



**Questions from WIOA Title 1B Pre-Proposal Sessions
Adult & Dislocated Worker
February 11, 2020 through February 20, 2020**

- 1. Can the Service Provider employ WIOA-funded case management staff that are co-located and providing services at the Delegate Agency location, or must the staff at that location be employed by the Delegate Agency to be compliant with the Delegate Agency RFP requirements?**

Proposers have the flexibility to choose how to proceed with the WIOA funded staffing at the Delegate Agencies. Proposer employees may provide the services at the Delegate agencies or they may choose to subcontract such services to the Delegate Agencies.

- 2. Or is it up to the discretion of the bidder to determine how to structure the scope of work for the Delegate Agency? For example, the bidder could decide that the scope may be for case management and business services support, or it may be co-location and referral services to attract priority populations depending on the best interest of the program and agency capacities.**

It is up to the discretion of the bidder to determine how to structure the scope of work for the Delegate Agency.

- 3. Can the Service Provider have more than one Career Pathways partner or is it the intent to limit it to one?**

The service provider can propose more than one Career Pathways partner.

- 4. Please confirm that Employ Milwaukee will not require a competitive procurement for Delegate Agencies selected regardless of the scope of work the Delegate Agency is performing.**

Please see Amendment #1, Assurances, Section C.
Subrecipient Agreements/ Contractor Agreements

Respondents may have subrecipients or subcontracts to fulfill all or part of the services to be provided, but the intentions to have subrecipients or subcontract must clearly be stated in the

response to the RFP. Any subrecipient agreements or subcontracting not specifically stated in the proposal or in the contract must have EMI approval.

Respondents detailing the use of subcontracted services in order to fulfill the contract shall submit documentation proving compliance with Procurement Standards. Respondents should be aware that citing a partnership within the proposal is **not** a substitution for following Procurement Standards as set forth in 2 CFR 200.318 -320. All intended contracts, either entered or planned, greater than the Micro-Purchase threshold of \$10,000 will be required to supply procurement documentation sufficient to prove adequate competition.

Any intended/executed subcontract entered into by the respondent, with the intent to charge costs to the WIOA Adult/ Dislocated program, either prior or post, an award from EMI, will be subject to review of its procurement procedures. In the event that EMI finds respondent to be negligent of proper procurement procedures and documentation it reserves the right to either disqualify the respondent from the RFP process or find the respondent in breach of its contract; in the event a contract is awarded.

5. **Pages 8, 13, 46, Please confirm that while the estimated spending for ITAs and Career Pathways should be included in the budget, Employ Milwaukee will continue to administer all ITA and Career Pathways funds, as stated in Section C.III, Required Service Delivery Elements, “EMI will maintain control and administrative oversight of WIOA training funds for both the WIOA Adult and Dislocated Worker program.”**

EMI will continue to administer the ITA and Career Pathway funds, the amount is shown for planning and budgetary purposes for training strategies.

6. **Please confirm that the service provider selected for this procurement will not be precluded from bidding on the later Regional One Stop Operator procurement.**

Service Providers will not be precluded from bidding on the Regional One Stop Operator procurement.

7. **Page 41, Attachment B, The RFP lists several forms and attachments (Certification of Regarding Debarment, Certification Regarding Drug Free Workplace, etc.) in Attachment B – Proposal Checklist that need to be submitted with the response but are not included in the solicitation. Can EMI please provide a link to or a copy of these documents?**

Yes, EMI will post these documents the week starting March 2nd.

8. **Page 18, 4A, Can EMI please confirm that the double-spaced requirement only applies to narrative text not included in graphics, tables, and other visuals?**

The double-spaced requirements only apply to the narrative components of the proposal.

9. **Will Employ Milwaukee still process and pay ITA vouchers? Or will the service provider do that?**

Employ Milwaukee will continue to be the administrative authority and agency to oversee and EMI will utilize the training voucher process and system to process training funds.

10. Is it the intent that case management staff at delegate agencies be subcontracted employees of the delegate agencies? Or the prime contractor?

Proposers have the flexibility to choose how to proceed with the WIOA funded staffing at the Delegate Agencies. Proposer employees may provide the services at the Delegate agencies or they may choose to subcontract such services to the Delegate Agencies.

11. Is delegate agency a space where we would provide services under partnership for space or do we need to fund staff working for delegate agency?

Same as Question/Answer 10, proposers have the flexibility to choose how to proceed with the WIOA funded staffing at the Delegate Agencies. Proposer employees may provide the services at the Delegate agencies or they may choose to subcontract such services to the Delegate Agencies. Proposers are expected to clearly specify the roles and functions among the partnering agencies.

12. Are subcontracts allowed?

Yes, subcontracts are allowed.

13. How many contracts do you intend to award?

Employ Milwaukee has two current service providers for Adult & Dislocated Worker Services. EMI anticipates awarding at least two contracts and retains the flexibility to award additional contracts depending on how the proposals meet the service needs of Milwaukee County.