



REQUEST FOR PROPOSALS

RFP #: CMC-12908

ADDENDUM #2

RFP Description: Professional First Impressions Services
Date of Addendum: APRIL 12, 2017

If prospective proposers were unable to attend the earlier scheduled Mandatory Walkthrough Inspections on Thursday, April 6, 2017 and Friday, April 7, 2016, prospective proposers still wishing to participate in the above-referenced Request for Proposals (RFP) may attend the additionally scheduled dates as set forth below.

The RFP is hereby revised to schedule additional dates for Mandatory Walkthrough Inspections:

- HealthAlliance Hospital, Mary's Avenue Campus on Monday, April 17, 2017 at 9:00 a.m. EDT (Valet, Shuttle)
- St. Anthony's Community Hospital on Monday, April 1, 2017 at 12:00 p.m. EDT (Shuttle)
- Good Samaritan Hospital on Monday, April 17, 2017 at 1:30 p.m. EDT (Valet)
- Westchester Medical Center on Monday, April 17, 2017 at 3:00 p.m. EDT (Welcome Desk/ED Concierge, Shuttle, Valet)

Proposers who attended the Mandatory Walkthrough Inspections on Thursday, April 6, 2017 and Friday, April 7, 2017 are not required to attend the additionally scheduled Mandatory Walkthrough Inspections on Monday, April 17, 2017.

Walkthrough Inspections are mandatory for services included in vendor's proposal. Responses for services included in Walkthrough Inspections will not be accepted from respondents who (i) did not attend the Thursday, April 6, 2017 and Friday, April 7, 2017 Walkthrough Inspections; OR (ii) do not attend the scheduled Monday, April 17, 2017 Walkthrough Inspections for the applicable services.

Accordingly, please note the following revisions to the RFP documents:

Section 2.4

Event	Date				
RFP Release	03/24/2017				
Mandatory* Walkthrough Inspections (*Walkthrough inspections are mandatory for services included in vendor's proposal.)	04/06 & 04/07/2017; OR 04/17/2017				
Good Samaritan Hospital Suffern, NY Main Lobby (Valet Services)	<table border="1"> <tr> <td>April 6</td> <td>10:00 AM</td> </tr> <tr> <td>April 17</td> <td>1:30 PM</td> </tr> </table>	April 6	10:00 AM	April 17	1:30 PM
April 6	10:00 AM				
April 17	1:30 PM				
St. Anthony Community Hospital Warwick, NY Main Lobby (Valet Services, Shuttle)	<table border="1"> <tr> <td>April 6</td> <td>1:00 PM</td> </tr> <tr> <td>April 17</td> <td>12:00 PM</td> </tr> </table>	April 6	1:00 PM	April 17	12:00 PM
April 6	1:00 PM				
April 17	12:00 PM				
Westchester Medical Center 100 Woods Road Valhalla, NY Main Lobby (Welcome Desk/ED Concierge, Shuttle, Valet Services)	<table border="1"> <tr> <td>April 7</td> <td>10:00 AM</td> </tr> <tr> <td>April 17</td> <td>3:00 PM</td> </tr> </table>	April 7	10:00 AM	April 17	3:00 PM
April 7	10:00 AM				
April 17	3:00 PM				
HealthAlliance Hospital, Mary's Avenue Campus 105 Mary's Avenue Kingston, NY Main Lobby (Valet Services, Shuttle)	<table border="1"> <tr> <td>April 7</td> <td>2:30 PM</td> </tr> <tr> <td>April 17</td> <td>9:00 AM</td> </tr> </table>	April 7	2:30 PM	April 17	9:00 AM
April 7	2:30 PM				
April 17	9:00 AM				
Questions and Requests for Clarification Due	04/14/2017 04/19/2017				
Questions and Answers Distributed	04/21/2017 04/25/2017				
Proposal Due Date	05/05/2017				
Finalist Presentations	5/19/2017				
Anticipated Notice of Tentative Award	05/25/2017				
Anticipated Contract Start Date	07/01/2017				

Proposals Submitted Prior to Issuance of Addendum #2

Proposers who submitted proposals on or before the date of this Addendum #2 may, **but are not required to**, revise, supplement, amend, or resubmit such proposals until the Proposal Due Date of May 5, 2017.

Proposals Submitted After Issuance of Addendum #2

All proposals submitted after the date of this Addendum #2 **MUST** acknowledge receipt of this addendum by one of the following methods: (a) by signing the acknowledgement at the bottom of this Addendum #1 and returning it with your proposal; or (b) by submitting a separate letter, which includes a reference to the RFP and this addendum prior to the date and time specified in the RFP for submission of proposals.

Acknowledgement of Addendum

The undersigned hereby acknowledges receipt of this Addendum #2 to the Professional First Impressions Services RFP and all of the provisions and requirements herein shall be taken into consideration in the preparation of any proposal to the above-referenced RFP.

Name of Firm: _____

Signature/Title: _____