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**HCJFS REQUEST FOR PROPOSAL
WIA YOUTH SERVICES RFP#SC0411-R**

ADDENDUM 3

Questions Received During the RFP Conference:

Q1. Should the calculation for the unit cost on the budget be the same as the cost per youth?

A: Yes. The definition of the unit rate (cost) is the cost per youth served (enrolled).

Q2. If so, what calculation should be used? Page 13, #4 and page 22, B-3 reference different instructions as does Attachment C.

A: The calculation that should be used is total program expenses divided by the estimated number of **new youth enrolled** during the contract term. For the initial term, separate the number of youth served for the first 12 months and the second 12 months, and then an additional one is to be completed for the renewal term.

Q3. Please repeat the definition of leveraged funds.

A: Leveraged funds are supplemental funds a Provider may have available to use from its own outreach funds or grant funds outside of WIA funding. Provider may use these funds to help supplement the cost of the WIA program and reduce reimbursable costs to be funded through Area 13 WIA Youth allocations. For example: A staff person's salary may be charged 80% to WIA and 20% to another funding source. We have changed the budget form and eliminated the requirement to list the leveraged funds, but have replaced the column with the requirement to list "Other Direct Services."



Page 3 of the Budget instructions lists the directions for completing this column. An example of Other Direct Services is: Your agency may provide workforce services to Out-of-School youth and operate a child care and community outreach programs through other agency operations; however, your contract with HCJFS is only for Out-of_School Youth, all costs associated with the child care and community outreach programs would be entered under “Other Direct Services.”

- Q4.** The cover sheet states to include number of each target value of leveraged resources, and projected cost of each youth for initial and renewal year. These areas are not included on the cover sheet, Attachment A. Also, should leveraged resources be changed to “Other Direct Services?”

A: Please see revised Cover Sheet – Attachment A. Leveraged resources have been removed from the budget form and replaced with “Other Direct Services.” This column will include line item costs supporting all “Other Direct Services” provided by your organization.

- Q5.** Where is Section 2.3 B-4? It is referenced in Section 2.2 Service & Business Deliverables; Section 4.6 Stage 1-C; Section 4.6 Stage 4-B.

A: Please disregard the referenced Section 2.3 B-4. The referenced sections should be Sections 2.2.1 and 2.2.2.



Q6. Section 1.7 A. It is referenced in Section 1.2.3 B-2.
See A4 on addendum 2. Copied below.

By FY 13-14	In-School	Out-of-School	OOS @ OneStop	Foster Care	Offenders
Earn GED diploma by 3 rd qtr after exit	75%	75%	See Out-of-School or Foster	65%	65%
Earn GED diploma by 1 st qtr. After exit	No measure	No measure	See Out-of-school or Foster	No measure	No measure
Receive diploma/GED & enter degree or certificate w/i 9mos of diploma/GED	65%	65%	See Out-of-school or Foster	65%	65%
High school drop-outs employed, apprenticeship, military 1 st qtr after exit (page 13-14)	No measure	No measure	See Out-of-school or Foster	No measure	No measure
Employed/military 1 st qtr after exit/retain 3 rd qtr (12)	70%	70%	See Out-of-school or Foster	To be est.	To be est.

Q7. For current WIA providers that are fortunate enough to receive the new contract, what do we do with our current students? Carry them over? Exit them? Can we include them in our budget?

A: Youth enrolled prior to 7/1/12 may continue to be served with associated costs billed to the 7/1/12 forward contract. However, neither their enrollment nor their outcomes can be included in this 7/1/12 contract performance indicators. For that reason, it is in the best interest of each vendor to carry forward as few youth as possible and to exit those youth as soon as can be responsibly completed.

Q8. Can a provider submit a proposal for both an individual agency program and as a member of a partnership?

A: Yes.



Q9. Just to clarify, the language used “drop-out” and “out-of-school” includes high school drop-outs as well as high school graduates not currently involved in school, correct?

A9. Within the RFP, read any reference to drop out youth as out-of-school youth. For a definition of out-of-school youth, please see the definitions portion of the RFP.

Q10. Page 12 states agency responsible for all 3 exit quarters. Historically, we have been accountable for 1st quarter. Are we continuing supportive services and SCOTI for all 3 quarters?

A: Previously priority was placed on first quarter after exit because of our at-risk/incentive terms. That’s not relevant in this case. In planning for 7/1/12 forward services, do anticipate some level of follow up for three full quarters following youth exit. That follow up should not necessarily anticipate three quarters of post exit costs.

Q11. Please clarify if cost of ITA’s are to be built in or are ITA’s through Super Jobs.

A: Cost of ITA’s should be included in your budget. Youth vendors may reasonably hope to co-enroll consumers as youth and as adults, however, availability of adult ITA dollars is sporadic and should not be relied upon.

Q12. FYI – copy printed from website Friday only had budget summary form and not other pages.

A: Thank you for informing us. The on-line version of the budget will be updated to include the entire workbook.

Q13. Are youth exiting from foster care a separate proposal from out-of-school youth at the One-Stop?

A: Yes. A prospective vendor could propose to serve a general population of out of school youth at any location and/or a population of out of school foster care youth at any location. If a vendor wishes to serve both this specialty population and a broader out-of-school youth population, those two proposals should be separate and not dependent on one another.

Q14. Is there a price ceiling for each area of concentration for this RFP?

A: There is \$1.8 - \$2.2 million anticipated for this service. However, this amount is not guaranteed.

Q15. Could you have in-school and out-of-school youth when serving foster care?

A: No. Proposals specifically designed to serve foster care youth can only use WIA funds to serve foster youth who meet the technical definition of out-of-school youth.



Q16. Does being a foster care exiter mean you are out-of-school OR are you saying we can only serve out-of-school foster care?

A: The latter. Our intention is to serve foster youth who are nearing or going through emancipation.

Q17. Will this RFP follow the recent precedent of prioritizing in-school/out-of-school services with funding at a ratio of 30/70 respectively?

A: This is unknown at this time, however it is a reasonable, anticipated priority guideline.

