



## **ADDENDUM No. 1**

**to**

**RFP No. CAJCC 2020**

**For the**

# **COMPREHENSIVE AMERICA'S JOB CENTER OF CALIFORNIA (AJCC) OPERATOR AND CAREER SERVICES PROVIDER**

**released Tuesday, October 20, 2020**

**Specification Clarification/Modification and Recap of the Virtual Bidders Conference  
Held on October 28, 2020**

**This County of Alameda, General Services Agency (GSA), RFP/Q Addendum has been electronically issued to potential bidders via e-mail. E-mail addresses used are those in the County's Small Local Emerging Business (SLEB) Vendor Database or from other sources. If you have registered or are certified as a SLEB, please ensure that the complete and accurate e-mail address is noted and kept updated in the SLEB Vendor Database. This RFP/Q Addendum will also be posted on the GSA Contracting Opportunities website located at [http://www.acgov.org/gsa/purchasing/bid\\_content/ContractOpportunities.jsp](http://www.acgov.org/gsa/purchasing/bid_content/ContractOpportunities.jsp).**



Alameda County is committed to reducing environmental impacts across our entire supply chain. If printing this document, please print only what you need, print double-sided, and use recycled-content paper.

The following Sections have been modified to read as shown below. Changes made to the original RFP document are in **bold** print and **highlighted**, and deletions made have a ~~strike through~~.

**A. Changes to RFP Specifications, Terms and Conditions**

**a. Page 5, Item B**

**Contingent upon ACWDB’s annual WIOA Title 1 Formula funding allocations, the contract period is anticipated to begin ~~July 2, 2021 and end on July 31, 2022.~~ July 1, 2021 and end on July 31, 2022.**

**b. Page 12, Item 4, Populations Served:**

- i. Veterans and spouses of veterans**
- ii. Public assistance recipients or people who are otherwise low income**
- iii. Individuals with disabilities**
- iv. Re-entry population**
- v. Individuals impacted by COVID-19**
- vi. Basic Skills Deficient - including Limited English Proficiency**

**c. Page 15, Item H, Performance Management:**

ACWDB current Local Area Performance Measures and Goals are found in the chart below and serve as a reference for PY 2021-2022. Performance Measure Goals may be modified to remain in compliance with federal, state, and local requirements.

<b>PY 2020-2021 Local Area Performance Goals</b>		
<b>Measures</b>	<b>Adults</b>	<b>Dislocated Workers</b>
<b>Employment Rate 2<sup>nd</sup> Quarter After Exit</b>	<b>67.0%</b>	<b>73.0%</b>
<b>Employment Rate 4<sup>th</sup> Quarter After Exit</b>	<b>67.0%</b>	<b>71.0%</b>
<b>Median Earnings 2<sup>nd</sup> Quarter After Exit</b>	<b>\$5,800</b>	<b>\$9&lt;000</b>
<b>Credential Attainment within 4 Quarters After Exit</b>	<b>61.7%</b>	<b>58.2%</b>

**d. Page 19, Item F: Include with the submitted email pdf, a hardcopy of the proposal by a later date.**

**For RFP No. CAJCC 2020, hard copies may be submitted any time after the proposal due date. ACWDB would like hard copies of the AJCC proposal to be received no later than November 27**

**e. Page 19, Item F: Header on each page with the funding strategy: **Career Services Collaborative** Adult and Dislocated Worker Career Services Provider**

## Responses to Written Questions

**Q1) Will you be sharing both presentations?**

**A1) Both presentations can now be found at [www.acwdb.org](http://www.acwdb.org)**

**Q2) I didn't see LEP (limited English proficient) populations listed on the list of priority populations. Are they no longer a priority population?**

**A2) LEP individuals are a priority population.**

**Q3) Is it that an organization is prohibited from responding to both the Comprehensive AJCC and Career Center RFP or is it that the WDB will not award both contracts to one service provider?**

**A3) The same organization can not apply as lead for both the AJCC Operator and CSC. However, any organization can participate as a sub-contractor under both the AJCC and CSC. Please refer to page 1 of the Comprehensive AJCC RFP and slide #7 in the AJCC Bidders Conference presentation.**

**Q4) Should we submit a plan to have a firewall between the One-Stop Operator and Career Services Team?**

**A4) No. Bidders are expected to describe a plan and program design for implementing services as the AJCC Operator and WIOA Career Services Provider. A firewall plan is unnecessary.**

**Q5) Also, may I use funds from this contract to prepare program participants who want to become Substance Abuse / Addiction Counselors, could funds be pulled to pay for such training?**

**A5) WIOA training funds are not included in this RFP and are managed separately by ACWDB. Through contract performance goals ACWDB encourages training funds be expended toward high-growth industry sectors as prescribed in ACWDB's Industry Sector and Occupational Framework (ISOF).**

**Q6) Section IV of the AJCC Response Package asks respondents to "1. Describe the products and deliverables that will be produced as a result of the activities." Is this only for the first contract year, or for the optional extensions as well?**

**A6) Please address the first contract year, July 1, 2021 – June 30, 2022.**

**Q7) The RFP indicates that "Bidders must demonstrate matching resources of 25% or more from any variety of funding sources." The Bid Form asks for leveraged resources for each line item. Must respondents demonstrate 25% or greater match for every line item, or across the request amount as a whole?**

**A7) Bidders must demonstrate matching resources of 25% or more from any variety of funding sources. The 25% match requirement applies to the total amount requested in the proposal.**

