

**Core Rehabilitation Services (CRS) 2024
RFP GC24-003**

Attachment 1-F Supported Employment Services form was updated on 6/22/2023 to include a reminder that if applying for Supported Employment Services applicants must include a copy of a *current* Supported Employment extended services funding agreement or equivalent with Office for People with Developmental Disabilities and/or Office of Mental Health.

Question/Answer Document Part 1

Below are the answers to the first set of questions. The remaining answers are anticipated to be posted by approximately July 7.

Question	Response
General Contract Questions	
<p>I was not able to get into the bidder conference. The message said the conference was at capacity.</p> <p>Will there be another opportunity?</p> <p>Is there a recording that I can watch</p>	<p>Due to the volume of attendees ACCES-VR had to increase the participant capacity at the start of the conference. ACCES-VR apologizes for the inconvenience. The conference was recorded and is on our website:</p> <p>https://www.acces.nysed.gov/vr/rfp-gc24003</p>
<p>Can you place this power point up for us to refer to please</p>	<p>Yes. Posted on June 16, 2023 on our website:</p> <p>https://www.acces.nysed.gov/vr/rfp-gc24003</p>
<p>Where do I find Attachment 2 – Capacity Summary? It is not in the RFP</p>	<p>Please use the “Attachment 2 – Capacity Summary” Excel link on the RFP #GC24-003 website</p> <p>https://www.acces.nysed.gov/vr/rfp-gc24003</p>
<p>While working on the capacity summary, we are realizing that based on the calculations, our capacity will then likely be considered less than what we can actually handle. We had a better year in 2022 which is not included in the calculations. Can we increase our capacity to what we can actually handle so that we (as</p>	<p>Yes. The capacity listed on Attachment 2 is what your agency can reasonably deliver based on your staffing levels. Prior utilization numbers do not factor into what is listed on this form.</p>

<p>a previously new vendor) can grow the program</p>	
<p>Can you please advise us about how to calculate capacity for new services- i.e., 1573- 1575.</p>	<p>1573X – 1575X are codes to break out Supported Employment Intensive services for Youth. They were part of 573X-575X in the current contracts. For example, if your current capacity is to serve 100 customers per year, and half are youth under 25, you would split your capacity evenly between the 573X-575X codes and the 1573X-1575X codes. In general, for all codes, list the capacity that your agency can reasonably provide in one year, based on your staffing levels.</p>
<p>Rates seem to be the same as current rates</p>	<p>Some rates have been increased from CRS2.</p>
<p>Who will review the applications? Local districts or the ACCES Central Office?</p>	<p>There are review teams both within the local District Offices and Central Office.</p>
<p>This question has two parts about RFP #GC24-003 Attachment 2. If an agency headquartered in one region provides services in multiple regions, should the agency submit the following with their RFP application:</p> <ol style="list-style-type: none"> 1) A separate Attachment 2 for each region (1,2, and 3) it will provide services, or one Attachment 2 for all regions, based on the headquartered region? 2) If the agency provides a separate attachment 2 for each region they provide services, should that agency list only the capacity relevant to that region (1,2 or 3) it will provide services or the total capacity of all the regions it will provide services, using the regional rate pertaining to the agency's headquarters? 	<p>Only one Attachment 2 - Capacity Summary is to be submitted. The headquarter's county location determines the regional rate that will be used for all services purchased under this contract, regardless of where the services are provided. Do not submit multiple Attachment 2 – Capacity Summaries.</p>

