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ABBREVIATIONS: [U/I] Unintelligible
[PH] Phonetic spelling
Transcriptionist's note []

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| | [BEGINNING OF RECORDING] |
| MS. PARFREY-SMITH: | <p>Sorry about that, just a slight technical difficulty. So, as I mentioned before, my name is Eileen Parfrey-Smith. I am the Agency Chief Contracting Officer for the New York City Department of Probation. We will all be introducing ourselves in a minute. But again, I just wanted to welcome you all to the NeON Works TA Pre-proposal Conference and thank you all for joining. We uhm, I would like to just alert you to a few things before we proceed. Please note that this conference is being recorded. There will be a transcript issued after the conference concludes. Also, as I mentioned before, just to try to keep things as quiet and orderly as possible, please keep your phone on mute uhm, until it is your turn to speak. Lastly and perhaps most importantly, please be advised that any answers or information provided in this Pre-Proposal conference that may constitute a change to the RFP are not considered binding unless a formal written addendum is issued that documents the change. So, here's a little information about how today's conference will proceed. As I mentioned before, we're going to start with introductions. First, our DOP representatives will introduce themselves, then our city funding partners. And then I will do a roll call for organizations who have RSVP'd for the call. Lastly, I will ask any other organizations that are on the call who I do not have RSVP information for to introduce themselves. After the introductions, we will give you a short presentation on the services that are being requested through the NeON Works Technical Assistance RFP. This will be followed by some regulatory requirements and reminders for submitting a proposal in response to this RFP. The last segment of the conference will be a question and answer period. So, let's begin with introductions from our DOP representatives.</p> |
| MS. SHAPIRO: | Hi, good morning. This is Lily Shapiro. I am Senior Policy |

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| | Advisor to the Commissioner here at the Department of Probation. Thank you all for tuning in. |
| MS. KAISARAM: | Hello, good morning. This is Maleenee Kaisaram. And I'm Deputy ACCO at the Department of Probation. |
| MS. PARFREY-SMITH: | O.K. Next, I would like to have the representatives who are joining from our city funding agencies. Is there anybody on the call from YMI? |
| MR. KRASNEY: | This is Parker Krasney with the Mayor's Office for Economic Opportunity. We work closely with YMI. I believe YMI's Executive Director Jordan Stockdale may be calling in shortly. |
| MS. SHAPIRO: | Yes, he is I think right this minute. I just heard. |
| MR. KRASNEY: | Great. |
| MS. PARFREY-SMITH: | Are any of our other funding partners on, CYE? |
| ZANE: | Hi, this is Zane [PH]. |
| MS. PARFREY-SMITH: | Hi Zane, is there anybody else joining us from our City funding partner agencies? |
| MR. STOCKDALE: | Yes, Jordan Stockdale from the Young Men's Initiative. |
| MS. PARFREY-SMITH: | Hi Jordan, you got on just in time. O.K., if there, is there anybody else? I think that should be everybody. So now I'm going to run through the list of organizations who RSVP'd for the conference. I will call organization by |

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| | organization. When I call your organization, please just let us know uhm, your first and last name. I'm going to start with Pryor Learning Solutions. |
| MR. MART: | Hi, this is Adam Mart [PH], and we also have Paula Fields on the call. |
| MS. PARFREY-SMITH: | O.K., great. One second. How about Shirley Chisholm Services? O.K. EDSI? |
| MR. MALL: | Yes, you have Ken Mall. |
| MS. PARFREY-SMITH: | Thank you. How about Modern Organization and Human Development Center? |
| MR. EDWARDS: | Hi, good morning. Yes, you have Raymond Edwards and Sonia Smith [PH]. |
| MS. PARFREY-SMITH: | And how about MindOpen Learning? |
| MS. SPECK: | Good morning, you have Elizabeth Speck and Edward de Jesus. |
| MS. PARFREY-SMITH: | Great uh, Three by Three [PH]? |
| MS. JAIN: | Hi, this is Priyanka Jain [PH]. |
| MS. PARFREY-SMITH: | One second. How about ResCare? |

