

STATE OF NEW YORK

JUDICIARY

—REQUEST FOR BID—

(This is not an order)
**BID MUST BE MADE ON THIS SHEET
OR AS OTHERWISE SPECIFIED**

NYS OFFICE OF COURT ADMINISTRATION
Contract & Procurement Unit
25 Beaver Street, R-850
New York, NY 10004

(Agency Name and Address)

Direct Inquiries to: Marie-Claude Ceppi
E-mail: mceppi@nycourts.gov

Price to include delivery to (describe exact location and method of delivery) All prices to be net and inclusive of all services specified herein unless otherwise specified.

Bid Number: OCA/DOT-230	Commodity Group:
Opening Date: 5/24/2018 Time: 3:00 pm Issue Date: 4/23/2018	Commodity Name: DARK FIBER SERVICES

OFFICE OF GENERAL SERVICES "GENERAL SPECIFICATIONS" (DECEMBER 1998) ARE FULLY INCORPORATED HEREIN.

Agency's Specification of item(s) Required (include quantities)	Bidder's Quotation and Specific Description of Item Offered
<u>UCS ATTACHMENT I, III, and IV ATTACHED & INCORPORATED HEREIN.</u>	<u>ALL BID RESPONSES MUST BE ENTERED ON THE ENCLOSED BID RESPONSE FORM UNLESS SPECIFIED OTHERWISE HEREIN.</u>

NOTICE TO BIDDERS

Pursuant to the Rules and Regulations of the Chief Administrator for the Courts, sealed bids for furnishing the item(s) in this Request for Bid will be received at the above address. When submitting a bid, you must:

1. Complete this form in its entirety using ink or typewriter and return with all other documents.
2. Explain any deviations or qualifications if your bid deviates from the specifications. If necessary, attach a separate sheet setting forth such explanations.

3. Sign the bid. The bid must be completed in the name of the bidder (corporate or other) and must be fully and properly executed by an authorized person.

4. INDICATE THE BID NUMBER, THE BID OPENING DATE AND TIME ON THE ENVELOPE CONTAINING THE SEALED BID.

5. Mail the bid to the above agency address in sufficient time for it to be received before the specified bid opening. **LATE BIDS WILL BE REJECTED.**

BIDDER HEREBY CERTIFIES THAT THE ABOVE QUOTED (OR OTHERWISE NOTED) PRICES ARE APPLICABLE TO ALL CUSTOMERS FOR COMPARABLE QUANTITIES, QUALITY, STYLES OR SERVICES.

BIDS MUST BE SIGNED

Bidder's Firm Name:		Employer's Federal Identification Number	
Address Street	City	State	Zip
Bidder's Signature		Official Title	
Printed or Typed Copy of Signature		Area Code/ Telephone Number E-mail:	

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DOCUMENT ENCLOSURE CHECKLIST (2 pages)

_____ Exhibit A/Pricing Sheet-MRC Monthly Recurring Cost Chart for the initial 10-year term **must be fully executed and included** in bidder's proposal. Failure to do so may disqualify bidder's response.

The following forms must be fully executed and included in bidder's proposal. Failure to do so may disqualify bidder's response:

- _____ UCS Request for Bid/Proposal Form (rfb1.frm) and complete bid response with original signature
- _____ Attachment I - Standard Request for Bid Clauses & Forms
 - p.3 - Non-Collusive Bidding Certificate
 - p.4 - Corporate Acknowledgment
- _____ Attachment II - Not Applicable
- _____ Attachment III - Vendor Responsibility Questionnaire
 - Questionnaire filed online via OSC VendRep System and certified within 6 months of the bid opening due date, **or**
 - Paper questionnaire
- _____ Attachment IV - Procurement Lobbying forms
 - Disclosure of Prior Non-Responsibility Determination (UCS 420)
 - Affirmation of Understanding and Agreement (UCS 421)
- _____ Certificates of NYS Worker's Compensation and NYS Disability Benefits Insurance, or Certificate of Attestation of Exemption. Please see paragraph "Insurance Requirements" for a list of accepted forms.
- _____ Copies of bidder's certificate(s) of insurance or other adequate proof evidencing the insurance coverages required by the bid specifications

The following documents and information must be included in bidder's proposal. Failure to do so may disqualify bidder's response:

- _____ Three (3) complete copies of original bid response
- _____ List of references
- _____ Bidder's Contact Information
- _____ Signed Document Enclosure Checklist
- _____ Proprietary information in separate folder from bid response, if applicable

AND

- _____ Description of Bidder's ongoing experience providing the services required in this RFB
- _____ Description of Bidder's infrastructure
- _____ A description of the type of fiber that will be installed and explain why it meets the fiber technical specifications.
- _____ The completed Exhibit B/Fiber Questionnaire in which Bidder will specify the

exact location (floor and room#), the type of patch panel, and connectors if fiber is present in any one of the 5 buildings. If fiber is not present at a location, Bidder must provide the estimated footage and how long it will take to build to reach that site.

_____A dark fiber map showing the existing and proposed fiber routes to connect all 5 locations.

_____A description of Bidder's construction and legal capacity to deliver dark fiber services within 90 days.

_____A description of how Bidder monitors dark fiber infrastructure and how Bidder responds to network outages. Detailed information about your NOC and emergency response/escalation procedure, response time, and outage credit is required.

_____Submit additional documents, if you wish, to support your company's expertise in providing the services specified in this RFB.

IMPORTANT:

1. All documents requiring an original signature must bear the BLUE INK signature of the same authorized individual. Signatory notarization must be that of the person whose signature is affixed to all required documents.
2. Exhibit A/Pricing Sheet and the other forms listed above must all have the SAME COMPANY NAME AND TAX ID NUMBER in order for a purchase order or contract to be approved by the NYS Comptroller.
- 3. Do not alter this solicitation in any manner. Any changes, deletions, or additions (including the addition of supplemental terms and conditions) to this RFB or to any exhibits or appendices to this RFB, including Exhibit A/Pricing Sheet, may result in the rejection of the bid as non-responsive.**
4. Please note that the terms and conditions of this RFB will form the basis of the contract with the awarded vendor.
- 5. Please verify that all required documents are included before signing.**

COMPANY NAME:

AUTHORIZED OFFICER'S NAME AND TITLE:

SIGNATURE: _____ DATE: _____

I. PURPOSE AND SCOPE

The New York State Unified Court System (hereafter “UCS”) Office of Court Administration (hereafter “OCA”) is soliciting sealed bids for dark fiber services to connect the following five (5) locations in the capital region:

- 1: UCS Data Center, Rensselaer Tech Park (RTP), 125 Jordan Rd, Troy, NY 12180 (WAN Room)
- 2: UCS Data Center 187 Wolf Rd, Albany, NY 12205 (1st Fl WAN Rm)
- 3: Court of Appeals (COA), 20 Eagle St, Albany, NY 12207 (NCC, 1st Fl Mezzanine)
- 4: Cohoes City Court, 97 Mohawk St, Cohoes, NY 12047 (NCC, 2nd Floor)
- 5: Carrier Hotel, 11 N. Pearl St, Albany NY 12207 (6th Floor)

See VI. SCOPE OF SERVICES for a diagram of the required topology of the dark fiber connections.

