



Nassau NDI Diagnostics

Your Full Service Medical Team

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Center Mol.
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AGREEMENT

Agreement dated as of this 24th day of January 2023 and ending the 24th day of January 2028 by and between *NY Diagnostic Management Corp, d/b/a Nassau NDI Diagnostics ("NDI")* and the City of Glen Cove on behalf of the Glen Cove Fire Department.

Whereas NDI is engaged in the business of arranging for screenings (as well as related services) for firefighters with licensed physicians to ensure compliance with OSHA standards regarding firefighter suitability to fight interior fighters (to wit 29 CFR 1910.156; 1910.134; 1910.120), as enforced by the New York State Department of Labor's Public Employee Safety and Health Program ("PESH") pursuant to NY CLS Labor § 27-a (the "OSHA Standards"); and

Whereas FD desires to retain the services of NDI so as to comply with OSHA Standards and to perform the services outlined herein; and

Whereas NDI desires to perform such services for FD and its member firefighters as requested by FD.

Now, therefore, it is mutually agreed as follows:

I. Services to be provided. (a) NDI hereby agrees to arrange for examinations and/or screenings for member firefighters of FD with licensed physicians in compliance with the OSHA Standards (the "Screenings"), and to provide such other services as set forth on **Schedule A** attached hereto.

(b) In connection with such services, NDI shall (i) provide necessary personnel, including fully licensed board-certified physicians qualified in New York State to perform Screenings and other services as provided in this Agreement, (ii) supply necessary equipment and supplies, and (iii) maintain records in compliance with all laws, rules, and regulations pertaining to such Screenings and related services.

(c) Ancillary services as described on **Schedule A** attached hereto shall be performed and/or arranged by NDI only upon the request of the firefighters and upon prior approval by the FD.

(d) None of the services provided pursuant to subsections (a), (b), and (c) above, shall include, nor be deemed to encompass treating, operating, or prescribing for human disease, pain, injury, deformity or physical condition.

II. Fees. (a) The current fee for each Class A, Class B, Class C, and Class E (Junior Physical) Screening shall be \$ 150, \$ 110, \$ 90, and \$ 95 (respectively) per firefighter, and the fee for each ancillary test or service described in **Schedule A** shall as set forth therein.

(b) FD shall be responsible for all fees charged by NDI for services performed by NDI for the member firefighters of FD, *provided* that NDI will not perform any of the services set forth on **Schedule A** attached hereto without the prior consent of the FD. All fees are due within 30 days of services being rendered.

(c) FD hereby appoints NDI as its paying agent with respect to any tests performed in connection with or as part of the Screenings that require analysis by an independent laboratory, provided however that there shall be no additional fees for such tests other than the fees set forth herein.

III. Location. At no additional cost to FD, NDI will arrange for all Screenings and ancillary services at a mutually agreeable location and at such time and on such date as shall be convenient to FD and agreed upon by NDI. In addition, NDI shall notify FD of other screening dates and times at other locations at which member firefighters of FD shall be permitted to attend, should they fail to attend their primary screening appointment.

(b) FD agrees to provide adequate space and personnel to assist with the set-up within its facility in order for NDI to perform Screenings and other medical services

(c) FD acknowledges on behalf of itself and its member firefighters that (i) the Screenings being provided by NDI are being provided at the request of FD solely to allow FD and its member firefighters to comply with the OSHA Standards. FD acknowledges, and will inform each firefighter who undergoes a Screening, that he or she should consult with his personal physician with respect to any illnesses, injuries or other health concerns, regardless of the results of any Screening or other service provided by NDI pursuant hereto.

V. Miscellaneous.


(a) This agreement shall be interpreted, construed, and enforced in accordance with the internal laws of the State of New York, without regard to conflicts of law principles.

(b) The headings in this Agreement are intended solely for convenience of reference and shall be given no effect in the construction or interpretation of this Agreement.

VI. "FIRE" Acknowledges that should they vote to use another "VENDOR" to do the physical exam they will mail to NDI sixty days prior to their physical exam date, a written notification thereof.

IN WITNESS WHEREOF, the parties have duly executed this Agreement as of the date first above written.

NY Diagnostic Management Corp
d/b/a Nassau **NDI** Diagnostics


Nadine. Winkle

Signature/Title or Position



Nassau **NDI** *Diagnostics*

PO Box 1206, Center Moriches, NY 11934 | phone: 631.874.5325 | fax: 631.874.5326 | www.nassaudiagnostics.com | email: ndi@nassaudiagnostics.com

PRICE LIST

SCHEDULE A

CLASS "A"

COMPLETE OSHA-MANDATED PHYSICAL EXAMINATION FOR INTERIOR FIREFIGHTERS (\$150.00)

Complete medical history and physical examination;
Vital signs: pulse, respirations, blood pressure and,
if indicated, temperature;
Dermatological system;
Ears, eyes, nose, mouth, throat;
Cardiovascular system;
Respiratory system;
Gastrointestinal system;
Genitourinary system;
Endocrine and metabolic system;
Musculoskeletal system;
Audiometry (Maicro 728) (hearing test);
Color blindness test;
Spirometry test (pulmonary function test);
C.B.C. (blood tests) and SMAC 25 (47 tests);
12 lead Electrocardiogram (E.K.G.);
Medical physicians to perform tests;
Medical report indicating status
Quantitative PortaCount / Mask Fitting furnished
upon request

CLASS "B"

PHYSICAL EXAMINATION (\$110.00)

All of the above with the exception of Pulmonary
Function Test (PFT).

CLASS "C"

PHYSICAL EXAMINATION (\$90.00)

Complete medical history and physical examination;
C.B.C. (blood tests) and SMAC 25 (47 tests);
12 lead Electrocardiogram (E.K.G.);
Medical physicians to perform examinations;
Medical report indicating Class "B" or "C" category.

"JR. PHYSICAL"

JUNIOR PHYSICAL EXAMINATION FOR JUNIOR FIREFIGHTERS (\$ 90.00)

Complete medical history and physical examination;
Vital signs: pulse, respirations, blood pressure and,
if indicated, temperature;
Dermatological system;
Ears, eyes, nose, mouth, throat;
Cardiovascular system;
Respiratory system;
Gastrointestinal system;
Genitourinary system;
Endocrine and metabolic system;
Musculoskeletal system;
Audiometry (Maicro 728) (hearing test);
Color blindness test;
12 lead Electrocardiogram (E.K.G.);
Medical physicians to perform tests;
Medical report indicating status

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Service Agreement

Effective Date 1-1-2023 between Stericycle, Inc and City of Glen Cove

Service Address

Customer/Company Name: City of Glen Cove
 Address 1: 8 Glen Cove Ave
 Address 2: Glen Cove, NY 115422807
 City/State/Zip: (516) 676-2311
 Phone #: cdemetropolis@glencoveny.gov
 Fax: cdemetropolis@glencoveny.gov
 E-Mail: cdemetropolis@glencoveny.gov

Billing Address

Address 1: 8 Glen Cove Ave
 Address 2: Glen Cove, NY 115422807
 City/State/Zip:
 Phone #:
 Fax:
 E-Mail: cdemetropolis@glencoveny.gov

Phone #:

Fax:

E-Mail:

(516) 676-2511

cdemetropolis@glencoveny.gov

Fax:

E-Mail:

cdemetropolis@glencoveny.gov

Services Included checked below (Reference Attachment "Service Descriptions" for details)		Allotted Annual Containers	Allotted Annual Stops	Additional Stop Charge	Additional Container / Over Weight / Envelope Charge		Monthly Service Fee
<input checked="" type="checkbox"/>	Biohazardous Regulated Medical Waste Disposal Service Level: Steri-Safe OSHA Compliance Solutions	6	6	\$75	Current container rate plus 10%		\$72.08
<input type="checkbox"/>	Stericycle Reusable Sharps Program (Only available with purchase of "Biohazardous Regulated Medical Waste Disposal" services)	-	-	-	-		\$0.00
<input type="checkbox"/>		-	-	-	-		
<input type="checkbox"/>		-	-	-	-		
<input type="checkbox"/>		-	-	-	-		
<input type="checkbox"/>	Fixer / Developer - Photo Processing Disposal Service	0	-	-	-		\$0.00
<input type="checkbox"/>	Pathological / Trace Chemotherapy Disposal Service	0	-	-	-		\$0.00
<input type="checkbox"/>	Pharmaceutical Waste Disposal	0	-	-	0		\$0.00
<input type="checkbox"/>	CsRx Controlled Substance Waste Service (Only available with purchase of "HDDS" services)	0	-	-	-		\$0.00
<input type="checkbox"/>	HIPAA Steri-Safe	-	-	-	-		-
		Container Type (WA Only)	*Price per Container	Price per Stop	Min. Cont. per Pickup	Scheduled Frequency	***No Waste Fee
<input type="checkbox"/>	Biohazardous Regulated Medical Waste Disposal - Transactional						**Minimum Pickup Fee

Phone #:

Fax:

E-Mail:

(516) 676-2511

cdemetropolis@glencoveny.gov

Fax:

E-Mail:

cdemetropolis@glencoveny.gov

* Price per Box: WA only = Based on WUTC Tariff pricing
 ** Minimum Pickup Fee: WA only = \$10.00 minimum monthly fee.
 *** No Waste Fee: WA only = \$25.00

Total Monthly Service Fee: \$72.08

Billing Schedule: Monthly

Includes All Fees (Additional taxes May Apply)

Monthly Service Fee Total: \$72.08
 Minimum Pickup Fee Total: N/A

During the first 12 months of the Agreement, Stericycle will not increase the above fees.
 Thereafter, fees will not increase by more than 7.00% annually.

Service Guarantee: Stericycle guarantees to deliver the highest quality service at all times. Any complaints about the quality of service which have not been resolved in the normal course of business should be communicated to Stericycle by written notice to the Account Care department at the address listed below. If Stericycle fails to resolve any material service complaint within thirty (30) days, the customer may terminate this Agreement provided all equipment is paid for at the then current replacement values or returned to Stericycle in good and usable condition.

*The offer will expire 1-17-2023

IN WITNESS WHEREOF, this Agreement has been duly executed on the day, month and year written below.

Stericycle:

Contracting Entity: Stericycle, Inc.

Name: Roxanne Lopez

Title: ISE

Date: 1/23/2023

Signature:

By signing above I acknowledge that I am the Customer's authorized officer or agent and that I have the authority to bind Customer to this Agreement. Customer agrees to be bound by these terms and conditions and comply with Stericycle's Waste Acceptance Policy, both of which are integral parts of this Agreement.

Stericycle Inc. - 2355 Waukegan Rd., Bannockburn, IL 60015; Phone: - Fax:

Customer:

Customer/Company Name: City of Glen Cove

Name:

Title:

Date:

Signature:

Office Use Only: Code#-S72.08...\$0.00

TERMS AND CONDITIONS

Stericycle, Inc., a Delaware corporation, with offices at 2355 Waukegan Rd., Bannockburn, IL 60015 (collectively, "Stericycle"), and City of Glen Cove with offices at 8 Glen Cove Ave, Glen Cove, NY 115422807 ("Customer"), hereby enter into and agree as provided in this Services Agreement (the "Agreement") dated as of the 1 day of January, 2023 (the "Effective Date").

1. **Services.** (a) Stericycle will provide Customer the services set forth on page 1 of this Agreement (the "Services") which are incorporated herein and made a part of this Agreement. (b) The current version of the Stericycle Waste Acceptance Policy ("WAP") is attached. Stericycle may periodically update the WAP. Customer shall comply with the WAP applicable to the Services. (c) Customer shall be liable for and shall indemnify, defend and hold harmless Stericycle from and against all demands, claims, actions, losses, damages, and expenses, including reasonable attorney fees, resulting from any Non-Conforming Waste (as defined in the WAP) or Customer's failure to properly store, package, label, or segregate RMW. (d) During the Term, Stericycle shall be the exclusive provider of the Services to Customer at all of its locations, and Customer shall use no other regulated medical waste ("RMW") disposal service, method or service provider, whether at the service location(s) set forth herein or at any other current or future location(s) of Customer. (e) Stericycle may bill additional charges for each non-compliant container (including overweight containers; containers holding Non-Conforming Waste; and containers where the waste is improperly segregated or packaged) provided by Customer.

2. **Term of this Agreement.** (a) The initial term of this Agreement (the "Initial Term") will begin on the Effective Date set forth above and continue for 60 months. This Agreement will automatically renew for successive terms of the same duration (each, an "Extension Term"), unless either party gives the other party at least 60 days' written notice, prior to the renewal date, of its request to terminate this Agreement. The Initial Term and each Extension Term, if any, are collectively referred to as the "Term". (b) Upon the expiration or termination of this Agreement, Customer shall pay Stericycle all amounts due for services and products provided prior to the expiration or termination (and any other amounts due to Stericycle, which may include a final pickup fee). (c) Stericycle shall have the right to retrieve its Equipment (defined below) from Customer wherever located.

3. **Pricing.** Customer shall pay to Stericycle the service fees and surcharges as set forth on page 1 (collectively "Service Fees"). Stericycle reserves the right, in its sole discretion, to increase the amount of each Service Fee or adjust or add a surcharge from time to time. Stericycle will provide notice of any new surcharges to Customer, which notice may be included on an invoice. Notwithstanding any provision to the contrary, for Customers with transactional pricing models, Customer shall pay the No Waste Charge if Customer declines or cancels a scheduled service or if Customer's location is closed during a scheduled service. Customer shall pay the Minimum Pickup Charge for service where the total container and stop fees are less than the Minimum Pickup Charge. For Customers with subscription-based pricing models, for services rendered beyond the stated quantities, the total charge will increase based on the amount of units serviced at the applicable additional container rate, extra material unit rate or the current Stericycle standard list price. Customer agrees to pay ancillary charges according to the then-current Schedule of Ancillary Charges at www.stericycle.com ("Schedule"), which is incorporated by reference as if fully set forth herein and is subject to change from time to time in Stericycle's discretion.

4. **Payment Terms.** (a) Customer shall pay in full each Stericycle invoice within 30 days of the date of such invoice by ACH or other agreed upon means. Any invoiced amounts not received by Stericycle within that timeframe will be subject to a late fee of 1.5% per month (or the maximum amount allowed by law). Customer shall reimburse Stericycle for all costs that it incurs in collecting overdue amounts from Customer. Stericycle may, with notice, suspend services until any overdue amounts (plus interest charges and collection fees, if any) are paid. Customer shall also pay all taxes imposed by any governmental authority with respect to the purchase of any services and products hereunder, including all sales, use, excise, occupation, franchise and similar taxes and tax-like fees and charges (but excluding all taxes on Stericycle's net income). Stericycle will cooperate with Customer to determine the applicability of exemption certificates, if any, that Customer provides in a timely manner to Stericycle. (b) Stericycle shall submit invoices to Customer in accordance with Stericycle's standard billing process. Stericycle shall not be required to adopt Customer's billing process or to use Customer's preferred billing portal. If Stericycle agrees to depart from its standard billing process (which is entirely within Stericycle's discretion), such agreement may be made provided that: (i) Customer agrees to pay a billing surcharge; (ii) Customer reimburses Stericycle for all fees or other costs payable for the use of Customer's portal; and/or (iii) Customer agrees to any other reasonable requirements of Stericycle related to the use of non-standard billing processes.

5. **Early Termination.** In the event that Customer terminates this Agreement prior to the expiration of the Term other than as set forth in Section 6 Customer shall promptly pay Stericycle (a) all unpaid invoices and any late charges thereon; and (b) an amount equal to 50% of Customer's average monthly charge multiplied by the number of months (including any partial months) remaining until the expiration date of the Term.

6. **Default and Early Termination for Cause.** Either party may immediately terminate this Agreement, in whole or in part, upon written notice to the other party if the other party breaches any material provision of this Agreement and fails to cure such breach within thirty (30) days following receipt of written notice of such breach. Documented service or performance deficiencies by Stericycle or nonpayment by Customer of amounts rightfully owed to Stericycle or Customer's failure to comply with Stericycle policies related to the Services shall constitute a material breach.

7. **Limitation of Liability.** In no event shall either party be liable for any indirect, exemplary, punitive, special, incidental or consequential damages, or lost profits, lost revenue, lost business opportunities or the cost of substitute items or services under or in connection with this Agreement.

8. **Compliance Materials; Confidentiality.** To the extent that Stericycle provides Customer with electronic or printed materials ("Compliance Materials"), it provides these subject to a limited license to Customer to use Compliance Materials for its own, non-commercial use. Stericycle may revoke this license at any time. Customer may not copy or distribute Compliance Materials or use or republish Compliance Materials for or to any third party or audience. Customer agrees to return all Compliance Materials to Stericycle at Customer's expense at the expiration or termination of this Agreement. Stericycle may charge Customer a fee for failure to return Compliance Materials. Customer agrees to not disclose to any third parties Stericycle pricing, policies and procedures. Customer agrees to not disclose to any third parties Stericycle pricing, policies and procedures. Stericycle will keep confidential all Customer confidential information provided to Stericycle in connection with this Agreement and will use the same solely for the purposes provided in this Agreement. As used herein, "confidential information" means any information provided to Stericycle in confidence that relates to Customer's property, business and/or affairs, other than (i) information that is or has become publicly available due to disclosure by Customer or by a third party having a legal right to make such disclosure and (ii) information previously known to Stericycle free of any obligation to keep it confidential prior to receipt of the same from Customer.

9. **Compliance with Laws and Policies.** Each party shall comply with all laws, rules and regulations applicable to its performance hereunder, including anti-corruption and economic and trade sanctions laws. Stericycle and Customer shall keep adequate books, records and documentation as required by applicable laws, rules, and regulations pertaining to storage or handling of RMW and the Services hereunder.

10. **Excuse of Performance.** Neither party will be responsible if its performance of any act(s) required hereunder (other than the payment of any amounts due) is interrupted or delayed due to any reason beyond its reasonable control.

11. **Equipment.** Customer shall have the care, custody and control of any containers and other equipment owned by Stericycle and placed at Customer's premises ("Equipment") and accepts responsibility and liability for the Equipment and its contents. Any damage or loss to such Equipment, other than normal wear and tear, will be charged to Customer at full replacement value.

12. **Waste Brokers.** Stericycle reserves the right to deal solely with the Customer and not with any third party agents of the Customer for all purposes relating to this Agreement. Customer represents and warrants to Stericycle that it is the medical waste generator and is acting for its own account and not through a broker or agent. Stericycle shall be entitled to terminate this agreement and seek all available legal remedies, including but not limited to liquidated damages, in the amount set forth herein for Customer's breach of this representation and warranty.

13. **Miscellaneous.** (a) This Agreement constitutes the entire agreement between the parties relating to the subject matter of this Agreement and supersedes any prior agreements and arrangements between the parties. (b) This Agreement may be modified only by a written amendment signed by an authorized representative of each party. (c) This Agreement shall be binding upon and inure to the benefit of the parties hereto and their respective successors and permitted assigns, legal representatives and heirs; provided, however, that Customer may not assign its rights or delegate its obligations under this Agreement without the prior written consent of Stericycle. (d) Stericycle's relationship with Customer is that of an independent contractor, and nothing in this Agreement shall be construed to designate Stericycle as an employee, agent or partner of or a joint venture with Customer. (e) Any dispute arising in connection with or relating to this Agreement or between the parties ("Disputes") that the parties are unable to resolve informally, such as via discussion and negotiation between the parties, shall solely and exclusively be resolved by binding and final arbitration before the American Arbitration

Association ("AAA"), conducted pursuant to the Federal Arbitration Act (as the parties acknowledge that the services provided involve interstate commerce). All Disputes will be determined on an individual basis (and not as a class member or in any purported class or representative capacity, considered unique as to its facts, and shall not be consolidated in any arbitration or other proceeding with any claim or controversy of any other party, and the arbitrator or trier of fact shall not preside over any form of representative or class proceeding. The exclusive jurisdiction and forum for resolution of any Dispute shall be by arbitration, which shall take place in the state where Customer is located at the closest AAA office. (f) The failure of either party to insist upon the performance of any provision hereof, or to exercise any right granted under any provision hereof, will not be construed as waiving that provision or any other provision, and the provision will continue in full force and effect. (g) No term or condition contained in a Customer purchase order or any other invoice acknowledgment shall be binding upon Stericycle unless agreed to by Stericycle in writing. (h) Each provision of this Agreement must be interpreted in a way that is valid under applicable law. If any provision is held invalid, the rest of the Agreement will remain in full force and effect. (i) The failure of either party to insist upon the performance of any provision hereof, or to exercise any right granted under any provision hereof, will not be construed as waiving that provision or any other provision, and the provision will continue in full force and effect. All waivers must be in writing and signed by the party waiving its rights (j) Except as otherwise set forth herein, this Agreement shall be governed by and construed in accordance with the laws of the State of Illinois, without regard to the conflict of law provisions.

Regulated Medical Waste Acceptance Policy

Stericycle policy requires compliance with all applicable regulations regarding the collection, transportation and treatment of regulated medical waste. Federal Department of Transportation (DOT) regulations require the generator of regulated medical waste to certify that the packaging and documentation of transported regulated medical waste complies with DOT regulations regarding waste classification, packaging, labeling and shipping documentation. To ensure that neither Stericycle nor the generator of regulated medical waste violates applicable regulations, it is imperative that all parties understand the rules regarding proper identification, classification, segregation and packaging of regulated medical waste. The purpose of this policy is to summarize the minimum requirements for preparing your medical waste for collection, transportation and treatment. Additional facility or state-specific waste acceptance policies may apply based on permit specifications. Please contact your local representative for further information or email customer@stericycle.com.

