| **Question****#** | **Page** **#** | **RFP Paragraph #** | **Requirement Statement** | **Question and Answers** |
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| **1** |  |  |  | Question: I came across [NYSDCJS RFP#CJS2015-03](http://www.criminaljustice.ny.gov/pio/vendor/docs/rfpcjs2015-03-cacrfp.pdf) and wanted to inquire whether the City would have interest in exploring a unique (non-staffing firm), third-party payrolling provider as an ideal alternative to staff augmentation vendors (in an effort to avoid high mark-ups by agencies)? Answer: Thank you for your inquiry regarding DCJS RFP#CJS2015-3.  As outlined in the RFP, DCJS is seeking bidders to provide professional-level contract staff for the purpose of conducting crime analysis functions across the State.  If you feel that PRO Unlimited, Inc. can provide that type of service, you are encouraged to submit a proposal according to the timeline listed in the RFP.Again, thank you for your inquiry. |
| **2** |  |  |  | In point 3.4 **“Notification Process for Requests of Staffing Services”** Letter J states “individuals shall submit approved timesheet records for approval on a weekly basis”. All of our current CAC employees are exempt. This does not require them to submit a timesheet. What documentation will be acceptable to submit if the position stays exempt?Answer: This request for proposal is completely separate from RIT’s current engagement with DCJS’s Crime Analysis Centers.  This RFP requires individuals to submit time sheet records for approval by DCJS on a weekly basis, and invoices and payments will be based on hours worked per staff and consistent with agreed hourly rates.    |
| **3** |  |  |  |  Under “**Financial requirements**” in point 6.1 states we will be reimbursed monthly- would this be in replacement of the quarterly vouchers we currently submit? So we would be submitting monthly vouchers?Answer: Yes, you will be submitting monthly invoices to DCJS on behalf of positions hired via the executed contract if you are a contracted vendor. |
| **4** |  |  |  | 6.2 **“Vendor Markup percentage”** says cellphone will not be provided by the state. Does DCJS still intend on paying a stipend for personal cellphone usage?Answer: This request for proposal and associated contracts will not compensate cellphone usage in any manner |