

AMENDMENT TO TANF SUMMER YOUTH EMPLOYMENT PROGRAM RFP # 16-SFY-03

The following sections of the RFP have been amended as follows:

Cover Page

This section is amended as follows:

REQUEST FOR PROPOSALS (RFP)

Clark County Department of Job & Family Services (CCDJFS)
2015- TANF Summer Youth Employment Program (SYEP)
RFP #: **16-SFY-03**

TANF Summer Youth Employment Program

May 11, 2015 through October 31, 2015

\$TBD \$531,727.00

Offered by

Clark County Department of Job & Family Services
1345 Lagonda Avenue
Springfield, Ohio 45503
937-327-1700

Deadline for Proposal Submission is APRIL 24, 2015 at 3:00PM
REQUESTS TO EXTEND DEADLINE WILL NOT BE GRANTED

1.1 Purpose

This section is amended as follows:

The exact amount of funds for program year 2015 (May 11, 2015 through October 31, 2015) for SYEP is not available at this time. However, based on the previous year allocation from the Ohio Department of Job and Family Services (ODJFS), the overall anticipated amount is as follows:

Clark County Department of Job and Family Services Allocation:

\$TBD \$531,727.00

(plus 10% Administrative costs (\$TBD))

All funding is contingent upon the ODJFS allocating TANF/PRC funds for summer youth programs.

1.7 Scope of Work

This section is amended as follows:

Proposals should demonstrate:

1. The ability to begin planning and developing the program by May 11, 2015; and
2. The ability to accept and accommodate all referrals after the participants are determined eligible by the CCDJFS staff; and
3. The use of each participant's assessments, educational background and interest, place each participant at a non-profit or private sector employment site; and
4. The ability to develop, provide and review job descriptions of duties to be performed with each youth participants; and
5. The ability to employ and retain 60% of the participants' between ages of 18-24 ~~who have graduated from high school~~ for the period of June 15, 2015 through October 31, 2015 and employ and retain 60% of the youth participants ages 16-17 for the period of June 15, 2015 through August 1, 2015; and
6. The ability to handle the wage reimbursement process ensuring youth receives wages; and
7. The ability to supervise the youth that are dispersed to the worksites as needed; and
8. Understanding and the ability to overcome unique challenges when placing youth in the workplace including, but not limited to, being familiar with minor labor laws, overcoming transportation barriers, establishing bank accounts and cashing paychecks, etc.; and
9. That a contingency plan is in-place to re-engage youth who are separated from employment for the duration of the program; and
10. Administer pre and post-employment evaluations to each participant; and
11. Issue a certificate of completion to each participant after completion of the employment program; and
12. Maintain records and meet all reporting requirements as specified in Section 1.5., Reporting Requirements; and
13. Provide alternative worksites when planned activities are cancelled due to inclement weather conditions; and
14. Pay the youth up to \$10.00 per hour (reimbursement for wages shall not exceed \$10.00 per hour).

2.2 Internet Question & Answer Period; RFP Clarification Opportunity

This section is amended as follows:

Potential bidders may ask clarifying questions regarding this RFP via email or U.S Mail during the Q&A Period as outlined in Section 2.1, Anticipated Procurement Timetable. To ask a question, a potential bidder must submit all questions in writing, via email or U.S. mail to Ashley.Clericus@jfs.ohio.gov or to the mailing address in Section 2.5 prior to the closing time and date for the Question & Answer Period. To ensure timely receipt of all questions, "Adult Services RFP TANF Summer Youth Employment Program RFP- Request for Clarification" must be written in the subject line of emailed questions and on the outside of the envelope of any mailed questions. The County reserves the right to disregard any e-mailed or mailed questions that are not properly titled.

Except for the above sections that are revised as a result of this amendment, the original RFP document remains in full force and effect.