



**Request for Proposals (RFP) - The New York State Entrepreneurship Assistance Centers Program – Addendum #1**

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Release Date: August 17, 2020

The following is a list of responses to questions submitted by prospective respondents (“Respondents”) to the New York State Entrepreneurship Assistance Centers Program Requests for Proposals.

Request for Proposals for the New York State Entrepreneurship Assistance Centers Program – Addendum  
 #1 - Responses to Questions

No.	Question	Answer
1	<p>With respect to the New York State Entrepreneurship Assistance Centers Program, Page 28, Exhibit B (EAC Proposal Checklist) of the RFP lists the following application components: Exhibit C-1 , Proposed Project Budget (Exhibit C-2 Matching Funds Description); Project Budget narrative and Appendix F-2: Estimated Salary Schedule. <i>Must applicants email these documents to the funding agency in addition to mailing them? If so, is there a specific address these documents must be emailed to?</i></p>	<p>There are two parts to the RFP and they must be submitted in together. All the Exhibits constitute Part A: the Technical Proposal and Part B: the Administrative Proposal. Please refer to page 31 checklist for all the documents.</p> <p>Per Page 12 of the Requests for Proposal, please submit one hard copy and one jump (flash) drive to:</p> <p style="text-align: center;"><b>Empire State Development 633 Third Avenue 35th Floor          New York, New York 10017-8167</b></p> <p style="text-align: center;"><b>Attention: John Discolo, Director of Procurement Request          for Proposals - New York State Entrepreneurship Assistance          Centers Program</b></p>

2	<p>Would we be subject to a prorated amount of the contract given that we are continuing to staff and provide services uninterrupted during this period. Also, listed on the page it states that the amount is \$60,000, but on page 10, it states \$66,000. Can you confirm the amount?</p>	<p>No, the goals of the program are also pro-rated to for a 9 month grant. The amount is for \$60,000. The other amount is a typo.</p>
3	<p>Can you advise on the requirement of the hard copies and flash drives (pages 11-12). Can we submit electronically as we did for the Covid funding (given we are working remotely)?</p>	<p>Please refer to Question #1 above.</p>

