October 30, 2026

ADDENDUM #2

RE: Alternative to Placement and Aftercare Services Request for Proposals (RFP) EPIN: 06826P0005

Pursuant to Sections 3-02(i) and 3-16(o)(2) of the Procurement Policy Board (PPB) Rules, the Administration for Children's Services is issuing **Addendum #2** to the Alternative to Placement and Aftercare Services Request for Proposals (RFP) EPIN: 06826P0005.

ADDENDUM ITEMS

1. Pre-Proposal Conference Resources

A. The link to the video of the Pre-Proposal Conference presentation held on October 29, 2026, is located here:

Recording

Topic	Password
Alternative to Placement and Aftercare Services RFP - Pre-Proposal Conference-20261029 1918-1	kFY9ZaXF

B. In addition, slides from the presentation are attached.





New York City Administration for Children's Services

Alternative to Placement and Aftercare Services

Request for Proposals (RFP) (EPIN: 06826P0005)

Pre-Proposal Conference

NYC Children

NYC Administration for Children's Services | Commissioner Rebecca Jones Gaston

Welcome to the ACS Alternative to Placement and Aftercare Services RFP – Pre-Proposal Conference!

Agenda

Welcome
Ray Toomer, Associate Commissioner, Division of Youth and Family Justice

Procurement Details
Maryann Lauria, Deputy Agency Chief Contracting Officer

PASSPort
Lucy Clevenger, Assistant Deputy Agency Chief Contracting Officer

Local Law 34
Nicole Andrade-Finch, Senior Coordinator for Competitive Solicitations

Alternative to Placement and Aftercare Services RFP Overview
Maylin Campbell, Executive Director, Division of Youth and Family Justice
Michelle Carrera, Borough Director (Queens)
Zakiya Thomas, Borough Director (Bronx)
Diana Garcia, Borough Director (Manhattan and Staten Island)

Questions and Answers
All

ACS Alternative to Placement and Aftercare Services RFP Pre-Proposal Conference

Housekeeping

This is a Webex "Webinar," which means only panelists will appear on the screen. You will receive a recording of the PPC and the presentation deck in an Addendum released in PASSPort.

Please use the following guidelines for today's Pre-Proposal Conference during the Question & Answer section.

- Upon entry to this webinar, you are automatically muted so that ACS can present the program.
- At the end of the presentation, we will provide sufficient time for your questions.
- To ask a question, please click the '**Raise Hand**' button in your Webex session. 

- As the Host, we will send you a '**Request to Unmute**" so that you can ask your question.
- You will need to click a button to '**Accept Request to Unmute'**.
- When you are unmuted, please state your name and organization and then ask your question(s).
- Once we have responded to your question, please:
  - put yourself back on mute and
  - put your hand down.

For Attendees who have accessed Webex only by phone, you can raise your hand by pressing *3 and unmute/mute with *6

Alternative to Placement and Aftercare Services RFP
Pre-Proposal Conference

Welcome

Ray Toomer,
Associate Commissioner

Division of Youth and Family Justice

What's New

- This RFP invests in Multisystemic Therapy (MST) and no longer includes Function Family Therapy (FFT) slots.
- Accessing Substance Abuse support and contingency management.
- MST Psych/MST Combination programs with requirement for separate teams for each.
- Inclusion of client incentives.
- Increased minimum salaries for therapists.

Alternative to Placement and Aftercare Services RFP
Pre-Proposal Conference

Procurement Details

Maryann Lauria,
Deputy Agency Chief Contracting Officer

Office of Procurement

Procurement Details

- Total maximum available funding: $16,543,326 for the contract term; $5,514,442 annually.

- Anticipated Contract Term: 7/1/2027 – 6/30/2030, with two (2), three-year renewal options.

- Estimated Number of Contracts: Three (3).

- Payment structure: Payment is a line-item reimbursement for permissible expenses up to the maximum allowable annual budget based on the contract award. Payments are made for expenses incurred against an approved budget.

Competition Pools

- Proposers wishing to apply for multiple competition pools must submit separate and complete proposals, including all required documents, for each competition pool. Proposers should clearly indicate which competition pool they are applying for.

Competition Pools (Borough(s) Served)	Interventions	Youth Served Annually	Maximum Annual Budget
1. Bronx and Manhattan	MST-Psych and MST	72 (32 MST-Psych & 40 MST)	$2,286,956
2. Brooklyn and Queens	MST-Psych and MST	72 (32 MST-Psych & 40 MST)	$2,286,956
3. Staten Island	MST	30	$940,530
TOTALS		174 (64 MST-Psych & 110 MST)	$5,514,442

Competition Pools

- With the latest PASSPort upgrade, vendors are now limited to working on one proposal at a time. If you wish to submit proposals for more than one competition pool, you must first submit your initial proposal before beginning work on the next one.

  - **Single Proposal Rule**: Only one proposal can be worked on in PASSPort at a time.
  - **Submission Before Duplication:** You must submit your proposal before duplicating it for another competition pool.
    - If you attempt to duplicate an "In Progress" proposal, the system will cancel it to start a new proposal.

- For detailed instructions, please refer to **Document 04 - Instructions for Responding to the RFx**, which provides an updated step-by-step guide on how to submit a proposal in PASSPort.