REGULATED MEDICAL WASTE

Stericycle accepts medical waste generated in a broad range of medical, diagnostic, therapeutic and research activities. The term "medical waste" includes biohazardous, biomedical, infectious or regulated medical waste as defined under federal, state or local laws, rules, regulations and guidelines. Except as defined by specific state regulations, this excludes RCRA hazardous waste pharmaceuticals, all DEA scheduled drugs including controlled substances, bulk chemotherapy, waste containing mercury or other heavy metals, batteries of any type, cauterizers, non-infectious dental waste, chemicals such as solvents, reagents, corrosives or ignitable materials classified as hazardous waste under Federal and/or state-specific EPA Regulations. In addition, Stericycle cannot accept bulk liquids, radioactive materials, or complete human remains (including heads, full torsos and fetuses). Stericycle cannot accept these excluded materials packaged as regulated medical waste. All lab wastes or materials which contain or have the potential to contain infectious substances arising from those agents listed under 42 CFR Part 73 (HHS), 7 CFR Part 331 (USDA-Plant Protection and Quarantine), and 9 CFR Part 121 (USDA-Veterinary Services) are strictly prohibited from medical waste by federal law and must be pretreated prior to disposal. Separate protocol and packaging requirements may apply for the disposal of non-hazardous pharmaceuticals. Hazardous waste transportation services may be offered in certain geographical locations, under separate contract. Please contact your local representative for details and packaging specifications.

**Un-dispensed from DEA Registrant*

WASTE SEGREGATION AND PACKAGING

The generator is solely responsible for properly segregating, packaging and labeling of regulated medical waste. Proper segregation and packaging reduces the potential for accidental release of the contents and exposure to employees and the general public. DOT regulations (49 CFR 173.197) require that all packages of regulated medical waste be prepared for transport in containers that meet all of the following requirements: rigid, leak resistant, impervious to moisture, of sufficient strength to prevent tearing or bursting under normal conditions of use and handling, sealed to prevent leakage during transport and puncture resistant for sharps. All regulated medical waste must be accompanied by a properly completed shipping document (See 49 CFR 172.202).

MANAGEMENT OF NON-CONFORMING WASTE

As required by regulation and company policy, Stericycle employees may refuse containers that are non-conforming because of their contents or are improperly packaged, leaking, damaged or likely to create a risk of exposure to employees or the general public. Any waste found to be non-conforming to the generator for Waste Acceptance Policy identified in route to, or at a Stericycle location, may be returned to the generator for proper packaging and disposal, or may be rerouted for appropriate destruction; this may include improperly marked regulated medical waste which should have been identified for incineration (i.e. pathological, chemotherapy or non-hazardous pharmaceuticals). Proper segregation and packaging is essential to ensure compliant and safe handling, collection, transportation and treatment of regulated medical waste.

STERICYCLE REGULATED MEDICAL WASTE ACCEPTANCE POLICY CHECKLIST

ACCEPTED REGULATED MEDICAL WASTE

- Sharps - Means any object contaminated with a pathogen or that may become contaminated with a pathogen through handling or during transportation and also capable of cutting or penetrating skin or a packaging material. Sharps includes needles, syringes, scalpels, broken glass, culture slides, culture dishes, broken capillary tubes, broken rigid plastic and exposed ends of dental wires.
- Regulated Medical Waste or Clinical Waste or Biomedical Waste - Means a waste or reusable material derived from the medical treatment of an animal or human, which includes diagnosis and immunization, or from biomedical research, which includes the production and testing of biological products.

ACCEPTED REGULATED MEDICAL WASTE WHICH MUST BE IDENTIFIED AND SEGREGATED FOR INCINERATION

- Trace Chemotherapy Contaminated Waste: RCRA Empty drug vials, syringes and needles, spill kits, IV tubing and bags, contaminated gloves and gowns and related materials as defined in applicable laws, rules, regulations or guidelines.
- Pathological Waste: Human or animal body parts, organs, tissues and surgical specimens (decanted of formaldehyde, formalin or other preservatives as required per hazardous waste rules).
- Non-RCRA Pharmaceuticals: Must be characterized and certified as non-RCRA hazardous material by the generator. Excludes all DEA scheduled drugs, including controlled substances.
- California Only - Solidified Suction Canisters: Suction canisters that have been injected with solidifier materials to control liquids or suction canisters made of high heat resistant plastics such as polysulfone.

OTHER REGULATED MEDICAL WASTES NOT ACCEPTED AS REGULATED MEDICAL WASTE BY STERICYCLE

- Untreated Category A Infectious Substances
- Complete Human Remains (including heads, full torsos and fetuses)
- Bulk Chemotherapy Waste
- Mercury-Containing Dental Waste: Non-contact and contact amalgam and products, chairside traps, amalgam sludge or vacuum pump filters, extracted teeth with mercury fillings and empty amalgam capsules
- Mercury Containing Material or Devices: Any mercury thermometers, sphygmomanometers, lab or medical devices
- RCRA Hazardous Pharmaceutical Waste and all DEA Federal and state controlled substances*
- Chemicals: Formaldehyde, formalin, acids, alcohol, waste oil, solvents, reagents, fixer developer, fluorescein
- Compressed Gas Cylinders, Canisters, Inhalers and Aerosol Cans
- Hazardous or Universal Waste: Any other waste determined by Federal or State EPA regulations including but not limited to batteries, bulbs, heavy metals, etc.
- Radioactive Waste: Any container with a radioactivity level that exceeds regulatory or permitted limits; lead-containing materials

**Consult Stericycle Representative for specific requirements. Hazardous waste transportation services Additional waste acceptance policies may apply based on state or permit specific requirements. Hazardous waste transportation services may be offered in certain geographical locations, under separate contract. Please refer to your local Stericycle Representative for additional information and options for possible hazardous waste handling. For additional information on container and labeling requirements contact our Stericycle Customer Service Department at customer@stericycle.com.*



We protect what matters.



SERVICE DESCRIPTIONS



Biohazardous Regulated Medical Waste Disposal

- Safe, compliant collection, transport and treatment of regulated medical waste.
- Access to DOT and biohazardous training on MyStericycle.com, our convenient online customer portal.

RELATED SERVICES:

Secure pick-up of Fixer/Developer – Photo Processing Disposal Service

- Treatment and disposal of x-ray fixer/developer containing silver or hydroquinone.
- This service is available in CA and parts of CT, MA, NH, RI, VT, NJ and NY.

Secure pick-up of Pathological/Trace Chemotherapy Disposal Service

- Treatment and disposal of infectious waste or discarded items that have been contaminated by trace amounts of chemotherapeutic, cytotoxic or antineoplastic pharmaceuticals.

Regulated Medical Waste – Transactional

- Containers, manifests, collection, transport, treatment and disposal of all regulated medical waste (except non-conforming waste) on an on-call basis.



Stericycle Reusable Sharps Program

- Our Sharps Management Service utilizes reusable sharps containers to streamline the collection and disposal of sharps in your facility. A Stericycle driver will pick up your packaged, full sharps containers and provide clean ones for continued use.
- Each reusable container can be utilized up to 600 times. Our service reduces plastic going into landfills and helps avoid utilizing natural resources to create new containers.
- Easy-to-use container design allows for single-handed disposal of sharps. The container base is transparent making it easy to see the fill line and prevent overfilling to reduce needlestick injuries.



Steri-SafeSM OSHA Compliance Solutions

- Award-winning bloodborne pathogens training*, available online in English and Spanish. Our Online Training Center provides tracking and reporting.
- Simple, automated Safety Plan Builder to help you stay compliant and access to over 10 million Safety Data Sheets to easily create a customized online binder.
- Preferred level services include annual on-site training, mock OSHA inspection and a dedicated Healthcare Compliance Educator. We also provide a No Fine. No Fail. OSHA Guarantee.
- Enjoy a 10% discount on Healthcare Products.

Steri-SafeSM HIPAA Compliance Solutions

- Critical training including HIPAA privacy, security and social media.
- Easy-to-use HIPAA privacy and security risk assessments.
- Preferred level services include annual on-site HIPAA privacy and security gap analysis and trainings.

*2016 Bronze Telly Award for our bloodborne pathogens training in the category of Non-Broadcast Productions – Health and Wellness.



SERVICE DESCRIPTIONS



Pharmaceutical Waste Disposal

Drug Disposal Service

- Treatment and disposal of non-hazardous pharmaceutical waste. This includes pharmaceutical and over-the-counter drug products that do not fall under the definition of hazardous pharmaceutical waste.
- Environmentally-friendly solutions to protect your communities and waterways.

Hazardous Drug Disposal Service

- Treatment and disposal of pharmaceuticals that either exhibit characteristics that make them a hazardous waste or that are specifically listed as a hazardous waste by EPA or state authorities.
- We provide you with a Pharmaceutical Waste Identification Checklist.

Seal&SendSM Controlled Substance Envelopes

- Seal&Send controlled substance mailback envelopes are for use only by patients/end-users; 50 envelopes per location annually.

CsRx[®] Controlled Substance Waste Service

- This solution is designed to help small hospitals and non-acute care facilities prevent diversion when disposing of controlled substances in the form of tablets, capsules, liquids and patches.
- Mitigates the risk of diversion when disposing of controlled substance waste in your facilities.
- This solution provides peace of mind that your controlled substance waste will be processed with total security and compliance.

We protect what matters.

Certificate Of Completion

Envelope Id: 008E39145BF644D29DBE817A73B2AE99
 Subject: Stericycle Document(s) for your Signature on City of Glen Cove
 Source Envelope:
 Document Pages: 6
 Certificate Pages: 5
 AutoNav: Enabled
 Envelope Id Stamping: Enabled
 Time Zone: (UTC-06:00) Central Time (US & Canada)

Status: Delivered

Envelope Originator:
 Roxanne Lopez
 2355 Waukegan Road
 Bannockburn, IL 60062
 roxanne.lopez@stericycle.com
 IP Address: 13.110.74.8

Record Tracking

Status: Original
 1/10/2023 1:59:11 PM

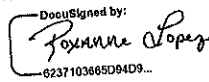
Holder: Roxanne Lopez
 roxanne.lopez@stericycle.com

Location: DocuSign

Signer Events

Roxanne Lopez
 roxanne.lopez@stericycle.com
 ISE
 Stericycle Inc. - HCS
 Security Level: Email, Account Authentication
 (None)

Signature

DocuSigned by:

 6237103685094D9...

Signature Adoption: Pre-selected Style
 Using IP Address: 67.184.93.192

Timestamp

Sent: 1/23/2023 3:04:17 PM
 Viewed: 1/23/2023 3:04:46 PM
 Signed: 1/23/2023 3:04:50 PM

Electronic Record and Signature Disclosure:
 Not Offered via DocuSign

Christopher DeMetropolis
 cdemetropolis@glencoveny.gov
 Security Level: Email, Account Authentication
 (None)

Sent: 1/10/2023 1:59:44 PM
 Resent: 1/20/2023 2:51:27 PM
 Resent: 1/23/2023 3:04:54 PM
 Viewed: 1/20/2023 2:52:44 PM

Electronic Record and Signature Disclosure:
 Accepted: 1/10/2023 2:43:42 PM
 ID: 8c5f5917-496e-4e16-a831-16b7c99fb979

In Person Signer Events	Signature	Timestamp
Editor Delivery Events	Status	Timestamp
Agent Delivery Events	Status	Timestamp
Intermediary Delivery Events	Status	Timestamp
Certified Delivery Events	Status	Timestamp
Carbon Copy Events	Status	Timestamp
Witness Events	Signature	Timestamp
Notary Events	Signature	Timestamp
Envelope Summary Events	Status	Timestamps
Envelope Sent	Hashed/Encrypted	1/10/2023 1:59:45 PM
Envelope Updated	Security Checked	1/23/2023 3:04:14 PM
Envelope Updated	Security Checked	1/23/2023 3:04:14 PM
Envelope Updated	Security Checked	1/23/2023 3:04:14 PM
Envelope Updated	Security Checked	1/23/2023 3:04:14 PM

Envelope Summary Events		Timestamps
Certified Delivered	Status	1/20/2023 2:52:44 PM
	Security Checked	
Payment Events		Timestamps
	Status	
Electronic Record and Signature Disclosure		

CONSUMER DISCLOSURE

From time to time, Stericycle Inc. (we, us or Company) may be required by law to provide to you certain written notices or disclosures. Described below are the terms and conditions for providing to you such notices and disclosures electronically through the DocuSign, Inc. (DocuSign) electronic signing system. Please read the information below carefully and thoroughly, and if you can access this information electronically to your satisfaction and agree to these terms and conditions, please confirm your agreement by clicking the 'I agree' button at the bottom of this document.

Getting paper copies

At any time, you may request from us a paper copy of any record provided or made available electronically to you by us. You will have the ability to download and print documents we send to you through the DocuSign system during and immediately after signing session and, if you elect to create a DocuSign signer account, you may access them for a limited period of time (usually 30 days) after such documents are first sent to you. After such time, if you wish for us to send you paper copies of any such documents from our office to you, you will be charged a \$0.00 per-page fee. You may request delivery of such paper copies from us by following the procedure described below.

Withdrawing your consent

If you decide to receive notices and disclosures from us electronically, you may at any time change your mind and tell us that thereafter you want to receive required notices and disclosures only in paper format. How you must inform us of your decision to receive future notices and disclosure in paper format and withdraw your consent to receive notices and disclosures electronically is described below.

Consequences of changing your mind

If you elect to receive required notices and disclosures only in paper format, it will slow the speed at which we can complete certain steps in transactions with you and delivering services to you because we will need first to send the required notices or disclosures to you in paper format, and then wait until we receive back from you your acknowledgment of your receipt of such paper notices or disclosures. To indicate to us that you are changing your mind, you must withdraw your consent using the DocuSign 'Withdraw Consent' form on the signing page of a DocuSign envelope instead of signing it. This will indicate to us that you have withdrawn your consent to receive required notices and disclosures electronically from us and you will no longer be able to use the DocuSign system to receive required notices and consents electronically from us or to sign electronically documents from us.

All notices and disclosures will be sent to you electronically

Unless you tell us otherwise in accordance with the procedures described herein, we will provide electronically to you through the DocuSign system all required notices, disclosures, authorizations, acknowledgements, and other documents that are required to be provided or made available to you during the course of our relationship with you. To reduce the chance of you inadvertently not receiving any notice or disclosure, we prefer to provide all of the required notices and disclosures to you by the same method and to the same address that you have given us. Thus, you can receive all the disclosures and notices electronically or in paper format through the paper mail delivery system. If you do not agree with this process, please let us know as described below. Please also see the paragraph immediately above that describes the consequences of your electing not to receive delivery of the notices and disclosures

electronically from us.

How to contact Stericycle Inc.:

You may contact us to let us know of your changes as to how we may contact you electronically, to request paper copies of certain information from us, and to withdraw your prior consent to receive notices and disclosures electronically as follows:

To contact us by email send messages to: customercare@stericycle.com

To advise Stericycle Inc. of your new e-mail address

To let us know of a change in your e-mail address where we should send notices and disclosures electronically to you, you must send an email message to us at customercare@stericycle.com and in the body of such request you must state: your previous e-mail address, your new e-mail address. We do not require any other information from you to change your email address.. In addition, you must notify DocuSign, Inc. to arrange for your new email address to be reflected in your DocuSign account by following the process for changing e-mail in the DocuSign system.

To request paper copies from Stericycle Inc.

To request delivery from us of paper copies of the notices and disclosures previously provided by us to you electronically, you must send us an e-mail to customercare@stericycle.com and in the body of such request you must state your e-mail address, full name, US Postal address, and telephone number. We will bill you for any fees at that time, if any.

To withdraw your consent with Stericycle Inc.

To inform us that you no longer want to receive future notices and disclosures in electronic format you may:

- i. decline to sign a document from within your DocuSign session, and on the subsequent page, select the check-box indicating you wish to withdraw your consent, or you may;
- ii. send us an e-mail to customercare@stericycle.com and in the body of such request you must state your e-mail, full name, US Postal Address, and telephone number. We do not need any other information from you to withdraw consent.. The consequences of your withdrawing consent for online documents will be that transactions may take a longer time to process..

Required hardware and software

Operating Systems:	Windows® 2000, Windows® XP, Windows Vista®; Mac OS® X
Browsers:	Final release versions of Internet Explorer® 6.0 or above (Windows only); Mozilla Firefox 2.0 or above (Windows and Mac); Safari™ 3.0 or above (Mac only)
PDF Reader:	Acrobat® or similar software may be required to view and print PDF files
Screen Resolution:	800 x 600 minimum
Enabled Security Settings:	Allow per session cookies

** These minimum requirements are subject to change. If these requirements change, you will be asked to re-accept the disclosure. Pre-release (e.g. beta) versions of operating systems and browsers are not supported.

Acknowledging your access and consent to receive materials electronically

To confirm to us that you can access this information electronically, which will be similar to other electronic notices and disclosures that we will provide to you, please verify that you were able to read this electronic disclosure and that you also were able to print on paper or electronically save this page for your future reference and access or that you were able to e-mail this disclosure and consent to an address where you will be able to print on paper or save it for your future reference and access. Further, if you consent to receiving notices and disclosures exclusively in electronic format on the terms and conditions described above, please let us know by clicking the 'I agree' button below.

By checking the 'I agree' box, I confirm that:

- I can access and read this Electronic CONSENT TO ELECTRONIC RECEIPT OF ELECTRONIC CONSUMER DISCLOSURES document; and
- I can print on paper the disclosure or save or send the disclosure to a place where I can print it, for future reference and access; and
- Until or unless I notify Stericycle Inc. as described above, I consent to receive from exclusively through electronic means all notices, disclosures, authorizations, acknowledgements, and other documents that are required to be provided or made available to me by Stericycle Inc. during the course of my relationship with you.

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INDEPENDENT CONTRACTOR AGREEMENT

AGREEMENT IS HEREBY MADE between the Agency and Independent Contractor set forth below according to the following terms, conditions and provisions:

1. IDENTITY OF AGENCY

AGENCY is identified as follows:

Name: City of Glen Cove Youth Services and Recreation

Address: 128B Glen Street

City/State/Zip: Glen Cove, NY 11542

Telephone: 516-671-4600

2. IDENTITY OF INDEPENDENT CONTRACTOR

The Independent Contractor (hereafter "IC") is identified as follows:

Name: Christine Mihailescu

Type Entity: ☒ Sole Proprietorship () Partnership () Corporation

Address: 149 Woolsey Avenue

City/State/Zip: Glen Cove, NY 11542

Business Telephone: 516 603 5213

Email: cmihail19@gmail.com

3. WORK TO BE PERFORMED

AGENCY desires that IC perform, and IC agrees to perform the following work:

Teaching Theatre and Story

4. TERMS OF PAYMENT

AGENCY shall pay IC according to the following terms and conditions: IC shall be paid

\$25.00 per hour

Dates:

5. REIMBURSE-
MENT OF
EXPENSES

AGENCY shall not be liable to IC for any expenses paid or incurred by IC unless otherwise agreed in writing.

6. EQUIPMENT,
TOOLS,
MATERIALS, OR
SUPPLIES

AGENCY will provide all equipment, tools, materials and/or supplies to accomplish the work agreed to be performed. Should IC wish to purchase "supplies", IC must first obtain AGENCY prior written approval before it may be a reimbursable expense. IC must maintain "supplies" in good working condition through time of contract; failure may result in surcharges.

7. FEDERAL, STATE
AND LOCAL
PAYROLL TAXES

Neither Federal, not State, nor local income tax, nor payroll tax of any kind shall be withheld or paid by AGENCY on behalf of IC or the employees of IC. IC shall not be treated as an employee with respect to the services performed hereunder for federal or state tax purposes.

8. FRINGE BENEFITS &
WORKER'S COMPEN-
SATION

Because IC is engaged in IC's own independent business, IC is not eligible for and shall not participate in any employer pension, health, or other fringe benefit plan of the AGENCY. Likewise, no worker's compensation insurance shall be obtained by AGENCY concerning IC or the employees of IC. IC shall comply with the worker's compensation law concerning IC and the employees of IC.

9. WORK PRODUCT
OWNERSHIP

Any copyrightable works, ideas, discoveries, inventions, patents, products, or other information (collectively, the "Work Product") developed in whole or in part by IC in connection with the Services shall be the exclusive property of AGENCY. Upon request, IC shall sign all documents necessary to confirm or perfect the exclusive ownership AGENCY to the Work Product.

10. CONFIDENTIALTY

IC will not at any time or in any manner, either directly or indirectly, use for the personal benefit of IC or divulge, disclose, or communicate in any manner any information that is proprietary to AGENCY. IC will protect such information and treat it as strictly confidential. This provision shall be effective after the termination of this Agreement. Upon termination of this Agreement, IC will return to AGENCY all records, notes, documentation, and other items that were used, created, or controlled by IC during the term of this Agreement.

11. TERM OF
AGREEMENT

This agreement shall become effective on 2/1/2023
and shall terminate on TBD

12. TERMINATION
WITHOUT CAUSE

Without cause, either party may terminate this agreement after giving 30 day written notice to the other of intent to terminate without cause. The parties shall deal with each other in good faith during the 30-day period after any notice of intent to terminate without cause has been given.

13. TERMINATION
WITH CAUSE

With reasonable cause, either party may terminate this agreement effective immediately upon the giving of written notice of termination for cause. Reasonable cause shall include:

- A. Material violation of this agreement
- B. Any act exposing the other party to liability to others for personal injury or property damage.

14. NO AUTHORITY
TO BIND CLIENT

IC has no authority to enter into contracts or agreements on behalf of the AGENCY. This agreement does not create a partnership between the parties.

15. ENTIRE
AGREEMENT

This is the entire agreement of the parties and cannot be changed or modified orally.

16. SEVERABILITY

If any part of this agreement shall be held unenforceable, the rest of this agreement will nevertheless remain in full force and effect.

17. AMENDMENTS

This agreement may be supplemented, amended, or revised only in writing by agreement of the parties.

For Youth Bureau Use
Log #: _____
Date: _____

***AGENCY:**

City of Glen Cove Youth Services and Recreation

Agency Name

Signature

Mayor
Title

Date

***INDEPENDENT CONTRACTOR**

Christine Mihailescu

Firm/Individual Name

Signature

Independent Contractor
Title

1/24/2023

Date

60

INDEPENDENT CONTRACTOR AGREEMENT

AGREEMENT IS HEREBY MADE between the Agency and Independent Contractor set forth below according to the following terms, conditions, and provisions:

1. IDENTITY OF
AGENCY

AGENCY is identified as follows:

Name: City of Glen Cove, Glen Cove Senior Center

Address: 130 Glen Street

City/State/Zip: Glen Cove, NY 11542

Telephone: 516.759.9610

2. IDENTITY OF
INDEPENDENT
CONTRACTOR

The Independent Contractor (hereafter "IC") is identified as follows:

Name: Jack Morelli Music Inc.

