

Pre-Proposal Conference- A.M. Session  
September 13, 2016

1

2  
3  
4  
5  
6  
7  
8  
9  
10  
11  
12  
13  
14  
15  
16  
17  
18  
19  
20  
21  
22  
23  
24  
25

-----X  
DEPARTMENT OF YOUTH & COMMUNITY DEVELOPMENT  
COMPREHENSIVE SERVICES FOR IMMIGRANT FAMILIES  
PRE-PROPOSAL CONFERENCE  
-----X

2 Lafayette Street  
Room 1412  
New York, New York

September 13, 2016  
10:00 a.m.

TRANSCRIPT OF PROCEEDINGS

Reported By:

THERESE L. STURGES

STENO-KATH REPORTING SERVICES, LTD.  
139 MAMARONECK AVENUE  
MAMARONECK, NEW YORK 10543  
(212) 95-DEPOS (953-3767) or (914) 381-2061  
FACSIMILE: (914) 722-0816  
Email:stenokath@verizon.net

Pre-Proposal Conference- A.M. Session  
September 13, 2016

2 A P P E A R A N C E S:  
(in alphabetic order)

3

4 KATHLEEN ALMANZAR - Deputy Director

5 KEITH BUNCH - Assistant Deputy Agency Chief Contracting  
Officer, Department Of Youth & Community Development

6

7 DANA CANTELMI - Department Of Youth & Community  
Development

8 ROBERT FRENZEL-BERRA - Director of Planning, Research and  
Program Development, Department Of Youth & Community  
9 Development

10

11

12

13

14

15

16

17

18

19

20

21

22

23

24

25

Pre-Proposal Conference- A.M. Session  
September 13, 2016

3

2 MR. BUNCH: Good morning, everyone.  
3 On behalf of Commissioner Chong, I'd like to  
4 welcome you to the Department of Youth and  
5 Community Development's Pre-Proposal Conference  
6 for Comprehensive Services for Immigrant  
7 Families. Can everybody hear me? Is there  
8 anyone who can't hear me?

9 (No response.)

10 MR. BUNCH: Everyone, it's okay?

11 All right. My name is Keith Bunch,  
12 Assistant Agency Chief Contracting Officer. So  
13 for today's agenda, we have our welcome and  
14 timeline, pre-qualifying and proposal  
15 submission, program expectations, post-award  
16 requirements and our Q and A at the end.

17 I'd like to introduce our panel. To  
18 your left, we have Kathleen Almanzar; she's our  
19 Deputy Director. She'll be going over today's  
20 program overview for this RFP. We also have to  
21 her right Robert Frenzel-Berra; he's the  
22 Director of Research and Program Development.  
23 He he will be available to you for questions.  
24 And we also have in our front row Sandra  
25 Gutierrez; she's the Deputy Commissioner for

**Pre-Proposal Conference- A.M. Session  
September 13, 2016**

4

2 Community Development.

3 Thank you for joining us today.

4 Before I turn this conference over to the  
5 panel, I'd like to go over some important dates  
6 and general information, including HHS  
7 Accelerator.

8 So about Department of Youth and  
9 Community Development, or DYCD, we invest in a  
10 network of community-based organizations and  
11 programs to alleviate the effects of poverty  
12 and to provide opportunities for New Yorkers  
13 and communities to flourish. Our vision, DYCD  
14 strives to improve the quality of life of New  
15 Yorkers by collaborating with local  
16 organizations and investing in talents and  
17 assets with our communities to help them  
18 develop, grow and strive, empowering  
19 individuals, strengthening families and  
20 investing in communities.

21 The due date for this RFP and is  
22 October 6, 2016 at 2:00 p.m. in the HHS  
23 Accelerator system. Please note, DYCD will not  
24 be accepting any hard copies of proposals. In  
25 order to respond to this RFP you must be

**Pre-Proposal Conference- A.M. Session  
September 13, 2016**

5

2 pre-qualified in the HHS Accelerator system.  
3 Please note once again, the proposal due date  
4 is October 6, 2016 at 2:00 p.m. in the HHS  
5 Accelerator system. Proposals submitted after  
6 this date will not be accepted. Notification  
7 of award selections will be done through the  
8 HHS Accelerator system. The anticipated  
9 contract term, July 1, 2017 to July 30, 2020,  
10 with options to renew for up to additional  
11 three years.

12 If you still have questions after  
13 this pre-proposal conference, you may e-mail  
14 DYCD at [rfpquestions@dycd.nyc.gov](mailto:rfpquestions@dycd.nyc.gov). Please  
15 note, in order to ensure timely responses, all  
16 questions must be received no later than  
17 September 23, 2016.

18 For the program side of the  
19 requirement it is required that your proposed  
20 program site is located in one of the eligible  
21 community districts, also known as CDs. This  
22 is located on page two of your RFP. Proposals  
23 for program sites that are not located in one  
24 of the eligible CDs will be considered  
25 non-responsive and will not be evaluated. When

Pre-Proposal Conference- A.M. Session  
September 13, 2016

6

2 filling out the proposal, please make sure to  
3 list the program site and ensure it's located  
4 within one of the eligible CDs.

5 On to HHS Accelerator Accelerator, is  
6 there anyone here who hasn't used HHS  
7 Accelerator or is not familiar with it, if you  
8 could raise your hand, anyone never heard of  
9 HHS --

10 (No verbal response.)

11 MR. BUNCH: Okay, so we have --  
12 great. Anyone else not familiar with -- all  
13 right, so we have two.

14 All right. So I'm just going to go  
15 over it briefly and hopefully we'll have  
16 someone here who can answer your questions. We  
17 haven't Erin Price. Erin, if you could -- great.  
18 So we have Erin Price right over here. She  
19 will be available for questions after the end  
20 of the presentation if you have any questions  
21 regarding submitting your proposal in HHS.  
22 I'll just go over it briefly. So the HHS  
23 Accelerator system was launched to simplify and  
24 improve the contract process for Health and  
25 Human Services providers. Agencies publish all

Pre-Proposal Conference- A.M. Session  
September 13, 2016

7

2 their requests for proposals documented in the  
3 HHS Accelerator system. Pre-qualifying  
4 providers approved for relevant services are  
5 eligible to propose and can submit proposals  
6 after RFPs are released. Providers must submit  
7 proposals through the HHS Accelerator system by  
8 the proposal due date and time, 2:00 p.m. And  
9 we also have a -- well, they have a contact  
10 e-mail, info@hhsaccelerator.nyc.gov.

11 All right. I would like to now turn  
12 this conference over to our panel. I ask that  
13 you please hold any questions until the end of  
14 the panel presentation. At this time, we would  
15 like to welcome Kathleen Almanzar, she'll be  
16 going over the program overview.

17 MS. ALMANZAR: Good morning,  
18 everyone. How many are familiar with our  
19 current services for immigrant families?

20 (No verbal response.)

21 MS. ALMANZAR: So here's the thing,  
22 we've made some big changes to our current way  
23 of doing services for immigrant families. It  
24 was more focused on families that had children  
25 in school between the grades of six to twelve,

Pre-Proposal Conference- A.M. Session  
September 13, 2016

8

2 middle school and high school. So it narrowed  
3 it down, and also, the focus was more towards  
4 servicing -- finding -- making sure the parent  
5 was involved in the school, the child's  
6 education, going to parent-teacher conferences  
7 and also focusing on making sure the child  
8 remained in school and maintained a 90 percent  
9 of attendance. So what we've done is that  
10 we've said, Wait, families need more than this.  
11 They need more than this. They need -- you  
12 know, families also begin from when you have a  
13 baby, families also consists of, you know,  
14 living with a grandparent, living with others,  
15 so we decided that we were going to help the  
16 entire family and not just a smaller group. So  
17 this RFP is compensative. We have looking for  
18 providers that are going to be able to take  
19 that family unit, look and see what their needs  
20 are, and not just the needs of just one  
21 individual that's coming in, everyone in that  
22 family. So if you have five members of the  
23 family and maybe three may have some  
24 significant needs, that's what we're looking  
25 for, that you're going to work on helping them.

Pre-Proposal Conference- A.M. Session  
September 13, 2016

9

2 So it's trying to make sure that these families  
3 are connecting to services that's needed. So,  
4 you know, I don't want to repeat what's on  
5 these slides, because what's on these slides is  
6 basically -- it's in the RFP, but understand  
7 we're looking for comprehensive. We're looking  
8 for you to do that work. So I don't know if  
9 you've noticed but there is no subcontracting  
10 allowed in this RFP and it's because we're  
11 looking for the CBO that's going to do this is  
12 going to do a lot of the work in house and then  
13 create partnerships with other CBOs for  
14 referrals for services that they do not have in  
15 house, okay? So it's really important to  
16 understand that we want the families to feel  
17 safe and secure and to be within the  
18 community-based organization that's helping  
19 them as opposed to going to different areas and  
20 I've got to -- to get this piece, I have to go  
21 here. So we're looking for to give them, you  
22 know, security.

23 So, the goals. To identify what is  
24 it they need? Make sure that they're getting  
25 what they need, and you want to make sure that

Pre-Proposal Conference- A.M. Session  
September 13, 2016

10

2 they learn how to do things for themselves and  
3 they get what they need, whether -- they may  
4 not know they're eligible for food stamps.

5 They may not know they're eligible for  
6 healthcare. So this is helping them, assessing  
7 the needs and helping them find what they need.

8 Also, knowledge, informing them.

9 Sometimes they don't know their rights, whether  
10 it's work, you know, it has to do with  
11 employment or they're not, you know, their case  
12 was closed because they didn't bring a paper in  
13 of Food Stamps, not knowing they're entitled to  
14 someone who speaks their language when they go  
15 to an HRA office, or at the DOE, that they're  
16 entitled to having, you know, documents  
17 translated to their language so they understand  
18 what's going on in their child's school. You  
19 know, a lot of times parents, immigrant  
20 parents, do not know these things and what  
21 we're doing is we want to make sure that  
22 they're learning how to get these things and  
23 how to speak up and say, I know it's my right,  
24 I need this. So that's what we're looking for  
25 in this program.

Pre-Proposal Conference- A.M. Session  
September 13, 2016

11

2                   So core -- there's two core  
3                   components and it's the case management. So  
4                   with the case management, it's you are being  
5                   evaluated by a case manager or a counselor,  
6                   depending on how, you know, your staffing is.  
7                   You know, it's important to describe how that's  
8                   going to happen. You know, they're going to be  
9                   supervised by an MSW. MSW does not need to be  
10                  on full-time staff, but they need supervision.  
11                  An MSW would also take care of maybe something  
12                  that's more complex, you know, cases. You  
13                  know, making sure that everything they need,  
14                  it's being evaluated, they're truly being  
15                  looked at of what -- not just, Oh, they need  
16                  this, that's it, I'm going to help them with  
17                  one item; that's not what we're looking for.  
18                  We're looking for more in depth services.

19                  Those of you who may be familiar with  
20                  the way we do the individual service plan, this  
21                  is going to be a focus of a family service  
22                  plan. So it's the family, what does the family  
23                  need? Then as you're working with what the  
24                  family needs, what does, maybe, certain  
25                  individuals within the family may need? So it

Pre-Proposal Conference- A.M. Session  
September 13, 2016

12

2 has a couple of steps to it. So it's not just,  
3 okay, this family needs benefits. No, okay,  
4 but what does this teenager need? This  
5 teenager may need help for college. Or, this  
6 fifth-grader needs help getting into middle  
7 school. So it's a matter of, you know,  
8 creating steps of who needs what, and maybe not  
9 everyone in the family needs something. Maybe  
10 two people need something, but it's important  
11 that at least two people in this family, you  
12 know, are definitely working on towards a goal.

