

**New York State Division of the Budget
Management Consulting Services RFP**

AMENDMENT 1

Issued December 19, 2024

1. The schedule on page 1 is hereby deleted and replaced with the following:

Date	Event
Monday, December 2, 2024	Issuance of Request for Proposals
Thursday, December 12, 2024 by 12:00 PM ET	Firm Inquiries Due
Tuesday, December 17, 2024	Division's Response to Firm Inquiries
Friday, January 3, 2025 by 12:00 PM ET	Proposal Submission Deadline
Week of January 20, 2025	Anticipated Finalist Interviews
January through February 2025	Proposal Evaluation and Selection
Early March 2025	Anticipated Contract Start Date

2. Section 1.5 – Minimum Qualifications Requirements, the second paragraph is hereby deleted and replaced with the following:

The Firm shall have completed a major project involving the services described in Section 1.2 of this RFP for a Fortune 100 company, a federal government agency or state comparable in spending as New York State or a major metropolitan city within such states. For this purpose, the Division considers states comparable to NYS to include California, Texas, Florida, Pennsylvania, Illinois, Ohio, Michigan, New Jersey, North Carolina, Washington, Georgia, and Massachusetts. In addition, the Division considers the major metropolitan cities within such states to be:

- New York City, NY
- Los Angeles, CA
- Chicago, IL
- Houston, TX
- Washington, DC
- Atlanta, GA
- Miami, FL
- Seattle, WA
- Philadelphia, PA.

3. Section 2.1.C – Documentation Demonstrating Satisfaction of Minimum Qualifications is hereby deleted and replaced with the following:

In this section, the Firm should describe the project engagements they are putting forward to satisfy the Minimum Firm Qualifications defined in Section 1.5 of this RFP. To satisfy this requirement, Firms must briefly describe:

- 1) The scope and specific services and deliverables provided during the engagement(s)
 - 2) The entity(s) for which the services and deliverables were provided
 - 3) The total cost of the engagement(s)
 - 4) The outcome of the engagement(s)
4. Section 2.1.E – Reference Letters is hereby relabeled Section 2.1.F. – Reference Letters.
 5. Section 2.5.3 is hereby deleted and replaced with the following:
 3. A complete package (Technical, Cost, and Administrative Proposals) must be received by **12:00 P.M. ET on Friday, January 3, 2025.**

Except as noted above all other terms and conditions of this RFP remain unchanged.