



1/23/25

The following (Q&A) will serve as Amendment #2 to NYSIF's Request for Proposals (RFP) for Non-Emergency Medical Transportation Brokerage Services, bid number 2024-06-INS. Material in this Amendment supersedes any contradictory material in the RFP.

- Appendix S – Is attached as it was left of the original RFP document.
- RFP Section 2.1 MANDATORY REQUIREMENTS are hereby replaced in their entirety as follows:

Bidder's proposals must demonstrate how each of the mandatory requirements are met and attest to their ability to meet the mandatory requirements.

1. Bidder must have a minimum of five (5) years of experience performing non-emergency medical transportation management services for a government agency. Qualifying experience may include serving as:
    - a. A prime contractor with a government agency performing non-emergency medical transportation medical services; or
    - b. A material subcontractor to a prime contractor performing non-emergency medical transportation medical services. A material subcontractor is an organization who performed a vast majority (over 75%) of non-emergency medical transportation management services serving as a subcontractor.
  2. Bidder must have the ability to provide services for the entire geographic region they are bidding on. Bidders may apply for one or both region(s).
  3. Bidders must complete REVISED Attachment 1- Mandatory Requirements Certification (Revised 1-23-25) and submit with your proposal.
  4. Bidders may only submit a proposal under a single FEIN/Tax ID number. Vendor invoices will not be paid should they be received under alternate FEIN/Tax ID numbers such as a subsidiary entity, that do not match the FEIN/Tax ID number used in the submission of the bid proposal.
- RFP Section 2.6 SUBCONTRACTING is hereby amended to the following:

Except as provided herein, a bidder may not propose the use of a subcontractor to perform the non-emergency medical management transportation brokerage services procured through this RFP. The broker will enter into service level agreements with transportation providers within their established network.



The broker may use subcontractors for other services that support the provision of services, such as information technology, human resources, business administrative services, or other similar services.

The Contractor shall obtain prior written approval from NYSIF before entering into an agreement for services to be provided by a subcontractor. The Contractor is solely responsible for assuring that the requirements of the RFP are met. All subcontracts shall contain provisions specifying that the work performed by the subcontractor must be in accordance with the terms of the prime contract, and that the subcontractor specifically agrees to be bound by the confidentiality provisions set forth in the agreement between NYSIF and the Broker. NYSIF reserves the right to request removal of any bidder's staff or subcontractor's staff if, in NYSIF's discretion, such staff is not performing in accordance with the Agreement.

Bidders intending to subcontract portions of services under this procurement must complete and submit Appendix Y, "Subcontractor Utilization" with their bid. Prior to the commencement of the work to be performed by the successful Bidder, the Bidder must agree to the following provisions:

The Bidder agrees not to subcontract any of its services, unless as indicated in its proposal, without the prior written approval of NYSIF. Approval shall not be unreasonably withheld upon written receipt of written request to subcontract.

The Bidder may arrange for a portion/s of its responsibilities under a Contract to be subcontracted to qualified, responsible subcontractors, subject to approval of NYSIF. If the Bidder determines to subcontract a portion of the services, the subcontractors must be clearly identified and the nature and extent of its involvement in and/or proposed performance under the Contract must be fully explained by the Bidder to NYSIF. As part of this explanation, the subcontractor must submit to NYSIF a completed Vendor Assurance of No Conflict of Interest or Detrimental Effect form- Appendix V, as required by the Bidder prior to execution of a Contract.

The Bidder retains ultimate responsibility for all services performed under a Contract.

All subcontracts shall be in writing and shall contain provisions, which are functionally identical to, and consistent with, the provisions of the Contract. Unless waived in writing by NYSIF, all subcontracts between the Bidder and subcontractors shall expressly name NYS, through NYSIF, as the sole intended third party beneficiary of such subcontract. NYSIF reserves the right to review and approve or reject any subcontract, as well as any amendment to said subcontract(s), and this right shall not make NYSIF or NYS a party to any subcontract or create any right, claim, or interest in the subcontractor or proposed subcontractor against NYSIF.

