

**New York State  
Office of Children and Family Services  
Division of Juvenile Justice and Opportunities for Youth  
INVITATION FOR BIDS  
IFB # 1146 Qualified Individual Services**

**OCFS-0910 Request for Bid Form - Attachment**

Region	Estimated Total Number of Assessment Hours per Region	Bidding on Region (Yes/No)	Proposed Hourly Rate
Buffalo	850		
Rochester	300		
Syracuse/Utica	250		
Capital District	150		
Mid-Hudson	150		
Long Island	1,150		
Statewide	150		

Offerers may bid on one or more of the above regions by entering Yes or No in the Bidding on Region column and a rate in the Proposed Hourly Rate column for each Yes response.

Awards will be made in accordance with Section 4.1 of the Invitation for Bids and number of awards according to Section 1.1 of the Invitation for Bids.

The estimated number of hours provided is not a guarantee of work and is based on current data. Actual assignment of work may vary based on how many youth are assigned to programs.

Your bid rate must include all costs associated with providing and delivering the assessment as specified, including travel expenses, court appearances, insurance, administrative charges, and ancillary costs such as:

- Virtual Meeting services provided by QI clinician
- Language interpretation services
- Encryption
- Scanner (scanning is not allowable on public devices)

There is no separate travel reimbursement for expenses such as mileage or public transportation fares. However, offerers will be reimbursed at a reduced hourly rate (50%) for travel time commuting to and from an assessment location. Contractor timesheets should include travel time to conduct interviews and for all other aspects of the assessment.