

**New York State Office of General Services  
Office of General Services Procurement Services Group  
New York State Strategic Sourcing  
Corning Tower Building  
Empire State Plaza  
Albany, New York 12242  
<http://www.ogs.ny.gov>**

## **PURCHASING MEMORANDUM**

### **BID SOLICITATION UPDATE #2**

**RFP NUMBER:** 22436

**DATE:** December 22, 2011

**GROUP:** 71011 – Security Guard Services

**PLEASE ADDRESS INQUIRIES TO  
DESIGNATED CONTACTS:**

Tammy Rock  
New York State Strategic Sourcing Team  
(518) 474-4099  
[SST\\_security@ogs.ny.gov](mailto:SST_security@ogs.ny.gov)

**BID OPENING:** January 3, 2012 – 11:00am EST

Tony Montes  
New York State Strategic Sourcing Team  
(518) 473-7921  
[SST\\_security@ogs.ny.gov](mailto:SST_security@ogs.ny.gov)

**SUBJECT:** RFP Amendments and Bidder Inquiries Responses

**TO PROSPECTIVE BIDDERS:**

The above referenced RFP has been amended to include the changes outlined below. Amendments are reflected in both the main RFP document and attachments. The amended RFP can be found at the following link:

<http://ogs.ny.gov/purchase/biddocument/22436BID.ASP>

Additionally, the New York State Strategic Sourcing Team has given careful consideration to the inquiries received in regards to the Security Guards and Fire Safety Directors Request for Proposal (#22436) during the inquiry period that ended on December 16, 2011 at 5:00PM EST.

Responses to all inquiries can be found on the OGS Bid calendar at the following link:

<http://ogs.ny.gov/purchase/biddocument/22436BID.ASP>

The following summary of amendments is provided as a convenience. A Bidder is required to read the modified documents:

1. Appendix A - Standard Clauses for New York State Contracts has been revised by the New York State Procurement Council. The new version (dated 12/11) has been updated in the main RFP document. Clause 11(a) was amended.
2. Attachment 2 – Cost Proposal Form: added additional pricing requests per employee for medical exams and the following training: AED, HIPPA, CPR and OSHA. Clarified that the mark-up percentage should be applied to the Prevailing Wage Rate plus Supplemental Benefits.
3. Attachment 9 – Ordering Document: added additional lead time for Authorized Users based on training requirements.

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## **PURCHASING MEMORANDUM**

### **BID SOLICITATION UPDATE**

**RFP NUMBER:** 22436

**DATE:** December 7, 2011

**GROUP:** 71011 – Security Guard Services  
and Fire Safety Directors

**PLEASE ADDRESS INQUIRIES TO**

**DESIGNATED CONTACTS:**

Tammy Rock  
New York State Strategic Sourcing Team  
(518) 474-4099  
[SST\\_admin\\_svcs@ogs.ny.gov](mailto:SST_admin_svcs@ogs.ny.gov)

**BID OPENING:** January 3, 2012 – 11:00am EST

Tony Montes  
New York State Strategic Sourcing Team  
[SST\\_admin\\_svcs@ogs.ny.gov](mailto:SST_admin_svcs@ogs.ny.gov)

**SUBJECT:** Bid Opening time change

**TO PROSPECTIVE BIDDERS:**

The New York State Strategic Sourcing Team will be extending the Bid Opening time from 10:30 am EST to 11:00 am EST on January 3, 2012.

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