



# PROCUREMENTS

## Human Service Procurements

### Description

YOUTH ABILITIES PROJECT - Negotiated Acquisition / Judgment required - PIN# 26004YAP104S - DUE 10-1-2003 AT 3:00 AM

In accordance with § 3-04(b)(2)(i)(B) of the PPB Rules, DYCD will solicit proposals from seven vendors determined to have the requisite experience and qualifications to operate a Youth Abilities Project. The awarded contractor will develop, implement, evaluate, and disseminate new or improved approaches that generate knowledge, and promote best practices to various youth programs in order to increase participation and improve results in those programs for young people with disabilities. The goal is to increase the participation and success of youth with disabilities in programs funded under the Workforce Investment Act. The specific goal of the Project is to increase the successful participation of youth with disabilities in New York City's employment and training programs by 1% by the end of the project term by working with the staff of approximately 150 contracted service provider organizations, including one-stop centers, and approximately 50 NYC staff.

The term of the contract will be eleven (11) months with an anticipated start date of November 1, 2003; the anticipated funding for the project is \$275,000. Interested organizations interested in submitting a proposal must call Patricia Chabla at (212) 442-5982 to request the Vendor statement of Work and Vendor Proposal application form.

Due Date	Solicitation	Agency	Contact	Address
10/01/03	Negotiated Acquisition / Judgment required	DYCD / Contract Procurement	Patricia Chabla (212) 442-5982	156 William Street, 2nd Floor, New York, NY 10038

### Description

HOME DELIVERED MEALS - Competitive Sealed Proposals / Judgment required - PIN# 12505HDM0000 - DUE 10-20-2003 AT 1:00 PM

The NYC Dept for the Aging is seeking proposals from qualified vendors for a contract to provide Home Delivered Meals to the elderly in Manhattan, Community Districts 8 & 11. Contract anticipated to begin 7/1/04.

Vendor Source #95243

Due Date	Solicitation	Agency	Contact	Address
10/20/03	Competitive Sealed Proposals / Judgment required	DFTA / Contract Procurement & Services	Betty Lee (212) 442-1115	NYC Dept for the Aging, 2 Lafayette St, Room 400, NY, NY 10007

### Description

VARIOUS PROGRAMS SERVING THE ELDERLY IN THE BRONX - Competitive Sealed Proposals / Judgment required - PIN# 12505VAR0000 - DUE 10-20-2003 AT 1:00 PM

The NYC Dept for the Aging is seeking proposals from qualified vendors for a contract to provide Various Programs Serving the Elderly in the borough of the Bronx. Contract anticipated to begin 7/1/04.

Vendor Source #25280

Due Date	Solicitation	Agency	Contact	Address
10/20/03	Competitive Sealed Proposals / Judgment required	DFTA / Contract Procurement & Support Services	Betty Lee (212) 442-1115	NYC Dept for the Aging, 2 Lafayette St, Room 400, NY, NY 10007

**Description**

VACCINE PURCHASE CONTRACT - Intergovernmental Purchase - PIN# 04ID01401R0X00 - DUE 9-17-2003 AT 5:00 PM

The Department of Health and Mental Hygiene (DOHMH) intends to enter into government-to-government negotiations with the Centers for Disease Control and Prevention (CDC). The CDC will allow the Department to use its contract to purchase vaccines at a reduced rate. Any vendor which believes that it can also provide these services is invited to indicate their expression of interest by letter which must be received no later than September 17, 2003 by 5:00 P.M. Expression of Interest should be sent to: New York City Department of Health and Mental Hygiene, Office of the Agency Chief Contracting Officer, 93 Worth Street, Room 812, New York City, NY 10013, Attn: Darrel Stallworth at (212) 219-5874.

