



Certified:

**B-16-21**

**NIFS ID: Department: Public Works**

Filed with  
Clerk of Nassau County Legislature  
May 20, 2021 21:16PM

**Capital: X**

SERVICE: 1194 Prospect-Record Storage HVAC Mod-B90042-01H-B16-21

Contract ID #:B90042-01H

NIFS Entry Date:

Term: from to

New
Time Extension:
Addl. Funds:
Blanket Resolution:
RES#

1) Mandated Program:	N
2) Comptroller Approval Form Attached:	Y
3) CSEA Agmt. § 32 Compliance Attached:	Y
4) Material Adverse Information Identified? (if yes, attach memo):	N
5) Insurance Required	N

<b>Vendor Info:</b>	
Name: <b>Hi Tech Air Conditioning Service Inc.</b>	Vendor ID#: [REDACTED]
Address: 60 Otis Ave West Babylon NY 11704	Contact Person [REDACTED] [REDACTED]
	Phone [REDACTED]

<b>Department:</b>
Contact Name: Adrian Cavanagh
Address: NCDPW 1194 Prospect Avenue Westbury, NY 11590
Phone: 5165716872

## Routing Slip

Department	NIFS Entry: X	26-APR-21 -- LDIONISIO
Department	NIFS Approval: X	26-APR-21 -- RD'ALLEVA
DPW	Capital Fund Approved: X	26-APR-21 -- RDALLEVA
OMB	NIFA Approval: X	27-APR-21 -- CNOLAN
OMB	NIFS Approval: X	26-APR-21 -- NGUMIENIAK
County Atty.	Insurance Verification: X	26-APR-21 -- AAMATO
County Atty.	Approval to Form: X	27-APR-21 -- NSARANDIS

<b>CPO</b>	<b>Approval: X</b>	<b>03-MAY-21 -- KOHAGEN</b>
<b>DCEC</b>	<b>Approval: X</b>	<b>13-MAY-21 -- JCHIARA</b>
<b>Dep. CE</b>	<b>Approval: X</b>	<b>14-MAY-21 -- BSCHNEIDER</b>
<b>Leg. Affairs</b>	<b>Approval/Review: X</b>	<b>20-MAY-21 -- JSCHANTZ</b>
<b>Legislature</b>	<b>Approval:</b>	
<b>Comptroller</b>	<b>Deputy:</b>	
<b>NIFA</b>	<b>NIFA Approval:</b>	

## Contract Summary

<b>Purpose:</b> This is a contract to provide HVAC construction services related to the replacement/addition of new equipment to adequately cool and heat the DPW areas and the Record Storage Area at the 1194 Prospect Avenue facility in Westbury, New York.
<b>Method of Procurement:</b> A request for sealed bids was advertised in Newsday, e-procure, and the NYS Contract Reporter on 4/15/20. Two bids were received.
<b>Procurement History:</b> Two (2) firms submitted sealed bids. Hi Tech was chosen as the lowest responsible bidder.
<b>Description of General Provisions:</b> HVAC construction services related to the replacement/addition of new equipment to adequately cool and heat the DPW areas and the Record Storage Area at the 1194 Prospect Avenue facility in Westbury, New York.
<b>Impact on Funding / Price Analysis:</b> Capital Project numbers 90042 (\$466,560.00) and 90031 (\$1,477,440.00). Maximum amount is \$1,944,000 for the 12 month term of the contract
<b>Change in Contract from Prior Procurement:</b> None
<b>Recommendation: (approve as submitted)</b> Approve as submitted

## Advisement Information

BUDGET CODES		FUNDING SOURCE	AMOUNT	LINE	INDEX/OBJECT CODE	AMOUNT
Fund:	CAP					
Control:	00	Revenue		1	PWCAPCAP/90042/00004/001	\$ 466,560.00
Resp:	CAP	Contract:		2	PWCAPCAP/90031/00004/001	\$ 1,477,440.00
Object:	00004	County	\$ 0.00			\$ 0.00
Transaction:	CH	Federal	\$ 0.00			\$ 0.00
Project #:	90042/90031	State	\$ 0.00			\$ 0.00
Detail:	001	Capital	\$ 1,944,000.00			\$ 0.00
		Other	\$ 0.00			\$ 0.00
		<b>TOTAL</b>	<b>\$ 1,944,000.00</b>		<b>TOTAL</b>	<b>\$ 1,944,000.00</b>

RENEWAL	
% Increase	
% Decrease	

RULES RESOLUTION NO. -2021

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 HI TECH AIR CONDITIONING SERVICE, INC.

WHEREAS, in accordance with all Federal, State and Local Law, the County of Nassau on behalf of the NASSAU COUNTY DEPARTMENT OF PUBLIC WORKS [“Department”] has received competitive bids for contract B90042-01H for 1194 PROSPECT AVENUE HVAC AND RECORD STORAGE MODIFICATIONS [“Contract”], as more particularly described in the contract documents, a copy of which are on file with the Clerk of the Legislature; and

WHEREAS, the firm of HI TECH AIR CONDITIONING SERVICE, INC., [“Vendor”] has submitted the lowest responsible bid for the work described in the contract in accordance with all Federal, State and Local Law as determined by the Department, and

WHEREAS, the funding for this contract is from capital funds approved by the Nassau County Legislature and included in the current four year capital plan, and

WHEREAS, the Commissioner of the Department is representing that the total contract is estimated to be \$ 1,944,000.00 now therefore be it

RESOLVED, that the Rules Committee of the Nassau County Legislature, based on the representations of the Department and the recommendation of the Commissioner of the Department, authorizes the County Executive to award and execute the said contract with the vendor.





Nassau County Interim Finance Authority

**Contract Approval Request Form (As of January 1, 2015)**

1. **Vendor:** Hi Tech Air Conditioning Service Inc.

2. **Dollar amount requiring NIFA approval:** \$1944000

**Amount to be encumbered:** \$1944000

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: 12 months**

Has work or services on this contract commenced? N \_\_\_\_

If yes, please explain:

4. **Funding Source:**

General Fund (GEN)	Grant Fund (GRT)	Federal % 0
X Capital Improvement Fund (CAP)		State % 0
Other		County % 0

Is the cash available for the full amount of the contract? N

If not, will it require a future borrowing? Y

Has the County Legislature approved the borrowing? Y

Has NIFA approved the borrowing for this contract? N

5. **Provide a brief description (4 to 5 sentences) of the item for which this approval is requested:**

To retain a firm to provide HVAC construction services related to the replacement&#x2F;addition of new equipment to adequately cool and heat the DPW areas and the Record Storage Area at the 1194 Prospect Avenue facility in Westbury, New York.

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.

CNOLAN

27-APR-21

**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.**

## FORM OF BID BOND

**IMPORTANT** The bidder shall instruct the Surety Company to **USE THIS FORM PROVIDED** as the use of **ANY OTHER FORM** may cause rejection of the bid.

KNOW ALL MEN BY THESE PRESENTS,

that we, the undersigned Hi-Tech Air Conditioning Service, Inc.

as Principal; and The Ohio Casualty Insurance Company as surety, who is Licensed to do business in the State of New York, are hereby firmly bound unto the County of Nassau in the penal sum of

Ten Percent Amount Bid dollars (\$ 10% amt bid ) for the payment of which, well and truly to be made, we hereby jointly and severally bind ourselves, our heirs, executors, administrators, successors and assigns.

Signed, this 12th day of May, 2020

The conditions of the above obligation is such that whereas the Principal has submitted to the County of Nassau a certain Bid attached hereto and hereby made a part hereof, to enter into a contract in writing for the work under Contract No. B90042-01 H for the

1194 Prospect Avenue HVAC and Record Storage Modificaitons, Nassau County, NY

NOW, THEREFORE, the conditions of this obligation are such that if the Principal shall not withdraw said proposal except by mutual consent of the County of Nassau within a period of forty-five (45) days after the opening of bids and in the event of acceptance of the Principal's proposal, if the Principal shall,

- a. when notified by the County, execute all necessary counterparts of the contract as set forth in the contract documents in accordance with the proposal as accepted; and
- b. furnish bonds and other security as specified in the contract documents for the faithful performance and proper fulfillment of such contract, which bonds or other security shall be satisfactory in all respects to the County; and
- c. in all respects, comply with the provisions set forth in the invitation to bid; or if the County of Nassau shall reject the aforesaid proposal for a reason other than the Principal's failure to satisfy the County that he has the necessary skill, experience and liquid assets required for the contract as stated in the documents aforesaid, then this obligation shall be null and void; otherwise to remain in full force and effect.

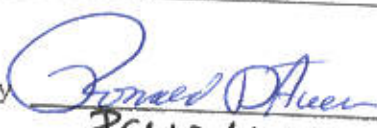
Provided, however, that this bond is subject to the following additional conditions and limitations.

- a. In the event that the Principal fails to submit a financial statement when required by the County or in the event that an examination of the Principal indicates to the County that the Principal does not meet the financial requirements required by the County, the undersigned will, upon demand, pay to the County of Nassau, as liquidated damages for the Principal's failure to meet such requirements, a sum equal to the amount that would have been required by a certified check if the same were delivered in accordance with the provisions of the contract documents and specifications herein stated.
- b. In case the Principal shall default in the performance of any provision the undersigned will upon demand pay to the County of Nassau the full amount of the damages sustained by the County of Nassau by reason of such default, except however, it is expressly understood and agreed that the liability of the surety for any and all claims hereunder shall in no event exceed the amount of this obligation as herein stated.

The Surety, for value received, hereby stipulates and agrees that the obligation of said Surety and its bond shall be in no way impaired or affected by any extension of time within which the County of Nassau may accept such Bid; and said Surety does hereby waive notice of any such extension.

IN WITNESS WHEREOF, the Principal and the Surety have hereunto set their hands and seals, and such of them as are corporations have caused their corporate seals to be hereto affixed and these presents to be signed by their proper officers, the day and year first set forth above.

Hi-Tech Air Conditioning Service, Inc.  
Contractor

by  (L.S.) (Corporate seal of Contractor  
Title if a corporation)

by \_\_\_\_\_ (L.S.)

Title

by \_\_\_\_\_ (L.S.)

Title

The Ohio Casualty Insurance Company

by  (L.S.)

Surety

Title of Officer  
Robert Kempner, Attorney-In-Fact

Attest:  (L.S.)

(Corporate seal of Surety)

Title of Officer  
Witness



(Acknowledgment by Contractor if a corporation)

STATE OF New York )

ss.:  
COUNTY OF Suffolk )

On this 16 day of May, 2020, before me personally came Ronald D. Davis to me known, who, being by me duly sworn, did depose and say for himself, that he resides in Massapequa Park, that he is the President of the H. Tech Air Conditioning Service Inc the corporation described in, and which executed the foregoing instrument; that he knows the seal of said corporation; that the seal affixed to said instrument is such corporate seal; that it was so affixed by order of the Board of Directors of said corporation, and that he signed his name thereto by like order.

Silvia M. Adair  
Notary Public

SILVIA M. ADAIR  
Notary Public, State of New York  
No. 01AD6098957  
Qualified in Suffolk County  
Commission Expires Sept. 22, 2021

(Acknowledgment by Contractor if a partnership)

STATE OF \_\_\_\_\_ )

ss.:  
COUNTY OF \_\_\_\_\_ )

On this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_, before me personally came \_\_\_\_\_ to me to be a member of the firm described in and which executed the foregoing bond or obligation, and he acknowledged to me that he subscribed the name of said firm thereto on behalf of said firm for the purpose therein mentioned.

\_\_\_\_\_  
Notary Public

(Acknowledgment by Contractor if an individual.)

STATE OF \_\_\_\_\_ )

ss.:  
COUNTY OF \_\_\_\_\_ )

On this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_, before me personally came \_\_\_\_\_ to me known and known to me to be the person described in and who executed the foregoing instrument, and he duly acknowledged that he executed the same.

\_\_\_\_\_  
Notary Public

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(Acknowledgment by Surety Company)

STATE OF New York )


ss.:

COUNTY OF Nassau )

On this 12th day of May, 2020, before me personally came Robert Kempner, who being by me duly sworn, did depose and say that he resides in Centerport, NY

that he is the Attorney-In-Fact of the The Ohio Casualty Insurance Company, the corporation described in and which executed the within instrument; that he knows the seal of said corporation; that the seal affixed to said instrument is such corporate seal; that it was so affixed by the order of the Board of Directors of said corporation, and that he signed his name thereto by like order; and that the liabilities of said company do not exceed its assets as ascertained in the manner provided by the laws of the State of New York, and the said Lynn Ann Infanti further said that he is acquainted with Robert Kempner and knows him to be the Attorney-In-Fact of said company; that the signature of the said Robert Kempner subscribed to the within instrument is in the genuine handwriting of the said Robert Kempner and was subscribed thereto by like order of the Board of Directors, and in the presence of him, the said Lynn Ann Infanti

LYNN ANN INFANTI  
Notary Public, State of New York  
No. 011N6004351  
Qualified in Suffolk County  
Commission Expires March 23, 2022

  
Notary Public





This Power of Attorney limits the acts of those named herein, and they have no authority to bind the Company except in the manner and to the extent herein stated.

Liberty Mutual Insurance Company  
The Ohio Casualty Insurance Company  
West American Insurance Company

Certificate No. **8197084- 015019**

## POWER OF ATTORNEY

**KNOWN ALL PERSONS BY THESE PRESENTS:** That The Ohio Casualty Insurance Company is a corporation duly organized under the laws of the State of New Hampshire, that Liberty Mutual Insurance Company is a corporation duly organized under the laws of the State of Massachusetts, and West American Insurance Company is a corporation duly organized under the laws of the State of Indiana (herein collectively called the "Companies"), pursuant to and by authority herein set forth, does hereby name, constitute and appoint, Robert W. O'Kane; Joseph Storzo; Robert Kempner; Joseph M. Storzo

all of the city of Plainview state of NY each individually if there be more than one named, its true and lawful attorney-in-fact to make, execute, seal, acknowledge and deliver, for and on its behalf as surety and as its act and deed, any and all undertakings, bonds, recognizances and other surety obligations, in pursuance of these presents and shall be as binding upon the Companies as if they have been duly signed by the president and attested by the secretary of the Companies in their own proper persons.

**IN WITNESS WHEREOF,** this Power of Attorney has been subscribed by an authorized officer or official of the Companies and the corporate seals of the Companies have been affixed thereto this 11th day of October, 2018.



Liberty Mutual Insurance Company  
The Ohio Casualty Insurance Company  
West American Insurance Company

By: David M. Carey  
David M. Carey, Assistant Secretary

State of PENNSYLVANIA ss  
County of MONTGOMERY

On this 11th day of October, 2018 before me personally appeared David M. Carey, who acknowledged himself to be the Assistant Secretary of Liberty Mutual Insurance Company, The Ohio Casualty Company, and West American Insurance Company, and that he, as such, being authorized so to do, execute the foregoing instrument for the purposes therein contained by signing on behalf of the corporations by himself as a duly authorized officer.

**IN WITNESS WHEREOF,** I have hereunto subscribed my name and affixed my notarial seal at King of Prussia, Pennsylvania, on the day and year first above written.



COMMONWEALTH OF PENNSYLVANIA  
Notarial Seal  
Teresa Pastella, Notary Public  
Upper Merion Twp., Montgomery County  
My Commission Expires March 28, 2021  
Member, Pennsylvania Association of Notaries

By: Teresa Pastella  
Teresa Pastella, Notary Public

This Power of Attorney is made and executed pursuant to and by authority of the following By-laws and Authorizations of The Ohio Casualty Insurance Company, Liberty Mutual Insurance Company, and West American Insurance Company which resolutions are now in full force and effect reading as follows:

### ARTICLE IV – OFFICERS: Section 12. Power of Attorney.

Any officer or other official of the Corporation authorized for that purpose in writing by the Chairman or the President, and subject to such limitation as the Chairman or the President may prescribe, shall appoint such attorneys-in-fact, as may be necessary to act in behalf of the Corporation to make, execute, seal, acknowledge and deliver as surety any and all undertakings, bonds, recognizances and other surety obligations. Such attorneys-in-fact, subject to the limitations set forth in their respective powers of attorney, shall have full power to bind the Corporation by their signature and execution of any such instruments and to attach thereto the seal of the Corporation. When so executed, such provisions of this article may be revoked at any time by the Board, the Chairman, the President or by the officer or officers granting such power or authority.

### ARTICLE XIII – Execution of Contracts: Section 5. Surety Bonds and Undertakings.

Any officer of the Company authorized for that purpose in writing by the chairman or the president, and subject to such limitations as the chairman or the president may prescribe, shall appoint such attorneys-in-fact, as may be necessary to act in behalf of the Company to make, execute, seal, acknowledge and deliver as surety any and all undertakings, bonds, recognizances and other surety obligations. Such attorneys-in-fact subject to the limitations set forth in their respective powers of attorney, shall have full power to bind the Company by their signature and execution of any such instruments and to attach thereto the seal of the Company. When so executed such instruments shall be as binding as if signed by the president and attested by the secretary.

**Certificate of Designation** – The President of the Company, acting pursuant to the Bylaws of the Company, authorizes David M. Carey, Assistant Secretary to appoint such attorneys-in-fact as may be necessary to act on behalf of the Company to make, execute, seal, acknowledge and deliver as surety any and all undertakings, bonds, recognizances and other surety obligations.

**Authorization** – By unanimous consent of the Company's Board of Directors, the Company consents that facsimile or mechanically reproduced signature of any assistant secretary of the Company, wherever appearing upon a certified copy of any power of attorney issued by the Company in connection with surety bonds, shall be valid and binding upon the Company with the same force and effect as though manually affixed.

I, Renee C. Llewellyn, the undersigned, Assistant Secretary, The Ohio Casualty Insurance Company, Liberty Mutual Insurance Company, and West American Insurance Company do hereby certify that the original power of attorney of which the foregoing is a full, true and correct copy of the Power of Attorney executed by said Companies, is in full force and effect and has not been revoked.

**IN TESTIMONY WHEREOF,** I have hereunto set my hand and affixed the seals of said Companies this 12th day of May, 2020.



By: Renee C. Llewellyn  
Renee C. Llewellyn, Assistant Secretary





THE OHIO CASUALTY INSURANCE COMPANY  
FINANCIAL STATEMENT — DECEMBER 31, 2019

Assets		Liabilities	
Cash and Bank Deposits.....	(\$3,063,860)	Unearned Premiums.....	\$1,281,143,437
*Bonds — U.S. Government.....	1,006,099,793	Reserve for Claims and Claims Expense.....	3,445,256,612
*Other Bonds.....	3,994,316,104	Funds Held Under Reinsurance Treaties.....	0
*Stocks.....	192,977,450	Reserve for Dividends to Policyholders.....	183,012
Real Estate.....	0	Additional Statutory Reserve.....	0
Agents' Balances or Uncollected Premiums.....	762,342,997	Reserve for Commissions, Taxes and	
Accrued Interest and Rents.....	33,878,311	Other Liabilities.....	196,783,603
Other Admitted Assets.....	919,548,302	<b>Total.....</b>	<b>\$4,923,366,664</b>
<b>Total Admitted Assets.....</b>	<b><u>\$6,906,099,097</u></b>	Special Surplus Funds.....	\$ 5,242,951
		Capital Stock.....	4,500,000
		Paid in Surplus.....	738,183,897
		Unassigned Surplus.....	1,234,805,586
		<b>Surplus to Policyholders.....</b>	<b>1,982,732,434</b>
		<b>Total Liabilities and Surplus.....</b>	<b><u>\$6,906,099,098</u></b>



\* Bonds are stated at amortized or investment value; Stocks at Association Market Values.  
The foregoing financial information is taken from The Ohio Casualty Insurance Company's financial statement filed with the state of Ohio Department of Insurance.

I, TIM MIKOLAJEWSKI, Assistant Secretary of The Ohio Casualty Insurance Company, do hereby certify that the foregoing is a true, and correct statement of the Assets and Liabilities of said Corporation, as of December 31, 2019, to the best of my knowledge and belief.

IN WITNESS WHEREOF, I have hereunto set my hand and affixed the seal of said Corporation at Seattle, Washington, this 27<sup>th</sup> day of March, 2020.

  
Assistant Secretary

**CERTIFICATE OF SOLVENCY UNDER SECTION 1111 OF THE NEW  
YORK INSURANCE LAW**

STATE OF NEW YORK  
DEPARTMENT OF FINANCIAL SERVICES

It is hereby certified that

**Ohio Casualty Insurance Company**  
Of Keene, New Hampshire

a corporation organized under the laws of the State of New Hampshire and duly authorized to transact the business of insurance in this State, is qualified to become surety or guarantor on all bonds, undertakings, recognizances, guaranties and other obligations required or permitted by law; and that the said corporation is possessed of a capital and surplus including gross paid-in and contributed surplus and unassigned funds (surplus) aggregating the sum of \$1,830,406,639 (Capital \$4,500,000) as is shown by its sworn financial statement for the last quarter ending December 31, 2018 on file in this Department, prior to audit.

The said corporation cannot lawfully expose itself to loss on any one risk or hazard to an amount exceeding 10% of its surplus to policyholders, unless it shall be protected in excess of that amount in the manner provided in Section 4118 of the Insurance Law of this State.



In Witness Whereof, I have  
unto set my hand and affixed  
official seal of this Department  
in the City of Albany, this

19th day of March 2019.

Maria T. Vullo  
Superintendent

By

**Ellen R Buxbaum**  
**Special Deputy Superintendent**

TO BE ATTACHED AND FORM A PART OF BOND NO. \_\_\_\_\_

STATE OF NEW YORK

COUNTY OF NASSAU

The undersigned, Robert Kempner \_\_\_\_\_ duly sworn, deposes and says:

That she/he is the Attorney-In-Fact of the The Ohio Casualty Insurance Company,  
Surety on the attached bond, and that a Certificate of the Solvency of the Surety, as provided for  
in Section 327 and Section III of the Insurance Law of the State of New York was issued by the  
Superintendent of Insurance of the State of New York and has not been revoked.

Subscribed to and sworn before me this 12th day of May 2020

The Ohio Casualty Insurance Company  
(Surety)

BY:

Robert Kempner  
Robert Kempner Attorney-In-Fact

L  
(Notary)

LYNN ANN INFANTI  
Notary Public, State of New York  
No. 01IN6004351  
Qualified in Suffolk County 2022  
Commission Expires March 23, 2022





# NASSAU COUNTY DEPARTMENT OF PUBLIC WORKS

## WICKS EXEMPT LIST OF SUBCONTRACTORS

NOTE: This form is required for "Single-Contract" projects exempt from the Wicks law. Failure to submit this form correctly may render the bidder non responsive.

CONTRACT NO. B90042-01H

Contractor's Name and Address Hi Tech Air Conditioning 60 Otis Street West Babylon NY 11704 Federal ID No.: 11-272211	Project Description (Project Title, Facility Name and Address): 1194 Prospect Avenue HVAC and Record Storage Modification	Bid Date: 5/19/20	Total Contract Amt: 1,944,000.00
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Indicate ANY work to be self-performed by the contractor in the following categories (check all that apply):

- ☐ Plumbing and Gas Fitting  
☒ Steam Heating, Hot Water Heating, Ventilating and AC Apparatus  
☐ Electric Wiring and Standard Illuminating Fixtures

If ALL contract work is to be self-performed, i.e. no subcontractors will be used, please check this box [ ] skip to bottom of form, and sign it as required.

Check (✓) only one.

