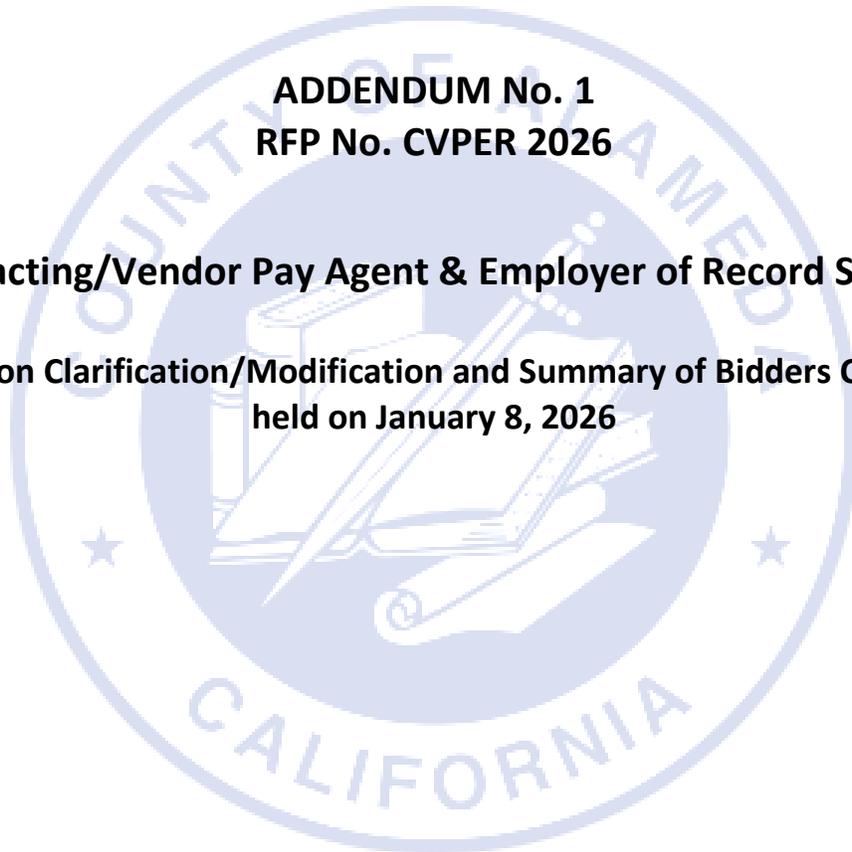




**ADDENDUM No. 1
RFP No. CVPER 2026**

**Contracting/Vendor Pay Agent & Employer of Record Services
Specification Clarification/Modification and Summary of Bidders Conferences
held on January 8, 2026**



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~~.

No Changes.

Responses to Written Questions

- Q1) Would an EOR agent headquartered out of state, but working with a contracted business representative in Alameda County, meet the requirements to apply?
- A1) **Yes. See RFP Specifications, Section II, Request for Proposal Summary, page 2 for eligible applicant information.**
- Q2) Are contractor staff expected to work on-site at the same location as ACWDB staff and their related service providers?
- A2) **No. There is no co-location requirement.**
- Q3) Are the volumes of transactions as indicated in the RFP docs static or varying at different times?
- A3) **The transaction information included the RFP (RFP Specifications, Section IV.C, Scope, page 4) are estimates based on average annual transactions. These amounts may vary.**
- Q4) Is the admin fees limited to \$150K or less?
- A4) **For clarification, there are no administrative fees addressed under this RFP. Bidders should submit a project budget based on providing/issuing \$1,100,000 in vendor, contractor, and employee payments. The budget should include a projection of actual costs incurred by the bidder organization to provide the services described in this RFP at that level. Budgets are not limited to \$150,000.**
- Q5) Our organization partners with a SLEB-certified agency based in Alameda County. This agency will be named in the proposal. As a partner on the proposal, will the SLEB/local organization additional points be available, or must the SLEB-certified agency instead be the lead/prime proposer?
- A5) **Responses must be submitted by a single organization. The response may include partnerships with other organizations, or not, but only one organization may submit a response. For responses that include partnerships or subcontractors, the lead organization submitting the response must have SLEB certification in order to receive SLEB preference points.**
- Q6) After \$1.1M is deducted for expected payments, approximately \$150,000 remains of the total available \$1.25M WIOA funds. However, during the bidder's conference, it was stated that \$150,000 is not the budget cap for proposing organizations. This implies the total budget may be greater than \$1.25M. What does then the \$1.25M of total funds represent?
- A6) **The \$1,25 million in WIOA funds included in the RFP Specifications (See Section IV.B., Available Funding and Performance Period, page 4) is an estimate of WIOA funding that will be available for the initial 12-month contract period (July 1, 2026 – June 30, 2027). The actual amount awarded may change.**
For the RFP Response Packet (See Exhibit B, Bid Form, page 17), bidders should submit a project budget based on providing/issuing \$1,100,000 in vendor, contractor, and employee payments. The budget should include a projection of actual costs incurred by the bidder organization to provide the services described in this RFP at that level. Budgets are not limited to \$150,000.

RFP Bidders Conference Attendees – 1/8/2026

- ✓ John Casella, JobWorks, Inc.
- ✓ Elinore Robey, Impact Communities
- ✓ Jennifer Berger, Rubicon Programs
- ✓ Jonathan Abrami, Alameda Municipal Power
- ✓ Elizama Rodas, International Rescue Committee
- ✓ Dan Abrami
- ✓ Sonya Lemons
- ✓ Manizgha Nassimi, International Rescue Committee
- ✓ Vi Ngo, Rubicon Programs
- ✓ Esteban Gonzales, SER California
- ✓ Kimberly Hudson, Hudson Group
- ✓ Susan Ber, Job Corps
- ✓ Irene Wu, Alameda County Workforce Development Board
- ✓ Javier Contreras, Alameda County Workforce Development Board
- ✓ Charles Turner, Alameda County Workforce Development Board

