



# Buildings & Grounds Committee

## Committee Meeting

60 Central Ave.  
Cortland, NY 13045  
<http://www.cortland-co.org>

~ Minutes ~

Tuesday, October 10, 2023

10:00 AM

Room 302

### CALL TO ORDER

The meeting was called to order at 10:06 AM by Committee Chair Paul Heider

| Attendee Name      | Organization        | Title                                | Status  | Arrived  | Departed |
|--------------------|---------------------|--------------------------------------|---------|----------|----------|
| Douglas Bentley    | Cortland County, NY | Committee Member                     | Present |          |          |
| Beau Harbin        | Cortland County, NY | Committee Member                     | Late    | 10:14 AM |          |
| Ronald J. Van Dee  | Cortland County, NY | Committee Member                     | Present |          |          |
| Paul Heider        | Cortland County, NY | Committee Chair                      | Present |          |          |
| Joseph Nauseef     | Cortland County, NY | Committee Member                     | Present |          |          |
| Eugene Waldbauer   | Cortland County, NY | Committee Vice Chair                 | Present |          |          |
| Kevin Fitch        | Cortland County, NY | Chair of the Legislature             | Late    | 10:14 AM |          |
| Rob Corpora        | Cortland County, NY | County Administrator                 | Present |          |          |
| Savannah Hempstead | Cortland County, NY | Clerk of the Legislature             | Present |          |          |
| Trisha Hiemstra    | Cortland County, NY | Planning Director                    | Present |          | 10:10 AM |
| Charles Miller     | Cortland County, NY | Superintendent Buildings and Grounds | Present |          |          |
| Allen Pankhurst    | Cortland County, NY | Buildings & Grounds Foreperson       | Present |          |          |
| Christopher Newell | Cortland County, NY | Board Member                         | Present |          |          |
| Melanie Vilardi    | Cortland County, NY | Deputy County Administrator          | Present |          |          |
| George Wagner      | Cortland County, NY | Board Member                         | Present |          |          |
| Sandra Price       | Cortland County, NY | Board Member                         | Present |          |          |
| Andrea Herzog      | Cortland County, NY | Director of Finance                  | Remote  |          |          |
| Donald Chu         | Cortland County     | Resident                             | Remote  |          |          |
| Kimberly Biglardi  | Cortland County, NY | Deputy Clerk of the Legislature      | Remote  |          |          |
| Margaret Mellott   | Cortland Standard   | Reporter                             | Remote  |          |          |

## MINUTES

### 1. Buildings & Grounds Committee - Committee Meeting - Sep 12, 2023 10:00 AM

|                  |                                              |
|------------------|----------------------------------------------|
| <b>RESULT:</b>   | <b>APPROVED [5 TO 0]</b>                     |
| <b>MOVER:</b>    | Ronald J. Van Dee, Committee Member          |
| <b>SECONDER:</b> | Joseph Nauseef, Committee Member             |
| <b>AYES:</b>     | Bentley, Van Dee, Heider, Nauseef, Waldbauer |
| <b>AWAY:</b>     | Beau Harbin                                  |

## RESOLUTIONS

AGENDA ITEM NO. 1 – Authorize Agreement for Replacement of Cooler/Freezer at Cortland County Jail - Buildings and Grounds Department

|                  |                                              |
|------------------|----------------------------------------------|
| <b>RESULT:</b>   | <b>APPROVED [5 TO 0]</b>                     |
|                  | <b>Next: 10/17/2023 10:00 AM</b>             |
| <b>MOVER:</b>    | Douglas Bentley, Committee Member            |
| <b>SECONDER:</b> | Eugene Waldbauer, Committee Vice Chair       |
| <b>AYES:</b>     | Bentley, Van Dee, Heider, Nauseef, Waldbauer |
| <b>AWAY:</b>     | Beau Harbin                                  |

### ON MOTION OF HEIDER

### RESOLUTION NO.

#### **Authorize Agreement for Replacement of Cooler/Freezer at Cortland County Jail - Buildings and Grounds Department**

WHEREAS, Cortland County identified a need to replace the current walk in cooler and freezer in the Cortland County Jail, AND

WHEREAS, Cortland County did not receive any bids from two separate Requests for Proposals, AND

WHEREAS, Cortland County contacted contractors directly to get estimates, AND

WHEREAS, Rochester Store Fixture of 707 North St, Rochester NY 14605 was the only contractor to submit an estimate, AND

WHEREAS, Cortland County received the estimate on 8/21/2023 to do the identified work, NOW THEREFORE BE IT

RESOLVED, that the Cortland Legislature hereby authorizes the County Administrator upon review and approval of the County Attorney or designee to enter into an agreement with Rochester Store Fixture, 707 North St., Rochester NY for the replacement of the walk in cooler/freezer and equipment for a cost not to exceed \$54,800, AND BE IT FURTHER

RESOLVED, that the funds for this project are to come from the Jail Project Reserve Fund, account number A.386300.JAIL, AND BE IT FURTHER

RESOLVED, that the 2023 budget be amended as follows:

#### INCREASE:

|              |                       |          |
|--------------|-----------------------|----------|
| A16205.52015 | Dept Specific Equip   | \$54,800 |
| A.351100     | Appropriated Reserves | \$54,800 |

AGENDA ITEM NO. 2 – Reject Bid for Panic Button Alerting System - Information Technology

**RESULT:       APPROVED [UNANIMOUS]**

**Next: 10/26/2023 6:00 PM**

**MOVER:**       Ronald J. Van Dee, Committee Member

**SECONDER:**   Joseph Nauseef, Committee Member

**AYES:**        Bentley, Harbin, Van Dee, Heider, Nauseef, Waldbauer

**ON MOTION OF HEIDER**

**RESOLUTION NO.**

**Reject Bid for Panic Button Alerting System - Information Technology**

WHEREAS, a Request for Proposals (RFP) was issued for a Panic Button Alerting System for Cortland County, AND

WHEREAS, a bid was received from the following:

AT&T  
5481 Bridge Street  
East Syracuse, NY 13057

, AND

WHEREAS, the proposal received did not cover the scope of services required of Cortland County, NOW THEREFORE BE IT

RESOLVED, that the Cortland County Legislature hereby formally rejects the bid proposal.

**DISCUSSION ITEMS**

**MONTHLY REPORTS**

1. Buildings & Grounds Monthly Reports

**RESULT:       COMPLETED**

2. September 2023 Monthly Report - IT

**RESULT:       COMPLETED**

**ADJOURNMENT**

The meeting was closed at 10:30 AM



# Buildings & Grounds Committee

## Committee Meeting

60 Central Ave.  
Cortland, NY 13045  
<http://www.cortland-co.org>

### ~ Minutes ~

Tuesday, September 12, 2023

10:00 AM

Room 302

### CALL TO ORDER

The meeting was called to order at 10:11 AM by Committee Chair Paul Heider

| Attendee Name      | Organization        | Title                                | Status  | Arrived  |
|--------------------|---------------------|--------------------------------------|---------|----------|
| Douglas Bentley    | Cortland County, NY | Committee Member                     | Excused |          |
| Beau Harbin        | Cortland County, NY | Committee Member                     | Present |          |
| Ronald J. Van Dee  | Cortland County, NY | Committee Member                     | Present |          |
| Ann Homer          | Cortland County, NY | Committee Member                     | Excused |          |
| Paul Heider        | Cortland County, NY | Committee Chair                      | Present |          |
| Joseph Nauseef     | Cortland County, NY | Committee Member                     | Present |          |
| Eugene Waldbauer   | Cortland County, NY | Committee Vice Chair                 | Excused |          |
| Rob Corpora        | Cortland County, NY | County Administrator                 | Present |          |
| Savannah Hempstead | Cortland County, NY | Clerk of the Legislature             | Present |          |
| Kimberly Bigladeri | Cortland County, NY | Deputy Clerk of the Legislature      | Present |          |
| Charles Miller     | Cortland County, NY | Superintendent Buildings and Grounds | Present |          |
| Allen Pankhurst    | Cortland County, NY | Buildings & Grounds Foreperson       | Present |          |
| Jack Hess          | Cortland County, NY | Director, Information Technology     | Present |          |
| Christopher Newell | Cortland County, NY | Board Member                         | Present |          |
| Melanie Vilardi    | Cortland County, NY | Deputy County Administrator          | Present |          |
| Andrea Herzog      | Cortland County, NY | Director of Finance                  | Present |          |
| George Wagner      | Cortland County, NY | Board Member                         | Present |          |
| Kevin Fitch        | Cortland County, NY | Chair of the Legislature             | Present | 10:17 AM |
| Eddie Velazquez    | Cortland Voice      | Reporter                             | Remote  |          |
| Margaret Mellott   | Cortland Standard   | Reporter                             | Remote  |          |

Minutes Acceptance: Minutes of Sep 12, 2023 10:00 AM (MINUTES)

**MINUTES**

## 1. Buildings &amp; Grounds Committee - Committee Meeting - Aug 8, 2023 10:00 AM

|                  |                                                             |
|------------------|-------------------------------------------------------------|
| <b>RESULT:</b>   | <b>APPROVED [UNANIMOUS]</b>                                 |
| <b>MOVER:</b>    | Ronald J. Van Dee, Committee Member                         |
| <b>SECONDER:</b> | Joseph Nauseef, Committee Member                            |
| <b>AYES:</b>     | Beau Harbin, Ronald J. Van Dee, Paul Heider, Joseph Nauseef |
| <b>EXCUSED:</b>  | Douglas Bentley, Ann Homer, Eugene Waldbauer                |

**RESOLUTIONS**

## AGENDA ITEM NO. 1 – 111 Port Watson Street Additional Engineering and Architectural - Mental Health Department

|                  |                                                             |
|------------------|-------------------------------------------------------------|
| <b>RESULT:</b>   | <b>APPROVED [UNANIMOUS]</b>                                 |
|                  | <b>Next: 9/19/2023 10:00 AM</b>                             |
| <b>MOVER:</b>    | Ronald J. Van Dee, Committee Member                         |
| <b>SECONDER:</b> | Beau Harbin, Committee Member                               |
| <b>AYES:</b>     | Beau Harbin, Ronald J. Van Dee, Paul Heider, Joseph Nauseef |
| <b>EXCUSED:</b>  | Douglas Bentley, Ann Homer, Eugene Waldbauer                |

**ON MOTION OF HEIDER****RESOLUTION NO.****111 Port Watson Street Additional Engineering and Architectural - Mental Health Department**

WHEREAS, Cortland County is currently under contract with Bell and Spina Architects located at 215 Wyoming Street, Syracuse NY for architectural and engineering services for the Mental Health building project at 111 Port Watson St, Cortland NY (Contract No. 155-22, Resolution No. 132-22), AND

WHEREAS, Bell and Spina has submitted a change order for engineering and architectural design for an additional space request which was not part of the original request, AND

WHEREAS, the Cortland County Legislature's Buildings and Grounds Committee has reviewed the proposal and has recommended moving forward with this proposal with funding to be paid from the Office of Mental Health Building Fund, A43115.52320.ARP, NOW THEREFORE BE IT

RESOLVED, that the Cortland Legislature hereby authorizes the County Administrator, upon review and approval of the County Attorney or Designee, to approve this additional change order for design and engineering for additional space at a cost not to exceed \$43,900.

## AGENDA ITEM NO. 2 – Authorize Agreement with Sixth Judicial District for Court Cleaning and Maintenance Services - Buildings and Grounds Department

|                  |                                                             |
|------------------|-------------------------------------------------------------|
| <b>RESULT:</b>   | <b>APPROVED [UNANIMOUS]</b>                                 |
|                  | <b>Next: 9/28/2023 6:00 PM</b>                              |
| <b>MOVER:</b>    | Joseph Nauseef, Committee Member                            |
| <b>SECONDER:</b> | Ronald J. Van Dee, Committee Member                         |
| <b>AYES:</b>     | Beau Harbin, Ronald J. Van Dee, Paul Heider, Joseph Nauseef |
| <b>EXCUSED:</b>  | Douglas Bentley, Ann Homer, Eugene Waldbauer                |

**ON MOTION OF HEIDER****RESOLUTION NO.**

**Authorize Agreement with Sixth Judicial District for Court Cleaning and Maintenance Services -  
Buildings and Grounds Department**

WHEREAS, 1996 New York State Legislation, Senate Bill # 4428-b, allowed for changes in Section 39-b of the Judiciary Law and amends Sections 54-j and 94920 of the State Financial Law affecting the Maintenance & Operating procedures for the New York State Unified Court System 6<sup>th</sup> Judicial Court District as it relates to Cortland County, AND

WHEREAS, the New York State Unified Court System 6<sup>th</sup> Judicial District has presented a new 5-year agreement to the County covering the period of April 1, 2023 through March 31, 2028, AND

WHEREAS, the New York State Unified Court System 6<sup>th</sup> Judicial District has submitted an annual contract renewal letter dated August 1, 2023, which reflects a 2023-2024 contract amount of \$751,427.00, NOW THEREFORE BE IT

RESOLVED, that the Cortland County Legislature hereby authorizes the County Administrator, upon review of the County Attorney or designee, to execute the proposed renewal agreement presented by the New York State Unified Court System 6<sup>th</sup> Judicial District.

AGENDA ITEM NO. 3 – Authorize Use of Buildings and Grounds Reserve for New Elevator at Dwyer Memorial Park Main Pavilion - Buildings and Grounds

**RESULT:           APPROVED [UNANIMOUS]**

**Next: 9/28/2023 6:00 PM**

**MOVER:**           Ronald J. Van Dee, Committee Member

**SECONDER:**       Joseph Nauseef, Committee Member

**AYES:**            Beau Harbin, Ronald J. Van Dee, Paul Heider, Joseph Nauseef

**EXCUSED:**        Douglas Bentley, Ann Homer, Eugene Waldbauer

**ON MOTION OF HEIDER**

**RESOLUTION NO.**

**Authorize Use of Buildings and Grounds Reserve for New Elevator at Dwyer Memorial Park Main Pavilion - Buildings and Grounds**

WHEREAS, the elevator at Cortland County's Dwyer Memorial Park Main Pavilion has reached the end of its useful life, AND

WHEREAS, the Cortland County Legislature's Buildings and Grounds Committee recognizes the need to replace the elevator to provide access to the main pavilion to all Cortland County residents, AND

WHEREAS, it is the recommendation of the Cortland County Legislature's Buildings and Grounds Committee to utilize the Buildings and Grounds Reserve funds for the replacement of the elevator, NOW THEREFORE BE IT

RESOLVED, that the Cortland County Legislature be and hereby approves the use of the Buildings and Grounds Reserve for the replacement of the elevator at the Dwyer Memorial Park Main Pavilion for a cost not to exceed \$100,000, AND BE IT FURTHER

RESOLVED, the 2023 budget is hereby amended as follows:

Increase:

| <u>Account</u>                     | <u>Amount</u> |
|------------------------------------|---------------|
| A16205.52320 Building Improvements | \$100,000     |

Minutes Acceptance: Minutes of Sep 12, 2023 10:00 AM (MINUTES)

A351100

Appropriated Reserves

\$100,000

## DISCUSSION ITEMS

1. County Overflow Parking Lot

|                |                  |
|----------------|------------------|
| <b>RESULT:</b> | <b>COMPLETED</b> |
|----------------|------------------|

2. Dwyer Memorial Park Pavilion Elevator

|                |                  |
|----------------|------------------|
| <b>RESULT:</b> | <b>COMPLETED</b> |
|----------------|------------------|

## ACTION ITEMS

1. Committee Approval of the Installation of a Guardrail by the Buildings and Grounds and Highway Departments at County Office Building Overflow Parking Lot

|                  |                                                             |
|------------------|-------------------------------------------------------------|
| <b>RESULT:</b>   | <b>APPROVED [UNANIMOUS]</b>                                 |
| <b>MOVER:</b>    | Beau Harbin, Committee Member                               |
| <b>SECONDER:</b> | Ronald J. Van Dee, Committee Member                         |
| <b>AYES:</b>     | Beau Harbin, Ronald J. Van Dee, Paul Heider, Joseph Nauseef |
| <b>EXCUSED:</b>  | Douglas Bentley, Ann Homer, Eugene Waldbauer                |

## MONTHLY REPORTS

1. Buildings and Grounds Monthly Report

|                |                  |
|----------------|------------------|
| <b>RESULT:</b> | <b>COMPLETED</b> |
|----------------|------------------|

2. Overview of 2024 Budget - Buildings & Grounds

|                |                  |
|----------------|------------------|
| <b>RESULT:</b> | <b>COMPLETED</b> |
|----------------|------------------|

3. IT Monthly Report August 2023

|                |                  |
|----------------|------------------|
| <b>RESULT:</b> | <b>COMPLETED</b> |
|----------------|------------------|

4. Overview of 2024 Budget - IT

|                |                  |
|----------------|------------------|
| <b>RESULT:</b> | <b>COMPLETED</b> |
|----------------|------------------|

## EXECUTIVE SESSION

It was MOVED by Mr. Harbin, seconded by Mr. VanDee, and unanimously approved by voice vote of members present, to enter into an executive session to discuss the employment history of a particular person. MOTION CARRIED.

An executive session was held from 11:08 a.m. to 11:17 a.m., at which time on motion of Mr. Heider, seconded by Mr. Harbin, it was unanimously approved by voice vote to exit executive session.