<p>Can we request to increase services beyond the original allocation?</p>	<p>No. The contract allocations can be increased over the contract term based on ACCES-VR's discretion.</p>
<p>Will ACCES-VR revisit the payments to vendors for hourly services on a monthly basis? This severely inhibits cashflow to organizations.</p>	<p>Deliverables and Payment Process are identified for each service in the RFP.</p>
<p>It doesn't appear that a staffing matrix is required, but would it be acceptable to submit one to indicate which staff are qualified for the services submitted vs noting it on the actual scanned resumes?</p>	<p>ACCES-VR requires resumes to note which services that staff person will be providing or overseeing. Vendors can submit a document in addition to the resume that clearly outlines which services each staff person is responsible for.</p>
<p>If we propose positions for which we do not yet have staff, should we include a job description in lieu of a resume?</p>	<p>Yes, that is required.</p>
<p>For staffing requirements and qualifications, is it the responsibility of ACCES-VR or the Vendor to determine when an employee has the adequate combination of education and experience to provide the different service categories?</p>	<p>ACCES-VR will approve the resumes of staff that the vendor identifies as meeting the staffing qualifications for each service.</p>
<p>It appears that the agency has final judgment on who meets the requirements of an evaluator II based on experience and training. Is that accurate?</p> <p>Its states that vendor staff for Job Placement services and Supported Employment can be left to the Judgment of ACCES-VR. Are they referring to the ACCES counselors or Albany?</p>	<p>Yes. ACCES-VR has the final approval.</p> <p>There are review teams both within the local District Offices and Central Office.</p>
<p>Are there guidelines available listing ACCES-VR vendor staffing expectations and contract utilization numbers? For example</p>	<p>ACCES-VR does not set staffing/customer ratios. Vendors must ensure they have adequate staffing capacity to provide quality</p>

<p>– if a vendor says they can take 100 SE referrals a year – how many employment services counselors is an agency expected to have on staff</p>	<p>services that meet the deliverables of each service for the number of units they apply for.</p>
<p>How and when will we know if a staff person meets the required qualifications when using option C: a combination of education and experience which, in the judgement of ACCES-VR, is substantially equivalent to the standards of this subdivision?</p> <p>Is this a discussion that will take place after awards are announced?</p>	<p>ACCES-VR will notify applicants that have failed due to staff not meeting the qualifications outlined in the RFP. ACCES-VR may request clarification during the review period prior to awards if a staff person’s qualifications are unclear.</p>
<p>It is required that resumes contain the services that each staff member is qualified to provide. Is it acceptable to simply list the corresponding case service codes or would you prefer that the actual name of each service be written</p>	<p>Either is acceptable as long as it clearly states on the resume which services that person will be providing and/or supervising.</p>
<p>Can you tell me the difference between Sole Proprietorship vs. Individual as listed as a choice on the CRS Application/Basic Information page?</p>	<p>A Sole Proprietor has an established business with a taxpayer identification number. An individual does not have a business set up and would use a social security number.</p>
<p>When asked if services are fully accessible, does that mean accessible to all disabilities or to the populations we are contracted to serve?</p>	<p>Vendors must ensure services are fully accessible for all the customers they accept referrals on and serve.</p>
<p>In service sections regarding which we are not applying, is it sufficient to simply answer “no” to question 1 or do we need to complete the entire section?</p>	<p>Vendors can answer “no,” leave the answers blank, or note “Not Applying” on service questions for services they are not applying for.</p>
<p>As a Community College under SUNY would we be excluded from potential program funding?</p>	<p>Community Colleges are welcome to apply for this contract. The RFP notes that no applicant will be awarded a contract under CRS for services they would ordinarily provide without charge.</p>

<p>Are there previously awarded programs that we could review as examples?</p>	<p>Examples of eligible applicants are listed on page 1 of the RFP.</p>
<p>I am applying for the 1st time and need to get my business license/tax ID and was not sure of the difference.</p>	<p>You should consult with a business/legal professional for advice on this. Individuals with no employees can apply as a sole proprietor with a Federal Tax ID or apply just as an individual using their social security number. For vendors that do not have a NYS Financial System ID prior to applying, ACCES-VR will request one for you if you receive an award.</p>
<p>I do not have an SFS Vendor ID. How would I go about getting one or is one assigned if my RFP and bid is accepted?</p>	<p>If you are awarded a contract, ACCES-VR will request one with the information provided on the NYSED Substitute W-9 submitted with your application.</p>
<p>How do we get a new NYS vendor ID (SFS) if we have merged with another agency who also provided ACCES-VR services</p>	<p>The application should be submitted with the surviving entity's Tax ID and SFS numbers. If the merged agency is operating under a new Tax ID number, please provide a W-9 with your application. If you need a new vendor ID, ACCES-VR will request one. In order to ensure the prior utilization calculation is accurate, include reference to the SFS numbers of the prior merged entities as well.</p>
<p>What is the definition of a new vendor?</p> <p>What is the definition of a current vendor?</p> <p>Can you please define: Sole Proprietors Tribal Nations Not-for Profit Organizations Community Rehab Programs Independent Living Centers Educational Institutions For-Profit Organizations Entities providing Vocational Training Services</p>	<p>A new vendor is defined as a vendor that:</p> <ul style="list-style-type: none"> • ACCES-VR does not have a contract with under CRS or Potentially Eligible, or • Was awarded a contract under CRS or Potentially Eligible but has applied to provide services in a category that the vendor is not contracted to provide currently under CRS or Potentially Eligible contracts. See page 67 of the RFP. <p>A current vendor is defined as a vendor that is applying to provide services in a category that the vendor is currently contracted with ACCES-VR to provide.</p> <p>A vendor can simultaneously be considered a new vendor for some service categories and an existing vendor for other service categories.</p>