Subcontractor's Name, Address and Federal ID No.	Check (✓) only one.			General Description of Work	Subcontractor's Contract Amt.
	Plumbing and Gas Fitting	Steam Heating, Hot Water Heating, Ventilating and AC Apparatus	Electric Wiring and Standard Illuminating Fixtures		
Seaford Avenue Corp 25 Brooklyn Ave Massapequa NY 11758 Federal ID No. 02-0649257	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	gas lines	25,000.00
	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		
	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		

This form must be filled out completely and legibly, signed by a company authorized representative and included in a separate, sealed envelope within the bid envelope. Use and additional page if needed.

Failure to complete this form accurately and in its entirety, may result in a non responsive bid determination.

Company Authorized Signature: James H. [Signature] Title: President Date: 5/18/20

**NO TEXT ON THIS PAGE**

**PROPOSAL**

**MECHANICAL & ELECTRICAL CONSTRUCTION**

**COUNTY OF NASSAU  
STATE OF NEW YORK**

**PROPOSAL**

**FOR**

**1194 Prospect Avenue HVAC & Record Storage Modifications**

**Contract Nos.                      B90042-01H  
   B90042-01E**

**TO THE COUNTY OF NASSAU:**

Pursuant to and in compliance with your Notice to Bidders and the Instructions to Bidders relating thereto, the undersigned hereby proposes to furnish all plant, labor, materials, supplies, equipment and other facilities necessary or proper for or incidental to the above Contract, as required by and in strict accordance with the Plans and Specifications for the amount named in the Proposal hereinafter described.

In making this Proposal the Bidder hereby declares that all provisions of the Addenda which have been issued by the County of Nassau have been complied with in preparing his Bids.

Name of Bidder: Hi Tech Air Conditioning Service Inc  
(Individual, Firm or Corporation, as case may be)

Bidder's Address: 600 Otis Street, West Babylon NY 11704

Telephone: 631-491-5210                      Date: 5/18/2020

Fax Tel.: 631-491-5307                      E-MAIL: rdaversa@hitechac.com

NO TEXT ON THIS PAGE



NOTE: IF BIDDER IS A FIRM, FILL IN THE FOLLOWING BLANKS:

Name of Partners

### Residence of Partners

NOTE: IF BIDDER IS A CORPORATION, FILL IN THE FOLLOWING BLANKS:

Organized under the laws of the State of: New York

Name of President: Ronald D'Aversa

[illegible]

Name of Vice President: Anil Kargupath

Vice President's Domestic \_\_\_\_\_

Corporate Officer: Ronald D. Aversa Jr. Title: Secretary / Treasurer

Corporate Officer's Domicile: \_\_\_\_\_

Corporate Officer: \_\_\_\_\_ Title: \_\_\_\_\_

Corporate Officer's Domicile: \_\_\_\_\_



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## PROPOSAL

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### GENERAL CONSTRUCTION

#### THE BIDDER AFFIRMS AND DECLARES:

1. That the above Bidder is of lawful age and the only one interested in this bid; and that no other person, firm or corporation, except those herein named, has any interest in this bid or in the Contract proposed to be entered into.
2. That this bid is made without any understanding, agreement or in connection with any other person, firm or corporation, making a bid for the same Work, and is in all respects fair and without collusion or fraud.
3. That said Bidder is not in arrears to the County of Nassau upon debt or contract, and is not a defaulter, as surety or otherwise, upon any obligation to the County of Nassau.
4. That no officer nor employee of the County of Nassau, or person whose salary is payable in whole or in part from the County Treasury is, shall be, or become interested directly, or indirectly as a contracting party, partner, stockholder, surety or otherwise, in this bid, or in the performance of the contract, or in the supplies, materials, equipment and work or labor to which it relates, or in any portion of the profits thereof.
5. That he has carefully examined the site of the work and that, from his own investigations, has satisfied himself as to the nature and location of the work, the character, quality and quantity of existing materials, all difficulties likely to be encountered, the kind and extent of equipment, other facilities needed for the performance of the work, the general and local conditions, and all other items which may, in any way, affect the work or its performance.
6. The Bidder also declares that he has carefully examined and fully understands all the component parts of this Contract; that he will execute the Contract and will completely perform it in strict accordance with its terms for the following prices.
7. That the Bidder, for allowance items, will make payment to the parties designated by the County when directed by the County in the amount certified by the Engineer for the purposes indicated. It is also understood and agreed that the Final Contract Payment for allowance items will be based upon such actual payments, and not on the approximate amount cited herein.
8. Where the work performed under this Contract involves a trade or occupation licensed in the County of Nassau by the Towns of Hempstead, Oyster Bay, or North Hempstead or by the Cities of Glen Cove or Long Beach, the contractor shall be required to have such a license.

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## PROPOSAL

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### INFORMATION FOR BIDDERS

#### I. Rejection of Bids.

##### A. The Commissioner may recommend a reject of bid if:

1. The Bidder fails to furnish any of the information required by the bid documents; or if
2. The bidder misstates or conceals any material fact in the bid, or in the sworn written statement; or if
3. The bid does not strictly conform to law or the requirements of this contract; or if
4. The bid is conditional; or if
5. A determination that the bidder is not responsible is made in accordance with law; or if
6. The bid, in the opinion of the Commissioner, contains unbalanced bid prices, unless the bidder can show that the prices are not unbalanced for the probably required quantity of such items.

##### B. Rejection of all bids and waiver of informalities.

The Commissioner, however, reserves the right to recommend to reject all bids whenever he deems it in the best interest of the County, and also the right to waive any informalities in a bid.

#### II. Unit Price Contracts, Comparison of Bids.

Bids on Unit Price Contracts will be compared on the basis of a total bid price, arrived at by taking the sum of the Approximate Quantities of such item multiplied by the corresponding Unit Price, and including any Lump Sum Bid on individual items, in accordance with the items set forth in the bid proposal.

Bidders are warned that the Approximate Quantities of the various items of work and material is estimated only, and is given solely to be used as a uniform basis for the comparison of bids. The quantities actually required to complete the contract work may be more or less than estimated.

#### III. Lump Sum Contracts, Comparison of Bids.

Bids on lump Sum Contracts will be compared on the basis of the Lump Sum Price bid adjusted for alternate prices bid, if, any.

#### IV. Apprenticeship Training Program

For all contracts in excess of \$500,000 attach here verification letter regarding your firm's having an approved State of New York Apprenticeship Training Program.

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**FORM OF PROPOSAL**  
**1194 PROSPECT AVENUE HVAC AND RECORD STORAGE RENOVATIONS**  
**MECHANICAL CONSTRUCTION**  
**CONTRACT NO. B90042-01H,E**

Item No.	Type	Description	Amount Bid	
			Dollars	Cents
1	LUMP SUM	Lump sum for furnishing all labor, materials and equipment required for the demolition of existing HVAC equipment located in and on the roof of the DPW and Record Storage area., HVAC modifications to the duct work serving the DPW areas, new duct work for one of the units serving the Record Storage area, the installation of new rooftop equipment for the DPW areas and the Record Storage Area, the installation of HVLS fans in the record storage area, the installation of new fans in the DPW and Record Storage office areas, the installation of new unit heaters in the Record Storage area, and all other associated work as shown on the plans.	1,844,000	00
2	LUMP SUM	Include in bid an allowance for contingency item of one hundred thousand (\$100,000) for unforeseen conditions.	\$100,000.00	

TOTAL AMOUNT BID \$ 1,944,000.00

TOTAL AMOUNT BID (MUST BE WRITTEN IN WORDS): One Million Nine Hundred Forty Four Thousand Dollars and no cents

**BASIS OF AWARD:**

Bids on Lump Sum Contracts will be compared on the basis of the total bid price, arrived at by taking the Sum of each Bid Item, including Allowance Item(s), if any, and plus or minus the cost difference of the Alternate(s), if any, as may be selected by the Architect and/or Owner. The sum of all "Amounts Bid" will determine the low bid and the subsequent award of this Contract.

**BID SECURITY:**

Prospective bidders are cautioned to carefully review the requirements of Paragraph H, Bid Security, of The Instructions to Bidders.

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# FORM OF PROPOSAL

1194 Prospect Avenue HVAC and Record Storage Modifications  
Nassau County, NY

ELECTRICAL CONSTRUCTION  
CONTRACT NO.: B90042-01H, E

Item No.	Type	Description	Amount Bid	
			Dollars	Cents
1	LUMP SUM	LUMP SUM for furnishing all labor, materials and equipment required for all Electrical Construction work associated with 1194 Prospect Avenue and Record Storage Modifications.		
2	LUMP SUM	Include in bid an allowance of Twenty-Five Thousand Dollars (\$25,000) for items unforeseen or not specifically characterized in the contract documents.	\$25,000	00

TOTAL AMOUNT BID \$

TOTAL AMOUNT BID (MUST BE WRITTEN IN WORDS):

## BASIS OF AWARD:

Bids on Lump Sum Contracts will be compared on the basis of the total bid price, arrived at by taking the Sum of each Bid Item, including Allowance Item(s), if any, and plus or minus the cost difference of the Alternate(s), if any, as may be selected by the Architect and/or Owner. The sum of all "Amounts Bid" will determine the low bid and the subsequent award of this Contract.

## BID SECURITY:

Prospective bidders are cautioned to carefully review the requirements of Paragraph H. Bid Security, of The Instructions to Bidders.



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U.S. DEPARTMENT OF JUSTICE  
OFFICE OF JUSTICE PROGRAMS  
OFFICE OF THE COMPTROLLER

**Certification Regarding  
Debarment, Suspension, Ineligibility and Voluntary Exclusion  
Lower Tier Covered Transactions  
(Sub-Recipient)**

This certification is required by the regulations implementing Executive Order 12549, Debarment and Suspension, 28 CFR Part 67, Section 67.510, Participants' responsibilities. The regulations were published as Part VII of the May 26, 1988 *Federal Register* (pages 19160-19211).

**(BEFORE COMPLETING CERTIFICATION, READ INSTRUCTIONS ON REVERSE)**

(1) The prospective lower tier participant certifies, by submission of this proposal, that neither it nor its principals are presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from participation in this transaction by any Federal department of agency.

(2) Where the prospective lower tier participant is unable to certify to any of the statements in this certification, such prospective participant shall attach an explanation to this proposal.

RONALD D'AVENIA President  
Name and Title of Authorized Representative

Ronald D'Avia  
Signature

m/d/yy

5/18/20  
Date

Hi Tech Air Conditioning Service Inc  
Name of Organization

60 Otis Street, West Babylon NY 11704  
Address of Organization

U.S. DEPARTMENT OF JUSTICE OJP FORM 4061/1 (REV. 2/89) Previous editions are obsolete



### Instructions for Certification

1. By signing and submitting this proposal, the prospective lower tier participant is providing the certification set out below.
2. The certification in this clause is a material representation of fact upon which reliance was placed when this transaction was entered into. If it is later determined that the prospective lower tier participant knowingly rendered an erroneous certification, in addition to other remedies available to the Federal Government, the department or agency with which this transaction originated may pursue available remedies, including suspension and/or debarment.
3. The prospective lower tier participant shall provide immediate written notice to the person to which this proposal is submitted if at any time the prospective lower tier participant learns that its certification was erroneous when submitted or has become erroneous by reason of changed circumstances.
4. The terms "covered transaction," "debarred," "suspended," "ineligible," "lower tier covered transaction," "participant," "person," "primary covered transaction," "principal," "proposes," and "voluntarily excluded," as used in this clause, have the meanings set out in the Definitions and Coverage sections of rules implementing Executive Order 12549.
5. The prospective lower tier participant agrees by submitting this proposal that, should the proposed covered transaction be entered into, it shall not knowingly enter into any lower tier covered transaction with a person who is debarred, suspended, declared ineligible, or voluntarily excluded from participation in this covered transaction, unless authorized by the department or agency with which this transaction originated.
6. The prospective lower tier participant further agrees by submitting this proposal that it will include the clause titled, "Certification Regarding Debarment, Suspension, Ineligibility and Voluntary Exclusion - Lower Tier Covered Transaction," without modification in all lower tier covered transactions and in all solicitations for lower tier covered transactions.
7. A participant in a covered transaction may rely upon a certification of a prospective participant in a lower tier covered transaction that it is not debarred, suspended, ineligible, or voluntarily excluded from the covered transaction, unless it knows that the certification is erroneous. A participant may decide the method and frequency by which it determines the eligibility of its principals. Each participant may check the Nonprocurement List.
8. Nothing contained in the foregoing shall be construed to require establishment of a system of reports in order to render in good faith the certification required by this clause. The knowledge and information of a participant is not required to exceed that which is normally possessed by a prudent person in the ordinary course of business dealings.
9. Except for transactions authorized under paragraph 5 of these instructions, if a participant in a covered transaction knowingly enters into a lower tier covered transaction with a person who is suspended, debarred, ineligible, or voluntarily excluded from participation in this transaction, in addition to other remedies available to the Federal Government, the department or agency with which this transaction originated may pursue available remedies, including suspension and/or debarment.

PROPOSAL

**MacBride Fair Employment Principles**

NONDISCRIMINATION IN EMPLOYMENT IN NORTHERN IRELAND:

MACBRIDE FAIR EMPLOYMENT PRINCIPLES

In accordance with Chapter 807 of the Laws of 1992 the bidder, by submission of this bid, certifies that it or any individual or legal entity in which the bidder holds a 10% or greater ownership interest, or any individual or legal entity that holds a 10% or greater ownership interest in the bidder, either: (answer yes or no to one or both of the following, as applicable),

(1) have business operations in Northern Ireland,

Yes \_\_\_ No ☒

if yes:

(2) shall take lawful steps in good faith to conduct any business operations they have in Northern Ireland in accordance with the MacBride Fair Employment Principles relating to nondiscrimination in employment and freedom of workplace opportunity regarding such operations in Northern Ireland, and shall permit independent monitoring of their compliance with such Principles.

Yes \_\_\_ No \_\_\_

  
(Contractor's Signature)

  
(Name of Business)

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## PROPOSAL

### IRAN DIVESTMENT ACT – CERTIFICATION

Pursuant to New York State Finance Law §165-a, Iran Divestment Act of 2012, the Office of General Services is required to post on its web site <http://www.ogs.ny.gov/about/regs/docs/ListofEntities.pdf> a list of persons who have been determined to engage in investment activities in Iran ("the List"), as defined in that Act. Under Public Authorities Law § 2879-c, Iranian Energy Sector Divestment, the Authority, may not enter into or award a Contract unless it obtains a certification from a Bidder, who shall check the box and make the certification in Subparagraph a, below, that they are not on the List. If that certification cannot be made, the Authority may consider entering into a Contract, on a case by case basis if the Bidder checks the box and makes the certification in Subparagraph b, below, that their Iran investment is ceasing.

For purposes of this provision, a person engages in investment activities in Iran if: (A) the person provides goods or services of twenty million dollars or more in the energy sector of Iran, including a person that provides oil or liquefied natural gas tankers, or products used to construct or maintain pipelines used to transport oil or liquefied natural gas, for the energy sector of Iran; or (B) the person is a financial institution that extends twenty million dollars or more in credit to another person, for forty-five days or more, if that person will use the credit to provide goods or services in the energy sector in Iran.

The Certification is as follows:

☒ **a. Certification that the Bidder is not on the List:** Each person, where person means natural person, corporation, company, limited liability company, business association, partnership society, trust, or any other nongovernmental entity, organization, or group, and each person signing on behalf of any other party, certifies, and in the case of a joint bid or proposal or partnership each party thereto certifies as to its own organization, under penalty of perjury, that to the best of its knowledge and belief that each person is not on the list created pursuant to paragraph (b) of subdivision 3 of section 165-a of the State Finance Law, or,

☐ **b. Certification that the Bidder's investment in Iran is ceasing:** The person cannot make the certification in Subparagraph a, above, but asks the Authority to consider them for award of the Contract by certifying, under penalty of perjury, that the person's investment activities in Iran were made before April 12, 2012; the person's investment activities in Iran have not been expanded or renewed after April 12, 2012; and the person has adopted, publicized and is implementing a formal plan to cease its investment activities in Iran and to refrain from engaging in any new investments in Iran.

  
Signature/Date

  
Print Name and Position

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CONTRACTOR CERTIFICATION STATEMENT REGARDING  
STORM WATER POLLUTION AT THE WORK SITE

I certify under penalty of the law that I understand and agree to comply with the terms and conditions of the pollution prevention plan for the construction site identified in such plans as a condition of authorization to discharge storm water. I also understand the operator (Nassau County) must comply with the terms and conditions of the New York State Pollution Discharge Elimination System ("SPDES") general permit for storm water discharges from construction activities and that it is unlawful for any person to cause or contribute to a violation of water quality standards. Finally, I understand my contractual obligations in the matter as outlined in the contract documents.

CONTRACTOR'S NAME: Hi Tech Air Conditioning Service Inc  
TELEPHONE NUMBER: 631-491-5210  
WORK SITE OR FACILITY NAME: 1194 Prospect Ave and  
Record Storage  
WORK SITE OR FACILITY ADDRESS OR  
OTHER IDENTIFYING DESCRIPTION: 1194 Prospect Avenue  
Westbury, NY

Ronald D'Aversa  
Signature

5/18/20  
Date

RONALD D'AVERSA  
Print Name and Title of Signer



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LAURA CURRAN  
NASSAU COUNTY EXECUTIVE



KENNETH G. ARNOLD, P.E.  
COMMISSIONER

COUNTY OF NASSAU  
DEPARTMENT OF PUBLIC WORKS  
1194 PROSPECT AVENUE  
WESTBURY, NEW YORK 11590-2723

**VENDOR PORTAL ACKNOWLEDGMENT**

Vendor Name: Hi Tech Air Conditioning Service Inc  
Contract Title: 1194 Prospect Avenue HVAC & Record Storage Modifications  
Contract Number: B90042-01H

Vendors doing business with Nassau County, including those responding to this solicitation, must register with the County's Vendor Portal in order to submit the mandatory vendor disclosure forms required for an award pursuant to this solicitation. Vendors may register at [www.nassaucountyny.gov](http://www.nassaucountyny.gov) by clicking the "Vendor Portal Registration" button at the bottom of the webpage. Failure to do so may result in a delay of contract award.

The undersigned hereby acknowledges that he/she has registered and has submitted the required disclosures on the Nassau County Vendor Portal.

Ronald D'Aversa  
Signature

5/18/20  
Date

RONALD D'AVERSA  
Print Name

If you attempted to register via the Portal but were unable to do so, please explain here:

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**LAURA CURRAN**  
NASSAU COUNTY EXECUTIVE

# NASSAU COUNTY



## Vendor Code of Ethics



<b>POLICY/PROCEDURE TITLE:</b> Nassau County Vendor Code of Ethics	<b>DATE ISSUED:</b> June 5 <sup>th</sup> , 2019
<b>DEPARTMENT ISSUING:</b> Executive – Compliance	<b>AUTHORIZED and SIGNED BY:</b>  Deputy County Executive For Compliance  County Executive

- POLICY:** The Office of the Nassau County Executive recognizes the importance of the vendor community in helping the County provide necessary services for the residents of Nassau County. It is the policy of the County Executive to ensure that all vendors doing business with Nassau County operate under the highest standards of legal and ethical conduct.
- PURPOSE:** To set forth a Code of Conduct for vendors to ensure that Nassau County Vendors are conducting their business with integrity, ethics, and compliance with all applicable laws and regulations.
- SCOPE:** All vendors doing business or seeking to do business with Nassau County as specified in the Code.



## Vendor Code of Ethics

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## Vendor Code of Ethics

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## Vendor Code of Ethics

### Chapter 1: DEFINITIONS

As used in this Code, the following terms have the following meanings:

**Adverse Job-Related Action** includes any material alteration to existing terms, conditions, and privileges of employment, such as dismissal, demotion, suspension, compulsory leave, disciplinary action, creation of a hostile work environment, negative performance evaluation, any action resulting in loss of staff, office space or equipment or other benefit, reduction in compensation, failure to appoint, failure to promote, or any transfer or assignment or failure to transfer or assign against the wishes of the affected employee.

**Contact** means any oral or written communication with any Nassau County Employee, other than the Designated Point(s) of Contact, where it could be reasonably inferred that such contact was intended to influence, or could reasonably be expected to influence, the subject of a County procurement.

**Designated Point(s) of Contact** means the individual(s) designated by the County to be a Vendor's only contact with Nassau County following the public advertisement of a solicitation or the issuance of a request for a bid, proposal, or quote for small purchase, until the award of a resulting contract and, where applicable, approval by the County Legislature. This timeframe, further defined in the State Procurement Lobbying Law, is also known as the Restricted Period.

**Nassau County Employee** means any officer, official or employee of Nassau County.

**Family Member** means (i) a Nassau County Employee's Spouse, Domestic Partner, Child, Sibling or Parent; (ii) a person who is a direct descendant (or the spouse of a direct descendant) of a Sibling of the Nassau County Employee or a Sibling of the Nassau County Employee's Spouse or Domestic Partner; or (iii) a person living in the same household as a Nassau County Employee.

**Gift** means the transfer, without equivalent consideration, of anything of benefit, tangible or intangible, having more than nominal value, including, but not limited to, cash, loans, forbearance,





## Vendor Code of Ethics

services, travel, gratuities of any kind, favors, money, meals, refreshments, entertainment, hospitality, admittance to private clubs, use of time-shares, personal use of the Vendor's facilities, promises, tickets to entertainment or sporting events, weekend trips, golf outings, loans of equipment, or other thing or benefit. A Gift need not be intended to influence or reward any individual or entity.

**Nassau County Code of Ethics** means Nassau County Charter Section 2218, and the rules and regulations promulgated thereunder as may be amended or modified.

**Participating Employee** means any Vendor employee who engages in any written or oral communication of a non-clerical or non-administrative nature with Nassau County or with a Nassau County Employee(s) as part of or in connection with the procurement.

**Participating Nassau County Employee** means any Nassau County Employee who the Vendor knows, has reason to know, or can reasonably anticipate is involved in a specific procurement, in either a direct or decision-making capacity, but not in a clerical capacity. This includes but is not limited to the Designated Point of Contact, the project manager, the project manager's staff to the extent that they are involved in the procurement, members of selection committees, technical experts and negotiating teams.

**Primary Contracting Party** means a Vendor who intends to directly enter into or has a contract with Nassau County.

**Retaliatory Action** is defined as any Adverse Job-Related Action taken by, or at the direction or request of, a Vendor or a Vendors' Employees as a result of any individual's (i) good-faith report with respect to a violation or potential violation of this Code or the law; or (ii) cooperation in any investigation of unlawful conduct or misconduct conducted by Nassau County or by federal, state, or local law enforcement officials.

**State Procurement Lobbying Law** means New York State Finance Law Sections 139-j and 139-k, and the rules and regulations promulgated thereunder as may be amended or modified.

**Vendor** means any individual or entity seeking to or doing business





## Vendor Code of Ethics

with Nassau County within the scope of this Code, including, without limitation, contractors, consultants, suppliers, manufacturers seeking to act as the primary contracting party, officers and employees of the foregoing, as well as any subcontractors, subconsultants and suppliers at all lower tiers.

### Chapter 2: LIMITATIONS AND REPORTING OF CONTACTS WITH NASSAU COUNTY

#### Section 2.01 Designated Point(s) of Contact

Each procurement solicitation issued by Nassau County will identify the Designated Point(s) of Contact for that solicitation as required by the State Procurement Lobbying Law. Once the Designated Point(s) of Contact is/are established, the Vendor and any person or entity acting on the Vendor's behalf, including without limitation, those providing compensated or uncompensated lobbying, advocacy, consulting or other services should ensure that its contacts with Nassau County are in compliance with the requirements of the State Procurement Lobbying Law.

