ Shareholder _____
Chief Exec. Officer _____ Secretary _____
Chief Financial Officer _____ Partner _____
Vice President _____
(Other) _____
3. Do you have an equity interest in the business submitting the questionnaire?
YES ____ NO ✓ If Yes, provide details.
4. Are there any outstanding loans, guarantees or any other form of security or lease or any other type of contribution made in whole or in part between you and the business submitting the questionnaire? YES ____ NO ✓ If Yes, provide details.
5. Within the past 3 years, have you been a principal owner or officer of any business or not-for-profit organization other than the one submitting the questionnaire? YES ____ NO ✓ If Yes, provide details.

6. Has any governmental entity awarded any contracts to a business or organization listed in Section 5 in the past 3 years while you were a principal owner or officer? YES ____ NO ☒
If Yes, provide details.

NOTE: An affirmative answer is required below whether the sanction arose automatically, by operation of law, or as a result of any action taken by a government agency.
Provide a detailed response to all questions checked "YES". If you need more space, photocopy the appropriate page and attach it to the questionnaire.

7. In the past (5) years, have you and/or any affiliated businesses or not-for-profit organizations listed in Section 5 in which you have been a principal owner or officer:
- a. Been debarred by any government agency from entering into contracts with that agency?
YES ____ NO ☒ If Yes, provide details for each such instance.
 - b. Been declared in default and/or terminated for cause on any contract, and/or had any contracts cancelled for cause? YES ____ NO ☒ If Yes, provide details for each such instance.
 - c. Been denied the award of a contract and/or the opportunity to bid on a contract, including, but not limited to, failure to meet pre-qualification standards? YES ____ NO ☒ If Yes, provide details for each such instance.
 - d. Been suspended by any government agency from entering into any contract with it; and/or is any action pending that could formally debar or otherwise affect such business's ability to bid or propose on contract? YES ____ NO ☒ If Yes, provide details for each such instance.
8. Have any of the businesses or organizations listed in response to Question 5 filed a bankruptcy petition and/or been the subject of involuntary bankruptcy proceedings during the past 7 years, and/or for any portion of the last 7 year period, been in a state of bankruptcy as a result of bankruptcy proceedings initiated more than 7 years ago and/or is any such business now the subject of any pending bankruptcy proceedings, whenever initiated? If 'Yes', provide details for each such instance. (Provide a detailed response to all questions checked "YES". If you need more space, photocopy the appropriate page and attach it to the questionnaire.)
- a) Is there any felony charge pending against you? YES ____ NO ☒ If Yes, provide details for each such charge.
 - b) Is there any misdemeanor charge pending against you? YES ____ NO ☒ If Yes, provide details for each such charge.
 - c) Is there any administrative charge pending against you? YES ____ NO ☒ If Yes, provide details for each such charge.
 - d) In the past 10 years, have you been convicted, after trial or by plea, of any felony, or of any other crime, an element of which relates to truthfulness or the underlying facts of which related to the conduct of business? YES ____ NO ☒ If Yes, provide details for each such conviction.

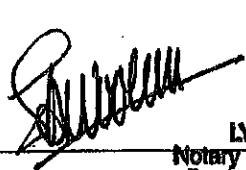
- e) In the past 5 years, have you been convicted, after trial or by plea, of a misdemeanor? YES ____ NO ☒ If Yes, provide details for each such conviction.
- f) In the past 5 years, have you been found in violation of any administrative or statutory charges? YES ____ NO ☒ If Yes, provide details for each such occurrence.
9. In addition to the information provided in response to the previous questions, in the past 5 years, have you been the subject of a criminal investigation and/or a civil anti-trust investigation by any federal, state or local prosecuting or investigative agency and/or the subject of an investigation where such investigation was related to activities performed at, for, or on behalf of the submitting business entity and/or an affiliated business listed in response to Question 5? YES ____ NO ☒ If Yes, provide details for each such investigation.
10. In addition to the information provided, in the past 5 years has any business or organization listed in response to Question 5, been the subject of a criminal investigation and/or a civil anti-trust investigation and/or any other type of investigation by any government agency, including but not limited to federal, state, and local regulatory agencies while you were a principal owner or officer? YES ____ NO ☒ If Yes; provide details for each such investigation.
11. In the past 5 years, have you or this business, or any other affiliated business listed in response to Question 5 had any sanction imposed as a result of judicial or administrative proceedings with respect to any professional license held? YES ____ NO ☒ If Yes; provide details for each such instance.
12. For the past 5 tax years, have you failed to file any required tax returns or failed to pay any applicable federal, state or local taxes or other assessed charges, including but not limited to water and sewer charges? YES ____ NO ☒ If Yes, provide details for each such year.

CERTIFICATION

A MATERIALLY FALSE STATEMENT WILLFULLY OR FRAUDULENTLY MADE IN CONNECTION WITH THIS QUESTIONNAIRE MAY RESULT IN RENDERING THE SUBMITTING BUSINESS ENTITY NOT RESPONSIBLE WITH RESPECT TO THE PRESENT BID OR FUTURE BIDS, AND, IN ADDITION, MAY SUBJECT THE PERSON MAKING THE FALSE STATEMENT TO CRIMINAL CHARGES.

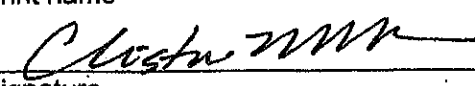
I, Dr. Christine M. Riordan, being duly sworn, state that I have read and understand all the items contained in the foregoing pages of this questionnaire and the following pages of attachments; that I supplied full and complete answers to each item therein to the best of my knowledge, information and belief; that I will notify the County in writing of any change in circumstances occurring after the submission of this questionnaire and before the execution of the contract; and that all information supplied by me is true to the best of my knowledge, information and belief. I understand that the County will rely on the information supplied in this questionnaire as additional inducement to enter into a contract with the submitting business entity.

Sworn to before me this 25 day of April 2017


Notary Public
LYNN A. WOOLEVER
Notary Public, State of New York
Registration # 01WO5058575
Qualified in Nassau County
My Commission Expires April 8, 2018

Adelphi University
Name of submitting business

Dr. Christine M. Riordan
Print name


Signature

President
Title

4 / 25 / 17
Date

PRINCIPAL QUESTIONNAIRE FORM

All questions on these questionnaires must be answered by all officers and any individuals who hold a ten percent (10%) or greater ownership interest in the proposer. Answers typewritten or printed in ink. If you need more space to answer any question, make as many photocopies of the appropriate page(s) as necessary and attach them to the questionnaire.

COMPLETE THIS QUESTIONNAIRE CAREFULLY AND COMPLETELY. FAILURE TO SUBMIT A COMPLETE QUESTIONNAIRE MAY MEAN THAT YOUR BID OR PROPOSAL WILL BE REJECTED AS NON-RESPONSIVE AND IT WILL NOT BE CONSIDERED FOR AWARD

1. Principal Name Frank Angello - Secretary, Board of Trustees, Adelphi University
Date of birth 8 / 3 / 1955
Home address 23 Hamlet Woods Drive
City/state/zip St James, NY 11780-3166
Business address c/o Adelphi University
City/state/zip One South Avenue, Garden City, NY 11530
Telephone 516 877-3843
Other present address(es) _____
City/state/zip _____
Telephone _____

List of other addresses and telephone numbers attached

2. Positions held in submitting business and starting date of each (check all applicable)
President / / Treasurer / /
Chairman of Board / / Shareholder / /
Chief Exec. Officer / / Secretary / /
Chief Financial Officer / / Partner / /
Vice President / / / /
(Other) Secretary, Board of Trustees, Adelphi University from 9/1/12 to present.
3. Do you have an equity interest in the business submitting the questionnaire?
YES NO ✓ If Yes, provide details.
4. Are there any outstanding loans, guarantees or any other form of security or lease or any other type of contribution made in whole or in part between you and the business submitting the questionnaire? YES NO ✓ If Yes, provide details.
5. Within the past 3 years, have you been a principal owner or officer of any business or not-for-profit organization other than the one submitting the questionnaire? YES NO ✓;
If Yes, provide details.

6. Has any governmental entity awarded any contracts to a business or organization listed in Section 5 in the past 3 years while you were a principal owner or officer? YES ____ NO ☒
If Yes, provide details.

NOTE: An affirmative answer is required below whether the sanction arose automatically, by operation of law, or as a result of any action taken by a government agency.
Provide a detailed response to all questions checked "YES". If you need more space, photocopy the appropriate page and attach it to the questionnaire.

7. In the past (5) years, have you and/or any affiliated businesses or not-for-profit organizations listed in Section 5 in which you have been a principal owner or officer:
- a. Been debarred by any government agency from entering into contracts with that agency?
YES ____ NO ☒ If Yes, provide details for each such instance.
 - b. Been declared in default and/or terminated for cause on any contract, and/or had any contracts cancelled for cause? YES ____ NO ☒ If Yes, provide details for each such instance.
 - c. Been denied the award of a contract and/or the opportunity to bid on a contract, including, but not limited to, failure to meet pre-qualification standards? YES ____ NO ☒ If Yes, provide details for each such instance.
 - d. Been suspended by any government agency from entering into any contract with it; and/or is any action pending that could formally debar or otherwise affect such business's ability to bid or propose on contract? YES ____ NO ☒ If Yes, provide details for each such instance.
8. Have any of the businesses or organizations listed in response to Question 5 filed a bankruptcy petition and/or been the subject of involuntary bankruptcy proceedings during the past 7 years, and/or for any portion of the last 7 year period, been in a state of bankruptcy as a result of bankruptcy proceedings initiated more than 7 years ago and/or is any such business now the subject of any pending bankruptcy proceedings, whenever initiated? If 'Yes', provide details for each such instance. (Provide a detailed response to all questions checked "YES". If you need more space, photocopy the appropriate page and attach it to the questionnaire.)
- a) Is there any felony charge pending against you? YES ____ NO ☒ If Yes, provide details for each such charge.
 - b) Is there any misdemeanor charge pending against you? YES ____ NO ☒ If Yes, provide details for each such charge.
 - c) Is there any administrative charge pending against you? YES ____ NO ☒ If Yes, provide details for each such charge.
 - d) In the past 10 years, have you been convicted, after trial or by plea, of any felony, or of any other crime, an element of which relates to truthfulness or the underlying facts of which related to the conduct of business? YES ____ NO ☒ If Yes, provide details for each such conviction.

- e) In the past 5 years, have you been convicted, after trial or by plea, of a misdemeanor? YES ___ NO ☒ If Yes, provide details for each such conviction.
- f) In the past 5 years, have you been found in violation of any administrative or statutory charges? YES ___ NO ☒ If Yes, provide details for each such occurrence.
9. In addition to the information provided in response to the previous questions, in the past 5 years, have you been the subject of a criminal investigation and/or a civil anti-trust investigation by any federal, state or local prosecuting or investigative agency and/or the subject of an investigation where such investigation was related to activities performed at, for, or on behalf of the submitting business entity and/or an affiliated business listed in response to Question 5? YES ___ NO ☒ If Yes, provide details for each such investigation.
10. In addition to the information provided, in the past 5 years has any business or organization listed in response to Question 5, been the subject of a criminal investigation and/or a civil anti-trust investigation and/or any other type of investigation by any government agency, including but not limited to federal, state, and local regulatory agencies while you were a principal owner or officer? YES ___ NO ☒ If Yes; provide details for each such investigation.
11. In the past 5 years, have you or this business, or any other affiliated business listed in response to Question 5 had any sanction imposed as a result of judicial or administrative proceedings with respect to any professional license held? YES ___ NO ☒ If Yes; provide details for each such instance.
12. For the past 5 tax years, have you failed to file any required tax returns or failed to pay any applicable federal, state or local taxes or other assessed charges, including but not limited to water and sewer charges? YES ___ NO ☒ If Yes, provide details for each such year.

CERTIFICATION

A MATERIALLY FALSE STATEMENT WILLFULLY OR FRAUDULENTLY MADE IN CONNECTION WITH THIS QUESTIONNAIRE MAY RESULT IN RENDERING THE SUBMITTING BUSINESS ENTITY NOT RESPONSIBLE WITH RESPECT TO THE PRESENT BID OR FUTURE BIDS, AND, IN ADDITION, MAY SUBJECT THE PERSON MAKING THE FALSE STATEMENT TO CRIMINAL CHARGES.

I, Frank Angello, being duly sworn, state that I have read and understand all the items contained in the foregoing pages of this questionnaire and the following pages of attachments; that I supplied full and complete answers to each item therein to the best of my knowledge, information and belief; that I will notify the County in writing of any change in circumstances occurring after the submission of this questionnaire and before the execution of the contract; and that all information supplied by me is true to the best of my knowledge, information and belief. I understand that the County will rely on the information supplied in this questionnaire as additional inducement to enter into a contract with the submitting business entity.

Sworn to before me this 31 day of May 2017


Notary Public

LYNN A. WOOLEVER
Notary Public, State of New York
Registration # 01WO5058575
Qualified in Nassau County
My Commission Expires April 8, 2018

Adelphi University
Name of submitting business

Frank Angello
Print name

Frank Angello
Signature

Secretary, Board of Trustees
Title

5, 31, 17
Date

Business History Form

The contract shall be awarded to the responsible proposer who, at the discretion of the County, taking into consideration the reliability of the proposer and the capacity of the proposer to perform the services required by the County, offers the best value to the County and who will best promote the public interest.

In addition to the submission of proposals, each proposer shall complete and submit this questionnaire. The questionnaire shall be filled out by the owner of a sole proprietorship or by an authorized representative of the firm, corporation or partnership submitting the Proposal.

NOTE: All questions require a response, even if response is "none" or "not-applicable."
No blanks.

(USE ADDITIONAL SHEETS IF NECESSARY TO FULLY ANSWER THE FOLLOWING QUESTIONS).

Date: _

1) Proposer's Legal Name: Adelphi University

2) Address of Place of Business: One South Avenue, Garden City, NY 11530

List all other business addresses used within last five years:

None

3) Mailing Address (if different): Not Applicable

Phone : 516 877 3385

Does the business own or rent its facilities? Own

4) Dun and Bradstreet number: 065972838

5) Federal I.D. Number: 11-1630741

6) The proposer is a (check one): Sole Proprietorship Partnership
Corporation X Other (Describe) Not For Profit Educational 501(c)(3)

7) Does this business share office space, staff, or equipment expenses with any other business?

Yes No X If Yes, please provide details: _____

8) Does this business control one or more other businesses? Yes No X If Yes, please provide details: _____

- 9) Does this business have one or more affiliates, and/or is it a subsidiary of, or controlled by, any other business? Yes ☐ No ☒ If Yes, provide details. _____
- 10) Has the proposer ever had a bond or surety cancelled or forfeited, or a contract with Nassau County or any other government entity terminated? Yes ☐ No ☒ If Yes, state the name of bonding agency, (if a bond), date, amount of bond and reason for such cancellation or forfeiture: or details regarding the termination (if a contract). _____
- 11) Has the proposer, during the past seven years, been declared bankrupt? Yes ☐ No ☒ If Yes, state date, court jurisdiction, amount of liabilities and amount of assets _____
- 12) In the past five years, has this business and/or any of its owners and/or officers and/or any affiliated business, been the subject of a criminal investigation and/or a civil anti-trust investigation by any federal, state or local prosecuting or investigative agency? And/or, in the past 5 years, have any owner and/or officer of any affiliated business been the subject of a criminal investigation and/or a civil anti-trust investigation by any federal, state or local prosecuting or investigative agency, where such investigation was related to activities performed at, for, or on behalf of an affiliated business.
Yes ☐ No ☒ If Yes, provide details for each such investigation. _____
- 13) In the past 5 years, has this business and/or any of its owners and/or officers and/or any affiliated business been the subject of an investigation by any government agency, including but not limited to federal, state and local regulatory agencies? And/or, in the past 5 years, has any owner and/or officer of an affiliated business been the subject of an investigation by any government agency, including but not limited to federal, state and local regulatory agencies, for matters pertaining to that individual's position at or relationship to an affiliated business. Yes ☐ No ☒ If Yes, provide details for each such investigation. _____
- 14) Has any current or former director, owner or officer or managerial employee of this business had, either before or during such person's employment, or since such employment if the charges pertained to events that allegedly occurred during the time of employment by the submitting business, and allegedly related to the conduct of that business:
- a) Any felony charge pending? Yes ☐ No ☒ If Yes, provide details for each such charge. _____
- b) Any misdemeanor charge pending? Yes ☐ No ☒ If Yes, provide details for each such charge. _____
- c) In the past 10 years, you been convicted, after trial or by plea, of any felony and/or any other crime, an element of which relates to truthfulness or the underlying facts of which related to the conduct of business? Yes ☐ No ☒

If Yes, provide details for each such conviction _____

d) In the past 5 years, been convicted, after trial or by plea, of a misdemeanor?
Yes ___ No X If Yes, provide details for each such conviction. _____

e) In the past 5 years, been found in violation of any administrative, statutory, or regulatory provisions? Yes ___ No X If Yes, provide details for each such occurrence. _____

15) In the past (5) years, has this business or any of its owners or officers, or any other affiliated business had any sanction imposed as a result of judicial or administrative proceedings with respect to any professional license held? Yes ___ No X If Yes, provide details for each such instance. _____

16) For the past (5) tax years, has this business failed to file any required tax returns or failed to pay any applicable federal, state or local taxes or other assessed charges, including but not limited to water and sewer charges? Yes ___ No X If Yes, provide details for each such year. Provide a detailed response to all questions checked "YES". If you need more space, photocopy the appropriate page and attach it to the questionnaire. _____

Provide a detailed response to all questions checked "YES". If you need more space, photocopy the appropriate page and attach it to the questionnaire.

17) Conflict of Interest:

a) Please disclose any conflicts of interest as outlined below. NOTE: If no conflicts exist, please expressly state "No conflict exists."

(i) Any material financial relationships that your firm or any firm employee has that may create a conflict of interest or the appearance of a conflict of interest in acting on behalf of Nassau County.

No conflict exists

(ii) Any family relationship that any employee of your firm has with any County public servant that may create a conflict of interest or the appearance of a conflict of interest in acting on behalf of Nassau County.

No conflict exists

(iii) Any other matter that your firm believes may create a conflict of interest or the appearance of a conflict of interest in acting on behalf of Nassau County.

No conflict exists

b) Please describe any procedures your firm has, or would adopt, to assure the County that a conflict of interest would not exist for your firm in the future.

Adelphi University shall contact Nassau County in the event a potential conflict of interest arises and take the appropriate steps for resolution and follow whatever instructions are given.

- A. Include a resume or detailed description of the Proposer's professional qualifications, demonstrating extensive experience in your profession. Any prior similar experiences, and the results of these experiences, must be identified.

Should the proposer be other than an individual, the Proposal **MUST** include:

- i) Date of formation; 1896 - Adelphi University (2006 - AU Institute for Parenting)
- ii) Name, addresses, and position of all persons having a financial interest in the company, including shareholders, members, general or limited partner;
- iii) Name, address and position of all officers and directors of the company;
- iv) State of incorporation (if applicable); New York
- v) The number of employees in the firm;
- vi) Annual revenue of firm;
- vii) Summary of relevant accomplishments
- viii) Copies of all state and local licenses and permits.

} see attachment

- B. Indicate number of years in business. 120 Years - Adelphi University (10 Years - AU Institute for Parenting)
- C. Provide any other information which would be appropriate and helpful in determining the Proposer's capacity and reliability to perform these services.
- D. Provide names and addresses for no fewer than three references for whom the Proposer has provided similar services or who are qualified to evaluate the Proposer's capability to perform this work.