13 Referrals, we're going to be big on  
14 referrals, but these referrals have to be solid  
15 referrals, referrals that you're -- that you  
16 can follow up with with whoever you refer them  
17 to. So if you refer them to someone for legal  
18 services, you have a relationship and a  
19 partnership with that group that they'll come  
20 back to you and say, Yes, we took care of them,  
21 everything's been resolved; no, unfortunately,  
22 we weren't able to resolve it. We don't want  
23 it to be a referral that you don't know what  
24 has happened afterwards. So it's really  
25 important that who you choose to partner up on

Pre-Proposal Conference- A.M. Session  
September 13, 2016

13

2 this proposal is people who are going -- you're  
3 going to establish a relationship and you're  
4 speaking to the right person and having the  
5 right person sign that partnership. Okay?  
6 It's someone who -- we can't come back later  
7 and find out later it was someone who really  
8 didn't have authorization to say, Yes, as an  
9 agency we're going to do this. So it's  
10 important to demonstrate how you're going to do  
11 your partnerships and how they're going to work  
12 and benefit to your program.

13 Coaching, this is where the workshops  
14 are going to come involved and you're going to  
15 kind of show them and teach them how to learn,  
16 how to ask for things, how to say, this is me,  
17 I need this. It's very important, because a  
18 lot of times the immigrant population, they're  
19 afraid, they don't know that they have any  
20 rights, whether they're here documented or  
21 undocumented, they're a human being that is,  
22 you know, eligible for certain services and  
23 eligible for help. So it's important to teach  
24 them these skills so that they understand that.

25 So the workshops, I know this is

Pre-Proposal Conference- A.M. Session  
September 13, 2016

14

2 probably a sticky issue for, maybe, people  
3 still trying to wrap this around their heads.  
4 So the requirement is ten workshops per year,  
5 okay? So -- but we have a minimum of five  
6 topics that you must have. So you have to have  
7 five distinct topics at the minimum. Okay?  
8 You can have fifteen topics if you like, it's  
9 up to you, but we have to have at least five  
10 minimum and then you have to at least ten  
11 workshops throughout the year, okay? And it's  
12 important, that the more workshops and the more  
13 topics you have, it's more likely you're going  
14 to reach the goals for your families. If you  
15 narrow it down to a few topics and they miss  
16 the class that you -- the workshop that you  
17 gave in the fall, but, you know, there's still  
18 time for them to take the spring, that's great,  
19 but if it's somebody who enrolls later on in  
20 the year, may not be able to get that, but it's  
21 all in your program design, you know? But, we  
22 will be looking for the minimum of ten  
23 workshops and five topics from the list that's  
24 on page 12 to 13 in your RFP. But, how often  
25 you'll give them? You give them more often,

Pre-Proposal Conference- A.M. Session  
September 13, 2016

15

2 you have more topics, that's great and that  
3 will actually ensure that you'll get closer to  
4 meeting your goals in them attending them,  
5 because a family of four, someone can -- three  
6 of the family members can attend, you know, you  
7 can attend one, you can attend one, you can  
8 attend one. As long as at the end of the day  
9 that family has -- someone in the family has  
10 attended at least one workshop under five  
11 different topics. Okay? So, and that's  
12 something we'll -- those who are awarded, we'll  
13 figure out how we track that through our new  
14 system of benchmarking and you can track when  
15 you've achieved it or not.

16 So this is the same thing,  
17 expectations on the -- so, like I said, these  
18 workshops are going to be to be topics that are  
19 going to be of great interest for the immigrant  
20 families. They're going to be topics that are  
21 things that they are going to need to move  
22 forward and to progress for their families.  
23 Your trainers are going to be key because your  
24 trainers are going to spend that time with your  
25 participants and, you know, your trainer needs

Pre-Proposal Conference- A.M. Session  
September 13, 2016

16

2 to be able to engage them, because what happens  
3 is, is that if that trainer is pretty dry, they  
4 may not want to come back to the next set of  
5 workshops that are coming forward. So it's  
6 important that, because you need to draw them  
7 to -- the families to five workshops, it's  
8 important that you have good trainers.

9 So when it comes to outcomes, we are  
10 looking for, you know, the families need  
11 50 percent of the short-term goals. So in the  
12 beginning, when you are enrolling this person,  
13 you are creating their family service plan.  
14 What are those things? So if they have a list  
15 of things, at least half of that has to be  
16 achieved. And it's important, so this is a  
17 program that you're going to be working with  
18 them all year round. So it's not something  
19 you're going to come in today and two weeks  
20 later they're done. This is a program that's  
21 intended to run as long as you can during the  
22 year. The earlier you enroll your participants  
23 in the year, the better so that you can work on  
24 towards these goals and there's an opportunity,  
25 goals may change, goals may shift, you know,

Pre-Proposal Conference- A.M. Session  
September 13, 2016

17

2 and then you have other family members that  
3 have goals. So it's very important that you  
4 understand that you have to help them achieve  
5 this benefit, and in doing so, that's where you  
6 have the whole coaching, the case management,  
7 checking in with them on a regular basis. So  
8 it's really important that you have solid  
9 counselors or case managers that are going to  
10 be checking in with the family on a regular  
11 basis and making sure that they feel  
12 comfortable and they get the services that are  
13 needed.

14 And then we have what's called the  
15 record of exit interview. So basically, we're  
16 looking for, that when you say this family has  
17 gained a self-advocacy skills, that you can say  
18 that this person came in at the beginning of  
19 the year and they did not know how to ask for  
20 things at their child's school and now they're  
21 more involved in the school, now they're more  
22 involved in doing things for them, they learned  
23 how to speak for -- speak up for their child.  
24 That is what it is. We will create a protocol  
25 to show how we demonstrate that record, but a

Pre-Proposal Conference- A.M. Session  
September 13, 2016

18

2 lot of this key is going to be case management  
3 notes, and we will be reading -- we will be  
4 very heavily into reading the case management  
5 notes and seeing how the time has progressed  
6 with your work that you're doing with the  
7 families. So, like I said, it's very important  
8 that you have strong case management skills  
9 because this is where it basically, you know,  
10 comes forward.

11 So, thank you.

12 MR. BUNCH: Thank you, Kathy.

13 I just want to point out a few items  
14 regarding post-award requirements. So we have  
15 the Public Assistance Hiring Commitment Rider,  
16 and I just want to go briefly into the second  
17 bullet, which is responsibility determination.  
18 So please be advised that it's a requirement  
19 for all contractors to be determined  
20 responsible in the post-award phase.  
21 Therefore, please make sure your VENDEX filings  
22 are up to date, your charity's filings are --  
23 excuse me, your VENDEX filings are up to date,  
24 your charities filings are current and ensure  
25 that any outstanding liens or adverse

Pre-Proposal Conference- A.M. Session  
September 13, 2016

19

2 information have been resolved. Unresolved  
3 issues ultimately cause significant delays in  
4 the post-award process.

5 And I just want to touch on the  
6 Notice for Proposer Subcontractor Compliance.  
7 So all subcontractors and subcontracts are  
8 subject to DYCD approval before any expenses  
9 are incurred and before any payments are made  
10 to them by prime contractor, it must be  
11 reported using the payee information portal.  
12 Therefore, it is important to identify all  
13 subcontractors as soon as possible.

14 I just want to go into the New York  
15 State Liability Insurance requirement. The  
16 contractor must demonstrate that necessary  
17 insurance coverage, commercial general  
18 liability insurance of \$1 million per  
19 occurrence and 2 million aggregate, motor  
20 vehicle insurance, if applicable, and Workers'  
21 Compensation insurance is in place on the first  
22 day of the contract by providing an original  
23 certificate of insurance naming the City of New  
24 York, together with its officials and  
25 employees, as an additional insured. DYCD will

Pre-Proposal Conference- A.M. Session  
September 13, 2016

20

2 not be able to proceed with processing the  
3 awarded contract until it has obtained proof of  
4 the necessary insurance coverage.

5           Regarding MWBE, DYCD will be  
6 monitoring good faith efforts to utilize New  
7 York State certified MWBEs for the following  
8 expense categories, this is referenced on  
9 page three of the RFP: Consultants,  
10 subcontractor, vendors, supplies, equipment, et  
11 cetera. At least 30 percent of the expenses  
12 from this list must be performed by state  
13 certified MWBEs.

14           Transcript, presentation and  
15 attendance rosters will be posted to DYCD's  
16 website for your viewing.

17           All right, at this time we will have  
18 our Q and A, our question and answer session.  
19 Please note, this is your only opportunity to  
20 ask questions, ask the panel questions. Once  
21 the Q and A session ends, the panel will not be  
22 able to take any questions. Therefore, if you  
23 want to ask the panel any questions regarding  
24 the RFP, this is your opportunity to do so.  
25 But, again, if you have any questions, this is

Pre-Proposal Conference- A.M. Session  
September 13, 2016

21

2 the time to do so. So if you have any  
3 questions, you're going to line up to my left,  
4 or to your right. You're going to line up  
5 behind the microphone. You want to be sure to  
6 state your name and the agency and reference  
7 the page of the RFP that pertains to your  
8 question.

9 MR. CIPOREN: Marvin Ciporen,  
10 Shorefront Y. I guess one question that's  
11 unanswered is if, you know, the male president  
12 can reuse the funds for building walls.

13 I have a more serious question. One  
14 is: The RFP talks about services to recent  
15 immigrants but there's no definition of what  
16 recent means, nor is it clear on whether you  
17 could serve people -- immigrants who are not  
18 documented? And if they are not documented,  
19 how do we document when they arrived?

20 MS. ALMANZAR: So we purposely did  
21 not put a timeframe on recent immigrants  
22 because then that would narrow your scope of  
23 who you can serve. So if I said that they had  
24 to be here within the last six months, then  
25 that's kind of hard to scold that. A recent

Pre-Proposal Conference- A.M. Session  
September 13, 2016

22

2 immigrant, you're looking for somebody who is  
3 foreign born, you know, hasn't been here too  
4 long and needs help with these services because  
5 they have not found the way to do this. They  
6 haven't been here long enough to learn or found  
7 out from their neighbors, how do you do this,  
8 how do you do that. So you're looking for  
9 people who have, you know, who need that help,  
10 to get them if they're not sure, How do I  
11 navigate this. So, you know, if we put a  
12 timeframe on that, that locks you out. That  
13 locks you out of serving somebody who maybe has  
14 now been here only seven months and still needs  
15 help.

16 MR. CIPOREN: All right, but somebody  
17 can be here four years and still need the help  
18 then they would qualify for services?

19 MS. ALMANZAR: So, what I would say  
20 to you is if you find somebody who still needs  
21 that help because they have not acclimated and  
22 they have been here four years, go right ahead,  
23 you can help them. We're trying to make sure  
24 that these are the people who have not been  
25 here long enough to understand and learn this.

Pre-Proposal Conference- A.M. Session  
September 13, 2016

23

2 And maybe they have been here long enough and  
3 maybe they haven't because they've stayed in  
4 their neighborhood. It's important that  
5 they're people who are foreign born who need  
6 this help.

7 MR. CIPOREN: And then, since it's  
8 also federal funds, can undocumented immigrants  
9 be served?

10 MS. ALMANZAR: So we're here in New  
11 York City and we're now the allowed to ask the  
12 immigration status. The services that you're  
13 providing, if it requires to ask the immigrant  
14 status, then that's different, but if what  
15 you're providing, workshops, you don't need to  
16 know their immigrant status to give them a  
17 workshop. Obviously, if we've been working  
18 long enough and you understand that if they are  
19 undocumented and they're not eligible for food  
20 stamps, you wouldn't be helping them with an  
21 application for food stamps, you would only be  
22 helping them with things that they're eligible  
23 for. If you've seen in the past, and those of  
24 you who are providers, we don't ask that  
25 question. We just ask country of origin.