II. BID RESPONSE SUBMISSION

Bidder’s Contact Name and Required Information

Bidder shall designate, in its bid response, a staff member as primary contact for all questions UCS/OCA may have regarding bidder’s bid response. Bidder shall include in its bid response all forms, documents and information listed on the Document Enclosure Checklist.

Packaging, Identifying and Delivering of Bids/Proposals

Bids/Proposals must be clearly addressed and submitted to:

Marie-Claude Ceppi
Management Analyst
NYS Office of Court Administration
25 Beaver Street, R-850
New York, NY 10004

All envelopes/cartons must also be labeled with the following information on two sides:

Deliver immediately to Marie-Claude Ceppi R-850
Sealed bid - Do not open
RFB# OCA/DOT-230 - Bid opening date: May 24, 2018 at 3:00 p.m.

Failure to seal and mark the bid/proposal as prescribed may result in non-delivery and/or rejection of the bid/proposal. Please note that bids/proposals must be received by the above-named OCA-designated person by May 24, 2018 at 3:00 pm at the latest or bids will be declared late bids and they will be disqualified. It is recommended that bidders allow several extra days for shipping in order to meet the deadline.

DO NOT BIND OR STAPLE your bid response in any manner. Clips and rubber bands are the only acceptable methods of securing bid responses.

Document Submission

Bidders must submit the following documents/information with their bid responses to demonstrate their qualifications:

- a. A description of Bidder's ongoing experience providing the services required in this RFB.
- b. A description of Bidder's infrastructure.
- c. A description of the type of fiber will be installed and explain why it meets the fiber technical specifications.
- d. The completed Exhibit B/Fiber Questionnaire in which Bidder will specify the exact location (floor and room#), the type of patch panel, and connectors if fiber is present in any one of the 5 buildings. If fiber is not present at a location, Bidder must provide the estimated footage and how long it will take to build to reach that site.
- e. A dark fiber map showing the existing and proposed fiber routes to connect all 5 locations.
- f. A description of Bidder's construction and legal capacity to deliver dark fiber services within 90 days.
- g. A description of how Bidder monitors dark fiber infrastructure and how Bidder responds to network outages. Detailed information about your NOC and emergency response/escalation procedure, response time, and outage credit is required.
- h. Submit additional documents, if you wish, to support your company's expertise in providing the services specified in this RFB.

No-Bids

Bidders are requested to send a no-bid letter to OCA, Attn: Marie-Claude Ceppi, at the above address, should they decide not to answer this solicitation. The envelope shall be clearly marked in the lower left corner as follows: RFB# OCA/DOT-230. No-bid letters may be sent by email to mceppi@nycourts.gov. Please indicate in "Subject" field: RFB# OCA/DOT-230 – No-Bid.

III. AWARD

Term of Award

A single contract will be awarded for an initial term of ten (10) years (“Initial Term”) effective on or around September 1, 2018. The UCS/OCA shall have the option to renew the contract for one additional 10-year term (“Renewal Term”) upon the same terms and conditions, except for the prices which shall be negotiated by the parties prior to the expiration of the Initial Term. The UCS/OCA also reserves the right to extend the contract for a maximum of six (6) months upon the same terms and conditions, including pricing, as of the expiration date of the Initial Term, or the Renewal Term of the contract, as the case may be. The maximum term of the contract will be twenty (20) years, or twenty (20) years and six months, if UCS exercises its extension right. The initial contract, renewal and extension are subject to the approval of the NYS Attorney General and the NYS Comptroller.

Method of Award

A single contract shall be awarded to the responsible bidder, determined to be in compliance with this RFP/RFB and specifications, that submits the lowest Grand Total 10-Year (120 months) Cost as indicated in Exhibit A/Pricing Sheet/MRC-Month Recurring Cost Chart.

IV. DETAILED SPECIFICATIONS

Questions

Any and all questions bidders may have in connection with this solicitation are to be directed by email only to:

Marie Claude Ceppi
mceppi@nycourts.gov

Please indicate in "Subject" field: RFB# OCA/DOT-230 - Question(s)

The deadline to submit questions is May 15, 2018 before 5:00 pm. No questions will be entertained after this deadline. A written Questions & Answers (Q&A) listing all the questions received and their answers will be posted on the UCS website at www.nycourts.gov/admin/bids under RFB# OCA/DOT-230, and it will be sent to the bidders list.

IMPORTANT: All questions regarding this solicitation must be in writing by email and directed solely to the attention of the above designated person. Contact by any prospective bidder, or any representative thereof, with any other personnel of the UCS in connection with this RFB/RFP

may violate the Procurement Lobbying Act of 2005 (see Attachment IV), will jeopardize the respective bidder's standing and may cause rejection of its proposal.

Site Visits

The OCA/DOT reserves the right to conduct physical inspections of bidder's claimed assets, as it deems necessary to analyze bidder's response.

Survey

UCS will not provide a formal survey. However, bidders may conduct their own survey. Upon Bidders' written request, UCS will provide contact information for each section location. The request must be sent in writing to:

Christopher Grimaldi
Principal Network Technologist
NYS Office of Court Administration
Division of Technology
New York, NY 10004
Fax: 212-401-9021 Email: cgrimald@courts.state.ny.us

The deadline to submit such requests is May 2, 2018.

Bidders are solely and fully responsible for making all arrangements to conduct a survey. Because the facilities are owned by different agencies and under different jurisdictions, UCS cannot guarantee the availability and/or access to any of them.

Site Conditions

Bidders are responsible for familiarizing themselves with the POE site conditions at each location and no price adjustments will be made for unexpected conditions, except to the extent that a condition changes after submission of the bid.

Bidder Qualifications

- a) Meet all the fiber technical specifications
- b) Ability to deliver the required dark fiber services within 90 days upon contract approval
- c) Proven track record in maintaining high quality dark fiber services
- d) Financially sound to operate as an on-going business

Vendor Responsibilities

The vendor is fully responsible for all right of way, consent agreements, and other physical/legal/financial arrangements with municipalities, building owners, and other entities in related to the construction and operation of the dark fiber services.

Communications

Under no circumstances shall vendor act on verbal communications only. All verbal communications for all order changes, proof corrections, text changes, clarifications or any other communications between OCA and the Vendor **must be backed up in writing** (or via electronic transmission, upon agreement of UCS/OCA) to

Christopher Grimaldi
Principal Network Technologist
NYS Office of Court Administration
Division of Technology
New York, NY 10004
Fax: 212-401-9021
Email: cgrimald@courts.state.ny.us

or such other person or address as UCS/OCA shall designate. Vendor shall likewise designate a person and address for receipt of such communications from OCA.