	<p>Please refer to the Eligible Applicants section on page 1 of the RFP for a full description of who can apply. Please note that the groups listed are just examples and are not comprehensive, therefore the definition of each one does not limit who is eligible to apply.</p>
<p>If we are a current vendor does that mean we are registered in SFS Centralized Vendor File? Can we check the checkbox for the W-9 substitute Line Number?</p>	<p>If you are an active vendor with ACCES-VR, you already have an SFS ID and are registered in SFS. No NYSED Substitute Form W-9 is required for current vendors with SFS IDs unless there is a business structure change with a new federal tax ID and no SFS ID yet created for that new federal tax ID.</p>
<p>If we hold only a Pre-ETS contract, would we be considered a new vendor or an existing vendor for CRS?</p>	<p>You would be considered an existing vendor for services you are contracted for under the previous CRS or Potentially Eligible contracts.</p>
<p>Contract Template: Who completes the Contract Template?</p> <p>Face Page: Will the Face Page be completed once applicant has received approval?</p> <p>Attachment D Payment and Reporting Schedule: is the applicant required to complete?</p> <p>NOTARIZATION: does the applicant need to have any aspect of the bid notarized prior to submission?</p>	<p>The Contract Template, including the Face Page and Attachment D, is for reference only. NYSED will prepare an actual contract when the final awards are approved. Do not submit the contract template with your submission documents.</p> <p>Notarization is required only when signing an actual contract, not for the bid.</p>
<p>Can you direct me to where the service descriptions are located? Each attachment references this and I have not been able to locate where to find the service descriptions. I have been on Grants Gateway,</p>	<p>A detailed description of each service can be found in the CRS RFP on pages 12 -57.</p>

<p>https://www.acces.nysed.gov/vr/rfp-gc24003, https://www.acces.nysed.gov/vr/current-vendor-information , and https://www.acces.nysed.gov/procurement</p>	
<p>Does the agency use one prequalification log in, or is it one per person?</p>	<p>Prequalification information can be found at: grants management</p>
<p>No more monthly submissions grouped together for reimbursement?</p>	<p>Vouchering of individual authorizations can be processed by the vendor through ACCES-VR's Vendor Portal.</p>
<p>Can the reports be built in our Case Record and be electronically signed?</p>	<p>ACCES-VR will not process vendor payments if the appropriate ACCES-VR reporting form is not used. These reports are identified in the Deliverable and Payment process section under each service. Electronic signatures are acceptable.</p>
<p>Is an SFS number mandatory for the application?</p>	<p>No. If you are awarded a contract, ACCES-VR will request the number on your behalf, based on the NYSED Substitute Form W-9 you supply with your application.</p>
<p>Can I apply for the SFS Vendor ID now and have it before the July 17th deadline</p>	<p>If you are awarded a contract, ACCES-VR will request the number on your behalf, based on the NYSED Substitute Form W-9 you supply with your application.</p>
<p>How do you apply to get a Vendor ID? I am applying for the RFP and I will be a new vendor.</p>	<p>If you are awarded a contract, ACCES-VR will request the number on your behalf, based on the NYSED Substitute Form W-9 you supply with your application.</p>
<p>My organization has already registered for another grant in the Grants Gateway Website. Do we have to submit another registration form to qualify for this RFP?</p>	<p>Your organization must be in a prequalified status by 5:00 PM on the proposal due date of July 17, 2023. If you have a current document vault and are prequalified already, please make sure that all documents are up to date to maintain the prequalification. Some documents must be renewed annually.</p>