Company NYS Child Welfare Court Improvement Project - Nassau County Family Court

Contact Person Trista Borra, MSW, JD, Project Manager

Address 1200 Old Country Road

City/State Westbury, NY 11590

Telephone 516 493-4000

Fax # _____

E-Mail Address tborra@nycourts.gov

Company The Safe Center

Contact Person Sandy Oliva

Address 15 Grumman Road West - Suite 1000

City/State Bethpage, New York 11714

Telephone 516 465-4700

Fax # 516 465-4750

E-Mail Address soliva@cadunc.org

Company The New York Center for Child Development

Contact Person Evelyn Blanck, MSW - Associate Executive Director

Address 159 West 127th Street

City/State New York, NY 10027

Telephone 212 752 7575

Fax # 212 752-7564

E-Mail Address ejblanck@msn.com

CERTIFICATION

A MATERIALLY FALSE STATEMENT WILLFULLY OR FRAUDULENTLY MADE IN CONNECTION WITH THIS QUESTIONNAIRE MAY RESULT IN RENDERING THE SUBMITTING BUSINESS ENTITY NOT RESPONSIBLE WITH RESPECT TO THE PRESENT BID OR FUTURE BIDS, AND, IN ADDITION, MAY SUBJECT THE PERSON MAKING THE FALSE STATEMENT TO CRIMINAL CHARGES.

I, Timothy P. Burton, being duly sworn, state that I have read and understand all the items contained in the foregoing pages of this questionnaire and the following pages of attachments; that I supplied full and complete answers to each item therein to the best of my knowledge, information and belief; that I will notify the County in writing of any change in circumstances occurring after the submission of this questionnaire and before the execution of the contract; and that all information supplied by me is true to the best of my knowledge, information and belief. I understand that the County will rely on the information supplied in this questionnaire as additional inducement to enter into a contract with the submitting business entity.

Sworn to before me this 25 day of April 2017

Notary Public



LYNN A. WOOLEVER
Notary Public, State of New York
Registration # 01W05058575
Qualified in Nassau County
My Commission Expires April 8, 2018

Name of submitting business: Adelphi University - Institute for Parenting

By: Timothy P. Burton


Signature

Exec. Vice President of Finance & Administration

Title

4, 25, 17
Date

Adelphi University – Supplemental Attachments – Business History Form

EXHIBIT
A

- A. Include a resume or detailed description of the Proposer's professional qualifications, demonstrating extensive experience in your profession. Any prior similar experiences, and the results of these experiences, must be identified.

Response:

Please refer to attached Mission Statement for the Adelphi University – Institute for Parenting, together with an in-depth description of the NASSAU COUNTY BABIES CAN'T WAIT PROGRAM.

i). Date of Formation: Adelphi University was organized as an institution of higher education in 1896 and the Institute of Parenting at Adelphi University was officially formed in 2006.

ii) Names, addresses, and positions of all persons having a financial interest in the company, including shareholders, members, general or limited partner.

Adelphi University is a not-for-profit educational corporation that does not have any shareholders or partners.

iii). Names, addresses and position of all officers and directors of the company:

EXHIBIT
B

Please refer to the attached documentation listing the professional profiles of the President and CFO of the University, together with the Board of Trustees.

iv) State of Incorporation: Adelphi University was incorporated in the State of NY

v) Number of employees in the firm: 2,100

vi) Annual revenue of firm: \$202 million

EXHIBIT
C

vii) Summary of relevant accomplishments: Refer to attached AWARDS & RECOGNITION SUMMARY

EXHIBIT
D

viii) Copies of all state and local licenses and permit: Refer to attached listing of ACCREDITATIONS AND MEMBERSHIPS

EXHIBIT
E

- C. Provide any other information which would be appropriate and helpful in determining the Proposer's capacity and reliability to perform these services. Refer attached information about the Adelphi University – Institute for Parenting describing the professional development, resources, events, training and news & press about the Institute for Parenting at the University.



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October 16, 2015

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Institute for Parenting Director on Mental Health Issues in School Children

General News, In The News, News

Marcy Sawyer, director of the Adelphi University Institute for Parenting, was recently interviewed for an article about programs that provide private mental health services on school grounds.

[» Read the article from Public News Service](#)

For further information, please contact:

The Institute for Parenting

Green Hall, Lower Level Room 8

p - 516.237.9513

e - marcysawyer@adelphi.edu

Institute for Parenting | Adelphi University | Green Hall | Lower Level | Room 8 | 1 South Avenue | P.O. Box 701 | Garden City, NY 11530-0701 | 516.879.3000

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Adelphi University
Institute for Parenting



About the Institute

Mission of the Institute for Parenting

The Adelphi University Institute for Parenting was established to help ensure the mental health and well-being of young children and developing families by strengthening the capacity of parents and others who influence the lives of 0-5 year olds to provide nurturing, developmentally appropriate environments within a culturally sensitive framework.

For further information, please contact:

The Institute for Parenting
 Linen Hall, Lower Level Room 8
 p - 516 237 8513
 e - institute@parenting@adelphi.edu

Nassau County Babies Can't Wait

Addresses developmental needs of
 0-5 year olds in foster care
[Learn about Babies Can't Wait](#)

News and Press

Keep up with the latest news about the
 Institute for Parenting.

[Click here to find out more](#)

Continuing Education Workshops

Strengthen your knowledge and
 professional skills across disciplines
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Institute for Parenting | Adelphi University | Linen Hall | Lower Level | Room 8 | 1 South Avenue | P.O. Box 701 | Garden City, NY 11530-0701 | 516.237.2040

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About the Institute

For Parents and Their Young Children

Therapeutic Parenting Services

Nassau County Babies Can't Wait

The "I'm Here For You Now" Book Project

Infant Mental Health and Developmental Practice Training

Professional Development

Additional Resources

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Adelphi University
Institute for Parenting



Nassau County Babies Can't Wait

Establish a better parent-child relationship.

The Nassau County Babies Can't Wait Program is a collaboration of the Adelphi University Institute for Parenting and the Nassau County Child Welfare System (Family Court and Department of Social Services).

The primary goal is to help parents to repair or establish a more secure parent-child relationship and address the complicated mental health needs of very young children in Foster Care and their parents. We aim for expedited, successful and lasting permanency for young children (0-5 year olds).

ABOUT THE PROGRAM

Young children who come to the attention of the court often have complicated histories which include traumatic experiences such as poverty, neglect, physical/sexual abuse, parental substance abuse, parental mental illness, witnessing domestic violence and prolonged or frequent separations from their parents. These children often have disrupted attachment relationships to their parent or primary caregiver which may result in significant developmental delays, cognitive and socio-emotional difficulties, which then further fuels abuse and neglect. The Institute for Parenting has developed a model for infant mental health assessment and therapeutic supervised visitation that guides service and treatment plans and better meets the needs of parents and their 0-5 year olds who have been placed in foster care in the Child Welfare System.

This program includes intensive Infant Mental Health (IMH) Assessment and Treatment. The IMH assessment evaluates the relationship of the parent and their young child as well as their developmental needs and provides DSS and the court with the information and/or recommendations concerning the potential for reunification and whether IMH Services and other services may achieve the goal. Our approach to Therapeutic Supervised Visitation uses the attachment based and psycho-dynamically informed treatment approach of Child Parent Psychotherapy (CPP) for caregivers and their 0-5 year olds. The intervention provides corrective relational experiences for a parent and their very young child. It consists of dyadic sessions with an experienced clinician as well as weekly individual sessions for each parent that includes video feedback. All sessions are video-taped. The joint parent-child sessions meet two times a week for a one hour therapeutic supervised visitation and an additional hour of traditional supervised visitation. Some of the key components of the treatment involve: developmental and parent guidance, as well as individual therapy and video guidance to provide parents with the opportunity to review and reflect upon their responses to their children and their own attachment histories.

The clinician also assists parents in learning to navigate the problems that may interfere with their everyday living and influence their parenting through case management, crisis intervention, and assistance building support systems.

ELIGIBILITY

This program is designed for all families with young children from birth through five years of age who are in foster care in Nassau County.

Contact Us

Have questions about our programs?
We are here to help.

See contact information:

News and Press

Keep up with the latest news about the Institute for Parenting.

Click here to find out more

Therapeutic Services

Early relationship support to help parents develop healthier relationships with their 0-5 year olds.

See therapeutic parenting services

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Biography

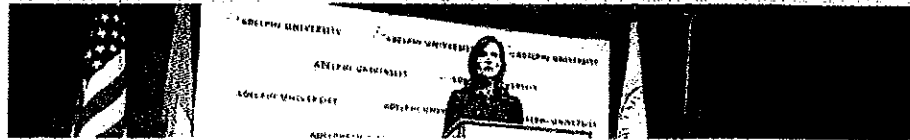
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Joining the Adelphi
Family

Social Media

Curriculum Vitae



Biography of President Riordan

Get to know more about President Christine M. Riordan.

Christine M. Riordan, Ph.D., the first woman to serve as president of Adelphi, is an internationally recognized expert in leadership development, team building, and diversity and inclusion, and is recognized for her groundbreaking initiatives to personalize and transform the higher education experience.



Upon her appointment as Adelphi's 10th president in July 2015, working with a wide array of members of the Adelphi community, Dr. Riordan led a comprehensive analysis of the University to gain a thorough understanding of the institution's strengths and potential for growth and opportunity. This effort laid the foundation for our strategic plan, *Monetizing*, and a set of transformational goals to strengthen the academic experience, deepen the commitment to student success, enhance the diversity and inclusion of students and employees, boost enrollment domestically and internationally, increase fundraising, and transform Adelphi University from a regionally known university to a nationally recognized modern metropolitan university.

In the first year of Adelphi's new strategies, the freshman population grew 40 percent and transfers 60 percent, with the graduate population increasing by 3 percent. In Fall 2016, Adelphi enrolled the largest freshman class—and the most diverse—in its history. Alumni giving is at an all-time high. Today, Adelphi is ranked among the top 150 doctoral research universities in the United States. It has also been named to the President's Higher Education Community Service Honor Roll and has earned the Carnegie Community Engagement classification.

The University's programs have recently been recognized by major media outlets. Adelphi advanced in the *U.S. News & World Report* rankings and was cited for excellence by *USA Today* and *Washington Monthly*. The prestigious *Fiske Guide to Colleges* gave Adelphi a Best Buy rating for the 11th straight year. *USA Today College* named Adelphi one of the top 10 colleges for majoring in social work. *Forbes* placed Adelphi on its list of America's Top Colleges 2016, a rating that focuses specifically on student outcomes and career success.

Downloadable Documents (PDFs)

- » Long bio
- » Short bio
- » Curriculum Vitae

With Dr. Riordan's leadership, Adelphi has developed and launched several new academic programs, substantially expanded the services of the University's Center for Career and Professional Development, and opened the 100,000-square-foot Nexus Building, home of Adelphi's innovative and top-ranked nursing and public health program and a host of personalized student support services. The University also established a highly regarded Office of Diversity and Inclusion and initiated a Diversity Certificate training program for faculty and staff, and is providing increasingly personalized educational supports for students of all abilities.

Prior to joining the Adelphi community, Dr. Riordan served as provost of the University of Kentucky, which has more than 30,000 students, 10,000 full- and part-time employees and a budget of \$3 billion, and as dean of the Daniels College of Business at the University of Denver, a *U.S. News & World Report*-ranked Best Business School.



Dr. Riordan has published more than 60 academic and business press articles, is authoring a book on leadership, and is a frequent speaker on leadership and overcoming challenges, including her TEDx talk, "Data to Be Extraordinary." Dr. Riordan consults regularly with corporations on leadership-development activities, diversity management and team performance. She has been interviewed and written articles for media such as *The Financial Times*, *Harvard Business Review*, *Forbes*, *USA Today*, *U.S. News & World Report*, *The New York Times*, *International Herald Tribune*, *The Huffington Post*, *MSNBC*, *CNN*, *CNBC*, *The Wall Street Journal*, *MarketWatch*, *CareerBuilder* and *Psychology Today*. These articles are profiled at www.christineadri.com. Her work has been cited more than 3,000 times by other authors.

For her leadership in New York, Dr. Riordan has been recognized by *Long Island Business News* as a Top CEO, by the Family & Children's Association as a 2015 Woman of Distinction and by the *Long Island Press* as Long Island's Best College President. Dr. Riordan has also received numerous awards for her academic and practitioner work, including Girl Scout Woman of Distinction, Most Brilliant Minds in Fort Worth, Sanford Research Fellowship, Sanford Faculty-Practitioner Grant, Sarah Moss Fellowship for International Research and the Michael Driver Award for Best Careers Article. She has also been named to the *Long Island Press* 2016 Power List and received the Advancement for Commerce, Industry & Technology (ACIT) Monsignor Hartman Humanitarian Award for Commitment to Excellence and Leadership in the Field of Education.

Dr. Riordan serves on the board of directors of RE/MAX Holdings, Inc. (NYSE:RMAX) and is chair of the nominating and governance committee and serves on the compensation committee. She previously served on the audit committee.

Dr. Riordan is also on the board of directors of the National Chorale, New York's premier professional choral company, and the Long Island Association (LIA), a leading business organization on Long Island. She is also a member of the Long Island Regional Advisory Council on Higher Education (LIRACHE) and is a member of the President's Advisory Council at the Georgia Institute of Technology. In the past, Dr. Riordan served on many nonprofit boards of directors, such as Mile High United Way and Beta Gamma Sigma, an international honor society, and she was president of the Southern Management Association.

President Riordan is married to Robert (Bob) D. Gatewood, Ph.D., author of *Human Resource Selection* (3rd ed.) and professor emeritus at the University of Georgia. They have two teenagers, Mikaela and Mason, and an Old English Bulldog named Georgia. Dr. Riordan enjoys running, biking, lifting weights and reading. She received her Ph.D. in organizational behavior and M.B.A. from Georgia State University and a bachelor's degree in textile engineering (now called materials science and engineering) from the Georgia Institute of Technology.

President Riordan can be reached by email at president@adelphi.edu. Connect with President Riordan on LinkedIn, Facebook, Instagram and Twitter @PrezRiordan.

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CHRISTINE M. RIORDAN, PH.D.
PRESIDENT

Adelphi University President Christine M. Riordan, Ph.D., is an internationally recognized expert in leadership development, team building, and diversity and inclusion, and is recognized for her groundbreaking initiatives to personalize and transform the higher education experience. Dr. Riordan is the first woman to serve as president of Adelphi.

Since beginning her appointment as Adelphi University's 10th president in 2015, she has launched a remarkable turnaround strategy that has led to a boost in enrollment, increased fundraising, greater recognition and new strategies to promote student success, diversity and inclusion. This fall, Adelphi enrolled the largest freshman class in its history. Adelphi has advanced in its *U.S. News & World Report* rankings, has been cited for excellence by *USA Today*, *Forbes* and *Washington Monthly*, and has been named to the President's Higher Education Community Service Honor Roll. Alumni giving is at an all-time high.

Prior to beginning her Adelphi appointment in July 2015, Dr. Riordan served as provost of the University of Kentucky, which has more than 30,000 students, 19,000 full- and part-time employees and a budget of \$3 billion, and as dean of the Daniels College of Business at the University of Denver, a *U.S. News & World Report*-ranked Best Business School.

Dr. Riordan has published more than 60 academic and business press articles, is authoring a book on leadership, and is a frequent speaker on leadership and overcoming challenges, including her TEDx talk, "Dare to Be Extraordinary." Dr. Riordan consults regularly with corporations on leadership-development activities, diversity management and team performance. She has been interviewed and written articles for media such as *The Financial Times*, *Harvard Business Review*, *Forbes*, *USA Today*, *U.S. News & World Report*, *The New York Times*, *International Herald Tribune*, *The Huffington Post*, *MSNBC*, *CNN*, *CNBC*, *The Wall Street Journal*, *MarketWatch*, *CareerBuilder* and *Psychology Today*. These articles are profiled at christinერიordan.com. Her work has been cited more than 3,000 times by other authors.

Dr. Riordan has received numerous awards for her academic and practitioner work. For her leadership in New York, Dr. Riordan was recently recognized by *Long Island Business News* as a Top CEO and by the Family & Children's Association as a 2015 Woman of Distinction. Additionally, she was recently voted as Long Island's Best College President by *Bethpage Best of Long Island Awards*. She has also been named to the *Long Island Press* 2016 Power List and received the Advancement for Commerce, Industry & Technology (ACIT) Monsignor Hartman Humanitarian Award for Commitment to Excellence and Leadership in the Field of Education.

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President Riordan can be reached by email at president@adelphi.edu. Connect with President Riordan on LinkedIn, Facebook, Instagram and Twitter @PrezRiordan.

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Timothy P. Burton

Administration/Staff, Vice President

Timothy P. Burton, senior vice president and treasurer of the University, was honored in *Long Island Business News* CFO of the Year Awards program in 2012.

Mr. Burton became the chief financial officer of Adelphi University in 2002. Prior to joining Adelphi University in 1991 as associate treasurer, he was senior manager at Deloitte & Touche, having spent thirteen years providing audit services. Mr. Burton received a B.S. in accounting from the State University of New York at Albany in 1978.

Mr. Burton is a Certified Public Accountant licensed in New York State. In 2012, he was named CFO of the Year by Long Island Business News.

Published:

May 28, 2014

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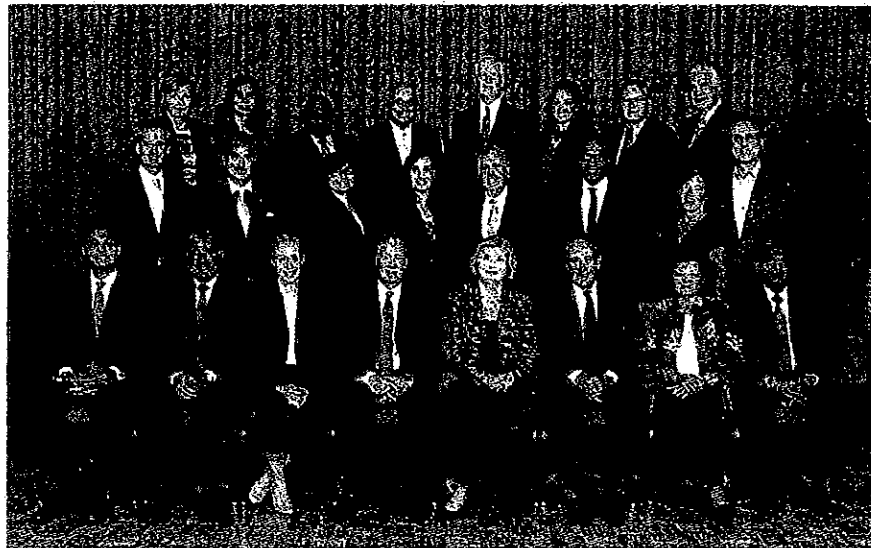

Board of Trustees

Our expert leadership.

The Board of Trustees delegates operational authority to the president as the University's chief executive officer with the expectations of transparency, accountability, performance, collaboration and service as the face and voice of the University.

A senior administrative team of five vice presidents reports to the president and works collaboratively to establish and achieve institutional priorities. This organizational structure provides continuous review of progress against goals and facilitates data-driven decision making.

» Meetings schedule



Front Row L-R: Kanistka Kelshikar, 2. Paul Akan, Lindsey K. Levine, Dennis McDonagh, Lois C. Schlessel, Jeffrey Bolton, Angela M. Jagger, Arun Agorwal

Middle Row L-R: Patrick S. Smalley, Frank Angello (Secretary), Loretta Cangialosi, President Christine M. Riordan,

Ronald B. Lee (Chairman), Charles Tolbert, Susan H. Murphy (Vice Chair), Jeffrey R. Greene

Back Row L-R: Helene Sullivan, Humera Oazi, Leonard C. Achen, Paul J. Salerno, Robert B. Willumstad, Katherine Quinlana Malone, Thomas F. Motamed, William Tenet



Five Adelphi alumni joined the board of trustees in summer 2016. (Left to right): Karishka Keshikar, B.S. '09; Katharine Quintana Malone, B.B.A. '09, M.B.A. '10; Dennis McDonagh, B.A. '78; Humera Qazi, B.B.A. '93, M.B.A.; and Leonard C. Achan, B.S. '99, M.A., R.N., A.N.P.

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Chairman, Board of Trustees
Founder and Chairman Emeritus
Lee, Nolan and Koroghlian, LLC

Susan Murphy, Ph.D.
Vice-Chair, Board of Trustees
Vice President Emerita
Cornell University

Frank Angello B.B.A. '77, M.B.A.
Secretary, Board of Trustees
Former Chief Financial Officer
Lighthouse International
Former Chief Financial Officer
JPMorgan Treasury & Securities Services Group

Christine M. Riordan, Ph.D.
President, Adelphi University
Ex-Officio

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Former Chairman and Chief Executive Officer
Mechanical Technology Inc.

