

**NYC**  
Human Resources  
Administration  
Department of  
Social Services  
Office of Contracts

W-2-196  
Rev. 03/15

Steven Banks  
Commissioner

Martha A. Calhoun  
General Counsel

Vincent Pullo  
Agency Chief  
Contracting Officer

150 Greenwich Street  
New York, NY 10007

929 221 6347

July 8, 2015

Dear Prospective Bidders:

For your information, this **Addendum #2** for the contract to provide **Personal Emergency Response Services (PERS) for Alternative to Shelter Program – (PIN 16BSMEI05801 / EPIN 09615B0010)** contains the revised bid sheet and revised specifications (attached hereto as **Exhibits 1 & 2**).

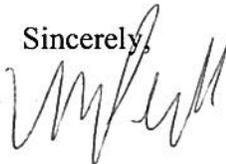
**The revised bid sheet (page 21A-R) and revised specifications (page 83-R). The original page within the solicitation documents should be replaced.**

In addition, the bid due date is **Thursday, July 16, 2015 at 11:00 a.m.** Bids received after the bid due date and time are late and shall not be considered.

Additionally, all bidders are on notice of the security requirements of 4 World Trade Center (150 Greenwich Street, New York, NY 10007). In order to enter the building, individuals must have a government issued ID. All packages are subject to go through an X-ray machine before entering the building. It is the bidders' sole responsibility to provide itself enough time to enter the building and submit their bid, and is cautioned that sufficient time and planning should be allotted to do so.

Your interest in doing business with the City of New York is appreciated.

Sincerely,



Vincent Pullo

- Exhibits:
1. Revised bid sheet
  2. Revised specifications

**BID SHEET**

**Personal Emergency Response System (PERS) for the Alternative to Shelter  
Program  
PIN: 15BSMEI05801**

- A. One-time Installation Rate per non-landline Participant: \$ \_\_\_\_\_
- B. Monthly Monitoring, Maintenance and Removal  
Rate per Non-Landline Participant: \$ \_\_\_\_\_
- C. One-time Installation Rate per Existing  
Landline: \$ \_\_\_\_\_
- D. Monthly Monitoring, Maintenance and Removal  
Rate per Existing Landline Participant: \$ \_\_\_\_\_
- E. \$ \_\_\_\_\_ rate (from section A) x 230\* non-landline  
initial installations = \$ \_\_\_\_\_
- F. \$ \_\_\_\_\_ rate (from section A) x 20\* monthly  
installations x 36 months = \$ \_\_\_\_\_
- G. \$ \_\_\_\_\_ rate (from section B) x 230\* non-landline  
participants x 36 months = \$ \_\_\_\_\_
- H. \$ \_\_\_\_\_ rate (from section C) x 20\* existing  
landlines = \$ \_\_\_\_\_
- I. \$ \_\_\_\_\_ rate (from section D) x 20\* landline  
participants x 36 months = \$ \_\_\_\_\_
- J. Total Cost (E + F + G + H + I) = \$ \_\_\_\_\_**

\* All quantities listed on this Bid Sheet and in the Specifications are for bidding estimate purposes only. HRA does not guarantee a minimum or maximum amount of services to be performed under this Contract.

Legal Name of Bidding Organization: \_\_\_\_\_

EIN#: \_\_\_\_\_

ADDRESS: \_\_\_\_\_

PHONE#: \_\_\_\_\_

FAX#: \_\_\_\_\_

E-MAIL ADDRESS: \_\_\_\_\_

CONTACT NAME: \_\_\_\_\_

SIGNATURE: \_\_\_\_\_

TITLE: \_\_\_\_\_

Please return the completed bid page to the contact person listed in the front of the specifications.

reached during regular HRA working hours. The Contractor shall respond to all HRA telephone requests and/or inquires within twenty-four (24) hours.

- B. Questions related to this Contract should be directed to the EIS Director of Contracts, Greg Washington, who can be reached at (929) 221-7257.
- C. The selected Contractor shall furnish all insurance, performance and payment bonds, required by HRA, as set forth in the solicitation, to:

HRA Office of Contracts  
Office of the Agency Chief Contracting Officer  
150 Greenwich Street, 37<sup>th</sup> Floor  
New York, New York 10007

### **Section 5: Optional Pre-Bid Conference**

There will be a pre-bid conference on the date and time set forth in the solicitation. The conference will be held at 150 Greenwich Street, New York, NY 10007. Attendance by bidders is optional.

### **Section 6: Submission of Bid**

- A. Pursuant to the attached Bid Sheet, bidders shall submit an installation rate per participant, a one-time installation rate for existing landlines, a monthly monitoring, maintenance and removal rate per non-landline participant, and a monthly monitoring, maintenance, and removal rate per existing landline participant. These rates shall be inclusive of all costs, charges and profit associated with the performance of the requirements of this Agreement, including but not limited to leasing costs, loss of equipment, and monitoring, testing, and maintenance of the equipment. (See the Bid Sheet for these Specifications, page 21A).
- B. All quantities listed on the Bid Sheet and in these Specifications are for bidding estimate purposes only. HRA does not guarantee a minimum or maximum amount of services to be performed under this Contract. (See Service Levels, section 9-E of these Specifications).

### **Section 7: Basis of Award**

- A. Award will be conditioned on the successful bidder submitting the following:
  - 1. Specifications of the PERS equipment and all supporting systems;
  - 2. Documentation (i.e. resumes) demonstrating conclusively that the Contractor either has bilingual staff or immediately accessible translation services, for purposes of responding to PERS activations.