## ADJOURNMENT

The meeting was closed at 11:17 AM

Minutes Acceptance: Minutes of Sep 12, 2023 10:00 AM (MINUTES)

Rochester Store Fixture  
707 North St  
Rochester, NY 14605  
Phone 585-546-6706  
Fax 585-546-4452

# Proposal

| DATE      | Estimate # |
|-----------|------------|
| 8/21/2023 | 30449      |

| BILL TO                                                                           |                                                                                                                                                                                                                                                                                                                                                                                                            | SHIP TO |        |        |
|-----------------------------------------------------------------------------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------|--------|--------|
| Cortland County Buildings and Grounds<br>60 Central Ave B28<br>Cortland, NY 13045 |                                                                                                                                                                                                                                                                                                                                                                                                            |         |        |        |
| Customer Phone                                                                    | (607) 753-5068                                                                                                                                                                                                                                                                                                                                                                                             |         | TERMS  | REP    |
| Customer Fax                                                                      |                                                                                                                                                                                                                                                                                                                                                                                                            |         | Net 30 | MD     |
| Customer E-mail                                                                   | cmiller@cortland-co.org                                                                                                                                                                                                                                                                                                                                                                                    |         |        |        |
| ITEM                                                                              | DESCRIPTION                                                                                                                                                                                                                                                                                                                                                                                                | QTY     | RATE   | AMOUNT |
| New Equipment                                                                     | KPS Global Combo Walk-In Cooler/Freezer, FREEZER - WITH FLOOR & INT RAMP - -10°F - Indoor, NSF Approved, 4" Insulframe Construction Model #: RFO230L4SEA, Condensing Unit Over-Sized Receiver Model #: RL6E066DDASL, Evaporator                                                                                                                                                                            |         | 0.00   | 0.00T  |
| New Equipment                                                                     | COOLER - WITH FLOOR & INT RAMP - 35°F - Indoor, NSF Approved 4" Insulframe Construction<br><br>Model #: RFO080M4SEA, Condensing Unit Over-Sized Receiver Model #: RL6A073ADASL, Evaporator                                                                                                                                                                                                                 |         | 0.00   | 0.00T  |
| New Equipment                                                                     | 2 6" Hug-Edge Flat Trim 26ga Stucco Embossed Acrylic Natural Aluminum-Zinc Alloy Steel 120" Long<br><br>• 3 12" Flat Trim with Hem Edges 26ga Stucco Embossed White Aluminum-Zinc Alloy Steel 120" Long<br><br>• 2 3" x 3" Interior Corner Trim 26ga Stucco Embossed Acrylic Natural Aluminum-Zinc Alloy Steel 120" Long<br><br>• 1 EXTENDED WARRANTY REFRIGERATION<br>• 1 EXTENDED WARRANTY REFRIGERATION |         | 0.00   | 0.00T  |
| New Equipment                                                                     | FREEZER Dimensions External: 5'-1" x 10'-6" x 7'-6", Internal: 4'-5" x 9'-10" x 6'-10", 4" Insulframe Construction.                                                                                                                                                                                                                                                                                        |         | 0.00   | 0.00T  |
|                                                                                   |                                                                                                                                                                                                                                                                                                                                                                                                            |         |        |        |

## NOTICE TO BUYER

All Plumbing & Electrical Connections Not Included Product loss or Spoilage Is Not Covered Under Warranty! All Return Items Are Subject To Minimum Restocking Fee Of 30%. Used Equipment Is Sold "As Is" Condition. Warranty Limited To That Provided By Manufacture ONLY. Return Check Charge Is \$25 NO EXCEPTIONS. Failure To Pay In Full Amount When Due Will Incur Interest At The Rate Of Prime Plus 2% On The Principal Overdue Amount. The Merchandise Shall Remain The Property Of The Seller Until Outstanding Balance Is Paid In Full. In The Event The Seller Is Unable To Provide The Merchandise For Any Reason, This Contract Shall Be Cancelled And Neither Party Shall Be Under Liability To The Other, and Any Deposit Paid Shall Be Refunded To The Buyer. BUYER ACKNOWLEDGES RECEIPT OF A COPY OF THIS CONTRACT & AGEES TO TERMS

Sales Tax (0.00)

Total

Attachment: Est\_30449\_from\_Rochester\_Store\_Fixture\_13724 (11717 : Authorize Agreement for Replacement of Cooler/Freezer at Cortland

Rochester Store Fixture  
707 North St  
Rochester, NY 14605  
Phone 585-546-6706  
Fax 585-546-4452

# Proposal

| DATE      | Estimate # |
|-----------|------------|
| 8/21/2023 | 30449      |

| BILL TO                                                                           |                                                                                                                                                                                                                                                                                                                                                                          | SHIP TO |      |        |
|-----------------------------------------------------------------------------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------|------|--------|
| Cortland County Buildings and Grounds<br>60 Central Ave B28<br>Cortland, NY 13045 |                                                                                                                                                                                                                                                                                                                                                                          |         |      |        |
| Customer Phone                                                                    | (607) 753-5068                                                                                                                                                                                                                                                                                                                                                           | TERMS   | REP  |        |
| Customer Fax                                                                      |                                                                                                                                                                                                                                                                                                                                                                          | Net 30  | MD   |        |
| Customer E-mail                                                                   | cmiller@cortland-co.org                                                                                                                                                                                                                                                                                                                                                  |         |      |        |
| ITEM                                                                              | DESCRIPTION                                                                                                                                                                                                                                                                                                                                                              | QTY     | RATE | AMOUNT |
| New Equipment                                                                     | Floors<br>4" Insulframe Construction<br>Alum Treadbrite Low Profile .080 - Interior<br>Attachment Type: Lock Down<br>Single 1/2" OSB Plywood Underlay                                                                                                                                                                                                                    |         | 0.00 | 0.00T  |
| New Equipment                                                                     | (1) MaxLit 48" LED VT 120V                                                                                                                                                                                                                                                                                                                                               |         | 0.00 | 0.00T  |
| New Equipment                                                                     | KPS Global Doors<br>(1) 3' x 6'-6" Inset Freezer Door - Right Out Swing<br>1 36" x 5.5" 12GA SS Threshold<br>2 K-1261 Hinges<br>1 K78V w/K486CF ISR<br>1 K1094 Inset Slotted Closer<br>1 18GA Galvanized Jamb Guard<br>1 2" Dial Flush w/ 1' Lead, Thermometer on Exterior,<br>Lead on Interior<br>1 Standard Switch w/ Pilot Light Installed<br>1 1827 Heated 120V Vent |         | 0.00 | 0.00T  |

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All Plumbing & Electrical Connections Not Included Product loss or Spoilage Is Not Covered Under Warranty! All Return Items Are Subject To Minimum Restocking Fee Of 30%. Used Equipment Is Sold "As Is" Condition. Warranty Limited To That Provided By Manufacture ONLY. Return Check Charge Is \$25 NO EXCEPTIONS. Failure To Pay In Full Amount When Due Will Incur Interest At The Rate Of Prime Plus 2% On The Principal Overdue Amount. The Merchandise Shall Remain The Property Of The Seller Until Outstanding Balance Is Paid In Full. In The Event The Seller Is Unable To Provide The Merchandise For Any Reason, This Contract Shall Be Cancelled And Neither Party Shall Be Under Liability To The Other, and Any Deposit Paid Shall Be Refunded To The Buyer. BUYER ACKNOWLEDGES RECEIPT OF A COPY OF THIS CONTRACT & AGEES TO TERMS

Sales Tax (0.00)

Total

Attachment: Est\_30449\_from\_Rochester\_Store\_Fixture\_13724 (11717 : Authorize Agreement for Replacement of Cooler/Freezer at Cortland

Rochester Store Fixture  
 707 North St  
 Rochester, NY 14605  
 Phone 585-546-6706  
 Fax 585-546-4452

# Proposal

| DATE      | Estimate # |
|-----------|------------|
| 8/21/2023 | 30449      |

| BILL TO                                                                           |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                           | SHIP TO |      |        |
|-----------------------------------------------------------------------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------|------|--------|
| Cortland County Buildings and Grounds<br>60 Central Ave B28<br>Cortland, NY 13045 |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                           |         |      |        |
| Customer Phone                                                                    | (607) 753-5068                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                            | TERMS   | REP  |        |
| Customer Fax                                                                      |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                           | Net 30  | MD   |        |
| Customer E-mail                                                                   | cmiller@cortland-co.org                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                   |         |      |        |
| ITEM                                                                              | DESCRIPTION                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                               | QTY     | RATE | AMOUNT |
| New Equipment                                                                     | Freezer Refrigeration , (1) Room: Indoor Freezer<br>Dimensions: 5' 1" x 10' 6" x 7' 6"<br>Box Temp: -10 Deg<br>Model #: RFO230L4SEA, 2 1/4 HP, Low Temp, Scroll,<br>R-448A<br>BTUH: 6,509 Suction Temp: -20.8 Ambient: 95 Deg<br><br>Voltage: 208-230/3Ph Condenser MCA: 18.80<br>Approx Ship Weight: 230<br>Standard Condenser Accessories:<br>Weather Cover<br>Filter/Drier & Sight Glass<br>Electrical Defrost Timer<br>Crank. Heater H.<br>Headmaster Control<br>ED-05 Electric Defrost Kit<br>- (1) Over-Sized Receiver<br>- (1) Model #: RL6E066DDASL, Low Temp, R-448A,<br>Temp Diff: 8.80<br>BTUH: 6,509 Suction Temp: -20.8<br>Voltage: 208-230/1Ph Evap Fan Amp: 1.00 Def Heat<br>Amp: 9.80<br>Approx Ship Weight: 52<br>Standard Evaporator Accessories:<br>Mounted Liquid Line Solenoid Valve<br>Mounted Expansion Valve R-448A<br>Mounted Thermostat<br>EC Evaporator Motors |         | 0.00 | 0.00T  |

## NOTICE TO BUYER

All Plumbing & Electrical Connections Not Included Product loss or Spoilage Is Not Covered Under Warranty! All Return Items Are Subject To Minimum Restocking Fee Of 30%. Used Equipment Is Sold "As Is" Condition. Warranty Limited To That Provided By Manufacture ONLY. Return Check Charge Is \$25 NO EXCEPTIONS. Failure To Pay In Full Amount When Due Will Incur Interest At The Rate Of Prime Plus 2% On The Principal Overdue Amount. The Merchandise Shall Remain The Property Of The Seller Until Outstanding Balance Is Paid In Full. In The Event The Seller Is Unable To Provide The Merchandise For Any Reason, This Contract Shall Be Cancelled And Neither Party Shall Be Under Liability To The Other, and Any Deposit Paid Shall Be Refunded To The Buyer. BUYER ACKNOWLEDGES RECEIPT OF A COPY OF THIS CONTRACT & AGEES TO TERMS

Sales Tax (0.00)

Total

Attachment: Est\_30449\_from\_Rochester\_Store\_Fixture\_13724 (11717 : Authorize Agreement for Replacement of Cooler/Freezer at Cortland

Rochester Store Fixture  
707 North St  
Rochester, NY 14605  
Phone 585-546-6706  
Fax 585-546-4452

# Proposal

| DATE      | Estimate # |
|-----------|------------|
| 8/21/2023 | 30449      |

|                                                                                   |                         |                |     |
|-----------------------------------------------------------------------------------|-------------------------|----------------|-----|
| <b>BILL TO</b>                                                                    |                         | <b>SHIP TO</b> |     |
| Cortland County Buildings and Grounds<br>60 Central Ave B28<br>Cortland, NY 13045 |                         |                |     |
| Customer Phone                                                                    | (607) 753-5068          | TERMS          | REP |
| Customer Fax                                                                      |                         | Net 30         | MD  |
| Customer E-mail                                                                   | cmiller@cortland-co.org |                |     |

| ITEM          | DESCRIPTION                                                                                                                                                                                                                                                                                                                               | QTY | RATE | AMOUNT |
|---------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----|------|--------|
| New Equipment | COOLER - WITH FLOOR & INT RAMP - 35°F - Indoor, Dimensions External: 7'-9" x 10'-6" x 7'-6", Internal: 7'-1" x 9'-10" x 6'-10"4" Insulframe Construction.                                                                                                                                                                                 |     | 0.00 | 0.00T  |
| New Equipment | Floors<br>4" Insulframe Construction<br>Alum Treadbrite Low Profile .080 - Interior<br>Attachment Type: Non-Lock Down<br>Single 1/2" OSB Plywood Underlay                                                                                                                                                                                 |     | 0.00 | 0.00T  |
| New Equipment | (1) MaxLit 48" LED VT 120V                                                                                                                                                                                                                                                                                                                |     | 0.00 | 0.00T  |
| New Equipment | KPS Global Doors<br>(1) 3' x 6'-6" Inset Cooler Door - Right Out Swing<br>1 36" x 5.5" 12GA SS Threshold<br>2 K-1261 Hinges<br>1 K78V w/K486CF ISR<br>1 K1094 Inset Slotted Closer<br>1 18GA Galvanized Jamb Guard<br>1 2" Dial Flush w/ 1' Lead, Thermometer on Exterior, Lead on Interior<br>1 Standard Switch w/ Pilot Light Installed |     | 0.00 | 0.00T  |
| New Equipment | Cooler Refrigeration - (1) Room: Indoor Cooler<br>Dimensions: 7' 9" x 10' 6" x 7' 6"<br>Box Temp: 35 Deg<br>Model #: RFO080M4SEA, 3/4 HP, Medium Temp, Scroll, R-448A<br>BTUH: 8,019 Suction Temp: +23.3 Ambient: 95 Deg<br>Voltage: 208-230/3Ph Condenser MCA: 15.00<br>QUOTATION<br>Quote #: CPQ-68949                                  |     | 0.00 | 0.00T  |

|                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                |                  |
|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|------------------|
| <b>NOTICE TO BUYER</b><br>All Plumbing & Electrical Connections Not Included Product loss or Spoilage Is Not Covered Under Warranty! All Return Items Are Subject To Minimum Restocking Fee Of 30%. Used Equipment Is Sold "As Is" Condition. Warranty Limited To That Provided By Manufacture ONLY. Return Check Charge Is \$25 NO EXCEPTIONS. Failure To Pay In Full Amount When Due Will Incur Interest At The Rate Of Prime Plus 2% On The Principal Overdue Amount. The Merchandise Shall Remain The Property Of The Seller Until Outstanding Balance Is Paid In Full. In The Event The Seller Is Unable To Provide The Merchandise For Any Reason, This Contract Shall Be Cancelled And Neither Party Shall Be Under Liability To The Other, and Any Deposit Paid Shall Be Refunded To The Buyer. BUYER ACKNOWLEDGES RECEIPT OF A COPY OF THIS CONTRACT & AGEES TO TERMS | Sales Tax (0.00) |
|                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                | Total            |

Attachment: Est 30449 from Rochester\_Store\_Fixture\_13724 (11717) : Authorize Agreement for Replacement of Cooler/Freezer at Cortland

Rochester Store Fixture  
 707 North St  
 Rochester, NY 14605  
 Phone 585-546-6706  
 Fax 585-546-4452

# Proposal

| DATE      | Estimate # |
|-----------|------------|
| 8/21/2023 | 30449      |

| BILL TO                                                                           |                         | SHIP TO |     |
|-----------------------------------------------------------------------------------|-------------------------|---------|-----|
| Cortland County Buildings and Grounds<br>60 Central Ave B28<br>Cortland, NY 13045 |                         |         |     |
| Customer Phone                                                                    | (607) 753-5068          | TERMS   | REP |
| Customer Fax                                                                      |                         | Net 30  | MD  |
| Customer E-mail                                                                   | cmiller@cortland-co.org |         |     |

| ITEM          | DESCRIPTION                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                           | QTY | RATE | AMOUNT |
|---------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----|------|--------|
|               | Quote Date: 08/21/2023<br>Revision #: 2<br>Revision Date: 08/22/2023<br>800.633.3426 kpsglobal.com 5 of 7<br>Approx Ship Weight: 195<br>Standard Condenser Accessories:<br>Weather Cover<br>Filter/Drier & Sight Glass<br>Air Defrost Timer<br>Crank. Heater H.<br>Headmaster Control<br>- (1) Over-Sized Receiver<br>- (1) Model #: RL6A073ADASL, Medium Temp,<br>R-448A, Temp Diff: 9.70<br>BTUH: 8,019 Suction Temp: +23.3<br>Voltage: 115v Evap Fan Amp: 1.60<br>Approx Ship Weight: 52<br>Standard Evaporator Accessories:<br>Mounted Liquid Line Solenoid Valve<br>Mounted Expansion Valve R-448A<br>Mounted Thermostat<br>EC Evaporator Motors |     |      |        |
| New Equipment | 36" x 36" treadplate on exterior and interior of Freezer and Cooler Doors.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                            |     | 0.00 | 0.00T  |

## NOTICE TO BUYER

All Plumbing & Electrical Connections Not Included Product loss or Spoilage Is Not Covered Under Warranty! All Return Items Are Subject To Minimum Restocking Fee Of 30%. Used Equipment Is Sold "As Is" Condition. Warranty Limited To That Provided By Manufacture ONLY. Return Check Charge Is \$25 NO EXCEPTIONS. Failure To Pay In Full Amount When Due Will Incur Interest At The Rate Of Prime Plus 2% On The Principal Overdue Amount. The Merchandise Shall Remain The Property Of The Seller Until Outstanding Balance Is Paid In Full. In The Event The Seller Is Unable To Provide The Merchandise For Any Reason, This Contract Shall Be Cancelled And Neither Party Shall Be Under Liability To The Other, and Any Deposit Paid Shall Be Refunded To The Buyer. BUYER ACKNOWLEDGES RECEIPT OF A COPY OF THIS CONTRACT & AGEES TO TERMS

Sales Tax (0.00)

Total

Attachment: Est\_30449 from\_Rochester\_Store\_Fixture\_13724 (11717 : Authorize Agreement for Replacement of Cooler/Freezer at Cortland

Rochester Store Fixture  
707 North St  
Rochester, NY 14605  
Phone 585-546-6706  
Fax 585-546-4452

# Proposal

| DATE      | Estimate # |
|-----------|------------|
| 8/21/2023 | 30449      |

| <b>BILL TO</b>                                                                    |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                          | <b>SHIP TO</b> |           |            |
|-----------------------------------------------------------------------------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|----------------|-----------|------------|
| Cortland County Buildings and Grounds<br>60 Central Ave B28<br>Cortland, NY 13045 |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                          |                |           |            |
| Customer Phone                                                                    | (607) 753-5068                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                           | TERMS          | REP       |            |
| Customer Fax                                                                      |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                          | Net 30         | MD        |            |
| Customer E-mail                                                                   | cmiller@cortland-co.org                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                  |                |           |            |
| ITEM                                                                              | DESCRIPTION                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                              | QTY            | RATE      | AMOUNT     |
| New Equipment                                                                     | Installation : Walk-in cooler/freezer and refrigeration installation<br>• Recover existing refrigerant and dispose of off-site per EPA regulations.<br>• Remove existing refrigeration components and dispose of in, on-site dumpster.<br>• Remove existing walk-in boxes and dispose of in, on-site dumpster.<br>• Meet delivery truck at site on days of install.<br>• Erect walk-in boxes at pre-determined locations.<br>• Install new refrigeration systems at the same location as existing.<br>• Perform start-up and make adjustments as needed.<br>Labor is based on Pre-vailing wage rate.<br>• Work to be performed during regular business hours.<br>• Dumpster on-site for our use to dispose of existing walk-in boxes and rubbish at location to be obtained and supplied by Pride.<br>Not included in bid: • Shelving or racking and dunnage removal and installation by OTHERS.<br>New or altered electrical by OTHERS. |                | 0.00      | 0.00T      |
| New Equipment                                                                     | Total cost for Walk-In Cooler/Freezer Box, Refrigeration and Installation.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                               | 1              | 54,800.00 | 54,800.00T |

## NOTICE TO BUYER

All Plumbing & Electrical Connections Not Included Product loss or Spoilage Is Not Covered Under Warranty! All Return Items Are Subject To Minimum Restocking Fee Of 30%. Used Equipment Is Sold "As Is" Condition. Warranty Limited To That Provided By Manufacture ONLY. Return Check Charge Is \$25 NO EXCEPTIONS. Failure To Pay In Full Amount When Due Will Incur Interest At The Rate Of Prime Plus 2% On The Principal Overdue Amount. The Merchandise Shall Remain The Property Of The Seller Until Outstanding Balance Is Paid In Full. In The Event The Seller Is Unable To Provide The Merchandise For Any Reason, This Contract Shall Be Cancelled And Neither Party Shall Be Under Liability To The Other, and Any Deposit Paid Shall Be Refunded To The Buyer. BUYER ACKNOWLEDGES RECEIPT OF A COPY OF THIS CONTRACT & AGEES TO TERMS

Sales Tax (0.00) \$0.