Steven L. Isenberg '00 (Hon.)
Chairman Emeritus, Board of Trustees
Former Publisher
New York Newsday

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Chairman Emeritus, Board of Trustees
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Chief Innovation Officer and Senior Vice President of Innovation and
Business Development
Hospital for Special Surgery

Arun K. Agrawal, M.B.A. '12, M.D.
Founder, President, and CEO
Garden City Medical Services

Loretta Cangialosi B.B.A. '80
Senior Vice President and Controller
Pfizer, Inc.

William Fuessler
Vice President and Partner
Global Lender Finance, Risk & Fraud
IBM Global Business Services

Noreen Harrington B.S. '81
Alternative Investments
MD Sass

Angela M. Jacobar B.S. '62, M.A. '65, Ph.D.
Retired Professor

Ivayla Ninov B.S. '08
Chief Financial Officer
Western Management Corp.

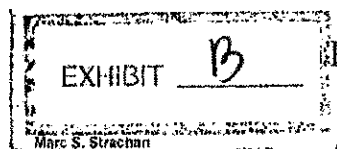
Peter Principato B.A. '81
Founding Partner
Principato-Young Entertainment

Humera Qazi B.B.A. '93, M.B.A.
Managing Director
KPMG

Paul Salerno B.B.A. '76
Retired Managing Partner, Melville Office
PincowttohuseCoopers LLP

Lois C. Schlisset, J.D.
Managing Attorney, President
Moyer, Suozzi, English & Klein, P.C.

Patrick S. Smalley B.A. '86
Executive VP and Managing Director
MCH Group LLC



New York University
School of Education

Ranisluka Katschke, B.S. '98
Investment Banking Associate
Nomura

Laurence Kessler B.A. '65
Founder and Co-owner
Kessler Restaurants

Lindsay Kupferman Levine M.A. '02, Ph.D. '08
Faculty
Columbia University
Department of Psychiatry, College of Physicians and Surgeons

Katherine Quintana Malone B.B.A. '09, M.B.A. '10
Senior Global Compensation Analyst
Latham & Watkins

Dennis McDonagh B.A. '78
Retired Senior Managing Director and Chief Financial Officer, Real Estate
The Blackstone Group

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Jeffrey R. Greene, M.B.A.

Palma R. Grella, M.B.A. '73

John J. Guttber B.B.A. '68, M.B.A. '70

Maureen S. Strachan
Vice President Corporate Relations, Constituent Affairs
Diageo, NA

Helene Sullivan B.B.A. '79
Retired Chief Financial Officer
Save the Children

William Tenet B.A. '73, M.D.
Medical Director
NYU Langone Cardiovascular Associates
Clinical Associate Professor of Medicine
NYU School of Medicine

Charles Tolbert, J.D.
Attorney and Agent
Law Offices of Charles Tolbert

Robert S. Williams '05 (Hon.)
Partner
Dryden Global Partners

Gerry House, Ed.D

Michael L. Lazarus '87

Horace G. McDonell, Jr. '52, '02 (Hon.)

Leon M. Pollack '63

Marlene Wamberg-Berman, M.S. '61

Barry T. Zeman

Meetings Schedule

2017 Board of Trustees Meeting Dates

- 17th Annual President's Gala—Saturday, March 18, 2017
- Sunday, March 19, 2017 and Monday, March 20, 2017
- Monday, June 12, 2017
- Sunday, September 17, 2017 and Monday, September 18, 2017
- Monday, December 11, 2017

2018 Board of Trustees Meeting Dates

- 18th Annual President's Gala – Saturday, March 17, 2018
- Sunday, March 18, 2018 and Monday, March 19, 2018
- Monday, June 11, 2018
- Sunday, September 30, 2018 and Monday, October 1, 2018
- Monday, December 10, 2018

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Awards and Recognition

We're proud to be recognized by top organizations.

Adelphi University has been nationally recognized and cited by several well-respected organizations and publications such as The Princeton Review, *U.S. News and World Report*, *Fiske Guide to Colleges* and *Forbes* as a top choice for a quality education. At a time when higher education is under intense scrutiny to demonstrate its relevance and value, we're proud to know that other people are taking notice of the great things happening at Adelphi.

U.S. NEWS & WORLD REPORT

U.S. News & World Report listed Adelphi as a Best College in its critique of 1,600 institutions, ranking the school in the top ten percent nationwide. Schools in the National Universities category evaluated by the publication offer a full range of undergraduate majors, plus master's and Ph.D. programs. These colleges are also noted for the commitment to groundbreaking research.

Adelphi was also recognized in the report's first-ever list of colleges in its National Universities ranking category that are overperforming in ensuring student success. In November 2012, Adelphi was ranked as a Top 15 Overperformer in undergraduate academic reputation.

U.S. News has also named Adelphi's [College of Business and Public Health](#) and [School of Social Work](#) in their Best Graduate Schools list; we have also been ranked as one of the [Best Colleges for Veterans](#).

FISKE GUIDE TO COLLEGES

Adelphi has been recognized by the *Fiske Guide to Colleges* as one of the nation's "best and most interesting" institutions and for 11 consecutive years has been listed among a select number of Best Buys in higher education. Only 25 private institutions in the country receive this distinction each year. Accomades such as this offer an independent evaluation on how the school fares on the billion-dollar topic of return on investment.

COLLEGES OF DISTINCTION

Adelphi, the first private, coeducational institution of higher education on Long Island, has recently been recognized by the *Colleges of Distinction* organization. This evaluation includes factors such as being respected by education professionals, having a strong focus on teaching undergraduates, providing a wide variety of experiential learning opportunities, promoting an active campus life and offering an undergraduate education that is highly valued by graduate programs and employers.

FORBES AND CRAIN'S NEW YORK

As a *Forbes* magazine Top College, Adelphi has been endorsed for what its students get out of their education as opposed to what gets them into the school. Another outlet, *Business Insider* ranks Adelphi as No. 18 of 25 underrated colleges in the country.

Another outlet, *Business Insider*, ranks Adelphi as #18 of 25 underrated colleges in the country. *Crain's New York* hailed the Robert B. Wilensky School of Business as one of the largest M.B.A. programs in New York based on enrollment.

MONEY MAGAZINE

Money magazine has named Adelphi University on its list of Best Colleges for excellence in educational quality, affordability and alumni earnings. As one of the best choices families can make, Adelphi University



provides students with a global learning experience that fully prepares them for successful, fulfilling careers through innovative programming, dedicated faculty, comprehensive support and services, and diverse learning opportunities. Adelphi students graduate with the tools to compete and excel in their chosen fields, and the skills to address the needs of their communities. Lasting relationships are created and maintained at the University through many different forms. The Adelphi alumni network is more than 100,000 strong.



BETHPAGE BEST OF LONG ISLAND

Every year, the Long Island Press asks readers to vote for their favorites for the paper's Best of Long Island Awards. In 2017, Long Islanders voted Adelphi no. 1 in seven categories: Best College or University—among 19 other colleges—Best Public Garden, Best Concert Venue, Best Local Live Theater, Kai Chan for Best Publicist and Dominic Scala for Best College Sports Coach. And our president, Christine M. Rorcan, Ph.D., was named Best College President.



MILITARY AND VETERANS

As a Military Friendly Campus, Adelphi is ranked in the top 20 percent of colleges, universities and trade schools in the country that are doing the most to embrace military service members, veterans and spouses as students and ensure their success on campus. The list recognizes only the top 15 percent of colleges, universities, and trade schools that do the most to embrace America's veterans as students.

The U.S. Department of Veterans Affairs has named Adelphi as a Yellow Ribbon GI Education Enhancement Program school. This means that qualified veterans can attend Adelphi at little or no cost.



CARNEGIE FOUNDATION

As a recipient of the 2010 Carnegie Community Engagement Classification, Adelphi University has been named in the recently released 2015 list of designated honorees. Awarded by the Carnegie Foundation for the Advancement of Teaching, this announcement solidifies Adelphi's commitment to its larger community for the mutually beneficial exchange of knowledge and resources in a context of partnership and reciprocity.

Adelphi is one of 361 institutions that now hold the Community Engagement Classification, recognizing the University's engagement and contribution to important community agendas. The University is one of only 24 institutions selected from New York.



NORTHEAST-10 CONFERENCE PRESIDENTS' CUP

In 2014, for the second consecutive year, Adelphi's athletics program was honored with the Northeast-10 Presidents' Cup. The Presidents' Cup is awarded to the institution that compiles the most cumulative points, based on finishes in the regular-season standings, from all of its programs competing in league championships. Adelphi joined the Northeast-10 in 2009.



PRESIDENT'S HIGHER EDUCATION COMMUNITY SERVICE HONOR ROLL

For the fourth year in a row, Adelphi has been named to The President's Higher Education Community Service Honor Roll. This is a national award given in recognition to colleges and universities that have shown excellence in developing and implementing effective community engagement and community service programs at their institutions. Again this year, Adelphi was additionally honored by receiving the award "With Distinction," a ranking reserved for "top performing institutions" in the categories of General Community Service and Education.



PAYSCALE.COM

PayScale.com lists Adelphi as a leader among national universities in regards to the all-important return on investment factor (ROI). It details the outcomes of students, analyzing the average salary of undergraduates and graduate-level students and which employers are hiring graduates in which geographic locations. This data was also used by AlternativeCollegesOnline.com which identified Adelphi as one of 84 colleges in New York where the degrees paid off and students earned more over their lifetimes than other institutions. Payscale's annual college tuition return on investment (ROI) report finds Adelphi with the highest annual percentage ROI—when financial aid is figured in—of any college on Long Island. Adelphi graduates are experiencing a 10.6 percent annual tuition ROI and a 30-year net return of \$545,000.



THE EDUCATION TRUST

The Education Trust has noted that Adelphi is a "Top 25" winner in Hispanic student graduation rates among private institutions. The report—subtitled "Increasing degree attainment by improving graduation rates and closing gaps for Hispanic students"—indicated that Adelphi has made strong gains in improving outcomes for Latino students.



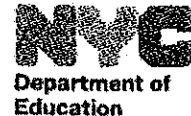
UNITED NATIONS

In 2003, the United Nations Commission on Non-Governmental Organizations of the Department of Public Information approved Adelphi as a non-governmental organization in recognition of the University's commitment to bringing "global awareness of international issues and the United Nations to the University community and the public."



TEACHER EDUCATION RECOGNITION FROM NYCDOE

Adelphi tied with another regional school for the highest percentage of teachers—12 percent—considered to be highly effective in student improvement on standardized math and English tests between fourth and eighth grade in the *Teacher Effectiveness Program Report* from the New York City Department of Education. This recognition was written about in *The Wall Street Journal* and on the *Edutopia* website.



MYMAJORS MAGAZINE

Adelphi was featured in *MyMajors* magazine as one of the Top 20 schools with the most matched majors. Potential students take the *MyMajors* quiz and are matched to schools from their database of 7,200 institutes of higher education.



THE HEARING REVIEW

The Hearing Review has named Adelphi University and its partners in the Long Island World of Audiology (L.I.W.A.) Consortium to its 2013 Best of List for Hearing Healthcare Professionals.



SIERRA CLUB

Adelphi's main Garden City campus is a registered arboretum, part of why the Sierra Club named the University a "Cool School."



CENTER FOR WORLD UNIVERSITY RANKINGS (CWUR)

Adelphi University's Gordon F. Derner Institute of Advanced Professional Studies Studies has been ranked fourth worldwide among psychology and psychoanalysis schools by the Center for World University Rankings (CWUR). More than 26,000 degree-granting institutions were included in the annual ranking.

ANIMATION CAREER REVIEW


Adelphi University has been named to the list of Top 50 Schools in the US for Game Design and Development by *Animation Career Review*.



ADULT LEARNING FOCUSED INSTITUTION OF HIGHER EDUCATION



Adelphi's University College is a member of the Council on Adult and Experiential Learning's (CAEL) coalition of Adult Learning Focused Institutions (ALFI). University College is just one of three ALFI member institutions in New York State.

 Institution of Higher Education

EMERGENCY MANAGEMENT DEGREE PROGRAM GUIDE

Emergency Management Degree Program Guide ranked Adelphi University #10 as a top college for online emergency management master's degrees.



Reflecting on the exceptional distinctions bestowed on the school, Adelphi is proud to stand on its reputation for excellence in academics, athletics, experiential learning and return on investment. The University will continue to challenge itself to offer the exceptional learning and service opportunities that allow students and our community as a whole to grow.

For further information, please contact:

Office of University Communications and Marketing

p - 516.877.3093

e - ucomm@adelphi.edu

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Accreditation and Memberships

Continuously striving for excellence.

ADELPHI UNIVERSITY ACCREDITATION

- [Middle States Association of Colleges and Schools](#)
- [New York State Education Department](#)
- [Commission on Collegiate Nursing Education](#)

One Dupont Circle, NW Suite 530
 Washington, DC 20036-1120
 202.637.6751

(the baccalaureate and master's degree programs in nursing)

- [American Psychological Association](#)
- [American Speech-Language-Hearing Association](#)
- [National Council for Accreditation of Teacher Education \(NCATE\)](#)
- [Council on Social Work Education](#)
- [The Association to Advance Collegiate Schools of Business \(AACSB International\)](#)

ADELPHI UNIVERSITY MEMBERSHIPS

- [Association of American Colleges and Universities](#)
- [College Board](#)
- [Commission on Independent Colleges and Universities New York's Private Colleges and Universities](#)
- [U.S. Green Building Council \(USGBC\)](#)

EQUAL OPPORTUNITY

Adelphi University is committed to extending equal opportunity in employment and educational programs and activities to all qualified individuals and does not discriminate on the basis of race, religion, age, color, creed, sex, marital status, sexual orientation, ethnicity, national origin, disability, genetic disposition or carrier status, veteran status, status as a disabled or Vietnam-era veteran, or any other basis protected by applicable local, state or federal laws.

The discrimination coordinator for student concerns pursuant to Section 504 of the Rehabilitation Act of 1973 is Rosemary Garabedian, coordinator of accessibility support services, Post Hall, First Floor, 516.877.3145, the discrimination coordinator for employee concerns pursuant to Section 504 of the Rehabilitation Act of 1973 is Jane Fisher, director of employment, employee and labor relations, Room 203, Levermore Hall, 516.877.3222, the coordinator of Title VII and the affirmative action officer is Lisa S. Araújo, associate vice president for human resources and labor relations, Room 203, Levermore Hall, 516.877.3230, and the campus coordinator for Title IX concerns is Rhonnie Jaus, director of equity and compliance, Room 203, Levermore Hall, 516.877.4819.

Value Added

We're proud to be recognized for the great things happening at Adelphi.

[Click here to find out more](#)

Meet our Faculty

Fulbright Scholars, Hartford Scholars. A dedication to research. Get to know our academic community.

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MIDDLE STATES COMMISSION ON HIGHER EDUCATION
3624 Market Street, Philadelphia, PA 19104-2680. Tel: 267-284-5000. Fax: 215-462-5501
www.msche.org

STATEMENT OF ACCREDITATION STATUS

ADELPHI UNIVERSITY

South Avenue

Garden City, NY 11530

Phone: (516) 877-3000; Fax: (516) 877-3845

www.adelphi.edu

Chief Executive Officer: Dr. Christine M. Riordan, President

INSTITUTIONAL INFORMATION

Enrollment (Headcount): 4852 Undergraduate ; 2404 Graduate

Control: Private (Non-Profit)

Affiliation: None

2015 Carnegie Classification: Doctoral Universities - Moderate Research Activity

Approved Degree Levels: Postsecondary Award/Cert/Diploma (>=1 year, < 2 years) (Basic Accounting), Associate's, Bachelor's, Postbaccalaureate Award/Cert/Diploma, Master's, Post-Master's Award/Cert/Diploma, Doctor's - Professional Practice, Doctor's - Research/Scholarship;

Distance Education Programs: Fully Approved

Accreditors Recognized by U.S. Secretary of Education: American Psychological Association, Commission on Accreditation ; American Speech-Language-Hearing Association, Council on Academic Accreditation in Audiology and Speech-Language Pathology ; Commission on Collegiate Nursing Education ; Council for the Accreditation of Education Preparation (CAEP)

Other Accreditors: The Council on Social Work Education (CSWE); The Association to Advance Collegiate Schools of Business (AACSB International)

Instructional Locations

Branch Campuses: None

Additional Locations: Catholic Health Services, Melville, NY; Good Samaritan Hospital, West Islip, NY; Hauppauge Center, Hauppauge, NY; Hudson Valley Center, Poughkeepsie, NY; Huntington Chamber of Commerce, Huntington, NY; Manhattan Center, New York, NY; Middletown Center, Orange County Community College, Middletown, NY; Queens Hospital,

D

Jamaica, NY; Sayville Downtown Center, Sayville, NY; St Francis, Roslyn, NY; St. Joseph's College, Patchogue, NY; Suffolk County Community College - Ammerman Campus, Selden, NY; Suffolk County Community College - Eastern Campus, Riverhead, NY; Suffolk County Community College - Grant Campus, Brentwood, NY; The New Seminary, Brooklyn, NY.

Other Instructional Sites: Winthrop University Hospital, Mineola, NY.

ACCREDITATION INFORMATION

Status: Member since 1921

Last Reaffirmed: November 20, 2014

Most Recent Commission Action:

June 27, 2016: To acknowledge receipt of the substantive change request. To approve the reclassification of the instructional site at the Middletown Center, Orange County Community College, 115 South Street, Middletown, NY 10940 as an additional location and to include the location within the scope of the institution's accreditation. The next evaluation visit is scheduled for 2018-2019.

Brief History Since Last Comprehensive Evaluation:

November 20, 2014: To accept the Periodic Review Report and to reaffirm accreditation. To commend the institution for the quality of the Periodic Review process and report. The next evaluation visit is scheduled for 2018-2019.

Next Self-Study Evaluation: 2018 - 2019

Date Printed: June 28, 2016

DEFINITIONS

Branch Campus - A location of an institution that is geographically apart and independent of the main campus of the institution. The location is independent if the location: offers courses in educational programs leading to a degree, certificate, or other recognized educational credential; has its own faculty and administrative or supervisory organization; and has its own budgetary and hiring authority.

Additional Location - A location, other than a branch campus, that is geographically apart from the main campus and at which the institution offers at least 50 percent of an educational program. ANYA ("Approved but Not Yet Active") indicates that the location is included within the scope of accreditation but has not yet begun to offer courses. This designation is removed after the Commission receives notification that courses have begun at this location.

Other Instructional Sites - A location, other than a branch campus or additional location, at which the institution offers one or more courses for credit.

Distance Education Programs - Fully Approved, Approved (one program approved) or Not Approved indicates whether or not the institution has been approved to offer diploma/certificate/degree programs via distance education (programs for which students could meet 50% or more of the requirements of the program by taking distance education courses). Per the Commission's Substantive Change policy, Commission approval of the first two

EXHIBIT D

Distance Education programs is required to be "Fully Approved." If only one program is approved by the Commission, the specific name of the program will be listed in parentheses after "Approved."

Commission actions are explained in the policy Accreditation Actions.

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Mission and Vision

Mission Statement

Our University transforms the lives of all students by creating a distinctive environment of intellectual rigor, research, creativity and deep community engagement across four core areas of focus: arts and humanities, STEAM and social sciences, the professions, and health and wellness.

Vision

We will become a nationally respected leader -- a standard bearer -- for redefining the practical and personal value of education for students, helping them define their success in the classroom, on campus, in careers and communities, and beyond.

Values

We are guided by six core values that exemplify the type of community we seek to create:

1. Academic excellence
2. Creativity and innovation
3. Community and collaboration
4. Global awareness and diversity
5. Respect for the individual
6. Truth and integrity

Value Added

We're proud to be recognized for the great things happening at Adelphi.

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Notable Alumni

Read exciting stories from our most successful graduates.

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Institute for Parenting



About Infant Mental Health and Developmental Practice

Learn about Infant Mental Health and IMH-DP.

