



## ERIE COUNTY WATER AUTHORITY INTEROFFICE MEMORANDUM

July 10, 2025

TO: Chairperson Jerome Schad, Vice-Chair Peggy Legree and  
Treasurer Michele Iannello

CC: Terrence D. McCracken, Secretary to the Authority

FROM: David Iafallo, Coordinator of Employee Relations

SUBJECT: **NCCER Heavy Equipment Training Program – Informal quotes  
and recommendations**

---

For the past year, I have been working to build a comprehensive classroom and hands on training program for our Water Utility Workers and Heavy Equipment Operators. This program is designed to invest heavily in our employees within the Line Maintenance Department, to give them the best training possible. In total, this program will be comprised of approximately 200 hours of hands on and classroom training and will give our employees a nationally recognized certification upon completion. This training will become part of our overall in-house training program for all line maintenance personnel.

After researching several companies who potentially offer the type of training I was looking for, I sent an RFP out to the following companies:

- Merit Apprenticeship Alliance (Merit Alliance Construction Training Institute)
- Occupational Safety & Environmental Associates, Inc. (OSEA)
- Great Lakes Environmental & Safety Consultants, Inc.

OSEA and Great Lakes Environmental & Safety Consultants, Inc. contacted me and advised that they were unable to fulfill the entire scope of the training program and would not be making submissions. Merit Apprenticeship Alliance made a submission that met or exceeded all of our requirements and specifications.

The quote from Merit Apprenticeship Alliance is based on a minimum of six students and is broken down into two training section, Section A (122.5 hours) and Section B (80.0 hours). The highlights are as follows:

<b>DESCRIPTION OF SERVICES</b>	<b>COST PER 122.5 HOUR COURSE (Section A)</b>	<b>COST PER 80 HOUR COURSE (Section B)</b>
1. In-Person Training, Procturing & Evaluations (six employees)	Year 1 = \$14,940 Year 2 = \$15,835 Year 3 = \$16,970 Year 4 = \$17,795 Year 5 = \$18,860	Year 1 = \$9760 Year 2 = \$10,340 Year 3 = \$10,960 Year 4 = \$11,620 Year 5 = \$12,320
In-Person Test Outs, per four students (written and performance)	Year 1 = \$3090 Year 2 = \$3280 Year 3 = \$3475 Year 4 = \$3685 Year 5 = \$3905	Year 1 = \$2010 Year 2 = \$2130 Year 3 = \$2260 Year 4 = \$2395 Year 5 = \$2540
Conduct NCCER Initial Audit and 3-Year successive audit per the NCCER Guidelines for Accreditation	\$925 Initial \$1100 Recertification	N/A
Additional employees for either Section A or B (option to add up to four additional employees for a total of ten)	\$300	
Textbooks (two sets of ten textbooks which will be reused)	\$2400	Inclusive of both courses

### **My Recommendation:**

I recommend entering into an agreement with the Merit Apprenticeship Alliance. I have done exhaustive research into companies both locally and in the northeast territory and they are the only company who is able to offer everything that we want for this program. They also have a long and established history within the field of employee and apprenticeship training and have met every necessary requirement of our RFP. The benefit from a comprehensive training program such as this far outweighs the cost of it.

A resolution approving the execution of this agreement with the Merit Apprenticeship Alliance has been included for your consideration at the board meeting of July 23, 2025. Please feel free to contact me with any questions. Thank you for taking the time to review this proposal.

### **Budget Information:**

Unit 8010 (HR), 920737 (Training Payments)

**ERIE COUNTY WATER AUTHORITY  
AUTHORIZATION FORM  
For Approval/Execution of Board Meeting Documents**

**Document Name:** \_\_\_\_\_ **Project No.:** \_\_\_\_\_

**Description:** \_\_\_\_\_

**Item Description:**

Choose one:

Other: \_\_\_\_\_

**Action Requested:**

Choose one:

Other: \_\_\_\_\_

**Approvals Required:**

**APPROVED AS TO CONTENT:**

Chief Financial Officer



Date: 07/14/2025

Chief Operating Officer



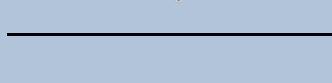
Date: 07/14/2025

Claims Rep. – Risk Manager



Date: 7/14/2025

Comptroller



Date: \_\_\_\_\_

Director of Administration



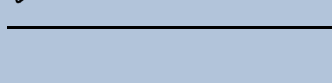
Date: \_\_\_\_\_

Director of Distribution



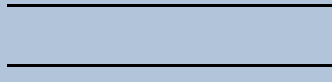
Date: \_\_\_\_\_

Director of Human Resources



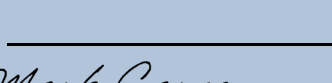
Date: 7-14-2025

Director of IT



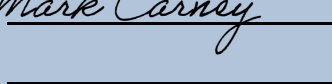
Date: \_\_\_\_\_

Director of Production



Date: \_\_\_\_\_

Director of Water Quality



Date: \_\_\_\_\_

Executive Engineer



Date: \_\_\_\_\_

General Counsel (Legal)



Date: 7/14/2025

Other: \_\_\_\_\_

Date: \_\_\_\_\_

**APPROVED FOR BOARD RESOLUTION:**

Secretary to the Authority



Date: 7/14/2025

**Remarks:** \_\_\_\_\_

**Resolution Date:** \_\_\_\_\_ **Item No:** \_\_\_\_\_



---

**SKILLED TRADES TRAINING SERVICE**  
**PROPOSAL: NCCER HEAVY EQUIPMENT TRAINING PROGRAM**

*Respectfully submitted in response to the Erie County Water Authority (ECWA)  
Request for Proposal for Project No. 202400095*

*July 8, 2025*

*This proposal is valid and shall remain in effect until October 31, 2025.*

**Contact Info:**

Contact Name: Stacy Miller, Director of Training  
6320 Fly Rd., Suite 210A, East Syracuse New York 13057  
315-802-1041 (cell); [Stacy@MeritAlliance.org](mailto:Stacy@MeritAlliance.org)

**Organization Information:**

Merit Apprenticeship Alliance, Inc. (Alliance) FEIN 20-8482142 / DUNS 084699337  
Website: [www.MeritAlliance.org](http://www.MeritAlliance.org)  
Merit Alliance Construction Training Institute (MACTI) FEIN 83-4289788 / DUNS 117512767

**Introduction**

The Merit Apprenticeship Alliance, Inc. (Alliance)/Merit Alliance Construction Training Institute (MACTI) an affiliate of Alliance is pleased to submit this proposal to the Erie County Water Authority (ECWA) in response to Request for Proposals PN 202400095 – NCCER Heavy Equipment Training Program.

Approved in 2007, the Merit Apprenticeship Alliance, Inc. (Alliance) ([www.MeritAlliance.org](http://www.MeritAlliance.org)) is a US/NYS DOL approved Carpentry, Operating Engineer (heavy equipment) Skilled Craft Laborer, Ironworker and Cement Finisher/Cement Mason multi-employer registered apprenticeship program sponsor. The Alliance offers quality contractors performing work in New York and New Jersey the opportunity to participate in US/NYS DOL registered apprenticeship training to develop a skilled workforce and expand business opportunities. The Alliance partners with more than 150 contractors who provide on-the-job training to registered apprentices through employment assignments.

As a New York State Department of Education approved apprenticeship related instruction provider and NCCER accredited training sponsor, we understand the critical importance of equipping employees with the skills, certifications, and confidence necessary to operate heavy equipment safely and efficiently.

This proposal outlines our comprehensive approach to implementing a training program aligned with the NCCER national curriculum standards. Our plan includes both classroom instruction and hands-on performance profiles delivered onsite, backed by robust compliance with the NCCER Guidelines for Accreditation. We are prepared to collaborate closely with ECWA's team to tailor training content, schedule





---

**SKILLED TRADES TRAINING SERVICE**  
**PROPOSAL: NCCER HEAVY EQUIPMENT TRAINING PROGRAM**

*Respectfully submitted in response to the Erie County Water Authority (ECWA)  
Request for Proposal for Project No. 202400095*

*July 8, 2025*

*This proposal is valid and shall remain in effect until October 31, 2025.*

instruction based on operational needs, and maintain electronic records for quality assurance and audit readiness.

Merit Alliance/MACTI is committed to supporting ECWA's investment in employee development and operational safety through a dependable, high-quality training partnership. We welcome the opportunity to bring our expertise, certified trainers, and proven instructional methods to ECWA. We applaud the ECWA commitment to deliver NCCER training. The NCCER's industry-recognized credentials provide students with national portability of skills and is approved for USDOL registered apprenticeship programs.

The NCCER is recognized as the training, assessment, certification and career development standard for the construction and maintenance craft professional. Today, its mission continues to be building a safe, productive and sustainable workforce of craft professionals.

Merit Alliance/MACTI are uniquely positioned to deliver the NCCER Heavy Equipment Training Program requested by the Erie County Water Authority (ECWA).

The NCCER Heavy Equipment Training Program will provide select ECWA employees with valid, industry recognized credentials that ensure ECWA staff are competent, safe, compliant, and confident in heavy equipment operations.

