Request for Proposals 121 - Question and Answer Log (FINAL POSTING)

Line number	Submitted via (Bidders Conference, Procurement Email, etc)	Date Received	Name	Organization	Question:	Response:	Response Date
1	Bidders Conference	12/14/2016	unknown	unknown	1) What is meant by "competitive occupations?" 2) Is there a minimum subsidy? 3) How long are youth expected to be in subsidized employment?	1) Competitive occupation - jobs that lead to advancement, career path, living wage. 2) Minimum subsidy - minimum wage up to $15 an hour. 3) 480 hours of 6 months @ 20 hours a week.	22-Dec
2	Bidders Conference	12/14/2016	unknown	unknown	Are placements within the coordinator function assumed to include the placement of the OST with that sector?	The Sector Coordinator may be required to provide placement services for OST providers that have contracts with OEWD solely for training (i.e. post-secondary education), in which participants will be dually enrolled. It is important to note that OEWD encourages collaboration in proposals so client service models offer a full array of services to participants and services are provided in a seamless manner. While some services described in the RFP are noted as optional, proposals that address how to access optional components (i.e. placement services in the case of OST providers) will be facilitated for participants (either through onsite delivery or established partnerships with service providers) will be stronger proposals.	22-Dec
3	Bidders Conference	12/14/2016	unknown	unknown	Are the award amounts maximum totals for each grant and is that the yearly amount? (summarized from multiple similar questions)	The anticipated award amounts for each grant in the RFP are an expected annual amount.	22-Dec
4	Bidders Conference	12/14/2016	unknown	unknown	Are there other paths to ETPL approval other than BBPE?	Please refer to EDD Workforce Services Directive: http://www.edd.ca.gov/jobs_and_training/pubs/wsd15-07.pdf and download WIOA ETPL Policy and Procedures > Chapter V (B), page 10	22-Dec
5	Bidders Conference	12/14/2016	unknown	unknown	Are there word count/character limits on narrative sections in TGS and can they be determined prior to entering content into each section?	There are no word or character counts on the narrative sections of TGS. We encourage proposers be thorough but also succinct as reviewers will be reading many proposals.	22-Dec
6	Bidders Conference	12/14/2016	unknown	unknown	Both of our organizations admins are gone. How do we create a new org admin?	Please submit this specific request through oewd.procurement@sfgov.org and we'll help you retrieve/set up credentials. Note that most users can retrieve their own credentials through their agency's org admin(s) or through the instructions posted to the RFP 121 website. In the case where all org admins have left the organization, however, we will generally need to trouble shoot those directly with the portal's vendor.	22-Dec
7	Bidders Conference	12/14/2016	unknown	unknown	CAP and One-Stop operator - can the same organization apply for both?	Yes, as separate proposals.	22-Dec
8	Bidders Conference	12/14/2016	unknown	unknown	Can a core partner be a NAP?	Yes	22-Dec
9	Bidders Conference	12/14/2016	unknown	unknown	Can a Neighborhood Access Point serve clients who don't live in the neighborhood?	Yes	22-Dec
10	Bidders Conference	12/14/2016	unknown	unknown	Can a portion of funds be used for outreach to internal and external potential participants?	Yes, for employers who are also contracted to provide workforce services and with internal candidates defined as existing workforce, funding can be used to conduct outreach and recruitment for skills advancement training.	22-Dec
11	Bidders Conference	12/14/2016	unknown	unknown	Can an organization apply just for OJT funds distribution if the organization serves/works with businesses?	No	22-Dec

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12	Bidders Conference	12/14/2016	unknown	unknown	Can clients be co-enrolled in other programs i.e. AAG?	*We encourage proposals to leverage grant funds administered by OEWD or other funds in order to offer unique or complementary service elements to enhance the success of job seekers you are serving.*	22-Dec
13	Bidders Conference	12/14/2016	unknown	unknown	Can funds be used to pay for student tuition (like an OEWD scholarship) or must the proposal be for a brand new educational training program?	*OST Proposals may include trainings that are new or currently offered and budget accordingly to pay for training costs including tuition. Please note that for the ICT sector, OST is envisioned as a cohort based training.*	22-Dec
14	Bidders Conference	12/14/2016	unknown	unknown	Can job readiness training happen concurrently with occupational skill training?	*All occupational skills training providers should have a sector job readiness training component integrated into curriculum.*	22-Dec
15	Bidders Conference	12/14/2016	unknown	unknown	Can JRS monies be used towards stipends?	*No.*	22-Dec
16	Bidders Conference	12/14/2016	unknown	unknown	Can organizations/companies bid the approved indirect rate?	*OEWD expects that organizations will account for all costs, including indirect or shared costs, in their program narrative and in their direct budget ask to the extend necessary. How indirect costs are recognized may be negotiated differently with providers post-award as some funding sources require different types of support documentation and may have different caps. Proposers should be familiar with how indirect rates are treated in the CDBG Operations Manual as well as the OEWD Directives. These resources are linked in the RFP and on the RFP 121 website.*	22-Dec
17	Bidders Conference	12/14/2016	unknown	unknown	Can other sections (other than health care) become a bridge program?	*OEWD is only looking for Bridge proposals for Health Care and Tech at this time. This decision comes from stakeholder meetings from employer partners across sectors to identify immediate workforce needs and how to best address them.*	22-Dec
18	Bidders Conference	12/14/2016	unknown	unknown	Can we apply to this area for the TAY population (who have multiple barriers)?	*Yes, TAY can be included in a JRS proposal, however, the Young Adult Workforce Services Proposal areas are exclusively focused on the TAY population and offers several program models focused on intensive barrier removal services. Proposals for TAY JRS should describe how they will provide services that are different from Young Adult Program Areas and add additional value to the workforce system.*	22-Dec
19	Bidders Conference	12/14/2016	unknown	unknown	Can we submit more than 1 application per 501c3 or is it categorized per vendor?	*You may submit as many proposals as you wish to. There is no cap per provider, vendor, or fiscal lead.*	22-Dec
20	Bidders Conference	12/14/2016	unknown	unknown	Do proposals need to be proposal area specific or could one proposal cover different areas? For example, could one SAP incorporate a Job Readiness Services component target youth under Interrupt, Predict and Organize submit three separate proposals or one integrated proposal?	*Proposals must identify which program area they are responding to -- and may only identify one of the 33 program areas in the chart on page 19 of the RFP. Agencies can feel free to address synergies, efficiencies, etc to funding multiple proposals but each proposal submitted should be a fully developed stand-alone submission.*	22-Dec
21	Bidders Conference	12/14/2016	unknown	unknown	Do you have a sense of what funding streams will fund which program area?	*Not at this time. OEWD often blends funding within programs and grants to enable providers to offer wholistic services to a variety of residents.*	22-Dec

