



Village of Tannersville

Incorporated 1895

Village of Tannersville
PO Box 967, 1 Park Lane
Tannersville, NY 12485-0967

From: Robin Dumont, Village Clerk
On Behalf of the Village of Tannersville Village Board
Phone: (518) 589-5850 ext.1

To: Prospective firms/ Attorneys

Re: Village of Tannersville RFP Legal Services/Village Attorney Addendum No. 1

The attached addendum forms part of the above-referenced Contract Documents. Please complete this sheet, sign, and email or fax to the Village of Tannersville

Failure to acknowledge receipt of this Addendum may result in proposal disqualification.

I, _____, acknowledge receipt of above-referenced Addendum.

Signature

Company: _____

Date

Fax to: 518-589-5805 or email to voffice@hvc.rr.com CC: tannersvillewater@gmail.com



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To: Prospective firms/ Attorneys

Re: Village of Tannersville RFP Legal Services/Village Attorney Addendum No. 1

This addendum forms a part of the Contract Documents and modifies the Original RFP Documents released 11/01/2023 as noted below. Acknowledge receipt of this Addendum shall be required as part of proposal submittal. Failure to do so may subject proposal submitter to disqualification.

This Addendum consists of 2 Pages and 1 signature page.

Changes to REQUEST FOR PROPOSALS –

Delete Text: DUE: Thursday, November 30, 2023 by 11am

Replace Text: DUE: Friday, December 22, 2023 by 11:00am

Changes to VII. Terms and Conditions

Delete Text:

The attorney's/firm's proposal must be received no later than **11:00 a.m. on Thursday, November 30, 2023.**

Replace Text:

The attorney's/firm's proposal must be received no later than **11:00 a.m. on Friday, December 8, 2023.**

Changes to IX. RFP Schedule

Delete Text:

The anticipated schedule for the RFP is:

- Availability of RFP: Wednesday, November 1, 2023
- All questions due by email: Wednesday, November 15, 2023 by 2pm

- Proposals due by mail or hand-delivered: Thursday, November 30, 2023 by 11am
- Interviews anticipated: November 30th -December 8, 2023
- Selection by Village Board (tentative): Monday, December 11, 2023
- Effective date of Appointment: Monday, January 1, 2024

Replace Text:

The anticipated schedule for the RFP is:

- Availability of RFP: Wednesday, November 1, 2023
- All questions due by email: Friday, December 1, 2023 by 12pm
- Proposals due by mail or hand-delivered: Friday, December 8, 2023 by 11am
- Interviews anticipated: December 8 -December 15, 2023*
- Selection by Village Board (tentative): Monday, December 18, 2023*
- Effective date of Appointment: Monday, January 1, 2024

***Contract award and appointment start date dependent on number of proposals submitted to Village Board, duration of interviews and board meeting/ special meeting dates.**

Changes to V. RFP Review and Selection Procedure

B. Interviews

Delete Text: Interviews are anticipated during the November 30-December 8, 2023

Replace Text: Interviews are anticipated during December 8-December 15th, 2023

E. Other:

Addition of text:

- **Addendum:** The intended proposal submitter must acknowledge that they have examined the following Addenda to the contract documents (Receipt of all which is hereby acknowledged):

Addendum No.:

Date:

End of Addendum