



**COUNTY OF ERIE  
DIVISION OF PURCHASE  
MEMORANDUM**

To: All Using Departments

From: Jamie Kucewicz, Buyer

Date: October 18, 2023

Subject: INTEGRATED SECURITY & ACCESS SYSTEM MAINTENANCE

Bid No.: 219261-002

Effective Dates: Extended through December 31, 2025

Vendor #: 107772

Vendor: U & S SERVICES, INC.  
95 Stark Street  
Tonawanda, NY 14223

Telephone: 716-693-4490

Contact: John Stuber

Pricing: per attached document



DIVISION OF PURCHASE  
VALLIE M. FERRARACCIO  
DIRECTOR

October 11, 2023

U & S Services  
95 Stark Street  
Tonawanda, NY 14223  
Attn: John Stuber

**Re: Bid 219261-002 "Integrated Security & Access System maintenance"**

Dear Mr. Stuber,

The County of Erie wishes to extend this agreement for an additional term, through December 31, 2025 under the same prices, terms and conditions as the original agreement.

Extension is provided for per paragraph 26, Page 5 of 6 of the "Instructions to Bidders". This offer is for your immediate consideration and acceptance. Please indicate below whether you agree to extend or do not wish to extend. Please respond **within seven days upon receipt of this request.**


After approval and execution by the County, a fully signed copy will be returned to you for your files.


Yes, I agree to extend                       No, I do not wish to extend

Company Name: U&S SERVICES

Representative (Please print): JOHN STUBER Title: VP - SALES

Signature:  Date: 10/11/2023

Sincerely,  
  
  
James D. Kucewicz  
Buyer

  
Vallie M. Ferraraccio  
Director of Purchase  
10/12/2023  
DATE



# County of Erie

MARK C. POLONCARZ  
COUNTY EXECUTIVE

DIVISION OF PURCHASE

## STANDARD AGREEMENT

This AGREEMENT, made as of the 5<sup>th</sup> DAY OF DECEMBER, 2019

by and between U & S SERVICES, INC.

of 95 STARK STREET, TONAWANDA, NY 14150

herein after referred to as the Contractor, and the County of Erie, a municipal corporation of the State of New York, hereinafter referred to as the County:

WHEREAS, in accordance with public open competitive bidding, sealed proposals were received and publicly opened by the County of Erie, Division of Purchase

on NOVEMBER 19, 2019 at 11:00AM

for: INTEGRATED SECURITY & ACCESS SYSTEM MAINTENANCE

WHEREAS, the bid of the Contractor submitted in accordance therewith, the sum of \$155,700.00, was the lowest responsible bid submitted; and

WHEREAS, a contract is hereby awarded to the Contractor by the County, in accordance with the provisions therein contained; and

WHEREAS, the Notice to Bidders and Specifications make provisions for entering into a proper and suitable contract in connection therewith;

NOW, therefore, the Contractor does hereby for its heirs, executors, administrators and successors agree with the County of Erie that, the Contractor shall for the consideration mentioned, and in the manner set forth in Accepted Invitation to Bid No. 219261-002, Specifications and Provisions of Law annexed hereto and forming a part of this contract, furnish the equipment and materials and perform the work and services described in the Accepted Bid for the above sum.

\_\_\_\_\_ Paid monthly upon presentation of invoices.

\_\_\_\_\_ Upon delivery, completion and approval of the work, as per specifications.

Please refer to the Invitation to Bid (Page 1) and the Instructions to Bidders which are part of this agreement.

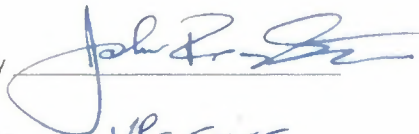
IN WITNESS THEREOF, the parties hereto have hereunto set their hands and seals the day and year first above written.

COUNTY OF ERIE

CONTRACTOR: U & S SERVICES, INC.

by \_\_\_\_\_  
Director of Purchase

Date \_\_\_\_\_

by   
Title VP-SALES

Date 12/9/19

APPROVED AS TO FORM

\_\_\_\_\_  
Assistant County Attorney  
County of Erie, New York

Date \_\_\_\_\_



**COUNTY OF ERIE**  
**MARK C. POLONCARZ**  
**COUNTY EXECUTIVE**  
**DIVISION OF PURCHASE**  
**INVITATION TO BID**

Bids, as stated below, will be received and publicly opened by the Division of Purchase in accordance with the attached specifications. FAX bids are unacceptable. Bids must be submitted in a sealed envelope to:

County of Erie  
 Division of Purchase  
 Attention: JAMES D. KUCEWICZ, BUYER (716) 858-6336  
 95 Franklin Street, Room 1254  
 Buffalo, New York 14202-3967

**NOTE:** Lower left hand corner of envelope **MUST** indicate the following:

BID NUMBER: 219261-002

OPENING DATE: November 19, 2019 TIME: 11:00 AM

FOR: Integrated Security & Access System Maintenance

NAME OF BIDDER: U&S Services, Inc.