Total \$54,800.

Attachment: Est\_30449 from\_Rochester\_Store\_Fixture\_13724 (11717 : Authorize Agreement for Replacement of Cooler/Freezer at Cortland



AT&T Response to  
Cortland County's RFP for  
**Panic Button Alerting System**

September 28, 2023





5841 Bridge St.  
East Syracuse, NY 13057

Office: +1 518.389.8428  
[lynn.zimmerman@att.com](mailto:lynn.zimmerman@att.com)  
[www.att.com](http://www.att.com)

September 28, 2023

Jack Hess  
Director of Information Technology  
Cortland County  
60 Central Ave., Cortland  
New York 13045

Dear Jack Hess:

Cortland County has a successful history of serving its citizens. To continue this success, you need advanced communication services that can support your critical operations and enhance employee efficiency. Therefore, you want a qualified provider that can meet your requirements without sacrificing service and performance.

AT&T understands your objectives and the priorities that are driving change to your network. We've designed an integrated, cost-effective solution to meet Cortland County's key requirements.

Our proposed solution offers you

- Comprehensive account team support, customer service, and account management
- Decreased capital expenditures by using AT&T infrastructure, network, and staff
- Improved operational efficiencies with a cost-effective, reliable network solution

As you evaluate our response, please note that AT&T can be a single source for all of your communication and networking needs. Whether for voice or data services—or the management of your entire network—AT&T has the resources to meet your requirements.

We look forward to developing our relationship with Cortland County and working together to make this project a success.

Sincerely,

Lynn Zimmerman  
Client Solutions Executive 3 Mobility



## A new standard for networking

### AT&T Response to the Cortland County RFP for Panic Button Alerting System

September 28, 2023

Lynn Zimmerman  
 Client Solutions Executive 3 Mobility  
 AT&T  
 5841 Bridge St.  
 East Syracuse, NY 13057  
 Office: +1 518.389.8428  
[lynn.zimmerman@att.com](mailto:lynn.zimmerman@att.com)



**Proposal Validity Period**—The information and pricing contained in this response (the “Response” or the “Proposal”) is valid for a period of **thirty (30)** days from the date written on the Proposal cover page, unless rescinded or extended in writing by AT&T.

**Terms and Conditions**—This Proposal is conditioned upon negotiation of mutually acceptable terms and conditions.

**Proposal Pricing**—Pricing proposed herein is based upon the specific product/service mix and locations outlined in this Proposal. Any changes or variations in the proposed terms and conditions, the products/services/quantities, length of term, locations, and/or design described herein may result in different pricing. Prices quoted do not include applicable taxes, surcharges, or fees. In accordance with the tariffs or other applicable service agreement terms, Customer is responsible for payment of such charges.

**Providers of Service**—Subsidiaries and affiliates of AT&T Inc. provide products and services under the AT&T brand. Either AT&T Corp. or AT&T Mobility National Accounts LLC is the proposer for itself and on behalf of its service-providing affiliates.

**Software**—Any software used with the products and services provided in connection with this Proposal will be governed by the written terms and conditions applicable to such software. Title to software remains with AT&T or its supplier. Customer must comply with all such terms and conditions, and they will take precedence over any agreement between the parties as relates to such software.

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Available only to companies with a qualified AT&T business agreement for wireless services. AT&T Mobility is provided by AT&T Mobility LLC. Coverage not available in all areas. Additional restrictions apply. Offer subject to change.



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## Executive Summary

AT&T welcomes the opportunity to respond to this RFP as the only solution provider enabled to provide the Cortland County with the critical safety solutions required not only by this RFP, but to protect all employees, managers and visitors within the city's buildings. AT&T, with our partner Intrado, understands the challenges that come with securing government agencies against the unthinkable tragedies we've unfortunately been exposed to. That is why AT&T and Intrado have developed innovative solutions based on lessons learned from these tragedies and verified the integrity of our solutions with staff, faculty and first responders to provide your agencies with the only true end-to-end solution available.

AT&T and Intrado are the nation's two leading public safety solution providers for both Next Generation 9-1-1 (NG9-1-1) and building safety solutions. As a result of the unique partnerships and infrastructure that AT&T and Intrado have built, this proposed solution will set the benchmark across the country for how enterprises can maximize their safety investment efforts and make every second count by providing public safety officials with the critical information expected to significantly reduce the response time of first responders and keep staff and management safe.

The Intrado Safety Suite solution being offered to the Cortland County by AT&T, is an award winning, best-in-class solution specifically developed for every staff member to have a personal panic button. The Intrado Safety Suite solution is the only solution on the market natively integrated within the 9-1-1 infrastructure without the need of any web-based solutions and offering personal panic buttons connected to Wi-Fi and the FirstNet Network. Our solution ensures rapid, information-rich emergency communication automatically delivered to 9-1-1 centers and first responders. It also dependably delivers emergency information and guidance to staff and management while capable of instantly sending pre-scripted information to the community ensuring they receive timely and accurate information from the district and not third-party unverified sources.

**Commented [RD1]:** Need to add somewhere, EVERY MEMBER WILL HAVE A PERSONAL PANIC BUTTON needs to be peppered throughout the RFP to re-enforce

**Commented [ZL2]:** What is being said

Reliability of fiber  
and 5G

1.4M+  
miles of  
fiber globally

5G network covering  
~288M  
people nationwide

\$140B  
investment in  
next generation  
connectivity  
(2018-2022)

September 28, 2023

Page 1



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## Solution Overview

We've carefully reviewed your business and technology goals and designed a flexible, cost-effective solution that allows you to streamline your operations. Our solution for Cortland County is a good value and a smart investment because it not only meets your current needs, but it can easily scale to meet future demands.

The key components of your solution include the following:

AT&T develops global Internet of Things (IoT) capabilities through collaboration with industry groups, other carriers, and customers around the globe and via IoT infrastructure investments.

Because most multinational companies want one IoT solution that works everywhere, we participate in global events like the Mobile World Congress, which help us connect with customers and build alliances with other providers. Strong tier 1 carrier alliances help us establish the business agreements that end-to-end global IoT solutions require.

In developing innovative uses for IoT, we're committed to a continuing leadership role that fosters collaboration. To this end, we participate in industry groups such as Envision America. This program helps drive technology development to improve energy, water, waste, and air-quality management in cities.

Our customer-centric approach to service and development includes conducting trials and gathering feedback to continually refine and improve our solutions. Our projects include

- A smart cities initiative with Current powered by GE to transform city services via sensor-enabled systems in Mexico and the U.S.
- Smart cities solutions for the city of Dublin, Ireland
- An agreement with the Bridge Alliance—a leading mobile carrier group that serves more than 800 million customers in Asia Pacific, Africa, and the Middle East—to improve connected-car capabilities in those regions

In addition, we invest in the technology and resources necessary to build and maintain a global IoT solutions infrastructure. To better support IoT services globally, we've made significant investments in our network, platform, global Subscriber Identity Module (SIM), and security capabilities.

This means that we're committed to offering the global presence, network strength, and solutions expertise you need.



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## AT&T Advantages

Cortland County will benefit from working with AT&T because we have the expertise, experience, and resources to meet your needs. Here are a few advantages:

- **#1 in Customer Satisfaction**—AT&T is tops in customer satisfaction for business wireline service delivered to large enterprise customers for the fifth straight year in the J.D. Power Business Wireline Satisfaction study.<sup>1</sup>
- **Community Engagement**—In 2021, AT&T companies and the AT&T Foundation contributed more than \$202.05 million to philanthropic organizations. Focus areas include education (digital divide), community support/safety, health/human services, and the arts/media/culture. We seek to fund programs designed to serve predominantly underserved, underrepresented, or low-income communities.
- **First for Public Safety**—We're honored to work with the First Responder Network Authority (FirstNet Authority) to design and build FirstNet®, the nationwide communications platform dedicated to public safety. FirstNet is the only wireless communications platform architected from the ground up and specifically designed with and for public safety. FirstNet is for every first responder in the country including federal, state, local, tribal, urban, suburban, and rural responders as well as those critical to supporting emergency response. The AT&T and FirstNet networks already cover 2.81 million square miles and more than 99% of the U.S. population today. As of 3Q22, FirstNet has approximately 4 million connections across more than 23,000 agencies in service.
- **Internet of Things (IoT)**—AT&T received the Frost and Sullivan 2021 Company of the Year Award for the Global Cellular Internet of Things (IoT) Industry, Excellence in Best Practices. We have 102 million connected devices, including 55 million connected cars, as of 3Q22. In fact, we've added more than 1 million connected cars to our network for

|                                                   |                                                                                                     |                                                                                                   |                                                                                    |
|---------------------------------------------------|-----------------------------------------------------------------------------------------------------|---------------------------------------------------------------------------------------------------|------------------------------------------------------------------------------------|
| <p><b>Security that starts at the network</b></p> | <p>Global network visibility carrying an average of</p> <p><b>594+ petabytes</b></p> <p>of data</p> | <p>Deep security expertise with</p> <p><b>more than 1,000</b></p> <p>security-related patents</p> | <p><b>24/7</b></p> <p>network security monitoring by the Chief Security Office</p> |
|---------------------------------------------------|-----------------------------------------------------------------------------------------------------|---------------------------------------------------------------------------------------------------|------------------------------------------------------------------------------------|

<sup>1</sup> AT&T received the highest score among large enterprises in the J.D. Power 2018-2022 U.S. Business Wireline Satisfaction Studies of customers' satisfaction with their business wireline data and voice service provider. Visit [jdpower.com/awards](https://jdpower.com/awards) for more details.



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the past 30 consecutive quarters as of 3Q22 (more than 7 consecutive years) and have relationships with more than 60 global brands.

- **Leading in 5G**—AT&T ranked as America's Most Reliable 5G network\*. Our nationwide 5G network serves 285 million people in 22,000 cities and towns across the U.S. and our 5G+ network, using high-band, is now bringing super-fast speeds and increased connectivity to parts of more than 50 cities and more than 70 venues in the U.S.\*\*<sup>2</sup>
- **Network Support for IoT**—Our high-speed 5G mobile network is available nationwide. With the largest network in North America, we can also wirelessly connect cars, machines, shipping containers, and other devices. With 102 million connected devices, including more than 55 million connected cars, we're a leader in the Internet of Things (IoT).<sup>3</sup>
- **Wireless Network**—AT&T has the largest network in the North America\*. Our overall wireless voice and data network now covers more than 99% of all Americans\*\*. In addition, we offer the best global coverage of any U.S. wireless provider, so you can call, text, and use discounted data in more than 200 countries. Our sub-6 GHz 5G network is available nationwide, serves 288 million people in 24,000 cities and towns across the U.S.\*\*. and our mmWave 5G+ network is bringing super-fast speeds and increased connectivity to parts of more than 50 cities and more than 70 venues in the U.S.\*\*\*<sup>4</sup>

## Personalized Support

Because we understand the importance of personalized service, we give you an account team of specialists to design and implement your new solution. You'll receive ongoing, coordinated support from your account team for all of your AT&T services.

### Your Account Team

| Name           | Title                                 | Phone Number    | Email                                                              |
|----------------|---------------------------------------|-----------------|--------------------------------------------------------------------|
| Lynn Zimmerman | Client solutions executive 3 mobility | +1 518.389.8428 | <a href="mailto:lynn.zimmerman@att.com">lynn.zimmerman@att.com</a> |

<sup>2</sup> \*Based on nationwide GWS drive test data. GWS conducts paid drive tests for AT&T and uses the data in its analysis. AT&T 5G requires compatible plan and device. 5G not available everywhere. Go to [att.com/5Gforyou](https://att.com/5Gforyou) for details. \*\*5G/5G+ service requires a compatible device and data plan. Service is not available everywhere. See [att.com/5Gforyou](https://att.com/5Gforyou) for details.

<sup>3</sup> Based on overall coverage in U.S. licensed areas. Coverage not available everywhere.

<sup>4</sup> \*Based on comparison of carrier owned & operated networks. No AT&T on-net coverage in select countries, including Canada. Details: <https://www.att.com/international/>. Destinations covered: [att.com/globalcountries](https://att.com/globalcountries).

. \*\*Based on overall coverage in U.S. licensed areas. Coverage not available everywhere.\*\*\*5G/5G+ service requires a compatible device and data plan. Service is not available everywhere. See [att.com/5Gforyou](https://att.com/5Gforyou) for details.



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| Name                | Title                              | Phone Number    | Email                                                                        |
|---------------------|------------------------------------|-----------------|------------------------------------------------------------------------------|
| Ron Cimo            | Sr. Connected Solutions Consultant | +1 321-830-9204 | <a href="mailto:rc628k@att.com">rc628k@att.com</a>                           |
| John-philip Gillies | Sr. client support specialist      | +1 724.309.9783 | <a href="mailto:john-philip.gillies@att.com">john-philip.gillies@att.com</a> |

You'll see from our proposal that we understand your objectives and have the expertise and resources to support them. We look forward to working with you to help you reach your goals.



**Experts who know business**

Extensive customer relationships with nearly

**2.5M**

business customers globally

Connecting and growing businesses for nearly

**150 years**

Invested

**\$650M+**

to rapidly restore communications after disasters

September 28, 2023

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### RESPONSE TO THE RFP ("AT&T's General Response")

AT&T Corp. ("AT&T") is submitting this Response pursuant to the terms and conditions of (a) the Master Agreement between AT&T and NASPO ValuePoint, #149, dated December 18, 2019, as amended; (b) any related transactional documents (collectively, the "Proposed Contract Documents") and (c) the responses, answers, clarifications and supplemental terms and conditions set forth in and/or incorporated into this Response. Cortland County New York may be referred to as "Customer" within this Response.

The pricing submitted in this Response assumes use of the Proposed Contract Documents as the basis of any final, negotiated contract between the parties.

AT&T takes a general exception to all the terms and conditions contained in the RFP. This applies whether or not such exception is identified in the Response in the section of the RFP to which the exception corresponds. AT&T takes such a general exception primarily because the RFP does not contain the product-related contractual terms and conditions necessary for AT&T to properly deliver the products and services described in the Response. AT&T may have also taken specific exceptions to certain RFP provisions but has not made a final, complete comment on every such provision. Please note that AT&T's General Response, and the general exception above, applies in all instances, including those where specific comments/exceptions have been made and those where such comments/exceptions have not been made. The absence of any individual response to a specific section of the RFP cannot be considered a waiver of any objection or an agreement to that section's provisions. Similarly, the inclusion of any specific comment/exception does not remove the applicability of this general exception.

Note that included within this "AT&T's General Response" section of the Response, in the interest of efficiency, are statements that apply to provisions throughout the RFP and should be read as applicable to any and all such related provisions. In that regard, note that:

AT&T clarifies that only the physical response materials become Customer property. Any other pre-existing or newly developed intellectual property of AT&T, its suppliers or its third parties, provided in this Response or which is used or developed during the project remains the intellectual property of AT&T or its suppliers. AT&T would be willing to negotiate with Customer regarding rights to use that intellectual property.

- The information and pricing in this Response is valid for a period of 90 days from the date on the Response cover page.
- The Response is a direct reflection of the entire scope of work as presented here, as of the date of submission. Acceptance of only part of the quote may require mutual agreement/adjustment to the final configuration, subsequent pricing and implementation schedule.



