

**Instructions on Obtaining Contract Documents for TABS 21-1B/D214800,
Rehabilitation of the Castleton Bridge, MP B1.08
in Albany and Rensselaer Counties**

The contract documents for this project contain sensitive and/or confidential information that may only be used for the sole purpose of preparing a bid for this project. Prospective contract document holders and bidders will be required to sign a Confidentiality and Non-Disclosure Agreement (CNDA) with the Authority before they can review the contract documents. A company or individual that does not sign a CNDA will not be allowed to review the contract documents and therefore cannot submit a bid. If a prospective contract document holder/bidder is not a sole proprietorship or individual, the CNDA must be executed by a representative of the company that is authorized to bind the company contractually.

The CNDA can be obtained under the section labeled “Letting Date: March 17, 2021 : Contract Number: D214800 / TABS 21-1B” on the Authority’s website at <http://www.thruway.ny.gov/business/contractors/documents/index.shtml>, by contacting the Authority’s Office of Capital and Contracts Management, 200 Southern Boulevard, Albany, NY 12209, Phone 518-436-3164 or by sending an e-mail request to Corey Johnson at Corey.Johnson@thruway.ny.gov and Michael Doyle at Michael.Doyle@thruway.ny.gov.

Once completed and signed, the CNDA should be attached to an email and sent to Corey Johnson at Corey.Johnson@thruway.ny.gov and Michael Doyle at Michael.Doyle@thruway.ny.gov.

The following information should also be included in the body of the email:

- Employer Identification Number
- Company Name
- Company Address
- Company Phone Number
- Email Address
- Contact Name

Once the CDNA is approved by the Authority, the Office of Capital and Contracts Management will use this information to add the company to the contract’s Plan Holder List so that they automatically receive email notification of any amendments or changes to the contract. An email will also be sent to the email address provided, with a link to the Full Bidding Package containing all the contract documents. The Proposal Book in that package is password protected. The password to open the file will be sent in a separate email.

If you have any questions, please call the Office of Capital and Contracts Management at 518-436-3164.