



NEW YORK CITY
DEPARTMENT OF YOUTH AND COMMUNITY DEVELOPMENT
SERVING NEW YORK CITY YOUTH, FAMILIES, AND COMMUNITIES

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JEANNE B. MULLGRAV
Commissioner

April 20, 2006

ADDENDUM #1

Re: Runaway and Homeless Youth
Street Outreach Services
Request for Proposals
PIN: 26007RHORFP

Dear Prospective Proposer:

Pursuant to Sections 3-03 (f) (2) of the Procurement Policy Board Rules, the Department of Youth and Community Development (DYCD) is issuing **Addendum #1** to the Runaway and Homeless Youth Street Outreach Services Request for Proposals, PIN 26007RHORFP.

I. Addendum Item

1. **Section III - Scope of Services, page 6, B. Regulatory Framework**, the second bullet under "Liability Insurance" is amended as follows:

Motor vehicle liability insurance of \$5 million, if applicable. All drivers of any vehicle utilized for DYCD programs must be covered by the contractor's motor vehicle liability insurance.

2. **Attachment 3, page 1 of the Budget Forms**, the note under "D. Indirect Costs" is amended as follows:

(not to exceed 10% of the personnel subtotal in section A.)

3. **Attachment 3, page 1 of the Instructions for the Completion of the Budget Forms**, the listed items under "Allowable Program Costs" are amended as follows:

DYCD will provide funding for RHY Programs pursuant to page 5 of this RFP.

DYCD will only accept lease payments for vehicles under this RFP. This expense should be budgeted under the "Transportation/travel" cost category.

A column is included in the budget plan to list in-kind/cash contributions. This information will assist DYCD in evaluating the true cost of RHY programming.

4. **Section IV – Format and Content of the Proposal G. Proposal Package Contents (Checklist) page 12,section 2,** the last sentence is amended as follows:

Label the envelope with the proposer's name and address, "Runaway and Homeless Youth Services RFP" and "PIN: 26007RHORFP," the Option being proposed and the name and telephone number of the proposer's contact person.


Patricia Chabla
Agency Chief Contracting Officer