If you are submitting other Invitations to Bid, each bid must be enclosed in a separate envelope.

Following EXHIBITS are attached to and made a part of the bid specifications, and part of any agreement entered into pursuant to this Invitation to Bid:

- EXHIBIT "A" - Assignment of Public Contracts
- EXHIBIT "B" - Purchases by Other Local Governments or Special Districts
- EXHIBIT "C" - Construction/Reconstruction Contracts
- EXHIBIT "D" - Bid Bond (Formal Bid)
- EXHIBIT "E" - Bid Bond (Informal Bid)
- EXHIBIT "EP" - Equal Pay Certification
- EXHIBIT "F" - Standard Agreement
- EXHIBIT "G" - Non-Collusive Bidding Certification
- EXHIBIT "H" - MBE/ WBE Commitment
- EXHIBIT "IC" - Insurance
- EXHIBIT "P" & EXHIBIT "PBI" - Performance Bond
- EXHIBIT "Q" - Confined Space Program Certification
- EXHIBIT "PW" - NYS Prevailing Wage

**County of Erie**  
 DIVISION OF PURCHASE  
NON-COLLUSIVE BIDDING CERTIFICATION

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

(1) the prices in this bid have been arrived at independently without collusion, consultation, communication, or agreement, for the purpose of restricting competition, as to any matter relating to such prices with any other bidder or any 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 competition.

**NOTICE**

(Penal Law, Section 210.45)

IT IS A CRIME, PUNISHABLE AS A CLASS A MISDEMEANOR UNDER THE LAWS OF THE STATE OF NEW YORK, FOR A PERSON, IN AND BY A WRITTEN INSTRUMENT, TO KNOWINGLY MAKE A FALSE STATEMENT, OR TO MAKE A FALSE STATEMENT, OR TO MAKE A STATEMENT WHICH SUCH PERSON DOES NOT BELIEVE TO BE TRUE.

**BID NOT ACCEPTABLE WITHOUT FOLLOWING CERTIFICATION:**

Affirmed under penalty of perjury this 19th day of November, 2019

TERMS Net 30 Days DELIVERY DATE AT DESTINATION January 1, 2020

FIRM NAME U&S Services, Inc.

ADDRESS 95 Stark Street

Tonawanda, New York ZIP 14150

AUTHORIZED SIGNATURE 

TYPED NAME OF AUTHORIZED SIGNATURE John Stuber

TITLE Vice President, Sales TELEPHONE NO. (716)693-4490 x1205

(Rev. 4/1/93)

**County of Erie**  
**DIVISION OF PURCHASE**  
**BID SPECIFICATIONS**

BID NO. 219261-002

Ship to: COUNTY OF ERIE  
 Attention: YOUTH DETENTION FACILITY  
 Address: 810 E. FERRY ST

Date Required at Destination:

Ship Via:

| ITEM NO | QUANTITY | U/M | CATALOG NO./DESCRIPTION  | UNIT PRICE | TOTAL PRICE |
|---------|----------|-----|--|------------|-------------|
|         |          |     | Proposal to supply service, as outlined in the attached                    |            |             |
|         |          |     | specifications, at the Erie County Youth Detention Facility,               |            |             |
|         |          |     | 810 East Ferry St., Buffalo, NY 14211.                                     |            |             |
|         |          |     | Any questions regarding the scope of this contract                         |            |             |
|         |          |     | should be directed to: Earl Zeeb at (716) 858-84991.                       |            |             |
|         |          |     | Term of the contract is  |            |             |
|         |          |     | January 1, 2020 through December 31, 2021                                  |            |             |
|         |          |     | A pre-bid walk-through will be held on                                     |            |             |
|         |          |     | Thursday, October 31, 2019 at 9:30am                                       |            |             |
|         |          |     | at the Youth Detention Facility, 810 East Ferry Street, Buffalo, NY 14211. |            |             |
|         |          |     | Please assemble in the lobby.  |            |             |
|         |          |     | 2020 TOTAL =   |            | \$ 75,800   |
|         |          |     | 2021 TOTAL =   |            | \$ 79,900   |
|         |          |     | GRAND TOTAL=   |            | \$155,700   |

**NOTE:** Bid results cannot be given over the phone. All requests for bid results should be submitted in writing or faxed to:

**ERIE COUNTY DIVISION OF PURCHASE**  
 Freedom of Information Officer  
 95 Franklin Street, Rm. 1254  
 Buffalo, NY 14202  
 FAX #: 716/858-6465

