

**Official Responses to Questions Received from Prospective Bidders for the RFP
Job Skills and Adult Education Basics Program Delivery and Curriculum
Development**

1. Is there an RFP number?

Answer: No

2. What is the definition of technical proposal?

Answer: A technical proposal is a document that lists and defines the technical requirements of a contract or project and explains the approach and plan formulated to address them. A technical proposal contains a bidder's response to the mandatory requirements and selection criteria outlined in the RFP. A technical proposal describes a bidder's qualifications and experience relative to the selection criteria.

3. Is there a maximum number of pages that the proposal can have?

Answer: No

4. Is there any size limitation to the proposal or any individual sections?

Answer: No

5. Who is the proposed target audience?

Answer: Employees of New York State represented by the Civil Service Employees Association (CSEA), Inc. These employees are categorized into bargaining units based on job duties. Bargaining Units include Administrative Services Unit (ASU), Institutional Services Unit (ISU), Operational Services Unit (OSU), and Division of Military and Naval Affairs (DMNA). See pages 6 and 7 in the RFP for full descriptions of these bargaining units.

6. I understand that questions about this RFP can't be answered individually but can you just tell me if this is the service I've been providing already for a number of years and this is now the updated and revised RFP for that? Or an additional one? The one I'm in now never required curriculum development.

Answer: Contracts for Training Delivery have been in place since July 1, 2014 and are due to expire on June 30, 2016. Contracts for Curriculum Development have been in place since July 1, 2013 and are also due to expire on June 30, 2016. Bidders may submit proposals for Program Delivery and Curriculum Development. Bidders may submit proposals for

Program Delivery only. Bidders may submit proposals for Curriculum Development only.

7. What are deliverables?

Answer: Deliverables is a term that refers to items specifically required by the RFP and contracts resulting from the RFP. A deliverable may also be an outcome to be achieved through the provision of services as required in the RFP. Deliverables for Program Delivery are for a contractor to provide a qualified instructor with relevant subject matter expertise and adult learner expertise to successfully deliver training programs to CSEA-represented employees across New York State. Deliverables for Curriculum Development are for a contractor to provide a qualified curriculum designer to create content for course materials consisting of an instructor guide, participant handouts, job aids (quick reference tools), and pre/post course assessments with answer keys in response to a project scope of work that outlines course objectives, course topics and detailed content, instructor directions, class activities, and assessment tools.

8. Is there a number of sessions anticipated to accommodate the population to be trained?

Answer: An estimated 200 sessions per year.

9. Is there a percentage of sessions needed to accommodate shift and weekend courses?

Answer: Approximately 5 percent.

10. Does a vendor need to provide four references in total or four references for each course category in which they plan to respond? If the requirement is four references for each course category, can a vendor use the same reference for multiple categories?

Answer: Four references in total.

11. Can I use a Partnership staff person as a reference?

Answer: Yes. However, this staff person will recused from involvement in review of any proposals submitted by this bidder.

12. What is the current range of rates being paid in each of the bidding categories? Job Skills Training, Job Skills Curriculum Development, AEB training and AEB curriculum development

Answer: Daily rates range between \$150 and \$1450.

13. Can a separate rate be submitted for shift and weekend courses?

Answer: No

14. If we are bidding for program delivery on both Job Skills and Adult Education Basics, can we have one rate for program delivery for Job Skills and a **different rate** for program delivery for Adult Education Basics?

Answer: Yes

15. If we have developed curricula for the Partnership, can we use that as our sample? If so, do we still need to submit a hard copy of the curriculum?

Answer: Yes, you can use curricula developed for the Partnership as a sample. Include one (1) sample of curriculum in hard copy and one (1) copy on CD ROM for each course category being bid if submitting proposal(s) for Curriculum Development.

16. We will have the same staff for most categories. Do we need to provide hard copies of resumes for each category being bid or can we provide that as an overall package?

Answer: Yes, hard copies and copies on CD ROM of resumes for each staff person for each category being bid are required. All proposals should be completed in Microsoft Word format and be provided in hard copy and on CD ROM. Technical Proposals should be completed using the Template for Proposal Submission (Attachment 10) using a font size no smaller than 10 point. Resumes are required and should be attached to the Template for Proposal Submission.

17. Does “using the Template” mean inserting our response directly into the template, following the word RESPONSE, with the text from the Template included as part of the proposal OR do we follow the format outlined in the Template, but not include description information from the Template as we’ve done in the past?

