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**Negotiated Acquisition for High-Risk Youth Program
EPIN: 00219N0002**

ADDENDUM

1. Is the program expected to support youth from a particular geographic area (i.e., Brooklyn) or is the program expected to serve youth from all five boroughs?

The program is expected to serve a specific geographic area, not youth from all five boroughs.

2. What is the specific geographical area?

As specified on page 5 of the solicitation, the respondent is expected to propose the catchment/community to be served, and the model and means by which it would operate the proposed program according to the standards and specifications prescribed in the NA document:

"MOCJ expects this program to have a small catchment area and requests that proposers identify where the program should operate and how it would foster relationships with existing referral resources (including Police) in this community."

3. How many youth must we serve per year? Could we serve a cohort of 100 in Year I and then another cohort of 100 in Year II, totaling 200 youth over the years? Or must we serve 200-300 youth each year?

The expectation of serving 200-300 youth is over the entire three-year term. It is expected that the first year would entail serving a small number of young people, with the goal of continuing to serve those youth into the second year while also enrolling a new group of individuals during that period, thereby growing the number of participants served each year.

4. May we operate this program at multiple sites within a community?

Yes, you may operate the program at multiple sites within a community; however, please note that MOCJ intends to focus the program intensively on a singular community and not at locations across the City.

5. The NA refers to the following required attachments: Iran Divestment Certification from the General Information and Regulatory Requirements (Attachment A); and the Acknowledgement of Addenda Form (Attachment B). These attachments are not included in the NA. Please provide Attachments A and B.

Please note that the NA does not refer to the Iran Divestment Certification or the Acknowledgement of Addenda Form. The only materials required for submission in response to this solicitation are the proposal, line-item budget, letters of commitment or agreement, and a completed Doing Business Data Form, as prescribed in the solicitation document.

6. The solicitation is for one award to be made for the entire administration of the program. The language in the solicitation however, states that "*MOCJ expect this program to have a small catchment area and requests that proposers identify where the program should operate and how it would foster relationships with existing referral resources (including Police) in this community.*"

What does MOCJ mean by small catchment area? Are they expecting the proposer to only serve youth from their community, or to have youth travel to their office (in the community where the proposer is located) for services; or is the proposer expected to open small offices in different catchment areas throughout the City?

The program model is intended to support the provision of intensive individualized services over a multi-year period (approximately 3-4 years). Consequently, program resources should be allocated so as to place premium on providing the targeted number of program-eligible youth with the intensive and sustained level of services prescribed in this solicitation rather than investing them to operate multiple program sites. This solicitation seeks to secure the long-term engagement of young adults who are at highest risk of new and/or more entrenched justice involvement due to exhibiting behaviors that would subject them to such, or due to some level or extent of prior system involvement that may also have included previous unsuccessful engagement in programs and/or other interventions. Accessibility to the program site(s) should not constitute an additional impediment to successful and enduring engagement.

Therefore, respondents should define and propose a catchment area that would allow it to achieve the goals set forth under this NA within a relatively limited geographical area so as to maximize participant access to and engagement in program services. In apportioning resources, priority should be placed on providing a high level of care, for sustained duration, and within as restricted a catchment as possible without compromise to the program's ability to achieve the prescribed service targets. MOCJ does not wish to impose excessively stringent restrictions on defining a catchment area so as not to undercut a proposer's ability to design a viable program model that is responsive to the requirements of this solicitation. At the same time, in proposing catchment respondents are encouraged to consider a program with less expansive but more intensive reach as opposed to the broader borough- or citywide footprint commonly sought under traditional solicitations.

7. The solicitation indicates that MOCJ expects the program to have "a small catchment area." Can MOCJ offer any further detail on its expectations with regard to the size of the catchment area?

Please see Response #6, above.

8. Are there any cases in which MOCJ envisions this program functioning as an ATI?

While MOCJ will not preclude this possibility the awarded program primarily will not serve young adults who are mandated to engage. Please refer to the Program Objectives section of the NA document for a description of the intended target population and the requisite features of the preferred program model.

9. What does MOCJ expect to be some of the primary referral sources for the 100 or so annual intakes?

Please see Item #4, "Referrals," on page 5 of the solicitation.

10. Are there any restriction on possible referral sources? For example, could a teacher or parent refer a young person? Could a current participant refer a friend whom might benefit?

Yes. However, the provider would need to ensure that these individuals meet all the characteristics defining program eligibility, and as presented in section A of the solicitation (page 2). The proposer should consider all prospective and viable program referrals sources including but not limited to Police, prosecutors, educators, and other service providers.

