

REQUEST FOR PROPOSALS

**Repair/Reconstruct Two (2) ESD Owned Railway Road Crossings in the
Radisson Corporate Park**

New York State Urban Development Corporation d/b/a Empire State Development ("ESD") is seeking proposals for the repair/reconstruction of Two (2) ESD Owned Railway Road Crossings located on West Entry Rd. and Brundage Rd. in the Radisson Corporate Park, Baldwinsville, NY.

Responses must be received by the Empire State Development Office by 12:00 pm, March 6, 2014 at the following address:

Empire State Development
620 Erie Blvd West, Suite 112
Syracuse, New York 13204
Attn: Ms. Quinn Hubbard

There will be a Public Opening of the bids at 2:00 on March 7, 2014 at the Empire State Development Office at 620 Erie Blvd. West, Suite 112, Syracuse, NY and the public is invited to attend.

It is the sole responsibility of each Respondent to ensure that its proposal is received before the submission deadline. Respondent's bear all risk associated with delays in mail, courier or hand delivery. No responses will be accepted by email or fax.

ESD reserves the right to reject any or all responses, to negotiate an agreement with anyone submitting a response, or to waive any information or irregularities. Any modification to this Request for Services will be posted on ESD's webpage at <http://esd.ny.gov/CorporateInformation/RFPs.html>

Any questions should be referred IN WRITING ONLY to Quinn Hubbard, Project Manager, Radisson Development at ghubbard@esd.ny.gov or 620 Erie Blvd West, Suite 112, Syracuse, New York 13204.

A. Scope of Work

Railway Road Crossing Repair and Reconstruction, and all work incidental thereto, including but not limited to:

1. Supply materials and labor to repair and/or reconstruct two (2) ESD Owned Railway Road Crossings to meet the Federal Railroad Administration (FRA) Class 1 Standards. This project includes roadway and railway repairs to the West Entry Rd. and the Brundage Rd. railway road crossings; including excavating and sub-grading the roads,

replacement of cross ties, fresh ballast and rubber rail seal, resurfacing and reinforcement of the railway road crossings.

2. The project includes the supply of some materials and the reuse of some existing materials. (rail for reconstruction of West Entry Rd. road crossing)
3. All Work must be in strict accordance with all applicable Federal, State, and local law and regulation, including but not limited to, environmental law and regulation, and the selected contractor will be responsible for obtaining all necessary licenses and permits.
4. The Work must commence and conclude promptly.
5. Respondents must visit the Work Site prior to submitting a proposal.

B. Submission

Respondent proposals shall include the following and be in the same order as listed below:

1. Name, address, and Federal ID number of Respondent, with names of Respondent's key principals or employees who shall be responsible for overseeing the Work.
2. Description of Respondent's general experience in the repair of Railway Road Crossings to FRA Class 1 Standards, and evidence that Respondent is duly licensed or otherwise legally qualified to perform the Work.
3. Three (3) References to the above experience.
4. Proposed Cost Budget for the Work.
5. Proposed Schedule for the Work.
6. Date that Respondent visited the Work Site prior to the proposal.
7. Required Procurement Forms.
8. Three (3) paper copies of the submission.

Selected bidder must abide by the terms and conditions of the Corporation's Schedule A.
http://esd.ny.gov/CorporateInformation/Data/RFPs/ScheduleA_May2012.pdf

C. Selection Criteria

The winner bidder will be selected on the basis on:

1. Price; (50%)
2. Demonstrated experience and ability to perform the Work (20%)
3. Ability to timely commence and conclude work; (10%)
4. Familiarity with FRA Class 1 Standards; and (10%)
5. Strength of references (10%)

D. Insurance and Miscellaneous Requirements

The selected contractor will be required to provide the following insurance coverage for the benefit of ESD:

1. Commercial General Liability insurance - \$1 million per occurrence / \$2 million per project aggregate.
2. Auto Liability insurance - \$1 million per occurrence / \$1 million aggregate
3. Excess Umbrella Liability insurance - \$5 million per occurrence / \$ 5 million aggregate.
4. Must show evidence of Worker’s Compensation & Employer’s Liability insurance at State statutory limits.
5. Must show evidence of Disability insurance coverage at State statutory limits;
6. And any other insurance required by law in connection with Railroad Road Crossing Work.
7. NYS Urban Development Corporation d/b/a Empire State Development (ESD) must be named as an additional insured on a primary and non-contributory basis on all of the following policies: Commercial General Liability, Auto Liability, Excess Umbrella Liability
8. All policies above should include a waiver of subrogation in favor of NYS UDC d/b/a ESD.