Answer: Insert responses directly into the template following the word “Response.”

18. Is the form entitled “Template Submission” the one I complete for the proposal?

Answer: Yes

19. Attachment 10 -Template for Proposal Submission – is this a guide for us to use when writing the proposal or do you want us to actually write our answers in the

response space and submit this as our actual technical proposal? (Submitting the template as it is will result in much larger packages.)

Answer: Insert responses directly into the template following the word “Response.” Submit the Template for Proposal Submission with your responses as your technical proposal.

20. Attachment 10 -Template for Proposal Submission – There is a section B, C and F. Is anything missing?

Answer: Nothing is missing. Section B outlines selection criteria for Job Skills Program Delivery and Curriculum Development. Section C outlines selection criteria for Adult Education Basics Program Delivery and Curriculum Development. Section F outlines proposal requirements. Sections A, D, E, G, H, and I contain information bidders need to know but do not require a response in the proposal template. Only those sections that require responses have been included in the template.

21. Are bidders to type directly on the proposal template? Are responses limited to the space provided?

Answer: Yes, responses should be typed directly into the proposal template. Responses are not limited to the space provided.

22. In which envelope should the “Required Forms and Other Agreements” be placed?

Answer: These forms should be included with the technical proposal.

23. Are all forms required for submission in the proposal template?

Answer: Yes

24. Will you notify bidders if a form is missing?

Answer: Failure to include the required documents and information required by the RFP may result in the proposal not being considered.

25. How many weeks per target audience will each training be scheduled and how many hours per day?

Answer: Classroom-based and webinar courses are scheduled on a semester basis: February through June and September through December. During July, only webinar courses are scheduled. Job Skills classroom-based courses range from 1 day (6 hours) to 6 days (36 hours); multiple-day (4 or 6 day) courses are held one day a week for the length of the

course. Job Skills webinar-based courses are 1 to 1.5 hours in length. Adult Education Basics (AEB) classroom-based courses are 12 days in length (72 hours). AEB courses are scheduled 1 day (6 hours) per week over 12 weeks.

26. If training were scheduled and there was inclement weather would the training just be rescheduled?

Answer: Inclement weather does not necessarily mean training would be cancelled. The impact of weather events is evaluated on a case-by-case basis; however, in the event a training is cancelled due to weather, attempts will be made to reschedule it.

27. How is the training that the contractor renders evaluated? How would the Partnership decide if it wants to do business with the contractor again?

Answer: Program Delivery is evaluated through participant course evaluations, formal course audits, and informal direct observation. Program Delivery assignments will be offered to the highest-ranked bidder in a course category. The consultant with the highest ranking (technical and cost proposal scores combined) will be offered assignments first. If an assignment is not accepted by the highest-ranked consultant, the next highest-ranked consultant is offered the assignment. Questions pertaining to contracting opportunities not contained in this RFP are outside of the scope of this RFP and will not be addressed here.

28. I have worked extensively training, consulting, coaching staff in the public sector. I would be interested in delivering webinars only at this time. Is that possible?

Answer: Proposals will be ranked from highest to lowest based on the combined score of technical and cost. GOER and the Partnership may identify up to five successful bidders per course category for each program (Job Skills and/or Adult Education Basics) under each function (Program Delivery and/or Curriculum Development) based on their rank resulting in one contract per successful bidder for all course categories awarded. For course categories containing webinars, selected bidders may accept webinar delivery assignments and reject classroom delivery assignments. Contracts resulting from this RFP will be five year contracts.

29. Can I only conduct webinars or must I also perform classroom instruction?

Answer: Proposals will be ranked from highest to lowest based on the combined score of technical and cost. GOER and the Partnership may identify up to five successful bidders per course category for each program (Job Skills and/or Adult Education Basics) under each function (Program Delivery and/or Curriculum Development) based on their rank resulting in

one contract per successful bidder for all course categories awarded. For course categories containing webinars, selected bidders may accept webinar delivery assignments and reject classroom delivery assignments. Contracts resulting from this RFP will be five year contracts.

