



# Purchasing & Central Services

Monroe County, New York

**Adam J. Bello**  
County Executive

**Colleen D. Anderson**  
Purchasing Manager

ADDENDUM NO: 1

RFP PROJECT: American Rescue Plan Act Funding Opportunities

DATE: July 13, 2022

**PROPOSERS PLEASE NOTE:**

Attached please find the following:

1. RFP Clarifying Questions and Answers.
2. Slides that were presented in the June 10, 2022 ARPA Application Q and A information session are included in this Addendum. Questions (Q1-Q62) asked during the session are also included in this Addendum #1 with corresponding Answers (A1-A62).

SIGN this Addendum below acknowledging receipt and understanding and INSERT in PROPOSAL packet.

PURCHASING & CENTRAL SERVICES

Colleen D. Anderson

The undersigned Respondent acknowledges receipt and understanding of Addendum No. 1 to the RFP for American Rescue Plan Act Funding Opportunities.

July 22, 2022  
\_\_\_\_\_  
Date

*David Condliffe*  
\_\_\_\_\_  
Authorized Signature

Center for Community Alternatives  
\_\_\_\_\_  
Name of Company

Executive Director  
\_\_\_\_\_  
Title

## RFP CLARIFYING QUESTIONS AND ANSWERS

### **American Rescue Plan Act Funding Opportunities**

**Q1. Is it possible to get a copy of this recording?**

**A1.** Yes, a copy is available on the website at:  
<https://www.monroecounty.gov/bringmonroeback>.

**Q2. Will the renewal process be another full RFP process or will it be a simplified process?**

**A2.** The renewal process will be a simplified process. If necessary, we may submit an additional RFP, but it is not our intent to do so at this point in time.

**Q3. Is that portal like the Grants.Gov? Is it a simple or more complex portal?**

**A3.** The portal is designed as a very simple portal. If you have any questions about the portal, please email [bringmonroeback@monroecounty.gov](mailto:bringmonroeback@monroecounty.gov).

**Q4. Must a project be multi-year? Or can it only be one year?**

**A4.** If a project can be achieved in one year, you are welcome to submit a one-year project. The project, however, must be transformative and the effects of that project on the Monroe County community are expected to be long-term in scope. The minimum annual project amount is \$100,000, but the total project cost can be no less than \$400,000.

**Q5. Thanks for sharing the minimum budget amount. Is there a maximum annual amount?**

**A5.** No.

**Q6. In the portal are there character or word limits for the narrative?**

**A6.** Yes. Those character limits are identified in the portal when you apply.

**Q7. Will there be a preference for larger projects over smaller ones?**

**A7.** The preference is the impact of the project, not the size of the project. We are looking for transformation. If your organization is looking to do a smaller project, it may benefit you to collaborate and coordinate with other entities that are doing similar projects or working with similar communities. The more collaborative and impactful a project is, the better it will be scored in the rubric.

**Q8. Who will the review committee be made up of?**

**A8.** Monroe County staff members and leadership.

**Q9. Our NYS Division of Corporations info is out of date and not complete. Does it have to be updated in advance of submitting the RFP?**

**A9.** Monroe County can only contract with businesses that are authorized to do business in the State of New York as designated by the New York State Division of Corporations. If there is entity information that you are downloading from New York State that is not complete due to New York State not processing forms or paperwork, you are welcome to submit additional documentation that demonstrate that you are, in fact, authorized to do business in New York State. You can upload certification or supporting documentation into the ARPA portal as a PDF.

**Q10. Can you address the behavioral health component of the public health goal and whether only OMH Licensed facilities are eligible to apply?**

**A10.** No, there is no limitation indicating that only Office of Mental Health licensed facilities may apply to the ARPA RFP. We are looking for projects that increase access and knowledge of how to access mental health services in our community.

**Q11. How are you ensuring that all marginalized populations will be included in this process?**

**A11.** That was a significant part of our outreach process. We have been very deliberate in reaching out to marginalized populations through the ARPA process. If it is found that the projects solicited from this RFP process are not geared enough toward these underserved populations, we do have the option to issue an additional RFP and will do so.

**Q12. Do the signed M\WBE documents need to be submitted with the application, or later in the process when vendors have been identified?**

**A12.** Signed MWBE documents need to be submitted with the application.

**Q13. Are both existing programs and new programs eligible for funding?**

**A13.** Yes, both are eligible for funding. However, existing programs will need to indicate how they serve the Bring Monroe Back goals that we have identified, how they are transformative, how they meet the ARPA requirements, and how they will be sustainable in the long-term without ARPA funding.

**Q14. Is it possible to have more than one user to access an organization's application?**

**A14.** There will only be one set of login credentials for each application. If you are working with another organization, you can share these credentials with your collaborative partners as you see fit so you can complete the application together.

**Q15. But can be multiyear? Like up to 3 years? 4 years?**

**A15.** Yes, the intent is for this to be a four-year project that will either continue on without ARPA funding or have transformative effects on the Monroe County community. If you can accomplish your project in a shorter timeframe, that is fine. The minimum amount for any project allocation will be \$400,000. The minimum annual request is \$100,000.

**Q16. When you talk about lasting change and that it sounds like systems change for example change of laws and policies - could you give us an example of a project that would successfully transform a system or systems?**

**A16.** This will vary depending upon the goal but an example of a collaborative project can include a lead agency with partner organizations creating a unified entry point that transforms and improves a system that was previously inaccessible and inequitable for the community.

