

ADDENDUM NO. 1

TO: ALL VENDORS

FROM: Jason McGarry, Procurement/Contracts Administrator

SUBJECT: WIOA2019-04: WIOA OneStop Operator Services

DATE: March 13, 2019

This Addendum No. 1 modifies the Request for Proposal (RFP) only in the manner and to the extent as stated herein.

- 1. Could the BCDCOG provide an estimated funding level for the WIOA OneStop Operator for Program Year 19?**
 - Not at this time, but please refer to the WIOA Program Allotments for PY18 link <https://www.scworks.org/wioa.asp> for an estimate. Those figures would be minus administrative and other operational costs.
 - 2. Is there a page limit for the proposal? If so, how many pages?**
 - Yes, 40
 - 3. Is there a limit on the budget narrative? If so, how many pages?**
 - No
 - 4. What are the expected sections of the Business Plans or Business Plans for the Region?**
 - We will use TEGL 16-16 as the guide to for Business services expectations.
 - 5. What is the current staffing model of the One-Stop portion of the career center?**
 - It is up to the contractor to establish the appropriate staffing pattern based on the center's needs.
 - 6. Is there a business services representative as part of the One-Stop?**
 - The Business Service representative is currently a part of the Program services.
 - 7. Is there a budget allocated for the One-Stop Operator contract?**
 - No
 - 8. Is a fidelity bond needed for this contract? If so, what is the amount needed?**
 - No
 - 9. Where is the comprehensive One-Stop located?**
 - SC Works Charleston, 1930 Hanahan Road Suite 200, North Charleston
- Are there affiliate sites?**
- Yes, 2 affiliate sites at the present time.
- If so, how often should these sites be visited?**
- These centers should be staffed by the Operator during operation hours.
- 10. What is the estimated travel rotation to each affiliate site per month?**
 - We do not have this information.
 - 11. Who are the mandatory partners including technical colleges in the area?**

- Please see TEGL 16-16 and 19-16

12. Is the contractor responsible for purchasing office supplies?

- Yes

13. Will an office/cubicle space, phone, computer be provided?

- Yes

14. Do we need to submit an intent to bid on this project?

- No

15. Is there a bid conference for this project?

- No

16. Is the One-Stop provider expected to provide a staff member for the resource room? Or is this provided by the WIOA staff?

- The Operator provided functional supervision and the resource center is a part of this. Whereas the Wagner-Peyser staff provides coverage of the Resource Centers, the operator may need to provide coverage as needed.

17. Is there a specific budget template that must be used for this RFP response?

- Yes, See attached.

18. Please share the most recently completed PY performance including (at a minimum): # served at the one-stop (duplicated and unduplicated), # registered/enrolled in 1A & 1D, training participation /ITAs issued, job placement, wages , retention

- See attached Center Report

19. Does the Trident Workforce Area have a mobile unit?

- No

20. How does the Trident Workforce Area currently capture customer data?

- The current Operator tracks the information using their system.

21. In the RFP, information about current staffing by location is provided. Can you clarify the structure and that the positions provided in the RFP are all currently funded with WIOA Title 1 funds?

- The Operator of the Center is responsible for ensure the Centers (Comprehensive and affiliate) are staffed. The Operator positions are funded with WIOA funds based on the allocated amount.

22. The RFP provides information on expected performance; can you tell us how the region is currently performing against those standards?

- The Region is currently passing all Performance Measures.

OFFEROR SHALL ACKNOWLEDGE RECEIPT OF ADDENDUM NO. 1 IN THE SPACE PROVIDED BELOW AND RETURN WITH SUBMITTAL. FAILURE TO DO SO WILL SUBJECT PROPOSAL TO REJECTION.

Authorized Signature

Company

Date