



Amendment 1 Memo

DATE: December 14, 2023

TO: All Potential Bidders

FROM: Meagan Oswald

Re: Summary of IFB C003546 Amendment 1 changes.

A. Revisions to IFB

The changes found below are outlined within the IFB document as well. Language that has been added is demonstrated by an underline, language that has been deleted is demonstrated by a strikethrough. Only those paragraphs that include changes are excerpted below. Please see the relevant document for complete language.

Note: Certain conforming non-substantive changes, including formatting and grammar, have been made but not explicitly noted below or in the IFB documents. Any questions regarding this amendment should be asked during the Q&A periods.

1. Page 12, Section 2.4 Compensation Requirements

Inserted Section

2.4 Compensation Requirements

Contractor will be compensated for each of the following project milestones and the percent remitted will be based on the bidder's not-to-exceed total project budget bid. Compensation will be realized upon contractor submission and acceptance by OPRHP. Milestone 4 may be divided into smaller payments associated with deliverables identified at the sole discretion of OPRHP.

2.4.1 Milestone 1 (10%) Approved Shop Drawings

1. Provide Final Shop Drawings to OPRHP for review and approval in accordance with Section 2.1.1 Shop Drawings.
2. Final acceptance by OPRHP.

2.4.2 Milestone 2 (30%) AV Equipment

1. In accordance with Section 2.1.2 AV Hardware, provide to OPRHP for review and approval, a comprehensive list of the AV Hardware and accessories proposed.

2. Upon OPRHP Approval of the proposed AV Hardware, ship the AV Hardware to OPRHP's Media Developer.
3. Final Acceptance of receipt of the AV Hardware by OPRHP.

2.4.3 Milestone 3 (10%) Full-Size Mockup of Kiosk

1. Provide a full-scale Mockup of Kiosk in accordance with Section 2.1.3 Prototype/Mock-up of Kiosk.
2. Final Acceptance by OPRHP.

2.4.4 Milestone 4 (50%) Final Delivery and Acceptance of Kiosks

1. Installation and Delivery of Kiosk(s) in accordance with Section 2.1.4 Installation and Delivery.
2. Final Acceptance by OPRHP.

2. Page 26, Section 5.12 Payment Requirements

Fourth Paragraph, Section B, corrected language

- B. Invoices should be submitted in accordance with Section 2.4 Compensation Requirements upon completion of delivery and installation of kiosk(s) and acceptance for services rendered by to OPRHP. Invoice Final installation and delivery invoice(s) must include the specific kiosk(s) identification number (if applicable), delivery location and documentation demonstrating date of acceptance by OPRHP. Invoice(s) shall be emailed to both of the following designated payment officers:

~~Elizabeth Martin~~
Elizabeth.martin@parks.ny.gov

Tyler Hoerz
Tyler.hoerz@parks.ny.gov