Pre-Proposal Conference- A.M. Session  
September 13, 2016

24

2 That's the closest we get to finding out where  
3 someone is from.

4 MR. CIPOREN: God bless New York.

5 Another couple of quick questions.  
6 In terms of the requirements for the outcome  
7 indicators of achieving 50 percent of their  
8 immediate needs and demonstrating  
9 self-sufficiency, I didn't notice anything in  
10 the RFP that gave a guidance of what your  
11 expectation is of what percentage of the client  
12 base would achieve that.

13 MS. ALMANZAR: So, what we're looking  
14 for is that when you do your program design  
15 you'll decide how many people you plan on  
16 serving. I believe we have a 50 percent  
17 minimum that -- of your enrolled must achieve,  
18 must reach these goals. It's very important,  
19 like I said, documentation is in your case  
20 management notes so we can clearly see what the  
21 plan is for this family, and then when these  
22 things are achieved,, we can clearly see them  
23 in the case management notes what has been  
24 achieved. And then if there is documentary  
25 proof that is required, then copies of that

Pre-Proposal Conference- A.M. Session  
September 13, 2016

25

2 would need to be in the files of the  
3 documentary proof of what was achieved for  
4 them.

5 MR. CIPOREN: I saw the requirement  
6 for families achieving 50 percent, but I didn't  
7 see -- what page does it say how many of your  
8 enrolled parents?

9 MR. FRENZEL-BERRA: I think it's,  
10 here the expectation is that families be served  
11 all achieve at least 50 percent for short-term  
12 outcomes so that, in a way, the expectation is  
13 relaxed per family, but every family should be  
14 served (inaudible).

15 MR. CIPOREN: And I'm assuming that  
16 applies to the workshop, every outcome as well,  
17 target?

18 MR. FRENZEL-BERRA: So the workshop  
19 is output, expectation, not outcome, but we  
20 list that on page 14. The expectation is that  
21 the participants would attend, some member of  
22 their family would attend five workshops.

23 MR. CIPOREN: But again --

24 MR. FRENZEL-BERRA: (Inaudible) all

Pre-Proposal Conference- A.M. Session  
September 13, 2016

26

2 MR. CIPOREN: Right. So your working  
3 assumption in each of these is that, in effect,  
4 everybody is achieving these goals?

5 MR. FRENZEL-BERRA: This expectation,  
6 yeah, the output.

7 MR. CIPOREN: Great. Thank you.

8 MS. JORDANIA: Nicole Jordania,  
9 Children's Health Funds. Simple question, I  
10 think. So, you said ten workshops, five  
11 topics. Is that ten workshops per topic?

12 MS. ALMANZAR: No. It is, you choose  
13 five topics from our list. You have to --

14 MS. JORDANIA: Or more. Or more.

15 MS. ALMANZAR: Or more.

16 MS. JORDANIA: Yeah. Minimum of  
17 five.

18 MS. ALMANZAR: Minimum of five. And  
19 then you have to give a minimum of ten  
20 workshops. So you could maybe do -- maybe  
21 there's not a high demand of one of your topics  
22 and you only give it once, and then another  
23 topic is given twice or three times.

24 MS. JORDANIA: Okay.

25 MS. ALMANZAR: It's just we have to

Pre-Proposal Conference- A.M. Session  
September 13, 2016

27

2 see -- we have to have a minimum of ten  
3 workshops that are happening. And like I said,  
4 it's in your best interest that you space them  
5 out throughout your program year so that people  
6 have the opportunity to attend them, and the  
7 more often you give it, the more often someone  
8 will be able to meet that goal because they  
9 wouldn't have missed it. So let's say if you  
10 do one topic in the very beginning of the year,  
11 someone who enrolls later after that topic,  
12 then that person's never going to get that --  
13 one of those topics. It's just important that  
14 you plan accordingly and give -- and see. You  
15 may have, you know, minimum of ten and then  
16 later on you see you wind up doing fifteen if  
17 it's -- we're looking for minimum of ten  
18 workshops.

19 MS. JORDANIA: Okay, so we could do  
20 twenty, we could do thirteen topics, we  
21 could --

22 MS. ALMANZAR: Yes.

23 MS. JORDANIA: As long as it's a  
24 minimum of five topics, a minimum of ten. And  
25 that's per year, because isn't this a

Pre-Proposal Conference- A.M. Session  
September 13, 2016

28

2 three-year program?

3 MS. ALMANZAR: Yeah. Just describe  
4 everything as thoroughly as possible in your  
5 proposal.

6 MS. JORDANIA: Thank you.

7 MR. CHEUNG: Good morning. Thomas  
8 Cheung, LWA. I have a question. I'm clear  
9 about the subcontracting, but I'm unclear as to  
10 collaborations in terms of other organizations  
11 that can partner with you. When you mean  
12 partner, other than referrals, let's say we're  
13 talking about linkage agreements, what kind of  
14 evidence you're going to need? And that  
15 collaboration, does that require that the other  
16 organization is also in the CD? I mean the CD  
17 is that.

18 MS. ALMANZAR: So we -- partners do  
19 not have to be within the CD, but you also want  
20 to think about where you're going to be sending  
21 your individual to -- you don't want to send  
22 someone so far out that they will be  
23 discouraged and they won't go to the referring  
24 partner. A lot of people like to stay close to  
25 home. I mean, if this is a specialty and you

Pre-Proposal Conference- A.M. Session  
September 13, 2016

29

2 have to send them a little further, then that's  
3 okay. But the important thing is it's services  
4 that are meaningful. We have a partnership  
5 agreements in the RFP, so that's what you would  
6 fill out and it would be between you and you  
7 have to demonstrate to us what the agreement is  
8 going to be between you and the community --  
9 the other entity, or the community-based  
10 organization, what are you going to be doing in  
11 this partnership.

12 MR. CHEUNG: I understand. Okay,  
13 thank you.

14 MS. ALMANZAR: Okay?

15 MR. KELLY: Hi. Damyn Kelly,  
16 Southeast Bronx Neighborhood Centers. So first  
17 question I have is concerning the staffing.  
18 The supervising staff person must be an MSW,  
19 they can't have a master's in psychology?

20 MS. ALMANZAR: Yes, they must be an  
21 MSW.

22 MR. KELLY: Okay.

23 And then clarification on the  
24 bachelor level position, the counseling  
25 credential, so is that courses in counseling

Pre-Proposal Conference- A.M. Session  
September 13, 2016

30

2 and that sort of thing or you're looking for a  
3 specific recognized credential?

4 MS. ALMANZAR: So we provided in the  
5 RFP a list of different types of credentials  
6 that are acceptable. That's fine.

7 MR. KELLY: And then the last  
8 question is: It looks like there's going to be  
9 one award per borough, but there are multiple  
10 CDs per borough that are under consideration.  
11 So in our proposals, do we indicate that we're  
12 targeting a particular immigrant group or a  
13 particular CD? So, for example -- and I'm from  
14 the Bronx -- in CD 3, where we're based,  
15 there's a huge West African population, but in  
16 CD 5 there's not, there's a different type of  
17 immigrant group. So are we expected to -- can  
18 we target an immigrant group or just target a  
19 CD?

20 MS. ALMANZAR: What you want to do  
21 is, when you're describing whatever CD you're  
22 doing, it has to describe the entire population  
23 of that area that you're working with. So you  
24 describe that area, so if it's specifically  
25 predominantly the African group, then you

Pre-Proposal Conference- A.M. Session  
September 13, 2016

31

2 describe that, because you want to demonstrate  
3 that you know the area, you know the  
4 neighborhood that you are proposing to provide  
5 services.

6 MR. KELLY: Okay, but then because  
7 there's only one award per borough, does that  
8 negate our application because there are other  
9 immigrant groups within the borough?

10 MR. FRENZEL-BERRA: You can say it in  
11 a slightly different way. A program is  
12 expected to located in one of the designated  
13 community districts. So you propose one of  
14 those in your borough, and in regard to which  
15 target group is in that district, you're going  
16 to do outreach for, that's your choice.

17 MR. KELLY: Got ya. I got ya. All  
18 right, thank you.

19 MS. FOX: Susan Fox, Shorefront Y. I  
20 actually have a couple of questions. Can you  
21 please define family. How many generations  
22 considered a family? How far the network of  
23 relationships can go, many different immigrant  
24 groups define family very differently than I  
25 would define my nuclear family, so are there

Pre-Proposal Conference- A.M. Session  
September 13, 2016

32

2 any limitations on that, any expectations of  
3 DYCD at this point?

4 MS. ALMANZAR: It's your household.

5 MS. FOX: They have to live together  
6 in one household?

7 MS. ALMANZAR: Yes.

8 MS. FOX: Okay. Thank you, that's  
9 very helpful.

10 I'm going to get a little bit to some  
11 of the budgetary questions. I understand that  
12 there are no subcontractors and we're looking  
13 to create linkages and partnerships with no  
14 less than three other organizations. We have  
15 to bring trainers in. Can I assume that those  
16 trainers can be found in multiple places,  
17 including from perhaps some of our partner  
18 organizations and we can be paying them as  
19 consultants?

20 MS. ALMANZAR: Yes.

21 MS. FOX: Great, easy. Thank you.

22 MS. DALY: Hi. Teresa Daly, Legal  
23 Aid Society. So I just have one or two  
24 questions about the program site requirement.  
25 So I know it's separate proposals per program

Pre-Proposal Conference- A.M. Session  
September 13, 2016

33

2 site and that would all be consolidated under  
3 one contract if so.

4 MS. ALMANZAR: It's not necessarily a  
5 program site.

6 MS. DALY: Just because we have  
7 multiple offices in different boroughs.

8 MS. ALMANZAR: Right. It's per  
9 borough. So let's say if you want to do  
10 something in Manhattan and you're going to have  
11 multiple sites.

12 MS. DALY: In Manhattan?

13 MS. ALMANZAR: You can do that, but  
14 your sites need to be located in any of the CDs  
15 that are listed for Manhattan.

16 MS. DALY: Okay, so it can be  
17 multiple program sites --

18 MS. ALMANZAR: But you can't give us  
19 an RFP -- you can't give us a proposal that is  
20 proposing a site in Brooklyn and in Manhattan.

21 MS. DALY: Okay.

22 MS. ALMANZAR: They have to be  
23 separate.

24 MS. DALY: So multiple program sites  
25 per borough.

Pre-Proposal Conference- A.M. Session  
September 13, 2016

34

2 MS. ALMANZAR: Right. Also, make  
3 sure, your sites have to be located in one of  
4 the targeted CDs.

5 MS. DALY: Yeah, okay.

6 And data collection and reporting,  
7 respectively.

8 MS. ALMANZAR: Oh, hold on.

9 MS. DALY: Yeah.

10 MS. ALMANZAR: We'll take the other  
11 question. We may have to do a little  
12 clarification.

13 MS. DALY: Okay.

14 And data reporting and collection, I  
15 assume, is through Capricorn?

16 MS. ALMANZAR: For now, yes.

17 MS. DALY: Okay.

18 MS. ALMANZAR: There's something in  
19 the works that change (inaudible).

20 MS. DALY: Okay.

21 And community partners, again, if it  
22 were for multiple program sites, that would  
23 still be the same minimum of three community  
24 partners, no more?

25 MS. ALMANZAR: Yes.

Pre-Proposal Conference- A.M. Session  
September 13, 2016

35

2 MS. DALY: Okay.

3 Oh, and is there a referral  
4 requirement?

5 MS. ALMANZAR: Is there what?

6 MS. DALY: A referral requirement.  
7 Like, for those community partners. I guess,  
8 is there any sort of requirement in terms of  
9 families referred?