New York State Urban Development d/b/a Empire State Development must be named as additional insured Certificate Holder. All required insurance shall be maintained with responsible insurance carriers qualified to do business in the State of New York.

The selected contractor will assume all risk of the Work and will indemnify ESD against any claims or liabilities in connection with the Work.

E. Project Timeline

RFP Release:	February 12, 2014
Final Question Date:	February 19, 2014
ESD Response to Questions:	February 26, 2014
RFP Proposal Due:	March 6, 2014 12:00 pm
Public Bid Opening:	March 7, 2014 2:00 pm

F. Non- Discrimination and Contractor & Supplier Diversity

It is the policy of the State of New York and ESD to comply with all federal, State and local laws, policies, orders, rules and regulations which prohibit unlawful discrimination because of race, creed, color, national origin, sex, sexual orientation, age, disability or marital status, and to take affirmative action in working with contracting parties to ensure that Minority- and Women-owned Business Enterprises (“MWBES”), Minority Group Members and Women share in the economic opportunities generated by ESD’s participation in projects or initiatives, and/or the

use of ESD funds. MWBE firms currently certified by New York State's Department of Economic Development are encouraged to respond to this RFP.

ESD's Non-Discrimination and Contractor & Supplier Diversity policy will apply to this initiative. The Respondent shall be required to solicit and utilize MWBEs for any contractual opportunities generated in connection with the Project and shall be required to use Good Faith Efforts (pursuant to 5 NYCRR §142.8, see attached exhibit OCSD-4) to achieve an **overall MWBE Participation Goal of 23%** related to the total value of ESD's funding. The aforementioned goal shall include *Minority Business Enterprise ("MBE") Participation and Women-Owned Business Enterprise ("WBE") participation totaling 13% and 10%, respectively.*

A copy of each Respondent's Equal Employment Opportunity Policy Statement (Form OCSD-1), Staffing Plan (Form OCSD-2) of the anticipated workforce to be utilized and MWBE Utilization Goal Plan (Form OCSD-3) proposing specific certified firms to be utilized or industries where MWBE firms shall be in sought are to be included as part of the response to any RFP.

Copies of these forms are available at the links below. In the event that the links are unavailable or inactive, the forms may also be requested from the Office of Contractor & Supplier Diversity at OCSD@ESD.NY.GOV.

Form OCSD-1

http://esd.ny.gov/CorporateInformation/Data/RFPs/OCSD_1MWBEEOPolicyStatement.pdf

Form OCSD-2

http://esd.ny.gov/CorporateInformation/Data/RFPs/OCSD_2StaffingPlan.pdf

Form OCSD-3

http://esd.ny.gov/CorporateInformation/Data/RFPs/OCSD_3MWBEUtilizationPlan.pdf

Form OCSD-4

http://esd.ny.gov/CorporateInformation/Data/RFPs/OCSD_4GoodFaithEfforts.pdf

For purposes of providing meaningful participation by MWBEs on the project and achieving the project goals established herein, Respondent should reference the directory of New York State Certified MWBEs found at the following internet address: <https://ny.newnycontracts.com/>

Only the Respondent to the RFP shall complete these forms. In the Utilization Goal Plan (Form OCSD-3) the Respondent must list all of the sub-contractors and sub-consultants it proposes to use in achieving the MWBE goal requirement or propose the types of sub-contractors that the Respondent intends to solicit to achieve the aforementioned MWBE goal requirement. The Respondent may use the aforementioned directory of Certified MWBEs to identify firms that it proposes to utilize. OCSD is also available to assist you in identifying New York State certified MWBEs that can provide goods and services in connection with this contract. If you require listings of certified MWBE firms or have other questions relating to the requirements herein,

please contact OCSD with your inquiries and comments. Be sure to include all relevant contact information for your company and details pertaining to this RFP.

