

State of New York Executive Department
Office Of General Services
New York State Procurement
Corning Tower Building - 38th Floor
Empire State Plaza
Albany, New York 12242
<http://www.ogs.ny.gov>

CONTRACT AWARD NOTIFICATION

Title	:	Group 01600 – MILK (FLUID) (STATEWIDE) Emergency Contract to Replace Contractor in Richmond, Kings, Queens, Bronx & New York Counties Classification Code: 50
Award Number	:	<u>22755</u> (Partially Replaces Award 22230)
Contract Period	:	December 4, 2013 through June 30, 2015
Bid Opening Date	:	November 26, 2013
Date of Issue	:	December 4, 2013 (Revised June 16, 2014)
Specification Reference	:	As Incorporated In The Invitation for Bids
Contractor Information	:	Appears on Page 2 of this Award

Address Inquiries To:

State Agencies & Vendors	Political Subdivisions & Others
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**The New York State Procurement values your input.
Complete and return "Contract Performance Report" at end of document.**

Description

This contract is intended to provide the procurement mechanism for the provision and delivery of fluid milk including but not limited to homogenized, skim and low fat.

PR # [22755](#)

(continued)

NOTE: See individual contract items to determine actual awardees.

<u>CONTRACT #</u>	<u>CONTRACTOR & ADDRESS</u>	<u>TELEPHONE #</u>	<u>FED.IDENT.# / NYS VENDOR#</u>
PC66397	Elmhurst Dairy Inc. 155-25 Styler Road Jamaica, NY 11433	Phone: (718) 526-3442 Jay Valentine jvalentine@elmhurstdairy.com	11-1604484 1100106500

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

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

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

SMALL, MINORITY AND WOMEN-OWNED BUSINESSES:

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

RECYCLED, REMANUFACTURED AND ENERGY EFFICIENT PRODUCTS:

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

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

NOTE TO AUTHORIZED USERS:

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

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

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

- a statement of need and associated requirements,
- a summary of the contract alternatives considered for the purchase,

(continued)

- the reason(s) supporting the resulting purchase (e.g., show the basis for the selection among multiple contracts at the time of purchase was the most practical and economical alternative and was in the best interests of the State).

PRICE:

Price shall be net, per quart, F.O.B. point of destination indicated in the “DELIVERY SCHEDULE” sheets. Price shall include unloading by the contractor to the location and in the timeframe stated in the “DELIVERY SCHEDULE”.

MILK MARKETING ORDER:

In the event of an increase or decrease in the class 1 (one) price including butterfat and skim milk prices, pursuant to the provisions of Article 21, as amended by Chapter 383 of the Laws of 1937, of the Agriculture and Markets Law, and/or Federal or State Milk Marketing Agreement or Order, the Office of General Services, New York State Procurement, will authorize an adjustment of the prices paid for fluid milk products delivered under contract to facilities located in the milk marketing area.

Bids on fluid milk will be considered with the understanding that for facilities located in the Northeast Milk Marketing Area (NEMMA), they are based on the class 1 (one) price announced by the Order’s Market Administrator for November 2013 at Onondaga County (Syracuse, NY). All milk products must conform with the definitions and standards of identity set forth in Part 17 of INYCRR.

In areas not subject to Federal or State Milk Marketing Orders, adjustments shall be computed on the same basis as those under the Northeast Milk Marketing Area.

DAIRY COMPACT:

In the event a dairy compact covering New York State becomes effective pursuant to State and/ or Federal law during the contract period and such compact’s mandated price is higher than the price set for Class 1 (one) milk within the State pursuant to a State or Federal order, OGS will authorize price adjustments to reflect such compact pricing.

DEPOSIT CHARGE FOR MILK CASES:

The contractor shall assess a deposit charge as established by the New York State Department of Agriculture and Markets for each milk case delivered to the using facility and which upon delivery remains at the premises of the facility. Ownership of each milk case properly identified with the name or other business identification of the person or company who is the owner remains with that owner notwithstanding the imposition of the deposit.

The deposit shall be held by the contractor so long as the milk case or its replacement remains on the facility premises and until such time as it is returned to the contractor in useful condition allowing for normal wear and use.

MILK COOLERS/DOLLIES/DISPENSERS/CARTS:

For designated facilities, the contractor is required to provide milk coolers, dollies, dispensers or carts as indicated at no additional cost.

