

**Comprehensive Case Management Employment Program (CCMEP) Providers for  
Workforce Innovation and Opportunity Act (WIOA) Youth**  
**RFP # 20-SFY-05**  
**Q & A**

1. Are you currently contracting for these requested services?

A: Clark County Response – Yes, Clark County currently contracts for Work Experience and Entrepreneurship services. Clark County's current contracts end June 30, 2020.  
Champaign County Response – No, no responses were received during the last RFP cycle.  
Logan County Response – No, Logan County currently does not have a contract for any of these services.  
Madison County Response – Yes, Madison County currently has a contract that runs through 6/19/20.

2. Do the Counties prefer unit cost or cost reimbursement?

A: The Counties do not have a preference of either unit cost or cost reimbursement.

3. Do you want a budget submitted with the proposal?

A: Please submit Submittals A1-A3 reflecting your program's budget.

4. Can you please provide guidance as to where our federally negotiated indirect rate should be included in the budget template for the CCMEP WIOA RFP? Our experience with budget development for CCMEP projects in other counties, we have included either our federally negotiated indirect rate or a set rate of 10-15%. There does not appear to be anywhere to include that in the budget template.

A: Please include the total of these costs under Miscellaneous Costs on Submittal A2. Reflect these as "Indirect Costs" in this section. Please include additional documentation with the breakdown of these costs.

5. The RFP states, "Not less than 20 percent of the youth program funds shall be used to provide in-school and out-of-school youth with work experience." What percentage of the contract would be considered youth funds? Or, if more applicable, what elements of the contract funding would account for the youth program funds in the budget? **RFP Section 2.1, #3. Paid and**

**Unpaid Work Experiences, pg. 8**

A: The "youth program funds" is in reference to the proposed programs as a whole that will provide services for one or more of the elements. For the Work Experience element/program, no less than 20% of the budget shall be used to provide the youth with work experience i.e. payroll costs, payment to the youth for work experience time, etc.

6. Could you provide a general estimate of the total amount of funding available for the provision of services available through this contract? This information would be helpful in ensuring the proposed budget is relative to the scope of the requested services.

A: Clark County Response – In our last two-year cycle approximately \$345,000 per year was awarded for the Work Experience Program and Entrepreneurship Program. Due to current situation (COVID 19) our County would monitor realistic placements and adjust the budget as needed.

[Champaign County Response](#) – Champaign County estimates approximately \$20,000-\$25,000 available for this two-year contract period.

[Logan County Response](#) – The current CCMEP WIOA Youth allocation is in the amount of \$43,904.70. The County is just starting to expend this and so far have expended \$1,301.91.

[Madison County Response](#) – Madison county estimates \$10,000 per year is available.

7. Please clarify, it was noted in the bidder's conference that only one proposal was needed per county, and it could include multiple elements. However, in the RFP, it states that one proposal is required per element, per county. Can you please confirm which statement is accurate?

**RFP Section 1.1: Purpose, page 4**

As a follow up to a previous question, if the expectation is to submit one proposal per element, per county, does that mean a new budget template would be required for each of the respective elements? For example, if a bid includes 14 elements, would each proposal include a unique budget for the proposed service for a total of 14 unique budgets?

Also, would each proposal require all of the accompanying documents such as letters or recommendation, forms, etc.?"

**A: The Counties request that one proposal be submitted per county, but that if multiple elements are being addressed that costs specific to each element are presented separately.**

8. Is there a length restriction to this RFP proposal? For example, the scope can only be 10 pages, etc.

**A: There are no length restrictions for the proposal. Each proposer is encouraged to provide a proposal that is concise and well-organized.**