

RFP#2026-067

ON-SITE SUD TREATMENT AT EMERGENCY SHELTER

Proposer:
Addictions Care Center of Albany, Inc.
73 Troy Road
East Greenbush, NY 12061
Phone: 518-465-5470, ext 213
Contact: Karen O'Brien, Chief Operating Officer

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SECTION II

3.1 Treatment Provider Name/History

The Addictions Care Center of Albany, Inc. (ACCA) was founded in May 1967 and was originally named the Albany Citizens Council on Alcoholism. In 1976, ACCA opened a street “sobering up” program located at 35 South Ferry Street. In 1980, this program relocated to the Capital District Psychiatric Center and became known as the Crisis Center. This facility was a 22-bed medically monitored detox program with nursing on-site 24/7 and provided both individual and group counseling services serving the unhoused. In 1985, the Outpatient Clinic on Ontario Street opened, offering individual and group treatment through a wide range of State-certified clinical services. Since 1972, ACCA had a halfway house which was moved to 90 McCarty Avenue in the early 1980s where it served 12 men in the early stages of recovery. In 2002, through funding by NYS OASAS, this property was renovated and expanded to a 24-bed halfway house residence as well as an Administration building and Community Education building. In 2004, ACCA opened Reilly House, a 12-bed transitional living residence for men in the later stages of recovery, located on our main campus at 90 McCarty Avenue. In 2007, Supportive Living Apartments for men and women in the mid-stages of recovery, located on Morton Avenue in downtown Albany opened. In the summer of 2011, approximately \$1 million dollars of ACCA’s State funding was taken away, and as a result we were forced to close the Crisis Center. Expansion of our residential programs ensued with the opening of Vista House in 2011, a transitional living residence for women and children. Since that time, residential treatment facilities in New York State were redefined to address the opioid epidemic by creating services that would be fully incorporated within the facility itself. Since 2016, ACCA has

established residential facilities to include all elements of care, Stabilization, Rehabilitation and Reintegration. Today, ACCA's continuum of care includes:

- The 24-bed men's halfway house on ACCA's main campus was converted to a 22 bed Stabilization and Rehabilitation units
- A Women and women with children's 20 bed residence built on the same campus
- Conversion of the Morton Avenue supportive living housing program from a 24-bed co-ed facility to men only and now serving the Reintegration element of care
- Addition of two single family homes in Albany directly across the street from the 90 McCarty campus that houses 3 women each in the Reintegration element of care
- Conversion of Vista House from Transitional living to the reintegration element of care serving up to 6 single women and 5 pregnant and/or parenting women with children
- A Women and women with children's 20 bed residence serving all three elements of care in Queensbury, NY
- A men's 20 bed residence serving all three elements of care in Queensbury, NY
- A men's 18 bed residence serving all three elements of care in Troy, NY
- Two single family homes that serve 3 women in each location for recovery housing

Further, ACCA currently operates a large outpatient clinic in Albany as well as its own Training Center that provides NYS OASAS-approved 350-Hour CASAC classroom-based education as well as professional training classes geared toward substance abuse professionals, mental health counselors and others in the field. ACCA also has a very robust Family Navigator Program that assists families in need of understanding the SUD landscape for their loved ones. ACCA also provides school-based and community-based prevention education to Albany County schools.

Currently, ACCA employs a total of 14 CASAC-T employees, 7 CASAC-P employees, 20 CASAC employees and 7 CRPA employees. When working in the residential setting, those who have the designation of CASAC-T, CASAC-P and CASAC hold an average caseload of between 8 and 10 clients. Those employed in the outpatient setting hold an average caseload of between 18 and 30 clients. CRPA caseloads typically range between 12 and 25 clients.

3.2 Professional Staff Members

The professional staff members who will be engaged in this proposal include the following:

Erica Beaudet, Chief Compliance Officer, 73 Troy Road, East Greenbush, NY 12061

Erica has been employed at ACCA since 2016 and holds a CASAC-M. Erica was the former Outpatient Clinic Director and has subsequently moved into an executive leadership role as the Chief Compliance Officer. Erica is well-versed in all areas of the ACCA continuum and also currently supervises our CRPA staff.

Kate Maloney, Outpatient Clinic Director, 1044 Broadway, Albany, NY 12203

Kate has been employed at ACCA since 2017, advancing from a clinician at our Outpatient Clinic to the current role of Director. Kate has a wealth of experience in the clinical field as well as still maintaining her Licensed Practical Nursing accreditation. Kate has been the de facto Clinical Supervisor of the Outpatient Clinic for 5 years.

Keith Stack, ACCA's Chief Executive Officer, is the responsibility party for this contract. His office is located at 73 Troy Road, East Greenbush, NY 12061, phone: 518-465-5470.

3.4 Experience

The ACCA has a 59-year history of providing a continuum of care to those who suffer from addictions. Our area of expertise includes treating clients who have a history of failed attempts

at treatment, most of whom are also homeless upon admission to our programs. ACCA is the largest provider of residential substance abuse disorder treatment services in Albany County and serves a primarily homeless population. Strong integration of services, along with a depth of experience and expertise in delivering these services is already well established.