<p>Can an organization or contractor be awarded a contract for services but not begin to use the services until 2-3 years later?</p>	<p>No. Vendors must be ready to begin services within 6 months of contract execution.</p>
<p>Please explain further how to calculate Capacity for services done in prior years and for services we had not performed in the past.</p>	<p>The capacity listed on Attachment 2 is what your agency can reasonably deliver based on your staffing levels. Prior utilization numbers do not factor into what is listed on this form.</p>
<p>On the Capacity Worksheet, under "1000X Entry Services I: Service to Groups," are you looking for the total numbers of individuals served in the cumulative group sessions annually or just the total number of sessions annually.</p>	<p>Total number of sessions annually. This service is by session, not by individual attending each session.</p>
<p>I have a question regarding capacity calculation. I am very concerned as I was a new vendor that was added onto the 2020 RFP for Adjunct Services. As a new vendor, I received far fewer referrals than was anticipated. We had also begun outreach for services in the middle of COVID. We followed up on every referral we received by email, phone, and mail but many times participants were non-responsive. We have only begun recently to receive more referrals. We have added staffing capacity in the past year and are hiring for additional capacity. We plan on applying for additional services in this RFP. We've grown significantly in the past year in our referrals through OPWDD and ACCES-VR and anticipate this continuing. The capacity calculation as it was presented significantly limits the potential for vendors to expand</p>	<p>If a vendor is adding services within a category already provided, the allocation for all services in that category will be based on past utilization and the vendor's stated capacity on Attachment 2. If a vendor is awarded for a new service category, the allocation for the new service category will be an equal distribution of the available funding in that service category to all eligible vendors.</p> <p>The contract allocations can be increased over the contract term based on utilization and/or participant needs.</p>

<p>service delivery due to factors that were out of their control.</p> <p>1. How will the capacity calculation be made if an existing vendor is applying for additional services?</p> <p>2. Why is the capacity calculation based on prior utilization and not on the ability for the agency to provide the service? This does not take into account the number of past referrals received, engagement of individuals during COVID, or growth in staffing capacity for a vendor.</p>	
<p>How do we figure out capacity for Attachment 2? Can we get a print out of our past usage to figure it out? If so, where do we get that</p>	<p>The capacity listed on Attachment 2 is what your agency can reasonably deliver based on your staffing levels. Prior utilization numbers do not factor into what is listed on this form.</p>
<p>For existing vendors who add new services, how will their year 1 allocation be determined</p>	<p>If a vendor is adding services within a category already provided, the allocation for all services in that category will be based on past utilization. If a vendor is awarded for a new service category, the allocation for the new service category will be an equal distribution of the available funding in that service category to all eligible vendors.</p> <p>The contract allocations can be increased over the contract term based on utilization and/or participant needs.</p>
<p>What happens if you are an existing vendor who is increasing capacity and types of services?</p>	<p>If a vendor is adding services within a category already provided, the allocation for all services in that category will be based on past utilization. If a vendor is awarded for a new service category, the allocation for the new service category will be an equal distribution of the available funding in that service category to all eligible vendors.</p>

	The contract allocations can be increased over the contract term based on utilization and/or participant needs.
Can you clarify whether report writing and resource development conducted as a part of an assessment service (e.g., Career Exploration Assessment, Pre-ETS Counseling) is billable?	The rates factor in these costs.
Since RSA does not require handwritten signatures and given the challenges encountered over the course of the pandemic, will electronic signatures on reports be considered acceptable if an audit trail is available for the signature (e.g, DocuSign, PandaDoc, JotForm, etc.)?	Yes. Electronic signatures on reports are acceptable.
It can be challenging to prepare, review, and submit service reports, especially for those requiring customized reports, within 10 business days. This challenge is due to staff being out for PTO, sick days, training, etc. Increasing this window to 15 or 20 business days would be helpful in alleviating the current pressure. Is this possible?	No. Unfortunately, ACCES-VR is unable to extend the due dates of reports. The timeliness of vendor reports plays a vital role in the provision of quality services for our customers.
10-day expectation is difficult when we are sometimes struggling with staff turnover, PTO and availability. Also, we frequently receive the AV's after the start date which can drastically decrease the amount of time we have to get an intake meeting in place	Authorizations are available in real time to vendors through the vendor portal. ACCES-VR staff are advised to create authorization based on a customer's readiness to begin services.
Is it 10 business days or 10 calendar days?	10 business days
What date determines 10 days start date for service? Is it when	It is 10 business days from the start date on the authorization. Authorizations will be available in real time in the Vendor Portal.

