

NEW YORK STATE DEPARTMENT OF HEALTH VITAL RECORDS

A Request for Proposal for:

Electronic Death Registration System, *and*
Independent Verification and Validation Services

RFP Number

0805130929

BIDDER CONFERENCE DATES

Registration for Bidder Conference Due	October 30, 2008
Development Vendor Conference	November 6, 2008
Independent Verification and Validation Vendor Conference	November 7, 2008

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A Bidder Conferences

New York State, Department of Health (NYS DOH) will hold two bidder conferences in relation to the Electronic Death Registration and Independent Verification and Validation (IVV) Services Request for Proposals, RFP # 0805130929.

Vendors are welcome to attend one or both conferences.

A.1 Development Vendor Bidder Conference

The Development Vendor Bidder Conference will be held November 6, 2008.

The conference will be held at the Empire State Plaza, Concourse level, Meeting Rooms 2-4.

The conference will begin at 8 a.m. and conclude no later than 1:00 p.m.

There will be one, twenty-minute break at approximately 10:15 a.m.

A.2 IVV Vendor Bidder Conference

The IVV Vendor Bidder Conference will be held November 7, 2008.

The conference will be held at the Empire State Plaza, Concourse level, Meeting Room 5.

The conference will begin at 8 a.m. and conclude no later than 1:00 p.m.

There will be one, twenty-minute break at approximately 10:15 a.m.

A.3 What to Bring

NYS DOH strongly encourages you to have access, during the conference, to all materials included with the RFP.

NYS DOH recommends that you bring, at a minimum, the following:

- a copy of the RFP for your reference,
- a copy of Attachments 01 – 18 Proposal for you reference, and
- copies of any other attachments or materials you may want to reference during the conference.

Internet access will not be available during the conference.

B Conference Program

Each bidder conference will follow the same program format, as follows:

8:00 – 8:30	Late Registration and Sign In (30 min)
8:30 – 8:45	Welcome Keynote Address and Introductions (15 minutes)
8:45 – 10:15	Review of the Request for Proposals document and Attachments 01 – 18 Proposal: (1 hour 30 minutes) <ul style="list-style-type: none">• For the development vendor conference, we will <i>not</i> review sections of the RFP that pertain to IVV vendors except in response to specific questions.• For the IVV vendor conference, we will <i>not</i> review sections of the RFP that pertain to development vendors except in response to specific questions.
10:15 – 10:35	Break
10:35 – 1 p.m.	Open Forum for Questions

NYS DOH will answer questions during the conference, but reserves the right to *not* answer questions. All answers provided during the conference are tentative and subject to change pending further investigation or clarification; *NO* answers are final until posted in writing on the NYS DOH website.

Paper print-outs of the slide presentation will *not* be available; the PowerPoint presentations will be made available on the NYS DOH website after the conferences. The conferences will be recorded and transcribed.

C Bidder Conference Registration

If you plan to attend one or both conferences, please register with the NYS DOH by October 30, 2008. Late registrations *will* be accepted.

Due to space constraints, conference attendance is limited to two persons from each vendor.

To register, please send an email to edrs@health.state.ny.us stating the following:

Subject:

EDR Conference Registration

Body

<company name>
<company address>
<company phone number>

<conference to attend>
<conference date>

<attendee 1 name>
<attendee 1 email address>
<attendee 1 phone number 1>
<attendee 1 phone number 2>

<attendee 2 name>
<attendee 2 email address>
<attendee 2 phone number 1>
<attendee 2 phone number 2>

D Directions To/Parking At the Empire State Plaza

D.1 Bidder Conference Parking

Fee-based visitor parking is available at the Empire State Plaza in the Visitor Parking Lot (P3). You will need photo identification to enter Visitor Parking Lot (P3) parking. Please be aware that visitor parking at the Empire State Plaza is limited and tends to fill up by 9 a.m.

If you park in Empire State Plaza Visitor Parking Lot (P3), you will take an elevator to the Plaza Concourse. The visitor parking lot *east* elevators will open at the meeting rooms; the visitor parking lot *west* elevators will open across the Plaza Concourse from the meeting rooms.

Metered and unmetered street parking is available around the Empire State Plaza. Entry to the Plaza Concourse from the street is located on Madison Avenue, between the New York State Museum and the Corning Tower.

See the parking map and the map of the Plaza Concourse for details.

D.2 Directions to the Empire State Plaza

From the North

Take Interstate I-87 (Northway) South to Interstate I-90 East (exit # 1E). Take Interstate I-90 East to Interstate 787 South. Take Exit #3A for the Empire State Plaza. Visitor Parking Lot (P3) will be on your right near the end of the tunnel.

Directions from the South

Take New York State Thruway (Interstate 87) North to Exit 23. Proceed straight through the Toll Booth to Interstate 787 North. Take Exit #3 for the Empire State Plaza. Visitor Parking Lot (P3) will be on your right near the end of the tunnel.