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22	Bidders Conference	12/14/2016	unknown	unknown	Does approval to operate under the California Bureau for Private Post Secondary Education (BPPE) fulfill accreditation requirement for Program Area E2 (OST) if not on the ETPL?	*No, an organization being listed on the ETPL and being approved by BPPE to operate are not the same. Please refer to EDD Workforce Services Directive: http://www.edd.ca.gov/jobs_and_training/pubs/wsd15-07.pdf and download WIOA ETPL Policy and Procedures > Chapter IV (B), page 8 & Chapter V. While we encourage OST* *providers to be on the ETPL, it is not required for the proposal stage.*	22-Dec
23	Bidders Conference	12/14/2016	unknown	unknown	Does OEWD "advertise" the various job skill providers to all CBOs?	*OEWD has quarterly meetings and other opportunities for CBOs to showcase and highlight programs with Workforce CBO network. The OEWD website provides information on the various programs available, including the various OST trainings available through sectors.*	22-Dec
24	Bidders Conference	12/14/2016	unknown	unknown	Does retained employment need to be continuous with same employer?	No.	22-Dec
25	Bidders Conference	12/14/2016	unknown	unknown	Explain capacity.	*Google's definition is: the maximum amount that something can contain; the ability or power* *to do, experience, or understand something; a specified role or position. Without context, this is the extent to which we can answer this broad question.*	22-Dec
26	Bidders Conference	12/14/2016	unknown	unknown	For educational contracts - how is job placement being tracked? Within 6 months of completing a program? After they have retained a job for 6 months?	*This measure is tracked at 2 quarters after "exit" from program services in OEWD data tracking system(s).*	22-Dec
27	Bidders Conference	12/14/2016	unknown	unknown	For NAP, do you have to have both WIA and CDBG funding? Or can you just apply for CDBG funds?	*Funding determinations are made during contract period and determined by OEWD.*	22-Dec
28	Bidders Conference	12/14/2016	unknown	unknown	For the pilots, are you looking for a design or program model?	*It will depend on the specific pilot being proposed. Applicants are encouraged to propose the* *model they think is the most responsive to the Program Area description and funding amount given.*	22-Dec
29	Bidders Conference	12/14/2016	unknown	unknown	For the sector and incumbent training, will enrollment in post-secondary education constitute as positive outcomes?	*Yes - targets are included in program areas.*	22-Dec
30	Bidders Conference	12/14/2016	unknown	unknown	How does a new training provider get recognized by the CBOs?	*Training providers through the sector workforce programs will be highlighted in the sector orientation sessions that are facilitated Citywide by the Sector coordinator, usually 2-3 per month, and procured trainings OEWD expects will be included in the Workforce Services calendar distributed system-wide.*	22-Dec
31	Bidders Conference	12/14/2016	unknown	unknown	How is OEWD "brokering relationships with workforce providers and the four core partners"? Is there a point person at each core partner?	*OEWD has Memorandums of Understanding (MOUs) with the four core partners. OEWD has several points of contacts at each organization and points of contacts vary. Applicants are encouraged to include existing relationships with core partners if and as they are relevant to their proposal, and if funded will be expected to work in coordination with core partners, if* *and as appropriate, as determined by OEWD.*	22-Dec
32	Bidders Conference	12/14/2016	unknown	unknown	How many clients are expected to be served in the Bridge Programs, Health and Construction?	*20-40 in Health bridge and none under construction bridge.*	22-Dec

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33	Bidders Conference	12/14/2016	unknown	unknown	How much money will be available for OJT and ITA's? Will it be available for sector programs?	*$100K fund will be established for OJT and ITA to be administered through the CAP. Sector coordinators can propose part of their budget for their own OJT/ITA.*	22-Dec
34	Bidders Conference	12/14/2016	unknown	unknown	If an organization has experience in program components, may we apply for a new program?	*Yes*	22-Dec
35	Bidders Conference	12/14/2016	unknown	unknown	If applying for multiple proposal areas, is there a way to import/use a previous submission to complete the application or do you start from the beginning for each proposed area?	*Many of the sections of the proposal will pre-fill based on the information in your agency profile (the Agency Info screens). Beyond that, agencies should be prepared to tailor each proposal to the program area under which they are applying. TGS offers editing tools to paste from word processing documents but not to import and tweak submitted information from one proposal into another.*	22-Dec
36	Bidders Conference	12/14/2016	unknown	unknown	If applying to be a NAP or SAP, can you partner with other organizations to provide financial and computer services or do you have to provide these services directly?	*Yes, you can partner with other organizations to provide computer services and financial training.*	22-Dec
37	Bidders Conference	12/14/2016	unknown	unknown	If our proposed program meets more than one of the areas of funding, can we submit multiple proposals for the same program (different phases of it) to different areas? Example: a program that does job readiness and job placement?	*Applicants should submit as many proposals as they feel is appropriate for their organization and that they are qualified to deliver. Within the given example, please note that Access Point Services which incorporate and include a job placement reequirement, include barrier removal activities as part of services but do not focus on those barrier removal services exclusively in the manner that Job Readiness Services do. Proposers should ensure that whatever second program they propose that includes job placement also includes, at a minimum, the required services for the area under which they are applying. For example, an application under NAP includes job placement and also requires the proposal to address several other mandatory services found in the RFP on pages 25-34.*	22-Dec
38	Bidders Conference	12/14/2016	unknown	unknown	If our services fall under multiple proposal areas, how do you suggest we decide which one to go for? Example: Young adult workforce services vs. job readiness services?	*Applicants should submit as many proposals as they feel is appropriate for their organization and that they are qualified to deliver. If an organization only wants to propose under one program area, we leave it up to the applicant intself to determine which program it is best positioned to serve according to the description of services and targeted outcomes set forth in the RFP.*	22-Dec
39	Bidders Conference	12/14/2016	unknown	unknown	If we have one larger concept that spans several pilots can we/should we combine into one proposal or do we have to submit each apsect of our pilot separately?	*We require one proposal per pilot section that is complete and stand-alone but encourage applicants to also address big picture connections, efficiencies, or other benefits of a larger wholistic approach.*	22-Dec
40	Bidders Conference	12/14/2016	unknown	unknown	If you are a currently funded specialized access point and are interested in applying as a Neighborhood Access Point, should we submit two applications? Or just apply at a higher funding level?	*You/Organizations should apply for the area that they have the most experience in. You may submit more than 1 proposal for different areas.*	22-Dec

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41	Bidders Conference	12/14/2016	unknown	unknown	Is there a benefit or disadvantage to presenting a regional approach?	*There is no preference given for applicants that present a regional approach but there is certainly no disadvantage to presenting such an approach. To the degree that any applicant's approach is likely to produce stronger outcomes for participants, it will increase the competitiveness of the proposal.*	22-Dec
42	Bidders Conference	12/14/2016	unknown	unknown	Is there a maximum number of incumbent workers that can be served per project?	*No.*	22-Dec
43	Bidders Conference	12/14/2016	unknown	unknown	Is there an administrative/administration cap?	*There is no strict administration cap on proposals.*	22-Dec
44	Bidders Conference	12/14/2016	unknown	unknown	Is there an easy way to access the ETPL (list)? Attempts through CalJOBS don't work online.	*https://www.caljobs.ca.gov > Select/Click on More Career Services> On the left hand navigation Select/Click on Education Services and then ETPL Approved Programs > You can then sort by selecting/clicking on the top navigation: For example by city > San Francisco is pages 159-163 if the # of Rows per page is 50*	22-Dec
45	Bidders Conference	12/14/2016	unknown	unknown	Is there an LBE requirement?	*As the RFP includes federal funds which do not allow geographic preference in bidding, there are no LBE requirements. Most grants resulting from the RFP will have a blend federal and local funding.*	22-Dec
46	Bidders Conference	12/14/2016	unknown	unknown	Is there an opportunity for profit?	*Profit is allowed under all the funding sources contributing to the RFP. Please refer to the CDBG Operations Manual and OEWD Directives for additional specific guidance.*	22-Dec
47	Bidders Conference	12/14/2016	unknown	unknown	Is this a one year contract?	*Grant terms may vary depending on program -- but generally, yes, OEWD is expecting grants/contracts to be for one year initially and renew annually.*	22-Dec
48	Bidders Conference	12/14/2016	unknown	unknown	Subsidized employment - is that a separate pot of funds from the proposal that we can tap into? If it is, is it 100% subsidy and for how long?	*Subsidies are part of the funding described in RFP. 100% subsidy for 6 months/20 hours/wk*	22-Dec
49	Bidders Conference	12/14/2016	unknown	unknown	Subsidized employment: 1. What is meant by competitive occupations? 2. Is there a minimum subsidy? 3. How long are youth expected to be in subsidized employment?	*1. Occupations that lead to career advancement, career path, living wage. 2. Minimum wage - up to $15 an hour. 3. 480 hours, or 6 months at 20 hours a week.*	22-Dec
50	Bidders Conference	12/14/2016	unknown	unknown	There is a clear definition of "disconnected" youth in the research and policy arenas. Not familiar with the term "disengaged". Does OEWD have a working definition of this target population?	*Disengaged Youth: A young person (17-24) who has never worked, lacking the skills, education, & training but interested in seeking employment.*	22-Dec
51	Bidders Conference	12/14/2016	unknown	unknown	There is no Q5 in TGS	*An oversight when set up was done -- we very much appreciate you bringing this to our attention. The questions have now been renumbered (no questions were added).*	22-Dec