NYSIF reserves the right, at any time during the term of the Contract, to verify that the written subcontract between the Bidder and subcontractors is in compliance with all of the provisions of this Section and any subcontract provisions contained in the Contract.

The Bidder shall give NYSIF immediate notice in writing of the initiation of any legal action or suit which relates in any way to a subcontract with a subcontractor or which may affect the performance of the Bidder's duties under the Contract. Any subcontract



shall not relieve the Bidder in any way of any responsibility, duty and/or obligation of the Contract.

If at any time during performance under the Contract total compensation to a subcontractor exceeds or is expected to exceed \$100,000, that subcontractor shall be required to submit and certify a Vendor Responsibility Questionnaire.

- RFP Section 1.12 DIESEL EMISSIONS REDUCTION is hereby amended as follows:
  - A. The Contractor shall certify that all heavy-duty vehicles, as defined in the NYS Environmental Conservation Law (ECL) section 19-0323 and Title 6 of the New York Codes Rules and Regulations, Part 248 (6 NYCRR 248), to be used by a Contractor's Transportation Provider in providing transportation as part of this Project, and owned by the Contractor's Transportation Provider, will comply with the rules, regulations and provisions pursuant to ECL section 19-0323, and 6 NYCRR 248, which requires the use of Best Available Retrofit Technology and Ultra Low Sulfur Diesel unless specifically waived by the NYS Department of Environmental Conservation (DEC). Qualification for a waiver will be the responsibility of the Contractor.
  - B. To the extent applicable, annually, as required by DEC, but no later than March 1st, the Contractor shall ensure that a Contractor's Transportation Provider that owns and uses a qualifying heavy-duty vehicle to provide transportation pursuant to this Project, complete and submit directly to the NYSIF, via electronic mail, the Regulated Entity Vehicle Inventory Form and Regulated Entity and the Contractors Annual Report Form, found on the DEC website <http://www.dec.ny.gov/> for vehicles used on the Project for the preceding calendar year.
  - C. The Contractor shall certify to the NYSIF, and submit with each application for payment, the Contractor and Subcontractor Certifications form, which states that the Contractor agrees to comply with the provisions of this section.

Please note that the due date for the submission of bids **remains the same.**

All bids are due 3/4/25, by 2:00 p.m.(eastern).

Sincerely,

A handwritten signature in black ink that reads "Alicia Jemmott".