**Q17. Award level? Per org? How many orgs do you believe?**

**A17.** Monroe County is not giving out award levels per organization, we are giving out award levels per project. The total that can be received from all organizations under one project can be a minimum of \$100,000 annually or \$400,000 over four years. There is not a limitation regarding how many organizations can partner nor how high the request can be - although the total of all awards in Monroe County cannot exceed \$144,080,127.

**Q18. If an applicant demonstrates their best effort to recruit a MWBE as a subcontractor for their project but there are none available to meet your particular need, will you lose points or be disqualified?**

**A18.** You will not lose points or be disqualified. You could potentially gain extra points on the rubric by recruiting MWBE's, but will not lose any points.

**Q19. \$100K minimum? But not more than \$400k?**

**A19.** See A17.

**Q20. Does your research show what areas of the population are most impacted? Ex: those with mental health diagnosis, persons fleeing domestic violence.**

**A20.** We have significant information regarding those impacted by the COVID-19 pandemic in our community. We are asking you to identify those populations or communities that you serve, to explain to us how they have been impacted and how you plan to address that negative impact with this ARPA funding.

**Q21. Is the \$400,000 minimum the total project size or the portion of the project being funded by Monroe County?**

**A21.** The \$400,000 minimum is what you are submitting to Monroe County to be funded through ARPA.

**Q22. Do you accept overhead costs as a percentage of direct costs in the budget?**

**A22.** Yes, part of the budget includes personnel and non-personnel costs. There is no limitation on that, but we are looking to see how you will utilize the funding strategically and thoughtfully.

**Q23. Will capital improvement projects that align be considered or is this strictly programmatic?**

**A23.** Capital improvements will be considered, but all of the requirements around any capital improvement projects must be adhered to and the project must be complete by the end of the ARPA funding term. Please see A.68.

**Q24. Are capital costs, construction eligible?**

**A24.** There are particular restrictions through the U.S. Treasury regarding capital improvement projects and capital costs, so any project submitted would need to be in conformance with Treasury requirements. Please see A.68.

Monroe County is an agency as defined by the State Environmental Quality Review Act so any funding that comes from Monroe County, including ARPA funding, is subject to SEQR.

**Q25. Speaking of evaluating for impact, HOW are you evaluating impact? Is it quantity or quality? If Project A serves a large population and Project B serves a smaller population, is their "impact" based on size of population served alone?**

**A25.** No, we are looking for both quantity and quality, but the reality is that the most important factor is how the project impacts Monroe County population that have been most negatively impacted by COVID. How are you impacting that population? Does that population know who you are? How are you planning to connect with them? Are your services going to be accessible in a way that the targeted population needs them to be

accessible? You can also review the rubric in the ARPA RFP to see exactly how we plan to evaluate impact.

**Q26. Do all partners have to have budgets of over \$100,000?**

**A26.** No. The project itself must have a budget of at least \$100,000 annually and at least \$400,000 in the aggregate. You can have multiple partners for one \$100,000 per year project. The number of partners is not limited.

**Q27. Could the lead agency's main role be to bring all the partners together to collaborate?**

**A27.** Yes. In fact, having a backbone agency who acts as the main collaborator may be an excellent way to keep all partner agencies focused on the ARPA goal requirements.

**Q28. Can a Workforce Intermediary be a Lead Agency?**

**A28.** Yes.

**Q29. Can you apply in more than one of the 3 areas or should we submit one application and describe intent for both areas?**

**A29.** In this scenario, you would only submit one application but in that application you should indicate however many goal areas you feel are applicable to your project and explain how you feel your project is aligned with each goal.

**Q30. Do non-profits have to be registered with MWBE?**

**A30.** ARPA funds are federal funds. Federal requirements, restricting ARPA funds, require all entities to take necessary affirmative steps to assure that minority businesses, womens' business enterprises and labor surplus area firms are used whenever possible pursuant to the requirements of Federal Award Requirements in the code of Federal regulations. All entities are encouraged to utilize MWBEs to the extent possible and practicable in responding to this proposal. Monroe County has an MWBE utilization list with over 100 firms that is available to review. New York State also has a list of current MWBEs.

**Q31. If the entity submitting a proposal is an MWBE, is the entity required to complete the plan?**

**A31.** Yes.

**Q32. \$100K min per year, but max grant of \$400K over up to 4 years? So we could have theoretically a \$2M project over 4 years?**

**A32.** There is no maximum cap to your ask. There is a minimum of \$400,000 for the project which can take place over 4 years. The lowest you can request on an annual basis is \$100,000. Yes, you can have \$2M project funded over 4 years.

**Q33. On the scoring matrix, it mentions veteran-owned businesses, but there's not a place on the MWBE utilization form to list SDVOBs. Are we encouraged to work with SDVOBs and will points be associated with this?**

**A33.** Yes, just as we encourage the use of MWBE's, we also encourage use of Veteran owned businesses. There will be extra points awarded if you are able to utilize a Veteran owned business or a MWBE. Mention use of a Veteran owned business in your project description.

**Q34. Can an implementation study for a larger transformative project be funded?**

**A34.** Most likely not under the U.S. Department of Treasury regulations; however, every project submitted will be compared against the U.S. Department of Treasury requirements. Any awards from Monroe County must be in compliance with U.S. Treasury requirements. Please also see A58.

