



Young Men's  
Initiative

Center for  
Economic  
Opportunity

Department of  
Probation

April 24, 2012

### ADDENDUM #3

Re: AIM (Advocate Intervene Mentor) Program  
Request for Proposals  
PIN: 78112P0001

Dear Prospective Proposer:

Pursuant to Sections 3-02 (i) and 3-03 (f) (2) of the Procurement Policy Board (PPB) Rules, the Department of Probation (DOP) is issuing **Addendum #3** to the AIM Program Request for Proposals (RFP) PIN 78112P0001.

### ADDENDUM ITEMS

1. **Addendum #2, page 1, Item #1**, regarding **Cover Page of the RFP: Deadline for Proposals**, the date:

*May 3, 2012*

is deleted and replaced with the following table:

Service Option	Proposal Due Date
Option # 1: Brooklyn	5.7.12
Option # 2: Bronx	5.7.12
Option # 3: Queens	5.7.12
Option # 4: Manhattan	5.24.12
Option # 5: Staten Island	5.24.12

2. **Addendum #2, page 1, Item #2**, regarding **Section I- Timetable, page 4, C. Proposal Due Date and Time and Location**: the date:

*May 3, 2012*

is deleted and replaced with the following table:

Service Option	Proposal Due Date
Option # 1: Brooklyn	5.7.12
Option # 2: Bronx	5.7.12
Option # 3: Queens	5.7.12
Option # 4: Manhattan	5.24.12
Option # 5: Staten Island	5.24.12

3. Addendum #1, page 1, Item # 1, regarding Section II- Summary of the Request for Proposals, page 9, G. Service Levels/Geographic Areas to be Served: Table 1:

<b>TABLE 1</b>		
<i>Service Option</i>	<i>Targeted CD/Neighborhood</i>	<i>Anticipated # of Participants</i>
<i>1: East New York/Brownsville</i>	<i>CD 5 (East New York) CD 16 (Brownsville)</i>	<i>32</i>
<i>2: South Bronx</i>	<i>CD 1 (Mott Haven/Melrose) CD 2 (Hunt's Point/Longwood) CD 3 (Morrisania/Crotona)</i>	<i>36</i>
<i>3: Jamaica</i>	<i>CD 12 (South Jamaica)</i>	<i>32</i>

is deleted and replaced with the following:

<b>TABLE 1</b>		
<u>Service Option</u>	<u>Targeted CD/Neighborhood</u>	<u>Anticipated # of Participants</u>
<b><u>1: Brooklyn</u></b>	<b><u>CD 3 (Bedford Stuyvesant) CD 5 (East New York) CD 16 (Brownsville) CD 17 (Flatbush)</u></b>	<b><u>16</u></b>
<b><u>2: Bronx</u></b>	<b><u>CD 1 (Mott Haven/Melrose) CD 2 (Hunt's Point/Longwood) CD 3 (Morrisania/Crotona) CD 4 (Highbridge/Grand Concourse) CD 5 (Fordham/University Heights) CD 6 (East Tremont/Belmont)</u></b>	<b><u>36</u></b>
<b><u>3: Queens</u></b>	<b><u>CD 12 (South Jamaica) CD 13 (Laurelton/Queens Village)</u></b>	<b><u>16</u></b>
<b><u>4: Manhattan</u></b>	<b><u>CD 9 (Morningside Heights/Hamilton Heights) CD 10 (Central Harlem) CD11 (East Harlem) CD 12 (Washington Heights)</u></b>	<b><u>16</u></b>
<b><u>5: Staten Island</u></b>	<b><u>CD 1 (St. George/Port Richmond) CD 2 (South Beach)</u></b>	<b><u>16</u></b>

4. **Addendum #1, page 2, Item #2, regarding Section II- Summary of the Request for Proposals, page 9, G. Service Levels/Geographic Areas to be Served:** The first sentence of the third paragraph:

*AIM will serve approximately 100 youth participants per year: It is anticipated that 32 participants will be served in East New York/Brownsville Brooklyn, 36 participants will be served in the South Bronx, and 32 participants will be served in Jamaica Queens, subject to change based on current concentration of probationers at the time of contract award<sup>10</sup>.*

is deleted and replaced with the following:

