



NOTICE OF SOLICITATION

REQUEST FOR PROPOSALS (RFP) ISSUED THROUGH THE PASSPort SYSTEM

WORLD TRADE CENTER HEALTH REGISTRY (WTCHR)

WAVE 6 AND WAVE 7 SURVEYS

PIN: 25WT000600R0X00

EPIN: 81624P0004

The New York City (NYC) Department of Health and Mental Hygiene ('DOHMH' or 'Agency') is seeking one (1) appropriately qualified vendor to collect health survey data using the World Trade Center Health Registry (WTCHR) Wave 6 Survey from approximately 65,000 enrollees. Registry data are used to submit findings to peer-reviewed journals, share findings with enrollees and the public, respond to health concerns, and assess gaps in care for 9/11-related health problems, and are actively used by decision makers to inform policy.

Based on the outcome of the Agency's analysis of the data collected from the Wave 6 Survey, and contingent upon availability of additional funding, the selected vendor would also collect survey data for an additional wave (Wave 7), which would begin three years from the completion of all deliverables for Wave 6. The deliverables that the selected vendor would be required to complete for the Wave 7 Survey would be the same or substantially similar to those for Wave 6 described in this RFP.

The contract term is anticipated to be for seven (7) years from July 1, 2024, to June 30, 2031, with no renewal options.

There will be a Pre-Proposal Conference at 11:00 A.M. ET, on January 10, 2024, via teleconference. Attendance by vendors is optional, but strongly recommended. Please RSVP for the conference by 2:00 P.M. ET, on January 9, 2024, by emailing the name, title, affiliation, M/WBE status, and email address of each attendee to RFP@health.nyc.gov. Please state "Wave 6 and Wave 7 Surveys Attendee" in the subject line. Vendors who submit an RSVP will be provided an invitation via email to attend the Pre-Proposal Conference.

All questions must be submitted in writing to the Authorized Agency Contact person at RFP@health.nyc.gov. Questions submitted by December 29, 2023, will be addressed at the Pre-Proposal Conference. Answers to all questions received by the question deadline of January 12, 2024, will be provided in an addendum released through PASSPort.

This procurement is subject to participation goals for MBEs and/or WBEs as required by Section 6-129 of the New York City Administrative Code.

The RFP can be accessed through the [PASSPort Public Portal](#). If you do not have a PASSPort account, you must create one by visiting nyc.gov/passport in order to respond to the RFP. If you require assistance with creating a PASSPort account or responding to the RFP, please submit an inquiry to the [MOCS Service Desk](#).

Proposals are due on January 31, 2024, at 2:00 p.m. ET.