



ANDREW M. CUOMO
Governor

**Request for Proposals for Professional Services for
Community Development Block Grant-Disaster Recovery
for Environmental Review, Surveys & Assessments, and Testing Services
RFP # 201803_066**

Q&A Issued May 8, 2018

1. Will DBE requirement (30%) be apportioned to each single bid or the overall contract?
 - a. **Disadvantaged Business Enterprises (DBE) goals are not required on this procurement. However, there is an overall goal of 30% for New York State-certified MWBE participation which will be applied to the overall contract: 15% for MBE and 15% for WBE.**
2. What percentage of the services are anticipated for housing and business grant/loan programs versus municipality/agency sponsored projects?
 - a. **We anticipate that the majority, if not all of the work under the contract, will be on municipality/agency sponsored projects.**
3. How will GOSR score the mini-bid solicitations among the contractor selected for a given task?
 - a. **Mini-bid awards may be made on the basis of best value or lowest price. MWBE and Section 3 utilization will be taken into consideration in all cases.**
4. Is there any information or a new anticipated timeline for this project? According to the RFP interviews were to be in January/February 2018 with a target date of selection in February 2018. Do you expect proposal review to be completed in weeks or months, or is the project on hold at this time.
 - a. **Per section 3.2 of the RFP, finalist interviews, if applicable, are scheduled for June of 2018. At this time, there are no additional updates to the anticipated timeline.**

5. During the pre-proposal conference call, respondents were referred to the GOSR website for information on firms who currently have a contract with GOSR to perform environmental review. Is GOSR able to provide a link where the incumbent company names are located?
 - a. **The award notices to current incumbents can be found at the link below under the RFP labeled “Request for Qualifications for Professional Services for Community Development Block Grant-Disaster Recovery Environmental Review, Management and Testing Services” <https://stormrecovery.ny.gov/doing-business-with-gosr/rfps>**

6. Task 2 – Environmental Surveys & Assessments indicates that the Respondent is required to perform Phase 1 and Phase 2 ESAs. The price proposal form for this task does not include laboratory analytical services. Will GOSR provide an addendum to this RFP or will the pricing for soil and groundwater testing be included in mini-bid solicitations?
 - a. **At this time, GOSR is only requesting the hourly rates and multipliers for Task 2. Mini-bid solicitations may request additional fees depending on the specific project/type of work.**

7. Please provide further clarification regarding required testing associated with Task 3 – Environmental Testing. Section 4.4 – Environmental Testing, requests that the Respondent perform inspections and risk assessments for asbestos, radon and lead-based paint. However, the Task 3 – Environmental Testing price proposal form does not indicate how many samples (i.e. asbestos – PLM, PLM-NOB & TEM, radon canisters and paint chips) should be estimated for the example tasks (i.e. installation on a rooftop generator and the elevation of interior mechanical and electrical systems in a pre-1970 municipal building)?
 - a. **The Price Proposal Form for Task 3 has been updated. Please see Addendum #1 posted on the website.**

8. Will GOSR be revising the Task 3 Price Proposal Form to be consistent with Task 1, 2 & 4?
 - a. **The Price Proposal Form for Task 3 has been updated. Please see Addendum #1 posted on the website.**

9. Does GOSR have an estimated total dollar value for each of the 5 anticipated contract awards?
 - a. **Each contract is expected to be issued for an initial value of approximately \$1M - \$2M but is subject to change.**

10. Is there a size limit for e-mail submittal of the proposal materials?
 - a. **One email should not exceed 25 MB.**

11. Does the 40-page limit apply only to the Technical Proposal or to both that and the Price Proposal?
 - a. **The 40-page limit only pertains to the Technical Proposal.**

12. Because the awarded contracts may be in place for 4 years, should we propose one rate that would be applicable to all 4 years, or can we provide 4 sets of rates for those 4 years?
 - a. **Per the Price Proposal forms, Respondents are asked to provide pricing for Year 2018-2019 and Year 2019-2020. Per section 5.8 of the RFP, if contract term options are exercised, option year pricing shall be subject to GOSR review and approval.**

13. Must the labor rates apply to subcontractors or will their work be invoiced differently from the work of the Respondent?
 - a. **If subcontractors are being proposed, their labor rates must be included in the Price Proposal. A separate invoice is not required for subcontractors; however, their rates on the invoice must comport to the proposal/contract rates.**

14. Are 3 references in total required or 3 references for each task for which the Respondent is proposing?
 - a. **Three (3) references are required for each task the Respondent is proposing to.**

15. Are 3 references in total required for each subcontractor?
 - a. **Per section 5.4.4, at least three (3) references for the Respondent and for all partners, sub-consultants and subcontractors are required.**

16. Can Word versions of the Price Proposal Forms be provided? Or can a Respondent create its own version of these forms?
 - a. **GOSR will not be providing a Word version of the Price Proposal forms. Per section 5.8 of the RFP, Respondents may add additional rows for additional labor categories. If necessary, Respondents may use an additional page to complete the rate table provided the format is identical.**

17. Similarly, can a Word version of the Respondent Overview form be provided?
 - a. **GOSR will not be providing a Word version of the Respondent Overview form.**

18. The Respondent Overview form does not include a designated location for the “names of all principals and staff that will be providing services, as well as all proposed subcontractors and sub-consultants,” which is stated as required in the RFP. Should that information be included above the Respondent Certification section?
- a. **Please see Addendum #1 posted on the website for clarification.**
19. Can we use our titles for cost proposal or we must follow the titles provided in the cost form?
- a. **Per section 5.8 of the RFP, Respondents must use the labor categories listed in Appendix C, even if they are not consistent with the Respondent’s existing titles. Per section 5.5 of the RFP, however, please note that Respondents are not required to use every single labor category listed in Appendix C for each task being proposed. Respondents may also include labor categories not listed in Appendix, provided that Respondent provides all pertinent information requested in section 5.5 of the RFP.**
20. What types of projects will the environmental reviews be applicable for?
- a. **The projects will range in scope and scale. Please visit <https://stormrecovery.ny.gov/community-reconstruction-program> for community plans that identify potential projects.**
21. Will you bundle smaller tasks and issue a task order for all of them?
- a. **Task orders will comprise all individual assignments awarded to each selected Respondent per mini-bid solicitation. For example, if a Respondent is awarded 5 of 7 assignments from a single mini-bid solicitation, all 5 assignments will be bundled into a single task order for that selected Respondent.**
22. When is the first Task Order expected to be sent out to bid?
- a. **Task orders are issued based on the results of mini-bid solicitations. Mini-bids will be issued on an as-needed basis after contracts have been executed.**
23. Where are the general locations of the projects? What is the expected Total program amount?
- a. **Please visit <https://stormrecovery.ny.gov/community-reconstruction-program> for community plans that identify potential projects and locations.**