Type Entity: (☒) Sole Proprietorship (☐) Partnership (☐) Corporation

Address: 64 Academy Lane

City/State/Zip: Levittown, NY 11756

Business Telephone: 631.335.2390

3. WORK TO BE
PERFORMED

AGENCY desires that IC perform, and IC agrees to perform the following work:

(8) Musical Performances for Special Occasions at a rate of \$250 / Event;
to include either (1) hour In-Person or (1.5) hour Virtual Performance

4. TERMS OF
PAYMENT

AGENCY shall pay IC according to the following terms and conditions: IC shall be paid

\$2,000 total

Dates: January 1st, 2023 – December 31st, 2023

5. REIMBURSE-
MENT OF
EXPENSES

AGENCY shall not be liable to IC for any expenses paid or incurred by IC unless otherwise agreed in writing.

6. EQUIPMENT,
TOOLS,
MATERIALS, OR
SUPPLIES

Glen Cove Senior Center will provide all equipment, tools, materials and/or supplies to accomplish the work agreed to be performed. Should IC wish to purchase "supplies", IC must first obtain Glen Cove Senior Center prior written approval before it may be a reimbursable expense. IC must maintain "supplies" in good working condition through time of contract; failure may result in surcharges.

7. FEDERAL, STATE
AND LOCAL
PAYROLL TAXES

Neither Federal, not State, nor local income tax, nor payroll tax of any kind shall be withheld or paid by AGENCY on behalf of IC or the employees of IC. IC shall not be treated as an employee with respect to the services performed hereunder for federal or state tax purposes.

8. FRINGE BENEFITS &
COMPEN-
SATION

Because IC is engaged in IC's own independent business, WORKER'S IC is not eligible for and shall not participate in any employer pension, health, or another fringe benefit plan of the AGENCY. Likewise, no worker's compensation insurance shall be obtained by AGENCY concerning IC or the employees of IC. IC shall comply with the worker's compensation law concerning IC and the employees of IC.

9. WORK PRODUCT
OWNERSHIP

Any copyrightable works, ideas, discoveries, inventions, patents, products, or other information (collectively, the "Work Product") developed in whole or in part by IC in connection with the Services shall be the exclusive property of Agency. Upon request, IC shall sign all documents necessary to confirm or perfect the exclusive ownership Agency to the Work Product.

10. CONFIDENTIALTY

IC will not at any time or in any manner, either directly or indirectly, use for the personal benefit of IC or divulge, disclose, or communicate in any manner any information that is proprietary to Agency. IC will protect such information and treat it as strictly confidential. This provision shall be effective after the termination of this Agreement. Upon termination of this Agreement, IC will return to Agency all records, notes, documentation, and other items that were used, created, or controlled by IC during the term of this Agreement.

11. TERM OF
AGREEMENT

This agreement shall become effective on January 1st, 2023
and shall terminate on December 31st, 2023

12. TERMINATION
WITHOUT CAUSE

Without cause, either party may terminate this agreement after giving 30 day written notice to the other of intent to terminate without cause. The parties shall deal with each other in good faith during the 30-day period after any notice of intent to terminate without cause has been given.

13. TERMINATION
WITH CAUSE

With reasonable cause, either party may terminate this agreement effective immediately upon the giving of written notice of termination for cause. Reasonable cause shall include:

- A. Material violation of this agreement
- B. Any act exposing the other party to liability to others for personal injury or property damage.

14. NO AUTHORITY
TO BIND CLIENT

IC has no authority to enter into contracts or agreements on on behalf of the AGENCY. This agreement does not create a partnership between the parties.

15. ENTIRE
AGREEMENT

This is the entire agreement of the parties and cannot be changed or modified orally.

16. SEVERABILITY

If any part of this agreement shall be held unenforceable, the rest of this agreement will nevertheless remain in full force and effect.

17. AMENDMENTS

This agreement may be supplemented, amended, or revised only in writing by agreement of the parties.

18. **INDEMNIFICATION** To the fullest extent permitted by law, the Independent Contractor shall (1) immediately defend and (2) indemnify the City, and its councilmembers, officers, and employees from and against all liabilities, regardless of nature or type that arise out of, pertain to, or relate to the Agreement or the Amendment as defined in this Agreement, unless arising out of the City's gross negligence. Liabilities subject to the duties to defend and indemnify include, without limitation, all claims, losses, damages, penalties, fines, and judgments; associated investigation and administrative expenses; defense costs, including but not limited to reasonable attorneys' fees; court costs; and costs of alternative dispute resolution.

Additionally, Independent Contractor shall be obligated to defend, in all legal, equitable, administrative, or special proceedings, with counsel approved by the City, the City and its councilmembers, officers, and employees, immediately upon tender to Independent Contractor of the claim in any form or at any stage of an action or proceeding, whether or not liability is established. An allegation or determination that persons other than Independent Contractor are responsible for the claim does not relieve Independent Contractor from its separate and distinct obligation to defend under this section. The obligation to defend extends through final judgment, including exhaustion of any appeals. The defense obligation includes an obligation to provide independent defense counsel if Independent Contractor asserts that liability is caused in whole or in part by the negligence or willful misconduct of the indemnified party. In order for Independent Contractor to be relieved of the duty to defend, there must be no possible factual or legal basis on which Independent Contractor duty to indemnify under any provision of this indemnity agreement could be held to attach.

***AGENCY:**

City of Glen Cove, Glen Cove Senior Center
Agency Name

Signature

Mayor
Title

Date

***INDEPENDENT CONTRACTOR**

Jack Morelli Music Inc.
Firm/Individual Name

Jack Morelli
Signature

Independent Contractor
Title

Jan 17, 2023
Date



quadient
Leasing

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Quadient Proposal for CITY OF GLEN COVE GLEN COVE SENIOR CENTER

Prepared for:

Pam Panzenbeck

davidg@glencoveny.gov

CITY OF GLEN COVE GLEN COVE SENIOR CENTER

Prepared by:

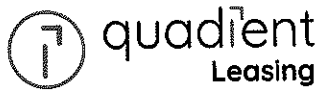
Laura Zabawa

l.zabawa@quadient.com

Ext.

Quadient, Inc.





478 Wheelers Farms Road
Milford, CT 06461
203.301.3400

Overview

Pam Panzenbeck,

This exclusive offer includes the Quadient IN360 postage meter, maintenance, and rate change protection for only \$31.01 per month.

We appreciate your business!

Sincerely,

Laura Zabawa
l.zabawa@quadient.com
Ext.

*** Please Note: This meter connects through a high-speed digital connection for postage downloads and rate change and software updates.

Any changes, addition, or modifications to the agreement must be accompanied by the signers initials.

If the address or company name on the form needs to be adjusted, please contact me before you sign and I will send you an updated copy. ***

Statement of Confidentiality

This proposal and supporting materials contain confidential and proprietary business information of Quadient, Inc. These materials may be printed or photocopied for use in evaluating the proposed project, but are not to be shared with other parties.



Lease Extension Agreement

Product: Quadient IN360

Billing Information

Company Name: CITY OF GLEN COVE GLEN COVE SENIOR CENTER

DBA:

Address:

130 Glen St
GLEN COVE, NY11542

Contact: Pam Panzenbeck

Email: davidg@glencoveny.gov

Phone: (516) 759-9610

Fax:

Office #: 9390

Lease Extension Payment Information

Model #: Quadient IN360

Meter S/N: 10400639

Billing CSN#: 60856214

Existing Lease #: N16123061X

Term in Months: 12

Monthly Payment: \$31.01

Date Sent: 1/25/2023

Please Choose New Billing Cycle: Quarterly

Offer Valid Until: 1/26/2023

EasyLink: ☐ (Quadient Postage Funding and LAN required)

Approval & Terms

This Agreement extends Customer's existing Lease, referenced by the Lease Number above, with Quadient Leasing USA, Inc., formerly known as MailFinance Inc. ("Quadient Leasing"). Except as otherwise provided herein, the terms and conditions of the existing lease shall remain the same and continue in full force and effect. In the event of a conflict between the existing Lease and this Agreement, the provisions of this Agreement shall control.

This Agreement becomes effective upon the expiration of the current term of your existing Lease. Customer agrees that this Agreement is NON-CANCELLABLE for the entire Extension Term set forth above. After the expiration of the Extension Term, this Agreement shall automatically renew on a month-to-month basis (each a "Renewal Period") at the Lease Payment and frequency set forth above. Customer may terminate this Agreement at the end of the Extension Term or at the end of any Renewal Period by notifying Quadient Leasing in writing of its desire to terminate no later than thirty (30) days prior to the desired termination date.

Customer Acknowledgement:

Customer understands and agrees to comply with the terms and conditions of this Agreement. The undersigned is authorized to sign this Agreement on behalf of the Customer identified above.

Name:

Title:

Date:

Authorized Signature:

Laura Zabawa l.zabawa@quadient.com PH: Ext. FAX: (203) 301-2857
Quadient Leasing USA Inc. 478 Wheelers Farms Road, Milford, CT 06461

The last website your senior center will ever need!

6 Q



Web Design Proposal

Prepared for
GLEN COVE SENIOR CENTER



Delivered on: July 25, 2022 | Submitted by: Peter Stankovic, Town Web

Glen Cove Senior Center

,

Dear Pamela,

When you choose Town Web Design, you will get the *last website you'll ever need*.

What do I mean by that? You'll get a new website now. Working with you, we will design and build a new municipal website for the Glen Cove Senior Center that's easy to use and looks great for your residents and online visitors.

Then, you'll get our all-inclusive, "white glove" customer service. Just call, chat or email, and we take care of your website needs 24 hours a day, seven days a week. Our sites are secure and protected with guaranteed 99.9% uptime. Your website will look good and work well every day.

We build long-term relationships. We don't just want to design your website, we want to keep you as a satisfied customer for years to come. We have more than 500 municipalities who work with us, and more than 80 of them have been with us since we started in 2007!

All our customers love the fact that we offer fixed pricing – your annual costs do not go up!
I invite you and your committee to check out all the benefits we offer so that you can get started with a fantastic new website that will be the last website the Glen Cove Senior Center will ever need!

Sincerely,



Peter Stankovic

Customer Solutions Manager, Town Web

benjy@townweb.com | Toll Free: 877-995-TOWN (8696)

Top 9 Reasons Customers Choose Town Web Design

Reason 1: More than a Dozen Years of Building Municipal Websites

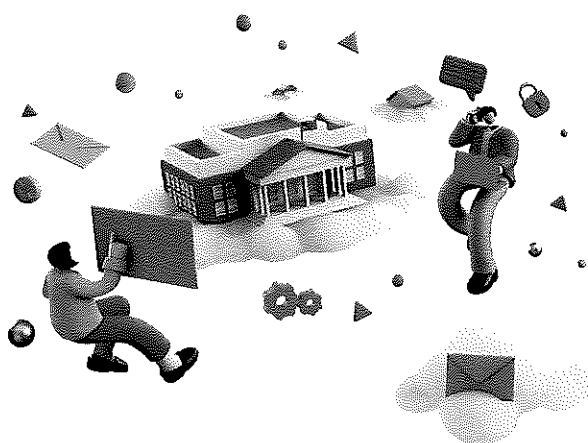
Town Web Design has been creating and hosting municipal websites since before the iPhone came out and Facebook became popular. This mobile revolution has changed the website industry, and we have embraced these changes so your website will be relevant to the ever-changing needs of technology and your residents. In 2007, most boards and councils were worried if their municipal website would work on dial-up. Now, they want sites that load fast, work on mobile phones and comply with the Americans with Disabilities Act 508. *We deliver on all of these -- and more.*

Reason 2: We Understand Towns' Needs

We are not a typical web design agency that you would find in any medium-sized city in America. **We do not do commercial website design.** We only do website design for towns, villages, cities and boroughs. We specialize in municipal website design. This focus is the key reason we can provide affordable, fixed-price service to municipalities like the Glen Cove Senior Center and also why we can launch your website in as little as two months.

Reason 3: Clerk-Tested, Board-Approved

More than 550 boards and councils have chosen and currently work with Town Web. We are their approved web design, hosting and support vendor. When we started, more than 80 boards selected Town Web as their website provider, and they still consider that a great decision today. Websites built by us represent a sound investment in quality, performance and dependability. We are your low-risk, highly experienced municipal web technology partner to take you into the future.



Reason 4: Fixed Pricing -- No Cost Increases

Every municipal web design customer at Town Web has a **fixed annual cost**, so it's easy to budget. You won't need to rely on expensive third-party IT services to manage and maintain your website or wonder who to call. Everything is done for you by the Town Web team for one fixed price.

Reason 5: 24x7 Monitoring & Security

We protect your municipal site against accidental or malicious data loss. Security threats and hacking attempts happen all the time, but we have you protected. **We provide 24x7 monitoring of your site, and we have systems in place to keep the bad guys out.** Every few minutes, we “ping” all of our sites to make sure they are accessible. Our system lets us look at downtime and uptime, and we can go back and look historically for the last 24 hours, the last 30 days or whatever time frame we wish. If your website is down, we are more likely to know about it before you will. We get notifications for any hacking attempts.

Furthermore, we do daily backups of your site and store them on a different server in a different location. If anything major were to happen to your site, we will take last night's version and restore it for you at no cost. If a natural disaster occurred near the site of our main servers, it's possible our websites could be affected. So, we store our backups at a completely different location to ensure we always have a backup of your most up-to-date website content ready to go.

Reason 6: 24x7 Service & Support

Municipal clerks and staff members love having Town Web as their website provider because they can rely on us for anything related to their website. **All it takes is a call, email or chat message (including Facebook Messenger), and we can post or edit something on a page for no additional cost.** Our support is like an “all-you-can-eat buffet.” You get as much as you want for a fixed fee, with no surprises and no extra billing. Furthermore, we take care of issues as quickly as possible, and most issues are resolved by the end of each eight-hour shift.

For example, our support team received an email at 10 o'clock at night from a clerk, asking for an agenda to be posted to her website. Ten minutes later, it was done. Most providers don't offer this kind of service. We do, because we know it's important to you. Even if it's 10 o'clock at night, we are available to you with our “white glove” customer support.

Because we only work with municipal clients, we know what you need. I built Town Web to help clerks post meeting agendas and minutes. That service aspect was important then, and it's important now.

Reason 7: Free Staff Training

If you are an administrator to your municipal website, you will receive one-on-one training for free so you can make updates on your own. We offer online tutorials and videos if you need a refresher. We also will provide ongoing training if you need it or if you have new staff. Of course, if you need us to make a change or upload a document, we are happy to help. Our goal at Town Web is to make sure that clerks and staff members can do their jobs quickly and efficiently.



Reason 8: We Meet Face-to-Face

All new customers meet with their dedicated account manager and project manager in a face-to-face meeting over Zoom (an online video conferencing service that doesn't require you to download anything to use it). Your account manager is a customer advocate. It's this person's job to make sure you're happy as a customer. The project manager also will work with you, but this person is the liaison with our technical team behind the scenes to get your website done.

Typically, we have two meetings with you. During the onboarding meeting, we work together to determine the design, style, content and layout for your site. We come prepared. We have an onboarding sheet filled out for your website so we can determine the details we need. It includes things like your domain name, email addresses, site structure and pages you might not have thought about, such as elections and FAQs.

Your site will be designed to help save you time and streamline the process. For example, if you have an election page, you can let residents know how to register to vote, polling locations and dates for upcoming elections.

FAQs – or frequently asked questions – are tailored to your municipality and the questions you commonly receive. Those questions will include links to the important content on your website. For example, if residents often ask about dog licenses, you can include the information on your FAQ page and link to the form to fill out to apply for a license.

Within three to seven business days, we send you a link to a staged version of your website, and we set up a time for a second face-to-face meeting. You will have a few days to look over the site before we meet. In the second meeting, we gather any needed changes and suggestions from you. We do the tweaks, edits and adjustments, so you're happy with the new design before we make it live. It's important to have this meeting face to face, too, to continue to build our relationship. It doesn't stop when your design is done and your website is up. We are committed to serving you every step of the way.

Reason 9: Your Site Launches in about 2 Months!

We understand that you are busy: Busy with elections. Busy with tax payments. Busy with day-to-day community management. We respect your time. This is why we built an efficient, caring process to make designing and launching your new municipal website a pleasant, successful collaboration. We work efficiently with you, because we only work on websites for municipalities. *We don't take on commercial websites.* We are specialists in municipal web design, which means that within as little as two months, we can provide your municipality with a really great looking website at an **affordable price**.

We've had some websites launch under very tight deadlines, when a municipality was switching from another provider to us, for example. Bigger projects for bigger communities will take longer. It depends on how much content you have and how quickly we can get your approval to go live. For comparison, our competitors take four to five months to design and launch a new website.

PROJECT TIMELINE

Enjoy a new site in as little as 4-6 weeks!

Essential | Select | SelectPlus Plans

Account set-up

- Contract Terms
- Sign Electronically
- Remit Payment
- Schedule Onboarding

Content Management

The Data Entry team will migrate over all of the existing content from an old site.

Municipal Representative will also send in any remaining content to be added via email, Dropbox, or Google Drive.

The Account Manager will follow up with any questions and check in with status updates.

Gather Feedback & Apply Changes

We will meet once again via Zoom to discuss any edits or additional content needed. You may email edits or a punch-list prior to the meeting so that most changes can be completed beforehand.

Set a date to go LIVE!

Launch

After final approval:

- Launch the site LIVE
- Receive login credentials
- Schedule live training
- Implement emails (add-on)
- Syndicate Facebook (add-on)
- Implement HeyGov (add-on)

Onboarding

Conduct a team meeting via Zoom between Account Manager, Project Manager & Municipal Representative.

- Discuss new or existing domain name + branded emails
- Choose a theme & color-scheme
- Discuss needs, features, existing & future content

Staged Website

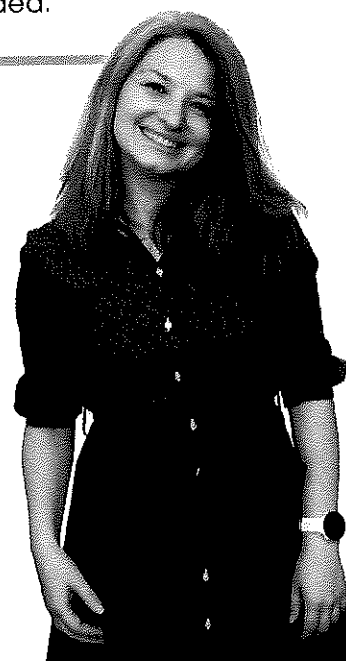
Your Project Manager will stage the new website on the chosen theme to create a "staged website link." This is the beginning of organizing the content, navigation & menus. We follow best practices for municipal features and navigation.

When the project is 90% complete, the Account Manager will send you this link as a proof to review and schedule a "reveal meeting" via Zoom to discuss any edits needed.

Finishing Touches

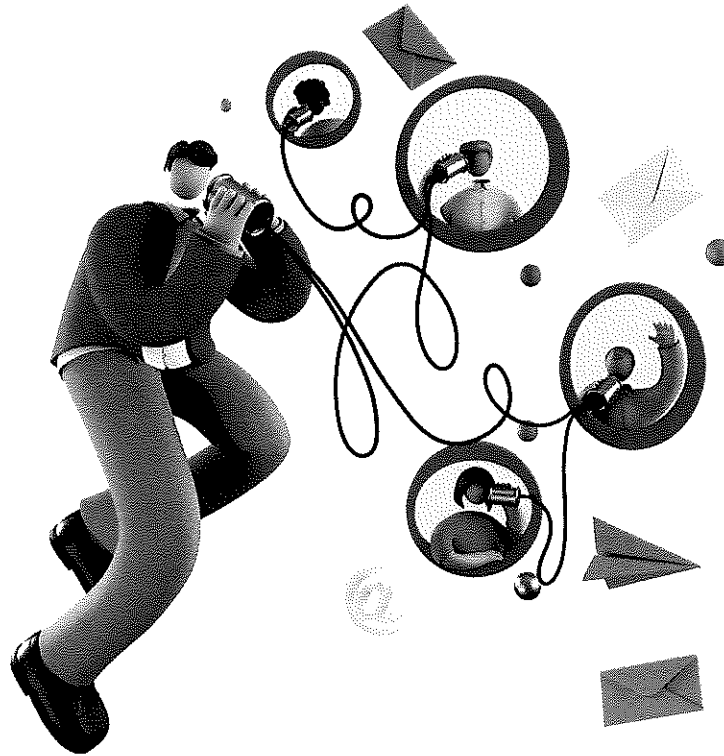
Ensure that the site is optimized for SEO and mobile-view. Make the site loading time as fast possible. Set Google analytics to show up on Google search.

- Enable ADA widget
- Translation widget (add-on)
- Advanced search (add-on)



Communicate Easily with Your Residents

Your new website includes a **Communication Platform** so you can easily stay in touch with your residents. They can subscribe and receive notifications. Residents simply add their email address or cell phone number and choose the topics that interest them.




In the past, residents had to be proactive to find out what was happening in their municipality. They could read the newspaper, go to the town hall or find other ways to get access to agendas and minutes. Now with a municipal website, they can look online. But they still need to go look for the information.

Our **Communication Platform** makes it easy for them to get the information they want without searching for it. They can *subscribe*.

Take a look at this example. Your residents can fill out a similar form and choose exactly what information they want to receive and how they want to get it – by email or text. As subscribers, they can choose to subscribe only to news and notices from parks and rec, or maybe minutes and agendas for the plan commission.



