

TA RFP Pre-Proposal Conference

March 1, 2016

Welcome & Agenda

- **Welcome!**
- **RFP Timeline/Requirements – Keith Bunch**
- **About Capacity Building – Meryl Jones**
- **RFP Content Areas – Miguel Bonilla**
- **Format and Content – Bob Frenzel-Berra**
- **Post Award Requirements**
- **Question and Answer - everyone**

- **Mission:** The New York City Department of Youth and Community Development (DYCD) invests in a network of community-based organizations and programs to alleviate the effects of poverty and to provide opportunities for New Yorkers and communities to flourish.
- **Vision:** DYCD strives to improve the quality of life of New Yorkers by collaborating with local organizations and investing in the talents and assets of our communities to help them develop, grow and thrive.
- *Empowering individuals, Strengthening Families. Investing in Communities*

RFP Timeline

- **Proposal Due Date: March 22, 2016 at 2:00PM**
 - **Award Announcement: Late Spring**
- **Questions: Must be received by March 11, 2016**
RFPquestions@dycd.nyc.gov

Proposal Submission

- Proposal packages must be hand-delivered to (pg. 4 of RFP):

Office of Contract Procurement
Attention: Dana Cantelmi
Agency Chief Contracting Officer
2 Lafayette Street, 14th Floor
New York, NY 10007

- E-mailed or faxed proposals will not be accepted
- Proposal package must include one original hard copy and one exact electronic copy (pg. 30 of RFP)
- Cover of proposal package must include the correct service option and subcategory proposed
- A separate and complete proposal must be submitted for each service option and each subcategory proposed

MWBE Requirement

- **Schedule B- M/WBE Utilization Plan (attachment 6) must be filled out completely and submitted to DYCD prior to proposal submission for review and approval**
 - Utilization plans must be submitted to DYCD no later than [March 15, 2016](#)
 - DYCD will respond to all utilization plans received no later than [March 18, 2016](#).
 - **Approved Utilization plans are part of the proposal submission and must be included in the proposal package submitted to DYCD**
 - **If a proposal is submitted without the required utilization plan, your proposal will be deemed nonresponsive and will not be further considered**
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ABOUT DYCD CAPACITY BUILDING

About DYCD Capacity Building

- The mission of the Capacity Building unit is to strengthen the capacity of DYCD-funded community-based organizations to ensure that youth and families receive high quality, effective services.
- The entities eligible to receive services are all DYCD- funded organizations.
- The organizations targeted to receive intensive services are DYCD-funded organizations ready, willing and able to benefit from capacity-building services.

About DYCD Capacity Building

- **Types of Capacity Building provided:**

- Coaching
- Consulting
- Training
- Conferences
- Publications

- **Also leads:**

- Program Quality Monitoring Tool (PQMT)
- Family Development Training & Credentialing (FDC) Training
- Cultivating Curiosity partnerships and initiatives (I.e. Summer Pilots & Resource Fair)
- Training to various DYCD units



- Increase DYCD-funded agency ability to achieve positive outcomes for youth, adults, families, and communities.
- Building knowledge and skills of front-line and supervisory staff in accordance with the core competencies for youth work professionals and supervisors of youth work professionals developed by DYCD and the principles of the Family Development and Credentialing (FDC) Training program.
- To support organizational development and continuous quality improvement through the adoption of exemplary management practices and data-informed decision-making.

- **Increased focus on multiple-level staff support**
- **Peer-learning experiences**
- **Strategic Partnerships**
- **Integration of adult learning principles**
- **Sector and sub-sector support**
- **Neighborhood based support**

- **Autonomy**
- **Experience**
- **Goal-oriented**
- **Relevant**
- **Practical**
- **Respect**

RFP CONTENT AREAS

- **Proposers may propose to provide services for more than subcategory but must submit a complete proposal for each option**
- **Vendors may be for-profit or nonprofit organizations**
- **Vendor must have control of a training facility that is adequate in size and design to accommodate proposed activities. Must show proof of lease**

Service Option 1: After School Programs

a. Literacy	\$125,000
b. Life Science	\$100,000
c. Technology/Computer Science	\$100,000
d. Engineering/Built Environment	\$100,000
e. Math	\$100,000
f. Youth Development	\$75,000
g. DYCD Online	\$200,000

Anticipated Contract Term: July 1, 2016-June 30, 2019 (three years, with option to renew for up to three additional years)

DYCD Online -July 1, 2016-June 30, 2017 (one year, with option to renew on an annual basis for up to two additional years)

Service Option 2: Community Development

a. Case Management	\$150,000
b. Strategic Partnerships	\$100,000
c. Workforce Development	\$150,000
d. Measuring and Using Outcomes	\$146,000
e. Youth Mental Health Support	\$150,488
f. LGBTQ Youth	\$ 75,000

Anticipated Contract Term: July 1, 2016-June 30, 2019 (three years, with option to renew for up to three additional years)

Service Option 3: Workforce Innovation and Opportunity Act (WIOA)-funded Programs

a. Case Management	\$100,000
b. Career Development	\$100,000
c. Literacy	\$100,000

Anticipated Contract Term: July 1, 2016-June 30, 2017 (one year, with option to renew on an annual basis for up to two additional years)

Service Option 4: Facilitation Skills and Program Design

a. Curriculum Development/Lesson Planning	\$100,000
b. Conflict Mediation	\$100,000
c. Managing Classroom Behavior	\$128,233
d. Family Engagement	\$ 75,000
e. Social and Emotional Learning (SEL)	\$125,000
f. Recruitment and Retention	\$150,000
g. Youth Leadership	\$ 75,000

Anticipated Contract Term: July 1, 2016-June 30, 2019 (three years, with option to renew for up to three additional years)

Website link to additional resources

- DYCD Website/Resources for Nonprofits/Publications
- <http://www.nyc.gov/html/dycd/html/resources/publications.shtml>

The screenshot shows the NYC Department of Youth & Community Development website. The header includes the NYC logo, the department name, and navigation links like 'Printer Friendly', 'Email a Friend', 'Share', 'Translate This Page', and 'Text Size'. A search bar is also present. The main content area is titled 'Publications, Reports, and Other Resources' and features a 'Recent Releases' section with three items: 'Cultivating Curiosity Summer in the City 2015 - Overview & Pilot Descriptions (in PDF)', 'Cultivating Curiosity Resource Guide 2015 (in PDF)', and 'Strong Directors, Skilled Staff: Guide to Using the Core Competencies for Youth Work Professionals (in PDF)'. Below this is an 'Other Resources' section with a table listing various documents.

Title	Topic Category	Document Type	Release date
COMPASS DYCD Online Manual FY 2016	Reference Material	Guide	N/A
DYCD Online tutorials (YouTube link)	Tutorial Videos	N/A	N/A
COMPASS Elementary and Middle School PQMT 2014 (MS Word)	Reference Material	Guide	N/A
Education Specialist Spotlight (in PDF)	Reference Material	Guide	N/A
NYSAN Guide to Afterschool Professional Development in New York State (TASC link)	Afterschool	N/A	N/A
Family Development Training and Credentialing (FDC) Program Curriculum Overview (in PDF)	College and Careers	Guide	N/A
NYC DYCD Case Management Toolkit (in PDF)	Leadership + Management	Guide	N/A
Guidelines for Creating a Welcoming Environment	Leadership + Management	Guide	N/A

Post Award Requirements

- **General Information and Regulatory Requirements**
 - **Responsibility Determination**

- **Notice for Proposer Subcontractor Compliance**

Important Information

- **Transcript, presentation and attendance rosters will be posted to DYCD website for viewing**

Thank you!

