



Office of  
General Services

ANDREW M. CUOMO  
Governor

ROANN M. DESTITO  
Commissioner

**CONTRACT AWARD LETTER**

October 25, 2019

Sent via email to: [tracy.larson@itglarson.com](mailto:tracy.larson@itglarson.com)

Ms. Tracy Larson  
ITG Larson, Inc.  
155 Lafayette Ave.  
White Plains, NY 10603

Dear Ms. Larson:

Re: Solicitation #23150  
Bid Opening: 6/6/19  
PT68814

The New York State Office of General Services (OGS) provides this contract award letter as confirmation of the Lot and Regions OGS is awarding to your company. In addition, this contract award letter identifies and sets forth the order of precedence of the documents that comprise the Contract being awarded to your company under **Group 77201– Intelligent Facility & Security Systems and Solutions**.

The Lot and Regions awarded to your company under the above-referenced Contract number are:

Lot 2: Regions 1, 2, 3, and 4

By signing this contract award letter, you agree that your Contract is comprised of the following documents (Contract Documents), in order of precedence:

1. Appendix A (*January 2014*), Standard Clauses for NYS Contracts (previously provided);
2. This Contract Award Letter;
3. Revisions and Clarifications to Bid Specifications dated 2/7/19, 2/8/19, 2/14/19, 4/12/19, 5/7/19 and 5/15/19 (previously provided);
4. Solicitation #23150 including all Appendices and Attachments referenced therein (previously provided);
5. Your Bid Prices for Lot 2: Regions 1, 2, 3, and 4;
6. ITG Larson, Inc's Bid.

The following language is expressly incorporated into any Contract awarded as a result of Solicitation 23150 for Lot 2. The following language supersedes all other documents in the order of precedence except for Appendix A, Standard Clauses for NYS Contracts.

*Contractor Must not perform Installation/Integration in Facilities without consulting with the relevant Permitting Agency/Authority Having Jurisdiction to determine if a building Permit is required.*

Award Letter # 23150

*Any Contractor which performs Installation/Integration without such consultation May be denied payment in whole or in part. Authorized Users Must not, as part of any Authorized User Agreement, agree to alter, amend, waive, diminish, or impair these provisions.*

*In addition, Contractor Must confirm that any Installations or Integrations are authorized by the Facility owner, and not just a Facility occupant.*

We request that you print out **two copies** of this contract award letter and that you sign both copies before a notary public and return both originals to OGS at:

**NYS Office of General Services  
Michael DeCicco  
Procurement Services  
38<sup>th</sup> Floor Corning Tower, ESP  
Albany, NY 12242**

We request that these letters be signed by the same person who signed the original bid if possible and if they are not available another authorized company representative may sign before a notary. We request that the letters and acknowledgments be delivered to OGS **no later than close of business on October 29, 2019.**

Upon receipt of the original signed contract award letters, OGS will sign the letters and return a fully executed original to you. The mutual execution of this contract award letter does not constitute a purchase from the Contract. Your Contract start date will be October 29, 2019. The initial contract term ends August 26, 2024 and may be extended for up to ten (10) years in increments deemed in the best interest of the State.

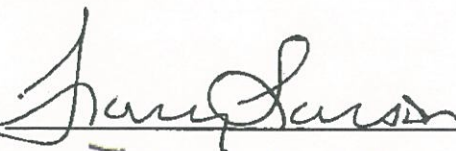
Please contact Michael DeCicco at [Michael.DeCicco@ogs.ny.gov](mailto:Michael.DeCicco@ogs.ny.gov) or 518-474-3562 if you have any questions.

**IN WITNESS WHEREOF**, the parties hereto have executed this contract award letter as of the day and year written below.

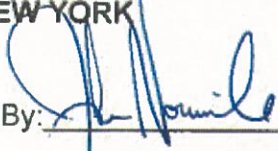
**Agency Certification**

In addition to the acceptance of this Contract, I also certify that original copies of this signature page will be attached to all other exact copies of this contract.

ITG Larson, Inc.

By:   
Print Name: Tracy Larson  
Title: President  
Federal I.D. No.: 11-3395980  
Date: 10/28/19

THE PEOPLE OF THE STATE OF  
NEW YORK

By:   
Office of General Services  
Print Name: John Normile  
Title: Assistant Director  
Date: 10.29.2019

**INDIVIDUAL, CORPORATION, PARTNERSHIP, OR LLC ACKNOWLEDGMENT**

STATE OF New York )

: Sworn Statement:

COUNTY OF Westchester )

On the 28th day of October in the year 2019 before me personally appeared Tracy Larson, known to me to be the person who executed the foregoing instrument, who, being duly sworn by me did depose and say that she maintains an office at Town of North White Plains County of Westchester, State of NY; and further that:

[Check One]

If a corporation): She is the President of ITG LARSON, INC., the corporation described in said instrument; that, by authority of the Board of Directors of said corporation, she is authorized to execute the foregoing instrument on behalf of the corporation for purposes set forth therein; and that, pursuant to that authority she executed the foregoing instrument in the name of and on behalf of said corporation as the act and deed of said corporation.

If a partnership): he is the of \_\_\_\_\_, the partnership described in said instrument; that, by the terms of said partnership, he is authorized to execute the foregoing instrument on behalf of the partnership for purposes set forth therein; and that, pursuant to that authority, he executed the foregoing instrument in the name of and on behalf of said partnership as the act and deed of said partnership.

If a limited liability company): he is a duly authorized member of \_\_\_\_\_, LLC, the limited liability company described in said instrument; that, he is authorized to execute the foregoing instrument on behalf of the limited liability company for purposes set forth therein; and that, pursuant to that authority, he executed the foregoing instrument in the name of and on behalf of said limited liability company as the act and deed of said limited liability company.

Signature of Notary Public [Handwritten Signature]

MICHELLINE DOMINO  
NOTARY PUBLIC STATE OF NEW YORK  
WESTCHESTER COUNTY  
LIC. #01D06240768  
COMM. EXP. 07/02/2023

Notary Public  
Registration No. 01D06240768 State New York