

New York State Office of General Services
New York State Procurement (NYSPro)
38th Floor, Corning Tower
Empire State Plaza
Albany, New York 12242
<http://nyspro.ogs.ny.gov>

PURCHASING MEMORANDUM

CONTRACT AWARD NOTIFICATION UPDATE

AWARD NUMBER: [21526](#)

DATE: September 25, 2014

GROUP: 36501
INSTITUTIONAL WASHERS AND DRYERS

PLEASE ADDRESS INQUIRIES TO:
STATE AGENCIES & CONTRACTORS

CONTRACT PERIOD: August 1, 2009 through July 31, 2014

Christen Hall
Contract Management Specialist
(518) 486-1900
christen.hall@ogs.ny.gov

CONTRACTOR(S) & CONTRACT NOS:

- Autarkic Holdings PC65809
- Statewide Machinery PC64541

OTHER AUTHORIZED USERS

customer.services@ogs.ny.gov
(518) 474-6717

SUBJECT: EXPIRATION OF INSTITUTIONAL WASHERS AND DRYERS CONTRACT

ALL STATE AGENCIES AND OTHERS AUTHORIZED TO USE STATE CONTRACTS:

This memo is a notification to all contractors and authorized users that that the **Institutional Washers and Dryers** contract, **Groups 36501 Award 21526**, has expired and will not be extended. Authorized users are advised to plan accordingly and any purchases must be made in accordance with applicable statutory requirements and purchasing guidelines.

Please contact this office if you have any questions concerning this matter.

New York State Office of General Services
New York State Procurement
Corning Tower Building
Empire State Plaza
Albany, New York 12242
<http://nyspro.ogs.ny.gov>

PURCHASING MEMORANDUM

CONTRACT AWARD NOTIFICATION UPDATE

AWARD NUMBER: [21526](#)

DATE: July 15, 2014

GROUP: 36501- Institutional Washers and Dryers
(Statewide)

PLEASE ADDRESS INQUIRIES TO:
STATE AGENCIES & CONTRACTORS
Michael Bridgeford
Contract Management Specialist I
(518) 474-0513
michael.bridgeford@ogs.ny.gov

CONTRACT PERIOD: August 15, 2009
through July 31, 2014

OTHER AUTHORIZED USERS
Customer Services
(518) 474-6717
customer.services@ogs.ny.gov

CONTRACTOR(S)/ Statewide Machinery Inc.
Autarkic Holdings

CONTRACT NO(S): PC64541, PC65809

SUBJECT: CONTRACT EXPIRATION and LAPSE IN COVERAGE

TO ALL STATE AGENCIES AND OTHERS AUTHORIZED TO USE STATE CONTRACTS:

This memo is a notification to all contractors and authorized users of the above referenced contract under Group #36501, Award # 21526 that effective on July 31, 2014 this contract will expire. NYSPRO is currently planning extensions for this group, however a lapse in coverage will occur before the extensions are in place. Authorized users are advised to plan accordingly, and in the event of a lapse all purchases must be made in accordance with applicable statutory requirements and purchasing guidelines.

Please contact this office if you have any questions concerning this matter.

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Albany, New York 12242
<http://www.ogs.ny.gov>

PURCHASING MEMORANDUM

CONTRACT AWARD NOTIFICATION UPDATE

AWARD NUMBER: [21526](#)

DATE: July 17, 2013

GROUP: 36501 – INSTITUTIONAL
WASHERS AND DRYERS

PLEASE ADDRESS INQUIRIES TO:
STATE AGENCIES & CONTRACTORS

Luis Salas
Contract Management Specialist
(518) 474-3034
Luis.salas@ogs.ny.gov

CONTRACT PERIOD: August 1, 2009 thru
July 31, 2014

OTHER AUTHORIZED USERS

Customer Services
(518) 474-6717
customer.services@ogs.ny.gov

CONTRACTOR/ AUTARKIC HOLDINGS – PC65809
CONTRACT NO.: STATEWIDE MACHINERY – PC64541

SUBJECT: REVISED CONTRACT PRICE

ALL STATE AGENCIES AND OTHERS AUTHORIZED TO USE STATE CONTRACTS

Effective August 1, 2013, the new prices for these contract items are as follows:

<i>ITEM</i>	<i>CONTRACTOR</i>	<i>MODEL NUMBER</i>	<i>ORIGINAL PRICE</i>	<i>NEW PRICE</i>
1A	AUTARKIC HOLDINGS	W620 – single phase	\$2,030.00	\$2,223.46
1B	AUTARKIC HOLDINGS	W620 – 3 phase	\$1,975.00	\$2,163.22
2	AUTARKIC HOLDINGS	W630	\$2,700.00	\$2,957.31
3	AUTARKIC HOLDINGS	W645	\$3,350.00	\$3,669.26
4	AUTARKIC HOLDINGS	W662	\$4,580.00	\$5,016.47
5	STATEWIDE MACHINERY	UWN065K2MX	\$5,899.00	\$6,461.17
6	STATEWIDE MACHINERY	UT030EQT	\$1,905.00	\$2,086.55
7	STATEWIDE MACHINERY	UT030NQT	\$1,735.00	\$1,900.35
8	STATEWIDE MACHINERY	UT050EQT	\$2,149.00	\$2,353.80
9	STATEWIDE MACHINERY	UT050NQT	\$1,959.00	\$2,145.69
10	STATEWIDE MACHINERY	UT075EQT	\$2,510.00	\$2,749.20
11	STATEWIDE MACHINERY	UT075NQT	\$2,119.00	\$2,320.94

All other pricing, terms and conditions remain the same.

(continued)

New York State Office Of General Services
NYS Procurement
Corning Tower Building
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Albany, New York 12242
<http://www.ogs.ny.gov>

PURCHASING MEMORANDUM - REVISED

CONTRACT AWARD NOTIFICATION UPDATE

AWARD NUMBER: [21526](#) (LOT I)

DATE: May 30, 2013

GROUP: 36501 – INSTITUTIONAL
WASHERS AND DRYERS

PLEASE ADDRESS INQUIRIES TO:
STATE AGENCIES & CONTRACTORS
Elise Relyea
Contract Management Specialist
(518) 408-2383
Elise.relyea@ogs.ny.gov

CONTRACT PERIOD: August 1, 2009 thru
July 31, 2014

OTHER AUTHORIZED USERS
Customer Services
(518) 474-6717
customer.services@ogs.ny.gov

**CONTRACTOR/
CONTRACT NO.:** Autarkic Holdings (Formerly Wascomat)
PC65809

SUBJECT: NEW WASHERS FOR ITEMS 3 & 4 OF THE ABOVE CONTRACT AWARD

ALL STATE AGENCIES AND OTHERS AUTHORIZED TO USE STATE CONTRACTS

Autarkic Holdings has submitted and we have accepted new washers for Items 3 & 4 of the above contract. Item descriptions follow on the next page (along with corrected model numbers).

