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FINAL QUESTIONS & ANSWERS

To: Interested Applicants

From: Carol Domingo, Manager 
Contracts Management Division

SUBJECT: ADDITIONAL QUESTIONS AND ANSWERS FOR WORKFORCE INVESTMENT ACT (WIA) ADULT AND DISLOCATED WORKER REQUEST FOR PROPOSAL

The following additional questions have been submitted to Community and Senior Services regarding the WIA Adult and Dislocated Worker Request for Proposal (RFP).

1.0 FORMAT/PROPOSAL SUBMISSION

1.1 Q: Appendix F, Exhibit 5, "Budget Forms Adult and Dislocated Worker Program": The subject form for completion blocks out the months of July, August and September thereby leaving the remaining nine (9) months, October – June, for completion. Is the RFP requesting a nine (9) month budget summary from October – June, or a twelve (12) month budget from July – June? If a 12 month budget is required, can we modify the form on our end and complete as appropriate?

A: The budget should be for a twelve (12) month period, not nine (9) months. The budget form will be corrected and posted as an addendum on the website. In the meantime, you may change the form so that you can fill in the entire 12-month period.

1.2 Q: Appendix F, Exhibit 3, "Contractor Responsibility Ordinance Questionnaire," Page 6, which contains the "Certification Under Penalty of Perjury" section that requires a signature and date. Currently, the form reads "...Executed this _____ day of _____, 2007 at _____, California." Is it permissible to change "2007" to "2008" and change "California" to reflect the actual name of the state in which the form is signed?

A: This section on the form should read "2008" not "2007." CSS will revise the form and post as an addendum online. In the meantime, you may change the form to reflect "2008" and the correct State.

- 1.3 Q: Refer to RFP, page 40, Section 6.9.8, Section C (B.1.j.k.l.). Question (j) requires completion of a budget narrative as part of RFP Exhibit 6. Also contained in (J) are five (5) separate questions to explain how funds will support Center services to clients. Are responses to the five (5) questions part of the budget narrative requirements? Also, budget questions are asked under (k) and (l). Are responses to these questions also part of the Budget Narrative Response on Exhibit 6?

A: Yes, the questions contained in (j) are required as part of the Exhibit 6, Budget Narrative, as well as the questions in section (k) and (l).

2.0 PROGRAMMATIC ISSUES

- 2.1 Q: The RFP requests that proposers “List of all PUBLIC ENTITIES for which the proposer has provided Employment and Training Services. Use additional sheets if necessary;” and “List of all NON-PUBLIC ENTITIES for which the proposer has provided Employment and Training Services. Use additional sheets if necessary.” Can you please provide clarification on the distinction between “Public” and “Non-Public” entities? Can you also provide examples in making such distinctions? (Reference RFP page 36, Section C (3 a.b.), Appendices U-1 and U-2)

A: Public entities include municipalities, and other units of government. Non-public entities are private for profit companies, and private non-profit agencies such as those incorporated as a 501c3.

- 2.2 Q: Do the enrollments that we reflect in the matrix under Work Experience and each of the Training categories have to be paid by this contract, or can the actual tuition or payment be leveraged from other resources? For example, would we reflect TAA co-enrollments under ITA's even though EDD is paying all training costs and no training funds from the proposed WIA budget would be used? (Reference Appendix E, Exhibit B – WIA Performance Indicators – Program Service Components – II Total WIA Cumulative Enrollments in Program Service Components)

A: The costs for any part of the services provided to a participant enrolled in the WIA program can be paid for from leveraged funds other than WIA; presumably WIA shares some of the costs. These leveraged resources would also be documented in the Resource Sharing Agreements required for the WorkSource Center and its partners, which contribute toward the operation of the Center.