**Q35. What about political campaign activities for issue campaigns (ballot initiatives and/or advocacy)?**

**A35.** No. This is not permissible.

**Q36. When do you anticipate that the awards will be made and when will the money be available?**

**A36.** We anticipate that the contracts will commence January 1, 2023 and money will be reimbursed shortly thereafter.

**Q37. Can an organization submit for more than 1 project?**

**A37.** Yes. One organization can serve as a partner for multiple projects with multiple agencies. However if the project is linked, there should be one project submitted. If they are completely different projects there should be different submissions.

**Q38. So is it okay to include an "indirect costs" line in the budget?**

**A38.** Yes, but you should include the costs include in the line.

**Q39. Since this is Federal funds, are we allowed to use our Federally Negotiated Indirect Cost Rate Agreements?**

**A39.** No.

**Q40.** If proposing capital improvements or construction does Davis-Bacon apply?

**A40.** Yes.

**Q41.** A collaborative partnership is difficult to launch with just \$100,000 annually can more funding be requested for year one.

**A41.** Yes. There is no maximum amount that may be requested.

**Q42.** Are we permitted to have a fiduciary if we are not yet a 501C3 non profit?

**A42.** The organization that Monroe County will contract with must be authorized to do business in the State of New York. Any collaboration scheme that is proposed will fit as long as the entity the County is contracting with has authority to do business in New York.

**Q43.** Does the projected funded by this money have to be self-sustaining at the end of 4 years or, if the project is time limited for 4 years, the project just ends. An example may be a Rapid Rehousing program that helps individuals/families secure safe and affordable housing.

**A43.** The project must be either self-sustaining, or there is a plan for it to be sustainable beyond the ARPA funding, or you have completed the goal and completed the project.

**Q44.** In systems-improvement work, it can be very difficult to quantify how many people will be impacted. If we are doing that kind of work, how would you suggest we approach the questions about number of residents affected?

**A44.** The County is required by Treasury to report on how many households we are impacting. The County asks you to propose a reasonable method to capture this number. There will be reporting requirements on a quarterly basis where you will be required to identify how many households have been impacted and details about the individuals impacted.

**Q45.** We are considering the submission of a capital improvement project that will include a public bidding process, which would follow award of funding. Therefore, we will not have the MWBE participants identified at this time, but we will be requiring contractors in our bid documents to utilize MWBE subcontractors to meet the County goals. Is this acceptable?

**A45.** If the County were to award this project, it would set forth MWBE goals in the contract.

**Q46. Would you be able to repeat the part about the 501c3?**

**A46.** Monroe County will have to contract with an entity that is authorized to do business in the State of New York. It does not have to be a 501c3, but we would not be able to do business with an individual DBA. It must be a fully formed and duly authorized corporation, LLC, or LLP. If there are entities who are not fully formed, they should look to partner with an entity that is fully formed.

**Q47. Could a small nonprofit be part of several collaboratives submitting proposals?**

**A47.** Yes. A small or large non-profit can be part of several proposed collaborative projects.

**Q48. Can we include collaborators (as sub-contractors) that are based outside of Monroe County?**

**A48.** Yes, but the population you serve must be Monroe County residents.

**Q49. There is no agency doing what we do with the youth. So my question is will we be penalized in the acceptance process when looking over proposal.**

**A49.** There will not be a penalty but the County is looking for agencies who have similar goals and missions to work together. If there is no agency that does what you do or can supplement what you are doing to make a larger project to create transformative change, you will not be penalized, but the County encourages you to think creatively about ways you can partner with other agencies to better serve the audience you wish to serve.

**Q50. Is this a reimbursement grant? Will that be the mechanism - and will billing be quarterly, etc.?**

**A50.** Yes, this is a reimbursement grant. Successful respondents with contracts will submit claim vouchers and supporting documentation seeking reimbursement on a monthly basis to the County. The County will submit payments via ACH (direct deposit).

**Q51. Is this grant reimbursement only?**

**A51.** Yes.

**Q52. Are you open to discussing projects before submission?**

**A52.** No.

**Q53. Am I correct to believe that Letters of Support are encouraged but not required?**

**A53.** Yes, letters of support are encouraged but not required.

**Q54.** Since this is a reimbursement grant, are escalation clauses permitted to account for rising costs?

**A54.** No.

**Q55.** Will this recording be available online for us to reference? Sorry if I missed that earlier!

**A55.** See A1.

**Q56.** Can governmental entities be either applicants or partners? Probably not a Monroe County office but maybe a City of Rochester? Or is that a different process?

**A56.** There is a different process for internal County Departments. There is not a restriction on governmental entities becoming partners but we will evaluate each proposal as they come.

**Q57.** Are there any supports available for smaller/grassroots organizations interested in applying?

**A57.** The Rochester Public Library offers resources for grant writing support for agencies. There are also a number of private organizations and individuals who may provide this service for a fee that could be found on-line or LinkedIn.

**Q58.** Can you give any additional information about the use of studies, if it's directly a part of establishing a new economic institution for the County or City? (use of money for studies) Regarding the question about studies, please specify if that would include reports/landscape analyses/etc.

**A58.** No. Please also see A.34.

**Q59.** Can you explain how reimbursement grant work?

**A59.** Please see A50.

**Q60.** Will there be a listing of possible agencies to collaborate with who will be applying for grants. I am thinking of someone or some smaller agencies who are not that well connected?

**A60.** No. However, here is the list of MWBE's in Monroe County.  
<https://www.monroecounty.gov/files/dei/Master%20Listing%20MC%20MWBE%206-23-2022.pdf>

**Q61. For behavioral health goal, the measurement is a percentage. Is the goal to increase the total number of people served or to change the distribution of people served?**

**A61.** The metrics identified through the Bring Monroe Back vision is a larger measurement that Monroe County will use to determine whether or not we are succeeding in accomplishing our broader goals and vision. This is not a metric that individual projects will be measured against.