All pricing, terms and conditions remain the same.

Please mark your records accordingly.

If you have any questions regarding this contract, do not hesitate to contact this office.

(continued)

NOTE TO AUTHORIZED USERS: (Cont'd)

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

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

- a statement of need and associated requirements,
- a summary of the contract alternatives considered for the purchase,
- the reason(s) supporting the resulting purchase (e.g., show the basis for the selection among multiple contracts at the time of purchase was the most practical and economical alternative and was in the best interests of the State).

LOT I - INSTITUTIONAL WASHER/EXTRACTORS (Items 1 - 4) (Cont'd)

<u>Item No.</u>	<u>Item Description</u>	<u>Price Each</u>	<u>Model.No.</u>
3.	45 POUND WASHER/EXTRACTOR - 3 phase (60 G-Force Extract)	\$3,644.80	W645

Colors available: White

Manufacturer's Name: Wascomat

Guaranteed Delivery: 30 Days A/R/O

OPTION: Price additional for single phase unit: \$175.00

Manufacturer's standard warranty:

Parts: 3 Years

Labor: 1 Year

CONTRACTOR, LOT I, ITEM NO. 3: AUTARKIC HOLDINGS

4.	62 POUND WASHER/EXTRACTOR - 3 phase (60 G-Force Extract)	\$4,983.04	W662
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Colors available: White

Manufacturer's Name: Wascomat

Guaranteed Delivery: 30 Days A/R/O

OPTION: Price additional for single phase unit: \$175.00

Manufacturer's standard warranty:

Parts: 3 Years

Labor: 1 Year

CONTRACTOR, LOT I, ITEM NO. 4: AUTARKIC HOLDINGS

New York State Office Of General Services
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Albany, New York 12242
<http://www.ogs.ny.gov>

PURCHASING MEMORANDUM

CONTRACT AWARD NOTIFICATION UPDATE

AWARD NUMBER: [21526](#) (LOT II)

DATE: May 8, 2013

GROUP: 36501 – INSTITUTIONAL
WASHERS AND DRYERS

PLEASE ADDRESS INQUIRIES TO:
STATE AGENCIES & CONTRACTORS

Russell B. Patton, Jr.
Contract Management Specialist I
(518) 474-9621
russell.patton@ogs.ny.gov

CONTRACT PERIOD: August 1, 2009 thru
July 31, 2014

OTHER AUTHORIZED USERS

Customer Services
(518) 474-6717
customer.services@ogs.ny.gov

**CONTRACTOR/
CONTRACT NO.:** Autarkic Holdings (Formerly Wascomat)
PC65809

SUBJECT: NEW WASHERS FOR ITEMS 3 & 4 OF THE ABOVE CONTRACT AWARD

ALL STATE AGENCIES AND OTHERS AUTHORIZED TO USE STATE CONTRACTS

Autarkic Holdings has submitted and we have accepted new washers for Items 3 & 4 of the above contract. Item descriptions follow on the next page.

All pricing, terms and conditions remain the same.

Please mark your records accordingly.

If you have any questions regarding this contract, do not hesitate to contact this office.

(continued)

NOTE TO AUTHORIZED USERS: (Cont'd)

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

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

- a statement of need and associated requirements,
- a summary of the contract alternatives considered for the purchase,
- the reason(s) supporting the resulting purchase (e.g., show the basis for the selection among multiple contracts at the time of purchase was the most practical and economical alternative and was in the best interests of the State).

LOT I - INSTITUTIONAL WASHER/EXTRACTORS (Items 1 - 4) (Cont'd)

<u>Item No.</u>	<u>Item Description</u>	<u>Price Each</u>	<u>Model.No.</u>
3.	45 POUND WASHER/EXTRACTOR - 3 phase (60 G-Force Extract)	\$3,644.80	W640

Colors available: White

Manufacturer's Name: Wascomat

Guaranteed Delivery: 30 Days A/R/O

OPTION: Price additional for single phase unit: \$175.00

Manufacturer's standard warranty:

Parts: 3 Years

Labor: 1 Year

CONTRACTOR, LOT I, ITEM NO. 3: AUTARKIC HOLDINGS

4.	62 POUND WASHER/EXTRACTOR - 3 phase (60 G-Force Extract)	\$4,983.04	W655
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Colors available: White

Manufacturer's Name: Wascomat

Guaranteed Delivery: 30 Days A/R/O

OPTION: Price additional for single phase unit: \$175.00

Manufacturer's standard warranty:

Parts: 3 Years

Labor: 1 Year

CONTRACTOR, LOT I, ITEM NO. 4: AUTARKIC HOLDINGS

(continued)

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<http://www.ogs.ny.gov>

PURCHASING MEMORANDUM

CONTRACT AWARD NOTIFICATION UPDATE

AWARD NUMBER: [21526](#)

DATE: April 2, 2013

GROUP: 36501 – INSTITUTIONAL
WASHERS AND DRYERS

PLEASE ADDRESS INQUIRIES TO:
STATE AGENCIES & CONTRACTORS

Russell B. Patton, Jr.
Contract Management Specialist I
(518) 474-9621
russell.patton@ogs.ny.gov

CONTRACT PERIOD: August 1, 2009 thru
July 31, 2014

OTHER AUTHORIZED USERS

Customer Services
(518) 474-6717
customer.services@ogs.ny.gov

CONTRACTORS/ Autarkic Holdings/PC65809
CONTRACT NOS.: Statewide Machinery /PC64541

SUBJECT: CONTRACT RENEWAL

ALL STATE AGENCIES AND OTHERS AUTHORIZED TO USE STATE CONTRACTS

We refer to Group 36501, Contract Award No.21526, and contract award for Institutional Washers and Dryers.

Autarkic Holdings and Statewide Machinery have offered, and we have accepted, renewals of contracts PC64541 and PC65809 scheduled to expire on July 31, 2013, for an additional one (1) year period (through July 31, 2014).

All pricing, terms and conditions of the above contract award remain unchanged. Please audit all purchase orders and invoices accordingly. We suggest you attach this memorandum to the front of your contract award.

Should you have any questions concerning this Purchasing Memorandum, please call this office at 518-474-9621.

