

**Amendment #1 to Request for Bids # OCA-DGCP-009 UCS Group Life and Accidental Death & Dismemberment Insurance Plan**

The New York State Unified Court System (“UCS”), Office of Court Administration (“OCA”) is issuing this Amendment #1 to the above-referenced Request for Bids (“RFB”) to change various Key Bid Dates. Additionally, formatting updates were applied to several tables on the cover page.

OCA is amending the RFB specifications as follows (amendment terms appear in red, additions appear as underlined text, and deletions appear as ~~strikethrough text~~):

**1. RFB Cover Page**

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| <p>RFPB Number: OCA-DGCP-009</p> <p>RFB Name: UCS Group Life and Accidental Death and Dismemberment Insurance Plan</p> <p>Issue Date: February 24, 2026</p> <p>Due Date: <del>April 13, 2026</del> <u>May 8, 2026</u></p> <p>Time: 2:00PM Eastern</p> |
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**2. Header**

Issue Date: February 24, 2026

Due Date: ~~April 13, 2026~~ May 8, 2026 at 2:00 PM Eastern

**3. Article I. OVERVIEW, Key Bid Dates**

| EVENT                                | DATE  |
|--------------------------------------|---|
| <b>Bid Issue Date</b>                | Tuesday, February 24, 2026  |
| <b>Initial Question Due Date</b>     | Tuesday, March 17, 2026 at 2:00PM EST   |
| <b>Final Question Due Date</b>       | <del>Tuesday, March 31, 2026</del> <u>Friday, April 24, 2026</u> at 2:00PM <del>EST</del> Eastern |
| <b>Bid Submission Deadline Date</b>  | <del>Tuesday, April 13, 2026</del> <u>Friday, May 8, 2026</u> at 2:00PM <del>EST</del> Eastern    |
| <b>Estimated Contract Start Date</b> | January 1, 2027   |

**4. Article I. OVERVIEW, Questions**

**b. Final Period to Ask Questions**

Upon release of the Initial Q&A compilation, the UCS will accept follow-up questions from bidders. The deadline to submit follow-up questions (also referred to herein as the “Final Question Due Date”) is ~~March 31, 2026~~ **April 24, 2026** at 2:00 PM Eastern. A Final Q&A will be posted on the UCS website at [www.nycourts.gov/admin/bids](http://www.nycourts.gov/admin/bids), Current Solicitations, RFB# OCA-DGCP-009 shortly thereafter.

## 5. Article III. AWARD

### Term of Award

UCS will award a single estimated quantity term contract (“Contract”) to the successful bidder (“Awarded Contractor”) for an initial term of three (3) years (“Initial Term”). The Contract is expected to commence on or about ~~July 1, 2026~~ **January 1, 2027**. OCA reserves the right to renew such Contract for two (2) additional one (1) year periods (each, a “Renewal Term”) upon the same terms and conditions, excluding pricing.

## 6. Article VI. BID SUBMISSION PROCEDURES

Failure to seal and mark the bid as prescribed may result in non-delivery and/or rejection of the bid. Please note that bids must be received by the above-named OCA-designated person by ~~Tuesday, April 13, 2026~~ **Friday, May 8, 2026**, at 2:00 PM (the “Bid Submission Deadline Date”). Any bid/proposal received after this deadline will be declared a late bid and may be disqualified. Notwithstanding the foregoing, a late bid may be accepted by UCS in its sole discretion if: (i) an insufficient number of timely bids meeting the requirements of this RFB are received; or (ii) the bidder has satisfactorily demonstrated to UCS that the late bid was caused solely by factors outside the control of the bidder. However, in no event shall UCS be obligated to accept a late bid, and in making such determination, UCS will consider whether accepting a late bid would materially benefit or disadvantage a particular bidder. It is recommended that bidders allow several extra days for shipping in order to meet the deadline.

### Packaging, Identifying and Delivering of Bids/Proposals

Vendors must submit their bids by hand delivery or mail and must include the original complete proposal and one (1) hard copy of the original complete proposal. **Proposals will not be accepted electronically or by fax.**

Bids/Proposals must be clearly addressed and submitted to:

**NYS Unified Court System  
Division of Grants, Contracts and Procurement  
2500 Pond View, Suite 104  
Castleton-on-Hudson, New York 12033  
ATTN: Jillian Halse**

All envelopes/cartons must also be labeled on the outside with the following information on two sides, visible to the designated contact upon receipt:

**Deliver immediately to Jillian Halse**

**Sealed bid - Do not open**

**RFB# OCA-DGCP-009 due ~~April 13, 2026~~ May 8, 2026 at 2:00PM**