**NAME OF BIDDER** U&S Services, Inc., 95 Stark Street, Tonawanda, NY 14150

(Rev. 9/95)

ERIE COUNTY OFFICE BUILDING, 95 FRANKLIN STREET, BUFFALO, NEW YORK 14202 (716) 858-6395

**Maintenance Specifications** for: Integrated Security and Access System  
Youth Detention Facility  
810 East Ferry Street  
Buffalo, NY 14211

**ARTICLE I** GENERAL

- 1001 The services to be performed under contract as per these specifications shall consist of furnishing all materials, labor, tools, and equipment necessary to provide inspection and complete maintenance of the Security/Access equipment herein described. **Full comprehensive service shall include systematic inspections, preventive maintenance to test, inspect, clean, calibrate main panels and all associated equipment, repair and/or replacement of parts for all equipment.**
- 1002 The County reserves the right to terminate (60 day written notice) at any time, for any reason, or suspend any part of the services described herein when conditions change, operation of a county facility is reduced or discontinued or other similar circumstances take place. In the event of such termination or suspension, payments for services shall suspend without penalty.
- 1003 A pre-bid walk through will be scheduled for Thursday, October 31, 2019 at 9:30 am. Please assemble in the lobby of the Youth Detention facility located at 810 East Ferry St, Buffalo, NY 14211.

**ARTICLE II** COMPETENCY OF BIDDER

- 2001 The bidder shall have had a qualified service organization in active operation for a minimum of ten years. Because of the importance of system uptime and complexity of the entire security system, it is mandatory that bidder meets all requirements within this specification. Any bidders not meeting those requirements will be disqualified from this bid. The bidder shall have an established, security CCTV/security access/industrial controls service agency, capable of performing all work described herein; no portion of this contract shall be subcontracted to others. The bidder shall furnish with their bid, all qualification forms included within this specification. Consideration will not be given to bids submitted by an individual, firm, or corporation who has established on former projects, either governmental or commercial, an unsatisfactory record of performance in connection with inspection or repair of the type of systems specified herein.
- 2002 The bidder shall be responsible for making an initial inspection of the equipment and facility to be serviced, to adequately familiarize themselves with the building. Bidder shall have adequate knowledge of the systems being quoted to provide uninterrupted operation of all equipment. Any omissions or deletions by the bidder shall disqualify the bid.
- 2003 The bidder shall provide adequate workman's compensation and liability insurance coverage acceptable to the Erie County Purchasing Department, as described within this specification. The bidder will need to submit these forms upon notification from Erie County that they are the approved low bidder.

**ARTICLE III** QUALIFICATIONS OF BIDDERS

- 3001 The successful bidder must furnish at the time of the bid opening, and attached to and made a part of his bid the following:
1. Bidder must submit where they have installed Wonderware at (2) previous locations. Please see the qualifications sheet to be turned in with the bid.
  2. Bidder must provide documentation that they are a systems integrator (SI) for Wonderware. All bidders will be verified through Wonderware training information, certificates of training completion are encouraged and can be attached to bid package. Please see the qualifications input form to be turned in with the bid.

3. Names of (2) full time technicians now on the payroll of the bidder who have a minimum of (10) years' experience in the maintenance and repair of industrial controls. Please see the qualifications input form to be turned in with the bid.
4. Names of (2) full time technicians now on the payroll of the bidder who have a minimum of (10) years' experience in the maintenance and repair of access and CCTV systems. Please see the qualifications input form to be turned in with the bid.
5. References are required. List at least (1) customer within 100 miles who is currently employing the bidder for maintenance services for CCTV, access, industrial controls, paging, and intercom. Please see the qualifications input form to be turned in with the bid.

