Lancaster County Workforce Development Board

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*Valerie Hatfield, Director of Compliance*

**NOTICE TO PROPOSERS**

**Addendum #1 – July 15, 2022**

# Re: Request for Proposal #22-05-WIOA\_OSY

# **Workforce Innovation and Opportunity Act Title 1 Out of School Youth**

Lancaster County Workforce Development Board (LCWDB) hereby amends the above-noted Request for Proposal (RFP) as indicated herein. All other details of the RFP remain unchanged.

A pre-proposal conference was held on July 15, 2022 at 9:30am AM via Microsoft Teams. The following firms/agencies were represented at the meeting:

* Valerie Hatfield Lancaster County Workforce Development Board
* Carissa Pinkard Lancaster County Workforce Development Board
* Melissa Van Dorn Educational Data Systems, Inc
* David Genero Equus Workforce Solutions
* Robert Knight Equus Workforce Solutions
* Susan Foran Eckerd
* Faith Lex Educational Data Systems, Inc
* Caroline Hudak Eckerd
* Amanda Paveglio Lancaster-Lebanon IU13

Following is a list of questions asked at the pre-proposal conference or submitted in writing and the LCWDB’s response to each question. **The responses to these questions form an integral part of the RFP package and these responses may alter a Proposer’s responsibilities in submitting a proposal.** Where a conflict exists between these responses and information in the original RFP package, these responses shall prevail.

The following sections were referenced at the start of the pre-proposal meeting:

* In accordance with Section One, Clause 1.5, Proposers shall carefully review this RFP for defects, inconsistencies, or ambiguities. Comments concerning defects, inconsistencies, or ambiguities must be made in writing and received by the RFP’s point-of-contact (see cover page), at least ten (10) business days prior to the Proposal Deadline. This will allow for

the issuance of any necessary addenda. All questions must be in writing and directed to the support@lancastercountywib.com. This RFP cannot be modified except by a written

addendum issued by LCWDB. The decision on whether an addendum is required shall be made by LCWDB in its sole discretion. If an addendum is issued, it will be posted on the LCWDB website at <https://www.lancastercountywib.com/organizational-integrity/opportunities/>

* An addendum will be issued to respond to any and all questions and clarifications submitted and/or identified as needed by the LCWDB.
* Follow the instructions in Section 5, which will identify all the proposal submission requirements. Remember that requested changes to the terms and conditions are considered within the evaluation committee members scoring during the evaluation process.

**Question 1 – Prior-year contract amount**

Q: Can you disclose the PY21 Out of School Youth contract amount?

A: The PY21 WIOA OSY contract was $505,000. This amount included $165,000 specifically for work-based training including Individual Training accounts. ITA’s are **not** included in the PY22 WIOA Youth RFP.

**Question 2 – GED Goal**

Q: Can you clarify the 90% goal for GED completions?

A: Of those enrolled in a GED program, 90% will successfully complete.

**Question 3 – Subrecipient**

Q: In section 4, scope of work, the term Subrecipient is used. Can you confirm the context of “subrecipient”?

A: Subrecipient in this context is interchangeable with “Proposer”.

**Question 4 – Contract Term**

Q: Can you clarify the start and end dates of the Year 2 term?

A: Year One is November 1, 2022 to June 30, 2023 and Year Two is July 1, 2023 to June 30, 2024.

**Question 5 – Certifications**

Q: Can you give more context regarding item 5.3.1.6 All certifications required or sought after for the services being provided and how this differs from 5.4.1.9 Identify any related certification held by staff, if staff to be assigned are known, or your organization’s intent with respect to encouraging achievement of relevant certification.

A: 5.3.1.6 refers to any certifications held by the organization that is relevant to the scope of work. 5.4.1.9 refers to any certifications held specifically by staff.