New York State Office Of General Services
Procurement Services Group
Corning Tower Building
Empire State Plaza
Albany, New York 12242
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PURCHASING MEMORANDUM

CONTRACT AWARD NOTIFICATION UPDATE

AWARD NUMBER: [21526](#)

DATE: January 24, 2013

GROUP: 36501 – INSTITUTIONAL
WASHERS AND DRYERS

PLEASE ADDRESS INQUIRIES TO:
STATE AGENCIES & CONTRACTORS

Russell B. Patton, Jr.
Contract Management Specialist I
(518) 474-9621
russell.patton@ogs.ny.gov

CONTRACT PERIOD: August 1, 2009 thru
July 31, 2013

OTHER AUTHORIZED USERS

Customer Services
(518) 474-6717
customer.services@ogs.ny.gov

CONTRACTOR/ Autarkic Holdings
CONTRACT NO.: PC65809

SUBJECT: NEW CONTACT PERSON

ALL STATE AGENCIES AND OTHERS AUTHORIZED TO USE STATE CONTRACTS

There is a new contact at Autarkic Holdings for the above contract. The new information is as follows:

Autarkic Holdings	800-645-2204	FID# 11-3092798
461 Doughty Blvd.	516-371-4400 x175	NYS Vendor ID# 1100006133
Inwood, NY 11096	Angel Vasquez	
Contract #PC65809	Fax: 516-239-3670	
	E-mail: avasquez@laundrylux.com	
	Website: www.laundrylux.com	

All other terms and conditions remain unchanged. Please update your records accordingly

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<http://www.ogs.ny.gov>

PURCHASING MEMORANDUM

CONTRACT AWARD NOTIFICATION UPDATE

AWARD NUMBER: [21526](#) (LOTS II & III)

DATE: October 18, 2012

GROUP: 36501 – INSTITUTIONAL
WASHERS AND DRYERS

PLEASE ADDRESS INQUIRIES TO:
STATE AGENCIES & CONTRACTORS

Russell B. Patton, Jr.
Purchasing Officer I
(518) 474-9621
russell.patton@ogs.ny.gov

CONTRACT PERIOD: August 1, 2009 thru
July 31, 2013

OTHER AUTHORIZED USERS

Customer Services
(518) 474-6717
customer.services@ogs.ny.gov

**CONTRACTOR/
CONTRACT NO.:** Autarkic Holdings (Formerly Wascomat)
PC65809

SUBJECT: REVISED CONTRACT PRICE ADJUSTMENT DATE

ALL STATE AGENCIES AND OTHERS AUTHORIZED TO USE STATE CONTRACTS

As allowed by the Price Adjustment Clause, on page 3 of the Contract Award Notification, OGS-PSG has adjusted pricing as indicated in the attached updated price pages. These price changes will be effective on **August 1, 2012.**

All other pricing, terms and conditions remain the same.

Please mark your records accordingly.

If you have any questions regarding this contract, do not hesitate to contact this office.

(continued)

NOTE TO AUTHORIZED USERS: (Cont'd)

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

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

- a statement of need and associated requirements,
- a summary of the contract alternatives considered for the purchase,
- the reason(s) supporting the resulting purchase (e.g., show the basis for the selection among multiple contracts at the time of purchase was the most practical and economical alternative and was in the best interests of the State).

LOT I - INSTITUTIONAL WASHER/EXTRACTORS (Items 1 - 4)

<u>Item No.</u>	<u>Item Description</u>	<u>Price Each</u>	<u>Model.No.</u>
1.	20 POUND WASHER/EXTRACTOR (78 G- Force Extract)		
A.	single phase	\$2,208.64	W620
B.	3-phase	\$2,148.80	W620

Colors available: White
 Manufacturer's Name: Wascomat
 Guaranteed Delivery: 30 Days A/R/O
 Manufacturer's standard warranty:
 Parts: 3 Years
 Labor: 1 Year

CONTRACTOR, LOT I, ITEM NO. 1: AUTARKIC HOLDINGS

2.	30 POUND WASHER/EXTRACTOR – 3 phase (78 G-Force Extract)	\$2,973.60	W630
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Colors available: White
 Manufacturer's Name: Wascomat
 Guaranteed Delivery: 30 Days A/R/O
OPTION: Price additional for single phase unit: \$175.00
 Manufacturer's standard warranty:
 Parts: 3 Years
 Labor: 1 Year

CONTRACTOR, LOT I, ITEM NO. 2: AUTARKIC HOLDINGS

(continued)

LOT I - INSTITUTIONAL WASHER/EXTRACTORS (Items 1 - 4) (Cont'd)

<u>Item No.</u>	<u>Item Description</u>	<u>Price Each</u>	<u>Model.No.</u>
3.	40 POUND WASHER/EXTRACTOR - 3 phase (78 G-Force Extract)	\$3,644.80	W640

Colors available: White

Manufacturer's Name: Wascomat

Guaranteed Delivery: 30 Days A/R/O

OPTION: Price additional for single phase unit: \$175.00

Manufacturer's standard warranty:

Parts: 3 Years

Labor: 1 Year

CONTRACTOR, LOT I, ITEM NO. 3: AUTARKIC HOLDINGS

4.	55 POUND WASHER/EXTRACTOR - 3 phase (60 G-Force Extract)	\$4,983.04	W655
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Colors available: White

Manufacturer's Name: Wascomat

Guaranteed Delivery: 30 Days A/R/O

OPTION: Price additional for single phase unit: \$175.00

Manufacturer's standard warranty:

Parts: 3 Years

Labor: 1 Year

CONTRACTOR, LOT I, ITEM NO. 4: AUTARKIC HOLDINGS

(continued)

New York State Office Of General Services
Procurement Services Group
Corning Tower Building
Empire State Plaza
Albany, New York 12242
<http://www.ogs.ny.gov>

PURCHASING MEMORANDUM

CONTRACT AWARD NOTIFICATION UPDATE

AWARD NUMBER: [21526](#)

DATE: September 12, 2012

GROUP: 36501 – INSTITUTIONAL
WASHERS AND DRYERS

PLEASE ADDRESS INQUIRIES TO:
STATE AGENCIES & CONTRACTORS

Russell B. Patton, Jr.
Purchasing Officer I
(518) 474-9621
russell.patton@ogs.ny.gov

CONTRACT PERIOD: August 1, 2009 thru
July 31, 2013

OTHER AUTHORIZED USERS

Customer Services
(518) 474-6717
customer.services@ogs.ny.gov

CONTRACTOR/ Autarkic Holdings
CONTRACT NO.: PC65809

SUBJECT: ASSIGNMENT OF CONTRACT

ALL STATE AGENCIES AND OTHERS AUTHORIZED TO USE STATE CONTRACTS

Contract for Wascomat (PC64542) has been assigned to Autarkic Holdings. The new information is as follows:

Autarkic Holdings	800-645-2204	FID# 11-3092798
461 Doughty Blvd.	516-371-4400	NYS Vendor ID# 1100006133
Inwood, NY 11096	Archie Abrams	
Contract #PC65809	Fax: 516-239-3670	
	E-mail: aabrams@laundrylux.com	
	Website: www.laundrylux.com	

The updated assignment information is reflected on pages 2, 5, and 6 of the revised award.