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- Regarding any proposed waiver of informalities and irregularities, AT&T agrees, except to the extent the waiver of technicalities or informalities portions of this provision as used here and throughout this Response implies AT&T waives rights to protest the award decision. To that end, AT&T reserves all protest rights afforded bidders/respondents participating in the contracting process.
- Any purchase orders issued for services as provided under any contract that results from the RFP must clearly provide that the purchase is made via the mutually agreed contract and not subject to the preprinted terms of that purchase order form.
- Any third-party software used with the services will be governed by the written terms and conditions of the third-party software supplier's software license documentation applicable to such software.
- Title to software remains with AT&T or its supplier and such software used with the services will be governed by the corresponding software license agreement to the extent not in conflict with law or any final contract between AT&T and Customer.
- To the extent any portion of this project may be funded in whole or in part with grants, loans or payments from government funding sources other than Customer, AT&T and Customer will need to reach mutual agreement on AT&T's participation.
- The information and pricing submitted with this Response is subject to change on account of any error or omission in the information provided by Customer or upon further investigation(s) as to the exact requirements of any order. For the price(s) quoted herein, AT&T will provide the items of equipment and services specifically listed in its Response. Work which is not shown or described in the Response will require mutual agreement/adjustment to the final configuration, subsequent pricing and Implementation schedule.
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- This Response is conditioned upon negotiation of mutually acceptable terms and conditions.
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- Subsidiaries and affiliates of AT&T Inc. provide products and services under the AT&T brand. AT&T Corp. is an AT&T company, is the proposer for itself and on behalf of its service-providing affiliates.

Notwithstanding anything to the contrary set forth in the RFP, neither AT&T nor Customer is under any obligation with respect to the RFP until both parties have agreed upon and executed a mutually acceptable final contract. It is AT&T's goal to provide the best communications services at the best value for all of our customers using the highest ethical and legal standards. Given the long and successful history of AT&T, we are confident, if AT&T is selected, this will be a successful contracting process, leading to a successful project performance.



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## RFP Response



### REQUEST FOR PROPOSALS

for

## Panic Button Alerting System

Contact Person: Jack Hess

Position Title: Director of Information Technology

Address: 60 Central Ave., Cortland New York, 13045

Contact Email: [jhess@cortland-co.org](mailto:jhess@cortland-co.org)

Contact Phone: 607-753-5042

#### Description of Work to be performed:

Cortland County is soliciting proposals for a panic button alerting system. The system must support layered notifications, alert beacons, IP text to speech, digital signage, LED marquee, hard wired buttons, the PA system, desktop notification, SMS and email notifications at a minimum. The County is invested in Windows Active Directory and ideally the proposed solution would interface with that technology. The proposed technology would also need to integrate with the County's current Motorola/Spillman CAD system, or use a third party monitoring system that notifies 911 via telephone. The proposed system should expect to support approximately 600 workstations, phones and users. The County's phone system is a VoIP Mitel system. The system will support the following locations in Cortland, New York: County Office Building at 60 Central Avenue, Mental Health at 7 Clayton Avenue, Elections/DMV at 112 River Street, Sheriff/Jail at 54 Greenbush Street, County Courthouse at 46 Greenbush Street, Highway at 4267 Traction Drive, Recycling Center at 137 Pendleton Street and the District Attorney at 37 Church Street. All these sites are in Cortland and connected by



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county owned fiber. The county's Solid Waste/Landfill at 4708 Town Line Road, McGraw will also require coverage. This site is connected via microwave link.

A RFP pre-meeting will be virtually September 1, 2023 at 10:00 AM. Email [jhess@cortland-co.org](mailto:jhess@cortland-co.org) your contact information to be included in this meeting. If desired, you may attend in person at 60 Central Avenue, Cortland, NY, 13045, Room 126.

#### GENERAL REQUIREMENTS:

Cortland County is not subject to sales tax.

**\*\*The County reserves the right to reject any or all proposals received\*\***

#### RECEIPT OF PROPOSALS:

The release date for this bid is **August 11, 2023**.

Questions or clarifications of items in this RFP **must be submitted in writing** to the contact person listed no later than close of business **September 21, 2023**. If questions or clarifications are submitted via email, please request a read receipt confirmation in the email.

Please submit one (1) original and one (1) electronic copy on flash drive or compact disc of the proposal in a **sealed envelope** marked "**REQUEST FOR PROPOSALS – Panic Button Alerting System**" to: Cortland County Legislature, Attention: Savannah Hempstead, Clerk of the Legislature, 60 Central Avenue, Room 306, Cortland, NY 13045 no later than:

**Time: 2:30pm**

**Day: Thursday**

**Date: September 28, 2023**

All bids received will be publicly opened at **2:30 p.m. on September 28, 2023** in Room 304 of the Cortland County Office Building. Bids must be submitted to the correct address to be accepted. The governing legislative committee will evaluate proposals and request interviews, if necessary. It is anticipated that a decision will be made on or about **October 26, 2023**.

Cortland County will negotiate the contract terms upon selection of a vendor. All contracts are subject to review and approval by the Cortland County Attorney. This contract will outline the terms, scope, budget, and any other necessary items. A Standard Contract EXAMPLE is attached.



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The vendor awarded the County's business will be selected based on the offering with the greatest benefit to the County. Cortland County reserves the right to accept or reject any or all proposals, to take exception to these RFP specifications or to waive any formalities. The County specifically reserves the right to negotiate a contract with the selected vendor.

Proposals MUST include:

- \_\_\_ A. Name, contact, address, telephone number, fax number and email address of your firm/business.
- \_\_\_ B. Project Specifications including scope of work/timeline.
- \_\_\_ C. Schedule of Fees / Project Budget.
- \_\_\_ D. Copies of all licenses, permits and certifications relating to the necessary qualifications for this RFP.
- \_\_\_ E. NYS Certificate of Authority to do Business in New York State.
- \_\_\_ F. Proof that signatory is at least a 50% owner and has the authority to act on behalf of the firm/business.
- \_\_\_ G. References; all qualified firms must submit a list of at least three firms, organizations or major customers to whom they have provided services within the previous five years. This information should include name, address, phone & email information of each reference. Letters of recommendation and references from other municipalities or public agencies are preferred.
- \_\_\_ H. Information on any current or pending litigation against the firm or any of its principals as it relates to the services provided by the firm.
- \_\_\_ I. Current W-9.
- \_\_\_ J. Proof of Insurance (Liability, Disability, Workers' Compensation, Vehicle, etc.) **NOTE:** Successful proposer will be required to name "County of Cortland" as an additional insured; for contracts over \$25,000 insurance must include 'per project aggregate' endorsement.
- \_\_\_ K. Copy of active NYS MWBE Certification (*if applicable*).
- \_\_\_ L. Exhibit A: Acknowledgement and Agreement to Comply with Standard Clauses for NYS Contracts.



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- \_\_\_ M. Exhibit B: Drug Free Workplace.
- \_\_\_ N. Exhibit C: Non-Collusive Bidding Certification Required by §139-D of the State Finance Law.
- \_\_\_ O. Exhibit D: Conflict of Interest Disclosure.
- \_\_\_ P. Exhibit E: Privacy and Security HIPPA Compliance *(if applicable)*.
- \_\_\_ Q. Exhibit F: Qualification Questionnaire.
- \_\_\_ R. Any other information you feel is appropriate to assist in the selection process.



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A. Name, contact, address, telephone number, fax number and email address of your firm/business.

**AT&T Response:**

**Company Name:** AT&T Corp

The address of the AT&T Corp. headquarters is 208 S. Akard St. Dallas, TX 75202. Our main telephone number is (210) 821-4105.

**Contact**

Lynn Zimmerman  
Client Solutions Executive 3 Mobility  
AT&T  
5841 Bridge St.  
East Syracuse, NY 13057  
Office: +1 518.389.8428  
[lynn.zimmerman@att.com](mailto:lynn.zimmerman@att.com)

B. Project Specifications including scope of work/timeline.

**AT&T Response:**

**Project Specifications**

**Safety Suite being offered by AT&T includes all the following capabilities.**

- Primary Low Energy Bluetooth Wearable Panic Device with dual redundancy of WIFI and FirstNet to ensure connection inside and outside of building overcoming all dead zones
- User friendly, single pane of glass solution to allow each building to operate independently while providing a county wide view of all buildings to emergency response agencies and county administration.
- Customizable option of emergency and non-emergency buttons to trigger response
- Customizable workflows for each button to ensure the right information is delivered to the right people at the right time.
- Connection to 9-1-1 via ALL stream delivered data and text to 9-1-1 (If PSAP is Text to 911 enabled)
- Drill scheduling and management
- Digital attendance taking



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- Digital wellness check
- Floor map integrations with pinpoint location accuracy of the alert originator
- Digitized emergency response plans and staff checklists
- Communication directly to on premise alerting systems such as desk top phones, computer screens, PA systems and digital signage
- Comprehensive reporting of events and drills
- Integration to the enterprise communication systems

AT&T is offering the most robust, user friendly, and affordable all in one solution allowing counties to set the gold standard for building safety how should be performed across the country. Together we will pave the way to a safer building environment for all.



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## Solution Overview

The components and features of our integrated AT&T with Intrado solution include:

- Panic button alarms triggered by multi-configurable wearable panic button, laptops, and PCs. Immediate notifications are configurable to go to 9-1-1 centers and/or county administrators, select staff, and all staff. Administrators can have customized options beyond “active shooter”. Medical, staff assistance, lockdown and others as required by emergency response plans.
- Seamless integrations with external communication systems as well as 911 Public Safety Answering Points (PSCortland County), empowering rapid and efficient information sharing plus real-time communication with first responders during a crisis. Through the ALI (Advanced Location Identification) stream, Intrado is the only provider with the ability to send the proper dispatchable location to include incident type, building name and address, emergency point of contact with phone number at the building and the name and pinpoint location of the person who activated the event directly to the dispatchers call processing equipment without the need to install, download or view any other equipment or services. This can be sent by automated phone call and text to 9-1-1 ensuring the fastest delivery to emergency responders while allowing staff to initiate safety protocols within the building and secure themselves and students.
- A full suite of emergency management tools, ranging from sophisticated emergency drill management, floor plan access, staff checklists and secure chat all designed for simplicity of use and the unique rigors of any building environment.
- Robust capability to push real-time information to employees, staff, management, and others. You can deliver critical audible and visual information to people on or off premises through mobile devices, desktops, digital signs, Paging, and Intercom Solutions (both Analog and Digital), or other end points. These can include emergency alerts integrated with access control systems, beacons/strobes, fire alarm panels, National Weather Service alerts, or other sources. When integrated with IP based access control, your lockdown button activation will lock all doors on the network.
- Digitized emergency response plans and role-specific checklists viewable on any computer or mobile device. Role-specific checklists provide employees and administrators with important reminders and step-by-step guidance.
- A single hub for all emergency response activity that lets you integrate multiple data sources into a single, efficient operational view.
- One-click lockdowns to lock doors and broadcast emergency notifications to employees and management.



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- Delivery of routine, non-emergency information to employees, visitors, management, and other vendors.
- AT&T and Intrado professional services, including project management and integration services, unlimited 24x7 support, and customizable training programs.

AT&T with Intrado is prepared to provide a panic alarm system that will serve the county districts as a critical piece in the strategy to protect students and staff during emergencies. Together, it is our mission to minimize the seconds between the recognition of an emergency and a well-coordinated response.

## The Solution

### Intrado Safety Shield

Intrado has leveraged over 40 years of 911 innovation and expertise to design the most advanced set of building safety solutions available for all enterprises. Safety Suite addresses emergencies from every angle with an end-to-end safety management platform, making safety management easier, crisis communications more effective, and emergency dispatch faster and more accurate. Intrado has modernized building safety committing to Make Every Second Count. Safety Shield offers an unmatched set of tools to help enhance building safety and improve your emergency response capabilities. Uniting Intrado's market-leading 9-1-1 and mass notification capabilities with panic buttons, first responder collaboration, emergency response planning, and reunification solutions, we have created an unrivaled and comprehensive incident management and crisis response offering. Delivering a single operational view made possible by our seamless integration with relevant safety and K-12-specific software, we provide enterprises with their own fully customizable hub for incident management and emergency response activities.

Unlike some solutions that only address part of the problem, or which lack a well-established connection to 9-1-1 infrastructure, Intrado Safety Shield offers a complete solution that helps enterprises prepare for and address emergencies, large and small. In all aspects of emergency management – preventing, preparing, responding, and recovering – Safety Shield has you covered.

### Industry Leading Capabilities Included with this proposal

**Panic button solution (ID badge sized wearable).** Staff do not always have an easy way to report emergencies. Any delays in getting information to PSCortland County can have tragic



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results. Safety Shield provides every staff member with a wearable panic button solution that instantly notifies building management and first responders when emergencies happen.

**Managing drills and emergency response training.** Safety Shield provides scheduling of drills with automated reminders, rich reporting, and compliance tracking. Using these tools, advanced scheduling is a breeze, and administrators can track drill compliance by staff, campus, and event, all from a centralized console.

**Digitized emergency response plans and role-specific checklists.** Emergency response plans supply critical guidance, but they are often printed on paper and not easily accessible. Safety Shield digitizes your emergency response plans so they are viewable on any computer, tablet, or mobile device. Role-specific checklists provide your staff and administrators with important reminders and step-by-step guidance.

**A single hub for all emergency response activity.** Reacting to an emergency requires multiple data sources and systems: emergency response plans, student information systems, your mass notification system, and possibly more. In the middle of a crisis, a streamlined workflow is a must. Safety Shield integrates multiple data sources and delivers a single operational view so you can complete tasks and share critical data quickly.



**Customizable checklists by user, role, event, campus, and more.** Fully configurable and highly granular checklist tools let you configure event-specific checklists that can be customized and tailored to the role, the campus, and the individual user. Prompts advise the user what percentage of the list has been completed ensuring no step is missed.



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**Floor plan and schematic uploads, with real-time mapping overlay.** Safety Shield delivers a completely scalable and interactive interface for staff, building administrators, and first responders. Armed with zoom in/out capabilities, with your floor plans layered on a real-time map interface, the system empowers complete situational awareness.

In addition, the solution supports the upload of an unlimited number of floor plans and location layouts, which can be used to identify such things as rooms with hazardous materials, locations of fire extinguishers, Knox boxes, AEDs, and security cameras, all clearly marked for first responders.



**Send life-saving data to 9-1-1.** Safety Shield leverages Intrado's status as a 9-1-1 service provider to offer its users faster connection to 9-1-1. By automatically passing critical data about callers on to 9-1-1 PSAP, the system allows for faster understanding and more accurate information sharing.

**Collaborate in real time with first responders.** First responders may not have access to key building data, such as building floor plans and access codes, potentially causing delays. With Safety Shield, staff can collaborate in real time with 9-1-1 dispatchers, police, fire, and paramedics, sharing vital information so that everyone is on the same page.

### Coordination

Safety Shield provides a single hub for all emergency response activities. When you're dealing with multiple information sources in an emergency, you need access to all the data in one place. Safety Shield provides administrators that control with the proven ability to integrate multiple systems into one dashboard.



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### Be prepared

Safety Shield gives you the power to react instantaneously to emergencies. But it also helps you prepare. Included in the Safety Shield package are tools to manage scheduling and reporting for fire, weather, active shooter, or other drills and to review checklists and emergency procedures.

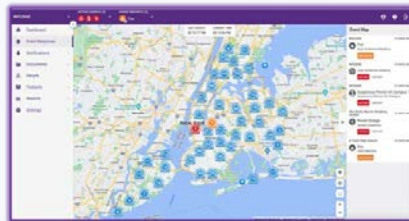
### Wearable 911 Panic Button

Intrado Safety Suite is comprised of best-in-class solutions that bring unrivaled protection when used in concert with each other.

Leveraging more than 40 years of 911 expertise and innovations, Intrado's Wearable 911 Panic Button offers a technologically advanced approach to safety devices with a unique set of features and smart design.

The Wearable 911 Panic Button can be deployed to all staff and faculty is part of the Intrado Safety Suite, a comprehensive set of solutions for end-to-end incident management. With Safety Suite, Intrado helps you plan for, prevent, respond to, and recover from any type of emergency with services spanning unified alerts of IP-based endpoints, mass notifications, visitor management, reunification and more.

*Safety Shield provides multiple, customizable perspectives on incidents or reporting, including a County-wide view.*





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## A Modern Approach to Wearable Safety Devices

Intrado's Wearable 911 Panic Button increases staff adoption while delivering customizable features focused on saving valuable time while transmitting critical data to make every second count.

- Notify 911 immediately of an active shooter or other event while simultaneously notifying staff campus-wide through silent haptic vibration with flashing LED lights
- Instantly initiate building or campus lockdowns and easily cancel false alarms
- Customize device activation, types of alerts and which alerts notify 911
- Location data, incident details, floor plans and more can be automatically shared with the 911 emergency communications center

## Unrivaled Connectivity

Rest assured that staff can access services whether on campus, in transit or at offsite events.

- Bluetooth Low Energy (BLE) location beacons, Wi-Fi and Cellular/LTE for 100% connectivity for unrivaled protection against dead zones, loss of internet/power and capabilities regardless of location on campus or off
- Commercial grade UL listed battery with extended battery life and Type C charging port
- Daily device health checks with dashboard results for added peace of mind

## Compact Design with Customizable Options

The Wearable 911 Panic Button is an ID-badge-sized device that can be configured for different scenarios and branded for your organization.

