

RFP Q & A
April 30, 2010

1. Can proposers solicit resumes from people who are not currently employed by their employer of record? **Yes – if the solicited individual is fine with that.**
2. With the salary associated with this position who is paying the other 0.2 FTE, or 20%? And how will that work? Will the WIB bill other partners for this? Is the state paying the difference? Hypothetically, if we look at this position as a \$50,000 (plus fringe) salaried position, and as the “successfully bidder”, we will be responsible for paying for 80% (\$40,000) of the cost. Where will the other \$10,000 come from? Will we be paying 100% (\$50,000) and will be reimbursed for \$10,000? A different way of asking this is, ‘is this a 32 hour per week position or a 40+ hour week position? **The successful bidder of the functional leader position will need to pay the full salary with the remaining 20% being reimbursed from the WIB by the other partners in the Center.**
3. Since the offices only need to be open for UI from 9 to 4 will the WIB be adjusting the hours of operation to match verses the 8am to 5pm listed in the RFP? **Yes – with information received from Division of Workforce Development about required hours of operation in order to accommodate UI, the WIB will take into consideration these modified hours of operation and determine what is best suited to meet customer needs. A change to the actual RFP will not be made; this is the notice of change authorized by the NW WIB.**
4. With the new allocation issuance for next year now available will the WIB be revising any of the figures on page 19 of the RFP? **No – the WIB will negotiate with the successful bidder for staffing to determine what modifications might be necessary.**
5. When the proposal says that the career centers do not have to be open on various holidays-if they are exempt salaried workers-will you reimburse the cost of their monthly pay regardless if they career center is open? In other words-is the annual salary paid regardless if holidays or vacation? Or if someone is off for a week-then that amount is deducted for the annual salary? **The various holidays noted in the RFP indicate days the career center is not open. Staff will still get paid on those days as a paid holiday as well as any paid vacation and/or sick leave, if applicable.**

6. I just wanted to ensure I was completing the worksheet correctly. So my question is: We are to remove the portion of the Functional Leader salary that is the state's responsibility, correct? In the Green Hills sub-region that would be 38%. **Yes - the budget for FL should reflect the amount being funded through the integrated model which would be .5 x 38% for the Green Hills.**