

# ADVERTISEMENTS FOR BIDDERS/CONTRACTORS

## NOTICE TO BIDDERS OFFICE OF GENERAL SERVICES

Procurement Services Group  
38th Fl., Corning Tower  
Empire State Plaza  
Albany, NY

The following advance bid opening dates have been scheduled by the Procurement Services Group. The following listing is for information purposes only. Interested companies are encouraged to register for online notification of OGS bid opportunities by contacting <http://www.ogs.state.ny.us/ovr>.

Sept. 2—OTDA carbonless snapout forms, 11:00 a.m.

Sept. 3—Automatic transmission fluid for passenger cars and light trucks, 11:00 a.m.

Additional bid openings for the remainder of September will be scheduled necessarily following the date of this publication.

The right is reserved to make any additional change in dates and to schedule additional bid openings at any time without publication.

## SEALED BIDS

### REMOVE/CONSTRUCT

#### ASBESTOS CEILING/NEW FLOOR TILE

Bronx Psychiatric Center, Bronx, New York County

SEALED bids for Project No(s). M2272-C, for Construction Work, Removal of Asbestos Ceiling and Provide New Floor Tile, Bldg. No. 101, Fls. 8, 9, 10 and 11, Bronx Psychiatric Center, 1500 Waters Place, Bronx, NY, will be received by the Office of General Services, Design and Construction Group, Division of Contract Administration, 35th Fl., Corning Tower, Empire State Plaza, Albany, NY 12242, on behalf of the Office of Mental Health, until 2:00 p.m. on Wednesday, Sept. 3, 2003, when they will be publicly opened and read. Each bid must be prepared and submitted in accordance with the instructions to bidders and must be accompanied by a certified check, bank check or bid bond in the amount of \$14,900.

All successful bidders on a multiple trade project or the successful bidder with a bid over \$200,000 on a single trade project, will be required to furnish a performance bond and a labor and material bond in the statutory form of public bonds required by sections 136 and 137 of the State Finance Law, each for 100 percent of the amount of the contract estimated to be between \$100,000 and \$250,000. The requirement for labor and material and performance bonds may be waived on a bid under \$200,000 on a single trade project.

As a condition of award, within 48 hours of receipt of the proposed contract agreement from the State, the low bidder shall return the contract agreement to the State, properly executed, along with the bonds if required by said agreement. Low bidders who cannot meet these

provisions may be subject to disqualification and forfeiture of the bid security.

The State intends to expedite award of this contract and the contractor shall be prepared to proceed with the Work accordingly. Bidders are warned that time is of the essence of the contract and completion of the work must be within 180 days after the agreement is approved by the Comptroller. Due to the tightness of the construction schedule, bidders should consider the necessity for an increased work force and shift operations.

The only time prospective bidders will be allowed to visit the job site to take field measurements and examine existing conditions of the project area will be at 10:00 a.m. on Aug. 19, 2003, meet at the entrance of Bldg. No. 102. Prospective bidders are urged to visit the site at this time. Prospective bidders or their representatives attending the pre-bid site visit will not be admitted on facility grounds without proper photo identification. Note that parking restrictions, and security provisions will apply and all vehicles will be subject to search.

For assistance pertaining to the site visit only, please phone Jill Knight, (914) 948-0343, ext. 0.

It is the policy of the State and the Office of General Services to encourage minority business enterprise participation in this project by contractors, subcontractors and suppliers, and all bidders are expected to cooperate in implementing this policy.

The Office of General Services reserves the right to reject any or all bids.

The bidding and contract documents may be obtained for \$10 deposit per set, plus \$2 per set shipping and handling fee, by calling the following toll free number (877) OGS-PLAN (647-7526) or by mail from the Plan Sales Unit, 35th Fl., Corning Tower, Empire State Plaza, Albany, NY 12242 (deposits less than \$50 are nonrefundable). Make check payable to the Office of General Services and write Fed. ID # and phone # on check.

By William F. O'Connor, AIA  
Deputy Commissioner

## PROVIDE

### S.B.S. 25-YEAR ROOF SYSTEM

Manhattan Psychiatric Center  
Wards Island, New York County

SEALED bids for Project No(s). M2273-C, for Construction Work, Provide S.B.S. 25-Year Roof System, Manhattan Psychiatric Center, Bldg. No. 108 Wards Island, NY, will be received by the Office of General Services, Design and Construction Group, Division of Contract Administration, 35th Fl., Corning Tower, Empire State Plaza, Albany, NY 12242, on behalf of the Office of Mental Health, until 2:00 p.m. on Wednesday, Aug. 27, 2003, when they will be publicly opened and read. Each bid must be prepared and submitted in accordance with the instructions to bidders and must be accompanied by a certified check, bank check or bid bond in the amount of \$17,000.