### Chapter 3: GIFTS OR CONTINGENT FEES

#### Section 3.01 Zero Tolerance

No Vendor may offer or give any Gift, directly or indirectly, to a Nassau County Employee. Similarly, no Vendor may offer or give any Gift, directly or indirectly, to any Family Member of a Nassau County employee where such Gift is made because of the Vendor's relationship with the Nassau County Employee. Additionally, no Vendor may accept a gift from a Nassau County Employee.

This Zero-Tolerance Policy applies regardless of actual intentions. In other words, even if a Gift does not, or is not intended to, influence an action or decision by a Nassau County Employee, it is prohibited by this Code.

#### Section 3.02 Personal Relationships

Notwithstanding the foregoing, if a Vendor has a pre-existing family or personal relationship with the Employee, a Gift that is wholly unconnected with the Employee's duties on behalf of Nassau County is



## Vendor Code of Ethics

not necessarily prohibited.

In determining whether the giving of an item was motivated by personal rather than business concerns, the following factors are considered:

- (a) the history of the relationship between the donor and the recipient, including but not limited to the mutuality of gift giving;
- (b) whether the item was paid for by the donor.

The giving of an item shall not be considered to be motivated by a family or personal relationship if the donor seeks to charge or deduct the value of the item as a business expense or seeks reimbursement from a client.

However, regardless of the family or personal relationship between a Vendor and an employee, a Gift is strictly forbidden where it is being given under circumstances where it can reasonably be inferred that it was intended to influence the employee in the performance of his or her official duties.

### Section 3.03 Contingent Fees

The Vendor will not employ or retain any individual or entity for the purpose of soliciting or securing a Nassau County contract upon any agreement or understanding for a commission, percentage, brokerage, or fee that is contingent or dependent upon the outcome of the procurement.

## Chapter 4: NEGOTIATIONS FOR FUTURE EMPLOYMENT

### Section 4.01 Restrictions During the Procurement Process

Vendors shall not discuss future employment with Participating Nassau County Employees or their Family Members from the date the procurement is advertised or solicited through 30 days following the date that the procurement is awarded, even if a Participating Nassau County Employee contacts the Vendor regarding employment. Questions regarding whether a particular Nassau County employee is a Participating Nassau County Employee for a specific





## Vendor Code of Ethics

procurement should be directed to the Designated Point of Contact for the procurement.

### Section 4.02 Restrictions Post Award

Vendors are prohibited from offering or discussing an employment opportunity with a Nassau County Employee or his or her Family Members before whom the Vendor has or expects to have a pending specific matter including, but not limited to, negotiations, performance evaluation, task order selection, approval of a voucher or invoice, or approval of or agreement to a contract amendment, change order, or deviation or waiver until:

- (i) 30 days from the time the matter before the Employee is closed, or
- (ii) 30 days from the time the Employee has no further involvement with the matter because of recusal or reassignment.

## Chapter 5: CONFLICT OF INTEREST

### Section 5.01 Financial Interest

Neither the Vendor, nor any director, officer, principal, owner, or partner thereof, as the case may be, may have a 10% or greater interest, nor shall the Vendor, nor any director, officer, principal, owner, or partner thereof, acquire a 10% or greater interest, either directly or indirectly, in any company or firm that would conflict in any manner or degree with the performance of the Nassau County contract.

The Vendor will not permit an employee having a 10% or greater interest, either directly or indirectly, in any company or firm that would conflict in any manner or degree with the performance of the Nassau County contract to be employed in the performance of the Nassau County contract.

### Section 5.02 Personal Business Dealings

Neither the Vendor, nor any director, officer, principal, owner, or partner thereof, may have a non-County business dealing with a





## Vendor Code of Ethics

Participating Nassau County Employee where it can be reasonably inferred that the purpose of the business dealing, at least in part, is to influence the Participating Nassau County Employee's action on a pending County matter.

### **Section 5.03 Disclosure and Cooperation**

The Vendor shall disclose immediately to the County any real or potential conflict of interest of which it becomes aware. This obligation is ongoing and shall last through the completion of performance of the contract. The Vendor shall provide to Nassau County, at the County's request and upon such forms as may be furnished by Nassau County, a disclosure of organizational, financial, contractual or other affiliations with any organization or entity that has interests that may be substantially affected by the procurement solicitation or award. The Vendor shall fully cooperate in any inquiry or investigation undertaken by Nassau County to determine whether any such affiliations present a conflict of interest, or whether any other provision of this Code has been violated. The Vendor shall fully cooperate with audits, investigations, examinations and reviews by the Nassau County Inspector General conducted pursuant to section 187 of the Nassau County Charter.

### **Section 5.04 Confidential Information**

At no time shall any Vendor who obtains confidential or proprietary Nassau County information in the course of doing or seeking to do business with the County disclose any such information to any person not authorized by Nassau County to receive such information or use such information for any personal gain except as necessary to fulfill its contractual obligations to Nassau County.

If the Vendor receives from any source confidential or proprietary Nassau County information prior to the award of a resulting contract and, where applicable, approval by the County Legislature, without the explicit approval of the Designated Point of Contact, the Vendor shall immediately so notify the Designated Point of Contact.

Nassau County confidential or proprietary information includes, but is not limited to, internal cost estimates and proposals submitted by other Vendors.





## Vendor Code of Ethics

### **Section 5.05 Prohibition Regarding Bidding by Participants in Procurement Development**

No Vendor who participates in the development of a scope of work, solicitation documents, assessment criteria, contractual instruments or technical specifications may participate as a bidder, sub-bidder, proposer or sub-proposer on that particular procurement or perform any work on that particular procurement or any other procurement that would constitute an organizational conflict of interest or would give that Vendor an unfair advantage over other bidders or proposers on that procurement. This prohibition may be waived in writing by the County Chief Procurement Officer upon a showing of good cause.

## **Chapter 6: FORMER NASSAU COUNTY EMPLOYEES**

### **Section 6.01 Appearance Before Former Agency-Two Year Bar**

Except as provided for in Section 2218(8) of the Nassau County Code of Ethics, the Vendor will not permit a former Nassau County Employee to appear or practice before any Nassau County agency, either prior to award or in the performance of a Nassau County contract, for a period of two years after termination of the Nassau County Employee's services with the County.

### **Section 6.02 Appearance Before Former Agency-Life Time Bar**

Except as provided for in Section 2218(8) of the Nassau County Code of Ethics, the Vendor will not permit a former Nassau County Employee to appear, practice, communicate or otherwise render services before the agency that employed the officer or employee or any other agency of Nassau County, either prior to award or in the performance of an agency's contract in relation to any case, proceeding, application or transaction with respect to which such former officer or employee was directly concerned and in which he or she personally participated, or which was under his or her active consideration during the period of his or her employment. This provision is a lifetime bar on projects that the former Nassau County Employee previously worked on while employed by the County.



## Vendor Code of Ethics

### Chapter 7: NON-COLLUSION

#### Section 7.01 Independent Bid Assessment

The Vendor will calculate the price(s) contained in any bid or proposal independently, without collusion, consultation, communication, or agreement with any competing Vendor for the purpose of restricting competition.

#### Section 7.02 Non-Communication of Bid

Unless otherwise required by law, the price(s) which the Vendor quotes in its bid or proposal will not knowingly be disclosed by the Vendor, directly or indirectly, to any competing Vendor prior to the closing date for bids or proposals.

#### Section 7.03 Bid Submission

The Vendor will not make any attempt to induce any other individual or entity to submit or not to submit a bid or proposal.

### Chapter 8: DISTRIBUTION AND CERTIFICATION

#### Section 8.01 Distribution of Vendor Code of Ethics and Vendor's Participating Employee Acknowledgements

As a condition of being considered for the award of any contract above the County's small purchase threshold of \$10,000, the Vendor will be required to distribute copies of the Nassau County Vendor Code of Ethics to all Participating Employees prior to any of those employee's participation in the procurement. The Code may be distributed either in hard copy or electronically as a separate PDF.

Additionally, as a condition of being considered for the award of any contract above the County's small purchase threshold, the Vendor will be required to obtain an acknowledgement from each of its Participating Employees ("Participating Employee Acknowledgements") that they have received, read, understand, and will comply with the Nassau County Vendor Code of Ethics.





## Vendor Code of Ethics

The Vendor's responsibility for distributing copies of the Nassau County Vendor Code of Ethics and obtaining such signed Participating Employee Acknowledgements is ongoing until completion of performance of the contract and shall be retained for the same period as the Vendor is required to retain other contract documents in accordance with their contract with the County.

Receipt and retention of Participating Employee Acknowledgments by the Vendor shall be subject to audit by Nassau County.

### Section 8.02 Vendor Certifications

The vendor by signing the final contract thereby certifies and attests to the following:

- (a) The Vendor has been provided with a copy of the Nassau County Vendor Code of Ethics and will comply with all of the provisions of the Code;
- (b) All of its Participating Employees during the course of procurement or contract have been provided with a copy of the Nassau County Vendor Code of Ethics prior to any of those employees' participation in the procurement;
- (c) All Participating Employees have completed the acknowledgement required by Section 8.01 of this Code;
- (d) The Vendor will retain all of the signed Participating Employee Acknowledgements for the same period as the Vendor is required to retain other contract documents in accordance with their contract with the County;
- (e) The Vendor will continue to distribute the Nassau County Vendor Code of Ethics, obtain signed Participating Employee Acknowledgements as new Participating Employees are added or changed during the contract period, and retain all of the signed acknowledgements for the same period as the Vendor is required to retain other contract documents in accordance with their contract with the County.





## Vendor Code of Ethics

### Section 8.03 Subcontractor Certifications

As a condition of being considered for the award of any contract above the County's small purchase threshold, the Vendor will obtain certifications executed by authorized officials from all of its lower tier subcontractors, subconsultants and suppliers (as well as from any other subcontractors, subconsultants and suppliers from whom that Vendor is soliciting or has received proposals for work on a Nassau County contract) whose employees have communicated or may communicate with Nassau County Employees. This obligation is ongoing and shall last through the completion of performance of the contract. Receipt and retention of lower tier certifications by the Vendor shall be subject to audit by Nassau County.



## Vendor Code of Ethics

### Chapter 9: PENALTIES

#### Section 9.01 Responsibility Determination

For violation of any provision of the Nassau County Vendor Code of Ethics, Nassau County may avail itself of every remedy in law or equity, or as agreed to by parties in any contract, including but not limited to declaring the Vendor non-responsible or in material breach of the contract.

#### Section 9.02 Civil/Criminal Penalties

Additionally, violation of the Nassau County Vendor Code of Ethics or a provision thereof may subject the Vendor to criminal or civil penalties under State or Federal law.

### Chapter 10: REPORTING OBLIGATION

#### Section 10.01 Reporting Gift Requests

Notwithstanding the provisions of Chapter 4 above, the Vendor is obligated to immediately report to Nassau County's Inspector General and the County Chief Procurement Officer, any and all requests made to the Vendor by any Nassau County Employee for a Gift.

#### Section 10.02 Reporting Material Changes

The Vendor is under a continuing obligation to report any change in circumstances that materially affects any prior report to Nassau County to Department of Chief Contracting Officer, including but not limited to disclosure of conflicts of interest and representations made in the Contractor Responsibility Form.

#### Section 10.03 Reporting Violations and Overpayments

The Vendor is obligated to timely report in writing to Nassau County's Inspector General, in connection with the award, performance or closeout of the Nassau County contract or subcontract, any credible evidence of significant overpayments on the contract or that a principal, employee, agent or subcontractor has committed a



## Vendor Code of Ethics

violation of law involving fraud, conflict of interest, bribery or gratuities.

### Chapter 11: PROHIBITION ON RETALIATION

#### Section 11.01 Prohibition

To facilitate the reporting obligations under Chapter 10, this code strictly forbids all Vendors and Vendors' Employees from taking any Retaliatory Action against individuals who make such reports.





## Vendor Code of Ethics

### CERTIFICATION REGARDING DISTRIBUTION OF NASSAU COUNTY VENDOR CODE OF ETHICS

Bid Proposal No.: B90042-01H

Project Description: 1194 Prospect Avenue HVAC and Record Storage Modifications

The prospective lower tier participant Atlantic Contracting & Specialties LLC (subcontractor, subconsultant, or supplier name) hereby certifies, by submission of this bid or proposal to Hi Tech AC [prime contractor] in connection with the Nassau County bid or proposal number referenced above, to the best of its knowledge and belief, that all officers and personnel who have communicated or may communicate with Nassau County employees during the course of the procurement and through the completion of performance of the contract have been provided with a copy of the Nassau County Vendor Code of Ethics prior to each of these employee's participating in the procurement.

Executed this 18th day of May, 2020.

By

Signature of Authorized Official

Brian Aull Branch Manager

Name and Title of Authorized Official





## Vendor Code of Ethics

### CERTIFICATION REGARDING DISTRIBUTION OF NASSAU COUNTY VENDOR CODE OF ETHICS

Bid Proposal No.: B90042-61H

Project Description: 1194 Prospect Avenue HVAC and Record Storage Modifications

The prospective lower tier participant All County Crane & Rigging LLC (subcontractor, subconsultant, or supplier name) hereby certifies, by submission of this bid or proposal to Hi Tech Air Cond Service [prime contractor] in connection with the Nassau County bid or proposal number referenced above, to the best of its knowledge and belief, that all officers and personnel who have communicated or may communicate with Nassau County employees during the course of the procurement and through the completion of performance of the contract have been provided with a copy of the Nassau County Vendor Code of Ethics prior to each of these employee's participating in the procurement.

Executed this 18th day of May, 2020.

By Carla Hanson Signature of Authorized Official

Carla Hanson, Member

Name and Title of Authorized Official



## Vendor Code of Ethics

### CERTIFICATION REGARDING DISTRIBUTION OF NASSAU COUNTY VENDOR CODE OF ETHICS

Bid/Proposal No.:

B90042-01H

Project Description: 1194 Prospect Avenue HVAC and Record Storage Modifications

The prospective lower tier participant \_\_\_\_\_ (subcontractor, subconsultant, or supplier name) hereby certifies, by submission of this bid or proposal to \_\_\_\_\_ [prime contractor] in connection with the Nassau County bid or proposal number referenced above, to the best of its knowledge and belief, that all officers and personnel who have communicated or may communicate with Nassau County employees during the course of the procurement and through the completion of performance of the contract have been provided with a copy of the Nassau County Vendor Code of Ethics prior to each of these employee's participating in the procurement.

Executed this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_.

By \_\_\_\_\_ Signature of Authorized Official

\_\_\_\_\_  
Name and Title of Authorized Official





## Vendor Code of Ethics

### PARTICIPATING EMPLOYEE ACKNOWLEDGEMENT REGARDING NASSAU COUNTY VENDOR CODE OF ETHICS

Company: HiTech Air Conditioning Service Inc

Bid/Proposal No.: B90042-01H

I, Ronald Davusa, acknowledge that I have received and read the Nassau County Vendor Code of Ethics on May 18, 2020 and that I understand it and will comply with this Code in my participation in procurements between HiTech Air Conditioning Service Inc (Vendor name) and Nassau County.

Executed this 18 day of May, 2020

By Ronald Davusa Signature of Employee

Ronald Davusa Name and Title of Employee  
President

## PROPOSAL

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DETERMINATION OF LOW BID. Determination of low Bid will be made by comparing the total Bid which shall include the lump sum Base Bid price, unit price totals and allowances, plus the Add Alternate(s), minus the Deduct Alternate(s) where applicable, taken in order, or none of them, whichever amount(s) shall be judged by the Commissioner of Public Works to be in the best interest of the County.



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PROPOSAL

GENERAL CONSTRUCTION

PROPOSAL: For all work in accordance with the drawings and specifications:

Hi Tech Air Conditioning Service Inc  
(Individual, Firm or Corporation, as case may be)

Individual's Social Security Number: \_\_\_\_\_

Firm or Corporation's Federal ID Number: 11-2722111

Firm or Corporation's Municipal License ID Number: \_\_\_\_\_

Municipal Licensing Agency: \_\_\_\_\_

By: Ronald D'Aversa Date: 5/18/20

(Print): RONALD D'AVERSA Title: President

WHERE BIDDER IS A CORPORATION, ADD

ATTEST: Ronald D'Aversa  
Secretary

(CORPORATE)  
(SEAL)

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PROPOSAL

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GENERAL CONSTRUCTION

Note: The Bids shall be sworn to by the person signing them, in one of the following forms:

(Form of Affidavit where Bidder is an Individual)

STATE OF NEW YORK)

) ss.:

COUNTY OF NASSAU )

\_\_\_\_\_ Being duly sworn, deposes and says: That he is the person described in and who executed the foregoing Bid and that the several matters therein stated are in all respects true.

Subscribed and sworn to before me

This \_\_\_\_\_ day of \_\_\_\_\_ 20\_\_\_\_\_.

\_\_\_\_\_  
Notary Public

(Form of Affidavit where Bidder is a Firm)

STATE OF NEW YORK)

) ss.:

COUNTY OF NASSAU )

\_\_\_\_\_ Being duly sworn, deposes and says: That he is a member of \_\_\_\_\_, the firm described in and which executed the foregoing Bid; that he duly subscribed the name of the firm thereunto on behalf of the firm; and that the several matters therein stated are in all respects true.

Subscribed and sworn to before me

This \_\_\_\_\_ day of \_\_\_\_\_ 20\_\_\_\_\_.

\_\_\_\_\_  
Notary Public



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## QUALIFICATION STATEMENT

Note: All blanks in the form are to be filled in. Where blanks are not applicable to your firm, so indicate in each instance.

1. How many years has your firm been in the business under your present business name? 35 years
2. How many years experience in the construction work of a similar type as this contract has your firm had;

a. as a Prime Contractor 35

b. as a Subcontractor \_\_\_\_\_

3. List below the construction projects your firm has under way as of this date:

Contract Amount	Class of work	Percent Completed	Name and Address of Owner or Contracting Officer
-----------------	---------------	-------------------	--

*See attached list of on-going projects*

(use additional blank sheets if additional space is necessary)

4. List the projects which your firm as a firm has performed in the past few years which you feel will qualify you for this work:

Contract Amount	Class of work	Percent Completed	Name and Address of Owner or Contracting Officer
-----------------	---------------	-------------------	--

*See attached letter of experience and qualification*

(use additional blank sheets if additional space is necessary)

5. Have you:

a. ever failed to complete any work awarded to You? No  
If so; identify the project, the owner, the contract amount, the circumstances and date of all such failures to complete.

b. ever been defaulted on a contract? No  
If so; identify the project, the owner, the contract amount, the circumstances and the date of all default actions.

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## Hi Tech Air Conditioning Service, Inc.

60 Otis Street • West Babylon, NY 11704  
(631) 491-5210 • Fax (631) 491-5307

May 18, 2020

Re: Certified Letter of Incorporation

I, Ronald D'Aversa of Hi Tech Air Conditioning Service, Inc. certify that Hi Tech Air Conditioning Service, Inc. was incorporated under the laws of the State of New York in January, 1985 and is not disbarred from bidding or working on any public works projects by the New York State Department of Labor.

Hi Tech Air Conditioning Service, Inc. has resided at 60 Otis Street, West Babylon, NY 11704 for 23 years.

The corporate owners and principals of Hi Tech Air Conditioning Service, Inc. is as follows:

Ronald D'Aversa, President  
Anil Ragunath, Vice President  
Ronald D'Aversa Jr., Secretary/Treasurer

Sincerely,

Ronald D'Aversa  
President

Sworn to before me this 18 day of May, 2020

Notary Public

SILVIA M. ADAIR  
Notary Public, State of New York  
No. 01AD6098957  
Qualified in Suffolk County  
Commission Expires Sept. 22, 2023



*8:00 AM RE*  
*From: Adolph H. Siegel, Esq.*  
*VIA FAX*  
*491-5307*

**RECEIPT OF DEPARTMENT OF STATE**

NYS DEPARTMENT OF STATE

FILING RECEIPT

INCORPORATION (BUSINESS)

CORPORATION NAME

HI-TECH AIR CONDITIONING SERVICE, INC.

DATE FILED

01/16/85

DURATION &amp; COUNTY CODE

P

SUFF

FILM NUMBER

B183211-6

CASH NUMBER

467734

NUMBER AND KIND OF SHARES

200NPV

LOCATION OF PRINCIPAL OFFICE

BABYLON

\$XL

ADDRESS FOR PROCESS

THE CORP.  
 139 WHITTIER AVENUE

NORTH BABYLON NY 11703

REGISTERED AGENT

## FEES AND/OR TAX PAID AS FOLLOWS:

AMOUNT OF CHECK \$ 00410.00

AMOUNT OF MONEY ORDER \$

AMOUNT OF CASH \$

\$ 6.00 DOLLAR FEE TO COUNTY

\$ 100.00 FILING  
 \$ 00010.00 TAX  
 \$ CERTIFIED COPY  
 \$ CERTIFICATE

FILER NAME AND ADDRESS

ADOLPH H. SIEGEL  
 THE SIE-GOLD BUILDING  
 145 E. SUNRISE HIGHWAY  
 LINDENHURST

NY 11757

TOTAL PAYMENT \$ 0000110.00

REFUND OF \$

TO FOLLOW

380604-003 (8/84)

GAIL S SHAFFER - SECRETARY OF STATE

CONTRACT	CONTRACT AMOUNT	% Billed to Date	as of date	Value of	Value to complete	START DATE	COMPLETION DATE
North Bellmore Public Library - HVAC Upgrade	\$ 811,000.00	94%	8/31/2019	\$ 765,746	\$ 45,254	Mar-18	Dec-19
Hewlett SD- Franklin Early Childhood Center	\$ 3,326,000.00	98%	12/31/2019	\$ 3,243,183	\$ 82,817	Jun-18	Dec-19
Amityville UFSD-HS	\$ 4,254,023.00	64%	1/31/2020	\$ 2,722,575	\$ 1,531,448	Oct-18	Dec-20
Amityville UFSD-Northwest ES	\$ 1,681,210.00	14%	12/31/2019	\$ 235,369	\$ 1,445,841	Jun-19	Jun-20
Amityville UFSD-Northeast ES	\$ 501,000.00	83%	12/31/2019	\$ 415,830	\$ 85,170	Jun-20	Apr-20
Nassau County - Hicksville Garage	\$ 1,498,000.00	87%	12/31/2019	\$ 1,303,260	\$ 194,740	Apr-19	May-20
Nassau County - Mitchell Field Rifle Range	\$ 296,000.00	81%	1/31/2020	\$ 239,760	\$ 56,240	Jul-19	Dec-19
Nassau County - Mitchell Field Rifle Range-phase II	\$ 1,441,165.00			\$ -	\$ 1,441,165		
NYPD 107th Precinct	\$ 1,488,000.00	7%	12/31/2019	\$ 104,160	\$ 1,383,840		May-20
Great Neck UFSD-HS & MS	\$ 2,195,000.00	92%	1/31/2020	\$ 2,022,693	\$ 172,308	Jun-19	Apr-20
Great Neck UFSD-EM Baker	\$ 908,000.00	0%		\$ -	\$ 908,000	01/221	Aug-21
				\$ -	\$ -		
Southampton Town Hall	\$ 1,426,000.00	65%	12/31/2019	\$ 926,900	\$ 499,100	Jun-19	Jun-20
Suffolk County DPW - Board of Elections	\$ 668,000.00	25%	1/31/2020	\$ 167,000	\$ 501,000	Jun-19	Jun-20
City of Long Beach	\$ 637,000.00	99%		\$ 630,630	\$ 6,370	Jun-19	Mar-20
East Meadow Library	\$ 1,270,831.00	60%	1/31/2020	\$ 762,499	\$ 508,332	Jul-19	Aug-20
Half Hollow Hills Library	\$ 2,115,000.00	13%	12/31/2020	\$ 274,950	\$ 1,840,050	Jul-19	Nov-20
Village of Freeport	\$ 175,700.00			\$ -	\$ 175,700		Mar-20





## Hi Tech Air Conditioning Service, Inc.

60 Otis Street • West Babylon, NY 11704  
(631) 491-5210 • Fax (631) 491-5307

May 18, 2020

Re: Certified Letter of Experience and Qualifications

Hi Tech Air Conditioning Service, Inc. certifies that the projects listed below have been completed on time and to the satisfaction of our customers. There were no liens filed or litigation/arbitration commenced as a result of our work performed. Hi Tech Air Conditioning Service, Inc. can provide executed Performance Bond and Labor and Material Bonds required.

