



GOVERNOR'S OFFICE OF STORM RECOVERY

Andrew M. Cuomo
Governor

James Rubin
Executive Director



Request for Proposals for Professional Services for CDBG-DR Temporary Staffing Services RFP # 201410_025

RFP Addendum #1 – November 13, 2014

This Addendum is hereby included in and made part of the RFP for Professional Services for CDBG-DR Temporary Staffing Services dated October 31, 2014. All requirements of the original RFP for Professional Services for CDBG-DR Temporary Staffing Services shall remain in force except as amended by this Addendum or any Answers to Questions from potential respondents posted on our website.

The scope of this Addendum includes the following:

1. Additional Requirement and Clarification of Section 1.6 Key Deliverables 1st bullet

“Have an effective screening process in place. The process should include sophisticated screening methods—such as personal interviews, reference checks, computer testing, psychological evaluations, criminal background checks or drug and social security tracing”

- Please detail and provide as Attachment 1.
 - The firm’s minimum screening standards/processes for all incoming applicants
 - Any additional screening standards/processes as dictated by title

All costs associated with screening are to be included in the all-inclusive bill rates provided in your price proposal. GOSR is not requesting your firm perform screening processes on behalf of GOSR. We are only requesting that your firm detail the standards and processes and include as part of your technical proposal.

2. Change in Price Proposal Template Section 6.1

- Unknown Titles Category has been added to the table in Section 6.1. The revised Price Proposal Form is included in this Addendum. You must use this revised form in your submission.
- Please also provide a Full Rate Sheet with all other titles.

3. Clarification of Contract Term

- The purpose of this RFP is to obtain proposals from respondents and to award contract(s) for an initial contract period of one year with two optional one-year extensions to provide temporary staffing services across a broad range of CDBG-DR funded programs managed by GOSR.



GOVERNOR'S OFFICE OF STORM RECOVERY

Andrew M. Cuomo
Governor

James Rubin
Executive Director



REVISED Price Proposal Form

Resource Rates

Firm Name: _____

Title	Contract Year		
	Wage Rate	Markup	Bill Rate
Financial Analyst I			
Financial Analyst II			
Policy Analyst I			
Policy Analyst II			
Data Analyst I			
Data Analyst II			
Program Administrator I			
Program Administrator II			
Executive Assistant			
Administrative Assistant			
Human Resources Manager			
Human Resources Assistant			
Program Manager			
Project Coordinator			
Unknown Titles			

Note: Add as many rows as needed for relevant and related labor categories. For any additional labor categories, the respondent must provide a description of such, inclusive of the minimum education and experience qualifications.

Signature: _____

Date: _____

Please refer to our website for more information: <http://stormrecovery.ny.gov/procurement-opportunities>