Important Reminders

- Review RFP, all attachments, and any addenda released in PASSPort.
- Proposers must answer all required questions and upload all required attachments.
- RFP proposals are due **November 23, 2026, at 2:00 p.m.**
- All questions should be directed to the RFP mailbox:

ATP-RFP@acs.nyc.gov

- Questions must be submitted by November 16, 2026, in order to provide answers before the proposal due date.
- Substantive information and responses to questions addressed at today's conference, and those received subsequently, will be distributed via Addendum through the PASSPort system.

RFP Minimum Qualifications

Proposers that do not meet **ALL** the following requirements might be found non-responsive and will not move to evaluation:

- The proposer must have at least three (3) years of demonstrable experience (within the last five (5) years) working with youth offenders and their families and successfully implementing evidence-based or evidence-informed program models that address issues commonly faced by youth and families who are involved in the juvenile justice system.

- The proposer must have a minimum of one (1) year of experience (within the last three (3) years) delivering community-based, intensive services to justice-involved youth, including alternative-to-placement (ATP) and/or aftercare services, with the ability to engage youth and families in their homes and communities.

(cont. on next page)

RFP Minimum Qualifications (continued)

- The proposer must have experience delivering evidence-based models, specifically Multisystemic Therapy. A signed letter from MST Services, the model developer, confirming the dates proposer was engaged with the model is required.

Alternative to Placement and Aftercare Services RFP
Pre-Proposal Conference

PASSPort

Lucy Clevenger,
Assistant Deputy Agency Chief Contracting Officer

Office of Procurement

Alternative to Placement and Aftercare Services RFP
Pre-Proposal Conference

PASSPort: Finding and Responding to HHS RFPs

Please visit the Administration for Children's Services website, www.nyc.gov/acs, Doing Business with ACS to view the recording on how to find and respond to all ACS RFPs in the PASSPort system.

Use either link below to access the PASSPort recording:

PASSPort: Finding and Responding to HHS RFPs

https://www.youtube.com/watch?v=c4tKL5rgAhgRFPs - YouTube

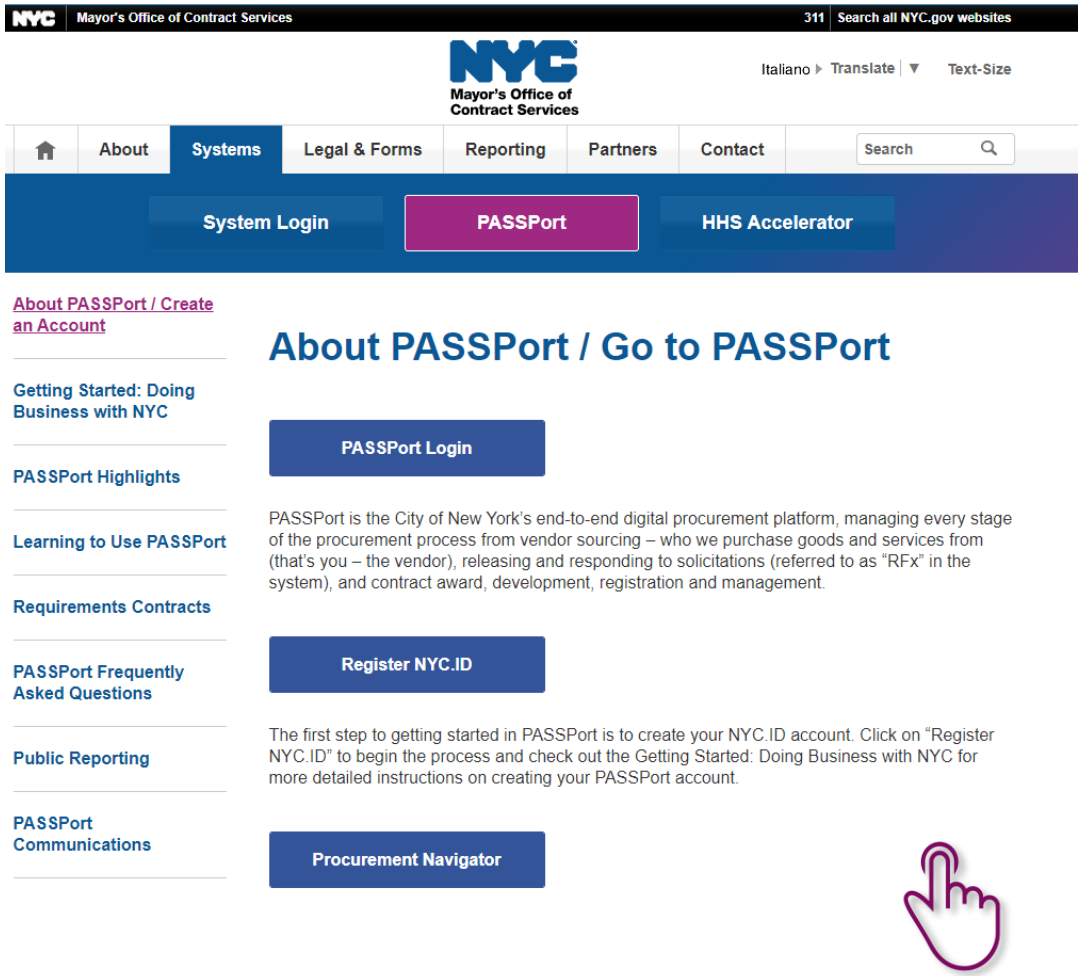
For additional resources, visit MOCS' website at either link below:

MOCS - Learning to Use PASSPort

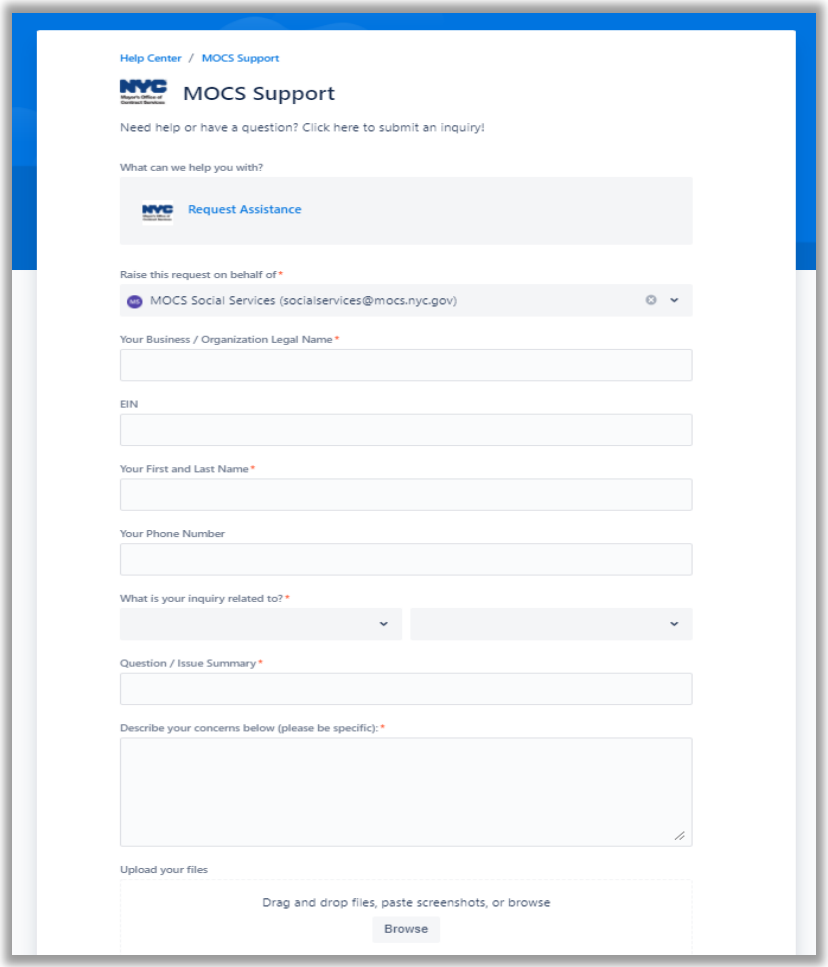
https://www.nyc.gov/site/mocs/passport/getting-started-with-passport.page