For current revisions, please refer to the link labeled "Award Document" on our website at:
<http://www.ogs.ny.gov/purchase/spg/pdfdoc53650121526>. All updates are indicated in **red**.

All other terms and conditions remain unchanged. Please update your records accordingly

New York State Office Of General Services
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Albany, New York 12242
<http://www.ogs.ny.gov>

PURCHASING MEMORANDUM

CONTRACT AWARD NOTIFICATION UPDATE

AWARD NUMBER: [21526](#)

DATE: August 6, 2012

GROUP: 36501 – INSTITUTIONAL
WASHERS AND DRYERS

PLEASE ADDRESS INQUIRIES TO:
STATE AGENCIES & CONTRACTORS

Russell B. Patton, Jr.
Purchasing Officer I
(518) 474-9621
russell.patton@ogs.ny.gov

CONTRACT PERIOD: August 1, 2011 thru
July 31, 2013

OTHER AUTHORIZED USERS

Customer Services
(518) 474-6717
customer.services@ogs.ny.gov

CONTRACTOR/ Autarkic Holdings
CONTRACT NO.: PC65809

SUBJECT: CONTRACT RENEWAL

ALL STATE AGENCIES AND OTHERS AUTHORIZED TO USE STATE CONTRACTS

We refer to Group 36501, Contract Award No.21526, and contract award for Institutional Washers and Dryers.

Autarkic Holdings (Formerly Wascomat) has offered, and we have accepted, a renewal of contract PC64541 scheduled to expire on July 31, 2012, for an additional one (1) year period (through July 31, 2013).

The new contract number will be PC65809 and all other pricing, terms and conditions of the above contract award remain unchanged. Please audit all purchase orders and invoices accordingly. We suggest you attach this memorandum to the front of your contract award.

Should you have any questions concerning this Purchasing Memorandum, please call this office at 518-474-9621.

New York State Office Of General Services
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Albany, New York 12242
<http://www.ogs.ny.gov>

PURCHASING MEMORANDUM

CONTRACT AWARD NOTIFICATION UPDATE

AWARD NUMBER: [21526](#) (LOTS II & III)

DATE: August 6, 2012

GROUP: 36501 – INSTITUTIONAL
WASHERS AND DRYERS

PLEASE ADDRESS INQUIRIES TO:
STATE AGENCIES & CONTRACTORS

Russell B. Patton, Jr.
Purchasing Officer I
(518) 474-9621
russell.patton@ogs.ny.gov

CONTRACT PERIOD: August 1, 2009 thru
July 31, 2013

OTHER AUTHORIZED USERS

Customer Services
(518) 474-6717
customer.services@ogs.ny.gov

CONTRACTOR/ Statewide Machinery
CONTRACT NO.: PC64541

SUBJECT: REVISED CONTRACT PRICE ADJUSTMENT DATE

ALL STATE AGENCIES AND OTHERS AUTHORIZED TO USE STATE CONTRACTS

As allowed by the Price Adjustment Clause, on page 3 of the Contract Award Notification, OGS-PSG has adjusted pricing as indicated in the attached updated price pages. These price changes will be effective on **August 1, 2012.**

All other pricing, terms and conditions remain the same.

Please mark your records accordingly.

If you have any questions regarding this contract, do not hesitate to contact this office.

(continued)

NOTE TO AUTHORIZED USERS: (Cont'd)

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

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

- a statement of need and associated requirements,
- a summary of the contract alternatives considered for the purchase,
- the reason(s) supporting the resulting purchase (e.g., show the basis for the selection among multiple contracts at the time of purchase was the most practical and economical alternative and was in the best interests of the State).

LOT II - INSTITUTIONAL WASHER/EXTRACTORS (Item 5)

<u>Item</u>	<u>Item Description</u>	<u>Price</u>	<u>Model.No.</u>
<u>No.</u>		<u>Each</u>	<u>Unimac</u>
5.	60 POUND WASHER/EXTRACTOR - 3 phase SOLID MOUNT (160-300 G-Force Extract)	\$6,410.11	UW60AVX

Colors available: Stainless Steel only
 Manufacturer's Name: Alliance Laundry Systems LLC
 Guaranteed Delivery: 25 Days A/R/O
OPTION: Single phase units available at no additional charge.
 Manufacturer's standard warranty:
 Parts: 3 Years
 Labor: 1 Year

CONTRACTOR, LOT II, ITEM NO. 5: STATEWIDE MACHINERY, INC.

LOT III – INSTITUTIONAL DRYERS, (Items 6-11)

Electric and Gas Heated

<u>Item</u>	<u>Item Description</u>	<u>Price</u>	<u>Model.No.</u>
<u>No.</u>		<u>Each</u>	<u>Unimac</u>
6.	30 POUND ELECTRIC DRYER - 3 phase	\$2,072.64	UT030EQT

Colors available: White only
 Manufacturer's Name: Alliance Laundry Systems LLC
 Guaranteed Delivery: 25 Days A/R/O
OPTION: Single phase units available at no additional charge.
 Manufacturer's standard warranty:
 Parts: 3 Years
 Labor: 1 Year

CONTRACTOR, LOT III, ITEM NO. 6: STATEWIDE MACHINERY, INC.

(continued)

LOT III – INSTITUTIONAL DRYERS, (Items 6-11) (Cont'd)
Electric and Gas Heated

<u>Item No.</u>	<u>Item Description</u>	<u>Price Each</u>	<u>Model.No.</u>
7.	30 POUND GAS DRYER	\$1,887.68	Unimac UT030NQT

Colors available: White only
Manufacturer's Name: Alliance Laundry Systems LLC
Guaranteed Delivery: 25 Days A/R/O
Manufacturer's standard warranty:
Parts: 3 Years
Labor: 1 Year

CONTRACTOR, LOT III, ITEM NO. 7: STATEWIDE MACHINERY, INC.

8.	50 POUND ELECTRIC DRYER – 3 phase	\$2,338.11	Unimac UT050EQT
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Colors available: White only
Manufacturer's Name: Alliance Laundry Systems LLC
Guaranteed Delivery: 25 Days A/R/O
Manufacturer's standard warranty:
Parts: 3 Years
Labor: 1 Year

CONTRACTOR, LOT III, ITEM NO. 8: STATEWIDE MACHINERY, INC.

9.	50 POUND GAS DRYER	\$2,131.39	Unimac UT050NQT
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Colors available: White only
Manufacturer's Name: Alliance Laundry Systems LLC
Guaranteed Delivery: 25 Days A/R/O
Manufacturer's standard warranty:
Parts: 3 Years
Labor: 1 Year

CONTRACTOR, LOT III, ITEM NO. 9: STATEWIDE MACHINERY, INC.

