

**Amendment #1 to RFB# OCA/BAT-279: HVAC Repair and Maintenance  
Important Date Changes and UCS Request for Bid/Proposal Form**

The New York State Unified Court System, Office of Court Administration (“OCA”) has amended the bid specifications for the above RFB for the following:

- 1) The **Bid Question Due Deadline** date has been changed from Tuesday, January 10, 2023 at 3:00 PM to **Thursday, January 12, 2023 at 3:00 PM**.
- 2) The **Mandatory Pre-Bid Conference/Walkthrough** date has been changed from Thursday, January 5, 2023 at 11:00 AM to **Thursday, January 19, 2023 at 11:00 AM**.
- 3) The **Bid Submission Deadline** date has been changed from Thursday, January 19, 2023 at 3:00 PM to **Thursday, January 26, 2023 at 3:00 PM**.
- 4) The “UCS Request for Bid/Proposal Form (rfb1.frm)” requested on the Document Enclosure Checklist was inadvertently not included in the bid specifications. Please see attached for inclusion in bidder’s response.

If you have any questions, please email the designated contact for this bid, Bridget McAvoy at [bmcavoy@nycourts.gov](mailto:bmcavoy@nycourts.gov).

Amendment 1 will be available for download/printing by close of business today, 01/03/2023 at [Current Solicitations \(Bids\) | NYCOURTS.GOV](#) under “Current Solicitations”, RFB OCA-BAT-279. It will also be uploaded to the New York State Contract Reporter.

We apologize for any inconvenience.

## STATE OF NEW YORK

## JUDICIARY

## —REQUEST FOR BID—

(This is not an order)  
**BID MUST BE MADE ON THIS SHEET  
 OR AS OTHERWISE SPECIFIED**

<b>Bid Number:</b> RFB# OCA/BAT-279	<b>Commodity Group:</b>
<b>Opening Date: 01/26/2023</b> <b>Time: 3:00 PM</b>	<b>Commodity Name:</b>
<b>Issue Date: 12/22/2022</b>	

NYS Unified Court System  
 Division of Professional & Court Services  
 Contracts & Procurement Unit  
 2500 Pond Viwe, Suite 104  
 Castleton-on-Hudson, NY 12033

Direct Inquiries to: Bridget McAvoy  
 E-mail: [bmcavoy@nycourts.gov](mailto:bmcavoy@nycourts.gov)

Price to include delivery to (describe exact location and method of delivery) All prices to be net and inclusive of all services specified herein unless otherwise specified.

OFFICE OF GENERAL SERVICES "GENERAL SPECIFICATIONS" (APRIL 2016) ARE FULLY INCORPORATED HEREIN.

Agency's Specification of item(s) Required (include quantities)  <b>UCS ATTACHMENT I, III, and IV ATTACHED &amp;          INCORPORATED HEREIN.</b>	Bidder's Quotation and Specific Description of Item Offered  <b>ALL BID RESPONSES <u>MUST</u> BE ENTERED ON THE          ENCLOSED BID RESPONSE FORM UNLESS SPECIFIED          OTHERWISE HEREIN.</b>
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**NOTICE TO BIDDERS**

Pursuant to the Rules and Regulations of the Chief Administrator for the Courts, sealed bids for furnishing the item(s) in this Request for Bid will be received at the above address. When submitting a bid, you must:

1. Complete this form in its entirety using ink or typewriter and return with all other documents.
2. Explain any deviations or qualifications if your bid deviates from the specifications. If necessary, attach a separate sheet setting forth such explanations.

3. Sign the bid. The bid must be completed in the name of the bidder (corporate or other) and must be fully and properly executed by an authorized person.

4. INDICATE THE BID NUMBER, THE BID OPENING DATE AND TIME ON THE ENVELOPE CONTAINING THE SEALED BID.

5. Mail the bid to the above agency address in sufficient time for it to be received before the specified bid opening. **LATE BIDS WILL BE REJECTED.**

BIDDER HEREBY CERTIFIES THAT THE ABOVE QUOTED (OR OTHERWISE NOTED) PRICES ARE APPLICABLE TO ALL CUSTOMERS FOR COMPARABLE QUANTITIES, QUALITY, STYLES OR SERVICES.

**BIDS MUST BE SIGNED**

Bidder's Firm Name:		Employer's Federal Identification Number:	
		NYS Vendor ID Number:	
Address Street	City	State	Zip
Bidder's Signature		Official Title	
Printed or Typed Copy of Signature		Area Code/ Telephone Number E-mail:	