Alicia Jemmott  
Contract Management Specialist 1

**Non-Emergency Medical Transportation Brokerage Services**  
**RFP # 2024-06-INS**  
**Amendment 2**

Question #	RFP Page #	RFP Section and Sub-Section Reference #/Heading	Question	NYSIF Response
1			Can NYSIF provide historical trip volume data broken down by transportation mode (e.g., ambulance, ambulette, rideshare)?	Please refer to Appendix Z for the estimated miles per year for each category.
2			Are there peak demand periods (seasonal or time-of-day) that bidders should account for when proposing staffing and fleet capacity?	Business hours are usually the peak periods.
3			Are there specific guidelines or restrictions for lodging and meal arrangements under ancillary travel services?	When appropriate, the transportation broker will make arrangements for lodging and other necessary travel related needs with NYSIF's prior approval. See Section 2.2.1 and 2.2.3
4			Can you clarify the frequency and average costs of ancillary services (e.g., hotel stays or long-distance travel)?	When appropriate, the transportation broker will make arrangements for lodging and other necessary travel related needs with NYSIF's prior approval.
5			What are the expectations for covering rural areas in Upstate New York? Are there specific counties with higher service demand?	All rural areas must be covered. Service demand depends upon population density as well as claimant demand.
6			Will NYSIF assist with provider recruitment in underserved regions?	The Broker will be solely responsible for maintaining a network of transportation providers in all areas of the region for which they are submitting a proposal.
7			Is NYSIF open to virtual or hybrid call center models in addition to the required New York-based center?	Yes, as long as all the required functionalities are met.
8			Are there specific examples of fraud risks NYSIF has encountered in prior contracts?	NYSIF does not have a current contract for NEMT Services. Among other things, one example of a fraud risk is a claimant's misuse of transportation services doe Non-Worker's Compensation related needs.
9			Are there mechanisms in place to address cost escalations (e.g., fuel surcharges or inflation adjustments) over the five-year contract term?	No, a Vendor's fees that are submitted must be all inclusive.
10			Will NYSIF share historical performance metrics (e.g., on-time performance rates, complaint resolution timelines) from current vendors?	Not material to RFP.
11			What is NYSIF's position on the utilization of LYFT/Uber as part of the transportation network?	NYSIF accepts the utilization of LYFT/Uber.
12			What was NYSIF's total Transportation spend in 2023, broken down by service if possible (Ambulatory, Wheelchair, Non-Emergency Stretcher, ALS/BLS, Air Ambulance, Commercial Flight, Hotel Accommodations, Rail/Bus Ticketing and Meal Vouchers)	Not material to RFP.
13			Does NYSIF currently utilize a Bill Review company, and if so, whom do you use?	Mitchell is NYSIF's Medical bill processor. Medical transport bills will be manually reviewed by NYSIF staff.
14	18	Section 2 Sub-Section 2.2.4 Staffing	This section states that the Transportation Broker must maintain its primary call center within the State of New York. Is this an absolute requirement or will NYSIF allow for the primary call center to be located in another state?	This is not a mandatory requirement, however preference will go to the vendor that does maintain its primary call center in New York.
15	Appendix Z	Upstate and Downstate fee schedule proposal. Estimated annual volumes by service type.	The estimated volumes that are provided is in miles per year by service type. Can you supply an annual spend per service type for the years 2022,2023, and 2024 ytd.?	Not material to RFP.
16	2	CONTRACT PERIOD: Five (5) year	Does NYSIF expect the proposed pricing to remain in effect for the entire contract term, or will there be annual opportunities to reassess the proposed pricing, given market rates and forces with transportation change daily?	Pricing submitted on the Appendix Z will remain in effect for the lifetime of the contract