10 MS. ALMANZAR: If you're referring  
11 someone, you need to make sure that you can get  
12 feedback on what happened at that referral. So  
13 you don't want to see them -- let's say if I  
14 see the staff is reading case management, they  
15 were referred, let's say it's September, it's  
16 now December, there's no feedback on what  
17 happened from that referral.

18 MS. DALY: Okay.

19 MS. ALMANZAR: It's important that  
20 the partnership is with someone that you could  
21 work back and forth with and you'll find out,  
22 for every person you referred, what actually  
23 happened.

24 MS. DALY: So evidence of follow-up,  
25 not necessary number of referrals themselves?

Pre-Proposal Conference- A.M. Session  
September 13, 2016

36

2 MS. ALMANZAR: Right.

3 MS. DALY: Okay.

4 MR. FRENZEL-BERRA: For  
5 clarification, according to the RFP on  
6 submitting a separate proposal for each  
7 separate --

8 MS. DALY: Site.

9 MR. FRENZEL-BERRA: (Inaudible),  
10 separate site. So if you're located in two  
11 community districts, two locations within the  
12 borough, that's two separate proposals.

13 MS. DALY: Yeah, separate proposals.  
14 Okay. Thank you.

15 MS. LOCKWOOD: Good morning. Andree  
16 Lockwood, Comprehensive Development, Inc.  
17 We're in a CD that's approved. We serve  
18 clients from a number of boroughs.

19 MS. ALMANZAR: So the issue is we're  
20 looking for the target people to come from that  
21 CD, but that doesn't mean that 100 percent  
22 needs to come from that CD.

23 MS. LOCKWOOD: Okay.

24 MS. ALMANZAR: So if you had, you  
25 know, a small percentage that came out from

Pre-Proposal Conference- A.M. Session  
September 13, 2016

37

2 outside the CD, that was okay.

3 MS. LOCKWOOD: Okay, great. Thank  
4 you.

5 MR. CIPOREN: Still Marvin Ciporen,  
6 Shorefront Y. Just to maximize the utilization  
7 of funds, if a family is enrolled and stops  
8 wanting to get services, can that family be  
9 replaced and does the number of contracted  
10 people say -- so in other words, so we ask  
11 50 -- to serve 50 families, family 48 drops  
12 out, we replace it with another family, would  
13 that still then be considered 50 people and can  
14 we make that replacement?

15 MS. ALMANZAR: So once you enroll  
16 somebody in the program, they're in the program  
17 and you cannot, you know, you cannot consider  
18 them a dropout until the end of the year, so  
19 you have to leave them there. So if they come  
20 back, they come back. If I want to -- if your  
21 projected to enroll 50 and you enroll 53,  
22 that's fine.

23 MR. CIPOREN: All right.

24 MS. ALMANZAR: I mean, we've  
25 always -- in all our programs, you always have

Pre-Proposal Conference- A.M. Session  
September 13, 2016

38

2 dropouts. So you could have somebody come in  
3 and they come in the first time and then, No,  
4 I'm not doing this, and they never come back,  
5 you're going to enroll someone else.

6 MR. CIPOREN: So -- but then again,  
7 in terms of achieving the targeted outcomes,  
8 using your case, we enroll 53, three -- if  
9 contracted for 50, three families drop out, are  
10 we still considered having achieved the  
11 targets?

12 MS. ALMANZAR: So I'm going to  
13 clarify with the outcome rate, how it's not  
14 really defined. Do you see there's a service  
15 level form inside the proposal and we're asking  
16 you to tell us, out of your families, how many  
17 do you plan on -- what's your percentage that  
18 you expect to achieve that outcome, so  
19 achievable for the outcomes, so we're asking  
20 you give us your percentage.

21 MR. CIPOREN: Okay, thank you.

22 MS. HABIBY BROWNE: Emira Habiby  
23 Browne from CIANA. I just want to make sure I  
24 understand about the site. Is it the program  
25 that has to be in the CD or does your

Pre-Proposal Conference- A.M. Session  
September 13, 2016

39

2 organization have to be in that CD?

3 MS. ALMANZAR: The program site.

4 MS. HABIBY BROWNE: Who can support  
5 that?

6 MS. ALMANZAR: Your headquarters can  
7 be somewhere else, but your program site where  
8 the participants are going to come in on a  
9 daily basis must be in that CD.

10 MS. HABIBY BROWNE: So you can  
11 partner with another organization in that CD  
12 for that program?

13 MS. ALMANZAR: Right, but you have to  
14 make sure that you have control -- you can show  
15 that you have control of that site so if  
16 someone's coming in for services, someone's  
17 there. We don't want to have that they come in  
18 for services, they say it belongs to another  
19 CBO and you're nowhere to be found.

20 MS. HABIBY BROWNE: So in terms of  
21 collaborating though, since there are no  
22 subcontracts.

23 MS. ALMANZAR: No subcontracts.

24 MS. HABIBY BROWNE: I know that. I  
25 read that. But how would you then collaborate

Pre-Proposal Conference- A.M. Session  
September 13, 2016

40

2 with another organization to serve a larger  
3 population, immigrant population?

4 MS. ALMANZAR: You do that with your  
5 partnerships.

6 MS. HABIBY BROWNE: So you can do a  
7 private partnership?

8 MS. ALMANZAR: Right. You do your  
9 partnerships, this is where we have partnership  
10 agreements.

11 MS. HABIBY BROWNE: Right.

12 MS. ALMANZAR: You can figure out how  
13 you do that -- have that presence.

14 MS. HABIBY BROWNE: Okay, thank you.

15 MR. KELLY: Damyn Kelly, Southeast  
16 Bronx Neighborhood Centers. Can you provide  
17 incentives through the budget for  
18 participation?

19 MS. ALMANZAR: Yes, you may, but what  
20 you have to do is that the incentives have to  
21 be clearly defined on how and what they are.  
22 And it has to be eligible -- every participant  
23 must be eligible. It has to be very clear on  
24 how you plan on giving them out and that  
25 everyone who is a participant is eligible for

Pre-Proposal Conference- A.M. Session  
September 13, 2016

41

2 the incentive.

3 MR. KELLY: Thank you.

4 MS. KARIM: Hi. Bibi Karim for Bronx  
5 Works. Just in terms of the budget question,  
6 the bottom line has to be for a minimum of 50  
7 clients, if you decide do you want 100 clients?  
8 Because for 50 right now, I think that's kind  
9 of low for us, that we might actually ask for a  
10 higher number so that we can do the budget  
11 based on the assumption of 2,000 times 60, 75.

12 MS. ALMANZAR: You can ask for -- the  
13 minimum it's asking for is 100,000, that  
14 translates into 50 participants, you can ask  
15 for more, but it's all based on the  
16 availability of funds. So if we don't have  
17 have any -- if you ask for 200,000, if we don't  
18 have enough to give you 200,000, we give you  
19 what's available.

20 MS. KARIM: Okay, thank you.

21 MS. CURRAN: Hello. I'm Chris Curran  
22 from the Fifth Avenue Committee, and I think  
23 this may be on other people's minds as well.  
24 It's September 13th and we won't get the  
25 questions answered until after the 23rd, is

Pre-Proposal Conference- A.M. Session  
September 13, 2016

42

2                   there any chance of moving this back a week or  
3                   two?

4                   MS. ALMANZAR: That's beyond my pay  
5                   grade.

6                   MS. CURRAN: Okay. Just asking.

7                   MS. ALMANZAR: Our ACCO is right  
8                   here, unfortunately not.

9                   (Inaudible).

10                  MR. BUNCH: Any other questions? Any  
11                  questions? This is your last opportunity to  
12                  ask the panel questions. Going once, twice.

13                  (No verbal response.)

14                  MR. BUNCH: Please remember, the due  
15                  date is October 6, 2016 at 2:00 p.m. in the HHS  
16                  Accelerator system.

17                  In addition, please be on the lookout  
18                  for any addendums, as Dana Cantelmi mentioned,  
19                  for this RFP, which will be released in the HHS  
20                  Accelerator system.

21                  This concludes our pre-proposal  
22                  conference. If you have any questions  
23                  regarding HHS Accelerator, Erin Price is here if  
24                  you have any questions regarding that.

25                  Thank you.

Pre-Proposal Conference- A.M. Session  
September 13, 2016

43

C E R T I F I C A T E

STATE OF NEW YORK     )  
                                  ss. :  
COUNTY OF RICHMOND    )

I, Therese L. Sturges, a Shorthand Reporter and Notary Public within and for the State of New York, do hereby certify:

I reported the proceedings in the within-entitled matter and that the within transcript is a true record of such proceedings.

I further certify that I am not related to any of the parties to this action by blood or marriage; and that I am in no way interested in the outcome of this matter.

IN WITNESS WHEREOF, I have hereunto set my hand this 19th of September, 2016.