All successful bidders on a multiple trade project or the successful bidder with a bid over \$200,000 on a single trade project, will be required to furnish a performance bond and a labor and material bond in the statutory form of public bonds required by sections 136 and 137 of the State Finance Law, each for 100 percent of the amount of the contract estimated to be between \$175,000 and \$250,000. The requirement for labor and material and performance bonds may be waived on a bid under \$200,000 on a single trade project.

As a condition of award, within 48 hours of receipt of the proposed contract agreement from the State, the low bidder shall return the contract agreement to the State, properly executed, along with the bonds if required by said agreement. Low bidders who cannot meet these provisions may be subject to disqualification and forfeiture of the bid security.

The State intends to expedite award of this contract and the contractor shall be prepared to proceed with the work accordingly. Bidders are warned that time is of the essence of the contract and completion of the work must be within 90 days after the agreement is approved by the Comptroller. Due to the tightness of the construction schedule, bidders should consider the necessity for an increased work force and shift operations.

The only time prospective bidders will be allowed to visit the job site to take field measurements and examine existing conditions of the project area will be at 10:00 a.m. on Aug. 21, 2003, Bldg. No. 108, Manhattan Psychiatric Center, on Wards Island. Prospective bidders are urged to visit the site at this time. Prospective bidders or their representatives attending the pre-bid site visit will not be admitted on facility grounds without proper photo identification. Note that parking restrictions, and security provisions will apply and all vehicles will be subject to search.

For assistance pertaining to the site visit only, please phone Jill Knight, (914) 948-0343, ext. 0.

It is the policy of the State and the Office of General Services to encourage minority business enterprise participation in this project by contractors, subcontractors and suppliers, and all bidders are expected to cooperate in implementing this policy.

The Office of General Services reserves the right to reject any or all bids.

The bidding and contract documents may be obtained for \$10 deposit per set, plus \$2 per set shipping and handling fee, by calling the following toll free number (877) OGS-PLAN (647-7526) or by mail from the Plan Sales Unit, 35th Fl., Corning Tower, Empire State Plaza, Albany, NY 12242 (deposits less than \$50 are nonrefundable). Make check payable to the Office of General Services and write Fed. ID # and phone # on check.

By William F. O'Connor, AIA  
Deputy Commissioner

**REHABILITATE**  
**PUMP STATION NO. 1**  
Watertown Correctional Facility  
Watertown, Jefferson County

SEALED bids for Project No(s). Q0867-C, for Construction Work, Rehabilitate Pump Station No. 1, Watertown Correctional Facility, 23147 Swan Rd., Watertown, NY, will be received by the Office of General Services, Design and Construction Group, Division of Contract Administration, 35th Fl., Corning Tower, Empire State Plaza, Albany, NY 12242, on behalf of the Department of Correctional Services, until 2:00 p.m. on Wednesday, Sept. 3, 2003, when they will be publicly opened and read. Each bid must be prepared and submitted in accordance with the instructions to bidders and must be accompanied by a certified check, bank check or bid bond in the amount of \$10,200 for H and \$500 for E.

dance with the instructions to bidders and must be accompanied by a certified check, bank check or bid bond in the amount of \$18,500.

All successful bidders on a multiple trade project or the successful bidder with a bid over \$200,000 on a single trade project, will be required to furnish a performance bond and a labor and material bond in the statutory form of public bonds required by sections 136 and 137 of the State Finance Law, each for 100 percent of the amount of the contract estimated to be between \$100,000 and \$250,000. The requirement for labor and material and performance bonds may be waived on a bid under \$200,000 on a single trade project.

The completion date for this project is 182 days after the agreement is approved by the Comptroller.

It is the policy of the State and the Office of General Services to encourage minority business enterprise participation in this project by contractors, subcontractors and suppliers, and all bidders are expected to cooperate in implementing this policy.

The Office of General Services reserves the right to reject any or all bids.

