



One Stop Operator, Career Services, and Youth Services Procurement-Questions from Bidders

1. Is profit/management fee allowed in budget proposals for for-profit organizations?

No. The budget can include personnel salaries, but no for-profit fee.

2. Will the contract be cost reimbursement or another funding model?

The contract will be cost reimbursement.

3. Can you please confirm that the budget for the One-Stop Operator portion of the project is in fact \$5,357,000?

The budget has been recalculated and an addendum to the RFP has been uploaded to the website at ccwib.com. The new estimated budget numbers are as follows:

One Stop Operator: \$2,778,836

Career Services: \$3,390,647

Youth Services: \$1,139,495

Please note, these numbers are estimates based on prior years totals. In prior years, the three One Stop services (Operator, Career Services, and Youth) were not separated. Your total budgets may be bigger or smaller depending on the amount needed to fund your services. The actual allotted budget numbers will be released once a Notice of Award is received from NJLWD.

4. If that amount is correct, are there passthrough funds included in that amount?

No, not in the One Stop Operator amount. Those are included in career services.

5. Can they share the current monthly rent amount for the center?

The amount of rent depends on the number of square feet that a bidder will require to operate in the multi-use building. Please budget \$18 per square foot.

6. Will a spreadsheet be provided for the Budget Form (Attachment B)?

The budget page is included on page 35 of the RFP. You can also create your own spreadsheet using the line items listed on page 35.

7. Is the 25-page cap the same regardless of whether you're bidding for one, two, or three of the contracts? i.e., are more pages allotted if the proposal includes bids for all three Operator, Career Services, and Youth?

Yes, the maximum is 25 pages for 1, 2, or 3 services.

8. Attachment D: Is there historical data available for Adult, Dislocated Worker, Youth, Employers, and WorkFirst customers served/exited/placed into employment?

PY 2021-Enrolled

WIA Adult-74

WIA Dislocated Worker-92

WIA Youth-99

WFNJ-95

PY 2022-Enrolled

WIA Adult-122

WIA Dislocated Worker-114

WIA Youth-144

WFNJ-130

9. Are TANF services apart of this contract?

Yes, TANF services are included in the One Stop Operator and Career Services.

10. On page 31, section 4a, it reads, “The maximum funding estimate excludes funds reserved to pay for training and supportive services. The costs of these services are not to be included in the budget proposal since they are managed and disbursed by the Board.”

In Attachment B, there is a “Staff Development” component. What should be included here if training and supportive services are to be excluded? The description of Staff Development (page 37, #5) reads, “Costs to advance the knowledge of the Program staff as it relates to the proposed program. Please specify”.

The Board currently assigns two percent of WIOA funds to staff development. Bidders may choose to exceed that amount and include it in the budget for staff development.