\_\_\_\_\_  
THERESE L. STURGES

**Pre-Proposal Conference- A.M. Session  
September 13, 2016**

<b>A</b>		
a.m (1) 1:10	asking (4) 38:15,19 41:13 42:6	bullet (1) 18:17
able (7) 8:18 12:22 14:20 16:2 20:2 20:22 27:8	assessing (1) 10:6	Bunch (8) 2:5 3:2,10,11 6:11 18:12 42:10,14
Accelerator (13) 4:7,23 5:2,5,8 6:5 6:5,7,23 7:3,7 42:16,20	assets (1) 4:17	<b>C</b>
Accelerator,Erin (1) 42:23	Assistance (1) 18:15	C (3) 2:2 43:1,1
acceptable (1) 30:6	Assistant (2) 2:5 3:12	called (1) 17:14
accepted (1) 5:6	assume (2) 32:15 34:15	Cantelmi (2) 2:6 42:18
accepting (1) 4:24	assuming (1) 25:15	Capricorn (1) 34:15
acclimated (1) 22:21	assumption (2) 26:3 41:11	care (2) 11:11 12:20
ACCO (1) 42:7	attend (7) 15:6,7,7,8 25:21,22 27:6	case (13) 10:11 11:3,4,5 17:6,9 18:2,4,8 24:19,23 35:14 38:8
achievable (1) 38:19	attendance (2) 8:9 20:15	cases (1) 11:12
achieve (5) 17:4 24:12,17 25:11 38:18	attended (1) 15:10	categories (1) 20:8
achieved (6) 15:15 16:16 24:22,24 25:3 38:10	attending (1) 15:4	cause (1) 19:3
achieving (4) 24:7 25:6 26:4 38:7	authorization (1) 13:8	CBO (2) 9:11 39:19
action (1) 43:13	availability (1) 41:16	CBOs (1) 9:13
addendums (1) 42:18	available (3) 3:23 6:19 41:19	CD (16) 28:16,16,19 30:13,14,16 30:19,21 36:17,21,22 37:2 38:25 39:2,9,11
addition (1) 42:17	Avenue (2) 1:20 41:22	CDs (6) 5:21,24 6:4 30:10 33:14 34:4
additional (2) 5:10 19:25	award (3) 5:7 30:9 31:7	Centers (2) 29:16 40:16
adverse (1) 18:25	awarded (2) 15:12 20:3	certain (2) 11:24 13:22
advised (1) 18:18	<b>B</b>	certificate (1) 19:23
afraid (1) 13:19	baby (1) 8:13	certified (2) 20:7,13
African (2) 30:15,25	bachelor (1) 29:24	certify (2) 43:8,12
Agencies (1) 6:25	back (8) 12:20 13:6 16:4 35:21 37:20,20 38:4 42:2	cetera (1) 20:11
agency (4) 2:5 3:12 13:9 21:6	base (1) 24:12	chance (1) 42:2
agenda (1) 3:13	based (3) 30:14 41:11,15	change (2) 16:25 34:19
aggregate (1) 19:19	basically (3) 9:6 17:15 18:9	changes (1) 7:22
agreement (1) 29:7	basis (3) 17:7,11 39:9	charities (1) 18:24
agreements (3) 28:13 29:5 40:10	beginning (3) 16:12 17:18 27:10	charity's (1) 18:22
ahead (1) 22:22	behalf (1) 3:3	checking (2) 17:7,10
Aid (1) 32:23	believe (1) 24:16	Cheung (3) 28:7,8 29:12
alleviate (1) 4:11	belongs (1) 39:18	Chief (2) 2:5 3:12
allowed (2) 9:10 23:11	benchmarking (1) 15:14	child (2) 8:7 17:23
Almanzar (54) 2:4 3:18 7:15,17,21 21:20 22:19 23:10 24:13 26:12 26:15,18,25 27:22 28:3,18 29:14 29:20 30:4,20 32:4,7,20 33:4,8 33:13,18,22 34:2,8,10,16,18,25 35:5,10,19 36:2,19,24 37:15,24 38:12 39:3,6,13,23 40:4,8,12,19 41:12 42:4,7	benefit (2) 13:12 17:5	child's (3) 8:5 10:18 17:20
alphabetical (1) 2:2	benefits (1) 12:3	children (1) 7:24
Andree (1) 36:15	best (1) 27:4	Children's (1) 26:9
answer (2) 6:16 20:18	better (1) 16:23	choice (1) 31:16
answered (1) 41:25	beyond (1) 42:4	Chong (1) 3:3
anticipated (1) 5:8	Bibi (1) 41:4	choose (2) 12:25 26:12
applicable (1) 19:20	big (2) 7:22 12:13	Chris (1) 41:21
application (2) 23:21 31:8	bit (1) 32:10	CIANA (1) 38:23
applies (1) 25:16	bless (1) 24:4	Ciporen (15) 21:9,9 22:16 23:7 24:4 25:5,15,23 26:2,7 37:5,5,23 38:6,21
approval (1) 19:8	blood (1) 43:13	City (2) 19:23 23:11
approved (2) 7:4 36:17	born (2) 22:3 23:5	clarification (3) 29:23 34:12 36:5
area (3) 30:23,24 31:3	borough (8) 30:9,10 31:7,9,14 33:9 33:25 36:12	clarify (1) 38:13
areas (1) 9:19	boroughs (2) 33:7 36:18	class (1) 14:16
arrived (1) 21:19	bottom (1) 41:6	clear (3) 21:16 28:8 40:23
	briefly (3) 6:15,22 18:16	clearly (3) 24:20,22 40:21
	bring (2) 10:12 32:15	client (1) 24:11
	Bronx (4) 29:16 30:14 40:16 41:4	clients (3) 36:18 41:7,7
	Brooklyn (1) 33:20	close (1) 28:24
	Browne (9) 38:22,23 39:4,10,20,24 40:6,11,14	
	budget (3) 40:17 41:5,10	
	budgetary (1) 32:11	
	building (1) 21:12	

**Pre-Proposal Conference- A.M. Session  
September 13, 2016**

**closed (1)** 10:12  
**closer (1)** 15:3  
**closest (1)** 24:2  
**coaching (2)** 13:13 17:6  
**collaborate (1)** 39:25  
**collaborating (2)** 4:15 39:21  
**collaboration (1)** 28:15  
**collaborations (1)** 28:10  
**collection (2)** 34:6,14  
**college (1)** 12:5  
**come (14)** 12:19 13:6,14 16:4,19  
 36:20,22 37:19,20 38:2,3,4 39:8  
 39:17  
**comes (2)** 16:9 18:10  
**comfortable (1)** 17:12  
**coming (3)** 8:21 16:5 39:16  
**commercial (1)** 19:17  
**Commissioner (2)** 3:3,25  
**Commitment (1)** 18:15  
**Committee (1)** 41:22  
**communities (3)** 4:13,17,20  
**community (14)** 1:3 2:5,6,8 3:5 4:2  
 4:9 5:21 29:8 31:13 34:21,23  
 35:7 36:11  
**community-based (3)** 4:10 9:18  
 29:9  
**Compensation (1)** 19:21  
**compensative (1)** 8:17  
**complex (1)** 11:12  
**Compliance (1)** 19:6  
**components (1)** 11:3  
**comprehensive (4)** 1:4 3:6 9:7  
 36:16  
**concerning (1)** 29:17  
**concludes (1)** 42:21  
**conference (6)** 1:4 3:5 4:4 5:13  
 7:12 42:22  
**conferences (1)** 8:6  
**connecting (1)** 9:3  
**consider (1)** 37:17  
**consideration (1)** 30:10  
**considered (4)** 5:24 31:22 37:13  
 38:10  
**consists (1)** 8:13  
**consolidated (1)** 33:2  
**consultants (2)** 20:9 32:19  
**contact (1)** 7:9  
**contract (5)** 5:9 6:24 19:22 20:3  
 33:3  
**contracted (2)** 37:9 38:9  
**Contracting (2)** 2:5 3:12  
**contractor (2)** 19:10,16  
**contractors (1)** 18:19  
**control (2)** 39:14,15  
**copies (2)** 4:24 24:25  
**core (2)** 11:2,2  
**counseling (2)** 29:24,25

**counselor (1)** 11:5  
**counselors (1)** 17:9  
**country (1)** 23:25  
**COUNTY (1)** 43:3  
**couple (3)** 12:2 24:5 31:20  
**courses (1)** 29:25  
**coverage (2)** 19:17 20:4  
**create (3)** 9:13 17:24 32:13  
**creating (2)** 12:8 16:13  
**credential (2)** 29:25 30:3  
**credentials (1)** 30:5  
**Curran (3)** 41:21,21 42:6  
**current (3)** 7:19,22 18:24

---

**D**

---

**daily (1)** 39:9  
**Daly (19)** 32:22,22 33:6,12,16,21  
 33:24 34:5,9,13,17,20 35:2,6,18  
 35:24 36:3,8,13  
**Damyn (2)** 29:15 40:15  
**Dana (2)** 2:6 42:18  
**data (2)** 34:6,14  
**date (7)** 4:21 5:3,6 7:8 18:22,23  
 42:15  
**dates (1)** 4:5  
**day (2)** 15:8 19:22  
**December (1)** 35:16  
**decide (2)** 24:15 41:7  
**decided (1)** 8:15  
**define (3)** 31:21,24,25  
**defined (2)** 38:14 40:21  
**definitely (1)** 12:12  
**definition (1)** 21:15  
**delays (1)** 19:3  
**demand (1)** 26:21  
**demonstrate (5)** 13:10 17:25  
 19:16 29:7 31:2  
**demonstrating (1)** 24:8  
**Department (6)** 1:3 2:5,6,8 3:4 4:8  
**depending (1)** 11:6  
**depth (1)** 11:18  
**Deputy (4)** 2:4,5 3:19,25  
**describe (5)** 11:7 28:3 30:22,24  
 31:2  
**describing (1)** 30:21  
**design (2)** 14:21 24:14  
**designated (1)** 31:12  
**determination (1)** 18:17  
**determined (1)** 18:19  
**develop (1)** 4:18  
**Development (9)** 1:3 2:5,7,8,9 3:22  
 4:2,9 36:16  
**Development's (1)** 3:5  
**different (8)** 9:19 15:11 23:14 30:5  
 30:16 31:11,23 33:7  
**differently (1)** 31:24  
**Director (4)** 2:4,8 3:19,22

**discouraged (1)** 28:23  
**distinct (1)** 14:7  
**district (1)** 31:15  
**districts (3)** 5:21 31:13 36:11  
**document (1)** 21:19  
**documentary (2)** 24:24 25:3  
**documentation (1)** 24:19  
**documented (4)** 7:2 13:20 21:18  
 21:18  
**documents (1)** 10:16  
**DOE (1)** 10:15  
**doing (9)** 7:23 10:21 17:5,22 18:6  
 27:16 29:10 30:22 38:4  
**draw (1)** 16:6  
**drop (1)** 38:9  
**dropout (1)** 37:18  
**dropouts (1)** 38:2  
**drops (1)** 37:11  
**dry (1)** 16:3  
**due (4)** 4:21 5:3 7:8 42:14  
**DYCD (8)** 4:9,13,23 5:14 19:8,25  
 20:5 32:3  
**DYCD's (1)** 20:15

---

**E**

---

**E (4)** 2:2,2 43:1,1  
**e-mail (2)** 5:13 7:10  
**earlier (1)** 16:22  
**easy (1)** 32:21  
**education (1)** 8:6  
**effect (1)** 26:3  
**effects (1)** 4:11  
**efforts (1)** 20:6  
**eligible (13)** 5:20,24 6:4 7:5 10:4,5  
 13:22,23 23:19,22 40:22,23,25  
**Email:stenokath@verizon.net (1)**  
 1:22  
**Emira (1)** 38:22  
**employees (1)** 19:25  
**employment (1)** 10:11  
**empowering (1)** 4:18  
**ends (1)** 20:21  
**engage (1)** 16:2  
**enroll (6)** 16:22 37:15,21,21 38:5,8  
**enrolled (3)** 24:17 25:8 37:7  
**enrolling (1)** 16:12  
**enrolls (2)** 14:19 27:11  
**ensure (4)** 5:15 6:3 15:3 18:24  
**entire (2)** 8:16 30:22  
**entitled (2)** 10:13,16  
**entity (1)** 29:9  
**equipment (1)** 20:10  
**Erin (3)** 6:17,17,18  
**establish (1)** 13:3  
**et (1)** 20:10  
**evaluated (3)** 5:25 11:5,14  
**everybody (2)** 3:7 26:4

**Pre-Proposal Conference- A.M. Session  
September 13, 2016**

**everything's (1)** 12:21  
**evidence (2)** 28:14 35:24  
**example (1)** 30:13  
**excuse (1)** 18:23  
**exit (1)** 17:15  
**expect (1)** 38:18  
**expectation (6)** 24:11 25:10,12,19  
 25:20 26:5  
**expectations (3)** 3:15 15:17 32:2  
**expected (2)** 30:17 31:12  
**expense (1)** 20:8  
**expenses (2)** 19:8 20:11

**F**

**F (1)** 43:1  
**FACSIMILE (1)** 1:22  
**faith (1)** 20:6  
**fall (1)** 14:17  
**familiar (4)** 6:7,12 7:18 11:19  
**families (23)** 1:4 3:7 4:19 7:19,23  
 7:24 8:10,12,13 9:2,16 14:14  
 15:20,22 16:7,10 18:7 25:6,10  
 35:9 37:11 38:9,16  
**family (32)** 8:16,19,22,23 11:21,22  
 11:22,24,25 12:3,9,11 15:5,6,9,9  
 16:13 17:2,10,16 24:21 25:13,13  
 25:22 31:21,22,24,25 37:7,8,11  
 37:12  
**far (2)** 28:22 31:22  
**federal (1)** 23:8  
**feedback (2)** 35:12,16  
**feel (2)** 9:16 17:11  
**fifteen (2)** 14:8 27:16  
**Fifth (1)** 41:22  
**fifth-grader (1)** 12:6  
**figure (2)** 15:13 40:12  
**files (1)** 25:2  
**filings (4)** 18:21,22,23,24  
**fill (1)** 29:6  
**filling (1)** 6:2  
**find (4)** 10:7 13:7 22:20 35:21  
**finding (2)** 8:4 24:2  
**fine (2)** 30:6 37:22  
**first (3)** 19:21 29:16 38:3  
**five (13)** 8:22 14:5,7,9,23 15:10  
 16:7 25:22 26:10,13,17,18 27:24  
**flourish (1)** 4:13  
**focus (2)** 8:3 11:21  
**focused (1)** 7:24  
**focusing (1)** 8:7  
**follow (1)** 12:16  
**follow-up (1)** 35:24  
**following (1)** 20:7  
**food (4)** 10:4,13 23:19,21  
**foreign (2)** 22:3 23:5  
**form (1)** 38:15  
**forth (1)** 35:21