NYC Department of Education – Edward R Murrow HS \$1,125,100  
Ramesh Narayan – 917-396-8453

Lawrence UFSD – Lawrence High School \$722,386  
Jack Eisenbach – 315-735-1916

Christopher Morley Park/Grant Park Ice Rinks \$1,355,000  
Mike Fritz – 516-537-2772

Nassau County Firefighters Museum \$1,540,000  
Joseph Amerigo – 516-571-6804

Nassau County Aquatic Center \$2,249,523  
Adrian Cavanagh – 516-571-6872

Nassau County – 200 County Seat Drive \$595,654  
Michael Puleo – 516-571-6917

Nassau County – Supreme Court \$499,505  
Michael Puleo – 516-571-6917

Please feel free to contact any of these projects for verification of our performance and quality of work.

Please do not hesitate to call if you require any additional information.

Sincerely,

Ronald D'Aversa  
President

Sworn to before me this 18 day of May, 2020

Notary Public

SILVIA M. ADAIR  
Notary Public, State of New York  
No. 01AD6098957  
Qualified in Suffolk County  
Commission Expires Sept. 22, 2023





## **Hi Tech Air Conditioning Service, Inc.**

60 Otis Street • West Babylon, NY 11704  
(631) 491-5210 • Fax (631) 491-5307

### **REFERENCES**

<b><u>Contact</u></b>	<b><u>Telephone</u></b>
Mr. Adrian Cavanagh Nassau County DPW	516-571-6872
Mr. Joseph Riccio Director of Engineering Nederlander Organization	917-306-5782 cell
Mr. Richard Luniewski Project Director St. John's University	718-990-2377
Mr. Ray Stroh Engineering St. Catherine's of Siena Hospital	631-862-3070
Ms. Maryann Ortega Skyline Management (160/600 Old Country Rd)	516-393-8400 x157
Mr. Angel Serrano White Plains Police Headquarters	914-426-6084
Mr. Steve Bills Westfield – Sunrise Mall	516-322-1474 (cell) 516-795-3550 x212 (office)
Mr. Jim Frank Smith Haven Mall	631-724-8066 516-506-1181 (cell)
Mr. Chris Masterangelo Director of Engineering Helen Keller Institute	516-944-8900 x201

If you have any difficulty in reaching any of these accounts, or wish additional listings, please do not hesitate to contact us.

- c. ever been declared a non-responsible bidder by any municipality or public agency? No  
If so; identify the project, the owner, the contract amount, the circumstances and the date of all such declarations

- d. ever been barred from bidding municipal or public contracts? No  
If so; identify the municipality or public agency, the circumstances, date and term of disbarment for all debarments.

(use additional blank sheets if additional space is necessary)

6. Has any officer, partner or principal of your firm ever been on officer, partner or principal of some other firm:

- a. that failed to complete a construction contract? No  
If so, state name of individual and identify the name of firm, the project, the owner, the contract amount, the circumstances and the date of all such failures to complete for all principals of the firm.

- b. that has ever been defaulted on a contract? No  
If so; state the name of the individual and identify the name of the firm, the project, the owner, the contract amount, the circumstances and the date of all default actions for all principals of the firm.

- c. that has ever been declared a non-responsible bidder by any municipality or public agency? No  
If so; state the name of the individual and identify the name of the firm, the project, the owner, the contract amount, the circumstances and the date of all such declarations for all principals of the firm.

**NO TEXT ON THIS PAGE**



d. that has ever been barred from bidding municipal or public contracts? No

If so; state the name of the individual and identify the name of the firm, the municipality or public agency, the circumstances, date and term of debarment for all debarments for all principals of the firm.

(use additional blank sheets if additional space is necessary)

7. Has any officer or partner of your firm ever failed to complete a construction contract handled in his name? No

If so, state name of individual, name of owner and reason therefor:

8. Disclose any and all violations of the Prevailing Wage and Supplemental Payment Requirements of the Labor Law of New York State.

None

9. Disclose any and all other Labor Law Violations, including, but not limited to, child labor violations, failure to pay wages, or unemployment insurance tax delinquencies within the past five years.

None

10. In what other lines of business are you financially interested?

None

**NO TEXT ON THIS PAGE**

11. What is the construction experience of the principal individuals of your firm?

Individual's Name	Present Position or Office	Years of Construction Experience	Magnitude and type of work	In what Capacity
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*See attached Resumes*

(use additional blank sheets if additional space is necessary)

12. List below the equipment that you own that is available for the proposed work, giving present location where it may be inspected:

Item	Description, Size Capacity, Year, etc.	Years of Service	Present Location
------	---	---------------------	---------------------

*Warehouse Located at 60 Otis Street, West Babylon  
fully stocked and service vans stocked with  
misc. parts and small hand tools*

(use additional blank sheets if additional space is necessary)

NOTE: Should the equipment be moved from the above mentioned location, the submitted hereby agrees upon request of the County to state the new location where same may be found.

13. If any of the above equipment is covered by chattel mortgage, conditional bill of sale, lien, or like encumbrance, state the complete details as to nature and amount of encumbrance, the name and address of the holder, etc.

*None*

(use additional blank sheets if additional space is necessary)



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ANIL RAGUNATH

XXXXXXXXXXXXXXXXXXXX  
XXXXXXXXXXXXXXXXXXXX  
XXXXXXXXXXXXXXXXXXXX  
XXXXXXXXXXXXXXXXXXXX  
XXXXXXXXXXXXXXXXXXXX

**Hi Tech Air Conditioning Service, Inc. (2002 to Present)**

60 Otis Street  
West Babylon, NY 11704

Vice President

Began with Hi Tech Air Conditioning Service, Inc. as a Sheet-metal worker, promoted to estimating in 2009, responsible for project management and supervision of all large construction projects. Became partner in 2018.

**EB Mechanical (2000 – 2002)**

57-41 59<sup>th</sup> Street  
Flushing, NY 11378

Sheet Metal Technician

Fabricated and installed sheet metal.

**BMC Corp. (1995 – 2000)**

159-08 Grand Central Parkway  
Jamaica, NY

Field Technician

Rebuilt cooling towers.

RONALD D'AVERSA, JR.

~~XXXXXXXXXXXXXXXXXXXX~~  
~~XXXXXXXXXXXXXXXXXXXX~~  
~~XXXXXXXXXXXXXXXXXXXX~~

**Hi Tech Air Conditioning Service, Inc. (2003 – Present)**

60 Otis Street

West Babylon, NY 11704

Secretary/Treasurer

Began with the company as a Service Technician, proficient in all roof top units, absorption and centrifugal chillers. Certified in Smardt Chiller Systems installation and maintenance. Became a Controls Technician - certified in installation and maintenance of Carrier control systems. Became a partner in 2018.



**RONALD D'AVERSA**

~~XXXXXXXXXXXXXXXXXXXXXXX~~  
~~XXXXXXXXXXXXXXXXXXXXXXX~~

**WORK EXPERIENCE:**

**Hi Tech Air Conditioning Services, Inc. (1985 – Present)**

60 Otis Street  
West Babylon, NY 11704

President - Service, repair and installations of industrial/commercial air conditioning and refrigeration units including ice rinks, chillers and computer room units.

**Carrier Corp (1983 – 1985)**

Syosset, NY

Service industrial air conditioning. Duties included ice rinks, chillers, computer room air conditioning units.

**Bailey Refrigeration (1978 – 1983)**

74 Sullivan Street  
Brooklyn, NY

Service of industrial air conditioning and marine air conditioning. Duties included air handling systems, compressor replacements and all aspects of air conditioning and refrigeration repair.

**Amana Refrigeration (1977 – 1978)**

New Highway  
Farmingdale, NY

Service of domestic air conditioning and refrigeration.

14. In what manner have you inspected this proposed work?  
Explain in detail.

*On-site inspection*

(use additional blank sheets if additional space is necessary)

15. Explain your plan and lay-out for performing the proposed work.

*As per specifications and drawings*

16. If a contract is awarded or a permit is issued, to your firm, who will have the personal supervision of the work? Attach resume.

*Ronald D'Aversa*

17. Insurance carried by your firm:

Type	Company	Limits of Coverage	Term
------	---------	--------------------	------

*See attached certificates of insurance*

**NO TEXT ON THIS PAGE**





# CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)

10/28/2019

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

**IMPORTANT:** If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must have ADDITIONAL INSURED provisions or be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER Cotgreave Insurance Agency, Inc. 558 Portion Rd.  Ronkonkoma NY 11779	CONTACT NAME: Laura Scherer PHONE (A/C, No, Ext): (631) 981-5400 E-MAIL: lscherer@get-insured.com ADDRESS:  INSURER(S) AFFORDING COVERAGE INSURER A: Harleysville Ins Co Of New York INSURER B: Harleysville Ins Co INSURER C: Harleysville Worcester Insurance Company INSURER D: Travelers Indemnity Co. INSURER E: INSURER F:	FAX (A/C, No): (631) 981-5448 NAIC # 10674 23582 26182 25658
INSURED Hi-Tech Air Conditioning Service, Inc. 60 Otis Street  West Babylon NY 11704-1406		

## COVERAGES

CERTIFICATE NUMBER: Master 19-20

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 VVD	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 <input checked="" type="checkbox"/> CONTRACTUAL LIABILITY  GEN'L AGGREGATE LIMIT APPLIES PER: <input type="checkbox"/> POLICY <input checked="" type="checkbox"/> PROJECT <input type="checkbox"/> LOC OTHER:			MPA0000067750U	11/01/2019	11/01/2020	EACH OCCURRENCE \$ 1,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 100,000 MED EXP (Any one person) \$ 5,000 PERSONAL & ADV INJURY \$ 1,000,000 GENERAL AGGREGATE \$ 2,000,000 PRODUCTS - COMP/OP AGG \$ 2,000,000 \$
B	AUTOMOBILE LIABILITY <input checked="" type="checkbox"/> ANY AUTO <input type="checkbox"/> OWNED AUTOS ONLY <input type="checkbox"/> HIRED AUTOS ONLY <input type="checkbox"/> SCHEDULED AUTOS <input type="checkbox"/> NON-OWNED AUTOS ONLY			BA 00000067749U	11/01/2019	11/01/2020	COMBINED SINGLE LIMIT (Ea accident) \$ 1,000,000 BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$ \$
C	<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			CMB0000067748U	11/01/2019	11/01/2020	EACH OCCURRENCE \$ 5,000,000 AGGREGATE \$ 5,000,000 \$
	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 <input type="checkbox"/> N/A					PER STATUTE E.L. EACH ACCIDENT \$ E.L. DISEASE - EA EMPLOYEE \$ E.L. DISEASE - POLICY LIMIT \$
D	EXCESS UMBRELLA LIABILITY			ZUP-21P18923-19-NF	11/01/2019	11/01/2020	EACH OCCURRENCE \$5,000,000 AGGREGATE \$5,000,000

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

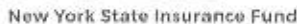
Nassau County Department of Public Works is an Additional Insured under the General Liability policy when required by written contract.

## CERTIFICATE HOLDER

## CANCELLATION

Nassau County Department of Public Works 1194 Prospect Avenue  Westbury NY 11590	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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| nysif.com

112722111



SCAN TO VALIDATE  
AND SUBSCRIBE

<b>POLICYHOLDER</b> HI-TECH AIR CONDITIONING SERVICE INC. 60 OTIS STREET WEST BABYLON NY 11704		<b>CERTIFICATE HOLDER</b> COUNTY OF NASSAU DEPARTMENT OF PUBLIC WORKS 1194 PROSPECT AVENUE WESTBURY NY 11590-2723	
<b>POLICY NUMBER</b> Z 1263 653-6	<b>CERTIFICATE NUMBER</b> 832485	<b>POLICY PERIOD</b> 04/01/2020 TO 04/01/2021	<b>DATE</b> 02/27/2020

THIS IS TO CERTIFY THAT THE POLICYHOLDER NAMED ABOVE IS INSURED WITH THE NEW YORK STATE INSURANCE FUND UNDER POLICY NO. 1263 653-6, COVERING THE ENTIRE OBLIGATION OF THIS POLICYHOLDER FOR WORKERS' COMPENSATION UNDER THE NEW YORK WORKERS' COMPENSATION LAW WITH RESPECT TO ALL OPERATIONS IN THE STATE OF NEW YORK, EXCEPT AS INDICATED BELOW.

IF YOU WISH TO RECEIVE NOTIFICATIONS REGARDING SAID POLICY, INCLUDING ANY NOTIFICATION OF CANCELLATIONS, OR TO VALIDATE THIS CERTIFICATE, VISIT OUR WEBSITE AT [HTTPS://WWW.NYSIF.COM/CERT/CERTVAL.ASP](https://www.nysif.com/cert/certval.asp). THE NEW YORK STATE INSURANCE FUND IS NOT LIABLE IN THE EVENT OF FAILURE TO GIVE SUCH NOTIFICATIONS.

THE POLICY INCLUDES A WAIVER OF SUBROGATION ENDORSEMENT UNDER WHICH NYSIF AGREES TO WAIVE ITS RIGHT OF SUBROGATION TO BRING AN ACTION AGAINST THE CERTIFICATE HOLDER TO RECOVER AMOUNTS WE PAID IN WORKERS' COMPENSATION AND/OR MEDICAL BENEFITS TO OR ON BEHALF OF AN EMPLOYEE OF OUR INSURED IN THE EVENT THAT, PRIOR TO THE DATE OF THE ACCIDENT, THE CERTIFICATE HOLDER HAS ENTERED INTO A WRITTEN CONTRACT WITH OUR INSURED THAT REQUIRES THAT SUCH RIGHT OF SUBROGATION BE WAIVED.

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS NOR INSURANCE COVERAGE UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICY.

NEW YORK STATE INSURANCE FUND

Frank Bell

DIRECTOR, INSURANCE FUND UNDERWRITING

VALIDATION NUMBER: 187093123



18. The undersigned hereby declares: That the foregoing information contained in this bid is a true statement, including, but not limited to, the financial condition of the individual firm herein first named as of the date herein given; the undersigned has read that portion of the Instructions to the Bidders entitled **"Qualifications and Responsibility of Bidders"** and that the bidder acknowledges its affirmative obligation to transmit with this statement any matters relevant and material to those contractor qualifications and responsibility standards; that this statement is for the express purpose of inducing the party to whom it is submitted to award the submitted a contract or issuance of a permit; that any depository, vendor or other agency herein named is authorized to supply such party with any information necessary to verify this statement; and that it understands and agrees that any material misrepresentation or omission of material fact may be deemed grounds for disqualification of the bidder as "not responsible," and may also subject the bidder to future debarment, penalties, and sanctions, to the extent permitted by law.



Ronald D'Aversa, President

HiTech Air Conditioning Service Inc.

5/18/2020

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NOTE: The bids shall be sworn to by the person signing them, in one of the following forms:

(Form of affidavit where Bidder is a corporation)

STATE OF NEW YORK )  
Suffolk ) ss.:  
COUNTY OF ~~NASSAU~~ )

Ronald D'Arena Being duly sworn, deposes and says:  
That he resides at \_\_\_\_\_ Street,  
in the City of \_\_\_\_\_ that he is the \_\_\_\_\_ of

the corporation described in and which executed the foregoing instrument; that he knows the seal of said corporation; that the seal affixed to the said instrument is such corporate seal and was affixed by order of the Board of Directors of said corporation; that he signed his name thereto by like order; and that he has knowledge of the several matters therein stated and they are in all respects true.

Subscribed and sworn to before me  
this 18 day of May, 2020.

S. M. Adair  
Notary

SILVIA M. ADAIR  
Notary Public, State of New York  
No. 01AD6098957  
Qualified in Suffolk County  
Commission Expires Sept. 22, 2023

(Form of Affidavit where Bidder is a firm)

STATE OF NEW YORK )  
 ) ss.:  
COUNTY OF NASSAU )

\_\_\_\_\_ Being duly sworn, deposes and says:  
That he is a member of  
the firm described in and which executed the foregoing bid; that he  
duly subscribed the name of the firm hereunto on behalf of the firm;  
and that the several matters therein stated are in all respects true.  
Subscribed and sworn to before me  
this \_\_\_\_\_ day of \_\_\_\_\_, 20 \_\_\_\_\_.

\_\_\_\_\_  
Notary

(Form of Affidavit where Bidder is an individual)

STATE OF NEW YORK )  
 ) ss.:  
COUNTY OF NASSAU )

\_\_\_\_\_ Being duly sworn, deposes and says:  
That he is the person described in and who executed the foregoing bid  
and that the several matters therein stated are in all respects true.  
Subscribed and sworn to before me  
this \_\_\_\_\_ day of \_\_\_\_\_, 20 \_\_\_\_\_.

\_\_\_\_\_  
Notary

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## Notice of Award

NO TEXT ON THIS PAGE



**HI-TECH AIR CONDITIONING SERVICE, INC.**  
**FINANCIAL STATEMENTS**  
**TOGETHER WITH INDEPENDENT ACCOUNTANTS'**  
**REVIEW REPORT**  
**DECEMBER 31, 2018**

**HI-TECH AIR CONDITIONING SERVICE, INC.**

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# George L. Klueg, CPA, PC

Certified Public Accountants and Advisors

## INDEPENDENT ACCOUNTANT'S REVIEW REPORT

To the Shareholders  
Hi-Tech Air Conditioning Service, Inc.  
West Babylon, New York

We have reviewed the accompanying financial statements of Hi-Tech Air Conditioning Service, Inc. (a New York S corporation) which comprise the balance sheet as of December 31, 2018, and the related statements of operations and retained earnings and cash flows for the year then ended and the related notes to the financial statements. A review includes primarily applying analytical procedures to management's financial data and making inquiries of management. A review is substantially less in scope than an audit, the objective of which is the expression of an opinion regarding the financial statements as a whole. Accordingly, we do not express such an opinion.

### Management's Responsibility for the Financial Statements

Management is responsible for the preparation and fair presentation of the financial statements in accordance with accounting principles generally accepted in the United States of America; this includes designing, implementing, and maintenance of internal control relevant to the preparation and fair presentation of the financial statements that are free from material misstatement whether due to fraud or error.

### Accountant's Responsibility

Our responsibility is to conduct the review in accordance with Statements on Standards for Accounting and Review Services promulgated by the Accounting and Review Services Committee of the AICPA. Those standards require us to perform procedures to obtain limited assurance as a basis for reporting whether we are aware of any material modifications that should be made to the financial statements for them to be in accordance with accounting principles generally accepted in the United States. We believe that the results of our procedures provide a reasonable basis for our conclusion.

### Accountant's Conclusion

Based on our review, we are not aware of any material modifications that should be made to the accompanying financial statements in order for them to be in accordance with accounting principles generally accepted in the United States of America.

Melville, New York  
July 31, 2019

**HI-TECH AIR CONDITIONING SERVICE, INC.**  
**BALANCE SHEET**  
**AS OF DECEMBER 31, 2018**

**ASSETS**

**CURRENT ASSETS**

Cash	\$ 224,726
Accounts receivable, net	8,109,129
Prepaid income taxes	39,305
Employee loans	5,297
Prepaid expenses	<u>10,649</u>
<b>Total Current Assets</b>	<b><u>8,389,106</u></b>

**PROPERTY, PLANT, AND EQUIPMENT**

Property, plant and equipment	288,093
Less- accumulated depreciation	<u>270,448</u>
<b>Property, Plant and Equipment - Net</b>	<b><u>17,645</u></b>
<b>Total Assets</b>	<b>\$ <u>8,406,751</u></b>

**LIABILITIES AND SHAREHOLDERS' EQUITY**

**CURRENT LIABILITIES**

Accounts payable	\$ 1,629,127
Line of credit payable	325,000
Sales and payroll taxes payable	56,291
Accrued expenses	60,876
Due to affiliates	97,705
Deferred tax liability	195,000
Citistreet 401k payable	<u>1,964</u>
<b>Total Current Liabilities</b>	<b>2,365,963</b>

**SHAREHOLDER'S LOAN**

	<u>133,000</u>
<b>Total Liabilities</b>	<b><u>2,498,963</u></b>

**SHAREHOLDERS' EQUITY**

Common stock, no par value, stated value \$40 per share, 200 shares authorized, 100 shares issued and outstanding	4,000
Retained Earnings	<u>5,903,788</u>
<b>Total Shareholders' Equity</b>	<b><u>5,907,788</u></b>
<b>Total Liabilities and Shareholders' Equity</b>	<b>\$ <u>8,406,751</u></b>

See independent accountants' review report and the accompanying notes to financial statements.



**HI-TECH AIR CONDITIONING SERVICE, INC.**  
**STATEMENT OF INCOME AND RETAINED EARNINGS**  
**FOR THE YEAR ENDED DECEMBER 31, 2018**

<b>NET REVENUES</b>	<b>\$ 15,720,009</b>
<b>COST OF REVENUES</b>	
Material	5,705,216
Subcontractors	2,279,752
Direct Labor	2,117,099
Union expenses	641,105
Transportation expense	523,250
Payroll taxes	178,252
Job expense	171,319
<b>Total Cost of Revenues</b>	<b>11,615,993</b>
<b>Gross Profit</b>	<b>4,104,016</b>
<b>SELLING, GENERAL AND ADMINISTRATIVE EXPENSES</b>	
Insurance expense	978,537
Office Wages	912,865
Officers' compensation	367,872
Administrative fees	312,400
Rent expense	120,000
Postage, stationary and office expenses	112,439
Payroll taxes	110,436
Telephone expense	61,476
Repairs and maintenance	38,775
Professional fees	28,404
Computer expense	25,981
Utilities	11,528
Bad debts	10,494
Depreciation	10,242
Messenger and delivery expenses	9,618
Collection fees	8,802
Miscellaneous	23,369
<b>Total Selling, General and Administrative Expenses</b>	<b>3,143,238</b>
<b>Income From Operations</b>	<b>960,778</b>
<b>OTHER INCOME (EXPENSE)</b>	
Interest income	1,029
Interest expense	(30,048)
<b>Total Other Income (Expense)</b>	<b>(29,019)</b>
<b>Income Before Provision for Local Income Tax</b>	<b>931,759</b>
<b>BENEFIT FOR LOCAL INCOME TAX</b>	<b>(76,254)</b>
<b>NET INCOME</b>	<b>1,008,013</b>
<b>RETAINED EARNINGS, beginning of year</b>	<b>7,135,775</b>
<b>Distributions to Shareholders</b>	<b>(2,240,000)</b>
<b>RETAINED EARNINGS, end of year</b>	<b>\$ 5,903,788</b>

See independent accountants' review report and the accompanying notes to financial statements.