Need help or have a question? Submit an inquiry to www.nyc.gov/mocshelp

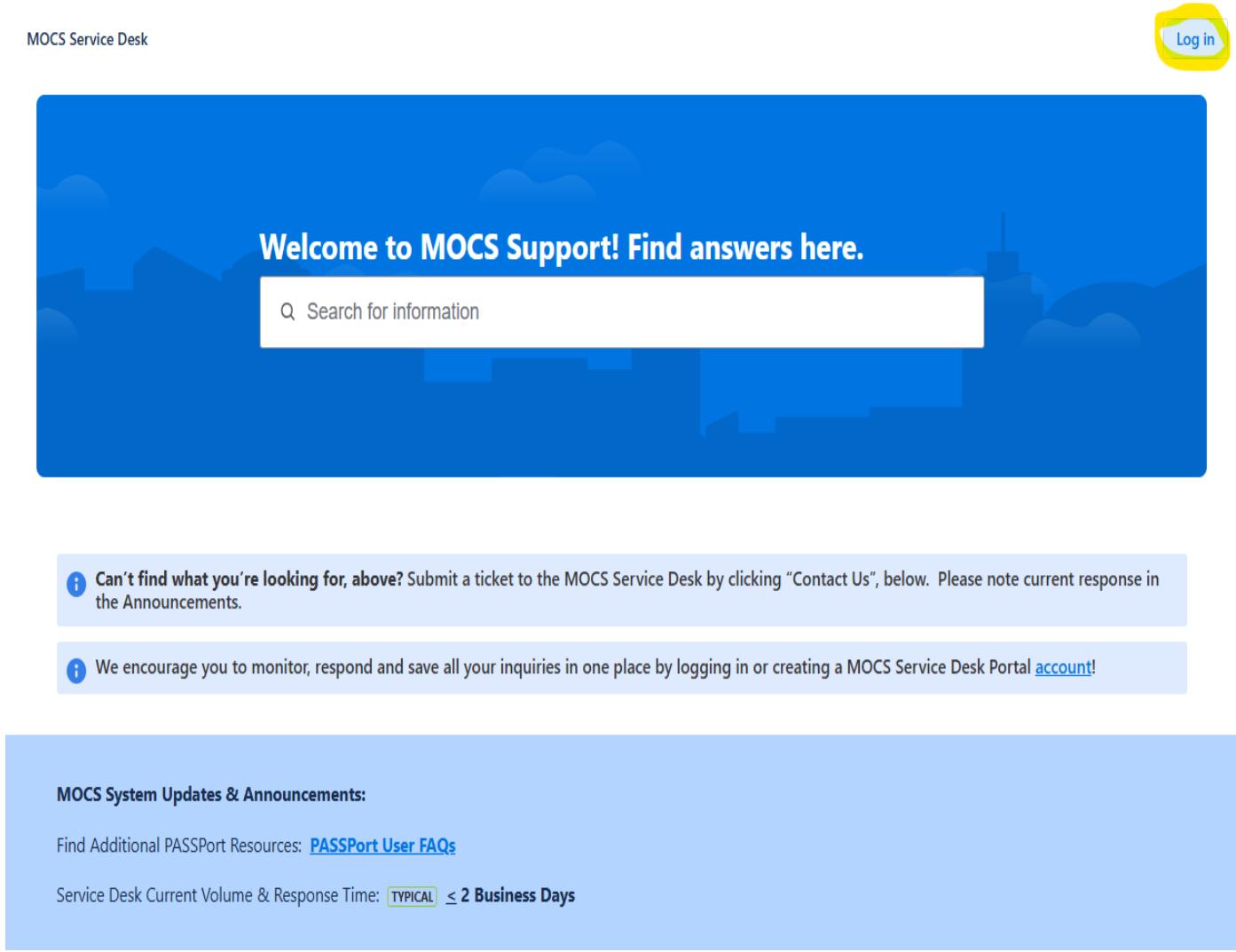
nyc.gov/passport



nyc.gov/mocshelp



Create a MOCS Service Desk Account to Submit Tickets



1. Go to MOCS Service Desk Portal: https://mocssupport.atlassian.net/servicedesk/customer/portals
2. Click Log In on the top right-hand corner.
3. Submit your email address and password.
4. Check your email for a message to complete setup of portal account.
5. For more detailed instructions, see the guide linked here: https://www.nyc.gov/assets/mocs/downloads/PASSPort/learning-to-use-passport/CreateAServiceDeskPortalAccount.pdf

Alternative to Placement and Aftercare Services RFP
Pre-Proposal Conference

Local Law 34

Nicole Andrade-Finch,
Senior Coordinator for Competitive Solicitations

Office of Procurement

Local Law 34 (LL34)

Local Law 34 (LL34) is New York City's campaign finance law that limits municipal campaign contributions from **Principal Officers, Owners** and **Senior Managers** of entities doing business with the City.



Vendors planning to do business with the City may be required to submit LL34 Compliance information at two steps - the **RFP Response and the Contract Registration process.**

Before either of these steps can be completed, vendors must identify their organization's LL34 Contacts in the **Vendor Profile** Contacts tab (next slide.)

Identify your organization's LL34 contacts in PASSPort's Vendor Profile Tab

This MOCS webpage outlines the steps below to update LL34 contacts in PASSPort
https://www.nyc.gov/site/mocs/passport/articles/ll34-contacts.page

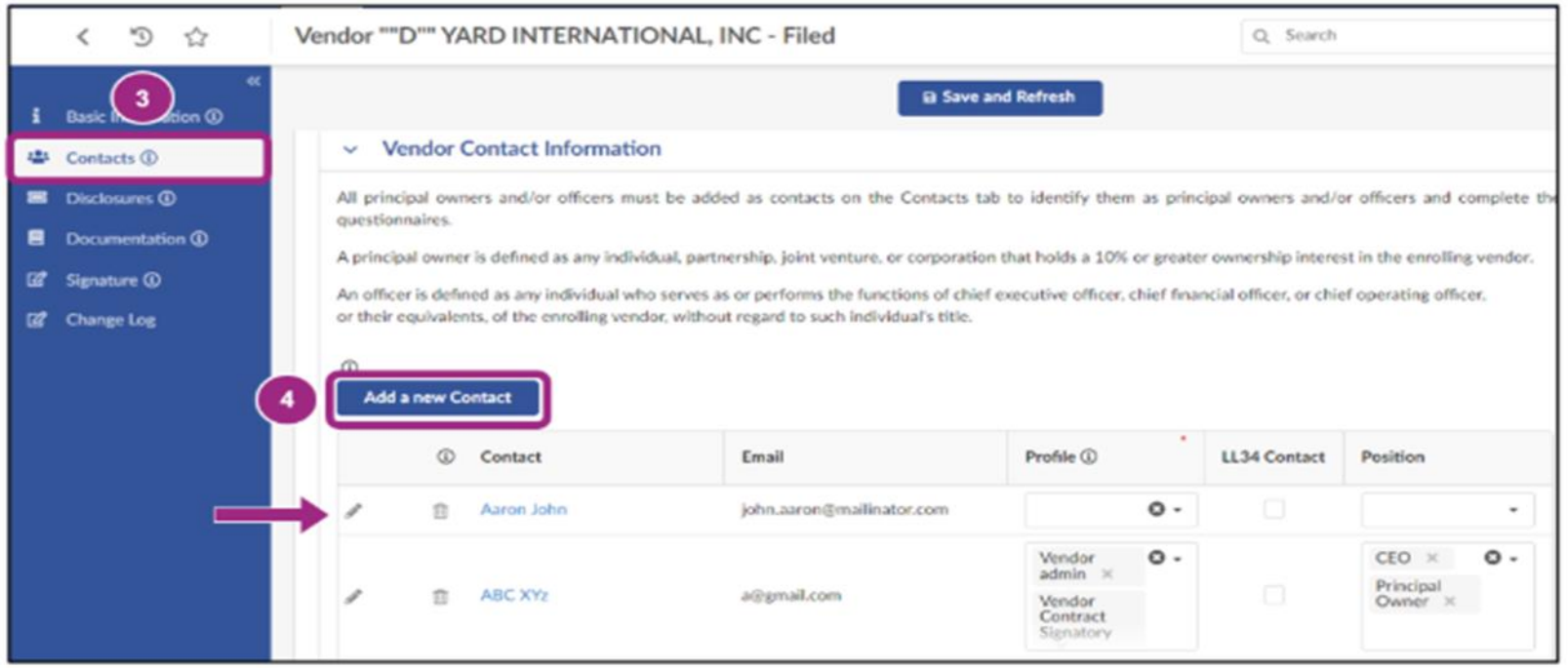
1. From PASSPort Central, click or hover over **Profile** in the top navigation menu.
2. Select **Vendor Profile** from the drop-down menu.



