



**Office of
General Services**

ANDREW M. CUOMO
Governor

ROANN M. DESTITO
Commissioner

CONTRACT AWARD LETTER

December 18, 2019

Attn: Frank Meleca
Laboratory Product Sales, Inc.
1665 Buffalo Rd.
Rochester, NY 14624

Dear Mr. Meleca:

Re: Solicitation #23154
Bid Opening: March 20, 2019
PC68668

The New York State Office of General Services (OGS) provides this Contract Award Letter as confirmation of the Lots/Sub-Lots 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 12000 – Medical and Laboratory Supplies and Equipment (Statewide)**.

Your company has bid on Lot 1, Laboratory Supplies, Lot 2, Medical Supplies, Lot 3, Chemicals, and Lot 4, Biologicals. Your company has been awarded Lot 3, Chemicals, and Lot 4, Biologicals, previously, at the present time, the additional Lots and/or Sub-Lots awarded to your company under the above - referenced contract number are:

Lots/Sub-Lots:

1 – LABORATORY SUPPLIES

- 1A - Apparel/Personal Protective Supplies
- 1B - Basic Equipment, Appliances, Furniture
- 1C - Equipment Peripherals and Supplies
- 1D - General Consumables and Supplies
- 1E - Glassware and Plasticware
- 1F - Instruments

2 – MEDICAL SUPPLIES

- 2A - General Consumables and Supplies
- 2B - Basic Equipment and Instruments

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, including the Lots/Sub-Lots awarded to your company as referenced above;
3. Revisions and Clarifications to Bid Specifications dated 01/11/19, 02/11/19, 02/13/19, 02/22/19, and 03/05/19 (previously provided);

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- 4. Solicitation #23154 (Revised March 5, 2019) including all Appendices and Attachments referenced therein (previously provided);
- 5. Your revised bid Prices List with accepted products, as attached to this letter, to be published by OGS on the Procurement Services' website;
- 6. Laboratory Product Sales, Inc.'s Bid.

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
 Heather Moore
 Procurement Services
 38th 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 Thursday, December 19, 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 upon OGS mailing the fully executed contract award letter to you. Your Contract term ends July 17, 2024.

Please contact Heather Moore at heather.moore@ogs.ny.gov or 518-473-5019 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.

Laboratory Product Sales, Inc.

By: *Sharon Meleca*
 Print Name: Sharon Meleca
 Title: President
 Federal I.D. No.: 16-1274974
 Date: 12.19.19

THE PEOPLE OF THE STATE OF NEW YORK

By: *Terri Allen*
 Office of General Services
 Print Name: Terri Allen
 Title: Assistant Director
Procurement Services
 Date: 6/27/19

INDIVIDUAL, CORPORATION, PARTNERSHIP, OR LLC ACKNOWLEDGMENT

STATE OF New York }
 : SS:
COUNTY OF Monroe }

On the 19th day of December in the year 2019, before me personally appeared Sharon Meteca, 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 1665 Buffalo Rd. Rochester Town of Gates County of Monroe, State of ny; and further that:

[Check One]

If an individual):

he executed the foregoing instrument in his/her name and on his/her own behalf.

If a President corporation): She is the of Laboratory Products Sales, 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, he 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.

Tammy Fe dele Adams
Signature of Notary Public

TAMMY FEDELE ADAMS
NOTARY PUBLIC STATE OF NEW YORK
MONROE
LIC. #01FE6065913
COMM. EXP 10/21/21

Notary Public
Registration No. 01FE6065913 State ny