Subcontracting

Subcontracting and any other transfer of any duties or obligation to be performed hereunder will be permitted only with the prior written consent of UCS to the proposed subcontractors. In the event that bidder proposes to use one or more subcontractors, the specific subcontractors and the services proposed to be performed by such subcontractors, must be listed in bidder's proposal. If a bidder that proposes to use one or more subcontractors in awarded the contract, the award will constitute the prior written approval of UCS to the subcontractors named in the bidder's proposal.

Vendor will be the prime contractor and will be responsible for all services required by this RFB/RFP. The UCS will communicate only with Vendor and Vendor shall remain wholly liable for the performance by and payment to any such subcontractors, their employees, agents, consultants or representatives.

Prevailing Wage

Bidders are required to abide by the New York State Department of Labor ("DOL") Schedule of Prevailing Wage for Albany County (Cohoes and Albany) and Rensselaer County (Troy.) Bidders are required to access the Schedule of Prevailing Wage on the DOL website at www.labor.state.ny.us. Also, see Attachment I/Appendix A: Standard Clauses for all Contracts, under "Wage and Hours Provisions", #6, p.1.

V. PRICING AND BILLING

Pricing/Compensation

The bid prices must include all costs for the performance of all services required under this solicitation. No additional charges will be allowed. The UCS will not pay for upfront costs related to the construction or provision of the dark fiber network.

Pricing shall be submitted only on, and in the format prescribed by, Exhibit A/Pricing Sheet-MRC-Monthly Recurring Cost Chart. Bidder must quote pricing on a cost per unit (a unit is defined as “Monthly Recurring Cost/MRC” and compute all price extensions for a period of 120 months as listed in Exhibit A/Pricing Sheet-MRC-Monthly Recurring Cost Chart. In the event of a bidder’s miscalculation, the unit price will prevail and the UCS reserves the right to make mathematical corrections based on unit price(s.)

Pricing for the Renewal Term, if exercised, shall be negotiated by the vendor and UCS prior to the end of the Initial Term.

Billing/Payment

Awarded contractor will be required to invoice on a monthly basis. Invoices will be required to itemize each of the five segments separately.

Payment shall be made monthly in arrears and shall be made within thirty (30) days of submission by Vendor and approval by UCS of invoices satisfactory to UCS and OSC.

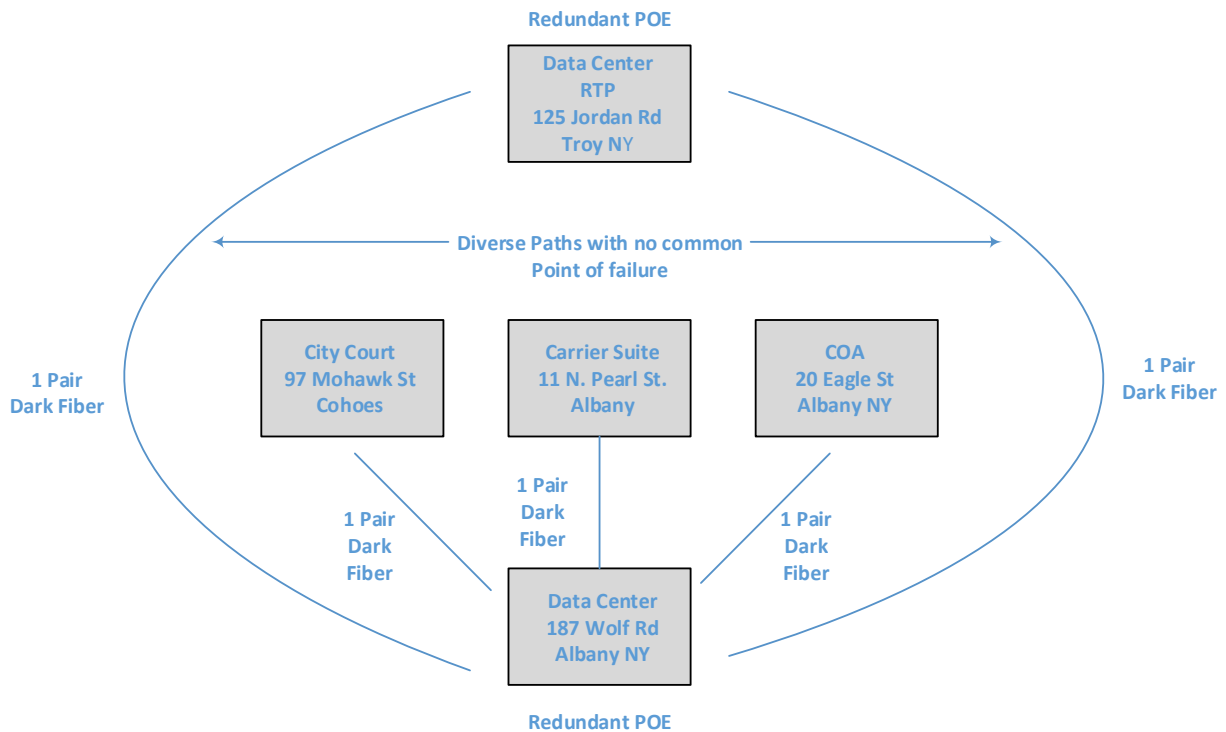
VI. SCOPE OF SERVICES

Capital Region Data Center “Dark” Fiber Contract Bid Description

A. Locations and Topology

The New York State Unified Court System Office of Court Administration is soliciting bids for dark fiber services to connect the following five locations in the capital region:

The required topology of the dark fiber connections is depicted in the diagram below:



Fiber between the Data Centers (RTP and Wolf Rd) must take diverse paths and have no common point of failure. In addition, dual building POEs are mandatory for the Data Centers to ensure no contractor work can impact both paths at the same time.

B. Fiber Optics Technical Specifications

All Data/Communications infrastructure must meet the UCS-CableSpec-2-28-2018 document. (Attached, Exhibit C).

C. Fiber Availability/Maintenance and Repair

1. Following installation and acceptance, the dark fiber must be available for the effective use of UCS 24 hours per day, 7 days per week, 365 days per year, subject only to scheduled maintenance.

2. Awarded contractor will be responsible for all maintenance and repair of the dark fiber, including preventive and demand maintenance in accordance with industry standards to

ensure that the dark fiber remains in conformance with the standards and specifications set forth in Exhibit C.