No additional charge for this equipment will be allowed. The dollies, dispensers or carts are to be provided, installed, maintained and replaced (if necessary) by the contractor at the contractor’s expense. On conclusion of the contract, the equipment remains the property of the contractor and is to be removed at contractor’s expense.

ROUNDING DOWN OF PRICE(S):

Any price which goes beyond the fourth place after the decimal point (e.g., beyond the ten thousands place) shall be rounded downward in the State’s favor (i.e., a price of \$3.64528 shall be computed and considered \$3.6452).

LOWER PRICING

The State reserves the right to negotiate lower pricing, or to advertise for bids, whichever is in the State's best interest as determined by the Commissioner, in the event of a significant decrease in market price of any product listed. In addition, if the contractor’s normal pricing to the public or to the trade in general is less than the net/contract pricing with the application of a contract discount, etc., then the normal pricing to the public or to the trade in general shall also be granted to contract participants.

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DELIVERIES:

All deliveries must be made strictly in accordance with instructions appearing on the purchase order. Failure to deliver as specified will result in rejection upon arrival. Immediate replacement may be made from the open market at the contractor's expense.

INSPECTION:

An agency, any of its officers, or any properly authorized representative of the State shall have the right to inspect the premises, facilities and methods on or by which such milk is produced, and may make, or cause to be made, standard tests of any milk delivered for the purpose of determining whether the contract is being properly performed.

CANCELLATION FOR CONVENIENCE

The State of New York retains the right to cancel this contract, in whole or in part without reason provided that the Contractor is given at least sixty (60) days notice of its intent to cancel. This provision should not be understood as waiving the State's right to terminate the contract for cause or stop work immediately for unsatisfactory work, but is supplementary to that provision. Any such cancellation shall have no effect on existing Agency agreements, which are subject to the same 60 day discretionary cancellation or cancellation for cause by the respective user Agencies.

VOLUME DISCOUNTS:

Bidders may offer volume discounts. Volume discounts may be applied per purchase order, cumulatively per customer agency, and cumulatively statewide. The bidder shall indicate the basis for applying the volume discount(s) on the bid document on a separate sheet. Volume discounts shall be defined and applied as follows: Purchase order volume discounts shall be additional discounts applied to individual purchase orders over a specified dollar amount. Cumulative agency volume discounts shall be additional discounts applied to all future orders made by an individual agency once an established volume has been met by that agency. Cumulative statewide volume discounts shall be additional discounts applied to all future orders for all state and non-state orders once an established volume has been met under this contract.

NEW YORK STATE FOOD PRODUCTS:

The Commissioner of General Services recognizes the importance of utilizing food products that are grown, produced, harvested or processed in New York State. In order to advance this objective, the New York State Office of General Services encourages vendors to fulfill the requirements of any contract awarded pursuant to this solicitation with products that are grown, produced, harvested or processed, in whole or in part, in New York State.

CONTRACT PERIOD AND RENEWALS:

It is the intention of the State to enter into a contract for the term as stated on the Invitation for Bids except that the termination dates appearing on the Invitation for Bids may be adjusted forward unilaterally by the State for any resulting contract for up to two calendar months, by indicating such change on the Contract Award Notification.

If mutually agreed between New York State Procurement and the contractor, the contract may be renewed under the same terms and conditions for additional period(s) not to exceed a total contract term of five (5) years.

SHORT TERM EXTENSION:

In the event the replacement contract has not been issued, any contract let and awarded hereunder by the State, may be extended unilaterally by the State for an additional period of up to one month upon notice to the contractor with the same terms and conditions as the original contract including, but not limited to, quantities (prorated for such one month extension), prices, and delivery requirements. With the concurrence of the contractor, the extension may be for a period of up to three months in lieu of one month. However, this extension terminates should the replacement contract be issued in the interim.

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RESERVATION:

The State reserves the right to negotiate lower pricing, or to advertise for bids, any unanticipated excessive purchase. An "unanticipated excessive purchase" is defined as an unexpected order for a contract product(s) totaling more than \$50,000.00.

SOURCE OF SUPPLY:

All milk products shall be from producers whose farms are subject to the supervision of the New York State Department of Agriculture and Markets or other duly authorized agencies if producers are located outside New York State.