ENTER YOUR EMAIL AND/OR CELL PHONE TO GET CITY NOTIFICATIONS

Name *		
Email *	Phone	

SELECT THE TOPICS YOU WANT TO RECEIVE NOTIFICATIONS FROM

- | | |
|---|---|
| <input checked="" type="checkbox"/> New Agenda & Minutes Postings | <input type="checkbox"/> Recent News & Notices Postings |
| <input checked="" type="checkbox"/> City Council | <input type="checkbox"/> Spotlight |
| <input checked="" type="checkbox"/> Plan Commission | <input type="checkbox"/> News & Notices |
| <input checked="" type="checkbox"/> CDRA | <input type="checkbox"/> Parks & Recreation |

SELECT HOW YOU WOULD LIKE TO GET NOTIFIED

 Email <input checked="" type="checkbox"/>	 Message <input type="checkbox"/>
---	--

SUBSCRIBE NOW

Your residents get instant notifications (email/text)*

Your residents will get instant notifications whenever categories they've subscribed to have new items posted. Messages are sent via email or text message, so residents don't have to go to your website to read them.

** While we make every effort to have a high throughput for our email/text notification system, it is impossible for us to guarantee 100% delivery to recipients. This is due in part to the fact that we do use reputable 3rd party emailing software for this service, thus we can not control all delivery factors.*

Your residents gain 100% transparency

With the Town Web Communication Platform, your residents can gain 100% transparency into meeting discussions by elected officials. They can stay up-to-date on topics that are important to them.

We post your notices on Facebook

Town Web can add notifications to your Facebook page, too! It's all included with the Communication Platform you get as a Town Web customer.

Save time with one-click unsubscribe

It's easy for people to unsubscribe, too. Maybe a resident has moved and no longer lives in your municipality. He or she won't want to keep receiving notices. Unsubscribing won't take any of your time. Here's how it works: Subscribers who receive an email have a one-click link to unsubscribe included in every email. If they decide they no longer wish to receive emails, they can click once on the link – and that's it. Each email has a token ID that is returned, and they are automatically removed from the email list. It's super because we don't want to burden clerks with managing a list. It also saves tech support time, because it's built into an automated system.

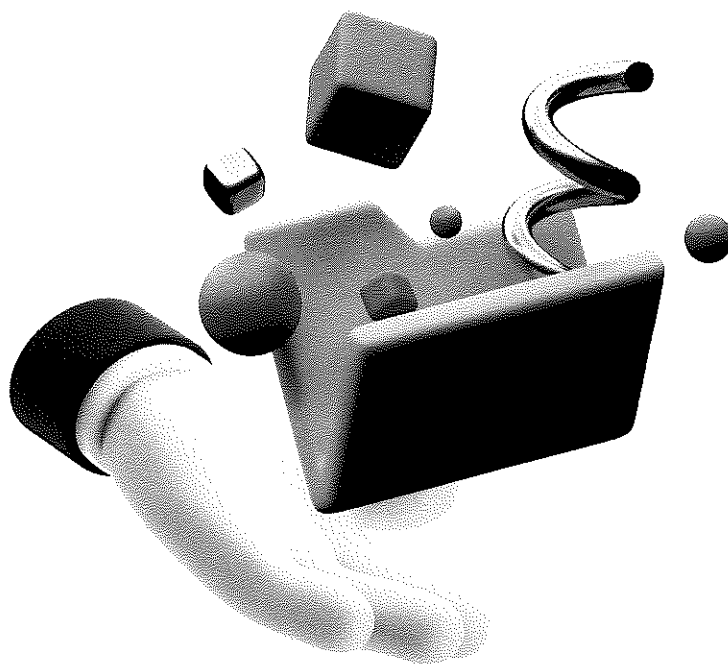
When text subscribers send a STOP or unsubscribe message, it goes into our support queue to remove them, and our support staff takes care of that. Again, there's nothing for you to do to manage subscriber lists.

Our Communication Platform is effective because it reaches people where they are in the way they wish. It's on your website home page, in their email inbox, sent via text message and on social media, assuming they like or follow your Facebook page. That's four easy ways for your residents to get the news and information about your community that's important to them.

Experience "White Glove" Customer Service

Town Web's comprehensive customer support service is available to you for any technical, billing and sales questions related to your municipal website. It's "white glove" service, because we take care of everything for you.

It's easy to contact us for service and support! We provide you with one toll-free phone number for all of your questions: **877-995-TOWN (8696)**. We also have one email address for support and service: **support@townweb.com**. You don't need to remember or keep track of multiple emails or phone numbers. One number and one email will get you all the support you need for any question!



Support is 24x7

We have you covered 24x7 with our support team. You can call us, email us or fill out a support ticket on your website. Our support staff is available 24 hours a day to help answer your questions and take care of your issues.

Our goal is to address your concern quickly and resolve it by the end of an 8-hour shift. Often, we can take care of your tickets in 15 to 20 minutes. More complex questions or concerns may take longer, but we still aim to solve it quickly, providing same-day service.

Service and Support is "All-You-Can-Eat"

Other agencies charge you a per-incident or a per-hour fee for technical support. Not Town Web. You get unlimited technical support and training FREE with your hosting contract. Many other agencies only offer 30 minutes of support free each month. Some sell support packages that include an hour or two of tech support each month for \$89/month extra! Not us.

We want you to be successful when it comes to maintaining your website. **You can contact us as often as you like for tech support. There is no charge. It is truly like an "all-you-can-eat" meal at your favorite restaurant.**

Town Web has two services and two fees. We have a web design setup fee and a web maintenance and hosting contract. We set fixed fees for a year, and our service and support is all-inclusive. Other agencies make more money with a billable hourly rate. We have a different philosophy as a one-stop shop with a fixed price that's still quite affordable and easy for municipalities to budget.

You Get Free Training and Retraining

After we launch your site, we provide access to training materials so you can manage your new website. You can watch our training videos and download PDFs that describe in detail the things you want to do. You also can schedule training or retraining with one of our staff members.

We Will Upload Files for You

We provide our municipal customers with an easy-to-use Admin section. It is extremely user-friendly -- it only takes 20 seconds to post something new. However, some of our municipal customers don't wish to upload new files or make new posts to their websites themselves. They email us their files, and we post it on their behalf.

Town Web is The Last Website You'll Ever Need

We promise that TownCMS v5 will be The Last Website You'll Ever Need. It is a comprehensive website design and hosting platform that provides you with everything listed here.

We chose a platform that is constantly evolving so it can be updated and improved. It's a highly customized version of WordPress, and it was built specifically for municipalities. We designed it to solve specific problems, such as posting minutes and agendas, which is different than websites that post blogs or articles. **Our goal is to make your municipal website easy for residents to find agendas, minutes and anything else they need.**

We Deliver Free Feature Upgrades and Updates

Your website gets better over time. **We constantly add new features, enhancements and updates and apply them automatically.**

As technology changes and software updates, things can break. At Town Web, we make sure our customized software continues to work as expected. We are the mechanics behind the scenes, fixing and modifying the software to maintain our municipal sites.

When we make software updates, you get them included for free as long as your site is hosted by Town Web. You don't have to wait for or request these updates. Think about it like buying a new car. If you buy a new Tesla, you get OTA – over the air – updates to the software that runs your vehicle, to keep it up to date. If you buy a regular car, that's it. What you have is what you bought. If anything, you might have to take your vehicle in for recall fixes. Like Tesla, our fixes are applied to everybody automatically.



Because we maintain so many municipal websites, internally, we are more scalable. We license the best software for the best user experience. Take our calendar plugin, for example. It's pricey, but it's a very well-known and supported plugin with additional functionality. It works great for our municipal websites. A smaller agency with only a few websites might not buy it, but because we serve so many sites and use it across them, we want the best and can afford to use the best.

Of course, we also keep updating your website for you. We want you to renew your hosting and maintenance package with us, so we provide optimal solutions for you. We can't give you what we created in 2007 and expect you to pay full price. That technology doesn't work today.

Budget Easily with Fixed Prices

The rate you pay for your Town Web website is fixed during the term of your three-year contract. After three years, any pricing increase would be a nominal amount to match any increase in inflation.

- Your first year's contract will include the cost of your website design (a one-time fee) and hosting fees. This amount is paid in Year 1.
- The second year's hosting fee is billed 12 months after the website goes live. This means you do not pay for hosting/maintenance/support during the Build Phase of your website. We start billing for it only after your site officially goes live.
- The third year's hosting fee is the same amount as the second year.

After your initial three-year term, you may renew your website on a year-to-year basis.

These fixed, steady prices make it easy to budget. We know how important that is for municipalities who work on tight budgets that are planned in advance.

We Guarantee 99.9% Uptime

We can provide a Service Level Agreement, or SLA, to guarantee your hosting uptime.

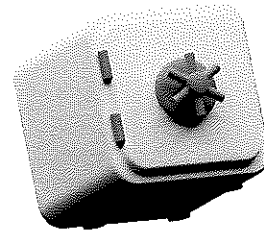
Weekly Site Backups Are Stored Safely

Every municipal website gets full weekly backups that are stored in a different location from our primary servers. Never worry about having your site go down again. If your website goes down for unexpected reasons, we can restore it in a short time.

If a disaster strikes – a weather event, fire or power failure – and a server is fried or a website malfunctions, and we can't fix it, we will take last week's backup and restore it. There is no cost to you, and you don't need to do anything. We are here to make sure your website stays online and up-to-date. Keeping weekly backups on an off-site server ensures we always have a good, recent copy of your website to go back to, if disaster strikes.

Your Website Security Is Ensured

All municipalities get a Secure Socket Layer, or SSL, so your website runs securely on HTTPS. Your website visitors will recognize your site is secure. Additionally, your Town Web website will be hack-proof, to prevent unauthorized access.



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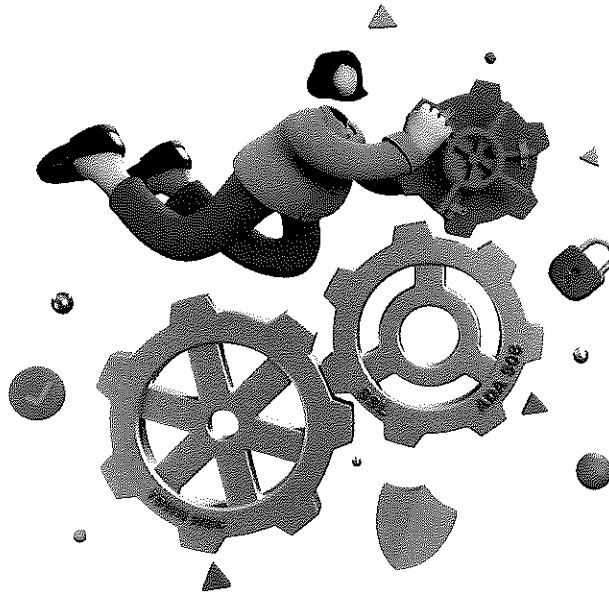
Town Web installs software that monitors unauthorized access to your website. We look at IP addresses to see where the computer is located. Is it a community we know? Is it a hacker or a clerk trying to login? This software also looks for bots – automated systems that try to use “brute force” attacks to get in. This kind of system will try many passwords in a fast and automated way.

If too many login attempts are made too quickly, our system will freeze the account for a set number of minutes. If the behavior continues, the system will lock the account, and Town Web staff will need to unlock it and send you a password reset link.

Our website logins require an alphanumeric password – containing both letters and numbers or symbols – not just a dictionary word. The software will block access after a certain number of repeated attempts with incorrect passwords, usernames or both. We hope to catch the bad guys without locking you out. If you only got a couple tries before being locked out, that would be frustrating. Most of us forget a password from time to time, so we try several until we figure out the right one. If the login attempts look like human behavior, then we'll give a few extra tries.

Don't worry, though. If you are locked out, get in touch with Town Web, and we'll physically reset your password and give the new one to you so only you will know it.

Be ADA 508 Compliant



Town Web municipal websites are ADA, or Americans with Disabilities Act, 508 compliant, which means people of all abilities will have access to the content and files on your website.

For example, to serve people with:

Limited visual abilities

- Allow site to be navigated easily with a screen reader
- Make images "readable" using alt text
- Allow font size to be increased without breaking site

Limited physical abilities

- Allow site to be navigated with just a keyboard or just a mouse
- Use large buttons with large clickable areas

Limited hearing abilities

- Embed subtitles on any videos

Limited cognitive abilities

- Use a simple layout
- Make the flow go in one direction

Enjoy Mobile-Friendly Web Design

We design our websites to be 100% mobile responsive for both iOS and Android. Between 20% and 50% of daily visitors to municipal websites use mobile devices. We make sure your website looks great for all visitors on all devices.

Post Emergency Alerts

When you have an urgent message or notification, it will be displayed prominently on your homepage. It also will be sent to all subscribers via email or text message and posted to your Facebook page.

Provide Instant Notifications for Subscribers

People who subscribe to your website can get **instant notification via email and/or text message.**

The message content links directly to the posted notice.

Subscribers can **unsubscribe with "one click"** whenever they want.

Rely on Easy-to-Use 24x7 Technical Support

We offer our customers **24x7 technical support at no extra charge.** We make it easy and convenient for you to contact us for support. You can call us toll-free, email or send a chat message through Facebook or your Admin area on your website.

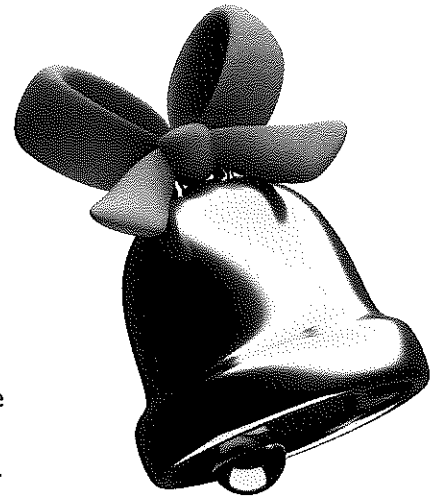
Stand Out with Added Features like Community Promotional Videos

Town Web Design LLC now offers a new add-on feature to promote your community on your website.

Community promotional videos are a unique way to share your community's best features. **You can use promotional videos to promote tourism, attract new residents and draw new businesses to your community or industrial parks.**

Some of our municipal clients like the Village of Cassville have enjoyed beautiful videos, professionally filmed and edited, which they use on their websites. Other clients have incorporated drone video footage onto their websites, and it looks great. Viewers like videos, and this is a fantastic marketing tool!

If you are looking to attract tourism, new residents or new businesses, consider creating a community promotional video. This add-on feature will be tailored to your community specifically to meet your needs. Ask us today for more information to see how it can benefit your community!



OUR TEAM OF SPECIALISTS IS HERE TO HELP

We are dedicated to your success

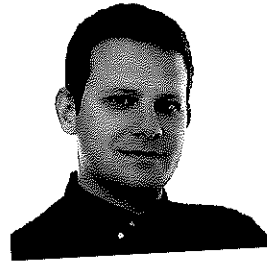
We are dedicated to your success, and it shows, based on our staff. Nearly half of our team members are focused solely on support. There is no other municipal web design company that puts as much emphasis on customer support than Town Web. As a new municipal customer, you receive "white glove" service and 24x7 support from our team!



Dustin Overbeck,
President



Cristina Ducusin,
Operations



Ivan Cvetkovic,
CTO



Liz Swenson,
General Manager



Benjy Stauffer
Client Solutions Manager



Jerrica Wagner,
Senior Project Manager



Mark Pumper
Project Manager



Miranda Roberts,
Support & Training



Flor Faustino,
Support



Darko Svilar,
Support



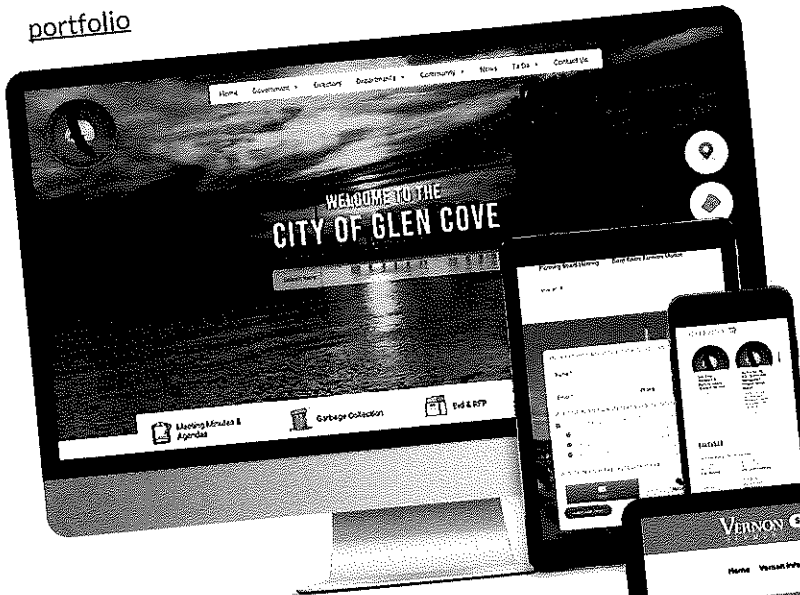
Atanas Prchev
Technical Writer



Angi Stanescu
Marketing Coordinator

Sample Design Portfolio

These are some examples of websites that we've launched. Take a look and see our work in action. Your new website could look and function just like these! To see more, visit: <https://www.townweb.com/portfolio>



City of Glen Cove, New York Elite Website

Visit website:
<https://glencoveny.gov/>

Town of Vernon, Vermont Select+ Website

Visit website:
<https://vernonvt.org/>



Village of Cassville, Wisconsin Elite Website Microtourism

Visit website:
<https://cassville.org/>



PROJECT TIMELINE

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After final approval:

- Launch the site LIVE
- Receive login credentials
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- Implement HeyGov (add-on)

Onboarding

Conduct a team meeting via Zoom between Account Manager, Project Manager & Municipal Representative.

- Discuss new or existing domain name + branded emails
- Choose a theme & color-scheme
- Discuss needs, features, existing & future content

Staged Website

Your Project Manager will stage the new website on the chosen theme to create a "staged website link." This is the beginning of organizing the content, navigation & menus. We follow best practices for municipal features and navigation.

When the project is 90% complete, the Account Manager will send you this link as a proof to review and schedule a "reveal meeting" via Zoom to discuss any edits needed.

Finishing Touches

Ensure that the site is optimized for SEO and mobile-view. Make the site loading time as fast possible. Set Google analytics to show up on Google search.

- Enable ADA widget
- Translation widget (add-on)
- Advanced search (add-on)



Elite Web Design (Optional)

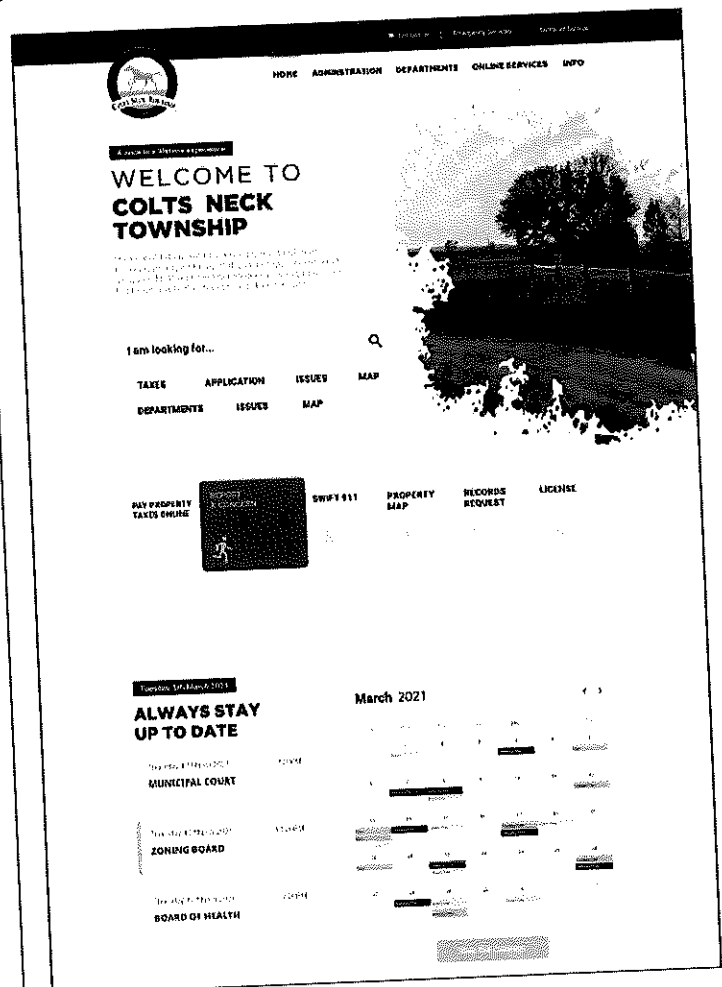
Municipalities that want a 100% unique and 100% custom design can choose our optional Elite Package.

Town Web can offer the Glen Cove Senior Center a Elite Design Package as an optional upgrade to your new website design project. This is meant for municipalities that want something truly unique with a spectacular design.

Together, we would go through a formal and thorough design and branding process.

- We start with a formal kick-off and branding meeting via Zoom.
- We discuss in detail similar sites you like inside the municipal web design industry and talk about current and upcoming industry best practices and trends.
- Come prepared with your committee's thoughts, ideas and goals for your municipality's long-range plans. We will discuss in detail the ultimate goal and vision you have for your website.
- About a week after we meet, we will deliver three high-fidelity mockups.

High-Fidelity Mockups



Your committee will have an opportunity to select which of the three homepage designs you like best.

