

OCA-DPCS-002 Communication and Monitoring Software and Smartphones

Follow-Up Questions and Responses

The New York State Unified Court System (UCS) thanks the vendor that submitted the question below concerning the Communication and Monitoring Software and Smartphones Request for Bid (RFB) issued on July 3, 2024.

Below is the response to the follow-up question UCS received in connection with this RFB.

Question #1:

In the Questions and Responses released July 12th, on Question #10

"Regarding Attachment IV Disclosure (420) and Affirmation (421): The document states that "Please send the 2 ORIGINAL FORMS (3-pages total) to the UCS-designated person below:" However, there is no UCS designated person noted. Please confirm that forms 420 and 421 only need to be submitted with the proposal response."

The response is - "Attachment IV Disclosure 420 and Affirmation 421 are to be submitted to the designated bid contact, Jillian Halse, at jhalse@nycourts.gov **WITH** the bid response."

This response seems to contradict the submission instructions that state "A. SUBMISSION OF PAPER BID PROPOSALS BY MAIL

Packaging, Identifying and Delivering of Bids/Proposals

Bids/Proposals must be clearly addressed and submitted to:

NYS Unified Court System

Division of Professional and Court Services 2500 Pond View, Suite 104
Castleton-on-Hudson, New York 12033 ATTN: Jillian Halse All
envelopes/cartons must also be labeled with the following
information on two sides: Deliver immediately to Jillian Halse Sealed
bid - Do not open RFB# OCA-DPCS-002 due ~~July 25, 2024~~ August 8,
2024 at 3:00 PM Failure to seal and mark the bid/proposal as
prescribed may result in non-delivery and/or rejection of the
bid/proposal. Please note that bids/proposals must be received by
the above-named OCA designated person by ~~July 25, 2024~~ August 8,
2024 at 3:00 PM at the latest or bids will be declared late bids and

they will be disqualified. It is recommended that bidders allow several extra days for shipping in order to meet the deadline.

Can the state please clarify submission expectations and requirements?

UCS Response:

Attachment IV Disclosure 420 and Affirmation 421 are to be submitted with the bidder's proposal pursuant to the bid submission procedures in Article VII of the RFB. UCS is only accepting paper proposals by mail to the designated bid contact, Jillian Halse. The initial question and answer document should not have provided an email address in response to question # 10 as UCS will not be accepting emailed proposals under this RFB. UCS apologizes for the confusion in the initial question and answer document.