**Non-Emergency Medical Transportation Brokerage Services**  
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17	13	1.12 DIESEL EMISSIONS REDUCTI	This is not applicable to the services being requested. Can we reply with N/A "not applicable," as this area is outside of the ability for vendors to control/monitor in any efficient manner?	For each region, NYSIF will contract with an entity who will provide Non-Emergency Medical Transportation Brokerage Services. It is anticipated that the Broker will not necessarily own and operate the transportation vehicles. The Broker/Contractor will establish a Transportation Network in which the Broker will have Service Level Agreements with Transportation Providers. Part of each Service Level Agreement will ensure that the Transportation Providers own and operate their vehicles in accordance with New York State laws, rules and regulations, etc. Further, the Broker will develop credentialing procedures/processes that will address compliance issues for vehicles used by Transportation Providers in the Broker's Transportation Network. Section 1.12 has been amended to provide clarifications.
18	14	2.2 SERVICES TO BE PROVIDED	How does NYSIF want / expect Public Transportation to be managed, and what type of reporting or documentation will NYSIF consider sufficient to affirm the ability to provide this particular service?	The transportation broker should develop and submit strategies to maximize the use of public transportation whenever it is more economical or medically appropriate.
19	135	APPENDIX Z	Will NYSIF be providing any other updates for more specific volume by service, prior to the current RFP due date of 1/28/25?	No.
20	8	Section 1 and Sub-Section 1.1	Who is the incumbent software provider for the non-emergency medical transportation services? What were the issues the NYSIF was facing with the incumber, if any?	Not material to RFP.
21	25	Section 2 and Sub-Section 2.5	Can NYSIF please provide the budget for the first year and the subsequent years for this project?	Not material to RFP.
22	8	Section 1 and Sub-Section 1.1	Can NYSIF provide more details about all the NEMT services it is providing including but not limited to, service hours, service days, ridership details, details about the current transportation providers and total fleet size utilized for all each of the services?	NYSIF does not have a current contract for NEMT services.
23	14	Section 2 and Sub-Section 2.2.1	Can NYSIF confirm if it is also open to consider Transportation Network Companies (TNCs) like Uber and Lyft as providers or do NYSIF need dedicated providers? a. Does NYSIF want bidders to include Medicaid providers such are Access2care, ModivCare in the network as well?	NYSIF accepts the utilization of LYFT/Uber. Bidders should include all network providers in their bid.
24	14	Section 2 and Sub-Section 2.2.1	Can vendors utilize the current providers NYSIF has?	NYSIF does not have a current contract for NEMT services.
25	14	Section 2 and Sub-Section 2.2.1	Are there any preferred providers NYSIF want the bidders to incorporate in the Transportation provider Network?	No
26	32	Section 4 and Sub-Section 4.2	Can NYSIF clarify if the Bid Format given in section 4.2 is for the Administrative Proposal and if the vendors have to follow section 2.3 for the Ttechnical proposal?	Correct, Section 4.2.5 outlines all the Appendices that need to be included as the Administrative section of the proposal. Section 2 contains all the information that vendors need to address in the Technical section of the proposal.
27	14	Section 2 and Sub-Section 2.2.1	Can you please confirm if the vendors need to provide the Tablets/MDTs with the vehicles?	No
28	32	Section 4 and Sub-Section 4.2	Is there a page limit for this proposal? If yes, wha things are counted and not counted toward the page limit?	There is no page limit.
29	31	Section 4 and Sub-Section 4.1	Can NYSIF allows vendors to use electronic signatures on the cover letter and required forms?	Yes NYSIF allows for electronic signatures and electronic notarization.
30	28	Section 3 and Sub-Section 3.1.3	Do the vendors have to become SBE/DBE in New York for this solicitation?	No.
31	34	Section 4 and Sub-Section 4.3	Can NYSIF kindly extend the submission date so that offerors can provide more responsive, solid, and informative proposals?	Yes, NYSIF has extended the bid due date. Please refer to the revised bid deadline within this Amendment.
32	13	RFP Section-General Information <b>Sub-Section 1.12-Diesel Emissions</b>	If a transportation provider located outside of New York has a special permit to operate within New York, would that satisfy the requirements in this section?  What is the expectation in order to meet the requirement for 1.12B?  1.12C requires certification forms with payment requests. Can you provide a copy of the form? If we are unable to submit the form with each bill, will the bill not be paid?	Section 1.12 has been amended to provide clarification.