ACCA provides the following services

- Residential substance use disorder and other addictions treatment services to assist people develop or maintain recovery through a structured, substance-free setting, and can include group support, skills development related to independent living, and other services designed to promote recovery.
- Outpatient substance use disorder and other addictions treatment services for individuals, families and adolescents. Outpatient services may be delivered at different levels of intensity according to the needs of the patient. These services include counseling, education, and connections to community services.
- Substance use disorder medication assisted treatment to reduce chemical dependency withdrawal symptoms and cravings, and to support a lifetime of recovery.
- Substance use disorder and other addictions treatment services for individuals in criminal justice settings.
- Evidence-based prevention education programs, workshops, and training sessions delivered in school and community-based settings to reduce underage substance use disorders and other addictions and create positive alternative activities for youth, and families.
- Substance use disorder and other addictions harm reduction services that focus on minimizing the negative consequences of substance use and related behaviors.
- Peer recovery supports individuals and families to help promote sustained recovery.
- Certified Addictions Professionals training and continuing education for substance abuse disorder and other addictions professionals, mental health and related behavioral health professionals.

ACCA has a strong network of Certified Peer Recovery Advocates who, along with residential case managers and outpatient clinic counseling staff, work directly with clients to support their independence and recovery by connecting them with resources within and external to the ACCA organization.

Services to assist unhoused clients include:

- Accessing appropriate social services, health insurance and housing allowance and childcare subsidy, if necessary
- Individualized treatment planning with goals and objectives in a person-centered approach
- Daily Living Skills Program
- Residential and/or outpatient program goals and objectives
- Peer support plan at time of admission to either residential and/or outpatient setting
- Employment/vocational education plan
- Referral to appropriate services providers

With the approaches noted above, clients at ACCA have proven to be highly successful in their recovery and transition to community support during and after their completion at ACCA.

Since our expansion and growth into other counties in New York, ACCA has many employees who are working off-site to deliver our services. ACCA has a history of working directly with Albany, Rensselaer and Warren/Washington County jails where both CASACs and CRPAs have been embedded within the correctional facilities to offer group and individual counseling.

ACCA has a large network of outside agencies with whom we work. ACCA collaborates with the Capital Behavioral Health Network (CBHN) via the Coordinated Opioid and Stimulant Treatment (COAST) Project. COAST is a network approach integrating prevention, treatment,

recovery, and harm reduction to meet the needs individuals in our region. Through COAST, the network offers a 24/7/365 support line for rapid access to Medication Assisted Therapy (MAT), care coordination, and referral to ongoing treatment and supports; the addition of peer services and initiatives to support the peer workforce; and prevention programs targeting youth and adults alike. Through COAST, ACCA has been able to expand our peer workforce to bring individual support to clients to includes the number of individuals who remain active in treatment and recovery programs.

Furthermore, in its long history of serving the underserved population of those in need of substance use disorder treatment, ACCA has had long standing collaborations. In Albany County, the following agencies provide homelessness prevention and supportive services:

- Albany County Social Services
- Albany Housing Coalition
- Capital City Rescue Mission
- CARES, Inc.
- Catholic Charities of Albany
- Equinox, Inc.
- Homeless Action Committee, Inc.
- Homeless And Travelers Aid Society
- Interfaith Partnership for the Homeless
- Legal Aid Society of Northeastern NY
- Marillac Family Shelter
- Trinity Alliance of the Capital Region

Resumes – See Attached

SECTION III

3.5 References

1. Dorothy Cuccinelli, Chief Executive Officer, Capital Behavioral Health Network
255 Washington Avenue Ext, Suite 100, Albany, NY 12205
Email: dcucinelli@cbhnetwork.com Phone: 518-504-8650
2. Katherine G. Alonge-Coons, LCSW-R, Commissioner, Rensselaer County Mental Health

Rensselaer County Office Building

1600 7th Avenue, 3rd Floor

Troy, New York 12180

Email: Kcoons@rensko.com Phone: 518-270-2807

SECTION IV:

4.1 Emergency Shelter

IPHNY, Inc. (formerly Interfaith Partnership for the Homeless) is a 501c.3 not-for-profit organization that has been providing services to individuals and families experiencing homelessness for over 40 years. Current services span 4 counties and include 3 year-round and 2 seasonal emergency shelters for homeless adults, multiple HUD-funded and NYS-funded permanent supportive housing programs, and a community drop-in center.

In Albany County, IPHNY operates 3 year-round emergency shelters, providing a total of 80 beds each night. In the past year, IPH has served 330 different people across its three shelters, 87% of whom reported having health insurance at admission. Of those served, about 27% of guests reported using substances; however, based on observations and conversations, shelter staff report that closer to 60% or 70% of guests are actively using substances while residing in IPH shelters.

Below are brief descriptions of each shelter.

Sheridan House is a 30-bed, year-round emergency shelter for adults located in the Sheridan Hollow neighborhood of Albany. Sheridan House was the organization's original shelter and has been in operation for 42 years.

