



**Department of
Homeless Services**

W-2-196
Rev. 03/15

Office of Contracts

November 16, 2016

Steven Banks
Commissioner

**RE: Addendum # 4 to Request for
Proposals (RFP) for Construction
Management Services For Renovation
Projects At Shelter Sites Citywide
EPIN: 07115P0001**

Martha A. Calhoun
General Counsel

Vincent Pullo
Agency Chief
Contracting Officer

Dear Prospective Proposer:

150 Greenwich Street
New York, NY 10007

The New York City Department of Homeless Services (DHS) appreciates your interest in the Request for Proposals for Construction Management Services for Renovation Projects at Shelter Sites Citywide issued on October 14, 2016.

929 221 6347

Please be advised that due to a technical issue on our website, a number of vendors did not receive Addendum #3, which extended the due date for submission of proposals to **Tuesday, December 6, 2016** at 2:00 P.M.

Please acknowledge your receipt of Addendum #4 by listing it on the Acknowledgement of Addenda (Attachment E of the RFP package) and include it in your proposal submission.

Proposers are reminded that they must hand deliver their proposals by **Tuesday, December 6, 2016 at 2:00 p.m.** to:

**Department of Social Services
New York City Human Resources Administration
Office of Contracts
150 Greenwich St. (4 World Trade Center), 37th Floor
New York, NY 10007**

Proposals received at this location after the proposal due date and time are late and shall not be accepted by the Agency, except as provided under the New York City Procurement Policy Board Rules.

Sincerely,

Vincent Pullo