**forward (3)** 15:22 16:5 18:10  
**found (4)** 22:5,6 32:16 39:19  
**four (3)** 15:5 22:17,22  
**Fox (5)** 31:19,19 32:5,8,21  
**Frenzel-Berra (9)** 2:8 3:21 25:9,18  
 25:24 26:5 31:10 36:4,9  
**front (1)** 3:24  
**full-time (1)** 11:10  
**funds (5)** 21:12 23:8 26:9 37:7  
 41:16  
**further (2)** 29:2 43:12

**G**

**gained (1)** 17:17  
**general (2)** 4:6 19:17  
**generations (1)** 31:21  
**getting (2)** 9:24 12:6  
**give (13)** 9:21 14:25,25 23:16  
 26:19,22 27:7,14 33:18,19 38:20  
 41:18,18  
**given (1)** 26:23  
**giving (1)** 40:24  
**go (10)** 4:5 6:14,22 9:20 10:14  
 18:16 19:14 22:22 28:23 31:23  
**goal (2)** 12:12 27:8  
**goals (10)** 9:23 14:14 15:4 16:11  
 16:24,25,25 17:3 24:18 26:4  
**God (1)** 24:4  
**going (49)** 3:19 6:14 7:16 8:6,15  
 8:18,25 9:11,12,19 10:18 11:8,8  
 11:16,21 12:13 13:2,3,9,10,11,14  
 13:14 14:13 15:18,19,20,21,23  
 15:24 16:17,19 17:9 18:2 21:3,4  
 27:12 28:14,20 29:8,10 30:8  
 31:15 32:10 33:10 38:5,12 39:8  
 42:12  
**good (6)** 3:2 7:17 16:8 20:6 28:7  
 36:15  
**grade (1)** 42:5  
**grades (1)** 7:25  
**grandparent (1)** 8:14  
**great (8)** 6:12,17 14:18 15:2,19  
 26:7 32:21 37:3  
**group (7)** 8:16 12:19 30:12,17,18  
 30:25 31:15  
**groups (2)** 31:9,24  
**grow (1)** 4:18  
**guess (2)** 21:10 35:7  
**guidance (1)** 24:10  
**Gutierrez (1)** 3:25

**H**

**Habiby (9)** 38:22,22 39:4,10,20,24  
 40:6,11,14  
**half (1)** 16:15  
**hand (2)** 6:8 43:17  
**happen (1)** 11:8

**happened (4)** 12:24 35:12,17,23  
**happening (1)** 27:3  
**happens (1)** 16:2  
**hard (2)** 4:24 21:25  
**haven (1)** 6:17  
**headquarters (1)** 39:6  
**heads (1)** 14:3  
**Health (2)** 6:24 26:9  
**healthcare (1)** 10:6  
**hear (2)** 3:7,8  
**heard (1)** 6:8  
**heavily (1)** 18:4  
**Hello (1)** 41:21  
**help (14)** 4:17 8:15 11:16 12:5,6  
 13:23 17:4 22:4,9,15,17,21,23  
 23:6  
**helpful (1)** 32:9  
**helping (6)** 8:25 9:18 10:6,7 23:20  
 23:22  
**hereunto (1)** 43:16  
**HHS (15)** 4:6,22 5:2,4,8 6:5,6,9,21  
 6:22 7:3,7 42:15,19,23  
**Hi (3)** 29:15 32:22 41:4  
**high (2)** 8:2 26:21  
**higher (1)** 41:10  
**Hiring (1)** 18:15  
**hold (2)** 7:13 34:8  
**home (1)** 28:25  
**hopefully (1)** 6:15  
**house (2)** 9:12,15  
**household (2)** 32:4,6  
**HRA (1)** 10:15  
**huge (1)** 30:15  
**human (2)** 6:25 13:21

**I**

**identify (2)** 9:23 19:12  
**immediate (1)** 24:8  
**immigrant (16)** 1:4 3:6 7:19,23  
 10:19 13:18 15:19 22:2 23:13,16  
 30:12,17,18 31:9,23 40:3  
**immigrants (4)** 21:15,17,21 23:8  
**immigration (1)** 23:12  
**important (21)** 4:5 9:15 11:7 12:10  
 12:25 13:10,17,23 14:12 16:6,8  
 16:16 17:3,8 18:7 19:12 23:4  
 24:18 27:13 29:3 35:19  
**improve (2)** 4:14 6:24  
**inaudible (5)** 25:14,24 34:19 36:9  
 42:9  
**incentive (1)** 41:2  
**incentives (2)** 40:17,20  
**including (2)** 4:6 32:17  
**incurred (1)** 19:9  
**indicate (1)** 30:11  
**indicators (1)** 24:7  
**individual (3)** 8:21 11:20 28:21

**Pre-Proposal Conference- A.M. Session  
September 13, 2016**

**individuals (2)** 4:19 11:25  
**info@hhsaccelerator.nyc.gov (1)**  
 7:10  
**information (3)** 4:6 19:2,11  
**informing (1)** 10:8  
**inside (1)** 38:15  
**insurance (7)** 19:15,17,18,20,21  
 19:23 20:4  
**insured (1)** 19:25  
**intended (1)** 16:21  
**interest (2)** 15:19 27:4  
**interested (1)** 43:14  
**interview (1)** 17:15  
**introduce (1)** 3:17  
**invest (1)** 4:9  
**investing (2)** 4:16,20  
**involved (4)** 8:5 13:14 17:21,22  
**issue (2)** 14:2 36:19  
**issues (1)** 19:3  
**item (1)** 11:17  
**items (1)** 18:13

**J**

**joining (1)** 4:3  
**Jordania (8)** 26:8,8,14,16,24 27:19  
 27:23 28:6  
**July (2)** 5:9,9

**K**

**Karim (3)** 41:4,4,20  
**Kathleen (3)** 2:4 3:18 7:15  
**Kathy (1)** 18:12  
**Keith (2)** 2:5 3:11  
**Kelly (9)** 29:15,15,22 30:7 31:6,17  
 40:15,15 41:3  
**key (2)** 15:23 18:2  
**kind (4)** 13:15 21:25 28:13 41:8  
**know (45)** 8:12,13 9:4,8,22 10:4,5  
 10:9,10,11,16,19,20,23 11:6,7,8  
 11:12,13 12:7,12,23 13:19,22,25  
 14:17,21 15:6,25 16:10,25 17:19  
 18:9 21:11 22:3,9,11 23:16 27:15  
 31:3,3 32:25 36:25 37:17 39:24  
**knowing (1)** 10:13  
**knowledge (1)** 10:8  
**known (1)** 5:21

**L**

**L (3)** 1:16 43:6,21  
**Lafayette (1)** 1:7  
**language (2)** 10:14,17  
**larger (1)** 40:2  
**launched (1)** 6:23  
**learn (4)** 10:2 13:15 22:6,25  
**learned (1)** 17:22  
**learning (1)** 10:22  
**leave (1)** 37:19

**left (2)** 3:18 21:3  
**legal (2)** 12:17 32:22  
**let's (5)** 27:9 28:12 33:9 35:13,15  
**level (2)** 29:24 38:15  
**liability (2)** 19:15,18  
**liens (1)** 18:25  
**life (1)** 4:14  
**limitations (1)** 32:2  
**line (3)** 21:3,4 41:6  
**linkage (1)** 28:13  
**linkages (1)** 32:13  
**list (7)** 6:3 14:23 16:14 20:12 25:20  
 26:13 30:5  
**listed (1)** 33:15  
**little (3)** 29:2 32:10 34:11  
**live (1)** 32:5  
**living (2)** 8:14,14  
**local (1)** 4:15  
**located (8)** 5:20,22,23 6:3 31:12  
 33:14 34:3 36:10  
**locations (1)** 36:11  
**locks (2)** 22:12,13  
**Lockwood (4)** 36:15,16,23 37:3  
**long (8)** 15:8 16:21 22:4,6,25 23:2  
 23:18 27:23  
**look (1)** 8:19  
**looked (1)** 11:15  
**looking (19)** 8:17,24 9:7,7,11,21  
 10:24 11:17,18 14:22 16:10  
 17:16 22:2,8 24:13 27:17 30:2  
 32:12 36:20  
**lookout (1)** 42:17  
**looks (1)** 30:8  
**lot (5)** 9:12 10:19 13:18 18:2 28:24  
**low (1)** 41:9  
**LWA (1)** 28:8

**M**

**maintained (1)** 8:8  
**making (4)** 8:4,7 11:13 17:11  
**male (1)** 21:11  
**MAMARONECK (2)** 1:20,21  
**management (9)** 11:3,4 17:6 18:2  
 18:4,8 24:20,23 35:14  
**manager (1)** 11:5  
**managers (1)** 17:9  
**Manhattan (4)** 33:10,12,15,20  
**marriage (1)** 43:13  
**Marvin (2)** 21:9 37:5  
**master's (1)** 29:19  
**matter (3)** 12:7 43:10,15  
**maximize (1)** 37:6  
**mean (5)** 28:11,16,25 36:21 37:24  
**meaningful (1)** 29:4  
**means (1)** 21:16  
**meet (1)** 27:8  
**meeting (1)** 15:4

**member (1)** 25:21  
**members (3)** 8:22 15:6 17:2  
**mentioned (1)** 42:18  
**microphone (1)** 21:5  
**middle (2)** 8:2 12:6  
**million (2)** 19:18,19  
**minds (1)** 41:23  
**minimum (16)** 14:5,7,10,22 24:17  
 26:16,18,19 27:2,15,17,24,24  
 34:23 41:6,13  
**missed (1)** 27:9  
**monitoring (1)** 20:6  
**months (2)** 21:24 22:14  
**morning (4)** 3:2 7:17 28:7 36:15  
**motor (1)** 19:19  
**move (1)** 15:21  
**moving (1)** 42:2  
**MSW (5)** 11:9,9,11 29:18,21  
**multiple (7)** 30:9 32:16 33:7,11,17  
 33:24 34:22  
**MWBE (1)** 20:5  
**MWBEs (2)** 20:7,13

**N**

**N (1)** 2:2  
**name (2)** 3:11 21:6  
**naming (1)** 19:23  
**narrow (2)** 14:15 21:22  
**narrowed (1)** 8:2  
**navigate (1)** 22:11  
**necessarily (1)** 33:4  
**necessary (3)** 19:16 20:4 35:25  
**need (29)** 8:10,11,11 9:24,25 10:3  
 10:7,24 11:9,10,13,15,23,25 12:4  
 12:5,10 13:17 15:21 16:6,10 22:9  
 22:17 23:5,15 25:2 28:14 33:14  
 35:11  
**needed (2)** 9:3 17:13  
**needs (15)** 8:19,20,24 10:7 11:24  
 12:3,6,8,9 15:25 22:4,14,20 24:8  
 36:22  
**negate (1)** 31:8  
**neighborhood (4)** 23:4 29:16 31:4  
 40:16  
**neighbors (1)** 22:7  
**network (2)** 4:10 31:22  
**never (3)** 6:8 27:12 38:4  
**new (13)** 1:8,8,21 4:12,14 15:13  
 19:14,23 20:6 23:10 24:4 43:2,8  
**Nicole (1)** 26:8  
**non-responsive (1)** 5:25  
**Notary (1)** 43:7  
**note (4)** 4:23 5:3,15 20:19  
**notes (4)** 18:3,5 24:20,23  
**notice (2)** 19:6 24:9  
**noticed (1)** 9:9  
**Notification (1)** 5:6

