



**CHAUTAUQUA COUNTY DEPARTMENT OF FINANCE
DIVISION OF PURCHASING**

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PJ Wendel,

County

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ADDENDUM #2

PROPOSAL NO. RFP-1-20 PLAN
Chautauqua County Agricultural and Farmland Protection Plan Update
Proposal Issue Date: January 7, 2020
Questions Due By: January 28, 2020
Proposal Due Date: February 3, 2020 @ 3:30 PM
Date of Addendum: January 30, 2020

Please see the follow Q&A's received for the above referenced proposal:

1) We're located in Vermont. Will that work to have a VT notary?

Answer: Yes

2) For the Affidavit of Financial Records, what kind of financial records are relevant?

Answer: Confirmation that your company is solvent is what we need.

3) I haven't filed an application to do business in NY yet. I can't seem to find the correct form. Any ideas?

Answer: There is information on the RFP. Try businessexpress.ny.gov. As long as you provide proof that you are going through the process, that is sufficient.

4) Is professional liability insurance required? Will insurance waivers be offered?

Answer: The contractor will need to carry general liability and, if he will travel as part of performing his services under the agreement, automobile insurance. We can waive the \$1,000,000 requirement for the automobile insurance if he carries a lesser amount. If the contractor is not required to carry disability and/or workers' compensation because he/she/it is exempt, he/she/it will need to complete a New York State exemption form (Insurance can provide you with more information). The County must be named additional insured. An umbrella insurance policy may be able to be waived by our office if the contractor carries enough coverage under his general liability and the services provided under the agreement contain minimal risk.

Please acknowledge receipt of Addendum Two (2) by signing below and returning with your Proposal.

COMPANY _____

SIGNED _____

PRINT NAME OF SIGNER _____

TITLE _____