South Ferry House is a 30-bed, year-round emergency shelter for adults located in Albany's South End. South Ferry House (formerly Medical Respite) has been in operation for 9 years.

Mercy House is a 20-bed, year-round emergency shelter for adults located in the Ten Broeck Triangle neighborhood of Albany. IPH has operated Mercy House for two years; however, the shelter was previously under the operation of another organization for 30 years.

Referrals for all three shelters are received through Albany County Department of Social Services, and all sites have full-time case managers with whom shelter guests are expected to engage on a weekly basis during their stay. Upon admission, a comprehensive assessment is completed to identify each guest's needs and goals, and person-driven service plans are developed and regularly reviewed and updated. During the assessment process, the following questions are asked:

- Do you currently use any substances? If yes, do you feel it hinders your daily life?
- Would you like help connecting to recovery support/substance use treatment?
- If you are currently using substances or alcohol, would you like information about strategies for safer substance use/ alcohol use?

Based on guest responses, case managers complete referrals for various types of treatment either by reaching out directly to providers or utilizing the Unite Us referral platform. When necessary, case managers can provide transportation to inpatient treatment facilities. Referrals are also made to local providers for harm reduction services and resources such as safe use supplies, medication assisted treatment, and naloxone kits. While use is not permitted within IPH facilities, staff utilize a harm reduction approach when working with guests who are suspected of/found to be using substances, recognizing that use is often meeting a need related to physical

or emotional pain. Rather than immediately discharge guests found to be out of compliance with this shelter guideline, staff instead review expectations and discuss ways the guests can address their needs more safely while maintaining compliance. Because IPH shelters do not have maximum lengths of stay, shelter staff have time to build trusting, supportive relationships and cater services to each person's unique set of needs.

4.2 Plan for Services

Individuals seeking SUD services will participate in an initial screening to determine appropriateness for admittance. A full assessment will be completed with a level of care determination, toxicology screen, cravings assessment (if applicable), assessments for goals, interventions, mental health, and nicotine. Once a baseline of service engagement is established, the counselor will also conduct a MAT needs assessment and, when necessary and appropriate, will coordinate with the ACCA medical team to establish appointments for the individual.

Transportation to a medical appointment for individuals seeking MAT will be coordinated and performed by the CRPA on site.

Once admitted to our program, the counselor will work with the shelter staff to establish a group schedule and individual treatment plans that will incorporate both group and individual treatments. Curriculum for each group will be evidence based and established with the client that will be suited for his/her individual needs. A menu of services will be provided to each client for his inclusion in those services. Within 7 days of the client's admission, connection to a CRPA will be established. Engagement with the CRPA will continue throughout the individual's treatment within the shelter environment and may be continued after discharge. All service activities will be well-documented in the ACCA electronic health record, 10e11.

The embedded Clinical staff will be supervised by ACCA's Outpatient Clinic Director, Kate Maloney. Clinical supervision will be conducted on a regular basis for each clinician providing treatment services and CRPA providing peer services. ACCA's Clinical Supervisor will assist clinicians in staff development and training as it relates to the assessment, treatment planning, and discharge process. The Clinical Supervisor will meet with each clinician, individually, once per week for at least 30 minutes to address any specific concerns regarding the clinical process and adaptation of that process for each client. Each individual session and group session will be documented in the Clinical Supervision log and used as reference and future supervisory sessions.

The embedded CRPA staff will meet weekly with Erica Beaudet, Chief Compliance Officer, once weekly for Peer supervision. Erica's experience in supervising peers is long-standing at ACCA, as she is currently in charge of the peer program at ACCA and works extensively with the peer staff in providing educational and administrative support.

Both supervisors noted above will have weekly check-in meetings with shelter personnel to identify and discuss the embedded employees' schedules, performance and any concerns that arise during the workweek.

During the intake process, the counselor will identify the client's insurance and, if applicable, contact the managed care provided for approval. Once completed, a demographic form will be submitted to the ACCA finance office for processing. ACCA's Billing Manager will maintain a file within the electronic health record for accurate record keeping.

SECTION V

6.2 Cost Proposal

	YEAR 1	YEAR 2
Salary (CASAC)	80,000	82,000
Fringe Benefits	17,536	18,051
Salary (CRPA)	65,000	66,625
Fringe Benefits	14,281	14,638
Supervision (5% of time for E. Beaudet and K. Maloney)	10,000	11,000
Onboarding/Training	1,500	1,800
Supplies	500	500
Total Direct Costs	188,817	194,614
Admin/Indirect Costs	9,941	9,731
Total Costs	197,758	204,345

6.5 Attestation

ACCA attests that these funds will not be supplanting any other funds the agency has budgeted for this purpose.