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| MR. WILLIAMS: | Good morning, Bradley Williams, Michael Dunn [PH], and David DeNiro [PH] are in attendance this morning. |
| MS. PARFREY-SMITH: | And how about Curriculum Concepts International? |
| MS. BREEN: | Helen Breen [PH] and Candy Roddo [PH] are attending. |
| MS. PARFREY-SMITH: | Great. Is there anyone from an organization that I did not call who is joining us today? |
| MS. GILBERT: | Uh yes hi, this is Allyson Gilbert from Adaptation. And I just sent the RSVP like five minutes before the meeting. I didn't realize, uhm... |
| MS. PARFREY-SMITH: | No, no, no, no worries. That's fine. |
| MS. GILBERT: | Yes. |
| MS. PARFREY-SMITH: | Is there anybody else joining us whose name I didn't call? |
| MS. ST. JOHN: | Yes, this is Sabrina St. John with Out of the Box Training Solutions. I sent the RSVP last week... |
| MS. PARFREY-SMITH: | I might've, I might've missed it. It's O.K. The RSVP is not a big deal. We're just trying to make sure we account for everybody. |
| MS. ST. JOHN: | O.K., thank you. |

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| MS. PARFREY-SMITH: | Yeah, no problem. Is there anybody else joining us today that I didn't, I didn't call? |
| MS. WILLIAMSON: | This is Jennifer Williamson with Pryor Learning. The rest of the team was on, but I got held back just a minute in another meeting. |
| MS. PARFREY-SMITH: | O.K. no worries, thank you. O.K., one more call, anybody else? Anybody left who hasn't introduced themselves yet? Going once, going twice, I know it takes time to get yourself off mute, so... O.K., great. Thank you all so much for joining us. I hope you'll find the information useful to you as you mull over your proposal submission. I'm going to pass it over now to Lily Shapiro to talk to you a little bit more about the services that are being requested through the RFP. |
| MS. SHAPIRO: | Hi again, everyone. I'm going to provide more of a general overview and philosophical overview as opposed to going through everything that's really in the RFP. So just to step back for a minute, what we're looking for is an entity to provide technical assistance and support to the providers who will be implementing our NeON Works program. So let's just unpack that very briefly. So, first of all NeON, we do not mean the lightbulbs, although there's an element of that, of course. That stands for Neighborhood Opportunity Network, which, is a philosophy of probation supervision that manifests itself in placed-based, community-based offices in seven neighborhoods across New York City that historically have faced tremendous challenges and are disproportionately impacted by the justice system and all of the collateral consequences. So that is in Brooklyn, Bedford Stuyvesant, Brownsville, East New York. It's the South Bronx, Jamaica, northern Staten Island, and Harlem. So we have offices in those neighborhoods, and the philosophy behind that uhm, revolves in large part around community |

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| | <p>engagement, So it's engagement so it's engaging people who are on probation in their own communities and engaging their communities thoughtfully and intentionally because that is simply best practice. If you are building a stronger ecosystem around a person and making sure they're connected to that ecosystem, they are less likely to cause their community harm. Also having programming that is open both to people on probation and their neighbors, really helps destigmatize people who are justice-involved and leads to lots of great things. So, NeON Works was created in that spirit. It is a program for 16 to 24-year olds primarily, although older, older adults will not be excluded. 16 to 24-year olds who are under probation supervision or even if they're not, who live in one of those NeON neighborhoods. So, it is hyper-local, place-based, and flexible. And the idea is to introduce young people to the world of work and also depending on where they're at in their journey, get them really ready for and perhaps even placed in a job with retention services. So, it's one-size-fits-one. It involves workshops across a range of topics. It involves access to certifications in specific fields and job placement and retention services. So, that's what the providers are going to be, the NeON Works providers will be doing. And it will require a tremendous amount of connectivity among the providers around the city, so that if there's a young person who lives in Brownsville who's really interested in a culinary certification but the provider in Brownsville doesn't offer that, and the one in Harlem or Jamaica does, that young person has a means of getting connected to those opportunities. So, one, which is a good segue to what we're looking for in a technical assistance provider, which is an entity that among other things can really help bolster that connectivity and learning community among the providers. So, really what this means is, you know, assisting providers with startup, getting ready to implement the program, filling any gaps they need around training, uhm and figuring out what those are, assessing and filling those gaps. And also assisting of course, as the</p> |

