



**Department of  
Social Services**

Human Resources  
Administration

Department of  
Homeless Services

August 26, 2019

**Re: Addendum #1 to the Buy-Against Contracts for Maintenance and  
Repair of Fire Safety Systems at Family Shelters, Citywide**

**Office of Contracts**

**Steven Banks**  
Commissioner

**Martha A. Calhoun**  
General Counsel

**Vincent Pullo**  
Agency Chief  
Contracting Officer

**150 Greenwich Street**  
**New York, NY 10007**

**929 221 6347**

Dear Prospective Bidders:

The New York City Department of Homeless Services appreciates your interest in bidding for the Maintenance and Repair of Fire Safety Systems at Family Shelters Citywide which were released on August 13, 2019.

Addendum #1 has extended the bid due date to **Monday, September 9, 2019 at 4:00 p.m.**

Revisions to the Bid Specifications All new language is **bolded and underlined**. Language that is crossed out is being deleted from the Bid Specifications, unless noted otherwise.

Page 93 Section 4 has been revised as follows:

D. **DHS strongly recommends** each prospective bidder ~~must attend one of the two Mandatory~~ **the** Scheduled Site Visits for ~~each~~ **all** of the Sites listed in Appendix B – Scheduled Site Visits. ~~The Contractor must verify actual equipment at the shelter Sites prior to bid submission.~~ The Contractor's bid is assumed by DHS to be based on the Contractor's personal inspection of equipment to be serviced.

Attached to this Addendum as Revised Appendix B: Scheduled Family Shelter Site Visits. It lists the dates, and times scheduled for the various site visits.

Note bidders shall be required to reprogram all systems under these contracts scheduled for the various site visits. It also lists the systems manufacturer.

Also, note that bidders may bid on the Maintenance and Repair of Fire Safety Systems at Adult Shelters as well as the Maintenance and Repair of Fire Safety Systems at Family Shelters, however, a separate and complete bid shall be submitted for each bid. Please note that a successful bidder can be awarded both contracts.

Bids should be submitted by **4:00 PM on September 9, 2019**. Bids can be submitted in one of the following ways:

Via email to: **[Accoprocurements@dss.nyc.gov](mailto:Accoprocurements@dss.nyc.gov)**

Or in person to:       Andre Fredericks  
NYC Department of Social Services/Department of  
Homeless Services  
Office of Contracts – Bid Administration Unit  
150 Greenwich Street, 37 Floor, Bid Room  
New York, NY 10007

Please note that there is security at 150 Greenwich Street. In order to enter the building, individuals must have a government issued ID along with a copy of this letter. Please note that when bringing your proposal package to the building for submission the package must be screened through the messenger portal in the building lobby. Please allow additional time for the screening process.

If you need additional information, please contact Vincent Pullo at (929) 221-6347 or [Accoprocurements@dss.nyc.gov](mailto:Accoprocurements@dss.nyc.gov). Thank you for your interest in doing business with the City of New York

Sincerely,



Vincent Pullo

Attachment A

Revised Appendix B: Scheduled Family Shelter Site Visits

**APPENDIX B: SCHEDULED FAMILY SHELTER SITE VISITS**

	<b>Site</b>	<b>Scheduled Date</b>	<b>Systems/Manufacture</b>
1	Flatlands Family Residence 108-75 Avenue D Brooklyn, NY 11236	Tuesday, 8/27/19 8:00 AM – 8:40 AM	EST2
2	Jamaica Asses/Rec. Center 175-10 88 <sup>th</sup> Avenue Jamaica, NY 11432	Tuesday, 8/27/19 12:00 PM – 12:45 PM	EST2
3	Powers Family 346 Powers Avenue Bronx, NY 10454	Friday, 8/30/19 8:00 AM – 8:40 AM	EST2
4	Preventative Assistance & Temporary Housing (PATH) 151 East 151 <sup>st</sup> Street Bronx, NY 10451	Friday, 8/30/19 9:15 AM – 9:55 AM	EST3