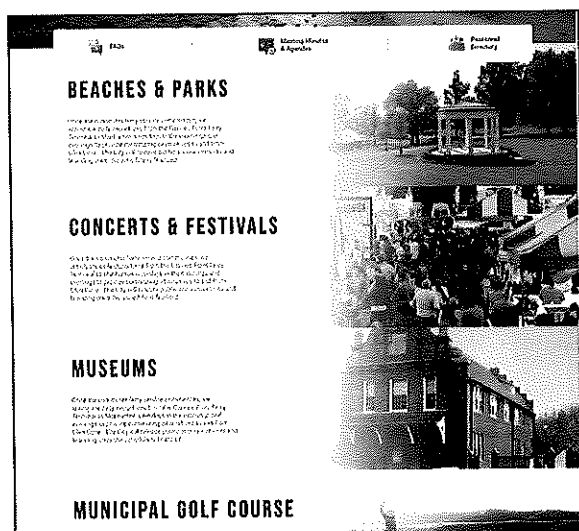
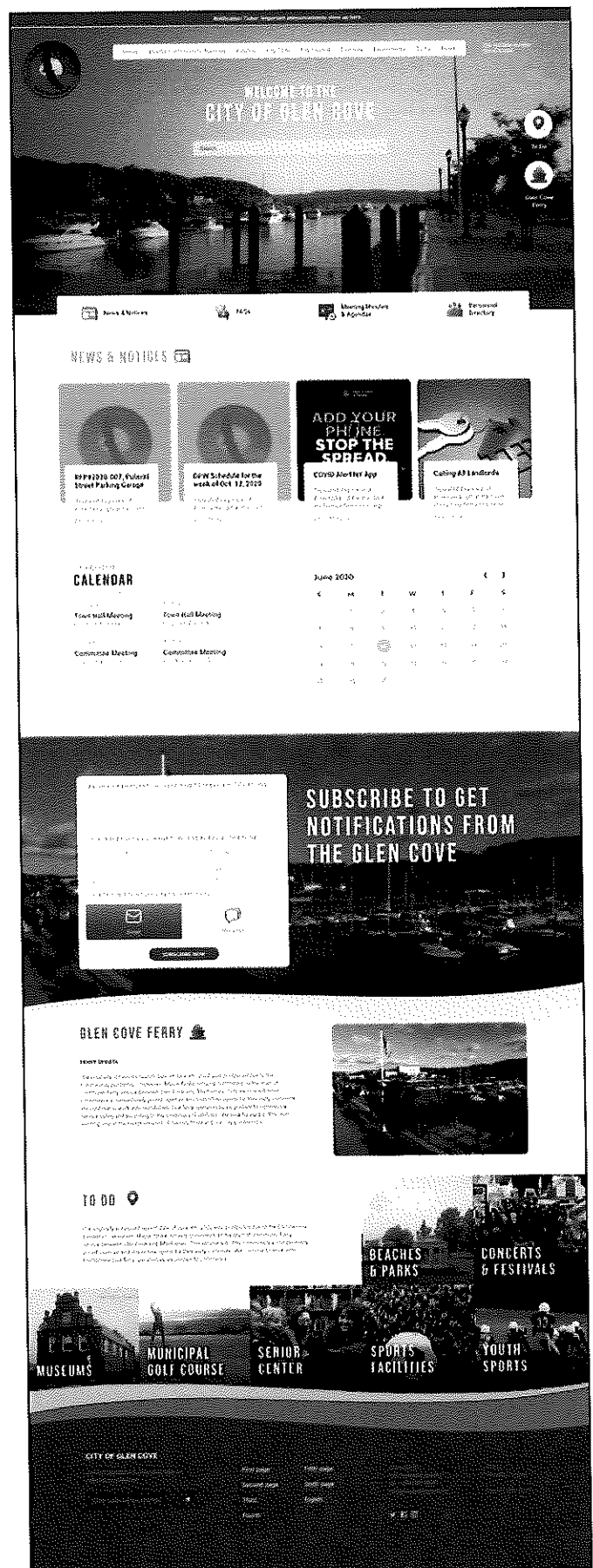
We will incorporate the ideas, photographs, colors and typography that was discussed in the branding interview.

This file will be "pixel-perfect." This means that what you see in the high-fidelity mockup will be exactly what you will see when the site launches (barring any design changes).

You get five (5) rounds of small design changes to make your homepage look perfect. We work on the design, layout, typography and colors to ensure a beautiful design.

The example to the right is the high-fidelity mockup design we created for one of our Elite projects.

Once a mockup is approved, we design a custom WordPress theme based on the design.



Custom Wordpress Themes

We hand over the high-fidelity files to our development team. They will slice the design into the elements needed to create a custom WordPress theme.

The theme will be designed with several break points. These break points are markers of how the site will look when scaled down for tablet devices and mobile phones. Each break point will consider these different mobile devices held in different ways (vertical and horizontal). This means you'll get a theme design that encompasses all variations of a user's experience.

Additionally, internal pages will be designed based on the homepage style. Generally, these inside pages share the same top navigation menu, background style and portions of the page footer.

We do theme-testing to make sure the design works across all platforms, devices and browser types..




Branded Emails (Optional)

Add an email program, and Town Web can be your "one-stop shop" for all your IT needs. We offer different branded email addresses and email service.

You can choose **Microsoft Office 365** (with or without desktop Microsoft Office applications) or **Enterprise Emails**. You can add email archiving to either plan to ensure your organization is compliant with email retention requirements.

Microsoft Office 365 Plans

Business Essential comes with email address and online versions of Word, Excel and PowerPoint. Business Premium also includes desktop versions of Microsoft Office.

MICROSOFT OFFICE 365 PLANS	BUSINESS ESSENTIALS	BUSINESS PREMIUM
Description	Exchange email, instant messaging, SharePoint & Office Online	All the features of Business Essentials, plus Office suite
Cost	\$11/mo per user	\$19/mo per user
Office Online Use Word, Excel and PowerPoint as online versions (through your browser)	Yes	Yes
Office Applications Install MS Office on up to 5 PCs/Macs, 5 tablets and 5 phones per user	No	
Exchange Email Storage Enjoy business-class email, contacts and calendar	50 GB per Mailbox	50 GB per Mailbox
Email Archiving Unlimited, enterprise-class email storage and retention	+\$3.25/mo per user	+\$3.25/mo per user

Enterprise Emails (Powered by Rackspace)

Enterprise Emails are less expensive but still very robust, offering 25 GB mailboxes that allow 50 MB attachments. Emails can be set up for computer/laptop, mobile devices and web-based email. Enterprise Emails is solely an email program.

An email archive also is available, which gives you unlimited storage and provides compliance with email retention requirements.

ENTERPRISE EMAIL ADDRESSES	
ENTERPRISE EMAIL	
Description	Enterprise-level hosted email service, includes IMAP, POP, SMTP
Cost The cost is based on total amount of users (not a stepped amount).	For 1 email address: \$5/mo (\$60/yr total) For 2 email addresses: \$3.75/mo (\$90/yr total) For 3 emails: \$2.77/mo (\$100/yr total) each additional email: + \$2.77/mo (+ \$33.33/yr)
Email Storage	25 GB per Mailbox 50 MB attachments
Email Archiving Unlimited, enterprise-class email storage and retention	+\$3.25/mo per user

Notes About Email Service & Billing

Email programs can be billed separately from the annual web hosting, if needed. Municipalities typically will pre-pay for a full year of email service with one or two email accounts. When municipalities have more accounts, they typically pay for it monthly with a credit card.

If you already have Office 365 or branded emails with another provider, and you wish to stay with them, no problem! You can keep your service uninterrupted, even when we design and host your new website.



Town Web Services are American Rescue Plan Act (ARPA) Approved!

Recently, we retained the services of a reputable law firm that works closely with local governments. They have done comprehensive and thorough research and have determined that the services that Town Web Design, LLC provides can be paid for by ARPA funding.

Is the local government purchase of Internet website services from Town Web Design, LLC ("Town Web") an eligible expenditure under the American Rescue Plan Act, Coronavirus State and Local Fiscal Recovery Funds ("ARPA")? ^{1, 2}

Yes. ARPA provides at least two methods for the services provided by Town Web to be eligible expenditures under ARPA.

1. Responding to the public health emergency or its negative economic impacts:

Is the purchase of technical assistance by a local government intended to mitigate the spread of COVID-19 and/or its economic impacts an eligible expenditure under ARPA? YES

Technical assistance is the process of providing targeted support to an organization with a need or problem. Local governments are organizations; COVID-19 is a problem; increased Internet utility mitigates the spread of the problem and its ill effects for small businesses, nonprofits, households, and impacted industries. Town Web is offering to provide the technical assistance necessary for the increased Internet utility.

2. Providing Government Services:

Local governments may use funds for the provision of government services in general, however, in this case funds may be used only to the extent of the reduction in revenue experienced due to the COVID-19 public health emergency. Spending within this budget could be on virtually any local government services to include Town Web services, whether or not a local government already has such services.

Do I have to return unused funds?

Yes, any unused funds will have to be returned to the Treasury.

Can I pay for future hosting/maintenance/support services?

Yes, Town Web's services can be paid through December 31st, 2026.

What are the ARPA reporting requirements?

The local government is recommended to keep any pertinent records and to adopt a specific resolution of support for the eligibility that contains the relevant facts, the analysis, and the determination of the local government. This purpose category will be subject to "enhanced" reporting requirements to verify eligibility. It is important to create a strong record.

For a copy of the full memorandum, please send us an email and we will provide the full document for you to share with your board.

¹ There are many different types of local governments and they must operate according to the laws of their particular type and state jurisdiction. Therefore, individual local governments should still consult with their municipal attorney regarding the proper implementation of ARPA spending.

² All information provided herein is taken from the memo provided by Lee D. Turoni with Dempsey Law (07714892.DOCX)

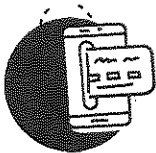


DIGITIZING CITIZEN SERVICES FOR GLEN COVE SENIOR CENTER

YOUR CITIZENS GET A DEDICATED APP



HeyLicenses: Workflow
Management of Forms



HeyGov Pay: Accept
Credit Card Payments



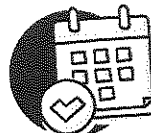
HeyGov Chat: Online
Chat Bot



Hey311: A Complete Citizens
Engagement Platform



HeyPolling: Survey your
Residents Online



HeyReserve: Online
Venue Booking System

**Coming Soon*

HeyGov helps you make an impact in your community

Processes are simplified and save you time when communicate with your citizens and departments.

Features can be configured to be fully automated or semi-automated.

You can go as paperless as you want to go.

You have a 20,000ft view of your municipality including citizens and departments.



Web Design Pricing

Web Design & Setup Fee

The setup is a one-time fee. It is the cost to build your site and is discounted with a three-year hosting

- If you have an existing site, we migrate all your old website's content.
- You collaborate in real time with a dedicated Account Manager and Project Manager.
- Mobile-responsive design.
- Face-to-face meetings over Zoom, our easy-to-use video conferencing service.
- Your new site launched about two weeks from your Onboarding Meeting.
- Up to 30 web pages.
- Up to 10 department pages with FAQ's.
- Single page business directory
- 3 calendars.
- Dedicated elections page.
- Contact us form.
- Up to 5 minutes and agendas categories w/ agendas on calendar.
- Up to 4 quick links.
- Simple nav menu w/ dropdowns.
- News and Notices w/images.
- Site search.
- Residents can subscribe via email or text.

Hosting, Maintenance & Support Package

The following are included if you choose Town Web's hosting, maintenance and support package:

- 24x7 technical support that is "All-You-Can-Eat" via email, phone available 8am-5pm EDT.
- Send us content, and we will upload it for you at no charge.
- Get your own login and password so you can make updates to the site on your own.
- 24x7 website monitoring.
- Technical and security updates applied automatically.
- Weekly website backups stored off-site.
- Immediate website restores (if ever needed).
- One-on-one quarterly training.
- Access to our free training and support library.
- Backup retention 3 months
- Secure website hosting on Town Web's servers.
- 8 hour SLA (Service Level Agreement).

Glen Cove Senior Center Web Design price quote

Description	Price	Qty	Price
Web Design & Setup Fee (one-time)			\$999
Normal price is \$1,399.			
Save \$400 with a 3-year contract if quote is signed by August 8, 2022			
Hosting, Maintenance & Support Package	\$800/year	1	\$800/year
Domain Name	\$15/year	1	\$15/year
Options (you can check/uncheck them in the online version of this quote)			
<input checked="" type="checkbox"/> Facebook Syndication			\$199
<input type="checkbox"/> Branded Email Addresses (optional)			\$0
See Email Services section for all the details and pricing tiers			
<input type="checkbox"/> Elite Web Design Package (optional)			\$7,000
See Elite Web Design section for all the details			
TOTAL RECURRING ANNUAL FEES			\$815
TOTAL INITIAL SETUP FEES (ONE-TIME)			\$1,198

The term of the contract is for three years. The 1st year's total fee would be \$2,013.00. This is paid in Year 1. The 2nd year's fee is just \$815.00 with the domain renewal, billed 12 months after site goes live. The 3rd year's fee is the same as 2nd year's fee.

Glen Cove Senior Center may renew the agreement, on a year to year basis, subsequent to completion of the first term. The "hosting, maintenance, and support" fees paid for each subsequent year may be increased, on an annual basis, to match the cost of inflation, as determined in each January (for the preceding year) by the US Department of Labor, or 10%, whichever is greater.

Glen Cove Senior Center Signature Page

At Town Web Design, we want to make sure that the Glen Cove Senior Center's new website will be the last municipal site that you'll ever need. You can be proud that your residents, tourists and visitors will never say your website looks outdated.

By signing this quote, you will get everything listed on the Pricing Page.

The three big benefits to you include:

1. A Dashboard designed for easy posting to your website

Our websites come with a custom dashboard that is designed to make it quick and easy to post items to your website. Whether your posting minutes, uploading a picture of the mayor, or putting an upcoming event on your calendar, your website will be easy to update.

2. 24x7 Technical Support that is "All-You-Can-Eat"

Your municipal staff at the Glen Cove Senior Center will love having us as your website provider because they will be able to rely on us for anything related to your website. All it takes is a call, email or chat message (including Facebook Messenger) and we can help them with their question or issue, and for no additional charges, we can even post or edit something on their behalf. This type of support will save you and your staff time and money.

3. Substantial Discount with a Three Year Commitment

You will get a substantial discount off your set-up fee. This is a huge savings for your community. Furthermore, the three year commitment locks in your annual pricing, which means no price increases whatsoever during the next three years.

 SIGNATURE
Pamela Panzenbeck

Pamela Panzenbeck, Glen Cove Senior Center

To accept this quote, you can electronically sign it above, or sign and fax it 321-600-9008. Once we have a signed copy, we will email you an invoice. Once the invoice is paid, your Account Manager Liz will contact you to schedule your Onboarding meeting!



Premium Rate Renewal

City of Glen Cove
Main Account Number: 1124416
April 1, 2023 Through March 31, 2024

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This benefit summary is intended to highlight EmblemHealth's benefits and should not be relied upon to fully determine the benefits provided. A complete description of benefits are contained in the Certificate of Coverage that would apply to this plan.

Plan Type	Spectrum Dental Plan		Spectrum Dental Plan		Preferred Dental Plan	
	DP010305		DP010036		DP010037	
	In-Network	Out-Network	In-Network	Out-Network	In-Network	Out-Network
Benefit Highlights	M1	M1	M1	M1	Preferred	Preferred
Reimbursement	100%	100%	100%	100%	100%	100%
Type A	100%	100%	100%	100%	100%	100%
Type B	100%	100%	100%	100%	50%	50%
Type C	100%	100%	100%	100%	50%	50%
Type D	No	No	No	No	No	No
Value Design	\$0 / \$0	\$0 / \$0	\$0 / \$0	\$0 / \$0	\$0 / \$0	\$0 / \$0
Deductible (Type A)	\$0 / \$0	\$0 / \$0	\$0 / \$0	\$0 / \$0	\$0 / \$0	\$0 / \$0
Deductible (Type B)	\$0 / \$0	\$0 / \$0	\$0 / \$0	\$0 / \$0	\$0 / \$0	\$0 / \$0
Deductible (Type C)	\$0 / \$0	\$0 / \$0	\$0 / \$0	\$0 / \$0	\$0 / \$0	\$0 / \$0
Deductible (Type D)	Unlimited	Unlimited	Unlimited	Unlimited	Unlimited	Unlimited
Maximum (Type A, B, C)	\$915	\$915	\$915	\$915	\$915	\$915
Maximum (Type D)	Age 19 EOY / Age 19 EOY	Age 19 EOY / Age 19 EOY	Age 19 EOY / Age 19 EOY	Age 19 EOY / Age 19 EOY	Age 19 EOY / Age 19 EOY	Age 19 EOY / Age 19 EOY
Dependent/Student Age Limit						

Enrollment Assumption	DP010305	DP010036	DP010037
Single	60	9	10
Family	49	4	19
Total	109	13	29
Combined Total	151		

Current Premium Details - Rate Effective Date	4/1/2022 - 3/31/2023	4/1/2022 - 3/31/2023	4/1/2022 - 3/31/2023
Single	\$6.24	\$6.24	\$17.28
Family	\$24.43	\$24.43	\$67.68
Annual Premium	\$18,858	\$1,847	\$17,505
Combined Annual Premium:	\$38,209		

Renewal Premium Details - Rate Effective Date	4/1/2023 - 3/31/2024	4/1/2023 - 3/31/2024	4/1/2023 - 3/31/2024
Single	\$6.24	\$6.24	\$17.28
Family	\$24.43	\$24.43	\$67.68
Annual Premium	\$18,858	\$1,847	\$17,505
Combined Annual Premium:	\$38,209		

Rate Action:
Commission: 0.0%

0.0%

This proposal is contingent upon meeting the attached Underwriting Assumptions and Conditions.

EmblemHealth insurance plans are underwritten by EmblemHealth Plan, Inc., EmblemHealth Insurance Company, and Health Insurance Plan of Greater New York (HIP). EmblemHealth Services Company, LLC provides administrative services to EmblemHealth companies.

Authorized Signature / Acceptance of Proposal

Date



City of Glen Cove
April 1, 2023 Through March 31, 2024

Underwriting Assumptions and Conditions:

The Proposal/Renewal Rates are contingent upon meeting the Underwriting Assumptions and Conditions outlined below. Failure to meet these conditions may result in rate re-evaluation or group termination.

- Group Eligibility**
- Group must have its principal location within an EmblemHealth service area and it must be actively operating its business at all times that EmblemHealth coverage will be in effect.
 - Group must have an employer-employee relationship in effect and the employer must contribute at least 50% of overall premium.
 - EmblemHealth may request confirmation that the group has a Federal Employee Identification Number (EIN) and evidence of authority to conduct business in New York State.
 - EmblemHealth may confirm the size of the group by requesting and evaluating a census or an NYS 45 tax document of the group, which must list all W-2 employees who are eligible for health benefits.
 - A group must have more than 50 eligible employees.
 - Employer groups can have no more than one open enrollment period, where employees can change benefits, during any one contract period.
 - Union groups require Union documentation prior to sale (i.e., Union Charter, Trust Agreement/Bylaws, copy of current Collective Bargaining Agreement that indicates the Union is negotiating wages and benefits signed by the Union president, DOL Filing #, current LM-2 or LM-3 annual filing, current Form M-1 annual report, two (2) years of audited financials, current Form 5500 inclusive of all 5500 schedules, and other documents that may be subsequently requested based on a review of all the information available to EmblemHealth).
 - Non-eligible groups include Multiple Employer Welfare Arrangements (MEWAs), Professional Employee Organizations (PEOs), Temporary Employment or Staff Leasing Agencies, Virtual Back Offices (VBOs), Associations, Missions, Foreign Embassies, Foreign Residents, and Voluntary Plans.

- Employee Eligibility**
- For Active employees only. Retirees are not covered unless identified in the census or NYS 45 provided by the client at the time of quote.
 - Both Retirees and COBRA enrollment cannot comprise more than 10% of the total eligible employees.
 - Employees must be permanent full-time employees working a minimum of 20 hours per week on a regularly scheduled basis.
 - Eligible dependants include an employee's spouse and unmarried children up to the limiting age.
 - Temporary employees, Leased employees (i.e., PEO, etc.), Statutory employees, Individuals who receive 1099 forms, and Seasonal employees are not eligible for coverage.

- Enrollment Assumption**
- EmblemHealth reserves the right to re-evaluate the rates should total enrollment, enrollment by tier, or enrollment demographics change in each individual plan or in aggregate by more than 10% from enrollment provided at the time of proposal/renewal.
 - The policyholder consents to electronic delivery of the group contract, and to electronic delivery of the subscriber welcome kit materials for its members by means of posting on the EmblemHealth Member Portal or other electronic means as determined by EmblemHealth. Members can request a paper copy of welcome kit materials from EmblemHealth Customer Service at any time.

- Out-of-Area Requirement**
- Should the membership of a specific case have 10% or more that falls out of area (excluding NJ and CT) or should the NJ & CT population exceed 30% of the total population, EmblemHealth reserves the right to review the appropriateness of quoting this population.

- Funding Arrangement**
- Proposed/Renewal rates are on a prospectively rated basis.

- Contract Period**
- Rates are guaranteed for a period of twelve (12) months from the effective date. Rates will remain in effect for 30 days from the date of this proposal/renewal. EmblemHealth reserve the right to change these rates if this proposal is not accepted within that time.

- Commission**
- Commission level has been built into the proposed/renewal rate (shown on rate exhibit).

- Plan Offering**
- This proposal/renewal assumes Full Takeover Only (no other carriers can be offered alongside EmblemHealth).
 - This proposal/renewal assumes standard EmblemHealth plan design(s).

- Legislative**
- This proposal/renewal is subject to revision pending any Legislative, Judicial, or NYSDFS mandate that may affect benefits or administration of contract.
 - All rates are subject to approval by the New York State Department of Financial Services (NYSDFS). EmblemHealth reserves the right to adjust this guarantee and the resulting renewal or recoup premium in the subsequent renewal should the rates and/or methodology vary from the final approved rates by NYSDFS.

- Premium Tax**
- The quoted premium will change if changes to applicable New York State premium tax or other taxes and assessments go into effect after the start date of this contract period or renewal.

- Billing and Payment of Premium**
- The premium is due on the first day of each billing cycle. If the amount due is not paid in full within 30 days of the billing due date, EmblemHealth reserves the right to terminate the contract and/or assess late premium payment charges.

EmblemHealth insurance plans are underwritten by EmblemHealth Plan, Inc., EmblemHealth Insurance Company, and Health Insurance Plan of Greater New York (HIP). EmblemHealth Services Company, LLC provides administrative services to EmblemHealth companies.