## **DESCRIPTION OF SERVICES**

### **1. ABILITY TO OFFER ALL NCCER TRAINING COURSES**

*Aka Proposal Requirements (Item 1): Vendor must be NCCER accredited and certified to administer all NCCER training courses and testing to ECWA staff AND be able to provide all ECWA staff with NCCER credentials. Qualifications and related experience in administering training classes. Please include a minimum of three references for similar work including company name, location, contact person.*

Merit Alliance/MACTI are well equipped to provide ECWA the NCCER Heavy Equipment Training Program. Specifically, as nationally accredited training sponsor through the National Center for Construction Education & Research (NCCER) [www.nccer.org], we provide training delivery of the NCCER nationally standardized, competency driven curricula by an NCCER certified instructor.

The Merit Alliance Construction Training Institute (MACTI), an affiliate of the Merit Apprenticeship Alliance, is a 501c3 organization established for the explicit purpose of providing construction industry and



---

**SKILLED TRADES TRAINING SERVICE**  
**PROPOSAL: NCCER HEAVY EQUIPMENT TRAINING PROGRAM**

*Respectfully submitted in response to the Erie County Water Authority (ECWA)  
Request for Proposal for Project No. 202400095*

*July 8, 2025*

*This proposal is valid and shall remain in effect until October 31, 2025.*

apprenticeship related instruction and safety training programs to construction trainees, craft trainees, registered apprentices, and journey workers.

Merit Alliance/MACTI was accredited by the NCCER in September 2020. Since becoming an NCCER accredited Training Sponsor, we have successfully issued more than 2,435 credentials and certified more than 25 instructors through the NCCER Instructor Certification Training Program. In addition to issuing NCCER credentials, we provide supplemental training programs to round out the individual's skills and knowledge, enhancing their capacity to meet all obligations of their respective trades, allowing them to work safely and efficiently.

The Alliance was among the inaugural organizations nationally recognized as a USDOL Apprenticeship Ambassador in 2022. In 2024, we were invited to the White House for a Recognition Ceremony celebrating Apprenticeship Ambassadors who met or surpassed their Registered Apprenticeship commitments. During the event, the Alliance received the Apprenticeship Ambassador Exceptional Achievement Award.

The following positions will provide professional leadership, expertise, and technical assistance to the proposed project:

**Project Director, Stacy Miller, Director of Training, MACTI/Merit Alliance, Inc.** (resume attached)

**Education & Certifications:** Columbia College, Bachelor's degree, Criminal Justice Administration; recipient of the CNY Association for Talent Development Champion of Learning (2021, 2022); "Social Media Champion of Learning" (2022); CNY Association for Talent Development Train-the-Trainer Scholarship recipient (2023); CNY Association for Talent Development Train-the-Trainer Certificate (2023); NCCER Master Trainer (May 2023); CNY Business Journal 40 under Forty recipient (2023), NAWIC Buffalo-Niagara Fall Conference Scholarship winner (2024).

**ECWA Project Duties:** Ms. Miller, as the NCCER Sponsor representative and Master Trainer, will administer all NCCER training courses and testing of ECWA staff to provide all ECWA staff with NCCER credentials and serve as the dedicated liaison to ECWA to ensure all objectives are attained. The Program Director shall maintain the integrity of program components and physical resources; establish administrative systems and support; oversee financial transactions and adherence to budgets; professionally manage all communications, staffing and training components; And authorize procurement of instructional resources. The Program Director will oversee compliance with NCCER Guidelines for Accreditation of Craft Training Programs.





---

**SKILLED TRADES TRAINING SERVICE**  
**PROPOSAL: NCCER HEAVY EQUIPMENT TRAINING PROGRAM**

*Respectfully submitted in response to the Erie County Water Authority (ECWA)  
Request for Proposal for Project No. 202400095*

*July 8, 2025*

*This proposal is valid and shall remain in effect until October 31, 2025.*

Supplemental Professional Staff support:

Penelope M. Hazer, President/Founder, Merit Alliance/MACTI (resume attached)

Education & Certifications: NCCER Certified Master Trainer (1992); master's degree in vocational education, Cornell University (1983); NYS Certified Occupational Education teacher, OSHA Outreach Instructor (expired).

Relevant Management Experience

During her tenure with a New York State-based construction association, Ms. Hazer successfully managed and implemented the various safety and craft training projects with a total value of more than \$1.2 million.

- 2010/2011 HAB OSH T & E Contract #CO13753 - The project provided a Safety Director to provide 1500 hours of job site assessments to identify hazards and develop a proactive training program based on the jobsite assessment
- 2009/2010 OSH T & E Contract #CO13355 - provided construction field workers and supervisors with training to address hazards found on most jobsites. The project delivered training to 798 students; the average class enrolled 17 students.
- 2007/2008 OSH T & E Contract # CO12681 - project was designed to provide OSHA 10 and 30 outreach programs. The project successfully trained 646 employees, exceeding the goal by 41%.
- 2006/2007 OSH T & E Grant Contract # CO12033 - Construction Hazard Awareness Series, designed to provide hazard awareness training to craft employees. This project successfully delivered 89 individual courses statewide to 885 construction industry workers – 215 more than anticipated.
- SUNYGREENSNY PON 1196 - In cooperation with Alfred State College (ASC), seven partners, including six NYS community colleges, formed SUNYGREENSNY and was awarded NYSERDA (New York State Energy Research and Development Authority) funds to develop clean energy technology training across the state.
- USDOL 21<sup>st</sup> Century Apprenticeship Training – Under the leadership of Ms. Hazer, the association partnered in an initiative to implement technology based electronic learning components into registered apprenticeship training. The program expanded apprenticeship opportunities by providing the Electronic Systems Technician and Carpentry delivered through a hybrid of delivery models, including online and electronic media.



---

**SKILLED TRADES TRAINING SERVICE**  
**PROPOSAL: NCCER HEAVY EQUIPMENT TRAINING PROGRAM**

*Respectfully submitted in response to the Erie County Water Authority (ECWA)  
Request for Proposal for Project No. 202400095*

*July 8, 2025*

*This proposal is valid and shall remain in effect until October 31, 2025.*

**ECWA Project Duties** – Ms. Hazer will oversee all program development and logistics, provide fiscal reviews, ensure compliance with all NCCER and relevant DOL rules, and manage staff engagement.

Accounting & Operations Manager (AOM)

- i) ECWA Project Duties: The AOM shall establish and maintain fiscal files and records to document transactions, maintain record retention and retrievability; monitor and analyze accounting data and produce monthly financial reports or statements; manage budgets to forecast operational needs and ensure financial stability; provide month and end-year financial reporting for Board/Pres and coordinate and complete annual audits for CPA/Board review.

Merit Alliance/MACTI References:

- Matt Harris, Construction Skills Instructor for Catholic Charities, Youth Build, 1600 N. Clinton Ave., Rochester, NY 14621 (Ph. 585-434-9822)
- Tom Dougherty, Vice President, Zoladz Construction, 13600 Railroad St., Alden, NY 14004 (Ph. 716-937-6575)
- Chuck Bowen, Vice President, Tom Greenauer Development, Inc., P.O. Box 250, Springbrook, NY 14140 (Ph. 716-523-6801)
- Cathy Tyler, Director of Workforce Development, NCCER, 13614 Progress Blvd., Alachua, FL 32615 (Ph. 386-518-6500 ext. 6949)
- Rob Didio, Chief HR Officer, Suit-Kote Corporation, 1911 Loring's Crossing, Cortland, NY 13045 (Ph. 315-238-7053)

Aka Proposal Requirements (Item 2): Detailed project understandings and technical background in the above NCCER training process accompanied by NCCER.

1. The NCCER Heavy Equipment Training Program will rely upon nationally accredited skilled trades training through the NCCER to meet the needs of ECWA and their employees. The NCCER nationally standardized, competency driven curricula will be delivered by an NCCER certified instructor. Each NCCER module may be delivered as a stand-alone module or be stacked to provide greater skill mastery and competence (this concept is referred to as a “stacked credential”). This approach will foster a sense of professional development as participants complete training components.





---

**SKILLED TRADES TRAINING SERVICE**  
**PROPOSAL: NCCER HEAVY EQUIPMENT TRAINING PROGRAM**

*Respectfully submitted in response to the Erie County Water Authority (ECWA)  
Request for Proposal for Project No. 202400095*

*July 8, 2025*

*This proposal is valid and shall remain in effect until October 31, 2025.*

The NCCER is a not-for-profit 501(c)(3) education foundation created by the construction and maintenance industry in 1996 to develop standardized curriculum with portable credentials, to help address the skilled construction workforce shortage. The NCCER's industry-recognized credentials provide students with national portability of skills and is approved for USDOL registered apprenticeship programs.

The NCCER is recognized as the training, assessment, certification and career development standard for the construction and maintenance craft professional. Today, its mission continues to be building a safe, productive, and sustainable workforce of craft professionals.

The NCCER programs were established to respond to industry's identified competencies utilizing a structured curriculum. All instructional objectives are arranged around a performance profile wherein the trainee must demonstrate that he/she can perform the specific task to industry standards. The theory of a "competency driven" curricula leverage the students previously learned, and newly attained skills to demonstrate proficiency.

The NCCER competency-based curricula have measurable objectives and are utilized by a broad range of accredited NCCER providers and NCCER certified instructors. The NCCER uses teams of Subject Matter Experts from industry and education organizations to ensure that the training curricula meet or exceed industry standards.