**HI-TECH AIR CONDITIONING SERVICE, INC.**  
**STATEMENT OF CASH FLOWS**  
**FOR THE YEAR ENDED DECEMBER 31, 2018**

**CASH FLOW PROVIDED BY OPERATING ACTIVITIES**

Net income	\$ 1,008,013
Adjustments to reconcile net income to net cash provided by operating activities:	
Depreciation	10,242
Deferred taxes	(21,000)
Changes in operating assets and liabilities:	
Accounts receivable	(437,371)
Prepaid income taxes	(39,305)
Employee loans	10,208
Prepaid expenses	5,488
Accounts payable	110,726
Sales and payroll taxes payable	29,138
Accrued expenses	(58,884)
Income taxes payable	(134,869)
Citistreet 401k payable	(10,192)
	<u>472,194</u>
Net cash provided by operating activities	<u>472,194</u>

**CASH FLOW (USED) BY INVESTING ACTIVITIES**

Acquisition of equipment	<u>(13,334)</u>
--------------------------	-----------------

**CASH FLOW PROVIDED (USED) BY FINANCING ACTIVITIES**

Increase in amounts due to affiliates	75,815
Increase in line of credit	325,000
Distributions to shareholders	<u>(2,240,000)</u>
Net cash (used) by investing activities	<u>(1,839,185)</u>

**NET DECREASE IN CASH** (1,380,325)

**CASH, BEGINNING OF YEAR** 1,605,051

**CASH, END OF YEAR** \$ 224,726

**SUPPLEMENTARY DISCLOSURE AND CASH FLOW INFORMATION**

Cash paid during this year for:

Interest	\$ <u><u>29,598</u></u>
Taxes	\$ <u><u>114,452</u></u>

See independent accountants' review report and the accompanying notes to financial statements.

**HI-TECH AIR CONDITIONING SERVICE, INC.**  
**NOTES TO FINANCIAL STATEMENTS**  
**DECEMBER 31, 2018**

**(1) NATURE OF BUSINESS**

Hi-Tech Air Conditioning Service, Inc. ("the Company") is a New York S Corporation located in West Babylon, New York that installs and repairs commercial air conditioning systems in the Greater New York Metropolitan area.

**(2) SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES**

**Basis of accounting**

The accounts of the corporation are maintained, and the accompanying financial statements have been prepared, utilizing the accrual basis of accounting. Accordingly, income is recognized as earned and expenses are recorded as incurred, regardless of the timing of payment.

**Use of estimates**

The preparation of financial statements in conformity with accounting principles generally accepted in the United States of America requires management to make estimates and assumptions that affect the reported amounts of assets and liabilities and disclosure of contingent assets and liabilities at the date of the financial statements and the reported amounts of revenues and expenses during the reporting period. Actual results could differ from those estimates.

**Accounts receivable and allowance for doubtful accounts**

The Company carries its accounts receivable at amounts billed to customers less an allowance for doubtful accounts. On a periodic basis, the Company evaluates its accounts receivable and establishes an allowance for doubtful accounts when deemed necessary. The allowance for doubtful accounts at December 31, 2018 was \$111,421.

**Property, Plant and Equipment**

Property, plant and equipment is recorded at cost. Depreciation is provided for on the straight line basis over the estimated useful lives of the assets ranging from 3 to 7 years.

Maintenance and repairs are charged to cost and expenses as incurred; renewals and betterments are capitalized.

**HI-TECH AIR CONDITIONING SERVICE, INC.**  
**NOTES TO FINANCIAL STATEMENTS**  
**DECEMBER 31, 2018**

**(2) SUMMARY OF SIGNICANT ACCOUNTING POLICIES (continued)**

**Uncompensated absences**

The Company does not have an obligation to pay vacation time to terminate employees. Also the Company does not permit carryover of unused vacation to subsequent period. Therefore, no amounts for compensated absences have been accrued.

**Income Taxes**

The Company, with the consent of its shareholders, has elected under the Internal Revenue Code and New Jersey and New York State statues to be an S corporation. In lieu of corporation income taxes, the shareholders of an S corporation are taxed on their proportionate share of the Company's taxable income on their personal tax returns. Therefore, no provision or liability for Federal income taxes has been included in these financial statements. Both New Jersey and New York State assess a minimum tax on such corporations based on gross receipts. New York City does not recognize an S corporation, and, as such, the Company is subject to local income taxes to the extent it has New York City income.

**Deferred income tax**

Deferred income tax assets and liabilities are computed for the difference between the financial statement basis and tax basis of assets and liabilities that will result in taxable or deductible amounts in the future based on enacted tax laws and rates applicable to the periods in which the differences are expected to affect taxable income. Valuation allowances are established, when necessary, to reduce deferred tax assets to the amount expected to be realized.

For income tax purposes, the Company files its income tax returns utilizing cash-basis method of reporting and accelerated depreciation methods provided in the Internal Revenue Code.



**HI-TECH AIR CONDITIONING SERVICE, INC.**  
**NOTES TO FINANCIAL STATEMENTS**  
**DECEMBER 31, 2018**

**(3) EMPLOYEE RETIREMENT PLANS**

The Company sponsors a profit-sharing plan which covers substantially all full-time employees. Annual contributions are discretionary, but may not exceed the maximum amount deductible for Federal tax purposes. Contributions are allocated to participants based on their gross compensation. For the year ended December 31, 2018, the Company did not make any contributions to the profit-sharing plan.

The Company maintains a 401(k) retirement plan. Employees meeting certain eligibility requirements may participate in the plan. The plan provides for employee contributions only.

The Company is a participating employer under a collective bargaining agreement in the Metal Trades Branch Local 638 Pension Plan for its technicians. The collective bargaining agreement with Metal Trades Branch Local 638 expires on June 30, 2021.

**(4) LINE OF CREDIT PAYABLE**

On September 10, 2019, the Company entered into an agreement with a bank for a line of credit facility for a maximum of \$2,300,000. The agreement provides for interest on the borrowings at a variable rate which is two percent above the higher of the bank's prime rate of interest or the LIBOR interest rate. At December 31, 2018, the balance owing under the line of credit was \$325,000 and the rate of interest under the line of credit was 5.5%.

The terms of the line of credit agreement provide for certain affirmative and other covenants. The Company has met all of the covenants except two where the bank issued a letter of waiver for these covenants.

**(5) BENEFIT FOR LOCAL INCOME TAX**

The benefit for local income tax represents the current tax on income apportioned to New York City, the minimum taxes based on gross income for the states of New Jersey and New York and the adjustment of the prior year tax accrual.

The benefit for income tax consists of the following for the year ended December 31, 2018:

Current tax expense	\$ 22,231
Adjustment of prior year tax	(77,485)
Deferred tax provision	<u>(21,000)</u>
	<u><u>\$(76,254)</u></u>

**HI-TECH AIR CONDITIONING SERVICE, INC.**  
**NOTES TO FINANCIAL STATEMENTS**  
**DECEMBER 31, 2018**

**(6) RELATED PARTY TRANSACTIONS**

The Company's shareholders own 100% of the common stock of an affiliated company, Tech Mechanical, Inc., which is engaged primarily in the same business. During the year ended December 31, 2018, the Company billed Tech Mechanical, Inc. \$60,905 for reimbursement of transportation expenses which was unpaid as of December 31, 2018. The Company also incurred labor costs to Tech Mechanical, Inc. of \$1,012,900 during the year ended December 31, 2018 of which \$138,500 was payable as of December 31, 2018. There is a net balance due to Tech Mechanical, Inc. of \$74,825 as of December 31, 2018.

The Company leases office space from another affiliated entity, RJ Tech, Inc., on a month to month basis. The rental payments for the year ended December 31, 2018 were \$120,000. There is a balance due to the RJ Tech, Inc. of \$22,880 as of December 31, 2018.

**(7) LEASES**

The Company leases transportation equipment with various maturity dates through June 2019. At the end of the lease term, the Company has the option to either buy the equipment at its reduced book value (RBV) or to continue making lease payments. The Company also has the option to have the leasing company sell the equipment at lease termination and if the sale generates a profit above the RBV, the profit is remitted to the Company. Since the majority of the equipment is still in lease term and RBV of any equipment out of lease term is immaterial, the leases are classified as operating leases.

As of December 31, 2018, the future minimum lease payments under the operating leases are as follows:

2019	\$ 223,421
2020	162,193
2021	94,779
2022	37,534
2023	-
Thereafter	-

**(8) CONCENTRATION OF CREDIT RISK**

The Company's financial instruments that are exposed to concentrations of credit risk are cash and trade accounts receivable. Cash at times, may exceed federally insured limits. The Company routinely assesses the financial strength of its customers and, as a consequence, believes that its trade accounts receivable credit risk exposure is limited. Additionally, the Company has not experienced any significant losses from uncollectible accounts.

**HI-TECH AIR CONDITIONING SERVICE, INC.**  
**NOTES TO FINANCIAL STATEMENTS**  
**DECEMBER 31, 2018**

**(9) SUBSEQUENT EVENTS**

The Company has evaluated subsequent event transactions for the potential recognition or disclosure in the financial statements through July 31, 2019, the date the financial statements were available to be issued.

# Enterprise Association of Steamfitters Local Union 638 U.A.

OF  
STEAM, HOT WATER, HYDRAULIC, SPRINKLER, PNEUMATIC TUBE, COMPRESSED AIR, ICE MACHINE, AIR CONDITIONING  
AND GENERAL PIPE FITTERS OF NEW YORK AND LONG ISLAND, A.F.L.-C.I.O.

## STEAMFITTERS LOCAL UNION 638 OF THE UNITED ASSOCIATION



*Robert J. Bartels, Jr.*

Business Agent-at-Large  
27-08 40th Avenue, 4th Floor  
Long Island City, N.Y. 11101

Phone: Office (718) 392-3420  
Fax: (718) 784-7285

February 16, 2018

**Hi-Tech Air Condition**  
**60 Otis Street**  
**West Babylon, New York 11704**

Re: Enterprise Association Local 638 Joint Service Fitters Apprenticeship Committee  
NYS Sponsor Code #10693 NYS ATP Code # 13276

Dear Ronald Daversa:

Please be advised that because your firm is a signatory to the July 1, 2017 to July 30, 2021 Metal Trades Collective Bargaining Agreement with Enterprise Association Metal Trades Branch Local 638, your firm is entitled to hire apprentices registered with and participating in the Joint Service Fitters Apprenticeship Committee ("JSAC"). The JSAC currently conducts a fully registered and approved New York State Apprenticeship Training Program ("ATP") in the Refrigeration & Air Conditioning Mechanic Classification under the above referenced ATP Code. The JSAC is co-sponsored by Local 638 and the Mechanical Service Contractors Association of New York, Inc. and it complies with all provisions of New York City as well as Suffolk and Nassau County Laws.

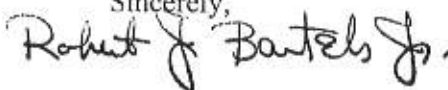


Apprenticeship Training Program

**February 16, 2018**

Page 2

Any further inquiries should be directed to the undersigned's attention. If, at any time, you need to provide proof that an apprentice in your employ is participating in the JSAC Apprenticeship Program, a copy of their individual AT-401 (NYS Apprentice Agreement) can be provided to you.

Sincerely,  


Robert Bartels, Jr.  
Business Agent At Large  
Member, JSAC

Jack Schnirman  
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: Hi Tech Air Conditioning Services Inc.

CONTRACTOR ADDRESS: 60 Otis Street, West Babylon, NY 11704

FEDERAL TAX ID #: 112722111

**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 Newsday [newspaper] on April 15, 2020 [date]. The sealed bids were publicly opened on May 19 [date], 2020 [#] 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

  
\_\_\_\_\_  
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.



# Certificate of No Change Form



All fields must be filled.

A materially false statement willfully or fraudulently made in connection with this certification, and/or the failure to conduct appropriate due diligence in verifying the information that is the subject of this certification, may result in rendering the submitting entity non-responsible for the purpose of contract award.

A materially false statement willfully or fraudulently made in connection with this certification may subject the person making the false statement to criminal charges.

I, Ronald D'Aversa state that I have read and understand all the items contained in the disclosure documents listed below and certify that as of this date, these items have not changed. I further certify that, to the best of my knowledge, information and belief, those answers are full, complete, and accurate; and that, to the best of my knowledge, information, and belief, those answers continue to be full, complete, and accurate.

In addition, I further certify on behalf of the submitting vendor that the information contained in the principal questionnaire(s) have not changed and have been verified and continue, to the best of my knowledge, to be full, complete and accurate.

I understand that Nassau County will rely on the information supplied in this certification as additional inducement to enter into a contract with the submitting entity.

## Vendor Disclosures

*This refers to the vendor integrity and disclosure forms submitted for the vendor doing business with the County.*

Name of Submitting Entity: HI TECH AIR CONDITIONING SERVICE INC

Vendor's Address: 60 OTIS STREET WEST BABYLON NY US 11704

Vendor's EIN or TIN: 112722111

Forms Submitted: \_\_\_\_\_

Political Campaign Contribution Disclosure Form:  
01/21/2021 10:13:21 AM

Lobbyist Registration and Disclosure Form:  
01/21/2021 10:18:57 AM

Business History Form certified:  
01/21/2021 10:12:20 AM

Consultant's, Contractor's, and Vendor's Disclosure Form:  
01/21/2021 10:06:10 AM

# Principal Questionnaire(s)

*This refers to the most recent principal questionnaire submissions.*

Principal Name	Date Certified
Ronald D'Aversa Jr. [RONDAVERSA@HITECHAC.COM]	04/14/2021 09:35:11 AM
Anil Ragunath [ARAGUNATH@HITECHAC.COM]	04/14/2021 09:48:35 AM
Ronald D'Aversa [RDAVERSA@HITECHAC.COM]	04/14/2021 09:31:56 AM

I, Ronald D'Aversa hereby acknowledge that a materially false statement willfully or fraudulently made in connection with this form may result in rendering the submitting business entity and/or any affiliated entities non-responsible, and, in addition, may subject me to criminal charges.

I further certify that I have read and understand all the items contained in this form; 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 form; 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 form as additional inducement to enter into a contract with the submitting business entity

## 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."

Ronald D'Aversa RDAVERSA@HITECHAC.COM

*Name*

President

*Title*

Hi Tech Air Conditioning Service, In.c

*Name of Submitting Entity*

04/14/2021 10:05:04 AM

*Date*



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?

YES ☐ NO ☒ If yes, to what campaign committee?

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.

Electronically signed and certified at the date and time indicated by:  
Ronald D'Aversa [RDAVERSA@HITECHAC.COM]

Dated: 01/21/2021 10:13:21 AM

Vendor: Hi Tech Air Conditioning Service, Inc.

Title: President



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.

Hi Tech Air Conditioning Service Inc. does not have any Lobbyist

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

Hi Tech Air Conditioning Service Inc. does not have any Lobbyist

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

Hi Tech Air Conditioning Service Inc. does not have any Lobbyist

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

Hi Tech Air Conditioning Service Inc. does not have any Lobbyist

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

Hi Tech Air Conditioning Service Inc. does not have any Lobbyist

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?

YES ☐ NO ☒ If yes, to what campaign committee? If none, you must so state:

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.

Electronically signed and certified at the date and time indicated by:  
Ronald D'Aversa [RDAVERSA@HITECHAC.COM]

Dated: 01/21/2021 10:18:57 AM

Vendor: Hi Tech Air Conditioning Service, Inc.

Title: President

**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: Ronald D'Aversa  
Date of birth: [REDACTED]  
Home address: [REDACTED]  
City: [REDACTED] State/Province/Territory: NY Zip/Postal Code: [REDACTED]  
Country: US

Business Address: 60 Otis Street  
City: West Babylon State/Province/Territory: NY Zip/Postal Code: 11704  
Country: US  
Telephone: (631) 491-5210

Other present address(es):  
City: \_\_\_\_\_ State/Province/Territory: \_\_\_\_\_ Zip/Postal Code: \_\_\_\_\_  
Country: \_\_\_\_\_  
Telephone: \_\_\_\_\_

List of other addresses and telephone numbers attached

2. Positions held in submitting business and starting date of each (check all applicable)

President	<u>01/01/2018</u>	Treasurer	_____
Chairman of Board	_____	Shareholder	_____
Chief Exec. Officer	_____	Secretary	<u>01/01/1985</u>
Chief Financial Officer	_____	Partner	_____
Vice President	<u>01/01/1985</u>		
(Other)			

3. Do you have an equity interest in the business submitting the questionnaire?

YES ☒ NO ☐ If Yes, provide details.

50% owner

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 notfor-profit organization other than the one submitting the questionnaire?

YES ☒ NO ☐ If Yes, provide details.

Tech Mechanical Inc., an affiliate - 50% owner

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 an explanation of the circumstances and corrective action taken.

- 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 an explanation of the circumstances and corrective action taken.

- 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 an explanation of the circumstances and corrective action taken.

- 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 an explanation of the circumstances and corrective action taken.

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?

YES ☐ NO ☒ If 'Yes', provide details for each such instance. (Provide a detailed response to all questions check "Yes". If you need more space, photocopy the appropriate page and attached it to the questionnaire.)

9.

- a. Is there any felony charge pending against you?  
YES ☐ NO ☒ If yes, provide an explanation of the circumstances and corrective action taken.

- b. Is there any misdemeanor charge pending against you?  
YES ☐ NO ☒ If yes, provide an explanation of the circumstances and corrective action taken.

- c. Is there any administrative charge pending against you?  
YES ☐ NO ☒ If yes, provide an explanation of the circumstances and corrective action taken.

- 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? Y  
YES ☐ NO ☒ If yes, provide an explanation of the circumstances and corrective action taken.

- e. In the past 5 years, have you been convicted, after trial or by plea, of a misdemeanor?  
YES ☐ NO ☒ If yes, provide an explanation of the circumstances and corrective action taken.

- f. In the past 5 years, have you been found in violation of any administrative or statutory charges?  
YES ☐ NO ☒ If yes, provide an explanation of the circumstances and corrective action taken.

10. 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 an explanation of the circumstances and corrective action taken.

11. 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 an explanation of the circumstances and corrective action taken.

12. 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 an explanation of the circumstances and corrective action taken.

13. 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 an explanation of the circumstances and corrective action taken.

I, Ronald D'Aversa, hereby acknowledge that a materially false statement willfully or fraudulently made in connection with this form may result in rendering the submitting business entity and/or any affiliated entities non-responsible, and, in addition, may subject me to criminal charges.

I, Ronald D'Aversa, hereby certify that I have read and understand all the items contained in this form; 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 form; 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 form as additional inducement to enter into a contract with the submitting business entity.

**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.

Hi Tech Air Conditioning Service, Inc.

Name of submitting business

Electronically signed and certified at the date and time indicated by:

Ronald D'Aversa [RDAVERSA@HITECHAC.COM]

President

Title

04/14/2021 09:31:56 AM

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: Anil Ragunath  
Date of birth: [REDACTED]  
Home address: [REDACTED]  
City: [REDACTED] State/Province/Territory: NY Zip/Postal Code: [REDACTED]  
Country: US

Business Address: 60 Otis Street  
City: West Babylon State/Province/Territory: NY Zip/Postal Code: 11704  
Country: US  
Telephone: (631) 491-5210

Other present address(es):  
City: \_\_\_\_\_ State/Province/Territory: \_\_\_\_\_ Zip/Postal Code: \_\_\_\_\_  
Country: \_\_\_\_\_  
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	<u>03/19/2018</u>		
(Other)			

3. Do you have an equity interest in the business submitting the questionnaire?

YES ☒ NO ☐ If Yes, provide details.

25% Owner

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 notfor-profit organization other than the one submitting the questionnaire?

YES ☒ NO ☐ If Yes, provide details.

Tech Mechanical Inc - Affiliate



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 an explanation of the circumstances and corrective action taken.

- 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 an explanation of the circumstances and corrective action taken.

- 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 an explanation of the circumstances and corrective action taken.

- 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 an explanation of the circumstances and corrective action taken.

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?

YES ☐ NO ☒ If 'Yes', provide details for each such instance. (Provide a detailed response to all questions check "Yes". If you need more space, photocopy the appropriate page and attached it to the questionnaire.)

9.

a. Is there any felony charge pending against you?

YES ☐ NO ☒ If yes, provide an explanation of the circumstances and corrective action taken.

b. Is there any misdemeanor charge pending against you?

YES ☐ NO ☒ If yes, provide an explanation of the circumstances and corrective action taken.

c. Is there any administrative charge pending against you?

YES ☐ NO ☒ If yes, provide an explanation of the circumstances and corrective action taken.

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? Y

YES ☐ NO ☒ If yes, provide an explanation of the circumstances and corrective action taken.

e. In the past 5 years, have you been convicted, after trial or by plea, of a misdemeanor?

YES ☐ NO ☒ If yes, provide an explanation of the circumstances and corrective action taken.

f. In the past 5 years, have you been found in violation of any administrative or statutory charges?

YES ☐ NO ☒ If yes, provide an explanation of the circumstances and corrective action taken.

10. 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 an explanation of the circumstances and corrective action taken.

11. 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 an explanation of the circumstances and corrective action taken.

12. 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 an explanation of the circumstances and corrective action taken.

13. 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 an explanation of the circumstances and corrective action taken.

I, Anil Ragunath , hereby acknowledge that a materially false statement willfully or fraudulently made in connection with this form may result in rendering the submitting business entity and/or any affiliated entities non-responsible, and, in addition, may subject me to criminal charges.

I, Anil Ragunath , hereby certify that I have read and understand all the items contained in this form; 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 form; 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 form as additional inducement to enter into a contract with the submitting business entity.

**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.

Hi Tech Air Conditioning Service, Inc.

Name of submitting business

Electronically signed and certified at the date and time indicated by:

Anil Ragunath [ARAGUNATH@HITECHAC.COM]

Vice President

Title

04/14/2021 09:48:35 AM

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 D'Aversa Jr.  
Date of birth: [REDACTED]  
Home address: [REDACTED]  
City: [REDACTED] State/Province/Territory: NY Zip/Postal Code: [REDACTED]  
Country: US

Business Address: 60 Otis Street  
City: West Babylon State/Province/Territory: NY Zip/Postal Code: 11704  
Country: US  
Telephone: (631) 491-5210

Other present address(es):  
City: \_\_\_\_\_ State/Province/Territory: \_\_\_\_\_ Zip/Postal Code: \_\_\_\_\_  
Country: \_\_\_\_\_  
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	<u>03/19/2018</u>
Chairman of Board	_____	Shareholder	_____
Chief Exec. Officer	_____	Secretary	<u>03/19/2018</u>
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.

25% owner

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 notfor-profit organization other than the one submitting the questionnaire?

YES ☒ NO ☐ If Yes, provide details.

Tech Mechanical Inc. - Affiliate

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 an explanation of the circumstances and corrective action taken.

- 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 an explanation of the circumstances and corrective action taken.

- 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 an explanation of the circumstances and corrective action taken.

- 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 an explanation of the circumstances and corrective action taken.

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?

YES ☐ NO ☒ If 'Yes', provide details for each such instance. (Provide a detailed response to all questions check "Yes". If you need more space, photocopy the appropriate page and attached it to the questionnaire.)

