

WIOA 2018-01 ADY-OSO
CONFERENCE TYPE: Pre-Proposal (Non-Mandatory)
DATE & TIME: March 15, 2019 1:00 pm (EST)
Lowcountry Council of Governments
634 Campground Road, Point South, SC 29945

- QUESTION 1: Could you provide the current program performance?
ANSWER 1: See documents posted to:
http://www.lowcountrycog.org/workforce/request_for_proposal/index.php
PY 18, Quarter 2, Rolling 4 and PY 18, Quarter 2, Quarterly
- QUESTION 2: What is the anticipated service levels (enrollments) between AD, DW and Youth?
ANSWER 2: The expectation is for the same or increased service levels (enrollments) between AD, DW and Youth.
Historical 3 year average (PY15, PY16, PY17):
Adult: 197
DW: 96
Youth: 112
PY 18 Year-To-Date (7/1/18 – 3/12/19):
Adult: 174
DW: 50
Youth: 72
- QUESTION 3: What is the current Case Manager to customer ratio?
ANSWER 3: Current program design has set a minimum of 50 active (no case closure/not exited) customers at all times, there is no maximum.
- QUESTION 4: Will you provide current staffing by job titles and salary ranges (for each center)?
ANSWER 4: Current WIOA Title I funded personnel in the centers:
- 3 Adult-DW-Youth Workforce Developers (1 Colleton, 1 Hampton, 1 Beaufort), 2 Adult-DW Workforce Developers (1 Colleton, 1 Beaufort). Pay Grade \$33,222 - \$46,512.
 - 1 Customer Service Representative (Colleton). Pay Grade \$24,103 - \$33,744.
 - 1 Area-wide One Stop Manager, currently contracted. PY 18 contract \$78,000.
- QUESTION 5: Can you clarify what operational costs we should budget for, such as rent sharing, utilities, telephone, etc.?
ANSWER 5: The costs of colocation in the Lowcountry One Stop sites and included in the IFA Budget will be paid by LCOG. This would include rent sharing, utilities, and some telephone service.

QUESTION 6: How many Adult, Dislocated Workers, and Youth *are currently active* in Work Experience, Classroom Training, and OJT?

ANSWER 6: Currently Active as of 3-12-19:

- Work Experience: 3 Youth
- Classroom: 25 Adults, 4 DW, 12 Youth
- OJT: -0-

QUESTION 7: Are there assessment materials such as TABE and Work Keys available or will we need to purchase additional a license?

ANSWER 7: RFP Page 45, 2. Eligibility, last sentence of the 3rd paragraph:
Title I WIOA funds may not be used prior to both a determination of eligibility and participation.

The assessment materials such as TABE and WorkKeys/WIN are not available. The Lowcountry has historically leveraged funding for TABE and WIN through co-enrollment with local Adult Education providers. The decision as to how these required services will be delivered in the future is entirely at the discretion of the proposer and how they offer to design the service delivery.

NOTE: For South Carolina WIN is the current official state adopted Ready to Work certificate.

QUESTION 8: Could you further explain the request for a Cash Flow analysis for 6 months for each program, in relation to the funds that will be available under the AD/DW advance funding for PY 19 (p. 63, 9th bullet)?

ANSWER 8: RFP Page 22, paragraph 3
Historically about 5-10% of the total Adult and Dislocated Worker allocation is received in July (“advance” or “program” or “P” funding), the balance (“full” or “fiscal” or “F”) is generally received in November. Youth allocations are generally available in April. The unique funding cycle must be addressed in all responses to this RFP.

The Lowcountry wants to ensure the successful proposer understands and has a plan for expenditure for all programs that is logical, sustainable, will meet requirements, and will meet the performance expectations. June – November availability of Adult and Dislocated Worker funds will be limited and December – June expenditures will be required to be much higher in order to meet expenditure performance metrics. The Youth funding cycle is entirely different, generally running April – June. A simple 1/12 per month budget plan is not sustainable and will not meet the requirements or metrics.

QUESTION 9: Is there a Business Services function at the LCOG level? If so, do they develop OJT/WE sites?

ANSWER 9: LCOG will develop OJT Agreements for AD, DW and Youth.

All proposals must include Youth Work Experience as a required element. Service Delivery and budgets proposals must comprehensively address Youth Work Based Learning in all proposals.

RFP Page 11:

Of the \$300,000 Youth budget a minimum of \$87,000 Must be expended solely on Youth Work-Based Learning (YWBL) (\$52,000 in direct participant expenditures and no more than \$35,000 in staffing costs directly related to the development, execution and monitoring of YWBL contracts)

RFP Page 49, 5th bullet:

- *This solicitation does not include provision or funding of On-the-Job Training (OJT). The LWB will retain the funding and provide these services through their designated Business Service Lead staff.*
 - *The Successful Proposer will be required to identify, prepare and refer an adequate number of appropriate individuals who are in need of and would benefit from OJT services.*

QUESTION 10:

Is an excel version of the budget forms available?

ANSWER 10:

See documents posted to:

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