



To: RFP Responders
From: Tim Ellis
Date: 2/25/2019
Subject: Questions & Answers RFP #02052019-SRPM

1. I'm inquiring about a bid posted on the database for City of New York. Where can I apply for the Senior Project Manager Bid?

Answer: Full details are in the RFP posted on City Record under "NYCERS"

2. Our firm originally submitted 2 candidates to NYCERS back on Feb 4, 2019. I let you know late last week that one of our submitted candidates was no longer available as she accepted another position. Being that we only have 1 candidate left for consideration, will I be able to submit another candidate to NYCERS as they are now looking to fill 3 PM positions?

Answer: The deadline for submitted candidates is 3/5/2019 as posted in the addendum on City Record under "NYCERS". If you wish to amend your original submission to include a different candidate, NYCERS will accept a modified submission as long as the submission clearly indicates that the new candidate is the Vendor's submitted applicant and that NYCERS should disregard the prior candidate submission.

3. Are we allowed to replace one or both of our submissions (candidates)?

Answer: All submission are acceptable provided they are made before the Due Date of 3/5/2019.

4. If we do not have any changes to make to our original response to the RFP and no new submissions to make, what happens to the acknowledgment of having received the new addendum with the revised timetable. Would we be required to submit a signed copy of the addendum? Or email the entire RFP response again and include updated Attachment E acknowledgement of addenda? Or do nothing?

Answer: Vendors will be required to submit a signed copy of the Acknowledgment of Addenda. If a Vendor does not want to replace any of their submitted candidates, no further action is required.

5. We had not submitted any candidates before. Can we submit 2 candidates now? May we know if we can submit the resumes now before the newly set submission due date, 03/05/2019?

Answer: All submission are acceptable provided they are made before the Due Date of 3/5/2019.

6. Does this mean the initial 02/05 submission is cancelled and we need to resubmit?

Answer: All submissions for RFP #02052019-SRPM are still valid and need not be resubmitted.

7. How many additional resumes can we submit for the 3 candidates needed?

Answer: Vendors may only submit a total of two (2) candidates.

8. Will NYCERS consider the submission they already have and vet those candidates?

Answer: All prior submissions for RFP #02052019-SRPM will be considered during the review process.

9. With the bid extension, and since Part B Proposal Instructions – # 4 of the RFP states that if a candidate is submitted by more than one vendor, the lowest price will prevail. We have made good faith efforts in obtaining "Right to Represent Permissions" and providing best pricing to NYCERS. We hope this extension does not lead to vendors poaching on already submitted resources putting prior submissions at a disadvantage.

Answer: NYCERS has modified its requirements in the best interest of the agency.

10. Your proposal instructions on page 5 state: ‘Vendors may not submit resumes for candidates that are represented/employed by a third- party sub-contractor.’ Is it permissible for a vendor to submit a resume for a candidate who works as an independent contractor for the vendor?

Answer: No.