

**ADDENDUM #4**  
**6/21/16**

RFA # 1512160408/ Grants Gateway # DOH01-CBOPG-2016  
New York State Department of Health  
Office of Health Insurance Programs  
DSRIP Program

Community Based Organization (CBO) Planning Grant

**Revisions to Minority & Woman-Owned Business Enterprise Requirements and  
Revisions to Instructions for Attachment 10**

**RFA, Pages 16 & 17, IV. Administrative Requirements, Section I. Minority & Woman-Owned  
Business Enterprise Requirements**

*The following has been updated/modified in the RFA. Strike-through indicates deleted text;  
underlined/bolded text is new.*

**Business Participation Opportunities for MWBEs**

For purposes of this solicitation, the New York State Department of Health hereby establishes a goal of **030% as follows:** ~~on any subcontracted labor or services, equipment, materials, or any combined purchase of the foregoing greater than \$25,000 under a contract awarded from this solicitation.~~

- 1) For Not-for Profit Applicants: Eligible Expenditures include any subcontracted labor or services, equipment, materials, or any combined purchase of the foregoing under a contract awarded from this solicitation.**
- 2) For-Profit and Municipality Applicants: Eligible Expenditures include the value of the budget in total.**

The goal on the eligible portion of this contract will be **015%** for Minority-Owned Business Enterprises (“MBE”) participation and **015%** for Women-Owned Business Enterprises (“WBE”) participation (based on the current availability of qualified MBEs and WBEs and outreach efforts to certified MWBE firms). A contractor (“Contractor”) on the subject contract (“Contract”) must document good faith efforts to provide meaningful participation by MWBEs as subcontractors or suppliers in the performance of the Contract and Contractor agrees that DOH may withhold payment pending receipt of the required MWBE documentation. For guidance on how DOH will determine “good faith efforts,” refer to 5 NYCRR §142.8.

The directory of New York State Certified MWBEs can be viewed at: <https://ny.newnycontracts.com>. The directory is found in the upper right hand side of the webpage under “Search for Certified Firms” and accessed by clicking on the link entitled “MWBE Directory”. Engaging with firms found in the

directory with like product(s) and/or service(s) is strongly encouraged and all communication efforts and responses should be well documented.

~~This RFA does not establish minimum goals for participation of minority or women-owned business. Therefore, completion of the MWBE Utilization Plan is optional (Attachment 7 located under Pre-Submission Uploads). Funded applicants are encouraged to engage with firms found in the directory for the acquisition of required product(s) and/or service(s) associated with this grant.)~~

**By submitting an application, a grantee agrees to complete an MWBE Utilization plan as directed in Attachment 7 of this RFA. DOH will review the submitted MWBE Utilization Plan. If the plan is not accepted, DOH may issue a notice of deficiency. If a notice of deficiency is issued, Grantee agrees that it shall respond to the notice of deficiency within seven (7) business days of receipt. DOH may disqualify a Grantee as being non-responsive under the following circumstances:**

- a) If a Grantee fails to submit a MWBE Utilization Plan;**
- b) If a Grantee fails to submit a written remedy to a notice of deficiency;**
- c) If a Grantee fails to submit a request for waiver (if applicable); or**
- d) If DOH determines that the Grantee has failed to document good-faith efforts to meet the established DOH MWBE participation goals for the procurement.**

In addition, successful awardees will be required to certify they have an acceptable Equal Employment Opportunity policy statement.

#### **Revisions to Instructions for Attachment 10: CBO Consortium Grid (Excel Format)**

#### **Attachment 10: CBO Consortium Grid (Excel Format), Pre Submission Upload section of the Grants Gateway on line application**

Please note that, due to the issuance of Addendum #3 dated 6/8/16 which revised RFA Section II. Who May Apply, the last column entitled "Health & Healthcare (HHC)" does not need to be completed. All applicants should LEAVE THIS COLUMN BLANK.