auth is received or when accepted?	
We rarely receive authorization within a timeframe that allows us to complete the report within the 10-day window. Will AWARE system be more timely?	Authorizations will be available in real time (when ACCES-VR staff issues them) in the vendor portal. All CRS vendors will have access to the vendor portal. Please note that vendor reports are due within 10 business days of completion of services, not the start date of the authorization.
Is there a way to add individual's names to new authorization notification from AWARE?	Not at this time.
Will there be a formal notification from the counselor to the provider if billable have been approved	No. There will be a notification to vendors if a voucher cannot be processed for payment. Vendors can track the progress of their requested payments in the portal, up to and including the warrant number.
Will ACCES bring back the utilization reports? Since AWARE, they have change and this information is not readily available.	ACCES-VR is exploring ways to share this information with vendors.
If a current CRS vendor does not have a contract for potentially eligible services, what will be the method of award for those services? Will they be drawn from the reserve for first year/new provider awards or will utilization be evaluated based on provision of Pre-ETS services under the CRS or some other method?	Vendors that do not currently have a Potentially Eligible Services contract will be considered a new vendor for that portion of the award, as described on page 67-68 of the RFP.
For the training that staff will be required to complete through the designated provider, will agencies have an opportunity to provide input on the content of the training offered based on field-identified training needs?	Yes. Vendors are able to make suggestions regarding training topics but ACCES-VR will determine the content of training.
Can you provide a definition for "commencement of services?"	Commencement of services is the date the vendor starts services.
In terms of service commencement, in the case of Pre-ETS, we often receive referrals but then have to wait for a student to be on break or to have	Although Pre-ETS does not duplicate or supplant transition services provided by the high school under IDEA, vendors can provide Pre-ETS during school hours, after school and on weekends. Vendors should

<p>a day off from school, so this performance indicator would be challenging to achieve. How does the RFP account for this? Would it be sufficient for the provider to document attempts to commence services within the defined period</p>	<p>notify ACCES-VR of any difficulties commencing or providing services within the specified time frames.</p>
<p>In working on CRS form, I came across three pages that were titled Master Contract for Grants Contract. Is this something I complete and send in with the proposal?</p> <p>There are some spaces that are completed by others (e.g., Attorney General's Signature) and some it looks like I complete (e.g., Contract Number, Transaction Type) Also on the site it won't let me change contractor status to For Profit. It remains on Not for Profit.</p> <p>Do I complete the page titled Page 2 of 2 Master Grant Contract, Face Page. It has a section For Multi-year Agreements only and has spaces to fill in. What goes here.</p> <p>This form also has a section Attachments Part of Agreements and has some boxes checked for Attachment A and Attachment B. What goes here?</p>	<p>No. The documentation includes a "Contract Template" as a reference for potential bidders. This gives you a preview of the contract terms vendors must agree to should they be awarded a contract.</p> <p>This is for reference only and is not submitted with your application.</p>
<p>Can a new vendor apply while they are in the process of pre-qualifying in grants gateway?</p> <p>Can resumes be vetted in advance of RFP submission?</p>	<p>No. All not-for-profit applicants must be prequalified in the grants gateway by the application deadline.</p> <p>No. Resumes will be vetted at the time of application review. Vendors that do not have current staff that are qualified to provide the service need to submit their staffing plan with job descriptions, for hiring appropriate staff.</p>

	Vendors have 6 months from contract execution to have qualified staff in place.
On the application checklist, what is the Vendor Responsibility Questionnaire? Where is this located?	See the Vendor Responsibility section on pages 71-72 of the RFP. NYSED recommends that vendors file the required Vendor Responsibility Questionnaire online via the New York State VendRep System. To enroll in and use the New York State VendRep System, see the VendRep System Instructions or go directly to the VendRep System online .
If an applicant typically files their Vendor Questionnaires electronically, what should be included with their CRS application? Would it suffice to submit a copy of a "Certification Confirmation" page to show that we've recently filed/updated our Vendor Questionnaire? Or should a full copy of electronically filed the Questionnaire be included with the CRS application	If completing the Questionnaire electronically, applicants need only check the "Electronic filing" box on the Application Checklist. Please do not include a full copy of the questionnaire or certification confirmation if submitted online.
Please give an example of approved encryption software.	It is up to each applicant to determine the appropriate software.
Will you accept applications that are submitted via encrypted email? (Our organization's email server automatically encrypts most outgoing mail containing financial information. Thus, I want to make sure that this potential would not prevent our application from being considered to be submitted and received by the due date.)	Yes.
I am writing to inquire about some of the content that was discussed during the Bidder's Conference this afternoon. I understand the importance of providing timely and meaningful services to the customers that we support. With some of the deadlines to start services, I do have concerns because of the current Vendor	ACCES-VR staff will be sending referral information to vendors at the same time they are issuing authorization in the Vendor Portal. Authorizations will be available to vendors in real time through the Vendor Portal. Referrals can be sent via encrypted email if the vendor provides ACCES-VR an email address. Vendors may wish to consider setting up a