- Programmable options for various emergency types
- Lightweight design does not interfere with daily activities
- Color and personalized logo options available

## Intrado Revolution

Revolution integrates seamlessly with Safety Shield and manages stakeholder communications and security technologies from a single interface to include digital and analog paging and intercom system. Revolution breaks down communication barriers by uniting fragmented



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systems and processes into a centralized platform to help people communicate critical information more efficiently, safely, and reliably. With Revolution, officials can provide:

- **Mass Notification** - Deliver critical information and alerts to people on or off-premises using live, pre-recorded, or scheduled broadcasts delivered to IP phones, mobile devices, overhead IP and analog speakers, loud horns, digital signs, SMS, and more. Includes geolocation-enabled alerts via Revolution's optional mobile application.
- **Emergency Alerts** - Quickly activate emergency alerts containing real-time information with text, images, audio and more. Keep people safe and informed through integration with access control systems and fire alarm panels. Initiate one-touch building lockdowns and trigger silent alarms with integrated panic buttons
- **Paging and Routine Communications** - Deliver routine, non-emergency information with employees, visitors, patients, students, or bystanders located within or near your facility. Share information in real-time, on-the-fly or by scheduling notifications ahead of time using Revolution's Scheduler tool.
- **Incident Management** - Bi-directional integration between Revolution and the Intrado Safety Shield service helps organizations significantly narrow the time between detection and incident resolution by passing critical data to appropriate personnel.
- **Automated Notifications** - Prepare for unpredictable situations with automatic alerts received from external early-warning systems from sources like NWS, IPAWS EAS, and AMBER Alerts.
- **Controlled Access** - Define how users interact with Revolution by assigning different user roles (Admin, Editor, Sender, & Viewer). Admins can assign users to specific Sites to restrict access only to notifications relevant to the user's location.
- **Simple Organization with Tags** - Group contacts and endpoints using tags. Choose from pre-programmed system and contact tags, dynamically generated tags, or create custom tags.
- **Connect and Communicate With:** • IP Phones • IP Speakers, Clocks, & Bells • Beacons & Strobes • Digital Signs & LED Marquees • Contact Closures (Buttons, Sensors, GPIOs) • Fire Alarm Panels • Access Control Systems • iOS & Android Mobile Devices • Windows & Mac Computers • SMS Messaging Services • Mass Outbound Dialing Services • Email Clients • Legacy Analog Systems
- **Intrado Paging Relay:** The Intrado Relay is a small, Powered over Ethernet (PoE) network appliance providing many features including unicast-to-multicast conversion, eliminating bandwidth-intensive unicast streams across WAN connections. The Paging Relay also enables the Rauland analog systems, physical contacts, alarm panels, and more to integrate seamlessly with the Revolution Notification Platform



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## Safety Shield and Wearable Network Requirements

Safety Shield utilizes 100% TLS (Transport Layer Security) encryption at all levels. The two URLs that Safety Shield uses to operate are:

- **Intradosafe.com:** used to deliver the web portal content to the web browser
- **ss-aws-prod.com:** Internal URL used by both the web portal and the Wearable Panic Buttons to communicate with the Safety Shield back-end server (API calls)

All Communications are encrypted on industry standard port 443.

Clients need to only open port 443 to the two URLs "Intradosafe.com" and "ss-aws-prod.com" to effectively utilize Safety Shield.

Intrado Safety Shield has a 99.999% SLA uptime. The user interface was designed by our CX team to allow easy navigation without a lot of required steps. Once set up by an administrator and Intrado implementation staff, the entire system can be managed from a mobile device for even easier use.

Safety Shield determines geographic location and altitude through the use of RF signal multi-alteration. Such multi-alteration is accomplished from the RF signals available to the device and may include Global Positioning System satellite data, 802.11 wireless access points, mobile phone network signals, and Bluetooth Low Energy (BLE) signals. The device need not be actively connected to any of these networks but are able to use the signals broadcast by them to determine horizontal and vertical location in a range of morphologies -- indoor, outdoor urban, outdoor rural.

The Wearable device degree of accuracy achievable ranges from 3 to 10 meters for Bluetooth beacon, 5+ meters for GPS and 15+ meters for Wi-Fi. The information is relayed via Transport Layer Security (TLS) secured, encrypted communications between the device and Safety Shield servers.

## Low Energy Wearable Panic Alert Device Specifications:

- **Dimensions:** 3.5in x 2.5in x .5in
- **Weight:** 2.3 oz
- **Buttons:** 2 buttons on one front of device, one on side of device, each programmable for alert and notification routing



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- Piezo & Haptic: Haptic alerting for immediate confidence the alert has been activated in time of emergency. Piezo available if required for alerting by customer
- Battery: 650mAh battery for confidence of longest lasting battery life for device without requiring charging for at least four months.
- Water and dust resistant, UL certified.

### AWARD-WINNING CUSTOMER SUPPORT

Our world class, **24x7x365 support is truly unlimited**; any staff member, administrator, or support staffer can contact us anytime with questions on any type of issue. There is no limit on the number of support cases you can submit and no cost for “premium” support. Your employees can reach us by phone, email, live chat, or a web form.



### CUSTOMIZABLE TRAINING OPTIONS

We offer a range of training options to get your users confident and ready to use Safety Shield and all its features. Our experienced trainers help ensure your users are trained effectively on the system. Plus, learning resources available through our training portal offer product news, tips and tricks and full training modules.



### IMPLEMENTATION SUPPORT

We realize that implementation can be a hassle. That is why we make the process as painless as possible with **implementation support**. Our team will assist with the creation of templates, uploading emergency response plans, configuring checklists, and more.



### Revolution Solution Components

#### **Server-based (on-premise) Revolution Software Platform**

The platform interface is accessible through standard Web browsers with connection to the LAN.

- Licensing and Pricing based on number of endpoints / devices\*
- Supported Servers: Windows 2016 / 2019 / 2022.
- Supported Virtual Machines: VMWare ESXi 7.0 and above or Microsoft HyperV 2016 and above.



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- Database: Microsoft SQL 2019 Express on supported Windows OS or Microsoft .NET 4.5.2 or newer.

#### ***Intrado Paging Relay – (For buildings with Analog Rauland Paging and Intercom Systems)***

The Intrado Relay is a small, Powered over Ethernet (PoE) network appliance providing many features including unicast-to-multicast conversion, eliminating bandwidth-intensive unicast streams across WAN connections. The Paging Relay also enables analog systems, physical contacts, alarm panels, and more to integrate seamlessly with the Revolution Notification Platform.

- Unicast-to-multicast technology
- Optimizes bandwidth for cross-WAN connectivity
- Analog system integration - Brings legacy PA systems into IP network
- Saves time and money (no need to rip & replace hardware)
- General Purpose Input/Output (GPIO) contact closure integration
- Sensor closure and relay contact closure



#### ***Revolution Desktop Notification Client***

The Revolution Desktop Notification Client (DNC) is a client-side application for Windows and Mac PCs to become notification endpoints. As an endpoint, user desktops may receive and broadcast emergency alerts, weather alerts, live or pre-recorded audio broadcasts, and text messages. Licensed as an individual Endpoint.\*

- Audio / text / visual alerts directly to software installed on user's Windows PC & Mac computers
- Notification priority levels determine full-screen override or less intrusive corner pop-up
- Recipients can respond to notifications using custom acknowledge buttons
- Trigger notifications directly from the desktop



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#### \*Bundle Licensing

Revolution bundle licenses include one Mobile Application license, one Desktop Client license, and the customer's choice of either one IP Phone license OR one IP Device license. Standard licensing would treat all of these individually as Endpoint licenses.

Revolution Bundle (for enterprise) and Revolution SLED Bundle (sold exclusively to State, Local, or Education customers) are discounted from standard pricing.





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#### Endpoints to Receive or Trigger Notifications

Revolution is compatible with a variety of industry- leading IP hardware manufacturers. Integrate with new and existing communication and monitoring infrastructure to trigger or receive notifications or perform actions based on notifications.

- Compatible with most IP devices that support multicast
- IP (PBX) Phones – Including functionality for paging and dial monitoring (e.g., calls to 911). Dial monitoring is available on some brands of PBX phones.
- IP speakers, clocks, and bells
- LED signs via IP device notifier
- Beacons, sirens, strobes
- Panic buttons
- Fire alarm panels and access control systems (via contact closures)
- Revolution mobile client for iOS & Android
- Revolution desktop client for PC & Mac OS
- Third-party SMS text messaging services (via Clickatell or Twilio)
- External MRCP Text-to-Speech engines
- Digital signage via Common Alerting Protocol (CAP) notifier - Subscribe to receive alerts from NWS, IPAWS EAS, and AMBER alerts
- Mass outbound dialing services (via Twilio)
- Email clients

#### Ordering and Installation

Once AT&T/Intrado receives the APS's order, Revolution software licenses will be provided by email and hardware will be ordered (if purchased). Orders are typically processed within one to two business days. Revolution is an on-premise solution sold as an annual subscription license based on number of endpoints. The subscription start date will begin the day the order is processed unless an alternative date is specifically requested on the purchase order.

Most customers can install and configure Revolution within one to two business days, depending on the organization's notification requirements and the systems intended to integrate with Revolution. Remote installation support or training is available for a fee. Documentation and training videos are available online.

#### Customer Service

Revolution subscriptions include support services through a toll-free number, email, and web form for all users. Customer service is available Monday through Friday from 8 a.m. until 5 p.m. Mountain Time (excluding U.S. holidays).

#### Limitations and Disclaimers

- Intrado is not responsible for any third-party endpoints used in connection with the solution, such as speakers, sirens, bells, and signs.
- Customer is responsible for maintaining the server Revolution is installed on.



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- Other devices and systems that support static streams (e.g., analog systems, legacy PA systems)
- Third-party products and services integrated through APIs

**Compatible with most On-Premise and Hosted SIP-compliant PBX Systems, including:**

Avaya Aura 6.x and newer • Avaya IP Office v. 9.x and newer • Cisco CUCM v. 8.x – 14.x • Cisco BroadWorks® • Cisco Webex Calling • Mitel MiVoice Connect v. 1.0 and above • Mitel MiVoice Business

Supported Audio Codec: G.711

### Scope of Work

AT&T with Intrado has the knowledge and experience necessary to intimately understand and deliver on the needs of Cortland County. We look forward to extending and strengthening our relationship.

Because we understand the importance of personalized service, we give you an account team of specialists to design and implement your new solution. You'll receive ongoing, coordinated support from your account team for this solution. The account resources are the primary AT&T representative (across all key stakeholders) for all account management services.

AT&T/Intrado will provide Cortland County with an implementation manager whose focus is the success of your implementation. Upon award of contract, an Implementation specialist will be assigned and will reach out to Cortland County point of contact within 72 hours to schedule a kickoff call.



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| Safety Suite Implementation                                    |                                        |                         |
|----------------------------------------------------------------|----------------------------------------|-------------------------|
| Task                                                           | Assigned To                            | Meeting Duration        |
| Week 1                                                         |                                        |                         |
| Receive Order, return required set up documents back to Vendor | Customer                               | NA                      |
| Set up and configure account                                   | Intrado                                | NA                      |
| Initial Kick Off Meeting                                       | Customer, Customer IT Dept., & Intrado | 60 Mins                 |
| Week 2                                                         |                                        |                         |
| Configure custom roles                                         | Customer & Intrado                     | (2) x 60 Mins each      |
| Configure custom Panic buttons & events                        | Customer & Intrado                     |                         |
| Configure custom workflows for Panic buttons & events          | Customer & Intrado                     |                         |
| Configure PSAP connection                                      | Customer & Intrado                     |                         |
| Set up Drill Schedules (if required/requested)                 | Customer & Intrado                     |                         |
| Configure reunification/attendance (if required/requested)     | Customer & Intrado                     |                         |
| Week 3                                                         |                                        |                         |
| Revolution Configuration                                       | Customer IT Dept & Intrado             | Up to (4) x 60 Mins ea. |
| Endpoint Testing                                               | Customer IT Dept & Intrado             | 60 Mins                 |
| Week 4                                                         |                                        |                         |
| Administrator Training                                         | Customer & Intrado                     | 90 Mins                 |
| PSAP Testing                                                   | PSAP & Intrado                         | 45 Mins                 |
| End User Training                                              | Customer & Intrado                     | 90 Mins                 |
| GO LIVE                                                        |                                        |                         |

AT&T/Intrado deploys over the air (OTA) and cloud-based updates on a quarterly basis, additionally our updates are done overnight as to not interfere with building operation cycles.

For maintenance and patches, when not capable of being able to be completed within the quarterly updates, these are scheduled during non-building operating hours to limit the operational impact on the customer. Intrado provides customer communication on any and all maintenance and upgrades to the system.

AT&T/Intrado warranties and covers the costs for all damages deemed accidental in nature at 100% with no cost to Cortland County.

AT&T/Intrado provides 24/7/365 live technical support through a toll-free number with U.S. based support personnel.



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AT&T/Intrado will provide Cortland County with a dedicated training team to support the successful training of all Cortland County staff with the Safety Shield system. Upon award and during the implementation process, our training team will begin to deploy on-line training materials as a way to be environmentally friendly by reducing the amount of paper driven material. Our team will deliver both on-line live training and in-person direct training to support Cortland County Administrators and staff. For an enterprise the size of Cortland County, we anticipate training to be concluded within three to four weeks post implementation.

### **Timeline**

Please see the following draft implementation timeline. AT&T/Intrado will work with Cortland County to develop a mutually agreeable implementation plan.

AT&T/Intrado will provide Cortland County with a dedicated implementation manager whose sole focus is the success of your implementation. Upon award of contract, an Implementation specialist will be assigned and will reach out to the Cortland County point of contact within 72 hours to schedule a kickoff call. The implementation schedule will then focus on.



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| Safety Suite Implementation                                    |                                        |                         |
|----------------------------------------------------------------|----------------------------------------|-------------------------|
| Task                                                           | Assigned To                            | Meeting Duration        |
| Week 1                                                         |                                        |                         |
| Receive Order, return required set up documents back to Vendor | Customer                               | NA                      |
| Set up and configure account                                   | Intrado                                | NA                      |
| Initial Kick Off Meeting                                       | Customer, Customer IT Dept., & Intrado | 60 Mins                 |
| Week 2                                                         |                                        |                         |
| Configure custom roles                                         | Customer & Intrado                     | (2) x 60 Mins each      |
| Configure custom Panic buttons & events                        | Customer & Intrado                     |                         |
| Configure custom workflows for Panic buttons & events          | Customer & Intrado                     |                         |
| Configure PSAP connection                                      | Customer & Intrado                     |                         |
| Set up Drill Schedules (if required/requested)                 | Customer & Intrado                     |                         |
| Configure reunification/attendance (if required/requested)     | Customer & Intrado                     |                         |
| Week 3                                                         |                                        |                         |
| Revolution Configuration                                       | Customer IT Dept & Intrado             | Up to (4) x 60 Mins ea. |
| Endpoint Testing                                               | Customer IT Dept & Intrado             | 60 Mins                 |
| Week 4                                                         |                                        |                         |
| Administrator Training                                         | Customer & Intrado                     | 90 Mins                 |
| PSAP Testing                                                   | PSAP & Intrado                         | 45 Mins                 |
| End User Training                                              | Customer & Intrado                     | 90 Mins                 |
| GO LIVE                                                        |                                        |                         |

C. Schedule of Fees / Project Budget.



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#### AT&T Response:

| Description                                                                                                            | Price Per Unit | Quantity | Non-Recurring Charges | Monthly Recurring Charges | Annual Recurring Charges | Total Annual Charges |
|------------------------------------------------------------------------------------------------------------------------|----------------|----------|-----------------------|---------------------------|--------------------------|----------------------|
| Safety Shield Annual License per school campus                                                                         | \$7,500.00     | 1        |                       |                           | \$7,500.00               | \$7,500.00           |
| Intrado Wearable Panic Button Annual Charge (Includes Device, license, 2 BLE beacons, and warranty)                    | \$125.00       | 600      |                       |                           | \$75,000.00              | \$75,000.00          |
| Revolution Annual License for IP Endpoints (600 total IP endpoints)                                                    | \$16.00        | 600      |                       |                           | \$9,600.00               | \$9,600.00           |
| Monthly Recurring LTE Data plan for wearable (triple redundancy) \$4.15/month - 12 months = \$49.80 - invoiced monthly | \$49.80        | 600      |                       | \$2,490.00                |                          | \$29,880.00          |
| Revolution Remote Installation Assistance (Initial 4 hours)                                                            | \$1,400.00     | 1        | \$1,400.00            |                           |                          | \$1,400.00           |
| Safety Shield Setup & Remote Training (per campus)                                                                     | \$275.00       | 1        | \$275.00              |                           |                          | \$275.00             |
| <b>Total Cost for Year 1 services (includes non-recurring Installation charges):</b>                                   |                |          |                       |                           |                          | <b>\$123,655.00</b>  |
| <b>Total Cost for Year 2 services:</b>                                                                                 |                |          |                       |                           |                          | <b>\$121,980.00</b>  |
| <b>Total Cost for Year 3 services:</b>                                                                                 |                |          |                       |                           |                          | <b>\$121,980.00</b>  |
| <b>Total Cost for Year 4 services:</b>                                                                                 |                |          |                       |                           |                          | <b>\$121,980.00</b>  |
| <b>Total Cost for Year 5 services:</b>                                                                                 |                |          |                       |                           |                          | <b>\$121,980.00</b>  |

D. Copies of all licenses, permits and certifications relating to the necessary qualifications for this RFP.

#### AT&T Response:

AT&T has read and understands. Licenses, permits and certifications will be provided as necessary.

E. NYS Certificate of Authority to do Business in New York State.

#### AT&T Response:

See Appendix A - Standard Clauses for NYS Contracts.



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- F. Proof that signatory is at least a 50% owner and has the authority to act on behalf of the firm/business.

**AT&T Response:**

AT&T understands and will provide documentation as needed upon award.