30. Can I choose to do the webinars only?

Answer: Proposals will be ranked from highest to lowest based on the combined score of technical and cost. GOER and the Partnership may identify up to five successful bidders per course category for each program (Job Skills and/or Adult Education Basics) under each function (Program Delivery and/or Curriculum Development) based on their rank resulting in one contract per successful bidder for all course categories awarded. For course categories containing webinars, selected bidders may accept webinar delivery assignments and reject classroom delivery assignments. Contracts resulting from this RFP will be five year contracts.

31. Can webinars be conducted from within one's home?

Answer: The decision regarding the location of the instructor for webinar delivery is made on a case-by-case basis. The experience level of the instructor with webinar delivery and whether the webinar topic is being offered for the first time as a new course are just two factors that are taken into consideration in this decision.

32. What webinar services would assist the contractor in conducting the webinar?

Answer: The Partnership provides a background web host (a Partnership staff person) to handle the setup of the webinar session through our WebEx service. Using WebEx, the web host invites participants and the instructor to the session and attaches course materials. During a live webinar, the web host runs the WebEx event and handles technical issues. The web host works collaboratively with the instructor before, during, and after the webinar to handle practice sessions, technical issues, and post-course activities.

33. Concurrent to bidding on delivering instruction for Job Skills must I also deliver instruction in Adult Education?

Answer: No

34. Under the Adult Education Basics: Will I need to service both the Program Delivery and Curriculum Development? If I am understanding correctly I can bid on the Program Delivery.

Answer: Bidders may submit proposals for Program Delivery only. Bidders may submit proposals for Curriculum Development only. Bidders may submit proposals for Program Delivery and Curriculum Development.

35. To clarify, I may choose a certain number of course categories to bid on? i.e., for (AEB) I would like to bid on Basic Education, Math Skills, and Reading Skills and under Job Skills program, I would like to bid on Computer Skills, Individual Development, Interpersonal Communication, Math Skills, and Work Management.

Answer: Yes, bidders can select course categories for which to submit proposals.

36. If I choose to bid on AEB Program Delivery, I would use the technical proposal template in attachment 10 and fill out section C.3 - C.3.e.3?

Answer: Yes

37. If I am bidding only on Job skill part B and AEB part c, then I only need to complete one ADM-30?

Answer: Yes

38. Can a vendor respond to just the program curriculum development portion of the RFP?

Answer: Yes

39. In the past, we have delivered instruction using the curriculum provided by the Partnership; now are the contractors/vendors expected to develop the curriculum?

Answer: Instructors will be provided with Partnership curricula for all Program Delivery. Curriculum Development projects will result in Partnership-owned curricula which will be used in Program Delivery. Consultants who submit proposals for and are selected for Curriculum Development will be creating and/or revising course curricula.

40. Since there are proprietary restrictions on some curricula, it may not be able to be submitted. Are we allowed to submit curriculum that was created for the NYS & CSEA Partnership?

Answer: Yes

41. A curriculum submission consists of what? Leader's Guide only or do you want the Leader's Guide, PowerPoint slides, and participant materials?

Answer: A sample curriculum submission consists of an instructor guide, participant handouts, PowerPoint slides, job aids (quick reference tools), and pre/post course assessments with answer keys.

42. Since we will be preparing proposals for (4) identified areas within the RFP, do we have to prepare individual proposals for each identified area to each be submitted separately or can we “bundle” each area (individually designated within the submission) into one bound submission for my company that would contain all 4 identified area proposals?

Answer: For the purposes of evaluation, a separate technical proposal should be submitted for each course category being bid and each proposal must be submitted in two (2) parts. Part I consists of the “Technical Proposal”. Part II consists of the “Cost Proposal”. Each part must be complete so the evaluation of both parts can be accomplished independently and concurrently and so that the Technical Proposal can be evaluated strictly on the basis of its merits. Cost information is not to be included in Part I. Both parts must be sealed separately. All proposals should be completed in Microsoft Word format and be provided in hard copy and on CD ROM. Technical Proposals should be completed using the Template for Proposal Submission (Attachment 10) using a font size no smaller than 10 point. Resumes are required and should be attached to the Template for Proposal Submission. If preparing proposals for multiple course categories, do not bind them together.

43. In 2014 I remember learning that the Partnership runs an English pronunciation class. I haven't seen an RFP come out for that and I was wondering if you have any information about it. We specialize in pronunciation classes for international students which is why I am asking.

Answer: The Job Skills category described in the RFP has a category called Language Skills; within this category are the Focus on Pronunciation courses. See Attachment 6, page 108 in the RFP.

