

South O.C. In-School Youth (ISY) RFP Bidder's Conference
Questions and Answers

1. Is there an expected or anticipated number of new enrollments?

A minimum number of new enrollments and total participants to be served from November 1, 2004 through June 30, 2005 will be negotiated before a contract is awarded. The number of active participants in a given program year varies depending on the following: total available funding, overall average cost per participant, provider's program design, number of participants carried from one program period to the next (current estimate of 27 South Orange County ISY already enrolled to be carried into November 1, 2004), and the number of participants in the 12 month follow-up phase (current estimate of 12 South Orange County ISY in the 12 month follow-up as of November 1, 2004).

2. Is there a designated site or office space for service delivery?

The service provider would designate the site and office space in addition to serving the youth where the youth are found.

3. Are the outcome performance measures on page 24 based on previous success rates for the population served?

The performance measures are set by the state of California based upon demographics and labor market information.

4. Could you share some of the challenges experienced by current or previous contractors in delivering these services?

Meeting all the performance measures consistently is challenging, particularly the older youth measures such as the PY 04-05 earnings change rate.

5. Will the youth participating in 12 month follow-up only receive eight months of follow-up?

WIA requires a minimum of 12 months follow-up services after exit. The immediate contract is for an eight month period from November 1, 2004 through June 30, 2005 but. The new contractor would absorb some participants (to date the estimate is 12) who have already begun their follow-up.

6. Is Capistrano still providing services or did they end the contract already?

Capistrano Unified School District will provide transitional services until a new South Orange County ISY provider is procured.

- 7. If an in-school-youth (ISY) drops out and becomes an out-of-school youth (OSY), who serves them: Orange County Conservation Corps or the contractor for this program?**

The youth are deemed in-school (ISY) or out-of-school (OSY) at time of enrollment. All ISY will be served by the ISY contractor regardless of their change of status after enrollment.

- 8. For the purpose of completing the budget form, are there any assets that may be inherited, any property available for the new contractor from Capistrano?**

There may be some inventory that the new contractor may attain in the near future from the Orange County Workforce Investment Board but at this time we do not specifically have any computers or related equipment available. For the purposes of completing the budget, it is recommended that the contractor submit expenses for all equipment needs and leverage contractor resources.

- 9. Is pre-approval required for purchases of \$5,000 or more?**

Yes. OCWIB staff must pre-approve any property purchase, including software purchases, with a per unit cost of \$5,000 or more.

- 10. Please clarify the breakdown for Out-of-School Youth (OSY) and the amount available for the South County In-School Youth (ISY) proposal.**

The total amount available for the South County ISY Program from November 1, 2004 through June 30, 2005 is \$100,000. The Orange County Youth Council originally divided the entire youth program allocation countywide as follows: 60% for Out-of-School Youth (OSY) and 40% for ISY. Each of the OSY and ISY portions was then distributed according to the percentage of economically disadvantaged youth ages 14 to 21 residing in Orange County estimated by regions – western, coastal, northern, and southern. The \$100,000 for the South Orange County ISY Program represents 21% of the 40% ISY portion.

- 11. Does the \$100,000 cover both current participants to be absorbed and new enrollments?**

Yes.

- 12. How are youth recruited and assessed?**

Individual proposers will implement their own outreach and recruitment strategies for applicable target groups to be served, as well as tools/techniques to assess participants and establish criteria for meeting WIA.

13. What are the responsibilities of the youth recruited into the program?

Youth's responsibilities depend on the program design and services to be delivered. Since this is not an entitlement program, the more the youth are engaged and the more they participate, the better the results should be.

14. Does a youth need to be in the U.S. legally in order to receive services?

WIA requires documentation to verify youth's eligibility for birth date/age and U.S. work authorization (and selective service registration for males 18 years of age or older born after January 1, 1960). The WIA Eligibility Technical Assistance Guide indicates what may be acceptable documentation (refer to www.edd.ca.gov/wiarep/wiado03-5.pdf).

15. Must an agency serve all of South County or may the agency serve portions of the area?

The OCWIB/Youth Council is seeking to serve eligible ISY throughout the entire South County region. However, the contractor can indicate specific areas within South County where they would focus their outreach and recruitment to seek new enrollments.

16. Are activities job related or are they life-skills related in addition to the job training in order to empower the youth?

The WIA Youth Program's focus is to address basic, work readiness and occupational skills, which include both life-skills and job training. The program revolves around the key elements of academic excellence, career preparation, youth development and support, and youth leadership.

17. Are the agencies preparing the youth for employment and finding employment for the youth?

Yes. The contractor would be responsible to work with the youth for job search and placement, as appropriate. The contractor may have several partner agencies that could assist and/or provide youth with access to these elements.

18. Is WIA basically looking for creative ways to assist the youth in finding employment, staying in school and possibly continuing their education?

Yes.

19. What are the client fees referenced in the budget?

The miscellaneous client fees do not refer to fees collected from the clients but rather those that would be paid in behalf of or directly to the client, such as fees to attend special trainings, student supplies, etc.

20. Does WIA disallow charging client fees?

For the purposes of this RFP, the OCWIB/Youth Council is not seeking fee for service programs. The OCWIB/Youth Council has not approved a fee for service policy at this time. Nonetheless, if a particular program design includes an innovative fee for service component, then this component may be included in the proposal.

21. Beyond schools, are there any referral sources that are favored?

The OCWIB/Youth Council is seeking to expand its network of providers throughout South County; therefore, any and all youth serving organizations (all local education agencies, alternative schools, ROPs, community based and faith based organizations, etc.), are welcome resources and should be tapped into by contractors. Contractors may refer to the existing Resource Mapping list of service providers (see www.ocde.k12.ca.us/vision2020, Youth Systems Capacity-Building (YSC) page).

22. What proof of eligibility is required?

WIA requires documentation to verify youth's eligibility based on income and barrier(s) to employment. The WIA Eligibility Technical Assistance Guide indicates what may be acceptable documentation (refer to www.edd.ca.gov/wiarep/wiado03-5.pdf).

23. Is it possible to view Capistrano's budget?

Yes, the Freedom of Information Act allows access to this information. Please see attached Capistrano Unified School District's Program Year 2003-2004 budget summary and detail.