General Questions-WDPOM RFP 2023

1. We are looking to bid on the above referenced RFP, but realized there is no funding amount listed.

**Response: Budget was not included in request for proposal intentionally. Due to the competitive nature of this request for proposal, Applicants are requested to make a firm cost proposal to DESC based on their experience implementing services described in the RFP’s Scope of Work.**

2. Is the Macomb County Michigan Works! Office a subrecipient of DESC funding?

    **Response: DESC is a separate Michigan Works! Agency. DESC has approximately 35 subrecipients. A full list will be provided upon award.**

3. Is there a conflict of interest if a *former* employee of the Macomb County Michigan Works! Office is named as a partner in this RFP?

     **Response: No conflict regarding the responders.**

4. When is the Bidders Conference or Webinar (Optional) occurring and is there an meeting invite or link to attend?

   **Response: At this time, there is no meeting planned for a Bidders Conference or Webinar.**

5. For the Prior Experience Monitoring evaluation category on page 17 of the RFP, will the offeror receive any of the 25pts for experience if they have WIOA monitoring experience in States other than Michigan?  For instance, we provide these services in Texas and MS.

   **Response: Yes. Prior experience includes providing similar services serving similar funding streams in different states.**

6. Is there an incumbent contractor? If so, please provide the prior contract amount.

    **Response: Due to the competitive nature of this request for proposal, Applicants are requested to make a firm cost proposal to DESC based on their experience implementing services described in the RFP’s Scope of Work.**

7.   Is there an existing inventory of technical assistance and other monitoring activities that will be assigned at the time of award?

**Response: Applicants are expected to demonstrate an understanding of regulations, grant requirements, technical assistance resources and tools that the Applicant will utilize to effectuate the services described in the RFP’s Scope of Work.**

8. For the Price Proposal, can you provide an estimate of the number of subrecipients/organizations that will receive programmatic monitoring under Scope of Work 1?  This information is needed to provide a price proposal under Option 1 and 2.

    **Response: DESC has approximately 35 subrecipients. A full list will be provided upon award.**

9. For the Price Proposal, can you provide the estimated hours for Scope of Work 2 – Programmatic Technical Assistance? This information is needed to provide a price proposal under Option 1 and 2.

    **Response: Applicants are requested to make a firm cost proposal to DESC based on their experience implementing services described in the RFP’s Scope of Work.**

10. Would providing assurance/audit services for one of your subrecipients preclude us from providing these monitoring services per this RFP?

    **Response: If awarded DESC will make a final determination on potential conflict of interest issues.**

11. Do you have a budget in mind for this proposal?

**Response: Due to the competitive nature of this request for proposal, Applicants are requested to make a firm cost proposal to DESC based on their experience implementing services described in the RFP’s Scope of Work.**

12. Will the required Administrative Capacity, Summary, Form A, Representations/Certifications, and References documents be counted in the 15-page limit?

 **Response: Form A and Representations/Certifications documents are not included in the below RFP article VIII Proposal Requirements Section B. As seen here for further clarity...**

**The RFP response must be composed in a single document. Acceptable document formats are MS Word or PDF. Each page should be numbered in this format ‘*n of N’*. Proposal response should be composed as follows:**

* **Table of Contents**
* **Summary**
* **Qualifications**
* **Administrative Capacity**
* **Performance History**
* **Service Delivery Description**

***Page limits* for the RFP response:**

* **Single applicant proposals are limited to fifteen (15)-pages;** **double-spaced using a 12-point font unless stated otherwise in the preparation directions.**
* **Two (2) or more Co-applicants are limited to twenty (20)-pages; double-spaced using a 12-point font unless stated otherwise in the preparation directions.**

**Page limits do not apply to financial documents, price proposal, subgrantee and/or subcontractor agreement documents or required attachments (resumes, organizational charts, etc.).**