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52	Bidders Conference	12/14/2016	unknown	unknown	Under job readiness services, does a client considered to be among "hardest to employ" have to participate in JRS, or can they go directly to OST program if it includes JRS specialized services?	*They can go to OST, but the hope is that a JRS program or Access Point would help with some barrier removal to ensure their successful completion and placement. OEWD does not plan to "require" that anyone be mandated to go to JRS in lieu of other services. JRS providers are envisioned to offer an alternative for people who are not able to fully benefit from Workforce Development services because of the barriers they face but if a participant can fully benefit from the OST with the imbedded JRS then we'd encourage that they be connected to those services directly.*	22-Dec
53	Bidders Conference	12/14/2016	unknown	unknown	We are a microfinance organization. A) Should our application focus on veterans getting loans for small businesses, since they are a group highlighted by the strategic plan goals? B) Can the awards be used for loan capital? C) Is there a max percentage of the award that can be used for overhead? D) What is the maximum we can apply for?	*We encourage all interested parties to review the RFP and see if the projects described meet the requirements and objectives of the area and whether the organization believes the proposed project can, at a minimum, meet the outcomes expected for that program area. Providing microfinancing to participants isn't a program area that OEWD is procuring directly through this RFP. We encourage the organization to review in detail the required services for any program area in the RFP that may match their service offering, as there may be an opportunity to propose a microfinance component in addition to the required services and expected outcomes in one of the existing program areas. As funding microloans isn't a required component, OEWD would encourage proposers to leverage funding for loan capital and target the budget ask to services. There is no maximum percentage of the award that can be used for overhead though proposers should be thoughtful about addressing these items in their narrative for reviewers. The maximum funding amounts are specified in each program area.*	22-Dec
54	Bidders Conference	12/14/2016	unknown	unknown	What constitutes a "credential" for OST?	*Certificate or degree.*	22-Dec
55	Bidders Conference	12/14/2016	unknown	unknown	What does capable of being ETPL certified mean given BPPE has at least a 1 year wait list? (summarized from multiple questions asked similarly)	*Capable of being ETPL certified means, able to meet all of the requirements as specified on the WIOA ETPL Policy and Procedures > EDD Workforce Services Directive: http://www.edd.ca.gov/jobs_and_training/pubs/wsd15-07.pdf Note: There is at least a 1 year wait list for BPPE approval, however, if Non-WIOA funds are available, OEWD will give consideration if training results in an "industry recognized credential." The curriculum must also be vetted and validated by industry employers. Please note we highly encourage ETPL approval even if it is not required.*	22-Dec

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56	Bidders Conference	12/14/2016	unknown	unknown	What is the difference between adult workforce services and job readiness services?	*There are many differences between the multiple program areas targeted to service adults and the Job Readiness Services (JRS) program area in RFP 121. We encourage interested parties to review the full text version of the RFP for detailed descriptions of services in as well as differing targeted outcomes in each program area. The JRS program section can be found starting on page 56 of the RFP. The overview for the Adult services can be found starting on page 25 of the RFP; details on each of the specific adult focused program areas follows the overview on page 37.*	22-Dec
57	Bidders Conference	12/14/2016	unknown	unknown	What is the difference between proposal area B and proposal area D.	*We assume the questioner is asking about slide 7 of the bidders conference power point. On that slide, area D is identified as "Young Adult Workforce Services" and area B is identified as "Adult Workforce Services," the key difference between the two Proposal Areas being the age of targeted participants. As noted by the presenter, there are multiple program areas under each of these higher level designations. An overview chart of the 33 distinct program areas can be found on page 20 of the RFP. Each Adult and Young Adult program area has a very detailed and specific scope of work described in the RFP as well.*	22-Dec
58	Bidders Conference	12/14/2016	unknown	unknown	What is the difference between young adult program and job readiness services?	*There are many differences between the multiple program areas targeted to service young adults and the Job Readiness Services (JRS) program area in RFP 121. We encourage interested parties to review the full text version of the RFP for detailed descriptions of services in as well as differing targeted outcomes in each program area. The JRS program section can be found starting on page 56 of the RFP. The overview for the Young Adult services can be found starting on page 60 of the RFP; details on each of the specific young adult focused program areas follows on pages 62-71.*	22-Dec
59	Bidders Conference	12/14/2016	unknown	unknown	What percentage of clients served through a NAP or SAP need to be San Francisco residents?	*This will be negotiated post-procurement. Proposers should assume that the majority of their services will be provided to City residents but specific will depend on the funding source; clients supported with general fund grant dollars, for example, may be required to be San Francisco residents.*	22-Dec
60	Bidders Conference	12/14/2016	unknown	unknown	When will the type of workforce funding (WIOA, CDBG, General Fund) associated with each program area/module be shared (if at all)?	*This will be negotiated post-procurement.*	22-Dec
61	Bidders Conference	12/14/2016	unknown	unknown	Who are the contract evaluators?	*The proposal review process, including who may sit on review panels, is addressed beginning on the bottom of page 16 of the RFP.*	22-Dec

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62	Bidders Conference	12/14/2016	unknown	unknown	Why are JRS placed outcomes higher than number served (page 59 in the RFP)?	*We appreciate the questioner pointing out that we made an error in this table of the RFP. Per the targets noted in the Performance Measures table in the JRS section, JRS providers are only expected to place 25% of their participants into employment. (With the numbers served targets for individual providers being 100-200, this will mean employment outcomes are expected to range from 25-50 participants). JRS Providers are focused on barrier removal and it should be noted that they have unique performance outcomes around both barrier removal and referral to other Workforce services assigned to them, according to their anticipated role. Potential applicants should review the performance measures table on page 58.*	22-Dec
63	Bidders Conference	12/14/2016	unknown	unknown	Will OEWD assist in developing the unsubsidized worksites that connect to the subsidized, entry- level positions for advancement in a particular industry sector?	*We expect providers to do job development in addition to working with OEWD's business services and sector programs (if subsidized opportunities being developed within an existing OEWD sector) to offer coordinated services.*	22-Dec
64	Bidders Conference	12/14/2016	unknown	unknown	Will OEWD request a waiver to swap out dislocated worker dollars? Will there be flexibility around adults vs. dislocated?	*OEWD will consider appropriate actions with the WISF and EDD to ensure that programs are funded appropriately. This may include reviewing and requesting adjustments to Fiscal Year 2017-18 WIOA allocations received from the State.*	22-Dec
65	Bidders Conference	12/14/2016	unknown	unknown	Will the EIC be as involved as it has been when working with SFO vendors?	*The airport's employment information center (EIC) will continue to work with us in a collaborative manner to achieve overall goals. However, some new processes will be implemented as we move forward.*	22-Dec
66	Bidders Conference	12/14/2016	unknown	unknown	Will the sign in sheet be made available?	*OEWD will transcribe to the best of our ability the names and organizations of folks attending the bidders conference and post on the RFP 121 website as an additional document download.*	22-Dec
67	Bidders Conference	12/14/2016	unknown	unknown	With the gig economy, are the outcomes primarily focused on training and placement; or can it be working with industry employers to improve the working conditions?	*We encourage interested parties to review the detailed description of this pilot program on pages 95 and 96 of the RFP. As noted, OEWD is especially interested in proposals that connect participants to existing or create new training resources to assist non-traditional workers or those interested in non-traditional work. We do not set limits to how providers define "resources" in this area.*	22-Dec
68	Bidders Conference	12/14/2016	unknown	unknown	Would funding provide the stipends for the stipended work experiences?	*The funding ranges within the stipended work experiences section(s) include the cost of the stipends/subsidy. Applicants should include stipends in their proposed budget.*	22-Dec
69	Bidders Conference	12/14/2016	unknown	unknown	Would workforce services for seniors be granted through specialized access points?	*We will consider proposals for populations other than those named in the RFP. Please provide detailed information in your proposal to validate need.*	22-Dec
70	Bidders Conference	12/14/2016	unknown	unknown	Can a provider apply and receive funding for two different proposals within the same area? (i.e. two different contracts for JRS)	*It is possible for a provider to received funding for multiple proposals under a program area, however, OEWD believes that in the case of JRS, it's more likely that an agency would focus on submitting one strong comprehensive proposal that includes all the best ideas and promising practices for the program area in question.*	6-Jan

