

Bucks County Workforce Development Board

Title I Q&A

1. Under the Program Narrative page limit of 15 pages, does the required listing of questions count toward that limit? If so, the repeating of questions will use several pages of the limit.

The proposal is limited to 15 pages. Please follow the instructions outlined in the RFP.

2. Just to clarify, there is no limit on attachments we can reference and include beyond the required attachments – only the guidance to “keep attachments to a minimum and to avoid including redundant documents”?

Your assumption is correct.

3. Will the proposal evaluation committee applying any kind of weighting system to the sections of the proposals? If yes, can those be shared?

The committee will create a scoring matrix that will be shared when the contract is awarded through the Bucks County Workforce Development Board. This matrix, and bidder scores, will be public record as part of the quarterly Workforce Development Board meeting in March of 2019.

4. Can you share the current funding amount for the WIOA Title I Services contract?

The current Title I contract was awarded at approximately \$1.2 Million

5. Should the WIOA Budget Summary be shown as a total 2-year amount without yearly breakouts?

The Adult / DW funding is award is annually from the state, therefore each year of the contract will be awarded as a standalone allocation. Please included a detailed breakout of each of the two years.

6. Is there a possibility that a Bidders Conference will be scheduled so that questions, such as the RSAB questions that follow, can be addressed in more detail?

We stated in the RFP process that we would allow for questions and publish answers to the Bucks Works website (www.bucksworks.org) no later than close of business, Friday, December 21, 2018. There will be no bidders conference scheduled.

7. Should the Career Wardrobe activity and staff person be included as a part of this proposal?

Each bidder should make an assessment of their overall strategy and incorporate those strategies in their proposal as it relates to staff and programs presented for proposal.

8. We have several questions related to the interaction between the WIOA Budget Summary and the RSAB contribution:

Should our proposed funding in support of the RSAB (assuming the 40-45% historical contribution) be distributed as part of the WIOA Budget line items (for example, our contribution to Front Desk Greeter will be shown under Payroll)? Or should our RSAB contribution be shown as a separate line item? Rent is another example – should we show as a Rent line item in our WIOA Budget or just show as part of our overall RSAB contribution?

All costs for RSAB Line items should be consolidated into one line item on the proposed budget.

As the One-Stop Operator is procured separately and on a different schedule, how should we display our contribution (assuming 40-45% of the \$26,342 for 2017) in support of that function?

All costs for RSAB Line items should be consolidated into one line item on the proposed budget.

On whose payroll will the staff of Site Administrator and Front Desk Greeter be included? Will Security be a contract where we will show our contribution as a Security Line Item on our budget? If so, who will procure the Security contractor?

The Site administrator is no longer a titled position within the PA CareerLink Bucks County system. That position is identified as the "CareerLink Director". The CareerLink Director and Front Desk Receptionist are accounted for under the one stop operator contract. Security Services identified as a RSAB cost are outsourced. All costs for RSAB Line items should be consolidated into one line item on the proposed budget.

Office Supplies in the WIOA Budget Summary are shown as "non-shared." Are we to assume that line items such as Postage and Printing are shared and covered as our contribution to the Postage and Printing line items in the RSAB?

That is correct.

Under the Outreach line item in the WIOA Budget Summary, should we assume that this item shows program-specific outreach while community outreach related to the whole PA CareerLink® Bucks County is covered by our RSAB contribution?

This is correct. That said, All representatives of the PACL system should have a base understanding of partner programs to ensure appropriate referrals.