



Governor's Office of Employee Relations

ANDREW M. CUOMO
Governor

MICHAEL N. VOLFORTE
Director

August 28, 2020

Dear Potential Bidder:

The New York State Governor's Office of Employee Relations (GOER) is soliciting proposals for the services of a Third-Party Administrator (TPA) of NYS-Ride, a qualified transportation fringe benefit (QTB) authorized by Internal Revenue Code Section 132(f).

The RFP proposal requirements and guidelines are available through the Governor's Office of Employee Relations website at <https://goer.ny.gov/vendor-information-page>. The selected contractor will be responsible for implementing all systems necessary to provide a QTB plan to eligible NYS employees.

A bidder's conference will not be held. A bid review committee will evaluate all bids submitted in response to this RFP that are received by 4:00 PM ET on October 15, 2020. An intent to bid form will not be required. The term of the contract will be defined in the Contract Agreement but is anticipated to begin January 1, 2021, and end on December 31, 2024 with two optional one-year renewals. We anticipate the selected vendor will be notified in December of 2020.

If you decide not to submit a proposal, we would greatly appreciate a brief written explanation of your reasons. Please forward this information to Kasey.Currier@goer.ny.gov. We are required to provide these explanations to the Office of the State Comptroller as part of the competitive bid process.

Thank you for your interest in this project.

Sincerely,

Kasey Currier
NYS-Ride Program Manager