9.

a. Is there any felony charge pending against you?

YES ☐ NO ☒ If yes, provide an explanation of the circumstances and corrective action taken.

b. Is there any misdemeanor charge pending against you?

YES ☐ NO ☒ If yes, provide an explanation of the circumstances and corrective action taken.

c. Is there any administrative charge pending against you?

YES ☐ NO ☒ If yes, provide an explanation of the circumstances and corrective action taken.

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? Y

YES ☐ NO ☒ If yes, provide an explanation of the circumstances and corrective action taken.

e. In the past 5 years, have you been convicted, after trial or by plea, of a misdemeanor?

YES ☐ NO ☒ If yes, provide an explanation of the circumstances and corrective action taken.

f. In the past 5 years, have you been found in violation of any administrative or statutory charges?

YES ☐ NO ☒ If yes, provide an explanation of the circumstances and corrective action taken.

10. 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 an explanation of the circumstances and corrective action taken.

11. 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 an explanation of the circumstances and corrective action taken.

12. 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 an explanation of the circumstances and corrective action taken.

13. 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 an explanation of the circumstances and corrective action taken.



I, Ronald D'Aversa Jr., hereby acknowledge that a materially false statement willfully or fraudulently made in connection with this form may result in rendering the submitting business entity and/or any affiliated entities non-responsible, and, in addition, may subject me to criminal charges.

I, Ronald D'Aversa Jr., hereby certify that I have read and understand all the items contained in this form; 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 form; 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 form as additional inducement to enter into a contract with the submitting business entity.

**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.

Hi Tech Air Conditioning Service, Inc.

Name of submitting business

Electronically signed and certified at the date and time indicated by:

Ronald D'Aversa Jr. [RONDAVERSA@HITECHAC.COM]

Secretary/Treasurer

Title

04/14/2021 09:35:11 AM

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: 11/26/2019

1) Proposer's Legal Name: Hi Tech Air Conditioning Service Inc

2) Address of Place of Business: 60 Otis Street

City: West Babylon State/Province/Territory: NY Zip/Postal Code: 11704

Country: US

3) Mailing Address (if different): none

City: \_\_\_\_\_ State/Province/Territory: \_\_\_\_\_ Zip/Postal Code: \_\_\_\_\_

Country: \_\_\_\_\_

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

Does the business own or rent its facilities? Rent If other, please provide details:

\_\_\_\_\_

4) Dun and Bradstreet number: 14-7899967

5) Federal I.D. Number: 112722111

6) The proposer is a: Corporation (Describe) \_\_\_\_\_

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

YES ☒ NO ☐ If yes, please provide details:

Tech Mechanical Inc., an affiliate - shared space and staff.

RJ Tech Realty is a realty holding company owned by Ronald D'Aversa - no shared space or staff.

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, please 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, an explanation of the circumstances and corrective action taken.

- 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, an explanation of the circumstances and corrective action taken.

- 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 investigation, an explanation of the circumstances and corrective action taken.

b) Any misdemeanor charge pending?

YES ☐ NO ☒ If yes, provide details for each such investigation, an explanation of the circumstances and corrective action taken.

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 investigation, an explanation of the circumstances and corrective action taken.

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 investigation, an explanation of the circumstances and corrective action taken.

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 investigation, an explanation of the circumstances and corrective action taken.

- 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 investigation, an explanation of the circumstances and corrective action taken.

- 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.

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 conflicts 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 conflicts 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 conflicts 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.

no conflicts exist- Hi Tech will contact Nassau County personnel for further guidance if a situation may arise

- 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.

Have you previously uploaded the below information under in the Document Vault?

YES ☐ NO ☒

Is the proposer an individual?

YES ☐ NO ☒ Should the proposer be other than an individual, the Proposal MUST include:

- i) Date of formation;

01/01/1985

- ii) Name, addresses, and position of all persons having a financial interest in the company, including shareholders, members, general or limited partner. If none, explain.

First Name	Ronald				
Last Name	D'Aversa				
MI		Suffix			
Address	60 Otis St				
City	West Babylon	State/Province/Territory	NY	Zip/Postal Code	11704
Country	US				
Position	President				

First Name	Ronald				
Last Name	D'Aversa				
MI		Suffix			
Address	60 Otis St				
City	West Babylon	State/Province/Territory	NY	Zip/Postal Code	11704
Country	US				
Position	Secretary/Treasurer				

First Name	Anil				
Last Name	Ragunath				
MI		Suffix			
Address	60 Otis Street				
City	West Babylon	State/Province/Territory	NY	Zip/Postal Code	11704
Country	US				
Position	Vice President				

iii) Name, address and position of all officers and directors of the company. If none, explain.

--

First Name	Ronald				
Last Name	D'Aversa				
MI		Suffix			
Address	60 Otis St				
City	West Babylon	State/Province/Territory	NY	Zip/Postal Code	11704
Country	US				
Position	Secretary/Treasurer				

First Name	Ronald				
Last Name	D'Aversa				
MI		Suffix			
Address	60 Otis Street				
City	West Babylon	State/Province/Territory	NY	Zip/Postal Code	11704
Country	US				
Position	President				

First Name	Ronald				
Last Name	D'Aversa				
MI		Suffix			
Address	60 Otis St				
City	West Babylon	State/Province/Territory	NY	Zip/Postal Code	11704
Country	US				
Position	President				

First Name	Anil				
Last Name	Ragunath				
MI		Suffix			
Address	60 Otis Street				
City	West Babylon	State/Province/Territory	NY	Zip/Postal Code	11704
Country	US				
Position	Vice President				

iv) State of incorporation (if applicable);

NY
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v) The number of employees in the firm;

35
----

vi) Annual revenue of firm;

20000000
----------

vii) Summary of relevant accomplishments

Completed multiple county contracts

viii) Copies of all state and local licenses and permits.

B. Indicate number of years in business.

36

C. Provide any other information which would be appropriate and helpful in determining the Proposer's capacity and reliability to perform these services.

NONE

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	NYC BOARD OF EDUCATION		
Contact Person	RAMAESH NARAYAN		
Address	44-36 VERNON BLVD		
City	LONG ISLAND CITY	State/Province/Territory	NY
Country	US		
Telephone	(917) 396-8453		
Fax #			
E-Mail Address	RNARAYAN@SCHOOLS.NYC.GOV		

Company	EISENBACH, RUHNKE ENGINEERS		
Contact Person	JACK EISENBACK		
Address	291 GENESEE ST		
City	UTICA	State/Province/Territory	NY
Country	US		
Telephone	(315) 735-1916		
Fax #	(315) 735-6365		
E-Mail Address	JEISENBACH@ERENGPC.COM		

Company	NEDERLANDER ORGANIZATION		
Contact Person	JOSEPH RICCIO		
Address	1501 BROADWAY		
City	NEW YORK	State/Province/Territory	NY
Country	US		
Telephone	(917) 306-5782		
Fax #	(212) 575-1497		
E-Mail Address	JRICCIO@NEDERLANDER.ORG		

I, Ronald D'Aversa , hereby acknowledge that a materially false statement willfully or fraudulently made in connection with this form may result in rendering the submitting business entity and/or any affiliated entities non-responsible, and, in addition, may subject me to criminal charges.

I, Ronald D'Aversa , hereby certify that I have read and understand all the items contained in this form; 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 form; 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 form as additional inducement to enter into a contract with the submitting business entity.

### **CERTIFICATION**

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Name of submitting business: Hi Tech Air Conditioning Service, Inc.

Electronically signed and certified at the date and time indicated by:  
Ronald D'Avesa [RDAVERSA@HITECHAC.COM]

President  
Title

01/21/2021 10:12:20 AM  
Date



## COUNTY OF NASSAU

## CONSULTANT'S, CONTRACTOR'S AND VENDOR'S DISCLOSURE FORM

1. Name of the Entity: Hi Tech Air Conditioning Service Inc

Address: 60 Otis Street

City: West Babylon State/Province/Territory: NY Zip/Postal Code: 11704

Country: US

2. Entity's Vendor Identification Number: 112722111

3. Type of Business: Closely Held Corp (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):

First Name Anil  
Last Name Ragunath  
MI \_\_\_\_\_ Suffix \_\_\_\_\_  
Address 60 Otis Street  
City West Babylon State/Province/Territory: NY Zip/Postal Code: 11704  
Country US  
Position Vice President

First Name Ronald  
Last Name D'Aversa  
MI \_\_\_\_\_ Suffix \_\_\_\_\_  
Address 60 Otis St  
City West Babylon State/Province/Territory: NY Zip/Postal Code: 11704  
Country US  
Position President

First Name Ronald  
Last Name D'Aversa  
MI \_\_\_\_\_ Suffix \_\_\_\_\_  
Address 60 Otis Street  
City West Babylon State/Province/Territory: NY Zip/Postal Code: 11704  
Country US  
Position Secretary

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.

If none, explain.

Ronald D'Aversa, President  
Anil Rangunath, Vice President  
Ronald D'Aversa Jr., Secretary and Treasurer

First Name Anil  
Last Name Rangunath  
MI \_\_\_\_\_ Suffix \_\_\_\_\_  
Address 60 Otis Street  
City West Babylon State/Province/Territory: NY Zip/Postal Code: 11704  
Country \_\_\_\_\_  
Position Vice President

First Name Ronald  
Last Name D'Aversa  
MI \_\_\_\_\_ Suffix \_\_\_\_\_  
Address 60 Otis St  
City West Babylon State/Province/Territory: NY Zip/Postal Code: 11704  
Country \_\_\_\_\_  
Position President

First Name Ronald  
Last Name D'Aversa  
MI \_\_\_\_\_ Suffix \_\_\_\_\_  
Address 60 Otis Street  
City West Babylon State/Province/Territory: NY Zip/Postal Code: 11704  
Country \_\_\_\_\_  
Position Secretary

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.

Tech Mechanical, Inc., an affiliate - that will not take part in the performance of this contract.  
RJ Tech Realty, LTD is a just a realty holding company owned by Ronald D'Aversa Sr. and 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.

Are there lobbyists involved in this matter?

YES ☐ NO ☒

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

NO LOBBYIST USED

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

NO LOBBYIST USED

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

NO LOBBYIST USED

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.

Electronically signed and certified at the date and time indicated by:

Ronald D'Aversa [RDAVERSA@HITECHAC.COM]

Dated: 01/21/2021 10:06:10 AM

Title: President

**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.



**COUNTY OF NASSAU**  
**DEPARTMENT OF PUBLIC WORKS**  
**Inter-Departmental Memo**

**TO:** Office of the County Executive  
Att: Brian J. Schneider, Deputy County Executive

**FROM:** Department of Public Works

**DATE:** October 15, 2020

**SUBJECT: RECOMMENDATION OF AWARD**

**Contract No.:** B90042-01H

**Title:** 1194 Prospect Avenue HVAC and Record Storage Modifications

**Engineer's Estimate:** \$1,900,000.00

**Bids Received On:** May 19, 2020

The bids received for the above referenced contract have been examined and **“Hi Tech, Inc.”** is the lowest responsible bidder in the amount as follows:

Construction (Lump Sum Base Bid):	\$1,844,000.00
Allowance (Unforeseen Conditions):	\$ 100,000.00
Bid Total:	\$1,944,000.00

The low bid received is one percent (1%) above the Engineer's Estimate. (See attached “Low Bidder Participation” memo.)

Funding for the construction services is available under Capital Project No. 90042.

If you approve or disapprove of the above request, please signify below and return this memo to this office for appropriate action.



Kenneth G. Arnold  
Commissioner

KGA:RM:ac  
Attachment

c: Rakhal Maitra, Deputy Commissioner  
Loretta Dionisio, Assistant to Deputy Commissioner  
Mark Berchoff, Electrical Engineer IV  
Robert Labaw, Architect IV  
Joseph Amerigo, Project Manager III  
Adrian Cavanagh, Mechanical Engineer III

APPROVED:

 10/15/2020

Brian J. Schneider  
Deputy County Executive

Date

DISAPPROVED:

\_\_\_\_\_  
Brian J. Schneider  
Deputy County Executive

Date



**Bid Opening:** 5 /19/2020**Engineer:** Adrian Cavanagh **Phone:** (516) 571-687

<b>Contractor</b>	<b>Address</b>	<b>Insurance</b>	<b>Payment</b>	<b>Bid Amount</b>	<b>Alternate Bid</b>
Hi-Tech Air Conditioning Services Inc	60 Otis Street West Babylon, NY 11704	The Ohio Casualty Insurance Co	10% Bid Amount	\$1,944,000.00	\$0.00
Welkin Mechanical	14-45 117th Street College Point, NY 11356	Liberty Mutual Insurance Compa	10% Bid Amount	\$4,850,000.00	\$0.00

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The above is a review of the bids and subsequent list of all the bids that were read aloud at the public bid opening. Listed bids may be subsequently withdrawn or disqualified. The list

**COUNTY OF NASSAU**  
**DEPARTMENT OF PUBLIC WORKS**  
**Inter-Departmental Memo**

**TO:** Kenneth G. Arnold, Commissioner

**FROM:** Rakhal Maitra, Deputy Commissioner

**DATE:** October 15, 2020

**SUBJECT: RECOMMENDATION OF AWARD**

**Contract Number:** B90042-01H

**Title:** 1194 Prospect Avenue HVAC and Record Storage Modifications

**Engineer's Estimate:** \$1,900,000.00

**Bids Received On:** May 19, 2020

The bid received for the above referenced contract have been examined, as tabulated in the Bid Comparison attached, and the amount submitted by “**Hi Tech Air Conditioning Service**” in the amount of \$1,944,000.00, (submitted on May 19, 2020) is acceptable as the lowest responsible bidder (please see attached “Low Bidder Participation” memo).

The bid received is one percent (1%) above the engineer's estimate, and adequate funds are available (Capitol Project Number 90042). After reviewing all documentation submitted by the contractor, it was found that Hi Tech Air Conditioning Service” meets the goals for this project. Therefore, it is requested that the attached recommendation of award be prepared for the Commissioner's signature and forwarded to the County Executive for her action.



Rakhal Maitra  
Deputy Commissioner

RM:ac  
Attachment

c: Loretta Dionisio, Assistant to Deputy Commissioner  
Robert LaBaw, Architect IV  
Joseph Amerigo, Project Manager III  
Mark Berchoff, Electrical Engineer IV  
Adrian Cavanagh, Mechanical Engineer III



**COUNTY OF NASSAU**  
**DEPARTMENT OF PUBLIC WORKS**  
**Inter-Departmental Memo**

**TO:** Kenneth G. Arnold, Commissioner

**FROM:** Rakhal Maitra, Deputy Commissioner

**DATE:** September 23, 2020

**SUBJECT:** Low Participation for 1194 Prospect Avenue HVAC and Record Storage Modifications  
Bid Contract No. B90042-01H

The referenced contract for the 1194 Prospect Avenue HVAC and Record Storage Modifications was advertised for bid in Newsday on April 15, 2020 and was available for pick-up on April 17, 2020. It was advertised in e-procure and the New York State Contract Reporter from April 15, 2020 to May 19, 2020. Bids were opened for this project on May 19, 2020, with only two (2) contractor turning in a bid. Thirty-two (32) vendors were notified on e-procure. (Viewed the solicitation.) Five (5) picked up the bid package.

The bid itself was not restricted to specialized HVAC contractors.

Other issues that contractors have raised are: The amount of time it takes to get a contract after a bid is opened, and the amount of time it takes to get paid after submitting a claim. (As well as the paperwork/documentation required concerning billing.)

The following are the questions from the Low Vendor Participation memo dated May 23, 2018, from Deputy County Executive John Chiara, with responses.

- 1) Review the specification to ensure that it is not unduly restrictive so as to limit competition. Is any component of the solicitation so restrictive that only one or a small number of vendors is capable of responding to the solicitation? If so, were those vendors notified of the solicitation? **Response: the bid was not restrictive.**
- 2) Was the solicitation advertised and posted on the County website as required? **Response: yes.**
- 3) Would we be likely to obtain greater vendor participation by advertising in other venues (e.g. New York State Contract Reporter, trade journals, other local media, etc.)? **Response: the RFPs were advertised on NYSCR and Newsday.**
- 4) Was the NIGP commodity code used to conduct the solicitation appropriate? Were appropriate vendors registered with the County for that commodity code or otherwise notified? **Response: The correct commodity codes were utilized in e-procure, accordingly, the vendors registered for that commodity code received an automatic notification.**



Kenneth G. Arnold, Commissioner

September 23, 2020

Page 2

SUBJECT: Low Participation for 1194 Prospect Avenue HVAC and Record Storage  
Modifications  
Bid Contract No. B90042-01H

- 5) Is the market for the specified goods or services structurally limited (i.e. are there geographic, capital, vendor capacity, service schedule, or other requirements) such that the greater vendor participation is not possible? **Response: No.**
- 6) Survey vendors that received notice of the solicitation but did not respond to determine why the vendor chose not to do so. Typical responses include but are not limited to:
- a. The vendor did not see the advertisement. **Response: Thirty-two (32) vendors were notified on e-procure, Five (5) vendors picked up the bid package.**
  - b. The vendor does not offer the specified goods/services-as a follow-up, ask if the specification is too specific to a competitor's product (is the specification "brand-specific" or written to one manufacturer's or service provider's offering?) **Response: The work specification was not too specific to restrict participation**
  - c. The vendor is too busy with other work at this time **Response: Vendors who picked up the bid package but did not bid this project (3) were contacted. One of the vendors stated that, after reviewing the contract documents, they elected not to bid. The other two vendors did not return phone calls.**
  - d. The vendor is not interested in pursuing a County contract at this time—as a follow-up, as why this is the case. **Response: Vendors have cited concerns about the amount of time it takes to be awarded a contract after bidding, the amount of time it takes to get paid after submitting a claim, and the amount of paperwork/documentation required concerning billing.**



Rakhal Maitra  
Deputy Commissioner

RM:jd

c: Jane Houdek, Attorney for Public Works  
Adrian Cavanagh, Mechanical Engineer III

APPROVED:



Kenneth G. Arnold  
Commissioner

Date

DISAPPROVED:

09/24/20

Kenneth G. Arnold  
Commissioner

Date



**REQUEST FOR QUALIFICATIONS/REQUEST FOR PROPOSAL/REQUEST FOR BID CONTRACT**

PART I: Approval by the Deputy County Executive for Operations must be obtained prior to ANY RFQ/RFP/RFBC

☐ RFQ ☐ RFP ☐ RFBC ☐ In-House or Requirements Work OrderProject Title: Record Storage and 1194 Prospect Avenue HVAC ModificationsDepartment: Public Works Project Manager: Adrian Cavanagh Date: 4/29/19

Service Requested: DPW requests a construction contract for HVAC renovations at the County's 1194 Prospect Avenue facility. For cooling, heating, and humidification to the Record Storage and DPW office areas area at 1194 Prospect Avenue.

Justification: 1194 Prospect Avenue needs HVAC modifications, particularly to the ductwork and rooftop units to correct extreme air distribution problems. The County Clerks area for Record storage has no cooling or humidification, which is in direct violation of codes set forth by NYS for Record storage areas. The existing rooftop direct fired heating systems are not proper for this area, and are estimated to be 40-50 years old, and are in poor condition.

Requested by: DPW Engineering Department/Agency/OfficeProject Cost for this Phase/Contract: (Plan/Design/Construction/CM/Equipment) \$2,500,000.00

Circle appropriate phase

Total Project Cost: \$2,500,000.00

Includes, design, construction and CM

Date Start Work: 12/4/19

Phase being requested

Duration: 12 months

Phase being requested

Capital Funding Approval: YES ☐ NO ☐

SIGNATURE

DATE

Funding Allocation (Capital Project):

See Attached Sheet if multiyear ☐

NIFS Entered:

SIGNATURE

DATE

AIM Entered:

SIGNATURE

DATE

Funding Code:

use this on all encumbrances

RTN: 18-0084  
replaced

Timesheet Code:

use this on timesheets

State Environmental Quality Review Act (SEQRA):

Type II Action ☐ or, Environmental Assessment Form Required ☐

Supplemental Environmental Documentation

Department Head Approval:

YES ☒ NO ☐

SIGNATURE

DCE/Ops Approval:

YES ☒ NO ☐

SIGNATURE

PART II: To be submitted to Chief Deputy County Executive after Qualifications/Proposals/Contracts are received from Responding vendors.

Vendor	Quote	Comment	See Attached Sheet <input type="checkbox"/>
1. _____	_____	_____	
2. _____	_____	_____	
3. _____	_____	_____	

DCE/Ops Approval:

YES

NO

Signature \_\_\_\_\_

Version January 2014

COUNTY OF NASSAU  
DEPARTMENT OF PUBLIC WORKS  
Inter-Departmental Memo

**TO:** Adrian Cavanagh, Mechanical Engineer III

**FROM:** Office of the Commissioner

**DATE:** November 7, 2019

**SUBJECT:** CSEA Sub-Contracting Approval  
**C19-108 – Contract B90042-01H, E**  
Record Storage and 1194 Prospect Avenue HVAC Modifications

Please be aware in accordance with Section 32-3 of the CSEA/County CBA, the Department has met with CSEA representatives to discuss your proposed DPW contract referenced above. Pursuant to Section 32-3 of the CSEA/County CBA, CSEA has withdrawn its objection to the above-referenced contract known as **C19-108**.

Please prepare the necessary documentation to proceed with your work. Once the advisement is certified you may issue the contractor a Notice to Proceed.

If you have any questions, please speak with Jonathan Lesman.



Roseann D'Alleva  
Deputy Commissioner

RD:las

c: Rakhal Maitra, Deputy Commissioner  
Loretta Dionisio, Assistant to Deputy Commissioner  
Jonathan Lesman, Management Analyst II



**COUNTY OF NASSAU**  
**DEPARTMENT OF PUBLIC WORKS**  
**Inter-Departmental Memo**

**TO:** Civil Service Employees Association, Nassau Local 830  
 Att: Ronald Gurrieri, Executive Vice President

**FROM:** Department of Public Works

**DATE:** October 2, 2019

**SUBJECT:** CSEA Notification - Proposed of a Proposed DPW Contract  
 Record Storage and 1194 Prospect Avenue HVAC Modifications  
 Proposed Contract No: B90042-01H, E

The following notification is to comply with the spirit and intent of Section 32 of the County/CSEA contract. It should not be implied that the proposed DPW authorization is for work, which has "historically and exclusively been performed by bargaining unit members."

1. DPW plans to recommend issuing Contract/Agreement for the following services: Construction Services involving HVAC Renovations for 1194 Prospect Avenue, which are for the Department of Public Works and Record Storage areas.
2. The work involves the following: construction services for 1194 Prospect Avenue HVAC modifications, particularly to the ductwork and rooftop units serving the DPW areas, to correct heating, cooling, and air distribution problems. The Record Storage has no cooling or humidification, which must be modified to code requirements. The existing rooftop direct fired heating systems are not proper for this area, (one hundred percent [100%] outside air systems) and are estimated to be forty to fifty (40-50) years old and are in poor condition.
3. An estimate of the cost is: \$2,500,000.00
4. An estimate of the duration is: Twelve (12) months

Should you wish to propose an alternative to the proposed contract/agreement, please respond within ten (10) days to: Department of Public Works, Att: Roseann D'Alleva, Deputy Commissioner, telephone 1-0525, fax 1-9657.

