Work First Pre-Bidder's Conference Q&A

February 5, 2013

Question:

Can you clarify how to submit forms G-K?

Answer: *Forms G-K must have three originals that are signed (and notarized, if required) and submitted with original packet. Only one copy of each of these forms needs to be included in the ten copies that are to be submitted.*

Question:

Should the budget that you are requesting from the contractors be detailed or itemized?

Answer: *The more details that you state about the services that you are providing our clients, the more clarification it will be for us. Your proposal should include the cost per client and what is included in that fee. An itemized budget would be the best and clarification of bigger expenses would be great by breaking it down. There is not a penalty if it's not being itemized, but a detailed budget is required.*

Question:

You mention the RFPs for both Work First Training & Vocational Rehabilitation. If you are interested in two RFPs, do you have two submit two proposals?

Yes, you must submit a separate proposal for each RFP.

Question:

If you are chosen as a vendor, are you going to be paid in Benchmarks?

Answer: *If you would like to be paid at specific benchmarks, you can include how you would like payment in your proposal. You must be very clear about what those benchmarks/phases will be.*

Question:

Businesses may need funding in advance for training. How do you request or propose for the funding?

Prepayment for training is not allowed by the County. Payments are made when training is completed.   If there are expenses that are required before training begins, such as the purchase of text books or a stethoscope, those expenses need to be identified in your proposal as a pre-training expense. If your training is completed in phases, please include what would be completed during the phases and the payment for each of the phases. Please make sure your request is in compliance with the RFP's Scope of Work.