WHAT IS INFANT MENTAL HEALTH?

The term Infant Mental Health (IMH) is a slight misnomer and also includes Early Childhood Mental Health. IMH can be understood as the developing capacity of the 0-5 year old child in experience, regulate and express emotions, form close and secure interpersonal relationships and explore the environment and learn within the psychological balance of the parent-infant relational system, as well as larger family, community and culture without serious disruption caused by harmful life events.

Recent neuropsychological research has shown that infants are born with their brains wired to be engaged in important nurturing and protective relationships. They come into the world with remarkable capacities to establish and regulate these relationships. Infants are surprisingly competent and endowed with predispositions toward attachment promoting behaviors. They are not the 'blank slates' they were once thought to be. Infants possess an amazing repertoire of social and emotional capacities that are designed to give their parent information about their well-being and to actively behave in ways that modify and regulate the behavior of their parents. The infant's capacities to execute these signaling behaviors have roots across developmental domains. In sum, infants seek emotional responsiveness from their parents and become distressed when it is not forthcoming.

Although the infant's contribution to the relationship with his parent is great, it cannot be separated from the context of the parent. The infant-parent relationship will suffer when infants fail to display behaviors or characteristics which elicit responsive caregiving as can be the case with some premature, drug exposed or those that have developmental challenges. Sometimes it is parents who cannot modify their expectations because their early life was characterized by unmet needs, abandonment and maltreatment, or because current stressors like maternal depression, mental illness or domestic violence are present.

WHAT IS INFANT MENTAL HEALTH AND DEVELOPMENTAL PRACTICE?

IMH-DP is an interdisciplinary field that represents a dramatic shift in clinical practice. IMH-DP practice focuses on the development of 0-5 year olds within the context of the early parent-child relationship as the foundation for healthy social-emotional, cognitive, language and even physical development. IMH-DP offers ways of conceptualizing early disruptions in the attachment process, and of organizing interventions. Its focus is on the mental health and relational dimensions of development that unfold in the context of other related domains of development, all of which are intimately and inextricably interrelated in infancy. Thus the thrust of IMH-DP practice must be developmentally and trauma informed.

Multidisciplinary Infant Mental Health specialists work within the context of the parent-child relationship to strengthen parental capacity while promoting both an understanding of the needs of infants and young children and their parents' unique ability to meet those needs. The dimensions of service aim to meet the needs of families on multiple levels and in many settings and include a service continuum that includes both prevention and intervention.

Contact Us

Have questions about our programs? We are here to help.

See contact information

News and Press

Keep up with the latest news about the Institute for Parenting.

Click here to find out more

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This comprehensive and intensive approach integrates a range of methods and services that include emotional support, developmental/parent guidance, early relationship assessment, infant-parent psychotherapy, advocacy and concrete assistance.

E

For further information, please contact:

The Institute for Parenting
Loren Hall, Lower Level Room 8
p - 516.237.6513
e - info@instituteforparenting@adelphi.edu

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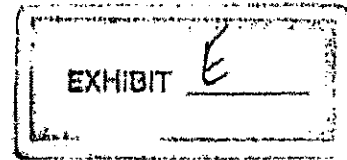
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Professional Development

Providing high quality training for professionals.

Our Professional Development and Continuing Education programs for multidisciplinary professionals provide the highest quality training. The goal of our programs is to strengthen professional knowledge and skills across disciplines to enhance Infant Mental Health and developmental services to 0-5 year olds and their parents.

Post Master's Training Program in Parent Education and Parent Guidance

An intensive year-long training program designed for parent educators and/or clinicians who work with parents.

[» Learn about this 1-year program](#)

Continuing Education

Strengthen your professional knowledge and skills across disciplines to enhance services for very young children and their parents.

[» See upcoming workshops](#)

Post Master's Training Program in Parent-Infant Mental Health

This two-year intensive training program is designed for clinicians, supervisors, consultants, and educators.

[» Learn about this 2-year program](#)

Credentialing and CEUs

Most Institute for Parenting professional programs offer 6 units of Continuing Education Credits or the equivalent. Post Master's Programs offer 100 CE's per year.

[» View CE credit opportunities](#)

News and Press

Keep up with the latest news about the Institute for Parenting.

[Click here to find out more.](#)

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Additional Resources

Find more resources for parents and family caregivers of young children.

[See resource links](#)

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For further information, please contact:

The Institute for Parenting

Union Hall, Lower Level Room 6

p - 516.237.8513

e - theinstituteforparenting@adelphi.edu

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Additional Resources

External resources for parents and family caregivers.

- [The National Child Traumatic Stress Network](#)
- [Sesame Street Hurricane Episode](#)
- [Learned Happens From The Start - Baby Basics](#)
- [Protection](#)
- [Video: Interaction Guidance](#)

For further information, please contact:

The Institute for Parenting

Linnet Hall - Lower Level Room 8

p - 516.257.8513

e - theinstituteforparenting@adelphi.edu

Continuing Education Workshops

Strengthen your knowledge and
professional skills across disciplines

[View upcoming workshops](#)

Nassau County Babies Can't Wait

Addresses developmental needs of
0-3 year olds in foster care

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Training in Parent- Infant Mental Health

Designed for clinicians, supervisors,
consultants, and educators.

[Learn about this 2-year program](#)

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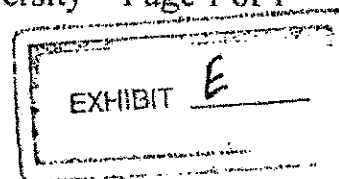
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Events and Training

Upcoming Events

Cancellation Policy: No refund can be made for cancellation seven or fewer working days before the event or for no-shows. Cancellations more than seven working days before a workshop will result in a refund less a \$15.00 cancellation fee. Requests for refunds must be received in writing.

October 18, 2016–June 13, 2017

Post Master's Training Program in Parent Education and Parent Guidance

Continuing Education Course • Ongoing

This program is an intensive year-long training program designed for parent educators and/or clinicians who work with parents.

June 16, 2017

The Complexities of Therapeutic Intervention with Parents who are Substance Dependent

Continuing Education

Ruth Paris, Ph.D., will discuss developmental progress and resilience, while supporting recovery from substance misuse.

July 28, 2017

Perinatal Grief and Loss: Helping Families Heal

Continuing Education

Joann O'Leary, Ph.D., will identify interventions that can be helpful to families who have experienced a loss.

» [Browse past events](#)

For further information, please contact:

The Institute for Parenting

Linen Hall, Lower Level Room 8

p - 516.237.8513

e - theinstituteforparenting@adelphi.edu

Institute for Parenting: Adelphi University | Linen Hall | Lower Level | Room 8 | 5 South Avenue | P.O. Box 701 | Garden City, NY 11530-0701 | 516.877.3660

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Therapeutic Services

Early relationship support to help parents develop healthier relationships with their 0-5 year olds

[See therapeutic parenting services](#)

Continuing Education Workshops

Strengthen your knowledge and professional skills across disciplines.

[View upcoming workshops](#)

Nassau County Babies Can't Wait

Addresses developmental needs of 0-5 year olds in foster care

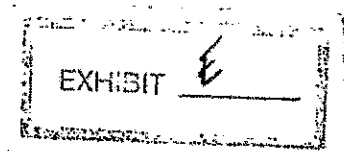
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1/1/2014 10:00 AM



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News and Press

Keep up with the latest news about the Institute for Parenting.

October 16, 2015

Institute for Parenting Director on Mental Health Issues in School Children
General News

Marcy Seifer was interviewed for an article about programs that provide private mental health services on school grounds.

August 25, 2014

Grant Awarded to Adelphi University to Support the Infant Mental Health and Developmental Practice Project
General News

Adelphi's grant-funded IMH-DP project will prepare graduate students to serve young children with special needs

May 21, 2015

Institute for Parenting Program Honored with "What's Great in Our State" Award
News

Adelphi University honored by New York State for addressing issues with children's mental health

November 5, 2014

Nassau Thrives and the The "I'm Here For You Now" Book Project on Fox News
News

Candice Cuthbert was on Fox's Good Day New York to discuss how Nassau Thrives helps families affected by Superstorm Sandy.

October 10, 2014

Adelphi University Institute for Parenting Plays a Central Role in Helping Families Recover and Thrive
Media Advisory

Nassau Thrives offers assistance to early care and education settings impacted by Superstorm Sandy at no cost

July 7, 2014

Adelphi University appoints Dr. Elizabeth Gross Cohn Director of the Center for Health Innovation
News

Dr. Cohn returns to Adelphi from Columbia University

September 17, 2013

In This Week's News: September 7-13, 2013
In The News

Michael Hingson 'Thunder Dog', John J. Phelan Jr. Fellow, Cara Lynch exhibit, Jacqueline Carabuke and Kristina Sharoff in NY Post

May 8, 2013

Therapeutic Services

Early relationship support to help parents develop healthier relationships with their 0-5 year olds

See therapeutic parenting services

Nassau County Babies Can't Wait

Addresses developmental needs of 0-5 year olds in foster care

Learn about Babies Can't Wait

Parent Education & Guidance Training

For parent educators and/or clinicians who work with parents

Learn about this 1-year program

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Doreen Downs Miller, M.B.A. '86, to Receive Honorary
Doctorate from Adelphi University
News

Parent educator to receive honorary doctorate of humane letters

March 14, 2013

Internationally Recognized Parent Educator Mary Sheedy
Kucinka to Speak at Adelphi University
News

Two different events focused on parenting spirited children

February 4, 2013

Training Social Workers Post-Sandy to Administer
Psychological First Aid
General News

Helping people cope following a disaster

February 2, 2012

Institute For Parenting: Supporting Healthy Social and
Emotional Development Across the Life Span
News

October 12, 2011

Dr. Bruce D. Perry to Speak on Assessing and Treating
Traumatized Children
News

Parenting Expert

May 2, 2011

From One Generation to the Next: Keeping Families Healthy
Publications

*Adelphi faculty are working to keep different family generations healthy
and productive.*

For further information, please contact:

The Institute for Parenting

Linnet Hall, Lower Level Room 8

p - 516.237.8513

e - institute@parenting.adelphi.edu

Institute for Parenting | Adelphi University | Linnet Hall | Lower Level | Room 8 | 1 South Avenue | P.O. Box 701 | Garden City, NY 11530-0701 | 516.872.3066

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COUNTY OF NASSAU
CONSULTANT'S, CONTRACTOR'S AND VENDOR'S DISCLOSURE FORM

1. Name of the Entity: Adelphi University

Address: One South Avenue

City, State and Zip Code: Garden City, NY 11530

2. Entity's Vendor Identification Number: 11-1630741

3. Type of Business: ☐ Public Corp ☐ Partnership ☐ Joint Venture
☐ Ltd. Liability Co ☐ Closely Held Corp ☒ Not For Profit Educational
501(c)(3) Other (specify)

4. List names and addresses of all principals; that is, all individuals serving on the Board of Directors or comparable body, all partners and limited partners, all corporate officers, all parties of Joint Ventures, and all members and officers of limited liability companies (attach additional sheets if necessary):

See attached Listing for Board of Trustees.

5. List names and addresses of all shareholders, members, or partners of the firm. If the shareholder is not an individual, list the individual shareholders/partners/members. If a Publicly held Corporation, include a copy of the 10K in lieu of completing this section.

NONE

6. List all affiliated and related companies and their relationship to the firm entered on line 1. above (if none, enter "None"). Attach a separate disclosure form for each affiliated or subsidiary company that may take part in the performance of this contract. Such disclosure shall be updated to include affiliated or subsidiary companies not previously disclosed that participate in the performance of the contract.

None

7. List all lobbyists whose services were utilized at any stage in this matter (i.e., pre-bid, bid, post-bid, etc.). If none, enter "None." The term "lobbyist" means any and every person or organization retained, employed or designated by any client to influence - or promote a matter before - Nassau County, its agencies, boards, commissions, department heads, legislators or committees, including but not limited to the Open Space and Parks Advisory Committee and Planning Commission. Such matters include, but are not limited to, requests for proposals, development or improvement of real property subject to County regulation, procurements. The term "lobbyist" does not include any officer, director, trustee, employee, counsel or agent of the County of Nassau, or State of New York, when discharging his or her official duties.

(a) Name, title, business address and telephone number of lobbyist(s):

None

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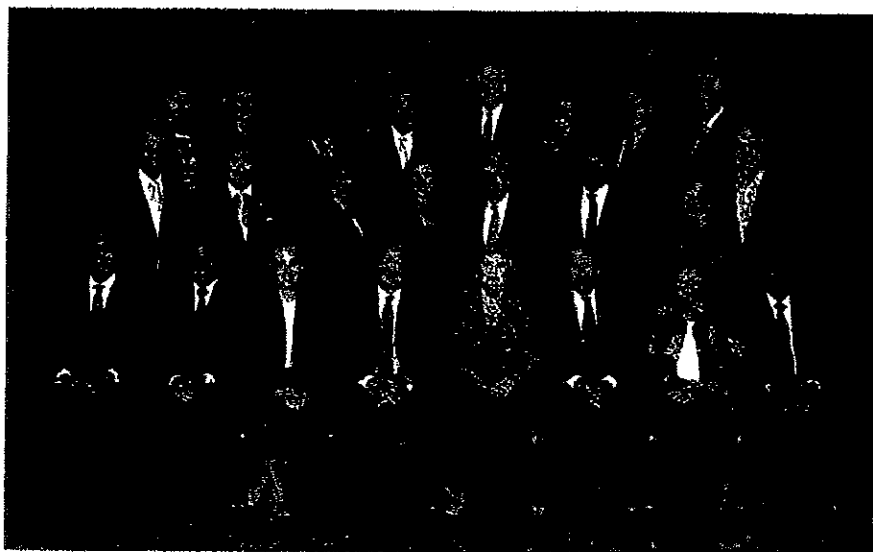
Board of Trustees

Our expert leadership.

The Board of Trustees delegates operational authority to the president as the University's chief executive officer with the expectations of transparency, accountability, performance, collaboration and service as the face and voice of the University.

A senior administrative team of five vice presidents reports to the president and works collaboratively to establish and achieve institutional priorities. This organizational structure provides continuous review of progress against goals and facilitates data-driven decision making.

• Meetings schedule



Front Row L-R: Kanishka Kelshikar, Z. Paul Akbar, Lindsey K. Levine, Dennis McDonagh, Lois C. Schüssel, Jeffrey Bolton, Angela M. Jaggat, Anun Agrawal

Middle Row L-R: Patrick S. Smalley, Frank Angelo (Secretary), Loretta Cangialosi, President Christine M. Riordan, Ronald B. Lee (Chairman), Charles Tolbert, Susan H. Murphy (Vice Chair), Jeffrey R. Greene

Back Row L-R: Helena Sullivan, Humera Qazi, Leonard C. Achen, Paul J. Salerno, Robert B. Willumstad, Katherine Quintana Malone, Thomas F. Motamed, William Tenet



Five Adelphi alumni joined the board of trustees in summer 2016. (Left to right): Karishka Kelshkar, B.S. '09; Katherine Quintana Malone, B.B.A. '09, M.B.A. '10; Dennis McDonagh, B.A. '78; Humera Qazi, B.B.A. '93, M.B.A.; and Leonard C. Achan, B.S. '99, M.A., R.N., A.N.P.

Ronald B. Lee B.A. '87
Chairman, Board of Trustees
Founder and Chairman Emeritus
Lee, Nolan and Koroghlian, LLC

Susan Murphy, Ph.D.
Vice-Chair, Board of Trustees
Vice President Emerita
Cornell University

Frank Angello B.B.A. '77, M.B.A.
Secretary, Board of Trustees
Former Chief Financial Officer
Lighthouse International
Former Chief Financial Officer
JPMorgan Treasury & Securities Services Group

Leonard C. Achan B.S. '99, M.A., R.N., A.N.P.
Chief Innovation Officer and Senior Vice President of Innovation and
Business Development
Hospital for Special Surgery

Arun K. Agrawal, M.B.A. '12, M.D.
Founder, President, and CEO
Garden City Medical Services

Loretta Cangialosi B.B.A. '90
Senior Vice President and Controller
Pfizer, Inc.

William Fuessler
Global Leader Finance, Risk & Fraud
IBM Global Business Services

Noreen Harrington B.S. '81
Alternative Investments
MD Sass

Angela M. Jaeger B.S. '62, M.A. '63, Ph.D.
Retired Professor
New York University
School of Education

Christine M. Jordan, Ph.D.
President, Adelphi University
Ex-Officio

Steven N. Fletcher
Chairman Emeritus, Board of Trustees
Former Chairman and Chief Executive Officer
Mechanical Technology Inc.

Steven L. Isenberg '80 (Hon.)
Chairman Emeritus, Board of Trustees
Former Publisher
New York Newsday

Thomas F. Motamed B.A. '71, J.D.
Chairman Emeritus, Board of Trustees
Retired Chairman and Chief Executive Officer
CNA Financial Corporation

Iwaylo Ninov B.S. '06
Chief Financial Officer
Western Management Corp

Peter Principato B.A. '87
Founding Partner
Principato-Young Entertainment

Humera Qazi B.B.A. '93, M.B.A.
Managing Director
KPMG

Paul Salerno B.B.A. '76
Retired Managing Partner, Melville Office
PricewaterhouseCoopers LLP

Lois C. Schliesser, J.D.
Managing Attorney; President
Moyer, Suozzi, English & Klein, P.C.

Patrick S. Smalley B.A. '86
Executive VP and Managing Director
MCH Group LLC

Kanishka Keshikar B.S. '08
Investment Banking Associate
Nomura

Laurence Kessler B.A. '85
Founder and Co-owner
Kessler Restaurants

Lindsay Kupferman Levine M.A. '02, Ph.D. '06
Faculty
Columbia University
Department of Psychiatry, College of Physicians and Surgeons

Katherine Quinata Malone B.B.A. '89, M.B.A. '10
Senior Global Compensation Analyst
Latham & Watkins

Dennis McDonagh B.A. '78
Retired Senior Managing Director and Chief Financial Officer, Real Estate
The Blackstone Group

Trustees Emeriti

Richard C. Cahn

Michael J. Campbell '85

Joan S. Girgis, Ph.D.

Jeffrey R. Greene, M.B.A.

Palmina R. Grella, M.B.A. '73

John J. Gutleber B.B.A. '68, M.B.A. '70

Marc S. Strachan
Vice President Corporate Relations, Constituent Affairs
Diageo, NA

Helene Sullivan B.B.A. '79
Retired Chief Financial Officer
Save the Children

William Tenet B.A. '75, M.D.
Medical Director
NYU Langone Cardiovascular Associates
Clinical Associate Professor of Medicine,
NYU School of Medicine

Charles Tolbert, J.D.
Attorney and Agent
Law Offices of Charles Tolbert

Robert S. Wilmstad '05 (Hon.)
Partner
Bryson Global Partners

Gerry House, Ed.D.

Michael L. Lazarus '67

Horsce G. McDonell, Jr. '52, '02 (Hon.)

Leon M. Pollack '83

Marjorie Weinberg-Berman, M.S. '61

Barry T. Zeman

Meetings Schedule

2017 Board of Trustees Meeting Dates

- 17th Annual President's Gala—Saturday, March 18, 2017
- Sunday, March 19, 2017 and Monday, March 20, 2017
- Monday, June 12, 2017
- Sunday, September 17, 2017 and Monday, September 18, 2017
- Monday, December 11, 2017

2018 Board of Trustees Meeting Dates

- 18th Annual President's Gala - Saturday, March 17, 2018
- Sunday, March 18, 2018 and Monday, March 19, 2018
- Monday, June 11, 2018
- Sunday, September 30, 2018 and Monday, October 1, 2018
- Monday, December 10, 2018

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Office of the Treasurer

Office of University
Communications and
Marketing

Office of Enrollment
Management

Office of External
Relations

Division of Student Affairs

Office of University
Advancement

Office of Diversity and
Inclusion

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Adelphi University Executive Leadership Team



Sam L. Grogg, Ph.D.
*Interim Provost and Executive Vice
President*

» [Office of the Provost](#)



Timothy P. Burton
*Executive Vice President of Finance and
Administration*

» [Office of the Treasurer](#)



Perry Greene, Ph.D.
Vice President for Diversity and Inclusion

» [Office of Diversity and
Inclusion](#)



Kristen Capezza, M.B.A. '12
Associate Vice President for Enrollment Management

» [Office of Enrollment Management](#)



Esther Goodcull '74, M.A. '77
Associate Vice President of Student Affairs

» [Division of Student Affairs](#)

Joanna Templeton
*Associate Vice President for Brand Strategy
and University Communications*

» [Office of University Communications
and Marketing](#)



Maggie Yoon Grafer '05, M.A. '08
Chief of Staff

» [Office of the President](#)

Ann Loudon
Special Assistant to the President

» [Office of External Relations](#)

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(b) Describe lobbying activity of each lobbyist. See below for a complete description of lobbying activities.