*Roseann D'Alleva*

Roseann D'Alleva  
 Deputy Commissioner

RD:RM:jd

c: Christopher Nicolino, Director of Labor Relations  
 Rakhal Maitra, Deputy Commissioner  
 Loretta Dionisio, Assistant to Deputy Commissioner  
 Christopher Yansick, Unit Head, Financial Services Unit  
 Diane Pyne, Unit Head, Human Resources Unit  
 Jonathan Lesman, Management Analyst II  
 ✓ Adrian Cavanagh, Mechanical Engineer III



**FORM OF PROPOSAL**  
**1194 PROSPECT AVENUE HVAC AND RECORD STORAGE RENOVATIONS**  
**MECHANICAL CONSTRUCTION**  
**CONTRACT NO. B90042-01H,E**

Item No.	Type	Description	Amount Bid	
			Dollars	Cents
1	LUMP SUM	Lump sum for furnishing all labor, materials and equipment required for the demolition of existing HVAC equipment located in and on the roof of the DPW and Record Storage area,, HVAC modifications to the duct work serving the DPW areas, new duct work for one of the units serving the Record Storage area, the installation of new rooftop equipment for the DPW areas and the Record Storage Area, the installation of HVLS fans in the record storage area, the installation of new fans in the DPW and Record Storage office areas, the installation of new unit heaters in the Record Storage area, and all other associated work as shown on the plans.	1,844,000	00
2	LUMP SUM	Include in bid an allowance for contingency item of one hundred thousand (\$100,000) for unforeseen conditions.	\$100,000.00	

TOTAL AMOUNT BID \$ 1,944,000.00

TOTAL AMOUNT BID (MUST BE WRITTEN IN WORDS): One Million Nine Hundred Forty Four Thousand Dollars and no cents

**BASIS OF AWARD:** Bids on Lump Sum Contracts will be compared on the basis of the total bid price, arrived at by taking the Sum of each Bid Item, including Allowance Item(s), if any, and plus or minus the cost difference of the Alternate(s), if any, as may be selected by the Architect and/or Owner. The sum of all "Amounts Bid" will determine the low bid and the subsequent award of this Contract.

**BID SECURITY:** Prospective bidders are cautioned to carefully review the requirements of Paragraph H, Bid Security, of The Instructions to Bidders.

## QUALIFICATION STATEMENT

Note: All blanks in the form are to be filled in. Where blanks are not applicable to your firm, so indicate in each instance.

1. How many years has your firm been in the business under your present business name? 35 years
2. How many years experience in the construction work of a similar type as this contract has your firm had;

a. as a Prime Contractor 35

b. as a Subcontractor \_\_\_\_\_

3. List below the construction projects your firm has under way as of this date:

Contract Amount	Class of work	Percent Completed	Name and Address of Owner or Contracting Officer
-----------------	---------------	-------------------	--

*See attached list of on-going projects*

(use additional blank sheets if additional space is necessary)

4. List the projects which your firm as a firm has performed in the past few years which you feel will qualify you for this work:

Contract Amount	Class of work	Percent Completed	Name and Address of Owner or Contracting Officer
-----------------	---------------	-------------------	--

*See attached letter of experience and qualification*

(use additional blank sheets if additional space is necessary)

5. Have you:

a. ever failed to complete any work awarded to You? No  
If so; identify the project, the owner, the contract amount, the circumstances and date of all such failures to complete.

b. ever been defaulted on a contract? No  
If so; identify the project, the owner, the contract amount, the circumstances and the date of all default actions.



**NO TEXT ON THIS PAGE**



## Hi Tech Air Conditioning Service, Inc.

60 Otis Street • West Babylon, NY 11704  
(631) 491-5210 • Fax (631) 491-5307

May 18, 2020

Re: Certified Letter of Incorporation

I, Ronald D'Aversa of Hi Tech Air Conditioning Service, Inc. certify that Hi Tech Air Conditioning Service, Inc. was incorporated under the laws of the State of New York in January, 1985 and is not disbarred from bidding or working on any public works projects by the New York State Department of Labor.

Hi Tech Air Conditioning Service, Inc. has resided at 60 Otis Street, West Babylon, NY 11704 for 23 years.

The corporate owners and principals of Hi Tech Air Conditioning Service, Inc. is as follows:

Ronald D'Aversa, President  
Anil Ragunath, Vice President  
Ronald D'Aversa Jr., Secretary/Treasurer

Sincerely,

Ronald D'Aversa  
President

Sworn to before me this 18 day of May, 2020

Notary Public

SILVIA M. ADAIR  
Notary Public, State of New York  
No. 01AD6098957  
Qualified in Suffolk County  
Commission Expires Sept. 22, 2023

*8:00 AM*  
*From: Adolph H. Siegel, Esq.*  
*VIA FAX*  
*491-5307*

**RECEIPT OF DEPARTMENT OF STATE**

NYS DEPARTMENT OF STATE

FILING RECEIPT

INCORPORATION (BUSINESS)

CORPORATION NAME

HI-TECH AIR CONDITIONING SERVICE, INC.

DATE FILED

01/16/85

DURATION &amp; COUNTY CODE

P

SUFF

FILM NUMBER

B183211-6

CASH NUMBER

467734

NUMBER AND KIND OF SHARES

200NPV

LOCATION OF PRINCIPAL OFFICE

BABYLON

\$XL

ADDRESS FOR PROCESS

THE CORP.  
 139 WHITTIER AVENUE

NORTH BABYLON NY 11703

REGISTERED AGENT

## FEES AND/OR TAX PAID AS FOLLOWS:

AMOUNT OF CHECK \$ 00410.00

AMOUNT OF MONEY ORDER \$

AMOUNT OF CASH \$

\$ 6.00 DOLLAR FEE TO COUNTY

FILER NAME AND ADDRESS

ADOLPH H. SIEGEL  
 THE SIE-GOLD BUILDING  
 145 E. SUNRISE HIGHWAY  
 LINDENHURST

NY 11757

\$ 100.00 FILING  
 \$ 00010.00 TAX  
 \$ CERTIFIED COPY  
 \$ CERTIFICATE

TOTAL PAYMENT \$ 0000110.00

REFUND OF \$

TO FOLLOW

380604-003 (8/84)

GAIL S SHAFFER - SECRETARY OF STATE



CONTRACT	CONTRACT AMOUNT	% Billed to Date	as of date	Value of	Value to complete	START DATE	COMPLETION DATE
North Bellmore Public Library - HVAC Upgrade	\$ 811,000.00	94%	8/31/2019	\$ 765,746	\$ 45,254	Mar-18	Dec-19
Hewlett SD- Franklin Early Childhood Center	\$ 3,326,000.00	98%	12/31/2019	\$ 3,243,183	\$ 82,817	Jun-18	Dec-19
Amityville UFSD-HS	\$ 4,254,023.00	64%	1/31/2020	\$ 2,722,575	\$ 1,531,448	Oct-18	Dec-20
Amityville UFSD-Northwest ES	\$ 1,681,210.00	14%	12/31/2019	\$ 235,369	\$ 1,445,841	Jun-19	Jun-20
Amityville UFSD-Northeast ES	\$ 501,000.00	83%	12/31/2019	\$ 415,830	\$ 85,170	Jun-20	Apr-20
Nassau County - Hicksville Garage	\$ 1,498,000.00	87%	12/31/2019	\$ 1,303,260	\$ 194,740	Apr-19	May-20
Nassau County - Mitchell Field Rifle Range	\$ 296,000.00	81%	1/31/2020	\$ 239,760	\$ 56,240	Jul-19	Dec-19
Nassau County - Mitchell Field Rifle Range-phase II	\$ 1,441,165.00			\$ -	\$ 1,441,165		
NYPD 107th Precinct	\$ 1,488,000.00	7%	12/31/2019	\$ 104,160	\$ 1,383,840		May-20
Great Neck UFSD-HS & MS	\$ 2,195,000.00	92%	1/31/2020	\$ 2,022,693	\$ 172,308	Jun-19	Apr-20
Great Neck UFSD-EM Baker	\$ 908,000.00	0%		\$ -	\$ 908,000	01/221	Aug-21
				\$ -	\$ -		
Southampton Town Hall	\$ 1,426,000.00	65%	12/31/2019	\$ 926,900	\$ 499,100	Jun-19	Jun-20
Suffolk County DPW - Board of Elections	\$ 668,000.00	25%	1/31/2020	\$ 167,000	\$ 501,000	Jun-19	Jun-20
City of Long Beach	\$ 637,000.00	99%		\$ 630,630	\$ 6,370	Jun-19	Mar-20
East Meadow Library	\$ 1,270,831.00	60%	1/31/2020	\$ 762,499	\$ 508,332	Jul-19	Aug-20
Half Hollow Hills Library	\$ 2,115,000.00	13%	12/31/2020	\$ 274,950	\$ 1,840,050	Jul-19	Nov-20
Village of Freeport	\$ 175,700.00			\$ -	\$ 175,700		Mar-20



## Hi Tech Air Conditioning Service, Inc.

60 Otis Street • West Babylon, NY 11704  
(631) 491-5210 • Fax (631) 491-5307

May 18, 2020

Re: Certified Letter of Experience and Qualifications

Hi Tech Air Conditioning Service, Inc. certifies that the projects listed below have been completed on time and to the satisfaction of our customers. There were no liens filed or litigation/arbitration commenced as a result of our work performed. Hi Tech Air Conditioning Service, Inc. can provide executed Performance Bond and Labor and Material Bonds required.

NYC Department of Education – Edward R Murrow HS \$1,125,100  
Ramesh Narayan – 917-396-8453

Lawrence UFSD – Lawrence High School \$722,386  
Jack Eisenbach – 315-735-1916

Christopher Morley Park/Grant Park Ice Rinks \$1,355,000  
Mike Fritz – 516-537-2772

Nassau County Firefighters Museum \$1,540,000  
Joseph Amerigo – 516-571-6804

Nassau County Aquatic Center \$2,249,523  
Adrian Cavanagh – 516-571-6872

Nassau County – 200 County Seat Drive \$595,654  
Michael Puleo – 516-571-6917

Nassau County – Supreme Court \$499,505  
Michael Puleo – 516-571-6917

Please feel free to contact any of these projects for verification of our performance and quality of work.

Please do not hesitate to call if you require any additional information.

Sincerely,

Ronald D'Aversa  
President

Sworn to before me this 18 day of May, 2020

Notary Public

SILVIA M. ADAIR  
Notary Public, State of New York  
No. 01AD6098957  
Qualified in Suffolk County  
Commission Expires Sept. 22, 2023





## **Hi Tech Air Conditioning Service, Inc.**

60 Otis Street • West Babylon, NY 11704  
(631) 491-5210 • Fax (631) 491-5307

### **REFERENCES**

<b><u>Contact</u></b>	<b><u>Telephone</u></b>
Mr. Adrian Cavanagh Nassau County DPW	516-571-6872
Mr. Joseph Riccio Director of Engineering Nederlander Organization	917-306-5782 cell
Mr. Richard Luniewski Project Director St. John's University	718-990-2377
Mr. Ray Stroh Engineering St. Catherine's of Siena Hospital	631-862-3070
Ms. Maryann Ortega Skyline Management (160/600 Old Country Rd)	516-393-8400 x157
Mr. Angel Serrano White Plains Police Headquarters	914-426-6084
Mr. Steve Bills Westfield – Sunrise Mall	516-322-1474 (cell) 516-795-3550 x212 (office)
Mr. Jim Frank Smith Haven Mall	631-724-8066 516-506-1181 (cell)
Mr. Chris Masterangelo Director of Engineering Helen Keller Institute	516-944-8900 x201

If you have any difficulty in reaching any of these accounts, or wish additional listings, please do not hesitate to contact us.

- c. ever been declared a non-responsible bidder by any municipality or public agency? No  
If so; identify the project, the owner, the contract amount, the circumstances and the date of all such declarations

- d. ever been barred from bidding municipal or public contracts? No  
If so; identify the municipality or public agency, the circumstances, date and term of disbarment for all debarments.

(use additional blank sheets if additional space is necessary)

6. Has any officer, partner or principal of your firm ever been on officer, partner or principal of some other firm:

- a. that failed to complete a construction contract? No  
If so, state name of individual and identify the name of firm, the project, the owner, the contract amount, the circumstances and the date of all such failures to complete for all principals of the firm.

- b. that has ever been defaulted on a contract? No  
If so; state the name of the individual and identify the name of the firm, the project, the owner, the contract amount, the circumstances and the date of all default actions for all principals of the firm.

- c. that has ever been declared a non-responsible bidder by any municipality or public agency? No  
If so; state the name of the individual and identify the name of the firm, the project, the owner, the contract amount, the circumstances and the date of all such declarations for all principals of the firm.

**NO TEXT ON THIS PAGE**

d. that has ever been barred from bidding municipal or public contracts? No

If so; state the name of the individual and identify the name of the firm, the municipality or public agency, the circumstances, date and term of debarment for all debarments for all principals of the firm.

(use additional blank sheets if additional space is necessary)

7. Has any officer or partner of your firm ever failed to complete a construction contract handled in his name? No

If so, state name of individual, name of owner and reason therefor:

8. Disclose any and all violations of the Prevailing Wage and Supplemental Payment Requirements of the Labor Law of New York State.

None

9. Disclose any and all other Labor Law Violations, including, but not limited to, child labor violations, failure to pay wages, or unemployment insurance tax delinquencies within the past five years.

None

10. In what other lines of business are you financially interested?

None

**NO TEXT ON THIS PAGE**



11. What is the construction experience of the principal individuals of your firm?

Individual's Name	Present Position or Office	Years of Construction Experience	Magnitude and type of work	In what Capacity
----------------------	----------------------------------	--	----------------------------------	------------------------

*See attached Resumes*

(use additional blank sheets if additional space is necessary)

12. List below the equipment that you own that is available for the proposed work, giving present location where it may be inspected:

Item	Description, Size Capacity, Year, etc.	Years of Service	Present Location
------	---	---------------------	---------------------

*Warehouse Located at 60 Otis Street, West Babylon  
fully stocked and service vans stocked with  
misc. parts and small hand tools*

(use additional blank sheets if additional space is necessary)

NOTE: Should the equipment be moved from the above mentioned location, the submitted hereby agrees upon request of the County to state the new location where same may be found.

13. If any of the above equipment is covered by chattel mortgage, conditional bill of sale, lien, or like encumbrance, state the complete details as to nature and amount of encumbrance, the name and address of the holder, etc.

*None*

(use additional blank sheets if additional space is necessary)

**NO TEXT ON THIS PAGE**

**ANIL RAGUNATH**



**Hi Tech Air Conditioning Service, Inc. (2002 to Present)**

60 Otis Street  
West Babylon, NY 11704

Vice President

Began with Hi Tech Air Conditioning Service, Inc. as a Sheet-metal worker, promoted to estimating in 2009, responsible for project management and supervision of all large construction projects. Became partner in 2018.

**EB Mechanical (2000 – 2002)**

57-41 59<sup>th</sup> Street  
Flushing, NY 11378

Sheet Metal Technician

Fabricated and installed sheet metal.

**BMC Corp. (1995 – 2000)**

159-08 Grand Central Parkway  
Jamaica, NY

Field Technician

Rebuilt cooling towers.

**RONALD D'AVERSA, JR.**

~~XXXXXXXXXXXXXXXXXXXX~~

~~XXXXXXXXXXXXXXXXXXXX~~

**Hi Tech Air Conditioning Service, Inc. (2003 – Present)**

60 Otis Street

West Babylon, NY 11704

Secretary/Treasurer

Began with the company as a Service Technician, proficient in all roof top units, absorption and centrifugal chillers. Certified in Smardt Chiller Systems installation and maintenance. Became a Controls Technician - certified in installation and maintenance of Carrier control systems. Became a partner in 2018.

**RONALD D'AVERSA**

~~XXXXXXXXXXXXXXXXXXXX~~

~~XXXXXXXXXXXXXXXXXXXX~~

**WORK EXPERIENCE:**

**Hi Tech Air Conditioning Services, Inc. (1985 – Present)**

60 Otis Street  
West Babylon, NY 11704

President - Service, repair and installations of industrial/commercial air conditioning and refrigeration units including ice rinks, chillers and computer room units.

**Carrier Corp (1983 – 1985)**

Syosset, NY

Service industrial air conditioning. Duties included ice rinks, chillers, computer room air conditioning units.

**Bailey Refrigeration (1978 – 1983)**

74 Sullivan Street  
Brooklyn, NY

Service of industrial air conditioning and marine air conditioning. Duties included air handling systems, compressor replacements and all aspects of air conditioning and refrigeration repair.

**Amana Refrigeration (1977 – 1978)**

New Highway  
Farmingdale, NY

Service of domestic air conditioning and refrigeration.



14. In what manner have you inspected this proposed work?  
Explain in detail.

*On-site inspection*

(use additional blank sheets if additional space is necessary)

15. Explain your plan and lay-out for performing the proposed work.

*As per specifications and drawings*

16. If a contract is awarded or a permit is issued, to your firm, who will have the personal supervision of the work? Attach resume.

*Ronald D'Aversa*

17. Insurance carried by your firm:

Type	Company	Limits of Coverage	Term
------	---------	--------------------	------

*See attached certificates of insurance*

**NO TEXT ON THIS PAGE**



# CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)

10/28/2019

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

**IMPORTANT:** If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must have ADDITIONAL INSURED provisions or be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER Cotgreave Insurance Agency, Inc. 558 Portion Rd.  Ronkonkoma NY 11779	CONTACT NAME: Laura Scherer PHONE (A/C, No, Ext): (631) 981-5400 E-MAIL: lscherer@get-insured.com ADDRESS:  INSURER(S) AFFORDING COVERAGE INSURER A: Harleysville Ins Co Of New York INSURER B: Harleysville Ins Co INSURER C: Harleysville Worcester Insurance Company INSURER D: Travelers Indemnity Co. INSURER E: INSURER F:	FAX (A/C, No): (631) 981-5448 NAIC # 10674 23582 26182 25658
INSURED Hi-Tech Air Conditioning Service, Inc. 60 Otis Street  West Babylon NY 11704-1406		

## COVERAGES

CERTIFICATE NUMBER: Master 19-20

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 VVD	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 <input checked="" type="checkbox"/> CONTRACTUAL LIABILITY  GEN'L AGGREGATE LIMIT APPLIES PER: <input type="checkbox"/> POLICY <input checked="" type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC OTHER:			MPA0000067750U	11/01/2019	11/01/2020	EACH OCCURRENCE \$ 1,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 100,000 MED EXP (Any one person) \$ 5,000 PERSONAL & ADV INJURY \$ 1,000,000 GENERAL AGGREGATE \$ 2,000,000 PRODUCTS - COMP/OP AGG \$ 2,000,000 \$
B	AUTOMOBILE LIABILITY <input checked="" type="checkbox"/> ANY AUTO <input type="checkbox"/> OWNED AUTOS ONLY <input type="checkbox"/> HIRED AUTOS ONLY <input type="checkbox"/> SCHEDULED AUTOS <input type="checkbox"/> NON-OWNED AUTOS ONLY			BA 00000067749U	11/01/2019	11/01/2020	COMBINED SINGLE LIMIT (Ea accident) \$ 1,000,000 BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$ \$
C	<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			CMB0000067748U	11/01/2019	11/01/2020	EACH OCCURRENCE \$ 5,000,000 AGGREGATE \$ 5,000,000 \$
	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 <input type="checkbox"/> N/A					PER STATUTE E.L. EACH ACCIDENT \$ E.L. DISEASE - EA EMPLOYEE \$ E.L. DISEASE - POLICY LIMIT \$
D	EXCESS UMBRELLA LIABILITY			ZUP-21P18923-19-NF	11/01/2019	11/01/2020	EACH OCCURRENCE \$5,000,000 AGGREGATE \$5,000,000

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

Nassau County Department of Public Works is an Additional Insured under the General Liability policy when required by written contract.

## CERTIFICATE HOLDER

## CANCELLATION

Nassau County Department of Public Works 1194 Prospect Avenue  Westbury NY 11590	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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## CERTIFICATE OF WORKERS' COMPENSATION INSURANCE

\*\*\*\*\* 112722111

LOVELL SAFETY MGMT CO., LLC  
110 WILLIAM STREET 12TH FLR  
NEW YORK NY 10038



SCAN TO VALIDATE  
AND SUBSCRIBE

### POLICYHOLDER

HI-TECH AIR CONDITIONING  
SERVICE INC.  
60 OTIS STREET  
WEST BABYLON NY 11704

### CERTIFICATE HOLDER

COUNTY OF NASSAU  
DEPARTMENT OF PUBLIC WORKS  
1194 PROSPECT AVENUE  
WESTBURY NY 11590-2723

POLICY NUMBER	CERTIFICATE NUMBER	POLICY PERIOD	DATE
Z 1263 653-6	832485	04/01/2020 TO 04/01/2021	02/27/2020

THIS IS TO CERTIFY THAT THE POLICYHOLDER NAMED ABOVE IS INSURED WITH THE NEW YORK STATE INSURANCE FUND UNDER POLICY NO. 1263 653-6, COVERING THE ENTIRE OBLIGATION OF THIS POLICYHOLDER FOR WORKERS' COMPENSATION UNDER THE NEW YORK WORKERS' COMPENSATION LAW WITH RESPECT TO ALL OPERATIONS IN THE STATE OF NEW YORK, EXCEPT AS INDICATED BELOW.

IF YOU WISH TO RECEIVE NOTIFICATIONS REGARDING SAID POLICY, INCLUDING ANY NOTIFICATION OF CANCELLATIONS, OR TO VALIDATE THIS CERTIFICATE, VISIT OUR WEBSITE AT [HTTPS://WWW.NYSIF.COM/CERT/CERTVAL.ASP](https://www.nysif.com/cert/certval.asp). THE NEW YORK STATE INSURANCE FUND IS NOT LIABLE IN THE EVENT OF FAILURE TO GIVE SUCH NOTIFICATIONS.

THE POLICY INCLUDES A WAIVER OF SUBROGATION ENDORSEMENT UNDER WHICH NYSIF AGREES TO WAIVE ITS RIGHT OF SUBROGATION TO BRING AN ACTION AGAINST THE CERTIFICATE HOLDER TO RECOVER AMOUNTS WE PAID IN WORKERS' COMPENSATION AND/OR MEDICAL BENEFITS TO OR ON BEHALF OF AN EMPLOYEE OF OUR INSURED IN THE EVENT THAT, PRIOR TO THE DATE OF THE ACCIDENT, THE CERTIFICATE HOLDER HAS ENTERED INTO A WRITTEN CONTRACT WITH OUR INSURED THAT REQUIRES THAT SUCH RIGHT OF SUBROGATION BE WAIVED.

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS NOR INSURANCE COVERAGE UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICY.

NEW YORK STATE INSURANCE FUND

DIRECTOR, INSURANCE FUND UNDERWRITING

VALIDATION NUMBER: 187093123





18. The undersigned hereby declares: That the foregoing information contained in this bid is a true statement, including, but not limited to, the financial condition of the individual firm herein first named as of the date herein given; the undersigned has read that portion of the Instructions to the Bidders entitled **"Qualifications and Responsibility of Bidders"** and that the bidder acknowledges its affirmative obligation to transmit with this statement any matters relevant and material to those contractor qualifications and responsibility standards; that this statement is for the express purpose of inducing the party to whom it is submitted to award the submitted a contract or issuance of a permit; that any depository, vendor or other agency herein named is authorized to supply such party with any information necessary to verify this statement; and that it understands and agrees that any material misrepresentation or omission of material fact may be deemed grounds for disqualification of the bidder as "not responsible," and may also subject the bidder to future debarment, penalties, and sanctions, to the extent permitted by law.



