Youth RFP Q and A for RFP 2020-003

1. It states the current operator is ResCare which isn't correct. Can they list the current operator and how long they've held the contract? (**Page 4, Paragraph 2**) 
   You are correct—this is an error. ResCare is not the current provider and the transition if needed would be with SER Jobs for Progress (this is public information).

   The length of their contract could be formally requested through an IPRA request.

2. States that 50% of the funds be spent on out of school youth - yet page 24 paragraph 1 states 75% of the funds be spent on out of school youth. WIOA policy is 75% - please clarify. (**Page 4, Paragraph 3**) 
   The regulation is 75% Out of School Youth and 25% In School Youth

3. Period of performance is listed as 2019 through September 30, 2021 which conflicts with page 6 which states 7/1/20 through 6/30/2021 (**Page 5, Paragraph 3**) 
   This should be 07/01/2020-06/30/2021

4. is there a time due date similar to the Adult RFP - 4pm MT? Or 5pm MT as stated in the One Stop Operator RFP? (**Page 6**) 
   4 PM MST

5. I'm not sure what the March 16, 2020 date references as the proposal due date is April 1, 2020? Should that date reflect April 1, 2020? (**Page 8, Paragraph 5**) 
   The date relates to when questions will close and then answers will follow within 48hrs.

6. Questions are due by March 16, 2020 but don't say when they will be answered? Is it possible to move that date sooner to allow time for answers and revision of proposals based on information provided in the answers? If proposals are due April 1st and questions are answered late in March that doesn't allow for much time to consider the answers and adjust proposals accordingly. (**Page 10, Paragraph 7**) 
   The date relates to when questions will close and then answers will follow within 48hrs. The date is firm.

7. Availability of funds references PY2019 twice in this section. (**Page 11, Paragraph 2**) 
   PY 2020

8. How much of the $925,000 will be allocated to the Youth Services provider based on the language that funds are to provide for the entire costs of operations including Board staff and support, fiscal agent and the One Stop Operator. Is there a required % for participant services? (**Page 11, Paragraph 2**)
This amount is approximate and subject to change. This will be negotiated in the contract phase.

9. References Program Year 2019 - should this be 2020? *(Page 48, Title)*

   Should be PY 2020

10. Will there be a bidder's conference? If not, will Bidders conference for One-Stop Operator answer questions for Youth RFP?

    No; but we will take questions until March 16, 2020.

11. Is there an expected staffing per office and satellite location?

    At minimum the same staffing as current provider at the locations established with Workforce Connections services.

    Santa Fe Office
    301 West DeVargas Street
    Santa Fe, NM 87501
    Phone: 505.827.7421
    Fax: 505.827.7421

    Santa Fe Community College
    6401 Richards Ave. (Room 204-2)
    Santa Fe, NM 87505
    Phone: 505.474.5025

    Farmington Office
    600 W. Arrington
    Farmington, NM 87402
    Phone: 505.327.6126 ext.12
    Fax: 505.326.6006

    Gallup Office
    705 Gurley Avenue - GH 1101
    Gallup, NM 87301
    Phone: 505.726.6336
    Fax: 505.726.6335

    Espanola Office
    319 Onate Street
    Espanola, NM 87532
    Phone: 505.470.7952
    Fax: 505.438.4813

    Taos Office
    1036 Salazar Road
    Taos, NM 87571
    Phone: 505.748.4219
    Fax: 505.438.4813

    Grants Office
    515 W. High Street Suite C
    Grants, NM 87020
    Phone: 505.285.2563

    Las Vegas Office
    833 Grand Avenue
    Las Vegas, NM 87701
    Phone: 505.425.6451
    Fax: 505.425.5275

    Farmington Office
    600 W. Arrington
    Farmington, NM 87402
    Phone: 505.327.6126 ext.12
    Fax: 505.326.6006

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1. Is a copy of the current organizational chart for the Youth Program available for potential bidders?

   Currently we have 1 provider for all three program and this organizational chart is available.
2. Would you be able to provide us with a list of positions and salary ranges for current and all jobs authorized for this program?  
   We do not have this information. You would have to request this from the current provider.

3. What is the number of case managers per location?  
   1-2 on average

4. Has the Board identified issues that require immediate attention? If so, are they related to:
   a. Budget
   b. Performance
   c. Compliance
   d. Is the Board or the contractor under a PIP regarding the Youth program?  
   e. Other
      Please clarify your question. We have the standard requests from one month to the other. We recently completed a cycle of audits to which no major findings were found.

5. Is a copy of the performance report for the last two years available?  
   Yes

6. When was the last time the Board or the State conducted a monitoring review of this contractor, and what were the results?  
   2020 concluded the monitoring—There are monitoring reports that are available.

7. Which are the physical locations throughout the ten-county area?  
   a. What is the office space? Depends on time of year, location, and contracts at time of year.
   b. The number of offices? 1-5 depends on location and program contracts
   c. Are conference rooms, computer rooms available to conduct orientations, job search, recruitment fairs, and job fairs? Yes—as scheduled with the Manager of each office.

8. Who is the current fiscal agent?  
   Zlotnick Laws & Associates
   1 Calle Medico | Santa Fe NM | 87505 | 505.982.3894v | 505.982.3818f |

9. What is the role and functions of the fiscal agent supporting the Youth program?  
   Process participant payments
10. Is there a limit to the indirect cost recovery rate?
   
   This is a negotiated rate during the negotiation phase to the winning bidder.

11. How many participants are enrolled per location? Depends situationally
   
   a. How many ISY/OSY per location? This must remain within the contract percentages

12. Who are the Youth partners in each location? (ie. ISD, Boys and Girls Scout Clubs, DARS, etc.)
   
   None at the current time. This is something needed as we move forward.

13. What system is in place to track case management and performance?
   
   WCOS & Future Works

14. Are you required to have physical files or electronic files per participant?
   
   Yes—both

15. What is the correct percentage of funding allocated to the OSY?
   
   The year round program is 75% OSY and 25% ISY.
   
   a. The RFP mentions three different percentages: 40%, 50%, 75%

**Priorities**

*Out of School Youth*- A minimum of 75 percent of the Youth funds allocated to States and local areas, except for the local area expenditures for administration, must be used to provide services to OSY.

*Work Experience*-- Not less than 20 percent of Youth funds allocated to the local area, except for the local area expenditures for administration, must be used to provide paid and unpaid work experiences.

*Focus on Partnership* --Co-enrollment encouraged where appropriate with Titles II and IV.