6.6 Opioid Settlement Funds

ACCA currently receives the following funding from Opioid Settlement Funds:

1. Funding for one intern in our Training Center – Contract C006837
2. Funding for Training Center Scholarships – Contract C004478
3. SOR 4 Year 2 – Recovery – H79TI087825
4. SOR 4 Year 2 – Prevention – H79TI087825

SECTION VI:

Attachment A Collusive Bidding Certificate

Attachment B Acknowledgment by Proposer

Attachment C Vendor Responsibility Questionnaire

Attachment D Iranian Energy Divestment Certification

9 MAPLE AVE • SOUTH GLENS FALLS, NY • 12803
(518) 321-3354 • MKERICA@YAHOO.COM

ERICA L. BEAUDET CASAC

WORK OF EXPERIENCE

May 2012 to present

Catholic Charities Care Coordination Services

Project Safe Point Program Specialist

Providing substance abuse and harm reduction counseling and referrals to treatment for a syringe exchange program in the Albany area.

Also providing HIV and HCV screenings, running groups, Narcan trainings, and harm reduction education.

March 2011 to April 2012

St. Peter's Addiction Recovery Center Inpatient Rehab

Chemical Dependency Counselor II /Admissions

Fall 2006 to Winter 2011

WSWHE Boces Substitute Teacher Registry

Substitute teaching at area elementary schools

Fall 2001 to Spring 2006

St. Mary's School, Ticonderoga

Grade 1 Classroom Teacher

Summer of 2001

Summer School Program

Grades 3-4 Math and ELA

Minerva Central School

1999-2000 Long Lake Central School

Student teaching experience in Kindergarten and Grade 2

Long-term substitute Teaching Assistant/PreK Teacher

EDUCATION

SUNY PLATTSBURGH Plattsburgh, NY

Masters of Science in Education, December 2004

SUNY POTSDAM Potsdam, NY

Bachelor of Arts in Psychology

Certification Area: Elementary Education PreK-6, May 2000

ADIRONDACK COMMUNITY COLLEGE Queensbury, NY
Associate in Arts, May 1998

JOHNSBURG CENTRAL SCHOOL North Creek, NY
Graduated June 26, 1995

OTHER WORK EXPERIENCE

1994 to 2010

Tour Guide at Barton Garnet Mines, North River, NY
Responsibilities included giving and scheduling tours, managing daily store activities, supervising other employees, and working with elementary school groups.

REFERENCES

Keith Brown
Executive Director
Catholic Charities Care Coordination Services
100 Slingerland St.
Albany, NY 12202
(518) 449-3581 ext 106
KeithB@ccalbany.org

Penny Rothermel
St. Peters Hospital
315 South Manning Blvd
Albany, NY 12208
(518) 525-1356
(518) 334-2045 cell
Helen.Rothermel@sphp.com

Lorie Reyome, RN
SPARC Inpatient
3 Mercycare Lane
Guilderland, NY 12084
(518) 225-9948 cell
Lorie.Reyome@sphp.com

Jeanette de Moulpied, CASAC
Assistant Court Analyst
Albany County Judicial Center
6 Lodge Street, Room 9
Albany, NY 12207
(518) 285-8732
Jdemoulpied09@gmail.com

Kevin Brown
(607)-621-1093
RecoveryCoaching@Outlook.com

Summary:

Over "10 plus years" professional experience in the addiction/recovery field. Serving as the primary point of contact and liaison, providing support and training CCAR CRPA and CARC curriculum development and/or implementation. Additional experience includes community outreach, and substance use disorder addiction recovery support coaching.

Education:

Addiction Recovery Support Services (March 2016)
DBA Instrument # D16-340 Addiction Recovery Coaching & Recovery Support Services

NYS Certification Board CARC-93 CRPA-93 CARCT
Addiction Recovery Coach Trainer Addiction Recovery Coach Addiction Recovery Peer Advocate

Hudson Valley Community College (1991) Human Services Course Work

Professional Experience

The Addiction Center of Broome County Peer Advocacy ACBC 2019 – March 19, 2020
Covid 19 Reduction-in-force

Addiction Recovery support services utilizing the CCAR for addiction recovery 30-hour curriculums.
Addiction, recovery coaching, certified peer advocacy and ethical responsibility.

Catholic Charities of Sullivan and Orange 2017 - 2018
Opioid STR Program Team Leader
The Addiction Care Center of Albany Inc. 2010 - 2016

Program Coordinator men's 12 bed residential housing facility. Training service included life skills, job search, personal wellness, and development. Utilizing case management to adequately transiting back into the community.

Glenmont Job Corps Academy 2009 -2010

Student Leadership Coordinator, establishing a sustainable environment for students utilizing.
Leadership development, peer mediation and conflict resolution.

Families Together in Albany County 2005-2006

In partnership with Albany County Dept of Youth & Family Services, implemented federal grant to develop intergenerational mentoring program in the County of Albany, for families of children diagnosed with emotional challenges.

City of Albany Department of Youth & Family Services 1993 – 2003
Program development, coordination's Albany Service Youth AmeriCorps Environmental program.

Katherine J. Maloney
100 George Street
Green Island, NY 12183
(518) 203-8894

EXPERIENCE:

5/2017 - SPARC -
2nd Avenue
Albany, NY

Kate - Maloney @
Yahoo.com.