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71	Bidders Conference	12/14/2016	unknown	unknown	Can a vocational training provider apply to participate without being on the ETPL yet?	*Non-ETPL approved trainings will be considered if training results in an "industry recognized credential." The curriculum must also be vetted and validated by industry employers. Please note we highly encourage ETPL approval even though it is not required at the proposal stage.*	6-Jan
72	Bidders Conference	12/14/2016	unknown	unknown	Can computer skills training be provided by a core partner (City College) offsite from the NAP/CAP?	*Preferably, CST should be provided at the CAP or NAP. If provided offsite, proposers should highlight the benefits of providing these services offsite. OEWD also suggests that the agencies proposing services that will be delivered at other sites consider addressing how the agency will assist job seekers with connecting to the the partner's resources including transportation information or subsidies if necessary.*	6-Jan
73	Bidders Conference	12/14/2016	unknown	unknown	Due to current low unemployment numbers in San Francisco, our pool of targeted clients is smaller. Given the large number of program areas and target numbers to be served, how does OEWD plan to support providers in outreach & recruitment and overcoming challenges in service duplication?	*Outreach and recruitment practices, as well as evaluation and adjusting of them to ensure potential clients are aware of and accessing services should be addressed thoroughly by each proposal. Through the "partner development" work (described on page 26 of the RFP), OEWD expects that agencies that become grantees will have many opportunities to share best practices, leads, and other ideas for ways to enhance recruitment and referral opportunities. Proposers should note that incumbent workers, not just unemployed clients are also a targeted group that many of the funding areas either require or suggest connecting to. Additionally, agencies are encouraged to consider creative ways to outreach to other target populations that they may have not historically reached in order to ensure robust services are available across the City to those who need them.*	6-Jan
74	Bidders Conference	12/14/2016	unknown	unknown	If our nonprofit serves a population with specific disabilities (intellectual & developmental disabilities) can we apply as a SAP?	*OEWD leaves it up to each individual organization to decide whether or not to apply to this funding opportunity. Based on the limited description in the question, we believe that the disability SAP area of the RFP would be the correct one for the agency to consider*	6-Jan
75	Bidders Conference	12/14/2016	unknown	unknown	If our organization already has and is working on a grant with OEWD, similar to retention and offering training to workforce, should we still for this RFP?	*As noted in the introduction of the RFP, this solicitation is expected to guide funding decisions on the majority of OEWD Workforce Division's programming for the next 3 years. Agencies with current grants that end 6/30/17 should use this oppportunity to apply for funding beyond that if interested in continued OEWD support.*	

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76	Bidders Conference	12/14/2016	unknown	unknown	Is it a problem if we are located in the East Bay but service San Francisco clients?	OEWD is unsure which program area the organization is interested in proposing services for, however, having administrative offices in the East Bay would not necessarily be an issue for most of the services being procured. Regarding service locations, we encourage the proposer to refer to the detailed sections of the RFP and provide adequate justification for neighborhoods or populations that would be targeted and served in addition to justification for the service location being outside of San Francisco. For example, in the CAP section on page 38, the RFP states: The successful CAP applicant will demonstrate the following special qualifications, in addition to the Preferred Qualifications described earlier in the RFP: Located in, or with demonstrated access to, a downtown facility, accessible by public transportation, and equipped with staffing, training rooms, meeting rooms, private offices, computers and other equipment, and resources that enable the delivery of a wide range of workforce and other services offered in both self-service and staff-assisted capacities. Alternatively, there are other categories such as OST where an East Bay service location may be more easily justified. We also encourage all proposers to clearly identify strategies for how San Francisco residents will be connected to services -- including any transportation vouchers or other services that the organization might suggest to ensure that the populations targeted in the RFP may take full advantage of the services offered. All proposers must also be able to become San Francisco City vendors before any funds may be committed.	6-Jan
77	Bidders Conference	12/14/2016	unknown	unknown	We are applying to young adult subsidized employment programs (area D-3). We have an employment partner who will provide and fund youth employment opportunities if we train and provide ongoing support to the youth. These are career-track opportunities in the retail sector. A) Is this a viable grant opportunity? B) Can the money be used for staff instead of the subsidy since our employer partner will be paying the youth?	A) We do our best not to screen potential projects but instead leave the decision about whether or not to apply up to the leaders of each organization. We expect that proposals will present support that the occupations they choose to pursue lead to careers. B) We encourage all interested parties to review the RFP and see if the projects described meet the requirements and objectives of the area and whether the organization believes the proposed project can, at a minimum, meet the outcomes expected for that program area. We will consider all proposals and their budgets as presented. Applicants are additionally encouraged to describe costs and all anticipated leverage opportunities in their proposals so that readers may feel confident that all program elements, and their costs, are addressed.	6-Jan

Line number	Submitted via (Bidders Conference, Procurement Email, etc)	Date Received	Name	Organization	Question:	Response:	Response Date
78	Bidders Conference	12/14/2016	unknown	unknown	What constitutes collaboration with sector coordinator? How do we plan strategic collaboration without knowing what they'll offer?	*The services required of Sector Coordinators are included in the RFP on pages 80-82. Proposals should include a description of how the applicant anticipates working with the sector coordinator to ensure a seamless process for customers (participants and employers). At minimum, collaborative efforts will need to include plans to share information about training and any other service offering (minimum qualifications, dates , overview), describe a referral process for participatns, and plan to Collaborate on employer engagement efforts so employers are not contacted by numerous providers.*	6-Jan
79	Bidders Conference	12/14/2016	unknown	unknown	What constitutes program assisted employment? If an individual secures a job independent of the assistance, are we required to do the 2nd and 4th quarter retention?	Program assisted placement denotes that a participant's employment resulted as a result of recieving individual services through the provider, as opposed to a self directed search that made use of resources but not direct services. If an individual is placed without assistance the retention goals remain the same and are not dependent on job placement assistance.	6-Jan
80	Procurement email	16-Dec	Katie Furuyama	Compass Family Services	For the Job Readiness Services (JRS) proposal area, would OEWD consider a proposal that wanted to target a specific subset of the population (i.e. homeless families), rather than all Job seekers with high barriers to employment?	The intent behind Job Readiness Services is to address barriers that prevent an individual from being able to make full use of workforce readiness services(as described in the RFP) and/or achieve sustainable employment. OEWD expects that the strongest proposals will address a variety of such barriers. Proposals that put forth a compelling description of the services they will deliver that will prepare an individual to participate in, and link to, workforce services will be priority.	6-Jan
81	Procurement email	16-Dec	Katie Furuyama	Compass Family Services	For the Job Readiness Services (JRS) proposal area, would OEWD consider a proposal with target service numbers of less than 400-600 individuals?	The 400-600 goal is a cumulative goal for all JRS providers combined. OEWD has set the goal for individual JRS programs as 75-100.	6-Jan
82	Procurement email	16-Dec	Katie Furuyama	Compass Family Services	What are the guidelines For MOUs and letters of support to be attached to the application?	Several sections of the RFP address where MOUs or letters of collaboration may strengthen proposals - though no areas strictly require them for the proposal stage. Proposers should feel free to use whatever template is comfortable for them, should they wish to submit MOUs or support letters. How to attach these items to the application is addressed on the final few pages of the resource: "Navigating RFP 121 in TGS" which is available for download at http://oewd.org/bid-opportunities/RFP-121	6-Jan
83	Procurement email	19-Dec	John Halpin	City College	Is there a cap on Indirect Costs? What is the maximum % of Direct Costs that can be charged to Indirect Costs?	There is no strict cap on indirect costs, however, OEWD generally negotiates rates under 15% during the grant-making process unless the organization has a federal indirect letter or other robust, auditable, calculation that supports a higher indirect rate. Funding sources may restrict the percentage of indirect allowed or the documentation required.	6-Jan
84	Procurement email	19-Dec	John Halpin	City College	Is there a cap on Administrative Costs? What is the maximum % of grant budget that can be charged to Administrative Costs?	There is no strict cap on administrative costs within a proposal budget. OEWD encourages bidders to thoroughly address costs, calculations, and their necessity to support programming as part of the budget narrative so readers can feel confident that services are appropriately resourced.	6-Jan