VII. EXHIBITS

Exhibit A/Pricing Sheet- MRC-Monthly Recurring Cost Chart

Exhibit B/Fiber Questionnaire

Exhibit C/UCS Communications Cabling Network Specifications

Exhibit A/Pricing Sheet- MRC-Monthly Recurring Cost Chart

Do not alter this solicitation in any manner. Any changes, deletions, or additions (including the addition of supplemental terms and conditions) to this RFB or to any exhibits or appendices to this RFB, including Exhibit A/Pricing Sheet, may result in the rejection of the bid as non-responsive.

Fiber Segment	MRC (fixed for 120 months)	X 120	= 120-month Cost
RTP to Wolf Rd East Path	\$ _____		\$ _____
RTP to Wolf Rd West Path	\$ _____		\$ _____
Cohoes to Wolf Rd.	\$ _____		\$ _____
20 Eagle St. to Wolf Rd.	\$ _____		\$ _____
11 N. Pearl St. to Wolf Rd.	\$ _____		\$ _____
Grand Total 10-year (120 months) Cost	\$ _____		\$ _____

Exhibit B/Fiber Questionnaire

Fiber Segment	If fiber is present, specify exact location (Floor & Room#) of the termination, the type of patch panel, and connectors.	If fiber not present, how many feet of fiber build is required?	If fiber not present, how many months will it take to extend your existing fiber into the building?
RTP to Wolf Rd East Path			
RTP to Wolf Rd West Path			
Cohoes to Wolf Rd.			
20 Eagle St. to Wolf Rd.			
11 N. Pearl St. to Wolf Rd.			

Exhibit C/UCS Communications Cabling Network Specifications

Please Note: Determine if the site has been previously wired with Category 5e.

If it is a situation where additional wiring is required in a site previously wired with Cat 5e, then Cat 5e is The Standard for data and for voice for the added drop(s), and the specifications that follow should be modified by substituting Category 5e where Category 6 appears.

- otherwise -

If it is a situation where the site is a new facility or has not yet been wired, or if the site has been wired with Category 6, then The Standard for data and for voice for the added drop(s) is Category 6, and the specifications that follow should not be modified.

Standard Workstation Data Cabling Specification

Data cabling is defined as a CAT5, CAT5e, CAT6, CAT6a cable run from the appropriate punch down patch panel in the IDF room to the following list of devices. This list is not all inclusive and this definition is not limited by these examples: computer workstation, IP telephone, networked printer, networked scanner, IP security camera, analog camera server, kronos device, electronic calender, V-Brick device, LCD video monitor, wireless access point. Approved manufacturers are TE Connectivity, Hubbell and Panduit. All data cabling shall be blue in color and marked on each end.

Desktop data wiring must comply with the Category 6 specification (TIA/EIA-568-B.2-1) end-to-end, and support **GIGABIT Ethernet**. The components of desktop wiring includes UTP cables, connectors, and patch panels. **Wiring order for all data terminations is T568B.**

Determine whether the site is to be wired for VOIP (Voice Over IP). Accordingly, either 3a or 3b:

Site **is** to be wired for **VOIP**:

Each work area outlet shall have **three (3) RJ45 data outlets**. The three (3) horizontal data outlet runs shall consist of Category 6, 4 pair 24 AWG copper cables as specified in # 1 above.

Site **is NOT** to be wired for **VOIP**:

Each work area outlet shall have **two (2) RJ45 data outlets**. The two (2) horizontal data outlet runs shall consist of Category 6, 4 pair 24 AWG copper cables as specified in # 1 above.

All RJ45 data outlets to be cabled with individual 4-pair cable with unbroken return to punch down on back of Category 6 data patch panel in telecommunication closet or cabinet. Cable length from data outlet (station) to patch panel should not exceed 295 feet.

During the design phase of any new court facility, **UCS Director of the Dept of Technology must be consulted** via the Infrastructure Department as to the exact power requirements required in each data and network closet area. The following examples are minimum requirements which may or may not reflect the needs of the court. ***The supplied power and grounding requirements shall be contingent on the needed capacity and specifications of equipment to be installed and will be specified by UCS.***

A minimum power requirement of two (2) separate dedicated 110-volt or 220-volt, 20 amp circuits (NEMA 5-20R receptacles) with two (2) outlets per circuit (2 quads) and one (1) L5-30 or L6-30 / 30 amp circuit shall be supplied for each rack in the MDF rooms.

A minimum power requirement of two (2) separate dedicated 110-volt or 220-volt, 20 amp circuits (NEMA 5-20R receptacles) with two (2) outlets per circuit (2 quads) shall be supplied for each rack in the IDF rooms.

Power shall be supplied from an emergency power panel connected to a backup generator to provide electricity to network center. "Uninterruptible power supplies" (UPS) shall be installed in the MDF and all IDF closets

The MDF closet UPS units shall be capable of supporting all MDF equipment for two continuous hours in a location that has an emergency generator.

The MDF closet UPS units shall be capable of supporting all MDF equipment for four continuous hours in a location that does not have an emergency generator.

All IDF closets shall have UPS units capable of supporting all equipment located in the IDF room for 20 minutes.

A rack mounted power strip with 10 surge protected outlets must be provided with each cabinet or rack. When a modular networking frame is used the installer will secure it to the floor as per manufacturers specifications. Cable management accessories will be supplied as needed. All racks and cabinets shall be properly secured and grounded according to equipment manufacturers specifications, all local fire codes, all local electrical codes and according to current TIA/EIA industry standards. The main grounding cable attached to the main grounding buss bar should run directly to the ground buss of the servicing power panel.

The MDF (main distribution frame) room shall be built with the following considerations:

All courthouses are to be supplied with two diverse telecommunications points of entry (minimum of 50 feet separation at all times between diverse conduit paths) and consist of a minimum of four (2) - 4" inch conduits providing access from the interior of the building to the curb-line, thus providing outside plant access to the building. These points of entry will be connected to the main data center (MDF) via four (2) - 4" inch EMT conduits to each point of

entry dedicated for telecommunications cabling use.

At least 48-strand single mode fiber is required for connection between courthouses in a campus environment. SM Fiber must be **Corning SMF-28E Fiber**. The OSP (outside plant) cables can be pulled into the building within 50 feet distance unless indoor/outdoor fiber cables are used.

MDF rooms shall not be located underneath any water supply, bathroom, sewer, slop sink, or any other water producing wet rooms. No water, sewer, drainage, or any other liquid pipes shall be located in the MDF.

MDF rooms shall be air conditioned and have humidity control as per specified equipment needs. Air conditioners shall not be mounted on the ceiling of the MDF room. If the air conditioner is located inside the MDF room it shall be floor mounted and properly drained so all electronic equipment is protected.

Fire suppression inside the MDF room shall be a type of non-liquid fire suppression such as halogen water sprinklers shall not be permitted in these locations.

MDF rooms shall have at least two (2) dedicated racks for exclusive UCS use. Depending on building size and needs of the court this can increase and the number of racks should be verified with DoT.