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| | <p>program is implemented with continuous quality assurance and site visits and checking in and, and essentially keeping track of, you know what kind of support is needed, responding to DOP as we indicate there may be support needed for a particular provider. And philosophically what we're hoping a TA provider will bring to the table also is familiarity with some of our animating principles, which is positive youth development, uh restorative justice, also in understanding of the barriers that justice-involved and justice-impacted young people face when seeking to become employable, not just seeking employment, but in seeking to become employable. And so that's, that's sort of a broad overview of, of what we're attempting to accomplish here, and we're very excited to have so much interest. Eileen you let me know, did I leave an aspect out there?</p> |
| <p>MS. PARFREY-SMITH:</p> | <p>No, I think you pretty well covered it. I just wanted to also clarify, you know that our expectation isn't necessarily that one entity in and of themselves is going to be able to provide every aspect of technical assistance. There's definitely opportunity here for, you know, subcontracting and using, you know creatively sort of using partners to be able to deliver the different pieces that are being requested through the RFP. And a little while later Maleenee is going to talk a little bit about the subcontracting goal that's on this contract. So that's something else to keep in mind that [U/I] also be a way for you to meet some of those expectations if you don't provide all those things. So, with that, I guess I will take the microphone back. Thank you again Lily. Now let's talk a little bit about some important information that is in the RFP regarding submitting a proposal. So please mark your calendars if you haven't already. The due date is 2:00 p.m. on Tuesday, June 16th, 2020. Your proposals must be submitted in their entirety by that due date and time. Proposals submitted after that due date and time are late and will not be accepted. That also goes for, as I mentioned it needs to be submitted in its entirety. So, any</p> |

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| | <p>pieces that you may have forgotten, we cannot accept after that due date. Your proposals must be submitted by email to ACCO@Probation.NYC.gov. This email is provided in the RFP. Proposals will not be accepted if they are submitted in any other format or if they are submitted to any other email address, so please make sure you're utilizing that ACCO@probation email. You can refer to section one of the RFP for this information. I'd also ask that you refer to section four in the RFP for information on putting your proposal together. There is a checklist at the end of that section. It's letter B. This will help to ensure your proposal is complete and follows all applicable rules. Your emailed proposal should contain three separate PDF documents. The first PDF will include the bulk of your technical proposal. That will include the proposal summary form, your written technical proposal, the schedule B, MWBE utilization plan if that's applicable, applicable to you, the Iran Divestment Act certification, and acknowledgement of addenda. Second pdf should contain only your price proposal. The third PDF should contain only the doing business data form. As I mentioned, all of this information is outlined in the checklist in section four. Now to ensure that your proposal can be accepted and evaluated, pay close attention to the information in the RFP regarding Local Law 34 of 2007. This requires a complete doing business data form with every proposal. The form must be submitted, and it must be complete. Please make sure you follow the instructions for completing the form. If you are filling out this form for the first time, please make sure that you indicate an individual for every position that's requested on the form. If that particular position does not exist within your organization, please make sure you utilize the checkbox that indicates it. If you are filling out information about individuals. The form will request birthdates. It will request home addresses. These need to be provided. This information is kept confidential. It's only used to check against a campaign finance database. You can read more about that in the RFP as it relates to Local Law 34. But that information must be</p> |