Ronald D'Aversa, President

HiTech Air Conditioning Service Inc.

5/18/2020



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NOTE: The bids shall be sworn to by the person signing them, in one of the following forms:

(Form of affidavit where Bidder is a corporation)

STATE OF NEW YORK )  
Suffolk ) ss.:  
COUNTY OF ~~NASSAU~~ )

Ronald D'Arena Being duly sworn, deposes and says:  
That he resides at \_\_\_\_\_ Street,  
in the City of \_\_\_\_\_ that he is the \_\_\_\_\_ of

the corporation described in and which executed the foregoing instrument; that he knows the seal of said corporation; that the seal affixed to the said instrument is such corporate seal and was affixed by order of the Board of Directors of said corporation; that he signed his name thereto by like order; and that he has knowledge of the several matters therein stated and they are in all respects true.

Subscribed and sworn to before me  
this 18 day of May, 2020.

S. M. Adair  
Notary

SILVIA M. ADAIR  
Notary Public, State of New York  
No. 01AD6098957  
Qualified in Suffolk County  
Commission Expires Sept. 22, 2023

(Form of Affidavit where Bidder is a firm)

STATE OF NEW YORK )  
 ) ss.:  
COUNTY OF NASSAU )

\_\_\_\_\_ Being duly sworn, deposes and says:  
That he is a member of  
the firm described in and which executed the foregoing bid; that he  
duly subscribed the name of the firm hereunto on behalf of the firm;  
and that the several matters therein stated are in all respects true.  
Subscribed and sworn to before me  
this \_\_\_\_\_ day of \_\_\_\_\_, 20 \_\_\_\_\_.

\_\_\_\_\_  
Notary

(Form of Affidavit where Bidder is an individual)

STATE OF NEW YORK )  
 ) ss.:  
COUNTY OF NASSAU )

\_\_\_\_\_ Being duly sworn, deposes and says:  
That he is the person described in and who executed the foregoing bid  
and that the several matters therein stated are in all respects true.  
Subscribed and sworn to before me  
this \_\_\_\_\_ day of \_\_\_\_\_, 20 \_\_\_\_\_.

\_\_\_\_\_  
Notary

**NO TEXT ON THIS PAGE**

## Notice of Award

NO TEXT ON THIS PAGE



**HI-TECH AIR CONDITIONING SERVICE, INC.**  
**FINANCIAL STATEMENTS**  
**TOGETHER WITH INDEPENDENT ACCOUNTANTS'**  
**REVIEW REPORT**  
**DECEMBER 31, 2018**

**HI-TECH AIR CONDITIONING SERVICE, INC.**

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# George L. Klueg, CPA, PC

Certified Public Accountants and Advisors

## INDEPENDENT ACCOUNTANT'S REVIEW REPORT

To the Shareholders  
Hi-Tech Air Conditioning Service, Inc.  
West Babylon, New York

We have reviewed the accompanying financial statements of Hi-Tech Air Conditioning Service, Inc. (a New York S corporation) which comprise the balance sheet as of December 31, 2018, and the related statements of operations and retained earnings and cash flows for the year then ended and the related notes to the financial statements. A review includes primarily applying analytical procedures to management's financial data and making inquiries of management. A review is substantially less in scope than an audit, the objective of which is the expression of an opinion regarding the financial statements as a whole. Accordingly, we do not express such an opinion.

### Management's Responsibility for the Financial Statements

Management is responsible for the preparation and fair presentation of the financial statements in accordance with accounting principles generally accepted in the United States of America; this includes designing, implementing, and maintenance of internal control relevant to the preparation and fair presentation of the financial statements that are free from material misstatement whether due to fraud or error.

### Accountant's Responsibility

Our responsibility is to conduct the review in accordance with Statements on Standards for Accounting and Review Services promulgated by the Accounting and Review Services Committee of the AICPA. Those standards require us to perform procedures to obtain limited assurance as a basis for reporting whether we are aware of any material modifications that should be made to the financial statements for them to be in accordance with accounting principles generally accepted in the United States. We believe that the results of our procedures provide a reasonable basis for our conclusion.

### Accountant's Conclusion

Based on our review, we are not aware of any material modifications that should be made to the accompanying financial statements in order for them to be in accordance with accounting principles generally accepted in the United States of America.

Melville, New York  
July 31, 2019

**HI-TECH AIR CONDITIONING SERVICE, INC.**  
**BALANCE SHEET**  
**AS OF DECEMBER 31, 2018**

**ASSETS**

**CURRENT ASSETS**

Cash	\$ 224,726
Accounts receivable, net	8,109,129
Prepaid income taxes	39,305
Employee loans	5,297
Prepaid expenses	<u>10,649</u>
<b>Total Current Assets</b>	<b><u>8,389,106</u></b>

**PROPERTY, PLANT, AND EQUIPMENT**

Property, plant and equipment	288,093
Less- accumulated depreciation	<u>270,448</u>
<b>Property, Plant and Equipment - Net</b>	<b><u>17,645</u></b>
<b>Total Assets</b>	<b>\$ <u>8,406,751</u></b>

**LIABILITIES AND SHAREHOLDERS' EQUITY**

**CURRENT LIABILITIES**

Accounts payable	\$ 1,629,127
Line of credit payable	325,000
Sales and payroll taxes payable	56,291
Accrued expenses	60,876
Due to affiliates	97,705
Deferred tax liability	195,000
Citistreet 401k payable	<u>1,964</u>
<b>Total Current Liabilities</b>	<b>2,365,963</b>

**SHAREHOLDER'S LOAN**

	<u>133,000</u>
<b>Total Liabilities</b>	<b><u>2,498,963</u></b>

**SHAREHOLDERS' EQUITY**

Common stock, no par value, stated value \$40 per share, 200 shares authorized, 100 shares issued and outstanding	4,000
Retained Earnings	<u>5,903,788</u>
<b>Total Shareholders' Equity</b>	<b><u>5,907,788</u></b>
<b>Total Liabilities and Shareholders' Equity</b>	<b>\$ <u>8,406,751</u></b>

See independent accountants' review report and the accompanying notes to financial statements.

**HI-TECH AIR CONDITIONING SERVICE, INC.**  
**STATEMENT OF INCOME AND RETAINED EARNINGS**  
**FOR THE YEAR ENDED DECEMBER 31, 2018**

<b>NET REVENUES</b>	<b>\$ 15,720,009</b>
<b>COST OF REVENUES</b>	
Material	5,705,216
Subcontractors	2,279,752
Direct Labor	2,117,099
Union expenses	641,105
Transportation expense	523,250
Payroll taxes	178,252
Job expense	171,319
<b>Total Cost of Revenues</b>	<b>11,615,993</b>
<b>Gross Profit</b>	<b>4,104,016</b>
<b>SELLING, GENERAL AND ADMINISTRATIVE EXPENSES</b>	
Insurance expense	978,537
Office Wages	912,865
Officers' compensation	367,872
Administrative fees	312,400
Rent expense	120,000
Postage, stationary and office expenses	112,439
Payroll taxes	110,436
Telephone expense	61,476
Repairs and maintenance	38,775
Professional fees	28,404
Computer expense	25,981
Utilities	11,528
Bad debts	10,494
Depreciation	10,242
Messenger and delivery expenses	9,618
Collection fees	8,802
Miscellaneous	23,369
<b>Total Selling, General and Administrative Expenses</b>	<b>3,143,238</b>
<b>Income From Operations</b>	<b>960,778</b>
<b>OTHER INCOME (EXPENSE)</b>	
Interest income	1,029
Interest expense	(30,048)
<b>Total Other Income (Expense)</b>	<b>(29,019)</b>
<b>Income Before Provision for Local Income Tax</b>	<b>931,759</b>
<b>BENEFIT FOR LOCAL INCOME TAX</b>	<b>(76,254)</b>
<b>NET INCOME</b>	<b>1,008,013</b>
<b>RETAINED EARNINGS, beginning of year</b>	<b>7,135,775</b>
<b>Distributions to Shareholders</b>	<b>(2,240,000)</b>
<b>RETAINED EARNINGS, end of year</b>	<b>\$ 5,903,788</b>

See independent accountants' review report and the accompanying notes to financial statements.



**HI-TECH AIR CONDITIONING SERVICE, INC.**  
**STATEMENT OF CASH FLOWS**  
**FOR THE YEAR ENDED DECEMBER 31, 2018**

**CASH FLOW PROVIDED BY OPERATING ACTIVITIES**

Net income	\$ 1,008,013
Adjustments to reconcile net income to net cash provided by operating activities:	
Depreciation	10,242
Deferred taxes	(21,000)
Changes in operating assets and liabilities:	
Accounts receivable	(437,371)
Prepaid income taxes	(39,305)
Employee loans	10,208
Prepaid expenses	5,488
Accounts payable	110,726
Sales and payroll taxes payable	29,138
Accrued expenses	(58,884)
Income taxes payable	(134,869)
Citistreet 401k payable	(10,192)
<b>Net cash provided by operating activities</b>	<u>472,194</u>

**CASH FLOW (USED) BY INVESTING ACTIVITIES**

Acquisition of equipment	<u>(13,334)</u>
--------------------------	-----------------

**CASH FLOW PROVIDED (USED) BY FINANCING ACTIVITIES**

Increase in amounts due to affiliates	75,815
Increase in line of credit	325,000
Distributions to shareholders	<u>(2,240,000)</u>
<b>Net cash (used) by investing activities</b>	<u>(1,839,185)</u>

**NET DECREASE IN CASH** (1,380,325)

**CASH, BEGINNING OF YEAR** 1,605,051

**CASH, END OF YEAR** \$ 224,726

**SUPPLEMENTARY DISCLOSURE AND CASH FLOW INFORMATION**

Cash paid during this year for:

Interest	\$ <u>29,598</u>
Taxes	\$ <u>114,452</u>

See independent accountants' review report and the accompanying notes to financial statements.

**HI-TECH AIR CONDITIONING SERVICE, INC.**  
**NOTES TO FINANCIAL STATEMENTS**  
**DECEMBER 31, 2018**

**(1) NATURE OF BUSINESS**

Hi-Tech Air Conditioning Service, Inc. ("the Company") is a New York S Corporation located in West Babylon, New York that installs and repairs commercial air conditioning systems in the Greater New York Metropolitan area.

**(2) SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES**

**Basis of accounting**

The accounts of the corporation are maintained, and the accompanying financial statements have been prepared, utilizing the accrual basis of accounting. Accordingly, income is recognized as earned and expenses are recorded as incurred, regardless of the timing of payment.

**Use of estimates**

The preparation of financial statements in conformity with accounting principles generally accepted in the United States of America requires management to make estimates and assumptions that affect the reported amounts of assets and liabilities and disclosure of contingent assets and liabilities at the date of the financial statements and the reported amounts of revenues and expenses during the reporting period. Actual results could differ from those estimates.

**Accounts receivable and allowance for doubtful accounts**

The Company carries its accounts receivable at amounts billed to customers less an allowance for doubtful accounts. On a periodic basis, the Company evaluates its accounts receivable and establishes an allowance for doubtful accounts when deemed necessary. The allowance for doubtful accounts at December 31, 2018 was \$111,421.

**Property, Plant and Equipment**

Property, plant and equipment is recorded at cost. Depreciation is provided for on the straight line basis over the estimated useful lives of the assets ranging from 3 to 7 years.

Maintenance and repairs are charged to cost and expenses as incurred; renewals and betterments are capitalized.

**HI-TECH AIR CONDITIONING SERVICE, INC.**  
**NOTES TO FINANCIAL STATEMENTS**  
**DECEMBER 31, 2018**

**(2) SUMMARY OF SIGNICANT ACCOUNTING POLICIES (continued)**

**Uncompensated absences**

The Company does not have an obligation to pay vacation time to terminate employees. Also the Company does not permit carryover of unused vacation to subsequent period. Therefore, no amounts for compensated absences have been accrued.

**Income Taxes**

The Company, with the consent of its shareholders, has elected under the Internal Revenue Code and New Jersey and New York State statues to be an S corporation. In lieu of corporation income taxes, the shareholders of an S corporation are taxed on their proportionate share of the Company's taxable income on their personal tax returns. Therefore, no provision or liability for Federal income taxes has been included in these financial statements. Both New Jersey and New York State assess a minimum tax on such corporations based on gross receipts. New York City does not recognize an S corporation, and, as such, the Company is subject to local income taxes to the extent it has New York City income.

**Deferred income tax**

Deferred income tax assets and liabilities are computed for the difference between the financial statement basis and tax basis of assets and liabilities that will result in taxable or deductible amounts in the future based on enacted tax laws and rates applicable to the periods in which the differences are expected to affect taxable income. Valuation allowances are established, when necessary, to reduce deferred tax assets to the amount expected to be realized.

For income tax purposes, the Company files its income tax returns utilizing cash-basis method of reporting and accelerated depreciation methods provided in the Internal Revenue Code.



**HI-TECH AIR CONDITIONING SERVICE, INC.**  
**NOTES TO FINANCIAL STATEMENTS**  
**DECEMBER 31, 2018**

**(3) EMPLOYEE RETIREMENT PLANS**

The Company sponsors a profit-sharing plan which covers substantially all full-time employees. Annual contributions are discretionary, but may not exceed the maximum amount deductible for Federal tax purposes. Contributions are allocated to participants based on their gross compensation. For the year ended December 31, 2018, the Company did not make any contributions to the profit-sharing plan.

The Company maintains a 401(k) retirement plan. Employees meeting certain eligibility requirements may participate in the plan. The plan provides for employee contributions only.

The Company is a participating employer under a collective bargaining agreement in the Metal Trades Branch Local 638 Pension Plan for its technicians. The collective bargaining agreement with Metal Trades Branch Local 638 expires on June 30, 2021.

**(4) LINE OF CREDIT PAYABLE**

On September 10, 2019, the Company entered into an agreement with a bank for a line of credit facility for a maximum of \$2,300,000. The agreement provides for interest on the borrowings at a variable rate which is two percent above the higher of the bank's prime rate of interest or the LIBOR interest rate. At December 31, 2018, the balance owing under the line of credit was \$325,000 and the rate of interest under the line of credit was 5.5%.

The terms of the line of credit agreement provide for certain affirmative and other covenants. The Company has met all of the covenants except two where the bank issued a letter of waiver for these covenants.

**(5) BENEFIT FOR LOCAL INCOME TAX**

The benefit for local income tax represents the current tax on income apportioned to New York City, the minimum taxes based on gross income for the states of New Jersey and New York and the adjustment of the prior year tax accrual.

The benefit for income tax consists of the following for the year ended December 31, 2018:

Current tax expense	\$ 22,231
Adjustment of prior year tax	(77,485)
Deferred tax provision	<u>(21,000)</u>
	<u><u>\$(76,254)</u></u>

**HI-TECH AIR CONDITIONING SERVICE, INC.**  
**NOTES TO FINANCIAL STATEMENTS**  
**DECEMBER 31, 2018**

**(6) RELATED PARTY TRANSACTIONS**

The Company's shareholders own 100% of the common stock of an affiliated company, Tech Mechanical, Inc., which is engaged primarily in the same business. During the year ended December 31, 2018, the Company billed Tech Mechanical, Inc. \$60,905 for reimbursement of transportation expenses which was unpaid as of December 31, 2018. The Company also incurred labor costs to Tech Mechanical, Inc. of \$1,012,900 during the year ended December 31, 2018 of which \$138,500 was payable as of December 31, 2018. There is a net balance due to Tech Mechanical, Inc. of \$74,825 as of December 31, 2018.

The Company leases office space from another affiliated entity, RJ Tech, Inc., on a month to month basis. The rental payments for the year ended December 31, 2018 were \$120,000. There is a balance due to the RJ Tech, Inc. of \$22,880 as of December 31, 2018.

**(7) LEASES**

The Company leases transportation equipment with various maturity dates through June 2019. At the end of the lease term, the Company has the option to either buy the equipment at its reduced book value (RBV) or to continue making lease payments. The Company also has the option to have the leasing company sell the equipment at lease termination and if the sale generates a profit above the RBV, the profit is remitted to the Company. Since the majority of the equipment is still in lease term and RBV of any equipment out of lease term is immaterial, the leases are classified as operating leases.

As of December 31, 2018, the future minimum lease payments under the operating leases are as follows:

2019	\$ 223,421
2020	162,193
2021	94,779
2022	37,534
2023	-
Thereafter	-

**(8) CONCENTRATION OF CREDIT RISK**

The Company's financial instruments that are exposed to concentrations of credit risk are cash and trade accounts receivable. Cash at times, may exceed federally insured limits. The Company routinely assesses the financial strength of its customers and, as a consequence, believes that its trade accounts receivable credit risk exposure is limited. Additionally, the Company has not experienced any significant losses from uncollectible accounts.



**HI-TECH AIR CONDITIONING SERVICE, INC.**  
**NOTES TO FINANCIAL STATEMENTS**  
**DECEMBER 31, 2018**

**(9) SUBSEQUENT EVENTS**

The Company has evaluated subsequent event transactions for the potential recognition or disclosure in the financial statements through July 31, 2019, the date the financial statements were available to be issued.

# Enterprise Association of Steamfitters Local Union 638 U.A.

OF  
STEAM, HOT WATER, HYDRAULIC, SPRINKLER, PNEUMATIC TUBE, COMPRESSED AIR, ICE MACHINE, AIR CONDITIONING  
AND GENERAL PIPE FITTERS OF NEW YORK AND LONG ISLAND, A.F.L.-C.I.O.

## STEAMFITTERS LOCAL UNION 638 OF THE UNITED ASSOCIATION



*Robert J. Bartels, Jr.*

Business Agent-at-Large  
27-08 40th Avenue, 4th Floor  
Long Island City, N.Y. 11101

Phone: Office (718) 392-3420  
Fax: (718) 784-7285

February 16, 2018

**Hi-Tech Air Condition**  
**60 Otis Street**  
**West Babylon, New York 11704**

Re: Enterprise Association Local 638 Joint Service Fitters Apprenticeship Committee  
NYS Sponsor Code #10693 NYS ATP Code # 13276

Dear Ronald Daversa:

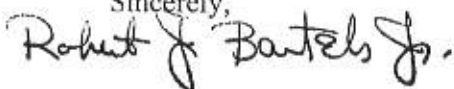
Please be advised that because your firm is a signatory to the July 1, 2017 to July 30, 2021 Metal Trades Collective Bargaining Agreement with Enterprise Association Metal Trades Branch Local 638, your firm is entitled to hire apprentices registered with and participating in the Joint Service Fitters Apprenticeship Committee ("JSAC"). The JSAC currently conducts a fully registered and approved New York State Apprenticeship Training Program ("ATP") in the Refrigeration & Air Conditioning Mechanic Classification under the above referenced ATP Code. The JSAC is co-sponsored by Local 638 and the Mechanical Service Contractors Association of New York, Inc. and it complies with all provisions of New York City as well as Suffolk and Nassau County Laws.

Apprenticeship Training Program

**February 16, 2018**

Page 2

Any further inquiries should be directed to the undersigned's attention. If, at any time, you need to provide proof that an apprentice in your employ is participating in the JSAC Apprenticeship Program, a copy of their individual AT-401 (NYS Apprentice Agreement) can be provided to you.

Sincerely,  


Robert Bartels, Jr.  
Business Agent At Large  
Member, JSAC

U.S. DEPARTMENT OF JUSTICE  
OFFICE OF JUSTICE PROGRAMS  
OFFICE OF THE COMPTROLLER

**Certification Regarding  
Debarment, Suspension, Ineligibility and Voluntary Exclusion  
Lower Tier Covered Transactions  
(Sub-Recipient)**

This certification is required by the regulations implementing Executive Order 12549, Debarment and Suspension, 28 CFR Part 67, Section 67.510, Participants' responsibilities. The regulations were published as Part VII of the May 26, 1988 *Federal Register* (pages 19160-19211).

**(BEFORE COMPLETING CERTIFICATION, READ INSTRUCTIONS ON REVERSE)**

(1) The prospective lower tier participant certifies, by submission of this proposal, that neither it nor its principals are presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from participation in this transaction by any Federal department of agency.

(2) Where the prospective lower tier participant is unable to certify to any of the statements in this certification, such prospective participant shall attach an explanation to this proposal.

Ronald D'Aversa President

Name and Title of Authorized Representative

m/d/yy

Ronald D'Aversa

Signature

4/14/2021

Date

Hi-Tech Air Conditioning Service Inc

Name of Organization


60 Otis Street, West Babylon NY 11704

Address of Organization

NASSAU COUNTY DEPARTMENT OF PUBLIC WORKS

CONSULTANT/ CONTRACTOR DETAILED MBE/WBE UTILIZATION PLAN

Part 1- General Information:

Consultant/Contractor Name:	Hi Tech Air Conditioning Service Inc.
Address (street/city/state/zip code):	100 Otis Street, West Babylon NY 11704
Authorized Representative (name/title):	Ronald D'Aversa, President
Authorized Signature:	
Contract Number:	B41482-02G
Contract/Project Name:	Mitchell Field Rifle Range HVAC & Fire Alarm System Renovations
Contract/Project Description:	Demolish and replace existing HVAC equipment serving the Rifle Range and garage areas and add new HVAC equipment and ceiling fans and replace fire alarm system.

Part 2- Projected MBE/WBE Contract Summary:

	Amount (\$)		Percentage (%)
Total Dollar Value of the Prime Contract	\$1,441,165		Best Efforts
Total MBE Dollar Amount	TBD	MBE Contract Percentage	TBD
Total WBE Dollar Amount	TBD	WBE Contract Percentage	TBD
Total Combined M/WBE Dollar Amount	TBD	Combined M/WBE Contract Percentage	TBD



**Part 3- MBE Information (use additional blank sheets as necessary):**

MBE Firm	Description of Work (MBE)	Projected MBE Contract Amount (\$) and Award Date	MBE Contract Scheduled Start Date and Completion Date
Name: Address: City: State/Zip Code: Authorized Representative: Telephone No.		Amount (\$): Award Date:	Start Date: Completion Date:
Name: Address: City: State/Zip Code: Authorized Representative: Telephone No.		Amount (\$): Award Date:	Start Date: Completion Date:
Name: Address: City: State/Zip Code: Authorized Representative: Telephone No.		Amount (\$): Award Date:	Start Date: Completion Date:

**Part 4- WBE Information (use additional blank sheets as necessary):**

WBE Firm	Description of Work (WBE)	Projected WBE Contract Amount(\$ ) and Award Date	WBE Contract Scheduled Start Date and Completion Date
<b>Name:</b> <b>Address:</b> <b>City:</b> <b>State/Zip Code:</b> <b>Authorized Representative:</b> <b>Telephone No.</b>		<b>Amount (\$):</b> <b>Award Date:</b>	<b>Start Date:</b> <b>Completion Date:</b>
<b>Name:</b> <b>Address:</b> <b>City:</b> <b>State/Zip Code:</b> <b>Authorized Representative:</b> <b>Telephone No.</b>		<b>Amount (\$):</b> <b>Award Date:</b>	<b>Start Date:</b> <b>Completion Date:</b>
<b>Name:</b> <b>Address:</b> <b>City:</b> <b>State/Zip Code:</b> <b>Authorized Representative:</b> <b>Telephone No.</b>		<b>Amount (\$):</b> <b>Award Date:</b>	<b>Start Date:</b> <b>Completion Date:</b>