G. Procurement Requirements

Required forms for this RFP are described below. Relevant forms must be executed and included in the submission in the same order as listed below:

1. State Finance Law §§139-j and 139-k forms;
2. New York State Vendor Responsibility Questionnaire For-Profit Business Entity;
3. Iran Divestment Act Statement; and
4. State Tax Law Section 5-a. Form ST-220-CA
5. Non-Discrimination and Contractor & Supplier Diversity Forms

G1. State Finance Law Sections 139-j and 139-k Forms

State Finance Law Sections 139-j and 139-k (collectively, the "Procurement Requirements") apply to this RFP. The Procurement Requirements: (1) govern permissible communications between potential respondents and ESD or other involved governmental entities with respect to this RFP; (2) provide for increased disclosure in the public procurement process through identification of persons or organizations whose function is to influence procurement contracts, public works agreements, and real property transactions; and (3) establish sanctions for knowing and willful violations of the provisions of the Procurement Requirements, including disqualification from eligibility for an award of any contract pursuant to this RFP. Compliance with the Procurement Requirements requires that all communications regarding this RFP, from the time of its issuance through final award and execution of any resulting contract (the "Restricted Period"), be conducted only with the designated contact person listed below; the completion by respondents of the Offerer Disclosure of Prior Non-Responsibility Determinations and the Offerer's Affirmation of Understanding of and Agreement pursuant to State Finance Law; and periodic updating of such forms during the term of any contract resulting from this RFP. **Each respondent must submit the "Offerer Disclosure of Prior Non-Responsibility Determinations" and the "Offerer's Affirmation of Understanding of and Agreement pursuant to State Finance Law" as part of its submittal.** Copies of these forms are available at:

http://www.esd.ny.gov/CorporateInformation/Data/RFPs/RequiredForms/SF_Law139_JK.pdf

The Procurement Requirements also require ESD staff to obtain and report certain information when contacted by prospective bidders during the Restricted Period, make a determination of the responsibility of bidders, and make all such information publicly available in accordance with applicable law. If a prospective bidder is found to have knowingly and willfully violated the State Finance Law provisions, that prospective bidder and its subsidiaries, related or successor entities will be determined to be a non-responsible bidder and will not be awarded any contract issued pursuant to this solicitation. In addition, two such findings of non-responsibility within a four-year period can result in debarment from obtaining any New York State governmental procurement contract.

The designated contact person for this solicitation is Quinn Hubbard, Project Manager, Radisson Development, at ghubbard@esd.ny.gov or 620 Erie Blvd West, Suite 112, Syracuse, New York 13204. All comments and questions must be sent to Ms. Hubbard by email.

This is not a complete presentation of the provisions of the Procurement Requirements. A copy of the State Finance Law Sections 139-j and 139-k can be found at: <http://esd.ny.gov/CorporateInformation/RFPs.html> (under "ESDC Policy Regarding Permissible Contacts under SFL 139" at the bottom of the page).

All potential Respondents are solely responsible for full compliance with the Procurement Requirements. Both the prime consultant and the sub-consultants must complete the forms required above.

G2. Vendor Responsibility

All Respondents to this RFP must be "responsible," which means Respondent must have the requisite financial ability, organizational capacity, and legal authority to carry out its obligations under this RFP, and in addition must demonstrate that both the Respondent and its principals have and will maintain the level of integrity needed to contract with New York State entities such as ESD. Further, each Respondent must show satisfactory performance of all prior government contracts. Accordingly, the contract to be entered into between ESD and the designated chosen Respondent to this RFP, if any, shall include clauses providing that the Respondent remain "responsible" throughout the term of the contract, that ESD may suspend the contract if information is discovered that calls into questions the responsibility of the contracting party, and that ESD may terminate the contract based on a determination that the contracting party is non-responsible. On request, model language to this effect will be provided to any Respondent to this RFP.

To assist in the determination of responsibility, ESD encourages all Respondents to register in the State's Vendor Responsibility System (VendRep System). The VendRep System allows business entities to enter and maintain their Vendor Responsibility Questionnaire information in a secure, centralized database. New York State Procurement Law requires that state agencies award contracts only to responsible vendors. Vendors are invited to file the required Vendor Responsibility Questionnaire online via the New York State VendRep System or may choose to complete and submit a paper questionnaire. To enroll in and use the New York State VendRep System, see the VendRep System Instructions available at www.osc.state.ny.us/vendrep or go directly to the VendRep system online at <https://portal.osc.state.ny.us>. For direct VendRep System user assistance, the OSC Help Desk may be reached at 866-370-4672 or 518-408-4672 or by email at helpdesk@osc.state.ny.us.