10.	75 POUND ELECTRIC DRYER – 3 phase	\$2,730.88	Unimac UT075EQT
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Colors available: White only
Manufacturer's Name: Alliance Laundry Systems LLC
Guaranteed Delivery: 25 Days A/R/O
Manufacturer's standard warranty:
Parts: 3 Years
Labor: 1 Year

CONTRACTOR, LOT III, ITEM NO. 10: STATEWIDE MACHINERY, INC.

(continued)

LOT III – INSTITUTIONAL DRYERS (Items 6-11) (Cont'd)
Electric and Gas Heated

<u>Item No.</u>	<u>Item Description</u>	<u>Price Each</u>	<u>Model.No.</u>
11.	75 POUND GAS DRYER	\$2,305.47	Unimac UT075NQT

Colors available: White only
Manufacturer's Name: Alliance Laundry Systems LLC
Guaranteed Delivery: 25 Days A/R/O
Manufacturer's standard warranty:
 Parts: 3 Years
 Labor: 1 Year

CONTRACTOR, LOT III, ITEM NO. 11: STATEWIDE MACHINERY, INC.

(continued)

New York State Office Of General Services
Procurement Services Group
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<http://www.ogs.ny.gov>

PURCHASING MEMORANDUM

CONTRACT AWARD NOTIFICATION UPDATE

AWARD NUMBER: [21526](#)

DATE: July 30, 2012

GROUP: 36501 – INSTITUTIONAL
WASHERS AND DRYERS

PLEASE ADDRESS INQUIRIES TO:
STATE AGENCIES & CONTRACTORS

Russell B. Patton, Jr.
Purchasing Officer I
(518) 474-9621
russell.patton@ogs.ny.gov

CONTRACT PERIOD: August 1, 2011 thru
July 31, 2013

OTHER AUTHORIZED USERS

Customer Services
(518) 474-6717
customer.services@ogs.ny.gov

CONTRACTOR/ Statewide Machinery
CONTRACT NO.: PC64541

SUBJECT: CONTRACT RENEWAL

ALL STATE AGENCIES AND OTHERS AUTHORIZED TO USE STATE CONTRACTS

We refer to Group 36501, Contract Award No.21526, and contract award for Institutional Washers and Dryers.

Statewide Machinery has offered, and we have accepted, a renewal of contract PC64541 scheduled to expire on July 31, 2012, for an additional one (1) year period (through July 31, 2013).

All pricing, terms and conditions of the above contract award remain unchanged. Please audit all purchase orders and invoices accordingly. We suggest you attach this memorandum to the front of your contract award.

Should you have any questions concerning this Purchasing Memorandum, please call this office at 518-474-9621.

New York State Office Of General Services
Procurement Services Group
Corning Tower Building
Empire State Plaza
Albany, New York 12242
<http://www.ogs.state.ny.us>

PURCHASING MEMORANDUM

CONTRACT AWARD NOTIFICATION UPDATE

AWARD NUMBER: [21526](#)

DATE: September 7, 2010

GROUP: 36501 – INSITUTIONAL WASHERS
AND DRYERS (Statewide)

PLEASE ADDRESS INQUIRIES TO:

STATE AGENCIES & CONTRACTORS

Jose Samson
Purchasing Officer I
(518) 474-1300
jose.samson@ogs.state.ny.us

CONTRACT PERIOD: August 1, 2009 to
July 31, 2012

OTHER AUTHORIZED USERS

Customer Services
(518) 474-6717
customer.services@ogs.state.ny.us

CONTRACTOR(S)/

CONTRACT NO(S): STATEWIDE MACHINERY, INC. - PC64541
WASCOMAT - PC64542

SUBJECT: REVISED CONTRACT PRICES

TO ALL STATE AGENCIES AND OTHERS AUTHORIZED TO USE STATE CONTRACTS:

Effective August 1, 2010, the new prices for these contract items are as follows:

Item	Contractor	Model No.	New Price
1	Wascomat	W620 1ø	\$2,118.00
	Wascomat	W620 3ø	\$2,060.00
2	Wascomat	W630	\$2,817.00
3	Wascomat	W 640	\$3,495.00
4	Wascomat	W 655	\$4,778.00
5	Statewide Machinery	UW60AVX	\$6,123.65
6	Statewide Machinery	UT030 EQT	\$1,977.55
7	Statewide Machinery	UT030 NQT	\$1,801.07
8	Statewide Machinery	UT050 EQT	\$2,230.84
9	Statewide Machinery	UT050 NQT	\$2,033.61
10	Statewide Machinery	UT075 EQT	\$2,605.59
11	Statewide Machinery	UT075 NQT	\$2,199.70

All other terms and conditions, as in the original award, remain the same.

Please adjust your records accordingly and keep a copy of this purchasing memorandum for future reference.

New York State Office Of General Services
Procurement Services Group
Corning Tower Building
Empire State Plaza
Albany, New York 12242
<http://www.ogs.state.ny.us>

PURCHASING MEMORANDUM

CONTRACT AWARD NOTIFICATION UPDATE

AWARD NUMBER: [21526-PF](#)

DATE: September 3, 2009

GROUP: 36501 – INSTITUTIONAL WASHERS
AND DRYERS (Statewide)

PLEASE ADDRESS INQUIRIES TO:

STATE AGENCIES & CONTRACTORS

Jose Samson
Purchasing Officer I
(518) 474-1300
jose.samson@ogs.state.ny.us

CONTRACT PERIOD: August 1, 2009 to
July 31, 2012

OTHER AUTHORIZED USERS

Customer Services
(518) 474-6717
customer.services@ogs.state.ny.us

CONTRACTOR/ STATEWIDE MACHINERY, INC.
CONTRACT NO.: PC64541

SUBJECT: CHANGE IN MANUFACTURER'S MODEL NUMBER

TO ALL STATE AGENCIES AND OTHERS AUTHORIZED TO USE STATE CONTRACTS:

1. The Model Number for the following contract item has been changed as follows:

LOT II – INSTUTIONAL WASHER/EXTRACTORS (ITEM 5)

<u>Item No.</u>	<u>Current Model #</u>	<u>New Model #</u>
5	UW60AVX	UWN060K1MX

All other product specifications remain the same.

2. This change is effective immediately.
3. All other terms and conditions remain the same. Please adjust your records accordingly and retain a copy of this memorandum for future reference.
4. If you have any questions, please contact this office.

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

CONTRACT AWARD NOTIFICATION

Title	:	Group 36501 – INSTITUTIONAL WASHERS AND DRYERS (Statewide)	
		Classification Code(s): 47, 48 & 52	
Award Number	:	<u>21526-PF</u>	(Replaces Award 20033)
Contract Period	:	August 1, 2009 to July 31, 2012	
Bid Opening Date	:	March 5, 2009	
Date of Issue	:	April 23, 2009	
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
Name : Jose Samson Title : Purchasing Officer I Phone : 518-474-1300 Fax : 518-474-5052 E-mail : jose.samson@ogs.state.ny.us	Customer Services Phone : 518-474-6717 Fax : 518-474-2437 E-mail : customer.services@ogs.state.ny.us

The Procurement Services Group values your input.
Complete and return "Contract Performance Report" at end of document.