44. Must a contractor furnish equipment and materials for classroom instruction and webinars?

Answer: Consultants must furnish a laptop and projector for Program Delivery for classroom-based courses. The Partnership provides equipment for webinar Program Delivery conducted from the Partnership office. Consultants must furnish a computer and have a working Internet connection for webinar Program Delivery if it occurs from their own office. The Partnership provides course materials for all Program Delivery.

45. Do the business materials which the contractor uses belong to the Partnership?

Answer: Consultants must furnish a laptop and projector for Program Delivery for classroom-based courses. The Partnership provides equipment for webinar Program Delivery conducted from the Partnership office. Consultants must furnish a computer and have a working Internet connection for webinar Program Delivery if it occurs from their own office. The Partnership provides course materials for all Program Delivery.

46. Are there times the Partnership provides the instructional materials/equipment?

Answer: Consultants must furnish a laptop and projector for Program Delivery for classroom-based courses. The Partnership provides equipment for webinar Program Delivery conducted from the Partnership office. Consultants must furnish a computer and have a working Internet connection for webinar Program Delivery if it occurs from their own office. The Partnership provides course materials for all Program Delivery.

47. Can the contractor bring his/her own creativity to the Job Skills Program Curriculum? Or does a prescriptive curriculum, developed by the Partnership, have to be followed?

Answer: The Partnership uses a standard template for curriculum. The Partnership encourages creativity from contractors in content design and development.

48. What is the estimated number of participants in a hands-on (computer) instructor-led session?

Answer: The number of participants in a computer skills training class will range from 10 to 15.

49. Can we limit the class for Computer Skills to 12 participants?

Answer: The current Partnership maximum for computer skills Program Delivery is 15 participants. The Partnership determines the minimum and maximum number of participants for a course and reserves the right to make changes to accommodate customer needs.

50. If 3rd party curriculum and reference materials are utilized for the Computer Skills is it assumed that there will not be curriculum development time?

Answer: Computer Skills curriculum created by the Partnership will be used.

51. Is there a training need in the Buffalo area? If not what regions will services be provided?

Answer: Yes, there is a training need in the Buffalo area. Training is offered statewide.

52. Can I teach in person in the counties I live closest (Erie County)? What are the geographic requirements? Am I required to travel and train throughout NY State?

Answer: Bidders should specify their geographical limitations in the technical proposal when addressing the Bidder Capability selection criteria under Program Delivery. If geographical limitations are not provided, the expectation will be for selected consultants to travel and train throughout New York State.

53. How will the counties be assigned?

Answer: Counties are not assigned. Program Delivery assignments will be offered to the highest-ranked bidder in a course category. The consultant with the highest ranking (technical and cost proposal scores combined) will be offered assignments first. If an assignment is not accepted by the highest-ranked consultant, the next highest-ranked consultant is offered the assignment.

54. Do you have a list of agencies in the WNY or the Erie County area that will be needing these services? Can I focus on training in that area?

Answer: Yes, we have a list of agencies in that area that need these services. Bidders should specify their geographical limitations in the technical proposal when addressing the Bidder Capability selection criteria under Program Delivery.

55. Needs Assessment: P.5, Section A.1. lists Needs Assessment as one of the four major stages. However, the RFP does not explain how to account for the analysis in the vendors response to the RFP. Please clarify the vendors involvement in the needs analysis.

Answer: Bidders should have a working knowledge of the needs assessment process. State agencies primarily conduct needs assessments of their employees.

56. When will all courses for each category need to be complete? Can the Partnership please provide a delivery schedule by course within each category?

Answer: Many of the courses contained in each category already exist. Delivery schedules will be provided after contracts are awarded under this RFP.

57. Bidder Capability: P. 10, 3.a. includes the following sentence “Program delivery occurs at various locations throughout New York State using course materials provided by the Partnership”. Can the Partnership please detail what is meant by using course materials provided by the Partnership?

Answer: The Partnership provides a consultant with course materials that consist of an instructor guide, participant handouts, job aids (quick reference tools), PowerPoint slides, and pre/post assessments with answer keys for each course a consultant is assigned to deliver.

58. Can the Partnership please provide a list of all completed curriculum and expected amount of updates per curriculum as a percentage of the overall content?

Answer: Curriculum Development projects are identified based on customer needs. An estimated percentage of curricula updates (newly created or revision) is approximately 20 percent per year.

