



**Department of
Social Services**

Human Resources
Administration

Department of
Homeless Services

Office of Contracts

September 6, 2023

Molly Wasow Park
Commissioner

RE: Emergency Solicitation for the DHS City Sanctuary Facilities

Ann Marie Scalia
General Counsel

Dear Prospective Proposer:

Vincent Pullo
Agency Chief Contracting
Officer

The New York City Department of Homeless Services ("DHS") appreciates your interest in the Emergency Solicitation for the DHS City Sanctuary Facilities pursuant to a declared emergency, issued on August 5, 2022.

150 Greenwich Street
New York, NY 10007

Please find attached Addendum #6 for the above referenced Emergency Solicitation.

929 221 6347 tel

pullovd@dss.nyc.gov

Addendum #6 contains:

- **Attachment A:** Attached to this Addendum as "Attachment A" are Revisions to the Emergency Solicitation for the DHS City Sanctuary Facilities.

Please note your organization's email system may have a maximum size limitation for sending of emails. Please be advised that DSS cannot accept emails in a size greater than 20 MB.

It is strongly recommended that you send such email with enough time to determine whether the transmission has failed. Also, DSS strongly recommends that you follow up with an email to ACCContractPlanning@dss.nyc.gov to confirm that the email was transmitted successfully.

Sincerely,

Vincent Pullo

Attachment A: Revisions to the Emergency Solicitation for the DHS City Sanctuary Facilities

Please be advised that the subject Emergency Solicitation has been revised. All new language is **bolded and underlined**. Language that is crossed out is being deleted from the solicitation.

Page 4, paragraph 5, is revised as follows:

The selected vendor(s) will be needed ~~for the period of the next six (6) to twelve (12) months from site opening~~ **until June 30, 2026**; however, DHS reserves the right to extend the engagement if the need arises. Proposers should propose a budget indicating services on a yearly basis.

Page 5, paragraph 5, is revised as follows:

E. Subcontracting

Any services that the proposer elects to subcontract should be indicated in their proposals. **Per Executive Order No. 34, issued on August 7, 2023, DHS shall require proposers to solicit at least one City of New York certified Minority /Woman Business Enterprise (M/WBE).** Please provide the subcontractor information as well as the description of subcontracted services. Any subcontracted work is subject to DHS approval in accordance with the City's formal subcontractor approval process. **DSS/DHS will not approve any subcontracted service unless the proposer shows proof that a certified M/WBE has been solicited for the subcontracted service.**

Any services that the proposer elects to subcontract should be indicated in their proposals. Please provide the subcontractor information as well as the description of subcontracted services. If any subcontracted services necessities obtaining services from a single source due to exigent circumstances, proposers should identify such sources, the reason the single source has to be utilized, and that discuss how the subcontracted price is consistent past subcontracted costs and/or costs for such services as otherwise available in the market.