



**Human Resources
Administration**
Department of
Social Services

W-2-196
Rev. 01/22

Office of Contracts

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150 Greenwich Street
New York, NY 10007

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August 12, 2022

RE: Emergency
Solicitation for the DHS
City Sanctuary
Facilities

Dear Prospective Proposer:

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.

Please find attached Addendum #2 for the above referenced Emergency Solicitation.

Addendum #2 contains:

- **Attachment A:** Attached to this Addendum as "Attachment A" are additional to Questions and Answers from the Information Session held on August 8, 2022. **Please note, no further questions regarding this solicitation will be considered.**

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: Questions and Answers from the Informational Session

Please note: No further questions regarding this solicitation will be considered.

- 1. The request for expressions of interest states “It is anticipated that the facilities will be designated as serving single adult individuals, adult families, or families with children based upon need and available space.” Will the vendor be able to choose which population they wish to work with in the proposal, including whether to house families with children or single adults (and the gender of the single adult population)?**

Answer: Vendors can propose for Families with Children or Single Adult sites. Adult Families will likely stay in the Single Adult facilities depending on need. Once a vendor is selected DHS will negotiate with the vendor on final population and gender based on system need.

- 2. The request for expressions of interest states “vendors are expected to find Facilities with a minimum of 150 units.” Does this mean a minimum of 150 hotel rooms or if housing a single adult population can this mean 150 beds inside a smaller number of rooms?**

Answer: DHS prefers larger sites with at least 150 units but DHS is open to review of other size sites and layouts depending on system need and other factors.

- 3. Is there a template that DSS wishes the narrative of the proposal to be submitted on?**

Answer: There is no template for the proposal narrative.

- 4. Will DSS approve a separate start up budget in additional to the [one (1)] year operating budget?**

Answer: Yes.