

ADDENDUM NO. 1

TO: ALL VENDORS

FROM: Jason McGarry, Procurement/Contracts Administrator

SUBJECT: WIOA2022-02: Youth Program Provider

DATE: January 12, 2022

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

1. The RFP states 300 youth to be served. Is that between In-School and Out-of-School?
 - a. We did not stipulate; however, 75% of funds must be expended on out-of-school youth.
2. Who are the current service providers?
 - a. Eckerd Connects is the current service provider.
3. Could you provide the current program performance?
 - a.

WIOA TITLE I – YOUTH	Program Year 2020 Goal	Program Year 2021 Goal
Education or Training Activities or Employment in the 2 nd Quarter After Exit	82.10%	82.60%
Education or Training Activities or Employment in the 4 th Quarter After Exit	80.60%	81.10%
Median Earnings in the 2 nd Quarter After Exit	\$4,400	\$4,400
Credential Attainment Rate	68.10%	68.60%
Measurable Skill Gains	48.00%	49.00%

Other Performance Measures:

80% Obligation
70% Expenditure Rate
70% Priority of Service
30% Participant Cost Rate

4. What is the proposed allocation? Or current allocation?
 - a. The current allocation is \$618,213
5. Will you provide current staffing by job titles and salary ranges (for each center)?
 - a. The current Provider is the provider for the Adult, DW, and Youth programs. We cannot provide salary ranges; however, the current staff consists of an Area Manager, Program Manager, and six career coaches, 1 follow-up career coach, and 1 support staff. This varies from time to time.
6. How many carry-ins into the new contract do you project (those enrolled who would still need services after July 1)?
 - a. The projection is 75 – 100. This number is just a projection.

7. What were the supportive services costs for the program year?
 - a. Approximately \$10,000
8. How much was spent on OJT last year?
 - a. Approximately \$44,000
9. What was spent on training last year?
 - a. Approximately \$242,000
10. For Section VIII, Signature Requirements, as described on page 16, is there a specific form we should sign? Would adding a signature line and signing the Cover Sheet form suffice for this requirement?
 - a. There is no specific form and signing the Cover Sheet form will suffice for this requirement.
11. Other than a brief mention in the scoring rubric there is no description of budget requirements for the youth RFP. Should the MS Excel workbook titled "Trident WIOA RFP Blank Budget Forms Excel File" be submitted? Is that the only budget requirement for the youth RFP?
 - a. Yes, this is the only budget requirement for the RFP
12. What is the amount that will be potentially awarded to the contractor?
 - a. Proposed allocation depends on the allocations received from the Department of Labor (DOL) and SC Department of Employment and Workforce (SCDEW). The current allocation is \$618,213
13. The first paragraph of page 10 states: Bidders must submit proposals for - out-of-school youth, and a summer youth employment component under Work Experience programs. Is there currently a summer youth employment program? If so, can you please provide details of how this program is run?
 - a. The current provider work with other partners in offering Summer Youth Programs. This is part of the program design for Work Base Learning and part of the Youth 14 Elements under Work Experience.
14. The last paragraph of page 10 states that 35% of OSY must reside in the outlying areas. Is this 35% the same percentage of outlying area OSY currently being served?
 - a. Not sure I understand the question, but this is to ensure that out-of-school youth in the rural and outlying areas are provided services through WIOA. This would include all youth served during the program year, which includes carry-in from the previous program year.
15. Page 11, Employability Skills Training, states that "Any youth that will participate in a work experience or an on-the-job training activity, MUST receive 20 hours of Employability Skills Training prior to beginning the job to ensure the youth has the soft skills necessary to be "job-ready". If the contractor has an existing robust curriculum which has a demonstrated history of ensuring "job ready" prior to WEX placement, yet the curriculum is less than 20 hours, is this acceptable?
 - a. We will have to review the curriculum before determining it is acceptable. This will also need Local Board approval.
16. According to the RFP, the contract term is only for one year, with the potential for two consecutive one year-renewals (pg. 15). However, all youth are required to receive follow up services for 12 months following the program exit (pg. 9) and must be enrolled in the program for at least 18 months (pg. 11). Can you explain the timeline and deliverable expectations given the contract is only for one year (i.e. what are your expectations for follow up and enrollment in only 12 months, if the contract is not guaranteed?)

- a. The responsibility will go to whoever is the contractor. If a new contractor is selected, the new contractor will have those responsibilities.
17. When do you expect you will be making award notifications?
- a. Late February
18. Is office space provided for staff hired under this contract at the SC Works Services?
- a. If “yes,” how many staff can you accommodate at each location? Yes, and it depends. The current Youth contractor has 5 staff.
19. Is there a per participant cost cap like there is for some DOL grants?
- a. There is no per participant cost cap.
20. Do you have an estimate of the cost to become a global career development facilitator? Since this requirement is not necessary until after two years, how should we account for it in a 12-month budget?
- a. We do not have the cost as there are several providers of the training. Most of the time, it is a one-time upfront cost that can be budgeted during the program year. Also, once you have the cost, you can project it in the budget based on hiring needs.
21. Should our budget be for a period of 12 months and include start-up costs?
- a. Yes, for 12 months. WIOA do not cover start-up cost.

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