59. Are Canadian firms eligible to apply?

Answer: Yes

60. Can a WBE self-fulfill, the WBE requirement?

Answer: A WBE can self-fulfill the WBE requirement of 20%, if the WBE performs a commercially useful function for 20% the contract. A MWBE performs a commercially useful function when it is responsible for execution of the work of the contract and is carrying out its responsibilities by actually performing, managing, and supervising the work involved.

61. Do the MBE and WBE firms need to be based in New York State? Do they need to be registered as such? Is the 30% a goal we are trying to achieve or mandatory?

Answer: MBE and WBE firms do not need to be based in New York State, however, out of state applicants should be certified as MWBE in their home state, if a similar process exists, before applying for MWBE certification in NYS. All applicants must have “Authority to do Business in NYS” from the New York Department of State prior to submitting an application for MWBE certification.

Firms claiming MWBE status must be certified by New York State; for more information on eligibility requirements visit the Empire State Development website <http://esd.ny.gov/mwbe/Qualifications.html>. The searchable NYS MWBE Directory of Certified firms is located at:

<https://ny.newnycontracts.com/FrontEnd/VendorSearchPublic.asp?TN=ny&XID=5409>.

The overall 30% MWBE subcontracting participation goal, with a breakdown of 10% MBE participation and 20% WBE participation is required for each contract resulting from this RFP. Bidders are required to meet the goal of 30% MWBE participation and demonstrate this planned utilization on the Contractor MWBE Utilization Plan GOER Form ADM-145. If a bidder cannot fully meet the MBE and WBE goals set forth in the RFP they must submit a MWBE Waiver Request GOER Form ADM-149, which documents the bidder's good faith efforts as defined in Section 142.8 of the Official Compilation of Codes, Rules and Regulation of the State of New York, Title 5. Department of Economic Development Chapter XIV. Division of Minority and Women's Business Development located at: [http://www.esd.ny.gov/MWBE/Data/01282015 OFFICIAL COMPILATION OF MWBE REGS.pdf](http://www.esd.ny.gov/MWBE/Data/01282015_OFFICIAL_COMPILATION_OF_MWBE_REGS.pdf).

As found in the preceding link, Waivers are outlined in Section 142.7 and good faith efforts are outlined in Section 142.8.

62. What are the contractual "reimbursables"; and if the proposed contractor is a certified MWBE business owner, are the MWBE forms applicable? And if so how should they be addressed?

Answer: Consultants under contract for Program Delivery and/or Curriculum Development will be reimbursed for services provided based on their daily rate. Travel will be reimbursed in accordance with New York State travel guidelines.

All bidders must submit all required MWBE forms and should follow related instructions outlined in the RFP. All bidders are required to submit the Contractor's MWBE Utilization Plan, GOER Form ADM-145 with their proposal. The Contractor's MWBE Utilization Plan must contain a detailed description of the services to be provided by each certified MWBE to achieve the 30% MWBE participation goal.

A MBE or a WBE bidding as a prime contractor may only self-fulfill the requirement for participation for which they are certified i.e., 10% for MBE and/or 20% for WBE, if they are performing a commercially useful function for that percentage of the contract. All bidders must document good faith efforts to provide meaningful participation by MWBEs as subcontractors or suppliers in the performance of the contract.

If a bidder cannot fully meet the MBE and WBE goals set forth in the RFP they must submit a MWBE Waiver Request GOER Form ADM-149, documenting good faith efforts as defined in Section 142.8 of the Official

Compilation of Codes, Rules and Regulation of the State of New York, Title 5. Department of Economic Development Chapter XIV. Division of Minority and Women's Business Development located at:

[http://www.esd.ny.gov/MWBE/Data/01282015 OFFICIAL COMPILATION OF MWBE REGS.pdf](http://www.esd.ny.gov/MWBE/Data/01282015_OFFICIAL_COMPILATION_OF_MWBE_REGS.pdf).

As found in the preceding link, Waivers are outlined in Section 142.7 and good faith efforts are outlined in Section 142.8. Additionally, bidders are required to provide a MWBE and EEO Policy Statement, see page 42 of the RFP.