Phone the office of Christ Mellas, (315) 782-74910, ext. 8030 for an appointment a minimum of 48 hours in advance of site visit.

The bidding and contract documents may be obtained for \$49 deposit per set, plus \$6 per set shipping and handling fee, by calling the following toll free number (877) OGS-PLAN (647-7526) or by mail from the Plan Sales Unit, 35th Fl., Corning Tower, Empire State Plaza, Albany, NY 12242 (deposits less than \$50 are nonrefundable). Make check payable to the Office of General Services and write Fed. ID # and phone # on check.

By William F. O'Connor, AIA  
Deputy Commissioner

**PROVIDE**  
**INCREASED VENTILATION/KITCHEN**  
Mid-State Correctional Facility, Marcy, Oneida County

SEALED bids for Project No(s). Q0900-H and Q-0900-E, comprising separate contracts for HVAC, and Electric Work, Provide increased ventilation, Kitchen, Mid-State Correctional Facility, Rte. 291, Marcy, NY, will be received by the Office of General Services, Design and Construction Group, Division of Contract Administration, 35th Fl., Corning Tower, Empire State Plaza, Albany, NY 12242, on behalf of the Department of Correctional Services, until 2:00 p.m. on Wednesday, Sept. 3, 2003, when they will be publicly opened and read. Each bid must be prepared and submitted in accordance with the instructions to bidders and must be accompanied by a certified check, bank check or bid bond in the amount of \$10,200 for H and \$500 for E.

All successful bidders on a multiple trade project or the successful bidder with a bid over \$200,000 on a single trade project, will be required to furnish a performance bond and a labor and material bond in the statutory form of public bonds required by sections 136 and 137 of the State Finance Law, each for 100 percent of the amount of the contract estimated to be between \$100,000 and \$250,000 for H, and under \$25,000 for E. The requirement for labor and material and performance bonds may be waived on a bid under \$200,000 on a single trade project.

The completion date for this project is 150 days after the agreement is approved by the Comptroller.

It is the policy of the State and the Office of General Services to encourage minority business enterprise participation in this project by contractors, subcontractors and suppliers, and all bidders are expected to cooperate in implementing this policy.

The Office of General Services reserves the right to reject any or all bids.

Phone the office of Joseph Costello, Superintendent, (315) 768-8581 for an appointment a minimum of 48 hours in advance of site visit.

The bidding and contract documents may be obtained for \$49 deposit per set, plus \$6 per set shipping and handling fee, by calling the following toll free number (877) OGS-PLAN (647-7526) or by mail from the Plan Sales Unit, 35th Fl., Corning Tower, Empire State Plaza, Albany, NY 12242 (deposits less than \$50 are nonrefundable). Make check payable to the Office of General Services and write Fed. ID # and phone # on check.

By William F. O'Connor, AIA  
Deputy Commissioner

**PROVIDE**

**STRUCTURAL ROOF MODIFICATIONS**

Tryon Residential Center, Johnstown, Fulton County

SEALED bids for Project No(s). Q0946-C, Construction Work, Provide Structural Roof Modifications, Tryon Residential Center, Perth-Johnstown Road, Johnstown, NY, will be received by the Office of General Services, Design and Construction Group, Division of Contract Administration, 35th Fl., Corning Tower, Empire State Plaza, Albany, NY 12242, on behalf of the Office of Children and Family Services, until 2:00 p.m. on Wednesday, Sept. 3, 2003, when they will be publicly opened and read. Each bid must be prepared and submitted in accordance with the instructions to bidders and must be accompanied by a certified check, bank check or bid bond in the amount of \$17,000.

All successful bidders on a multiple trade project or the successful bidder with a bid over \$200,000 on a single trade project, will be required to furnish a performance bond and a labor and material bond in the statutory form of public bonds required by sections 136 and 137 of the State Finance Law, each for 100 percent of the amount of the contract estimated to be between \$100,000 and \$250,000. The requirement for labor and material and performance bonds may be waived on a bid under \$200,000 on a single trade project.

As a condition of award, within 48 hours of receipt of the proposed contract agreement from the State, the low bidder shall return the contract agreement to the State, properly executed, along with the bonds if required by said agreement. Low bidders who cannot meet these provisions may be subject to disqualification and forfeiture of the bid security.

The State intends to expedite award of this contract and the contractor shall be prepared to proceed with the Work accordingly. Bidders are warned that time is of the essence of the contract and completion of the work must be within 90 days after the agreement is approved by the Comptroller. Due to the tightness of the construction schedule, bidders should consider the necessity for an increased work force and shift operations.