<p>Portal, as it is not set up to clearly identify new authorizations and agency is receiving, there is also no way to get the referral itself from the AWARE portal. If we are being required to start services within 10 days of the new authorization being generated, it would be important for the authorization to include the referral and all pertinent/necessary background information to ensure that the individuals needs are being met, services are meaningful, and person centered in all approaches.</p>	<p>designated mailbox solely for ACCES-VR to send referral information.</p>
<p>Will applicants receive confirmation return emails indicating that our submissions are received</p>	<p>Yes.</p>
<p>Are BOCES required to complete Vendor Responsibility Questionnaires</p>	<p>No. BOCES are exempt from this requirement. An exempt entity list can be found on the Office of the State Comptroller's website: Vendor Responsibility Documentation.</p>
<p>I am aware that vendors need to complete a pre-qualification through Grants Management website. Our agency, Nassau BOCES, already has pre-qualification status. BOCES is registered in the Grants Management system as Governmental Entities and have been told by Grants Gateway that we do not need to prequalify.</p> <p>Can you please confirm that we do not need to do anything further regarding this for RFP #GC24-003.</p>	<p>BOCES are exempt from this requirement. Only not-for-profit vendors need to prequalify.</p>

<p>What kind of information are you looking for in the question “Describe how you would provide this service?” Are you just asking if it will be provided in person or remote, by whom and where or are you looking for a deeper narrative of the kinds of services being provided?</p>	<p>Your response should demonstrate that you have knowledge of the service, how to provide it, have the resources, capacity and experience to adapt the services to meet the needs of the population you will serve, know the geographic location you are in, and are collaborative with other community resources as needed.</p>
<p>Are agencies allowed to use subcontractors for providing services?</p>	<p>Yes. Subcontracting must be approved by NYSED prior to implementation. Subcontracting will be limited to a maximum of thirty percent (30%) of the annual contract budget. Subcontracting is not allowed for the provision of supported employment services.</p>
<p>(page 1) What is a CRDA number and where do we find ours?</p> <p>(page 1) Is the Transaction Type for me X New or X Renewal? I assume it is Renewal but wanted to make sure that I am checking the correct box.</p> <p>(page 2) What is meant by the amended term? I am not clear why this is on a new contract. Does this mean at a later point in the contract if the contract is amended like mine was done a few years ago?</p> <p>(page 2) Do you have the specific information for the chart Current Period, Current Amount, Amended Period, Amended Amount? I know that I am now at \$305,000 for the 2018-2023 contract, but don't know specifically what the numbers are that they are asking for.</p> <p>Also, I could not find what is the maximum amount that I could ask</p>	<p>The documentation includes a “Contract Template” as a reference for potential bidders. This gives you a preview of the contract terms vendors must agree to should they be awarded a contract.</p> <p>This is for reference only and is not submitted with your application.</p> <p>As an existing vendor, your award would be based on prior utilization and your stated capacity on Attachment 2. There is</p>

