

PY 06-07 WIA Youth Services RFP Bidder's Conference
Questions and Answers

- 1. Under the new common measures, are Unemployment Insurance (UI) wage records the only means to verify employment? Also, is there any provision for counting public employment and/or participation in military or further schooling?**

At this time, the information available is that UI wage records will be the primary data source for employment related measures. Administrative records will be the data source for non-employment placements in education or training. Please refer to TEGl 28-04, with link referenced in the RFP, p.15, for further details. Since the new common measures are not effective until July 1, 2006, there may be additional information released regarding this issue.

- 2. Can the California High School Exit Exam (CHSEE) be used as a determining method of attaining basic skills proficiency? Follow up question: In the event that a student does not attain a high school diploma but is instead awarded a "Certificate of Proficiency," can this meet the credential measure?**

At this time the information available is that only a high school diploma or equivalent GED credential will meet the attainment of the high school diploma requirement (Please refer to TEGl 28-04, with link referenced in the RFP, p.15, for further details).

- 3. Are the local WIBs going to be given the flexibility to create local requirements to approve locally defined certificates?**

At this time we do not know if pending WIA reauthorization will allow such flexibility. Currently, the certificates that will meet the new common measure requirements as of July 1, 2006 are tightly connected with industry standards. TEGl 28-04 includes a definition of certificate that excludes certificates awarded by WIBs or awarded in recognition of the attainment of only generic pre-employment or work readiness skills (Please refer to TEGl 28-04, with link referenced in the RFP, p.15, for further details).

- 4. Is an original document required for the General Liability Insurance?**

Yes, original documents are required to be on file prior to fully executing any contract resulting from the RFP. The County of Orange insurance requirements are included in the RFP for all prospective proposers' awareness. However, the insurance certificate, with all necessary endorsements, is not required to be submitted with the proposal.

5. Is there a slot cost/cost per participant either currently in effect or projected?

Cost per participant (CPP) is contingent on program design. Currently, on average and in general, OCWIB estimated CPP figures are \$3,000 or below for In School Youth and \$4,500-5,000 or below for Out of School Youth. There is an efficiency measure at the federal level already in place that is tied to CPP.

6. Will credit be given for number of participants served in the RFP evaluation?

There is a budget section in the evaluation that specifically addresses this, with CPP linked to program design.

7. Assuming they are public documents, where can previous proposals and contracts be?

There is a sample contract boilerplate on the www.ocwib.org website. Exhibits are generated directly from the program's general requirements, and the proposal's statement of work, performance plan and budget, as well as other County of Orange requirements listed in the RFP. Subject to the Freedom of Information Act, requests for previous proposals can be submitted to providers or the OCWIB, subject to a processing charge.

9. Can you repeat the role of Coastline Community College? Are you contracting with any school districts and if so, which ones?

Coastline Community College, as part of the Coast Community College District (CCCD), the OCWIB's One Stop Center operator. CCCD is also currently an Out of School Youth Provider. Currently, the OCWIB's only contracted K-12 district is Irvine Unified, serving both In School Youth and Out of School Youth in the coastal region. Any/all school districts are encouraged to submit a proposal, either individually or as part of a collaborative.

10. Can WIA dollars be expended on transportation for participants?

Yes, if documented in the individual service plan (ISP) as part of the participant's supportive service needs.

11. How is program monitoring handled?

There are two types of annual monitoring scheduled separately: fiscal monitoring, conducted by fiscal staff, and compliance monitoring, conducted by Contract Services Monitors and other program staff. Yearly site visits are scheduled to review contractors' compliance with programmatic and contractual requirements.

12. What system do providers need to perform and report case management?

Case notes in participants' files kept by the providers and submission of all Management Information System (MIS) required forms to the OCWIB for participant and data tracking in the Job Training Automation (JTA) System.

13. On page 7 of the RFP, under Contracting Availability, the last sentence includes "not limited to" when referring to contractor performance. Can you give examples of other performance items that County will be considering?

At this time the RFP's description of contractor performance is all inclusive. However, the OCWIB's standards are subject to any/all future federal and/or state modifications regarding performance requirements.

14. Must providers have staff that speaks Spanish and/or Vietnamese?

Yes.

15. On page 11 of the RFP there is a reference to "age sensitive programs." Please explain.

Within a youth development framework, the needs of a 16 year old maybe different that those of a 21 year old. Additional age sensitive program considerations may be taken into account with In School Youth versus Out of School Youth. Also, the current WIA Youth measures have different performance outcomes for younger youth ages 14 through 18 and older youth ages 19-21.

16. What are the requirements to qualify a participant? What is the time requirement to package and submit all eligibility documentation?

Please refer to the Eligibility Technical Assistance Guide referenced in this presentation, with its link included in this Bidder's Conference notes, and the Service Population section within the RFP. It is the provider's responsibility to verify eligibility by attaining all necessary supporting documentation and filing it in the individual participants' files at time of enrollment. It is the provider's responsibility to submit all required MIS paperwork in a timely and accurately fashion in order to include all participants in the system. The supporting documentation to verify eligibility is not submitted to OCWIB staff on a regular basis. This supporting documentation is one of the programmatic requirements that OCWIB staff will include in its file review during annual compliance monitoring visits.

17. If a participant is non-eligible, can costs be disallowed?

Yes.