**AIM will serve approximately 100 youth participants per year: It is anticipated that 16 participants will be served in Brooklyn, 36 participants will be served in the Bronx, 16 participants will be served in Queens, 16 participants will be served in Manhattan, and 16 participants will be served in Staten Island, subject to change based on current concentration of probationers at the time of contract award<sup>10</sup>.**

5. **Cover Page of the RFP, page 1, Pre-Proposal Conference,** the following is added for Options # 4 and 5:

**Session 3: May 8, 2012 at 10:00**  
**33Beaver Street, 18<sup>th</sup> Floor**  
**(between Broadway and Broad Street)**  
**New York, New York 10004**

6. **Section I- Timetable, page 4, B. Pre-Proposal Conference,** the following is added for Options # 4 and 5 of the RFP:

**Session 3: May 8, 2012 at 10:00 AM**  
**Location: New York City Department of Probation**  
**33 Beaver Street, 18th Floor Auditorium**  
**New York, New York 10004**

**Attendance by proposers is optional but recommended by DOP/CEO. If you will attend the Pre- Proposal Conference, DOP/CEO requests that you RSVP in advance. Please send an e-mail to Vincent Perneti ([acco@probation.nyc.gov](mailto:acco@probation.nyc.gov)) with the name of your organization, the number of people in attendance, and the session you plan to attend.**

**Due to limited seating, DOP/CEO requests that each organization send no more than two representatives to the Pre-Proposal Conference.**

7. **Section I- Timetable, page 4, D. Anticipated Contract Start Date,** the date:

*July 1, 2012*

is deleted and replaced with the following:

**Options #1, 2, & 3 start date: July 1, 2012**

**Options #4 & 5 start date: September 1, 2012**

8. **Section II- Summary of the Request for Proposals, page 5, A. Purpose of the RFP**, the first sentence of the first paragraph:

*The New York City Department of Probation (DOP), in collaboration with the Center for Economic Opportunity (CEO), is seeking three to six qualified vendors to provide intensive mentoring and advocacy programming for high risk youth facing the highest probability of out-of-home-placement, as result of Family Court delinquency adjudication.*

is deleted and replaced with the following:

**The New York City Department of Probation (DOP), in collaboration with the Center for Economic Opportunity (CEO), is seeking qualified vendors to provide intensive mentoring and advocacy programming for high-risk youth facing the highest probability of out-of-home placement, as result of Family Court delinquency adjudication.**

9. **Section II- Summary of the Request for Proposals, page 6, B. Background**, the second sentence of the last paragraph:

*AIM will serve high-risk youth in the South Bronx, East New York/Brownsville and Jamaica neighborhoods, specifically those who are: 1) given an alternative to placement disposition in Family Court as a result of a delinquency adjudication; 2) facing a violation of probation for chronic lack of responsiveness to previous intervention and engagement strategies; or 3) re-arrested for a Class I or Class II felony offense (any service level) as per the structured decision making grid (SDM)<sup>5</sup>.*

is deleted and replaced with the following:

**AIM will serve high-risk youth in targeted neighborhoods in all five boroughs (see Table 1 for list of neighborhoods), specifically those who are: 1) given an alternative to placement disposition in Family Court as a result of a delinquency adjudication; 2) facing a violation of probation for chronic lack of responsiveness to previous intervention and engagement strategies; or 3) re-arrested for a Class I or Class II felony offense (any service level) as per the structured decision making grid (SDM)<sup>5</sup>.**

10. **Section II- Summary of the Request for Proposals, page 8, C. Service Options:**

- *Service Option 1: East New York/Brownsville (CD 5, 16)*
- *Service Option 2: South Bronx (CD 1, 2, 3)*
- *Service Option 3: Jamaica (CD 12)*

is deleted and replaced with the following:

- **Service Option 1: Brooklyn (CD 3 ,5, 16, 17)**
- **Service Option 2: Bronx (CD 1, 2, 3, 4, 5, 6)**
- **Service Option 3: Queens (CD 12, 13)**
- **Service Option 4: Manhattan (CD 9, 10, 11, 12)**
- **Service Option 5: Staten Island (CD 1, 2)**