Description

This contract provides institutional type clothes washers for 20, 30, 40, 55 & 60 lb. sizes and institutional type dryers for 30, 50, and 75 lb. sizes available in both gas and electric models. All installation to be done by others.

PR # 21526-T

(continued)

NOTE: See individual contract items to determine actual awardees.

<u>CONTRACT #</u>	<u>CONTRACTOR & ADDRESS</u>	<u>TELEPHONE #</u>	<u>FED.IDENT.#</u>
PC64541 SB	STATEWIDE MACHINERY INC. 60 Pixley Ind. Pkwy. Rochester, NY 14624	800-527-2219 585-426-3870 Mark A. Dembs Fax No.: 585-426-0317 E-mail: mdembs@statewidemachinery.com tlongo@statewidemachinery.com Web site: www.statewidemachinery.com	160779672

The contractor will accept the New York State Procurement Card for orders not to exceed \$15,000.00. Catalog is available on the Internet.

PC64542 SB	WASCOMAT 461 Doughty Blvd. Inwood, NY 11096	800-645-2204 x120 516-371-4400 x120 Howard Herman Fax No.: 516-371-4204 E-mail: hherman@wascomat.com Web site: www.wascomat.com	131800541
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Catalog is available on the Internet.

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 PROCUREMENT SERVICES GROUP 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 PROCUREMENT SERVICES GROUP.

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.

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.

(continued)

NOTE TO AUTHORIZED USERS: (Cont'd)

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

- a statement of need and associated requirements,
- a summary of the contract alternatives considered for the purchase,
- the reason(s) supporting the resulting purchase (e.g., show the basis for the selection among multiple contracts at the time of purchase was the most practical and economical alternative and was in the best interests of the State).

PRICE:

General - Price includes all customs duties and charges and is net, F.O.B. destination any point in New York State as designated by the ordering agency including dock delivery. In addition, upon mutual agreement, delivery locations may be expanded per the "Extension of Use" clause.

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.

Price Changes - Prices are firm for the first year of the contract thereafter prices will be subject to increase or decrease during the contract period in accordance with changes based on changes in the U.S. Department of Labor, Bureau of Labor Statistics Producer Price Index (PPI) for:

Series ID: WPU1169 (Not Seasonally Adjusted)
 Group: Machinery and Equipment
 Item: Commercial laundry & dry cleaning equipment

Change would be based on dividing the PPI value for April of the year involved by the PPI value for April 2009. Below is an example of how this would be implemented. **All the values in this example are hypothetical.**

Original Contract Price: \$1,500
 April 2009 PPI: 169.5

<u>Date For PPI</u>	<u>PPI Value</u>	<u>Calculation</u>	<u>Adjustment Factor</u>	<u>New Price</u>	<u>Effective Date</u>
April 2009	169.5	169.5/169.5	1.0000*	\$1,500.00*	August 1, 2009*
April 2010	172.6	172.6/169.5	1.0183	\$1,527.45	August 1, 2010
April 2011	175.7	175.7/169.5	1.0366	\$1554.90	August 1, 2011
April 2012	178.8	178.8/169.5	1.0549	\$1,582.35	August 1, 2012
April 2013	181.9	181.9/169.5	1.0732	\$1,609.80	August 1, 2013

***= No adjustment for first year; original contract price is \$1,500 for this example.
 = All PPI values and dates are for illustration only.**

The referenced PPI may be viewed on the web by going to:

<http://data.bls.gov/cgi-bin/srgate>

If the referenced PPI is discontinued, not truly representative of the types of machines on contract, etc., another PPI may be utilized.

Limitation - Price adjustments are limited to changes as allowed for in this PRICE clause. Increases in contract costs or prices to compensate for other increases in the cost of doing business, regardless of the cause or nature of such costs to the contractor, will not be allowed during the contract period.

(continued)

DATA SHEET (WASHERS)*

LOTS I & II (ITEMS 1-5) INSTITUTIONAL WASHER/EXTRACTORS

PARAMETER/ITEM	ITEM 1	ITEM 2	ITEM 3	ITEM 4	ITEM 5
Contractor	Wascomat	Wascomat	Wascomat	Wascomat	Statewide
Manufacturer	Wascomat	Wascomat	Wascomat	Wascomat	Alliance
Model Number	W620	W630	W640	W655	UW60AVX
Color of the Item Offered	White	White	White	White	Stainless Steel
# of Wash/Spin Speed Combinations	5	5	5	5	2
Maximum Extraction Speed (rpm)	528	494	471	446	594
# of Wash/Rinse Temperature Combinations	5	5	5	5	4
Motor Size (horsepower)	1	1.5	2.2	2.7	3.0
Please Answer the Following with a (Yes or No)!					
Does the Item Offered have a Water Level Adjustment Feature?	Yes	Yes	Yes	Yes	Yes
Is the Interior Drum Stainless Steel?	Yes	Yes	Yes	Yes	Yes
Does the Item Offered come Supplied with Water Fill Hoses and Connectors?	No	No	No	No	Yes
Does the Item Offered have a Door Interlock System?	Yes	Yes	Yes	Yes	Yes
Does the Item Offered have an Off Balance Load Protection Device?	No	No	No	No	Yes

*Item pricing begins on page 5.

DATA SHEET (DRYERS)**

LOT III (ITEMS 6-11) INSTITUTIONAL DRYERS

PARAMETER/ITEM	ITEM 6	ITEM 7	ITEM 8	ITEM 9	ITEM 10	ITEM 11
Contractor	Statewide	Statewide	Statewide	Statewide	Statewide	Statewide
Manufacturer	Alliance	Alliance	Alliance	Alliance	Alliance	Alliance
Model Number	UT030EQT	UT030NQT	UT050EQT	UT050NQT	UT075EQT	UT075NQT
Color of the Item Offered	White	White	White	White	White	White
Motor Size (horsepower)	¼	¼	½	½	¾	¾
Please Answer the Following with a (Yes or No)!						
Is the Interior Drum Galvanized Steel?	Yes	Yes	Yes	Yes	Yes	Yes
Does the Item Offered have a Door Interlock System?	***	***	***	***	***	***

**Item pricing begins on page 6.

***The doors do not lock during the cycle but if the door is opened mid cycle the machine stops.

(continued)

LOT I - INSTITUTIONAL WASHER/EXTRACTORS (Items 1 - 4)

<u>Item No.</u>	<u>Item Description</u>	<u>Price Each</u>	<u>Model.No.</u>
1.	20 POUND WASHER/EXTRACTOR (78 G- Force Extract)		
A.	single phase	\$2,030.00	W620
B.	3-phase	\$1,975.00	W620

