

OCA-DGCP-078:

Queens County Firearm Youth Intervention Services

Request for Proposals Questions and Responses

The New York State Unified Court System (UCS) thanks the vendors that submitted the questions below concerning OCA-DGCP-078 Research and Technical Assistance Services for NYS Court Personnel Training issued on Friday, June 12, 2026.

Question #1:

The cover page and the Key Bid Dates chart list the Bid Submission Deadline as Friday, July 17, 2026 at 2:00 PM Eastern. However, Article IX (Submission of Proposal) twice references October 24, 2025, both in the required envelope labeling and in the Submission Deadline subsection. Please confirm that the controlling proposal due date is July 17, 2026 at 2:00 PM Eastern.

UCS Response:

The correct deadline is July 17, 2026 at 2:00 PM Eastern. Amendment #1 reflects the correction.

Question #2:

Article XII (Pricing) states that the bidder "must quote pricing on a cost per employee basis" and that "the unit price will prevail" in the event of a miscalculation. Please clarify how this requirement applies to the line-item program budget required under Article VIII(d) and the Required Budget Form.

UCS Response:

Article XII (Pricing) is standard boilerplate. Bidders should comply with Article VIII: Required Documents, specifically Section D (Line-Item Budget Proposal).

Question #3:

Article VIII(d) identifies two Budget Periods and states the maximum for the full Contract Term is \$360,000. Is the \$360,000 a single ceiling that applicants allocate across both Budget Periods at their discretion, or is there a separate funding cap for each Budget Period?

UCS Response:

The \$360,000 may be distributed across the two budget periods at the applicant's discretion. Total funding requested across both years may not exceed \$360,000.

Question #4:

Does the grant permit recovery of indirect costs? If so, is there a cap on the indirect cost rate, and may applicants that do not hold a federally negotiated indirect cost rate agreement use the de minimis rate permitted under 2 CFR Part 200?

UCS Response:

An indirect cost rate of up to 15% is permitted. UCS requires a federally approved indirect cost rate agreement (“ICRA”) for indirect costs exceeding 15%. If an organization does not have a federally approved indirect cost rate, the UCS will consider a rate greater than the de minimis rate if a rate was approved by a cognizant funder, such as a state agency or municipality, responsible for reviewing, negotiating, and approving indirect cost allocation plans. In such cases, the approval must be submitted to UCS as part of the periodic budget approval process.

Question #5:

Does UCS have an estimated number of youth referrals or a target caseload anticipated in Queens County over the Contract Term?

UCS Response:

The number of persons served in any given year will vary based on several factors, including the needs of the court, the volume of eligible participants, and the scope and intensity of services required. Applicants should propose a service model that is flexible and responsive to varying needs and capacities.

Question #6:

Will UCS provide a data collection or case-management platform for participant records and GPRA court-client outcome reporting, or is the awardee expected to supply its own database?

UCS Response:

The awardee is expected to maintain a data collection system to document participant services and outcomes associated with grant-funded services provided under this award. UCS will not provide a data collection or case management platform for this purpose.

Question # 7: Are applicants required to submit client references with the proposal? If so, how many and in what format? (The Document Enclosure Checklist in Exhibit 1 does not list a references form, but references are cited as a responsibility factor in Article XII.)

UCS Response:

The specifications for this RFP do not require applicants to submit client references, and therefore references are not included among the required bid documents. Because the RFP does not call for references, UCS will not request them after submission.

Although the boilerplate responsibility language in Article XII references the possibility of rejecting a bidder who does not provide references “in accordance with the bid specifications,” that provision applies only when references are specifically required in the solicitation. In this procurement, the specifications do not require references, and the RFP requirements control.

Question # 8:

Are there any restrictions on the type of entity (for-profit or not-for-profit) that may serve as the lead/prime applicant?

UCS Response:

There are no restrictions on the type of entity that may serve as the lead applicant. Both for-profit and not-for-profit organizations are eligible to apply, provided they meet all requirements set forth in the solicitation.

Question # 9:

For an applicant that partners with one or more community-based organizations to deliver the required services, will Organizational Capacity (Article VIII(a)) be evaluated based on the combined capacity of the lead applicant and its partner organization(s), or must the lead applicant independently demonstrate the capacity to deliver all program components?

UCS Response:

The lead applicant must demonstrate its capacity to oversee and manage all program components. If partnering with other organizations, applicants should clearly describe the roles and responsibilities of each partner and demonstrate the lead applicant’s ability to coordinate, oversee, and ensure successful implementation of all grant-funded activities.

Question #10:

Is there a minimum portion of the work that the lead/prime applicant must perform directly, or a maximum percentage of the award that may be subcontracted to partner organizations?

UCS Response:

There are no minimum requirements regarding the portion of work that must be performed directly by the lead applicant, nor are there any limitations on the percentage of the award that may be subcontracted to partner organizations. However, the lead applicant remains responsible for the overall administration, oversight, and successful implementation of all grant-funded activities. All entities receiving grant-funds must be registered to do business in New York State, as applicable.

Question #11:

How many young people does UCS expect a single program to serve in one year?

UCS Response:

There is no minimum or maximum. The number of participants will depend on the volume of eligible cases in the Youth Part and the number of referrals made by the Judge.

Question # 12:

Is there any chance of future funding to sustain this programming?

UCS Response:

Funding was originally anticipated to support the program through 2026, and a no-cost extension was approved through 2027 to ensure services continue without interruption. UCS has since been awarded additional funding to support services through 2028. The long-term goal is to demonstrate the effectiveness of the program so that the services provider can sustain these services beyond the grant period through other funding opportunities.

Question #13:

How was Queens County selected? Is it possible to provide data on the types and number of gun-related offenses/charges for this population?

UCS Response:

Queens County was selected based upon the volume of cases in the Youth Part where the accusatory instrument alleges a charge involving the use and/or possession of a firearm. Eligible offenses include, but are not limited to, Assault, Burglary, Robbery, and Criminal Possession of a Weapon.

Data will be shared with the awarded bidder.

Question # 14:

Are eligible participants limited to young adults with gun-related offenses whose cases are in the Youth Part in Queens County? Are young people who may be considered at-risk eligible for prevention programming?

UCS Response:

Eligible participants must have cases pending in the Youth Part that include charges related to the use and/or possession of firearms. At-risk young people who do not have a case pending are *not* eligible at this time.

Question # 15:

Is there a specific list of gun-related offenses that UCS is considering?

UCS Response:

Eligible offenses include all Article 265 cases and charges that include an element of the use and/or possession of a firearm. Examples include robberies, burglaries, and assaults. This list of charges is meant to be illustrative. The range may include other charges.

Question # 16:

What is the anticipated involvement of UCS in the implementation of this programming (if any), e.g. supporting referrals?

UCS Response:

This is a court-based initiative. Referrals will be made by the Youth Part Judge. Individual decisions regarding participation will vary based upon the specifics of the case and input from defense and prosecution. The awarded bidder will be responsible for providing the services outlined in Section V of the RFP.