As a nationally accredited training program driven by the construction and maintenance industry, the NCCER curricula are nationally standardized to reflect industry trends and practices; is based on performance-testing; aligns with national standards for registered apprenticeship programs and is modular in format to improve delivery options taught by NCCER Certified Instructors.

Merit Alliance/MACTI is approved by the NYSDOL and USDOL as a related instruction provider based on its strong history of delivering the NCCER curricula leading to nationally recognized, portable credentials.

## 2. PROGRAM DEVELOPMENT

Ms. Miller will work with ECWA's Coordinator of Employee Relations to develop the training program, based on compiling the specific requested modules in two sections, to provide no less than 120 and 80 hours, respectively. Please note that the NCCER has amended modules as cited, such that the total number of hours for Section A is 122.5 hours.



---

**SKILLED TRADES TRAINING SERVICE**  
**PROPOSAL: NCCER HEAVY EQUIPMENT TRAINING PROGRAM**

*Respectfully submitted in response to the Erie County Water Authority (ECWA)  
Request for Proposal for Project No. 202400095*

*July 8, 2025*

*This proposal is valid and shall remain in effect until October 31, 2025.*

Section A will consist of the following modules:

- Introduction to Heavy Equipment (#22101 – 5.0 hours)
- Job Site Safety (#24101 – 17.5 hours)
- Work Zone Safety (#75104 – 5.0 hours)
- Heavy Equipment Operations Safety (#22102 - 10.0 hours) – Revised to 15 hours
- Trench Safety (#24107 -7.5 hours)
- Cutting Pipe (#24104 – 12.5 hours)
- Intro to Construction Equipment (#27406 – 7.5 hours)
- Classification of Heavy Equipment (#22103 – 5.0 hours)
- Basic Operational Techniques (#22104 – 27.5 hours) - Revised to 25 hours
- Intro to Earth Moving (#22201 – 12.5 hours)
- Soils (#22308 – 10.0 hours)

Section B will consist of the following modules:

- Grades & Grading (#22106 – 15.0 hours)
- Backhoes (#22303 – 30.0 hours)
- Excavators (#22304 – 35.0 hours)

The ECWA retains the right to modify the selection of modules to be delivered to best fit the needs of program participants.

Participants who have demonstrated an understanding or knowledge of specific trade topics will be provided opportunities to “test out” of individual module exams. Participants will be required to successfully score beyond 70% on written/online exams and must pass, to the satisfaction of the instructor, the related performance profiles. Performance profiles are used to assess the individuals’ skill level and ability to perform at industry accepted levels. Performance Profiles include sequential tasks which are graded on a pass/fail basis. Participants must successfully complete both the written and performance exams to be awarded NCCER credentials.

3. PROVIDE IN PERSON TRAINING, PROCTORING AND EVALUATIONS

Merit Alliance/MACTI will provide certified NCCER instructors to perform all training onsite at ECWA facilities. Merit Alliance/MACTI Instructors Deliver training modules based on individual ECWA employee needs and ECWA goals, in full compliance with the NCCER Guidelines for Accreditation of Craft Training Programs. Ensure accurate and timely submission of student records; maintain confidentiality of all records; recommend instructional materials and supplies to support instruction. Maintain teaching





---

**SKILLED TRADES TRAINING SERVICE**  
**PROPOSAL: NCCER HEAVY EQUIPMENT TRAINING PROGRAM**

*Respectfully submitted in response to the Erie County Water Authority (ECWA)  
Request for Proposal for Project No. 202400095*

*July 8, 2025*

*This proposal is valid and shall remain in effect until October 31, 2025.*

materials, safety equipment, PPE, computers, software, shop/lab equipment & tools, consumables for hands-on projects.

Merit Alliance/MACTI NCCER instructors must have at least 4 years of verifiable trade experience at a journey level or higher, 1 year supervisory or construction management experience and/or 3 years teaching experience, have successfully completed the NCCER Instructor Certification Training Program (ICTP) course and be approved by Merit Alliance/MACTI.

Further, Merit Alliance/MACTI will provide exam proctors, certified by NCCER, to facilitate all testing to ECWA staff either in writing or on a tablet or computer. Performance Evaluators, certified by NCCER, will be used to Vendor will perform "Performance Evaluations" in accordance with NCCER standards.

**4. RECORD KEEPING**

Participant training records will be maintained by Merit Alliance/MACTI (including all performance and attendance data); as well as all required student, instructor and course documentation. MACTI/Merit Alliance, as the NCCER Sponsor will ensure that all participants who successfully complete an NCCER module will be entered into the NCCER National Registry; issued a certificate of completion for any full trade level completed; a transcript reflecting the specific module completions, and an NCCER Registry card and student identification number.

**5. CONDUCT AN INITIAL AUDIT OF ECWA TRAINING UNIT**

Merit Alliance/MACTI will support the ECWA's goal to be recognized as a NCCER Training Unit, effective 2024, now as a "Registered Training Program". To that end, the Merit Alliance/MACTI Training Program Director or Manager will conduct the initial audit of the ECWA program, and once every three years thereafter. The audit will ensure:

- Memorandum of Understanding (MOU) requirements and agreements are being met and are up to date.
- Appropriate storage is in place to ensure security and confidentiality of trainee records.
- The testing facility is setup per the NCCER Accreditation Standards.
- Appropriate classroom and hands-on facilities and equipment are in place and the location meets all safety and regulatory requirements.
- Non-expired NCCER curriculum is available for instructors and learners.
- Instructors have all available resources (e.g., PowerPoints, lesson plans, etc.).



---

**SKILLED TRADES TRAINING SERVICE**  
**PROPOSAL: NCCER HEAVY EQUIPMENT TRAINING PROGRAM**

*Respectfully submitted in response to the Erie County Water Authority (ECWA)  
Request for Proposal for Project No. 202400095*

*July 8, 2025*

*This proposal is valid and shall remain in effect until October 31, 2025.*

- Training personnel are certified.
- Appropriate devices are in place and in good working condition for online testing.
- Required documentation is on file, if kept at the Registered Training Program (paper or electronically stored):
- Completed certified personnel evaluations (if applicable).
- Certified personnel training and qualification documentation (if applicable).
- Prohibited Items poster and Anti-Cheating poster are displayed.

In furtherance of the mission of the NCCER, Merit Alliance/MACTI will require that all records are maintained according to the NCCER standards. NCCER has established record keeping requirements for audit purposes. Records can be kept in paper format in a secure location or electronically on a secure server with access limited to appropriately certified personnel. All records must be kept on file for a minimum of three years or until the Accredited Training Program's audit is cleared (whichever is longer).

The following is a list of documentation that must be kept on file for auditing purposes:

- Instructor and Curriculum Performance Evaluator qualifications (if applicable).
- Completed Presentation Evaluation packets for Instructors that completed the ICTP for Craft Professionals.
- Certified personnel evaluations (if applicable).
- Training location audits: Executed MOUs (if applicable)
- Performance profiles are delivered using paper and are manually entered into the NCCER Performance App, the completed and signed Performance Profile documents must be kept on file for auditing purposes.
- Accredited Training Programs remain responsible for ensuring that their recordkeeping complies with all laws and governmental regulations applicable to their training or qualification requirements.

Merit Alliance/MACTI recognizes the critical role that qualified instructors play in the success of any workforce development initiative. We are absolutely committed to the NCCER's Instructor Certification Training Program (ICTP), a nationally recognized process designed to ensure that all instructors delivering NCCER curricula meet the highest standards of instructional competence, safety awareness, and subject matter expertise.

The ICTP provides instructor candidates with the foundational skills necessary to effectively deliver training using NCCER's standardized curricula. Topics covered include instructional planning, adult learning principles, classroom management, test security, and NCCER registry protocols. Only those who successfully





---

**SKILLED TRADES TRAINING SERVICE**  
**PROPOSAL: NCCER HEAVY EQUIPMENT TRAINING PROGRAM**

*Respectfully submitted in response to the Erie County Water Authority (ECWA)  
Request for Proposal for Project No. 202400095*

*July 8, 2025*

*This proposal is valid and shall remain in effect until October 31, 2025.*

complete ICTP and hold a relevant industry credential or verifiable work experience are authorized to deliver NCCER instruction.

We strongly support and encourage the development of journey-level workers as instructors. These professionals bring not only the technical knowledge required to teach heavy equipment operations but also invaluable real-world experience. Their firsthand understanding of field conditions, safety challenges, and best practices adds depth and authenticity to the training process that textbooks alone cannot provide.

Having journey-level workers serve as certified instructors provides several key benefits:

- **Credibility and trust:** Trainees relate to instructors who have walked in their boots, fostering engagement and respect.
- **Practical insight:** Instructors with field experience can supplement curriculum content with relevant examples, troubleshooting strategies, and safe work practices.
- **Mentorship and leadership:** These instructors often serve as mentors, reinforcing ECWA's commitment to employee development and career progression.

As part of this proposal, Merit Alliance/MACTI can, upon request of, and at the discretion of the ECWA, offer the ICTP to qualified ECWA personnel, empowering in-house journey-level staff to become certified NCCER instructors. This internal capacity-building approach ensures sustainability and gives ECWA greater flexibility in scheduling and ownership of its long-term training strategy.

