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January 15, 2020

**HCJFS REQUEST FOR PROPOSAL
SUMMER YOUTH EMPLOYMENT PROGRAM (SYEP)
RFP SC10-19R**

ADDENDUM 2

Providers in attendance at RFP Conference:

CRC
Easter Seals TriState
Harbor

IKRON Corporation
Justice Works
Talbert House
Urban League of G.S.O.

Questions asked during RFP Conference:

Q1. Can incentives be included as a part of wage package?

A. They can, if they are substantial, tied to tangible results, and timely.

Q2. Can you limit number of youth served based on your proposal?

A. Yes.

Q3. How will we know if youth are in CCMEP?

A. The selected vendor will coordinate with the HCJFS contract manager to set up screening tools to determine suitability including cross-referrals of City SYEP youth and exclusion of CCMEP youth.



- Q4.** When will the online application go live?
- A.** We have not decided that yet. The timing will be determined based on a fuller communication and roll out plan, probably with early and preferential treatment of community partner referrals.
- Q5.** Is there a percentage cap on the indirect costs based on the actual costs?
- A.** Yes, no more than 15%.
- Q6.** Are WIOA CCMEP youth eligible?
- A.** No, CCMEP WIOA youth are not eligible for SYEP program
- Q7.** Are electronic signatures sufficient for paychecks?
- A.** Yes.
- Q8.** Is training a payable activity for youth?
- A.** Yes.
- Q9.** Do all youth need to be paid \$12.00 per hour, or can it vary by age?
- A.** All youth can be paid up to \$12.00 per hour.
- Q10.** For clarification, youth participating are not enrolled in CCMEP/participating in CCMEP to be eligible, but can be put in CCMEP after eligible?
- A.** That's a little complicated. WIOA/CCMEP youth can be enrolled under this contract. Youth included in a TANF CCMEP household can-not. Any summer youth participants can volunteer to participate in CCMEP upon completion of summer youth services.
- Q11.** How many youth have typically been served each summer?
- A.** This varies widely each year based on available funding. Our hope is to serve between 300 and 400 youth in 2020.



- Q12.** Is intent for agency to have youth connected with services until 9/30/20?
- A.** Not necessarily. Your service models may end services earlier, or stagger enrollments and exits for briefer periods. Just be clear about your timelines in your proposal.
- Q13.** Do we include program checklist with original proposal and all 8 copies of proposal?
- A.** Yes.
- Q14.** Is there an expectation of percentage of time spent in soft skills vs. career exploration?
- A.** No.
- Q15.** Section 1.2 – Scope of Service – on page 5 of the RFP states: ***HCJFS reserves the right to negotiate with the selected Provider to deliver some or all services identified in the contract scope during either summer months, or over a longer span of months.*** Would this include additional funds or the expenditure of current funds?
- A.** If funds were unspent at the end of this contract or if additional funds became available, HCJFS and the contracted party may mutually agree to extend or expand services.

