

QUESTIONS & ANSWERS

PRE-PROPOSAL MEETING FOR JOB PLACEMENT AND JOB RETENTION RFP THURSDAY, APRIL 12, 2007 – 2:00 P.M.

1. **Question:** What is the difference between the “Job Readiness and Job Search Assistance Training Program” RFP and the “Job Placement and Retention” RFP?

Answer: These programs serve two separate populations – the Job Readiness Training Program serves individuals on cash assistance, all of which are referred by the Department, whereas the Job Placement and Retention Program serves low-income/PRC-eligible individuals who are referred by three means 1) Department staff, 2) ongoing recruitment by the Contractor, and 3) other *WorkPlus* Center partners.

2. **Question:** The RFP dictates serving 125 participants – can a proposer submit a proposal to serve more than 125 participants?

Answer: Yes. Proposers may submit as part of the proposal a budget for serving 125 participants, as well as submit a secondary budget for serving additional eligible individuals. The outcomes in the contract, once it is awarded, will be set accordingly.

3. **Question:** Since individuals in the population outlined in the RFP in many cases are not customers of the Department, how will the Contractor receive referrals for this program?

Answer: The Contractor will serve individuals entered into the program by the following means: 1) referrals from Department staff, 2) ongoing recruitment by the Contractor, and 3) referrals from other *WorkPlus* Center partners. Because it is expected that most of the individuals will enter the program by means of recruitment by the Contractor, proposers must demonstrate the ability to recruit participants to the program.

4. **Question:** Have participants been through any assessment process before entering the program?

Answer: Not unless the participant is referred by Department staff or other *WorkPlus* Center partners. Proposers will be expected to describe the process through which participants will be assessed and screened. The Contractor will also be expected to determine eligibility for the participants – the Department will provide eligibility training to the Contractor.

5. **Question:** Currently, is there collaboration between partners to serve the same customers?

Answer: Yes. It is expected that the Contractor will collaborate with other *WorkPlus* Center partners to provide the highest level of service to its customers.