It is the policy of the State and the Office of General Services to encourage minority business enterprise participation in this project by contractors, subcontractors and suppliers, and all bidders are expected to cooperate in implementing this policy.

The only time prospective bidders will be allowed to visit the job site to take field measurements and examine existing conditions of the project area will be at 10:30 a.m. on Aug. 26, 2003 at Tryon Residential Center, Perth-Johnstown Rd., Johnstown, NY. Prospective bidders are urged to visit the site at this time. Prospective bidders or their representatives attending the pre-bid site visit will not be admitted on facility grounds without proper photo identification. Note that parking restrictions, and security provisions will apply and all vehicles will be subject to search.

For assistance pertaining to the site visit only, please phone Richard

Gugenburger at (518) 762-4681.

The Office of General Services reserves the right to reject any or all bids.

The bidding and contract documents may be obtained for \$49 deposit per set, plus \$6 per set shipping and handling fee, by calling the following toll free number (877) OGS-PLAN (647-7526) or by mail from the Plan Sales Unit, 35th Fl., Corning Tower, Empire State Plaza, Albany, NY 12242 (deposits less than \$50 are nonrefundable). Make check payable to the Office of General Services and write Fed. ID # and phone # on check.

By William F. O'Connor, AIA  
Deputy Commissioner

**MODIFY**

**EXHAUST SYSTEM**

Camp Smith, Cortlandt Manor, Westchester County

SEALED bids for Project No(s). 41976-H and 41976-E, comprising separate contracts for HVAC, and Electrical Work, Modify Exhaust System, Bldg. No. 508, Camp Smith, Cortlandt Manor, NY, will be received by the Office of General Services, Design and Construction Group, Division of Contract Administration, 35th Fl., Corning Tower, Empire State Plaza, Albany, NY 12242, on behalf of the Division of Military and Naval Affairs, until 2:00 p.m. on Wednesday, Aug. 27, 2003, when they will be publicly opened and read. Each bid must be prepared and submitted in accordance with the instructions to bidders and must be accompanied by a certified check, bank check or bid bond in the amount of \$7,600 for H and \$1,700 for E.

All successful bidders on a multiple trade project or the successful bidder with a bid over \$200,000 on a single trade project, will be required to furnish a performance bond and a labor and material bond in the statutory form of public bonds required by sections 136 and 137 of the State Finance Law, each for 100 percent of the amount of the contract estimated to be between \$50,000 and \$100,000 for H, and under \$25,000 for E. The requirement for labor and material and performance bonds may be waived on a bid under \$200,000 on a single trade project.

As a condition of award, within 48 hours of receipt of the proposed contract agreement from the State, the low bidder shall return the contract agreement to the State, properly executed, along with the bonds if required by said agreement. Low bidders who cannot meet these provisions may be subject to disqualification and forfeiture of the bid security.

The State intends to expedite award of this contract and the contractor shall be prepared to proceed with the Work accordingly. Bidders are warned that time is of the essence of the contract and completion of the work must be within 180 days after the agreement is approved by the Comptroller. Due to the tightness of the construction schedule, bidders should consider the necessity for an increased work force and shift operations.

The only time prospective bidders will be allowed to visit the job site to take field measurements and examine existing conditions of the project area will be at 10:30 a.m. on Aug. 19, 2003 at front entrance of Bldg. No. 508, Camp Smith, Cortlandt Manor, NY. Prospective bidders are urged to visit the site at this time. Prospective bidders or their representatives attending the pre-bid site visit will not be admitted on facility grounds without proper photo identification. Note that parking restrictions, and security provisions will apply and all vehicles will be subject to search.

Phone the office of Shannon Landolfa, (845) 831-3111, a minimum of 24 hours in advance of the date to provide the names of those who will attend the pre-bid site visit.

It is the policy of the State and the Office of General Services to encourage minority business enterprise participation in this project by contractors, subcontractors and suppliers, and all bidders are expected to cooperate in implementing this policy.

The Office of General Services reserves the right to reject any or all bids.

The bidding and contract documents may be obtained for \$49 deposit per set, plus \$6 per set shipping and handling fee, by calling the following toll free number (877) OGS-PLAN (647-7526) or by mail from the Plan Sales Unit, 35th Fl., Corning Tower, Empire State Plaza, Albany, NY 12242 (deposits less than \$50 are nonrefundable). Make check payable to the Office of General Services and write Fed. ID # and phone # on check.

