



**RFP C000432 Environmental (Home) Modifications Evaluator  
Questions and Answers**

- 1. Question:** (The RFP states) that "Contractor shall bill not more than 10 hours for an initial evaluation"..... We have done a hand full of home evaluations for the NYSIMF and a lot for others. All of our evaluations are detailed and complete, which the NYSMIF was very happy with. All our evaluations with the report have taken us between 15 to 25 hours. What happens if the initial evaluation takes more than 10 hours?

**Answer:** Page 7 paragraph (b) of the RFP states those hours in excess of 10 must be pre-approved.
- 2. Question:** Is travel time billable?

**Answer:** No, travel time will not be billable. All costs should be incorporated into the rate that will be charged.
- 3. Question:** Is there a sample bid that you could email or fax us that we could see?

**Answer:** No
- 4. Question:** The RFP mentions a certain number of bidders in 6 respective regions divided by counties. Can we be eligible to bid for all of them or do we need to select one or more only. In the past we have worked beyond these areas in out of state locations for NYSMIF families, will we still be eligible to be considered for that?

**Answer:** You must identify if you are bidding to do work in one or all or just select regions. This is for work within NYS.
- 5. Question:** The RFP mentions this will be a five year contract with the fund. Will one be directly dealing with NYSMIF or a contracted third party like Alicare Med Mgmt?

**Answer:** The contract will be with DFS.
- 6. Question:** The RFP Mentions a cap for \$200,000.00 per year. We were asked to stop work last year being over \$50,000.00 per year, Has the Cap been increased? Elaborate how the compensation works?

**Answer:** The \$200,000 is a contract maximum and is different than the \$50,000 amount applied last year. You will submit regular bills and the amounts will be tracked. You will not be assigned work if it would make your billed amounts in the year exceed \$200,000.
- 7. Question:** The RFP mentions on pg-7 paragraph b, regarding the time allocated for certain evaluations and authorizations required for more time. The 2 hours window for bid evaluations and post modifications is extremely lower than what one should spend to confirm extensive and costly EMOD's. Does the fund expects to give an estimate of time to be spent in advance and get approvals before proceeding?

**Answer:** The majority of Emods should not be extensive since program rules have been clarified. Work is expected to be done within those time frames unless justification is provided and approved.
- 8. Question:** The RFP requests on Section 4 (b) vendor responsibility and Also appendix F, Do we the Evaluators are Contractors or Vendors or both? Is the RFP describing our role with all the above mentioned names?



NEW YORK STATE  
DEPARTMENT *of*  
FINANCIAL SERVICES

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Andrew M. Cuomo  
Governor

Benjamin M. Lawskey  
Superintendent

**Answer:** You would be Contractors / Vendors / Bidders / Evaluators.

9. **Question:** The RFP requests on pg-9 2.3(b) subcontracting, Does the fund requires prior approval for all subcontractors to be utilized prior to proceed with EMOD evaluations?

**Answer:** Prior approval of all subcontracting will be required.