



Office of the University Executive Strategic Director
and Chief Procurement Officer
230 West 41st Street
New York, NY 10036

May 27, 2026

ADDENDUM No. 1

TO: Prospective Proposers

FROM: Adam Schwartz (Adam.Schwartz@cuny.edu)
The City University of New York

RE: Contract #UCO-917
Request for Proposals (RFP)
Collection Agency Services

This Addendum No. 1 to the above-referenced RFP is being issued to:

- i) Revise the Key Events and Dates;

Revision to Key Events and Dates:

Key Events and Dates

Action	*Date
CUNY issues RFP for Collection Agency Services	May 19, 2026
1 st Submission of Written Questions	May 22, 2026, 4:00 PM EST
2nd Submission of Written Questions	June 12, 2026, 4:00 PM EST
Proposal Submission Due Date and Time	June 26, 2026 at 4:00 pm EST

- ii) Inform prospective proposers that CUNY is currently working on the responses to the questions that were received by the first due date for the submission of written questions. Such responses will be forthcoming via the issuance of Addendum No. 2.

* Depending on when CUNY releases Addendum No. 2, the above-mentioned due date for proposal submission may be extended accordingly as deemed appropriate.

All capitalized terms used but not defined herein shall have the meaning set forth in the RFP.

SIGNATURE PAGE FOLLOWS

THIS ADDENDUM NO. 1 IS PART OF YOUR PROPOSAL AND IS TO BE INCLUDED WITH YOUR SUBMISSION. YOUR SIGNATURE BELOW WARRANTS THAT YOU UNDERSTAND THIS ADDENDUM AND THAT YOU HAVE MADE THE APPROPRIATE ADJUSTMENTS TO YOUR PROPOSAL AND CALCULATIONS. THE UNIVERSITY RESERVES THE RIGHT TO REJECT PROPOSAL SUBMITTED WITHOUT ALL ADDENDA PROPERLY SIGNED.

Signature

Title

Company Name

Date