PERMIT AND LICENSE:

All milk must be from sources approved by the New York State Department of Agriculture and Markets and the bidder must, at the time of bidding, hold a regular permit from the New York State Department of Agriculture and Markets. Bidder must also, at time of bidding, hold a milk dealer's license as required by the Department of Agriculture and Markets.

Required licenses and health permits shall be effective at all times during the period of the contract. Cancellation or revocation of license for non-compliance with any order of the Commissioner of Agriculture and Markets shall automatically cancel the contract.

INSPECTION:

An agency, any of its officers, or any properly authorized representative of the State shall have the right to inspect the premises, facilities and methods on or by which such milk is produced, and may make, or cause to be made, standard tests of any milk delivered for the purpose of determining whether the contract is being properly performed.

INFERIOR DELIVERIES:

Inferior deliveries will be rejected, except where milk has been used prior to receipt of laboratory reports from the New York State Department of Agriculture and Markets on official samples showing deficiency in quality. Such milk will be paid for as follows:

MILK -For each one-tenth of one percent of butterfat content found less than the minimum established requirements there shall be deducted one cent per quart.

If two or more samples taken from deliveries of milk are found to contain bacteria in excess of the standards specified, the contract shall be canceled. The undelivered quantities may be purchased in the open market and any difference in cost shall be charged to the contractor.

EMERGENCY PURCHASING:

In the event that a disaster emergency is declared by Executive Order under Section 28 of Article 2-B of the Executive Law, or that the Commissioner determines pursuant to his/her authority under Section 163(10)(b) of the State Finance Law that an emergency exists requiring the prompt and immediate delivery of products or services, the Commissioner reserves the right to obtain such products or services from any source, including but not limited to this contract, as the Commissioner in his/her sole discretion determines will meet the needs of such emergency. Contractor shall not be entitled to any claim or lost profits for products or services procured from other sources pursuant to this paragraph.

REQUEST FOR CHANGE:

Any request by the agency or contractor regarding changes in any part of the contract must be made in writing to the Office of General Services, New York State Procurement prior to effectuation.

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CONTRACT PAYMENTS:

Payments cannot be processed by State facilities until the contract products have been delivered in satisfactory condition or services have been satisfactorily performed. Payment will be based on any invoice used in the supplier's normal course of business. However, such invoice must contain sufficient data including but not limited to contract number, description of product or service, quantity, unit and price per unit as well as federal identification number.

State facilities are required to forward properly completed vouchers to the Office of the State Comptroller for audit and payment. All facilities are urged to process every completed voucher expeditiously giving particular attention to those involving cash discounts for prompt payment.

If the contract terms indicate political subdivisions and others authorized by law are allowed to participate, those entities are required to make payments directly to the contractor. Prior to processing such payment, the contractor may be required to complete the ordering non-State agency's own voucher form.

See "Contract Billings" in Appendix B, OGS General Specifications.

NOTE TO CONTRACTOR:

This Contract Award Notification is not an order. Do not take any action under this contract except on the basis of purchase order(s) from the agency or agencies.

NEW YORK STATE VENDOR RESPONSIBILITY QUESTIONNAIRE FOR-PROFIT BUSINESS ENTITY:

Contractor is encouraged to maintain up-to-date Questionnaire during the life of the contract and is also required to ensure this Questionnaire reflects any substantive issues that may have occurred from the time the Contract was initially awarded.

DEBRIEFING:

Contractors and bidders are accorded fair and equal treatment with respect to the opportunity for debriefing. OGS shall, upon request, provide a debriefing to any bidder or awarded contractor that responded to the IFB or RFP regarding the reason that the proposal or bid submitted by the unsuccessful bidder was not selected for a contract award. The post award debriefing should be requested by the bidder or awarded contractor within thirty days of posting of the contract award on the OGS website.

CONTRACT BILLINGS AND PAYMENTS:

a. Billings. Contractor and the dealers/distributors/resellers designated by the Contractor, if any, shall provide complete and accurate billing invoices to each Authorized User in order to receive payment. Billing invoices submitted to an Authorized User must contain all information required by the Contract and the State Comptroller or other appropriate fiscal officer. Submission of an invoice and payment thereof shall not preclude the Commissioner from requesting reimbursement or demanding a price adjustment in any case where the Product delivered is found to deviate from the terms and conditions of the Contract or where the billing was inaccurate.

