

RFP #17175
NYS Childhood Lead Poisoning Primary Prevention Program
Technical Assistance and Training Provider

Questions and Answers
8/22/2017

- a. **Question:** What is the meaning of "dedicated" when describing the Project Manager and the Statistician in Section 4.2.1: Staffing Capacity? Can you clarify the intent of "dedicated" if the position is filled on a part-time basis?

Answer: "Dedicated" means that during the time assigned to the project, staff will perform tasks and travel consistent with the approved scope of work for this project. The Project Manager and Statisticians positions can be filled on a part-time basis and should have sufficient time (% effort FTE) to conduct tasks/deliverables associated with NYS CLPPPP Technical Assistance and Training. The bidder should be able to document staff time and effort to assure that it corresponds to the tasks and deliverables of the project.

- b. **Question:** Will the contractor and/or potential subcontractors be subject to any legal responsibility for ensuring that grantees address and implement the TA enforcement recommendations?

Answer: No. The contractor and/or potential subcontractors will not be legally responsible for the implementation of enforcement activities.

- c. **Question:** Can you further clarify the intent of Section 6.2.4.1? Will technical assistance resources during the awarded contract period be redirected or influenced by the selected target areas and submitted needs assessments?

Answer: No. Bidder responses to Section 6.2.4.1 Summary of Need will be used for proposal evaluation purposes only.

- d. Regarding the requirement in Attachment F that bidders contract with MWBEs that are certified by NYS Empire State Development:

- i. **Question:** Can any such MWBEs become certified after a contract is awarded to the bidder or must they be certified before the bidder submits its proposal package?

Answer: There is no guarantee that a company will become certified in the future.

Please submit MWBE utilization plans that contain NYS Certified MWBEs that are currently found in the NYS MWBE directory located at: <https://ny.newnycontracts.com>.

- ii. **Question:** Can you clarify how nonprofits who are not eligible for an MWBE designation and who do not plan to use subcontractors, other than the specific vendor already identified by NYSDOH to host the data collection and reporting system, should document a good faith effort to meet MWBE targets?

Answer: All bidders should be reviewing the solicitation for opportunities to partner with MWBEs and document such effort. If additional assistance is needed, please contact the DOH MWBE Liaison, Justin Engel at Justin.engel@health.ny.gov.

- e. **Question:** The cost proposal bid detail sheet (Attachment C) outlines year 1 of the award period. Will there be a standard escalation clause for subsequent fiscal years?

Answer: The cost proposal should outline estimated quantities for the first year only. These estimates may increase or decrease each year over the life of the contract.

- f. **Question:** Can you clarify the meaning of “non-responsive” in relation to the cost proposal?

Answer: Meaning the cost proposal complies with the RFP in all material respects. Examples of “non-responsive” would be that the cost proposal was not submitted or incomplete.

- g. **Question:** Will there be a “test of reasonableness” or “cost basement” applied to the cost proposal?

Answer: There is no predetermined cost of the project; however, the Department conducts vendor responsibility determination, which includes financial viability.