



ADDENDUM

RFI: STATEWIDE CPR, FIRST AID AND AED INSTRUCTOR TRAINING AND CERTIFICATION

Addendum Number: 2

Date Issued: February 11, 2022

Summary: Additional Responses to Questions

Due to a missed question timely received, we are issuing Addendum 2 with the **third question** added with the response and providing an extension of the due date to Wednesday, February 16, by 2 pm for any vendors that need to review the responses and create or modify their RFI response.

If you are submitting a modified response, please indicate in the email subject line "Updated RFI Response Form" and provide the **updated RFI Response Form**.

Thank you for your additional consideration as we want to ensure every vendor receives sufficient info and time to submit a response.

Q1. The RFI mentions contracting with three organizations (ARC, AHA, NSC) currently for this service, can I get the contract numbers and expiration date for those agreements?

A1. There may be a few contracts, but for the most part these services are purchased separately by each of the 13 OPWDD District Offices on an as needed basis. FOIL requests can be submitted to foil.requests@opwdd.ny.gov.

Q2. Do you have a total value or spend through those contracts available?

A2. FOIL requests can be submitted to foil.requests@opwdd.ny.gov. Please review the RFI Purpose and Background for OPWDD anticipated volume of services.

Q3. On question 1: What do you recommend as far as certification in CPR, First Aid, and AED? Please clarify - what do we recommend about it?

A3. Your response would be feedback to the Purpose and responding to the bulleted goals as pasted below.

Purpose

The New York State Office for People With Developmental Disabilities (OPWDD) is seeking information and collecting input from interested parties regarding the preparation of a Request for Proposals (RFP) for Statewide CPR, First Aid and AED Instructor Training and Certification. OPWDD is seeking one (1) vendor to provide **statewide services** including new Instructor training and certification, Instructor recertification training, and certification and recertification of OPWDD employees trained by OPWDD Instructors. The vendor would provide training, curriculum, course materials, certification eCards, and support. Only new OPWDD employees hired to be Instructors will require new Instructor training. Instructor training requirements include up to 50 new Instructor certifications statewide for year 1, approximately 30 per year for years 2 through 5, and the remaining Instructors will require ongoing recertification as their certifications expire.

OPWDD's goals in issuing this RFI are to:

- Gather information from potential vendors in establishing a **statewide solution** for CPR, First Aid and AED Instructor training and certification to be provided by one (1) vendor.
- Elicit ideas and/or recommendations on how to structure an RFP encompassing needed services.
- Identify potential challenges and/or roadblocks related to OPWDD's requirements.