Colors available: White
Manufacturer's Name: Wascomat
Guaranteed Delivery: 30 Days A/R/O
Manufacturer's standard warranty:
Parts: 3 Years
Labor: 1 Year

CONTRACTOR, LOT I, ITEM NO. 1: WASCOMAT

2.	30 POUND WASHER/EXTRACTOR – 3 phase (78 G-Force Extract)	\$2,700.00	W630
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Colors available: White
Manufacturer's Name: Wascomat
Guaranteed Delivery: 30 Days A/R/O
OPTION: Price additional for single phase unit: \$175.00
Manufacturer's standard warranty:
Parts: 3 Years
Labor: 1 Year

CONTRACTOR, LOT I, ITEM NO. 2: WASCOMAT

3.	40 POUND WASHER/EXTRACTOR - 3 phase (78 G-Force Extract)	\$3,350.00	W640
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Colors available: White
Manufacturer's Name: Wascomat
Guaranteed Delivery: 30 Days A/R/O
OPTION: Price additional for single phase unit: \$175.00
Manufacturer's standard warranty:
Parts: 3 Years
Labor: 1 Year

CONTRACTOR, LOT I, ITEM NO. 3: WASCOMAT

(continued)

LOT I - INSTITUTIONAL WASHER/EXTRACTORS (Items 1 - 4) (Cont'd)

<u>Item No.</u>	<u>Item Description</u>	<u>Price Each</u>	<u>Model.No.</u>
4.	55 POUND WASHER/EXTRACTOR - 3 phase (60 G-Force Extract)	\$4,580.00	W655

Colors available: White

Manufacturer's Name: Wascomat

Guaranteed Delivery: 30 Days A/R/O

OPTION: Price additional for single phase unit: \$175.00

Manufacturer's standard warranty:

Parts: 3 Years

Labor: 1 Year

CONTRACTOR, LOT I, ITEM NO. 4: WASCOMAT

LOT II - INSTITUTIONAL WASHER/EXTRACTORS (Item 5)

<u>Item No.</u>	<u>Item Description</u>	<u>Price Each</u>	<u>Model.No.</u>
5.	60 POUND WASHER/EXTRACTOR - 3 phase SOLID MOUNT (160-300 G-Force Extract)	\$5,899.00	Unimac UW60AVX

Colors available: Stainless Steel only

Manufacturer's Name: Alliance Laundry Systems LLC

Guaranteed Delivery: 25 Days A/R/O

OPTION: Single phase units available at no additional charge.

Manufacturer's standard warranty:

Parts: 3 Years

Labor: 1 Year

CONTRACTOR, LOT II, ITEM NO. 5: STATEWIDE MACHINERY, INC.

LOT III – INSTITUTIONAL DRYERS, (Items 6-11)

Electric and Gas Heated

<u>Item No.</u>	<u>Item Description</u>	<u>Price Each</u>	<u>Model.No.</u>
6.	30 POUND ELECTRIC DRYER - 3 phase	\$1,905.00	Unimac UT030EQT

Colors available: White only

Manufacturer's Name: Alliance Laundry Systems LLC

Guaranteed Delivery: 25 Days A/R/O

OPTION: Single phase units available at no additional charge.

Manufacturer's standard warranty:

Parts: 3 Years

Labor: 1 Year

CONTRACTOR, LOT III, ITEM NO. 6: STATEWIDE MACHINERY, INC.

(continued)

LOT III – INSTITUTIONAL DRYERS, (Items 6-11) (Cont'd)

Electric and Gas Heated

<u>Item No.</u>	<u>Item Description</u>	<u>Price Each</u>	<u>Model.No.</u>
7.	30 POUND GAS DRYER	\$1,735.00	Unimac UT030NQT

Colors available: White only
 Manufacturer's Name: Alliance Laundry Systems LLC
 Guaranteed Delivery: 25 Days A/R/O
 Manufacturer's standard warranty:
 Parts: 3 Years
 Labor: 1 Year

CONTRACTOR, LOT III, ITEM NO. 7: STATEWIDE MACHINERY, INC.

8.	50 POUND ELECTRIC DRYER – 3 phase	\$2,149.00	Unimac UT050EQT
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Colors available: White only
 Manufacturer's Name: Alliance Laundry Systems LLC
 Guaranteed Delivery: 25 Days A/R/O
 Manufacturer's standard warranty:
 Parts: 3 Years
 Labor: 1 Year

CONTRACTOR, LOT III, ITEM NO. 8: STATEWIDE MACHINERY, INC.

9.	50 POUND GAS DRYER	\$1,959.00	Unimac UT050NQT
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Colors available: White only
 Manufacturer's Name: Alliance Laundry Systems LLC
 Guaranteed Delivery: 25 Days A/R/O
 Manufacturer's standard warranty:
 Parts: 3 Years
 Labor: 1 Year

CONTRACTOR, LOT III, ITEM NO. 9: STATEWIDE MACHINERY, INC.

10.	75 POUND ELECTRIC DRYER – 3 phase	\$2,510.00	Unimac UT075EQT
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Colors available: White only
 Manufacturer's Name: Alliance Laundry Systems LLC
 Guaranteed Delivery: 25 Days A/R/O
 Manufacturer's standard warranty:
 Parts: 3 Years
 Labor: 1 Year

CONTRACTOR, LOT III, ITEM NO. 10: STATEWIDE MACHINERY, INC.

(continued)

LOT III – INSTITUTIONAL DRYERS (Items 6-11) (Cont'd)

Electric and Gas Heated

<u>Item No.</u>	<u>Item Description</u>	<u>Price Each</u>	<u>Model.No.</u>
11.	75 POUND GAS DRYER	\$2,119.00	Unimac UT075NQT

Colors available: White only
Manufacturer's Name: Alliance Laundry Systems LLC
Guaranteed Delivery: 25 Days A/R/O
Manufacturer's standard warranty:
 Parts: 3 Years
 Labor: 1 Year

CONTRACTOR, LOT III, ITEM NO. 11: STATEWIDE MACHINERY, INC.

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, Procurement Services Group, prior to effectuation.

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.

ELECTRONIC PAYMENTS:

The Office of the State Comptroller (OSC) offers an "electronic payment" option in lieu of issuing checks. To obtain an electronic payment authorization form visit the OSC website at www.osc.state.ny.us or contact them by e-mail at epunit@osc.state.ny.us or by phone at 518-474-4032.

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.

