



Homes and Community Renewal

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Governor

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Questions and Answers ("Q&As") **Request for Proposals ("RFP") for Consultant Services for** **Updating Schedule of Reasonable Costs for** **Major Capital Improvements**

Issued: November 1, 2023

No.	Questions	Answers	Posted Round
1	RFP Page 35-36 Section 7.5 and 7.5.1 (ii) state that the Utilization Plan PROC-2 form is required. But RFP Page 98 (Appendix II marked as page 6) Paragraph IV says that the PROC-2 form may provide such evidence either prior to or at the time of execution of the contract. Please confirm that the PROC-2 form is required with the proposal.	The completed PROC-2 form listing the Proposer's MBE, WBE and SDVOB subcontractors is required with your Proposal Submission.	1
2	Please confirm that the new proposal submission due date is now November 8th, 2023, which is one day earlier than the due date of November 9th, 2023 stated in Addendum 2.	The Proposal Submission Deadline is currently November 29, 2023, 12PM, Eastern Standard Time (EST) as per Addendum No. 5.	1
3	(a) Please clarify if the NYSHCR is seeking a total of 30% M/WBE participation as the total participation, or if there is an additional 6% required participation for SDVOB, making the total participation 36%. Are we able to meet the HCR's requirements through the 30% total M/WBE participation? (b) Or is the participation meant to be 30% total while also including the 6% in the total—in addition to W/MBE? For instance – 12% WBE/12%MBE/6% SDVOB.	(a) Pursuant to Section 3.1 of the RFP, the overall goal is 30% of total contract expenditures for MWBE participation, 15% for MBEs and 15% for WBEs. Pursuant to Section 3.2 of the RFP, the SDVOB contract participation goal is 6%. (b) If the Proposer, after making good faith efforts, seeks to propose reduced goals other than those stated in the RFP, the Proposer may submit a request for a full or partial waiver to DHCR. Such waiver request must be supported by evidence of the Proposer's good faith efforts to achieve the maximum feasible MWBE & SDVOB participation towards the participation goals indicated in the RFP.	1
4	Please clarify if a firm has already completed the form and currently has a VenRep certification dated last month, Is it necessary to complete the form again or just note the current Certification on Vendor ID (RFP Form D). Checklist states it is not required WITH proposal, while 7.4.1 General Forms states "RFP Form H.1 or the Vendor Responsibility Questionnaire for Non-Profit Business Entity, attached hereto as RFP Form H.2 must be included within its Proposal Submission. – Assuming this is meant for new vendors. We understand that Subcontractors with a contracts over \$100,000 must submit. Please Advise.	Pursuant to Section 7.4.1(vi) of the RFP, all Vendor Responsibility Questionnaires H.1. or H.2 forms (or questionnaires submitted in the VendRep System) must be certified within six months of the Proposal Submission Deadline. Proposers electing to submit a VendRep Questionnaire in the VendRep System must include an affirmative statement of the foregoing within its Proposal Submission, citing its New York State Vendor Identification Number and the certification date of the questionnaire.	1