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| C:\Users\LANGWC\AppData\Local\Temp\1\wz3342\JFS_LogoFinals\JPEG\JFS_Logo_Color_Full_Horizontal.jpg  **Office of the Director:**  222 East Central Parkway  Cincinnati, OH  45202-1225 | **Board of Commissioners:**  Stephanie Summerow Dumas, Alicia Reece, Denise Driehaus  **County Administrator:** Jeffrey Aluotto  **Director:**  Michael Patton  **General Information:** (513) 946-1000  **General Information TDD:** (513) 946-1295  **Website:** [www.hcjfs.org](http://www.hcjfs.hamilton-co.org) |

January 26, 2022

**HCJFS REQUEST FOR PROPOSAL**

**RFP KB01-22R - Youth Employment Services (YEP)**

**ADDENDUM 3**

**Questions asked before RFP Conference on January 27, 2022**

**Q1.** Attachment A Cover sheet – on the submission checklist A & B has old dates – is it ok for us to update them?

1. **A new cover sheet and checklist are attached to the addendum with new dates. The new cover sheet/checklist reflecting the actual dates to the following:**

**A: Registered for RFP Process on or before January 27, 2022 noon EST**

**B: Proposal is submitted by 11:00 am EST on February 10, 2022**

**Q2.** Attachment A Cover sheet – E mentions responses to system and fiscal administration components section 2.2.2 are included (under section 2.2 of RFP package it says “reserved”, not sure if missing a section?)

1. **Section 2.2 is “Reserved”. The correct section for Fiscal and Administrative components is Section 2.8. A revised “Proposal Submission Checklist” is included.**

**Q3.** Attachment A-1 Program Component Checklist – has space for information on 13 questions, should it be 17?

1. **New Program Component Checklist (A-1) is attached to Addendum 3 and includes the revision to reflect 17 questions.**

**Q4.** The RFP mentions providing “wage subsidies” to employers, is there any **guidance** on providing wage subsidies that can be provided?

1. **We do not have guidance to provide on this front except to say that any such service proposed in your submission should make sense in the context of the fuller offering.**

**Q5:**   Are there any limits on the number of weeks of work experience an **individual** participant can have in a 12 month period?

**A.** **The RFP does not impose any such limits. Our hope is that providers can identify and propose a prudent balance between length of service, service types, service needs, volumes served, and available funds.**

**Q6:**  Is there a recommended number of weeks of work experience the county would like to see a participant obtain?

**A.** **There is not. We are eager for proposals to identify a duration that makes sense in general, and for each youth who engages in that service.**

**Q7:**  Are there any limits on the number of hours of work experience an individual participant can have in a 12 month period?

**A.** **Not directly, but we will rely on the selected provider(s) to maintain and document compliance with all relevant state/federal labor laws.**

**Q8**:  Page 8, #9 reads no less than fifty percent (45%) of costs reflecting actual monetary payments to participating youth  -- is it 50% or 45%?

1. **Please disregard the “fifty percent (45%)” requirement entirely. We are interested in efficient proposals that direct funds to youth, but want to provide as much room as possible for bidders to appropriately prioritize salaries for direct service staff, vocational training costs, supportive services, and other high-value service delivery costs.**

**Q9:**   Can we budget for supports for participants (e.g., bus fare, clothing for work)?

1. **Yes.** **Please do.**

**Q10**:  Can we budget for incentives for participants for meeting goals/performance?

**A.** **Yes. Please do.**

**Q11:**   Can we budget for costs related to obtaining training/industry recognized credentials or micro-credentials?

1. **Yes. Please do.**

**Q12:**  Is there a total number of youth HCJFS is looking to serve with this program?

1. **We have not identified a volume.  The community demand, service intensity, duration, and vendor engagement efforts are expected to determine that figure.  Our hope is to maximize youth participation, within the limits of available funds, and to the extent that volume reflects substantial work readiness gains for participating youth.**

**Q13:** Is the $5 million for 1st year only or does this include the renewal years as well?

1. **We are budgeting $5,000,000 for the first year.  Subsequent year budgets will be informed by the effectiveness of first year efforts.**

**Q14:** Can more information be provided on the mix of funding? As there may be different funding sources would this require multiple invoicing processes?

**A.** **We expect a single funding source, and are very unlikely to see more than two.  We will work to minimize administrative burdens for the selected vendor(s), within the limits of rule and law, throughout this contract.**

**Q15:** Is the proposal submission checklist to be included with the proposal as well?

1. **Yes**

**Q16:** What are the requirements regarding having a minor in the household if the individual is 18 years of age or older?

1. **There are none. Eligibility is not dependent on the age of household members, except that the participating individual must be within the eligible age limits**