NONE

(c) List whether and where the person/organization is registered as a lobbyist (e.g., Nassau County, New York State):

NONE

8. VERIFICATION: This section must be signed by a principal of the consultant, contractor or Vendor authorized as a signatory of the firm for the purpose of executing Contracts.

The undersigned affirms and so swears that he/she has read and understood the foregoing statements and they are, to his/her knowledge, true and accurate.

Dated: 4/27/17

Signet:



Print Name: Timothy P. Burton

Title: Exec. Vice President of Finance & Administration

Page 4 of 4

The term lobbying shall mean any attempt to influence: any determination made by the Nassau County Legislature, or any member thereof, with respect to the introduction, passage, defeat, or substance of any local legislation or resolution; any determination by the County Executive to support, oppose, approve or disapprove any local legislation or resolution, whether or not such legislation has been introduced in the County Legislature; any determination by an elected County official or an officer or employee of the County with respect to the procurement of goods, services or construction, including the preparation of contract specifications, including by not limited to the preparation of requests for proposals, or solicitation, award or administration of a contract or with respect to the solicitation, award or administration of a grant, loan, or agreement involving the disbursement of public monies; any determination made by the County Executive, County Legislature, or by the County of Nassau, its agencies, boards, commissions, department heads or committees, including but not limited to the Open Space and Parks Advisory Committee, the Planning Commission, with respect to the zoning, use, development or improvement of real property subject to County regulation, or any agencies, boards, commissions, department heads or committees with respect to requests for proposals, bidding, procurement or contracting for services for the County; any determination made by an elected county official or an officer or employee of the county with respect to the terms of the acquisition or disposition by the county of any interest in real property, with respect to a license or permit for the use of real property of or by the county, or with respect to a franchise, concession or revocable consent; the proposal, adoption, amendment or rejection by an agency of any rule having the force and effect of law; the decision to hold, timing or outcome of any rate making proceeding before an agency; the agenda or any determination of a board or commission; any determination regarding the calendaring or scope of any legislature oversight hearing; the issuance, repeal, modification or substance of a County Executive Order; or any determination made by an elected county official or an officer or employee of the county to support or oppose any state or federal legislation, rule or regulation, including any determination made to support or oppose that is contingent on any amendment of such legislation, rule or regulation, whether or not such legislation has been formally introduced and whether or not such rule or regulation has been formally proposed.

AMENDMENT NO. 2

THIS AMENDMENT, dated as of _____, 2017 (together with the schedules, appendices, attachments and exhibits, if any, this "Amendment"), is entered into by and between (i) Nassau County, a municipal corporation having its principal office at 1550 Franklin Avenue, Mineola, New York 11501 (the "County"), acting on behalf of the County Department of the District Attorney, having its principal office at 262 Old Country Road, Mineola, NY 11501 (the "Department"), and (ii) Adelphi University Institute for Parenting, a New York State not-for-profit corporation, having its principal office at Adelphi University, Linen Hall, Lower Level Room 9, P.O. Box 701, Garden City, New York, 11530 (the "Contractor").

WITNESSETH:

WHEREAS, pursuant to County contract number CQDA16000006 between the County and the Contractor, executed on behalf of the County on October 13, 2016, as amended by County contract number CLDA17000010, executed on behalf of the County on June 28, 2017 (the "Original Agreement"), the Contractor provides a project coordinator/clinical case manager for the Closer to the Crib initiative which focuses on promoting positive developmental outcomes in pre-natal to three (3) year old children of criminal offenders, which services are more fully described in the Original Agreement (the services contemplated by the Original Agreement, the "Services"); and

WHEREAS, the term of the Original Agreement is from August 1, 2016 to July 31, 2017, with four (4) one (1) year options to renew under the same terms and conditions, and subject to early termination as provided for under the Original Agreement (the "Original Term"); and

WHEREAS, the maximum amount that the County agreed to reimburse the Contractor for Services under the Original Agreement, as full compensation for the Services, was Two Hundred Forty Nine Thousand and Two Hundred Fifty-Five Dollars (\$249,255.00) (the "Maximum Amount"); and

WHEREAS, the County desires to exercise one (1) of the four (4) renewal options to renew the Original Term;

NOW, THEREFORE, in consideration of the promises and mutual covenants contained in this Amendment, the parties agree as follows:

1. Amendment of Term. The Original Agreement shall be amended so that the term of the Original Agreement, as amended by this Amendment (the "Amended Agreement"), shall be renewed and thereby extended by one (1) year, so that the termination date of the Original Agreement, as amended by this Amendment (the "Amended Agreement"), shall be July 31, 2018, subject to early termination as provided for under this Amended Agreement.

2. **Maximum Amount.** The Maximum Amount in the Original Agreement shall be increased by Two Hundred and Fifty Five Thousand Five Hundred and Nine Dollars (\$255,509.00), as provided for under the Original Agreement, so that the maximum amount that the County shall pay to the Contractor as full consideration for all Services provided under the Amended Agreement shall be Five Hundred and Four Thousand and Seven Hundred Sixty Four Dollars (\$504,764.00) (the "**Amended Maximum Amount**"). The increase provided under this Amendment shall be payable in accordance with the attached Appendix B-2.

3. **Full Force and Effect.** All the terms and conditions of the Original Agreement not expressly amended by this Amendment shall remain in full force and effect and govern the relationship of the parties for the term of the Amended Agreement.

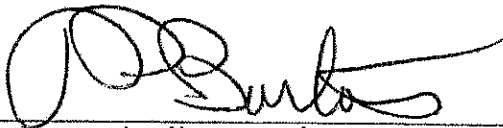
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APPENDIX B-2
ADELPHI UNIVERSITY INSTITUTE FOR PARENTING
CLOSER TO THE CRIB
BUDGET
08/01/17 – 07/31/18

<u>PERSONNEL</u>	<u>AMOUNT</u>
Director	
30% FTE at an annual salary of \$97,463	\$29,239
Program Director	
45% FTE at an annual salary of \$69,657	\$31,346
Clinical Coordinator	
45% FTE at an annual salary of \$67,173	\$30,228
Project Coordinator	
100% FTE at an annual salary of \$56,238	\$56,238
Clinician	
50% FTE at an annual salary of \$56,238	\$28,119
Evaluation	
5% FTE at an annual salary of \$74,643	\$3,733
Personnel Sub-Total	\$178,903
 <u>FRINGE BENEFITS</u>	
32.2% of total salary	\$57,606
 <u>CONTRACTUAL</u>	
Evaluation; Coding, Statistical Analysis, Instruments, etc.	\$10,000
 <u>COGNITIVE TESTING</u>	\$2,000
 <u>VIDEO EQUIPMENT</u>	\$500
 <u>TRAVEL</u>	
Local travel and conference travel	\$6,500
 TOTAL COSTS:	\$255, 509

IN WITNESS WHEREOF, the Contractor and the County have executed this Agreement
as of the date first above written.

ADELPHI UNIVERSITY
INSTITUTE FOR PARENTING

By: 
Name: Timothy F. Barton
Title: Exec. Vice President of Finance & Administration
Date: June 29, 2017

NASSAU COUNTY

By: _____
Name: _____
Title: County Executive
☐ Deputy County Executive
Date: _____

PLEASE EXECUTE IN BLUE INK

STATE OF NEW YORK)

)ss.:

COUNTY OF NASSAU)

On the 29 day of June in the year 2017 before me personally came
Timothy P. Burton to me personally known, who, being by me duly sworn, did depose
and say that he or she resides in the County of Suffolk; that he or she is the
VUP & Finance + Admin of Adelphi University, the corporation described herein
and which executed the above instrument; and that he or she signed his or her name thereto by
authority of the board of directors of said corporation.

NOTARY PUBLIC

DANIEL PELLICCIA
NOTARY PUBLIC-STATE OF NEW YORK
No. 01PE6219590
Qualified in Nassau County
My Commission Expires 3/29/18

STATE OF NEW YORK)

)ss.:

COUNTY OF NASSAU)

On the ____ day of _____ in the year 2017 before me personally came
_____ to me personally known, who, being by me duly sworn, did depose
and say that he or she resides in the County of _____; that he or she is the County
Executive/ Deputy County Executive of the County of Nassau, the municipal corporation
described herein and which executed the above instrument; and that he or she signed his or her
name thereto pursuant to Section 205 of the County Government Law of Nassau County.

NOTARY PUBLIC



CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)
2/6/2017

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 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).

PRODUCER Crystal & Company Crystal IBC LLC 32 Old Slip New York, NY 10005		CONTACT NAME: Audrey Malkin PHONE (A/C, No, Ext): 212-344-2444 E-MAIL ADDRESS: audrey.malkin@crystalco.com FAX (A/C, No): 212-509-1292	
INSURED Adelphi University Attn: Mr. Russell Palmer One South Avenue Garden City, NY 11530		INSURER(S) AFFORDING COVERAGE INSURER A: United Educators Insurance, a Recip INSURER B: Great Northern Insurance Company INSURER C: INSURER D: INSURER E: INSURER F:	
ADELUN		NAIC # 10020 20303	

COVERAGES

CERTIFICATE NUMBER: 964529920

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"/> COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS-MADE <input type="checkbox"/> OCCUR GEN'L AGGREGATE LIMIT APPLIES PER: <input type="checkbox"/> POLICY <input type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC OTHER:		CGL201700246230	2/5/2017	2/5/2018	EACH OCCURRENCE \$1,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$1,000,000 MED EXP (Any one person) \$5,000 PERSONAL & ADV INJURY \$Included GENERAL AGGREGATE \$3,000,000 PRODUCTS - COMP/OP AGG \$Included \$
	AUTOMOBILE LIABILITY <input type="checkbox"/> ANY AUTO <input type="checkbox"/> ALL OWNED AUTOS <input type="checkbox"/> HIRED AUTOS <input type="checkbox"/> SCHEDULED AUTOS <input type="checkbox"/> NON-OWNED AUTOS					COMBINED SINGLE LIMIT (Ea accident) \$ BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$ \$
	UMBRELLA LIAB EXCESS LIAB DED RETENTION \$					EACH OCCURRENCE \$ AGGREGATE \$ \$
B	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below	Y/N <input type="checkbox"/> N/A	71725056	2/5/2017	2/5/2018	<input checked="" type="checkbox"/> PER STATUTE <input type="checkbox"/> OTHER E.L. EACH ACCIDENT \$1,000,000 E.L. DISEASE - EA EMPLOYEE \$1,000,000 E.L. DISEASE - POLICY LIMIT \$1,000,000

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

Nassau County is an additional insured as respects the Commercial General Liability as required under the agreement between Adelphi University - Institute for Parenting and Office of the District Attorney - Nassau County for the Services Agreement "Closer to the Crib Program" during the period of August 1, 2016 through July 31, 2017.

CERTIFICATE HOLDER

Nassau County District Attorney
262 Old Country Road
Mineola NY 11501

CANCELLATION

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

Crystal & Company

EXHIBIT EE

EQUAL EMPLOYMENT OPPORTUNITIES FOR MINORITIES AND WOMEN

The provisions of this Exhibit EE are hereby made a part of the document to which it is attached.

The Contractor shall comply with all federal, State and local statutory and constitutional anti-discrimination provisions. In addition, Local Law No. 14-2002, entitled "Participation by Minority Group Members and Women in Nassau County Contracts," governs all County Contracts as defined herein and solicitations for bids or proposals for County Contracts. In accordance with Local Law 14-2002:

(a) The Contractor shall not discriminate against employees or applicants for employment because of race, creed, color, national origin, sex, age, disability or marital status in recruitment, employment, job assignments, promotions, upgradings, demotions, transfers, layoffs, terminations, and rates of pay or other forms of compensation. The Contractor will undertake or continue existing programs related to recruitment, employment, job assignments, promotions, upgradings, transfers, and rates of pay or other forms of compensation to ensure that minority group members and women are afforded equal employment opportunities without discrimination.

(b) At the request of the County contracting agency, the Contractor shall request each employment agency, labor union, or authorized representative of workers with which it has a collective bargaining or other agreement or understanding, to furnish a written statement that such employment agency, union, or representative will not discriminate on the basis of race, creed, color, national origin, sex, age, disability, or marital status and that such employment agency, labor union, or representative will affirmatively cooperate in the implementation of the Contractor's obligations herein.

(c) The Contractor shall state, in all solicitations or advertisements for employees, that, in the performance of the County Contract, all qualified applicants will be afforded equal employment opportunities without discrimination because of race, creed, color, national origin, sex, age, disability or marital status.

(d) The Contractor shall make best efforts to solicit active participation by certified minority or women-owned business enterprises ("Certified M/WBEs") as defined in Section 101 of Local Law No. 14-2002, for the purpose of granting of Subcontracts.

(e) The Contractor shall, in its advertisements and solicitations for Subcontractors, indicate its interest in receiving bids from Certified M/WBEs and the requirement that Subcontractors must be equal opportunity employers.

(f) Contractors must notify and receive approval from the respective Department Head prior to issuing any Subcontracts and, at the time of requesting such authorization, must submit a signed Best Efforts Checklist.

(g) Contractors for projects under the supervision of the County's Department of Public Works shall also submit a utilization plan listing all proposed Subcontractors so that, to the greatest extent feasible, all Subcontractors will be approved prior to commencement of work. Any additions or changes to the list of subcontractors under the utilization plan shall be approved by the Commissioner of the Department of Public Works when made. A copy of the utilization plan any additions or changes thereto shall be submitted by the Contractor to the Office of Minority Affairs simultaneously with the submission to the Department of Public Works.

(h) At any time after Subcontractor approval has been requested and prior to being granted, the contracting agency may require the Contractor to submit Documentation Demonstrating Best Efforts to Obtain Certified Minority or Women-owned Business Enterprises. In addition, the contracting agency may require the Contractor to submit such documentation at any time after Subcontractor approval when the contracting agency has reasonable cause to believe that the existing Best Efforts Checklist may be inaccurate. Within ten working days (10) of any such request by the contracting agency, the Contractor must submit Documentation.

(i) In the case where a request is made by the contracting agency or a Deputy County Executive acting on behalf of the contracting agency, the Contractor must, within two (2) working days of such request, submit evidence to demonstrate that it employed Best Efforts to obtain Certified M/WBE participation through proper documentation.

(j) Award of a County Contract alone shall not be deemed or interpreted as approval of all Contractor's Subcontracts and Contractor's fulfillment of Best Efforts to obtain participation by Certified M/WBEs.

(k) A Contractor shall maintain Documentation Demonstrating Best Efforts to Obtain Certified Minority or Women-owned Business Enterprises for a period of six (6) years. Failure to maintain such records shall be deemed failure to make Best Efforts to comply with this Exhibit EE, evidence of false certification as M/WBE compliant or considered breach of the County Contract.

(l) The Contractor shall be bound by the provisions of Section 109 of Local Law No. 14-2002 providing for enforcement of violations as follows:

- a. Upon receipt by the Executive Director of a complaint from a contracting agency that a County Contractor has failed to comply with the provisions of Local Law No. 14-2002, this Exhibit EE or any other contractual provisions included in furtherance of Local Law No. 14-2002, the Executive Director will try to resolve the matter.
- b. If efforts to resolve such matter to the satisfaction of all parties are unsuccessful, the Executive Director shall refer the matter, within thirty days (30) of receipt of the complaint, to the American Arbitration Association for proceeding thereon.

c. Upon conclusion of the arbitration proceedings, the arbitrator shall submit to the Executive Director his recommendations regarding the imposition of sanctions, fines or penalties. The Executive Director shall either (i) adopt the recommendation of the arbitrator (ii) determine that no sanctions, fines or penalties should be imposed or (iii) modify the recommendation of the arbitrator, provided that such modification shall not expand upon any sanction recommended or impose any new sanction, or increase the amount of any recommended fine or penalty. The Executive Director, within ten days (10) of receipt of the arbitrator's award and recommendations, shall file a determination of such matter and shall cause a copy of such determination to be served upon the respondent by personal service or by certified mail return receipt requested. The award of the arbitrator, and the fines and penalties imposed by the Executive Director, shall be final determinations and may only be vacated or modified as provided in the civil practice law and rules ("CPLR").

(m) The contractor shall provide contracting agency with information regarding all subcontracts awarded under any County Contract, including the amount of compensation paid to each Subcontractor and shall complete all forms provided by the Executive Director or the Department Head relating to subcontractor utilization and efforts to obtain M/WBE participation.

Failure to comply with provisions (a) through (m) above, as ultimately determined by the Executive Director, shall be a material breach of the contract constituting grounds for immediate termination. Once a final determination of failure to comply has been reached by the Executive Director, the determination of whether to terminate a contract shall rest with the Deputy County Executive with oversight responsibility for the contracting agency.

Provisions (a), (b) and (c) shall not be binding upon Contractors or Subcontractors in the performance of work or the provision of services or any other activity that are unrelated, separate, or distinct from the County Contract as expressed by its terms.

The requirements of the provisions (a), (b) and (c) shall not apply to any employment or application for employment outside of this County or solicitations or advertisements therefor or any existing programs of affirmative action regarding employment outside of this County and the effect of contract provisions required by these provisions (a), (b) and (c) shall be so limited.

The Contractor shall include provisions (a), (b) and (c) in every Subcontract in such a manner that these provisions shall be binding upon each Subcontractor as to work in connection with the County Contract.

As used in this Exhibit EE the term "Best Efforts Checklist" shall mean a list signed by the Contractor, listing the procedures it has undertaken to procure Subcontractors in accordance with this Appendix EE.

As used in this Exhibit EE the term "County Contract" shall mean (i) a written agreement or purchase order instrument, providing for a total expenditure in excess of twenty-five thousand dollars (\$25,000), whereby a County contracting agency is committed to expend or does expend funds in return for labor, services, supplies, equipment, materials or any combination of the foregoing, to be performed

for, or rendered or furnished to the County; or (ii) a written agreement in excess of one hundred thousand dollars (\$100,000), whereby a County contracting agency is committed to expend or does expend funds for the acquisition, construction, demolition, replacement, major repair or renovation of real property and improvements thereon. However, the term "County Contract" does not include agreements or orders for the following services: banking services, insurance policies or contracts, or contracts with a County contracting agency for the sale of bonds, notes or other securities.

As used in this Exhibit EE the term "County Contractor" means an individual, business enterprise, including sole proprietorship, partnership, corporation, not-for-profit corporation, or any other person or entity other than the County, whether a contractor, licensor, licensee or any other party, that is (i) a party to a County Contract, (ii) a bidder in connection with the award of a County Contract, or (iii) a proposed party to a County Contract, but shall not include any Subcontractor.

As used in this Exhibit EE the term "County Contractor" shall mean a person or firm who will manage and be responsible for an entire contracted project.