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| | <p>provided. Please do not use addresses that are the same as the entity address unless the business is run from your home, O.K. We will be checking those things. We will be in touch if the form is not considered complete. Please make sure on page two to list at least senior manager. If your organization is only made up of one principal person, you can reuse the same person in multiple places. Finally make sure the certification at the bottom is filled out, that you have signed it, and you have dated it within the last six months. If these conditions are not met, please be advised your proposal may be deemed nonresponsive and rejected, which means your proposal will not be evaluated, O.K. I'm now going to pass it over to Maleenee Kaisaram, our Deputy ACCO and MWBE Officer. She's going to talk to you a little bit about the MWBE requirements for this RFP and for your proposal.</p> |
| <p>MS. KAISARAM:</p> | <p>Hello everyone, good morning. Please take note that the RFP is subject to MWBE participating goals. The subcontracting goal has been set at 30%. Please refer to page 12 of the RFP in Schedule B, MWBE Utilization Plan for the specific breakdown of goals. Please familiarize yourself with attachment two, notice to all prospective contractors. Promo... proposers must complete the Schedule B MWBE utilization plan. The vendor certification and requirement affirmation must be completed, or else the proposal will be deemed nonresponsive and will be rejected. Proposers may also request a [U/I] of the parti... participation goals. A partial or a full-waiver request must be submitted at least seven calendar days before the proposal due dates. Waiver requests will be reviewed by DOP to determine if they are reasonable. Please refer to attachment two for full details. If your organization is a non-for-profit, schedule B does not apply to [U/I]. If you are an MWBE, you must complete Schedule B. Also, proposals submitted in response to RFP will be evaluated pursuant to the rules of best value. Refer to section five, evaluation</p> |

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| | <p>procedures and basis for award. Proposals submitted by certified MWBEs will receive a quantitative point preference of 10% of the total technical [U/I] require the DOP creating a short list. The minimum threshold for technically viable proposal... proposers is 75. Awards will be made pursuant to the lowest price for technical point, such that price will be divided by the final technical score. Please familiarize yourself with these sections to understand how your proposal will be evaluated and awards will be made. I will now pass it back to Eileen.</p> |
| <p>MS. PARFREY-SMITH:</p> | <p>O.K., great. Thank you, Maleenee. And I just wanted to reiterate one of the statements that Maleenee made, which is about certified. So please make sure you are, if you are an MWBE, that you are certified by the City, so all of those regulations refer to City certified MWBEs. If you need more information about becoming certified, you can refer to that attachment two that Maleenee reference that will give you information about contacting the Department of Small Business Services and how you can become a certified MWBE with the City. O.K. so, before we move over to question and answer, I just want to provide a final reminder. Please take note that any questions you have outside of this conference must be submitted to the authorized agency contact. That is me. Please utilize the ACCO@probation.NYC.gov email for any questions. In the event questions are submitted to someone else at DOP, please note that even if you receive an answer, that answer will not be considered official. Also, as I mentioned before, and I can't reiterate this enough, any answers given orally through this conference or written by email that may constitute a change to the RFP are not considered binding unless DOP subsequently issues a formal written addendum. Just so you know any addenda will be posted on the DOP website. It will also be sent to anyone who has registered and downloaded a copy of the RFP recording their contact information. If you have received the RFP</p> |

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| | <p>through some other means aside from downloading it off of our website and filling out the contact information form, you will not be notified directly of the addenda. Also, please take note there is a form called the acknowledgement of addenda. That particular form needs to be filled out whether there is an addenda issued or not. If addenda are issued, you should record the date for each addenda that's issued. If no addenda are issued, there is a checkbox to indicate that no addenda were issued. I believe you sign the form at the bottom O.K., so please keep that in mind. We now are ready to transition over to the question-and-answer period. If you would like to ask a question, I ask that you please restate your first and last name and the organization that you represent first so we're able to have this for the record. Also please keep in mind to keep your phone on mute if you are not speaking. Hopefully this will go as orderly as possible, so please if anybody has any questions, please feel free to ask.</p> |
| <p>MS. JAIN:</p> | <p>Hi, this Priyanka [U/I] from Three by Three Design. My question is how many service providers are currently engaged in the NeON Works program? And I know at the beginning of your presentation, you mentioned some locations, but would you be able to give a list of the locations?</p> |
| <p>MS. PARFREY-SMITH:</p> | <p>So, at this time, we have not finished identifying who will be providing the actual NeON Works programming. If you haven't already, I would definitely suggest hopping over to our website and reviewing the RFP that was issued for the NeON Works program itself. It's on the same page you downloaded TA RFP. It's just a little bit lower down on the page. That lists all of the service areas that are being considered. I'm sorry, all the geographic areas that are being considered. Lily, is there anything you want to add to that?</p> |