Proposal Requirements (Item 3) Completed Required Forms regarding Public Authorities Law § 2875, 2876, and 2878, State Finance Law § 139 (j) and (k), and Unlawful Discriminatory Practices. (pp. 16-27).

*Required forms are attached (see addendum #3 -9)*

Proposal Requirements (Item 4): Proof of insurance in accordance with Erie County Water Authority insurance requirements for NCCER Training Program. (pp. 29-30).

*Proof of insurance is attached (see addendum # 10)*



---

**SKILLED TRADES TRAINING SERVICE**  
**PROPOSAL: NCCER HEAVY EQUIPMENT TRAINING PROGRAM**

*Respectfully submitted in response to the Erie County Water Authority (ECWA)  
Request for Proposal for Project No. 202400095*

*July 8, 2025*

*This proposal is valid and shall remain in effect until October 31, 2025.*

Proposal Requirements (Item 5): Fee proposal, include a breakdown of all fees for each task along with minimum and maximum number of participants per training class and cost of textbooks/training materials included. The fee breakdown should be summarized, with a total proposed price package.

**PROJECT BUDGET:**

*Notes: Prices & Conditions*

The following options are provided to allow for flexibility of training delivery based on ECWA's needs and available resources. Estimated costs account for delivery of no less than 122.5 instructional hours (section A) and no less than 80 instructional hours (section B), noting a minimum of 6 enrolled trainees per course with the ability to add up to four additional students to each course, at an additional flat rate of \$300/additional student (as noted in the budget breakdown).

The rates below are based on the annual contract year starting September 1<sup>st</sup> through August 31<sup>st</sup>, including a annual increases for projected inflation and instructional cost increases.

Please note: this MERIT ALLIANCE/MACTI proposal is based on a 122.5-hour course rather than the 120-hour course requested in the RFP, as the NCCER curricula was updated in late 2024. Specifically, module #22102 increased from 10 hours to 15 hours; module #22104 has changed to module #22108, and the total hours for the module decreased from 27.5 to 25 hours. These adjustments result in an updated total course duration of 122.5 hours.

**PROJECT BUDGET ITEMS (NARRATIVE)**

**DESCRIPTION OF SERVICES (TASKS)**

1. ABILITY TO OFFER ALL NCCER TRAINING COURSES – Narrative above, no affiliated budget narrative and/or costs
2. PROGRAM DEVELOPMENT

**TASK 2A & TASK 4 RECORD KEEPING**

ECWA/Alliance collaboration, program administration and related travel expenses, documentation and continuous program evaluation and improvement. Overhead/Indirect expenses include professional staffing for exempt program administrators, non-exempt instructional staff and professional support. The project will engage the services of accounting, legal and insurance



**SKILLED TRADES TRAINING SERVICE**  
**PROPOSAL: NCCER HEAVY EQUIPMENT TRAINING PROGRAM**

Respectfully submitted in response to the Erie County Water Authority (ECWA)  
Request for Proposal for Project No. 202400095

July 8, 2025

*This proposal is valid and shall remain in effect until October 31, 2025.*

professionals, in keeping with accepted business management practices, and to protect the integrity of program administration and ensure a reliable audit trail.

Facilities Rental: No costs shall be incurred, as it is expected that all training will be on-site at ECWA's facilities.

Consumable Materials: No costs shall be incurred, as it is expected that ECWA will provide all consumable materials for training.

**3. IN PERSON TRAINING, PROCTORING & EVALUATIONS**

Instructor - training delivery, written, proctored performance profiles

Test Outs- proctor online/ written, proctored performance profiles

**4. RECORD KEEPING – please see above under item 2**

**5. CONDUCT NCCER INITIAL AUDIT and a 3-year successive audit per the NCCER Guidelines for Accreditation.**

**6. TRAINING SCHEDULE - Training schedules are subject to change per ECWA and given 14 days' notice.**

**7. TEXTBOOKS (NCCER Pearson) –Textbooks will be a one-time purchase. Please note, if NCCER curricula updates are issued before the contract's expiration, ECWA agrees to purchase updated textbook(s) prior to the current edition's expiration. MERIT ALLIANCE/MACTI's Training Director will notify ECWA in advance with costs and expiration date.**

**PROJECT BUDGET- COSTS**

DESCRIPTION OF SERVICES	COSTS PER 122.5 HOUR COURSE (Section A)	COSTS PER 80 HOUR COURSE (Section B)
1. ABILITY TO OFFER ALL NCCER TRAINING COURSES – Narrative above, no affiliated budget narrative and/or costs.	\$00	\$00





**SKILLED TRADES TRAINING SERVICE**  
**PROPOSAL: NCCER HEAVY EQUIPMENT TRAINING PROGRAM**

Respectfully submitted in response to the Erie County Water Authority (ECWA)

Request for Proposal for Project No. 202400095

July 8, 2025

*This proposal is valid and shall remain in effect until October 31, 2025.*

DESCRIPTION OF SERVICES	COSTS PER 122.5 HOUR COURSE (Section A)	COSTS PER 80 HOUR COURSE (Section B)
2. PROGRAM DEVELOPMENT TASK 2 & TASK 4 RECORD KEEPING	\$3975	\$2585
3. IN-PERSON TRAINING, PROCTORING & EVALUATIONS	Year 1 = \$14,940 Year 2 = \$15,835 Year 3 = \$16,790 Year 4 = \$17,795 Year 5 = \$18,860	Year 1 = \$9760 Year 2 = \$10,340 Year 3 = \$10,960 Year 4 = \$11,620 Year 5 = \$12,320
IN PERSON TEST OUTS TOTAL COST FOR (SECTION A) WRITTEN & PERFORMANCE*	Year 1 = \$3090/per 4 students Year 2 = \$3280/per 4 students Year 3 = \$3475/per 4 students Year 4 = \$3685/per 4 students pp Year 5 = \$3905/per 4 students	Year 1 = \$2010/per 4 students Year 2 = \$2130/per 4 students Year 3 = \$2260/per 4 students Year 4 = \$2395/per 4 students Year 5 = \$2540/per 4 students
4. RECORD KEEPING - Included under Program Development (Tasks 2)	See above item 2	See above item 2
5. Conduct NCCER initial audit and 3-year successive audit per the NCCER Guidelines for Accreditation.	\$925 Year 4 = \$1100 (recert)	NA
6. TRAINING SCHEDULE - Training schedules are subject to change per ECWA and given 14 days' notice.	Not applicable/No cost	Not applicable/No cost
7. Textbooks (NCCER Pearson)	\$2400	Inclusive of both courses.

*\*Please note, if a student does not pass any online exams during the one-day test-out, they will need to attend as an "additional student" for the select module(s) they did not successfully complete (with at least 70% as per NCCER guidelines) during the next scheduled course. This will not count toward the minimum of 6 students required to run the course. ECWA will be charged a \$300 flat rate for each additional student required to attend (max 4). Additionally, MACTI/Alliance will only offer two (2) test-out opportunities for both written and performance profiles, per contract year.*





---

**SKILLED TRADES TRAINING SERVICE**  
**PROPOSAL: NCCER HEAVY EQUIPMENT TRAINING PROGRAM**

*Respectfully submitted in response to the Erie County Water Authority (ECWA)  
Request for Proposal for Project No. 202400095*

*July 8, 2025*

*This proposal is valid and shall remain in effect until October 31, 2025.*

**SUMMARY**

The proposal outlines a comprehensive NCCER Heavy Equipment Training Program to be delivered by the Merit Apprenticeship Alliance, Inc. and its affiliate, the Merit Alliance Construction Training Institute (MACTI). Key elements include in-person classroom and hands-on training based on NCCER's nationally standardized, competency-based curriculum. The program is divided into two sections, allowing ECWA flexibility in selecting modules that best meet staff development needs. All training will be delivered by NCCER-certified instructors with substantial industry experience, and participants will earn portable NCCER credentials upon successful completion of both written exams and performance evaluations. MACTI will manage all training records, ensure compliance with NCCER standards, and conduct audits to support ECWA's recognition as a registered NCCER Training Unit. The proposal also includes administrative oversight, recordkeeping, and an option to train qualified ECWA personnel to become certified NCCER instructors, supporting long-term sustainability and internal capacity-building.

**ADDENDUM**

1. Stacy A. Miller, MACTI/MERIT ALLIANCE, Director of Training
2. Penelope M. Hazer, MACTI/MERIT ALLIANCE, President
3. Non-Collusive Bidding Certification
4. Section 2875 of the Public Authorities Law – Ground for Cancellation of Contract by Public Authority
5. Section 2876 of the Public Authorities Law – Disqualification to Contract with Public Authority
6. State Finance Law Requirements Form A – Offeror's Affirmation of Understanding of, and Agreement to Comply with, the Permissible Contact Requirements During the Restricted Period
7. State Finance Law Requirements Form B – Offeror's Certification of Compliance with State Finance Law §139-k(5)
8. State Finance Law Requirements Form C – Offeror's Disclosure of Prior Non-Responsibility Determinations
9. Offeror's Statement Regarding Prevention of Unlawful Discriminatory Practices
10. Proof of Insurance



## ABOUT ME

Committed training professional with a passion for helping others meet the challenges of life. Straight forward and to the point, Stacy is the "got your back" person for those seeking to improve their lives through training.

