

NEW YORK STATE
OFFICE OF CHILDREN AND FAMILY SERVICES
REQUEST FOR BID

(This is not an order)

BID MUST BE MADE ON THIS SHEET

Direct Inquiries and Return Bid to:

Direct inquiries to RFP@ocfs.ny.gov, or mailed to designee indicated in Section 1.2 of IFB. All bids must be submitted as indicated.

Bid Number: IFB # 1089	Commodity Group:
Bid Opening:	Commodity/Service Name:
Date: <u>2/15/2023</u>	Temporary Statewide Medical Staffing
Time: <u>4:00 pm ET</u>	
Location: Office of Children & Family Services (OCFS) 52 Washington Street, Rm 202 South, Rensselaer, NY 12144	

Price to include delivery to: (Describe exact location and method of delivery:

See IFB Section 3.0 Specifications.

Bidders Quotation and specific description of item(s)/services offered:
Please enter your bid below, consisting of your percentage markup to be applied towards current pay rates established in IFB Section 4.2 Price, for each title/region you wish to bid on:

Registered Nurse

- Upstate Region Markup _____ %
- Downstate Region Markup _____ %

Physician Assistant

- Upstate Region Markup _____ %
- Downstate Region Markup _____ %

Nurse Practitioner

- Upstate Region Markup _____ %
- Downstate Region Markup _____ %

Licensed Master Social Worker

- Upstate Region Markup _____ %
- Downstate Region Markup _____ %

Licensed Psychologist

- Upstate Region Markup _____ %
- Downstate Region Markup _____ %

Bidders may bid on ANY OR ALL of these titles/regions.

Note: There is a maximum percentage markup bid rate of 30% for this procurement. Any bid proposal submitted that exceeds the 30% maximum percentage markup bid rate for any medical title for either region will result in that portion of the bid being disqualified.

Please provide an e-mail address for future communication related to this bid and for future notifications.

E-mail Address: _____

Agency's – Specification of item(s)/services required:
OCFS is requesting bids for temporary statewide medical staffing services at state-operated youth residential centers. See IFB Section 3.0 Specifications for the full list of requirements.

- An offeror may bid on one or more titles, in either or both of the regions specified in the bid document.
- There will be multiple awards as identified in the bid document.
- See IFB Section 4.1 Method of Award for a detailed explanation of the award process and how the assignment of work will occur.
- See IFB Section 4.2 Price for a detailed explanation of what the bid rates and prices must include.

Please refer to Attachment 1 - DJJOY Facilities Map:

- Upstate is Region 1 and includes the following facilities; Industry Residential Center, Finger Lake Residential Center, Harriet Tubman Residential Center, MacCormick Secure Center, and Taberg Residential Center.

- Downstate is Region 2 and includes the following facilities: Brookwood Secure Center, Highland Residential Center, Goshen Secure Center, and Brentwood Residential Center.

NOTICE TO BIDDERS:

Pursuant to Article XI of the State Finance Law and the Rules and Regulations of the Commissioner of General Services, sealed bids will be received at the above address for furnishing the item(s)/services in this Request for Bid. When submitting a bid, you must:

1. Prepare your bid on this form using ink or typewritten, or filled out on-line. Only one copy of the bid is required.
2. If your bid deviates from the specifications, indicate such fact and explain such deviations, attaching additional sheets, if necessary.
3. Sign the bid on the reverse side. By signing, you indicate full knowledge and acceptance of the General Specifications (9/83) and amendments thereto, and of the Request for Bid. The Bid must be completed in the name of the bidder (corporate or other) and must be fully and properly executed by an authorized person.
4. On the envelope containing the sealed bid, indicate the bid number and the bid opening date and hour.

POLICY STATEMENT: It is the policy of New York State to maximize the opportunities for the participation of New York State business enterprises, including minority and women-owned business enterprises, as bidders, subcontractors, and suppliers on its procurement contracts. The opportunity for full participation in our free enterprise system is essential to obtain social and economic equality and improve the functioning of the State economy. Accordingly, it is the policy of the New York State Office of Children and Family Services to foster and promote the development of New York State business enterprises, including those that are minority and women-owned.

The contractor, by bidding on this contract acknowledges an understanding of the policy herein stated. The contractor is encouraged to assist the State in the implementation of this policy by taking appropriate steps, in situations under his/her direct control, to utilize New York State supplies and sub-contractors, including minorities and women, in the completion of this procurement.

Information on the availability of New York State subcontractors and suppliers, including the Director of Certified Minority and Women-Owned Business Enterprises, is available from the NYS Department of Economic Development.

The Office of Children and Family Services recognizes the need to further promote the purchase and utilization of products with recycled and/or remanufactured content. Implementation of this initiative will further the objectives of Governor Cuomo's Executive Order No. 142 issued January 16, 1991 directing all State agencies to purchase, consistent with applicable law, recycled products made from secondary materials. In addition, the flexibility now afforded agencies is expected to further the goals of Chapter 70 of the Laws of 1988, New York States Solid Waste Management Act.

The contractor, by bidding on this contract, acknowledges his/her understanding of the policy herein stated. The contractor is encouraged to assist the State in the implementation of this policy by taking appropriate steps, in situations under his/her direct control, to utilize products with recycled and/or remanufactured content in the completion of this procurement.

NON-COLLUSIVE BIDDING CERTIFICATION: By submission of this bid, each bidder and each person signing on behalf of any bidder certifies, and in the case of a joint bid each party thereto certifies as to its own organization, under penalty of perjury, that to the best of his/her knowledge and belief:

- (1) The prices of this bid have been arrived at independently without collusion, consultation, communication, or agreement, for the purpose of restricting competition, as to any matter relating to such prices with any other bidder or with any competitor;
- (2) Unless otherwise required by law, the prices which have been quoted in this bid have not been knowingly disclosed by the bidder and will not knowingly be disclosed by the bidder prior to opening, or directly or indirectly, to any other bidder or to any competitor; and/
- (3) No attempt has been made or will be made by the bidder to induce any other person, partnership, or corporation to submit or not to submit a bid for the purpose of restricting competition.

NONDISCRIMINATION IN NORTHERN IRELAND: MAC BRIDE FAIR EMPLOYMENT PRINCIPLES

In accordance with Chapter 807, Laws of 1992, the bidder, by submission of this bid, certifies that it or any individual or legal entity in which the bidder holds a 10% or greater ownership interest, or any individual or legal entity that holds a 10% or greater ownership interest in the bidder, either: (answer Yes or No to one or both of the following, as applicable)

- 1. Have business operations in Northern Ireland: Yes No; If Yes,
- 2. Shall take lawful steps in good faith to conduct any business operations they have in Northern Ireland in accordance with the Mac Bride Fair Employment Principles relating to nondiscrimination in employment and freedom of workplace opportunity regarding such operations in Northern Ireland, and shall permit independent monitoring of their compliance with such principles: Yes No;

SIGNATURE:

The undersigned (if a corporation) certifies that it is duly authorized to do business in the State of New York. The undersigned further attests that the specifications, OCFS General Specifications and Appendix A & C have been reviewed and agrees to be bound by the terms and conditions thereof.

Name of Bidder: _____ Employer's Federal ID No. _____

Address (Street): _____ Telephone (AC)/ Number: _____

City: _____ State: _____ Zip Code: _____ County: _____

Signature of Bidder: **X** _____ Printed Name of Signer: _____

Official Title: _____ Date: ____ / ____ / ____