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| MS. SHAPIRO: | Uh no, I think you covered it, thanks. |
| MS. GILBERT: | Hi, this is Allyson Gilbert from Adaptations. I'm wondering if you anticipate any requirements for the content of the programs itself, the content of the materials to be required, or if or if it's an assessment, or is that even done amongst the program content, I guess? |
| MS. PARFREY-SMITH: | Do you mean like a deve... like would the TA provider be responsible for developing content to be used in the programming? Is that, was that the question? |
| MS. GILBERT: | Yes, would that be part of this proposal? Or is it just the identify, you know to identity content where there might be gaps, or any of that, or is this an evaluation of the providers? |
| MS. PARFREY-SMITH: | I think primarily it's sort of an assessment of the providers. There might be some, I believe there are some, some expectations about workshops that might be needed to assist providers. I think generally speaking, it's not so much creating content as it is doing that assessment and assessing whether the providers are adhering to what the program model is and, you know, following best practices and instituting you know, a program somewhat cohesively across the city. Lily, do you wanna jump in... |
| MS. SHAPIRO: | Yeah, just briefly, that's an interesting question. And when I, when I said that NeON Works itself as a program, is flexible, I did not mean to imply that it's not firmly defined because it is. Within that definition, there's flexibility in what the providers might choose to do in terms of content to some extent. There are, there are some delineated expectations in that RFP, which I believe you all have access to around |

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| | for example, what the workshops would be. So no, this, this is not about expecting the TA provider to create content, uhm perhaps offer guidance on what might be more effective in, in that kind of, you know, it's more about the, the effectiveness of it as opposed to given, given the population they're serving, as opposed to the meat of it itself. |
| MS. GILBERT: | Thank you. |
| MS. FIELDS: | This is Paula Fields, Pryor Learning. And I just had a clarification question. O the subcontracting plan, I thought I heard during the presentation that if we're a nonprofit, we don't have to submit the Schedule B, or was that just only for a certified nonprofit, that it's not applicable? |
| MS. PARFREY-SMITH: | No, if you're a not-for, not for-profit, it's not applicable. |
| MS. FIELDS: | O.K., thank you. |
| MS. PARFREY-SMITH: | Sure. |
| MR. EDWARDS: | Raymond Edwards, MOHDC. Just a quick question. I think I recall reading where it said that the proposals were to be submitted through HHS. But I think one of the presenters mentioned that it has to be submitted via email. Could you clarify that please? |
| MS. PARFREY-SMITH: | So no, this, this RFP will not be using the HHS Accelerator system. This, in order to submit a proposal, you will be using the ACCO@probation.NYC.gov email address. |

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| MS. SPECK: | Hi, it's Elizabeth Speck from MindOpen Learning Strategies. Can you speak to whether you'd like to see or are expecting to see contingency plans around virtual delivery versus in-person delivery in light of COVID-19 and questions about how programs will be operating in the next year? |
| MS. PARFREY-SMITH: | So, at this time, the RFP did not contemplate virtual delivery of services. But we will take a look at that and see if that is information that should be added. So, at this time it contemplates more of in-person services. But certainly I, I will say nothing precludes you based on the RFP from suggesting any type of virtual programming, as well. |
| MS. SPECK: | Thank you. |
| MS. PARFREY-SMITH: | Any other questions? |
| MS. JAIN | Hi, this is Priyanka [PH] from Three by Three again. The RFP doesn't, doesn't mention any deadline to submit questions. Is there a deadline, or all the questions are being asked today? |
| MS. PARFREY-SMITH: | So no, there's no deadline to submit questions. But, we do advise that questions that are submitted within a week of the proposal due date, we may not be able to get you a timely response. But we encourage you to ask your questions as soon as possible. Definitely, if you do not ask it today, utilize that ACCO email address to send your questions in. But, the sooner the better, so we can try to, especially if, if the question is somewhat complicated, if we can, we will have the time then to try to get you the best answer possible. |

