

WIOA Youth Services RFP #16-SFY-05

Q & A Document

Q1: In Section 2, page 12, do the second and third paragraphs on the page apply only to the scope of work for Union County?

A1: No. These paragraphs apply to services provided in all counties included in this RFP.

Q2: In Section 2.1, page 14, does the requirement to spend 20% of non-administrative local funds on work experience apply to in-school or out-of-school youth?

A2: This requirement applies to both in-school and out-of-school youth.

Q3: In Section 3.6, should employees who are 100% funded by another grant or contract be excluded from the budget submittals?

A3: Yes. These employees should only be included in the budget narrative. Employees or fixed costs that are 100% funded by another source should not be included in the budget submittals.

Q4: In Section 2.6 on page 18, is the listed cap of 15% for administrative costs correct?

A4: No. The RFP has been amended to show the correct administrative expense cap of 10%.

Q5: Should a potential proposer submit a copy of the organization's current insurance certificate with the proposal?

A5: No. Insurance Certificates will be collected from vendors who are selected to provide services. Potential proposers should be familiar with the County's insurance requirements (included in the Sample Subgrant Agreement) in case they are selected.

Q6: Should a budget narrative be included in the proposal?

A6: Yes. The requirements for the budget narrative can be found in Section 3.6 on page 23.

Q7: Will the Director of the County Agency determine the amount of funding awarded to the selected vendor?

A7: Yes.