Contractor shall provide, upon request of the Commissioner, any and all information necessary to verify the accuracy of the billings. Such information shall be provided in the format requested by the Commissioner and in a media commercially available from the Contractor. The Commissioner may direct the Contractor to provide the information to the State Comptroller or to any Authorized User of the Contract.

b. Payment of Contract purchases made by an Authorized User when the State Comptroller is responsible for issuing such payment. The Authorized User and Contractor agree that payments for invoices submitted by the Contractor shall only be rendered electronically unless payment by paper check is expressly authorized by the Commissioner, in the Commissioner's sole discretion, due to extenuating circumstances. Such electronic payments shall be made in accordance with ordinary State procedures and practices. The Contractor shall comply with the State Comptroller's procedures to authorize electronic payments. Authorization forms are available at the State Comptroller website at www.osc.state.ny.us, by e-mail at epunit@osc.state.ny.us, or by telephone at 518-486-1255. Contractor acknowledges that it will not receive payment on any invoices submitted under this Contract that are payable by the State Comptroller if it does not comply with the State Comptroller's electronic payment procedures, except where the Commissioner has expressly authorized payment by paper check as set forth above.

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c. Payment of Contract purchases made by an Authorized User when the State Comptroller is not responsible for issuing such payment. The Authorized User and Contractor agree that payments for such Contract purchases shall be billed directly by Contractor on invoices/vouchers, together with complete and accurate supporting documentation as required by the Authorized User. Such payments shall be as mandated by the appropriate governing law from the receipt of a proper invoice. Such Authorized User and Contractor are strongly encouraged to establish electronic payments.

REPORT OF CONTRACT PURCHASES:

Contractor shall furnish quarterly reports containing total sales for both state agency and authorized non-state agency contract purchases no later than forty-five (45) days after the close of each calendar quarter.

In addition to contractor direct sales, contractor shall submit sales information for all resellers, dealers, distributors or other authorized distribution channels, where such contract sales are provided by other than the contractor. Contractors shall verify if each alternate vendor is a NYS Certified Minority (MBE) or Women (WBE) Owned Businesses. Contractors shall verify such status through the Empire State Development Minority and Women Owned Businesses Database web site at: <http://www.nylovesmwbe.ny.gov/cf/search.cfm>.

A separate report shall be provided in the following format for each authorized distribution channel. The sales report form is forwarded to each contractor at time of award for completion in accordance with the contract terms and conditions:

<u>Item/ SubItem Number</u>	<u>Product or Catalog Number</u>	<u>Product/ Service Description</u>	<u>Total Quantity Shipped to State Agencies</u>	<u>Total Quantity Shipped to Authorized Non-State Agencies</u>	<u>Total Sales \$ State Agencies</u>	<u>Total Sales \$ Authorized Non-State Agencies</u>
						\$
						\$
				Grand Total Sales State and Non-State Agencies		\$

The report shall be submitted via e-mail in Microsoft Excel 2007 or lower format to the attention of the individual shown on the front page of the Contract Award Notification and shall reference the Group Number, the Award Number, Contract Number, sales period, and contractor's (or other authorized agent) name. In lieu of e-mail submission, the Contractor may submit the sales report in excel format by way of cd or flash drive, to the attention of the Office of General Services, NYSPRO, Tower Bldg., 37th Floor, Empire State Plaza, Albany, NY 12242.

The outlined sales report is the minimum information required. Additional related sales information, such as monthly reports, and/or detailed user purchases may be required and must be supplied upon request.

LEGEND

DOCCS	New York State Department of Corrections and Community Supervision
OCFS	New York State Office of Children and Family Services
OMH	New York State Office of Mental Health
OPWDD	New York State Office for People with Developmental Disabilities
POL SUB	Political Subdivisions
NON-PROF	Non-Profit Organizations

ITEM #	COUNTIES & MILK MARKETING AREA
1	RICHMOND (NEMMA)
2	KINGS (NEMMA)
3	QUEENS (NEMMA)
6	BRONX, NEW YORK (NEMMA)

ITEM 1 - RICHMOND COUNTY (NEMMA)

<u>Type of Milk</u>	<u>Size of Container</u>	<u>Price Per Quart</u>
Milk, White Skim	1/2 pt containers	\$0.7216
Milk, White 1%	1/2 pt containers	\$0.7512
Milk, White 2%	1/2 pt containers	\$0.7848
Milk, Choc	1/2 pt containers	\$0.8312
Milk, Choc 1%	1/2 pt containers	\$0.8312

