



# Purchasing and Central Services

Monroe County, New York

**Maggie Brooks**  
*County Executive*

**Dawn C. Staub**  
*Purchasing Manager*

**ADDENDUM NO:** 1

**RFP PROJECT:** Energy Consumption Reduction Plan for the  
Monroe County Correctional Facility for the  
Department of Environmental Services (DES)

**DATE:** February 7, 2012

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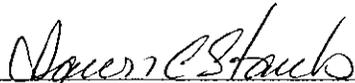
**PROPOSERS PLEASE NOTE:**

Attached please find the following:

1. Request for Proposals (RFP) Language Change.

SIGN this Addendum below acknowledging receipt and understanding and INSERT in PROPOSAL packet.

**PURCHASING & CENTRAL SERVICES**

  
\_\_\_\_\_  
Dawn C. Staub

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The undersigned bidder acknowledges receipt and understanding of Addendum No. 1 to the RFP for Energy Consumption Reduction Plan for the Monroe County Correctional Facility for the Department of Environmental Services (DES).

\_\_\_\_\_, 2012  
Date

\_\_\_\_\_  
Name of Company

\_\_\_\_\_  
Authorized Signature

\_\_\_\_\_  
Title

## RFP LANGUAGE CHANGE

### ENERGY CONSUMPTION REDUCTION PLAN FOR THE MONROE COUNTY CORRECTIONAL FACILITY

Section 1.4 (Page 5) of the RFP will be deleted in its entirety and replaced by the following. Changes to the RFP language are underlined.

#### **Time Line**

The schedule of events for this RFP is anticipated to proceed as follows:

- ◆ This RFP will be distributed on February 3, 2012.
- ◆ **A pre-proposal meeting and walk-through inspection tour will be conducted for potential Respondents on February 16, 2012 at 10:00 AM. This will be the only opportunity for vendors to view the facility during the open RFP period. Individuals who would like to attend the tour must RSVP by February 14, 2012 to the RFP Coordinator at the email address provided in Section 1.2. The location for the tour will be the Monroe County Correctional Facility, 750 East Henrietta Road, Rochester, NY, 14623. The following information must be provided in the RSVP for all individuals expected to attend the tour:**
  - Company name
  - Name
  - Title
  - Email Address
  - Phone Number
- ◆ All requests for RFP clarification must be submitted in writing to the RFP Coordinator at the email address provided in Section 1 and received no later than 3:00 PM EST on February 24, 2012.
- ◆ All questions will be answered and documented in writing as an Addendum to the RFP, and posted on the County web site. These will be sent out to all Respondents who received the original RFP on or before February 29, 2012.
- ◆ **Final RFP submissions must be received by 3:00 PM EST on March 9, 2012** at the address shown in Section 3.1. The right to withdraw will expire on this date and time.