Vendors opting to file a paper questionnaire can obtain the appropriate questionnaire from the VendRep website at http://www.osc.state.ny.us/vendrep/forms_vendor.htm and execute accordingly pertaining to the company's trade industry.

G3. Iran Divestment Act Statement

Every bid or proposal made to ESD pursuant to a competitive solicitation must contain the following statement, signed by Respondent on company letterhead and affirmed as true under penalty of perjury:

"By submission of this bid, each bidder and each person signing on behalf of any bidder certifies, and in the case of a joint bid each party thereto certifies as to its own organization, under penalty of perjury, that to the best of 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 state finance law."

The list in question is maintained by The Office of General Services. No bid that fails to certify compliance with this requirement may be accepted as responsive.

G4. State Tax Law Section 5-a

Any contract resulting from this solicitation also is subject to the requirements of State Tax Law Section 5-a ("STL 5-a"). STL 5-a prohibits ESD from approving any such contract with any entity if that entity or any of its affiliates or subcontractors make sales within New York State of tangible personal property or taxable services having a value over \$300,000 during the immediately preceding consecutive four sales tax quarters and is not registered for sales and compensating use tax purposes. To comply with STL 5-a, each Respondent to this solicitation must include in its response a properly completed Form ST-220-CA, a copy of which is attached to this solicitation (unless Respondent is not required to be registered with the State Department of Taxation and Finance for this purpose, in which case an affidavit to this effect must be submitted; the form of such an affidavit is posted on ESD's website at http://www.esd.ny.gov/CorporateInformation/Data/RFPs/RequiredForms/STL_5A_Affidavit.pdf Solicitation responses that do not include a properly completed ST-220-CA will be considered incomplete and non-responsive and will not be considered for contract award.

H. Ongoing Contractor Responsibility

The selected contractor is required to comply with the Governor's mandate that all contractors must remain "responsible" throughout the life of the contract. "Responsible" here means that the contract has requisite financial ability, organizational capacity, legal authority and integrity needed to carry out the contract.

I. Project Sunlight

Under the Public Integrity Reform Act of 2011, "appearances" (broadly defined and including any substantive interaction that is meant to have an impact on the decision-making process of a state entity) before a public benefit corporation such as ESD by a person (also broadly defined) for the purposes of procuring a state contract for real property must be reported by ESD to a database maintained by the State Office of General Services that is available to members of the public. If in doubt as to the applicability of Project Sunlight, Respondents and their advisors should consult the Laws of 2011, Ch. 399 for guidance.

J. Conclusion

ALL QUESTIONS, COMMENTS, REQUESTS FOR CLARIFICATION, AND OTHER COMMUNICATIONS REGARDING THIS SOLICITATION MUST BE IN WRITING AND SUBMITTED TO MS. QUINN HUBBARD, PROJECT MANAGER, RADISSON DEVELOPMENT, AT ghubbard@esd.ny.gov or 620 Erie Blvd West, Syracuse, NY 13204.

CONTACT WITH ANY OTHER PERSON REGARDING THIS SOLICITATION IS PROHIBITED BY LAW. All questions and requests for clarification will be responded to in writing and disseminated to all persons and organizations having expressed an interest in this solicitation, and will be posted on ESDs website <http://esd.ny.gov/CorporateInformation/RFPs.html>

Attachments

Map of Work Sites
Form ST-220-CA

ENCOURAGING USE OF NEW YORK STATE BUSINESSES IN CONTRACT PERFORMANCE

New York State businesses have a substantial presence in State contracts and strongly contribute to the economies of the state and the nation. In recognition of their economic activity and leadership in doing business in New York State, bidders/proposers for this ESD contract for commodities, services or technology are strongly encouraged and expected to consider New York State businesses in the fulfillment of the requirements of the contract. Such partnering may be as sub-contractors, suppliers, protégés or other supporting roles (herein collectively called "Subcontractors").

Bidders/proposers need to be aware that, if selected through this ESD solicitation, they will strongly encouraged, to the maximum extent practical and consistent with legal requirements, to use responsible and responsive New York State businesses in performing the contract, including without limitation: (i) purchasing commodities that are of equal quality and functionality; and (ii) in utilizing services and technology. Furthermore, bidders/proposers are reminded that they must continue to utilize small, minority and women-owned businesses, consistent with current State law.

