

**Emergency Solutions Grants Program  
City of Rochester and Monroe County Request for Proposals  
Questions & Answers Post  
March 12, 2015 Bidders Informational Meeting**

**UPDATE regarding Additional information that required with all proposals**

**IRS FORM W-9**

In order to meet IRS regulations, the City vendor file must be based on information contained in **IRS Form W-9**.

This information is required for every individual and business with which the City does business. Verification of a correct IRS Form W-9 requires two pieces of information:

- The IRS W-9 form correctly completed  
and *either*
  1. A copy of IRS Form SS-4 EIN Assignment Letter  
or
  2. The IRS Form 147C – The vendor supplies this form only if they do not have a copy of IRS Form SS-4 EIN Assignment Letter. The IRS Form 147C can be obtained by contacting the IRS at 1-800-829-4933.

**REMINDER regarding CAGE AND DUNS Numbers for grant requested exceeding \$25,000**

**CAGE NUMBER**

Your organization may already have a CAGE number if it receives federal funds. Check with the finance department. A unique CAGE number may be obtained at [www.sam.gov](http://www.sam.gov). Your organization's DUNS number will be required for requesting a CAGE number.

**CLARIFICATION regarding definitions of special populations as indicated in the RFP document**

**SPECIAL POPULATIONS**

For the purposes of the ESG program, only runaway youth and victims of domestic violence are to be considered as special populations.

**Additional points of interest from the 3/12/2015 Bidders Information Meeting**

1. Q. What is the FY 2015-16 HUD ESG allocation for City of Rochester and Monroe County?
  - A. The City of Rochester will receive \$709,872 and Monroe County will receive \$147,425 for a total available funding pool of \$857,297. This award represents a slight increase in funding over the previous fiscal year award of \$801,147. This amount includes funding retained by the City and County for annual ESG administration.
2. Q. Are specific dollar amounts of the aforementioned total (City/County) allocation targeted or tied to the specific service categories being requested?
  - A. No predetermined amounts have been assigned to the service categories in the RFP.