Line number	Submitted via (Bidders Conference, Procurement Email, etc)	Date Received	Name	Organization	Question:	Response:	Response Date
85	Procurement email	20-Dec	Taylor Emerson	San Francisco Rec and Park Department	The agency provided a description of a possible program and asked for guidance as to whether it would be a fit for the RFP.	OEWD does our best not to screen potential projects but instead leave the decision about whether or not to apply up to the leaders of each organization. We encourage all interested parties to review the RFP and see if the projects described meet the requirements and objectives of the chosen service area and whether the organization believes the proposed project can, at a minimum, meet the outcomes expected for that program area.	6-Jan
86	Procurement email	20-Dec	Aparajitha Vadlamannati & Nick Mann	Hack Reactor	• Can the grant be used to subsidize or fully cover student tuition? How would that be administered by OEWD? Would we (the institution) receive the funds to disburse through a scholarship/grant/financing program or would funds go directly to the student?	Yes, if a successful proposer is awarded a grant and incurs actual training costs that would otherwise be paid for by student (e.g. instruction or other associatied costs with delivering training) the grantee may invoice OEWD for those costs within the budget. If the scholarship is intended to pay tuition for a training not offered by the grantee then the funds would be disbursed through an ITA. Individual Training Account (ITA) funds (adminsitered by the CAP, and in some circumstances Sector Coordinators) are used to pay the cost of tuition for eligible individuals participating in training courses deliverd by approved training providers on the Eligible Training Provider List (ETPL). However, it is important to note that these funds may be limited and not intended to fund cohorts. Note that ITA funds are also not something a provider can apply for through this RFP but are a resource offered to eligible clients with information about schools they can choose from on the ETPL.	6-Jan
87	Procurement email	20-Dec	Aparajitha Vadlamannati & Nick Mann	Hack Reactor	• Do we need to participate for the full 3 years or can we propose a program for increments within that?	OEWD expects that agencies will propose services appropriate for and able to be delivered within the first fiscal year of funding (July 1, 2017-June 30, 2018). Any renewals of programming, include scope and budget adjustments for years 2 and 3 would be negotiated separately.	6-Jan
88	Procurement email	20-Dec	Aparajitha Vadlamannati & Nick Mann	Hack Reactor	• For students that are able to receive tuition assistance in the form of a loan or from other resources, can the grant be used to pay for rent or living expenses during their time in the program?	No. Funds granted to cover training costs are expected to cover the organization's training costs. They are not available to supplement other costs associated with being in training.	6-Jan
89	Procurement email	20-Dec	Aparajitha Vadlamannati & Nick Mann	Hack Reactor	• Can the grant be used to provide supplies (e.g. refurbished laptops for continuing self-study) for low income applicants?	Successful applicants who are awarded grants, may choose to budget part of their grant dollars for supportives services (including training supplies). Additional details on supportive services can be found on pages 29-30 and 78 and are generally defined as costs for related items necessary for securing employment.	6-Jan
90	Procurement email	20-Dec	Aparajitha Vadlamannati & Nick Mann	Hack Reactor	• Will our intellectual property (curriculum, pedagogy, etc.) remain protected even as we participate in the program?	The costs around "created work" that are then billed back to a City grant may have IP implications for the grantee. Proposers may budget for these costs as part of their proposal or may instead want to consider leveraging other dollars for items like curriculum development if this is a concern. The proposer should pay special attention to sections 4.4, 6.8, and 6.9 of the G100 provided in the document download section of http://oewd.org/bid-opportunities/RFP-121 which provide additional details on work products and ownership.	6-Jan

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91	Procurement email	20-Dec	Aparajitha Vadlamannati & Nick Mann	Hack Reactor	• Do we need to be on the ETPL to submit a proposal? If yes, can we concurrently apply for ETPL and submit a proposal?	*While we encourage OST providers to be on the ETPL, it is not required for the proposal stage.*	6-Jan
92	Procurement email	20-Dec	Anthea Charles	Marriott Foundation Bridges	Can I request funds under this RFP to deepen services to youth who are currently being served under other city funds (i.e. DCYF) or would youth served need to be exclusive to OEWD?	OEWD encourages leveraging other funds to provide robust programming that meets the RFP's goeals. Proposers should ensure that they give a clear decription of what OEWD funding would add to the services and/or participants that are funded through other sources.	6-Jan
93	Procurement email	20-Dec	Anne Kirwan	Upwardly Global	Does an SAP applicant have to provide financial literacy education directly or through partners named in a collaborative or can these services be referred out?	OEWD encourages partnerships to deliver seamless services including training and other services offered through partnership with other agencies. There should be a clear pathway for clients to receive services/training without having to visit multiple locations so that services/trainings are as accessible as possible. Concerning whether financial literacy is a reqruied service of the Specialized Access Points, page 31 of the RFP states: Financial literacy services must be provided directly by the CAP. Other Access Points may elect to provide financial literacy services themselves or refer job-seekers with identified need to the CAP or to other financial literacy service providers.	6-Jan
94	Procurement email	20-Dec	Anne Kirwan	Upwardly Global	Do financial literacy education services have to be provided through in-person trainings at the SAP location or can they be provided via an online learning curriculum?	OEWD encourages the use of technology to provide services to clients. There should be a clear pathway for clients to receive services/training without having to visit multiple locations so that services/trainings are as accessible as possible.	6-Jan
95	Procurement email	20-Dec	Anne Kirwan	Upwardly Global	Our agency has developed a job seeker tool using a CRM backend. If we were to build it out on a different platform to make it more broadly available, would the city seek intellectual property rights for the additive technology?	The costs around "created work" that are then billed back to a City grant may have IP implications for the grantee. Proposers may budget for these costs as part of their proposal but may instead want to consider leveraging other dollars for items like technology build outs that involve authorship/creation of items if this is a concern. The proposer should pay special attention to sections 4.4, 6.8, and 6.9 of the G100 provided in the document download section of http://oewd.org/bid-opportunities/RFP-121 which provide additional details on work products and ownership.	6-Jan
96	Procurement email	20-Dec	Anne Kirwan	Upwardly Global	If we were to modify an existing curriculum for delivery to a different population would the city seek IP rights for the new content that was developed?	The costs around "created work" that are then billed back to a City grant may have IP implications for the grantee. Proposers may budget for these costs as part of their proposal but may instead want to consider leveraging other dollars for items like curriculum development if this is a concern. The proposer should pay special attention to sections 4.4, 6.8, and 6.9 of the G100 provided in the document download section of http://oewd.org/bid-opportunities/RFP-121 which provide additional details on work products and ownership.	6-Jan

