

Questions and Answers

Career Pathways & Workforce Preparation Consulting Services - 8/17/2020 7:25:00 AM

Number: 2021-04

Questions and Answers:

Q: RFP Career Pathways and Workforce Preparation

Posted On: 8/20/2020 2:02:56 PM

1. Is there a designated budget template or is there no budget submission required?
2. Can you define what a senior level staff member is? (page 4, section B #2)
3. What is the generic description of how the proposer... (Page 4, section B #5)
4. Are we able to purchase any necessary and needed materials for the pathway/apprenticeship with the monies from this grant?

A: Please see Section III.B.5 for information that should be included in the RFP in response to the generic pricing proposal. Please note that the RFP is intended to establish a pool of vendors for education and workforce services eligible to participate in future scopes of work. No specific work or deliverable is being guaranteed as a result of this solicitation. Future scopes of work will be specific and may include specific budget templates for those selected vendors.

Answered On: 9/1/2020 5:53:59 PM

Senior level staff are members of the executive team or staff who hold leadership positions within the organization. Senior level staff may also include those staff with specific subject matter expertise that is pertinent to the vendors response to the RFP.

The "generic description of how the proposer will determine costs" should include statements about how the vendor would develop a pricing model for future scopes of work. This should include a description of how the vendor will engage in cost estimation related to future scopes of work.

The Youth Apprenticeship Grant is an example of services that will be issued under future scopes of work. Vendors who successfully respond to this RFP will be considered for all future scopes of work. All future scopes of work will include specific guidelines for the use of funds and purpose of funds.

Q: Career Pathways RFP

Posted On: 8/20/2020 2:09:41 PM

Are funds from the grant able to be used for potential/future positions or existing staff/positions of personnel that are going to working in these roles and services?

A: Please note that the RFP is intended to establish a pool of vendors for education and workforce services eligible to participate in future scopes of work. No specific work or deliverable is being guaranteed as a result of this solicitation. Future scopes of work will be specific and may include specific budget templates for those selected vendors.

Answered On: 9/1/2020 5:53:21 PM

The Youth Apprenticeship Grant is an example of services that will be issued under future scopes of work. Vendors who successfully respond to this RFP will be considered for all future scopes of work. All future scopes of work will include specific guidelines for the use of funds and purpose of funds.

Q: Communications services required

Posted On: 8/25/2020 11:06:13 AM

Please advise how I can learn more about the scope of work for Educational and workforce strategic communications and stakeholder engagement.

I didn't find details in REQUEST FOR PROPOSALS FOR PROFESSIONAL SERVICES Career Pathways and Workforce Preparation Consulting Services. Thanks.

A: Please note that the RFP is intended to establish a pool of vendors for education and workforce services eligible to participate in future scopes of work. No specific work or deliverable is being guaranteed as a result of this solicitation. Future scopes of work will be specific and may include specific budget templates for those selected vendors. Vendors who successfully respond to this RFP will be considered for all future scopes of work.

Answered On: 9/1/2020 5:54:27 PM

Q: Multiple Proposals for Primary Vendor

Posted On: 8/26/2020 11:37:40 AM

Section IV B RFP Submissions, 13c, 6th paragraph, p 10, The RFP says under Multiple Proposals that "A primary vendor may not participate in more than one proposal in any form. Sub-contracting vendors may participate in multiple joint venture proposals." Want to clarify that if the primary vendor applies with expertise across different content areas that they would be able to work on multiple projects that may come out of scope moving forward?

A: Correct. Vendors may not submit multiple proposals.

Answered On: 9/1/2020 6:03:29 PM

Q: Term of contract for projects

Posted On: 8/26/2020 11:39:34 AM

Section V 4. General Information a, 3rd paragraph, p 16, "The term of the contract between the successful bidder and the State shall be for up to one (1) year with the possibility of four (4) optional extensions for a period of one (1) year for each extension." Does this mean that the vendor is qualified for contracts for up to 4 years? Can the projects associated under this contract extend beyond 4 years. Meaning in year 3 there is a 3 year project award? Or do all projects need to conform to the length of this contract for vendor qualifications?