Agency (Central Office)	Specific Delivery Area
OMH South Beach PC 777 Seaview Avenue Staten Island, NY 10305 (718) 667-2757	Bldg. 9 Loading Dock
DOCCS Arthur Kill CF 2911 Arthur Kill Rd. Staten Island, NY 10309 (315) 339-6880 x3839	Bldg. 9 Loading Dock
OCFS Staten Island RC 1133 Forest Hill Ave. Staten Island, NY 10314 (718) 761-6033	Main Building, Kitchen Entrance

Please refer to "DELIVERY SCHEDULE" for any special requirements

(continued)

ITEM 2 - KINGS COUNTY (NEMMA)

<u>Type of Milk</u>	<u>Size of Container</u>	<u>Price Per Quart</u>
Milk, White Skim	1/2 pt containers	\$0.7216
Milk, White Skim	1 qt containers	\$0.7194
Milk, White Skim	1 gal containers	\$0.6884
Milk, White 1%	1/2 pt containers	\$0.7512
Milk, White 2%	1/2 pt containers	\$0.7848
Milk, White Homog	1/2 pt containers	\$0.8252
Milk, White Homog	1/2 gal containers	\$0.8255
Milk, White Homog	5 or 6 gal bag/box containers	\$0.8145
Milk, Choc 1%	1/2 pt containers	\$0.8312
Milk, Straw 1%	1/2 pt containers	\$0.8312

Bbulk container size -: 6 gal.

Agency (Central Office)	Specific Delivery Area
OMH Kingsboro PC 681 Clarkson Avenue Brooklyn, NY 11203-2199 (718) 221-7233	Bldg. #33
OPWDD Brooklyn DDSO 888 Fountain Ave Brooklyn, NY 11208 (718) 642-6141	Bldg. #5
OCFS Ella McQueen Res. Center 41 Howard Avenue Brooklyn, NY 11221 (718) 574-2060	41 Howard Ave. Brooklyn, NY 11225 NOTE: Dollie to be used.

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Agency (Central Office)	Specific Delivery Area
OMH Kingsboro Addiction Treatment Center 754 Lexington Avenue Brooklyn, NY 11221 (718) 453-8730	754 Lexington Avenue
OCFS Brooklyn Res. Center and Brooklyn CRH 1125 Carroll St. Brooklyn, NY 11225 (718) 773-2041	BRC 1125 Carroll St. Brooklyn, NY 11225
OMH Brooklyn Children's PC 1819 Bergen St. Brooklyn, NY 11233 (718) 221-4500 x221	Loading Dock
NON-PROF Phoenix Houses of NY Jay Street 50 Jay St. Brooklyn, NY 11201 (718) 222-6600	
NON-PROF Phoenix Houses of NY Prospect Place 174 Prospect Pl. Brooklyn, NY 11238 (718) 789-4616	Prospect Place Facility

Please refer to “DELIVERY SCHEDULE” for any special requirements

(continued)

Emergency Contract to replace contractor in Richmond, Kings, Queens, Bronx & New York Counties

ITEM 3 - QUEENS COUNTY (NEMMA)

<u>Type of Milk</u>	<u>Size of Container</u>	<u>Price Per Quart</u>
Milk, White Skim	1/2 pt containers	\$0.7216
Milk, White 1%	1/2 pt containers	\$0.7512
Milk, White 2%	1/2 pt containers	\$0.7848
Milk, White 2%	1/2 gal containers	\$0.7850
Milk, White 2%	1 gal container s	\$0.7513
Milk, White Homog	1/2 pt containers	\$0.8252
Milk, White Homog	1 qt containers	\$0.8228
Milk, Choc 1%	1/2 pt containers	\$0.8312

Agency (Central Office)	Specific Delivery Area
DOCCS Queensboro CF 47-04 Van Dam St. Long Island City, NY 11101 (315) 339-6880 x3839	Storehouse No metal crates.
OMH Queen Children's PC 74-03 Commonwealth Blvd. Bellerose, NY 11426 (718) 264-4500	Building #55
OMH Creedmoor PC 79-25 Winchester Blvd. Queens Village, NY 11427 (718) 264-4242	Building #41 Kitchen
OPWDD Bernard M. Fineson DC Hillside Complex 80-45 Winchester Blvd. Queens Village, NY 11427 (718) 217-4758	Bldg. #72, Kitchen, Hillside Unit
NON-PROF Phoenix Houses of NY Springfield Gardens 218-04 140 th Ave Springfield, NY 11413 (718) 978-4279	Springfield Gardens Facility 218-04 140 th Ave

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Agency (Central Office)	Specific Delivery Area
NON-PROF Phoenix Houses of NY Long Island City 34-25 Vernon Blvd. Long Island City, NY 11106 (718) 726-8484	Long Island City Facility 34-25 Vernon Blvd.