**Q62. You mentioned ARPA funding assists persons impacted by COVID. Is there any research on Monroe County Bring Monroe Back that highlights others affected during the pandemic that will need services?**

**A62.** Applicants can provide evidence on why your proposed population has been negatively impacted by Covid. The County is using US Treasury's language that it must serve populations negatively impacted by Covid.

**Q63. Good morning. I went to the link below and filled out the form. However, I see that a fax number is required. Our organization does not have a fax. What do you suggest?**

**A63.** Indicate a regular phone number in the fax section and it will allow you to register and then download the RFP. Furthermore, the County has updated the bid request form on the link to make the need for a fax number optional.

**Q64. I just filled out the bid request form. I noticed that it requires including a fax number. May I suggest this become an optional field, instead of required? Requiring a fax number feels like an unnecessary barrier is being created for smaller organizations/agencies interested in pursuing this RFP.**

**A64.** See A63.

**Q65. We submitted several proposals for potential Monroe County ARPA funding and just received a Monroe County RFP Notification email: American Rescue Plan Act Funding Opportunities. We would appreciate clarification about which proposal or proposals that we submitted have been nominated to receive RFP consideration?**

- Proposal #1: Solar Installation Workforce Development.**
- Proposal #2: PL-EX Solar Energy Demonstration Facility.**
- Proposal #3: Monroe County Non-Profit Clean Energy Co-operative.**
- Proposal #4: EE / CE PV Tiny House Demonstator.**
- Proposal #5: EE & CE Community Outreach Campaign.**

**Thank-you very much for your help in clarifying which proposal(s) we should develop to submit as RFPs.**

**A65.** This question does not relate to clarification of the ARPA RFP.

**Q66. I had a few questions about the project. I was hoping to find out: When is construction expected to begin? What is the project budget or firm value? Are union bids required?**

**A66.** It is the County's intention for the grant contracts to commence on or about January 1, 2023. RFP responses are open to everyone.

**Q67. I could not attend the ARPA Application Q and A session (10-June, starting at 12:00 PM). I am hoping that this session was recorded and that the recording will be made available to registrants. Could you please forward a link to the Q and A session recording.**

**A67.** The playback can be found at the link below. The second blue tab on the page contains the Q & A session from June 10. <https://www.monroecounty.gov/bringmonroeback>.

**Q68. Regarding the Monroe County RFP for ARPA funding, I have a clarifying question on what is an allowable expense. Are we able to use the funding for capital projects? Also, are we allowed to use the funding for vehicles related to services provided by our organization?**

**A68.** Capital expenditures are subject to the same eligibility standard as other eligible uses to respond to the pandemic's public health and economic impacts; specifically, they must be related and reasonably proportional to the pandemic impact identified and reasonably designed to benefit the impacted population or class.

Capital expenditures over \$1 million will require a written justification, including a description of the harm or need to be addressed, explanation of why a capital expenditure is appropriate, and a comparison of proposed capital project against at least two alternative capital expenditures and demonstration of why the proposed capital expenditure is superior.

Additional guidance may be found at <https://home.treasury.gov/policy-issues/coronavirus/assistance-for-state-local-and-tribal-governments/state-and-local-fiscal-recovery-funds>.

**Q69. Do you have a recording of the Q&A session for RFP#0024-22 from this past Friday you could share with me?**

**A69.** See A1 and A67.

**Q70. If our organization is currently under contract with Transitional Housing, can we apply for this funding for capital improvement which would be 1 time funding?**

**A70.** See A68.

**Q71. Like all municipalities, The Village of Scottsville will want to maximize our own bucket of ARPA funds. As we looked for ideas and opportunities to invest this money into our community, we immediately were struck by how expensive things are. I've watched some of the Zoom meetings and I have a good idea of the criteria needed (transformative, inclusive, address the inequities that were exposed during the pandemic, etc.) and believe there might be some projects that would encompass most, if not all of the those objectives. Does it make sense to complete as much as possible towards an RFP, knowing that it will be incomplete?**

**A71.** The County encourages all potential respondents who are interested in the RFP to submit a proposal. While priority may be given to submissions that meet all of the possible criteria listed in the RFP, it is not mandatory for successful submissions to meet all of the requirements. The County will review all proposals after the submission due date.

**Q72. How can I review the RFP for the ARPA funds?**

**A72.** The RFP can be downloaded from the Monroe County website. Link: <https://webapps.monroecounty.gov/bid/list/rfps>. You must register in order to download the RFP.

**Q73. I have a clarifying question on the RFP/evaluation process for American Rescue Plan Act funds - does the County plan to evaluate and make grants only in full for requests, or do you anticipate projects will be approved in part/at a lower level of funding than requested?**

**A73.** The County reserves the right, in its sole discretion, to accept or reject in part or in its entirety any proposal received as a result of this RFP if it is in the best interest of the County to do so.

**Q74. I would love any insight you could provide in regard to whether we are a potential fit to submit an RFP to gain ARPA dollars. Our mentoring programs have been in Monroe County for close to 40 years and have proven success. Our 100% high school graduation rate along with the proven data that youth in our programs are avoiding the juvenile justice system (100%!!), avoiding risky behaviors, show an increase in self-confidence and efficacy, and are truant from school less are just a few of the incredible outcomes that we are extremely proud to share. I do feel that our agency falls under the Goal 1: Implement a long term framework that supports and recognizes the critical linkages between community wellness, mental health, and public safety (under Youth Programs). Could you kindly share if you feel that it would be appropriate for us to submit to the RFP?**

**A74.** The County encourages all potential respondents who are interested in the RFP to submit a proposal. The County will review all proposals after the submission due date.