A: Please note that the RFP is intended to establish a pool of vendors for education and workforce services eligible to participate in future scopes of work. No specific work or deliverable is being guaranteed as a result of this solicitation. Future scopes of work will have specific timelines in which they operate. Those timelines may extend beyond the vendors response to this RFP. If that were to occur, the Department may issue a similar RFP to secure future vendors.

Answered On: 9/1/2020 5:55:03 PM

Q: Scope of Services

Posted On: 8/26/2020 11:43:22 AM

Section II, Scope of Services, paragraph 4, page 3. "Secondary school career and technical student organization coordination, management, and related consulting services or technical assistance." Are the services solicited regarding management of CTSO programs or consulting services on how to bring CTSOs into career pathways?

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| <p>A: The solicited services include both the management of CTSO programs and other related consulting services, e.g. the relationship of CTSOs and career pathways.</p> | <p>Answered On:</p> | <p>9/1/2020 5:55:48 PM</p> |
| <p>Q: State of Delaware Business Licensure</p> | <p>Posted On:</p> | <p>8/27/2020 11:11:14 AM</p> |
| <p>Do respondents need to have Business Licensure with the State of Delaware included with proposal or can this occur only if awarded the contract?</p> | | |
| <p>A: The State of Delaware business license can be obtained if the vendor is selected.</p> | <p>Answered On:</p> | <p>9/1/2020 5:56:17 PM</p> |
| <p>Q: Labor Category Gradation</p> | <p>Posted On:</p> | <p>8/28/2020 3:19:29 PM</p> |
| <p>Certain function/title breakdowns exhibit a clear gradation while there are some labor categories that seem interchangeable without hierarchy. Are we free to define a hierarchy (e.g. including Sr. Coach or Sr. Trainer) within the labor categories that are interchangeable or is it the intention that all of these categories have the same inherent ordering? (Section II Scope of Services, Paragraph 5/6, Page 3)</p> | | |
| <p>A: The vendor is free to define a hierarchy within the labor categories. Please note the page limitations. Response should be concise.</p> | <p>Answered On:</p> | <p>9/1/2020 5:56:47 PM</p> |
| <p>Q: Clarifying CTSO and not CTE orgs</p> | <p>Posted On:</p> | <p>8/28/2020 3:21:16 PM</p> |
| <p>Are the educational consulting services to be provided under "Secondary school career & technical student organization coordination, management, and related consulting services or technical assistance" to be provided to secondary school career & technical student organizations (e.g. SkillsUSA)? This, in place of perhaps secondary school career & technical education organizations (e.g. New Castle County Vocational Technical, Sussex County Technical, and PolyTech School Districts)?</p> | | |
| <p>A: For the purpose of the RFP, Career & Technical Student Organization (CTSOs) are technical/vocational organizations focused on student leadership and skill development. These organizations operate as co-curricular or in partnership with a Career & Technical Education (CTE) program of study. Most student members are in high schools and most leadership activities occur at the state level. Delaware manages eight (8) CTSOs, i.e., BPA, DECA, Educators Rising, FCCLA, FFA, HOSA, TSA, and SkillsUSA.</p> | <p>Answered On:</p> | <p>9/1/2020 5:57:10 PM</p> |
| <p>Q: Turnaround time for task order proposals</p> | <p>Posted On:</p> | <p>8/31/2020 10:48:30 AM</p> |
| <p>What will be the expected turnaround time for developing and submitting proposals for task orders? If it is less than a month, will a forecast be provided?</p> | | |
| <p>A: Please note that the RFP is intended to establish a pool of vendors for education and workforce services eligible to participate in future scopes of work. No specific work or deliverable is being guaranteed as a result of this solicitation. Future scopes of work will have specific timelines in which they operate. To the degree possible, all future scopes of work will be forecasted for potential vendors.</p> | <p>Answered On:</p> | <p>9/1/2020 5:57:37 PM</p> |
| <p>Q: Number of Awardees</p> | <p>Posted On:</p> | <p>8/31/2020 10:51:08 AM</p> |
| <p>How many vendors are expected to be awarded a seat?</p> | | |