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Question #	RFP Page #	RFP Section and Sub-Section Reference #/Heading	Question	NYSIF Response
33	14	RFP Section 2-Technical Specifications <b>Sub-Section-2.2-Services To Be Provided, Public Transportation</b>	Please clarify "public transportation" (i.e. subways, city buses)"? For ancillary travel expenses such as lodging, meals, tolls and parking, are those services to be coordinated or is it strictly for injured worker reimbursement purposes only?	Public transportation means transportation services available to the general public, i.e. subways, buses, trains, ferries, etc. When appropriate, the transportation broker will make arrangements for lodging and other necessary travel related needs with NYSIF's prior approval.
34	15	RFP Section 2-Technical Specifications <b>Sub-Section-2.2.1-Maintain A Network of Transportation Providers, Item #3 (medically appropriate and cost-effective transportation)</b>	We coordinate based on ambulatory needs and prioritize arranging transportation efficiently based on the information provided to us along with any consideration in relation to special instructions as provided. Is this acceptable?	Yes
35	15	RFP Section 2-Technical Specifications <b>Sub-Section-2.2.1-Maintain A Network of Transportation Providers, Item #4</b>	The most direct routes should be followed but our transportation providers may choose a different route for purposes to avoid traffic conditions, construction, or other hazards as they deem appropriate. We do not require any explanation unless the deviation is excessive. Is this acceptable?	Yes. However, bidders should include their standards and procedures for determining what is considered "excessive".
36	15	RFP Section 2-Technical Specifications <b>Sub-Section-2.2.2-Network Credentialing Responsibilities, Item#3</b>	Our standard credentialing requirements outline our processes in relationship to transportation provider onboarding, suspension, or termination that meets or exceeds state requirements which will be provided. While we would not allow another to make network decisions on our behalf, we would allow NYSIF to exclude certain transportation providers from use as part of their exclusive network if they so choose. Our transportation providers are a blend of rideshare companies (i.e. Lyft/Uber), taxi companies, and private agencies and individuals. We do not require proper signage or name tags to be displayed by drivers or their vehicles unless required by state regulations. Traditional transportation providers will wait for up to 15 minutes but rideshare drivers will wait only 5 minutes. However, this service has real time monitoring which would allow us to dispatch a new ride immediately to ensure appointments stay on track. Would this fulfill the requirement?  Unless medically trained in specific services, drivers may offer some light assistance to an injured worker (i.e. storage of a walker or cane) but would not otherwise physically assist. What is the expectation to provide necessary assistance and support?	Yes that would fulfill the requirement.  Drivers and escorts shall provide assistance, support and oral directions to passengers which are necessary to perform the transportation service. The passengers' medical needs shall be determined at the time of request, and vehicles with appropriate accommodations and drivers and escorts with appropriate training shall be provided, if necessary. Drivers and escorts without the necessary training shall not provide physical assistance to the injured passenger. Vendors can outline and provide further details on training and education staff receive pertaining to what assistance is expected of drivers in Section 2.3.10 of the RFP.
37	17	RFP Section 2-Technical Specifications <b>Sub-Section-2.2.2-Network Credentialing Responsibilities, Item#4</b>	Can you clarify the expectation regarding fleet numbers and smoking probation signage? Are you requiring this for all transportation providers or only those required by state regulation?  Is the expectations to have live GPS monitoring and data available for all transportation types? What other data points would meet this requirement?	The transportation providers should meet all requirements set by state regulations. GPS capability should be available on all transportation types. This is not a mandatory requirement, but preference would be given to vendors who have this capability.
38	18	RFP Section 2-Technical Specifications <b>Sub-Section-2.2.4-Staffing</b>	Would it be permissible to not have a call center located in New York, given our operational requirement and resources?  In regard to item 3 listed, please elaborate what oral interpreting services would be requested.	Having a call center located in New York is not a mandatory requirement, however preference would be given to vendors who do. Per New York State Executive Law § 202-A, language assistance services must be provided to people with Limited English Proficiency, free of charge.
39	18	RFP Section 2-Technical Specifications <b>Sub-Section-2.2.5-Maintain A Public Website</b>	Due to proprietary client requests and the inclusion of injured worker private health information (PHI), would it be acceptable for eligibility requirements and/or the prior authorization processes not to be published on a public website? These details are managed securely and in compliance with privacy regulations.  Is it possible to customize a passive authorization process for transportation services? If responses are not received timely, rush trips may not be fulfilled and treatment could be delayed resulting in higher claim costs.	Yes to first question. The transportation broker shall work with NYSIF to develop appropriate prior approval procedures.