<b>Due Date</b>	<b>Solicitation</b>	<b>Agency</b>	<b>Contact</b>	<b>Address</b>
09/17/03	Intergovernmental	DHMH / ACCO	Darrel Stallworth (212) 219-5874	NYC Dept. of Health and Mental Hygiene, Office of the Agency Chief Contracting Officer, 93 Worth Street, Room 812, New York, NY 10013
<b>Published</b> 09/10/03				

**Description**

HEALTH CARE CONSULTING SERVICES – Competitive Sealed Bids – PIN# CRSRFP090503 – DUE 10-03-03 AT 4:00 P.M. – HHC Corporate Reimbursement Services is seeking proposals for Medicare and Medicaid Financial Consulting Services. Vendors can respond to one or both sections of the RFP: A) Medicaid Volume Adjustment and Other Medicaid Appeals and B) Medicare Audit Adjustment Appeals, Medicare TEFRA Appeals, and Related Issues.

A copy of the RFP can be obtained on the HHC Web site (<http://nyc.gov/hhc>) under “What’s New-Contracting Opportunities”. Printed copies of the RFP may be obtained for \$25, by visiting 230 W. 41st Street, 7th Fl., between 10:00 AM and 4:00 PM beginning September 8, 2003. To request a copy of the RFP, e-mail [csrfrp01@nychhc.org](mailto:csrfrp01@nychhc.org) or to receive a copy by postal mail, send a check or money order for \$25, paid to the order of NYC Health and Hospitals Corporation to 230 W. 41st Street, 7th Fl., NY, NY 10036 (attn: J. Springer). Equal Opportunity Employer M/F/D/V.

<b>Due Date</b>	<b>Solicitation</b>	<b>Agency</b>	<b>Contact</b>	<b>Address</b>
10/03/03	Competitive Sealed Bids	HHC /	Janice Springer (212) 730-3153	230 West 41st Street, 7th floor, New York, NY 10036
<b>Published</b> 09/05/03				

**Description**

FITNESS INSTRUCTOR - Request for Qualifications - PIN# 846sp04c000x13 - DUE 9-29-2003 AT 5:00 AM

Teach aerobic/fitness classes for children in Parks afterschool programs as well as adult center members, 5 days a week from 4pm-7pm; Lead groups in light aerobics, group walking, stretching, and breathing exercises; Incorporate basic nutrition and wellness education into the classes; Offer classes for various fitness levels (novice, intermediate, and advanced). Must have at least 2 years experience in fitness/exercise instruction. Certification and/or degree in fitness education or a related field a plus.

<b>Due Date</b>	<b>Solicitation</b>	<b>Agency</b>	<b>Contact</b>	<b>Address</b>
09/29/03	Request for Qualifications	DPR / Contracts / Purch. & Account.	Matthew Jacobson (212) 830-7987	Arsenal West, 24 W 61st Street, 3rd Floor, New York, NY 10023
<b>Published</b> 09/03/03				

**Description**

AFTER-SCHOOL YOUTH PROGRAMS – Negotiated Acquisition – Available only from current provider - PIN# 260040062145A – In accordance with Section 3-04(a) of the Procurement Policy Board Rules, the Department of Youth and Community Development (DYCD) intends to enter into contract negotiations with The After-School Corporation (TASC) for the continued operation of after-school programs for children attending public schools in New York City. The term of the contract shall be for one year from July 1, 2003 to June 30, 2004. Organizations interested in responding to future solicitations for these services are invited to do so by calling the New York City Vendor Enrollment Center at (212) 857-1680 to request a Vendor Enrollment application, or fill one out on line by visiting [www.nyc.gov/selltonyc](http://www.nyc.gov/selltonyc).

