

Q&A
Youth RFP
April 5, 2019

Questions submitted after the Bidders' Conference on March 20, 2019 and received by 4 p.m. on 4/4/19

1. I would like to submit the following questions pertaining to Page 21 of the amended RFP, Section 4.3 A.1.:
 - a. As a company with a large volume of contracts, will the Board allow for the required contracts list to be limited to projects directly related to Youth Services/Systems? **Yes. If you have a large volume of contracts, you can limit projects directly related to Youth Services/Systems.**
 - b. Due to our large volume of contracts (even with a Youth-limited scope), will the Board allow the contracts list to be provided as an attachment? **Yes**
2. WIOA requires expenditures of a minimum of 20% for work experience activities.
 - a. Can a bidder use WEX agreements to meet this requirement? **An agreement with the worksite is a recommended practice to outline responsibilities of all parties. The 20% minimum expenditure requirement is for wages and supervision or other costs associated with work experience activities.**
 - b. Does a WEX agreement include third-party payroll services so the bidder does NOT have to conduct HR/personnel functions to pay youth in paid work experience activities? **Yes, this could be included within agreement, and could be documented as in-kind costs.**
3. Can charts or graphs be oriented landscape format versus all portrait format? **This is up to the bidder.**
 - a. Can the graphs or charts be in color? **Yes, color is fine.**
4. Does Workforce Solutions Greater Dallas have an approved payroll vendor for WIOA young adult work experience similar to what was offered with the summer youth programs? **No, WFSDallas does not have an approved vendor for payroll for WIOA young adult work experience. Current contractor and future contractors must facilitate this service either through the bidding entity or a third party.**
 - a. If WFSDALLAS has an approved vendor, is that available to be used by contract service providers? **See above.**
5. Proposal Attachment N - in order to submit a complete proposal - do we need to provide a formal Board Resolution document (Form 2031)? **Form 2031 is not necessary as long as Attachment N is provided and properly approved.**
6. Is this a requirement for all groups to create an account for TWIST and WIT (before or after award?) **No. Both systems are required to manage programs, but will be assigned to successful bidder upon contract. Will there be an onboarding process explaining the purpose and usage of the sites? Yes, training is provided.**
7. Per the RFP, it is stated the WIOA funds are to be used for eligible youth ages 14-24, with a focus on Out of School Youth (OSY), and it requires that a minimum of 75% expenditures. Could we get an example of this to clarify our assumptions? If we anticipate that we will have 25 eligible students under the age of 25, and we request for \$100,000; does it mean that \$75,000 (75% or 19 students) needs to be spent on the category of OSY? **The 75% requirement is based on expenditures of the grant, not each contract. WIOA requires that the Board program 75% or more on services to OSY. With that emphasis, ISY is an exception in most workforce systems, and is usually dedicated to ongoing activity or labor market information.**
8. Building a Budget - will this contract be salary based or student milestone based? **Bidder may propose any of the options listed in the RFP, but the norm is cost reimbursement. Please see the directions in the RFP, page 11, which indicates the contract type and period.**