Solicitation Information

March 26, 2015

Addendum #1

RFP #7549409

TITLE: GOVERNOR'S WORKFORCE BOARD COMPREHENSIVE SYSTEM IMPROVEMENT PLAN

SUBMISSION DEADLINE: APRIL 3, 2015 AT 2:30 PM (ET)

ATTACHED ARE VENDOR QUESTIONS WITH STATE RESPONSES. NO FURTHER QUESTIONS WILL BE ANSWERED.

Gail Walsh
Chief Buyer

Vendor A

1. What is the estimated start date for the project?

Based on the estimated time it will take to receive and review proposals, and make a selection, we anticipate this project beginning on May 1, 2015.

2. The first deliverable, a comprehensive review and 'Map' of the statewide workforce development system, is scheduled to be completed by May 31, 2015. Given the start date of the project, is there a possibility this deadline may be extended?

Yes. If the project starts on May 1, 2015 as expected, then the deadline for the first deliverable will likely be extended to June 30th.

3. Page 13 of the RFP indicates a separate, signed and sealed Cost Proposal. How many copies should be included?

An original plus four (4) copies

4. Can the Technical Proposal and Cost Proposal be saved on the same flash drive or should they be included in separate flash drives for each proposal?

For the purpose of this solicitation, they may be saved on the same flash drive.

Vendor B

1) On Page 10, the RFP refers to the Oregon Workforce System Transformation Plan. This plan is no longer available on the Internet. Can a copy of this report be made available to bidders?

The actual document from which the Oregon Transformation Plan originated is available here: http://www.oregon.gov/COO/Documents/WS025_0812.pdf . The plan itself is an ongoing effort that will require some communication and outreach to the Oregon Workforce Investment Board by the winning vendor.

2) On Page 10, the RFP refers to GWB staff assistance in convening focus, stakeholder, and adhoc groups. Will there be similar assistance from other state agencies to convene focus, stakeholder, and adhoc groups?

The GWB has a good professional relationship with most state agencies involved in the delivery of workforce services. Such agencies have been helpful and cooperative in the past when convening such grounds, and we anticipate a similar level of cooperation on this project.

3) On Page 5, the RFP, item #12, states that the Vendor must have sufficient liability insurance coverage and/or be bonded. What does the GWB consider to be sufficient levels of liability insurance?

Please see Section 31 of the State of Rhode Island's General Conditions of Purchase. This section applies to all state contracts. See below link.

http://www.purchasing.ri.gov/RIVIP/publicdocuments/RULES2011/ATTA.pdf

4) On Page 8, item k, the RFP states that the requirements of RIGL 42-102-9 include recommendations for providing, at a minimum, board comment and review of all state employment and training programs, to ensure such programs are consistent with the board's statewide employment and training plan, and meet the current, and projected, workforce demands of this state, including programs that, pursuant to state or federal law or regulation, must remain autonomous. Please clarify the deliverable in regards to this requirement. Does the GWB expect the successful bidder to make recommendations for meeting this requirement or to conduct a process for board comment and review?

Successful bidder would not be expected to conduct the process itself. Rather, the bidder would be expected to review the current state of program training plans (which programs develop written training plans?; which have discretion in developing such plans?; when are such plans published?) and recommend a process, including a timeline, by which the Board can receive, review, and comment on the extent to which the training plan does, or does not, align with the Board's strategic priorities.

5) On Page 9, the RFP states that the proposal narrative must be 1.5 spaced text in Arial font size 11. Do charts also need to meet these requirements?

No.

6) On page 7 under Section C. Deliverables, the RFP notes that the "proposer will further Be expected to work in concert with any concurrent studies and analyses relating to components of the state workforce system and help synthesize and incorporate such efforts in the Comprehensive System Improvement Plan". Can the GWB specify whether any concurrent studies and analyses are either under way or anticipated, and if so, provide additional detail?

The GWB has been informed by two state entities that they are interested in completing studies focused on Career & Technical Education, and Adult Education, in Rhode Island. We cannot, at this time, provide further detail, as these entities have not confirmed these plans or entered into any contracts to begin the work. However, as Career and Technical Education and Adult Education are important components of the statewide workforce education system, we wished to inform bidders that these studies are likely to occur, and that they would be expected to coordinate with these studies to avoid duplication of effort and, potentially, combine efforts when applicable.