<b>Due Date</b>	<b>Solicitation</b>	<b>Agency</b>	<b>Contact</b>	<b>Address</b>
	Negotiated Acquisition	DYCD / Procurement Office	Patricia Thomas (212) 676-8128	156 William Street, 2nd Floor, New York, NY 10038
<b>Published</b> 09/03/03				

**Description**

COMPUTER INSTRUCTOR - Request for Qualifications - PIN# 846sp04c000x12 - DUE 9-17-2003 AT 5:00 PM

Exciting P/T oppty to develop & implement curriculum that will teach computers to children in NYC after school program. Lots of room for your ideas, creativity & flexibility. 6 - 12 hrs/week. Afternoons. BA, computer & teaching exp, communication & management skills req'd. Knowledge of NYC & willingness to travel in the City a+. Sal comm. w/exp.

<b>Due Date</b>	<b>Solicitation</b>	<b>Agency</b>	<b>Contact</b>	<b>Address</b>
09/17/03	Request for Qualifications	DPR / Contracts / Purch. & Account.	Matthew Jacobson (212) 830-7987	Arsenal West, 24 W 61st Street, 3rd Floor, New York, NY 10023
<b>Published</b> 09/02/03				

**Description**

PLANNING FIRM AND REAL ESTATE CONSULTING FIRM – CP/2 – PIN# 011000000305 – DUE 09-19-03 AT 3:00 P.M. – Attendance at the pre-submission conference on Wednesday, September 10, 2003 at 1:00 p.m. is strongly recommended. The request for proposals documents will not be available after the pre-submission conference.

<b>Due Date</b>	<b>Solicitation</b>	<b>Agency</b>	<b>Contact</b>	<b>Address</b>
09/19/03	BP/City Council Discretionary	BNY /	David Lowin (718) 907-5965	63 Flushing Avenue, Building 292, Flushing Avenue and Cumberland Street, Brooklyn, NY 11205
<b>Published</b> 09/02/03				

**Description**

SHELTER SERVICES - Competitive Sealed Proposals / Judgment required - PIN# 071-04S-003-598 - DUE 10-15-2003 AT 5:00 PM

The Department of Homeless Services (DHS) is seeking qualified vendors to operate five transitional shelters for single adults at the following locations:

781 East 135th Street, Bronx, NY (AKA "Willow")  
 338 Forbell Street, Brooklyn, NY (AKA "Forbell")  
 333 Bowery, New York, NY (AKA "Kenton")  
 85 Lexington Avenue, Brooklyn, NY  
 350 Lafayette Street, New York, NY

These shelters are pre-program, mental health and substance abuse shelters providing transitional shelter and support services to homeless single adults. Homeless adults need a wide range of services, including health and mental health services and substance abuse treatment. The pre-program services will work with clients to determine their service needs, refer clients to the appropriate facility that best addresses their needs, and to counsel those clients resistant to participating in the rehabilitative process. The mental health and substance abuse shelters will provide case management, individual and group counseling and other support services appropriate to the target population.

All proposers are encouraged to develop strong linkages and/or proposed subcontract arrangements with programs that are licensed by the State Office of Mental Health, State Department of Health, and/or with the State Office of Alcohol and Substance Abuse Services (OASAS) to provide mental health, health care, and/or substance abuse services.

It is anticipated that the term of the contracts awarded from this RFP will be for five years from July 1, 2004 to June 30, 2009, with an option to renew for an additional four year term subject to the availability of funds.

It is anticipated that the payment structure of the contract awarded from this RFP will be based on a combination of a line-item reimbursement and performance outcome measures and related financial incentives and/or disincentives.

Vendors who believe they can provide these services described are invited to submit a proposal which is available for pick-up only beginning Thursday, August 28, 2003 at the Department of Homeless Services at 33 Beaver St., 13th Floor NY, NY 10004.

Dates of the shelter site visits will be announced at the pre-proposal conference which is scheduled for Tuesday, September 16, 2003 at 2:00 pm at 33 Beaver Street, 17th Floor Conference Room. Attendance at the pre-proposal conference and site visits are optional but proposers are strongly recommended to attend.

If you have any questions, please contact Calvin Pitter, Deputy Chief Contracting Officer at (212) 361-8413. Proposals must be received no later than 5:00 p.m. on Wednesday, October 15, 2003.

