

Mohawk Valley Wheels for Work Questions and Answers

Question 1: Attachment B7 Subcontractor and Supplier Identification attached to the RFP is actually an MWBE Quarterly Compliance Report and Workforce Employment Utilization Report – generally not submitted until a contract is awarded since they are reports of actual usage. Attachment B7 is not available in template form on Grants Gateway or in Word form on the OTDA website. Can you please make the correct forms available for bidders to complete?

Answer: The Subcontractor and Supplier Identification Form is not a tool to be used for reporting MWBE Quarterly Compliance or Workforce Employment Utilization. However, it is a tool to assess how Offerors plan to expend funds relative to the performance of the contract, especially as it relates to utilizing New York State Businesses, New York State Small Business, and MWBEs.

This form is available on OTDA's website and is to be uploaded in the "Upload Properties" section of your application. This form is available at <http://otda.ny.gov/contracts/2016/WFW/>

Question 2: Page 7, Section II, subsection B states "Only one proposal will be approved for funding within the Mohawk Valley region. A one year award of \$150,000 in State funds will be made to the selected organization." Can you confirm that OTDA will only be making one award to one organization throughout the Mohawk Region to provide services under this project.

Answer: As indicated in the RFP and the Grants Gateway, one organization in the Mohawk Valley region will be selected for a one-year award in the amount of \$150,000.

Question 3: Page 7, Section II, subsection D states "Applicants must work in partnership with the social services districts in the Mohawk Valley to identify clients whose primary barrier to employment is lack of reliable transportation....For the purposes of this RFP, the Mohawk Valley is defined as including Fulton, Herkimer, Montgomery, Oneida, Otsego and Schoharie counties." Can you please clarify if successful applicant(s) must serve all the above identified communities or if the successful applicant(s) can choose which social service district(s) to partner with under the funding opportunity.

Answer: A successful applicant should accept referrals from all of the above-named counties, and a strong multi-county approach is preferred and priority points will be awarded to applicants who commit to serving all counties in the Mohawk Valley region. Applicants should have up-front partnerships with the district(s) they expect to work most closely with to operate the program.

Question 4: Is there a current Wheels for Work program operating in the Mohawk Valley?

Answer: OTDA's Wheels for Work program ended several years ago; however, four of the districts targeted in this RFP receive limited funds through the Transportation Initiative, which addresses unmet transportation needs of TANF-eligible individuals who are employed or participating in other allowable work activities.

Question 5: Is there or will there be additional Wheels for Work funding available down state? (Nassau, Suffolk or NYC area)

Answer: Currently funding is limited to the Mohawk Valley Region. We encourage all organizations to visit grantsgateway.ny.gov for any new funding opportunities.

Question 6: There is a misstatement on page 26 of the RFP: “Note that most narrative answer spaces allow unlimited text.” Narrative response sections in the Program Specific Questions section are limited to 4000 characters including spaces.

Answer: Yes, Program Specific Questions are limited to 4000 characters. Brief and succinct responses are encouraged.

Question 7: We are requesting a copy of the bid documents as seen in the New York State Contract Reporter.

Answer: All documents for this procurement are available within the Grants Gateway and also at <http://otda.ny.gov/contracts/procurement-bid.asp>

Question 8: Can you please make an Attestation form available for bidders who regularly complete the Vendor Responsibility Questionnaire online? Or will a typed, signed statement on letterhead be sufficient?

Answer: No attestation is required with the bid. A bidder who receives an award will need to have an up-to-date Vendor Responsibility profile (which includes a certification) before their contract will be approved by the Office of the State Comptroller.

Question 9: There is a 0% SVDDB requirement listed on the Contract Reporter, but a 6% requirement listed on page 24 of the RFP. Please clarify.

Answer: The 6% requirement applies to this RFP. The Contract Reporter form will reflect the correct percentage.