City of Glen Cove
Effective Date: April 1, 2023
Dental Cost-Sharing

Dental Benefit Summary Preferred Network

	In-Network	Out-of-Network
Annual Individual Deductible - Applies to Type A, B, C:	\$0	\$0
Combined Annual Family Maximum - Applies to Type A, B, C:	\$0	\$0
Coinurance - Type A:	Plan Pays 100% / Member Pays 0%	Plan Pays 100% / Member Pays 0%
Coinurance - Type B:	Plan Pays 100% / Member Pays 0%	Plan Pays 100% / Member Pays 0%
Coinurance - Type C:	Plan Pays 50% / Member Pays 50%	Plan Pays 50% / Member Pays 50%
Annual Maximum - Includes Type A,B,C:	Unlimited	Subject to InN Annual Maximum
Annual Individual Deductible - Applies to Type D:	\$0	\$0
Coinurance - Type D:	Plan Pays 50% / Member Pays 50%	Plan Pays 50% / Member Pays 50%
Lifetime Maximum - Applies to Type D:	\$915 per person, per lifetime	\$915 per person, per lifetime
Dependent Student:	Age 19 end of year	
Dependent Child:	Age 19 end of year	

Type A - Preventive and Diagnostic Services	Benefit	In-Network	Out-of-Network
Prophylaxes	Two (2) scaling, cleaning and polishing treatments per member per calendar year.	Deductible & Type A Coinsurance	Deductible & Type A Coinsurance
Fluoride Treatments	One (1) fluoride treatments per covered child until age 19 end of year per calendar year.	Deductible & Type A Coinsurance	Deductible & Type A Coinsurance
Examinations	Two (2) routine examination per member per calendar year. One (1) initial comprehensive oral evaluation per dentist per member lifetime.	Deductible & Type A Coinsurance	Deductible & Type A Coinsurance
X-Rays	Four (4) bitewing x-rays per member per calendar year. One (1) full-mouth series of X-rays or one (1) panoramic film once every three (3) years.	Deductible & Type A Coinsurance	Deductible & Type A Coinsurance
Biopsy & Examination of Oral Tissue	Tests and laboratory exams.	Deductible & Type A Coinsurance	Deductible & Type A Coinsurance
Space Maintainers	One (1) space maintainer per lifetime per covered child up to age 19 end of year.	Deductible & Type A Coinsurance	Deductible & Type A Coinsurance
Sealants	One (1) sealant per covered tooth every three (3) calendar years per covered child age 6 until age 14 birthdate.	Deductible & Type A Coinsurance	Deductible & Type A Coinsurance

Type B - Basic Services	Benefit	In-Network	Out-of-Network
Mouth Guards	One (1) mouth guard per lifetime per covered child up to age 19 end of year.	Deductible & Type B Coinsurance	Deductible & Type B Coinsurance
Palliative Services	One (1) emergency service for the relief of pain per member per calendar year.	Deductible & Type B Coinsurance	Deductible & Type B Coinsurance
Basic Restorations	Fillings covered every 6 months. Excludes temporary fillings.	Deductible & Type B Coinsurance	Deductible & Type B Coinsurance
Consultations	Visit will count toward Examinations benefit limit. Specialist visit not covered if performed within one (1) month of consultation.	Deductible & Type B Coinsurance	Deductible & Type B Coinsurance
Extractions	Routine removal of a tooth or teeth.	Deductible & Type B Coinsurance	Deductible & Type B Coinsurance
Repair of Prosthetic Appliances ¹	One (1) denture reline per denture every five (5) years. Rebase or repair of new dentures covered six (6) months from date of insertion. Repair of dentures includes: replacement of broken teeth or clasps, broken facings; recementation of inlays, crowns, bridges, space maintainers; repair of inlays, veneers.	Deductible & Type B Coinsurance	Deductible & Type B Coinsurance
Bedside Calls	Emergency only.	Deductible & Type B Coinsurance	Deductible & Type B Coinsurance
Endodontics (Non-Surgical)	One (1) pulpotomy per tooth per lifetime. Pulp capping is not covered.	Deductible & Type B Coinsurance	Deductible & Type B Coinsurance
Surgical Endodontics ¹	Services are covered three (3) months after root canal therapy performed on same tooth by same dentist.	Deductible & Type B Coinsurance	Deductible & Type B Coinsurance
Anesthesia & IV Sedation/Analgesia	Covered in connection with a covered service.	Deductible & Type B Coinsurance	Deductible & Type B Coinsurance

Periodontal Surgery ¹	Five (5) treatments per calendar year. Repeated treatments covered three (3) years from date of service. Periodontal appliances are not covered.	Deductible & Type B Coinsurance	Deductible & Type B Coinsurance
Periodontal Treatment (Non-Surgical)	Five (5) treatments of diseases of the gums and jaw, including two (2) periodontal maintenance procedure, per member per calendar year	Deductible & Type B Coinsurance	Deductible & Type B Coinsurance
Type C - Major Services			
	Benefit	In-Network	Out-of-Network
Oral Surgery ¹	Surgery for removal of erupted tooth, fractured jaws, impactions, and lesions are covered. Corrective jaw surgery and surgery relating to accidental injury is not covered.	Deductible & Type C Coinsurance	Deductible & Type C Coinsurance
Major Restorative Services ¹	Includes: crowns; inlays; prosthetic services; removable, complete and partial dentures; fixed bridges; crowns or inlays used as abutments. Replacements covered after five (5) years from appliance date of service.	Deductible & Type C Coinsurance	Deductible & Type C Coinsurance
Fixed & Removable Prosthodontics ¹	Includes: permanent dentures, fixed bridgework and removable partial dentures, posts if evidence of root canal therapy on the tooth, pins once every six (6) months. Replacements covered after five (5) years from date of service. Insertion of fixed bridge and partial denture in same arch covered after five (5) years from date of service. Adjustment of appliances is covered after one (1) year of insertion.	Deductible & Type C Coinsurance	Deductible & Type C Coinsurance
Implant Services ¹	One (1) surgical implant per tooth per lifetime.	Maximum \$600 Allowance	Subject to InN Cost-Sharing
Type D - Orthodontic Services			
	Benefit	In-Network	Out-of-Network
Orthodontics ¹	Up to twenty (20) months of treatment covered including: office visits, appliances, follow-up visits and retention. Existing appliances are not covered. Adults and dependents are eligible.	Type D Deductible & Coinsurance	Type D Deductible & Coinsurance

¹ - You may obtain a Predetermination of Benefits, refer to Article Five in your Certificate of Insurance

Out-of-network services reimbursed using Preferred fee schedule.

Underwritten by EmblemHealth Plan, Inc. Refer to policy form PLD-1104-D, et al. This summary provides highlights of coverage only. Coverage is subject to all terms, conditions, limitation and exclusions set forth in the Certificate of Insurance.



City of Glen Cove
Effective Date: April 1, 2023
Dental Cost-Sharing

Dental Benefit Summary Preferred Network

Annual Individual Deductible - Applies to Type A, B, C:
Combined Annual Family Maximum - Applies to Type A, B, C:
Coinsurance - Type A:
Coinsurance - Type B:
Coinsurance - Type C:
Annual Maximum - Includes Type A,B,C:
Annual Individual Deductible - Applies to Type D:
Coinsurance - Type D:
Lifetime Maximum - Applies to Type D:

In-Network
\$0
\$0
Plan Pays 100% / Member Pays 0%
Plan Pays 100% / Member Pays 0%
Plan Pays 100% / Member Pays 0%
Unlimited
\$0
Plan Pays 100% / Member Pays 0%
\$915 per person, per lifetime
Age 19 end of year
Age 19 end of year

Out-of-Network
\$0
\$0
Plan Pays 100% / Member Pays 0%
Plan Pays 100% / Member Pays 0%
Plan Pays 100% / Member Pays 0%
Subject to InN Annual Maximum
\$0
Plan Pays 100% / Member Pays 0%
\$915 per person, per lifetime

Type A - Preventive and Diagnostic Services

	Benefit	In-Network	Out-of-Network
Prophylaxes	Two (2) scaling, cleaning and polishing treatments per member per calendar year.	Deductible & Type A Coinsurance	Deductible & Type A Coinsurance
Fluoride Treatments	One (1) fluoride treatments per covered child until age 19 end of year per calendar year.	Deductible & Type A Coinsurance	Deductible & Type A Coinsurance
Examinations	Two (2) routine examination per member per calendar year. One (1) initial comprehensive oral evaluation per dentist per member lifetime.	Deductible & Type A Coinsurance	Deductible & Type A Coinsurance
X-Rays	Four (4) bitewing x-rays per member per calendar year. One (1) full-mouth series of X-rays or one (1) panoramic film once every three (3) years.	Deductible & Type A Coinsurance	Deductible & Type A Coinsurance
Biopsy & Examination of Oral Tissue	Tests and laboratory exams.	Deductible & Type A Coinsurance	Deductible & Type A Coinsurance
Space Maintainers	One (1) space maintainer per lifetime per covered child up to age 19 end of year.	Deductible & Type A Coinsurance	Deductible & Type A Coinsurance
Sealants	One (1) sealant per covered tooth every three (3) calendar years per covered child age 6 until age 14 birthdate.	Deductible & Type A Coinsurance	Deductible & Type A Coinsurance

Type B - Basic Services

	Benefit	In-Network	Out-of-Network
Mouth Guards	One (1) mouth guard per lifetime per covered child up to age 19 end of year.	Deductible & Type B Coinsurance	Deductible & Type B Coinsurance
Palliative Services	One (1) emergency service for the relief of pain per member per calendar year.	Deductible & Type B Coinsurance	Deductible & Type B Coinsurance
Basic Restorations	Fillings covered every 6 months. Excludes temporary fillings.	Deductible & Type B Coinsurance	Deductible & Type B Coinsurance
Consultations	Visit will count toward Examinations benefit limit. Specialist visit not covered if performed within one (1) month of consultation.	Deductible & Type B Coinsurance	Deductible & Type B Coinsurance
Extractions	Routine removal of a tooth or teeth.	Deductible & Type B Coinsurance	Deductible & Type B Coinsurance
Repair of Prosthetic Appliances ¹	One (1) denture reline per denture every five (5) years. Rebase or repair of new dentures covered six (6) months from date of insertion. Repair of dentures includes: replacement of broken teeth or clasps, broken facings; recementation of inlays, crowns, bridges, space maintainers; repair of inlays, veneers.	Deductible & Type B Coinsurance	Deductible & Type B Coinsurance
Bedside Calls	Emergency only.	Deductible & Type B Coinsurance	Deductible & Type B Coinsurance
Endodontics (Non-Surgical)	One (1) pulpotomy per tooth per lifetime. Pulp capping is not covered.	Deductible & Type B Coinsurance	Deductible & Type B Coinsurance
Surgical Endodontics ¹	Services are covered three (3) months after root canal therapy performed on same tooth by same dentist.	Deductible & Type B Coinsurance	Deductible & Type B Coinsurance
Anesthesia & IV Sedation/Analgesia	Covered in connection with a covered service.	Deductible & Type B Coinsurance	Deductible & Type B Coinsurance

Periodontal Surgery ¹	Five (5) treatments per calendar year. Repeated treatments covered three (3) years from date of service. Periodontal appliances are not covered.	Deductible & Type B Coinsurance	Deductible & Type B Coinsurance
Periodontal Treatment (Non-Surgical)	Five (5) treatments of diseases of the gums and jaw, including two (2) periodontal maintenance procedure, per member per calendar year	Deductible & Type B Coinsurance	Deductible & Type B Coinsurance
Type C - Major Services		In-Network	Out-of-Network
Benefit			
Oral Surgery ¹	Surgery for removal of erupted tooth, fractured jaws, impactions, and lesions are covered. Corrective jaw surgery and surgery relating to accidental injury is not covered.	Deductible & Type C Coinsurance	Deductible & Type C Coinsurance
Major Restorative Services ¹	Includes: crowns; inlays; prosthetic services; removable, complete and partial dentures; fixed bridges; crowns or inlays used as abutments. Replacements covered after five (5) years from appliance date of service.	Deductible & Type C Coinsurance	Deductible & Type C Coinsurance
Fixed & Removable Prosthodontics ¹	Includes: permanent dentures, fixed bridgework and removable partial dentures, posts if evidence of root canal therapy on the tooth, pins once every six (6) months. Replacements covered after five (5) years from date of service. Insertion of fixed bridge and partial denture in same arch covered after five (5) years from date of service. Adjustment of appliances is covered after one (1) year of insertion.	Deductible & Type C Coinsurance	Deductible & Type C Coinsurance
Implant Services ¹	One (1) surgical implant per tooth per lifetime.	Maximum \$600 Allowance	Subject to InN Cost-Sharing
Type D - Orthodontic Services		In-Network	Out-of-Network
Benefit			
Orthodontics ¹	Up to twenty (20) months of treatment covered including: office visits, appliances, follow-up visits and retention. Existing appliances are not covered. Adults and dependents are eligible.	Type D Deductible & Coinsurance	Type D Deductible & Coinsurance

1 - You may obtain a Predetermination of Benefits, refer to Article Five in your Certificate of Insurance

Out-of-network services reimbursed using Spectrum fee schedule.

Underwritten by EmblemHealth Plan, Inc. Refer to policy form PLD-1104-D, et al. This summary provides highlights of coverage only. Coverage is subject to all terms, conditions, limitation and exclusions set forth in the Certificate of Insurance.



City of Glen Cove
Effective Date: April 1, 2023
Dental Cost-Sharing

Dental Benefit Summary Preferred Network

	In-Network	Out-of-Network
Annual Individual Deductible - Applies to Type A, B, C:	\$0	\$0
Combined Annual Family Maximum - Applies to Type A, B, C:	\$0	\$0
Coinsurance - Type A:	Plan Pays 100% / Member Pays 0%	Plan Pays 100% / Member Pays 0%
Coinsurance - Type B:	Plan Pays 100% / Member Pays 0%	Plan Pays 100% / Member Pays 0%
Coinsurance - Type C:	Plan Pays 100% / Member Pays 0%	Plan Pays 100% / Member Pays 0%
Annual Maximum - Includes Type A,B,C:	Unlimited	Subject to InN Annual Maximum
Annual Individual Deductible - Applies to Type D:	\$0	\$0
Coinsurance - Type D:	Plan Pays 100% / Member Pays 0%	Plan Pays 100% / Member Pays 0%
Lifetime Maximum - Applies to Type D:	\$915 per person, per lifetime	\$915 per person, per lifetime
Dependent Student:	Age 19 end of year	
Dependent Child:	Age 19 end of year	

Type A - Preventive and Diagnostic Services

	Benefit	In-Network	Out-of-Network
Prophylaxes	Two (2) scaling, cleaning and polishing treatments per member per calendar year.	Deductible & Type A Coinsurance	Deductible & Type A Coinsurance
Fluoride Treatments	One (1) fluoride treatments per covered child until age 19 end of year per calendar year.	Deductible & Type A Coinsurance	Deductible & Type A Coinsurance
Examinations	Two (2) routine examination per member per calendar year. One (1) initial comprehensive oral evaluation per dentist per member lifetime.	Deductible & Type A Coinsurance	Deductible & Type A Coinsurance
X-Rays	Four (4) bitewing x-rays per member per calendar year. One (1) full-mouth series of X-rays or one (1) panoramic film once every three (3) years.	Deductible & Type A Coinsurance	Deductible & Type A Coinsurance
Biopsy & Examination of Oral Tissue	Tests and laboratory exams.	Deductible & Type A Coinsurance	Deductible & Type A Coinsurance
Space Maintainers	One (1) space maintainer per lifetime per covered child up to age 19 end of year.	Deductible & Type A Coinsurance	Deductible & Type A Coinsurance
Sealants	One (1) sealant per covered tooth every three (3) calendar years per covered child age 6 until age 14 birthdate.	Deductible & Type A Coinsurance	Deductible & Type A Coinsurance

Type B - Basic Services

	Benefit	In-Network	Out-of-Network
Mouth Guards	One (1) mouth guard per lifetime per covered child up to age 19 end of year.	Deductible & Type B Coinsurance	Deductible & Type B Coinsurance
Palliative Services	One (1) emergency service for the relief of pain per member per calendar year.	Deductible & Type B Coinsurance	Deductible & Type B Coinsurance
Basic Restorations	Fillings covered every 6 months. Excludes temporary fillings.	Deductible & Type B Coinsurance	Deductible & Type B Coinsurance
Consultations	Visit will count toward Examinations benefit limit. Specialist visit not covered if performed within one (1) month of consultation.	Deductible & Type B Coinsurance	Deductible & Type B Coinsurance
Extractions	Routine removal of a tooth or teeth.	Deductible & Type B Coinsurance	Deductible & Type B Coinsurance
Repair of Prosthetic Appliances ¹	One (1) denture reline per denture every five (5) years. Rebase or repair of new dentures covered six (6) months from date of insertion. Repair of dentures includes: replacement of broken teeth or clasps, broken facings; recementation of inlays, crowns, bridges, space maintainers; repair of inlays, veneers.	Deductible & Type B Coinsurance	Deductible & Type B Coinsurance
Bedside Calls	Emergency only.	Deductible & Type B Coinsurance	Deductible & Type B Coinsurance
Endodontics (Non-Surgical)	One (1) pulpotomy per tooth per lifetime. Pulp capping is not covered.	Deductible & Type B Coinsurance	Deductible & Type B Coinsurance
Surgical Endodontics ¹	Services are covered three (3) months after root canal therapy performed on same tooth by same dentist.	Deductible & Type B Coinsurance	Deductible & Type B Coinsurance
Anesthesia & IV Sedation/Analgesia	Covered in connection with a covered service.	Deductible & Type B Coinsurance	Deductible & Type B Coinsurance

Periodontal Surgery ¹	Five (5) treatments per calendar year. Repeated treatments covered three (3) years from date of service. Periodontal appliances are not covered.	Deductible & Type B Coinsurance	Deductible & Type B Coinsurance
Periodontal Treatment (Non-Surgical)	Five (5) treatments of diseases of the gums and jaw, including two (2) periodontal maintenance procedure, per member per calendar year	Deductible & Type B Coinsurance	Deductible & Type B Coinsurance
Type C - Major Services		In-Network	Out-of-Network
	Benefit		
Oral Surgery ¹	Surgery for removal of erupted tooth, fractured jaws, impactions, and lesions are covered. Corrective jaw surgery and surgery relating to accidental injury is not covered.	Deductible & Type C Coinsurance	Deductible & Type C Coinsurance
Major Restorative Services ¹	Includes: crowns; inlays; prosthetic services; removable, complete and partial dentures; fixed bridges; crowns or inlays used as abutments. Replacements covered after five (5) years from appliance date of service.	Deductible & Type C Coinsurance	Deductible & Type C Coinsurance
Fixed & Removable Prosthodontics ¹	Includes: permanent dentures, fixed bridgework and removable partial dentures, posts if evidence of root canal therapy on the tooth, pins once every six (6) months. Replacements covered after five (5) years from date of service. Insertion of fixed bridge and partial denture in same arch covered after five (5) years from date of service. Adjustment of appliances is covered after one (1) year of insertion.	Deductible & Type C Coinsurance	Deductible & Type C Coinsurance
Implant Services ¹	One (1) surgical implant per tooth per lifetime.	Maximum \$600 Allowance	Subject to InN Cost-Sharing
Type D - Orthodontic Services		In-Network	Out-of-Network
	Benefit		
Orthodontics ¹	Up to twenty (20) months of treatment covered including: office visits, appliances, follow-up visits and retention. Existing appliances are not covered. Adults and dependents are eligible.	Type D Deductible & Coinsurance	Type D Deductible & Coinsurance

1 - You may obtain a Predetermination of Benefits, refer to Article Five in your Certificate of Insurance

Out-of-network services reimbursed using Spectrum fee schedule.

Underwritten by EmblemHealth Plan, Inc. Refer to policy form PLD-1104-D, et al. This summary provides highlights of coverage only. Coverage is subject to all terms, conditions, limitation and exclusions set forth in the Certificate of Insurance.