<b>Due Date</b>	<b>Solicitation</b>	<b>Agency</b>	<b>Contact</b>	<b>Address</b>
10/15/03	Competitive Sealed Proposals / Judgment required	DHS / Adult Services	Calvin Pitter (212) 361-8413	Office of Contracts and Procurement, 33 Beaver Street, 13th Floor, NY 10004

**Description**

SENIOR CENTER PROGRAMS FOR THE ELDERLY - Competitive Sealed Proposals / Judgment required - PIN# 12505SC20000 - DUE 9-17-2003 AT 1:00 PM

in Queens, Community District 12.  
 Contract is anticipated to begin 1/1/04.

<b>Due Date</b>	<b>Solicitation</b>	<b>Agency</b>	<b>Contact</b>	<b>Address</b>
09/17/03	Competitive Sealed	DFTA / Contract	Betty Lee (212) 442-1115	2 Lafayette Street, 4th Fl, New York, NY 10007
<b>Published</b> 08/13/03	Proposals / Judgment required	Procurement & Support Services		

**Description**

PERSONAL ROADS FOR INDIVIDUAL DEVELOPMENT AND EMPLOYMENT (PRIDE II) - Competitive Sealed Proposals / Judgment required - PIN# 06903H037800 - DUE 10-16-2003 AT 2:00 PM

The New York City Human Resources Administration) is seeking a qualified vendor to provide services, directly and/or indirectly through one or more subcontractors, that will ensure that public assistance (PA) recipients with medical and/or psychiatric conditions have equal opportunities to transition from welfare to work. Such services would include, but not be limited to: Conduct comprehensive biopsychosocial assessments; develop Comprehensive Service Plans (CSP) to address the medical, mental health, social and vocational barriers to employment; provide intensive case management services if required to facilitate wellness, rehabilitation and self-sufficiency; provide vocational rehabilitation and other employment-related services if required leading to unsubsidized employment at competitive wages; and refer for and collaborate with counseling and advocacy services for individuals whose medical conditions significantly reduce their functional capacity and make them potentially eligible for federal disability benefits.

The selected contractor will work with PA recipients, with varying degrees of functional impairments, to help them achieve economic independence either through competitive employment or by attaining federal disability benefits.

A Pre-Proposal Conference will be held on August 14, 2003 at 180 Water Street, 12th Floor, NY NY 10038 from 10:00 AM to 12 Noon. Attendance at the conference by proposing vendors is optional but strongly recommended by the Agency.

Vendor Source ID: 12518

<b>Due Date</b>	<b>Solicitation</b>	<b>Agency</b>	<b>Contact</b>	<b>Address</b>
10/16/03	Competitive Sealed	HRA / Family Independence Admin.	David Isaacs (212) 331-5835	180 Water Street, 14th Floor, Room 1425, New York, NY 10038
<b>Published</b> 08/04/03	Proposals / Judgment required			

### **Description**

SUMMER YOUTH EMPLOYMENT PROGRAM – Negotiated Acquisition – The Department of Employment plans to enter into negotiations with the existing Summer Youth Employment program providers for the continuation of these services for a period of up to (12) months (from April 1, 2003 to March 31, 2004), or until such time as new contracts are awarded pursuant to a competitive solicitation, whichever is sooner. In accordance with Section 3-04(b)(1)(iii) of the Procurement Policy Board Rules, DOE intends to use the Negotiated Acquisition process due to a compelling need to extend these contracts. The current vendors are:

### **CONTRACTORS/ADDRESS**

A Better Bronx for Youth Consortium  
329 East 149th  
Bronx, NY 10451

African Poetry Theatre, Inc.  
176-03 Jamaica Avenue  
Jamaica, NY 11432

Asociaciones Dominicanas, Inc.  
210 W 50th Street  
New York, NY 10019

Alianza Dominicana, Inc.  
2410 Amsterdam Avenue  
New York NY 10033

Builders for Family & Youth of the Diocese of Brooklyn, Inc.  
191 Joralemon Street  
Brooklyn, NY 11213