Currently Interning as CASAC.

11/2008 - St. Peter's Health Partners
present

LPN - Office nurse: Responsible for rooming patients, administering vaccines, phlebotomy, triage line, working with insurance companies to obtain prior approval for medications, assisting MD with minor surgical procedures.

10/2006 - St. Mary's Hospital
11/2008 23 Massachusetts Avenue
Troy, NY

LPN: Worked on Ortho floor/Med Surg. Also cross-trained to work in Detox/Rehab unit, responsible for running nurse groups.

1997 - Living Resources
2008 Albany, NY

Residential Instructor, Supervisor: Responsible for assisting consumers with ADL's in a group home setting, medication administration, supervisor of staff at the residence.

Day Opportunities Specialist: Responsible for supervising consumers With volunteering in the community, teaching them job/life skills, relationship classes, cooking classes, and money management.

1994 - Schuyler Ridge
1997 Clifton Park, NY 12065

PCA/CNA

EDUCATION:

Addictions Care Center of Albany
90 Mcarty Avenue
Albany, NY 12202
Graduated December 2016 – CASAC-t Certification

Albany Career & Tech School
Vly Road
Colonie, NY 12110
Graduated 2006 – Licensed Practical Nurse

Hudson Valley Community College
80 Vandenburg Avenue
Troy, NY 12180
Graduated 2002
Associates Degree, Human Services

Heatly High School
171 Hudson Avenue
Green Island, NY 12183
Graduated 1995

REFERENCES:

Michael McNulty
86 West Street
Green Island, NY 12183
(518) 273-1070

Donna M. Karpinski
5 Valley View Blvd., Apt. 1013
Rensselaer, NY 12144
(518)755-4824

Dr. Kristin Yannetti
5 Rockrose Drive
East Greenbush, NY
(518) 810-5368

COUNTY OF ALBANY

PROPOSAL FORM

PROPOSAL IDENTIFICATION:

Title: On-Site SUD Treatment at Emergency Shelter
RFP Number: 2026-067

THIS PROPOSAL IS SUBMITTED TO:

Pamela O Neill, Purchasing Agent
Albany County Department of General Services
Purchasing Division
112 State Street, Room 820
Albany, NY 12207

1. The undersigned Proposer proposes and agrees, if this Proposal is accepted, to enter into a Contract with the owner in the form included in the Contract Documents to complete all Work as specified or indicated in the Contract Documents for the Contract Price and within the Contract Time indicated in this Proposal and in accordance with the Contract Documents.
2. Proposer accepts all of the terms and conditions of the Instructions to Proposers, including without limitation those dealing with the Disposition of Proposal Security. This Proposal may remain open for ninety (90) days after the day of Proposal opening. Proposer will sign the Contract and submit the Contract Security and other documents required by the Contract Documents within fifteen days after the date of County's Notice of Award.
3. In submitting this Proposal, Proposer represents, as more fully set forth in this Contract, that:

- (a) Proposer has examined copies of all the Contract Documents and of the following addenda: (If none, so state) *None*

Date

Number

(receipt of all of which is hereby acknowledges) and also copies of the Notice to Proposers and the Instructions to Proposers;

- (b) Proposer has examined the site and locality where the Work is to be performed, the legal requirements (federal, state and local laws, ordinances, rules and regulations) and the conditions affecting cost, progress or performance of the Work and has made such independent investigations as Proposer deems necessary;

(c) This Proposal is genuine and not made in the interest of or on behalf of any undisclosed person, firm or corporation and is not submitted in conformity with any agreement or rules of any group, association, organization or corporation; Proposer has not directly or indirectly induced or solicited any other Proposer to submit a false or sham Proposal; PROPOSER has not solicited or induced any person, firm or a corporation to refrain from Proposing; and Proposer has not sought by collusion to obtain for himself any advantage over any other Proposer or over the owner.

4. Proposer will complete the Work for the following prices(s): (Attach Proposal)
5. Proposer agrees to commence the Work within the number of calendar days or by the specific date indicated in the Contract. Proposer agrees that the Work will be completed within the number of Calendar days or by the specific date indicated in the contract.
6. The following documents are attached to and made a condition of this Proposal:
 - (a) Non-Collusive Bidding Certificate (Attachment "A")
 - (b) Acknowledgment by Bidder (Attachment "B")
 - (c) Vendor Responsibility Questionnaire (Attachment "C")
 - (d) Iranian Energy Divestment Certification (Attachment "D")

7. Communication concerning this Proposal shall be addressed to:

Karen O'Brien, COO
Addictions Care Center at Albany
73 Troy Rd, East Greenbush, NY 12061
Phone: 518-465-5470

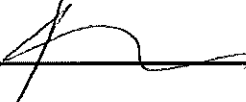
8. Terms used in this Proposal have the meanings assigned to them in the Contract and General Provisions.

