

New York State Division of Criminal Justice Services

**LOCAL ASSISTANCE MWBE SUBCONTRACTOR/SUPPLIER UTILIZATION PROPOSAL FORM**

**IMPORTANT: A LOCAL ASSISTANCE MWBE SUBCONTRACTOR/SUPPLIER UTILIZATION PROPOSAL FORM MUST BE SUBMITTED WITH BID OR PROPOSAL. IN ADDITION TO THE INITIAL SUBMITTAL OF THIS FORM, IT MUST BE SUBMITTED FOR EACH SUBSEQUENT CONTRACT/RENEWAL PERIOD AND WITH ANY REQUESTS FOR BUDGET MODIFICATION, PROVIDING DETAIL OF NEW OR REASSESSED GOALS.**

Grantee (Contractor) Information:

1. Name: PRISONERS' LEGAL SERVICES OF NEW YORK Address: 41 STATE STREET, SUITE M112, ALBANY, NY 12207

Contact Person/Title: HECTOR NAYO, CONTROLLER Telephone Number: 518-445-6050

2. Contract Number: C 138201 Project Number: LG13-1041-D00 3. DUNS Number: 11-641-8609

4. Project/RFP Title: INDIGENT LEGAL SERVICES FOR PRISONERS IN NY STATE FACILITIES 5. Project Location (Municipality/County/Region): STATEWIDE

6. Contract Amount: \$1,050,000 7. Grantee Discretionary NPS Amount: \$47,500 8. Contract Award Period: 04/01/13 - 03/31/14

9. Description of Goods/Services/Supplies Provided: LEGAL SERVICES FOR PRISONERS IN NEW YORK STATE FACILITIES

10. MWBE Subcontractor/Supplier Name and Address	11. NYS MWBE Certified Number	12. Description of Services & Supplies	13. MBE Goal Amount	14. WBE Goal Amount	15. Date of Subcontract	19. MWBE Status and Certification	VERIFIED BY/DCIS
REPEAT BUSINESS SYSTEMS, 4 FRITZ BOULEVARD, ALBANY NY 12205	ESD G-0388	COPIER SERVICE ANS SUPPLIES		\$2,296		<input type="checkbox"/> MBE <input checked="" type="checkbox"/> WBE	<input checked="" type="checkbox"/>
INK-N-MORE, 11 GLENALBY ROAD, TOWANDA, NY 14150	ESD F-0454	OFFICE SUPPLIES		\$3,250		<input type="checkbox"/> MBE <input type="checkbox"/> WBE <input type="checkbox"/> NYS Certified <input type="checkbox"/> Certification Pending	<input type="checkbox"/>
BAKA COMPUTERS, 200 PLEASANT GROVE ROAD, ITHACA, NY 14850	ESD F-0459	OFFICE SUPPLIES & EQUIPMENT		\$2,000		<input type="checkbox"/> MBE <input checked="" type="checkbox"/> WBE	<input checked="" type="checkbox"/>
SAFEGUARD BUSINESS SYSTEMS, 32 W. STATE STREET, BINGHAMTON, NY 13901	ESD I-2266	OFFICE SUPPLIES		\$1,500		<input type="checkbox"/> MBE <input type="checkbox"/> WBE <input type="checkbox"/> NYS Certified <input type="checkbox"/> Certification Pending	<input type="checkbox"/>
GALAXY FORMS, 11 VIRGINIA ROAD, WHITE PLAINS, NY 10603	ESD F-0459	OFFICE SUPPLIES		\$1,200		<input type="checkbox"/> MBE <input checked="" type="checkbox"/> WBE	<input checked="" type="checkbox"/>
TANTAQUIDGEON OFFICE SUPPLY, 4 INTERSTATE AVENUE, ALBANY NY 12205	ESD G-2266	OFFICE SUPPLIES		\$1,000		<input type="checkbox"/> MBE <input checked="" type="checkbox"/> WBE <input type="checkbox"/> NYS Certified <input type="checkbox"/> Certification Pending	<input checked="" type="checkbox"/>
16. Discretionary NPS Amount: \$47500		17. Total MWBE Goals:		\$11,246		<input type="checkbox"/> MBE <input checked="" type="checkbox"/> WBE	<input checked="" type="checkbox"/>
18. Total MWBE Percentages:				24%		<input type="checkbox"/> MBE <input type="checkbox"/> WBE <input type="checkbox"/> NYS Certified <input type="checkbox"/> Certification Pending	<input checked="" type="checkbox"/>

NOTE: If NYS MWBE Certification is pending, a copy of the notice of application receipt issued by the NYS Empire State Development Corporation must accompany this form.

20. Contractor Signature/Agreement: *[Signature]*  My firm proposes to use the MWBEs listed above.

Printed Name: HECTOR NAYO, CONTROLLER Date: 09/17/2013

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MWBE Firms:  NYS Certified  Certification Pending  Unknown

Reviewer Comments: All MWBE vendors are WBE and verified through ESD website

OPDF Contract Manager: *[Signature]* Review Date: 9-18-13