

Questions Regarding Intermediary RFP (RFP DBEA 2018-01)

- 1) If we choose to propose services for more than one sector, do we need to submit separate proposals or can we respond to up to four through one proposal? **You can respond in whatever format you feel best exhibits your ability to meet the direct and ongoing support as described in the Scope of Work.**
- 2) If proposing for more than one sector, how would you like to see economies of scale represented in the proposal? **We do not have any predetermined format for respondents to demonstrate economies of scale if they choose to propose for multiple sectors. We certainly would be interested in understanding what economies you feel are possible and why.**
- 3) The RFP requests three references, two references related to economic and/or workforce development. Do they have to be from the public sector? **Working with stakeholders from the public and private sectors are integral to the roles and responsibilities of the Intermediary. References from multiple stakeholder types would seem appropriate.**
- 4) For each identified sector (manufacturing, hospitality, technology, and infrastructure), have there been any recent meetings/events that brought together leadership to discuss workforce held in conjunction with the Office of Workforce Opportunity? If so, for which industries, when, and where? **Meetings and telephonic convenings are actively conducted on a regular basis for all sectors with the exception of infrastructure which has not yet been launched. Meetings are held in the various regions of the state.**
- 5) To date, have Sector Champion(s) been identified for the identified sectors? If so, who and what organizations do they represent? **Sector Champions have been identified for all sectors with the exception of infrastructure which is the least mature. All the champions come from businesses within the specific sector they represent. We are continually seeking additional Sector Champions as the sector matures.**
- 6) What is the expectation for on-site presence for the duration of the contract period? **We would expect high level of on-site presence. If you believe this is not a necessity we would be interested in understanding how the responsibilities of relationship building/maintaining, convening of partnership meetings/events, and engaging stakeholders could be effectively performed.**
- 7) Please clarify the correct order for the response – there is an order listed in 7. Specific Requirements but does not take into account 6. B. Organization and Experience and 6. C. Financial Standing. Where should this information be placed? If possible, could an updated ordering for 7. Specific Requirement be provided? **Sorry if this is not clear. Please refer to Attachment C. The flow of information should be similar, i.e., organizational experience and capabilities, detailed experience and qualifications and budget and cost narrative.**
- 8) To confirm, can we only submit the proposal via email and have it accepted? **Yes, as long as submissions are received by the proposal deadline cited on page 1.**
- 9) Please clarify what is meant by 10% De-Minimis indirect cost recovery rate. If our firm builds budget on an hourly rate by staff member, how should we account for this? **Please refer to the following for guidance on this topic: <https://clarknuber.com/articles/uniform-guidance-the-de-minimis-indirect-cost-rate/>**