



District Attorney of
New York County

November 20, 2018

The CUNY Institute for State and Local Governance (ISLG) appreciates your interest in the *CJII Grantee Application to Provide Peer-to-Peer Training and Technical Assistance*.

This addendum includes answers to questions submitted via CJII Application Portal to ISLG by November 13, 2018.

ANSWERS TO APPLICANT QUESTIONS

Peer-to-Peer Training and Technical Assistance Initiative

We answer specific applicant questions below, but we also want to provide a summary of what we are looking for through this solicitation:

This solicitation is phase 1 of a 2-phase process. In phase 1, we are looking for CJII grantee experts to indicate that they want to be considered to provide TTA to peer CJII grantees. By applying, you are indicating that you want to be considered and be included in the competition pool.

In phase 2, the competition pool will receive numerous/various task order solicitations to specifically respond to. These task order solicitations will be issued on an ongoing basis over the next one to three years. These task orders will vary in scope. These task orders could be to provide ongoing engagement with one or multiple grantees or for a single instance of TTA. Some may be to provide ongoing consulting to one specific grantee. Some may be to provide training to a group of grantees on a specific topic.

At this point, in phase 1, we are looking for a summary of the expertise you could provide, your relevant experience, organizational capacity and best price proposal, given that there will be more specific information in phase 2. We will use this information to select multiple applicants for participation in the competition pool for phase 2. DANY is interested having multiple, diverse applicants in the competition pool.

QUESTION: In my reading of the RFP, CJII grantees will be judged as a prospective TTA provider through our ability to prove our competence through meeting the Evaluation Criteria. Is this true?

Answer: Yes, an evaluation team, selected by DANY, will evaluate and rate proposals based on the evaluation criteria described in *Section VI.B.* of the RFP.

QUESTION: Given that provided services will be determined through Task Orders issued AFTER Contractors are selected for consideration, how do we create an accurate Price Proposal now?

Answer: The price proposal is the daily, hourly rates or salaries of the staff the applicant would anticipate engaging for TTA delivery—in one, some or all of the areas described in the application, depending on your interest, expertise and capacity.

QUESTION: Is the selected TTA provider expected to be able to provide training on all areas listed?

Answer: DANY seeks experts to provide TTA in one, some, or all of the areas listed in the RFP. No selected provider will be expected to provide training on everything listed.

The expectation is that more than one applicant will be selected to become part of the competition pool to provide TTA.

QUESTION: Is the TTA provider expected to provide the TTA in all 4 formats per programmatic area?

Answer: The expectation is that more than one applicant will be selected to become part of the competition pool to provide TTA. No selected provider will be expected to provide TTA in all formats.

We received several questions regarding whether variance is allowed for hourly rates within one proposal, given that rates may vary depending on topic or format. This explanation serves to address those questions.

Answer: Applicants are not required to submit one set hourly cost in their price proposal. Variance is allowed. Applicants should explain the basis for different rates.

QUESTION: We are wondering if sexual harassment training would fall under one of the programmatic areas currently being proposed by the CJII TTA Initiative. We thought this related closest to programmatic area 5.B: "Engagement- Develop and/or enhance a strengths-based approach across programs and organizational practice." Does this seem to be the right programmatic area, or would another one be more appropriate?

Answer: DANY is interested in providing comprehensive TTA. At this point, applicants should include all expertise or training that they are interested in providing and that they think may be relevant to CJII grantees.