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Notice: Request for Proposals

ADW SERVICES RFP

**RE-ENTRY
DISABILITIES
ONE-STOP NORTH
ONE-STOP SOUTH**

RFP Questions and Answers

**Publication of Proposal
February 27, 2015**

**Submission of Proposal Deadline
April 7, 2015 12:00pm**

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Questions and Answers

Question 1: Can you please tell me how to submit the SOQ?

Answer 1: The SOQ is the only form that may be submitted electronically. No faxes, mailed, or hand-delivered submissions will be accepted. Please submit the completed SOQ to: soq@snvwc.org. The SOQ is due by: **March 13, 2015 by 5:00pm.**

Question 2: There was mention in the RFP, a consortium, joint venture, or collaboration of organizations with complementary skills and experience would be permitted to respond to the RFP. If NHA were to partner with another provider, and the other partner is the fiscal agent, would NHA only be providing Case Managers? How would that look?

Answer 2: The roles of partners would need to be jointly determined by the members of the partnership.

Question 3: In the proposal, it states they will be evaluated by impartial evaluators and scored using a scoring rubric. It also states they will be scored based on an assessment by the committee, but proposals determined to be most advantageous to the Local Workforce Development Area per the discretion of WC's Executive Director as well as overall costs and other factors may be considered in this determination, including illustration of the most comprehensive range of services for the target population. How is this impartial?

Answer 3: In order to be considered for funding, proposals must make a minimum score of 75 as determined by impartial evaluators.

Question 4: If we were to partner with another organization, how would the funding be determined?

Answer 4: The fiscal agent would be awarded a contract and there could be sub-contracts built into the budget that provide funding to the partners for the services they provide. Sub-contracts are not required. Partners may contribute resources without an expectation of reimbursement.

Question 5: If 2 incumbent providers were to partner with each other, would it be possible for each provider service the population as a whole, but split services based on specialty?

Answer 5: The roles of partners would need to be jointly determined by the members of the partnership.

Question 6: Can a One stop affiliate have a location in more than one zip code as long as it is listed above? For example, one in Henderson and Las Vegas to provide greater coverage area?

Answer 6: No, there must be one location which would be designated as the One Stop Affiliate Site in the service area identified in the RFP.

Question 7: Although there is a designated one stop affiliated site is the funded partner able to have seated case managers at the home office to provide greater convenient coverage as long as it is servicing participants from the designated zip codes.

Answer 7: No, the One Stop Affiliate Site must be located in the service area identified in the RFP and staff must deliver services from this location.

Question 8: Who should fill out the Funder Evaluation Form if WIA/WIOA is our only funder for our employment program?

Answer 8: If your organization has had funds from WC for the last two complete program years (Program Years 2012 and 2013) WC will complete the Funder Evaluation Form. If your organization did not have funds from WC during this timeframe then another funding organization for a project of similar size and scope must complete the Funder Evaluation Form. Evaluations must be for projects the respondent has managed within the past two years for at least six months.

Question 9: Can you please confirm--Heather Desart stated in the Mandatory Bidders Conference that it didn't matter which sign in sheet we signed in on, just as long as we signed in.

Answer 9: Yes, this is correct.

Question 10: Section 5.4 WIOA Programmatic Elements, Follow Up Services of the Disability RFP states that "service provider shall follow up on the status of exited participants for a minimum of (1) year to determine if the services were successful and if the participant remains employed." Can you please clarify on the word 'exited.' Is that referring to when a participant is initially entered into the "Follow Up" status in NV Trac due to becoming successfully employed (like our current program where we follow along with the candidate for a year)? Or, is this a new strategy where the service provider follows along with the candidate for an additional year after we have already completed the first year of follow up after entering employment?

Answer10: An "exit" is defined as a participant who has not received a WIA funded or partner service for 90 consecutive days.

Question 11: Section 7.2.6 Performance Management in the Disability RFP asks: "Describe your exit strategy to ensure participants will achieve required performance measures." Can you please clarify 'exit strategy.' Is this the same point in time when a candidate is entered into the Follow Up status in NV Trac?

Answer 11: An "exit" is defined as a participant who has not received a WIA funded or partner service for 90 consecutive days.

Question 12: Section 8.1.5 Training Expenditures in the Disability RFP states: WC will process all payments for OCC skills training, OJT training, customized training and incumbent worker training. Will there be a WC template for service providers to use or will we need to create one? What do you anticipate as the turnaround time on payments?

Answer 12: WC will provide standardized forms. Technical assistance will be provided upon contract execution.

Question 13: If we are submitting for multiple grants, are multiple SOQ's required to be submitted or is one submission sufficient for all grants?

Answer 13: One for all grants.

Question 14: Question regarding the Funder Evaluation Form: will we as the applicant have to submit to Workforce Connections directly requesting that they complete the form for us or will one be submitted automatically by WC?

Answer 14: WC will complete a Funder Evaluation Form for each organization who has had a contract from WC for the past two complete program years (PY12 and PY13).