## CONTACT

@ Stacy@MeritAlliance.org


315-802-1041

[www.MeritAlliance.org](http://www.MeritAlliance.org)  
[www.MACTI.org](http://www.MACTI.org)

East Syracuse, New York



## EDUCATION

 COLUMBIA COLLEGE -  
SYRACUSE, NY  
August 2008 to May 2010

Bachelor of Arts, Criminal  
Justice Administration

# STACY A. MILLER

## TRAINING PROFESSIONAL

---

## EXPERIENCE

### DIRECTOR OF TRAINING

(July 2022-present) Merit Apprenticeship Alliance, Inc.  
East Syracuse, New York 13057

- ◆ Organize, coordinate, and implement related instruction programs for apprentices, journey workers, instructors, and professional staff.
- ◆ Provide detailed information to support annual budget development.
- ◆ Audit/evaluate/train instructors and programs to ensure continuous improvement.
- ◆ Complete self-assessments and agency audits of training facilities to ensure compliance.
- ◆ With an eye on budget compliance and cost efficiency, coordinate, order and track training supplies and materials.
- ◆ Cultivate partnerships to expand training opportunities with community-based organizations, employers, and the general public.
- ◆ Maintain required documentation (transcripts, certifications, etc.) in full compliance with accreditation requirements and NYSED/NYSDOL standards.

### TRAINING COORDINATOR

July 2020 – June 2022

- ◆ Coordinated and/or sourced related instruction training.
- ◆ Provide travel arrangements for instructors and students.
- ◆ Ordered and tracked training supplies.
- ◆ Maintained database to ensure retrievable documentation.
- ◆ Ensured apprentices met all related instruction requirements for graduation.



**CNY BUSINESS JOURNAL**  
40 under Forty recipient  
(2023)

**NCCER Master**  
Trainer (2023)

**CNY ASSOCIATION FOR  
TALENT DEVELOPMENT**

Social Media  
Champion of Learning  
(2022)  
Train-the-Trainer  
(2023)

**NAWIC**  
**Buffalo-Niagara**  
Scholarship recipient  
(2024)

# STACY A. MILLER

## TRAINING PROFESSIONAL

---

### CONTROL CENTER SPECIALIST

(October 2017-October 2019) Rapid Response Monitoring  
- Syracuse, NY 13204

- ◆ Processed alarms expeditiously and dispatched emergency response when necessary
- ◆ Assisted customers with after-hours support
- ◆ Maintained above a 90% quality assurance average

### ADMINISTRATIVE ASSISTANT

(June 2009-July 2017) St. Joseph's Hospital Health Center -  
Syracuse, NY 13203

- ◆ Communicated effectively with nurses, physicians, patients, and visitors
- ◆ Managed phones, stocked and ordered supplies
- ◆ Assisted nursing and management with necessary tasks
- ◆ Secretary of the Unit Practice Council (2012-2017)
- ◆ Co-Chair of the Secretary Group (2013-2015)

### LEGAL SECRETARY

(December 2003-April 2008) Gingold & Berkery Law Office  
- Syracuse, NY 13202

- ◆ Transcribed court motions, client correspondence and affidavits for the court
- ◆ Managed phones, calendars, and scheduling
- ◆ Transitioned attorneys from word processor to computer

### SKILLS

- ◆ Adept at organizing data and documents for immediate retrieval.
- ◆ Engaging personality, simply puts people "at ease".
- ◆ Facilitates success enabling others to find satisfaction.
- ◆ Accurate and detailed.
- ◆ Committed to integrity; without integrity, there is nothing.

**PENELOPE M. HAZER**

5857 EAST LAKE RD., CAZENOVIA, NEW YORK 13035 315.440.8989 PMHAZER@MERITALLIANCE.ORG

---

**PROFESSIONAL ACCOMPLISHMENTS**

**EMPIRE STATE MERIT APPRENTICESHIP ALLIANCE, INC.**

**OCTOBER 2007- PRESENT**

**MERIT ALLIANCE CONSTRUCTION TRAINING INSTITUTE, INC. (2019)**

6320 Fly Rd., East Syracuse, New York 13057

**FOUNDER & PRESIDENT**

- ◆ Established multiple not-for-profit training entities to provide NYS registered apprenticeship training as a multi-employer sponsored program approved by the New York State Department of Labor.
- ◆ Created MACTI Training & Trust, 501c3 organization and apprenticeship ERISA trust.
- ◆ Secured NYS Education Department approval of multiple training facilities for the provision of apprenticeship related instruction.
- ◆ Created training and organizational standards, management guidelines and procedures for each entity, including, but not limited to:
  - ◇ Facilitated development of mission statement and long-term program goals.
  - ◇ Managed development of articles of incorporation and by-laws, Board of Trustees and charter officers, committee structures and financial procedures.
  - ◇ Developed apprentices' benefit standards and protocols with a third-party administrator.
  - ◇ Instituted training standards to provide apprentices' nationally recognized, industry accredited interim and completion credentials conferred by the National Center for Construction Education & Research (NCCER).
  - ◇ Developed program safety policies and performance standards to be met by apprentices, journey workers, supervisors, employers and program representatives.
  - ◇ Created contractor eligibility participation requirements and evaluation matrix.
  - ◇ Defined minimum apprentice qualifications and evaluation criteria for participation in the program in compliance with NYSDOL standards.
  - ◇ Established policies to ensure apprentice's a safe and healthy learning and working environment; equal opportunity and affirmative action in the recruitment, selection and promotion of apprentices.
  - ◇ Directed development of craft, safety and apprenticeship training programs for more than 50 apprentices and 125 contractors.
  - ◇ Directed development of marketing, promotion and public relations initiatives.
- ◆ Partnered with community based and construction industry contractors to establish NYSED approved training sites for the delivery of registered apprenticeship related instruction.
- ◆ Established "Integrity Apprenticeship Services" to provide employers with apprenticeship and labor law compliance guidance and program management.



**ASSOCIATED BUILDERS & CONTRACTORS, EMPIRE STATE CHAPTER**

6369 Collamer Drive, East Syracuse, New York 13057

**VICE PRESIDENT, APPRENTICESHIP & WORKFORCE DEVELOPMENT**

MAY 1989 – OCTOBER 2007

- ◆ Developed contractor participation guidelines for NYS Registered apprenticeship training, ensuring the success of more than 100 merit construction contractors to sponsor NYS apprentice training programs.
- ◆ Expanded fourteen NCCER construction trades curricula to meet NYSDOL Apprentice Training requirements as approved by the NYS Education Department for registered apprentice programs.
- ◆ Secured NYS Education Department approval of multiple training facilities for the provision of apprenticeship related instruction.
- ◆ Established partnerships with more than fifty NYS occupational centers to accredit secondary construction and maintenance programs through the National Center for Construction Education & Research (NCCER).
- ◆ Partnered with the Rochester Housing Authority, to provide unemployed and underemployed housing authority residents, grant funded construction craft training through the construction of three residential homes (2002 – 2005) (\$540,000 grant project).
- ◆ Partnered with SUNY Alfred to establish matriculation agreements for construction students.
- ◆ Authored and administered NYSDOL Hazard Abatement Board construction safety training grants in 1995, 1996, 1997, 2004/05, 2005/06, 2007/08 and 2009/10 (total value approximately \$610,000).
- ◆ Contributing author to NYSERDA Green training initiatives consortium proposal to establish renewable energy training resources for apprentices, unemployed and underemployed; awarded \$175,000 (three-year project).
- ◆ Authored and administered New Jersey Workforce Development Occupational Safety & Health construction safety training grant for Northern New Jersey affiliate, 1996 (\$100,000).
- ◆ Certified more than 100 NCCER construction craft instructors through the NCCER.
- ◆ Managed statewide post secondary construction education programs and services (craft, apprenticeship, task, safety and management training). Responsible for: fiscal management; curriculum compliance with national accreditation and state education requirements; recruitment, development and evaluation of part-time instructional staff; implementation of instructor, student and administrative policies; and supervision of registrar services.
- ◆ Established and administered Construction Training Trust [IRS 501(c)(3)] (1992 – 2005).
- ◆ Developed, with assistance from legal counsel across New York State, guidelines for construction employment and personnel policies to comply with state and federal requirements.

- ◆ Designed and delivered craft training employment preparation programs with various advocacy agencies across New York, including the Syracuse Boys & Girls Club, Rochester Baden Street Settlement, Seneca Nation of Indians, Westchester Youthbuild, Rochester Housing Authority and CNY Works.
- ◆ Regularly provide compliance guidance to construction employers on the topics of NYSDOL apprentice training; employment policies, affirmative action and equal employment opportunity issues; prevailing wage compliance, safety program implementation, and interpretation of related state and federal regulations affecting the construction industry.