**Q75. I'm working with a local municipality that is interested in applying for Monroe County's ARPA funding. Would we have a filing from the New York State Division of Corporations, or is that information not available for units of local government?**

**A75.** Municipalities are not required to provide proof of filing from the New York State Division of Corporations.

**Q76.** Are attachments (of charts and graphs) permitted and if so, where do we attach them?

**A76.** Any attachments or supplementary documentation that you feel supports your application may be submitted through the portal.

**Q77.** We are planning to apply for the ARPA funding. The project will be a community-based oral health access enabling infrastructure with Artificial intelligence and digital tools. Our question is what's the budget cap for the proposal? We are not able to find that information in the RFA.

**A77.** See A4, A15 and A17.

**Q78.** I would like to submit the following questions for the ARPA RFP: 1. If awarded funding, can we start before January 1, 2023 if we have the capacity? 2. We have found that providing program infographics and report templates can tell the story more effectively than a lot of text narrative; is there the ability to upload general program infographics? If so, where?

**A78.** No, we cannot reimburse for expenses incurred prior to the contract start date. Also, see A76.

**Q79.** We are a nonprofit organization that intends to apply for grant funding for the renovation of a building (capital costs). We lease and do not own the building. Is it still possible to obtain funding for this project through this funding opportunity?

**A79.** See A68.

**Q80.** "Virtual Information and Resources". On page 8, the Equitable Metric under Infrastructure & Sustainability states: Increase access to virtual information and resources - Ratio of households in Monroe County with a computer (91.3%) and ratio of households with broadband (86.2%)- U.S. Census. For Deaf, deafblind, and hard of hearing ("deaf") community members, computer and broadband access can be extremely beneficial when the information conveyed through these tools is fully accessible. This includes captioning, alternative text, and American Sign Language (ASL) interpretation and translation. That said, there is also a considerable number of deaf individuals who would most benefit from in-person information and resources, either because they are not computer literate, require additional accommodations or interpretation, and/or are culturally Deaf and therefore inclined to exchange information face-to-face with another Deaf community member. To not provide any in person services or offerings would be excluding those who are most marginalized. Question 1: Does the County consider "increase to accessible virtual information and resources" an appropriate metric under this project?

Question 2: Is "virtual information and resources" meant to be "virtual information and virtual resources," or "virtual information and resources that are in-person and/or virtual"?

**A80.** Proposed projects must identify a COVID-19 public health or economic impact and propose a response that addresses the impact. Proposals should offer additional measurable and non-measurable metrics that positively transform our community.

**Q81. “Oral Presentation”.** On page 13, under 3.7: Respondents who submit a proposal may also be required to make an oral presentation of their proposal to the County. These presentations will provide an opportunity for the Respondent to clarify their proposal to ensure a thorough mutual understanding. We wish to note that an “oral presentation” puts non-native English speakers at a disadvantage. We encourage the County to consider other means of soliciting clarification from Respondents. If we are asked to provide an “oral presentation,” will ADA provisions for ASL interpretation be made to accommodate Deaf applicants?

**A81.** Yes.

**Q82. Section 4 - MWBE Requirements.** At this point in time, deafness or having a disability is not considered an eligibility criterion for “minority-owned firm” status. To the best of our knowledge, there are zero deaf-owned MWBEs in Monroe County, likely because of the persistent systemic barriers and information gaps that marginalize deaf individuals, as well as the relatively small population size. Thus, deaf-focused respondents that apply for this RFP must choose between:

1. Partnering with “hearing” businesses that, at minimum, do not understand Deaf culture, American Sign Language, accessibility issues, or the day-to-day experience of deaf individuals, even if those deaf individuals are women or minorities; or 2. Partnering with culturally relevant and experienced entities that are not MWBEs, thus being penalized on the scoring matrix. To require deaf-focused applicants to partner with hearing businesses is akin to requiring female-focused applicants to partner with male-dominated businesses, or BIPOC-focused applicants to partner with white businesses. It perpetuates long-standing power imbalances and creates an inequitable environment for those already facing inequities.

**Question 3: Will the County consider waiving the WMBE requirement if the Respondent can justify why no WMBEs are included, in this case, because there are no culturally relevant, experienced, Deaf-led WMBEs based in Monroe County?**

We also wish to note that the State of Illinois and City of Chicago, among others, have modified their WMBE requirements to include disabled business owners. This would address this issue. Additionally, on page 7, the Equitable Metric under Workforce Development & Economic Recovery is to: Increase Minority-Owned Firms in Monroe County (9,891)- U.S. Census. Any efforts to increase the number of deaf-owned firms in Monroe County would not meet the metric as written. We encourage the County to consider expanding its definition of “minority-owned” to include disabilities.

**A82.** See A18.

**Q83. “Cost-per-affected-resident”.** On page 50, the Application Scoring Matrix uses the following metric to assess applications: What is the cost-per-affected-resident? (i.e., Amount of \$ requested in proposal/ # of impacted residents). This is a poor metric to use to evaluate applications. It blatantly discriminates against residents who require accommodations. An English speaker attending a workforce development training will be cheaper than an American Sign Language user

who requires an interpreter, and that ASL user will be cheaper than a DeafBlind individual who requires an ASL interpreter and a specialized support person who provides tactile information. People and programs should not be penalized simply because they require more support to access events, programs, and services that were designed without them in mind. Instead of cost, programs should be primarily assessed on how equitable and inclusive they are.