- G. References; all qualified firms must submit a list of at least three firms, organizations or major customers to whom they have provided services within the previous five years. This information should include name, address, phone & email information of each reference. Letters of recommendation and references from other municipalities or public agencies are preferred.

**AT&T Response:**

Due to confidentiality agreements in place with our clients, and corporate privacy policy, AT&T prohibits distribution of customer contact information within an RFP response. With a stellar business customer base that encompasses 100 percent of the S&P 500 companies and virtually all of the Fortune 1000 companies, the new AT&T provides services to nearly every country and territory in the world.

Most customers do not wish to be contacted directly as references, so during contract negotiations or presentations, your Account Manager will assume the administrative duties of coordinating reference calls between you and our customers to ensure timing and logistical issues are mutually agreeable for both you and our customers.

The hallmark of our business is customer service combined with quality and reliability. We value our customers and strive to provide you with the best service and support in the industry.

- H. Information on any current or pending litigation against the firm or any of its principals as it relates to the services provided by the firm.

**AT&T Response:**

AT&T is unaware of any past or pending legal action that could impair its ability to meet its contractual obligations.

As a large company with an international presence and significant contractual relationships, we serve millions of customers around the globe. In the normal course of business, companies of our size and scope are often involved in legal proceedings, which are public record. Our



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Securities and Exchange Commission (SEC) 10-Q filings address pending litigation—in the *Other Business Matters* section—and are available on our Investors website at the following link: <https://investors.att.com/financial-reports/sec-filing>. Use the Report Filter to select Quarterly Reports and search.

However, AT&T is a well-capitalized company with assets that exceed outstanding claims or lawsuits. Therefore, it's highly unlikely that any lawsuit—including claims involving breach of material or service—would affect our ability to fulfill our requirements under any contract.

And because customer satisfaction is our top priority, we work hard to honor our commitments.

I. Current W-9.

**AT&T Response:**

You can find W-8 and W-9 forms on the [AT&T W-8 and W-9 Forms site](#).

The site has domestic W-9 forms and international W-8 and W-9 forms. You can search the site by legal entity or by the AT&T remit-to address.

- J. Proof of Insurance (Liability, Disability, Workers' Compensation, Vehicle, etc.) **NOTE:** Successful proposer will be required to name "County of Cortland" as an additional insured; for contracts over \$25,000 insurance must include 'per project aggregate' endorsement.

**AT&T Response:**

AT&T understands and will provide documentation upon award as needed.

- K. Copy of active NYS MWBE Certification (*if applicable*).

**AT&T Response:**

AT&T understands and will provide documentation upon award as needed.

- L. Exhibit A: Acknowledgement and Agreement to Comply with Standard Clauses for NYS Contracts.



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**AT&T Response:**

AT&T understands and will provide documentation upon award as needed.

M. Exhibit B: Drug Free Workplace.

**AT&T Response:**

AT&T understands and will provide documentation upon award as needed.

N. Exhibit C: Non-Collusive Bidding Certification Required by §139-D of the State Finance Law.

**AT&T Response:**

AT&T understands and will provide documentation upon award as needed.

O. Exhibit D: Conflict of Interest Disclosure.

**AT&T Response:**

AT&T understands and will provide documentation upon award as needed.

P. Exhibit E: Privacy and Security HIPPA Compliance *(if applicable)*.

**AT&T Response:**

AT&T understands and will provide documentation upon award as needed.

Q. Exhibit F: Qualification Questionnaire.

See below.

R. Any other information you feel is appropriate to assist in the selection process.

**AT&T Response:**

XXX



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## EXHIBIT A – ACKNOWLEDGEMENT AND AGREEMENT TO COMPLY WITH STANDARD CLAUSES FOR NEW YORK STATE CONTRACTS (APPENDIX A)

I hereby acknowledge that I have read, understand and agree to comply with the terms as outlined in Appendix A – Standard Clauses for New York State Contracts. Failure to comply may result in immediate termination of this agreement with potential legal recourse by the County.

Signed: \_\_\_\_\_ Date: \_\_\_\_\_

Title: Client Solutions Executive 3 Mobility

### AT&T Response:

Please see the AT&T General Response.



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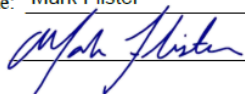
## EXHIBIT B – DRUG FREE WORKPLACE

Whenever two or more Bids which are equal with respect to price, quality and service are received by the State or by any political subdivisions for the procurement of commodities or contractual services, a Bid received from a business that certifies that it has implemented a drug-free workplace program shall be given preference in the award process. Established procedures for processing the Bids will be followed if none of the tied vendors have a drug free workplace process. In order to have a drug-free workplace program, a business shall:

- 1) Publish a statement notifying employees that the unlawful manufacture, distribution, dispensing, possession or use of a controlled substance is prohibited in the workplace and specifying the actions that will be taken against employees for violations of such prohibition.
- 2) Inform employees about the dangers of drug abuse in the workplace, the business' policy of maintaining a drug free workplace, any available drug counseling, rehabilitation, and employee assistance programs, and the penalties that may be imposed upon employees for drug abuse violations.
- 3) Give each employee engaged in providing the commodities or contractual services that are under Bid a copy of the statement specified in Subsection (1).
- 4) In the statement specified in Subsection (1), notify that employees, that, as a condition of working of the commodities or contractual services that are under bid, the employee will abide by the terms of the statement and will notify the employee of any conviction of, or plea of guilty or nolo contendere to, any violation of any controlled substance law in the United States or any state or Cortland County, for a violation occurring in the workplace no later than five (5) days after such conviction.
- 5) Impose a sanction on, or require the satisfactory participation in a drug abuse assistance or rehabilitation program, if such is available in the employee's community, by any employee who is so convicted.
- 6) Make a good faith effort to continue to maintain a drug free workplace through implementation of this section.

As the person authorized to sign the statement, I certify that this firm complies with the above requirements.

Print Name: Mark Flister Date: 09/15/2023

Signature:  Title: Sr. Contract Manager



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## EXHIBIT C - NON COLLUSIVE BIDDING CERTIFICATE REQUIRED BY SECTION 139-D OF THE STATE FINANCE LAW

Section 139D, Statement of Non-Collusion in bids to the State:

By submission of this bid, bidder and each person signing on behalf of bidder certifies, and in the case of joint bid, each party thereto certifies as its own organization, under penalty of perjury, that to the best of his/her knowledge, and belief:

- 1) The prices of this bid have been arrived at independently, without collusion, consultation, communication, or agreement, for the purposes of restricting competition, as to any matter relating to such prices with any other bidder or with any other competitor;
- 2) Unless otherwise required by law, the prices which have been quoted in this bid have not been knowingly disclosed by the Bidder and will not knowingly be disclosed by the Bidder prior to opening, directly or indirectly, to any other bidder or to any competitor; and
- 3) No attempt has been made or will be made by the Bidder to induce any other person, partnership or corporation to submit or not to submit a bid for the purpose of restricting completion.

A Bid shall not be considered for award nor shall any award be made where 1, 2, 3 above have not been complied with; provided however, that if in any case, the bidder(s) cannot make the foregoing certification, the bidder shall so state and shall furnish below a signed statement which sets forth in detail the reasons therefore:

(Affix addendum to this page if space is required for statement.)

Subscribed to me under penalty of perjury under the laws of the State of New York, this 15<sup>th</sup> day of September, 2023 as the act and deed of said corporation of partnership or sole proprietor.

If Bidders are a Partnership, complete the Following:

Names of Partners or Principals

Legal Residence

Zeeshan Hussain

208 S. Akard Street Dallas TX 75202

Chris Gray

3033 Chain Bridge Rd Oakton VA 2214



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\_\_\_\_\_  
\_\_\_\_\_

If Bidders are a corporation, complete the following:

Name AT&T Corp. Legal Residence \_\_\_\_\_  
President John Stankey \_\_\_\_\_  
Vice President \_\_\_\_\_  
Secretary \_\_\_\_\_  
Treasurer \_\_\_\_\_

Identifying Data:

Potential Contractor: AT&T Corp.  
Address: 208 S. Akard Dr Dallas, TX 75202  
Telephone #: \_\_\_\_\_ Title: \_\_\_\_\_  
E-Mail Address: \_\_\_\_\_

If applicable, Responsible Corporate Officer

Name: \_\_\_\_\_ Title: \_\_\_\_\_  
Signature: \_\_\_\_\_

Joint or combined bids by companies or firms must be certified by each participant.

|                                       |                                       |
|---------------------------------------|---------------------------------------|
| _____<br>Legal name of person or firm | _____<br>Legal name of person or firm |
| _____<br>Name                         | _____<br>Name                         |
| _____<br>Title                        | _____<br>Title                        |



Address

Address





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## EXHIBIT D - CONFLICT OF INTEREST DISCLOSURE

### Conflict of Interest Disclosure Form

Note: A potential or actual conflict of interest exists when commitments and obligations are likely to be compromised by the nominator(s)' other material interests, or relationships (especially economic), particularly if those interests or commitments are not disclosed.

This Conflict of Interest Form should indicate whether the nominator(s) has an economic interest in, or acts as an officer or a director of, any outside entity whose financial interests would reasonably appear to be affected by the contract. The nominator(s) should also disclose any personal, business, or volunteer affiliations that may give rise to a real or apparent conflict of interest. Relevant Federally and organizationally established regulations and guidelines in financial conflicts must be abided by. Individuals with a conflict of interest should refrain from bidding and/or contracting.

Date: 09/15/2023

Name: Mark Flister

Position: Sr. Contract Manager

Please describe below any relationships, transactions, positions you hold (volunteer or otherwise), or circumstances that you believe could contribute to a conflict of interest:

☒ I have no conflict of interest to report.

☐ I have the following conflict of interest to report (please specify other nonprofit and for profit boards you (and your spouse) sit on, any for-profit businesses for which you or an immediate family member are an officer or director, or a majority shareholder, and the name of your employer and any businesses you or a family member own):

1. \_\_\_\_\_
2. \_\_\_\_\_
3. \_\_\_\_\_

I hereby certify that the information set forth above is true and complete to the best of my knowledge.



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Signature: \_\_\_\_\_

Company: AT&T Corp.

Date: 09/15/2023



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## EXHIBIT E - PRIVACY AND SECURITY (HIPAA)

The purpose of this clause is to set forth the requirements for privacy and security of protected health information ("PHI") mandated by 45 CFR Part 164 as they apply to the services provided by CONTRACTOR on behalf of COUNTY.

- (A) CONTRACTOR understands the importance of the privacy of a patient's PHI, and agrees to protect that right to the extent necessary under this Agreement and under current federal, state, and local regulations and laws. All PHI will be handled in a private and/or confidential manner. For purposes of this Agreement, PHI is any data or other information as defined by the Department of Health and Human Services in the Code of Federal Regulations, 45 CFR §164.501.
- (B) Further, CONTRACTOR understands that County's patients are intended third-party beneficiaries of this Agreement, and have all the rights and privileges of any third-party beneficiary under current law.
- (C) Uses and disclosures of PHI that are permitted are those necessary in order for CONTRACTOR to:
  - 1. Properly manage and administer its functions.
  - 2. Meet its legal responsibilities.
  - 3. Provide data aggregation services relating to the health care operations of the COUNTY.
  - 4. Make those disclosures required by law such as in situations of abuse, neglect, or domestic violence. The uses and disclosures permitted are limited to the PHI necessary to meet the requirements of the law that compels the use or disclosure.
  - 5. Make disclosures in response to a judicial or administrative proceeding through a lawful process such as a subpoena or discovery request.
- (D) The uses and disclosures of PHI that are required are those disclosures necessary:
  - 1. For patients to review their PHI.
  - 2. To provide an accounting of disclosures in accordance with 45 CFR §164.528.
  - 3. To allow the Secretary of Health and Human Services to determine County's compliance with 45 CFR §164.504.



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(E) CONTRACTOR shall make the following assurances to COUNTY:

1. CONTRACTOR agrees that it shall not use or disclose any patient's PHI for any purpose not expressly stated in this Agreement. Further, CONTRACTOR shall not use or disclose PHI in any manner or context prohibited by the Health Insurance Portability and Accountability Act of 1996 ("HIPAA") and subsequent federal, state, and local regulations. If CONTRACTOR does use or disclose PHI for a purpose not expressly stated in this Agreement, it shall immediately cease the unauthorized use or disclosure, and shall notify COUNTY in writing of such use or disclosure. CONTRACTOR agrees to mitigate, to the extent practicable, any harmful effect known to it of a use or disclosure of PHI not allowed under this Agreement.
2. CONTRACTOR further agrees that any sub-contractors or other persons or entities not directly employed by CONTRACTOR who use or disclose PHI obtained from COUNTY, shall abide by terms of this clause of this Agreement. Any sub-contractor or other person or entity not directly employed by CONTRACTOR that has used or disclosed PHI without proper authorization (as defined in HIPAA and subsequent federal, state, and local regulations) shall be considered to have acted as an agent of CONTRACTOR, and have violated the terms of this Agreement. COUNTY may consider this use or disclosure a material breach of this Agreement.
3. By signing this Agreement, CONTRACTOR is assuring COUNTY it has met the minimum safeguards necessary to protect unauthorized use or disclosure of PHI to any person or entity not party to this Agreement. Such safeguards shall include the security safeguards outlined by the 1996 Health Insurance Portability and Accountability Act and subsequent federal regulation, including: physical access to PHI, technical access to PHI, and administrative policies and procedures addressing security of PHI.
4. Provider shall report to COUNTY any instance or circumstance in which PHI has been used or disclosed by an unauthorized person or entity, including accidental disclosure by CONTRACTOR. CONTRACTOR shall notify COUNTY in writing of any steps or procedural changes made to address the unauthorized use or disclosure.
5. Should COUNTY find PHI used or disclosed to CONTRACTOR to be inaccurate or incomplete, CONTRACTOR shall incorporate any amendments or corrections to the PHI at COUNTY's request.
6. CONTRACTOR will make PHI available to the individual who is the subject of the PHI for amendment. Such requests by the individual for their PHI from CONTRACTOR will be made through County. CONTRACTOR will incorporate any amendments to PHI that have been made by COUNTY by virtue of the individual's request for amendment.



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7. CONTRACTOR will provide a timely accounting to the individual or to COUNTY, if requested by either, of the disclosures of an individual's PHI.
  8. Should CONTRACTOR make any material alterations to the PHI while the PHI is in its possession, CONTRACTOR shall notify COUNTY of such alterations so that COUNTY may inform the patient who is the subject of the PHI.
  9. At the termination of this Agreement, CONTRACTOR shall return or destroy to the satisfaction of COUNTY any PHI held or maintained by CONTRACTOR and retain no copies of such information. If COUNTY and CONTRACTOR mutually agree that returning or destroying the PHI is not feasible or permitted under law, the PHI will remain protected after this agreement ends for as long as CONTRACTOR maintains the information. Further uses or disclosures of the PHI will be limited to those purposes that make the return or destruction infeasible.
- (F) If COUNTY determines CONTRACTOR has violated any of the above assurances, covenants or terms, the CONTRACTOR has committed a material breach of this Agreement. COUNTY may then provide CONTRACTOR with an opportunity to cure the breach or may terminate this Agreement and may report the violations to the Department of Health and Human Services ("HHS") or other federal or state entity for possible prosecution or sanctions.
- (G) Both parties to this agreement agree that they will protect the integrity and confidentiality of any PHI being shared electronically.
- (H) CONTRACTOR hereby gives COUNTY and the Department of Health and Human Services (or an agent acting on behalf of HHS) the express right to inspect any and all internal practices, books, and records relating to the use or disclosure of PHI by CONTRACTOR. If HHS suspects an unauthorized use or disclosure of PHI by CONTRACTOR, HHS is authorized to pursue an investigation into CONTRACTOR's activities for the purposes of determining whether an unauthorized use or disclosure of PHI has taken place.
- (I) CONTRACTOR may have policies and procedures relating to privacy and security in place prior to the commencement of this Agreement. If, after reasonable investigation, COUNTY concludes CONTRACTOR's policies and procedures to be "adequate" protection of a patient's privacy rights relating to PHI, CONTRACTOR may elect to continue to use its own policies and procedures. The term "adequate" in this clause means CONTRACTOR's policies and procedures meet the minimum privacy and security standards as set forth in COUNTY's privacy and security policies and procedures. (J) COUNTY, through the appropriate Department will:
1. provide CONTRACTOR with its Privacy Notice;



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2. provide CONTRACTOR with any changes in, or revocation of, permission by a patient to use or disclose PHI, if such changes affect CONTRACTOR's permitted or required uses or disclosures; and
  3. notify CONTRACTOR of any restriction to the use or disclosure of PHI to which the COUNTY has agreed.
- (K) Implement administrative, physical, and technical safeguards that reasonably and appropriately protect the confidentiality, integrity, and availability of the electronic protected health information (ePHI) that it creates, receives, maintains, or transmits on behalf of Cortland County.
- (L) Ensure that any agent, including a subcontractor, to whom Contractor provides ePHI agrees to implement reasonable and appropriate safeguards to protect this information.
- (M) Report to Security Officer of Cortland County any security incidents of which it becomes aware. (A security incident is defined as the attempted or successful unauthorized access, use, disclosure, modification, or destruction of information or interference with system operations in an information system.)



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## EXHIBIT F – QUALIFICATION QUESTIONNAIRE

All vendors must complete this questionnaire in order to be included in the evaluation of the proposals. The information supplied will enable the County to determine whether or not the vendor has adequate personnel and facilities to properly perform the work.

1. Facility Name and Physical Address:

### AT&T Response:

AT&T will work with the County to identify the best facility in support of the effort upon award.