As used in this Exhibit EE "Documentation Demonstrating Best Efforts to Obtain Certified Minority or Women-owned Business Enterprises" shall include, but is not limited to the following:

- a. Proof of having advertised for bids, where appropriate, in minority publications, trade newspapers/notices and magazines, trade and union publications, and publications of general circulation in Nassau County and surrounding areas or having verbally solicited M/WBEs whom the County Contractor reasonably believed might have the qualifications to do the work. A copy of the advertisement, if used, shall be included to demonstrate that it contained language indicating that the County Contractor welcomed bids and quotes from M/WBE Subcontractors. In addition, proof of the date(s) any such advertisements appeared must be included in the Best Effort Documentation. If verbal solicitation is used, a County Contractor's affidavit with a notary's signature and stamp shall be required as part of the documentation.
- b. Proof of having provided reasonable time for M/WBE Subcontractors to respond to bid opportunities according to industry norms and standards. A chart outlining the schedule/time frame used to obtain bids from M/WBEs is suggested to be included with the Best Effort Documentation.
- c. Proof or affidavit of follow-up of telephone calls with potential M/WBE subcontractors encouraging their participation. Telephone logs indicating such action can be included with the Best Effort Documentation.
- d. Proof or affidavit that M/WBE Subcontractors were allowed to review bid specifications, blue prints and all other bid/RFP related items at no charge to the M/WBEs, other than reasonable documentation costs incurred by the County Contractor that are passed onto the M/WBE.

- e. Proof or affidavit that sufficient time prior to making award was allowed for M/WBEs to participate effectively, to the extent practicable given the timeframe of the County Contract.
- f. Proof or affidavit that negotiations were held in good faith with interested M/WBEs, and that M/WBEs were not rejected as unqualified or unacceptable without sound business reasons based on (1) a thorough investigation of M/WBE qualifications and capabilities reviewed against industry custom and standards and (2) cost of performance. The basis for rejecting any M/WBE deemed unqualified by the County Contractor shall be included in the Best Effort Documentation.
- g. If an M/WBE is rejected based on cost, the County Contractor must submit a list of all sub-bidders for each item of work solicited and their bid prices for the work.
- h. The conditions of performance expected of Subcontractors by the County Contractor must also be included with the Best Effort Documentation.
- i. County Contractors may include any other type of documentation they feel necessary to further demonstrate their Best Efforts regarding their bid documents.

As used in this Exhibit EE the term "Executive Director" shall mean the Executive Director of the Nassau County Office of Minority Affairs; provided, however, that Executive Director shall include a designee of the Executive Director except in the case of final determinations issued pursuant to Section (a) through (l) of these rules.

As used in this Exhibit EE the term "Subcontract" shall mean an agreement consisting of part or parts of the contracted work of the County Contractor.

As used in this Exhibit EE, the term "Subcontractor" shall mean a person or firm who performs part or parts of the contracted work of a prime contractor providing services, including construction services, to the County pursuant to a county contract. Subcontractor shall include a person or firm that provides labor, professional or other services, materials or supplies to a prime contractor that are necessary for the prime contractor to fulfill its obligations to provide services to the County pursuant to a county contract. Subcontractor shall not include a supplier of materials to a contractor who has contracted to provide goods but no services to the County, nor a supplier of incidental materials to a contractor, such as office supplies, tools and other items of nominal cost that are utilized in the performance of a service contract.

Provisions requiring contractors to retain or submit documentation of best efforts to utilize certified subcontractors and requiring Department head approval prior to subcontracting shall not apply to inter-governmental agreements. In addition, the tracking of expenditures of County dollars by not-for-profit corporations, other municipalities, States, or the federal government is not required.

EXHIBIT L

CERTIFICATE OF COMPLIANCE

In compliance with Local Law 1-2006, as amended (the "Law"), the Contractor hereby certifies the following:

1. The chief ~~executive~~^{financial} officer of the Contractor is:

Timothy P. Burton -Exec. Vice President of Finance & Administration (name)

Adelphi University, One South Ave, Garden City, NY 11530 (Address)

516 877 3385 (Telephone Number)

2. The Contractor agrees to either (1) comply with the requirements of the Nassau County Living Wage Law or (2) as applicable, obtain a waiver of the requirements of the Law pursuant to section 9 of the Law. In the event that the contractor does not comply with the requirements of the Law or obtain a waiver of the requirements of the Law, and such contractor establishes to the satisfaction of the Department that at the time of execution of this agreement, it had a reasonable certainty that it would receive such waiver based on the Law and Rules pertaining to waivers, the County will agree to terminate the contract without imposing costs or seeking damages against the Contractor
3. In the past five years, Contractor _____ has X has not been found by a court or a government agency to have violated federal, state, or local laws regulating payment of wages or benefits, labor relations, or occupational safety and health. If a violation has been assessed against the Contractor, describe below:

4. In the past five years, an administrative proceeding, investigation, or government body-initiated judicial action _____ has X has not been commenced against or relating to the Contractor. If such a proceeding, action, or investigation has been commenced, describe below:

5. Contractor agrees to permit access to work sites and relevant payroll records by authorized County representatives for the purpose of monitoring compliance with the Living Wage Law and investigating employee complaints of noncompliance.

I hereby certify that I have read the foregoing statement and, to the best of my knowledge and belief, it is true, correct and complete. Any statement or representation made herein shall be accurate and true as of the date stated below:

4/25/17

Dated



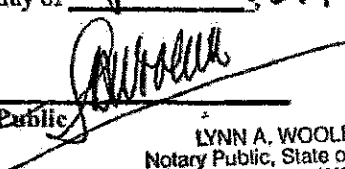
Signature of Chief ~~Executive~~ Officer
Financial

Timothy P. Burton - Exec. Vice President of Finance & Administration
Name of Chief ~~Executive~~ Officer
Financial

Sworn to before me this

25 day of April 2017

Notary Public


LYNN A. WOOLEVER
Notary Public, State of New York
Registration # 01WO5058575
Qualified in Nassau County
My Commission Expires April 8, 2018

Contract ID#: CQDA16000006
CLDA17000010



Department: District Attorney

E-143-17

Contract Details

SERVICE: Project Coordination
Closer to the Crib Program

NIFS ID #: CLDA17000010

NIFS Entry Date: 04/28/17 Term: 08/01/16 to 07/31/17

New <input type="checkbox"/> Renewal <input type="checkbox"/>	1) Mandated Program:	Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>
Amendment <input checked="" type="checkbox"/>	2) Comptroller Approval Form Attached:	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>
Time Extension <input type="checkbox"/>	3) CSEA Agreement § 32 Compliance Attached:	Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>
Addl. Funds <input checked="" type="checkbox"/>	4) Vendor Ownership & Mgmt. Disclosure Attached:	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>
Blanket Resolution <input type="checkbox"/>	5) Insurance Required <u>Previously submitted</u>	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>
RES#		

Agency Information

Vendor		County Department
Name Adelphi University Institute for Parenting	Vendor ID# 11-1630741	Department Contact Robert McManus Director of Office Services
Address One South Avenue P.O. Box 701 Garden City, NY 11530	Contact Person Marcy Safyer, Ph.D., LCSW-R Phone 516 877-3060	Address Nassau County District Attorney 262 Old Country Road Mineola, NY 11501 Phone (516) 571-3354

Routing Slip

DATE Rec'd	DEPARTMENT	Internal Verification	DATE App'd Fwd'd	SIGNATURE	Leg. Approval Required
	Department	NIFS Entry (Dept) <input checked="" type="checkbox"/> NIFS App'l (Dept. Head) <input checked="" type="checkbox"/> Contractor Registered	4/28/17 4/28/17	<i>Vicki Case</i> <i>Wm. McManus</i>	
5/1/17	OMB	NIFS Approval (Contractor Registered) <input checked="" type="checkbox"/>	5/1/17	<i>William McManus</i>	Yes <input type="checkbox"/> No <input type="checkbox"/> Not required if blanket resolution
5/5/17	County Attorney	CA RE & Insurance Verification <input type="checkbox"/>	5/5/17	<i>K. Linn</i>	
11	County Attorney	CA Approval as to form <input checked="" type="checkbox"/>	5/5/17	<i>Vicki Case</i>	Yes <input type="checkbox"/> No <input type="checkbox"/>
	Legislative Affairs	Fwd'd Original Contract to CA <input type="checkbox"/>			
	County Attorney	NIFS Approval <input checked="" type="checkbox"/>	5/19/17	<i>Vicki Case</i>	
	Comptroller	NIFS Approval <input checked="" type="checkbox"/>	5/30/17	<i>James J. ...</i>	
5/16/17	County Executive	Nourization Filed with Clerk of the Leg. <input type="checkbox"/>	5/16/17	<i>[Signature]</i>	

Contract ID#: CQDA16000006
CLDA17000010



Department: District Attorney

Contract Summary

Description: Amendment to one year agreement to provide services for the District Attorney's Office Closer to the Crib initiative.
Purpose: The goal of this partnership with Adelphi University's Institute for Parenting is to reduce recidivism and prevent inter-generational involvement in the criminal justice system by advancing the Closer to the Crib initiative which seeks to support a healthy environment and reduce the effects of toxic stress for children whose parents/guardians have been arrested for committing crimes.
Method of Procurement: RFP DA0526-1618 was issued on 05/26/16. Adelphi University's Institute for Parenting was the only organizational entity that submitted a bid. The bid was accepted due to the tremendous reputation enjoyed by the Institute in the Long Island region as well as the responsiveness of the bid, relevant experience, institutional capacity and proposed cost.
Procurement History: N/A
Description of General Provisions: This amendment is to add \$15,250 to the original program budget of \$234,005. This additional amount is for cognitive testing, cognitive testing materials, equipment, and conferences.
Impact on Funding / Price Analysis: Adds \$15,250 to original contract amount of \$234,005 in N.Y. State forfeiture funds.
Change in Contract from Prior Procurement: N/A
Recommendation: Approve as submitted.

Advisement Information

BUDGET CODES	
Fund:	GRT
Control:	DA89
Resp:	1B
Object:	DE
Transaction:	CQ

RENEWAL	
% Increase	
% Decrease	

FUNDING SOURCE	AMOUNT
Revenue Contract <input type="checkbox"/>	XXXXXX
County	\$
Federal	\$
State	\$15,250.00
Capital	\$
Other	\$
TOTAL	\$15,250.00

LINE	INDEX/OBJECT CODE	AMOUNT
1	DAGRT891BOTH/DE500	\$15,250
2		\$
3		\$
4		\$
5		\$
6		\$
TOTAL		\$15,250.00

Document Prepared By: R. McManus

Date: 04/28/17

NIFS Certification		Controller Certification	County Executive Approval
I certify that this document was accepted into NIFS.		I certify that an unencumbered balance sufficient to cover this contract is present in the appropriate fund to be charged.	Name: <u>[Signature]</u>
Name: <u>[Signature]</u>		Name: <u>[Signature]</u>	Date: <u>5/16/17</u>
Date: <u>5/31/17</u>		Date: <u>5/30/2017</u>	E #: <u></u>

E-143-17

RULES RESOLUTION NO. 201-2017

A RESOLUTION AUTHORIZING THE COUNTY EXECUTIVE
TO EXECUTE AN AMENDMENT TO A PERSONAL SERVICES
AGREEMENT BETWEEN THE COUNTY OF NASSAU, ACTING ON
BEHALF OF THE NASSAU COUNTY DISTRICT ATTORNEY'S
OFFICE, AND ADELPHI UNIVERSITY INSTITUTE FOR PARENTING

Passed by the Rules Committee
Nassau County Legislature
By Voice Vote on 6-26-17
VOTING:
aye 7 nay 0 abstained 0 recused 0
Legislators present 7

WHEREAS, the County has negotiated an amendment to a personal
services agreement with Adelphi University Institute for Parenting, to
provide comprehensive assessment, case management, referrals, and
evidence-based treatment oversight for the Closer to the Crib program, a
copy of which is on file with the Clerk of the Legislature; now, therefore, be
it

RESOLVED, that the Rules Committee of the Nassau County
Legislature authorize the County Executive to execute the amendment to an
agreement with Adelphi University Institute for Parenting

CQDA16000006
CLDA17000010

George Maragos
Comptroller



OFFICE OF THE COMPTROLLER
240 Old Country Road
Mineola, New York 11501

COMPTROLLER APPROVAL FORM FOR PERSONAL, PROFESSIONAL OR HUMAN SERVICES CONTRACTS

Attach this form along with all personal, professional or human services contracts, contract renewals, extensions and amendments.

CONTRACTOR NAME: Adelphia University Institute for Parenting

CONTRACTOR ADDRESS: One South Ave., P.O. Box 701, Garden City, NY 11530

FEDERAL TAX ID #: 11-1630741

Instructions: Please check the appropriate box ("☐") after one of the following roman numerals, and provide all the requested information.

I. ☐ The contract was awarded to the lowest, responsible bidder after advertisement for sealed bids. The contract was awarded after a request for sealed bids was published in _____ [newspaper] on _____ [date]. The sealed bids were publicly opened on _____ [date]. _____ [#] of sealed bids were received and opened.

II. ☐ The contractor was selected pursuant to a Request for Proposals.

The Contract was entered into after a written request for proposals was issued on _____ [date]. Potential proposers were made aware of the availability of the RFP by advertisement in _____ [newspaper], posting on industry websites, via email to interested parties and by publication on the County procurement website. Proposals were due on _____ [date]. _____ [state #] proposals were received and evaluated. The evaluation committee consisted of: three members of the Comptroller's Office and one member of the County Executive's Office. The proposals were scored and ranked. As a result of the scoring and ranking, the highest-ranking proposer was selected.

III. ☒ This is a renewal, extension or amendment of an existing contract.

The contract was originally executed by Nassau County on 10/13/16. This is a renewal or extension pursuant to the contract, or an amendment within the scope of the contract or RFP (copies of the relevant pages are attached). The original contract was entered into after an RFP was issued on 05/26/16. One (1) proposal was received and evaluated. The evaluation committee consisted of three members of the District Attorney's Office staff. As a result of this evaluation, the proposal was accepted. Attach a copy of the most recent evaluation of the contractor's performance for any contract to be renewed or extended. If the contractor has not received a satisfactory evaluation, the department must explain why the contractor should nevertheless be permitted to continue to contract with the county.

IV. ☐ Pursuant to Executive Order No. 1 of 1993, as amended, at least three proposals were solicited and received. The attached memorandum from the department head describes the proposals received, along with the cost of each proposal.

- ☐ A. The contract has been awarded to the proposer offering the lowest cost proposal; OR:
- ☐ B. The attached memorandum contains a detailed explanation as to the reason(s) why the contract was awarded to other than the lowest-cost proposer. The attachment includes a specific delineation of the unique skills and experience, the specific reasons why a proposal is deemed superior, and/or why the proposer has been judged to be able to perform more quickly than other proposers.

V. ☐ Pursuant to Executive Order No. 1 of 1993 as amended, the attached memorandum from the department head explains why the department did not obtain at least three proposals.

- ☐ A. There are only one or two providers of the services sought or less than three providers submitted proposals. The memorandum describes how the contractor was determined to be the sole source provider of the personal service needed or explains why only two proposals could be obtained. If two proposals were obtained, the memorandum explains that the contract was awarded to the lowest cost proposer, or why the selected proposer offered the higher quality proposal, the proposer's unique and special experience, skill, or expertise, or its availability to perform in the most immediate and timely manner.
- ☐ B. The memorandum explains that the contractor's selection was dictated by the terms of a federal or New York State grant, by legislation or by a court order. (Copies of the relevant documents are attached).
- ☐ C. Pursuant to General Municipal Law Section 104, the department is purchasing the services required through a New York State Office of General Services contract no. _____, and the attached memorandum explains how the purchase is within the scope of the terms of that contract.
- ☐ D. Pursuant to General Municipal Law Section 119-o, the department is purchasing the services required through an inter-municipal agreement.

VI. ☐ This is a human services contract with a not-for-profit agency for which a competitive process has not been initiated. Attached is a memorandum that explains the reasons for entering into this contract without conducting a competitive process, and details when the department intends to initiate a competitive process for the future award of these services. For any such contract, where the vendor has previously provided services to the county, attach a copy of the most recent evaluation of the vendor's performance. If the contractor has not received a satisfactory evaluation, the department must explain why the contractor should nevertheless be permitted to contract with the county.

In certain limited circumstances, conducting a competitive process and/or completing performance evaluations may not be possible because of the nature of the human services program, or because of a compelling need to continue services through the same provider. In those circumstances, attach an explanation of why a competitive process and/or performance evaluation is inapplicable.

Instructions with respect to Sections VII, VIII and IX: All Departments must check the box for VII. Then, check either box Section VIII or IX, as applicable.

VII. ☐ This is a public works contract for the provision of architectural, engineering or surveying services. The attached memorandum provides details of the department's compliance with Board of Supervisors' Resolution No. 928 of 1993, including its receipt and evaluation of annual Statements of Qualifications & Performance Data, and its negotiations with the most highly qualified firms.

VIII. ☒ Participation of Minority Group Members and Women in Nassau County Contracts. The selected contractor has agreed that it has an obligation to utilize best efforts to hire MWBE sub-contractors. Proof of the contractual utilization of best efforts as outlined in Exhibit "EE" may be requested at any time, from time to time, by the Comptroller's Office prior to the approval of claim vouchers.

IX. ☐ Department MWBE responsibilities. To ensure compliance with MWBE requirements as outlined in Exhibit "EE", Department will require vendor to submit list of sub-contractor requirements prior to submission of the first claim voucher, for services under this contract being submitted to the Comptroller.

X. ☒ Vendor will not require any sub-contractors.

In addition, if this is a contract with an individual or with an entity that has only one or two employees: ☐ a review of the criteria set forth by the Internal Revenue Service, Revenue Ruling No. 87-41, 1987-1 C.B. 296, attached as Appendix A to the Comptroller's Memorandum, dated February 13, 2004, concerning independent contractors and employees indicates that the contractor would not be considered an employee for federal tax purposes.



Department Head Signature

05/01/17

Date

NOTE: Any information requested above, or in the exhibit below, may be included in the county's "staff summary" form in lieu of a separate memorandum.

Compt. form Pers./Prof. Services Contracts: Rev. 03/16

AMENDMENT NO. 1

AMENDMENT (together with any appendices or exhibits hereto, this "Amendment") dated as of the date that this Amendment is executed by Nassau County (the "Effective Date"), between (i) Nassau County, a municipal corporation having its principal office at 1550 Franklin Avenue, Mineola, New York 11501 (the "County"), acting on behalf of the District Attorney's Office having its principal office at 262 Old Country Road, Mineola, New York 11501 (hereinafter "Department") and (ii) Adelphi University Institute for Parenting, a New York State not-for-profit corporation, having its principal office at Adelphi University, Linen Hall, Lower Level Room 9, P.O. Box 701, Garden City, NY 11530 (the "Contractor" or the "Recipient").

W I T N E S S E T H:

WHEREAS, pursuant to County contract number CQDA16000006 between the County and the Contractor, executed on behalf of the County on October 13, 2016 (the "Original Agreement"), the Contractor provides services which consist of comprehensive assessment, case management, referrals, and evidence-based treatment oversight for the Closer to the Crib program conducted by the Department. These services are more fully described in the Original Agreement (the services contemplated by the Original Agreement, the "Services"); and

WHEREAS, the term of the Original Agreement is from August 1, 2016 until July 31, 2017, subject to early termination as provided for under the Original Agreement, provided that the County at its sole discretion may renew the Original Agreement under the same terms and conditions for four (4) additional one (1) year terms (the "Original Term"); and

WHEREAS, the maximum amount that the County agreed to reimburse the Contractor for Services under the Original Agreement, as full compensation for the Services, was Two Hundred and Thirty-Four Thousand and Five Dollars (\$234,005.00) (the "Maximum Amount");


NOW, THEREFORE, in consideration of the promises and mutual covenants contained in this Agreement, the parties agree as follows:

Section 1: Maximum Amount. The Maximum Amount in the Original Agreement shall be increased by Fifteen Thousand and Two Hundred and Fifty Dollars (\$15,250.00), so that the maximum amount that the County shall pay to the Contractor as full consideration for all Services provided under the Original Agreement, as amended by this amendment (the "Amended Agreement"), shall be Two Hundred and Forty-Nine Thousand and Two Hundred and Fifty-Five Dollars (\$249,255.00), (the "Amended Maximum Amount"). The increase provided under this Amendment shall be payable in accordance with the attached Appendix B-1.

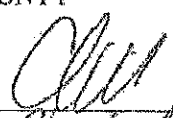
Section 2: Full Force and Effect. All the terms and conditions of the Original Agreement not expressly amended by this Amendment shall remain in full force and effect and govern the relationship of the parties for the term of the Amended Agreement.