3. Click the **Contacts** tab in the left navigation menu and scroll down to the Vendor Contact Information section. All vendor contacts will be listed in this section.
4. If a new contact needs to be added, click the **Add a New Contact** button, and complete the required fields in the Contact Management pop-up window that appears.

Add LL34 contacts in the Vendor Profile Tab

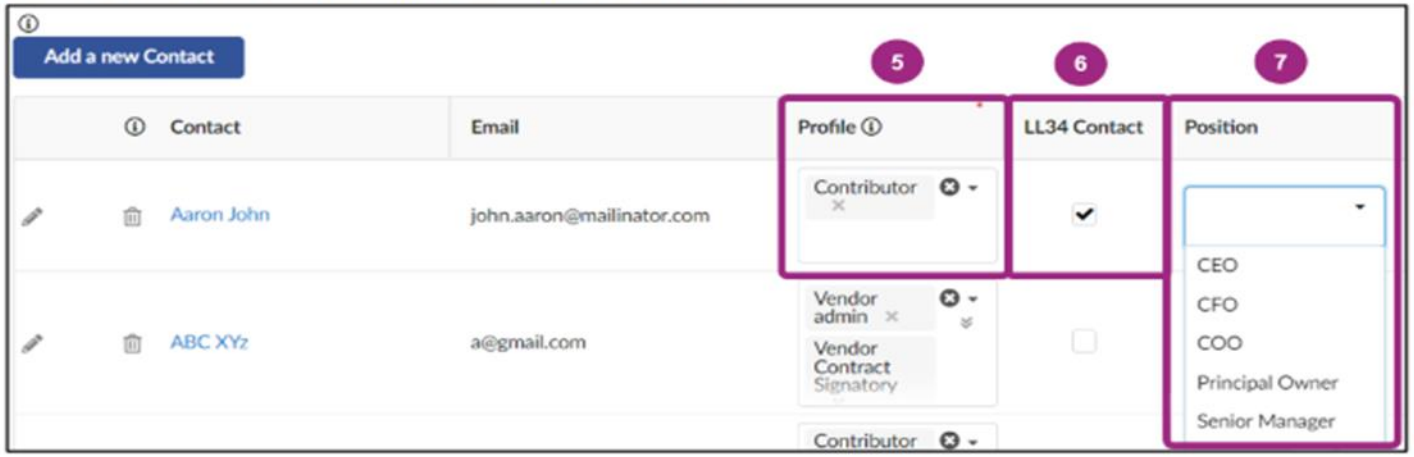
The new contact will display in the Vendor Contact Information table.



5. Ensure each contact has at least one role assigned in the **Profile** field.
6. Click the **LL34 Contact** checkbox.

Select User Profiles, LL34 Contacts, and Positions in the Vendor Profile Tab

7. In the **Position** field, select the appropriate option: CEO, CFO, COO, Principal Owner, or Senior Manager. Multiple options may be selected.



8. Click the **Save and Refresh** button near the top of the page.

Note: It is common for the LL34 Contact checkbox to appear unchecked after the page refreshes. This is normal. The contact still appears within the LL34 Compliance tab.