MDF rooms shall have ladder rack or wire trough installed above racks to manage cables entering and leaving the room. Velcro wraps shall be the only acceptable means to fasten fiber optic cable. Fiber optic cable will not be mixed with copper cable and each shall have their own ladder rack or wiring trough to support them.

MDF rooms shall have ladder rack or wire trough installed above racks to manage cables entering and leaving the room. Velcro wraps shall be the only acceptable means to fasten fiber optic cable. Fiber optic cable will not be mixed with copper cable and each shall have their own ladder rack or wiring trough to support them.

The IDF (Intermediate Distribution Frame) room shall be built with the following considerations:

Fiber riser configuration will be a collapsed backbone home run from the MDF to the IDF. The riser shall be composite cable with 12 strand Single Mode Fiber (SM Fiber must be **Corning SMF-28E Fiber**) and 12 strand Multi Mode Fiber (MM Fiber must be **50/125 um Corning Infinicor SX+ Fiber**). The cost will include all parts and labor to make the fiber operational. UCS reserves the right to select the type and manufacturer of the fiber optic cable to be installed. The type of fiber/cable should be submitted to the Division of Technology for review and authorization prior to installation.

IDF rooms shall not be located underneath any water supply, bathroom, sewer, slop sink, or any

other water producing wet rooms. No water, sewer, drainage, or any other liquid pipes shall be located in the IDF.

IDF rooms shall be air conditioned and have humidity control as per specified equipment needs. Air conditioners shall not be mounted on the ceiling of the IDF room. If the air conditioner is located inside the IDF room it shall be floor mounted and properly drained so all electronic equipment is protected.

Fire suppression inside the IDF room shall be a type of non-liquid fire suppression such as halogen water sprinklers shall not be permitted in these locations.

IDF rooms shall have at least one (1) dedicated rack for exclusive UCS use. Depending on building size and needs of the court this can increase and the number of racks should be verified with DoT.

IDF rooms shall have ladder rack or wire trough installed above racks to manage cables entering and leaving the room. Velcro wraps shall be the only acceptable means to fasten fiber optic cable. Fiber optic cable will not be mixed with copper cable and each shall have their own ladder rack or wiring trough to support them.

General Specifications for MDF and IDF rooms:

All ISP (Inside Plant) fiber optic cabling must be fire, smoke, and halogen free rated. OSP cables must be weather resistant, gel flooded stabilized fiber.

During the design phase of any new court facility, **UCS Director of the *Division of Technology* must be consulted via the *Division of Technology Infrastructure Department*** as to the exact fiber optic cable, copper cable, patch panels, fiber optic panels, racks, cabinets, enclosures, and any other equipment to be installed in MDF and IDF rooms. ***All types, brands and specifications of equipment to be installed shall be specified and approved by the UCS Division of Technology. This approval must be obtained in writing or email before any equipment is bought or installed.***

All fiber runs must support Gigabit Ethernet standards.

SC connectors shall be used in all fiber optic panels, unless instructed otherwise in writing.

All wiring and cabling shall be installed in a neat professional manner and shall be in compliance with the National Electrical Code, State and local electrical building and fire codes. If cable trays are not used, supports should be anchored every 4-6 feet via threaded rods or beam clamps. Penetration through fire walls must include the appropriate site sleeve and be fire stopped. Low voltage cables shall not be tie-wrapped or secured to other electrical mediums or conduit pipes. When wraps are needed, velcro will be permitted.

All fiber optic connections shall be performed via fusion splicing or by factory made end to end cable. Connectors shall be installed via fusion splicing a factory made, machine polished UPC pig tail to the fiber optic cable or by factory made and to end cable. **Mechanical connectors, splices shall not be used without prior notification and permission from the UCS Division of Technology.**

The vendor must provide cable certification, which will certify Category 6 copper and fiber optic cable installations according to **current TIA/EIA specifications & standards**. All newly installed single-mode fibers shall be tested bi-directional via OTDR and power meter. All newly installed multi-mode fiber shall be tested bi-directional via Power meter. All multi-mode fiber installations where the cable exceeds 500 feet will also be tested bi-directional via OTDR. Upon completion of all jobs, the vendor must provide the Unified Court System Dept of Technology with three sets of documentation on certification results and AutoCAD files indicating cable location, labels and all connections. All testing documentation and trace files shall be submitted in printed and electronic form. The vendor will provide raw test data and any associated programs required to view this data, without charge to the Unified Court System. *ALL (FIBER & CABLING) Certification and documentation are to be included in the cost of cabling.*

General Specifications for IP Security Camera installations:

Type of camera shall be specified by Department of Public Safety and the Division of Technology.

All locations for IP camera deployment shall be determined by the Department of Public Safety.

Contractors shall focus and point any IP cameras that have these requirements as per the Department of Public Safety and the local court representative.

Locations that have power over ethernet (POE) switches shall use the Category(x)¹ cable as the power source as well as the data conduit.

All IP cameras shall have a dual network drop run to them. Two (2) Category(x)² cables.

All PTZ IP cameras shall have a 4 conductor # 14 AWG plenum cable run from the IP camera to the data closet where the camera network drops are installed. It shall be terminated to a low voltage power supply as per manufacturer's directions. Low voltage power supply shall be mounted to a contractor furnished and installed 4' x 8' sanded plywood to be installed the wall of the network closet.

¹ Category(x) refers to the type of cable installed at the location ie. CAT5 , CAT6 etc.

² Category(x) refers to the type of cable installed at the location ie. CAT5 , CAT6 etc

Non PTZ IP Cameras located in buildings that do not support power over ethernet switches shall be powered by a 2 conductor # 14 AWG plenum cable run from the IP camera to the data closet where the camera network drops are installed. It shall be terminated to a low voltage power supply as per manufacturer's directions. It shall be terminated to a low voltage power supply as per manufacturer's directions. Low voltage power supply shall be mounted to a contractor furnished and installed 4' x 8' sanded plywood to be installed the wall of the network closet.

All outdoor IP cameras shall be installed in a heated and cooled enclosure made for the type of IP camera being installed. They will all have a 4 conductor # 14 AWG plenum cable run from the IP camera to the data closet where the camera network drops are installed. It shall be terminated to a low voltage power supply as per manufacturer's directions. It shall be terminated to a low voltage power supply as per manufacturer's directions. Low voltage power supply shall be mounted to a contractor furnished and installed 4' x 8' sanded plywood to be installed the wall of the network closet.

All IP cameras shall be installed with appropriate fasteners and anchors to secure and hold a minimum of 125% of the camera and enclosure weight.

Wireless Access Points:

Wi-Fi access should be given consideration in public access areas (Jury rooms/Assembly rooms).

OCA will require one single data jack be installed in the ceiling with 25ft of slack so the Access Point can be moved for better reception.