COUNTY OF ALBANY

COST PROPOSAL FORM

PROPOSAL IDENTIFICATION:

Title: On-Site SUD Treatment at Emergency Shelter
RFP Number: 2026-067

COMPANY: Addictions Care Center of Albany
ADDRESS: 73 Troy Rd
CITY, STATE, ZIP: East Greenbush, NY 12061
TEL. NO.: 518-465-5470
FAX NO.: 518-
FEDERAL TAX ID NO.: 14-1501464
REPRESENTATIVE: Karen O'Brien
E-MAIL: Kobrien@theacca.net
SIGNATURE AND TITLE  Chief Operating Officer
DATE 4/30/24

ATTACHMENT "A"
NON-COLLUSIVE BIDDING CERTIFICATE PURSUANT TO
SECTION 103-D OF THE NEW YORK STATE GENERAL MUNICIPAL LAW

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

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

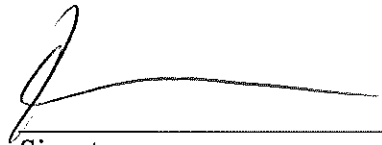
(2) Unless otherwise required by law, the prices which have been quoted in this bid have not knowingly been disclosed by the bidder and will not knowingly be disclosed by the bidder, directly or indirectly, prior to opening, to any bidder or to any competitor.

(3) No attempt has been made or will be made by the bidder to induce any other person, partnership or corporation to submit or not to submit a bid for the purpose of restricting competition.

A bid shall not be considered for award nor shall any award be made where (1), (2), and (3) above have not been complied with; provided, however, that in any case the bidder cannot make the foregoing certification, the bidder shall so state and shall furnish with the bid a signed statement which sets forth in detail the reasons thereof. Where (1), (2), and (3) above have not been complied with, the bid shall not be considered for any award nor shall any award be made unless the head of the Purchasing Unit to the political subdivision, public department, agency or official thereof to which the bid is made, or his designee, determines that such disclosure was not made for the purpose of restricting competition.

The fact that a bidder (a) has published price lists, rates, or tariffs covering items being procured, (b) has informed prospective customer of proposed or pending publication of new or revised price lists for such items, or (c) has sold the same items to other customers at the same prices being bid, does not constitute, without more, a disclosure within the meaning of paragraph "A" above.

B. Any bid hereafter made to any political subdivision of the state or any public department, agency or official thereof by a corporate bidder for work or services performed or to be performed or goods sold or to be sold, where competitive bidding is required by statute, rule, regulation, local law, and where such bid contains the certification referred to in paragraph "A" of this section, shall be deemed to have been authorized by the Board of Directors of the bidder, and such authorization shall be deemed to include the submission of the bid and the inclusion therein of the certificate as to non-collusion as the act and deed of the corporation



Signature

Chief Operating Officer
Title

Addictions Care Center of Albany
Company Name

4/30/26
Date

ATTACHMENT "B"
ACKNOWLEDGMENT BY PROPOSER

If Individual or Individuals:

STATE OF _____)
COUNTY OF _____) SS.:

On this _____ day of _____, 20____, before me personally appeared _____ to me known and known to me to be the same person(s) described in and who executed the within instrument, and he (or they severally) acknowledged to me that he (or they) executed the same.

Notary Public, State of _____

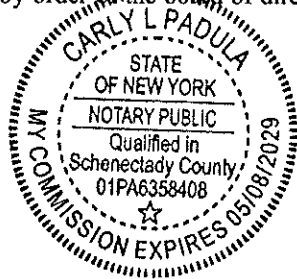
Qualified in _____

Commission Expires _____

If Corporation:

STATE OF New York)
COUNTY OF Rensselaer) SS.:

On this 30th day of April, 2026, before me personally appeared Karen O'Brien to me known, who, being by me sworn, did say that he resides at (give address) 73 Dray Rd East Granbush NY 12041; that he is the (give title) Chief Operating Officer of the (name of corporation) The Addictions Care Center of Albany, the corporation described in and which executed the above instrument; that he knows the seal of the corporation, and that the seal affixed to the instrument is such corporate seal; that it was so affixed by order of the board of directors of the corporation, and that he signed his name thereto by like order.



Carly L Padula
Notary Public, State of New York

Qualified in Schenectady County

Commission Expires 5/8/29

If Partnership:

STATE OF _____)
COUNTY OF _____) SS.:

On the _____ day of _____, 20____, before me personally came _____ to me known to be the individual who executed the foregoing, and who, being duly sworn, did depose and say that he / she is a partner of the firm of _____ and that he / she has the authority to sign the same, and acknowledged that he / she executed the same as the act and deed of said partnership.

