

Edna Wells Handy  
Commissioner

Sergio Paneque  
Chief Acquisition and  
Re-Engineering  
Officer

Municipal Supply  
Services

1 Centre Street  
18<sup>th</sup> Floor  
New York, NY 10007

(212) 669 - 8520 tel  
(212) 669 - 7723 fax

DATE: November 28, 2011  
TO: ALL PROSPECTIVE BIDDERS  
RE: ADDENDUM # 1 TO THE CONTRACT FOR FURNISHING  
ALL LABOR, MATERIALS AND EQUIPMENT NECESSARY AND  
REQUIRED FOR GENERAL CONSTRUCTION WORK FOR THE  
OFFICE OF COURT ADMINISTRATION IN THE FIVE  
BOROUGHES OF THE CITY OF NEW YORK  
PIN: 85611B0029

The Department of Citywide Administrative Services (DCAS) is issuing the following as Addendum # 1 to the above referenced bid:

**I. Changes to the General Specifications, Special Conditions And Detail Requirements In The Information For Bidders, Bid, Agreement, Bonds And Specifications**

**A: CHANGE TO BID SUBMISSION DATE AND TIME**

The revised due date and time for submission of the bid is December 9, 2011 at 11:30 AM.

**B: CHANGE TO THE BID OPENING DATE AND TIME**

The revised date and time of the bid opening is December 9, 2011 at 12:00 Noon.

**ALL TERMS AND CONDITIONS NOT HEREBY ALTERED BY THIS ADDENDUM #1 REMAIN UNCHANGED.**

**PLEASE NOTE:**

THIS ADDENDUM IS ISSUED FOR THE PURPOSE OF AMENDING THE INFORMATION FOR BIDDERS, BID, AGREEMENT, BONDS, AND SPECIFICATIONS AND IS HEREBY MADE A PART OF SAID INFORMATION FOR BIDDERS, BID, AGREEMENT, BONDS, AND SPECIFICATIONS TO THE SAME EXTENT AS THOUGH IT WAS ORIGINALLY INCLUDED THEREIN.

BY SIGNATURE IN BLUE INK BY AN AUTHORIZED REPRESENTATIVE OF THE BIDDER, IN THE SPACE PROVIDED BELOW, THE BIDDER ACKNOWLEDGES RECEIPT OF THE ABOVE ADDENDUM, WHICH MUST BE INCLUDED IN THE BID SUBMISSION PACKAGE. FAILURE TO DO SO MAY RENDER THE BID NON-RESPONSIVE.

Respectfully,

*Louis Pastore*

Louis Pastore

Deputy Agency Chief Contracting Officer

ADDENDUM APPROVED

*Laurie K. Kaye for Mitchell Paluszek*

Mitchell Paluszek

Acting General Counsel

Addendum acknowledged: (Authorized Signature) \_\_\_\_\_

Print Name and Title: \_\_\_\_\_

Date: \_\_\_\_\_

Company Name: \_\_\_\_\_