#### **TEACHING & CONSULTING**

- ◆ Vocational Agriculture Instructor - Designed and instructed program with local businesses; chartered local student leadership chapter. Cayuga Onondaga BOCES, Auburn, NY 1983-1987
- ◆ Field Technician - Soil & Water Conservation District Cayuga County, NY, *Summer* 1985
- ◆ Consultant - Testing Development for NYSED, National Evaluations Systems, Mass. 1984
- ◆ Consultant - Piloted NYS Regents Action Plan curriculum for revision and editing 1984
- ◆ Instructor - Created summer program for gifted students. Tompkins BOCES, Ithaca, NY 1982
- ◆ Editor - Instructional Materials Services, Cornell University, Ithaca, NY *Part-time* 1982

#### **EDUCATION**

- ◆ CORNELL UNIVERSITY College of Agriculture & Life Sciences
  - M.A. Agricultural & Occupational Education 1983
  - B.S. Animal Science 1981

#### **PROFESSIONAL CERTIFICATIONS**

- ◆ National Center for Construction Education & Research:
  - ◇ Certified Master Trainer 1992 - present
- ◆ NYS Department of Education, Certified Vocational Education Permanent Certification
- ◆ OSHA Accredited Outreach Instructor, 1992 - 2008
- ◆ American Red Cross Instructor 1987 - 1993

#### **OTHER / SUPPLEMENTAL EMPLOYMENT EXPERIENCE**

- ◆ Madison County Cooperative Extension 4H club leader 2008 - 2015
- ◆ Carpenter, Kellerco Construction, Ann Arbor, Michigan 1987 - 1989
- ◆ Self employed carpenter 1989 - 1991

#### **REFERENCES AVAILABLE ON REQUEST**



**NON-COLLUSIVE BIDDING CERTIFICATION**  
**as mandated by Public Authority Law § 2878**

By submission of this bid or proposal, each bidder/respondent and each person signing on behalf of any bidder/respondent 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 his knowledge and belief:

- (1) The prices in this bid or proposal 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/respondent or with any competitor; and
- (2) Unless otherwise required by law, the prices which have been quoted in this bid or proposal have not been knowingly disclosed by the bidder/respondent and will not knowingly be disclosed by the bidder/respondent prior to opening, directly or indirectly, to any other bidder/respondent or to any competitor; and
- (3) No attempt has been made or will be made by the bidder/respondent to induce any other person, partnership, or corporation to submit or not to submit a bid for the purpose of restricting competition.

**NOTICE**  
(Penal Law § 210.45)

IT IS A CRIME, PUNISHABLE AS A CLASS A MISDEMEANOR UNDER THE LAWS OF THE STATE OF NEW YORK, FOR A PERSON, IN AND BY A WRITTEN INSTRUMENT, TO KNOWINGLY MAKE A FALSE STATEMENT, OR TO MAKE A FALSE STATEMENT, OR TO MAKE A STATEMENT WHICH SUCH PERSON DOES NOT BELIEVE TO BE TRUE.

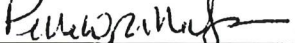
**BID NOT ACCEPTABLE WITHOUT FOLLOWING CERTIFICATION:**

Affirmed under penalty of perjury this 7 day JULY, 20 25

FIRM NAME EMPIRE STATE MERIT APPRENTICESHIP ALLIANCE INC

ADDRESS 6320 FLY RD. SUITE 210A

EAST SYRACUSE NEW YORK ZIP 13057

AUTHORIZED SIGNATURE 

TYPED NAME OF AUTHORIZED SIGNATURE PENELOPE M. HATER

TITLE PRESIDENT TELEPHONE No. 315.440.8989

## SECTION 2875 OF THE PUBLIC AUTHORITIES LAW

### §2875. GROUND FOR CANCELLATION OF CONTRACT BY PUBLIC AUTHORITY.

A clause shall be inserted in all specifications or contracts hereafter made or awarded by any public authority or by any official of any public authority created by the state or any political subdivision, for work or services performed or to be performed or goods sold or to be sold, to provide that upon the refusal of a person, when called before a grand jury, head of a state department, temporary state commission, or other state agency, the organized crime task force in the department of law, head of a city department, or other city agency, which is empowered to compel the attendance of witnesses and examine them under oath, to testify in an investigation concerning any transaction or contract had with the state, any political subdivision thereof or of a public authority, to sign a waiver of immunity against subsequent criminal prosecution or to answer any relevant question concerning such transaction or contract.

- (a) Such person, and any firm, partnership, or corporation of which he is a member, partner, director, or officer shall be disqualified from thereafter selling to or submitting bids to or receiving awards from or entering into any contracts with any public authority or official thereof, for goods, work or services, for a period of five years after such refusal, and to provide also that
- (b) any and all contracts made with any public authority or official thereof, since the effective date of this law, by such person and by any firm, partnership, or corporation of which he is a member, partner, director or officer may be canceled or terminated by the public authority without incurring any penalty or damages on account of such cancellation or termination, but any monies owing by the public authority for goods delivered or work done prior to the cancellation termination shall be paid.

This is to CERTIFY that neither the undersigned nor any member, partner, director, or officer of the firm has refused to sign a waiver of immunity against subsequent criminal prosecution or to answer any relevant question concerning a transaction or contract with the state, any political subdivision thereof, a public authority or with a public department, agency or official of the state or of any political subdivision thereof or of a public authority, when called before a grand jury, head of a state department, temporary state commission, or other state agency, the organized crime task force in the department of law, head of a city department, or other city agency, which is empowered to compel the attendance of witnesses and examine them under oath.

Sworn to before me  
July 7, 2025  
Carol A. Zenzel

CAROL A. ZENZEL  
Notary Public, State of New York  
Qualified in Onondaga County, No. 4947349  
Commission Expires Feb. 21, 2027

EMPIRE STATE MERIT APPRENTICESHIP ALLIANCE  
(Name of Individual, Partnership or Corporation)

By [Signature]  
(Person authorized to sign)



## **SECTION 2876 OF THE PUBLIC AUTHORITIES LAW**

### **§2876. DISQUALIFICATION TO CONTRACT WITH PUBLIC AUTHORITY**

Any person who, when called before a grand jury, head of a state department, temporary state commission or other state agency, the organized crime task force in the department of law, head of a city department or other city agency, which is empowered to compel the attendance of witnesses and examine them under oath to testify in an investigation concerning any transaction or contract had with the state, any political subdivision thereof, a public authority or with a public department, agency or official of the state or of any political subdivision thereof or of a public authority, refuses to sign a waiver of immunity against subsequent criminal prosecution or to answer any relevant questions concerning such transaction or contract, and any firm, partnership or corporation of which he is a member, partner, director or officer shall be disqualified from thereafter selling to or submitting bids to or receiving awards from or entering into any contracts with any public authority or any official of any public authority created by the state or any political subdivision, for goods, work or services, for a period of five years after such refusal or until a disqualification shall be removed pursuant to the provisions of section twenty-six hundred three of this article.

It shall be the duty of the officer conducting the investigation before the grand jury, the head of a state department, the chairman of the temporary state commission or other state agency, the organized crime task force in the department of law, the head of a city department or other city agency before which the refusal occurs to send notice of such refusal, together with the names of any firm, partnership or corporation of which the person so refusing is known to be a member, partner, officer or director, to the commissioner of transportation of the state of New York, or the commissioner of general services as the case may be, and the appropriate departments, agencies and officials of the state, political subdivisions thereof or public authorities with whom the persons so refusing and any firm, partnership or corporation of which he is a member, partner, director or officer, is known to have a contract. However, when such refusal occurs before a body other than a grand jury, notice of refusal shall not be sent for a period of ten days after such refusal occurs. Prior to the expiration of this ten day period, any person, firm, partnership or corporation which has become liable to the cancellation or termination of a contract or disqualification to contract on account of such refusal may commence a special proceeding at a special term of the supreme court, held within the judicial district in which the refusal occurred, for an order determining whether the questions in response to which the refusal occurred were relevant and material to the inquiry. Upon the commencement of such proceeding, the sending of such notice of refusal to answer shall be subject to order of the court in which the proceeding was brought in a manner and on such terms as the court may deem just. If a proceeding is not brought within ten days, notice of refusal shall thereupon be sent as provided herein.

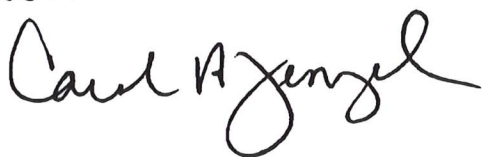
This is to CERTIFY that neither the undersigned nor any member, partner, director, or officer of the firm has refused to sign a waiver of immunity against subsequent criminal prosecution or to answer any relevant question concerning a transaction or contract with the state, any political subdivision thereof, a public authority or with a public department, agency or official of the state or of any political subdivision thereof or of a public authority, when called before a grand jury,

head of a state department, temporary state commission, or other state agency, the organized crime task force in the department of law, head of a city department, or other city agency, which is empowered to compel the attendance of witnesses and examine them under oath.

EMPIRE STATE MERIT APPRENTICESHIP ALLIANCE  
(Name of Individual, Partnership or Corporation)

By , PRESIDENT  
(Person authorized to sign)

(SEAL)

Sworn to before me 7/7/25  


CAROL A. ZENZEL  
Notary Public, State of New York  
Qualified in Onondaga County, No. 4947349  
Commission Expires Feb. 21, 2027

**FORM A**

**Offeror's Affirmation of Understanding of, and Agreement to Comply  
with, the Permissible Contact Requirements During the Restricted Period**

**Instructions:**

The Erie County Water Authority (the "Authority") is a government entity, as that term is defined in State Finance Law §§ 139-j(1)(a) and 139-k(1)(a). The Authority must obtain a written affirmation of understanding and agreement to comply with procedures regarding permissible contacts with the Authority in the restricted period for a procurement contract in accordance with State Finance Law §139-j and §139-k. It is required that this affirmation be obtained as early as possible in the procurement process, but no later than when the Offeror submits its proposal.

