

**NOTICE TO PROPOSERS**  
**RFP-2022-50**  
**2020 Regional Catastrophic Preparedness Consultant**

The County of Schenectady is requesting proposals is seeking a qualified Emergency Management Consultant with experience in emergency management planning, grant administration including record keeping and reporting, training and exercise facilitation, policy and procedure evaluation and creation.

Digital Copies of Specifications may be obtained by submitting a request to the Purchasing Department at [purchasing@schenectadycounty.com](mailto:purchasing@schenectadycounty.com). Please specify if printed copies are required in your request. You will be notified when they are ready for pickup.

All proposals must be delivered in a sealed envelope marked "Proposal" and stating **2020 Regional Catastrophic Preparedness Consultant, RFP-2022-50**, to Schenectady County Purchasing at 620 State St., Schenectady, NY 12305, no later than **2:00 PM on April 21, 2022** at which time they will be opened. Bidders can submit their proposal in an electronic format, via email at [purchasing@schenectadycounty.com](mailto:purchasing@schenectadycounty.com) .

Woman and minority owned businesses are encouraged to submit proposals. Schenectady County is an Equal Employment Opportunity/Affirmative Action employer.

Schenectady County will make any investigation it deems necessary to determine the responsibility of any bidder to perform the work. The County reserves the right to reject any bid if an investigation of the bidder fails to satisfy the county that the bidder is responsible and can carry out the obligations of the contract.

Schenectady County reserves the right to waive any informality in a bid or to reject any or all bids.

Purchasing Department  
County of Schenectady  
Schenectady County Office Building  
620 State Street-6<sup>th</sup> Floor  
Schenectady, NY 12305  
(518) 388-4240