Wireless access points shall be made by Nortel to be compatible with our network.

Standard Analog/Telephone Station Cabling Specifications

All voice wiring will use category 6 4-pair UTP (unshielded twisted-pair), the same one used for data cabling. All RJ11 outlets (wall plate or floor jacks), patch panels, and 110 block products must use current EIA/TIA sequence for termination, and associated face plates, etc. to meet Category "6" specification.

Determine whether the site is to be wired for VOIP (Voice Over IP). Accordingly, either 2a or 2b:

Site is to be wired for VOIP:

Only designated fax / emergency backup phone locations will have one (1) RJ11 voice outlet. The voice outlet runs will consist of one (1) sheath of 4-pair, Category 6, UTP copper cables as specified in #1 above

Site is NOT to be wired for VOIP:

All locations will have two (2) RJ11 voice outlets. The voice outlet runs will consist of one (1) sheath of 4-pair, Category 6, UTP copper cables as specified in #1 above.

All RJ11 voice outlets to be cabled with individual 4-pair cable with unbroken return to punch down on Category 6 - 110 blocks in the telecommunication closet or cabinet. Open cable (cross connect wire) will only be allowed on an MDF or IDF.

All wiring and cabling shall be installed in a neat and professional manner and shall be compliant with the National Electrical Code, State and all Local electrical, building, and fire codes. The routing of cables and labeled demarc's shall be identified to the purchaser by providing two copies of a complete system wiring diagram, and cable records.

All cable installations must include line and station connector blocks, jacks, gas tube protectors where necessary, and demarcation plugs. All mounted on fire rated plywood backboards. In a single floor, single building installation, station cable will be run from the backboard to the modular wall or floor jack which serves the station. When pricing station cable, all termination blocks, modular wall or floor jacks, housing and face plates are all considered part of the station cable.

The vendor will assist the Unified Court System in determining the quantities, location and type of terminations and cross connects, required for each installation. The vendor will also assist in determining the needs for distribution cable and any aerial or buried cable requirements.

Whenever a distribution cable is required to be run to another floor or adjacent building, the intermediate distribution frames (IDF) and cables are priced as separate items and are not considered station cable. All cable runs between buildings will require gas tube protection and the required cable terminations in both buildings and must be included in the cost of the cable.

Each horizontal voice run shall be made with UTP cable of a different color jacket from the data cable.

Each horizontal voice run shall be terminated to a different color jack from the data cable.

Standard Cabling Specifications For Court Rooms

The following locations shall have a dual data drop installed in each new or renovated court room. This list is the minimum requirement and further cabling shall be determined by design of court room and needs of the court. Some rooms will be configured for video conference, sound, presentation, or other technologies. In each case involving special technologies installed in court rooms you will refer to a separate document provided by OCA DoT and confer with representatives of the DoT prior to construction. Two data jacks shall be installed in each of the following locations of a court room:

Judges Bench

Court Clerks Desk

Court Reporters Location

Prosecuting Attorneys location

Defending Attorneys location

Jury Box

Network Construction Requirements > Quality of Assurance, All work and equipment shall conform to the appropriate portions of the following specifications, codes and regulations:

A. UCS Telephone and Data Wiring Specifications B. Building Industry Consulting Services International (BICSI) - Telecommunications Distribution Methods Manual (TDMM)C. IEEE Standards D. ANSI/TIA/EIA Standards

1. ANSI/TIA/EIA - 568-B.1-- Commercial Building Telecommunications Cabling Standard, Part 1: General Requirements.2. ANSI/TIA/EIA -568-B.2 -- Commercial Building Telecommunications Cabling Standard, Part 2: Balanced Twisted Pair Cabling Components3. ANSI/TIA/EIA - 568-B.3 -- Optical Fiber Cabling Components Standard4. ANSI/TIA/EIA - 569A -- Commercial Building Standard for Telecommunications Pathways and Spaces5. ANSI/TIA/EIA - 606 (A) -- The Administration Standard for the Telecommunications Infrastructure of Commercial Buildings6. ANSI/TIA/EIA - 607 (A) -- Commercial Building Grounding and Bonding Requirements for Telecommunications7. ANSI/TIA/EIA - 526-7 -- Measurement of Optical Power Loss of Installed Single-Mode Fiber Cable Plant.8. ANSI/TIA/EIA - 526-14A -- Measurement of Optical Power Loss of Installed Multimode Fiber Cable Plant.9. ANSI/TIA/EIA - 758(A) -- Customer-Owned Outside Plant Telecommunications Cabling Standard.

E. National Electric Safety Code (NESC)F. National Fire Protection Agency (NFPA)G. National Electrical Code (NEC)H. Any Applicable State and Local Codes.If conflict exists between applicable documents, then the more stringent requirement shall apply. All conflict resolution must be approved by the NYS - UCS prior to installation. Questions concerning specifics about this document should be directed to the State of New York Unified Court System Department of Telecommunications / Network Facilities Group at 212-428-2831.

VIII. The RFB/RFP PROCESS: GENERAL SPECIFICATIONS

Note to Bidders

1. Attachment I - Standard Request for Bid Clauses & Forms and Attachment IV - Procurement Lobbying Law required forms

In addition to such other specifications and criteria as are presented herein, the NYS Unified Court System Attachment I - Standard Request for Bid Clauses & Forms , and Attachment IV - Disclosure of Prior Non-Responsibility Determination (UCS 420) and Affirmation of Understanding and Agreement (UCS 421) pursuant to the Procurement Lobbying Act, which must be downloaded or printed from the UCS Contract & Procurement website under "Addenda" for the appropriate solicitation, are incorporated and made a part of this solicitation.

2. Attachment III - Vendor Responsibility Questionnaire

The NYS Unified Court System (UCS) is required to conduct a review of a prospective contractor to provide reasonable assurances that the vendor is responsible. The required Vendor Responsibility Questionnaire is designed to provide information to assist UCS in assessing a vendor's responsibility prior to entering into a contract with the vendor. Vendor responsibility is determined by a review of each prospective contractor's legal authority to do business in New York State, business integrity, financial and organizational resources, and performance history (including references).

The UCS recommends that vendors file the required Vendor Responsibility Questionnaire online via the New York State VendRep System. However, vendors may choose to complete a paper questionnaire and submit it with their proposal.

Online Questionnaire: To enroll in and use the New York State VendRep System, see the VendRep System Instructions available at <http://www.osc.state.ny.us/vendrep/index.htm> or go directly to the VendRep System online at <https://portal.osc.state.ny.us/Enrollment/login>. Vendors must provide their New York State Vendor Identification Number when enrolling (see paragraph headed 'New York State Vendor File Registration' for instructions on obtaining a Vendor Identification Number.) For VendRep System assistance, contact the Office of the State Comptroller's Help Desk at 866-370-4672 or 518-408-4672 or by email at ITServiceDesk@osc.state.ny.us.