Board of Education/NYC  
448 West 56th Street  
New York, NY 10019

Brooklyn Neighborhood Improvement Association Inc.  
1482 St. Johns Place  
Brooklyn, NY 11213

Brooklyn Haitian Ralph & Good Shepherd, Inc.  
1212 East New York Avenue  
Brooklyn, NY 11212

Bushwick Economic Development Corp.  
61 Cooper Street  
Brooklyn, NY 11207

Colony South Brooklyn Houses, Inc.  
297 Dean Street  
Brooklyn, NY 11217

Community Counseling & Mediation  
185 Montague Street  
Brooklyn, NY 11201

Chinese Community Center, Inc.  
62 Mott Street  
New York, NY 10013

Charosa Foundation Corp.  
228-08 Linden Boulevard  
Cambria Heights, NY 11411

Church Avenue Merchants Block Association  
1720 Church Avenue  
Brooklyn, NY 11226

Community Board #13, Queens  
219-41 Jamaica Avenue  
Queens Village, NY 11428

Chinese-American Planning Council, Inc.  
150 Elizabeth Street  
New York, NY 10012

Children's Art & Science Workshop  
300 Ft. Washington Avenue  
New York, NY 10031

Community Opportunities & Development Agency, Inc.  
564 Thomas S. Boyland Street  
Brooklyn, NY 11212

Coney Island Youth Development Program  
2866 West 17th Street  
Brooklyn, NY 11224

Council for Airport Opportunity, Inc.  
90-04 161st Street  
Jamaica, NY 11432

Cypress Hills Local Development Corp.  
625 Jamaica Avenue  
Brooklyn, NY 11208

East Harlem Council for Community Improvement, Inc.  
413 East 120th Street  
New York, NY 10035

Ecumenical Community Development Organization, Inc.  
443 West 125th Street  
New York, NY 10027

Elmcor Youth & Adult Activities, Inc.  
33-16 108th Street  
Corona, NY 11368

Goodwill Industries of Greater New York, Inc.  
4-21 27th Avenue  
Astoria, NY 11102

Greater Ridgewood Youth Council  
62-04 Myrtle Avenue  
Glendale, NY 11385

Henry Street Settlement, Inc.  
265 Henry Street  
New York, NY 10002

Hellenic American Neighborhood Action Committee, Inc.  
49 West 45th Street  
New York, NY 10036

Immigrant Social Services, Inc.  
137 Henry Street

New York, NY 10002

National Society for Hebrew Day Schools  
160 Broadway  
New York, NY 10038

Italian American Civil Rights League  
1460 Pennsylvania Avenue  
Brooklyn, NY 11239

La Asociacion Benefica Cultural  
104-11 37th Avenue  
Corona, NY 11368

New York City Mission Society  
105 E. 22nd Street  
New York, NY 10010

Madison Square Boys & Girls Club  
350 5th Avenue  
New York, NY 10118

Mosholu Montefiore Community Center  
3450 DeKalb Avenue  
Bronx, NY 10467

New York State Office of Children & Family Services  
163 West 125th Street  
New York, NY 10027

Police Athletic League  
341/2 E 12th Street  
New York, NY 10003

Pathways For Youth, Inc.  
625 Castle Hill Avenue  
Bronx, NY 10473

Phipps Community Development Corp.  
43 West 23rd Street  
New York, NY 10010

Ridgewood Bushwick Senior Citizens Council, Inc.  
217 Wyckoff Avenue  
Brooklyn, NY 11237

Rockaway Development & Revitalization Corp.  
1920 Mott Avenue  
Far Rockaway, NY 11691

Research Foundation/CUNY- LaGuardia Community College  
555 W. 57th Street  
New York, NY 10019