Question 4: The “cost-per-affected-resident” metric discriminates against people who require accommodations and thus makes the RFP process inequitable. Will the County consider removing this metric?

A83. No.

Q84. Additional Questions: Question 5: Are respondents eligible to serve as fiduciary sponsors of other groups/organizations?

A84. Yes, see A42.

Q85. Is it possible that funding awards will be given for less than or partial funding of the amount requested?

A85. See A73.

Q86. Can colleges and universities use their federally negotiated indirect cost rate on the project? If so, what, if any, information on what is included in that rate will the County require?

A86. No. See A39.

Q87. What process will need to be followed if an MWBE vendor has not been identified at the time of application, i.e., how should the form be completed?

A87. See A18 and 30.

Q88. What is the waiver process if an organization does not meet MWBE requirements?

A88. See A18 and 30.

Q89. Could you please send me a copy of the ARPA RFP? I have done some internet searching without success. This page does not seem to have a link or download for the RFP: <https://webapps.monroecounty.gov/bid/list/rfps>. This link goes to the application, but does not include the RFP: <https://www.monroecounty.gov/arpa-rfp>. I found the document "Monroe-County\_2021-Recovery-Plan\_SLT-0589.pdf", which mentions the release of the RFP but does not include a link. I am sure I am missing something obvious, and I appreciate your help.

**A89.** The first link you indicated in your question takes you right to the Monroe County website where the RFP is listed. In order to view and download the RFP, you need to register first. Click on the second box on the link and then select “request bid documents” in order to register and receive a copy of the RFP. <https://webapps.monroecounty.gov/bid/list/rfps>.

**Q90.** Is the initial RFP grant request to cover support for project for ONE year, and possible up to 4 years?

**A90.** See A4 and 15.

**Q91.** Would funded organizations have to submit additional information yearly to be considered for support beyond year one?

**A91.** Successful Respondents will be expected to provide quarterly reports, will be reviewed on an annual basis and must remain in good standing to be considered for contract renewals.

**Q92.** Would a non-profit organization which is not "owned" by a woman or minority, but whose director is a woman or minority be taken into consideration for achieving the MWBE Goals and Utilization plan?

**A92.** In order to be considered a MWBE, they must be certified by either New York State or Monroe County MWBE process.

**Q93.** Is it permissible for an organization to be a Respondent and also serve as a subcontractor within another Respondent's proposal for a subset or unrelated service?

**A93.** See A37.

**Q94.** Pertaining to the "Equitable" critical value: To what extent must the Respondent's proposal impact households, communities, small businesses and nonprofits? Must the proposal demonstrate measurable impacts to all of these to be considered or, for example, could it focus primarily on households and communities?

**A94.** See A71.

**Q95.** We are seeking clarification of what is an allowable expense as it relates to loans. 5.8 reads as though the County will not cover costs accrued prior to the contract start date (assuming this is 1/1/23) however “Loans or grants to mitigate financial hardship” fall under allowable expenses. 5.8 Incurring Costs (Page 17) The County is not liable for any costs incurred by Respondent prior to the effective date of the contract. Assistance to Nonprofits (Page 40) b. Assistance to nonprofits that experienced negative economic impacts includes the following enumerated uses: i. Loans or grants

to mitigate financial hardship. For example we have endured financial hardship as a result of supply chain issues directly associated to COVID and these issues have resulted in increased costs we were not prepared for that we took out a loan to cover. This is only an example but would this be an allowable expense?

**A95.** Guidance on allowable expenses may be found at <https://home.treasury.gov/policy-issues/coronavirus/assistance-for-state-local-and-tribal-governments/state-and-local-fiscal-recovery-funds>.

**Q96.** When subcontracting or partnering at least 12% of the total cost of services to Minority-Owned Business Enterprises and 3% to Women-Owned Business Enterprises, is this percent derived from the overall workload associated with the project or the total amount paid?

**A96.** The percentage is derived from only the money sought from the County funds.

**Q97.** If the bidder is, herself, both a minority and women-owned business, how does this effect the goals associated with the 12% (minority) and 3% (women-owned) partnerships?

**A97.** In the event a Respondent is both a MBE and WBE, the Respondent shall choose one of the two designations and shall remain subject to the subcontracting best efforts requirement for the designation not chosen.

**Q98.** Does paying an independent contractor who identifies as a women or minority count toward the 12% and 3% goals?

**A98.** See A92.

**Q99.** Does intent to hire an individual who identifies as a woman and/or a minority count toward the 12% and 3% goals?

**A99.** See A92.

**Q100.** Does the bidder need to show proof of general liability insurance at time of submission or only if they are awarded?

**A100.** Proof of general liability insurance will be requested in the award letter and must be provided before the contract is commenced.

**Q101.** Our only question regarding the ARPA Funding Opportunity announcement is whether one agency can submit multiple applications or whether we have to integrate all of our requests into one submission.