<p>for as a sole proprietor as was stated in the 2018-2023 contract application. Are they basing the amount for the 2024-2029 contract on the 2018-2023 contract amount? Please advise and I look forward to getting the answers to these questions.</p>	<p>no hard cap on sole proprietors. See the Method of Award section on pages 65-69 of the RFP.</p>
<p>Regarding the calculation of Core Rehabilitation Services units, it states on page #66, “Some CRS Services unit description were redefined in this RFP. All unit totals for those services will have their base units adjusted to reflect the change. For example, a service changing from an hour to a half hour as a unit will convert to two half-hour units per hour unit reported.” Can you give specifics as to which services were effected by this change and how it will impact the method by which we calculate the number of units being requested? (for example, should we ask for double the amount of units than we normally would in those categories?)</p>	<p>For example, 124X – Self-Advocacy for Students is an hourly rate in the 2019-23 contract term. Starting in 2024, this will change to a half-hour unit at the same rate. To adjust the base units used in the method of award, we will convert each hour reported to two half-hour units.</p> <p>For Potentially Eligible Services, all were flat fee with a minimum of four 45-minute activities. Most are changing to half-hour rates. To adjust prior utilization to the new rate structure, each flat rate unit reported in the existing contract will convert to six half-hour units in the method of award calculation.</p>
<p>Which code(s) should be used for project search program?</p>	<p>ACCES-VR staff determine which codes to authorize to vendor for services. 964x can be used for project search customers that meet the definition of a Student with a Disability on page 12 of the RFP.</p>
<p>How are you defining a successful placement / employment for 931X</p>	<p>Paid, competitive, integrated job that meets the customer’s employment goal as established on the Individualized Plan for Employment (IPE) and is being paid at or above NYS minimum wage (or federal minimum wage if applicable).</p>
<p>Can you explain the timeliness and performance criteria modifications which to us appear not to be based on data currently</p>	<p>ACCES-VR is committed to fulfilling our mission of assisting customers to obtain and maintain competitive integrated employment; timelines and employment</p>

<p>available. How are the days counted? Work Days, calendar days? Please share your data analysis so we can better understand your decision process.</p>	<p>outcomes play a critical role in meeting that mission.</p> <p>The performance indicators related to days within this RFP are based on business days.</p>
<p>Can we prequalify while our non-profit status is awaiting approval from NYS</p>	<p>Yes. Please refer to the Vendor Prequalification Manual on the Grants Gateway for details: https://grantsmanagement.ny.gov/get-prequalified</p>
<p>Is it Ok if we serve just our group or individuals in our program or is this really meant for organizations that serve many people/walk-ins, like Independent Living Centers?</p> <p>Another important part of our program is that no one is rushed to employment, college, etc. The program proceeds at each individual's pace. Does this align with ACCES-VR goals? Is there a time-based goal for achieving employment?</p> <p>Would our employees need to become ACCES-VR counselors in order to deliver work readiness or other training services?</p> <p>If an organization receives respite funding from OPWDD for a program that is a candidate for ACCES-VR, does that disqualify the organization from applying?</p> <p>In terms of disqualifying sources of revenue, would having foundation, and individual support and other fundraising support (events) disqualify an applicant</p>	<p>ACCES-VR expects vendors to be available to serve customers that ACCES-VR staff refer to them. Individuals attending your program will need to apply to ACCES-VR to receive services, unless they are students with disabilities and are potentially eligible. An eligibility determination does not guarantee specific services or use of specific vendors.</p> <p>ACCES-VR develops Individualized Plans for Employment to meet customers where they are at in terms of their goals and service needs. There are performance indicators for vendors to provide services and submit reports in a timely manner (see description in each case service) and there is a benchmark for expected employment outcomes.</p> <p>No, vendor staff do not need to become ACCES-VR counselors; ACCES-VR is purchasing services from vendors.</p> <p>Applicants eligible to apply for CRS are defined on page 1 of the RFP.</p>
<p>Our population for Employment Services is people with IDD who have completed high school and</p>	<p>CRS services are designed for individuals with disabilities, including students and youth with disabilities, to enable them to</p>

<p>are not yet ready for college, vocational school or employment. Our program goal is to help them make the transition to employment, college or vocational school. Toward this end, the program fosters development of social skills and life skills (including work-readiness training). Do we qualify for ACCES-VR? Under which service category or categories? Work Readiness Training? Employment Preparation Services? Services to groups or individuals</p>	<p>obtain, maintain or advance in competitive integrated employment. ACCES-VR cannot advise applicants about which services they might be qualified to provide. Applicants should review the service descriptions outlined in the RFP and submit a proposal that accurately reflects their ability and capacity to provide the services.</p>
<p>We are also considering starting workforce development (employment services) program to employ our program participants and further prepare them for the large job market. Who should our program people talk to in terms of researching what would be needed to launch this program?</p>	<p>Contact the NYS Workforce Development https://workforcedevelopment.ny.gov/</p>