Utilizing New York State businesses in State contracts will help create more private sector jobs, rebuild New York's infrastructure, and maximize economic activity to the mutual benefit of the contractor and its New York State business partners. New York State businesses will promote the contractor's optimal performance under the contract, thereby fully benefiting public sector programs that are supported by associated procurements.

Public procurements can drive and improve the State's economic engine through promotion of the use of New York businesses by its contractors. The State therefore expects bidders/proposers to provide maximum assistance to New York businesses in their use of the contract. The potential participation by all kinds of New York businesses will deliver great value to the State and its taxpayers.

Bidders/proposers can demonstrate their commitment to the use of New York State businesses by responding to the questions below:

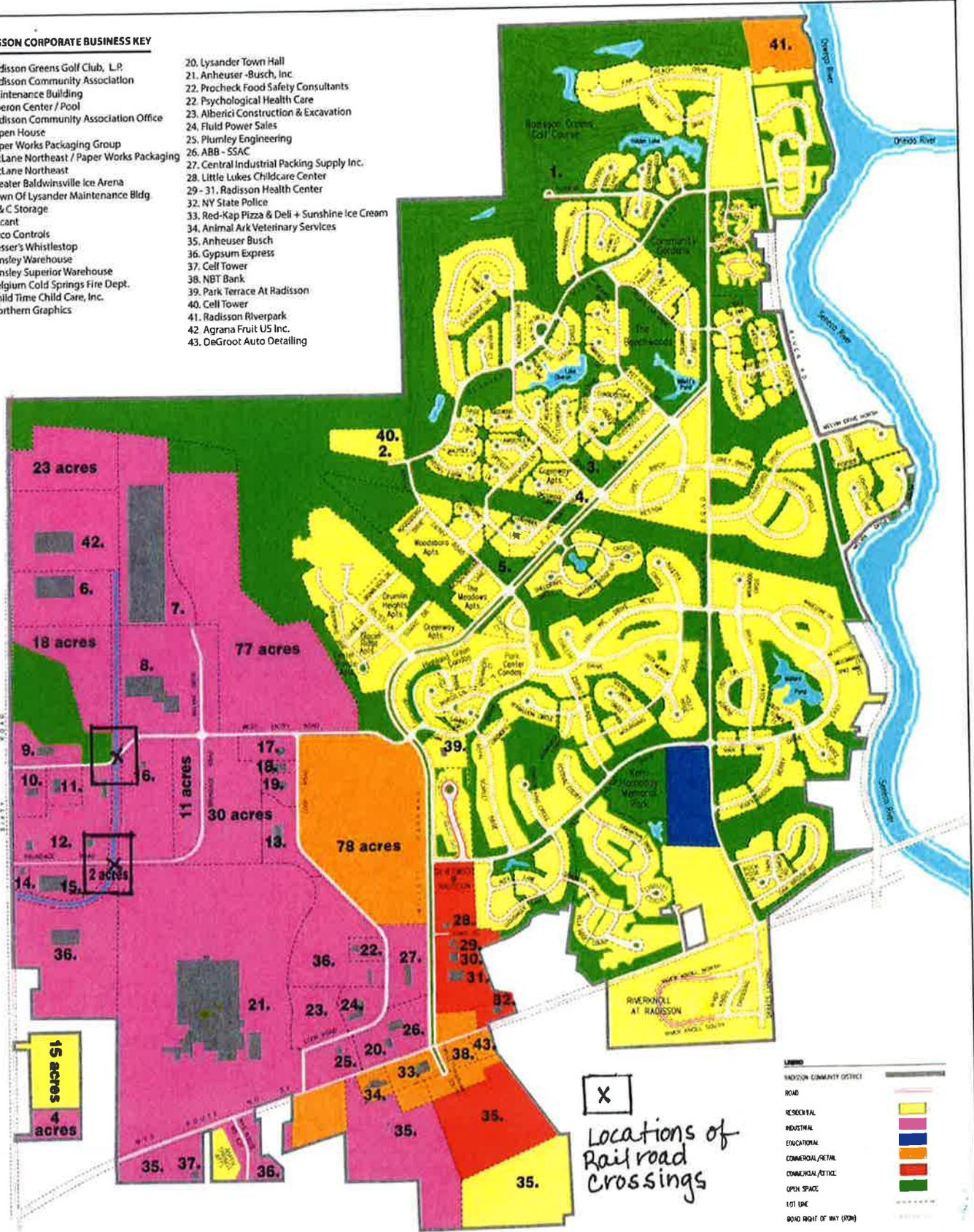
(A) Do you anticipate the need for Subcontractors fulfilling the requirements of this ESD contract? Yes No

