

**New York State Department of Health**  
**Division of Family Health, Bureau of Administration, Bureau of Early Intervention**  
**Family Initiative Coordination Services Project**  
**Request for Proposals**  
**RFP No. 17459**  
**Questions and Responses**  
**February 8, 2018**

**Funding/Payments:**

1. **Question:** What has been FICSP's previous funding level?  
**Response:** The current FICSP contract total award value for the original five-year period was \$1,108,661.

**Program-Specific Questions:**

2. **Question a):** What deliverables or technical specifications, if any, have been added to the program for this RFP?  
**Response a):** The question is not relevant to the development of a proposal under this RFP. The Contractor must determine the best methodology to achieve the RFP requirements.  
  
**Question b):** What deliverables, if any, have been reduced?  
**Response b):** The question is not relevant to the development of a proposal under this RFP. The Contractor must determine the best methodology to achieve the RFP requirements.
3. **Question:** The RFP does not reference Grants Gateway? Is it correct that proposals are not to be submitted through Gateway?  
**Response:** The RFP is a competitively bid solicitation per State Finance Law and is not a grant opportunity. It is correct that proposals are **not** to be submitted through the Grants Gateway. For proposal submission requirements, please refer to 7.0 Proposal Submission of the RFP and Amendment 1 (7.0 Proposal Submission) of the RFP.
4. **Question:** Are there requirements as to the method used (mail, e-mail) for invitations/training announcements?  
**Response:** Training announcement letters and applications must be mailed via the United States Postal Service, please refer to Section 4.1.1. C.1 Session II, Planning and delivery of the training of the RFP.
5. **Question:** Section 8.4 states, "The maximum price score will be allocated to the proposal with the lowest all-inclusive not-to-exceed maximum price." Has a maximum price been set and if so, what is the maximum price?  
**Response:** No, a maximum price has not been set. The all-inclusive not-to-exceed maximum price is the price bid by the bidder.
6. **Question:** Is there a page limit on the technical proposal?  
**Response:** No, there is not a page limit, but bidders are requested to keep their submissions to the shortest length consistent with making a complete presentation of qualifications, please refer to Section 6.0 Proposal Content of the RFP.

7. **Question:** Is the payment of reasonable travel expenses in the last bullet on page 9 referring to \$1,500 for a year, or for each cohort of the Partners Session II trainings?  
**Response:** A reimbursement amount of \$1,500 per contract year has been factored into the contract amount for this purpose, please refer to Section 4.1.1.C. Session II of the RFP.
8. **Question:** For Section C.1 Minimum Qualifications, is this a narrative response or is further documentation required as an attachment as well?  
**Response:** Attachments are not required as long as the Bidder submits documentation of how they meet the Minimum Qualifications to Propose, responsive to Section 3.0.
9. **Question:** If our organization has a training facility located in Manhattan, would we be able to host a downstate training there?  
**Response:** The training facility must be in compliance with the Section 4.0 and Section 4.1.1.C of the RFP.
10. **Question:** For the video vignettes that will be hosted on the website, are bidders developing up to 10 per year or up to 10 per contract period?  
**Response:** The vendor will develop and maintain up to 10 vignettes per contract period. See Amendment 2.
11. **Question:** Can the project allocate funds for developing a network among graduates of the program, of course with adequate provision of resources for all mandated deliverables?  
**Response:** Developing a network for graduates of the program is beyond the scope of this project.