Notary Public, State of _____

Qualified in _____

Commission Expires _____

**ATTACHMENT "C"
ALBANY COUNTY
VENDOR RESPONSIBILITY QUESTIONNAIRE**

1. VENDOR IS: <input checked="" type="checkbox"/> PRIME CONTRACTOR			
2. VENDOR'S LEGAL BUSINESS NAME <i>Addictions Care Center of Albany</i>		3. IDENTIFICATION NUMBERS a) FEIN # <i>14-1501404</i> b) DUNS # <i>060547825</i>	
4. D/B/A – Doing Business As (if applicable) & COUNTY FIELD:		5. WEBSITE ADDRESS (if applicable) <i>www.theacca.net</i>	
6. ADDRESS OF PRIMARY PLACE OF BUSINESS/EXECUTIVE OFFICE <i>73 Tray Rd, East Greenbush, NY 12061</i>		7. TELEPHONE NUMBER <i>518-465-5470</i>	8. FAX NUMBER <i>518-427-0844</i>
9. ADDRESS OF PRIMARY PLACE OF BUSINESS/EXECUTIVE OFFICE <i>IN NEW YORK STATE, if different from above</i>		10. TELEPHONE NUMBER	11. FAX NUMBER
12. AUTHORIZED CONTACT FOR THIS QUESTIONNAIRE Name <i>Karen Osborne</i> Title <i>Chief Operating Officer</i> Telephone Number <i>518-465-5470</i> Fax Number <i>518-427-0844</i> e-mail <i>Kosborne@theacca.net</i>			
13. LIST ALL OF THE VENDOR'S PRINCIPAL OWNERS.			
a) NAME	TITLE	b) NAME	TITLE
c) NAME	TITLE	d) NAME	TITLE
A DETAILED EXPLANATION IS REQUIRED FOR EACH QUESTION ANSWERED WITH A "YES," AND MUST BE PROVIDED AS AN ATTACHMENT TO THE COMPLETED QUESTIONNAIRE. YOU MUST PROVIDE ADEQUATE DETAILS OR DOCUMENTS TO AID THE COUNTY IN MAKING A DETERMINATION OF VENDOR RESPONSIBILITY. PLEASE NUMBER EACH RESPONSE TO MATCH THE QUESTION NUMBER.			
14. DOES THE VENDOR USE, OR HAS IT USED IN THE PAST FIVE (5) YEARS, ANY OTHER BUSINESS NAME, FEIN, or D/B/A OTHER THAN THOSE LISTED IN ITEMS 2-4 ABOVE? List all other business name(s), Federal Employer Identification Number(s) or any D/B/A names and the dates that these names or numbers were/are in use. Explain the relationship to the vendor.		<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No
15. ARE THERE ANY INDIVIDUALS NOW SERVING IN A MANAGERIAL OR CONSULTING CAPACITY TO THE VENDOR, INCLUDING PRICIPAL OWNERS AND OFFICERS, WHO NOW SERVE OR IN THE PAST ONE (1) YEARS HAVE SERVED AS:		<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No
a) An elected or appointed public official or officer? <i>List each individual's name, business title, the name of the organization and position elected or appointed to, and dates of service</i>		<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No
b) An officer of any political party organization in Albany County, whether paid or unpaid? <i>List each individuals name, business title or consulting capacity and the official political position held with applicable service dates.</i>		<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No

<p>16. WITHIN THE PAST (5) YEARS, HAS THE VENDOR, ANY INDIVIDUALS SERVING IN MANAGERIAL OR CONSULTING CAPACITY, PRINCIPAL OWNERS, OFFICERS, MAJOR STOCKHOLDER(S) (10% OR MORE OF THE VOTING SHARES FOR PUBLICLY TRADED COMPANIES, 25% OR MORE OF THE SHARES FOR ALL OTHER COMPANIES), AFFILIATE OR ANY PERSON INVOLVED IN THE BIDDING OR CONTRACTING PROCESS:</p>	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
<p>a) 1. been suspended, debarred or terminated by a local, state or federal authority in connection with a contract or contracting process;</p> <p>2. been disqualified for cause as a bidder on any permit, license, concession franchise or lease;</p> <p>3. entered into an agreement to a voluntary exclusion from bidding/contracting;</p> <p>4. had a bid rejected on an Albany County contract for failure to comply with the MacBride Fair Employment Principles;</p> <p>5. had a low bid rejected on a local, state or federal contract for failure to meet statutory affirmative action or M/WBE requirements on a previously held contract;</p> <p>6. had status as a Women's Business Enterprise, Minority Business Enterprise or Disadvantaged Business Enterprise, de-certified, revoked or forfeited;</p> <p>7. been subject to an administrative proceeding or civil action seeking specific performance or restitution in connection with any local, state or federal government contract;</p> <p>8. been denied an award of a local, state or federal government contract, had a contract suspended or had a contract terminated for non-responsibility; or</p> <p>9. had a local, state or federal government contract suspended or terminated for cause prior to the completion of the term of the contract.</p>	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
<p>b) been indicted, convicted, received a judgment against them or a grant of immunity for any business-related conduct constituting a crime under local, state or federal law including but not limited to, fraud extortion, bribery, racketeering, price-fixing, bid collusion or any crime related to truthfulness and/or business conduct?</p>	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
<p>c) been issued a citation, notice, violation order, or are pending an administrative hearing or proceeding or determination of violations of:</p> <p>1. federal, state or local health laws, rules or regulations.</p>	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
<p>17. IN THE PAST THREE (3) YEARS, HAS THE VENDOR OR ITS AFFILIATES ¹ HAD ANY CLAIMS, JUDGMENTS, INJUNCTIONS, LIENS, FINES OR PENALTIES SECURED BY ANY GOVERNMENTAL AGENCY? Indicate if this is applicable to the submitting vendor or affiliate. State whether the situation(s) was a claim, judgment, injunction, lien or other with an explanation. Provide the name(s) and address(es) of the agency, the amount of the original obligation and outstanding balance. If any of these items are open, unsatisfied, indicate the status of each item as "open" or "unsatisfied."</p>	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
<p>18. DURING THE PAST THREE (3) YEARS, HAS THE VENDOR FAILED TO:</p> <p>a) file returns or pay any applicable federal, state or city taxes? <i>Identify the taxing jurisdiction, type of tax, liability year(s), and tax liability amount the vendor failed to file/pay and the current status of the liability.</i></p> <p>b) file returns or pay New York State unemployment insurance? <i>Indicate the years the vendor failed to file/pay the insurance and the current status of the liability.</i></p> <p>c) Property Tax <i>Indicate the years the vendor failed to file.</i></p>	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
<p>19. HAVE ANY BANKRUPTCY PROCEEDINGS BEEN INITIATED BY OR AGAINST THE VENDOR OR ITS AFFILIATES ¹ WITHIN THE PAST SEVEN (7) YEARS (WHETHER OR NOT CLOSED) OR IS ANY BANKRUPTCY PROCEEDING PENDING BY OR AGAINST THE VENDOR OR ITS AFFILIATES REGARDLESS OR THE DATE OF FILING? Indicate if this is applicable to the submitting vendor or affiliate. If it is an affiliate, include the affiliate's name and FEIN. Provide the court name, address and docket number. Indicate if the proceedings have been initiated, remain pending or have been closed. If closed, provide the date closed.</p>	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
<p>20. IS THE VENDOR CURRENTLY INSOLVENT, OR DOES VENDOR CURRENTLY HAVE REASON TO BELIEVE THAT AN INVOLUNTARY BANKRUPTCY PROCEEDING MAY BE BROUGHT AGAINST IT? Provide financial information to support the vendor's current position, for example, Current Ration, Debt Ration, Age of Accounts Payable, Cash Flow and any documents that will provide the agency with an understanding of the vendor's situation.</p>	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No