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pitney bowes

Purchase Agreement/Equipment and Software Maintenance Agreement**Your Business Information**

Full Legal Name of Client / DBA Name of Client

Tax ID # (FEIN/TIN)

City of Glen Cove

116000350

Sold-To: Address

1 Bridge St, Glen Cove, NY, 11542, US

Sold-To: Contact Name**Sold-To: Contact Phone #****Sold-To: Account #**

Maureen Pappachristou

(516) 676-1892

0011749645

Bill-To: Address

9 Glen St, Glen Cove, NY, 11542-2798, US

Bill-To: Contact Name**Bill-To: Contact Phone #****Bill-To: Account #****Bill-To: Email**

0011075677

Ship-To: Address

1 Bridge St, Glen Cove, NY, 11542, US

Ship-To: Contact Name**Ship-To: Contact Phone #****Ship-To: Account #**

Maureen Pappachristou

(516) 676-1892

0011749645

PO #**Your Business Needs**

Qty	Item	Business Solution Description	Sales Type	Price
1	SENDPROC SERIES4	SendPro C Series - Version 4	PURCHASE	\$ 0.00
1	1FXA	Interface to InView Dashboard	PURCHASE	\$ 0.00
1	7H00	C Series IMI Meter	RENT	\$ 29.00
1	8H00	C Series IMI Base	PURCHASE	\$ 0.00
1	APAC	Connect+ Accounting Weight Break Reports	PURCHASE	\$ 0.00
1	APAX	Cost Acctg Accounts Level (100)	PURCHASE	\$ 0.00
1	APB2	Cost Accounting Devices (10)	PURCHASE	\$ 0.00
1	APKN	Account List Import/Export	PURCHASE	\$ 0.00
1	C200	SendPro C200	PURCHASE	\$ 237.00
1	CAAB	Basic Cost Accounting	RENT	\$ 0.00
1	COVER-SPC	Protective Dust Cover - SendPro C	PURCHASE	\$ 40.75

	F9S2	SendPro C Install Training with Shipping	PURCHASE	\$ 210.00
1	HZ80001	SendPro C Series Drop Stacker	PURCHASE	\$ 0.00
1	ME1A	Meter Equipment - C Series	PURCHASE	\$ 302.67
1	MP81	C Series Integrated Scale	PURCHASE	\$ 0.00
1	PAB1	C Series Premium App Bundle	RENT	\$ 0.00
1	PTJ1	SendPro Online-PitneyShip	RENT	\$ 0.00
1	PTJA	SPO-PitneyShip Basic 1 User	RENT	\$ 0.00
1	PTJN	Single User Access	RENT	\$ 0.00
1	PTK1	Web Browser Integration	RENT	\$ 0.00
1	PTK2	SendPro C Series Shipping Integration	PURCHASE	\$ 0.00
1	SPCRK	Return Kit for SendPro C Series	SLA	\$ 21.00
1	STDSL	Standard SLA-Equipment Service Agreement (for SendPro C Series - Version 4)	PURCHASE	\$ 0.00
1	ZH24	Manual Weight Entry	PURCHASE	\$ 0.00
1	ZH26	HZ02 50 LPM Speed	PURCHASE	\$ 0.00
1	ZHC2	SendPro C200 Base System Identifier	PURCHASE	\$ 0.00
1	ZHD5	USPS Rates with Metered Letter	RENT	\$ 0.00
1	ZHD7	E Conf Services for Metered LTR. BDL	PURCHASE	\$ 437.25
1	ZHWL	5lb/3kg Weighing Option for MP81		

Purchase Total**	\$ 1,227.67
Monthly Total**	\$ 29.00
Annual Total**	\$ 21.00

**Plus applicable taxes which will be applied at the time of billing.

Your Payment Plan

Quarterly Billing Total**		Annual Billing Total**	
Type	Fees	Type	Fees
Meter Services	\$ 87.00	Equipment Maintenance	\$ 21.00

Tax Exempt

- ☐ Tax Exempt Certificate Attached
☐ Tax Exempt Certificate Not Required
☒ Purchase Power® transaction fees included
☐ Purchase Power® transaction fees extra

Shipping and Handling

\$ 0.00

Initial Term : 12 Months

**Plus applicable taxes which will be applied at the time of billing.

Your Signature Below

By signing below, you agree to be bound by your State's/Entity's/Cooperative's contract, which is available at <http://www.pb.com/states>. The terms and conditions of this contract will govern this transaction.

PC67337

State/Entity's Contract #

Client Signature

Print Name

Title

Date

Email Address

DocuSigned by:

leeann Varasconi

FAF837D82DA64EB...

leeann Varasconi

leeann.varasconi@pb.com

Director NYC Market

2/1/2023

Sales Information

Michael Peperno

Account Rep Name

michael.peperno@pb.com

Email Address



Technology Mobility Vehicle

64

MOB_ALMS Tokens

Quote #ITS054974NY
v1

Prepared by:

Ronkonkoma Office

Shawn Krulder
980 S 2nd Street
Ronkonkoma, NY 11779

P: 631-447-2442 x251
E: skrulder@itsg.us.com

Bill to:

City of Glen Cove EMS

Christopher DeMetropolis
9 Glen Street
Glen Cove, NY 11542

P: (516) 676-0331
E: cdemetropolis@cityofglencoveny.org

Ship to:

City of Glen Cove EMS

Christopher DeMetropolis
8 Glen Cove Avenue
Glen Cove, NY 11542

P: (516) 676-0331
E: cdemetropolis@cityofglencoveny.org

Date Issued:

02.01.2023

Expires:

03.03.2023

Contract #:

Products	Price	Qty	Ext. Price
9010454 Sierra Wireless - AirLink Basic Remote Device Management - 1 year subscription	\$27.00	4	\$108.00
Subtotal:			\$108.00

Quote Summary	Amount
Products	\$108.00
Total:	\$108.00

Taxes, shipping, handling and other fees may apply. We reserve the right to cancel orders arising from pricing or other errors.

Acceptance

Ronkonkoma Office

City of Glen Cove EMS

Shawn Krulder

Signature / Name

02/01/2023

Date

Signature / Name

Initials

Date

COOPER POWER SYSTEMS

a division of cooper electric

Preventative Maintenance
Scope of Service
Commercial NG

6 ✓

Bill To: CITY OF GLEN COVE
9 GLEN STREET
GLEN COVE, NY 11542

Equipment Location: GLEN COVE FIRE DEPT.
10 GLEN COVE AVE
GLEN COVE, NY 11542

Contract Number: 35385

Coverage Period: 02/01/2023 - 01/31/2024

PM Visits/Year: 2

EQUIPMENT

Generator Make & Model: Onan 55KB-4R8/3566H
Generator Serial Number: 14C752174

Engine Make & Model:
Engine Serial Number:

ATS Make, Model, & Serial Number: EUCLID ELECTRICAL ATH3FDA30200BSU, #KF01194

Natural Gas Liquid Cooled Generator

Services are to be performed per equipment manufacturer's applicable instruction manual.

- Inspect Air Cleaner
- Inspect Battery & Charging System
- Check all AC/DC Connections
- Check Voltage & Frequency
- Inspect Voltage Regulator
- Inspect Exhaust System
- Check Engine Block Heater
- Check Cooling System
- Check Spark Plugs (replace annually)
- Check Oil Level (change oil & oil filter annually)
- Check Ignition System - Change rotor/cap if applicable
- Check ATS (all) - Test unit under load if possible

Additional Commercial Services Available: Please call for pricing.

- Load Bank Testing
- Engine Oil Analysis
- Coolant Analysis
- Opacity Testing

Rates for Additional Service Work:

Labor & Travel: \$162.00

Overtime Labor & Travel: \$243.00

Travel is round trip from Ocean, NJ, or Fairfield, NJ or Hauppauge, NY.

Signature: _____ Date: _____

Name: _____ Daytime Phone: _____

Email Address: _____

Sub-Total:	\$1,192.00
Sales Tax:	\$0.00
Total:	\$1,192.00

Email: ben.evans@cooper-electric.com

Fax: Authorization to (732) 493-2625
Phone: (732) 774-1058

Mail: CPS, 42 Cindy Lane, Ocean, NJ 07712

TERMS AND CONDITIONS

Section 1. Customer's Responsibilities: Customer or Customer's authorized agent shall maintain visual service procedures to ensure that the emergency power equipment, including the generator, automatic transfer switch, remote alarm panels, and other related equipment (the "Equipment") is operational between service calls. These procedures should include, but not be limited to, observing fluids leaking from the Equipment, inspecting and maintaining proper fluid levels between preventive maintenance inspections, keeping snow, debris, and landscape material from accumulating in and around the Equipment, performing Equipment exercises as programmed, and reporting any warning light or sound that would indicate a problem. These procedures should be followed to help minimize possible emergency service needs and assure minimum maintenance costs. A record of these maintenance procedures should be maintained by Customer for reference. Customer acknowledges that it received a copy of the Owner's Manual for the Equipment when Customer purchased the Equipment. Customer agrees that, in addition to following the procedures set forth above in this Section 1, it will follow and adhere to the rules and requirements associated with maintenance of the Equipment as set forth in the Owner's Manual. Customer shall remain current on all invoices and understands that Servicing Agent will not perform any service calls on the Equipment if Customer has any past-due invoices.

Section 2. Servicing Agent's Responsibilities: Servicing Agent agrees to carry out those maintenance services on the Equipment as are set forth on page 1 of this Agreement. Insofar as practical, Servicing Agent shall maintain a complete service history and service procedure data for reference in service of the Equipment. It is agreed that this Agreement covers only those items as outlined herein, and it does not include any expense to repair damage caused by abuse, accident, theft, acts of a third person, forces of nature, alteration of the Equipment, or improper operation of the Equipment. Servicing Agent agrees to provide a competent factory-trained service organization. To ensure the operating dependability of the Equipment, after each maintenance inspection by Servicing Agent, Servicing Agent will furnish Customer with a written report detailing any conditions found and advising if further service on the Equipment is required.

Section 3. Limitation on Warranties and Liability; Exclusive Remedies: (a) Servicing Agent represents and warrants that any services provided by Servicing Agent hereunder will be performed with that degree of care and skill ordinarily possessed of a person providing similar services under similar conditions. Customer acknowledges and agrees that it must bring any warranty claims within thirty (30) days of Servicing Agent's performance of any non-conforming portion of such services provided hereunder, and Customer's failure to do so will constitute irrevocable acceptance of such services and waiver of any related claims; (b) EXCEPT AS EXPRESSLY PROVIDED IN SUBSECTION 3(a) ABOVE, SERVICING AGENT MAKES NO WARRANTIES, EXPRESS OR IMPLIED, WITH RESPECT TO ITEMS FURNISHED OR SERVICES PERFORMED UNDER THIS AGREEMENT AND SPECIFICALLY DISCLAIMS ANY WARRANTY OF MERCHANTABILITY, FITNESS FOR A PARTICULAR PURPOSE, NON-INFRINGEMENT OR ANY WARRANTY ARISING BY USAGE OF TRADE, COURSE OF DEALING OR COURSE OF PERFORMANCE. SERVICING AGENT DOES NOT AUTHORIZE ANY PERSON TO MAKE A WARRANTY OF ANY KIND ON ITS BEHALF AND CUSTOMER SHOULD NOT RELY ON ANY PERSON MAKING ANY SUCH STATEMENTS; (c) CUSTOMER'S EXCLUSIVE REMEDY FOR BREACH OF ANY WARRANTY HEREUNDER SHALL BE LIMITED TO RE-PERFORMANCE OF THE SERVICE, OR CREDIT IN THE AMOUNT OF THE PURCHASE PRICE, AT THE OPTION OF SERVICING AGENT; (d) IN NO EVENT SHALL EITHER PARTY OR ITS DIRECTORS, OFFICERS, EMPLOYEES OR REPRESENTATIVES BE LIABLE FOR ANY SPECIAL, RELIANCE, CONSEQUENTIAL, EXEMPLARY, PUNITIVE, ECONOMIC, INCIDENTAL OR INDIRECT DAMAGES, INCLUDING WITHOUT LIMITATION DAMAGES TO PROPERTY, FOR LOSS OF PROFITS OR INCOME, LOSS OF USE OR LOSS OF TIME, WHETHER IN CONTRACT, TORT, OR OTHERWISE RESULTING FROM ITS PERFORMANCE, NON-PERFORMANCE OR DELAY IN PERFORMANCE OF ITS OBLIGATIONS UNDER THIS AGREEMENT, WHETHER OR NOT IT OR THEY HAD NOTICE OF THE POSSIBILITY OF SUCH DAMAGES OCCURRING, AND THE PARTIES FURTHER AGREE THAT, EXCEPT AS TO SERVICING AGENT'S INDEMNIFICATION OBLIGATIONS AS SET FORTH IN SECTION 4(a) BELOW, UNDER NO CIRCUMSTANCES SHALL SERVICING AGENT BE LIABLE TO CUSTOMER UNDER THIS AGREEMENT IN AN AMOUNT TO EXCEED THE CONSIDERATION ACTUALLY PAID BY CUSTOMER TO SERVICING AGENT FOR THE SPECIFIC PRODUCT OR SERVICE AT ISSUE FOR EACH SINGLE EVENT, INCIDENT, OR OCCURRENCE OF AN ACT OR OMISSION COMMITTED BY SERVICING AGENT; (e) Except to the extent that such terms and conditions expressly conflict with the terms and conditions hereunder, the provision of replacement parts and products by Servicing Agent to Customer, if any, shall also be subject to Servicing Agent's standard terms and conditions for the sale of goods in effect from time to time; (f) Neither Servicing Agent, nor its parent or affiliates, nor any of its/their directors, officers, employees, agents or representatives shall be responsible for Servicing Agent's default under this Agreement, or any delay or failure to render services contemplated hereunder, due to causes beyond Servicing Agent's control, including strikes, labor disputes, acts of God, or the like.

Section 4. Indemnification: (a) Servicing Agent shall defend, indemnify and hold Customer harmless from and against all claims, actions, damages, losses and expenses, including reasonable attorneys' fees, on account of bodily injuries (including death) or property loss or damage to others (including Servicing Agent's employees) arising out of or resulting from Servicing Agent's performance of this Agreement to the extent and degree such claim, action, damage, loss or expense is caused by the negligent act or omission or willful misconduct of Servicing Agent or its employees. Nothing contained herein shall obligate Servicing Agent to indemnify and hold Customer harmless from and against any claim, action, damage, loss or expense to the extent and degree caused by the negligent act or omission or willful misconduct of Customer or its employees. The indemnity obligations of Servicing Agent shall not extend to punitive, incidental, consequential, or indirect damages suffered by Customer. This indemnification provision shall survive termination of the Agreement for a period of eighteen (18) months; (b) Customer shall defend, indemnify and hold Servicing Agent harmless from and against all claims, actions, damages, losses and expenses, including reasonable attorneys' fees, on account of bodily injuries (including death) or property loss or damage to others (including Customer's employees) arising out of or resulting from the performance of this Agreement to the extent and degree such claim, action, damage, loss or expense is caused by the negligent act or omission or willful misconduct of Customer or its employees. Nothing contained herein shall obligate Customer to indemnify and hold harmless Servicing Agent from and against any claim, action, damage, loss or expense to the extent and degree caused by the negligent act or omission or willful misconduct of Servicing Agent or its employees. The indemnity obligations of Customer shall not extend to punitive, incidental, consequential, or indirect damages suffered by Servicing Agent. This indemnification provision shall survive termination of the Agreement for a period of eighteen (18) months.

Section 5. Emergency and Non-Preventive Maintenance Services: No services or materials are included under this Agreement unless specifically referred to herein. Replacement parts will be billed at prices prevailing at the time of use. It is agreed that Servicing Agent will supply labor and test equipment as necessary to perform the above-indicated preventive maintenance. Servicing Agent offers twenty-four (24) hour emergency service. The after hours number for such emergency service is 732-571-8672. Emergency service and other non-preventive maintenance services carried out by Servicing Agent to Customer between scheduled preventive maintenance service dates will be provided at rates in effect at the time of service for labor, parts, travel time and mileage, and Customer shall receive a reduced labor rate in such instances. Travel rates shall only apply for travel to locations accessible by public roads. Lodging and miscellaneous expenses shall be billed at cost plus a handling fee.

Section 6. Taxes: Prices do not include federal, state, or local sales, use, property, or excise taxes. If any such taxes are imposed, Servicing Agent will bill them to Customer as a separate item. In lieu of such taxes, Customer shall provide with each order, a tax exemption certificate, acceptable to the proper taxing authorities.

Section 7. Term; Termination: The term of this Agreement shall commence on the date Servicing Agent accepts from Customer: (i) a signed copy of this Agreement; and (ii) full payment of the Amount Due (the "Effective Date"), and shall continue thereafter for a period of twelve (12) months, unless terminated earlier by the parties hereto. This Agreement may be terminated at any time by either party, for any reason or no reason, upon thirty (30) days' prior written notice to the other party, or such other notice as is required by law, addressed to the last known address of the other party. Other than as to Customer's continuing obligation to pay all sums due to Servicing Agent for all services performed, and materials and equipment supplied, under this Agreement, which such sums shall be immediately due in full upon termination by either party, as provided in this Agreement, or otherwise, no claim for damages on account of such termination shall arise against either party.

Section 8. Amendment; Assignment: This Agreement may not be altered or amended, except as mutually agreed to in writing by the parties hereto. This Agreement is entered into and made effective solely by and between Servicing Agent and Customer, and may not be assigned, in whole or in part, by either party hereto.

Section 9. Relocation of Customer; Sale or Transfer of the Equipment: If Customer shall relocate to an address other than the location of Customer at the time of the Effective Date hereof, this Agreement shall be immediately terminated and, upon such termination, all obligations of Servicing Agent under this Agreement shall cease. If Customer sells or otherwise transfers title to the Equipment to a third-party not a party to this Agreement, this Agreement shall immediately terminate and all obligations of Servicing Agent under this Agreement shall cease.

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**AGREEMENT BETWEEN
CITY OF GLEN COVE, NEW YORK
AND
PROPERTY REGISTRATION CHAMPIONS, LLC**

This Agreement is made as of this ____ day of _____, 20____ ("Effective Date") by and between Property Registration Champions, LLC, dba PROCHAMPS, a Florida limited liability company, with offices at 2725 Center Place, Melbourne, FL 32940 ("PRC"), and the City of Glen Cove, a New York municipal corporation, with an address at 9 Glen Street, Glen Cove, NY 11542 ("COMMUNITY").

WITNESSETH:

WHEREAS, because of an overwhelming number of mortgage foreclosures on residential and commercial properties that are in violation of Property Registration Ordinance _____, (the "Ordinance") the care of neglected lawns and exterior maintenance of structures is becoming a health and welfare issue in the COMMUNITY; and

WHEREAS, in order to promptly and efficiently address the issues related to the maintenance of foreclosed residential and commercial properties; the COMMUNITY adopted the Ordinance; and

WHEREAS, pursuant to the Ordinance the COMMUNITY desires to enter into this Agreement with PRC in order to provide services authorized pursuant to the Ordinance, to register vacant, abandoned, and foreclosed properties (the "Properties"), so that the COMMUNITY can properly address violations of the COMMUNITY's property maintenance codes; and

WHEREAS, PRC will also provide an electronic registration process that is cost-free and revenue neutral for the COMMUNITY; and

WHEREAS, PRC shall also provide COMMUNITY with administrative Payment Assistance Services ("PAS") if requested by the COMMUNITY to facilitate payment of late fees, charges, fines and penalties as defined under the COMMUNITY's Ordinance from Registrants or other responsible parties to help the COMMUNITY fulfill the purpose and goals of the COMMUNITY's Ordinance;

NOW THEREFORE, in consideration of the mutual covenants contained herein, and for other valuable consideration received, the receipt and sufficiency of which are hereby acknowledged, the parties agree as follows.

1. PRC RESPONSIBILITIES.

- a. PRC will cite the COMMUNITY's Ordinance to mortgagees and/or owners and proactively contact those who file a public notice of default, lis pendens, or any foreclosure action, take title to real property via foreclosure or other legal means in accordance with the Key Policy Requirements as outlined in Exhibit "A". PRC will electronically provide for registration of Properties in violation of Ordinance.

**AGREEMENT BETWEEN
CITY OF GLEN COVE, NEW YORK
AND
PROPERTY REGISTRATION CHAMPIONS, LLC**

- b. PRC will pay for all expenses, administrative costs and fees related to registration of Properties, except as provided in 1(c). PRC will monitor publicly recorded foreclosure filings for properties located within the jurisdictional area of the COMMUNITY, as well as utility data and any other data available to PRC. PRC will review and confirm the obligation to register properties pursuant to the Ordinance. PRC will monitor any changes to the obligation to register.
- c. PRC will charge a fee ("Fee") of \$75.00 to each registering party ("Registrant") to register all mortgagees and/or owners who comply with the Ordinance. PRC shall retain one-half (1/2) of each collected Fee (\$37.50) and remit the balance to the COMMUNITY. PRC shall forward payment of the COMMUNITY's portion of the Fee to the COMMUNITY's finance department no later than the fifteenth (15th) day of the following month. COMMUNITY understands that due to the work PRC has already performed in identifying each Registrant, calculating the Fee and the associated compliance as defined in the Agreement in addition to the costs incurred by PRC in operating the website for the registration of the Properties as defined in 1(e) below, once PRC has correctly identified a Registrant with an obligation to pay a Fee to comply with the Ordinance, PRC shall be entitled to collect their fee from the COMMUNITY for each Registrant even if the COMMUNITY or any third-party working on behalf of the COMMUNITY decides to waive that Fee for a Registrant.
- d. In the event the COMMUNITY's Ordinance requires payment of late fees as part of the registration requirements, PRC shall collect all applicable late fees, retaining twenty percent (20%) of the fee, and remit the balance to the COMMUNITY pursuant to the monthly remittance schedule. PRC shall also provide PAS to facilitate collection of any additional late fees, charges, fines and penalties due to the COMMUNITY under the Ordinance and undertake to provide qualified attorney representation as may be required under the Ordinance or the relevant regulatory authority in each COMMUNITY that has entered into this Agreement with PRC. For the purposes of clarity, both Parties understand that legal representation is not required for any PAS or the administration of the registration process. Only in the event that judicial proceedings shall be necessary after the conclusion of all PAS may a qualified attorney be engaged by PRC or the

**AGREEMENT BETWEEN
CITY OF GLEN COVE, NEW YORK
AND
PROPERTY REGISTRATION CHAMPIONS, LLC**

administrative group engaged by PRC for the sole purpose of that judicial matter. The COMMUNITY delegates to PRC the authority to negotiate directly with Registrants or responsible parties on behalf of COMMUNITY for the payment of registration fees, charges, fines and penalties due to the Community under the Ordinance for registration obligations that have ended with a balance due.

- e. PRC agrees to provide a website for the registration of the Properties in order to enable compliance with the COMMUNITY's ordinances. The website will direct Registrants to a hyperlink, www.PROCHAMPS.com. The website found at www.PROCHAMPS.com will automatically allow lenders and/or responsible parties to comply with the COMMUNITY's property registration codes.
- f. PRC responsibilities will commence on the Effective Date of this agreement.

2. INDEMNIFICATION.

- a. **INDEMNIFICATION BY PRC.** PRC shall defend, indemnify, and hold harmless the COMMUNITY and its officers, employees, and agents, from and against all losses, expenses (including attorneys' fees), damages, and liabilities of any kind resulting from or arising out of a breach of this Agreement by PRC and/or PRC's performance hereunder.
- b. **INDEMNIFICATION BY COMMUNITY.** COMMUNITY shall defend, indemnify, and hold harmless PRC and its officers, employees, and agents, from and against all losses, expenses (including attorneys' fees), damages, and liabilities of any kind resulting from or arising out of a failure by COMMUNITY to timely respond to a public records request.

3. TERM and TERMINATION. This Agreement shall terminate two (2) years from the Effective Date. Upon mutual agreement by the Parties, this Agreement may be extended by two (2) additional two (2) year terms.

