

**RFP 2024-01
REQUEST FOR PROPOSALS
FOR THE
BUILD-OUT OF A NEW ANIMAL SHELTER
LOCATED AT
427 BEACH ROAD IN HAVERSTRAW, NY
ISSUED JULY 25, 2024**

To: All Potential Proposers
From: Rockland Green
Subject: Addendum Number 1
Project: Build-Out of a New Animal Shelter Located at 427 Beach Road in Haverstraw, NY
RFP No.: RFP 2024-01
Date: August 27, 2024

This Addendum Number 1 is issued to modify the Request for Proposals No. 2024-01 (the "RFP") for the above referenced project. All potential Proposers are hereby notified of the following change:

1. Waiver of Mandatory Site Visit and Meeting Requirement

Pursuant to the terms outlined in Sections III(c) and VI(a)(26) of the RFP, Rockland Green reserves the right to waive the mandatory Site visit and meeting requirement in its sole discretion. After careful consideration, Rockland Green has decided to exercise this discretion and hereby waives the mandatory site visit and meeting requirement for this RFP.

2. Impact on Proposal Submission

Potential Proposers are no longer required to have had a qualified representative attend the Site visit and meeting that was held on August 7, 2024, in order to submit a Proposal.

As set forth in Section III(d) of the RFP, potential Proposers may schedule a visit to the Site, by contacting Rockland Green through Ryan Montal, Confidential Assistant to the Executive Director at rmontal@rocklandgreen.com.

Potential Proposers are reminded that they must familiarize themselves with all field conditions at the Site. As noted in the RFP, the failure of the Proposers to familiarize themselves with all conditions existing at the Site will not relieve them of their obligation to furnish all materials, labor and overtime necessary to carry out the provisions of the Contract Documents and to complete the contemplated Work if they are selected. Proposers are solely responsible for conducting their own independent research and due diligence for their preparation of the Proposals

and subsequent delivery of services under the Contract. Proposers should satisfy themselves by personal investigation and any other means they deem necessary, as to the conditions affecting the proposed services and the cost thereof.

3. Site Access

All Proposers who visit the Site shall comply with the revised Site Visit Protocol that is attached hereto as Attachment 1. Attachment 1 hereto is a modified version of Appendix J to the RFP, which is the Site Visit Protocol. As required by the RFP, Proposers must submit this revised Appendix J with their Proposals.

**ATTACHMENT 1
TO
ADDENDUM 1 TO RFP 2024-01**

**REVISED APPENDIX J
SITE VISIT PROTOCOL**



Howard T. Phillips, Jr.
Chairman

Gerard M. Damiani, Jr.
Executive Director

Rockland County Solid Waste Management Authority

APPENDIX J

SITE VISIT PROTOCOL

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SITE VISIT PROTOCOL

I. Rockland Green is soliciting Proposals for the build-out of a new Animal Shelter located at 427 Beach Road in Haverstraw, NY (the “RFP”). Pursuant to Addendum Number 1 to the RFP, Rockland Green decided to exercise its discretion and waive the mandatory Site visit and meeting requirement in the RFP. However, pursuant to the terms of the RFP, Rockland Green will accommodate Proposer’s requests for access to the Site.

During every visit to the Site, all Proposers, including any representative, agent, consultant, Subcontractor, Affiliate or interested party, is required to comply with this Site Visit Protocol during access to and inspection of the Site. Failure to do so may result in the rejection of a Proposal.

II. Protocol:

- Potential Proposers may schedule a visit to the Site by contacting Ryan Montal, Confidential Secretary to the Executive Director at rmontal@rocklandgreen.com.
- Any individuals representing the Proposer at a Site visit must be employees or principals of the Proposer. A Proposer may not use a surrogate as its representative at a Site visit.
- All representatives from a Proposer must attend the same Site visit.
- Rockland Green will designate specific individuals to conduct a tour of the Site and answer questions.
- The Proposer, including any member of the team, representative, agent, consultant, Subcontractor, Affiliate or interested party, shall not engage in any communication concerning this RFP with a member of Rockland Green, except the individuals specifically identified by Rockland Green as allowed to guide Site visits and answer questions from the Proposer.
- Any request for information and clarifications regarding the RFP shall be submitted in writing. No oral information given by a Rockland Green team member during a Site visit shall be binding. Rockland Green is not responsible for any oral explanation given during a Site visit.
- The Proposer’s team members must be dressed appropriately for Site visits, including correct footwear and hard hats. Any additional safety equipment required would be supplied by Rockland Green.

- Proposers must comply with any Rockland Green, Rockland County Board of Health or other applicable policies or orders with regard to any public health protocols that may be required during Site visits.

III. Acknowledgement

The Proposer acknowledges that this Site Visit Protocol is part of the procurement process. The Proposer understands that failure to comply with the requirements may result in the rejection of its Proposal.

Name of Proposer

Authorized Representative

Title

Signature