

**Request for Proposals for WIOA Youth RFP#13210101**

**RFP Questions and Answers**

**May 24, 2021**

**Question 1:** Page 5 of the RFP states that the Board will establish a contract with the selected bidder with an anticipated one-year period that will begin on July 1, 2021 and end of September 30, 2021. The chart that follows also lists the year one contract as July 2021 – Sept 2021 and year two contract as Oct 2021 – September 2022.

Please confirm the dates of the year one contract.

**Answer 1:** The first year of the contract will have a term period of July 1, 2021 – the end of September 30, 2021. The contract, if it is successful, will be extended for 12 months beginning on October 1, 2021 – September 30, 2022. There is an allowance of 5 years (4 years and 3 months) for this contract.

**Question 2:** Page 5 – Section 3.2 Funds, Contract Term Period and Type - Year One Contract is defined as July 1, 2021 through September 30, 2021. Year Two Contract is defined as October 1, 2021 through September 30, 2022. Appendix 1 (p.25) states the total funding amount for the “2021 – 2022 Contract Year” will be \$425,000. Does that mean Year One or Year Two? / What time does that funding amount apply to?

**Answer 2:** The funding amount of \$425,000 is the total amount for a 12-month contract. The Board is trying to align the contract with the fiscal year October – September; therefore, the first year will be for the 3-month period – July 1, 2021 – September 30, 2022. The contract will be extended based on program outcome for a full 12-month period thereafter.

**Question 3:** Page 15 of the RFP requests a twelve (12) month budget. It was mentioned at the bid conference that we should also include a 2–3-month budget. Should we submit a three-month budget for July 1, 2021 – September 30, 2021 and a 12-month budget for October 1, 2021 – September 30, 2022?

**Answer 3:** Proposers are to submit a 3-month budget for the period of July 1, 2021 – September 30, 2022 and a 12-month budget. Proposers should develop their proposed budget for the cost of the 3-month period by pro-rating the amount of cost based on the 12-month \$425,000.00 estimated available WIOA Youth Funds. The 12-month budget should also be submitted based on the total \$425,000.00 available WIOA Youth Funds.

**Question 4:** Page 19, Section 8.2, items 6-7: Our organization is a national WIOA and workforce service provider operating more than 80 programs across the country. Are we allowed to provide a selection of program and fiscal monitoring reports for programs similar in size and scope to the proposed Heart of Texas program with the understanding we will provide three years of reports for each identified program?

**Answer 4:** Yes, proposers may submit similar type Youth Program monitoring reports.

**Question 5:** Page 19, Section 8.2, item 6. The RFP asks for TWC monitoring reports. If we are not a current TWC provider, should we provide reports from other workforce areas?

**Answer 1:** Yes, proposers may submit monitoring reports for similar type Youth Programs.

**Question 6:** Page 19, Section 8.2, item 7. Will an out of state contractor be assigned “less” points if they have not met 3-year history or performance in Texas?

**Answer 6:** Please provide similar WIOA performance history from the states in which the performance was generated.

**Question 7:** Page 22 of the RFP states that one cubicle is available in each center. Is additional space available upon request?

**Answer 7:** Yes, depending on need and space available.

**Question 8:** Please provide a listing of current WIOA Youth staff to include:

- a. Title
- b. Center location
- c. Salary range of position

**Answer 8:** There are currently 9 fully WIOA funded FTEs and 2 partially funded FTEs, bidders should propose their salaries for proposed positions.

**Question 9:** Please provide the current Work Experience local policy and/or max hours of a Work Experience per participant.

**Answer 9:** See attached.

**Question 10:** Please provide the current Supportive Services policy and/or funding cap.

**Answer 10:** See attached

**Question 11:** Please provide the current ITA policy and/or funding cap.

**Answer 11:** See attached

**Question 12:** Will staff have access to printers within the center location?

**Answer 12:** Yes.

**Question 13:** What is the anticipated number of Carry-over participants as of July 1, 2021 with breakout of ISY/OSY?

**Answer 13:** There are 81 active WIOA Youth cases, 41 ISY, 39 OSY, and 73 Follow Up cases.

**Question 14:** What is the anticipated number of participants in follow-up as of July 1, 2021 with breakout of ISY/OSY?

**Answer 14:** Approximately 73.

**Question 15:** Please provide the number of new youth participants enrolled from July 2019 – June 2020 with breakout of ISY/OSY.

**Answer 15:** There were 77 new enrollments from July 1, 2019 to June 30, 2020.

**Question 16:** Please provide performance outcomes from July 2019 – June 2020.

**Answer 16:**

**TWC Monthly Performance Report for June 2020, as published 8/7/202**

Measure	RANK	Status	% of Target	Target	Current Perf.	YTD Num	From	To
						YTD Den		
Employed/Enrolled Q2 Post Exit - Youth	5	Exceeding +P	111.72%	76.60%	85.58%	89	7/18	6/19
						104		
Employed Q4 Post Exit - Youth	11	Meeting MP	103.14%	81.60%	84.16%	85	1/18	12/18
						101		
Credential Rate - Youth	24	Not Meeting -P	80.73%	78.80%	63.33%	19	1/18	12/19
						30		

**Question 17:** Please provide the number of new youth participants enrolled from July 2020 – April 2021 with breakout of ISY/OSY.