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| MS. JAIN: | [U/I] thank you. |
| MS. PARFREY-SMITH: | Anybody else? Give you a minute to collect your thoughts. I'm going to leave the floor open for questions for another minute or two. So please definitely you know take advantage of the time to ask if there's anything left that you have questions about. |
| MS. JAIN: | This is Priyanka again from Three by Three. Do you want [U/I] training to be provided to each service provider separately, or are you open to possible suggestions where you might be able to combine service providers based on the common gaps that we see? |
| MS. PARFREY-SMITH: | Yeah, absolutely, yes. |
| MS. JAIN: | Uhm...yeah? |
| MS. PARFREY-SMITH: | So, to answer your question, yes. There's no, I think there's there is a... you know in the RFP [U/I] lays out a sort of a wide range of services that could be provided, right? It doesn't mean that every provider will need the exact same thing. But as you, as you mentioned, yes, there may be instances where you have [U/I] there are common issues across all providers or most providers or a few providers. You definitely could, you know, and it probably would be most efficient in those cases to, you know, a combined workshop, or combined you know sort of... activity. But you know, there probably would be a mix of both types of things. There may be some providers that really just need the individual attention versus like you mentioned, some of those you know, common problems that could be addressed as a group. |

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| MS. JAIN: | Right. And just one last question. I think you addressed this before about... [U/I] assessments that need to be conducted upfront... to assess the effectiveness of the [U/I] and [U/I] services. [U/I] focusing on content, but do you see the TA conducting surveys and interviews in order to assess this? Or do you see it more like uh... focus groups and con... conversations between the service provider and the TA? |
| MS. PARFREY-SMITH: | [U/I] I think... it could be a mix of both. I think that's up to your individual program design, how you would, would conduct the assessments. |
| MS. JAIN: | [U/I] thank you. |
| MR. EDWARDS: | Uhm... yeah, Ray Edwards from MOHDC again. Could you kindly share what you'd consider a reasonable ground for waiver of the MWBE utilization plan? |
| MS. PARFREY-SMITH: | So that's all laid out in attachment two in the notice to prospective contractors. So definitely read through that. But you know there is, there's information that you'll have to provide in the waiver request about like past subcontracting and then you know, information on sort of how you would plan to provide these services. There's also information about like if there's a determination that... there isn't a sufficient amount of MWBEs to perform certain work, that's a consideration. But definitely, like I said, review that, that attachment two because these are... you know a wide variety of things that could impact your ability. And... and, and I believe, I mean some of that is specific organization by organization, right, about how you would be providing the services, what your past history is with subcontracting and providing services. So please take a look at that attachment two and look closely at the Schedule B form. For anybody that has filled out a Schedule B form before for the City, the |

