

RFP P&CS #102
Albany County Juvenile Drug Treatment Court Peer Mentor Services
Question and Answers

1. Is the only way to receive answers to questions to go on the listed website or will you be sending responses out to those who may post questions?
 - A. *The Q&A document will be posted to the UCS website, added to the existing Contract Reporter advertisement and, as a courtesy, sent to anyone who posed questions.*
2. I don't understand the funding: There is \$140K available for a part time position? How many hours per week are required? It seems like a large sum of money for a part time position for the period of the grant?
 - A. *The available funding is \$140,503 for the two year, ten month proposed contract period. The budget is expected to cover the costs associated with the position and services for the entire 34 month period.*
3. Is the submittal for two years or five years?
 - A. *The application is for the entire two year, ten month proposed period beginning on or around December 1, 2022 and terminating on September 30, 2025.*

The RFP has been updated to correct an error in section III, Award, which should have read "The term of any contract resulting from this RFP shall not exceed five (5) years" (emphasis added). In the event that funding remains from the original \$140,503 allocated to this project at the end of the initial contract term, UCS may act to extend the contract for a period not to exceed five (5) years from the contract commencement date.

4. The checklist states that insurance certificates need to be submitted with the proposal. The body of the RFP states that "upon award" certificates will be required. Please specify which is correct.
 - A. *Both statements are accurate. The RFP specifies that NYS Worker's Compensation and NYS Disability Benefits Insurance certificates or exemptions must be submitted with the application and that "applicants awarded funding (whether through a new or amended contract) will be required to provide updated certificates of workers' compensation and disability benefits coverage that name the Unified Court System as the certificate holder if the applicable form has a space for a certificate holder to be listed." The certificates required by the RFP are not required to name the Unified Court System as the certificate holder, while those required to enter into a contract must name the Unified Court System as the certificate holder. Proof of liability or property insurance are only required once a contract is awarded.*
5. What is the expectation regarding the number of hours / week that the Peer Mentor will be required to work?
 - A. *The number of hours that the applicant proposes for the position is at the discretion of the applicant but must be adequate to deliver the Project Services.*