Offeror affirms that it understands and agrees to comply with the procedures of the Authority relative to permissible contacts as required by State Finance Law §139-j(3) and §139-j(6)(b).

By: \_\_\_\_\_

Signature

Date: \_\_\_\_\_

JULY 7, 2025

Name: \_\_\_\_\_

PENELOPE M. HAZER

Title: \_\_\_\_\_

PRESIDENT

Contractor Name: \_\_\_\_\_

EMPIRE STATE MERIT APPRENTICESHIP ALLIANCE

Contractor Address: \_\_\_\_\_

6320 FLY RD., SUITE 210A

EAST SUTHERLAND, NY 13051



**FORM B**

**Offeror's Certification of Compliance  
With State Finance Law §139-k(5)**

**Instructions:**

The Erie County Water Authority (the "Authority") is a government entity, as that term is defined in State Finance Law §§ 139-j(1)(a) and 139-k(1)(a). The Authority must obtain a Certification that the information submitted for a procurement contract is complete, true, and accurate regarding any prior findings of non-responsibility, such as non-responsibility pursuant to State Finance Law §139-j. The Offeror must agree to sign the Certification, under penalty of perjury, and to provide the Certification to the Authority. The Certification should be obtained as early as possible in the process, but no later than when an Offeror submits its proposal.

**Offeror Certification:**

*I certify that all information provided to the Authority relating to the awarding of a procurement contract is complete, true, and accurate.*

By:  Date: JULY 7, 2025  
Signature

Name: PENELOPE M. HAZER

Title: PRESIDENT

Contractor Name: ENURE STATE MERT APPRENTICESHIP ALLIANCE, INC

Contractor Address: 6320 FLY RD., SUITE 210A  
EAST SYRACUSE, NY 13057



**FORM C****Offeror's Disclosure of Prior  
Non-Responsibility Determinations****Background:**

The Erie County Water Authority (the "Authority") is a government entity, as that term is defined in State Finance Law §§ 139-j(1)(a) and 139-k(1)(a). New York State Finance Law §139-k(2) obligates the Authority to obtain specific information regarding prior non-responsibility determinations with respect to State Finance Law §139-j. In accordance with State Finance Law §139-k, an Offeror must be asked to disclose whether there has been a finding of non-responsibility made within the previous four (4) years by any Governmental Entity due to: (a) a violation of State Finance Law §139-j; or (b) the intentional provision of false or incomplete information to a Government Entity.

The terms "Offeror" and "Governmental Entity" are defined in State Finance Law §§139-j(1) and §139-k(1). These sections also set forth detailed requirements about the restrictions on contacts during the procurement process. A violation of State Finance Law §139-j includes, but is not limited to, an impermissible contact during the restricted period (for example, contacting a person or entity other than the designated contact person, when such contact does not fall within one of the exemptions).

As part of its responsibility determination, State Finance Law §139-k(3) mandates consideration of whether an Offeror fails to timely disclose accurate or complete information regarding the above non-responsibility determination. In accordance with law, no Procurement Contract shall be awarded to any Offeror that fails to timely disclose accurate or complete information under this section, unless a finding is made that the award of the Procurement Contract to the Offeror is necessary to protect public property or public health safety, and the Offeror is the only source capable of supplying the required Article of Procurement, as that term is defined in State Finance Law §§ 139-j(1)(b) and 139-k(1)(b), within the necessary timeframe. See State Finance Law §139-j(10)(b) and §139-k(3).

**Instructions:**

The Authority must include a disclosure request regarding prior non-responsibility determinations in accordance with State Finance Law §139-k in its solicitation of proposals or bid documents or specifications or contract documents, as applicable, for procurement contracts. The attached form is to be completed and submitted by the individual or entity seeking to enter into a Procurement Contract. It shall be submitted to the Authority conducting the Governmental Procurement no later than when the Offeror submits its proposal.

**FORM C (Continued)****Offeror's Disclosure of Prior Non-Responsibility Determinations**

Name of Individual or Entity Seeking to Enter into the Procurement Contract:

EMPIRE STATE MERIT APPRENTICESHIP ALLIANCE, INCAddress: 6320 RLY RD, SUITE 210AEAST SYRACUSE, NY. 13051Name and Title of Person Submitting this Form: PENelope M. HAZER, Pres.

Contract Procurement Number: \_\_\_\_\_

Date: JULY 7, 2025

1. Has any Governmental Entity made a finding of non-responsibility regarding the individual or entity seeking to enter into the Procurement Contract in the previous four years? (Please circle):
- No                      Yes

If yes, please answer the next questions:

2. Was the basis for the finding of non-responsibility due to a violation of State Finance Law §139-j (Please circle):
- NA                      No                      Yes
3. Was the basis for the finding of non-responsibility due to the intentional provision of false or incomplete information to a Governmental Entity? (Please circle)
- NA                      No                      Yes
4. If you answered yes to any of the above questions, please provide details regarding the finding of non-responsibility below.

Governmental Entity: NADate of Finding of Non-Responsibility: NABasis of Finding of Non-Responsibility: NA

(Add additional pages as necessary)

**FORM C (Continued)**

5. Has any Governmental Entity or other governmental agency terminated or withheld a Procurement Contract with the above-named individual or entity due to the intentional provision of false or incomplete information? (Please circle): No Yes

6. If yes, please provide details below.

Governmental Entity: NA

Date of Termination or Withholding of Contract: NA

Basis of Termination or Withholding: NA

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

(Add additional pages as necessary)

Offeror certifies that all information provided to the Erie County Water Authority with respect to State Finance Law §139-k is complete, true, and accurate.

By:  Date: July 7, 2025  
Signature

Name: PENELOPE M. HAZER, PRES

Title: PRESIDENT



**OFFERER'S STATEMENT REGARDING PREVENTION OF  
UNLAWFUL DISCRIMINATORY PRACTICES**

The Erie County Water Authority (the "Authority"), as an employer in New York State, is subject to the Human Rights Law, codified as Executive Law §290, *et. seq.*, and Labor Law §201-g. The Authority seeks to provide a work environment that is free from unlawful discriminatory practices as they are defined in Executive Law §296, as well as from inappropriate harassing conduct even if not deemed unlawful, to its employees, contractors, subcontractors, vendors, consultants, and any other person providing services on Authority premises. Pursuant to the Human Rights Law, it shall be unlawful to discriminate against an individual, or to subject an individual to harassment, due to age, race, creed, color, national origin, sexual orientation, gender identity or expression, military status, sex, disability, predisposing genetic characteristics, familial status, marital status, or status as a victim of domestic violence. Accordingly, the Authority requires that any Offeror of a proposal or bid, agree to sign the following statement regarding unlawful discriminatory practices, including, but not limited to sexual harassment, under penalty of perjury. This statement should be provided to the Authority as early as possible in the procurement process, but not later than at the time of execution of a contract with the Authority. Failure to agree to sign the statement may result in the Authority deeming the bid or proposal withdrawn by the Offeror.

**Offerer Statement:**

*I certify, under penalty of perjury, that the following statements are accurate:*

- *Offerer is aware of its obligations under the Human Rights Law (Executive Law §290, et. seq.*
- *Offerer complies with the provisions of Executive Law §290, et. seq., including Executive Law §296, and does not permit unlawful discriminatory practices or harassment based on an individual's age, race, creed, color, national origin, sexual orientation, gender identity or expression, military status, sex, disability, predisposing genetic characteristics, familial status, marital status, or status as a victim of domestic violence in its workplace.*
- *Offerer complies with the provisions of Labor Law §201-g, has implemented a written policy addressing sexual harassment in the workplace which meets the minimum standards of Labor Law §201-g, and provides annual sexual harassment prevention training to all of its employees.*

By:  Date: JUL 7, 2025

Name: PENELOPE M. HAEIZ

Title: PRESIDENT

Offeror Name: EMERSON STATE MERT APPRENTICESHIP ALLIANCE, INC

Offeror Address: 6320 FLY RD., SUITE 210A  
EAST SYRACUSE, NY 13057



Workers'  
Compensation  
Board

## CERTIFICATE OF NYS WORKERS' COMPENSATION INSURANCE COVERAGE

<b>1a. Legal Name &amp; Address of Insured (use street address only)</b> Empire State Merit Apprenticeship Alliance Inc  6320 Fly Rd Ste 210A East Syracuse, NY 13057-9328  <i>Work Location of Insured (Only required if coverage is specifically limited to certain locations in New York State, i.e., a Wrap-Up Policy)</i>	<b>1b. Business Telephone Number of Insured</b> 315-440-8989  <b>1c. NYS Unemployment Insurance Employer Registration Number of Insured</b> N/A  <b>1d. Federal Employer Identification Number of Insured or Social Security Number</b> 20-8482142
<b>2. Name and Address of Entity Requesting Proof of Coverage (Entity Being Listed as the Certificate Holder)</b> Erie County Water Authority 295 Main Street, Rm. 350 Buffalo, NY 14203-2494	<b>3a. Name of Insurance Carrier</b> AmGUARD Insurance Company  <b>3b. Policy Number of Entity Listed in Box "1a"</b> EMWC678740  <b>3c. Policy effective period</b> 06/15/2025 to 06/15/2026  <b>3d. The Proprietor, Partners or Executive Officers are</b> <input type="checkbox"/> included. (Only check box if all partners/officers included) <input checked="" type="checkbox"/> all excluded or certain partners/officers excluded.