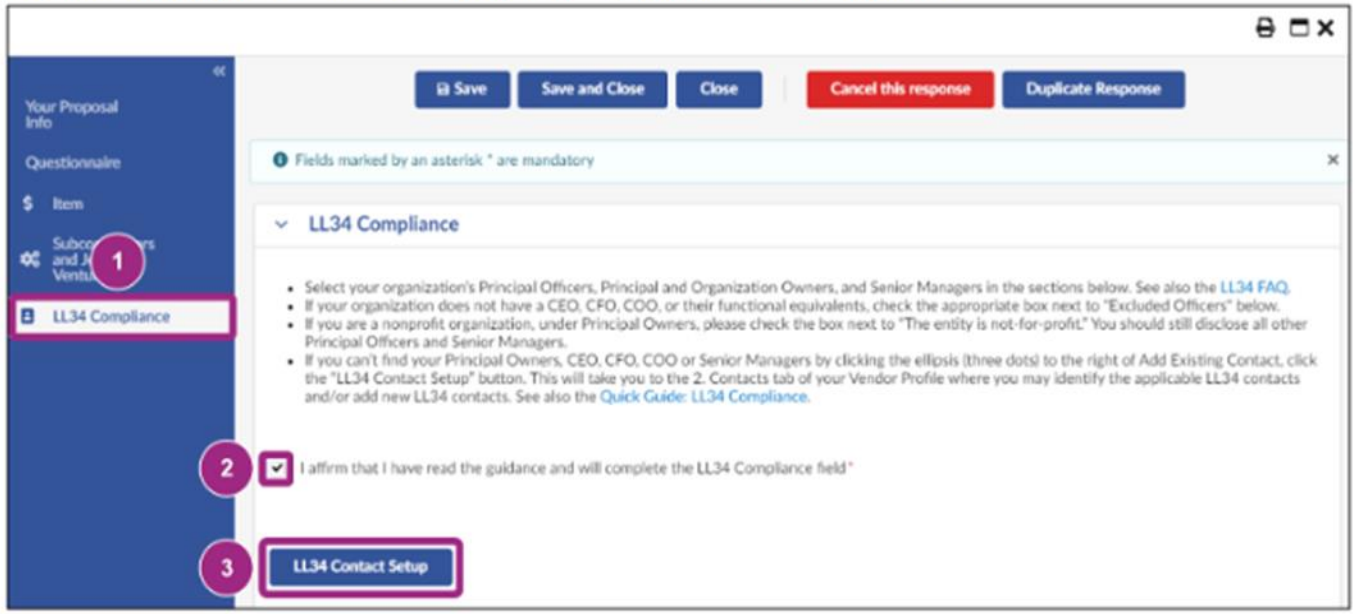


Now that your LL34 contacts have been identified in your organization's Vendor Profile, they can be selected in the RFx or Contract's LL34 Compliance tab.

LL34 Compliance as part of the RFP RESPONSE

The LL34 Compliance tab allows you to complete all Doing Business Data information within PASSPort. This step is required each time an organization enters a business transaction with the City.

1. Go to the **LL34 Compliance** tab in the left navigation menu.
2. Read the LL34 compliance guidance and click the **checkbox** that affirms you have read the guidance and will complete the LL34 Compliance field.
3. If you have not done so already, click the **LL34 Contact Setup** button to identify LL34 contacts in your vendor profile. See the compliance guidance for instructions.



LL34 Compliance as part of the RFP RESPONSE

4. In the Principal Officers section, select a Principal Officer in the **Add Existing Contact** drop-down field. If your organization does not have a CEO, CFO, COO, or the equivalent such as President, Treasurer, etc., check the applicable box for **Excluded Officers**.



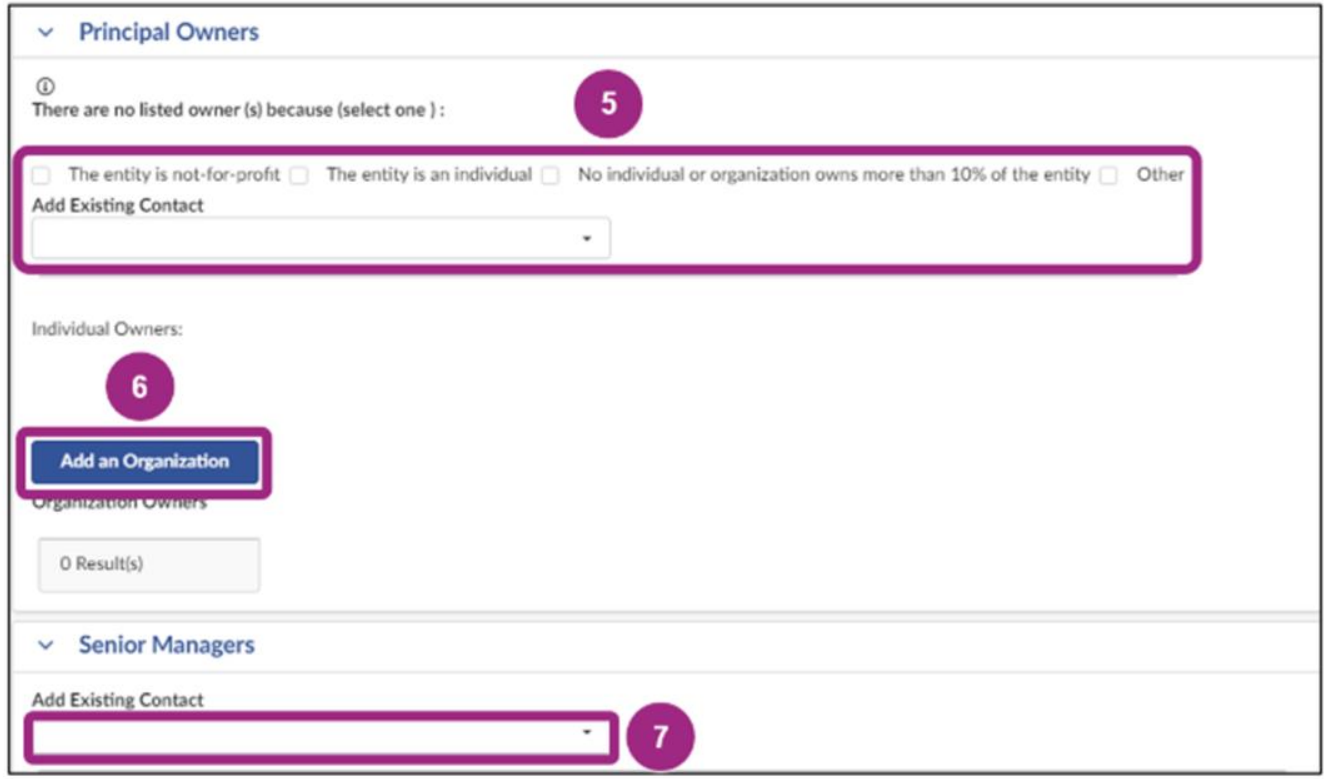
5. In the Principal Owners section, select a Principal Owner in the **Add Existing Contact** drop-down field. If there are no listed owner(s), choose the applicable checkbox: entity is not-for-profit, entity is an individual, no individual or organization owns more than 10% of the entity, or other.