- Q8)** Regarding Attachment 2: Are respondents supposed to fill in anything in Exhibit A? Also, are respondents to complete Exhibit B in addition to the Bid Form included in the response package?
- A8)** No. Attachment to documents are included for reference only. Proposals should include documents completed from the RFP response package only.
- Q9)** The RFP instructs respondents to "Submit a Work Plan timeline that includes: Startup, Partnership Development, Recruitment, Training, Placement and Retention. Identify the major activities required to implement each phase." What should the entity already operating the AJCC include in a response to this section (since these things are already in place)?
- A9)** ACWDB can not instruct bidders regarding how to respond to specific questions in the RFP.
- Q10)** Page 2 of the RFP states the contract period is July 1, 2021-June 30, 2022. Page 6 of the RFP states July 2, 2021- July 31, 2022. What is the correct contract period?
- A10)** The procurement cycle is July 1, 2021 through June 30, 2025. Awards will be for a 12-month contract period effective July 1, 2021 through June 30, 2022 (with the option to renew for three additional years contingent upon availability of funds and contract performance).
- Q11)** Are respondents to fill out the budget on the budget form in Attachment 2 or on Exhibit B?
- A11)** Attachment to documents are included for reference only. Proposals should include documents completed from the RFP response package only.
- Q12)** Does ACWDB cover facility costs for the Eden AJCC or should respondents include related costs in their proposed budget?
- A12)** Facilities costs should not be included in proposals for AJCC Operator.
- Q13)** Is the AJCC Operator responsible for oversight of a Resource Room? If so, please confirm participant computers and other Resource Room equipment do not need to be included in a respondent's budget.
- A13)** Resource Room activities and management are part of the responsibilities of the AJCC Operator. Resource Room equipment is provided and managed by ACWDB.
- Q14)** AJCC RFP page 20, please confirm graphics, charts, and tables are not subject to the 12-point font requirement.
- A14)** Yes, 12-point font is not required for graphics, charts, and tables.
- Q15)** Please advise if the Work Plan timeline requested in Section III – Strategy and Work Plan can be excluded from the page limit allowance.
- A15)** The workplan timeline in Section II Strategy and Workplan is excluded from the page limit allowance.

**Q16)** RFP page 19 states “Include with the submitted email pdf, a hardcopy of the proposal by a later date”? Please confirm what was stated at the bidders’ conference that the hardcopy should be received by Nov. 27

**A16)** Per RFP No. CSC 2020 hard copies of CSC proposals are due within seven days (November 27) of the due date. For RFP No. CAJCC 2020, hard copies may be submitted any time after the proposal due date. ACWDB would like hard copies of the AJCC proposal to be received no later than November 27.



The following participants attended the Bidders Conferences:

	<b>Company Name / Address</b>	<b>Representative</b>	<b>Contact Information</b>
1.	Ohlone College	Daniel Newell	Phone: (510) 742-2320 E-Mail: dnewell@ohlone.edu
2.	International Rescue Committee	Mitch Margolis	Phone: E-Mail: Mitchell.margolis@rescue.org
3.	Chabot Las Positas Community College District	Sarah Holtzclaw	Phone: (925) 560-9439 E-Mail: sholtzclaw@clpccd.org
4.	Rubicon Programs	Monique Brown	Phone: ( E-Mail: moniqueb@rubiconprograms.org
5.	Equus Workforce Solution	Tim Foster	Phone: E-Mail: tfoster@equusworks.com
6.	In the Door	Robert Gordon	Phone: E-Mail: rgordon@inthedoor.com
7.	Equus Workforce Solution	Sharon Schmidt	Phone: E-Mail: Sharon.schmidt@brightspringhealth.com
8.	Five Keys	Dorick Scarpelli	Phone: (510) 823-2165 E-Mail: doricks@fivekeys.org
9.	ACWDB	Michele Garcia	Phone: (510) 259-3802 E-Mail: melvin.e.cowan@gmail.com
10.	In the Door	Jerry Myers	Phone: E-Mail: jmyers@inthedoor.com
11.	Chabot Las Positas Community College District	Julia Dozier	Phone: (925) 249-9370 E-Mail: jdozier@clpccd.org
12.	Humanity Way	DeVonn Powers	Phone: (925) 247-4601 E-Mail: dpowers@humanityway.org
13.	Rubicon Programs	Vi Ngo	Phone: (510) 265-8376 E-Mail: vin@rubiconprograms.org
14.	Public Consulting Group, Inc	Meredith Crouse	Phone: ( E-Mail: mcrouse@pcgus.com
15.	Domain Experts Corporation	Rekha Rao	Phone: (408) 748-1800 E-Mail: rekha@domain-experts.net
15.	Chabot Las Positas Community College District	Alan Sherman	Phone: E-Mail: shermanca@outlook.com
16.	Change To Come	Tracy Creer	Phone: E-Mail: change@changetocome.org
17.	Equus Workforce Solution	Adrineh Terantonians	Phone: E-Mail: adrineh.terantonians@equuworks.com
18.	ACWDB	Charles Turner	Phone: E-Mail: Charles.turner@acgov.org

	<b>Company Name / Address</b>	<b>Representative</b>	<b>Contact Information</b>
19.	Mid Alameda County Consortium	Tim Combs	Phone: E-mail: <a href="mailto:timcombs@macc4ae.org">timcombs@macc4ae.org</a>