21. IN THE PAST FIVE (5) YEARS, HAS THE VENDOR OR ANY AFFILIATES¹ :

Yes No

a) defaulted or been terminated on, or had its surety called upon to complete, any contract (public or private) awarded;

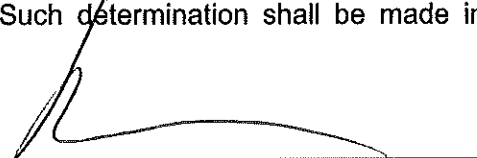
Indicate if this is applicable to the submitting vendor or affiliate. Detail the situation(s) that gave rise to the negative action, any corrective action taken by the vendor and the name of the contracting agency.

¹ "Affiliate" meaning: (a) any entity in which the vendor owns more than 50% of the voting stock; (b) any individual, entity or group of principal owners or officers who own more than 50% of the voting stock of the vendor; or (c) any entity whose voting stock is more than 50% owned by the same individual, entity or group described in clause (b). In addition, if a vendor owns less than 50% of the voting stock of another entity, but directs or has the right to direct such entity's daily operations, that entity will be an "affiliate" for purposes of this questionnaire.

Attachment "D"
Certification Pursuant to Section 103-g
Of the New York State
General Municipal Law

- A. By submission of this bid/proposal, each bidder/proposer and each person signing on behalf of any bidder/proposer certifies, and in the case of a joint bid, each party thereto certifies as to its own organization, under penalty of perjury, that to the best of its knowledge and belief that each bidder is not on the list created pursuant to paragraph (b) of subdivision 3 of Section 165-a of the New York State Finance Law.
- B. A Bid/Proposal shall not be considered for award, nor shall any award be made where the condition set forth in Paragraph A above has not been complied with; provided, however, that in any case the bidder/proposer cannot make the foregoing certification set forth in Paragraph A above, the bidder/proposer shall so state and shall furnish with the bid a signed statement which sets forth in detail the reasons therefor. Where Paragraph A above cannot be complied with, the Purchasing Unit to the political subdivision, public department, agency or official thereof to which the bid/proposal is made, or his designee, may award a bid/proposal, on a case by case business under the following circumstances:
1. The investment activities in Iran were made before April 12, 2012, the investment activities in Iran have not been expanded or renewed after April 12, 2012, and the Bidder/Proposer has adopted, publicized and is implementing a formal plan to cease the investment activities in Iran and to refrain from engaging in any new investments in Iran; or
 2. The political subdivision makes a determination that the goods or services are necessary for the political subdivision to perform its functions and that, absent such an exemption, the political subdivision would be unable to obtain the goods or services for which the contract is offered. Such determination shall be made in writing and shall be a public document.

4/30/24
Date



Signature

Chief Operating Officer
Title

Addictions Care Center of Albany
Company Name