



STATE OF NEW YORK

**DEPARTMENT OF CORRECTIONS
AND COMMUNITY SUPERVISION**

THE HARRIMAN STATE CAMPUS – BUILDING 2

1220 WASHINGTON AVENUE

ALBANY, N.Y. 12226-2050

ANTHONY J. ANNUCCI
ACTING COMMISSIONER

DANIEL F. MARTUSCELLO III
DEPUTY COMMISSIONER
ADMINISTRATIVE SERVICES

May 30, 2014

MEMORANDUM

TO: ALL POTENTIAL BIDDERS

PROJECT: RFP # NYSDOCCS 2013-004
Offender Commissary and Trust Fund Accounting System

RE: CHANGE IN DUE DATES – Table T-1 Key Reporting Dates

The Department of Corrections and Community Supervision is sending this information to all potential bidders who completed and submitted Attachment A-7 Notice of Intent to Bid Form and Attachment H-3 Bidder Request Form.

The above referenced Table needs to be changed as follows:

TASK	DUE/BEGIN DATE
DOCCS releases final Table H-3 (DOCCS National/Regional Brands Listing by Category)	6/6/14
DOCCS releases written responses to Pre-Bid Conference Questions and/or clarification to Pre-Bid Conference Discussions	6/6/14
DOCCS releases encrypted Diskette specific to each interested Bidder (includes Worksheets W-1, W-2, and W-3).	6/6/14

If you have any questions, please email RFP2013-004.CommissaryBanking@doccs.ny.gov

Thank you.

John P. Behrle
Supervising Budgeting Analyst

/dmg
cc: file