



TOWN OF OSSINING
WESTCHESTER COUNTY, NEW YORK

NOTICE TO SERVICE PROVIDERS

PROVISION OF POLICE SERVICES
WITHIN THE UNINCORPORATED AREA
OF THE TOWN OF OSSINING
January 2015- December 2018 (4 Years)

RFP Issued	May 30 th , 2014
Pre-Proposal Conference (Optional)	N/A
Questions Due	N/A
Addendum Issued (if applicable)	N/A
Proposed Due Date	Monday, June 30 th , 2014 Submittals To: Town Supervisor Town of Ossining 16 Croton Avenue Ossining, NY 10562

CONTACT FOR ABOVE RFP:
SUSANNE DONNELLY, SDONNELLY@TOWNOFFOSSINING.COM/ (914) 762-6001

NOTICE TO SERVICE PROVIDERS

REQUEST FOR PROPOSAL: PROVISION OF POLICE SERVICES

NOTICE IS HEREBY GIVEN, that the Town of Ossining will receive sealed Proposals until 10:00 AM on Monday, June 30th, 2014 at the Office of the Town Clerk, Municipal Building, 16 Croton Avenue, 1st Floor, Ossining, New York, for the provision of police services within the unincorporated area of the Town of Ossining at which time the bids will be publicly opened and read aloud. No Proposals will be accepted after the deadline.

All Proposals must be submitted in a sealed envelope bearing the name and address of the Service Provider and plainly marked "Town of Ossining Response to RFP for Police Services" and shall conform to detailed specifications, copies of which may be obtained free of charge at the Office of the Town Clerk, Monday through Friday, 8:30 AM to 4:30 PM.

The Town Board reserves the right to reject any and all Proposals or to accept any and all Proposals in whole or in part as the Town Board in its ultimate discretion may determine to be in the best interests of the Town of Ossining within a period of forty-five (45) days from the date of the Proposal opening, and reserves the right to waive any information in the Proposals submitted. The Town of Ossining is exempt from all federal, state, and local taxes.

The Request for Proposal is based on a four (4) year contract for services.

BY ORDER OF THE TOWN BOARD
OF THE TOWN OF OSSINING

Mary Ann Roberts

Town Clerk Dated: May 27th, 2014

TOWN OF OSSINING
WESTCHESTER COUNTY, NEW YORK

INFORMATION FOR SERVICE PROVIDERS
PROVISION OF POLICE SERVICES WITHIN THE UNINCORPORATED AREA OF THE
TOWN OF OSSINING, NEW YORK

1. Work to be Provided

Sealed proposals will be received by the Town Board at the Town of Ossining, Westchester County, New York in the Municipal Building until 10 AM on Monday, June 30th, 2014 for the provision of police services within the unincorporated area of the Town of Ossining. Bids must be inclusive of all material, equipment, and labor necessary to carry out the contract.

2. Proposals

To be considered, proposals must comply with these instructions. Proposals must be made on the Proposal Form attached hereto. Proposals that are illegible or that contain any omissions, erasures, alterations, additions or items not called for in the RFP or that contain irregularities of any kind may be rejected. Proposals shall be enclosed in a sealed envelope addressed as follows:

Proposals for: Town of Ossining Police Services

Attention: Mary Ann Roberts, Town Clerk
16 Croton Avenue, Ossining, NY 10562

Opening: 10:00 AM Monday, June 30th, 2014

Each Proposal must include Service Provider's name and address, be signed with the name typed or printed below the signature, and with the Corporate Seal (if applicable) affixed beneath the Service Provider's name.

Proposals shall be accompanied by executed certificates of insurance reflecting general liability coverage of no less than \$1,000,000, as well as automobile and workers' compensation coverage as required by law. A description of the insurance requirements can be found on pages 9-11. Bidders must also complete the attached questionnaire found on page 16, and attach all of the required narratives.

3. Bidder Qualifications

- Provider shall be regularly and continuously engaged in the business of providing the services provided in this RFP for at least ten (10) years.
- Provider shall possess all permits, licenses and professional credentials necessary to supply service and perform as specified under this RFP.