6. If the organization is owned by another, click the add an organization button displayed in the next slide. The Organization Name can be entered in the Add Organization window.

LL34 Compliance as part of the RFP RESPONSE

7. In the Senior Managers section, select a Senior Manager in the **Add Existing Contact** drop-down field. Multiple selections can be made.

   Note: At least one Senior Manager must be selected in this field.



8. Click the **Save** button near the top of the page.



Alternative to Placement and Aftercare Services RFP
Pre-Proposal Conference

RFP Overview

Maylin Campbell, Executive Director, JJI Programs

Michelle Carrera, Borough Director (Queens)

Zakiya Thomas, Borough Director (Bronx)

Diana Garcia, Borough Director (Manhattan and Staten Island)

Division of Youth and Family Justice

Overview

- **RFP released: 10/16/2026**; **Responses due**: **11/23/2026 by 2:00pm.**
- **Purpose**: Safely reduce the number of youth admitted to Close to Home; decrease rates of re-arrest; and expand the continuum of supportive community-based options available to justice involved youth.
- **Awards/Estimated # of contracts**: Three contracts; Three competition pools.
- **Contract term: 07/01/2027 – 06/30/2030** with an option to renew for two additional three-year terms.
- **Total number of program slots across all programs: 174 annually.**
- **Anticipated total maximum available funding:** $16,543,326 ($5,514,442 per year).

Program Background Overview (Section 1.A.)

- JJI Programs are designed to provide intensive, family-based services for youth involved in the juvenile system either in lieu of placement as a dispositional alternative (as a condition of probation), or as the provision of aftercare for youth returning home from Close to Home.
- JJI Programs are the least restrictive means of age-appropriate support consistent with public safety/court mandates.
- JJI Programs provide a continuum of supportive community-based options available to justice involved youth ages 12 to 18 (17.5 at the time of referral) focusing on preventing re-arrest while engaging youth in promoting positive behaviors, healthy relationships, and problem-solving skills.
- 174 annual slots across five boroughs (72 Manhattan and Bronx, 72 Brooklyn and Queens, 30 Staten Island).

Program Purpose and Goals (Section 1.B.)

- Avoid the use of residential placement for youth who can be appropriately served in the community.
- Support youth compliance with probation terms and dispositional orders to avoid violations and encourage successful completion of probation.
- Serve youth and their families in their own neighborhoods.
- Improve individual and family functioning, including relationships between youth and their parents/caregivers.
- Reduce recidivism, truancy, substance use, curfew non-compliance, and other youth-specific maladaptive behaviors.
- Improve school performance.
- Ensure a successful transition for youth from placement back to home or alternative placement to probation.
- Reduce the number of youth in residential placement facilities and reduce the amount of time in placement for those in ACS non-secure or limited secure placement.

Service Areas

Competition Pools (Borough(s) Served)	Interventions	Point in Time Slots	Youth Served Annually	Maximum Annual Budget
Bronx and Manhattan	MST-Psych and MST	36 (20 MST; 16 MST-Psych)	72 (32 MST-Psych & 40 MST)	$2,286,956
Brooklyn and Queens	MST-Psych and MST	36 (20 MST; 16 MST-Psych)	72 (32 MST-Psych & 40 MST)	$2,286,956
Staten Island	MST	15 MST	30	$940,530
TOTALS		**87** (40 MST; 32 MST-Psych)	**174** (64 MST-Psych & 110 MST)	**$5,514,442**

Alternative to Placement and Aftercare Services RFP Evaluation Criteria

Evaluation Criteria is as follows:

A.	Experience	20%
B.	Target Population	10%
C.	Program Model and Approach	25%
D.	Staff Qualifications and Training	15%
E.	Program Locations, Accessibility, and Inclusivity Standards	10%
F.	Monitoring, Quality Assurance, and Reporting	10%
G.	Budget Management	10%

Proposer must answer all required questions and upload all required attachments!