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Question #	RFP Page #	RFP Section and Sub-Section Reference #/Heading	Question	NYSIF Response
40	23	RFP Section 2-Technical Specifications <b>Sub-Section-2.2.6-Special Transportation Requests</b>	Currently, our rideshare model is utilized to ensure adequate coverage. However, mileage details are not included on the invoice. Is this acceptable when using cost-efficient rideshare type transportation?  What is considered a reasonable timeframe from the time of receipt of the request?	Rideshare is acceptable, but mileage details must be included on the invoices. As stated in the RFP, the reasonable timeframe for accommodating hospital and emergency department discharge requests shall not exceed three hours from the time of receipt of request.
41	23	RFP Section 2-Technical Specifications <b>Sub-Section-2.3.6 Processing Transportation Requests</b>	Please clarify what areas are considered "outside the common medical marketing area".	The Common Medical Marketing Area (CMMA) is the geographic area from which a community customarily obtains its medical care and services. The CMMA is not necessarily set by geographic or county borders. Rather, the CMMA can vary depending upon the medical specialty or services required that are accessible locally, as well as the individual needs of each enrollee.
42	33	RFP Section 4-Bid/Proposal Format <b>Sub-Section 4.2.5-Appendices, Appendix S</b>	It appears that Appendix S was not included, please provide.  Appendix S Use of Service-Disabled Veteran-Owned Business Enterprises in Contract Performance, Appendix S requires Bidders to submit form S-100, Utilization Plan and/or a copy of bidders current SDVOB certification.	Appendix S is attached as part of this amendment.
43	N/A	<b>Appendix Z-Fee Schedule Proposal</b>	Will you accept supplemental documents to be submitted with Appendix Z?	Bidders need to complete Appendix Z in full and that is what will be used to evaluate the bidder. Per the Appendix Z, "Bidders are not to change, delete, or make any additions to this form, and are to supply only the bid information that is required. If any changes, deletions, or additions are made by the bidder, or if all of the required bid information is not provided, then at NYSIF's discretion, the bid may be disqualified."
44	N/A	<b>Appendix Y-Listing Subcontractors</b>	Bidder provides a scheduling and coordination service, which Bidder does not intend to subcontract to any third party. For the avoidance of doubt, independently contracted providers with which Bidder schedules ancillary transportation services and other third parties Bidder engages to fulfill back-office support functions (e.g., maintenance, janitorial, printing, software, data hosting, and other similar providers) are independent contractors of Bidder and each maintain their own employees and equipment used in furtherance of their service delivery. Therefore, Bidder does not consider such independent providers to be subcontractors or agents of Bidder for purposes of this RFP and any resulting contract(s). Can you please confirm that such independent providers shall not be deemed subcontractors or agents of Bidders for purposes of this RFP and any resulting contract(s)?	Section 2.6 has been amended to provide clarifications.



## **APPENDIX S**

### **CONTRACTOR REQUIREMENTS AND PROCEDURES FOR BUSINESS PARTICIPATION OPPORTUNITIES FOR NEW YORK STATE CERTIFIED SERVICE-DISABLED VETERAN OWNED BUSINESSES (SDVOB)**

Article 3 of the New York State Veterans' Services Law provides for more meaningful participation in public procurement by certified Service-Disabled Veteran-Owned Businesses ("SDVOB"), thereby further integrating such businesses into New York State's economy. NYSIF recognizes the need to promote the employment of service-disabled veterans and to ensure that certified service-disabled veteran-owned businesses have opportunities for maximum feasible participation in the performance of NYSIF contracts.

In recognition of the service and sacrifices made by service-disabled veterans and in recognition of their economic activity in doing business in New York State, Bidders/Contractors are strongly encouraged and expected to consider SDVOBs in the fulfillment of the requirements of the Contract. Such participation may be as subcontractors or suppliers, as protégés, or in other partnering or supporting roles.

#### **CONTRACT GOALS**

For purposes of this procurement, NYSIF conducted a comprehensive search and determined that the Contract does not offer sufficient opportunities to set specific goals for participation by SDVOBs as subcontractors, service providers, and suppliers to Contractor. Nevertheless, Bidder/Contractor is encouraged to make good faith efforts to promote and assist in the participation of SDVOBs on the Contract for the provision of services and materials. The directory of New York State Certified SDVOBs can be viewed at: <https://ogs.ny.gov/veterans/>.

Bidder/Contractor is encouraged to contact the Office of General Services' Division of Service-Disabled Veteran's Business Development at 518-474-2015 or [VeteransDevelopment@ogs.ny.gov](mailto:VeteransDevelopment@ogs.ny.gov) to discuss methods of maximizing participation by SDVOBs on the Contract.

**SDVOB UTILIZATION PLAN**

Initial Plan     Revised plan    Contract/Solicitation # \_\_\_\_\_

**INSTRUCTIONS:** This Utilization Plan must contain a detailed description of the supplies and/or services to be provided by each NYS **Certified** Service-Disabled Veteran-Owned Business (SDVOB) under the contract. By submission of this Plan, the Bidder/Contractor commits to making good faith efforts in the utilization of SDVOB subcontractors and suppliers as required by the SDVOB goals contained in the Solicitation/Contract. Making false representations or providing information that shows a lack of good faith as part of, or in conjunction with, the submission of a Utilization Plan is prohibited by law and may result in penalties including, but not limited to, termination of a contract for cause, loss of eligibility to submit future bids, and/or withholding of payments. Firms that do not perform commercially useful functions may not be counted toward SDVOB utilization. Attach additional sheets if necessary.