(B) Will New York State businesses be used in the performance of this ESD contract as Subcontractors? Yes No

NOTE: If the answer to question (B) is Yes, please identify New York State businesses that will be used and attach identifying information (e.g., name, address, contact information, nature of business).

RADISSON CORPORATE BUSINESS KEY

- 1. Radisson Greens Golf Club, L.P.
- 2. Radisson Community Association Maintenance Building
- 3. Oberon Center / Pool
- 4. Radisson Community Association Office
- 5. Aspen House
- 6. Paper Works Packaging Group
- 7. McLane Northeast / Paper Works Packaging
- 8. McLane Northeast
- 9. Greater Baldwinville Ice Arena
- 10. Town Of Lysander Maintenance Bldg
- 11. B & C Storage
- 12. Vacant
- 13. Baco Controls
- 14. Besser's Whistlestop
- 15. Ainsley Warehouse
- 16. Ainsley Superior Warehouse
- 17. Belgium Cold Springs Fire Dept.
- 18. Child Time Child Care, Inc.
- 19. Northern Graphics
- 20. Lysander Town Hall
- 21. Anheuser -Busch, Inc.
- 22. Procheck Food Safety Consultants
- 23. Psychological Health Care
- 24. Alberici Construction & Excavation
- 25. Fluid Power Sales
- 26. Plumley Engineering
- 27. ABB - SSAC
- 28. Central Industrial Packing Supply Inc.
- 29. Little Lukes Childcare Center
- 30. Radisson Health Center
- 31. NY State Police
- 32. Red-Kap Pizza & Deli + Sunshine Ice Cream
- 33. Animal Ark Veterinary Services
- 34. Anheuser Busch
- 35. Gypsum Express
- 36. Cell Tower
- 37. NBT Bank
- 38. Park Terrace At Radisson
- 39. Cell Tower
- 40. Radisson Riverpark
- 41. Agrana Fruit US Inc.
- 42. DeGroot Auto Detailing



RADISSON COMMUNITY

EXISTING CONDITIONS AND LAND USE PLAN

REVISED: OCTOBER 2012



Contractor Certification to Covered Agency

ST-220-CA

(12/11)

(Pursuant to Section 5-a of the Tax Law, as amended, effective April 26, 2006)

For information, consult Publication 223, *Questions and Answers Concerning Tax Law Section 5-a* (see *Need Help?* on back).

Contractor name			For covered agency use only Contract number or description	
Contractor's principal place of business	City	State	ZIP code	
Contractor's mailing address (if different than above)			Estimated contract value over the full term of contract (but not including renewals)	
Contractor's federal employer identification number (EIN)		Contractor's sales tax ID number (if different from contractor's EIN)		
Contractor's telephone number		Covered agency name		
Covered agency address			Covered agency telephone number	

I, _____, hereby affirm, under penalty of perjury, that I am _____

(name)

(title)

of the above-named contractor, that I am authorized to make this certification on behalf of such contractor, and I further certify that:

(Mark an X in only one box)

The contractor has filed Form ST-220-TD with the Department of Taxation and Finance in connection with this contract and, to the best of contractor's knowledge, the information provided on the Form ST-220-TD, is correct and complete.

The contractor has previously filed Form ST-220-TD with the Tax Department in connection with _____ (insert contract number or description)

and, to the best of the contractor's knowledge, the information provided on that previously filed Form ST-220-TD, is correct and complete as of the current date, and thus the contractor is not required to file a new Form ST-220-TD at this time.

Sworn to this ___ day of _____, 20 ____

(sign before a notary public)

(title)

Instructions

General information

Tax Law section 5-a was amended, effective April 26, 2006. On or after that date, in all cases where a contract is subject to Tax Law section 5-a, a contractor must file (1) Form ST-220-CA, *Contractor Certification to Covered Agency*, with a covered agency, and (2) Form ST-220-TD with the Tax Department before a contract may take effect. The circumstances when a contract is subject to section 5-a are listed in Publication 223, Q&A 3. See *Need help?* for more information on how to obtain this publication. In addition, a contractor must file a new Form ST-220-CA with a covered agency before an existing contract with such agency may be renewed.