2. Normal Operating Hours:

- a. Weekdays    \_\_\_\_\_ 8 \_\_\_\_\_ am to \_\_\_\_\_ 5 \_\_\_\_\_ pm
- b. Saturdays    \_\_\_\_\_ am to \_\_\_\_\_ pm
- c. Sundays    \_\_\_\_\_ am to \_\_\_\_\_ pm
- d. Holidays    \_\_\_\_\_ am to \_\_\_\_\_ pm

3. Number of Years in Business:

### AT&T Response:

AT&T has 145+ years in business.

4. Firm History (attach additional pages as necessary):

### AT&T Response:

In 1876, Alexander Graham Bell invented the telephone. That was the foundation of the company that would become AT&T — a brand that has become synonymous with the best, most reliable telephone service in the world.

In 1984, through an agreement between the former AT&T and the U.S. Department of Justice, AT&T agreed to divest itself of its local telephone operations but retain its long distance, R&D and manufacturing arms. From this arrangement, SBC Communications Inc. (formerly known as Southwestern Bell Corp.) was born.



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Twelve years later, the Telecommunications Act of 1996 triggered dramatic changes in the competitive landscape. SBC Communications Inc. established itself as a global communications provider by acquiring Pacific Telesis Group (1997), Southern New England Telecommunications (1998) and Ameritech Corp. (1999). In 2005, SBC Communications Inc. acquired AT&T Corp., creating the new AT&T.

With the acquisition of BellSouth in 2006, and the consolidated ownership of Cingular Wireless and YP.com, AT&T is positioned to lead our industry in one of its most significant transformations since the invention of the telephone more than 145 years ago.

5. Number of employees on your payroll:

**AT&T Response:**

The number of AT&T employees was

- 2022: 160,700
- 2021: 202,600
- 2020: 230,760

6. Do any of your employees have any other special certifications or rating? Yes / No

If yes, specify: AT&T employees hold many different types of certifications. A copy of which can be provided on award and as needed.

7. Do you have any special equipment that is available to service the County RFP? Yes / No

If yes, specify: AT&T has a variety of special equipment available to the County including but not limited to; FirstNet deployables, lanyard panic buttons, sim management tools, Band 14 equipment/hardware, etc.

8. What is the overall size of your facility?

**AT&T Response:**

AT&T has hundreds of facilities located across the county. AT&T and will work with the County to identify the best location as needed to support this effort.



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9. Do you have a locked, fenced and secured storage area? Yes / No

**AT&T Response:**

Yes.

10. How far in advance must appointments be scheduled?

**AT&T Response:**

Please refer to the support agreement.

11. In case of emergency, will you accommodate the County with same day services when possible? Yes / No

**AT&T Response:**

AT&T will provide services in accordance with the service agreement a copy of which will be provided upon award as needed.

12. Shop Distance from 60 Central Avenue, Cortland, NY

**AT&T Response:**

AT&T has multiple locations across the state. We will work with the County to identify th best possible location as needed.

In submitting this proposal, it is understood that the unrestricted right is reserved by the County in making the award to reject any and all proposals or parts thereof, or to waive any informalities or technicalities in said bids. The undersigned hereby certifies that this bid is genuine, and not a sham or collusive, or made in the interest or in behalf of any person, firm or corporation not herein named; that the undersigned has not directly or indirectly induced or solicited any bidder to refrain from bidding, and that the undersigned has it, in any manner, sought by collusion to secure for himself and advantage over any another bidder.

Lynn Zimmerman

PRINT NAME

SIGNATURE (Must be 50% Company Owner)



Client Solutions Executive 3 Mobility

TITLE

DATE

September 28, 2023

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## Standard Contract - Sample Agreement



Standard  
Contract\_Sample Agre

### AT&T Response:

Please see the AT&T General Response.

## Appendix A - Standard Clauses for NYS Contracts



Appendix A\_Standard  
Clauses for NYS Conti

## Cortland County NASPO PA



Cortland County  
NASPO PA.doc

## NYS License



Cortland County -  
TT\_80\_RT\_Space 701\_



**CORTLAND COUNTY BUILDINGS & GROUNDS**  
**Safety Office and Code Enforcement**  
60 Central Ave. B-28  
Cortland, NY 13045-2746



4.1.a

**Chuck Miller, B&G Superintendent 607-753-5068**

**David Clay Jr., BM Foreperson 607-753-5190**

TO: B&G Committee

FROM: Chuck Miller, Superintendent, Safety and Code Enforcement Officer

DATE: 10/5/2023

SUBJECT: Activities Report for August 2023

Here are our monthly updates, please feel free to contact me if there are any questions or concerns or more information needed and I will accommodate in any way I am able.

We had 0 days of full staff due to time off and medical as well as open positions, we are currently short 2 custodians due to vacancies, crew has been extremely busy with projects as well as assisting where needed with our larger projects, all is running smoothly and very close to on schedule.

- 1) I have investigated incidents for the Safety office, and recorded over 6+ reports.
- 2) Reconstructed most all garden areas of our downtown campus's
- 3) Mental Health plan nearing completion, finalizing floor plans, may be complete by this meeting.
- 4) City Court move planning is near completion Court system very near acceptable floor planning
- 5) Staffing issues continue, still have 4 open custodial positions working on alternate options
- 6) Court Step reconstruction now behind schedule due to weather and site issues, granite here snow melt system being installed and restorations nearing completion, treads are being installed.
- 7) Attended meetings on Court House, Personnel, Crescent Commons, Budget, PERMA, and One Group, Court House Committees and work groups, Bell and Spina,
- 8) County Clerk renovations projected to start beginning of October, move to follow
- 9) Construction of mezzanine for cold storage building is underway
- 10) Age well center project complete for scope projected, but small changes are being made and adjustments.
- 11) RFP for Dwyer Park Elevator is now out, bids to come.
- 12) 49 Grant St sale on hold until further notice, have no current information.
- 13) Entryway improvements continue, new bike rack installed and concrete put in to get clients and public away from the main entrance door.
- 14) Completed more renovations for County Administrator, Nutrition/Aging, and continue to improve the new Secured entryway for safety of the employees including moves for Health and Planning
- 15) Court House elevator preliminary work now beginning, hopeful install soon to follow.
- 16) Working to replace intrusion alarm panel at Dwyer Park Pavilion, current panel having issues and is proprietary and the installation company no longer exists.
- 17) 37 Church Roof project should be complete by this meeting
- 18) Assisted with Pumpkin Fest setup and arrangements
- 19) Working on an upgrade plan for the County Office Building fire system.
- 20) Worked with County Administrators office on information for insurance policies.
- 21) Worked on items for the Crisis Management Team
- 22) Met with Safety committee
- 23) Assisted with annual update training for active shooter and emergencies.
- 24) Received a quote for Jail freezer and cooler replacement working to get that moving.
- 25) Working on all garden areas and site issues with all properties

This fiscal season we have a number of small and large projects on the agenda, we will continue to work with all involved to keep everything running as smoothly as possible through this process. Please, if anyone has any questions, concerns, or issues, let's address them sooner than later. Communication will be key throughout this entire process.

Attachment: Departmental activities report September 2023 (11716 : Buildings & Grounds Monthly Reports)



**CORTLAND COUNTY BUILDINGS & GROUNDS**  
**Safety Office and Code Enforcement**  
60 Central Ave. B-28  
Cortland, NY 13045-2746



4.1.a

**Chuck Miller, B&G Superintendent 607-753-5068**

**David Clay Jr., BM Foreperson 607-753-5190**

Respectfully  
Chuck Miller  
Superintendent of Building and Grounds  
Code/Safety officer

Attachment: Departmental activities report September 2023 (11716 : Buildings & Grounds Monthly Reports)

## Buildings and Grounds Timeline updates August 2024

## Courthouse Stairs

Bids 27 Sept 2022, received and calculated, resolution passed 12/22/22  
 Award December 2022  
 Shop Drawings January 2023 Completed  
 Kick off meeting completed  
 Construction May to end of August 2023 (3-4 months)  
 Beard Electric has completed fiber optic move  
 Ground breaking ceremony and construction startup May 5<sup>th</sup>  
 Demolition has begun, much has already been removed 5/19  
 Final demo of landing and support piers to take place in May as well as new footings dug 6/23  
 Final fill and grade completed 7/11, footer and pier construction to begin 7/24  
 Footer and pier construction has commenced footers to be completed 7/28  
 First load of granite to be delivered 7/31, 2<sup>nd</sup> and total by 8/4  
 Granite delivered 8.6.23  
 Stair piers are poured, curing, and will be sealed as they lay the piping and plates for heating the steps. They will start setting granite very soon 8/22/23  
 Granite and heat plates are being set 9/28/23

## 111 Port Watson

Programming 30 Sept 2022 Not yet completed  
 Schematic Design Base release was March of 2023  
 Construction Doc Mid-May 2023  
 Bidding End of May 2023  
 Award June 2023  
 Construction Duration August 2023 – August 2024 (10 – 12 Months)  
 Meeting scheduled to discuss final floor plans and construction  
 Historic eligibility being discussed and is delaying project a bit but they have submitted proposal to address SHPO concerns, 4/1/2023  
 Meeting with Bell and Spina, the Building work group, Myself and Mr. Corpora took place April 5<sup>th</sup> moving towards final layout and approvals  
 Mr. Spina will be at this meeting for update of floor plan 5/23  
 Investigative digs complete 7/19, final floor plan forthcoming with HVAC options  
 2 Change orders submitted for this committee meeting, 9/5/23  
 Abatement RFP is out for bidding 9/28

## City Court Relocation

Scope / Design Verification and design in process, RFQ changed to RFP, Courts request interview process for selection, released for Architect/Engineering Completed  
 Award of Bid for Architectural February 2023 COMPLETE, Bell and Spina contract complete  
 planning meeting is scheduled.  
 Planning stages have begun. Meeting with 6<sup>th</sup> Judicial scheduled  
 Construction Docs. April May 2023  
 Bidding June 2023  
 Award July 2023  
 Construction Duration end of August beginning of September start in 2023 (3 months) pending successful bid and on Contractor start date availability as well as elevator modernization schedule.

## Buildings and Grounds Timeline updates August 2024

## Meeting with

Meeting took place with Bell and Spina and State Court 6<sup>th</sup> plan moving forward now that the Courts will not be viewing the basement space as an option.

jurisdiction on May

Floor plan initial base is currently being drawn up by Bell and Spina, 5/23

Construction plan nearing completion as of 7/14, met with State Courts on 7/13 and they are agreeable to the final rough draft of renovations

New scans taken for reconstruction of areas for renovation

Some review sheets coming week of 8/22/23

Final floor plan is near acceptance by NY State Courts 6<sup>th</sup> Jurisdiction 9/25

## Court House Elevator renovation

Screening process OMNIA bid through KONE

Initial walk through took place August 25<sup>th</sup> 2022

Contract with KONE completed and returned

Final cost \$265,000

Lead time on equipment is approximately 4 months

Start date for install should August-September 2023

Final walk through took place 5/22/23

Inspection for rating of beam supports in process with KONE 7/14

Final plan on it's way, construction to start soon, 8/22.23

Equipment coming in, not all pieces are in yet. 9/25

3<sup>rd</sup> Floor HVAC project

Final engineering and checks complete

One more walkthrough completed in January

Equipment appears to be available for the most part

Final cost of construction due, still not received

pending project cost,

Now adjusting construction goals and coverage, 2/27/23

New plan being processed with less coverage. 3/20/2023

On hold until further notice, 5/23

## Court House entry areas and stone work

Contact made with Architect for cost to prepare Bid and Construction documents January 2023

Timeline to be updated as information arrives

Architects estimate arrived 2/27/2023 for Dome

Architects estimates and proposal arrived

Exterior Cleaning of stone added to the request 2/23

Contract awarded to Bell and Spina for architectural and engineering of all proposed repairs.

3/23

Awaiting estimate for bid and construction documents estimate as of April 17<sup>th</sup>, some investigative work to be done when step construction begins at a lesser expense

Estimate received and passed through legislature, contract in process investigatory work to begin soon 5/23

## Buildings and Grounds Timeline updates August 2024

Final drone run and investigative cleaning and stone removal completed 7/19  
Investigative work to commence beginning of September

### Court House Dome restoration

Contact Made with Architect for cost to prepare Bid and Construction documents January 2023

Timeline to updated as information becomes available would be a 2024 Project

Contract with Bell and Spina moved forward in April for bid and construction documents April 27<sup>th</sup>

Rotunda, columns etc. estimate for bid and construction documents has arrived for review from Bell

And Spina included in discussion items

Moving forward with construction and bid documents 4/30

Contract in process 5/25

Also include in the final investigation completed on 7/19

Drone reconstruction photos taken 8/23

Asked for Dome documents 9/25 forthcoming

WHEREAS, Cortland County identified a need to replace the current walk in cooler and freezer in the Cortland County Jail, AND

WHEREAS, Cortland County did not receive any bids from 2 separate Requests for Proposals, AND

WHEREAS, Cortland County contacted contractors directly to get estimates, AND

WHEREAS, Rochester Store Fixture of 707 North St, Rochester NY 14605 was the only contractor to submit an estimate, AND

WHEREAS Cortland County received the estimate on 8/21/2023 to do the identified work, NOW THEREFORE BE IT,

RESOLVED, that the Cortland Legislature hereby authorizes the County Administrator upon review and approval of the County Attorney or Designee to enter into an agreement with Rochester Store Fixture, 707 North St., Rochester NY for the replacement of the walk in cooler/freezer and equipment, AND BE IT FURTHER

RESOLVED, that the cost shall not exceed \$54,800.00.

Rochester Store Fixture  
707 North St  
Rochester, NY 14605  
Phone 585-546-6706  
Fax 585-546-4452

# Proposal

| DATE      | Estimate # |
|-----------|------------|
| 8/21/2023 | 30449      |

| <b>BILL TO</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                   |                                                                                                                                                                                                                                                                                                                          | <b>SHIP TO</b> |                  |        |
|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|----------------|------------------|--------|
| Cortland County Buildings and Grounds<br>60 Central Ave B28<br>Cortland, NY 13045                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                |                                                                                                                                                                                                                                                                                                                          |                |                  |        |
| Customer Phone                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                   | (607) 753-5068                                                                                                                                                                                                                                                                                                           | TERMS          | REP              |        |
| Customer Fax                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                     |                                                                                                                                                                                                                                                                                                                          | Net 30         | MD               |        |
| Customer E-mail                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                  | cmiller@cortland-co.org                                                                                                                                                                                                                                                                                                  |                |                  |        |
| ITEM                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                             | DESCRIPTION                                                                                                                                                                                                                                                                                                              | QTY            | RATE             | AMOUNT |
| New Equipment                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                    | KPS Global Combo Walk-In Cooler/Freezer, FREEZER - WITH FLOOR & INT RAMP - -10°F - Indoor, NSF Approved, 4" Insulframe Construction Model #: RFO230L4SEA, Condensing Unit Over-Sized Receiver Model #: RL6E066DDASL, Evaporator                                                                                          |                | 0.00             | 0.00T  |
| New Equipment                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                    | COOLER - WITH FLOOR & INT RAMP - 35°F - Indoor, NSF Approved 4" Insulframe Construction Model #: RFO080M4SEA, Condensing Unit Over-Sized Receiver Model #: RL6A073ADASL, Evaporator                                                                                                                                      |                | 0.00             | 0.00T  |
| New Equipment                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                    | 2 6" Hug-Edge Flat Trim 26ga Stucco Embossed Acrylic Natural Aluminum-Zinc Alloy Steel 120" Long<br><br>• 3 12" Flat Trim with Hem Edges 26ga Stucco Embossed White Aluminum-Zinc Alloy Steel 120" Long<br><br>• 2 3" x 3" Interior Corner Trim 26ga Stucco Embossed Acrylic Natural Aluminum-Zinc Alloy Steel 120" Long |                | 0.00             | 0.00T  |
| New Equipment                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                    | FREEZER Dimensions External: 5'-1" x 10'-6" x 7'-6", Internal: 4'-5" x 9'-10" x 6'-10", 4" Insulframe Construction.                                                                                                                                                                                                      |                | 0.00             | 0.00T  |
| <p align="center"><b>NOTICE TO BUYER</b></p> <p>All Plumbing &amp; Electrical Connections Not Included Product loss or Spoilage Is Not Covered Under Warranty! All Return Items Are Subject To Minimum Restocking Fee Of 30%. Used Equipment Is Sold "As Is" Condition. Warranty Limited To That Provided By Manufacture ONLY. Return Check Charge Is \$25 NO EXCEPTIONS. Failure To Pay In Full Amount When Due Will Incur Interest At The Rate Of Prime Plus 2% On The Principal Overdue Amount. The Merchandise Shall Remain The Property Of The Seller Until Outstanding Balance Is Paid In Full. In The Event The Seller Is Unable To Provide The Merchandise For Any Reason, This Contract Shall Be Cancelled And Neither Party Shall Be Under Liability To The Other, and Any Deposit Paid Shall Be Refunded To The Buyer. BUYER ACKNOWLEDGES RECEIPT OF A COPY OF THIS CONTRACT &amp; AGEES TO TERMS</p> |                                                                                                                                                                                                                                                                                                                          |                |                  |        |
|                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                  |                                                                                                                                                                                                                                                                                                                          |                | Sales Tax (0.00) |        |
|                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                  |                                                                                                                                                                                                                                                                                                                          |                | Total            |        |

Attachment: Est\_30449\_from\_Rochester\_Store\_Fixture\_13724 (11716 : Buildings & Grounds Monthly Reports)

Rochester Store Fixture  
 707 North St  
 Rochester, NY 14605  
 Phone 585-546-6706  
 Fax 585-546-4452