By William F. O'Connor, AIA  
Deputy Commissioner

**REPLACE  
CONDENSATE LINES  
Taconic Correctional Facility  
Bedford Hills, Westchester County**

SEALED bids for Project No(s). 42118-H, for HVAC Work, Replace Condensate Lines, Bldg. Nos. 71 and 81, Taconic Correctional Facility, 250 Harris Rd., Bedford Hills, NY, will be received by the Office of General Services, Design and Construction Group, Division of Contract Administration, 35th Fl., Corning Tower, Empire State Plaza, Albany, NY 12242, on behalf of the Department of Correctional Services, until 2:00 p.m. on Wednesday, Sept. 3, 2003, when they will be publicly opened and read. Each bid must be prepared and submitted in accordance with the instructions to bidders and must be accompanied by a certified check, bank check or bid bond in the amount of \$24,800.

All successful bidders on a multiple trade project or the successful bidder with a bid over \$200,000 on a single trade project, will be required to furnish a performance bond and a labor and material bond in the statutory form of public bonds required by sections 136 and 137 of the State Finance Law, each for 100 percent of the amount of the contract estimated to be between \$250,000 and \$500,000. The requirement for labor and material and performance bonds may be waived on a bid under \$200,000 on a single trade project.

The completion date for this project is 365 days after the agreement is approved by the Comptroller.

The only time prospective bidders will be allowed to visit the job site to take field measurements and examine existing conditions of the project area will be at 10:30 a.m. on Aug. 26, 2003, at the entrance of the Taconic Correctional Facility. Prospective bidders are urged to visit the site at this time. Prospective bidders or their representatives attending the pre-bid site visit will not be admitted on facility grounds without proper photo identification. Note that parking restrictions, and security provisions will apply and all vehicles will be subject to search.

Phone the office of Shannon Landolfi, (845) 831-3111, a minimum of 48 hours in advance of the date to provide the names of those who will attend the pre-bid site visit.

It is the policy of the State and the Office of General Services to encourage minority business enterprise participation in this project by contractors, subcontractors and suppliers, and all bidders are expected to cooperate in implementing this policy.

The Office of General Services reserves the right to reject any or all bids.

The bidding and contract documents may be obtained for \$49 deposit per set, plus \$6 per set shipping and handling fee, by calling the following toll free number (877) OGS-PLAN (647-7526) or by mail

from the Plan Sales Unit, 35th Fl., Corning Tower, Empire State Plaza, Albany, NY 12242 (deposits less than \$50 are nonrefundable). Make check payable to the Office of General Services and write Fed. ID # and phone # on check.

By William F. O'Connor, AIA  
Deputy Commissioner

**CONSTRUCT  
PHASE E-SITE PLANTING, PARKING LOT AND  
PAVEMENT RESTORATION  
Helen Hayes, Hospital, West Haverstraw, Rockland County**

SEALED bids for Project No(s). 42256-C and 42256-E, comprising separate contracts for Construction and Electrical Work, Phase E-Site Planting, New Parking Lot and Pavement Restoration, Helen Hayes Hospital, Rte. 9W, West Haverstraw, NY, will be received by the Office of General Services, Design and Construction Group, Division of Contract Administration, 35th Fl., Corning Tower, Empire State Plaza, Albany, NY 12242, on behalf of the Department of Correctional Services, until 2:00 p.m. on Wednesday, Sept. 3, 2003, when they will be publicly opened and read. Each bid must be prepared and submitted in accordance with the instructions to bidders and must be accompanied by a certified check, bank check or bid bond in the amount of \$22,100 for C and \$3,700 for E.

All successful bidders on a multiple trade project or the successful bidder with a bid over \$200,000 on a single trade project, will be required to furnish a performance bond and a labor and material bond in the statutory form of public bonds required by sections 136 and 137 of the State Finance Law, each for 100 percent of the amount of the contract estimated to be between \$250,000 and \$500,000 for C, and between \$25,000 and \$50,000 for E. The requirement for labor and material and performance bonds may be waived on a bid under \$200,000 on a single trade project.

The completion date for this project is 180 days after the agreement is approved by the Comptroller.