St. Mary's Community Service, Inc.  
230 Classon Avenue  
Brooklyn, NY 11205

Seneca Center, Inc.  
862 Hunts Point Avenue  
Bronx, NY 10474

Simpson Street Development Association, Inc.  
997 E. 163rd Street  
Bronx, NY 10459

St. Nicholas Neighborhood Preservation Corp.  
11 Catherine Street  
Brooklyn, NY 11211

St. Christopher-Ottillie/Center for Family Life  
345 43rd Street  
Brooklyn, NY 11232

South Bronx Overall Economic Development Corp.  
370 E. 149th Street  
Bronx, NY 10455

The Valley, Inc.  
1047 Amsterdam Avenue  
New York, NY 10025

Vanguard Urban Improvement Association, Inc.  
611-619 George Glee Jr.Way  
Brooklyn, NY 11216

Woodycrest Center for Human Development, Inc.  
175 W. 166th Street  
Bronx, NY 10452

<b>Due Date</b>	<b>Solicitation</b>	<b>Agency</b>	<b>Contact</b>	<b>Address</b>
<b>Published</b> 03/05/03	Negotiated Acquisition	ERS /	Ronald Smith (347) 643-3131	335 Adams Street, 23rd Floor, Brooklyn, NY 11201

**Description**

DEVELOP TRANSITIONAL RESIDENCES FOR HOMELESS ADULTS AND FAMILIES AND DROP IN CENTERS FOR ADULTS – CSP – PIN# 071-00S003262 – The Department of Homeless Services is soliciting proposals from organizations interested in developing and operating transitional residences for homeless adults and families including the Neighborhood Based Cluster Residence and drop-in centers for adults. This is an open-ended solicitation; there is no due date for submission. Proposals will be reviewed by the Department as they are received and contracts will be awarded on an on-going basis, until the agency's capacity needs are met. DHS reserves the right to award a contract on the basis of initial offers received without discussion. Contracts will be awarded to responsible applicants whose negotiated offers are determined to be the most advantageous to the City, taking into consideration the price and other such factors and criteria set-forth in the RFP. Contract award will be subject to the timely completion of contract negotiations between the agency and the selected proposer.

It is anticipated that the transitional residence contracts will range from 3 to 30 years including renewal options and depending on the financial terms and conditions.

Pursuant to Section 312 (c) (1) (ii) of the New York City Charter, the Competitive Sealed Bid procurement method is not the most advantageous method because judgement is required in evaluating competing proposals, and it is in the best interest of the city to require a balancing of price, quality and other factors.

Thus, pursuant to Section 3-03 (c) of the Procurement Policy Board Rules, the open ended RFP will be used because the Department will select qualified providers to develop and operate transitional residences in order to address the need to create additional shelter capacity citywide. In addition, this open-ended method will provide interested applicants an opportunity to propose sites for the targeted population, as they become available for shelter development.

All proposers must meet the following minimum qualifications 1) must have a tax exempt status under 501 (c) (3) of the Internal Revenue Code and or be legally incorporated as a for-profit entity; 2) must demonstrate that they have, or can obtain by the contract start date, site control of the proposed Standalone facility location(s); and 3) must demonstrate an intent to enter into lease agreements with the owner(s) or management designee(s) for each property.

Any organization that believes it can provide these services may contact: Calvin Pitter, Deputy Agency Chief Contracting Officer at the Department of Homeless Services at (212) 361-8413, 33 Beaver St., 13th Floor, NY, NY 10004, to request a copy of the RFP application, which is available for pick-up only Monday through Friday on business days between the hours of 9:00 a.m. to 5:00 p.m.

<b>Due Date</b>	<b>Solicitation</b>	<b>Agency</b>	<b>Contact</b>	<b>Address</b>
12/31/03	Competitive Sealed Proposals	DHS / Contracts & Procurement	Calvin Pitter (212) 361-8413	33 Beaver Street, 13th Floor, New York, NY 10004
<b>Published</b> 12/30/02				