Bidders who file the Vendor Responsibility Questionnaire online via the OSC VendRep System are requested to checkmark the appropriate box on the Document Enclosure Checklist. Please note that online submissions must be certified and dated/updated not more than six (6) months prior to the bid opening date of this RFB/RFP. Bidders' authorized signature of the RFB/RFP form will serve as confirmation that bidders have knowingly filed their questionnaire online if the paper questionnaire is not included with the bidder's submission.

Paper Questionnaire: Vendors opting to complete and submit a paper questionnaire can obtain the appropriate questionnaire from the VendRep website www.osc.state.ny.us/vendrep/forms_vendor.htm or may contact the UCS or the Office of the State Comptroller's Help Desk for a copy of the paper form.

3. New York State Vendor File Registration

Prior to being awarded a contract pursuant to this solicitation, the bidder(s) must be registered in the New York State Vendor File (Vendor File) administered by the OSC. This is a central registry for all vendors who do business with New York State agencies and the registration must be initiated by a State agency. Following the initial registration, a unique New York State ten-digit vendor identification number (Vendor ID) will be assigned to vendors for usage on all future transactions with New York State. Additionally, the Vendor File enables vendors to use the Vendor Self-Service application to manage certain vendor information in one central location for all transactions related to the State of New York.

If the bidder is already registered in the Vendor File, the vendor must enter the vendor's ten-digit Vendor ID on the first page of this bid document.

If the bidder is not currently registered in the Vendor File, upon award of a contract the Bidder must complete the OSC Substitute W-9 Form (http://www.osc.state.ny.us/vendors/forms/ac3237s_fe.pdf) and submit the form to UCS. The UCS will initiate the vendor registration process for the awarded contractor. Once the process is initiated, awarded contractor will receive an e-mail identifying their unique ten-digit Vendor ID and instructions on how to enroll in the online Vendor Self-Service application. For more information on the Vendor File please visit the following website: http://www.osc.state.ny.us/vendor_management/.

Online RFB/RFP Package: Disclaimer

Bidders accessing any UCS/UCS/OCA solicitations and related documents from the New York State UCS website www.nycourts.gov/admin/bids under "Current Solicitations" shall remain solely and wholly responsible for reviewing the respective solicitation & bid documents on the internet regularly, up to the scheduled date and time of the bid/proposal due date, to ensure their knowledge of any amendments, addenda, modifications or other information affecting the solicitation or bid documents in question.

Bid Response/Proposal: Original and Copies

Bidders shall submit all the following required original RFB/RFP documents: Bid/Proposal; Executed RFB/RFP Form; Attachment I - pages 3, 4, of 10; Attachment III - Vendor Responsibility Questionnaire (questionnaire may be filed electronically with OSC); Attachment IV - Disclosure of Prior Non-Responsibility Determinations UCS 420 and Affirmation of Understanding and Agreement UCS 421; proof of Workers' Compensation and Disability Benefits insurance coverage (See "Insurance Requirements"); and any other required documentation, brochures, etc. listed on the Document Enclosure Checklist. Complete the paperwork on the forms provided with this solicitation unless otherwise requested. Do not retype or amend any portion of this solicitation. Failure to provide all original documents and the requested number of copies may result in disqualification of a bidder's response.

NYS OGS General Specifications

New York State Office of General Services (NYSOGS) General Specifications (May 2015) are incorporated herein by reference, except to the extent any provision thereof is not applicable to UCS. Any reference in the NYSOGS General Specifications to 'Commissioner' shall be deemed to refer to the Chief Administrator of the Courts or the designee of the Chief Administrator. In the event of any conflict or express or implied ambiguity between this solicitation document, including attachments hereto, and the NYSOGS General Specifications, this solicitation document shall take precedence. The NYSOGS General Specifications are available at: <http://www.ogs.ny.gov/purchase/spg/pdfdocs/CL815.pdf>.

Binding Nature of Bid/Proposal on Bidders

All bids/proposals shall remain binding on bidders until such time as UCS/OCA provides written notification of its intent to award the contract to a specific bidder or until the bidder withdraws its bid/proposal in writing, whichever occurs first.

Estimated Quantities

Any quantities specified in this solicitation constitute estimates only, and accordingly no commitment or guarantee to reach any specified volume of business is made or implied.

Compliance with Laws

Awarded contractor(s) must comply with all applicable federal, state and local laws, rules and regulations, including but not limited to, fire, health and safety codes, prior to and during the provision of all services under the contract resulting from this RFB/RFP.

Independent Contractor Status

It is expressly understood and agreed that the awarded contractor's status shall be that of an independent provider of services and that no officer, employee, servant or subcontractor of the contractor is an employee of the UCS, OCA or State of New York. The awarded contractor shall be solely responsible for the work, assignment, compensation, benefits and personal conduct and standards of all such persons assigned to the provision of services. Nothing herein shall be construed to impose any liability or duty on the UCS, OCA or State of New York to persons, firms, consultants or corporations employed or engaged by the awarded contractor either directly or indirectly in any capacity whatsoever, nor shall the UCS, OCA or State of New York be liable for any acts, omissions, liabilities, obligations or taxes of any nature including, but not limited to, unemployment and Workers' Compensation insurance of the awarded contractor or any of its employees or subcontractors.

Rejected and Unacceptable Bids/Proposals

UCS reserves the right to reject any and all proposals or bids submitted in response to this solicitation. In addition, UCS may reject any bids/proposals from any bidders who are in arrears to the State of New York upon any debt or performance of any contract; or who have previously defaulted on any contractual obligations, (as contracting party, surety or otherwise), or on any obligation to the State of New York; or who have been declared not responsible or disqualified by any agency of the State of New York, who have any proceeding pending against them relating to the responsibility or qualification of the bidders to receive public contracts, whose proposal is incomplete or otherwise non-responsive in any material respect, or who are found to be non-responsible based on any of the criteria specified in the section headed 'Responsible Bidder'.

UCS also reserves the right to reject any bidder: (i) whose facilities and/or resources are, in the opinion of OCA, inadequate, too remote from the UCS locations to render services in a timely manner in accordance with all requirements of this solicitation; (ii) who does not provide references in accordance with the bid specifications, or whose references report significant failure to comply with specifications; or (iii) who are otherwise, in the opinion of OCA, unable to meet specifications.

Responsible Bidder

A bidder shall be defined as "responsible" in accordance with, but not limited to, references, past performance history, financial stability, the criteria set forth in paragraph 2 of the General Specifications (Attachment III-Vendor Responsibility Questionnaire), and the criteria set forth in the paragraph headed "Rejected and Unacceptable Bids/Proposals" as well as any other criteria necessary and reasonable to establish the bidder's responsibility.

