

RESPONDENTS' CONFERENCE

Please be advised that the Respondents' Conference announced in connection with the *RFP for Planning, Technical and Professional Services* has been scheduled as follows:

Date: Tuesday, April 30, 2013
Time: 1:00 PM, EDT to 3:00 PM, EDT
Place: New York State Homes & Community Renewal
641 Lexington Avenue
(entrance on E. 53rd St.)
New York, NY 10022
Conference Room C

RSVP: If you are planning to attend the conference in person, please RSVP to jdemarco@nyshcr.org. An RSVP is not required to attend, but will facilitate our ability to accommodate all participants.

Off-site participants:

Phone: 866-394-2346

Conference Code 1847260753#

E-mail: CRZBiddersConference@nyshcr.org

(To be used only for e-mailing questions during the 2-hour conference)

Notes:

- 1) Attendees at the conference site will be permitted to ask questions and interactively participate.
- 2) Callers to the above number will be able to listen to proceedings but will not be able to ask questions live.
- 3) Anyone participating only by e-mail, and any caller that has a question, must utilize the e-mail address above to send their question to the conference. If time and other conditions permit, those questions will be repeated verbally and answered live.
- 4) We will attempt to answer all audience questions and all e-mail questions live. However, any unanswered questions will be combined with all other questions received before, during and after the conference until the inquiry deadline, and answered in writing. The Q&A containing all unduplicated questions and answers will be posted on our website at <http://www.nyshcr.org/AboutUs/Procurement/DHCRindex.htm> within a few days after the conference.
- 5) Questions at all other times, through the deadline of 5:00 P.M., May 7, 2013, must be sent via e-mail to fmarkowski@nyshcr.org.