Office of General Services
Procurement Services

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Bid Solicitation Update #5

Subject: Revised Bid Opening Date; Responses to Bidder Questions; Updates to Solicitation, Appendix C, Attachments #1, 2, 4, 5, 10, 15

Date: July 13, 2026

IFB/RFP: 23420

Bid Opening Date: August 26, 2026

Bid Opening Time: 1:30 PM

Group: 71022

Title: Business Consulting Services

OGS Designated Contacts:

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TO PROSPECTIVE BIDDERS:

The Office of General Services (OGS) is issuing a revised Bid Opening Date of August 26, 2026.

OGS has reviewed the inquiries received for the Business Consulting Services Solicitation #23420 during the Q&A Period that ended on May 21, 2026.

OGS responses to the inquiries can be found at the Procurement Services Bid Calendar: https://ogs.ny.gov/procurement/biddocuments/23420bid

In addition to publishing responses to the inquiries, OGS has revised the following documents which are being released simultaneously with the responses to the inquiries:

- Solicitation (revised July 13, 2026)
- Appendix C (revised July 13, 2026)
- Attachment 1 – *Scope of Work* (revised July 13, 2026)
- Attachment 2 – *Sample Master Agreement* (revised July 13, 2026)
- Attachment 4 – *Bidder Information Questionnaire* (revised July 13, 2026)
- Attachment 5 – *Bidder Response Worksheet* (revised July 13, 2026)
- Attachment 9 – *Insurance Requirements* (revised July 13, 2026)
- Attachment 10 – *Bidder Submission Checklist* (revised July 13, 2026)
- Attachment 15 – *New York State Participating Addendum* (revised July 13, 2026)

A summary of revisions to the foregoing has been provided as a courtesy beginning on the third page of this document.

All other terms and conditions of the Solicitation remain unchanged. All Bids shall be considered on the basis of any/all amendments.

Be advised that submission of responses to the Solicitation that do not reflect and take into account updated information may result in your Bid being deemed non-responsive to the Solicitation. Signature of the below certifies acknowledgment and understanding of this bulletin.

If submitting a bid, this Bid Solicitation Update should be signed, attached to, and made a part of your bid.

BID OF (COMPANY): _____

ADDRESS: _____

CITY, STATE, ZIP: _____

SIGNATURE OF BIDDER: _____

PRINTED COPY OF SIGNATURE: _____

DATE: _____

Continued on next page

REVISIONS:

REVISION to Solicitation #23420 (07/13/26):

Updated Bid Opening Date on cover page and in Section 1.4 Key Events/Dates.

Added clarifying language to Lot 1 description in the table in Section 1.2 Scope.

Added reserved right to raise the discretionary limit for Lot 1 in Section 1.2 Scope.

Removed reference to Appendix B in Section 1.11 Definitions.

Added clarifying language to Lot 1 MWBE and SDVOB registration status in Section 2 Bidder Qualifications.

Updated document revision dates for required bid documents in Section 4.4 Content.

Removed signature requirement for Attachment 15 in Section 4.4 Content.

Updated language in Section 4.6 Bid Delivery to grant Lead State and NASPO rights to use the contents of the Bidder's proposal "that are not marked proprietary or confidential."

Added clarifying language to Section 4.11 Pricing to denote what costs should be included in Bidder's regular hourly rate to be submitted with their bid and guidance on travel pricing.

REVISION to Appendix C – *Standard Clauses for New York State Contracts* (07/13/26):

Removed reference to Appendix B in "Termination for Cause and Convenience" and "Rights to Inventions Made Under a Contract or Agreement" clauses.

REVISION to Attachment 1 – *Scope of Work* (07/13/26):

Removed reference to providing services "nationwide, or Statewide as applicable for MWBE and SDVOB Lots" for clarity in section III.3.B.

REVISION to Attachment 2 – *Sample Master Agreement* (07/13/26):

Updated internal section references.

Added Appendix C-AI as an exclusion in Section IV, 4.2.2.

Updated Section VII, 7.4 Payment to address services instead of commodities.

Updated Section XI, 11.2 Warranty to address services instead of commodities.

Updated Section XI, 11.3 Breach of Warranty to address services instead of commodities.

Updated and renamed Section XI, 11.5 to address services instead of commodities. Renamed section from "Warranty Period State Date" to "Warranty Survival."

Added language to Section XIII, 12.3 License of Pre-Existing Intellectual Property to clarify Purchasing Entity rights under license.

Modified Section XIII, 13.1 General Indemnification.

Updated Section XV, 15.1.1 to exclude payroll records and related cost information from records administration and audit requirements for awarded Contractors.

Added new clause Section XV, 15.2.2.6.

REVISION to Attachment 4 – *Bidder Information Questionnaire* (07/13/26):

Updated reference in General Questions tab, Question 23 to reference Attachment 15, Section 19 *Purchasing Card*.

Removed Question 4 on the Solicitation Specific Questions tab.

REVISION to Attachment 5 – *Bidder Response Worksheet* (07/13/26):

Added clarifying language to instructions about Bidder use of subcontractor experience.

Added Yes/No selection fields to question I.A.

Updated questions III.A.2.a and III.A.2.b to clarify that graphics may be attached as a separate attachment. Any attached graphics must be clearly identified in the response in the Attachment 5 textbox.

Updated question III.B.3 to clarify that resumes may be attached as a separate file.

Expanded text input fields and resaved as a PDF to allow text to resize.

REVISION to Attachment 9 – *Insurance Requirements* (07/13/26):

Removed requirement for explosion, collapse & underground coverage in Section B.1 Commercial General Liability Insurance.

REVISION to Attachment 10 – *Bidder Submission Checklist* (07/13/26):

Attachment 15 was added to the list of bid documents.

An additional line has been included for this Bid Solicitation Update.

A reference to Attachment 1 has been updated to refer to Attachment 6 - *Cost Proposal*.

REVISION to Attachment 15 – *New York State Participating Addendum* (07/13/26):

Updated internal section references and capitalization of defined terms throughout document.

Removed reference to Appendix B in Section 2 Procurement Instructions for Authorized Users.

Removed section 26 Invoicing and Payment and renumbered subsequent sections.

Added Section 31 Limitation of Liability.

Added Section 32 Location of Data; CONUS or OCONUS.

Corrected name of Lot 2 referenced in revised Section 34 Mini-Bid Process for Awarded Contractors.