IN WITNESS WHEREOF, the Recipient and the County have executed this Amendment as of the date first above written.

ADELPHI UNIVERSITY
INSTITUTE FOR PARENTING

By: 
Name: Timothy P. Burton
Title: Exec. Vice President of Finance & Administration
Date: April 25, 2017

NASSAU COUNTY

By: 
Name: Charles Roberto
Title: County Executive
☒ Deputy County Executive
Date: 7/11/17

STATE OF NEW YORK)

)ss.:

COUNTY OF NASSAU)

On the 25 day of APRIL in the year 2017 before me personally came TIMOTHY P. BURTON to me personally known, who, being by me duly sworn, did depose and say that he or she resides in the County of Suffolk; that he or she is the EVP OF FINANCE & ADMIN of ADELPHI UNIVERSITY, the corporation described herein and which executed the above instrument; and that he or she signed his or her name thereto by authority of the board of directors of said corporation.

NOTARY PUBLIC



LYNN A. WOOLEVER
Notary Public, State of New York
Registration # 01WO5058575
Qualified in Nassau County
My Commission Expires April 8, 2018

STATE OF NEW YORK)

)ss.:

COUNTY OF NASSAU)

On the 11 day of JULY in the year 2017 before me personally came Charles Biondo to me personally known, who, being by me duly sworn, did depose and say that he or she resides in the County of Nassau; that he or she is the County Executive of the County of Nassau, the municipal corporation described herein and which executed the above instrument; and that he or she signed his or her name thereto pursuant to Section 205 of the County Government Law of Nassau County.

NOTARY PUBLIC

FRANCIS X. BECKER II
Notary Public, State of New York
No. 01BE5073153
Qualified in Nassau County
Commission Expires February 18, 2019

APPENDIX B-1
ADELPHI UNIVERSITY INSTITUTE FOR PARENTING
CLOSER TO THE CRIB
BUDGET

<u>PERSONNEL</u>	<u>FUNDING</u>
Director	
25% FTE 08/01/16 – 01/31/17	
50% FTE 02/01/17 – 07/31/17	\$36,250
Program Director	
25% FTE 08/01/16 – 01/31/17	
50% FTE 02/01/17 – 07/31/17	\$25,908
Clinical Coordinator	
25% FTE 08/01/16 – 01/31/17	
50% FTE 02/01/17 – 07/31/17	\$24,984
Project Coordinator	
100% FTE 08/03/16 – 07/31/17	\$54,219
Clinician	
25% FTE 10/25/16 – 01/31/17	
50% FTE 02/01/17 – 07/31/17	<u>\$27,923</u>
Sub-Total	\$169,284
 <u>FRINGE BENEFITS</u>	
29% of total salary	\$49,092
 <u>CONTRACTUAL</u>	
Evaluation: Coding, Statistical Analysis, Instruments, etc.	\$11,879
 <u>COGNITIVE TESTING</u>	
Ten patients at \$750 per patient	\$7,500
 <u>COGNITIVE TESTING MATERIALS</u>	\$1,750
 <u>TRAVEL</u>	
Conferences	\$2,368
Mileage – Local travel for home visits at Nassau County rate	<u>\$500</u>
(\$0.54 per mile) Sub-Total	\$2,868
 <u>EQUIPMENT</u>	
Video Equipment and Installation	\$3,632
 <u>SUPPLIES</u>	
Two (2) Desktop Computers (at \$750 each)	\$1,500
One (1) Desktop Printer (at \$400)	\$400
Copy/Printing/Duplication	\$350
General Office Supplies and Materials	<u>\$1,000</u>
Sub-Total	\$3,250

TOTAL COSTS: **\$249,255**

Contract ID#: CQDA16000006



E-210-16
Department: District Attorney

Contract Details

SERVICE: Project Coordination
Closer to the Crib Program

NIFS ID #: CQDA16000006

NIFS Entry Date: 07/29/16 Term: 08/01/16 to 07/31/17

New <input checked="" type="checkbox"/> Renewal <input type="checkbox"/>
Amendment <input type="checkbox"/>
Time Extension <input type="checkbox"/>
Addl. Funds <input type="checkbox"/>
Blanket Resolution <input type="checkbox"/>
RES#

1) Mandated Program:	Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>
2) Comptroller Approval Form Attached:	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>
3) CSEA Agreement § 32 Compliance Attached:	Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>
4) Vendor Ownership & Mgmt. Disclosure Attached:	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>
5) Insurance Required	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>

Agency Information

Vendor		County Department
Name Adelphi University Institute for Parenting	Vendor ID# 11-1630741	Department Contact Robert McManus Director of Office Services
Address One South Avenue P.O. Box 701 Garden City, NY 11530	Contact Person Marcy Safyer, Ph.D., LCSW-R	Address Nassau County District Attorney 262 Old Country Road Mineola, NY 11501
	Phone 516 877-3060	Phone (516) 571-3354

Routing Slip

DATE Rec'd.	DEPARTMENT	Internal Verification	DATE App'd. Fw'd.	SIGNATURE	Leg. Approval Required
	Department	NIFS Entry (Dept) NIFS Appvl (Dept. Head) Contractor Registered	<input checked="" type="checkbox"/> <input checked="" type="checkbox"/> <input type="checkbox"/>	7/29/16 08/01/16 <i>[Signature]</i>	
	OMB	NIFS Approval (Contractor Registered)	<input checked="" type="checkbox"/>	8/3/16 <i>[Signature]</i>	Yes <input type="checkbox"/> No <input type="checkbox"/> Not required if blanket resolution
8/2/16	County Attorney	CA RE & Insurance Verification	<input checked="" type="checkbox"/>	8/2/16 <i>[Signature]</i>	
8/2/16	County Attorney	CA Approval as to form	<input checked="" type="checkbox"/>	8/2/16 <i>[Signature]</i>	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>
8/26/16	Legislative Affairs	Fw'd Original Contract to CA	<input type="checkbox"/>	8/26/16 <i>[Signature]</i>	
	County Attorney	NIFS Approval	<input checked="" type="checkbox"/>	9/28/16 <i>[Signature]</i>	
	Comptroller	NIFS Approval	<input checked="" type="checkbox"/>	10/15/16 <i>[Signature]</i>	
9/9/16	County Executive	Notarization Filed with Clerk of the Leg.	<input type="checkbox"/> <input type="checkbox"/>	9/9/16 <i>[Signature]</i>	



Contract Summary

Description: One year agreement to provide services for the District Attorney's Office Closer to the Crib initiative.
Purpose: The purpose of this agreement is to reduce recidivism and prevent inter-generational involvement in the criminal justice system by advancing the Closer to the Crib initiative which seeks to support a healthy environment and reduce the effects of toxic stress for children whose parents/guardians have been arrested for committing crimes.
Method of Procurement: RFP DA0526-1618 was issued on 05/26/16. Adelphi University's Institute for Parenting was the only organizational entity that submitted a bid. The bid was accepted due to the tremendous reputation enjoyed by the Institute in the Long Island region as well as the responsiveness of the bid, relevant experience, institutional capacity and proposed cost.
Procurement History: N/A
Description of General Provisions: This agreement between the Nassau County District Attorney's Office and Adelphi University's Institute for Parenting is for a project coordinator/clinical case manager for a program focused on supporting positive developmental outcomes in pre-natal to 3 year old children of criminal offenders as part of the closer to the Crib initiative.
Impact on Funding / Price Analysis:
Change in Contract from Prior Procurement: N/A
Recommendation: Approve as submitted.

Advisement Information

BUDGET CODES	
Fund:	GRT
Control:	DA89
Resp:	1B
Object:	DE
Transaction:	CQ

FUNDING SOURCE	AMOUNT
Revenue Contract <input type="checkbox"/>	XXXXXXXX
County	\$
Federal	\$
State	\$234,005.00
Capital	\$
Other	\$
TOTAL	\$234,005.00

LINE	INDEX/OBJECT CODE	AMOUNT
1	DAGRT891BOTH/DE500	\$234,005.00
2		\$
3		\$
4		\$
5		\$
6		\$
TOTAL		\$234,005.00

RENEWAL	
% Increase	
% Decrease	

Document Prepared By: R. McManus

Date: 08/01/16

NIPS Certification		Comptroller Certification		County Executive Approval	
I certify that this document was accepted into NIPS.		I certify that an unencumbered balance sufficient to cover this contract is present in the appropriation to be charged.		Name: <i>[Signature]</i>	
Name: <i>Michael S. Chen</i>		Name: <i>[Signature]</i>		Date: <i>9/9/16</i>	
Date: <i>10/6/2016</i>		Date: <i>10/6/16</i>		E #: <i>[Blank]</i>	

E-210-16

RULES RESOLUTION NO. 347-2016

A RESOLUTION AUTHORIZING THE COUNTY EXECUTIVE
TO EXECUTE A PERSONAL SERVICES AGREEMENT BETWEEN
THE COUNTY OF NASSAU, ACTING ON BEHALF OF THE NASSAU
COUNTY DISTRICT ATTORNEY AND ADELPHI UNIVERSITY
INSTITUTE FOR PARENTING

Passed by the Rules Committee
Nassau County Legislature
By Voice Vote on 9-26-16
Yea 6 Nays 0 Absent 0 Recused 0
Legislators present 6

WHEREAS, the County has negotiated a personal services agreement with Adelphi University Institute for Parenting to provide comprehensive assessment, case management, referrals and evidence-based treatment oversight for Closer to the Crib program conducted by the Department, a copy of which is on file with the Clerk of the Legislature; now, therefore, be it

RESOLVED, that the Rules Committee of the Nassau County Legislature authorize the County Executive to execute the said agreement with Adelphi University Institute for Parenting.

George Maragos
Comptroller



OFFICE OF THE COMPTROLLER
240 Old Country Road
Mineola, New York 11501

COMPTROLLER APPROVAL FORM FOR PERSONAL, PROFESSIONAL OR HUMAN SERVICES CONTRACTS

Attach this form along with all personal, professional or human services contracts, contract renewals, extensions and amendments.

CONTRACTOR NAME: Adelphia University Institute for Parenting

CONTRACTOR ADDRESS: One South Ave., P.O. Box 701, Garden City, NY 11530

FEDERAL TAX ID #: 11-1630741

Instructions: Please check the appropriate box ("☑") after one of the following roman numerals, and provide all the requested information.

I. ☐ The contract was awarded to the lowest, responsible bidder after advertisement for sealed bids. The contract was awarded after a request for sealed bids was published in _____ [newspaper] on _____ [date]. The sealed bids were publicly opened on _____ [date]. _____ [#] of sealed bids were received and opened.

II. ☒ The contractor was selected pursuant to a Request for Proposals.

The Contract was entered into after a written request for proposals was issued on 05/26/16. Potential proposers were made aware of the availability of the RFP by advertisement in Newsday, posting on industry websites, via email to interested parties and by publication on the County procurement website. Proposals were due on 06/17/16. One (1) proposal was received and evaluated. The evaluation committee consisted of: three members of the District Attorney's Office staff. As a result of this evaluation, the proposal was accepted.

III. ☐ This is a renewal, extension or amendment of an existing contract.

The contract was originally executed by Nassau County on _____ [date]. This is a renewal or extension pursuant to the contract, or an amendment within the scope of the contract or RFP (copies of the relevant pages are attached). The original contract was entered into after _____

_____, [describe procurement method, i.e., RFP, three proposals evaluated, etc.] Attach a copy of the most recent evaluation of the contractor's performance for any contract to be renewed or extended. If the contractor has not received a satisfactory evaluation, the department must explain why the contractor should nevertheless be permitted to continue to contract with the county.

IV. ☐ Pursuant to Executive Order No. 1 of 1993, as amended, at least three proposals were solicited and received. The attached memorandum from the department head describes the proposals received, along with the cost of each proposal.

- ☐ A. The contract has been awarded to the proposer offering the lowest cost proposal; OR:
- ☐ B. The attached memorandum contains a detailed explanation as to the reason(s) why the contract was awarded to other than the lowest-cost proposer. The attachment includes a specific delineation of the unique skills and experience, the specific reasons why a proposal is deemed superior, and/or why the proposer has been judged to be able to perform more quickly than other proposers.

V. ☐ Pursuant to Executive Order No. 1 of 1993 as amended, the attached memorandum from the department head explains why the department did not obtain at least three proposals.

- ☐ A. There are only one or two providers of the services sought or less than three providers submitted proposals. The memorandum describes how the contractor was determined to be the sole source provider of the personal service needed or explains why only two proposals could be obtained. If two proposals were obtained, the memorandum explains that the contract was awarded to the lowest cost proposer, or why the selected proposer offered the higher quality proposal, the proposer's unique and special experience, skill, or expertise, or its availability to perform in the most immediate and timely manner.
- ☐ B. The memorandum explains that the contractor's selection was dictated by the terms of a federal or New York State grant, by legislation or by a court order. (Copies of the relevant documents are attached).
- ☐ C. Pursuant to General Municipal Law Section 104, the department is purchasing the services required through a New York State Office of General Services contract no. _____, and the attached memorandum explains how the purchase is within the scope of the terms of that contract.
- ☐ D. Pursuant to General Municipal Law Section 119-o, the department is purchasing the services required through an inter-municipal agreement.

VI. ☐ This is a human services contract with a not-for-profit agency for which a competitive process has not been initiated. Attached is a memorandum that explains the reasons for entering into this contract without conducting a competitive process, and details when the department intends to initiate a competitive process for the future award of these services. For any such contract, where the vendor has previously provided services to the county, attach a copy of the most recent evaluation of the vendor's performance. If the contractor has not received a satisfactory evaluation, the department must explain why the contractor should nevertheless be permitted to contract with the county.

In certain limited circumstances, conducting a competitive process and/or completing performance evaluations may not be possible because of the nature of the human services program, or because of a compelling need to continue services through the same provider. In those circumstances, attach an explanation of why a competitive process and/or performance evaluation is inapplicable.

Instructions with respect to Sections VII, VIII and IX: All Departments must check the box for VII. Then, check either box Section VIII or IX, as applicable.

VII. ☐ This is a public works contract for the provision of architectural, engineering or surveying services. The attached memorandum provides details of the department's compliance with Board of Supervisors' Resolution No. 928 of 1993, including its receipt and evaluation of annual Statements of Qualifications & Performance Data, and its negotiations with the most highly qualified firms.

VIII. ☒ Participation of Minority Group Members and Women in Nassau County Contracts. The selected contractor has agreed that it has an obligation to utilize best efforts to hire MWBE sub-contractors. Proof of the contractual utilization of best efforts as outlined in Exhibit "EE" may be requested at any time, from time to time, by the Comptroller's Office prior to the approval of claim vouchers.

IX. ☐ Department MWBE responsibilities. To ensure compliance with MWBE requirements as outlined in Exhibit "EE", Department will require vendor to submit list of sub-contractor requirements prior to submission of the first claim voucher, for services under this contract being submitted to the Comptroller.

X. ☒ Vendor will not require any sub-contractors.

In addition, if this is a contract with an individual or with an entity that has only one or two employees: ☐ a review of the criteria set forth by the Internal Revenue Service, *Revenue Ruling No. 87-41, 1987-1 C.B. 296*, attached as Appendix A to the Comptroller's Memorandum, dated February 13, 2004, concerning independent contractors and employees indicates that the contractor would not be considered an employee for federal tax purposes.



Department Head Signature

08/01/16

Date

NOTE: Any information requested above, or in the exhibit below, may be included in the county's "staff summary" form in lieu of a separate memorandum.

Compt. form Pers./Prof. Services Contracts: Rev. 03/16

CONTRACT FOR SERVICES

THIS AGREEMENT, dated as of 2016 (together with the schedules, appendices, attachments and exhibits, if any, this "Agreement"), between (i) Nassau County, a municipal corporation having its principal office at 1550 Franklin Avenue, Mineola, New York 11501 (the "County"), acting on behalf of the Nassau County District Attorney's Office, having its principal office at 262 Old Country Road, Mineola, New York 11501 (the "Department") and (ii) Adelphi University Institute for Parenting, a New York State not-for-profit corporation, having its principal address at Adelphi University, Linen Hall, Lower Level Room 9, P.O. Box 701, Garden City, NY 11530 (the "Contractor").

WITNESSETH:

WHEREAS, the County desires to hire the Contractor to perform the services described in this Agreement; and

WHEREAS, this is a personal service contract within the intent and purview of Section 2206 of the County Charter;

WHEREAS, the Contractor desires to perform the services described in this Agreement.

NOW, THEREFORE, in consideration of the premises and mutual covenants contained in this Agreement, the parties agree as follows:

1. **Term**. This Agreement shall commence on August 1, 2016, and terminate on July 31, 2017, unless sooner terminated in accordance with the provisions of this Agreement. The County at its sole discretion may renew this Agreement under the same terms and conditions for four (4) additional one (1) year terms (each one-year term a "Renewal Period"),

2. **Services**. The services provided by the Contractor under the Agreement shall consist of comprehensive assessment, case management, referrals, and evidence-based treatment oversight for the Closer to the Crib program conducted by the Department. These services are more fully described in the attached Appendix A.

Closer to the Crib is a program focused on supporting positive developmental outcomes in pre-natal to 3 year old children of criminal offenders. Supporting a healthy environment and reducing the effects of toxic stress for such children will reduce the likelihood that they will become involved with the criminal justice system later in life. The program is intended to support the healthy development of the brain in 0-3 year old children by establishing a solid foundation for positive relationships leading to improved short and long term physical and psychological health and well-being, improved school readiness and increased learning ability. The goal of the program is to create healthier individuals, stronger families and safer communities.

3. **Payment**. (a) **Amount of Consideration**. The maximum amount ("Maximum Amount") to be paid to the Contractor as full consideration for the Contractor's Services under this Agreement shall not exceed Two Hundred and Thirty-Four Thousand and Five 00/100 Dollars (\$234,005.00), payable in accordance with the attached budget, Appendix B.

(b) Vouchers; Voucher Review, Approval and Audit. Payments shall be made to the Contractor in arrears and shall be contingent upon (i) the Contractor submitting a claim voucher (the "Voucher") in a form satisfactory to the County, that (a) states with reasonable specificity the services provided and the payment requested as consideration for such services, (b) certifies that the services rendered and the payment requested are in accordance with this Agreement, and (c) is accompanied by documentation satisfactory to the County supporting the amount claimed, and (ii) review, approval and audit of the Voucher by the Department and/or the County Comptroller or his or her duly designated representative (the "Comptroller").

(c) Timing of Payment Claims. The Contractor shall submit claims no later than three (3) months following the County's receipt of the services that are the subject of the claim and no more frequently than once a month.

(d) No Duplication of Payments. Payments under this Agreement shall not duplicate payments for any work performed or to be performed under other agreements between the Contractor and any funding source including the County.

(e) Payments in Connection with Termination or Notice of Termination. Unless a provision of this Agreement expressly states otherwise, payments to the Contractor following the termination of this Agreement shall not exceed payments made as consideration for services that were (i) performed prior to termination, (ii) authorized by this Agreement to be performed, and (iii) not performed after the Contractor received notice that the County did not desire to receive such services.

(f) Reimbursement by the Contractor upon Loss of Funding. In addition to any other remedies available to the County, in the event that the County loses funding, including reimbursement, from the State or federal government for any Services arising out of or in connection with any act or omission of the Contractor or a Contractor Agent (i) the County will have no further obligations to the Contractor under this Agreement and (ii) the Contractor shall pay the County the full amount of lost funds on demand, but not in excess of the amount paid to the Contractor under this Agreement.

(g) Reallocation Among Line Items. The Contractor may reallocate monies within the budget, provided however, that the Contractor shall not reallocate more than ten percent (10%) of the amount allocated to any line item to another line item nor add or subtract a line item, without the prior written consent of the Department, Clause 10 notwithstanding.

4. Independent Contractor. The Contractor is an independent contractor of the County. The Contractor shall not, nor shall any officer, director, employee, servant, agent or independent contractor of the Contractor (a "Contractor Agent"), be (i) deemed a County employee, (ii) commit the County to any obligation, or (iii) hold itself, himself, or herself out as a County employee or Person with the authority to commit the County to any obligation. As used in this Agreement the word "Person" means any individual person, entity (including partnerships, corporations and limited liability companies), and government or political subdivision thereof (including agencies, bureaus, offices and departments thereof).

