



CHAUTAUQUA COUNTY DEPARTMENT OF FINANCE

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ADDENDUM #2

Commercial Hotel/Motel Use
Issue Date: November 1, 2024
Proposals Due By: December 31, 2027

Addendum to answer questions presented.

DMHDSS Staff Room Requirements:

Could you please provide the specific requirements for the DMHSS staff rooms? This will help us ensure that we meet all necessary standards and expectations. DMHSS Staff Rooms should allow for confidential interviews with clients away from general areas of the facility. Room to accommodate at least 4 people is preferable with a table and chairs. Area for 2-3 confidential interviews to be completed at once is desired.

Hotel Selection:

Are accommodations exclusively provided by the hotel that won the RFP, or is there flexibility to consider other hotels as well? – This will be awarded to more than one vendor. We will not be using only contracted hotels exclusively as this will be dependent upon the needs for the department.

Variable Room Rates:

Is it permissible to offer different rates based on varying room counts? For instance, can we propose tiered pricing depending on the number of rooms? – I believe they offer this option.

Rate Submission Timeline:

Should we submit rates annually, or is it acceptable to provide rates for the entire three-year period upfront with 3% increment? – The rates should be submitted annually whether they increase or not.

Thank you!

Please acknowledge receipt of Addendum Number (2) one by signing below and returning with your bid.

COMPANY _____

SIGNED _____

PRINT NAME OF SIGNER _____

TITLE _____