63. Which NYS tax forms do I need to complete?

Answer: Bidders are required to complete and submit directly to the New York State Department of Taxation and Finance (DTF), Contractor Certification Form ST-220-TD. Unless the information upon which the ST-220-TD is based changes, this form only needs to be filed once with DTF. If the information changes for the contractor, its affiliate(s), or its subcontractor(s), a new form ST-220-TD must be filed with DTF.

Bidders are required to complete and submit to GOER the Contractor Certification to a Covered Agency Form, ST-220-CA, certifying that the contractor filed the ST-220-TD with DTF. Failure to make either of these filings may render a bidder non-responsive and non-responsible. Bidders shall take the necessary steps to provide properly certified forms within a timely manner to ensure compliance with the law.

General information on this requirement, including links to [Publication 223](#), Questions and Answers Concerning Tax Law Section 5-a, and Forms [ST-220-TD](#) and [ST-220-CA](#), can be obtained on the DTF Website at www.tax.ny.gov and are also available at <http://goer.ny.gov/vendor-info/index.cfm>.

64. What is the purpose for Forms A and B?

Answer: Chapter 10 of the Laws of 2006 amended certain sections of State Finance Law and Civil Service Law to require disclosure of information regarding contracts for consulting services in New York State. State contractors with active contracts, including purchase orders exceeding \$15,000, are required to disclose, by employment category, the following: number of persons employed to provide services; number of hours worked; and the amount paid to each contractor by the State as compensation for work performed by a contractor's employees. Additionally, information on any persons working under subcontracts with the State contractor must be reported.

Form A, State Consultant Services Contractor's Planned Employment from Contract Start Date through End of Contract Term, must be completed for new consulting services contracts. This form captures the planned employment information prospectively from the start date of the contract through the end of the contract term.

Form B, State Consultant Services Contractor's Annual Employment Report, must be completed for each contract and/or purchase order providing consulting services where payment from the State was in excess of \$15,000 for the preceding fiscal year. The completed Form B must be submitted via mail or facsimile by May 15th of each year to the contracting agency (GOER), and by mail to the NYS Office of the State Comptroller, and the NYS Department of Civil Service.

65. Is 30% of this RFP going to be awarded to certified MWBEs?

Answer: No, the overall goal of 30% participation by MWBE's applies to subcontracting goals for each contract resulting from this RFP. Therefore, each contract awarded under this RFP must document good faith efforts to provide meaningful participation by MWBEs as subcontractors or suppliers in the performance of the Contract.

66. As a MWBE/MBE should I bid on the proposal for myself under my company or should I partner with a company in need of MWBE as subcontractor?

Answer: All qualified entities are invited to submit proposals in response to this solicitation.

67. Attachment 5 (ADM-28) form, who is the issuing Unit?

Answer: The Issuing Unit or Committee is GOER/NYS & CSEA Partnership for Education and Training.

68. Is the vendor responsibility questionnaire required for bidders? I need clarity as to what that form is and does?

Answer: Yes. The New York State Vendor Responsibility Questionnaires were designed for use by State contracting entities to obtain the necessary disclosure from prospective vendors. State Finance Law, Article XI, §163 requires award of contracts for commodities or services to a responsible vendor. Additionally, the Office of the State Comptroller must be satisfied that a proposed contractor is responsible before approving a contract award under Section 112 of the State Finance Law.

State Finance Law and sound procurement practice dictate that State contracting entities take reasonable steps to ensure that public contracts

are awarded to vendors who are capable of fully performing their contractual obligations over the term of a contract and have the integrity to justify the award of public dollars. Responsibility reviews also help ensure that public dollars support honest vendors that compete on product and price, and protect the competitive contractor selection process from unfair competition. Full, fair and open competition produces better value for the State and its citizens.

Information disclosed by the vendor on the vendor responsibility questionnaire will be reviewed and assessed by GOER along with other relevant information to make a responsibility determination. If more information or clarification is needed, GOER will contact the vendor.

69. While I am not able to provide a response for the whole bid, I wonder if the people who will be bidding on this contract would be interested in using my company to satisfy the WMBE requirements for the bid. Is there a way to contact potential bidders to see if we might partner with them?

Answer: There is no mechanism to contact potential bidders for the purposes of responding to this RFP. Entities seeking to subcontract with NYS Certified MWBEs can search the NYS MWBE Directory of Certified Firms at:

<https://ny.newnycontracts.com/FrontEnd/VendorSearchPublic.asp?TN=ny&XID=5409>.