WIOA Adult/DW/Business Solutions and Operator RFPs
Questions and Answers – 1/4/2019

Question: Please confirm that the page limit constraint of, "your entire package may not exceed 16 pages" only applies to the items listed under Proposal Response Package Requirements on page 20 of the RFP; these items are numbered 1 through 9.

Answer: The page limit does not include the documents in question.

Question: Please confirm that the page limit does not include the following: copy of Indirect Rate, copy of last two years' audited financial statements, copy of business license, and the signed letters of commitment from partners.

Answer: The page limit does not include the documents in question.

Question: Will additional pages be afforded to bidders that intend to bid as a consortium? The page limit maximum for the narrative is nine pages, however consortium bidders must also respond to Section E. Relationships and Collaboration.

Answer: No, there will be no additional pages afforded to consortium bids.

Question: Due to the page limitations and length of questions, are we able to remove or truncate questions/prompts, if they can be identified by header and number/letter? Additionally, are we able to use less than 12pt font and single space questions if they are legible?

Answer: Yes, you may remove/truncate questions and prompts to provide additional space. Yes, you may use less than 12 pt. font and single space the questions. Please do not use less than 11pt. font.

Questions: Can charts, tables, graphs, etc. be under 12pt font, if they are legible?

Answer: Yes.

Question: Please define "baseline requirements" as referenced on page 14 of the RFP.

Answer: Please strike and disregard the term "baseline requirements" from the RFP. There is no other reference of baseline requirements that can be linked to this statement.

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Question: Please define "Logic Map" as referenced on page 14 of the RFP. Are we required to submit a logic map? If so, would the attachment not count towards the page count?

*Answer: A **logic map** - or **logic** model - is a visual representation of the relationship between the various components of your program of work. Traditionally, these components include program inputs, actions, intermediate goals/objectives, and overall program outcomes.*

Question: On page 16 of the RFP it requests that we complete one budget for each county we are proposing to serve – and additionally – we must complete one planned performance numbers form for each county. Are these additional pages included in the page count? That would not give us enough pages to fulfill all requirements requested.

Answer: The budget and performance documentation is not included in the overall page count.

Question: Please advise if the staffing chart attachment should be included following Section 2 – Budget Detail Form. If not, where should this attachment be placed in the packet?

Answer: The staffing chart can be included following Section 2.

Question: Is there an Excel file version of the budget forms available? Additionally, are we able to alter budget forms?

Answer: No, it incumbent upon the proposer to create and show the budget forms. Yes, it is permissible to alter existing budget forms.