**A101.** See A37.

**Q102.** The Town of Ogden is interested in submitting a proposal for the American Rescue Plan Act Funding Opportunities RFP that was published on Friday, June 3rd. Below I have listed some of the projects we may include in our proposal. We feel each of these proposals aligns with Monroe County's Bring Monroe Back Vision and the U.S Treasury requirements. 1) The Town of Ogden and the Village of Spencerport are interested in working collaboratively to "go paperless" and scan and digitize its documents. This would save paper and an exorbitant amount of time. It would also preserve documents and allow Town and Village employees to better serve businesses and residents in the community. 2) The Town of Ogden is exploring the possibility of building a Senior Center for residents to utilize and enjoy. This would be a place for all seniors to visit for meals, programs, and socialization. It would be built in a health-conscious way with an up-to-date HVAC system, ensuring our senior population is always kept safe. We are interested in building this at our Town campus located at 269 Ogden Center Road. This would place all our town facilities in one convenient location for residents, especially seniors with limited mobility. A single town campus with a new senior center would also help to draw in new residents as we recover from the pandemic. 3) If it is determined that building a new senior center isn't a viable option at this time, the Town may update a portion of the Ogden Community Center to accommodate our seniors. This project would require the renovation of an unused racquetball court, making it a suitable meeting space for our senior population. If possible, could you give us a sense of whether these projects would fall under the scope, qualifications and work activities described in the RFP? Any information you can share would be very helpful.

**A102.** See A74.

**Q103.** Reference "Your organization's filing from the New York State Division of Corporations". We followed the link provided in the RFP and found our Organization in the database. We do not see that there is any filing to download. Are we supposed to submit a copy of the entity display page or filing history page? Or should we submit our articles of incorporation?

**A103.** Yes, please submit a copy of the entity display page.

**Q104.** Will the proposed project advance or work in conjunction with any other community projects or organizations that align with the three (3) Bring Monroe Back goals? We are proposing a collaborative project with significant operational integration with another multi-service agency. Do we need to submit separate applications for each agency, or can we submit a single application that would be awarded to the "principal" organization and then that organization could subcontract to the other agency? If the latter, do we need to detail which expenses in the budget are attributable to each organization?

**A104.** Yes, we encourage a single application and collaboration under a principal organization. See also A37. Yes, please provide detailed expenses.

**Q105.** Reference "List all financial and/or in-kind resources that will support this project outside of this request." We have submitted proposals for other funding opportunities for this project that

are pending review, should we make note of those possibilities in this section? We have no sense for the likelihood of those proposals being awarded.

**A105.** Yes.

**Q106.** Our project consists of the capital costs of renovation and construction of a new community health center site and the start-up operating expenses to staff and operate the site. What level of justification or support should we have for the capital costs?

**A106.** Please see A68.

**Q107.** Our project consists of the capital costs of renovation and construction of a new community health center site and the start-up operating expenses to staff and operate the site. Should we engage with architects and engineers to complete schematic designs and estimates to support our request? Or can we use per sq ft estimates that we have gathered for similar projects?

**A107.** Applicants should submit realistic estimates for their projects. However, please note that the County cannot reimburse for any costs spent in preparing the application, nor for costs incurred prior to January 1, 2023.

**Q108.** Our project consists of the capital costs of renovation and construction of a new community health center site and the start-up operating expenses to staff and operate the site. With construction lead times becoming increasingly volatile, would it be acceptable for us to submit a proposal that assumes year 1 would just be construction/renovation and the program services wouldn't commence until year 2?

**A108.** A68.

**Q109.** Our project consists of the capital costs of renovation and construction of a new community health center site and the start-up operating expenses to staff and operate the site. Can we have one line item for capital costs (example description - "Demolition, renovation, construction, equipment, & furnishing & fixtures"), or is more detail required/preferable?

**A109.** More detail is required regarding capital costs.

**Q110.** Our project consists of the capital costs of renovation and construction of a new community health center site and the start-up operating expenses to staff and operate the site. Are contracts likely to be awarded in an all-or-nothing manner? Or would, for example, the funder possibly decide to fund our capital expansion and not the operating expenses.

**A110.** See A73.

**SLIDES PRESENTED IN THE JUNE 10, 2022 ARPA APPLICATION Q AND A INFO SESSION**

**American Rescue Plan Act Funding Opportunities**

**SEE ATTACHED.**



# American Rescue Plan Act Funding Opportunities

## Monroe County Request for Proposals



*Virtual Information Session*

*June 10, 2022*

*12:00 pm*





# The Opportunity for Transformational Change

## Funding

This is bigger than County ARPA. Money is available throughout the community to invest under a common goal and vision.

## Process

The process is transparent, inclusive and data driven. The structure is easy to understand and allows everyone to invest in a common vision.

## Change

Focus on 3 goals that are easy to understand, support and achieve. Use real measurables that impact real people.



# FUNDING

The County has received approximately \$144 million in Coronavirus State and Local Fiscal Recovery Funds, a part of the American Rescue Plan (“ARPA”), to support its recovery from the COVID-19 public health emergency.

These dollars will serve as the foundation of Monroe County’s Bring Monroe Back Initiative: a long-term, collaborative recovery plan that will inspire transformative change and make deliberate and thoughtful investments in our community.



# Process

**01**

## START WITH WHAT WE KNOW

- Reviewed 12 government and community reports
- Identified 6 consistent themes

**03**

## SET GOALS

- 3 goals which incorporate all 6 themes
- Partner with local governments, funders, and stakeholders to build consensus and achieve change

**02**

## SEEK PUBLIC INPUT

- Public Survey – 2817 responses
- Public Feedback Sessions – 175 people participated
- Community Partner Statements – 96 statements submitted

**04**

## SOLICIT PROPOSALS FROM COMMUNITY

- Proposals meet ARPA requirements
- Proposals further one of the three community goals from the Bring Monroe Back efforts



# CHANGE



## **Workforce Development & Economic Recovery**

Create an equitable environment where our business community has access to a skilled workforce that have the necessary resources to live, work and grow in Monroe County.