- Provider shall provide service 24 hours, seven days per week, 365 days per year, dedicated to the Unincorporated Area of the Town. Police officers shall not leave the Unincorporated Area unless related to their Town responsibilities, or to meet the Town's obligations under the provisions of the Westchester County Mutual Aid Plan.

“Dedicated” is defined as both officers assigned to a shift solely contained within the Unincorporated area of the Town of Ossining, and only operating in said area during the time of the shift (with the exception of Route 9A within the Town of Ossining boundaries). If and when the officer is detained due to arrest or other shift-related work, the shift is to be “backfilled” by another officer, also fitting the description of “dedicated” as defined above.

- Provider shall guarantee not less than the following personnel in separate police vehicles:
 - 1) Two dedicated police officers on the day shift (x-y)
 - 2) Two dedicated police officers on the evening shift (y-z)
 - 3) One dedicated police officer on the night shift (z-x)

Please also expound on your proposed coverage structure in the Questionnaire.

- Provider must supply dedicated detective services to the Unincorporated Area of the Town for a minimum of 40 hours per week and on-call at other times.
- Provider must supply both first-line and second-line Supervision on all shifts (may be shared).
- Provider must supply 911 dispatching services (Police, Fire and Ambulance).
- Provider must display an understanding of, show a history of results for, and be willing and able to maintain the operations, and quality, of the Town's following police service programs, and attach a synopsis of currently operated programs to this RFP:
 - 1) “Your Cop”
 - 2) Dark House Monitoring
 - 3) Homeowner's Association Liaison
 - 4) Monitor False Burglar Alarms and Provide data to Town for Collection of Fines
 - 5) Community Education/ Outreach Programs
- Provider must be accredited under the Law Enforcement Assessment Program of the Division of Criminal Justice Services.
- Provider shall maintain a dedicated internal affairs unit.

4. Acceptance or Rejection of Proposals

The Town Board of the Town of Ossining reserves the right to reject any or all Proposals, to accept any Proposal, to omit any item or items and to waive any informality in a Proposal as deemed advisable in the interest of the Town.

The Board may reject any Proposal where there is substantial evidence that the provider has performed previous work in willful contravention of the terms and conditions of the specifications and contract, and who has delayed such work unnecessarily.

The Town of Ossining reserves the right to reject any Proposal not accompanied by specified documentation and proposal security. The Town of Ossining reserves the right to reject any Proposal if it shows any omissions, alterations of form, additions not called for, conditions or qualification, or irregularities of any kind.

5. Prosecution of Work

The Provider to whom the contract is awarded shall be prepared to start work as directed by the Town after signing the contract.

6. Proposals to Remain Open

All proposals shall remain open for 10 business days after the day of the opening of the Proposals, but the Town Board may, in its sole discretion, release and return the Proposal prior to that date.

7. Withdrawal of Proposals

A Provider may withdraw his Proposal before the time fixed for the opening of Proposals by communicating his purpose in writing to the Town. Upon receipt of such written notice, the unopened Proposal will be returned to the Provider. No Proposal will be allowed to be withdrawn for any reason whatsoever after it has been deposited with the Town after a period of ten (10) business days.

8. Assignment

The Contractor shall not assign by power of attorney or otherwise the work, or any part thereof, without the previous written consent of the Town shall not either legally or equitably assign any of the money payable under this agreement or his claim thereto unless by and with the like consent of the Town.

9. Term of Contract

The contractor shall begin work on January 1, 2015, or within five (5) calendar days after the service of a written notice by the Town Supervisor instructing said Contractor to begin work. It is further agreed by the Contractor, however, that no work shall begin by said Contractor and no liability incurred on the part of the Contractor, nor on the part of the Town, until the Town Attorney of the Town of Ossining has first approved the insurances required in the contract.

