

Southeast Tennessee Workforce Development Area RFP for WIOA OSO and CSP

Questions and Answers

- 1. Will the Board provide further clarification on what is meant by “in which there is no price competition or in which a cost analysis is performed?”**

Further clarification is provided in TEGE 15-16, Section 6-D. Additional clarification has been requested from TDLWD. Any further clarification will be posted to our website at www.secareercenter.org.

TDLWD also provided the 2 CFR 200.323(b) reference below and (page 10 section 6) of TDLWD Procurement Policy. The link was provided in Attachment G of the RFP (References).

Please see the full context of the OMB Uniform Guidance 2 CFR 200.323(b) below:

§200.323(b) The non-Federal entity must negotiate profit as a separate element of the price for each contract in which there is no price competition and in all cases where cost analysis is performed. To establish a fair and reasonable profit, consideration must be given to the complexity of the work to be performed, the risk borne by the contractor, the contractor's investment, the amount of subcontracting, the quality of its record of past performance, and industry profit rates in the surrounding geographical area for similar work.

- 2. Will the Board allow bidders to provide a profit matrix tying profit to performance?**

Bidders may provide a profit matrix tying profit to performance, but in compliance with the OMB Uniform Guidance, profit will be negotiated based on fair and reasonable rates, with the criteria mentioned in 2 CFR 200.323(b) taken into consideration.

- 3. It was noted that the budget template is the same as was used previously and problems were encountered with line item breakouts when the proposals were submitted. Would it be permissible to use the same budget template that is currently being used by providers with existing contracts?**

Yes. The Attachment B (Budget Template) has been modified to match the current budget line item format. An amended version has been added to the website at www.secareercenter.org under Public Notices and is titled RFP – OSO & CSP Amended Attachment B Budget Template 07.31.2018. A copy was emailed to all Pre-Bidder's Conference attendees.

- 4. It was note on the handout that contained the American Job Center locations and partner programs offered at each location, Youth was missing on the Title I section. The question was asked if those offices would also be serving Youth through the contracts.**

Yes, Youth services will be provided at those locations. The handouts have been updated to correctly read Title I Adult, Dislocated Worker and Youth. A copy of the handouts has been added to the end of this Q & A.

- 5. If multiple institutions of higher education form a consortium and submit a proposal to deliver services with one entity only serving in an advisory role, can the entity that is only serving in an advisory role still serve on the local board?**

The entities forming a consortium would need to work with their internal legal departments to create a binding document entering the parties into the consortium. The entities would need to submit a proposal as a consortium and, if awarded, the contract would be with all the entities forming the consortium. Any entity contracting to serve as the OSO or as the Career Service Provider should not be a member of the Board. The Board is responsible for procurement and selection of providers. If a Board member is the provider, it removes the impartiality to select a provider, grade performance, terminate contracts, etc. and creates conflicts with the federal and state competitive procurement requirements.

- 6. Can you confirm the minimum requirement details on page #6, section #2 that states the requirement for consideration is a minimum of (2) years of audited financials for all providers?**

Yes, you must provide 2 years. Several types of audited financials are acceptable and are outlined in the TDLWD Workforce Services Guidance One Stop Operator and Career Service Provider Procurement, Attachment I, Section II. A link to the policy is provided in Attachment G of the Request for Proposals.

SOUTHEAST TENNESSEE LOCAL WORKFORCE DEVELOPMENT AREA

**PRE-BIDDER'S CONFERENCE
Tuesday, July 31, 2018
10:00 a.m. EDT**

**REQUEST FOR PROPOSALS FOR
WORKFORCE INNOVATION & OPPORTUNITY ACT**

**ONE-STOP OPERATOR
AND
CAREER SERVICE PROVIDERS
FOR
ADULT, DISLOCATED WORKER, AND YOUTH PROGRAMS
IN**

**Bledsoe, Bradley, Grundy, Hamilton, Marion, McMinn, Meigs, Polk, Rhea and Sequatchie Counties in
Tennessee's American Job Centers Comprehensive and Affiliate Sites**

This project is funded under an agreement with the State of Tennessee – TN Department of Labor and Workforce Development. Equal Opportunity Employer/Program. Auxiliary aids & services are available upon request to individuals with disabilities.

Comprehensive American Job Center Locations

American Job Center - Chattanooga—Eastgate Town Center

Address: 5600 Brainerd Road

City/State/Zip: Chattanooga, TN 37411

Phone: (423) 894-5354

Website: secareercenter.org

Partner	Service Provider
Title I Adult, Dislocated Worker, Youth	Title I Contractor
Title II Adult Education	TCAT Athens
Title III Wagner Peyser	TN Department of Labor & Workforce Development
Title IV Vocational Rehabilitation	TN Department of Human Services – Division of Vocational Rehabilitation Services
Veteran Services	TN Department of Labor & Workforce Development
TAA/TRA	TN Department of Labor & Workforce Development
RESEA	TN Department of Labor & Workforce Development & Title I Contractor
SNAP	TN Department of Labor & Workforce Development

