Mississippi Valley Workforce Development Board
Title I Youth and Young Adult RFP

August 5th, 2020

Questions and Answers

1. Is the $673,786 the full annual amount or the prorated amount that reflects the contract dates of September 17, 2020 – June 30, 2021?

   Response: The anticipated contract amount for the period of September 17th, 2020 - June 30th, 20201 is $502,252. This amount does not include any carryover funding that will be received. The reduction in available funding is due to the award of a temporary Youth contract for Youth services through September 17th, 20020.

2. Please confirm that we are to submit a budget to reflect the contract dates of September 17, 2020 – June 30, 2021.

   Response: Yes

3. The RFP states that the Board will keep a portion of the funding. Would we have access to the full $673,786 or will some of those funds be due back to the Board?

   Response: You will have full access to the amount of $502,252.

4. Please confirm that the "Effectiveness in Serving Employers" is a performance measure for Youth and not strictly for ADW. [We received some clarification from Nancy Thompson. Please let me know if we're still submitting this question.]

   Response: Effectiveness in Serving Employers is a performance measure that measures across all core programs and partners of the workforce system and includes the total number of establishments, as defined by the Bureau of Labor Statistics Quarterly Census of Earnings and Wages program that received a service or, if it is an ongoing activity, are continuing to receive a service or other assistance during the reporting period measured against other factors (employer penetration; repeat business). All service providers and partners have an impact on performance outcomes for Effectiveness in Serving Employers while this measure is not specific to a particular program.

   This measure includes services in the following categories;
   - Employer Information and Support Services
   - Workforce Recruitment Assistance
   - Engaged in Strategic Planning/Economic Development
   - Accessing Untapped Labor Pools

- Training Services
- Incumbent Worker Training Services
- Rapid Response/Business Downsizing Assistance
- Planning Layoff Response

5. May we truncate questions and can charts, graphics, question prompts, and tables be excluded from the 12-point typeface requirements?

   Response: Yes, these can be excluded from the 12-point typeface requirements.

6. What is the file size limit for email submissions?

   Response: 25MB.

7. What is the total number of youth/young adult participants to receive each of required program elements in the last complete program year?

   Response: Based on the Mississippi Valley LWDA, the following are based on the best available information and may reflect more than one program year. These numbers are based on 58 youth program participants.

   a. Tutoring, study skills training, instruction and evidence-based dropout prevention and recovery strategies. 0
   b. Alternative secondary school services, or dropout recovery services. 1
   c. Paid and unpaid work experiences. 26
   d. Occupational skills training. 31
   e. Education offered concurrently with and in the same context as workforce preparation activities and training for a specific occupation or occupational cluster.11
   f. Leadership development opportunities. 0
   g. Supportive services. 58
   h. Adult mentoring. 0
   i. Follow-up services. 38
   j. Comprehensive guidance and counseling. 58
   k. Financial literacy education. 5
   l. Entrepreneurial skills training. 0
   m. Services that provide labor market and employment information about in-demand industry sectors or occupations available in the local area. 58
   n. Activities that can help youth prepare for and transition to postsecondary education and training. 11

8. What are the anticipated carryover levels of youth and young adults for the beginning of the new contract period?

Response: 60-80

9. Does the bidder need to budget any cost for the use of the required state data management system?

   Response: No

   a. Is this system web based, or able to be accessed outside of the state network?

      Response: It is able to be accessed out of the state network. There is an expectation all staff providing case management have an iwd email account, however.

   b. Is the system used just for demographics and outcomes, or does it include forms and reports for ISS and progress?

      Response: The data management system is comprehensive and must have all demographics, ISS development and participant progress documented in the data management system. Forms, letters, case note templates, etc are provided through the case management system and can be generated from the system for maximum efficiency. All documentation should be uploaded into the system. Comprehensive use of the provided data management system is required.

   c. Are ISS/Plans and assessments completed within the state Case Management system or does the bidder complete these using their own forms and systems?

      Response: Standard forms and assessments are available through the data management system and any other board required forms may be used. Results are required to be entered and maintained in the data management system for comprehensive required reporting and oversight.

10. Should our cost proposal /budget be for the 10 months or for a full year?

    Response: Your cost proposal should be from September 17th, 2020 – June 30th, 2021.

11. Should our anticipated numbers enrolled be for the 10 months or a full year? (Program Design, p. 25 of RFP)

    Response: Your enrolled numbers should be from September 17, 2020 – June 30th, 2021

12. On page 14 of the RFP, it says that targets and percentages will be negotiated with the state at a later date; should bidders still submit projected outcomes for each indicator of performance? Are there minimum targets for DOL?

Response: State negotiated levels with the Department of Labor for the Youth program.

	PY20	PY21
Employment or Education Rate 2nd Quarter after Exit	73.0%	73.0%
Employment or Education Rate 4th Quarter after Exit	72.0%	72.0%
Median Earnings 2nd Quarter after Exit	$3,600	$3,600
Credential Attainment within 4 Quarters after Exit	59.0%	59.0%
Measurable Skill Gains	41.0%	41.0%

13. How is Employer Penetration Rate and Repeat Business Customer Rate measured?

Response: Employer Penetration Rate and Repeat Business Customer Rate are measured as required through the Departments of Labor, Education and Health and Human Services. These requirements and regulations can be found located in TEGL 10-16, Change 1 at https://wdr.doleta.gov/directives/corr_doc.cfm?DOCN=3255. Employer Penetration Rate and Repeat Business Customer Rate calculations can be found in Attachment 4 at https://wdr.doleta.gov/directives/attach/TEGL/TEGL_10-16-Change1_Attachment_4_Acc.pdf

14. What is the expected/typical caseload per Career Planner for active (unemployed) and unemployed individuals?

Response: Caseloads will vary depending on services provided and the needs of the customers. There are no required caseload sizes currently set by the board. Average caseloads vary; however, they tend to range between 20 - 35, or more.

15. What is the total number of Title 1 Youth and Young Adults served in FY 2019 for the area that is now MVWA?

Response: In FY2019, a total of 82 WIOA Title I Youth were served in what is now the Mississippi Valley Local Workforce Development Area.

16. What is the number of out of school youth/young adults currently enrolled in WIOA Title I services in the MVWA?

Response:PY20 (including carry-in) 14-Davenport area; 38-Burlington area: 52 total

17. What is the number of in school youth currently enrolled in WIOA Title I services in the MVWA?

Response: PY20 (including carry-in) 6-Davenport area; 2-Burlington area: 8 total

18. Is it allowable to speak with MWVA one-stop center staff during preparation of our proposal?

    Response: No

19. What is the current staffing by job titles and salaries?

    Response: We do not have access to this information as both of the previous service providers are no longer contractors of the board.