



**Empire State
Development**

ADDENDUM I

DIVERSITY & INCLUSION CONSULTING SERVICES REQUEST FOR PROPOSALS

Issued: September 21, 2020

IMPORTANT NOTICE: A restricted period under the Procurement Lobbying Law is currently in effect for this Procurement and it will remain in effect until approval of the Contract. Bidders are prohibited from contact related to this procurement with any New York State employee other than the designated contacts listed below (refer to: Section IX – Letter i).

Designated Contacts for this Procurement:

Primary Contact: Ralph Volcy
Secondary Contact: John Discolo
Additional Contacts: Jefferson Mao

All contacts/inquiries shall be made by email to the following address:

DiversityIntegrityCS@esd.ny.gov

This RFP is posted on the Empire State Development website:

<https://esd.ny.gov/doing-business-ny/requests-proposals>

Submission Date and Time:

On or before 2:00 PM on Tuesday, October 20 27, 2020

Late Proposals Will Not Be Considered

IV. REVISED SCHEDULE OF DATES

It is anticipated that a contract will be awarded in response to this RFP based on the following schedule:

Release of RFP	September 21, 2020
Deadline for Submission of Questions	October 2, 2020 by 5:00 PM
Deadline for ESD to Respond to Questions	October 8, 2020 October 15, 2020
Submission of Proposals (date and time)	October 20, 2020 October 27, 2020 by 2:00 PM EST
Interviews (if necessary)	TBD
Announcement of Successful Bidder	TBD
Anticipated Contract Start Date	TBD

Please note, the Corporation reserves the right to change any of the dates stated in this RFP.

Each of the foregoing is added to and made part of the RFP. Any questions regarding this addendum may be submitted to the designated contact account at DiversityIntegrityCS@ESD.NY.Gov.