

**Questions and Answers Summary for MW 24-027  
(Project Manager for NYSED Dyslexia and Dysgraphia Task Force)**

- 1. My firm is interested in responding to NYSED's recently posted RFQ (MW 24-027) to project-manage the Dyslexia and Dysgraphia Task Force. We are a woman-owned enterprise, but we are not currently certified as an MWBE with the State of New York. Would the MWBE certification process need to be complete by the time we submit our response in order for our firm to be considered?**

**Answer:** Correct. M/WBEs must be certified by New York State (Empire State Development) to have their proposals considered.

- 2. We are Pennsylvania Based Small Business. Would like to be participant for current and ongoing resource supply and bid proposals/RFP. We are not sure at this moment how to proceed so seeking your kind guidance.**

**Answer:** M/WBEs must be certified by New York State / Empire Development Corp. to submit a proposal in response to NYSED's Request for Quotes MW 24-027. If you would like to pursue similar opportunities in New York in the future, use this link for [Empire State Development](#) for information on becoming certified.

- 3. We are looking to get more information as to how to bid on Project Manager for Dyslexia and Dysgraphia Task Force Agency: Education, NYS Dept. of Division: Bureau of Fiscal Management Contract Number: MW 24-027.**

**Answer:** MW 24-027 is posted on the [New York State Contract Reporter](#) website and on the [P-12 Competitive Procurement Contracts](#) website. NYSED is seeking quotes/proposals from state-certified M/WBEs to serve as Project Manager for the Dyslexia and Dysgraphia Task Force. See the bulleted list to address in your proposal.

- 4. Can you provide anymore guidance on the budget for this project?**

**Answer:** No. It is up to the applicant to determine what services will cost. The proposed cost will be factored as part of the award decision.

- 5. Will NYSED have a graphic designer for the project documents and web design, or is one of the areas of expertise required of the vendor?**

**Answer:** The vendor must provide a graphic designer. NYSED can assist with finding a graphic designer. NYSED will handle the web design aspect.

- 6. What is the expected participant size of the task force?**

**Answer:** There are 43 members of the task force.

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7. Has the schedule of Task Force and subcommittee meetings been set? Should we assume those meetings are virtual?

**Answer:** Yes, the meetings have been set and are virtual. The meetings are as follows:

September 11, 2024: 2:00pm-4:00pm

October 8, 2024: 1:30pm-3:30pm

November 7, 2024: 1:00pm-3:00pm

The Task Force might need to schedule additional meetings as the report due date approaches.

8. Does NYSED have a preferred graphic design for the final report? Should the MWBE vendor budget for the graphic design of the report?

**Answer:** The MWBE vendor should budget for the graphic design of the report. NYSED can assist with finding a graphic designer.

9. Is the MWBE vendor expected to have a role in planning the public hearings?

**Answer:** The MWBE vendor is expected to conduct a qualitative analysis on the public hearing oral and written testimony. The MBWE vendor is expected to include a summary of the findings in the report.

10. Have the members of the Task Force already been selected?

**Answer:** Yes. Members of the Task Force have already been selected.