11. How is MOCJ defining “high-risk?”

This solicitation seeks to secure the long-term engagement of young adults who are at high risk of new and/or more entrenched justice involvement and who present with a prior history of program failure or other risk factors that would make them ineligible for other program interventions. It is important to note that MOCJ does not intend the program to engage individuals who are “at risk” *per se*; rather, the target population is constituted of individuals who already are at high risk of engagement or deepening entrenchment in the criminal justice system due to exhibiting behaviors that would subject them to such, or due to some level or extent of prior system involvement that may also have included previous unsuccessful engagement in programs and/or other interventions.

12. Are there any age restrictions at intake?

As stated on page 4 of the solicitation: *“The proposed program should serve youth 16 to 24 years of age, with a primary focus on those between ages 16 to 18...”*

13. Please clarify apparent discrepancies between versions of the N.A. related to the program budget. One version states that the budget will be \$7.5 million over three years. Another version states that the anticipated annual program budget will be \$3.8 million at full operation.

As set forth on page 4 of the solicitation, which is posted on the MOCJ website, MOCJ anticipates an annual program budget of \$3.8 million at full operation.

14. Please provide examples of a “small catchment area” or clarify how “small” is defined.

Please see Response #6, above.

15. How should a provider define a participant’s connection to a catchment area? If it’s residence, will homeless or transient young people be eligible? What happens if a participant moves out of the catchment area?

Please see Response #6, above, for additional guidance on considerations to be factored in identifying a proposed catchment area. Section A of the solicitation sets forth eligibility criteria, which does not include any explicit preclusion based on domicile status. The program would necessarily be required to exercise judgment and discretion in assessing whom it could viably serve in strict accordance with the specifications and prescriptions as

set forth in the solicitation document, primary among which would be the ability to intensively engage participants for a sustained, multi-year period.

16. How does MOCJ envision the 3-4 years of follow-up to be absorbed into the grant and budget? If we serve 300 youth over the 3 year term + 3 years of follow-up, this would go beyond the contract end date of June 30, 2020. If we enrolled and served all 300 youth in Year 1 and then provided 3 years of follow-up, the contract would be for a four-year period in total. Was the follow-up period meant to be 6-months? As a result, we could serve 125 youth in year 1, 125 youth in year 2 and 50 youth during the first 6 months of Year 3 so they could receive 6-months of follow-up prior to the 3-year contract end date? Is this a possible way of doing it?

Please see Response #3, above. Proposers should not conceptualize its continuing work with participants in terms of "follow-up," which suggests a relatively abbreviated period of engagement punctuated by succeeding periods of status "check-ins." Rather, under the solicited program model primary program involvement and engagement is sustained for a multi-year duration, up to the time at which the participant is demonstrably able to viably maintain community tenure through sustainable employment and other supports without continued program intervention.

17. *(Re. Pg. 5, #4: Referrals)* In addition to referrals made by other community based providers, may the awarded provider also recruit referrals through street outreach/self-referrals?

Yes, the awarded provider may recruit referrals through street outreach and self-referrals provided that these individuals are, in fact, are high-risk and meet all other characteristics defining program eligibility as set forth under the solicitation. Please also refer to Response #10, above.

18. *(Re. Page 2, Program Objectives)* Is there a catchment area with a higher population of high-risk youth/target population?

MOCJ has not identified a distinct or singular catchment area that is disproportionately or exclusively representative of the target population relative to any other. Consequently, in identifying a proposed catchment area respondents should consider the totality of requirements as set forth in the solicitation and the responses presented in this Addendum including Response #6, in particular.

19. *(Re. Pg. 6, Expression of Interest Requirements - Additional Criteria)* Are letters of commitment or signed letters of agreement a requirement for submission?

Respondents should describe relevant partnerships it currently has with other provider organizations, subcontractors, employers and government agencies and should describe existing experience with incorporating referrals to community-based services and supports in programs it currently operates, and should provide copies of current, pertinent linkage agreements to demonstrate its ability to leverage these service alliances on behalf of program participants. In its proposal, respondents should also set forth any proposed subcontracts and other linkages it would seek to institute under award. To the extent that the viable prospects of such service alliance may be demonstrated by presentation of letters of commitment or signed letters of agreement to partner in the event of award such submission is strongly encouraged, but not required. Such letters should be submitted as a separate appendix and will not count against the proposal narrative limit of ten (10) pages .

At the same time, proposers should demonstrate to the fullest extent possible its current network of partnering service providers through which additional supports could be leveraged by program participants. However, proposers also should keep in mind that, per the third bullet listed under the section entitled "Subcontracting" on page 6 of the NA, no subcontract under this award may be entered into without prior written approval of MOCJ and in accordance with governing City rules and provisions and, consequently, should not be drafted or executed in formulating a response that is submitted pursuant to this solicitation.