10. Termination

The Town may, in its discretion, terminate this contract without cause and without liability whenever the Town deems such termination to be in its best interest by giving the Contractor at least one year (365 days) of its intention to do so. The Town shall incur no liability on account of such termination, but the Provider shall be entitled to payment for services rendered hereunder up to the date of termination.

II. Termination - Breach

Upon material breach of this contract by the Provider, the Town may terminate this contract for cause upon the giving of sixty (60) days notice in writing to the Provider that a material breach has occurred and the failure of the Provider to cure the material breach within such sixty (60) day period. Determination as to whether the Provider has cured within the 60 day period shall be at the sole discretion of the Town. Upon such termination, the Town may pursue such rights and remedies as the law may confer against the Provider for such material breach. The determination of the Town of materiality shall be conclusive unless arbitrary or capricious.

SPECIFICATIONS

PROVISION OF POLICE SERVICES WITHIN THE UNINCORPORATED AREA OF THE TOWN OF OSSINING, NEW YORK

1. Scope of Work

- A. The Provider, at his cost and expense, shall furnish the necessary labor, equipment and other appurtenances necessary for the provision of police services, to the specifications outlined above, within the area comprising the Unincorporated Area of the Town of Ossining, New York (herein referred to as "Unincorporated Area") which said area is comprised of all properties located in the Town of Ossining, excluding properties located in the Villages of Ossining and Briarcliff Manor.

The area to be served by Provider consists of approximately 2,168 parcels as described in "Schedule A" found on pages 12 and 13. It is anticipated that additional dwelling units and structures may be developed and occupied during the duration of this contract. The Provider's proposal should reflect and accommodate additional homes, businesses and facilities that may be constructed during the period of this contract.

2. PERFORMANCE OF WORK

The successful contractor shall deliver services as described in the final contract between the Town of Ossining and the contractor, which may supersede any articles in this Request for Proposal at the agreement of both parties.

3. OTHER CONDITIONS

The Contractor shall comply with all other provisions of the Labor Law regarding contracts with municipalities, so far as applicable hereto.

4. ASSIGNMENTS

The successful Provider may not assign, transfer, sublet, or otherwise dispose of the contract, or of his right, title or interest therein, or his power to execute the contract to any other person or corporation without the previous consent in writing of the Town.

5. QUESTIONNAIRE

All Providers shall submit a completed questionnaire to the Town in such form as the Town may require.

6. RECORDS AND REPORTS

The Provider shall maintain such records as the Town may require and shall provide the Town with periodic reports as the Town may request.

7. PAYMENTS

Payment for services shall be made bi-annually by the Town for performance of services for the prior two quarters. Such payments shall not be assigned by the Provider without the prior written consent of the Town.

8. PROPOSAL SUBMITTAL REQUIREMENTS

No proposal from a corporate Provider will be considered. All persons proposing to perform service under this RFP MUST be designated Police Officers by Westchester County and New York State, and each person shall hold and maintain any and all necessary licenses required to perform the services of a police officer, during the tenure of this five-year agreement.

9. PROPOSAL REQUESTED

The Proposal requested shall be the police services in the Unincorporated Area during the period from January 1, 2015 to December 31, 2018.

10. TOWN'S RIGHTS

The Town reserves the right, to the fullest extent permitted by law, to reject any or all Proposals, or to accept any Proposal deemed favorable to the Town, or to waive any informality or omission in any Proposal or to insist on strict compliance therewith.

To insure adequate service in the event of inclement weather, the distance between the bidder and the Town of Ossining may be a consideration in the award of the bid.

GENERAL CONDITIONS

APPROVAL OF SUBCONTRACTORS

No subcontractors may be permitted.

INTERPRETATION

If any person contemplating submitting Proposals for the proposed work is in doubt as to the true meaning of any part of these proposed contract documents, he may submit to the Town Attorney a written request for an interpretation thereof. Any interpretation of such documents will be made only by addenda duly issued and a copy of each addendum will be mailed or delivered to each person receiving a set of said documents before expiration of the time set for the receipt of Proposals.

