

Questions and Answers
Employee Assistance Program (EAP) Services RFP # 4544
Posted 7/17/19

- 1) Section 2.1:Marketing: “Provide orientations sessions...” MPN’s Package includes orientation-related media for the Employer (PowerPoint & Video, Brochure, Cards), how many in-person orientation sessions are anticipated? We expect the vendor to present (in-person) annually at two benefit fairs for DASNY employees – one in the Albany office and the other in the NYCO location.
- 2) Section 2.1:Management: “Participate in quarterly meetings.” Is contractor allowed to attend these remotely (webinar, telehealth, phone, etc). As far as quarterly communication (if necessary) - DASNY would be agreeable to a remote meeting set-up (Webex/call; etc...).
 - a. To be clear though, this is separate from any instance in which DASNY has requested training throughout the RFP. In person training is preferred, but we will also entertain any virtual options a vendor might offer.
- 3) Section 6.1: Submission “Electronic copy...on a thumb drive” Is contractor allowed to save these in a CD/DVD-ROM in lieu of a thumb drive? A CD/DVD-ROM would be acceptable.
- 4) Is federal SDVOSB status considered into the evaluation status? The designation of Federal SDVOSD or NYS Office of General Services (NYSOGS) SDVOB Certification is not considered in numerical or other evaluation status.