Responses to questions in reference to the Governor's Office of Storm Recovery
Request for Qualifications for Professional Services for CDBG-DR Advisory and Project Management Support RFP
 # 201411_27
Released December 3, 2014
Q&A II

1. Can you please provide greater specificity to the Section 3 requirements – i.e. reporting tools, reporting cycle, metrics/percentages, only new hires vs. existing hires, etc.? It is not clear via the RFP what the full expectation of the State is for compliance, as interpreted by GOSR.

   Pursuant to Section 3 of the Housing & Urban Development Act of 1968, GOSR is committed to ensuring that employment and other economic opportunities generated by HUD financial assistance shall, to the greatest extent feasible, and consistent with existing federal, state and local laws and regulations, be directed to low-and very low income persons, particularly those who are recipients of government assistance for housing, and to business concerns which provide economic opportunities to low-and very low-income persons. Section 3 applies to certain HUD-funded Housing and Community Development projects that complete housing rehabilitation, housing construction, and other public construction. There are Section 3 goals for both hiring and contracting for this project. For more information regarding the Section 3 requirements please see our website at http://stormrecovery.ny.gov/section-3-requirements

2. Can MWBE requirements be fulfilled by the same resources that fulfill Section 3 requirements, and vice versa?

   Section 3 is both race and gender neutral. The MWBE firm MUST meet one of the following requirements to also be considered a Section 3 business concern:
   - *Is 51 percent or more owned by Section 3 residents;*
   - *Employs Section 3 residents for at least 30 percent of its full-time, permanent staff; or*
   - *Provides evidence of a commitment to subcontract to Section 3 business concerns, 25 percent or more of the dollar amount of the awarded contract.*

3. Similar to other GOSR procurements, will vendors be able to respond to Task Orders beyond those that they respond to as part of this stage of the RFP response?

   Firms will be allowed to respond to task orders for which they are selected.

4. Under *1.6 Scope of Services* on page 7 the RFQ states that "Individuals or firms may submit a response to one or all of the tasks identified in the Scope of Services", but at the top of page 12 the RFQ states that, "All proposals must exhibit the respondent's ability to perform all tasks described under the Scope of Services". We are seeking clarification as to which one of these statements is to be used for the purposes of submitting a proposal.

   Individuals or firms may submit a response to one or all of the tasks identified in the Scope of Services. All proposals must exhibit the respondent's ability to perform all tasks described under the Scope of Services for the tasks the respondent proposes on.

5. Section 1.6 Scope of Services states "individuals or firms may submit responses to one or all of the tasks identified in the Scope of Services." Are firms prohibited from submitting responses as a Prime AND as a Subcontractor to one or all of the tasks?

   No.

6. Task 1 – Bullet point 1 specifies federal regulations and point 4 references national objectives. Do the responsibilities in bullet points 2 and 3 include requirements for both federal and state regulation?

   Yes.

7. Task 1 – Are there any particular areas of concern for compliance risk or mitigation strategies?

   No.

8. Task 1 – Bullet point 1 has an "on-call" component. It looks as though points 2 and 3 consider an internal operational knowledge to analyze risks. Will there be access to the programs in the planning stages prior to implementation?

   Yes.

9. Task 1 – Have programs been designed thus far to meet the national objectives and comply with Affirmatively Furthering Fair Housing?

   Yes.

10. Task 1 – Are there already existing Policy documents, SOPs, and Action Plans and have they already been reviewed and approved by HUD where required?

    Yes, you can find them on the GOSR website http://stormrecovery.ny.gov/policy-manuals and http://stormrecovery.ny.gov/action-plans-and-amendments

11. Task 1 – Will written reports include responses to HUD or HUD OIG?

    This is not likely.

12. Task 1 – Is there currently a plan for closing out files?

    Yes.

13. Task 1 – What is the current decision making structure for program and process improvements?

    Details will be discussed with awarded contractor.

14. Task 4 – What technology components has GOSR either implemented or committed to implementing to administer the program? In addition to the components, please describe how these system components

are/will be implemented.

GOSR uses a variety of Structured Query Language (SQL) based applications and Sharepoint.

15. Task 4 – Are all the records going to be electronic only or will there be hard files?

    There may be both.

16. Task 4 – How many records exist currently that will need to be migrated?

    GOSR will assign specific tasks as work is identified. Details of those tasks will be discussed with awarded contractor.

17. Task 4 – Has GOSR received any direction and/or feedback from HUD to date regarding their current record keeping system? If yes, please provide a synopsis.

    Details will be discussed with awarded contractor.

18. Task 4 – How does the scheduling requirement within this task interface with or support the scheduling tasks that are defined in Task 3, Project Management?

    Details will be discussed with awarded contractor.