CONFLICT OF INTEREST

As a condition of answering the RFP with a proposal, each Provider certifies, warrants, and represents that no employee of the Town of Ossining is directly or indirectly interested in the Proposal specified herein.

WITHDRAWAL OF PROPOSALS

If a Provider wishes to withdraw his Proposal, he may do so before the time fixed for the opening of Proposals by communicating his purpose to the Town of Ossining. Upon such notice, the Proposal will be returned to him unopened.

REFUSAL TO TESTIFY

Upon the refusal of a person, when called before a grand jury, head of a government department, or other government agency, which is empowered to compel the attendance of witnesses and examine them under oath, to testify in an investigation concerning any transaction or contract had with the state, any political subdivision thereof, a public department, agency or official of the state or of any political subdivision thereof of a public authority, to sign a waiver of immunity against subsequent criminal prosecution or to answer any relevant question concerning such transaction or contract:

- a) such person, and any firm, partnership or corporation of which he is a member, partner, director or officer shall be disqualified from thereafter selling to or submitting Proposals to or receiving awards from or entering into any contracts with any municipal corporation or fire district, or any public department, agency or official thereof, for goods, work or services, for a period of five years after such refusal, and to provide also that
- b) any and all contracts made with any municipal corporation or any public department, agency or official thereof on or after July 1, 1985 or with any fire district or any agency or official thereof on or after September 1, 1960, by such person, and by any member, partner, director or officer may be canceled or terminated by the municipal corporation or fire district without incurring any penalty or damages on account of such cancellation or termination, but any moneys owing by the municipal corporation or fire district for goods delivered or work done prior to the cancellation or termination shall be paid.

CONTRACT INSURANCE REQUIREMENTS

ALL CERTIFICATES OF INSURANCE MUST BE SUBMITTED TO THE TOWN CLERK AND APPROVED BY THE TOWN ATTORNEY PRIOR TO THE COMMENCEMENT OF ANY WORK

1. All coverage (Town Insured or Contractor Insured, or a self insurance plan acceptable to the Town Attorney) required for this project shall be placed with an Insurance Company "Admitted" to conduct business in New York State and having a Best Rating of A+XII or better. Insurance coverage submitted from an Insurance Company of a lesser rating is unacceptable.
2. The Contractor, prior to signing of the contract, shall provide to the Town of Ossining and maintain throughout the life of the contract, at his own cost and expense, proof of the following insurance by insurance companies licensed in the State of New York.

Workmen's Compensation. The Contractor shall take out, or provide through a self insurance plan acceptable to the Town Attorney, and maintain during the life of this contract the statutory Workmen's Compensation and Employer's Liability insurance for all of his employees to be engaged in work on the project under this Contract, and, in case any such work is sublet, the Contractor shall require the Subcontractor similarly to provide Workmen's Compensation and Employer's Liability Insurance for all of the latter's employees to be engaged in such work.

Disability. The contractor shall take out, or provide through a self insurance plan acceptable to the Town Attorney, and maintain during the life of this contract the statutory Disability insurance for all of his employees to be engaged in work on the project under this Contract, and, in case any such work is sublet, the Contractor shall require the Subcontractor similarly to provide Disability Insurance for all of the latter's employees to be engaged in such work.

General Liability Insurance:

1. \$1,000,000 per occurrence
2. \$3,000,000 aggregate

Commercial General Liability:

3. \$1,000,000 per occurrence
4. \$3,000,000 aggregate

Coverage shall include, but is not limited to:

- a. Bodily Injury
- b. Property Damage
- c. Products and Completed Operations
- d. Contractual Liability
- e. Personal/ Advertising Injury

Law Enforcement Liability:

1. \$1,000,000 per occurrence
2. \$3,000,000 aggregate

Coverage shall include, but is not limited to:

- a. Bodily Injury
- b. Property Damage
- c. Personal Injury

Automobile Liability Insurance with the single limit of liability per occurrence for property damage at \$1,000,000. This insurance shall include coverage for:

- (1) Owned automobiles;
- (2) Hired automobiles;
- (3) Non-owned automobiles.