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| | <p>form has changed. It now requests more specific information about contracting history which will help in the deter... [U/I] some of the [U/I] determination is also made. It's not just DOP but our office, city-wide office that handles also MWBE [U/I] also reviews the [U/I].</p> |
| <p>MS. GILBERT:</p> | <p>This is Allyson Gilbert. I just had a question. I was, you mentioned that part of the role of the TA might be to do site visits. Are you anticipating that they would be working out of your offices in Manhattan and then doing site visits, or what is your expectation for where the bulk of the work gets done?</p> |
| <p>MS. PARFREY-SMITH:</p> | <p>So no, we would not be looking for somebody to be based out of our headquarters. I mean a lot of the work can be done on site with the providers. The assessments or if somebody [U/I] may end up being done virtually. We're not necessarily looking for a specific office location. It would really be up to your program design where you would be located and how you would best be able to handle those, uhm those individual site visits or if you were to be conducting any type of workshops where those would be located.</p> |
| <p>MS. GILBERT:</p> | <p>O.K., thank you.</p> |
| <p>MS. SHAPIRO:</p> | <p>Can I ... Eileen, can I add onto that?</p> |
| <p>MS. PARFREY-SMITH:</p> | <p>Uhm-hmm.</p> |
| <p>MS. SHAPIRO:</p> | <p>Yeah, so the, the, just to define what, what site may mean, obviously there is a may there at this point, it would be the provider's office and/or the NeONs, depending on where each individual provider is providing different forms of</p> |

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| | services. And the NeONs are in those, those seven neighborhoods that I mentioned at the beginning. |
| MS. SPECK: | Hi, it's Elizabeth Speck again from MindOpen Learning Strategies. Two, two questions. How detailed, should the price proposal be? Can you provide any guidance around what, what costs are assumed and how you'd like to see that format? And then another question is, are reference letters accepted uhm, or do you need to stick to the, the description in the proposal, just providing the names and nature of relationship? |
| MS. PARFREY-SMITH: | O.K. give me one second. Let me just, I'm trying to pull up the RFP. I'm having a little trouble. |
| MS. SPECK: | Thanks. |
| MS. PARFREY-SMITH: | Sure. So there is nothing that would preclude you from including reference letters. I don't believe the RFP requires reference letters. |
| MS. SPECK: | Right, it asks for, for references. |
| MS. PARFREY-SMITH: | Right, right. So right, so cause you had also pointed out there, it asks for a list. Like I said, there's nothing that precludes you from also including those reference letters if that was your choice. But at the very least, you should have that list, and then those little pieces of information, then that would go along with each reference. And can you repeat the second question? |
| MS. SPECK: | Yes, do you have any guidance for the information you'd like to see included in the price proposal? And, and what is assumed in the hourly rates, any detail that you can |

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| | provide. |
| MS. PARFREY-SMITH: | So, I'm just double checking. I don't believe we ask for a breakdown of your rate. You're simply, you're simply providing the rate. Now keep in mind that there is, there is a maximum rate specified in the RFPs. You could not exceed that maximum hourly rate. And you'd also be, you'd be including your total offering price. But we assume that your rate is pretty much fully loaded, that any costs for delivery would be included in that rate. You do not have to break that down. |
| MS. SPECK: | O.K. great. I'm sorry, one last question. Is... are there page limits to the proposal, the narrative? |
| MS. PARFREY-SMITH: | That's a good question. I don't believe there are. In this case, we ask of course that you're mindful of your readers. But that the proposal itself, this is stated in section four, is evaluated on the basis of its content, not its length. So, we do not have specific page limits. |
| MS. SPECK: | Thank you. |
| MS. PARFREY-SMITH: | [U/I] yes, work with that as you will. |
| MS. SPECK: | Appreciate it. |
| MS. PARFREY-SMITH: | Any last-minute questions, anybody else? I'm going to give it another minute, if anybody comes up with anything else. But of course, always utilize the email address after the conference. O.K., that was a minute. So, unless anybody is going to jump in real fast before I finish what I'm going to say now, we'll be concluding. So, thank you all for joining |

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| | us, thank you all for those really great questions. And we look forward to seeing your proposals, on June 16 th . And just please like I said, take note of that information regarding how to submit your proposal. And definitely familiarize yourself with those MWBE requirements. I know that can be a little bit tricky. So please review those materials very closely. Thank you again, and good luck. |
| MS. SHAPIRO: | Thanks, everyone. |
| MS. SPECK: | Thank you. |
| MS. KAISARAM: | Thank you. |
| MS. SPECK: | Bye. |
| MS. KAISARAM: | Thank you. |
| | [END OF RECORDING] |