- a. **TERMINATION FOR DEFAULT.** In the event that either party (the "Defaulting Party") shall breach or fail to comply with any provision of this Agreement and such breach or failure shall continue for a period of thirty (30) days after the giving of written notice to the Defaulting Party, such other party may terminate this Agreement immediately providing written notice of such termination to the Defaulting Party.
- b. **TERMINATION FOR INSOLVENCY.** This Agreement may be terminated by the COMMUNITY in the event of the insolvency of PRC or the commencement by or against the PRC of any case or proceeding under any bankruptcy, reorganization, insolvency or moratorium law or any other law or laws for the relief of debtors or the appointment of any receiver, trustee or assignee to take possession of the

**AGREEMENT BETWEEN
CITY OF GLEN COVE, NEW YORK
AND
PROPERTY REGISTRATION CHAMPIONS, LLC**

properties of the PRC, unless such petition or appointment is set aside or withdrawn or ceases to be in effect within thirty (30) days from the date of said commencement or appointment or the liquidation or dissolution of the PRC.

- c. **CITY TERMINATION RIGHTS.** The City shall have the unilateral right to terminate any contract awarded hereunder, without cause, upon thirty (30) days written notice to PRC. If termination shall be without cause, PRC shall be entitled to all compensation earned up to the date of termination and shall remit all payment owed to the City within sixty (60) days of the notice of the notice of termination.
4. **CONTRACT DOCUMENTS.** The following list of documents which are attached hereto as exhibits to this Agreement shall be incorporated into this Agreement, as if fully set forth herein by reference:
 - a. Key Policy Requirements
 - b. COMMUNITY Ordinance No. _____,
entitled "_____",
dated: _____.
5. **INSURANCE.** PRC shall maintain Errors and Omissions Insurance limits of liability provided by such policy shall be no less than one million dollars (\$1,000,000.00) to ensure COMMUNITY the indemnification specified herein.
6. **OWNERSHIP AND USE OF DOCUMENTS.** All information collected by PRC from registering parties in connection with the registration of a property pursuant to this Agreement shall be the property of the COMMUNITY, and shall be provided to COMMUNITY upon request. PRC shall be permitted to retain copies, including reproducible copies, of drawings and specifications for information, reference and use in connection with PRC's endeavors.
7. **AUDIT, INSPECTION RIGHTS, AND RETENTION OF RECORDS.** PRC shall maintain records pertaining to this agreement for a period of three years (3) from final payment. Such records shall be subject to audit by the COMMUNITY on reasonable advanced, written notice. The audit shall be conducted at the premises of the COMMUNITY on business days only and during normal working hours. PRC shall comply with all Florida Public Records Act (Chapter 119, Florida Statutes) requirements.
8. **INDEPENDENT CONTRACTOR.** This Agreement creates no relationship of joint venture, partnership, limited partnership, agency, or employer-employee between the parties, and the parties acknowledge that no other facts or relations exist that would create any such relationship between them. Neither party has any right or authority to assume or create any obligation or responsibility on behalf of the other party except as provided by written instrument signed by both parties.

**AGREEMENT BETWEEN
CITY OF GLEN COVE, NEW YORK
AND
PROPERTY REGISTRATION CHAMPIONS, LLC**

9. **NOTICES.** Whenever any party desires to give notice unto any other party, it must be given by written notice, sent by registered United States mail, with return receipt requested, hand delivery or facsimile transmission with receipt of delivery, addressed to the party for whom it is intended and the remaining party, at the places last specified, and the places for giving of notice shall remain such until they shall have been changed by written notice in compliance with the provisions of this section. Notice shall be deemed to have been given upon receipt. For the present, PRC and the COMMUNITY designate the following as the respective places for giving of notice:

COMMUNITY: City of Glen Cove
9 Glen Street
Glen Cove, NY 11542
Telephone No. (516) 676-2000
Attention: _____

PRC: David Mulberry, President/CIO
2725 Center Place
Melbourne, FL 32940
Telephone No. (321) 421-6639
Facsimile No. (321) 396-7776

10. **AMENDMENTS.**

- a. **AMENDMENTS TO AGREEMENT.** It is further agreed that no modification, amendment or alteration in the terms or conditions contained herein shall be effective unless contained in a written document executed with the same formality and of equal dignity herewith.

- b. **AMENDMENT OF FEES.** In the event there are amendments to the Fees, PRC will apply the fee that was in place for the registration period in question.

11. **COMMUNITY DATA.** COMMUNITY acknowledges prior to this Agreement registering Properties governed by the original ordinance. On a date, agreed upon by PRC, prior to the Effective Date of this Agreement, the COMMUNITY will provide PRC a digital file, in format agreeable to PRC, containing all of the information of all Properties registered by the COMMUNITY. All registrations and fees received by the COMMUNITY during the period from the data delivery date to the Effective Date will be submitted to PRC and considered registrations by PRC under the terms of this Agreement. If the COMMUNITY is unable to provide the agreed upon digital file then the COMMUNITY will provide PRC all property registration information, including but not limited to registration forms, to PRC for manual entry into the PRC database. If manual entry of this information is required of PRC the COMMUNITY agrees to compensate PRC five dollars (\$5 00) per property.

**AGREEMENT BETWEEN
CITY OF GLEN COVE, NEW YORK
AND
PROPERTY REGISTRATION CHAMPIONS, LLC**

12. **ORDINANCE VIOLATION DATA.** Whenever the COMMUNITY becomes aware of one or more ordinance violations upon a property registered pursuant to this Agreement, the Community shall report the violation(s) to PRC, which shall maintain a record of all reported violations upon the property, in addition to data PRC maintains pursuant to this Agreement.
13. **PUBLICITY.** PRC may include COMMUNITY's name and general case study information within PRC's marketing materials and website.
14. **COMMUNITY LOGO.** COMMUNITY shall provide the COMMUNITY's logo to PRC for the purposes as set forth in 1(a).
15. **FORCE MAJEURE.** Neither party to this Agreement shall be responsible for any delays or failure to perform any provision of this Agreement (other than payment obligations) due to acts of God, strikes or other disturbances, war, insurrection, embargoes, governmental restrictions, acts of governments or governmental authorities, or other causes beyond the control of such party.
16. **LIMITATION OF LIABILITY.** NEITHER PARTY SHALL BE LIABLE FOR ANY INDIRECT, INCIDENTAL, SPECIAL, PUNITIVE, OR CONSEQUENTIAL DAMAGES, OR ANY LOSS OF PROFITS, REVENUE, DATA, OR DATA USE.
17. **BINDING AUTHORITY.** Each person signing this Agreement on behalf of either party individually warrants that he or she has full legal power to execute this Agreement on behalf of the party for whom he or she is signing, and to bind and obligate such party with respect to all provisions contained in this Agreement.
18. **LAWS AND ORDINANCES.** PRC shall observe all laws and ordinances of the COMMUNITY, county, state, federal or other public agencies directly relating to the operations being conducted pursuant to this Agreement.
19. **EQUAL EMPLOYMENT OPPORTUNITY.** In the performance of this Agreement, PRC shall not discriminate against any firm, employee or applicant for employment or any other firm or individual in providing services because of sex, age, race, color, religion, ancestry or national origin.
20. **WAIVER.** Any failure by COMMUNITY to require strict compliance with any provision of this Agreement shall not be construed as a waiver of such provision, and COMMUNITY may subsequently require strict compliance at any time, notwithstanding any prior failure to do so.
21. **SEVERABILITY.** If any provision of this Agreement or application thereof to any person or situation shall to any extent, be held invalid or unenforceable, the remainder of this

**AGREEMENT BETWEEN
CITY OF GLEN COVE, NEW YORK
AND
PROPERTY REGISTRATION CHAMPIONS, LLC**

Agreement, and the application of such provisions to persons or situations other than those as to which it shall have been held invalid or unenforceable shall not be affected thereby, and shall continue in full force and effect, and be enforced to the fullest extent permitted by law.

22. **GOVERNING LAW.** This Agreement shall be governed by the laws of the State of Florida with venue lying in Brevard County, Florida.
23. **ATTORNEY'S FEES AND COSTS.** In the event of a dispute arising out of this Agreement, the prevailing party shall be entitled to recover reasonable attorney's fees, paralegal expenses, and costs, including fees and costs incurred at all pretrial, trial and appellate levels.
24. **CONTINGENCY.** This Agreement is contingent upon the Ordinance being passed by the COMMUNITY within forty-five (45) days of the Agreement date. If the Ordinance is not passed by that date or PRC does not consent to the Ordinance provisions then PRC can declare this Agreement null and void without any further demands by the COMMUNITY.
25. **ENTIRE AGREEMENT.** This Agreement represents the entire and integrated agreement between the COMMUNITY and the PRC and supersedes all prior negotiations, representations or agreements, either written or oral.

[Remainder of this page intentionally left blank.]

**AGREEMENT BETWEEN
CITY OF GLEN COVE, NEW YORK
AND
PROPERTY REGISTRATION CHAMPIONS, LLC**

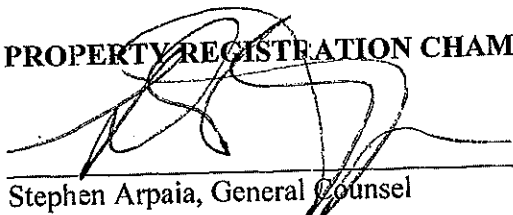
IN WITNESS WHEREOF, the parties hereto have affixed their hands and seals the day and year first above written.

CITY OF GLEN COVE, NEW YORK

Date: _____

Pamela Panzenbeck, Mayor

PROPERTY REGISTRATION CHAMPIONS, LLC



Stephen Arpaia, General Counsel

Date: 2/3/2023

Property Registration Champions, LLC
6300 North Wickham Rd., Suite 130-172
Melbourne, FL 32940

**AGREEMENT BETWEEN
CITY OF GLEN COVE, NEW YORK
AND
PROPERTY REGISTRATION CHAMPIONS, LLC**

Exhibit "A"

Key Policy Requirements

Foreclosure:
Ordinance No.

Registration Fee	\$500
Late Fee	Recurring 10% of Registration and Renewal Fee every 30 days
Registration Triggers	- Post-Filing (NOD ⁱ /LP ⁱⁱ), Occupied or Vacant - REO ⁱⁱⁱ , Occupied or Vacant
Renewal	6 months
Org Exemptions	Governmental entities and HOAs
Property Exemptions	N/A
Refund Policy	A non-refundable semi-annual registration and renewal fee per the ordinance
OMT Transfer	Report change of info within 10 days. Transferee is responsible for any and all previous unpaid fees, fines, and penalties.
Effective/Start Date for Registrations	

ⁱ NOD – Notice of Default

ⁱⁱ LP – Lis Pendens

ⁱⁱⁱ REO – Real Estate Owned

By-Laws

Article III

Resignations

67

New

Section 1. Procedure

- a) Resignations of Department Officers or Company Officers shall be presented in writing to the Department Secretary or Company Secretary respectively. The resignation shall be presented and acted upon at the regular meeting of the Department or Company and a copy shall be forwarded to the Chief of the Department and to the Board of Fire Commissioners.
- b) Resignation of a Company member shall be presented in writing to the Secretary of the Company and acted upon at the Company meeting. A copy of the resignation shall be forwarded to the Chief of the Department and to the Board of Fire Commissioners establishing a vacancy in the Company to be filled from the Department waiting list as per Article 1 Section 1 of the By-Laws.

CONSTITUTION

Article 3 Section 6 Reinstatement

New

Any person who has been a member in good standing of the Department for at least two (2) years and who has voluntarily withdrawn from the Department may make application to rejoin the Department regardless of age. If the applicant requests to rejoin their former Company, they may be appointed provided there is a vacancy at the time of application. If there is no vacancy the application shall be placed in chronological order on the Department waiting list as per Article 1 Section 1 of the By-Laws.

By Law
writing to the Chief that they have all the courses, equal to or greater than required by the Department. A member with prior service must attend fire schools as required by Article VI Section 2b of the By-Laws unless he/she can show satisfactory evidence in writing to the Chief of completion of the scheduled fire school. (Amended 10-11-05)

ARTICLE II EXEMPT MEMBERS

SECTION 1. QUALIFICATIONS; CERTIFICATE.

Any member having faithfully served five (5) years in the Department and against whom no charges or assessments are pending, shall receive an exemption certificate signed by the Captain and the Secretary of the Company of which such member is a member in the form set forth in the General Municipal Law, Section 202.

ARTICLE III RESIGNATIONS

SECTION 1. PROCEDURE.

Resignations of either officers or members shall be presented in writing to the Secretary of the Department if a Department Officer, or to the Secretary of the Company if a Company Officer or member. The resignation shall be presented at the next regular meeting of the Department or Company as the case may be.

SECTION 2. EQUIPMENT, AND IT'S RETURN.

Each member shall be responsible for all equipment issued to him/her. Such as coat, boots, helmet, uniforms, radio, pager, etc. This equipment is the property of the Fire Department and the member is responsible for it's care. Any such equipment lost or damaged must be reported to the Captain of the Company. If any member resigns from the Department, the member shall turn in all equipment of the Department assigned to the member.

ARTICLE IV REINSTATEMENTS

SECTION 1. PROCEDURE Any member who has been dropped from a Company or Department roll because of failure to pay any fines or dues, may be reinstated by full payment of all fines and by a two-thirds (2/3) vote of the Company at a regular meeting. Application for reinstatement must be made to the Company within thirty (30) days from the date when the member was dropped from the roll.

STOCKWELL
OFFICE PRODUCTS

Const.

SECTION 5 PROCEDURE

The procedure for the election of members, their duties and discipline shall be as provided for in the By-laws.

SECTION 6 REINSTATEMENT.

Any person who has been a member in good standing of this Department for at least five (5) years and who has voluntarily withdrawn from the Department may make an application for reinstatement regardless of age.

Section 7 Out of Town Membership

A person who meets all eligibility requirements of Section 1 above, except for residence within the City of Glen Cove, shall be eligible to join the Department, subject to the restriction of Section 8, if by reason of their residence in the vicinity and their usual occupation for at least six (6) months immediately preceding the time the application is submitted, they will be available to render active service as a volunteer firefighter in the City of Glen Cove. Any applicant applying for out of town membership shall provide proof of residence in the vicinity of Glen Cove and details of their occupation, which will be used by the Screening Committee to determine the applicant's ability to render active service in the City of Glen Cove. (Added 10/22/13)

Section 8 Restrictions of Out of Town Membership

Applications from out of town residents shall only be considered for membership if the out of town membership is less than 15%. (Added 10/22/13)



City of Glen Cove
9 Glen Street
Glen Cove, NY 11542

BUDGET TRANSFER

62

DEPARTMENT: WATER

BUDGET YEAR ----

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	INCREASE BUDGET	DECREASE BUDGET
F8300-54321	water testing fees	\$12,166.30	
F8300-52250	vehicles		\$12,166.30

Reason for Transfer:

TO COVER SHORTAGE IN WATER TESTING/MONITORING

Department Head Signature: 

Date: 1/26/23

City Controller Approval: 

Date: 1/27/23

City Council Approval – Resolution Number: _____

Date: _____



City of Glen Cove
9 Glen Street
Glen Cove, NY 11542

BUDGET AMENDMENT FORM

GCP-1 (M19)

Department: Public Works

BUDGET YEAR 2022

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	EST. REVENUE INCREASE (DECREASE)	APPROPRIATION INCREASE (DECREASE)
H5110. 45523.2107	CDBG/HWS CDA Reimb.	\$24,847.	
H5110. 55420.2107	Road & Drainage		\$24,847.

Reason for Amendment:

TO ACCEPT REIMBURSEMENT FROM NASSAU COUNTY
THROUGH THE CDA RELATED TO THE REHABILITATION
OF THE CAPOBIANCO STREET PARKING LOT LOCATED
IN THE ORCHARD.

Department Head Signature: [Signature]

Date: 1/20/23

City Controller Approval: [Signature]

Date: 1/20/23

City Council Approval-Resolution Number: _____

Date: _____



City of Glen Cove
9 Glen Street
Glen Cove, NY 11542

BUDGET TRANSFER FORM

DEPARTMENT: WATER

BUDGET YEAR 2022

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	INCREASE BUDGET	DECREASE BUDGET
F8300-55420	REPAIRS	\$50,000	
F8300-52230	equipment replacement		\$7,000
F8300-55422	maintenance		\$40,000
F8300-54324	gen supplies		\$3,000

Reason for Transfer:

TO COVER EMERGENCY WATER MAIN REPAIRS ON COVE STREET

Department Head Signature: _____

Date: 1/28/23

City Controller Approval: _____

Date: 1/28/23

City Council Approval – Resolution Number: _____

Date: _____



City of Glen Cove
9 Glen Street
Glen Cove, NY 11542

BUDGET AMENDMENT FORM

GCF-1 (8/19)

Department: EMS

BUDGET YEAR 2023

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	EST. REVENUE INCREASE (DECREASE)	APPROPRIATION INCREASE (DECREASE)
A4540-43601	STATE AID - EMS	\$13,994.50	
A4540-51101	ANNUAL SALARIES		\$7,500
A4540-51120	HOURLY		\$5,500
A9010-57167	FICA		\$994.50

Reason for Amendment:

TO AMEND BUDGET FOR PAYMENT DISTRIBUTION RELATED TO THE
NYS HEALTHCARE WORKFORCE BONUS PROGRAM

Department Head Signature: Christopher
DeMetropolis

Digitally signed by Christopher
DeMetropolis
Date: 2023.01.23 14:00:23 -04'00'

Date: 01/23/2023

City Controller Approval: 

Date: JANUARY 24, 2023

City Council Approval-Resolution Number: _____

Date: _____



City of Glen Cove
9 Glen Street
Glen Cove, NY 11542

BUDGET AMENDMENT FORM

GCF-1 (7/08)

Department: EMERGENCY
MANAGEMENT

BUDGET YEAR 2023

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	EST. REVENUE INCREASE (DECREASE)	APPROPRIATION INCREASE (DECREASE)
A8760-42680	INSURANCE RECOVERIES	\$945.75	
A8760-55955	HURRICANE IDA DAMAGES		\$945.75
H7180-42680-2202	INSURANCE RECOVERIES-IDA	\$42,698.97	
H7180-52240-2202	DRIVING RANGE IMPROVEMENTS		\$42,698.97

Reason for Amendment:

TO ACCEPT INSURANCE PROCEEDS FROM COMMERCIAL
PROPERTY INSURANCE CARRIER RELATED TO CITY PROPERTY
DAMAGES RESULTING FROM THE IMPACTS OF HURRICANE IDA

Department Head Signature: [Signature] Date: JANUARY 31, 2023
City Controller Approval: [Signature] Date: JANUARY 31, 2023
City Council Approval-Resolution Number: _____ Date: _____



City of Glen Cove
9 Glen Street
Glen Cove, NY 11542

BUDGET TRANSFER FORM

DEPARTMENT: Police

BUDGET YEAR 2022

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	INCREASE BUDGET	DECREASE BUDGET
A3120-55407	Equip Service & Rental		42,918.00
A3120-55438	Contractual Services	1,397.00	
A3120-54360	Printing & Office	1,351.00	
A3120-55409	Collection Fees	1,720.00	
A3120-55411	Travel	3,389.00	
A3120-55416	Telecommunications	9,407.00	
A3120-55420	Repairs & Maintenance	18,109.00	
A3120-55483	Fees for Services	4,588.00	
A3120-55855	Uniforms	2,957.00	

Reason for Transfer:

To cover shortages in various fundlines

Department Head Signature:

LT. Patrick W. [Signature]

Date:

2/7/2023

City Controller Approval:

[Signature]

Date:

2/9/23

City Council Approval – Resolution Number: _____

Date: _____

6 CC

T-Mobile For Business Demo Device Agreement

Demo Trial Period: 30 days

T-Mobile is providing you or your employees (collectively "You" or "Your") with a device or devices (collectively "Device") for the limited purpose of trying out the Device on our network. By clicking "I Accept" below, activating or using T-Mobile Service, you agree as follows:

- The Device is owned by T-Mobile and is not for resale. You shall return the Device to T-Mobile at the end of the Trial Period or upon request, in good condition, reasonable wear and tear excluded. If you want to extend the Trial Period, contact your T-Mobile account representative prior to the expiration date.
- Service will be provided during the Trial Period, but may change or terminate at any time without notice. T-Mobile may terminate or discontinue the the T-Mobile for Business Demo Program at any time, in its sole discretion, and may require the immediate return of the Device.
- Wi-Fi calling is enabled. If you need to call 9-1-1, tell the 9-1-1 operator your exact location.
- If you select an iPhone or Android Device, you will be responsible for removing all personal information, passwords and user locks before returning the Device. Failure to remove all passwords and user locks may result in an unlocking fee.
- New Customers. Your agreement includes (a) this T-Mobile For Business Demo Device Agreement; (b) T-Mobile's Terms and Conditions; and (c) any terms specific to the demo Rate Plan or service. You can obtain copies of T-Mobile Terms and Conditions and Rate Plan specific terms at www.T-Mobile.com or by emailing T-Mobile For Business Demo Program.
- Existing Corporate or Government customer who have signed a master corporate service agreement, business sales agreement, or a government contract (collectively "Corporate Agreement"). Your agreement includes (a) this T-Mobile For Business Demo Device Agreement; (b) the Corporate Agreement; and (c) any terms specific to the Rate Plan or service. You can obtain copies of your Corporate Agreement by calling Business Customer Care at (800) 375-1126, or emailing T-Mobile at Businesscare@t-mobilesupport.com. You can email T-Mobile For Business Demo Program for Rate Plan details.
- **Disputes. T-Mobile requires ARBITRATION OF DISPUTES UNLESS, for new customers, YOU OPT OUT WITHIN 30-DAYS OF ACTIVATION, or, for existing customers, YOU PREVIOUSLY OPTED OUT PURSUANT TO T-MOBILE'S TERMS AND CONDITIONS or have a Corporate Agreement with T-Mobile.** See T-Mobile's Terms and Conditions at www.t-mobile.com/terms-conditions for details. If you have signed a Corporate Agreement, disputes shall be governed by that Corporate Agreement.