Owners and Contractors Protective Liability Policy- \$1,000,000 single limit endorsed that the **Town of Ossining** is not responsible for the premium. (In the name of Town of Ossining.)

Property Damage- Property Damage Insurance shall include the legal liability of its Contractor for loss or damage to property of the **Town of Ossining**.

Unemployment Insurance- The Contractor for the agreed consideration, promises and agrees to pay the contributions measured by the wages of his employees required by State Unemployment Insurance Law and all amendments thereto, and to accept the account of any contribution measured by the wages as aforesaid of employees of the Contractor and his subcontractors assessed against the Owner under the authority of said law.

Umbrella Liability Coverage- **\$10,000,000**

The Umbrella Liability Coverage must respond over the underlying coverage as required above. (Except for Workers Compensation, Disability, Unemployment Insurance)

3. All policies and certificates of the Contractor shall contain clauses as follows:
 - a. The insurance companies issuing the policy or policies shall have no recourse against the **Town of Ossining New York** for payment of any premium or for assessments under any form of policy.
 - b. Any and all deductibles in the above described insurance policies shall be assumed by and be for the account of, and at the sole risk of the Contractor.
 - c. In case of cancellation, termination, suspension, or material change in any of the policies, thirty (30) days advanced written notice from the insurance carrier shall

be given to the **Town of Ossining, New York 10562**, by registered mail, return receipt requested.

4. All property losses shall be made payable to and adjusted with the **Town of Ossining**.
5. Other coverage may be required by the **Town of Ossining** based on specific need.
6. If, at any time, any of the said policies shall be or become unsatisfactory to the **Town of Ossining**, as to form or substance, or if a company issuing such a policy shall be or become unsatisfactory to the **Town of Ossining**, the Contractor shall promptly obtain a new policy, submit same to the Town of Ossining, for approval and submit a certificate thereof as hereinafter provided. Upon failure of the Contractor to furnish, deliver and maintain such insurance as above provided, this Contract, at the election of the Town of Ossining may be forthwith declared suspended, discontinued or terminated. Failure of the Contractor to take out and/or to maintain or the taking out and/or maintenance of any required insurance shall not relieve the Contractor for any liability under the contract, nor shall the insurance requirements be construed to conflict with the obligations of the Contractor.
7. Include the Town of Ossining and its officers, agents, employees, and affiliated entities as additional insured via CG 2026 or broader endorsement. All coverage shall apply on a Primary and Non Contributory basis in favor of the Town of Ossining.
8. In the event that claims in excess of these amounts are filed by reason of any operations under the contract, the amounts of excess of such claims, or any portion thereof, may be withheld from payment due or to become due the Contractor until such time as the Contractor shall furnish additional security covering such claims.
9. The Contractor agrees to protect, defend, indemnify and hold the **Town of Ossining** and its officers, employees and agents free and harmless from and against any and all losses, penalties, damages, settlements, costs charges, professional fees or other expenses or liabilities of every kind and character in connection with or arising directly or indirectly out of this agreement and/or the performance hereof. Without limiting the generality of the foregoing, any and all claims, etc., relating to personal injury, death, damage to property, defects in materials and workmanship, actual or alleged infringement of any patent, trademark, copyright (or application for any thereof) or of any actual other tangible or intangible personal or property right, or any actual or alleged violation of any applicable statute, ordinance, administrative order, rule or regulation, or decree of any court, shall be included in the indemnity hereunder. The Contractor further agrees to investigate, handle, respond to, provide defense for and defend any such claims, etc., at his sole expense and agrees to bear all other costs and expenses related thereto, even if it (claims, etc.) is groundless, false, or fraudulent. In any case in which such indemnification would violate Section 5-322.1 of the New York General Obligation Law, or any other applicable legal prohibition, the foregoing provisions concerning indemnification shall not be construed to indemnify the **Town of Ossining** for damages arising out of bodily injury to persons or damage to property caused by or resulting from the sole negligence of the **Town** or its employees.