Line number	Submitted via (Bidders Conference, Procurement Email, etc)	Date Received	Name	Organization	Question:	Response:	Response Date
97	Procurement email	21-Dec	Emily Landsverk	Swords to Plowshares	I have questions about one of the specific recommendations in the application for Question 3, Approach Narrative. The recommendation reads: • Provide monthly, quarterly, annual projections of the accomplishments to be achieved for each activity or function proposed, such as the number of activities or steps to be accomplished or number of individuals to be served. If accomplishments cannot be quantified, list them in chronological order to show a sequence of steps and their projected start and end dates. My first question is just to clarify whether we should provide monthly, quarterly AND annual projections for the accomplishments to be achieved?	Yes, it is expected that proposers will provide detail in their narratives so that reviewers can understand the progression of the program -- this would include describing and quantifying activites that would be provided monthly, quarterly, and annually.	6-Jan
98	Procurement email	21-Dec	Emily Landsverk	Swords to Plowshares	My second question is whether we need to provide these monthly, quarterly and/or annual projections for: - All of the required work plan outline activities (as shown in the drop-down menu - for example: assessments, enrollments, computer skills training, outreach and recruitment, etc.);; and/or - Certain activities (such as activities related to the 9 specific strategies described on pages 51-52 for the veterans SAP); and/or - For each of the performance measures for the veterans SAP, as stated on pages 52-53? I just want to make sure that we are providing the level of detail that you need. Would it be possible to provide an example of the level of detail required?	The RFP outlines required services and optional services for each area as well as ranges for expected annual goals. OEWD encourages agencies to use their best judgement on the level of detail to provide concerning the services they're proposing. No examples will be provided as each agency and each proposal are expected to address activities, impacts, outcomes, and program flow in a nuanced way that is tailored to their service delivery model.	6-Jan
99	Procurement email	21-Dec	Barbara Stevenson	Lumenos, LLC	Question re: Job Readiness Services. On page 59 of the RFP - why is the target number for "number placed" higher than the target number for "number served"?	We appreciate the questioner pointing out that we made an error in this table of the RFP. Per the targets noted in the Performance Measures table in the JRS section, JRS providers are only expected to place 25% of their participants into employment. (With the numbers served targets for individual providers being 100-200, this will mean employment outcomes are expected to range from 25-50 participants). JRS Providers are focused on barrier removal and it should be noted that they have unique performance outcomes around both barrier removal and referral to other Workforce services assigned to them, according to their anticipated role. Potential applicants should review the performance measures table on page 58.	6-Jan

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100	Procurement email	21-Dec	Janny Leung	Self-Help for the Elderly	1. Does the partner employer have to be an institution? in other words, can we use our Home Care division as employer partner?	Employer partners should include partnerships that are committed to collaborating in one or more of the following ways: review and vet curriculum, facilitate classroom instruction, create and implement employer-customized or incumbent worker training, offer paid internships, and/or a commitment to hire graduates. While a partnership letter should be a formal letter from an institution, it can be written from a division of that institution that is willing to collaborate with Sector Workforce Program.	6-Jan
101	Procurement email	21-Dec	Janny Leung	Self-Help for the Elderly	2. Can we partner with entities that are not non-profit for training purposes?	Yes. Agencies, and their potential partners if expected that they will share grant resources, should both review the G100 posted to the document download section of http://oewd.org/bid-opportunities/RFP-121 as some language applies to both grantees and any subgrantees. In addition no agencies receving funding, either directly or through a subcontract/subgrant arrangement may be listed on a debarred or suspended list as noted in the RFP and the G100.	6-Jan
102	Procurement email	21-Dec	Paul Lamb	unknown	1. What services should we expect from Core Partners for the CAP? Can you share more specifics, beyond those listed on p.37 of the RFP?	As required by WIOA, core partners will offer workforce system services to customers at the CAP through a co-location and cost sharing agreement. Specific agreements among the named core partners in San Francisco have not yet been executed. Please see EDD WIOA directive WSD15-12 for guidelines. Active EDD directives can be found at http://www.edd.ca.gov/jobs_and_training/Active_Directives.htm	6-Jan
103	Procurement email	21-Dec	Paul Lamb	unknown	2. For the CAP, what is expected in terms of shared costs with partners – how will work and what will partners provide?	See EDD WIOA directive WSD16-09 (WIOA Phase II Memorandums of Understanding) for guidelines about shared costs. Active EDD directives can be found at http://www.edd.ca.gov/jobs_and_training/Active_Directives.htm	6-Jan
104	Procurement email	21-Dec	Paul Lamb	unknown	3. Will OEWD provide database for the CAP(s) for managing referrals?	OEWD does not currently have database in place that specifically manages referrals. OEWD continues to be focused on indentifying technology needs and limitations/opportunities with existing systems, and will work with successful proposers to develop a robust process for tracking and reporting of referrals within the OEWD workforce provider system.	6-Jan
105	Procurement email	21-Dec	Paul Lamb	unknown	4. Can you give an example of a diagnostic test required for CST participants? Do you have something standardized in mind or is this to be developed by the CAP?	For the CAP, we are open to new development of a diagnostic test. We do want to ensure that a diagnostic test is put in place to evaluate the CST level of participants before providing CST.	6-Jan
106	Procurement email	21-Dec	Paul Lamb	unknown	5. Will ITA and OJT support funds be issued up front?	The pool of funds available to write ITA and OJT contracts from will be available to the CAP provider at the beginning of the fiscal year. Training providers and employers who wish to be reimbursed for costs after the ITA/OJT contract is issued would then follow the billing process outlined in the agreement and be reimbursed for appropriate expenses.	6-Jan

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107	Procurement email	21-Dec	Paul Lamb	unknown	6. Would you consider other assessment tools beyond what are listed in the RFP?	Yes, OEWD will consider other assessment tools beyond what is listed in the RFP. The assessment tools listed in the RFP are common assessment tools however, we are aware that there are additional tools that we may consider.	6-Jan
108	Procurement email	21-Dec	Paul Lamb	unknown	7. In the performance requirements listed for CAP services (p.39), what are considered to be foundational skills and advanced training?	Foundational Skills comprise of basic comprehension skills; thinking skills such as creative thinking, decision making, problem solving, reasoning; people skills such as teamwork, social, leadership, cultural diversity; and personal skills such as responsibility and integrity. Advance Training is the same as Occupational Skills Training that is an organized program of study that provides specific vocational skills that lead to proficiency in performing actual tasks and functions required by certain occupational fields at entry, intermediate, or advanced levels with an outcome of an attainment of an industry recognized credential.	6-Jan
109	Procurement email	21-Dec	Emily Wattman-Turner	Galvanize	1. Is TechSF the Sector Coordinator for all Occupations Skills Training (OST) providers who are awarded funding for Information & Communications Technology (ICT) Sector Occupational Skills Training? If not, who else will be a Sector Coordinator for ICT OST? Additionally, if TechSF is not the Sector Coordinator, which specific RFP role does TechSF play (CAP, NAP, SAP, etc)?	TechSF refers to OEWD's entire ICT sector program portfolio and comprises all ICT sector modules, including the ICT sector coordinator, all OST providers and bridge programs delivering ICT focused programing. OEWD oversees all related grants, policy and program compliance related to TechSF. The ICT Sector Coordinator is one entity that will be awarded to oversee program coordination within the portfolio. All expectations of the ICT are further detailed in the RFP.	6-Jan
110	Procurement email	21-Dec	Emily Wattman-Turner	Galvanize	2. On page 77, the RFP states, "all Sector Workforce Program providers must deliver or make accessible the full range of Access Point services described earlier in this RFP. Specific service areas are required by different roles within the Sector Workforce Programs as appropriate to their function within the sector as described below." Page 77 - 79 outline 10 specific functions. Is it correct that OSTs are responsible for providing items 1-10 with the exception of number 4, 5, 6, and 9, which are optional for an OST? Are there other services an OST MUST provide to meet the broader, full range of Access Point services described earlier in the RFP? Or are they only required to deliver items 1,2,3,7,8, and 10 on page 77-79?	The most competitive proposals will implement the fullest range of services, even those noted as optional. While some services described in the RFP are optional according to the type of Sector Program, proposals that address how access to optional components will be facilitated for participants (either through onsite delivery or established partnerships with service providers) will be given special preference. Thus, if any agency feels that they may qualify as an OST provider, but feel like their primary strength is training, it is recommended that they partner with additional agency(ies) to provide consumer with a full array of services to successfully prepare them for employment (which is overall goal).	6-Jan

