

Amendment No. 1

to

Request For Proposals

for

Services related to the

Just Add One Campaign

Issue Date: August 13, 2014

ISSUED BY
Westchester County
Department of Social Services
Office of Workforce Investment
120 Bloomingdale Road
White Plains, New York 10605

ON BEHALF OF
The Westchester/Putnam
Local Workforce Investment Board
120 Bloomingdale Road
White Plains, New York 10605

The County of Westchester, acting by and through its Department of Social Services, Office of Workforce Investment, acting on behalf of the Westchester/Putnam Local Workforce Investment Board, (the "County") is issuing this Amendment No. 1 (the "Amendment") to its Request for Proposals for services related to the Just Add One Campaign (the "RFP") in order to modify certain terms of the RFP, as described below.

Please be advised that the following modifications are hereby made to the following sections of the RFP:

1.) On the cover page of the RFP (page 1), the 'Proposal Due Date' is hereby changed to:

Friday, September 5, 2014 at 3:00 P.M. EDT

2.) Section 1(II) of the RFP, entitled "Information Session," (page 2) is hereby amended to add the following text at the end of the existing text:

"A second informational session for prospective proposers will be held on Monday, August 18, 2014 from 3:00 p.m. – 4:00 p.m. EDT at the Westchester One-Stop Employment Center, 120 Bloomingdale Road 2nd fl., White Plains, New York, 10605."

3.) Section 1(I) of the RFP, entitled "Announcement", is hereby amended to add the following text at the end of the existing text:

"In the interests of having a sense of how many proposals the County may receive in response to this RFP, the County requests that prospective proposers consider sending a letter of "Intent to Propose" to Barbara Gist, either by email to Bag3@westchestergov.com or by hard copy to:

Barbara Gist
Westchester/Putnam Local Workforce Investment Board
120 Bloomingdale Road, Room 217
White Plains, New York 10605

The County requests that any and all such letters of "Intent to Propose" be delivered by hard copy or email by Friday, August 15, 2014 at 3:00 P.M. EDT, and contain the name of the prospective proposer.

NO PROPOSER WILL BE ADVANTAGED OR DISADVANTAGED IN ANY WAY WHATSOEVER BY EITHER ITS SUBMISSION OF OR FAILURE TO SUBMIT A LETTER OF "INTENT TO PROPOSE."

4.) Section 1(IV) of the RFP, entitled “Requests for Clarification,” (page 3), is hereby amended to:

a.) Change the deadline for submission of requests for clarification to:
Wednesday, August 20, 2014 at 12:00 P.M. EDT

and

b.) Change the date on or before which the County will post formal written responses to:
Monday, August 25, 2014

5.) Section 2(VII) of the RFP, entitled “Project Phase,” (page 8) is hereby amended to make the following changes:

<u>Old Text</u>	<u>New Text</u>
“a. Phase 1 (X months)”	“a. Phase 1 (proposed number of months)”
“c. Phase 3 (X months)”	“c. Phase 3 (proposed number of months)”
“d. Phase 4 (X months)”	“d. Phase 4 (proposed number of months)”

6.) Section 3(II)(I)(b) of the RFP, entitled “Professional Development Materials Plan,” (page 9) is hereby amended to make the following change:

<u>Old Text</u>	<u>New Text</u>
“youth provider”	“small business owner’s”

**EXCEPT FOR THE MODIFICATIONS DESCRIBED
IN THIS AMENDMENT, ALL OTHER
TERMS AND CONDITIONS OF THE RFP
ARE REMAINING THE SAME.**