**Pre-Proposal Conference- A.M. Session  
September 13, 2016**

<p><b>nuclear (1)</b> 31:25 <b>number (4)</b> 35:25 36:18 37:9 41:10</p> <hr/> <p align="center"><b>O</b></p> <p><b>obtained (1)</b> 20:3 <b>Obviously (1)</b> 23:17 <b>occurrence (1)</b> 19:19 <b>October (3)</b> 4:22 5:4 42:15 <b>office (1)</b> 10:15 <b>Officer (2)</b> 2:5 3:12 <b>offices (1)</b> 33:7 <b>officials (1)</b> 19:24 <b>Oh (3)</b> 11:15 34:8 35:3 <b>okay (35)</b> 3:10 6:11 9:15 12:3,3 13:5 14:5,7,11 15:11 26:24 27:19 29:3,12,14,22 31:6 32:8 33:16,21 34:5,13,17,20 35:2,18 36:3,14,23 37:2,3 38:21 40:14 41:20 42:6 <b>once (5)</b> 5:3 20:20 26:22 37:15 42:12 <b>opportunities (1)</b> 4:12 <b>opportunity (5)</b> 16:24 20:19,24 27:6 42:11 <b>opposed (1)</b> 9:19 <b>options (1)</b> 5:10 <b>order (3)</b> 2:2 4:25 5:15 <b>organization (6)</b> 9:18 28:16 29:10 39:2,11 40:2 <b>organizations (5)</b> 4:10,16 28:10 32:14,18 <b>origin (1)</b> 23:25 <b>original (1)</b> 19:22 <b>outcome (6)</b> 24:6 25:16,19 38:13 38:18 43:14 <b>outcomes (4)</b> 16:9 25:12 38:7,19 <b>output (2)</b> 25:19 26:6 <b>outreach (1)</b> 31:16 <b>outside (1)</b> 37:2 <b>outstanding (1)</b> 18:25 <b>overview (2)</b> 3:20 7:16</p>	<p><b>parties (1)</b> 43:13 <b>partner (6)</b> 12:25 28:11,12,24 32:17 39:11 <b>partners (4)</b> 28:18 34:21,24 35:7 <b>partnership (7)</b> 12:19 13:5 29:4,11 35:20 40:7,9 <b>partnerships (5)</b> 9:13 13:11 32:13 40:5,9 <b>pay (1)</b> 42:4 <b>payee (1)</b> 19:11 <b>paying (1)</b> 32:18 <b>payments (1)</b> 19:9 <b>people (14)</b> 12:10,11 13:2 14:2 21:17 22:9,24 23:5 24:15 27:5 28:24 36:20 37:10,13 <b>people's (1)</b> 41:23 <b>percent (8)</b> 8:8 16:11 20:11 24:7 24:16 25:6,11 36:21 <b>percentage (4)</b> 24:11 36:25 38:17 38:20 <b>performed (1)</b> 20:12 <b>person (6)</b> 13:4,5 16:12 17:18 29:18 35:22 <b>person's (1)</b> 27:12 <b>pertains (1)</b> 21:7 <b>phase (1)</b> 18:20 <b>piece (1)</b> 9:20 <b>place (1)</b> 19:21 <b>places (1)</b> 32:16 <b>plan (8)</b> 11:20,22 16:13 24:15,21 27:14 38:17 40:24 <b>Planning (1)</b> 2:8 <b>please (11)</b> 4:23 5:3,14 6:2 7:13 18:18,21 20:19 31:21 42:14,17 <b>point (2)</b> 18:13 32:3 <b>population (5)</b> 13:18 30:15,22 40:3 40:3 <b>portal (1)</b> 19:11 <b>position (1)</b> 29:24 <b>possible (2)</b> 19:13 28:4 <b>post-award (4)</b> 3:15 18:14,20 19:4 <b>posted (1)</b> 20:15 <b>poverty (1)</b> 4:11 <b>pre-proposal (4)</b> 1:4 3:5 5:13 42:21 <b>pre-qualified (1)</b> 5:2 <b>pre-qualifying (2)</b> 3:14 7:3 <b>predominantly (1)</b> 30:25 <b>presence (1)</b> 40:13 <b>presentation (3)</b> 6:20 7:14 20:14 <b>president (1)</b> 21:11 <b>pretty (1)</b> 16:3 <b>Price (3)</b> 6:17,18 42:23 <b>prime (1)</b> 19:10 <b>private (1)</b> 40:7 <b>probably (1)</b> 14:2 <b>proceed (1)</b> 20:2</p>	<p><b>proceedings (3)</b> 1:13 43:9,11 <b>process (2)</b> 6:24 19:4 <b>processing (1)</b> 20:2 <b>program (30)</b> 2:8 3:15,20,22 5:18 5:20,23 6:3 7:16 10:25 13:12 14:21 16:17,20 24:14 27:5 28:2 31:11 32:24,25 33:5,17,24 34:22 37:16,16 38:24 39:3,7,12 <b>programs (2)</b> 4:11 37:25 <b>progress (1)</b> 15:22 <b>progressed (1)</b> 18:5 <b>projected (1)</b> 37:21 <b>proof (3)</b> 20:3 24:25 25:3 <b>proposal (10)</b> 3:14 5:3 6:2,21 7:8 13:2 28:5 33:19 36:6 38:15 <b>proposals (10)</b> 4:24 5:5,22 7:2,5,7 30:11 32:25 36:12,13 <b>propose (2)</b> 7:5 31:13 <b>proposed (1)</b> 5:19 <b>Proposer (1)</b> 19:6 <b>proposing (2)</b> 31:4 33:20 <b>protocol (1)</b> 17:24 <b>provide (3)</b> 4:12 31:4 40:16 <b>provided (1)</b> 30:4 <b>providers (5)</b> 6:25 7:4,6 8:18 23:24 <b>providing (3)</b> 19:22 23:13,15 <b>psychology (1)</b> 29:19 <b>Public (2)</b> 18:15 43:7 <b>publish (1)</b> 6:25 <b>purposely (1)</b> 21:20 <b>put (2)</b> 21:21 22:11</p> <hr/> <p align="center"><b>Q</b></p> <p><b>qualify (1)</b> 22:18 <b>quality (1)</b> 4:14 <b>question (11)</b> 20:18 21:8,10,13 23:25 26:9 28:8 29:17 30:8 34:11 41:5 <b>questions (23)</b> 3:23 5:12,16 6:16 6:19,20 7:13 20:20,20,22,23,25 21:3 24:5 31:20 32:11,24 41:25 42:10,11,12,22,24 <b>quick (1)</b> 24:5</p> <hr/> <p align="center"><b>R</b></p> <p><b>R (2)</b> 2:2 43:1 <b>raise (1)</b> 6:8 <b>rate (1)</b> 38:13 <b>reach (2)</b> 14:14 24:18 <b>read (1)</b> 39:25 <b>reading (3)</b> 18:3,4 35:14 <b>really (5)</b> 9:15 12:24 13:7 17:8 38:14 <b>received (1)</b> 5:16 <b>recognized (1)</b> 30:3 <b>record (3)</b> 17:15,25 43:11 <b>refer (2)</b> 12:16,17</p>
<hr/> <p align="center"><b>P</b></p> <p><b>P (2)</b> 2:2,2 <b>p.m (4)</b> 4:22 5:4 7:8 42:15 <b>page (6)</b> 5:22 14:24 20:9 21:7 25:7 25:20 <b>panel (8)</b> 3:17 4:5 7:12,14 20:20,21 20:23 42:12 <b>paper (1)</b> 10:12 <b>parent (1)</b> 8:4 <b>parent-teacher (1)</b> 8:6 <b>parents (3)</b> 10:19,20 25:8 <b>participant (2)</b> 40:22,25 <b>participants (5)</b> 15:25 16:22 25:21 39:8 41:14 <b>participation (1)</b> 40:18 <b>particular (2)</b> 30:12,13</p>		

**Pre-Proposal Conference- A.M. Session  
September 13, 2016**

<p>reference (1) 21:6  referenced (1) 20:8  referral (5) 12:23 35:3,6,12,17  referrals (8) 9:14 12:13,14,14,15  12:15 28:12 35:25  referred (3) 35:9,15,22  referring (2) 28:23 35:10  regard (1) 31:14  regarding (6) 6:21 18:14 20:5,23  42:23,24  regular (2) 17:7,10  related (1) 43:12  relationship (2) 12:18 13:3  relationships (1) 31:23  relaxed (1) 25:13  released (2) 7:6 42:19  relevant (1) 7:4  remained (1) 8:8  remember (1) 42:14  renew (1) 5:10  repeat (1) 9:4  replace (1) 37:12  replaced (1) 37:9  replacement (1) 37:14  reported (3) 1:15 19:11 43:9  Reporter (1) 43:7  reporting (3) 1:20 34:6,14  requests (1) 7:2  require (1) 28:15  required (2) 5:19 24:25  requirement (9) 5:19 14:4 18:18  19:15 25:5 32:24 35:4,6,8  requirements (3) 3:16 18:14 24:6  requires (1) 23:13  Research (2) 2:8 3:22  resolve (1) 12:22  resolved (2) 12:21 19:2  respectively (1) 34:7  respond (1) 4:25  response (4) 3:9 6:10 7:20 42:13  responses (1) 5:15  responsibility (1) 18:17  responsible (1) 18:20  reuse (1) 21:12  RFP (18) 3:20 4:21,25 5:22 8:17  9:6,10 14:24 20:9,24 21:7,14  24:10 29:5 30:5 33:19 36:5 42:19  rfpquestions@dycd.nyc.gov (1)  5:14  RFPs (1) 7:6  RICHMOND (1) 43:3  Rider (1) 18:15  right (24) 3:11,21 6:13,14,18 7:11  10:23 13:4,5 20:17 21:4 22:16,22  26:2 31:18 33:8 34:2 36:2 37:23  39:13 40:8,11 41:8 42:7  rights (2) 10:9 13:20</p>	<p>Robert (2) 2:8 3:21  Room (1) 1:7  rosters (1) 20:15  round (1) 16:18  row (1) 3:24  run (1) 16:21</p> <hr/> <p align="center"><b>S</b></p> <hr/> <p>S (1) 2:2  safe (1) 9:17  Sandra (1) 3:24  saw (1) 25:5  school (9) 7:25 8:2,2,5,8 10:18  12:7 17:20,21  scold (1) 21:25  scope (1) 21:22  second (1) 18:16  secure (1) 9:17  security (1) 9:22  see (10) 8:19 24:20,22 25:7 27:2  27:14,16 35:13,14 38:14  seeing (1) 18:5  seen (1) 23:23  selections (1) 5:7  self-advocacy (1) 17:17  self-sufficiency (1) 24:9  send (2) 28:21 29:2  sending (1) 28:20  separate (7) 32:25 33:23 36:6,7,10  36:12,13  September (5) 1:9 5:17 35:15  41:24 43:17  serious (1) 21:13  serve (5) 21:17,23 36:17 37:11  40:2  served (3) 23:9 25:10,14  service (4) 11:20,21 16:13 38:14  services (22) 1:4,20 3:6 6:25 7:4  7:19,23 9:3,14 11:18 12:18 13:22  17:12 21:14 22:4,18 23:12 29:3  31:5 37:8 39:16,18  servicing (1) 8:4  serving (2) 22:13 24:16  session (2) 20:18,21  set (2) 16:4 43:16  seven (1) 22:14  she'll (2) 3:19 7:15  shift (1) 16:25  Shorefront (3) 21:10 31:19 37:6  short-term (2) 16:11 25:11  Shorthand (1) 43:6  show (3) 13:15 17:25 39:14  side (1) 5:18  sign (1) 13:5  significant (2) 8:24 19:3  Simple (1) 26:9  simplify (1) 6:23</p>	<p>site (12) 5:20 6:3 32:24 33:2,5,20  36:8,10 38:24 39:3,7,15  sites (7) 5:23 33:11,14,17,24 34:3  34:22  six (2) 7:25 21:24  skills (3) 13:24 17:17 18:8  slides (2) 9:5,5  slightly (1) 31:11  small (1) 36:25  smaller (1) 8:16  Society (1) 32:23  solid (2) 12:14 17:8  somebody (7) 14:19 22:2,13,16,20  37:16 38:2  someone's (2) 39:16,16  soon (1) 19:13  sort (2) 30:2 35:8  Southeast (2) 29:16 40:15  space (1) 27:4  speak (3) 10:23 17:23,23  speaking (1) 13:4  speaks (1) 10:14  specialty (1) 28:25  specific (1) 30:3  specifically (1) 30:24  spend (1) 15:24  spring (1) 14:18  ss (1) 43:3  staff (3) 11:10 29:18 35:14  staffing (2) 11:6 29:17  stamps (4) 10:4,13 23:20,21  state (6) 19:15 20:7,12 21:6 43:2,7  status (3) 23:12,14,16  stay (1) 28:24  stayed (1) 23:3  STENO-KATH (1) 1:20  steps (2) 12:2,8  sticky (1) 14:2  stops (1) 37:7  Street (1) 1:7  strengthening (1) 4:19  strive (1) 4:18  strives (1) 4:14  strong (1) 18:8  Sturges (3) 1:16 43:6,21  subcontracting (2) 9:9 28:9  subcontractor (2) 19:6 20:10  subcontractors (3) 19:7,13 32:12  subcontracts (3) 19:7 39:22,23  subject (1) 19:8  submission (1) 3:15  submit (2) 7:5,6  submitted (1) 5:5  submitting (2) 6:21 36:6  supervised (1) 11:9  supervising (1) 29:18  supervision (1) 11:10</p>
---	--	---