11. **Section II- Summary of the Request for Proposals, page 8, D. Anticipated Available Annual Funding:** the first sentence:

*The anticipated annual funding for the contracts awarded under this RFP will be \$1.885 million to be divided amount the three service options.*

is deleted and replaced with the following:

**The anticipated annual funding for the contracts awarded under this RFP will be \$1.885 million to be divided among the five service options.**

12. **Section II- Summary of the Request for Proposals, page 8, E. Anticipated Contract Term and Number of Contracts:** The following paragraph:

*It is anticipated that the term of the contracts awarded from this RFP will be for three years from July 1, 2012 through June 30, 2015, with an option to renew for three additional one-year periods.*

*The anticipated number of contracts awarded under the AIM Program RFP will be three to six. It is anticipated that up to two contracts would be awarded in each service option*

is deleted and replaced with the following:

**It is anticipated that the term of the contracts awarded from this RFP will be for three years from July 1, 2012 through June 30, 2015 for Option # 1,2,3 and for two years and ten months from September 1, 2012 through June 30, 2015 for Option # 4 and 5, with an option to renew for three additional one-year periods.**

**It is anticipated that up to six contracts will be awarded under the AIM Program RFP.**

13. **Section III- Scope of Services, page 13, B. 2 – Organizational Capability,** the last bulleted item:

*The contractor would ensure that program operations will begin by July 2012*

is deleted and replaced with the following:

**The contractor would ensure that program operations will begin by July 2012 for Options 1, 2, and 3 and September 2012 for Options 4 and 5**

14. **Section IV- Format and Content, page 25, 3. Program Proposal, b. Organizational Capability,** the second bulleted item:

*Describe the steps that will be taken to ensure that program operations will begin by July 2012.*

is deleted and replaced with the following:

**Describe the steps that will be taken to ensure that program operations will begin by July 2012 for Options 1, 2 and 3 and September 2012 for Options 4 and 5.**

15. **Attachment 1: Proposal Summary Form, page 34:** Attachment 1 is deleted and replaced with Revised Attachment 1, which is affixed to this addendum and posted on the DOP website.



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Vincent Perneti  
Agency Chief Contracting Officer

# ATTACHMENT 1R: Proposal Summary Form

**RFP TITLE: ADVOCATE INTERVENE MENTOR PROGRAM RFP      PIN: 78112P0001**

Proposing Organization: \_\_\_\_\_ EIN: \_\_\_\_\_

Address: \_\_\_\_\_

City \_\_\_\_\_ State \_\_\_\_\_ Zip Code \_\_\_\_\_

Contact Name: \_\_\_\_\_ Title: \_\_\_\_\_

Contact E-mail: \_\_\_\_\_ Telephone: \_\_\_\_\_

<b><u>Service Option:</u></b> <small>(Select ONE only)</small>	<input type="checkbox"/> <b>Option 1:</b> <b>Brooklyn</b>	<input type="checkbox"/> <b>Option 2:</b> <b>Bronx</b>	<input type="checkbox"/> <b>Option 3:</b> <b>Queens</b>	<input type="checkbox"/> <b>Option 4 :</b> <b>Manhattan</b>	<input type="checkbox"/> <b>Option 5:</b> <b>Staten Island</b>
<b><u>TOTAL Funding Request:</u></b>	<b><u>Number of Participants</u></b>	<b><u>Cost Per Participant</u></b>	<b><u>Annual Funding Request</u></b>		

<b>Program Site Information</b>		
Please complete the following information for each site location, Indicate the community district that each site is located in. (Attach additional pages if necessary)		
Site Name:	Community District:	
Address:		
Site Name:	Community District:	
Address:		

Is the proposal printed on both sides, on recycled paper containing the minimum percentage of recovered fiber content as requested by the City in the instructions to this solicitation?       **Yes**       **No**

Has the proposer submitted more than one proposal in response to this RFP?       **Yes**       **No**  
If yes, how many? \_\_\_\_\_

Authorized Representative: \_\_\_\_\_  
Print Name
Signature

Title: \_\_\_\_\_ E-mail: \_\_\_\_\_