SCHEDULE A

STREETS IN THE TOWN OF OSSINING

STREETS IN THE TOWN OF OSSINING (1)

- APPLGATE WAY (WATERVIEW)
- ASPEN COURT
- BAYDEN ROAD
- BLUE LANTERN ROAD
- BRACKEN ROAD
- BROOKSIDE LANE
- CEDAR LANE: EVEN #s ONLY 2-180;
FROM 181-235 ALL #s
- CEDAR LANE PARK
- CHERRY HILL CIRCLE
- CLAREMONT AVENUE: ODD #s 3-23
ONLY
- CLIFF DRIVE
- CROTON DAM ROAD: #1A- 60 (Town
Road), #62-103 (NYS)
- COOPER DRIVE
- COTTON TAIL LANE
- DECKER ROAD
- DOGWOOD LANE
- DOWNEY ROAD
- DUERS COURT
- FEENEY ROAD
- FOWLER AVENUE
- GERLACH PARK
- GLENDALE ROAD: #s 2,4,6 and 8
- GORDON AVENUE
- GRANDVIEW AVENUE
- GUALTIERE LANE
- HAYMOUNT TERRACE
- HAWKES AVENUE: #s 84-156 (Town
Road), #s 0-82 (NYS)
- HAWKES CLOSE
- HILLCREST AVENUE
- INCOGNITO LANE
- KELLY COURT (WATERVIEW)
- KITCHAWAN ROAD (NYS)
- KNOLLWOOD DRIVE
- LAKEVILLE DRIVE
- LOCUST ROAD
- MANCUSO DRIVE
- MCCARTHY DRIVE
- MINKEL ROAD
- MORNINGSIDE COURT
- MORNINGSIDE DRIVE
- NARRAGANSETT AVENUE: #s 100-110
only
- NORD CIRCLE
- NORTH STATE ROAD: 500 #s
- OLD ALBANY POST ROAD
- PARKER DRIVE
- PATRIDGE LANE
- PHEASANT RIDGE ROAD (COUNTRY
MEADOWS)
- QUAIL HOLLOW (COUNTRY
MEADOWS)
- QUAKERBRIDGE ROAD: #s 1-58
- REDWAY ROAD
- REEBACK DRIVE
- RESERVOIR ROAD
- RIDGEVIEW DRIVE
- RIVER PARKWAY
- RIVERVIEW FARM ROAD
- ROBIN DRIVE
- ROOSA LANE
- ROUTE 9A: #s 105- 200 (NYS)
- RYDER AVENUE
- RYDER PARK
- SAMSTAG AVENUE
- SHADY LANE FARM ROAD
- SKERRATT LANE
- SLEATOR DRIVE
- SOMERSTOWN ROAD: #s 1-94
- STANLEY AVENUE
- STONEGATE ROAD
- STORMYTOWN ROAD
- STUDIO HILL ROAD
- SUNSET DRIVE
- TAPPAN TERRACE (INCLUDING
TAPPAN ARMS)
- TAVANO ROAD
- TUTTLE DRIVE (TUTTLE ROAD IS
BRIARCLIFF)
- VAN CORTLANDT AVENUE: ODD #s 69-
91 & 100
- WATERVIEW DRIVE (WATERVIEW)
- WHITE BIRCH DRIVE
- WYCHE WAY
- 85 OLD ROUTE 100 (TOWN HIGHWAY
DEPARTMENT)

SCHEDULE A
STREETS IN THE TOWN OF OSSINING

STREETS IN THE TOWN OF OSSINING (2)
ALL CONDOMINIUMS, ALL PRIVATE

- **DEERFIELD**
 - ANTLER RIDGE
 - DEER RUN LANE
 - DEERFIELD LANE
 - FAWN COURT
 - WHITETAIL CIRCLE

- **FOX HILL**
 - BRIDLE PATH
 - CHASE COURT
 - CLUB COURT
 - HORSESHOE CIRCLE
 - HUNTER LANE
 - SADDLE TRAIL

- **HUDSON WATCH**
 - HUDSON WATCH DRIVE

- **SPRING POND**
 - SPRING POND DRIVE

- **THE WOODS**
 - BROOK HOLLOW COURT
 - BROOKE VIEW DRIVE
 - PONDVIEW COURT
 - WOODS BROOKE CIRCLE
 - WOODS BROOKE TERRACE
 - WOODS VIEW LANE

