

**NEW YORK STATE
DEPARTMENT OF AGRICULTURE AND MARKETS**

REQUEST FOR PROPOSALS

for

Program Administrator

for the

Socially and Economically Disadvantaged Farmers Competitive Grant Program

RFP0288

Addendum 1

(Issued February 1, 2023)

Section 1.4, RFP Timeline, is revised to read as follows:

1.4 RFP TIMELINE

The following timetable is established for this RFP and is subject to change. The Department may extend the due date for proposals by issuance of addenda to this RFP. Prior to submitting a proposal, respondents should check the NY State Contract Reporter website (<https://www.nyscr.ny.gov>) to confirm the issuance of addenda relating to the RFP schedule. Respondents are responsible for keeping informed of any changes in the schedule.

RFP Publication in the Contract Reporter	January 26, 2023
Deadline to Register for Pre-Proposal Conference	February 9, 2023, 3:00 p.m.
Pre-Proposal Conference (attendance optional)	February 10, 2023, 10:00 a.m. – 11:00 a.m.
Deadline for Submission of Questions	February 14, 2023
Final Questions and Answers Posted	February 21, 2023
Deadline for Proposals	February 28, 2023, by 3:00 p.m. (local time)

A new Section 1.7 is added to read as follows:

1.7 OPTIONAL PRE-PROPOSAL CONFERENCE

The Department will hold an optional pre-proposal conference via WebEx Webinar. The purpose of this conference is to brief potential respondents on the purpose of the RFP and answer questions that interested parties may have regarding the RFP.

Questions and answers from this conference will be posted on the Department’s website by February 21, 2023.

Interested parties shall notify the Department by 3:00 p.m., local time, on February 9, 2023 of their intent to participate in the conference by email to Amanda Shultz or Ryan von Linden at procurement.info@agriculture.ny.gov. Please list “Bidders Conference RFP0288 – PROGRAM ADMINISTRATOR FOR THE SOCIALLY AND ECONOMICALLY DISADVANTAGED FARMERS COMPETITIVE GRANT PROGRAM” in the subject line. Interested parties will receive a link to the Webinar upon the Department’s receipt of a notice of intent to participate.