## **Public Health & Public Safety**

Implement a long term infrastructure that supports and recognizes the critical linkages between community wellness, mental health, and public safety.



## **Infrastructure & Sustainability**

Create an environment to maintain our quality of life, preserve our natural resources and build innovative and equitable solutions for our future generations.

# Community Goal



Economic Recovery/  
Workforce Development

Create an equitable environment where our business community has access to a skilled workforce that have the necessary resources to live, work and grow in Monroe County.

## Pillars of Success

Strong partnerships between job seekers, trainers and makers

Workforce Development Training Opportunities

Remove Barriers to Employment

Support workplace cultures that foster equity and long-term career growth

## Strategic Pathways

Co-locate Workforce Development Providers and Resources

Consortium of community leaders shaping pathways to sustainable careers

Increase skilled trades and technical training

Training for underserved communities

Develop youth skills to support successful career development

Childcare

Transportation

Access to employment gap resources

Retention and placement of skilled workforce

Cultural diversity training and education

# Community Goal

Implement a long term framework that supports and recognizes the critical linkages between community wellness, mental health, and public safety.

## Pillars of Success

Prioritize behavioral and mental health

Focus on the overall wellbeing of Monroe County residents

Promote an equitable, connected and accessible community

Create programs and public spaces to foster safety and encourage positive change

## Strategic Pathways

Educational Programs

Integrate physical and mental health

Operational collaboration and cross-sector support

Food Security

Housing

Health Initiatives

Social Services

Enhance awareness and access to short and long term public services

Focus on vulnerable communities with severe disparities

Diversity Training

Restorative Justice

Crime Prevention

Youth Programs

# Community Goal

Create an environment to maintain our quality of life, preserve our natural resources and build innovative and equitable solutions for our future generations.



Infrastructure/  
Sustainability

## Pillars of Success

Equitable, streamlined and secure access to necessary resources

Create long-term collaborative and sustainable solutions to decarbonize our region

Update facilities and utilities to enhance community development

## Strategic Pathways

Broadband

Affordable and clean energy

Education and training

Electrify buildings and vehicles

Increase accessibility to alternative modes of transportation

Optimize land use and increase access to green space

Water and Sewer

Parks

Power Grids

Resource Recovery



Monroe County is soliciting proposals for American Rescue Plan Act Funding Opportunities that meet the scope, qualifications, and work activities described in the RFP.

Objective is to offer one year agreements starting January 1, 2023 with the option to renew for three additional one year terms.

Grants will be offered after final approval from Monroe County Legislature.



# TIMELINE FOR ARPA RFP

**June 3**

**ARPA RFP published**

**June 10 | 12:00 PM**

**Virtual information session open to all respondents**

**June 17 | 3:00 PM**

**Deadline to submit requests for RFP clarification**

**July 13**

**Answers to the requests for RFP clarification provided**

**July 29 | 5:00 PM**

**Final RFP submissions due via online portal**



# PROPOSAL REQUIREMENTS

## US TREASURY REQUIREMENTS

1. The proposal conforms with the US Department of the Treasury's list of approved uses and population, or
2. The proposal (1) identifies a COVID-19 public health or economic impact, and (2) proposes a response that addresses or responds to the impact.

## ADDITIONAL MONROE COUNTY REQUIREMENTS

1. Furthers at least one of the three (3) Bring Monroe Back goals,
2. Has an annual budget of at least \$100,000, and
3. Is submitted electronically through the portal.

# 5 EVALUATION CRITERIA

1

***Collaborative.***

The Respondent(s) has identified partnerships and funding from other organizations to improve return on the County's investment in the proposal and further the long-term community goals of the ARPA Rules and Bring Monroe Back Recovery Plan. In instances in which there are a number of entities that provide similar or related services as the Respondent(s) (e.g., workforce development, public health, sustainability, etc.), the entities have worked together to coordinate efforts and submit a collaborative proposal.

2

***Equitable.***

The Respondent(s) will serve impacted and disproportionately impacted households, communities, small businesses, and nonprofits; promoting accessibility and awareness.

3

***Strategic.*** The proposal aligns with Bring Monroe Back goals as well as the ARPA Rules.

4

***Transformative.*** The proposal makes a significant and permanent change to a service or community condition in Monroe County.

5

***Community Impact.*** The proposal will provide a consistent service or make a lasting contribution that will positively impact families and businesses in the Monroe County community struggling with the public health and economic impacts of the COVID-19 pandemic.



# 3 SECTIONS TO THE ONLINE APPLICATION

## Section 1.

### Organization Profile

- Organization Information
- Entity Information from the Division of Corporations
- Certification Regarding Debarment, Suspension and Responsibility
- Monroe County Equal Pay Certification
- Letters of Support

## Section 2.

### Proposal Information

- Project Information
- Org Chart
- Budget Information
- MWBE Utilization Plan

## Section 3.

### Addendums and Attestation



# How to Contact Us

Technical questions about using portal  
[bringmonroeback@monroecounty.gov](mailto:bringmonroeback@monroecounty.gov)

All other questions related to RFP  
due in writing by June 17, 2022 3:00 PM ET  
[MCRFPCoordinator@monroecounty.gov](mailto:MCRFPCoordinator@monroecounty.gov)



**Thank You!**