(continued)

NON-STATE AGENCIES PARTICIPATION IN CENTRALIZED CONTRACTS:

New York State political subdivisions and others authorized by New York State law may participate in contracts. These include, but are not limited to local governments, public authorities, public school and fire districts, public and nonprofit libraries, and certain other nonpublic/nonprofit organizations. See "Participation in Centralized Contracts" in Appendix B, OGS General Specifications. For purchase orders issued by the Port Authority of New York and New Jersey (or any other authorized entity that may have delivery locations adjacent to New York State), the terms of the "Price" clause shall be modified to include delivery to locations adjacent to New York State.

Upon request, all eligible non-State agencies must furnish contractors with the proper tax exemption certificates and documentation certifying eligibility to use State contracts. A list of categories of eligible entities is available on the OGS web site (<http://www.ogs.state.ny.us/purchase/snt/othersuse.asp>). Questions regarding an organization's eligibility to purchase from New York State Contracts may also be directed to OGS Procurement Services Group's Customer Services at 518-474-6717.

EXTENSION OF USE:

Any contract resulting from this bid solicitation may be extended to additional States or governmental jurisdictions upon mutual written agreement between New York State (the lead contracting State) and the contractor. Political subdivisions and other authorized entities within each participating State or governmental jurisdiction may also participate in any resultant contract if such State normally allows participation by such entities. New York State reserves the right to negotiate additional discounts based on any increased volume generated by such extensions.

MINIMUM ORDER:

Minimum order is one (1) machine for each destination.

DELIVERY:

Delivery is expressed in number of calendar days required to make delivery after receipt of a purchase order.

Delivery is made in accordance with instructions on Purchase Order from each agency. If there is a discrepancy between the purchase order and what is listed on the contract, it is the contractor's obligation to seek clarification from the ordering agency and, if applicable, from the Office of General Services, Procurement Services Group.

ESTIMATED QUANTITIES:

The quantities listed are estimated only. See "Estimated/Specific Quantity Contracts" and "Participation in Centralized Contracts" in Appendix B, OGS General Specifications.

CENTRALIZED PROCUREMENT CONTRACT FEE (CPCF):

Amendments to State Finance Law §163-c imposed a centralized procurement contract fee (procurement fee) to be paid by contractors awarded OGS centralized contracts for the purchase of commodities, services or technology. The pricing offered by contractors for the commodity, service or technology is considered by the Office of General Services (OGS) to be inclusive of the fee. The procurement fee is one half of one percent (.005) of total sales made by Authorized Users of centralized contracts.

The fee, covering the applicable preceding calendar quarter, as well as an accompanying return, must be made by the contractor to the New York State Department of Taxation and Finance ("DTF") no later than forty-five (45) days after the close of each calendar quarter. Payment of the procurement fee, as well as filing of the accompanying return, must be made electronically to DTF. Prior to electronically filing the initial return and electronically paying the initial procurement fee, contractors must register on DTF's Online Tax Center:

<http://www.tax.state.ny.us/nyshome/online.htm>

(continued)

CENTRALIZED PROCUREMENT CONTRACT FEE (CPCF): (Cont'd)

Quarterly returns must be filed with DTF even if no sales were made under the centralized contract during the preceding calendar quarter. Simultaneously, the contractor must provide its sales report for such preceding calendar quarter to OGS in the format and with details set forth in this solicitation (even if no sales occurred). Contractors must fully cooperate with DTF and OGS relative to such payments and filings. Penalties for failure to comply with the filing and payment requirements are provided for by Article 27 of the Tax Law.

In addition to the penalties prescribed by Article 27 of the Tax Law, failure by a contractor to timely and accurately remit the procurement fee, provide the sales report and file the return for each calendar quarter shall constitute a breach of contract, and the Commissioner of General Services may exercise discretion to terminate such centralized contract on written notice to the contractor.

Additional information including FAQs is available at:

<http://www.ogs.state.ny.us/purchase/ProcurementContractFee.asp>

CONTRACT PERIOD AND RENEWALS:

It is the intention of the State to enter into a contract for a term of three (3) years as stated on the Invitation for Bids except that the commencement and 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.

The contract dates may be adjusted forward beyond two months only with the approval of the successful bidder. If, however, the bidder is not willing to accept an adjustment of the contract dates beyond the two month period, the State reserves the right to proceed with an award to another bidder.

If mutually agreed between the Procurement Services Group 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.

WARRANTIES:

See "Warranties" in Appendix B, OGS General Specifications.

Normal wear and tear items shall be warranted in accordance with manufacturer's standard warranty.

At time of bid opening, product offered must meet all requirements of this solicitation including full commercial/retail availability. Product literature and specifications must also be available.

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.

INSTRUCTION OF PERSONNEL:

Within five business days of delivery of product, the contractor will provide instruction by qualified personnel sufficient to ensure that the product is operated and operator maintained so as to perform to the full extent of its design capabilities. Agency shall designate personnel which are to receive instruction.

(continued)

INSTRUCTION MANUALS:

Simultaneous with delivery, the contractor(s) will furnish to the authorized user a complete instruction manual for the product and for each component supplied. The manual shall include complete instructions for unpacking, inspecting, installing, adjusting, aligning, and operating the product, together with layout and interconnection diagrams, schematic and wiring diagrams, preventive and corrective maintenance procedures, and complete parts lists, manufacturer's catalog numbers, and ordering information, if applicable.

REPORT OF CONTRACT PURCHASES:

Contractor will 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. The Grand Total Sales Reports for State and Non-State Agencies are due at the same time the procurement fee is payable to the Department of Taxation and Finance, where applicable.

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 is to be submitted electronically in Microsoft Excel 2003 or lower format to the Office of General Services, Procurement Services Group, Tower Bldg., Empire State Plaza, Albany, NY 12242, 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.

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.

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.

(continued)

"OGS OR LESS" GUIDELINES APPLY TO THIS CONTRACT:

Purchases of the products included in the Invitation For Bids and related Contract Award Notification are subject to the "OGS or Less" provisions of Section 163.3.a.v., Article XI, of the New York State Finance Law. This means that State agencies can purchase products from sources other than the contractor provided that such products are substantially similar in form, function or utility to the products herein and are:

1. lower in price
-and/or-
2. available under terms which are more economically efficient to the State agency (e.g. delivery terms, warranty terms, etc.).

Agencies are reminded that they must provide the State contractor an opportunity to match the non-contract savings at least two business days prior to purchase. In addition, purchases made under "OGS or Less" flexibility must meet all requirements of law including, but not limited to, advertising in the New York State Contract Reporter, prior approval of the Comptroller's Office and competitive bidding of requirements exceeding the discretionary bid limit. State agencies should refer to Procurement Council Bulletin "OGS or Less Purchases" for complete procedural and reporting requirements.

(continued)

**State of New York
Office of General Services
PROCUREMENT SERVICES GROUP
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 PROCUREMENT SERVICES GROUP
 Customer Services, 37th Floor
 Corning 2nd Tower - Empire State Plaza
 Albany, New York 12242
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