A. Experience (20%)

- ACS is looking for experienced MST providers to supervise court-involved youth.
- Experienced in engaging youth with behavioral challenges including the connection to other community resources that provide pro-social activities and educational/vocational support.
- Working with families that experience poverty, racial inequities, mental health challenges, housing instability, domestic violence, substance misuse, and family conflict.
- Program development, implementation, data collection, monitoring, and continuous quality improvement.
- Documentation:
  - Proof of Experience Form which provides the proposer's three or more years of experience within the past five years working with youth offenders and their families and successfully implementing MST services.
  - Letter from MST Services, the model developer, that confirms the proposer is licensed in the model and includes date of licensure.

B. Target Population (10%)

- Youth with an active delinquency case in Family Court and at risk of out-of-home placement—as indicated by an Exploration of Alternative (EOA) by the Court—in any of the five boroughs.
- Youth needing Aftercare Services from Close to Home (CTH) Non-Secure Placement and Limited-Secure Placement.
- Youth 12-18 (17.5 at the time of referral) years-old mandated to an ATP program by the Family Court or needing aftercare services from Close to Home.
- May present with behavioral challenges, substance misuse, conduct disorder, and antisocial, and/or criminal behavior.

C. Program Model and Approach (25%)

- ACS is seeking experienced providers to effectively deliver Multisystemic Therapy (MST) and Multisystemic Therapy Psychiatric (MST Psych).
- MST Psych/MST Combination programs with requirement for separate team for each.
- Initiate contact within 48 hours of court mandate (no reject).
- Administer a course of MST treatment to each youth and family for a minimum of six months.
- Be available 24 hours a day; seven days a week. Therapeutic sessions to be held a minimum of two times per week.
- Provide prompt, targeted, effective, time-limited, model adherent services that directly address the challenges and needs of youth and family served under this intervention.

C. Program Model and Approach (25%)

- Provide services that facilitate strengthened youth and family functioning and improved outcomes in key areas, including school performance, mental health, and justice system involvement.
- Design a comprehensive incentive program that motivates youth to meet the expectations of the court, the Department of Probation, Close to Home worker, parent/caregivers, or other.
- Provide communication with court and stakeholders.
- Establish relationships with community-based organizations that can provide youth with pro-social activities, including educational support and/or tutoring
- Documentation:
  - Life of a Case: A document that describes a case from beginning to end including, but not limited to the case acceptance process, initial and ongoing engagement of youth and caregivers, supervision activities, communication and collaboration with court stakeholders, service referrals, case closure, and post-closing supports.
  - Implementation Timeline: A timeline with activities that will be undertaken in the first year of the contract including, but not limited to hiring and training staff, implementing program components, and quality assurance.

D. Staff Qualifications and Training (15%)

- Staff experienced in working with youth and juvenile justice system.
- Fluent in language and languages spoken by participating youth/family.
- Knowledge of community-based resources.
- Ability to attract and retain staff = ability to serve youth.
- Required positions (Program Director, Therapists, Educational/Resource Specialist/Crisis Worker).
- Increased minimum salaries for therapists.
- Training requirements.
- Documentation:
  - A hiring and onboarding business process (with timelines) from the point of identifying the need to hire, to creating and posting a job description, and through initial onboarding trainings (including trainings provided by ACS, as well as required by MST.)

E. Program Locations, Accessibility, and Inclusivity Standards (10%)

- Maintain a central office in one or both boroughs proposing to serve, such office should be accessible by public transportation in under 30 minutes.
- Connection to other community-based programs/resources.
- Ability to communicate with and remain sensitive to the specific cultural needs of families in proposed borough.
- Address racial inequities within the community and proposed organization.

F. Monitoring, Quality Assurance, and Reporting (10%)

- Maintain and analyze individual and program performance data for reporting to ACS and stakeholders.
- Outcomes related to overall program goals and strategies for improvement are regularly assessed.
- ACS will partner with providers to identify concrete outcomes, benchmarks, and associated timelines.
- Year 2 – Option to re-allocate slots based on performance in reaching identified service targets.
- Reporting requirements.

G. Budget Management (10%)

- Competition Pools:
  - Brooklyn and Queens ($2,286,956 annually)
  - Manhattan and the Bronx ($2,286,956 annually)
  - Staten Island ($940,530 annually)
- Submit both a line-item reimbursement budget and narrative for annual costs.
- First year budget may include non-recurring “start-up” costs incurred during the first 60 days of the program.
- Documentation:
  - Proposal Budget Template

Alternative to Placement and Aftercare Services RFP
Pre-Proposal Conference

Questions and Answers

Division of Youth and Family Justice

Office of Procurement

Questions and Answers

- To ask a question, please click the '**Raise Hand**' button in your Webex session. 
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- You will need to click the button to '**Accept Request to Unmute'**.
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  - put yourself back on mute and
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For Attendees who have accessed Webex only by phone, you can raise your hand by pressing *3 and unmute/mute with *6



Thank you for attending!

RFP Mailbox:

ATP-RFP@acs.nyc.gov

Proposal Due Date: November 23, 2026, no later than 2:00 p.m.