# Proposal

| DATE      | Estimate # |
|-----------|------------|
| 8/21/2023 | 30449      |

| BILL TO                                                                           |                         | SHIP TO |     |
|-----------------------------------------------------------------------------------|-------------------------|---------|-----|
| Cortland County Buildings and Grounds<br>60 Central Ave B28<br>Cortland, NY 13045 |                         |         |     |
| Customer Phone                                                                    | (607) 753-5068          | TERMS   | REP |
| Customer Fax                                                                      |                         | Net 30  | MD  |
| Customer E-mail                                                                   | cmiller@cortland-co.org |         |     |

| ITEM          | DESCRIPTION                                                                                                                                                                                                                                                                                                                                                              | QTY | RATE | AMOUNT |
|---------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----|------|--------|
| New Equipment | Floors<br>4" Insulframe Construction<br>Alum Treadbrite Low Profile .080 - Interior<br>Attachment Type: Lock Down<br>Single 1/2" OSB Plywood Underlay                                                                                                                                                                                                                    |     | 0.00 | 0.00T  |
| New Equipment | (1) MaxLit 48" LED VT 120V                                                                                                                                                                                                                                                                                                                                               |     | 0.00 | 0.00T  |
| New Equipment | KPS Global Doors<br>(1) 3' x 6'-6" Inset Freezer Door - Right Out Swing<br>1 36" x 5.5" 12GA SS Threshold<br>2 K-1261 Hinges<br>1 K78V w/K486CF ISR<br>1 K1094 Inset Slotted Closer<br>1 18GA Galvanized Jamb Guard<br>1 2" Dial Flush w/ 1' Lead, Thermometer on Exterior,<br>Lead on Interior<br>1 Standard Switch w/ Pilot Light Installed<br>1 1827 Heated 120V Vent |     | 0.00 | 0.00T  |

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Sales Tax (0.00)

Total

Attachment: Est\_30449\_from\_Rochester\_Store\_Fixture\_13724 (11716 : Buildings & Grounds Monthly Reports)

Rochester Store Fixture  
707 North St  
Rochester, NY 14605  
Phone 585-546-6706  
Fax 585-546-4452

# Proposal

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|-----------|------------|
| 8/21/2023 | 30449      |

| <b>BILL TO</b>                                                                    |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                           | <b>SHIP TO</b> |      |        |
|-----------------------------------------------------------------------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|----------------|------|--------|
| Cortland County Buildings and Grounds<br>60 Central Ave B28<br>Cortland, NY 13045 |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                           |                |      |        |
| Customer Phone                                                                    | (607) 753-5068                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                            | TERMS          | REP  |        |
| Customer Fax                                                                      |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                           | Net 30         | MD   |        |
| Customer E-mail                                                                   | cmiller@cortland-co.org                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                   |                |      |        |
| ITEM                                                                              | DESCRIPTION                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                               | QTY            | RATE | AMOUNT |
| New Equipment                                                                     | Freezer Refrigeration , (1) Room: Indoor Freezer<br>Dimensions: 5' 1" x 10' 6" x 7' 6"<br>Box Temp: -10 Deg<br>Model #: RFO230L4SEA, 2 1/4 HP, Low Temp, Scroll,<br>R-448A<br>BTUH: 6,509 Suction Temp: -20.8 Ambient: 95 Deg<br><br>Voltage: 208-230/3Ph Condenser MCA: 18.80<br>Approx Ship Weight: 230<br>Standard Condenser Accessories:<br>Weather Cover<br>Filter/Drier & Sight Glass<br>Electrical Defrost Timer<br>Crank. Heater H.<br>Headmaster Control<br>ED-05 Electric Defrost Kit<br>- (1) Over-Sized Receiver<br>- (1) Model #: RL6E066DDASL, Low Temp, R-448A,<br>Temp Diff: 8.80<br>BTUH: 6,509 Suction Temp: -20.8<br>Voltage: 208-230/1Ph Evap Fan Amp: 1.00 Def Heat<br>Amp: 9.80<br>Approx Ship Weight: 52<br>Standard Evaporator Accessories:<br>Mounted Liquid Line Solenoid Valve<br>Mounted Expansion Valve R-448A<br>Mounted Thermostat<br>EC Evaporator Motors |                | 0.00 | 0.00T  |

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Sales Tax (0.00)

Total

Attachment: Est\_30449\_from\_Rochester\_Store\_Fixture\_13724 (11716 : Buildings & Grounds Monthly Reports)

Rochester Store Fixture  
707 North St  
Rochester, NY 14605  
Phone 585-546-6706  
Fax 585-546-4452

# Proposal

| DATE      | Estimate # |
|-----------|------------|
| 8/21/2023 | 30449      |

|                                                                                   |                         |                |     |
|-----------------------------------------------------------------------------------|-------------------------|----------------|-----|
| <b>BILL TO</b>                                                                    |                         | <b>SHIP TO</b> |     |
| Cortland County Buildings and Grounds<br>60 Central Ave B28<br>Cortland, NY 13045 |                         |                |     |
| Customer Phone                                                                    | (607) 753-5068          | TERMS          | REP |
| Customer Fax                                                                      |                         | Net 30         | MD  |
| Customer E-mail                                                                   | cmiller@cortland-co.org |                |     |

| ITEM          | DESCRIPTION                                                                                                                                                                                                                                                                                                                               | QTY | RATE | AMOUNT |
|---------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----|------|--------|
| New Equipment | COOLER - WITH FLOOR & INT RAMP - 35°F - Indoor, Dimensions External: 7'-9" x 10'-6" x 7'-6", Internal: 7'-1" x 9'-10" x 6'-10"4" Insulframe Construction.                                                                                                                                                                                 |     | 0.00 | 0.00T  |
| New Equipment | Floors<br>4" Insulframe Construction<br>Alum Treadbrite Low Profile .080 - Interior<br>Attachment Type: Non-Lock Down<br>Single 1/2" OSB Plywood Underlay                                                                                                                                                                                 |     | 0.00 | 0.00T  |
| New Equipment | (1) MaxLit 48" LED VT 120V                                                                                                                                                                                                                                                                                                                |     | 0.00 | 0.00T  |
| New Equipment | KPS Global Doors<br>(1) 3' x 6'-6" Inset Cooler Door - Right Out Swing<br>1 36" x 5.5" 12GA SS Threshold<br>2 K-1261 Hinges<br>1 K78V w/K486CF ISR<br>1 K1094 Inset Slotted Closer<br>1 18GA Galvanized Jamb Guard<br>1 2" Dial Flush w/ 1' Lead, Thermometer on Exterior, Lead on Interior<br>1 Standard Switch w/ Pilot Light Installed |     | 0.00 | 0.00T  |
| New Equipment | Cooler Refrigeration - (1) Room: Indoor Cooler<br>Dimensions: 7' 9" x 10' 6" x 7' 6"<br>Box Temp: 35 Deg<br>Model #: RFO080M4SEA, 3/4 HP, Medium Temp, Scroll, R-448A<br>BTUH: 8,019 Suction Temp: +23.3 Ambient: 95 Deg<br>Voltage: 208-230/3Ph Condenser MCA: 15.00<br>QUOTATION<br>Quote #: CPQ-68949                                  |     | 0.00 | 0.00T  |

|                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                |                  |
|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|------------------|
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|                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                | Total            |

Attachment: Est\_30449\_from\_Rochester\_Store\_Fixture\_13724 (11716 : Buildings &amp; Grounds Monthly Reports)

Rochester Store Fixture  
 707 North St  
 Rochester, NY 14605  
 Phone 585-546-6706  
 Fax 585-546-4452

# Proposal

| DATE      | Estimate # |
|-----------|------------|
| 8/21/2023 | 30449      |

| BILL TO                                                                           |                         | SHIP TO |     |
|-----------------------------------------------------------------------------------|-------------------------|---------|-----|
| Cortland County Buildings and Grounds<br>60 Central Ave B28<br>Cortland, NY 13045 |                         |         |     |
| Customer Phone                                                                    | (607) 753-5068          | TERMS   | REP |
| Customer Fax                                                                      |                         | Net 30  | MD  |
| Customer E-mail                                                                   | cmiller@cortland-co.org |         |     |

| ITEM          | DESCRIPTION                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                           | QTY | RATE | AMOUNT |
|---------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----|------|--------|
|               | Quote Date: 08/21/2023<br>Revision #: 2<br>Revision Date: 08/22/2023<br>800.633.3426 kpsglobal.com 5 of 7<br>Approx Ship Weight: 195<br>Standard Condenser Accessories:<br>Weather Cover<br>Filter/Drier & Sight Glass<br>Air Defrost Timer<br>Crank. Heater H.<br>Headmaster Control<br>- (1) Over-Sized Receiver<br>- (1) Model #: RL6A073ADASL, Medium Temp,<br>R-448A, Temp Diff: 9.70<br>BTUH: 8,019 Suction Temp: +23.3<br>Voltage: 115v Evap Fan Amp: 1.60<br>Approx Ship Weight: 52<br>Standard Evaporator Accessories:<br>Mounted Liquid Line Solenoid Valve<br>Mounted Expansion Valve R-448A<br>Mounted Thermostat<br>EC Evaporator Motors |     |      |        |
| New Equipment | 36" x 36" treadplate on exterior and interior of Freezer and Cooler Doors.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                            |     | 0.00 | 0.00T  |

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Sales Tax (0.00)

Total

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707 North St  
Rochester, NY 14605  
Phone 585-546-6706  
Fax 585-546-4452

# Proposal

| DATE      | Estimate # |
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| 8/21/2023 | 30449      |

| <b>BILL TO</b>                                                                    |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                          | <b>SHIP TO</b> |           |            |
|-----------------------------------------------------------------------------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|----------------|-----------|------------|
| Cortland County Buildings and Grounds<br>60 Central Ave B28<br>Cortland, NY 13045 |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                          |                |           |            |
| Customer Phone                                                                    | (607) 753-5068                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                           | TERMS          | REP       |            |
| Customer Fax                                                                      |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                          | Net 30         | MD        |            |
| Customer E-mail                                                                   | cmiller@cortland-co.org                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                  |                |           |            |
| ITEM                                                                              | DESCRIPTION                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                              | QTY            | RATE      | AMOUNT     |
| New Equipment                                                                     | Installation : Walk-in cooler/freezer and refrigeration installation<br>• Recover existing refrigerant and dispose of off-site per EPA regulations.<br>• Remove existing refrigeration components and dispose of in, on-site dumpster.<br>• Remove existing walk-in boxes and dispose of in, on-site dumpster.<br>• Meet delivery truck at site on days of install.<br>• Erect walk-in boxes at pre-determined locations.<br>• Install new refrigeration systems at the same location as existing.<br>• Perform start-up and make adjustments as needed.<br>Labor is based on Pre-vailing wage rate.<br>• Work to be performed during regular business hours.<br>• Dumpster on-site for our use to dispose of existing walk-in boxes and rubbish at location to be obtained and supplied by Pride.<br>Not included in bid: • Shelving or racking and dunnage removal and installation by OTHERS.<br>New or altered electrical by OTHERS. |                | 0.00      | 0.00T      |
| New Equipment                                                                     | Total cost for Walk-In Cooler/Freezer Box, Refrigeration and Installation.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                               | 1              | 54,800.00 | 54,800.00T |

## NOTICE TO BUYER

All Plumbing & Electrical Connections Not Included Product loss or Spoilage Is Not Covered Under Warranty! All Return Items Are Subject To Minimum Restocking Fee Of 30%. Used Equipment Is Sold "As Is" Condition. Warranty Limited To That Provided By Manufacture ONLY. Return Check Charge Is \$25 NO EXCEPTIONS. Failure To Pay In Full Amount When Due Will Incur Interest At The Rate Of Prime Plus 2% On The Principal Overdue Amount. The Merchandise Shall Remain The Property Of The Seller Until Outstanding Balance Is Paid In Full. In The Event The Seller Is Unable To Provide The Merchandise For Any Reason, This Contract Shall Be Cancelled And Neither Party Shall Be Under Liability To The Other, and Any Deposit Paid Shall Be Refunded To The Buyer. BUYER ACKNOWLEDGES RECEIPT OF A COPY OF THIS CONTRACT & AGEES TO TERMS

Sales Tax (0.00) \$0.

Total \$54,800.

Attachment: Est\_30449\_from\_Rochester\_Store\_Fixture\_13724 (11716 : Buildings & Grounds Monthly Reports)



01010111 01100101 00100111  
 01110010 01100101 00100000  
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**Information  
Technology**

## CORTLAND COUNTY

**Jack Hess  
Director**

**Tom McGrath  
Deputy Director**

September 28, 2023

## Information Technology September 2023 Monthly Report

### Executive Summary

- IT
  - o Panic Button
    - Host a prebid meeting on.
    - Bids opened September 28<sup>th</sup>; 1 response.
    - Our current panic button system, Go2Blu supplied by Chimera, is not working correctly. It's not clear if every workstation is affected but IT will be operating under the assumption that they are. We are working Chimera for a fix but that is 30 to 45 days out.
  - o Investigate alternatives to Microsoft Servers and applications
    - Licensing for Microsoft products has always been challenging. With server, Outlook client and SQL licenses we are paying thousands of dollars per year to stay in compliance. Many companies claim to have more cost effective alternatives to Microsoft. IT periodically explores these options to see if there is a good fit and will it truly save the county money.
  - o Network Technician position
    - Three applicants were interviewed and after a follow up interview in October we will make a decision.
  - o IT Steering Committee
    - A meeting has held on August 16<sup>th</sup> with the next scheduled for October 18<sup>th</sup>. Details below.
  - o Meet vendors to discuss internal/external vulnerability scanning proposal
    - This a line item in IT's 2024 budget request.
- Mental Health
  - o Assist with a mailing to clients about statement processing.
- Personnel
  - o Ensure that IT can supply the correct data for payroll certification due at the end of the year.

Attachment: IT 2023\_09\_Monthly\_Report (11711 : September 2023 Monthly Report - IT)

## Departmental Priorities and Focus

### Create a clear vision of IT for the future

- Status: In Process
  - o The next committee meeting October 18, 2023.
  - o Discussion items:
    - Web site redesign/update
    - Multi-factor authentication
    - Revising the county's security policy
    - Business continuity/disaster recovery
    - eSignatures
    - Data retention
    - Laserfiche
      - To be moved to a Cortland County cloud account in 2024
    - County GIS
    - Migration to a .gov domain name
    - New internet service provider and phone service provider in 2024
      - FirstLight to replace Verizon, Nitel and Momentum
    - Panic button RFP
    - Email Security
  - o Members
    - Jack Hess, IT – Chair
    - Tom McGrath, IT
    - Lisa Perfetti, Health – Security Officer
    - Beau Harbin, Legislature
    - Rob Corpora, County Administration
    - Savannah Hempstead, Legislature
    - Brooke Kemak, County Clerk
    - Andrea Herzog, Finance
    - James Harvey, DSS
    - Sharon MacDougall, Mental Health
    - Alicia Wheaton, Probation
    - John Gallagher, Sheriff
    - Scott Roman, DERC

### Cyber Security

- Status: In Process
  - o Work with the state to conduct a cyber event tabletop exercise
  - o Evaluate a proposal from a vendor to do penetration and vulnerability testing

### County Wide Services

- Provide mail and print services to all County departments
- Provide fast reliable computer network for entire County
- Prepare new computers for Departments
- Maintain and enhance application programs for various departments to provide accurate and timely reports
- Monitor our security posture to mitigate the threat of ransomware and other attacks
- Provide desktop support
- Telecommunications support
- Access control to County buildings
- Camera and security systems
- Respond to requests for email archiver information (FOIL requests, etc.)
- Respond to alerts from intrusion detection system (IDS)

- Assign Munis roles and permissions

## Departments

- Aging
- Assigned Counsel
- Buildings and Grounds
- CAC
- CWCC
- County Administration
- County Attorney
- County Clerk
- DERC
- DMV
- DSS
- District Attorney
- Elections
- Finance
- Grant Administration
- Health
- Highway
- Legislators
- Mental Health
- Personnel
- Planning
- Probation
- Public Defender
- RPTS
- Recycling
- Sheriff
- Soil and Water Conservation District
- Solid Waste
- Treasurer
- Veterans

## External Agencies

- SUNY Cortland
- Homer PD
- Homer FD
- Cortland PD
- Cortland FD
- NYSP
- MAVAC
- Town of Cortlandville
- Town of Freetown

## Contracts (Company, Service, Amount, Expires, Informational/Action Required)

|                         |                        |               |            |       |
|-------------------------|------------------------|---------------|------------|-------|
| • Chimera               | Panic button system    | \$17,000/year | 9/3/2023   | Info. |
| • SHI                   | SAN maintenance        | \$24,000/year | 12/31/2023 | Info. |
| • Barracuda             | Email archiver maint.  | \$5,688/year  | 2/26/2024  | Info. |
| • Radwin                | Radio maint.           | \$5,000/year  | 3/13/2024  | Info. |
| • Momentum              | Phones – Service       | \$10,991/year | 3/31/2024  | Info. |
| • Cisco                 | WebEx                  | \$10,000/year | 6/30/2024  | Info. |
| • GoDaddy               | SSL Certificate        | \$450/year    | 7/15/2024  | Info. |
| • Nitel                 | Internet Service       | \$12,000/year | 3/31/2024  | Info. |
| • Palo Alto             | Firewall maint.        | \$8,000/year  | 8/9/2024   | Info. |
| • Barracuda             | Email security gateway | \$9,000/year  | 8/23/2024  | Info. |
| • Barracuda             | Load balancer maint.   | \$5,000/year  | 12/16/2024 | Info. |
| • Verizon               | Internet Service       | \$12,000/year | 12/31/2024 | Info. |
| • All Mode              | Phones - Support       | \$15,699/year | 12/31/2024 | Info. |
| • Westlaw               | Online Legal Search    | \$17,000/year | 8/31/2026  | Info. |
| • Toshiba Business Sol. | Copier/Printers        | \$63,000/year | 12/31/2023 | Info. |
| • Pitney Bowes          | Postage Meter          | \$5,820/year  | 6/30/2027  | Info. |