Clarification/Correction of Bids/Proposals

In addition to any rights articulated elsewhere in this solicitation, UCS reserves the right to require clarification at any time during the procurement process and/or require correction of arithmetic or other apparent errors for the purpose of assuring a full and complete understanding of a bidder's proposal and/or to determine a bidder's compliance with the requirements of this solicitation. This clarifying information, if required in writing by UCS, must be submitted by the bidder, in accordance with formats as prescribed by UCS at the time said information is requested and, if received by the due date set forth in UCS's request for clarification, shall be included as a formal part of the bidder's proposal. Clarifying information, if any, whether provided orally, visually or in writing will be considered in the evaluation process. Failure to provide required information by its associated due date may result in rejection of the bidder's proposal. Nothing in the foregoing shall mean or imply that it is obligatory upon UCS to seek or allow clarifications or corrections as provided for herein.

References

Each bidder must provide at least three (3) references, other than UCS, including the company/agency name, complete address, contact name, title, telephone number and email address, for whom the bidder has provided similar services at any time during the past three (3) years.

Indemnity

Awarded contractor shall indemnify, defend and hold harmless UCS, its officers and employees from and against any and all claims, causes of action, damages, costs, liabilities and expenses of any kind (including reasonable attorney's fees and the cost of legal defense) which UCS may incur by reason of: (i) awarded contractor's breach of any term, provision, covenant, representation or warranty contained in the contract awarded as a result of this bid; (ii) any act, omission, negligence or intentional misconduct of awarded contractor or its employees, subcontractors, agents, volunteers or of other persons under its direction and control; (iii) awarded contractor's performance or failure to perform under the contract; and (iv) enforcement by UCS of the awarded contract or any provisions thereof.

Unified Court System Self-Insurance

UCS, a New York State governmental entity, is self-retained for risk of loss and liability.

Insurance Requirements

Awarded contractor shall be required to maintain during the term of the contract, including any renewal terms, at their own cost and expense:

1. Workers' compensation and disability benefit insurance coverage as required under NYS law. Each vendor must provide with its proposal proof of such workers' compensation and disability benefits insurance coverage or, if it is legally exempt from such coverage, proof of exemption. Vendor must obtain the appropriate Workers Compensation Board forms from its insurance carrier or licensed agent, or must follow the procedures set forth by the Workers' Compensation Board for obtaining an exemption from coverage. See Workers' Compensation Board website at <http://www.wcb.ny.gov> under "Forms" for a manual listing required forms and procedures. Any questions regarding workers' compensation coverage requirements or debarments should be directed to:

Workers' Compensation Board
Bureau of Compliance
(518) 462-8882
(866) 298-7830

Only the following forms will be accepted:

Proof of Workers' Compensation Coverage

- Form C-105.2 - Certificate of Workers' Compensation Insurance issued by private insurance carriers; or
- Form U-26.3 issued by the State Insurance Fund; or
- Form SI-12 - Certificate of Workers' Compensation Self-Insurance; or
- Form GSI-105.2 - Certificate of Participation in Workers' Compensation Group Self-Insurance; or
- Form CE-200 - Certificate of Attestation of Exemption from NYS Workers' Compensation and/or Disability Benefits Coverage.
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Proof of Disability Benefits Coverage

- Form DB-120.1 - Certificate of Disability Benefits Insurance, or
- Form DB-155 - Certificate of Disability Benefits Self-Insurance; or
- Form CE-200 - Certificate of Attestation of Exemption from NYS Workers' Compensation and/or Disability Benefits Coverage.

On forms that have a space for a certificate holder to be listed, the carrier must enter:

NYS Unified Court System
Office of Court Administration
25 Beaver Street, Room 850
New York, NY 10004

The insurance carrier will notify the certificate holder if a policy is canceled.

Please note: An ACORD Certificate of Insurance is not acceptable proof of NYS workers' compensation or disability benefits insurance coverage.
For additional information regarding worker's compensation and disability benefits requirements, please refer to the New York State Workers' Compensation Board website at: <http://www.wcb.ny.gov> under "Employers/Businesses."

2. Commercial General Liability Insurance (bodily injury and property damage on an occurrence basis), contractual and products/completed operations liability coverage, and auto liability with minimum limits as follows:

Bodily Injury and Property Damage	\$1 million, per occurrence, \$2million, aggregate
Personal Injury and Advertising:	\$1 million aggregate
Contractual and Products/ Completed Operations	\$2 million aggregate
Auto Liability, Combined single limits	\$1 million

Commercial General Liability insurance coverage shall be obtained from commercial insurance carriers licensed to do business in the State of New York.

Confidentiality

Bidder acknowledges that any and all information, records, files, documents or reports contained in any media format provided to the bidder by the court, or which may be otherwise encountered by bidder shall be considered extremely confidential and shall be handled accordingly at all times. Neither the bidder nor any of its employees, servants, Contractors, agents or volunteers shall at any time be permitted to utilize such confidential information for any purpose outside the scope of any resulting agreement without the express prior written authorization of UCS. Any breach of this confidentiality by the bidder or by any of its employees, servants, subcontractors, agents, or volunteers may result in the immediate termination of any resulting agreement by UCS and may subject the bidder to further penalties.

Awarded Contractor shall use, and require its employees and authorized agents to use, at least the degree of care a reasonably prudent person would use to protect and prevent improper access to the records.

Confidential/Proprietary Information

If applicable, bidders should specifically identify those portions of the proposal deemed to contain confidential or proprietary information or trade secrets, and must provide justification why such material, upon request, should not be disclosed to parties other than UCS. Bidders are advised that any material deemed confidential by bidder may still be subject to disclosure in connection with any governmental or judicial proceeding or inquiry or as may be required by applicable law, including but not limited to Article 6 of the New York Public Officers Law (Freedom of Information Law). Such confidential/proprietary information must be easily separable from the non-confidential sections of the proposal.

Financial Stability

Upon request by UCS, bidder shall provide its audited financial statements prepared in accordance with GAAP-Generally Accepted Accounting Principles for the past three (3) consecutive years and a copy of its last three (3) annual reports.

Termination

Early termination of the contract for cause may result in, among other consequences, all remedies available to UCS and New York State, the awarded contractor both being declared non-responsible by the UCS/UCS/OCA, pursuant to the UCS and Office of the State Comptroller's guidelines on vendor responsibility and in the contractor's removal from the UCS/UCS/OCA's bidders list for future solicitations.

Implied Requirements

Products and services that are not specifically requested in this solicitation, but which are necessary to provide the functional capabilities proposed by the bidder, shall be included in the offer except as specified herein.

Silence of the Specifications

The apparent silence of the specifications contained as part of this package as to any detail or to the apparent omission of a detailed description concerning any point, shall be regarded as meaning that only the best commercial practices are to prevail. All interpretations of these specifications shall be made on the basis of this statement.