Directions from the East

Take Interstate 90 West to Exit # B1 (I-90). Continue on I-90 to Interstate 787 South. Follow I-787 South to Exit #3A for the Empire State Plaza. Visitor Parking Lot (P3) will be on your right near the end of the tunnel.

Directions from the West

Take the New York State Thruway (Interstate 90) East to Exit 24 (Albany). Proceed east on Interstate 90 to Interstate 787 South. Take exit # 3A for the Empire State Plaza. Visitor Parking Lot (P3) will be on your right near the end of the tunnel.

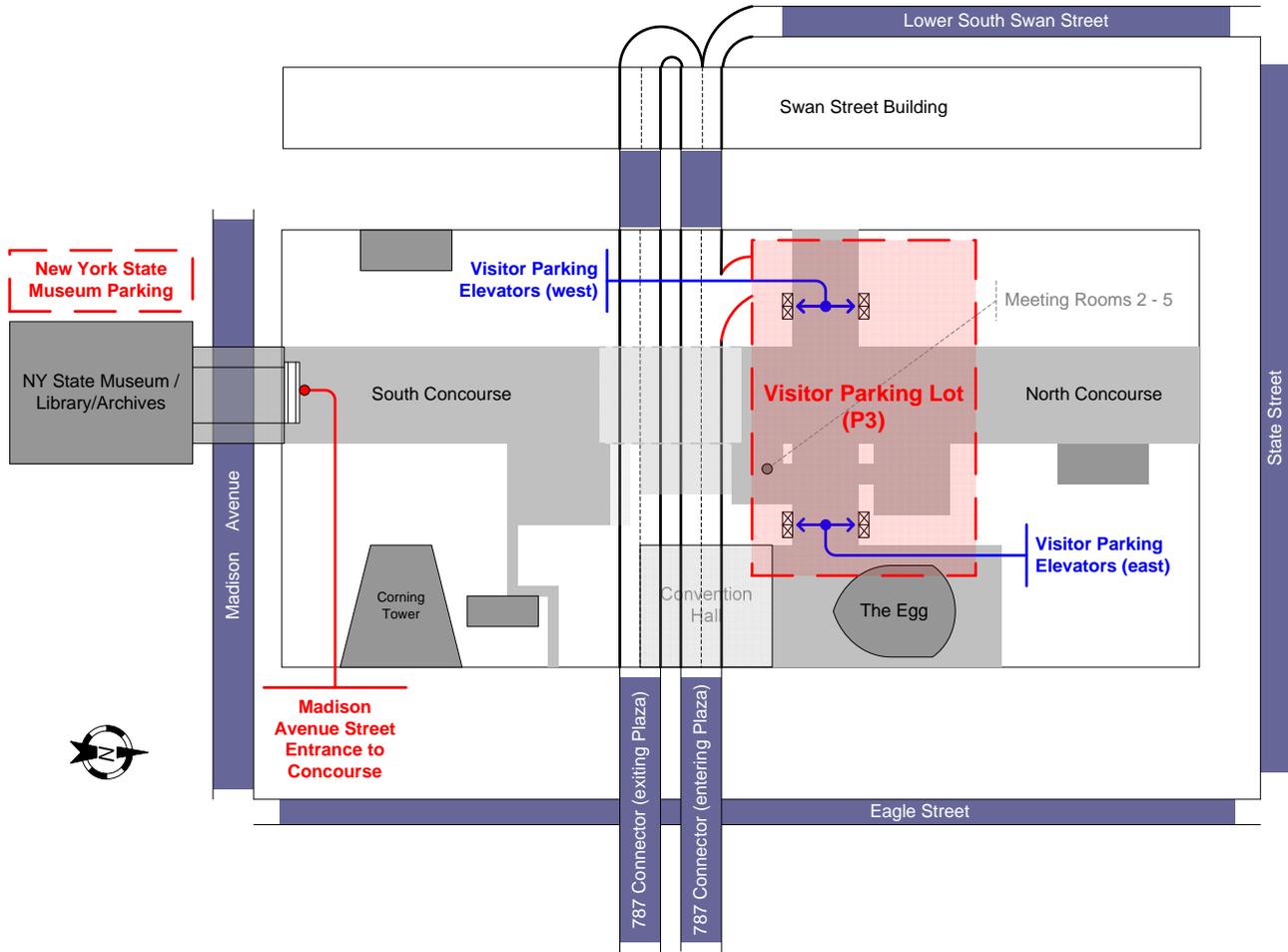
D.3 Street Parking

If Empire State Plaza Visitor Parking Lot (P3) is full, turn right onto Lower South Swan Street upon exiting the tunnel. Metered and unmetered street parking is available in all directions.

To park nearer the street entrance to the Plaza Concourse, turn right from South Swan Street onto State Street, then turn right onto Eagle Street, finally turn right onto Madison Avenue. You will then travel past the entrance to the Plaza Concourse (on your right as you travel through the underpass).

Fee-based parking may be available at the New York State Museum parking lot. This lot is accessible from Madison Avenue immediately west of the New York State Museum.

E Map of Parking At and Around the Empire State Plaza



F Map of the Empire State Plaza Concourse