ITEM 6 - BRONX, NEW YORK CO's. (NEMMA)

<u>Type of Milk</u>	<u>Size of Container</u>	<u>Price Per Quart</u>
Milk, White Skim	1/2 pt containers	\$0.7216
Milk, White 1%	1/2 pt containers	\$0.7512
Milk, White 1%	1/2 gal containers	\$0.7516
Milk, White 2%	1/2 pt containers	\$0.7848
Milk, White Homog	1/2 pt containers	\$0.8252
Milk, White Homog	1/2 gal containers	\$0.8255
Milk, Choc 1%	1/2 pt containers	\$0.8312

Agency (Central Office)	Specific Delivery Area
DOCCS Bayview CF 550 West 20th St. New York, NY 10011 (315) 339-6880 x3839	Kitchen No metal crates.
DOCCS Lincoln CF 31-33 West 10th St. New York, NY 10026 (315) 339-6880 x3839	Mess Hall No metal crates.
DOCCS Edgecombe CF 611 Edgecombe Avenue New York, NY 10032 (315) 339-6880 x3839	164 Street Gate Dollies needed; no metal crates.

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Emergency Contract to replace contractor in Richmond, Kings,
Queens, Bronx & New York Counties

Agency (Central Office)	Specific Delivery Area
<p>OMH NYS Psychiatric Institute 1051 Riverside Dr. New York, NY 10032 (212) 543-5341</p>	<p>NYS Psychiatric Institute – S Level Crates and Dollies Required</p>
<p>OMH Kirby Forensic PC Wards Island New York, NY 10035 (646) 672-6830</p>	<p>Kirby Building</p>
<p>OMH Manhattan PC Wards Island Complex 600 East 125th St. New York, NY 10035 (646) 672-6705</p>	<p>Dunlap Bldg. #102 Loading Dock Area</p>
<p>DOCCS Fulton CF 1511 Fulton Ave. Bronx, NY 10457 (315) 339-6880 x3839</p>	<p>Mess Hall No metal crates.</p>
<p>OMH Bronx PC 1500 Waters Place Bronx, NY 10461 (718) 862-4720</p>	<p>Main Kitchen Bldg. #101 NOTE: Deliver in a refrigerated truck.</p>
<p>OCFS Bronx Residential Center 170 E. 210th St. Bronx, NY 10467 (718) 798-6660</p>	<p>Main Building</p>
<p>NON-PROF Phoenix Houses of NY 74th Street 164 W. 74th St. New York, NY 10023 (212) 595-5810</p>	<p>74th Street Facility 164 W. 74th St.</p>
<p>NON-PROF Phoenix Houses of NY 185th Street 480 E. 185th St. Bronx, NY 10458 (718) 584-7170</p>	<p>185th Street Facility 480 E. 185th St.</p>

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GROUP 01600 – MILK (FLUID) (STATEWIDE)
Emergency Contract to replace contractor in Richmond, Kings,
Queens, Bronx & New York Counties

Agency (Central Office)	Specific Delivery Area
OMH Bronx Children's PC 1000 Waters Place New York, NY 10461 (718) 239-3630	Bronx Children's PC

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**State of New York
 Office of General Services
 NEW YORK STATE PROCUREMENT
 Contract Performance Report**

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

Contract No.: _____ **Contractor:** _____

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

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

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

CONTRACTOR

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

Comments: _____

 _____ (over)

Agency: _____ Prepared by: _____

Address: _____ Title: _____

_____ Date: _____

_____ Phone: _____

_____ E-mail: _____

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

OGS NEW YORK STATE PROCUREMENT
 Customer Services, 38th Floor
 Corning 2nd Tower - Empire State Plaza
 Albany, New York 12242
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