American Job Center - Athens

Address: 410 North Congress Parkway

City/State/Zip: Athens, TN 37303

Phone: (423) 745-2028

Website: secareercenter.org

Partner	Service Provider
Title I Adult, Dislocated Worker, Youth	Title I Contractor
Title II Adult Education	TCAT Athens
Title III Wagner Peyser	TN Department of Labor & Workforce Development
Title IV Vocational Rehabilitation	TN Department of Human Services – Division of Vocational Rehabilitation Services
Veteran Services	TN Department of Labor & Workforce Development
TAA/TRA	TN Department of Labor & Workforce Development
RESEA	TN Department of Labor & Workforce Development & Title I Contractor
SNAP	TN Department of Labor & Workforce Development
Other/Educational Opportunity Center	University of Tennessee

Affiliate American Job Center Locations

American Job Center – Cleveland

Address: 3535 Adkisson Drive

City/State/Zip: Cleveland, TN 37312

Phone: (423) 790-5552

Website: secareercenter.org

Partner	Service Provider
Title I Adult, Dislocated Worker, Youth	Title I Contractor
RESEA	Title I Contractor

American Job Center – Dayton

Address: 200 4th Avenue

City/State/Zip: Dayton, TN 37231

Phone: (423) 570-1107

Website: secareercenter.org

Partner	Service Provider
Title I Adult, Dislocated Worker, Youth	Title I Contractor
RESEA	Title I Contractor

American Job Center – Kimball – Marion County Regional Institute of Higher Education

Address: TBD – Temporary location 2100 Main Street

City/State/Zip: Kimball, TN 37347

Phone: (423) 837-9103

Website: secareercenter.org

Partner	Service Provider
Title I Adult, Dislocated Worker, Youth	Title I Contractor

STLWDA AJC Traffic Counts and Participant Data

Traffic Counts by Office - PY2016

2016-2017	Area Total	Athens	Chattanooga	Comprehensive Total	Cleveland	Dayton	Kimball	Affiliate Total
Jul-16	4371	924	2666	3590	275	306	200	781
Aug-16	5229	909	3184	4093	373	417	346	1136
Sep-16	4431	814	2764	3578	302	318	233	853
Oct-16	4692	874	2745	3619	292	541	240	1073
Nov-16	4213	820	2347	3167	245	577	224	1046
Dec-16	4882	986	2554	3540	324	757	261	1342
Jan-17	5916	1098	3235	4333	337	996	250	1583
Feb-17	4868	945	2795	3740	265	645	218	1128
Mar-17	4848	798	2789	3587	315	700	246	1261
Apr-17	4120	498	2384	2882	318	624	296	1238
May-17	4872	600	2906	3506	332	658	376	1366
Jun-17	4542	626	2785	3411	349	534	248	1131
PY16 Total	56984	9892	33154	43046	3727	7073	3138	13938
Monthly Avg	4749	824	2763	3587	311	589	262	1162
% of Traffic	100%	17%	58%	76%	7%	12%	6%	24%

2017-2018	Area Total	Athens	Chattanooga	Comprehensive Total	Cleveland	Dayton	Kimball	Affiliate Total
Jul-17	4156	515	2573	3088	305	552	211	1068
Aug-17	5020	684	3035	3719	365	495	441	1301
Sep-17	3734	454	2232	2686	282	386	380	1048
Oct-17	4522	533	2653	3186	311	607	418	1336
Nov-17	4152	629	2361	2990	312	490	360	1162
Dec-17	3574	679	1948	2627	239	400	308	947
Jan-18	4910	740	2633	3373	379	727	431	1537
Feb-18	4504	770	2318	3088	369	541	506	1416
Mar-18	4252	809	2193	3002	382	446	422	1250
Apr-18	4175	794	2150	2944	420	457	354	1231
May-18	4389	791	2321	3112	492	455	330	1277
Jun-18	4178	945	2155	3100	405	411	262	1078
PY17 Total	51566	8343	28572	36915	4261	5967	4423	14651
Monthly Avg	4297	695	2381	3076	355	497	369	1221
% of Traffic	100%	16%	55%	72%	8%	12%	9%	28%

WIOA Participants Served by Office

7/1/17 - 6/30-18	Adult		Dislocated Worker		Youth		Provider Total		IWT		Area Total	
	Served	Closed	Served	Closed	Served	Closed	Served	Closed	Served	Closed	Served	Closed
Athens	105	41	11	6	57	16	173	63	122	71	295	134
Chattanooga	302	147	91	42	95	32	488	221	149	88	637	309
Cleveland	64	23	24	10	91	12	179	45	25	0	204	45
Dayton	84	41	77	32	81	20	242	93	39	12	281	105
Kimball	79	25	57	18	119	58	255	101	82	58	337	159
TOTAL	634	277	260	108	443	138	1337	523	417	229	1754	752

