

One-Stop Operator Request for Procurement 2021 Questions and Answers

1. What is the available amount of funding for the initial 21 month period and annually thereafter?

This will be determined by the board. If you need a number, you will need to defer to the one-stop operator procurement committee.

2. Are bidders to submit one budget for the 21 month period and annual budgets for the additional two years?

No budget for the additional years is requested at this time. The additional two years will be determined between April 1, 2023 and June 30, 2023.

3. Is there a budget template bidders should utilize?

No. One can be provided if requested.

4. Is there a budget narrative template bidders should utilize?

No, there is not one provided.

5. Bidders are required to provide a detailed budget justification for operating and overhead costs. If a bidder has a federally approved indirect cost rate will that suffice as justification of overhead costs?

If indirect cost rate is used, include a breakdown of included costs and how the indirect will be applied.

6. Are there any costs that should be built into the budget for the use of space or supplies for the centers or are those provided by the Board?

The space at the centers will be paid through the cost sharing agreement with the core partners. Equipment and supplies will need to be supplied by the One-Stop Operator.

7. Should a bidder include computer equipment in the budget or would that be provided by the Board?

Computer equipment will not be provided. Equipment needed for the staff to carry out their duties are allowable expenses.

8. We understand the Executive Summary must be double spaced and the narrative response is limited to 18 pages. Is the narrative response required to be double spaced?

No

9. Have the two comprehensive One Stop Centers and the Affiliate One Stop location achieved One Stop Certification, and, if so, when does the certification expire?

Due to Covid-19, the center certifications have not been renewed and are currently expired.

1. Is this solicitation solely for One-Stop Operator, or does this include Business Services staffing provided by the OSO?

Business Services lead responsibilities are included in the One-Stop Operator procurement.

2. What is the current OSO staffing-does it include staffing each Resource Room in the comprehensive and affiliate centers?

It is not required that each center be staffed by One-Stop Operator, only that staff is located in at least one center as a central location.

3. Is the electronic copy of the audit separate from the 50 page limit?

The organization's audit will not be counted in page limits for this RFP.

4. If funding for this year is not available, what was the funding for the 20-21 year?

Funds for the One-Stop Operator are made available through local WIOA grant funds from the Department of Labor. The position was unfilled in the previous year and responsibilities were performed by existing staff.

5. Is it required to bid OSO out in order to meet the firewall requirement?

The One-Stop Operator procurement is not required due to firewall issues. It is required in the WIOA regulation.

6. Is there a specific budget form needed for submission?

There is no specific budget form required. However, one can be provided if it is requested.

7. Are there shared costs involved (rent/utilities/equipment) in development of the budget? What are those costs?

Rent and utilities at a local Workforce Center will be paid through WIOA infrastructure cost funds.

8. Are there other cost expectations, such computer purchase, cell phones, etc.?

These types of expenses will be dependent on the respondent's individual needs. Expenses required in order for the staff to carry out their duties are allowable.