

**DPCA received the following questions pertaining to the January 31, 2007 REQUEST FOR PROPOSALS for Supervision and Treatment of Specialized Offender Populations in New York City. Following are the questions posed (restated for clarity as necessary) and DPCA responses.**

1. Q. The Bronx was not listed as one of the boroughs. Is it being excluded from this RFP?
  - A. The Bronx could be included as part of a citywide proposal. Section II of the RFP states, “the RFP solicits a project to provide services citywide or targeted to one or more of Kings, Queens, Richmond, and/or New York Counties.” DPCA has a contract in place that provides services in the Bronx, therefore services solely for Bronx County are excluded from this RFP.
  
2. Q. The language on pages 2 & 3 of the RFP indicates that there will be one award (“a project”) either citywide or targeted to one or more of the four boroughs listed. Please confirm that it is the intent of DPCA to issue one contract up to a maximum of \$150,000.
  - A. Yes. It is DPCA’s intent to fund one project for up to a maximum of \$150,000 annually for five years consisting of one year renewals subject to annual appropriation of funds.
  
3. Q. On the Budget section, Attachment B, section V it requests a list of full time staff associated with the project. Our staff are going to be employees who are NOT going to be paid from the grant. They would all be in-kind. I wanted to list them under VI. Project Administrative Personnel Costs even though these are not really administrative positions. Please advise.
  - A. The personnel should be listed under section V even though they would not be reimbursed from a contract issued under the RFP. The last column “Salary Allocated to Project” should be left blank and footnoted stating that they will not be reimbursed with proceeds from the contract.
  
4. Q. Does the RFP/program have a preference in serving men or women?
  - A. No. The RFP does not state a preference for a project working with either men or with women or with both men and women.
  
5. Q. On page 20, Attachment C refers to Project Milestones, Outcomes, and Costs. For the outcomes section, how many participants are we to calculate? Is it based on the project completion number?

- A. As stated on page 20 of the RFP, under this performance based contract total outcome payments must equal at least 15% of Total Cost. The number of participants for an outcome could be the same as for project completion or it could be a different number. It does not need to be the same for all outcomes if multiple outcomes are proposed.
6. Q. Who currently holds the contract for the Supervision and Treatment of Specialized Offender Populations in New York City and for what geographical area are they providing these services?
- A. The Center for Alternative Sentencing and Employment Services is currently providing services and the project operates citywide.
7. Q. Is the Office of Court Administration eligible to apply under this RFP for a court in New York City that operates a mental health treatment court in collaboration with probation and mental health agencies?
- A. Yes. As stated in the RFP, service providers eligible to apply include public agencies that provide alternatives-to-incarceration programs.
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