#### **ARTICLE IV SCOPE OF WORK**

- 4001 This invitation to bid assumes the systems covered to be in maintainable condition. If repairs are found necessary upon initial inspection, estimate of repair charges will be submitted for approval. Should these restoration charges be declined, those nonmaintainable items will be eliminated from the program and the agreement price adjusted accordingly. It is the responsibility of the contractor to determine the number of visits required to adequately execute the preventative maintenance tasks. The entire systems shall be checked and maintained comprehensively as described below. Multiple breakdowns because of lack of preventative maintenance visits will result in termination of contract. Testing and maintenance requiring work outside of normal business hours and days are at the option of the vendor at no additional cost to the owner and with permission and coordination of the site engineer.
- 4002 Vendor will be responsible to perform maintenance and testing, lubrication, and calibration on all security/access systems to include: cameras and related hardware and components, access control and all related components including door locking equipment, hardware and software, and intercom system and all related hardware and components. Back-ups of all system software are to be made at each quarterly service. Back-ups are to be maintained onsite and at the vendor's office. All back-up media is to be provided by the vendor. The intent is to test the system once annually through scheduled maintenance visits to thoroughly maintain the system.
- 4003 Access Control System: A visual inspection and operational test of the covered components of the access control system will be performed routinely as to insure that all devices are operating properly. The equipment will also be checked for damage and proper electrical connections. Devices will be exercised to determine proper entry grant or entry denial, verification of door status alarm operation and exist requests, test of controller/terminal communications, operation of standby supplies on battery power and activation of lock hardware to insure capture and release of doors occurs as intended.
- 4004 CCTV System: A visual inspection and operational test of the covered components of the CCTV system will be performed. Contractor will verify transmitted picture quality; inspect cable connections, alignment and seals. Contractor will activate cameras for proper movement and operation, activate controllers and motors for proper response to automatic or manual commands and check the operation of switchers for proper settings and sequencing of inputs. DVR's and other recording devices will be checked for proper speed, settings, picture quality and response to alarm activation.
- 4005 The PLC software shall be backed up quarterly. During each back up, the technician shall perform diagnostic and operational test to ensure proper operation. Available firmware upgrades that fix known bugs and provide for more efficient operation shall be applied at the contractor's expense. Upgrades must be performed by the industrial controls technicians of the certified systems integrator.
- 4006 The HMI software shall be upgraded annually are revisions are released from the factory. Upgrades must be performed by factory trained technicians of the certified systems integrator.
- 4007 The security system has (3) computer workstations. Through the term of this agreement, each workstation, including monitor and keyboard, shall be upgraded with a new computer that meets or exceeds the software recommendations. Refurbished equipment is not acceptable.

4008 Parts repair and replacement provisions apply only to the systems and equipment covered. Vendor will provide repairs to all existing systems due to normal wear and tear and bear all expenses thereof. Repair of non-maintainable parts, shall not be included in this agreement. Known non-maintainable parts include UPS and batteries.

4009 Damages to equipment resulting from accidents, fire, storm, water, negligence by owner or by any reason beyond the contractors control other than fair wear and tear, shall not be the responsibility of the contractor.

4010 Emergency Service shall be provided (24) twenty-four hours a day to minimize down time and inconvenience. All emergencies regardless of the time or day shall be covered within this contract without charge for labor or traveling expenses. If for any reason a system should be out of service for more than the usual inspection or trouble shooting time, the contractor shall notify the Erie County Division of Buildings & Grounds office with the reason why, and what time the system is expected to be put back in service for proper and safe operation.

Contractor shall have service response center with a toll free number for to call in case of an emergency. The service response center shall be manned 24 hours per day. Paging systems and recordings are unacceptable.

Upon notification of an emergency, the contractor technician shall respond online within 2 hours. If the problem cannot be resolved online, the contractor shall be onsite within 3 hours of notification of issue. Therefore, out of area contractors are not acceptable. All aspects of the security system (access/CCTV/intercom/paging/PLC/HMI) must follow the above response times for emergencies and the appropriate technician must be dispatched. Sending a CCTV technician to fix a PLC issue is unacceptable and will result in cancellation of contract.

4011 Documentation: Upon completion of all regular scheduled maintenance and/or emergency services, contractor shall certify in writing that each system is 100% operational. Copies of this report shall be delivered or mailed to Erie County Buildings & Grounds office, also copies maintained by the contractor. The contractor shall have the county onsite engineer sign the work reports prior to leaving the site.

#### ARTICLE V EQUIPMENT LIST

Video Monitoring System, to include:

Central processing equipment

Video Monitors

Video Cameras and associated mountings, gimbals and directional drive motors

Video Camera pointing devices

Video Recording equipment and associated devices

Door Locking Compressors

Door locking system:

Wonderware software

Omron PLC

Door locking system central processing equipment and software

Central control equipment and touch screen controls

Door locking and door release mechanisms

Door swipe card and proximity readers

Access control and monitoring equipment for overhead garage door openers

Local POD emergency override controllers

Camera Licenses for IP cameras

Network Switch Equipment

Intercom system

Alarm Initiating devices and audible devices (Excluding Fire Alarm System)

**ARTICLE VI** PAYMENT

Payment for services to be made in quarterly installments in arrears, and upon receipt of invoice.

The yearly cost for service shall be:

For the period January 1, 2020 - December 31, 2020 \$75,800.00

For the period January 1, 2021 - December 31, 2021 \$79,900.00

Cost for any work beyond the scope of the specifications shall be:

Regular Hourly Labor Rate \$140.71

After Hours & Weekend Hourly Labor Rate \$181.88

Holiday Hourly Labor Rate \$223.06

Material to be per NY State Contract Pricing.

Bid will be awarded based on the following formula:

Yearly Cost of 2020 + Yearly Cost of 2021 + 25 hours out-of-scope work at Regular Hourly Labor Rate