Line number	Submitted via (Bidders Conference, Procurement Email, etc)	Date Received	Name	Organization	Question:	Response:	Response Date
111	Procurement email	21-Dec	Emily Wattman-Turner	Galvanize	3. On page 21, the RFP outlines OEWD Outcomes Measures that all grantees are required to gather, including i. Placement in employment, training or postsecondary education at exit, and during the 2nd and 4th quarters after exit ii. Median earnings 2nd quarter after exit iii. Credential attainment iv. Measurable skill gains v. Effectiveness in serving employers o Are OST grantees required to report on these measures? OR is the Sector Coordinator required to report on these measures and the reponsible to collect these data points from training participants placed at an OST? For example, which entity is required to collect the Paystub for most recent pay period or Official letter of employment, including dates employed and position, from employer? If the onus is on the OST, does the OST also have to collect data at the 2nd and 4th quarter after an individual has graduated from the training program?	The Outcome Meaures listed on page 21 are the outcomes tracked by OEWD at a system wide level. The Performance Measures that are required to be reported by providers and included in the corresponding section within the RFP are linked to those Outcome Measures, however they are specific to provider type. The RFP does detail the requirements for Sector Workforce Programs on pages 77-79.	6-Jan
112	Procurement email	21-Dec	Emily Wattman-Turner	Galvanize	4. Where can we find a complete and detailed description of what programs meet the requirements of Job Readiness Training, as outlined on page 30? o "All JRT must follow an OEWD-approved job and workplace readiness curriculum. Training should include topics such as: Learning and communication skills Self-assessment tools Job search skills Job-seeker portfolio development (e.g., resume, applications, online profiles) Interview skills Employers' expectations SCANS competencies (see http://wdr.doleta.gov/scans) Appropriate work attire Managing a work life Computer literacy for the job search and on the job Life skills, including achieving goals, developing positive support systems, and balancing obligations at work and home."	This list of training topics provided on page 30 is a sample of topics to be through JRT. All JRT must follow an OEWD-approved job and workplace readiness curriculum. Training should include topics such as: Learning and communication skills Self-assessment tools Job search skills Job-seeker portfolio development (e.g., resume, applications, online profiles) Interview skills Employers' expectations SCANS competencies (see http://wdr.doleta.gov/scans) Appropriate work attire Managing a work life Computer literacy for the job search and on the job Life skills, including achieving goals, developing positive support systems, and balancing obligations at work and home.	6-Jan

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113	Procurement email	21-Dec	Emily Wattman-Turner	Galvanize	5. What labor market data sources is the RFP referring to on page 72? "identified in the current OEWD Strategic Plan and have been validated by labor market data." Can you share a comprehensive list of the data sources being referred to?	The Office of Economic and Workforce Development (OEWD) invests in considerable research to develop sector strategies grounded in local and regional demographic and economic data. We look to a variety of sources to identify county and regional issues for both economic and workforce development. These qualitative and quantitative data sources include: employer, hiring manager, and industry association input and data validation through interviews, event-based focus groups, purposive sampling with individual companies, online surveys and meta-analysis research, targeted meetings (e.g. engineers versus HR generalists or recruiters), and expert feedback for curriculum development and accreditation; education and training provider input through interviews and meetings; interviews and roundtable discussions with leaders from community-based organizations; input from members of the Workforce Investment San Francisco (WISF) Local Board and its industry and community advisory committees; City and County of San Francisco economic analyses, such as the Proposed Five-Year Financial Plan and the Economic Strategy for the City; historic and projected labor market information (LMI) from EMSI, the EDD LMI Division, EconoVue, the Bureau of Labor Statistics, and O*NET; and workforce demographic information from the U.S. Census Bureau's American Community Survey (ACS).	6-Jan
114	Procurement email	21-Dec	Emily Wattman-Turner	Galvanize	6. What are the requirements to be able to "accept referrals from the Mayor's Interrupt, Predict, and Organize program (IPO), whom have shown interest in and aptitude for a career in that sector," as described on page 72?	Sector Coordinators will be required to accept referrals of individuals on a case-by-case basis whom have participated in the IPO program and have been assessed, as part of their participation in that program, as appropriate for enrollment in various OEWD sector programs.	6-Jan
115	Procurement email	21-Dec	Emily Wattman-Turner	Galvanize	7. What entities are currently serving in OEWD's workforce system, including the CAP, NAPs, SAPs, JRS, Young Adult Access Points, and Business Services providers? Additionaly, what OSTs?	As noted in the RFP, the services being procured are for future funding cycles. In some cases, current grantees provide slightly different services than the models requests in RFP 121 and in other cases entire new areas of funding are outlined for which is there is no current portfolio that is similar (i.e. JRS). A list of FY 16-17 OEWD providers will be posted to the RFP 121 website as a document download, however, their category of services reflected do not reflect the current models in the RFP but instead reflect those from RFP113.	6-Jan

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116	Procurement email	21-Dec	Emily Wattman-Turner	Galvanize	8. What neighborhoods in San Francisco is OEWD most focused on serving through this RFP?	OEWD is focused on creating a comprehensive workforce system that is accessble by any San Franciscan who can benefit from workforce services in order to achieve their full economic potential. Towards that goal we are interested in enetrtaining proposals to locate workforce service access points in neighborhoods that are not fully served by the Comprehensive Access point. As stated in the RFP, this could include but is not limited to geographic isolation and/or a disproportionate need for workforce services amongst the residents in that neighborhood. Strong proposals will present a compelling argument for why an access point in the proposed neighborhood is necessary	6-Jan
117	Procurement email	21-Dec	Pat Riley	Positive Resource Center	Will the funding mix for the Disability-SAP and/or the Other-SAP include WIA funds?	The funding mix for specific grantees and programs will be determined by OEWD after proposals are selected.	6-Jan
118	Procurement email	21-Dec	Pat Riley	Positive Resource Center	Can a client be co-enrolled in more than one program funded by this RFP?	Yes so long as the services that client is receiving through multiple programs are not duplicative.	6-Jan
119	Procurement email	21-Dec	Pat Riley	Positive Resource Center	Can an agency be considered as an Other-SAP if they are proposing to perform just one specific innovative employment barrier removal service, with the remainder of the full menu of Access Point employment services provided by another SAP, NAP or CAP?	No. All SAPs, including proposals within the "other" category are required to deliver the services listed on pages 25-34 that are noted as required for all access points. OEWD would encourage an agency that wants to deliver one of the many required services to consider partnering with other organizations in order to submit a joint proposal that meets the full spectrum of requirements within that program area.	6-Jan
120	Procurement email	21-Dec	Pat Riley	Positive Resource Center	For the Disability-SAP, how many "scheduled hours" are required to be provided at the CAP?	OEWD has not set a minimum number of hours as an expectation. Proposers should suggest programming they believe will be appropriate to meet the goals. Final numbers will be negotiated during the contracting/grant making process with successful bidder(s)	6-Jan
121	Procurement email	21-Dec	Pat Riley	Positive Resource Center	Can the financial literacy training/services requirement for the Disability-SAP be satisfied by partnering with another agency to perform such training/services, or do such services have to be conducted by the Disability-SAP staff?	Yes, OEWD encourages partnerships to deliver seamless services including training and other services offered through partnerships with other agencies. Agencies should describe in their proposals a clear pathway for clients to receive services/training without having to visit multiple locations so that services/trainings are as accessible as possible.	6-Jan
122	Procurement email	21-Dec	Pat Riley	Positive Resource Center	Can the financial literacy training/services requirement for the Disability-SAP be provided in a group setting?	Yes.	6-Jan
123	Procurement email	21-Dec	Pat Riley	Positive Resource Center	For Other-SAP, could we propose serving underserved populations other than those already stated on page 11 of the RFP?	Yes.	6-Jan