The only time prospective bidders will be allowed to visit the job site to take field measurements and examine existing conditions of the project area will be at 10:30 a.m. on Aug. 26, 2003 at Helen Hayes Hospital, Rte. 9W, West Haverstraw, NY. Prospective bidders are urged to visit the site at this time. Prospective bidders or their representatives attending the pre-bid site visit will not be admitted on facility grounds without proper photo identification. Note that parking restrictions, and security provisions will apply and all vehicles will be subject to search.

It is the policy of the State and the Office of General Services to encourage minority business enterprise participation in this project by contractors, subcontractors and suppliers, and all bidders are expected to cooperate in implementing this policy.

The Office of General Services reserves the right to reject any or all bids.

Phone the office of Joan Raymondo, (845) 895-3170 for an appointment a minimum of 24 hours in advance of site visit.

The bidding and contract documents may be obtained for \$49 deposit per set, plus \$6 per set shipping and handling fee, by calling the following toll free number (877) OGS-PLAN (647-7526) or by mail from the Plan Sales Unit, 35th Fl., Corning Tower, Empire State Plaza, Albany, NY 12242 (deposits less than \$50 are nonrefundable). Make check payable to the Office of General Services and write Fed. ID # and phone # on check.

By William F. O'Connor, AIA  
Deputy Commissioner

PAINT  
EXTERIOR BUILDING

Camp Smith, Cortlandt Manor, Westchester County

SEALED bids for Project No(s). 42259-C, Construction Work, Paint Exterior, Bldg. Nos. 504 and 505, Camp Smith, Cortlandt Manor, NY, will be received by the Office of General Services, Design and Construction Group, Division of Contract Administration, 35th Fl., Corning Tower, Empire State Plaza, Albany, NY 12242, on behalf of the Division of Military and Naval Affairs, until 2:00 p.m. on Wednesday, Aug. 27, 2003, when they will be publicly opened and read. Each bid must be prepared and submitted in accordance with the instructions to bidders and must be accompanied by a certified check, bank check or bid bond in the amount of \$16,100.

All successful bidders on a multiple trade project or the successful bidder with a bid over \$200,000 on a single trade project, will be required to furnish a performance bond and a labor and material bond in the statutory form of public bonds required by sections 136 and 137 of the State Finance Law, each for 100 percent of the amount of the contract estimated to be between \$100,000 and \$250,000. The requirement for labor and material and performance bonds may be waived on a bid under \$200,000 on a single trade project.

As a condition of award, within 48 hours of receipt of the proposed contract agreement from the State, the low bidder shall return the contract agreement to the State, properly executed, along with the bonds if required by said agreement. Low bidders who cannot meet these provisions may be subject to disqualification and forfeiture of the bid security.

The State intends to expedite award of this contract and the contractor shall be prepared to proceed with the Work accordingly. Bidders are warned that time is of the essence of the contract and completion of the work must be within 150 days after the agreement is approved by the Comptroller. Due to the tightness of the construction schedule, bidders should consider the necessity for an increased work force and shift operations.

The only time prospective bidders will be allowed to visit the job site to take field measurements and examine existing conditions of the project area will be at 10:30 a.m. on Tuesday, Aug. 19, 2003 in front entrance, Bldg. No. 505, Camp Smith, Cortlandt Manor, NY. Prospective bidders are urged to visit the site at this time. Prospective bidders or their representatives attending the pre-bid site visit will not be admitted on facility grounds without proper photo identification. Note that parking restrictions, and security provisions will apply and all vehicles will be subject to search.

Phone the office of Shannon Landolfi, (845) 831-2530, a minimum of 24 hours in advance of the date to provide the names of those who will attend the pre-bid site visit.

It is the policy of the State and the Office of General Services to encourage minority business enterprise participation in this project by contractors, subcontractors and suppliers, and all bidders are expected to cooperate in implementing this policy.

The Office of General Services reserves the right to reject any or all bids.

The bidding and contract documents may be obtained for \$49 deposit per set, plus \$6 per set shipping and handling fee, by calling the following toll free number (877) OGS-PLAN (647-7526) or by mail from the Plan Sales Unit, 35th Fl., Corning Tower, Empire State Plaza, Albany, NY 12242 (deposits less than \$50 are nonrefundable). Make check payable to the Office of General Services and write Fed. ID # and phone # on check.

By William F. O'Connor, AIA  
Deputy Commissioner