This certifies that the insurance carrier indicated above in box "3" insures the business referenced above in box "1a" for workers' compensation under the New York State Workers' Compensation Law. **(To use this form, New York (NY) must be listed under Item 3A on the INFORMATION PAGE of the workers' compensation insurance policy).** The Insurance Carrier or its licensed agent will send this Certificate of Insurance to the entity listed above as the certificate holder in box "2".

The insurance carrier must notify the above certificate holder and the Workers' Compensation Board within 10 days IF a policy is canceled due to nonpayment of premiums or within 30 days IF there are reasons other than nonpayment of premiums that cancel the policy or eliminate the insured from the coverage indicated on this Certificate. (These notices may be sent by regular mail.) **Otherwise, this Certificate is valid for one year after this form is approved by the insurance carrier or its licensed agent, or until the policy expiration date listed in box "3c", whichever is earlier.**

This certificate is issued as a matter of information only and confers no rights upon the certificate holder. This certificate does not amend, extend or alter the coverage afforded by the policy listed, nor does it confer any rights or responsibilities beyond those contained in the referenced policy.

This certificate may be used as evidence of a Workers' Compensation contract of insurance only while the underlying policy is in effect.

**Please Note: Upon cancellation of the workers' compensation policy indicated on this form, if the business continues to be named on a permit, license or contract issued by a certificate holder, the business must provide that certificate holder with a new Certificate of Workers' Compensation Coverage or other authorized proof that the business is complying with the mandatory coverage requirements of the New York State Workers' Compensation Law.**

**Under penalty of perjury, I certify that I am an authorized representative or licensed agent of the insurance carrier referenced above and that the named insured has the coverage as depicted on this form.**

Approved by: Adam Edelstein  
(Print name of authorized representative or licensed agent of insurance carrier)

Approved by:  07/07/2025  
(Date)

Title: President

Telephone Number of authorized representative or licensed agent of insurance carrier: 800-673-2465

**Please Note: Only insurance carriers and their licensed agents are authorized to issue Form C-105.2. Insurance brokers are NOT authorized to issue it.**





EMPIRES

OP ID: KC

## CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)  
07/08/2025

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must have ADDITIONAL INSURED provisions or be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER Dominick Falcone Agency, Inc. 507 Plum Street Suite 104 Syracuse, NY 13204 David T. MacLachlan, CPCU	315-422-6128	CONTACT NAME: PHONE (A/C, No, Ext): 315-422-6128 FAX (A/C, No): E-MAIL: ADDRESS:
INSURER(S) AFFORDING COVERAGE		NAIC #
INSURER A : Dryden Mutual Insurance Co.		13919
INSURER B : Preferred Mutual Insurance Co		15024
INSURER C : Illinois Union Insurance Co.		
INSURER D :		
INSURER E :		
INSURER F :		

INSURED  
Empire State Merit Apprenticeship Alliance, Inc.  
6320 Fly Road  
East Syracuse, NY 13057

## COVERAGES

## CERTIFICATE NUMBER:

## REVISION NUMBER:

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	<input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR  GEN'L AGGREGATE LIMIT APPLIES PER: <input checked="" type="checkbox"/> POLICY <input type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC OTHER:	Y	Y	CFL00080053 07	08/12/2024	08/12/2025	EACH OCCURRENCE \$ 1,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 50,000 MED EXP (Any one person) \$ 5,000 PERSONAL & ADV INJURY \$ GENERAL AGGREGATE \$ 2,000,000 PRODUCTS - COMP/OP AGG \$ \$
B	<input checked="" type="checkbox"/> AUTOMOBILE LIABILITY <input type="checkbox"/> ANY AUTO <input type="checkbox"/> OWNED AUTOS ONLY <input type="checkbox"/> SCHEDULED AUTOS <input type="checkbox"/> HIRED AUTOS ONLY <input type="checkbox"/> NON-OWNED AUTOS ONLY	N	Y	PCA 0100726131	08/12/2024	08/12/2025	COMBINED SINGLE LIMIT (Ea accident) \$ 1,000,000 BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$ \$
	<input type="checkbox"/> UMBRELLA LIAB <input type="checkbox"/> OCCUR <input type="checkbox"/> EXCESS LIAB <input type="checkbox"/> CLAIMS-MADE <input type="checkbox"/> DED <input type="checkbox"/> RETENTION \$						EACH OCCURRENCE \$ AGGREGATE \$ \$
	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) <input type="checkbox"/> If yes, describe under DESCRIPTION OF OPERATIONS below	N/A					PER STATUTE <input type="checkbox"/> OTH-ER <input type="checkbox"/> E.L. EACH ACCIDENT \$ E.L. DISEASE - EA EMPLOYEE \$ E.L. DISEASE - POLICY LIMIT \$
C	Professional Liab retro-date 8-12-23	N	N	EONNYF173626414002 CLAIMS MADE	08/12/2024	08/12/2025	per claim \$ 1,000,000 aggregate \$ 1,000,000

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)

RE: ECWA Project No. 202400095

See Holder Notes Below

## CERTIFICATE HOLDER

## CANCELLATION

ERIECOW

Erie County Water Authority  
Molly Jo Musarra/Claims Rep  
295 Main Street Rm 350  
Buffalo, NY 14203-2494

SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.

AUTHORIZED REPRESENTATIVE



**NOTEPAD:**

HOLDER CODE **ERIECOW**  
INSURED'S NAME Empire State Merit Apprenticeship Alliance, Inc.

**EMPIRES**  
**OP ID: KC**

PAGE **2**  
Date **07/08/2025**

RE: ECWA Project No. 202400095  
Erie County Water Authority is provided additional insured status on  
primary and non-contributory basis, per form LS 22  
Erie County Water Authority is provided waiver of subrogation on  
general liability  
Erie County Water Authority is provided waiver of subrogation if  
required by written contract on business auto per form attached CA 35 41  
0310



LS-22  
Ed. 1/88

Policy # CFL00080053 07

### **ADDITIONAL *INSURED***

Refer to the Supplemental Declarations if information is not shown on this form.

For an additional premium, *we* provide coverage under this endorsement subject to the *terms* contained in the General Liability Coverage.

*Insured* provision of the General Liability Coverage is amended to include as an *insured* the person(s) or entity named below BUT only with respect to his/her/its liability for activities of the *named insured* or activities performed by such person(s) or entity on behalf of the *named insured*.

NAME OF PERSON(S) OR ENTITY:

Erie County Water Authority

295 Main Street Rm. 350

Buffalo NY 14203-2494

LS-22

Ed. 1/88

**THIS ENDORSEMENT CHANGES THE POLICY. PLEASE READ IT CAREFULLY.**

## **PRIMARY AND NONCONTRIBUTORY – OTHER INSURANCE CONDITION**

This endorsement modifies insurance provided under the following:

GARAGE COVERAGE FORM  
BUSINESS AUTO COVERAGE FORM  
MOTOR CARRIER COVERAGE FORM  
TRUCKERS COVERAGE FORM

With respect to coverage provided by this endorsement, the provisions of the Coverage Form apply unless modified by the endorsement.

- A.** The following is added to the **Other Insurance** Condition in the Business Auto Coverage Form and the Garage Coverage Form and the **Other Insurance – Primary And Excess Insurance Provisions** in the Motor Carrier Coverage Form and the Truckers Coverage Form and supersedes any provision to the contrary:

This Coverage Form's Covered Autos Liability Coverage is primary to and will not seek contribution from any other insurance available to an "insured" under your policy provided that:

1. Such "insured" is a Named Insured under such other insurance; and
2. You have agreed in writing in a contract or agreement that this insurance would be primary and would not seek contribution from any other insurance available to such "insured".



**THIS ENDORSEMENT CHANGES THE POLICY. PLEASE READ IT CAREFULLY.**

## **WAIVER OF TRANSFER OF RIGHTS OF RECOVERY AGAINST OTHERS TO US (WAIVER OF SUBROGRATION)**

This endorsement modifies insurance provided under the following:

BUSINESS AUTO COVERAGE FORM  
BUSINESS AUTO PHYSICAL DAMAGE COVERAGE FORM  
GARAGE COVERAGE FORM  
MOTOR CARRIER COVERAGE FORM  
TRUCKERS COVERAGE FORM

With respect to coverage provided by this endorsement, the provisions of the Coverage Form apply unless modified by the endorsement.

This endorsement changes the policy effective on the inception date of the policy unless another date is indicated below.

**Named Insured:** EMPIRE STATE MERIT APPRENTICESHIP ALLIANCE INC

**Endorsement Effective Date:** 08/12/2025

### **SCHEDULE**

**Name(s) Of Person(s) Or Organization(s):**

Anyone with whom you have a written contract as required by this endorsement.

Information required to complete this Schedule, if not shown above, will be shown in the Declarations.

The **Transfer Of Rights Of Recovery Against Others To Us** Condition does not apply to the person(s) or organization(s) shown in the Schedule, but only to the extent that subrogation is waived prior to the "accident" or the "loss" under a contract with that person or organization.