Line number	Submitted via (Bidders Conference, Procurement Email, etc)	Date Received	Name	Organization	Question:	Response:	Response Date
124	Procurement email	21-Dec	Pat Riley	Positive Resource Center	How do you define "Residents receiving public assistance" on P. 11 of the RFP? Is it SF residents who are receiving any type of public assistance, including but not limited to: SSI, Medi-Cal, tax credits for Covered California, etc.?	The term ''public assistance'' for these purposes means Federal, State, or local government cash payments for which eligibility is determined by a needs or income test. It includes assistance received through the supplemental nutrition assistance program established under the Food and Nutrition Act of 2008 (7 U.S.C. 2011 et seq.), the program of block grants to States for temporary assistance for needy families program under part A of title IV of the Social Security Act (42 U.S.C. 601 et seq.), or the supplemental security income program established under title XVI of the Social Security Act (42 U.S.C. 1381 et seq.), or State or local income-based public assistance.	6-Jan
125	Procurement email	21-Dec	Pat Riley	Positive Resource Center	Is any agency currently being funded under the Other-SAP category or a similar category with different name?	OEWD does not specifically call out Other Specialized Access Points (SAPs) under current programming. Other SAPs is a hybrid of current programs. The Other SAP should provide job readiness and employment services for one or more targeted populations of job-seekers. Please refer to Other Specialized Access Points in the RFP.	6-Jan
126	Procurement email	21-Dec	Pat Riley	Positive Resource Center	For the Other-SAP, can we perform output activities in addition to those stated in slide 8 of the 12/14/16 Powerpoint?	Yes. As long as applicants address the required performance outcomes and propose to deliver required services, proposals are welcome to include additional outcomes and/or additional outputs than those listed.	6-Jan
127	Procurement email	21-Dec	Pat Riley	Positive Resource Center	If a performance goal is met as a result of the collaboration of two or more SAP, NAP, CAP, etc., which agency gets credit For the result?	It will depend on the specific circumstances that apply, but there are many circumstances in which dual credit would be given for outcomes achieved through partnership by multiple providers	6-Jan

Line number	Submitted via (Bidders Conference, Procurement Email, etc)	Date Received	Name	Organization	Question:	Response:	Response Date
128	Procurement email	21-Dec	Emily Landsverk	Swords to Plowshares	I have questions about the required activities to be included in the drop-down menu for the Work Plan Outline for the Veterans SAP. I need further information about which activities are required to be included to meet minimum requirements for the Veterans SAP. Are the following the required activities to be included in the drop-down menu for the Veterans SAP?: Assessment Attain degree/certification basic computer skills training Enrollment in JRT Enrollment in Services Financial Literacy Individual Planning/Case Management Individual Training Account Connections Job Leads Developed Measurable Skills Gain On-the-Job Training Connections Outreach and Recruitment Placement-Skills Training Placement-Unsubsidized Employment Referrals to Training and System Services Retention and Follow-up Unsubsidized Employment Should we enter a "0" under the "annual output" column if we will not be providing these services?	Required and optional activities for all access points (including those identified as Specialized Access Points or SAP) are detailed on pages 25-34 of the RFP. The drop down activity options provided in the workplan table then allow each proposer to build a customized table that reflects the number of clients the agency expects to provide required (and optional) program elements to on an annual basis. If the program element isn't required and won't be provided as an optional service then there's no need to add the associated activity/activities to the table and note "0" as the annual output. The intent of the chart is to give reviewers a clear summary view of the number and type of services the agency is proposing -- in addition to the extensive detail that will likely be provided in the narrative questions. On page 26 of the RFP, for example, "information, orientation, assessment, and enrollment" are required program elements for all Access Points. As such, OEWD anticipates that the activities "assessment" and "enrollment in services" would be two lines of the workplan chart and each would reflect the number of clients that the agency expects would complete the activity.	6-Jan
129	Procurement email	21-Dec	Emily Landsverk	Swords to Plowshares	If the following apply to the Veterans SAP: Can you please clarify what "measurable skills gain" and "on-the-job training connections" and "Individual Training Account Connections" mean for this drop-down menu? Specifically: Does "on-the-job training connections" mean the number of OJT leads developed, the number of individuals informed/screened/prepared for OJT opportunities, or the number of referrals made to the CAP? Something else? Does ""Individual Training Account Connections" mean the number of persons informed about ITAs or referrals made for ITAs? Something else? What other types of trainings (other than the stated OJT or apprenticeships programs) qualify for meeting the requirement for "measurable skills gain?"	In the case of both the "OJT connections and the ITA connections," it refers to the number of participants referred to the CAP **and** found eligible by the CAP for the program to which they were referred. In the case of the Measurable Skills Gain outcome, participation in any kind of training does not acheive the outcome. However if a person is assessed at a higher skill level than they were before they received services (Training or otherwise) this would constitute a measurable skills gain. Please see pages 22-23 of the RFP for a more detailed description of measurable skills gain.	6-Jan

Line number	Submitted via (Bidders Conference, Procurement Email, etc)	Date Received	Name	Organization	Question:	Response:	Response Date
130	Procurement email	21-Dec	Winnie Yu	Self-Help for the Elderly	Budgeting for proposal: • If a NAP provider applies for the maximum amount of $500,000; should the budget goal be 90% of the funds for all budget items ($450,000) and $50,000 allocated to Other at 10% of the budget to set aside as a performance based incentive? • With such a huge amount that cannot be used for program expenses, then should our program goals be based on the 90% of the funds only, meaning $450,000? Because we'll have less funds to work with for hiring staff. • How do we bill this 10%? Should there be expenditures involved to claim or just really a performance based incentive meaning it will be awarded to the provider if they exceed the goal?	In the scenario given, the provider would set aside 10% of the $500,000 in a "Performance Based Incentive" budget item within their overall budget as indicated by the questioner (it would be reflected as a piece of the "other" line item in the budget grid). The specific performance based incentive(s) threshold(s) that make up the remaining $50,000 will be negotiated with successful bidders and be reflected in the final grant scope of work and budget. Once the provider hits a threshold, they would then bill for their normal cost reimbursement items **_and_** the appropriate performance incentive reached. The incentive payment itself can be used to support accrued or future program costs. OEWD anticipates that grantees may actually be able to utilize more of the grant funds allocated annually than with strictly cost-reimbursement budgeting as these additional less-restricted chunks of funding will be earned as program goals are met in addition to the grantees continuing to bill monthly for the cost-reimbursement items (salaries, supplies, etc.) in the budget.	6-Jan
131	Procurement email	21-Dec	Winnie Yu	Self-Help for the Elderly	Program outcomes: • How and when will incentives be measured and distributed to provider? • How does OEWD plan to measure program outcomes in relation to incentives?	Incentives and outcome measures will be tailored to the specific circumstances of selected providers and the programs they are contracted to deliver; details about incentives and outcome measurements will be discussed with indiviudal providers during contract negotiations. Processes such as how to invoice for them and required documentation will be standardized across these types of charges and OEWD will provide guidance later to successful proposers via new directive(s).	6-Jan
132	Procurement email	21-Dec	Winnie Yu	Self-Help for the Elderly	Letters of support: • "Strong proposals will include memoranda of understanding (MOUs) and/or letters of support detailing how the Coordinator will collaborate with other workforce agencies." Can workforce agencies be government, non-profit, and for-profit, City agencies, and private/public post-secondary education providers?	Yes. The proposal should make clear how the partnership/collaboration with the named workforce agencies will further service delivery and/or outcomes for participants	6-Jan
133	Procurement email	21-Dec	Winnie Yu	Self-Help for the Elderly	Hospitality Occupational Skills Training: • If provider applies for 2 different trainings in Hospitality OST program area is one proposal sufficient or do we have to submit 2 separate proposals, one for each training?	A single proposal for OST can include multiple training tracks as long as they all pertain to the given sector. Alternatively, an agency may decide that it wishes to submit separate proposals if they would prefer to have each training track reviewed, scored, and ranked independently. Agencies must submit separate proposals if proposing training tracks for different sectors.	6-Jan