**Pre-Proposal Conference- A.M. Session  
September 13, 2016**

<p><b>supplies (1)</b> 20:10  <b>support (1)</b> 39:4  <b>sure (17)</b> 6:2 8:4,7 9:2,24,25 10:21            11:13 17:11 18:21 21:5 22:10,23            34:3 35:11 38:23 39:14  <b>Susan (1)</b> 31:19  <b>system (10)</b> 4:23 5:2,5,8 6:23 7:3,7            15:14 42:16,20</p> <hr/> <p align="center"><b>T</b></p> <hr/> <p><b>T (2)</b> 43:1,1  <b>take (5)</b> 8:18 11:11 14:18 20:22            34:10  <b>talents (1)</b> 4:16  <b>talking (1)</b> 28:13  <b>talks (1)</b> 21:14  <b>target (5)</b> 25:17 30:18,18 31:15            36:20  <b>targeted (2)</b> 34:4 38:7  <b>targeting (1)</b> 30:12  <b>targets (1)</b> 38:11  <b>teach (2)</b> 13:15,23  <b>teenager (2)</b> 12:4,5  <b>tell (1)</b> 38:16  <b>ten (10)</b> 14:4,10,22 26:10,11,19            27:2,15,17,24  <b>Teresa (1)</b> 32:22  <b>term (1)</b> 5:9  <b>terms (6)</b> 24:6 28:10 35:8 38:7            39:20 41:5  <b>thank (16)</b> 4:3 18:11,12 26:7 28:6            29:13 31:18 32:8,21 36:14 37:3            38:21 40:14 41:3,20 42:25  <b>Therese (3)</b> 1:16 43:6,21  <b>thing (4)</b> 7:21 15:16 29:3 30:2  <b>things (11)</b> 10:2,20,22 13:16 15:21            16:14,15 17:20,22 23:22 24:22  <b>think (5)</b> 25:9 26:10 28:20 41:8,22  <b>thirteen (1)</b> 27:20  <b>Thomas (1)</b> 28:7  <b>thoroughly (1)</b> 28:4  <b>three (9)</b> 5:11 8:23 15:5 20:9 26:23            32:14 34:23 38:8,9  <b>three-year (1)</b> 28:2  <b>time (8)</b> 7:8,14 14:18 15:24 18:5            20:17 21:2 38:3  <b>timeframe (2)</b> 21:21 22:12  <b>timeline (1)</b> 3:14  <b>timely (1)</b> 5:15  <b>times (4)</b> 10:19 13:18 26:23 41:11  <b>today (2)</b> 4:3 16:19  <b>today's (2)</b> 3:13,19  <b>topic (4)</b> 26:11,23 27:10,11  <b>topics (16)</b> 14:6,7,8,13,15,23 15:2            15:11,18,20 26:11,13,21 27:13            27:20,24  <b>touch (1)</b> 19:5</p>	<p><b>track (2)</b> 15:13,14  <b>trainer (2)</b> 15:25 16:3  <b>trainers (5)</b> 15:23,24 16:8 32:15,16  <b>transcript (3)</b> 1:13 20:14 43:10  <b>translated (1)</b> 10:17  <b>translates (1)</b> 41:14  <b>true (1)</b> 43:11  <b>truly (1)</b> 11:14  <b>trying (3)</b> 9:2 14:3 22:23  <b>turn (2)</b> 4:4 7:11  <b>twelve (1)</b> 7:25  <b>twenty (1)</b> 27:20  <b>twice (2)</b> 26:23 42:12  <b>two (11)</b> 5:22 6:13 11:2 12:10,11            16:19 32:23 36:10,11,12 42:3  <b>type (1)</b> 30:16  <b>types (1)</b> 30:5</p> <hr/> <p align="center"><b>U</b></p> <hr/> <p><b>ultimately (1)</b> 19:3  <b>unanswered (1)</b> 21:11  <b>unclear (1)</b> 28:9  <b>understand (10)</b> 9:6,16 10:17            13:24 17:4 22:25 23:18 29:12            32:11 38:24  <b>undocumented (3)</b> 13:21 23:8,19  <b>unfortunately (2)</b> 12:21 42:8  <b>unit (1)</b> 8:19  <b>Unresolved (1)</b> 19:2  <b>utilization (1)</b> 37:6  <b>utilize (1)</b> 20:6</p> <hr/> <p align="center"><b>V</b></p> <hr/> <p><b>vehicle (1)</b> 19:20  <b>VENDEX (2)</b> 18:21,23  <b>vendors (1)</b> 20:10  <b>verbal (3)</b> 6:10 7:20 42:13  <b>viewing (1)</b> 20:16  <b>vision (1)</b> 4:13</p> <hr/> <p align="center"><b>W</b></p> <hr/> <p><b>Wait (1)</b> 8:10  <b>walls (1)</b> 21:12  <b>want (22)</b> 9:4,16,25 10:21 12:22            16:4 18:13,16 19:5,14 20:23 21:5            28:19,21 30:20 31:2 33:9 35:13            37:20 38:23 39:17 41:7  <b>wanting (1)</b> 37:8  <b>way (6)</b> 7:22 11:20 22:5 25:12            31:11 43:14  <b>we'll (4)</b> 6:15 15:12,12 34:10  <b>we're (25)</b> 8:24 9:7,7,10,21 10:21            10:24 11:17,18 12:13 13:9 17:15            22:23 23:10,11 24:13 27:17            28:12 30:11,14 32:12 36:17,19            38:15,19  <b>we've (5)</b> 7:22 8:9,10 23:17 37:24</p>	<p><b>website (1)</b> 20:16  <b>week (1)</b> 42:2  <b>weeks (1)</b> 16:19  <b>welcome (3)</b> 3:4,13 7:15  <b>weren't (1)</b> 12:22  <b>West (1)</b> 30:15  <b>WHEREOF (1)</b> 43:16  <b>wind (1)</b> 27:16  <b>within-entitled (1)</b> 43:10  <b>WITNESS (1)</b> 43:16  <b>words (1)</b> 37:10  <b>work (8)</b> 8:25 9:8,12 10:10 13:11            16:23 18:6 35:21  <b>Workers' (1)</b> 19:20  <b>working (6)</b> 11:23 12:12 16:17            23:17 26:2 30:23  <b>works (2)</b> 34:19 41:5  <b>workshop (5)</b> 14:16 15:10 23:17            25:16,18  <b>workshops (16)</b> 13:13,25 14:4,11            14:12,23 15:18 16:5,7 23:15            25:22 26:10,11,20 27:3,18  <b>wouldn't (2)</b> 23:20 27:9  <b>wrap (1)</b> 14:3</p> <hr/> <p align="center"><b>X</b></p> <hr/> <p><b>X (2)</b> 1:2,5</p> <hr/> <p align="center"><b>Y</b></p> <hr/> <p><b>Y (3)</b> 21:10 31:19 37:6  <b>ya (2)</b> 31:17,17  <b>yeah (6)</b> 26:6,16 28:3 34:5,9 36:13  <b>year (11)</b> 14:4,11,20 16:18,22,23            17:19 27:5,10,25 37:18  <b>years (3)</b> 5:11 22:17,22  <b>York (10)</b> 1:8,8,21 19:14,24 20:7            23:11 24:4 43:2,8  <b>Yorkers (2)</b> 4:12,15  <b>Youth (6)</b> 1:3 2:5,6,8 3:4 4:8</p> <hr/> <p align="center"><b>Z</b></p> <hr/> <p align="center"><b>0</b></p> <hr/> <p align="center"><b>1</b></p> <hr/> <p><b>1 (2)</b> 5:9 19:18  <b>10:00 (1)</b> 1:10  <b>100 (2)</b> 36:21 41:7  <b>100,000 (1)</b> 41:13  <b>10543 (1)</b> 1:21  <b>12 (1)</b> 14:24  <b>13 (2)</b> 1:9 14:24  <b>139 (1)</b> 1:20  <b>13th (1)</b> 41:24  <b>14 (1)</b> 25:20  <b>1412 (1)</b> 1:7  <b>19th (1)</b> 43:17</p>
--	--	---

Pre-Proposal Conference- A.M. Session  
September 13, 2016

<b>2</b>		
<b>2 (2)</b> 1:7 19:19 <b>2,000 (1)</b> 41:11 <b>2:00 (4)</b> 4:22 5:4 7:8 42:15 <b>200,000 (2)</b> 41:17,18 <b>2016 (6)</b> 1:9 4:22 5:4,17 42:15 43:17 <b>2017 (1)</b> 5:9 <b>2020 (1)</b> 5:9 <b>212 (1)</b> 1:21 <b>23 (1)</b> 5:17 <b>23rd (1)</b> 41:25		
<b>3</b>		
<b>3 (1)</b> 30:14 <b>30 (2)</b> 5:9 20:11 <b>381-2061 (1)</b> 1:21		
<b>4</b>		
<b>48 (1)</b> 37:11		
<b>5</b>		
<b>5 (1)</b> 30:16 <b>50 (13)</b> 16:11 24:7,16 25:6,11 37:11,11,13,21 38:9 41:6,8,14 <b>53 (2)</b> 37:21 38:8		
<b>6</b>		
<b>6 (3)</b> 4:22 5:4 42:15 <b>60 (1)</b> 41:11		
<b>7</b>		
<b>722-0816 (1)</b> 1:22 <b>75 (1)</b> 41:11		
<b>8</b>		
<b>9</b>		
<b>90 (1)</b> 8:8 <b>914 (2)</b> 1:21,22 <b>95-DEPOS (1)</b> 1:21 <b>953-3767 (1)</b> 1:21		