

Bidders who want to call in for the Bidders' Conference are free to do so.

Bidders calling in do so at their own risk. NYSOFA does not guarantee, and takes no responsibility for, the audio quality, the telephonic connection or the web connection.

NYSOFA will post the PowerPoint and other documents used for the conference. We will follow up by posting all questions and answers.

If you participate in the call-in conference, you must provide the following contact information prior to the conference:

- **business name**
- **address**
- **contact name**
- **e-mail address**

Contact information must be addressed to:

Barbara Allison, Associate Budgeting Analyst
New York State Office for the Aging

Email: Barbara.Allison@aging.ny.gov FAX: 518-474-7949

Topic: Bidders Conference RFP
Date: Friday, December 5, 2014
Time: 1:00 pm, Eastern Standard Time (New York, GMT-05:00)
Meeting Number: 648 505 603

To join the audio conference only

1. Please call one of the following numbers:

Local: 1-518-549-0500

Toll Free: 1-844-633-8697

Alternate Toll Free - (For callers not able to call the 844 Toll Free Number): 1-866-776-3553

2. Follow the instructions that you hear on the phone.

Your Cisco Unified MeetingPlace meeting ID: 648 505 603

To join the online meeting (Now from mobile devices!)

1. Go to <https://meetny.webex.com/meetny/j.php?MTID=m29961a8450013b352758e6213b5da389>

2. If requested, enter your name and email address.

3. Click "Join".

To view in other time zones or languages, please click the link:

<https://meetny.webex.com/meetny/j.php?MTID=m9870e3cd2675b1e88d8f95c1de731980>

For assistance

1. Go to <https://meetny.webex.com/meetny/mc>
2. On the left navigation bar, click "Support".

Add this meeting to your calendar:

<https://meetny.webex.com/meetny/j.php?MTID=mfb70c6c1b9c435386de4dbba971d34e2>

The playback of UCF (Universal Communications Format) rich media files requires appropriate players. To view this type of rich media files in the meeting, please check whether you have the players installed on your computer by going to <https://meetny.webex.com/meetny/systemdiagnosis.php>.
<http://www.webex.com>

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1. System setup and test

Two days before webinar test the computer you will be using by clicking on the following link:

<http://www.webex.com/test-meeting.html>.

IMPORTANT NOTICE: This WebEx service includes a feature that allows audio and any documents and other materials exchanged or viewed during the session to be recorded. By joining this session, you automatically consent to such recordings. If you do not consent to the recording, discuss your concerns with the meeting host prior to the start of the recording or do not join the session. Please note that any such recordings may be subject to discovery in the event of litigation.

Please visit NYSOFA's website at <http://www.aging.ny.gov>