



ADDENDUM NO.: 1

Description: Diversity, Equity and Inclusion Consultant

Bid Opening Date: April 13, 2022

Specifics of the Addendum: Respond to Requests for Information:

Question: I would like to confirm the budget for the project. Can you share your current understanding of the range for this project, or the amount DASNY wishes not to exceed?

Response: The total cost for the Bidder's proposed Services/Deliverables should not exceed \$50,000.

Question: Are there employee resource groups?

Response: DASNY does not have any established ERGs.

Question: Is there a DEI council or equivalent group dedicated to DEI at DASNY?

Response: DASNY does not have a DEI council.

Question: Are there dedicated staff for internal DEI activities, in addition to the Director of Diversity and Inclusion?

Response: Yes, DASNY has one a Full-Time Diversity & Inclusion Analyst that assists the Director.

Question: Has DASNY completed any recent employee inclusion or pulse surveys?

Response: No.

Question: Regarding Notice and Information for Bidders, Section 2.0, A-Is it possible to submit any of the proposal materials electronically, outside of those containing the original signature of the bidder? If so, where can these be directed? If not, is a courier required or can they be mailed using the USPS or other delivery service?

Response: All bids need to be received at the DASNY Albany Office no later than the bid date April 13, 2022 at 2:30 pm.

Question: Is there a total budget range for the described bid services?

Response: See above response.

Question: Is DASNY open to alternative payment options or structures outside of hourly rates? Including, but not limited, to standard monthly installments?

Response: We are requesting Bidders to provide employee hourly rates in their cost breakdown. DASNY plans to pay for services as services are completed. Our payment terms are NET 30.

All other terms and conditions of the original Invitation for Bids shall remain the same.