**Answer 17:** 64.

**Question 18:** For the FY2021/PY20 year for WIOA Youth, is the funding amount for the year of \$425,000 inclusive of both Administrative costs and Participant Costs?

**Answer 18:** The funding amount is inclusive of all related costs including administrative and the participant costs.

**Question 19:** Can you give a break-out of active and follow-up caseloads by youth?

**Answer 19:** There are 81 active WIOA Youth cases, 41 ISY, 39 OSY, and 73 Follow Up cases.

**Question 20:** How many youth are active in OSTs, WEX, and OJT?

**Answer 20:** Approximately 3 youth are currently participating in Work Experience.

**Question 21:** What are the historical numbers of youth enrolled in OSTs and/or WEX?

**Answer 21:** Approximately 35.

**Question 22:** What types of credentials have youth typically earned in 19-20 and 20-21?

**Answer 22:** High School Diplomas and High School Equivalency Diplomas.

**Question 23:** Can you provide historical data on number of customers served by youth?

**Answer 23:** Around 175 Youth have been served annually including carry-in cases. The ISY/OSY ratio has been close to 50/50 since the state received the waiver.

**Question 24:** Are your centers currently fully open to walk-in customers? If not, what is the modified schedule?

**Answer 24:** We are currently not fully open; customers can schedule appointments for in person and curbside services. Customers can walk up and receive services depending on the availability of staff and space.

**Question 25:** Can you share some details as to why this RFP is coming out to support one quarter?

**Answer 25:** The Board is trying to align the contract with the fiscal year of October – September.

**Question 26:** What is the expected number of youth to serve in the next quarter?

**Answer 26:** There are 81 active WIOA Youth cases, 41 ISY, 39 OSY, and 73 Follow Up cases.

**Question 27:** Can you share the attendees and companies they represented from the Bid Conference?

**Answer 27:** No, we will not share the attendees and companies they represent

**Question 28:** Page 6 – Section 3.3 Background on WIOA - DOL granted a waiver reducing the expenditure requirements for OSY/ISY to 60/40%. Will that waiver still be in effect on July 1 at the time the new contract is granted? If so, how long is that waiver expected to be in effect?

**Answer 28:** Texas is one of the states granted a waiver to reduce the out of school expenditure minimum to 60% spent on Out of School Youth, to date there has not been any change in the waiver. Proposers may adhere to the 60% minimum at this point in the procurement. In addition, under WIOA, not less than 20 percent of local youth funds must be used to provide OSY and ISY with paid and unpaid work experiences

**Question 29:** Can you please provide enrollment goals for PY 2020 and 2021

**Answer 29:** There was not an express enrollment goal, the contractor is expected to serve 175 WIOA eligible youth.

**Question 30:** How many youth are currently enrolled and active in the program?

**Answer 30:** There are 81 active WIOA Youth cases, 41 ISY, 39 OSY, and 73 Follow Up cases.

**Question 31:** Will the provider be required to participate in the SEAL program and its what capacity/role?

**Answer 31:** Yes, the provider is expected to operate the program.

**Question 32:** Are there any other providers providing youth services to the Heart of Texas Workforce Solutions? Is so, what is the level of participation?

**Answer 32:** Yes, the One Stop Operator serves a small number of youth in ITA funded training.

**Question 33:** In Part 8 Narrative questions it states, flow charts, organizational charts and other diagrams requested may be attached to the proposal, is this in reference to attachments requested by the board? or in response to a question, Is the bidder allowed to include charts, graphics, tables etc. in the proposal as part of the Narrative?

**Answer 33:** There are some references to required attachments that need to be submitted in the required Sequence. Proposers may submit charts, graphics, tables, etc. that are relevant to the description in the response to the criteria question.

**Question 34:** Are any elements of the program currently being delivered in person and virtually? If so, what technology platform is used?

**Answer 34:** Services are currently being delivered virtually and in person. The Board does not currently provide virtual platforms for the WIOA services provider.

**Question 35:** Is the Contractor the employer of record for work experience wages or is it the Board?

**Answer 35:** The contractor is the employer of record.

**Question 36:** Can the Board provide a current organizational chart along with number of positions and title?

**Answer 36:** There are currently 9 fully WIOA funded FTEs and 2 partially funded FTEs, bidders should propose their salaries and titles for proposed positions.

**Question 37:** How many physical locations in the WDA are expected to be staffed by the contractor?

**Answer 37:** The Board expects WIOA Youth services be provided/available to youth in all six counties of the WDA. There are no expectations that a Workforce center houses WIOA Youth services staff.

**Question 38:** Is the funding available for this RFP the total amount available for youth services in the Heart of Texas workforce area?

**Answer 38:** The funding available for the WIOA Youth Program is \$425,000.00 for the 12-month period.

**Question 39:** Does the current One Stop Contractor staff any WIOA Youth positions?

**Answer 39:** They have less than a .05 FTE.