Note: Form ST-220-CA must be signed by a person authorized to make the certification on behalf of the contractor, and the acknowledgement on page 2 of this form must be completed before a notary public.

When to complete this form

As set forth in Publication 223, a contract is subject to section 5-a, and you must make the required certification(s), if:

- i. The procuring entity is a *covered agency* within the meaning of the statute (see Publication 223, Q&A 5);
- ii. The contractor is a *contractor* within the meaning of the statute (see Publication 223, Q&A 6); and
- iii. The contract is a *contract* within the meaning of the statute. This is the case when it (a) has a value in excess of \$100,000 and (b) is a contract for *commodities or services*, as such terms are defined for purposes of the statute (see Publication 223, Q&A 8 and 9).

Furthermore, the procuring entity must have begun the solicitation to purchase on or after January 1, 2005, and the resulting contract must have been awarded, amended, extended, renewed, or assigned on or after April 26, 2006 (the effective date of the section 5-a amendments).

Individual, Corporation, Partnership, or LLC Acknowledgment

STATE OF }
: SS.:
COUNTY OF }

On the ___ day of _____ in the year 20___, before me personally appeared _____,
known to me to be the person who executed the foregoing instrument, who, being duly sworn by me did depose and say that
_he resides at _____,
Town of _____,
County of _____,
State of _____; and further that:

[Mark an X in the appropriate box and complete the accompanying statement.]

- (If an individual): _he executed the foregoing instrument in his/her name and on his/her own behalf.
(If a corporation): _he is the _____ of _____, the corporation described in said instrument; that, by authority of the Board of Directors of said corporation, _he is authorized to execute the foregoing instrument on behalf of the corporation for purposes set forth therein; and that, pursuant to that authority, _he executed the foregoing instrument in the name of and on behalf of said corporation as the act and deed of said corporation.
(If a partnership): _he is a _____ of _____, the partnership described in said instrument; that, by the terms of said partnership, _he is authorized to execute the foregoing instrument on behalf of the partnership for purposes set forth therein; and that, pursuant to that authority, _he executed the foregoing instrument in the name of and on behalf of said partnership as the act and deed of said partnership.
(If a limited liability company): _he is a duly authorized member of _____, LLC, the limited liability company described in said instrument; that _he is authorized to execute the foregoing instrument on behalf of the limited liability company for purposes set forth therein; and that, pursuant to that authority, _he executed the foregoing instrument in the name of and on behalf of said limited liability company as the act and deed of said limited liability company.

Notary Public

Registration No.

Privacy notification

The Commissioner of Taxation and Finance may collect and maintain personal information pursuant to the New York State Tax Law, including but not limited to, sections 5-a, 171, 171-a, 287, 308, 429, 475, 505, 697, 1096, 1142, and 1415 of that Law; and may require disclosure of social security numbers pursuant to 42 USC 405(c)(2)(C)(i).

This information will be used to determine and administer tax liabilities and, when authorized by law, for certain tax offset and exchange of tax information programs as well as for any other lawful purpose.

Information concerning quarterly wages paid to employees is provided to certain state agencies for purposes of fraud prevention, support enforcement, evaluation of the effectiveness of certain employment and training programs and other purposes authorized by law.

Failure to provide the required information may subject you to civil or criminal penalties, or both, under the Tax Law.

This information is maintained by the Manager of Document Management, NYS Tax Department, W A Harriman Campus, Albany NY 12227; telephone (518) 457-5181.

Need help?



Visit our Web site at www.tax.ny.gov

- get information and manage your taxes online
check for new online services and features



Telephone assistance

Sales Tax Information Center: (518) 485-2889
To order forms and publications: (518) 457-5431

Text Telephone (TTY) Hotline (for persons with hearing and speech disabilities using a TTY): (518) 485-5082



Persons with disabilities: In compliance with the Americans with Disabilities Act, we will ensure that our lobbies, offices, meeting rooms, and other facilities are accessible to persons with disabilities. If you have questions about special accommodations for persons with disabilities, call the information center.