TOWN OF OSSINING
WESTCHESTER COUNTY, NEW YORK
ARTICLES OF AGREEMENT

_____, of
(Name of Company)

_____,
(Address of Provider)

hereby agrees to furnish labor and materials and to perform the work for the Town of Ossining, Westchester County, New York, in accordance with the Notice to Providers, the Proposal, the Specifications, the General Conditions, the Contract Insurance Requirements and the Statement of Non-Collusion, all of which are attached to these Articles of Agreement and hereby made a part of this Contract (all of which Contract Documents the Provider acknowledges he has read and examined), and to accept in full payment for the work listed in the Proposal accepted by the Town of Ossining the following annual lump sum price bid:

Annual \$ _____

The Town of Ossining, Westchester County, New York, agrees to make payment in full for work performed to the satisfaction of appropriate Town officials.

Upon failure of the Contractor to perform in any manner, in accordance with the Proposal, Information for Providers, and General Conditions, the Town has the right to cancel this contract and in such event the bid security shall be forfeited to the Town of Ossining.

IN WITNESS WHEREOF, the Town of Ossining has caused this contract to be executed by its duly authorized officer, who however, incurs no possible personal liability by reason of the execution thereof or of anything herein contained, and had hereunto set his hand and seal this _____ day of _____, 2014

Town of Ossining

By: _____ Attest: _____
Town Supervisor Town Clerk

Contractor

By: _____ Attest: _____
Name and Title

_____ Complete Organization Name

TOWN OF OSSINING
WESTCHESTER COUNTY, NEW YORK

PROPOSAL
PROVISION OF POLICE SERVICES
WITHIN THE TOWN OF OSSINING UNINCORPORATED AREA

To: Town Board of the Town of Ossining
Ossining, New York 10562

Ladies and Gentlemen:

The undersigned, as Provider, declares that the only persons interested in this proposal, or the contract proposed to be made, as principals, are as stated: that he has carefully examined the information for Providers, general conditions, and the specifications pertaining thereto; and he proposes and agrees, if this proposal is accepted, that he will enter into a contract with the Town of Ossining to furnish labor and materials to perform the work called for in the specifications in the manner and during the term prescribed for the following annual price, free of federal, state, and local taxes:

Provision of Police Services to the Town of Ossining, annual \$ _____

This work will commence January 1, 2015 and cease December 31, 2018.

Provider (if individual) Date: _____

Business Address _____
City, State, Zip Code

Area Code/Telephone By _____
Name and Title

Provider (if corporation) Date: _____

Business Address _____
City, State, Zip Code

Area Code/Telephone By _____
Name and Title

TOWN OF OSSINING
WESTCHESTER COUNTY, NEW YORK

QUESTIONNAIRE

Please complete the questions below and enclose with your Proposal.

1. How long has your police department been in operation? _____

2. Please list current municipal contracts held by your organization along with contact names, titles and phone numbers.

3. Please provide any previous names under which your organization may have done business or been contracted:

4. List any municipalities that, during the last five years, terminated a contract with your company prior to the contract's expiration date or elected to not exercise a renewal option contained in a contract with you.

5. Describe the levels of Supervision on all shifts, and please expound upon how to plan to staff the three shifts spelled out on Page 4. (Attach separately)

6. Has your organization ever initiated/maintained the following programs:

- "Your Cop"
- Dark House Monitoring
- Homeowner's Association Liaison
- Monitoring of False Alarm/ Data Recording and Reporting
- Community Education/ Outreach Programs

If so, please attach explanations of said programs, and evidence of reporting and outcomes.