

Workforce Services
RFP
Offerors' Conference
Q & A
April 20, 2015

Requests for Clarification/Questions at the Conference:	
1.	The RFP, specifically page 19, refers to “Workforce Services Contractors.” Who are the “Workforce Services Contractors”? Is it the agency, career centers, and/or institutions?
	The “Workforce Services Contractors” referenced are the One Stop Career Center operators. Also any other contractors funded to provide workforce services such as the contractor for offender services. Those are all workforce services contractors.
2.	Can we obtain a copy of the current performance for the Hialeah center?
	Performance information is shared with the Board and therefore, could be found on our website.
3.	In reference to due diligence requirements, are the sources of revenue and income to be provided for the most current fiscal year or calendar year?
	All sources of income should be provided for the current fiscal year.
4.	The section on the Accounting System of the due diligence requirements indicates general ledgers for the months of July and August 2015 should be submitted. Is this correct?
	This is an error. The months of February and March 2015 should be submitted. This has been corrected on the attachments posted online.
5.	Some providers work with payroll or HR services with companies such as ADP or Paychecks, and many of these companies are offering services under a PEO. Is this allowed by SFWIB?
	Yes.
6.	Do you have a sample budget for the centers?
	Yes. However, the Respondent must send an e-mail to Frances.gonzalez@careersourcesfl.com and request the documents. The request is treated as a public records request and is processed in accordance with Florida law. The Respondent is notified when the documents are ready for pickup.
7.	Using the current budget format, would you include lease, rent, and facilities under a budgeted line item? Or is this currently under contract with SFWIB?
	For the Hialeah center, SFWIB holds the lease and therefore facility related expenses, i.e. rent, utilities, maintenance are paid by SFWIB.

Workforce Services
RFP
Offerors' Conference
Q & A
April 20, 2015

8.	Is the Respondent to propose how many staff for each of the categories listed in the attachment for the career center staffing?
	As a Respondent, you need to propose the type and how many staff as long as they are within the categories specified in the attachment. Within the center there will be State of Florida staff directly paid by the State of Florida, yet supervised by center management.
9.	The budget will include many funding sources which will be providing workforce services. Are we to indicate which funding sources?
	Yes. The budget should indicate the breakdown of staff and other expenditures by funding source. For example, you can allocate a staff to 50% WIA Adult and 50% WIA Dislocated Worker or 100% to another program.