Active Cases by Office

7/1/2017 - 6/30/2018	Active Cases	IWT	Provider Total	Closed Cases	Exit Cases
Office/Location					
American Job Center - Athens	295	122	173	0	0
American Job Center - Chattanooga	637	149	488	0	0
American Job Center - Cleveland	204	25	179	0	0
American Job Center - Dayton	281	39	242	0	0
American Job Center - Kimball	337	82	255	0	0
Total	1754	417	1337	0	0

Active Cases (Carry Over)

7/1/2018 - 7/30/2018	Active Cases	IWT	Provider Total	Closed Cases	Exit Cases
Office/Location					
American Job Center - Athens	168	51	117	0	0
American Job Center - Chattanooga	346	61	285	0	0
American Job Center - Cleveland	159	25	134	0	0
American Job Center - Dayton	176	27	149	0	0
American Job Center - Kimball	180	24	156	0	0
Total	1029	188	841	0	0

PY17 Performance Q1 – Q3

WIOA Performance Metrics	LWDA 5 Agreed Target PY 2017 (47090)	PY2017 Q1	PY2017 Q2	PY2017 Q3
Adult Measures				
<i>Participants Served</i>		619	598	638
<i>Exiters</i>		283	289	271
<i>Employment Rate 2nd Quarter after exit</i>	82.5%	93.8%	95.0%	94.0%
<i>Employment Rate 4th Quarter after exit</i>	77.5%	n/a	n/a	87.5%
<i>Median Earnings 2nd Quarter after exit</i>	\$6,700	\$8,161	\$8,334	\$8,095
<i>Credential Attainment within 4 Quarters after exit</i>	73%	n/a	n/a	85.4%
Dislocated Worker				
<i>Participants Served</i>		273	266	273
<i>Exiters</i>		193	191	162
<i>Employment Rate 2nd Quarter after exit</i>	85.5%	88%	91.3%	89.9%
<i>Employment Rate 4th Quarter after exit</i>	82%	n/a	n/a	92%
<i>Median Earnings 2nd Quarter after exit</i>	\$7,250	\$8,390	\$8,721	\$8,750
<i>Credential Attainment within 4 Quarters after exit</i>	77%	n/a	n/a	87.5%
Youth				
<i>Participants Served</i>		295	278	301
<i>Exiters</i>		152	132	146
<i>Employment Rate 2nd Quarter after exit</i>	77.0%	88.8%	90.8%	89.9%
<i>Employment Rate 4th Quarter after exit</i>	78.5%	n/a	n/a	85%
<i>Credential Attainment within 4 Quarters after exit</i>	79%	n/a	n/a	83.3%

*These numbers are based off the Rolling 4 Quarter totals out of the federal reporting system, referred to as WIPS (Workforce Integrated Performance System). Please see the chart below for the cohorts associated with these measures above.

Program Year (PY) 2017 Time Periods To Be Reported				
Report Quarter	July – Sept.	Oct. – Dec.	Jan. – Mar.	Apr. – June
Report Due Date	November 14, 2017	February 14, 2018	May 15, 2018	August 14, 2018
Number Served (Reportable Individual)	10/01/16 to 9/30/17	1/01/17 to 12/31/17	4/01/17 to 3/31/18	7/01/17 to 6/30/18
Number Exited (Reportable Individual)	7/01/16 to 6/30/17	10/01/16 to 9/30/17	1/01/17 to 12/31/17	4/01/17 to 3/31/18
Funds Expended	10/01/16 to 9/30/17	1/01/17 to 12/31/17	4/01/17 to 3/31/18	7/01/17 to 6/30/18
Number Served (Participant)	10/01/16 to 9/30/17	1/01/17 to 12/31/17	4/01/17 to 3/31/18	7/01/17 to 6/30/18
Number Exited (Participant)	7/01/16 to 6/30/17	10/01/16 to 9/30/17	1/01/17 to 12/31/17	4/01/17 to 3/31/18
Employment Rate Second Quarter After Exit	7/01/16 to 9/30/16	7/01/16 to 12/31/16	7/01/16 to 3/31/17	7/01/16 to 6/30/17
Employment Rate Fourth Quarter After Exit	Data Not Available	Data Not Available	7/01/16 to 9/30/16	7/01/16 to 12/31/16
Median Earnings Second Quarter After Exit	7/01/16 to 9/30/16	7/01/16 to 12/31/16	7/01/16 to 3/31/17	7/01/16 to 6/30/17
Credential Attainment Rate	Data Not Available	Data Not Available	7/01/16 to 9/30/16	7/01/16 to 12/31/16
Measurable Skill Gains	10/01/16 to 9/30/17	1/01/17 to 12/31/17	4/01/17 to 3/31/18	7/01/17 to 6/30/18
Effectiveness in Serving Employers	7/01/16 to 9/30/16	7/01/16 to 12/31/16	7/01/16 to 3/31/17	7/01/16 to 6/30/17
Veterans' Priority of Service	10/01/16 to 9/30/17	1/01/17 to 12/31/17	4/01/17 to 3/31/18	7/01/17 to 6/30/18