BIDDER/CONTRACTOR INFORMATION		SDVOB Goals In Contract
Bidder/Contractor Name:	Federal Identification No.:	
Bidder/Contractor Address (Street, City, State and Zip Code):		
Bidder/Contractor Telephone Number:	Contract Work Location/Region:	
Contract Description/Title:		

CONTRACTOR INFORMATION			
Prepared by (Signature):	Name and Title of Preparer:	Telephone Number:	Date:
Email Address:			

***If unable to meet the SDVOB goals set forth in the solicitation/contract, bidder/contractor must submit a request for waiver on the SDVOB Waiver Form (S-200).***

SDVOB Subcontractor/Supplier Name:		
Please identify the person you contacted:	Federal Identification No.:	Telephone No.:
Address:	Email Address:	
Detailed description of work to be provided by subcontractor/supplier:		
Dollar Value of subcontracts/supplies/services (When \$ value cannot be estimated, provide the estimated % of contract work the SDVOB will perform): \$ _____ or _____%		

SDVOB Subcontractor/Supplier Name:		
Please identify the person you contacted:	Federal Identification No.:	Telephone No.:
Address:	Email Address:	
Detailed Description of work to be provided by subcontractor/supplier:		
Dollar Value of subcontracts/supplies/services (When \$ value cannot be estimated, provide the estimated % of contract work the SDVOB will perform): \$ _____ or _____%		

FOR NYSIF USE ONLY			
NYSIF Authorized Signature:	<input type="checkbox"/> Accepted	<input type="checkbox"/> Accepted as Noted	<input type="checkbox"/> Notice of Deficiency
NAME (Please Print):	SDVOB %/\$	Date Received:	Date Processed:
Comments:			

**NYS CERTIFIED SDVOB SUBCONTRACTOR/SUPPLIER INFORMATION:** The directory of New York State Certified SDVOBs can be viewed at: [https://ogs.ny.gov/Veterans/Docs/CertifiedNYS\\_SDVOB.pdf](https://ogs.ny.gov/Veterans/Docs/CertifiedNYS_SDVOB.pdf)  
**Note: All listed Subcontractors/Suppliers will be contacted and verified by NYSIF.**

**ADDITIONAL SHEET**

<b>Bidder/Contractor Name:</b>	<b>Contract/Solicitation #</b> _____
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<b>SDVOB Subcontractor/Supplier Name:</b>		
Please identify the person you contacted:	Federal Identification No.:	Telephone No.:
Address:	Email Address:	
Detailed Description of work to be provided by subcontractor/supplier:		
Dollar Value of subcontracts/supplies/services (When \$ value cannot be estimated, provide the estimated % of contract work the SDVOB will perform): \$ _____ or _____%		
<b>SDVOB Subcontractor/Supplier Name:</b>		
Please identify the person you contacted:	Federal Identification No.:	Telephone No.:
Address:	Email Address:	
Detailed Description of work to be provided by subcontractor/supplier:		
Dollar Value of subcontracts/supplies/services (When \$ value cannot be estimated, provide the estimated % of contract work the SDVOB will perform): \$ _____ or _____%		
<b>SDVOB Subcontractor/Supplier Name:</b>		
Please identify the person you contacted:	Federal Identification No.:	Telephone No.:
Address:	Email Address:	
Detailed Description of work to be provided by subcontractor/supplier:		
Dollar Value of subcontracts/supplies/services (When \$ value cannot be estimated, provide the estimated % of contract work the SDVOB will perform): \$ _____ or _____%		
<b>SDVOB Subcontractor/Supplier Name:</b>		
Please identify the person you contacted:	Federal Identification No.:	Telephone No.:
Address:	Email Address:	
Detailed Description of work to be provided by subcontractor/supplier:		
Dollar Value of subcontracts/supplies/services (When \$ value cannot be estimated, provide the estimated % of contract work the SDVOB will perform): \$ _____ or _____%		