

Questions & Answers for RFQ

Western Arkansas Operator & Service Procurement

Question #1:

Page 4. (B): “Based on performance, the Board may extend the contract annually for up to a total of four years as allowed in the Workforce Innovation and Opportunity Act.” What specific measures of performance will be used as a basis for this stipulation?

Answer #1:

The Common Measures required by WIOA will be the primary indicator. The Board may choose to establish additional success indicators that would be included with ample time to implement.

Question #2:

Page 4. (C): “Once the contract has been awarded, the Western Arkansas Workforce Development Board, in collaboration with the Chief Elected Officials, reserves the right to modify delivery design. In the event the modification requires additional labor hours on the part of the Successful Offeror terms will be negotiated and the contract modified. The Board also reserves the right to de-obligate funds from the Successful Offeror if it fails to meet contractual requirements.” In the event that the delivery design were modified, how long would the Successful Offeror have to initiate the modification? Would a representative from the Successful Offeror be present for such modification negotiations?

Answer #2

Workforce Boards have the right and obligation to adjust, modify, or change program designs if the needs of the local area change or new models are desired. The Successful Offeror will be included in discussions and will be given an appropriate amount of time to implement any changes and to provide a proposed budget for such. De-obligations due to contractual issues will be defined in the Successful Offerors contract.

Question #3:

Page 4. (E): “The Board reserves the right to make an award based on the criteria in this Request for Qualifications or to make no awards, if that is deemed to serve the best interest of the Board and Western Arkansas.” If the Board chooses an entity other than the current Operator/Program Service Provider as the Successful Offeror, or chooses to make no awards, what is the process for transferring responsibility/records, etc. of the current Operator and Service Provider?

Answer #3:

The current provider contract would end June 30, 2017 with a new contract for closing out to cover a transition period. Typically a transition period is two to six months. The Board would negotiate a price for the transition.

Question #4:

Page 5. (l): "All commitments made by the Board as a result of this Request for Qualifications are contingent upon the availability of funds *and the Board reserves the right to award an amount less than the total funds available.*" Does the "less than the total funds available" represent the 20% noted on page 14 where "Offerors should plan on 80% of these funds for the sample budget calculations."? Or does this refer to an additional amount?

Answer #4:

The 80% referred to in the Request for Qualifications is a sample figure used to review the Offeror's strategy for budgeting and may not be the amount ultimately contracted for. The Board will be reviewing budget needs for Board activities and may choose to fund business services partially through the Board structure rather than the service provider. Budget figures will be negotiated once an Award is announced.

Question #5:

Page 14. Project Budget: "Offerors should plan on 80% of these funds for the sample budget calculations." What specific uses is the 20% of total approximate figures intended for? This amount is an increase from the current 8% allocated to the local Administrative Entity.

Answer #5:

The 80% referred to in the Request for Qualifications is a sample figure used to review the Offeror's strategy for budgeting and may not be the amount ultimately contracted for. The Board will be reviewing budget needs for Board activities and may choose to fund business services partially through the Board structure rather than the service provider. Budget figures will be negotiated once an Award is announced.

Question #6

Page 16. (1)(f): "Three references attesting to relevant experience-hard copy letters preferred along with list and contact information." Since the references who know most about the relevant experience of the current Operator/Program Provider serve on the local Workforce Development Board, is it allowable to solicit letters of reference from them? Also what does the requested "list" consist of?

Answer #6:

Board Members who participate on the Procurement Task Force may not provide a reference for any Offeror, however, partners and other Board Members who are not participating on the Procurement Task force may be used as references. Any Board Member providing a reference will need to abstain from voting on the final decision. By "list" the RFQ refers to a list of references.