

ADDENDUM #1



**ROOSEVELT ISLAND OPERATING CORPORATION
STATE OF NEW YORK**

RFP# 16-32331

Operator for the Roosevelt Island Youth Center

ADDENDUM #1

ADDENDUM #1

To Bidders:

A pre-bid meeting was held on October 5, 2016. Attendees were advised of their responsibility to send any questions raised at the meeting in writing. Kindly note the following answers to questions received in writing:

Questions and Answers

1. Is there an age restriction on the children that can be served through this proposal?

There is no restriction.

2. How does the Beacon program factor into this proposal? Or does it? It seems that there is a risk in the duplication of services, particular when it comes to after school programming.

The Beacon program is a separate program funded by The City of New York and does not factor into this proposal.

3. As far as staffing, does the organization have to have key positions in place (Executive Director, Program Director, etc.) or is a staffing plan sufficient?

A staffing plan is sufficient.

4. Perhaps I missed this, but I do not see a requirement that bidders submit budgets for the \$200,000 for the initial year. Do you want this budget?

As stated on page 8, all responding non-profits are required to provide their most recent detailed budget identifying all sources of funding.

Bidders must also provide a budget indicating the projected cost of operating the Youth Center. If the projected cost of the operation exceeds the \$200,000 grant consideration the budget must clearly indicate the expected source of additional funding supporting the total cost of operation.

The successful Contractor will be required to submit an annual budget that details the use of the \$200,000 in grant funds.

ADDENDUM #1



RFP#16-32331

Receipt of Addendum 1

Date issued: **October 25, 2016**

Addendum No. 1 receipt

Project Number: 16-32331

RFP: Operator for the Roosevelt Island Youth Center

(Kindly complete this document and return with your proposal). I have received, read and considered the issues that were raised in Addendum No. 1.

Signature

Print Name

Print Title

Print Company Name