5. **No Arrears or Default.** The Contractor is not in arrears to the County upon any debt or contract and it is not in default as surety, contractor, or otherwise upon any obligation to the County, including any obligation to pay taxes to, or perform services for or on behalf of, the County.

6. **Compliance With Law.**

(a) **Generally.** The Contractor shall comply with any and all applicable Federal, State and local Laws, including, but not limited to those relating to conflicts of interest, discrimination, a living wage, disclosure of information, and vendor registration, in connection with its performance under this Agreement. In furtherance of the foregoing, the Contractor is bound by and shall comply with the terms of Appendix EE attached hereto and with the County's vendor registration protocol. As used in this Agreement the word "Law" includes any and all statutes, local laws, ordinances, rules, regulations, applicable orders, and/or decrees, as the same may be amended from time to time, enacted, or adopted.

(b) **Nassau County Living Wage Law.** Pursuant to LL 1-2006, as amended, and to the extent that a waiver has not been obtained in accordance with such law or any rules of the County Executive, the Contractor agrees as follows:

- (i) Contractor shall comply with the applicable requirements of the Living Wage Law, as amended;
- (ii) Failure to comply with the Living Wage Law, as amended, may constitute a material breach of this Agreement, the occurrence of which shall be determined solely by the County. Contractor has the right to cure such breach within thirty days of receipt of notice of breach from the County. In the event that such breach is not timely cured, the County may terminate this Agreement as well as exercise any other rights available to the County under applicable law.
- (iii) It shall be a continuing obligation of the Contractor to inform the County of any material changes in the content of its certification of compliance, attached as Appendix L, and shall provide to the County any information necessary to maintain the certification's accuracy.

(c) **Records Access.** The parties acknowledge and agree that all records, information, and data ("**Information**") acquired in connection with performance or administration of this Agreement shall be used and disclosed solely for the purpose of performance and administration of the contract or as required by law. The Contractor acknowledges that Contractor Information in the County's possession may be subject to disclosure under Article 6 of the New York State Public Officer's Law ("**Freedom of Information Law**" or "**FOIL**"). In the event that such a request for disclosure is made, the County shall make reasonable efforts to notify the Contractor of such request prior to disclosure of the Information so that the Contractor may take such action as it deems appropriate.

(d) **Protection of Client Information.** The Contractor acknowledges and agrees that all information that the Contractor acquires in connection with performance under this Agreement is strictly confidential, shall be held in the strictest confidence and shall be used

solely for the purpose of performing services for or on behalf of the County. Such confidential information shall not be disclosed to third parties except (i) as permitted under this Agreement, or (ii) with the written consent of the County (and then only to the extent of the consent) or (iii) upon legal compulsion. The provisions of this section shall survive the termination of this Agreement and any breach of these provisions shall be cause for immediate termination of this Agreement.

7. **Minimum Service Standards.** Regardless of whether required by Law: (a) The Contractor shall, and shall cause Contractor Agents to, conduct its, his or her activities in connection with this Agreement so as not to endanger or harm any Person or property.

(b) The Contractor shall deliver services under this Agreement in a professional manner consistent with the best practices of the industry in which the Contractor operates. The Contractor shall take all actions necessary or appropriate to meet the obligation described in the immediately preceding sentence, including obtaining and maintaining, and causing all Contractor Agents to obtain and maintain, all approvals, licenses, and certifications ("Approvals") necessary or appropriate in connection with this Agreement.

8. **Indemnification; Defense; Cooperation.** (a) The Contractor shall be solely responsible for and shall indemnify and hold harmless the County, the Department and its officers, employees, and agents (the "Indemnified Parties") from and against any and all liabilities, losses, costs, expenses (including, without limitation, attorneys' fees and disbursements) and damages ("Losses"), arising out of or in connection with any acts or omissions of the Contractor or a Contractor Agent, regardless of whether due to negligence, fault, or default, including Losses in connection with any threatened investigation, litigation or other proceeding or preparing a defense to or prosecuting the same; provided, however, that the Contractor shall not be responsible for that portion, if any, of a Loss that is caused by the negligence of the County.

(b) The Contractor shall, upon the County's demand and at the County's direction, promptly and diligently defend, at the Contractor's own risk and expense, any and all suits, actions, or proceedings which may be brought or instituted against one or more Indemnified Parties for which the Contractor is responsible under this Section, and, further to the Contractor's indemnification obligations, the Contractor shall pay and satisfy any judgment, decree, loss or settlement in connection therewith.

(c) The Contractor shall, and shall cause Contractor Agents to, cooperate with the County and the Department in connection with the investigation, defense or prosecution of any action, suit or proceeding in connection with this Agreement, including the acts or omissions of the Contractor and/or a Contractor Agent in connection with this Agreement.

(d) The provisions of this Section shall survive the termination of this Agreement.

9. **Insurance.** (a) Types and Amounts. The Contractor shall obtain and maintain throughout the term of this Agreement, at its own expense: (i) one or more policies for commercial general liability insurance, which policy(ies) shall name "Nassau County" as an additional insured and have a minimum single combined limit of liability of not less than one million dollars (\$1,000,000) per claim and two million dollars (\$2,000,000) aggregate coverage, (ii) if contracting in whole or part to provide professional services, one or more policies for professional liability insurance, which policy(ies) shall have a minimum single combined limit liability of not less than one million dollars (\$1,000,000) per claim, (iii) compensation insurance for the benefit of the Contractor's employees ("Workers' Compensation Insurance"), which insurance is in compliance with the New York State Workers' Compensation Law, and (iv) such additional insurance as the County may from time to time specify.

(b) Acceptability; Deductibles; Subcontractors. All insurance obtained and maintained by the Contractor pursuant to this Agreement shall be (i) written by one or more commercial insurance carriers licensed to do business in New York State and acceptable to the County, and which is (ii) in form and substance acceptable to the County. The Contractor shall be solely responsible for the payment of all deductibles to which such policies are subject. The Contractor shall require any subcontractor hired in connection with this Agreement to carry insurance with the same limits and provisions required to be carried by the Contractor under this Agreement.

(c) Delivery; Coverage Change; No Inconsistent Action. Prior to the execution of this Agreement, copies of current certificates of insurance evidencing the insurance coverage required by this Agreement shall be delivered to the Department. Not less than thirty (30) days prior to the date of any expiration or renewal of, or actual, proposed or threatened reduction or cancellation of coverage under, any insurance required hereunder, the Contractor shall provide written notice to the Department of the same and deliver to the Department renewal or replacement certificates of insurance. The Contractor shall cause all insurance to remain in full force and effect throughout the term of this Agreement and shall not take or omit to take any action that would suspend or invalidate any of the required coverage. The failure of the Contractor to maintain Workers' Compensation Insurance shall render this contract void and of no effect. The failure of the Contractor to maintain the other required coverage shall be deemed a material breach of this Agreement upon which the County reserves the right to consider this Agreement terminated as of the date of such failure.

10. **Assignment; Amendment; Waiver; Subcontracting.** This Agreement and the rights and obligations hereunder may not be in whole or part (i) assigned, transferred or disposed of, (ii) amended, (iii) waived, or (iv) subcontracted, without the prior written consent of the County Executive or his or her duly designated deputy (the "County Executive"), and any purported assignment, other disposal or modification without such prior written consent shall be null and void. The failure of a party to assert any of its rights under this Agreement, including the right to demand strict performance, shall not constitute a waiver of such rights.

11. **Licensure and Accreditation.** At all times during the term of this Agreement, Contractor shall (a) maintain in good standing all applicable licenses, certifications and registrations required for Provider to furnish services hereunder.

12. **Termination.** (a) **Generally.** This Agreement may be terminated (i) for any reason by the County upon thirty (30) days' written notice to the Contractor, (ii) for "Cause" by the County immediately upon the receipt by the Contractor of written notice of termination, (iii) upon mutual written Agreement of the County and the Contractor, and (iv) in accordance with any other provisions of this Agreement expressly addressing termination.

As used in this Agreement the word "Cause" includes: (i) a breach of this Agreement; (ii) the failure to obtain and maintain in full force and effect all Approvals required for the services described in this Agreement to be legally and professionally rendered; and (iii) the termination or impending termination of federal or state funding for the services to be provided under this Agreement.

(b) **By the Contractor.** This Agreement may be terminated by the Contractor if performance becomes impracticable through no fault of the Contractor, where the impracticability relates to the Contractor's ability to perform its obligations and not to a judgment as to convenience or the desirability of continued performance. Termination under this subsection shall be effected by the Contractor delivering to the commissioner or other head of the Department (the "Commissioner"), at least sixty (60) days prior to the termination date (or a shorter period if sixty days' notice is impossible), a notice stating (i) that the Contractor is terminating this Agreement in accordance with this subsection, (ii) the date as of which this Agreement will terminate, and (iii) the facts giving rise to the Contractor's right to terminate under this subsection. A copy of the notice given to the Commissioner shall be given to the Deputy County Executive who oversees the administration of the Department (the "Applicable DCE") on the same day that notice is given to the Commissioner.

(c) **Contractor Assistance upon Termination.** In connection with the termination or impending termination of this Agreement the Contractor shall, regardless of the reason for termination, take all actions reasonably requested by the County (including those set forth in other provisions of this Agreement) to assist the County in transitioning the Contractor's responsibilities under this Agreement. The provisions of this subsection shall survive the termination of this Agreement.

13. **Accounting Procedures; Records.** The Contractor shall maintain and retain, for a period of six (6) years following the later of termination of or final payment under this Agreement, complete and accurate records, documents, accounts and other evidence, whether maintained electronically or manually ("Records"), pertinent to performance under this Agreement. Records shall be maintained in accordance with Generally Accepted Accounting Principles and, if the Contractor is a non-profit entity, must comply with the accounting guidelines set forth in the federal Office of Management & Budget Circular A-122, "Cost Principles for Non-Profit Organizations." Such Records shall at all times be available for audit and inspection by the Comptroller, the Department, any other governmental authority with jurisdiction over the provision of services hereunder and/or the payment therefore, and any of their duly designated representatives. The provisions of this Section shall survive the termination of this Agreement.

14. Limitations on Actions and Special Proceedings against the County. No action or special proceeding shall lie or be prosecuted or maintained against the County upon any claims arising out of or in connection with this Agreement unless:

(a) Notice. At least thirty (30) days prior to seeking relief the Contractor shall have presented the demand or claim(s) upon which such action or special proceeding is based in writing to the Applicable DCE for adjustment and the County shall have neglected or refused to make an adjustment or payment on the demand or claim for thirty (30) days after presentment. The Contractor shall send or deliver copies of the documents presented to the Applicable DCE under this Section to each of (i) the Department and the (ii) the County Attorney (at the address specified above for the County) on the same day that documents are sent or delivered to the Applicable DCE. The complaint or necessary moving papers of the Contractor shall allege that the above-described actions and inactions preceded the Contractor's action or special proceeding against the County.

(b) Time Limitation. Such action or special proceeding is commenced within the earlier of (i) one (1) year of the first to occur of (A) final payment under or the termination of this Agreement, and (B) the accrual of the cause of action, and (ii) the time specified in any other provision of this Agreement.

15. Work Performance Liability. The Contractor is and shall remain primarily liable for the successful completion of all work in accordance this Agreement irrespective of whether the Contractor is using a Contractor Agent to perform some or all of the work contemplated by this Agreement, and irrespective of whether the use of such Contractor Agent has been approved by the County.

16. Consent to Jurisdiction and Venue; Governing Law. Unless otherwise specified in this Agreement or required by Law, exclusive original jurisdiction for all claims or actions with respect to this Agreement shall be in the Supreme Court in Nassau County in New York State and the parties expressly waive any objections to the same on any grounds, including venue and forum non conveniens. This Agreement is intended as a contract under, and shall be governed and construed in accordance with, the Laws of New York State, without regard to the conflict of laws provisions thereof.

17. Notices. Any notice, request, demand or other communication required to be given or made in connection with this Agreement shall be (a) in writing, (b) delivered or sent (i) by hand delivery, evidenced by a signed, dated receipt, (ii) postage prepaid via certified mail, return receipt requested, or (iii) overnight delivery via a nationally recognized courier service, (c) deemed given or made on the date the delivery receipt was signed by a County employee, three (3) business days after it is mailed or one (1) business day after it is released to a courier service, as applicable, and (d)(i) if to the Department, to the attention of the Commissioner at the address specified above for the Department, (ii) if to an Applicable DCE, to the attention of the Applicable DCE (whose name the Contractor shall obtain from the Department) at the address specified above for the County, (iii) if to the Comptroller, to the attention of the Comptroller at 240 Old Country Road, Mineola, NY 11501, and (iv) if to the Contractor, to the attention of the person who executed this Agreement on behalf of the Contractor at the address specified above for the Contractor, or in each case to such other persons or addresses as shall be designated by written notice.

18. **All Legal Provisions Deemed Included; Severability; Supremacy.** (a) Every provision required by Law to be inserted into or referenced by this Agreement is intended to be a part of this Agreement. If any such provision is not inserted or referenced or is not inserted or referenced in correct form then (i) such provision shall be deemed inserted into or referenced by this Agreement for purposes of interpretation and (ii) upon the application of either party this Agreement shall be formally amended to comply strictly with the Law, without prejudice to the rights of either party.

(b) In the event that any provision of this Agreement shall be held to be invalid, illegal or unenforceable, the validity, legality and enforceability of the remaining provisions shall not in any way be affected or impaired thereby.

(c) Unless the application of this subsection will cause a provision required by Law to be excluded from this Agreement, in the event of an actual conflict between the terms and conditions set forth above the signature page to this Agreement and those contained in any schedule, exhibit, appendix, or attachment to this Agreement, the terms and conditions set forth above the signature page shall control. To the extent possible, all the terms of this Agreement should be read together as not conflicting.

(d) Each party has cooperated in the negotiation and preparation of this Agreement. Therefore, in the event that construction of this Agreement occurs, it shall not be construed against either party as drafter.

19. **Section and Other Headings.** The section and other headings contained in this Agreement are for reference purposes only and shall not affect the meaning or interpretation of this Agreement.

20. **Entire Agreement.** This Agreement represents the full and entire understanding and agreement between the parties with regard to the subject matter hereof and supercedes all prior agreements (whether written or oral) of the parties relating to the subject matter of this Agreement.


21. **Executory Clause.** Notwithstanding any other provision of this Agreement:

(a) **Approval and Execution.** The County shall have no liability under this Agreement (including any extension or other modification of this Agreement) to any Person unless (i) all County approvals have been obtained, including, if required, approval by the County Legislature, and (ii) this Agreement has been executed by the County Executive (as defined in this Agreement).


(b) **Availability of Funds.** The County shall have no liability under this Agreement (including any extension or other modification of this Agreement) to any Person beyond funds appropriated or otherwise lawfully available for this Agreement, and, if any portion of the funds for this Agreement are from the state and/or federal governments, then beyond funds available to the County from the state and/or federal governments.

IN WITNESS WHEREOF, the Contractor and the County have executed this Agreement as of the date first above written.

ADELPHI UNIVERSITY
INSTITUTE FOR PARENTING

By: 
Name: Timothy P. Burton
Title: Exec. Vice President of Finance & Administration
Date: July 22, 2016

NASSAU COUNTY

By: 
Name: Charles Ribicoff
Title: County Executive
☒ Deputy County Executive
Date: 10/12/16

PLEASE EXECUTE IN BLUE INK

STATE OF NEW YORK)

)ss.:

COUNTY OF NASSAU)

On the 22 day of July in the year 2016 before me personally came TIMOTHY P BURTON to me personally known, who, being by me duly sworn, did depose and say that she resides in the County of SUFFOLK; that she is the EXEC. VP OF FINANCE & ADMINISTRATION of ADELPHI UNIVERSITY, the corporation described herein and which executed the above instrument; and that she signed her name thereto by authority of the board of directors of said corporation.

NOTARY PUBLIC

LYNN A. WOOLEVER
Notary Public, State of New York
Registration # 01WO5058575
Qualified in Nassau County
My Commission Expires April 8, 2018

STATE OF NEW YORK)

)ss.:

COUNTY OF NASSAU)

On the 13th day of OCTOBER in the year 2016 before me personally came CHARLES RIZZO to me personally known, who, being by me duly sworn, did depose and say that he resides in the County of NASSAU; that he is a Deputy County Executive of the County of Nassau, the municipal corporation described herein and which executed the above instrument; and that he signed his name thereto pursuant to Section 205 of the County Government Law of Nassau County.

NOTARY PUBLIC

FRANCIS X. BECKER II
Notary Public, State of New York
No. 01BE5073153
Qualified in Nassau County
Commission Expires February 18, 1999

2019

APPENDIX A
ADELPHI UNIVERSITY INSTITUTE FOR PARENTING
CLOSER TO THE CRIB

PRINCIPAL DUTIES AND RESPONSIBILITIES

1. Implement all assessment and screening for referral and treatment planning. Use as aggregate data for the overall evaluation of the program.
2. Assure that the quality of assessment and screening is impeccable.
3. Ensure that all documentation related to the provision of assessments are completed in accordance with established policies and procedures and all records of assessments are accurately maintained and current.
4. Ensure that all ongoing assessments and screenings take place in a timely manner.
5. Completes reports related to each of these assessments and observations.
6. Examine ongoing assessment results and recommend changes in services or treatment and case plans as indicated.
7. Assist in the development of a quality assurance system.
8. Participate in the development of appropriate data collection tools, i.e. intake and evaluation assessment.
9. Participate in internal and external committees for the Closer to the Crib initiative and other agency meetings as needed.
10. Participate in providing consultation and support to other staff as needed e.g., to debrief about difficult situations.
11. Establish and maintain a supportive relationship with families and children in the program.
12. Make regular home visits with families as dictated by the protocol and supervision.
13. Work closely with the criminal justice system and community-based family support organizations that serve as partners with the Closer to the Crib project.
14. Collect relevant data for evaluation of the program and participants. This will include the collection of baseline data as well as data to be collected during the offender's tenure in the program and after the offender has completed the program.
15. Develop a service plan for the family. Service plans will be reviewed and approved by the Executive Assistant District Attorney.
16. Maintain accurate and up-to-date case files.
17. Identify and link clients to supportive services.
18. Monitor parent/child relationship and parental progress in meeting child's needs by speaking regularly with therapists, counselors, and/or any individual or organization that is providing support and/or services to the child, parent and family participating in program.
19. Ensure that offenders are enrolled and participating in treatment as needed.
20. Meet with clients weekly or bi-weekly for the length of the program i.e., minimum of twelve months, maximum of eighteen months.
21. Prepare written status reports to responsible criminal justice system entities regarding client's progress.
22. Follow up with schools, therapists and other professionals involved with the family on an as-needed basis.
23. Attend relevant trainings, workshops and seminars.
24. Perform all other relevant duties as assigned by supervisor.

APPENDIX B
ADELPHI UNIVERSITY INSTITUTE FOR PARENTING
CLOSER TO THE CRIB
BUDGET

PERSONNEL

FUNDING

Director (25% FTE at annual salary of \$94,619)	\$23,655
Program Director (25% FTE at annual salary of \$67,624)	\$16,906
Clinical Coordinator (25% FTE at annual salary of \$65,213)	\$16,303
Project Coordinator (100% FTE at annual salary of \$55,000)	\$55,000
Clinician (100% FTE at annual salary of \$55,000)	<u>\$55,000</u>
Sub-Total	\$166,864

FRINGE BENEFITS

29% of total salary	\$48,391
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CONTRACTUAL

Evaluation: Coding, Statistical Analysis, Instruments, etc.	\$15,000
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TRAVEL

Mileage – Local travel for homes visits at Nassau County rate (\$0.54 per mile)	\$500
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SUPPLIES

Two (2) Desktop Computers (at \$750 each)	\$1,500
One (1) Desktop Printer (at \$400)	\$400
Copy/Printing/Duplication	\$350
General Office Supplies and Materials	<u>\$1,000</u>
Sub-Total	\$3,250

TOTAL COSTS:	\$234,005
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