

August 25, 2010

**RE: IFB 2010-10, HVAC Preventive Maintenance and Service – Albany NY**

TO WHOM IT MAY CONCERN:

This letter and its attachments will serve as Amendment No. 1 to The New York State Insurance Fund's (NYSIF) Invitation for Bid (IFB) for HVAC Preventive Maintenance Service, NYSIF 2010-10 for the Albany NY locations. Material in this amendment supersedes any contradictory material in the original IFB and any information given at the site visit to the contrary.

Bidders are responsible for reading the IFB and this amendment to ensure that all the required information is submitted. Failure to include required information will, at NYSIF's sole discretion, negatively effect the overall evaluation of your proposal.

**Indicate on your *Fee Schedule Proposal* that your bid reflects the additional material and information supplied in the Amendment to the IFB dated August 10, 2010.**

**The following paragraph found in Section II.6 on page 5 of the IFB is to be stricken:**

*The Contractor shall provide a Blanket Fidelity Bond providing coverage for theft, disappearance and destruction of money and securities as well as property other than money and securities, in an amount not less than \$3,000,000. Such Bond shall provide coverage for dishonest acts of the Contractor's employees, whether identified or not, while acting alone or in collusion with others, and shall name New York State Insurance Fund as loss payee.*

Sincerely,

/S/

Alan Angelo  
Contract Management Specialist