


Purchasing & Accounts Payable

02 July 2015

To: Prospective Bidders

From: James A. Mwaura 
Associate Director of Purchasing & Accounts Payable

Re: Addendum #1
Form A and Form B
RFP SU-060815 Solar Power Purchase Power Agreement

Attached are required submission forms A and B that were omitted from the Request for Proposals (RFP).

Attachment A
Bid Proposer Submission Information

Required Submission Form

YOU ARE INVITED TO SUBMIT A PROPOSAL IN RESPONSE TO RFP SU-060815, "Solar Power Purchase Power Agreement".

BID PROPOSERS MUST SUBMIT:

1. Bid Proposer Submission Information (this page), Attachment A;
2. Encouraging Use of New York State Businesses in Contract Performance form, Attachment B;
3. All items and requirements identified in pages 5-6 and 38-40 of the RFP SU-060815.

Please note: Upon proposal review, additional forms may be requested.

IF YOU ARE NOT SUBMITTING A PROPOSAL, PURCHASE COLLEGE REQUESTS THE FOLLOWING:

1. Respond "No Bid will be submitted" and state your reason(s).
2. Return only this page to the Issuing Office address on Page 2.

BID PROPOSERS PLEASE RESPOND TO THE FOLLOWING INQUIRIES AND/OR CERTIFICATIONS:

1. Is the price quoted the same or lower that that quoted other corporations, institutions or governmental agencies for similar services and/or like equipment or supplies?
YES: _____ NO: _____ If no, explain: _____
2. Does your firm agree that all presentations and materials will be free from racial, religious, or sexual bias?
YES: _____ NO: _____
3. Are you a New York State (NYS) resident business? YES: _____ NO: _____
4. Total number of people employed by firm: _____
5. Total number of people employed by firm in NYS: _____
6. Is your firm a NYS Minority-owned Business? YES: _____ NO: _____
NYS Certified? YES: _____ NO: _____
7. Is your firm a NYS Women-owned Business? YES: _____ NO: _____
NYS Certified? YES: _____ NO: _____
8. Please indicate if you or any officer of your organization, or any party owning or controlling more than 10 percent of your stock if you are a corporation, or any member if you are a firm or association, is an officer or employee of the State of New York or of a public benefit corporation of the State of New York.
YES: _____ NO: _____
9. In accordance with State Finance Law §§ 139-j and 139-k, please certify that all information provided to Purchase College with respect to State Finance Law §§ 139-j and 139-k is complete, true and accurate.

COMPANY NYS STATE FINANCIAL SYSTEM NUMBER (SFS ID): _____

COMPANY TAX IDENTIFICATION NUMBER (TIN): _____

COMPANY NAME: _____

ADDRESS: _____

Telephone Number: _____ Fax Number: _____

BIDDER REPRESENTATIVE – EMAIL ADDRESS: _____

BIDDER REPRESENTATIVE - NAME and TITLE (printed): _____

BIDDER REPRESENTATIVE SIGNATURE and DATE: _____

Attachment B

ENCOURAGING USE OF NEW YORK STATE BUSINESSES IN CONTRACT PERFORMANCE

New York State businesses have a substantial presence in State contracts and strongly contribute to the economies of the state and the nation. In recognition of their economic activity and leadership in doing business in New York State, bidders/proposers for this contract for commodities, services or technology are strongly encouraged and expected to consider New York State businesses in the fulfillment of the requirements of the contract. Such partnering may be as subcontractors, suppliers, protégés or other supporting roles.

Bidders/proposers need to be aware that all authorized users of this contract will be strongly encouraged, to the maximum extent practical and consistent with legal requirements, to use responsible and responsive New York State businesses in purchasing commodities that are of equal quality and functionality and in utilizing services and technology. Furthermore, bidders/proposers are reminded that they must continue to utilize small, minority and women-owned businesses, consistent with current State law.

Utilizing New York State businesses in State contracts will help create more private sector jobs, rebuild New York's infrastructure, and maximize economic activity to the mutual benefit of the contractor and its New York State business partners. New York State businesses will promote the contractor's optimal performance under the contract, thereby fully benefiting the public sector programs that are supported by associated procurements.

Public procurements can drive and improve the State's economic engine through promotion of the use of New York businesses by its contractors. The State therefore expects bidder/proposers to provide maximum assistance to New York businesses in their use of the contract. The potential participation by all kinds of New York businesses will deliver great value to the State and its taxpayers.

Bidders/proposers can demonstrate their commitment to the use of New York State businesses by responding to the question below:

Will New York State Businesses be used in the performance of this Contract? Yes _____
No _____

If yes, identify New York State businesses that will be used and attach identifying information: