

## WDB AREA 14

### *REQUEST FOR PROPOSALS FOR CONSULTING 2024*

**Guidelines: RFP questions due Monday, March 18, 2024 by Noon. Answers published and emailed Wednesday March 13, 2024 by COB. This will be considered the final document for Q&A.**

**Q1.** What triggered the need for these services at this time?

**A1.** This is an RFP that is released at least every 3 years as the Area is required to have a consultant perform monitoring duties annually as well as other services to be provided that are listed in the RFP.

**Q2.** Who currently leads the management of the area's contracts/agreements?

**A2.** Area Workforce Director and Fiscal Agent for Area 14.

**Q3.** Does the area have a current One Stop Operator? Who is the OSO?

**A3.** The Area currently has their CDJFS as the OMJ operators in each County Job and Family Services Agency respective to their county within the Area.

**Q4.** What level of on-site engagement do you expect from the consultant?

**A4.** On site is not a requirement if all services can be performed remotely.

**Q5.** The RFP mentions an estimated 100 hours of service from the consultant. Do you expect this engagement to be administered and billed on an hourly basis?

**A5.** Please see 5.2 Format for submitting cost proposals.

**Q6.** What is the budget for these consulting services for the project year?

**A6.** Please refer to Section 2.3.

**Q7.** Have you identified a do-not-exceed hourly rate? What is that rate?

**A7.** The cost analysis rate is \$105/hour.

**Q8.** Do you anticipate a full audit and/or required corrective action in the coming year?

**A8.** The current expected service is for the annual monitoring. For audit purposes, it is unknown if assistance is needed at this time but is part of the overall estimated/budgeted hours if there is a need. There is no current corrective actions that we are aware of.

**Q9.** The RFP asks the consultant to "provide necessary assistance, research and analysis with respect to specific problems" – can you elaborate and/or give an example of the type of research and analysis that may be requested?

**A9.** For example: A question may arise regarding a program relating to rule change and how that affects administering the program, reporting outcomes, effect in our Area, etc.