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| <p>A: Please note that the RFP is intended to establish a pool of vendors for education and workforce services eligible to participate in future scopes of work. There is no set limit or upper boundary of vendors to be deemed acceptable.</p> | <p>Answered On:</p> | <p>9/1/2020 5:58:10 PM</p> |
| <p>Q: Category Selection</p> | <p>Posted On:</p> | <p>8/31/2020 10:52:45 AM</p> |
| <p>Does DDOE prefer to award to vendors who have specialties in one or more categories, or to vendors who have broader experience across categories?</p> | | |
| <p>A: Please note that the RFP is intended to establish a pool of vendors for education and workforce services eligible to participate in future scopes of work. Future scopes of work will have specific objectives which cross reference to the "categories" in Section II. Vendors are encouraged to provide information in each category in which they have expertise. There is no preference to how a vendor designs their response to this RFP.</p> | <p>Answered On:</p> | <p>9/1/2020 5:58:34 PM</p> |
| <p>Q: Location Page Limit</p> | <p>Posted On:</p> | <p>8/31/2020 10:53:54 AM</p> |
| <p>Is there a page limit for the location criteria section?</p> | | |
| <p>A: There is no page limit to the location criteria section. The vendor is encouraged to be concise.</p> | <p>Answered On:</p> | <p>9/1/2020 5:58:55 PM</p> |
| <p>Q: Functions/titles</p> | <p>Posted On:</p> | <p>8/31/2020 1:12:40 PM</p> |
| <p>For each of the consulting services listed on pages 2 and 3, do proposals have to include all of the functions/titles listed on page 3, or only those that we wish to provide for the categories of interest?</p> | | |
| <p>A: The vendor may determine which functions/titles match their area(s) of expertise for each category of interest. The vendor does not need to include information for functions/titles that are not applicable to the vendors expertise.</p> | <p>Answered On:</p> | <p>9/1/2020 6:00:44 PM</p> |
| <p>Q: Subcontractors</p> | <p>Posted On:</p> | <p>8/31/2020 3:22:04 PM</p> |
| <p>if we list a potential subcontractor, are we obligated to utilize that entity?</p> | | |
| <p>A: No, there is no obligation to use a listed subcontractor.</p> | <p>Answered On:</p> | <p>9/1/2020 6:01:14 PM</p> |
| <p>Q: Functions/Titles</p> | <p>Posted On:</p> | <p>8/31/2020 6:45:16 PM</p> |
| <p>Do these roles need to be defined in our proposal? If so, is this a separate document or is it part of the expertise section?</p> | | |
| <p>A: Roles should be defined in the proposal and included within the expertise section.</p> | <p>Answered On:</p> | <p>9/1/2020 5:59:59 PM</p> |
| <p>Q: Licensing/credentials</p> | <p>Posted On:</p> | <p>8/31/2020 6:48:09 PM</p> |

Are these the credentials of the individuals who would potentially work on this project, or does this refer only to the organization?

A: This RFP does not require specific licensing/credentials.

Answered On: 9/1/2020 6:05:46 PM

Q: Generic pricing model

Posted On: 8/31/2020 6:49:10 PM

What does the "generic pricing model" portion of the response look like? Should it only describe costs in general terms or contain specific dollar amounts?

A: The "generic description of how the proposer will determine costs" should include statements about how the vendor would develop a pricing model for future scopes of work. This should include a description of how the vendor will engage in cost estimation related to future scopes of work.

Answered On: 9/1/2020 6:02:17 PM
