

**WIOA Bidder's Conference Q & A and Updates**  
**January 10, 2020**

1. Can bidders see individual county allocations?

Based on current provider needs, the current allocations are as follows:

Avery, Mitchell, Yancey

Adult	\$115,000.00
DW	\$22,500.00
Youth	\$127,313.50
Business Services	\$25,000.00
DW Contingency	\$50,000.00
Finish Line Grant	\$25,000.00
Enhancement Grant	\$41,576.50
<b>Total Funding for AMY</b>	<b>\$406,390.00</b>

Ashe, Alleghany, Wilkes, and Watauga

Adult	\$115,000.00
DW	\$22,500.00
Youth	\$127,313.50
Business Services	\$25,000.00
DW Contingency	\$50,000.00
Finish Line Grant Wilkes Community College	\$25,000.00
Finish Line Grant Caldwell Community College	\$15,000.00
Enhancement Grant	\$41,576.50
<b>Total Funding for AAWW</b>	<b>\$421,390.00</b>

NOTE: This budget is for planning purposes only and is based on current operations and will be subject to change based on regional allocations. Your budget should be built off of your specific project design.

2. Infrastructure cost—can operations funds be moved to program costs if needed?

Yes—funds not used for Operations can be used for program funding.

3. What career centers are certified?

High Country is currently in the review/certification process. Based on current recommendations to be awarded February 2020, the centers will be as follows:

- Tier 1: Ashe, Watauga, Wilkes, Yancey
- Tier 2: Mitchell

- Remote: Alleghany, Avery

4. Are the numbers (participants and traffic) for the centers in the Career Center Analysis?

Yes, the numbers in the analysis include all traffic for the center (walk-in and enrolled).

5. Will there be separate summer youth money?

No.

6. Can money be moved in between the counties?

Yes. Estimated budgets should be based on service delivery/need.

7. What are the region's certified career pathways?

Current pathways are Healthcare and Advanced Manufacturing.

8. Can bidder's review past monitoring of current contractors?

We do not feel that past monitoring is relevant to the current WIOA RFP questions.

9. What is the current setup for center leases?

- Alleghany: no lease; located within the Alleghany Library
- Ashe: month-to-month lease, located at Ashe Family Central, paid by WDB
- Avery: no lease; located on Mayland Community College campus
- Mitchell: no lease; located on Mayland Community campus
- Watauga: yearly lease with Watauga County, paid by WDB
- Wilkes: currently in year three of a five-year lease agreement, paid by WDB
- Yancey: month-to-month lease, paid by service provider

10. Are facility costs paid from the Board or only DWS?

See #7 response

11. For budget purposes, can we get a breakout of staff versus program cost?

Currently staff costs are approximately 60% of awarded contracts.

12. The budget included Dislocated Worker Contingency funding—is this likely to be received?

Historically, each request of Contingency funding has been approved. We would anticipate that it will be approved for the upcoming year as well.

13. Who are High Country's current service providers?

Mayland Community College and ResCare Workforce Services

14. Are current leases open to moving?

This would need evaluation by the WDB and review of current leases.

15. Have there been disallowed costs in providing services?

No.

16. Is there a cut-off date for submitting questions?

No. All questions received will be added to the Q&A document on our website.

17. What is the amount of funding for Operations?

\$50,000

18. What do we typically receive in regard to services for Operations funding?

This upcoming program year will be the first full year of contracting for Operations. The current minimal funding in contracts for Operations is covering staff costs.

19. Is there an opportunity for additional funds if numbers go up/have good performance?

The High Country WDB will make every effort to secure any additional funding as opportunities arise. However, we do not anticipate additional program dollars when our allocation is received.

20. Are you operating on 70/30?

WIOA requires 70/30 for WIOA youth. The RFP states 80/20 with enrollment of in school youth by approval. Currently in school expenditures account for about 3% of youth expenses. Programs should be designed to focus on out of school youth.

21. How is the Incumbent Worker grant operated?

Through contracted business services, outreach is made with employers and then receives the employer applications. Applications are then submitted to the WDB for review/approval. Employees are keyed into NCWorks by the contractor.

22. Who is the state monitor?

Due to staffing changes at DWS, High Country currently does not have a Programmatic Monitor. Lynn Banks is currently serving as the Financial Monitor.

23. Are there any equipment leases?

Currently there is a copier lease in Mitchell for approximately \$150 per month.

**January 13, 2020**

24. Can a proposer bid for all three program components?

Per RFP requirements, bidders must bid on adult/dislocated worker and youth together. Operations can be bid on separately.

25. Who is the current High Country NCWorks Career Center Operator?

ResCare and Mayland Community College

26. Are you satisfied with the current provider/s?

Current providers are adequately meeting expectations. There is always room for improvement and innovation.

**January 16, 2020**

27. Would a new service provider continue to staff the current service locations, and/or would a new service provider be required to procure new facilities?

At this time we would foresee current leases to remain in place. See #28.

28. Will Mayland Community College remain available as a service location for a new service provider/operator?

This would be determined once contract decisions are made. However, it is likely that a change in service provider would require a change in service location.

29. What equipment will be available for staff to use at each location?

This varies by center. All staff have access to printers. Depending on the setup, staff either use a DWS computer or a contractor laptop.

30. Do you want a single proposal for ADW and Youth?

Questions should be answered in order as listed in the RFP.

**January 21, 2020**

31. For the previous 3 -year grant cycle, was the contracted amount expended at 100% each year? And if not, have those funds been returned to the state or are they now carryover funds with the High Country WDB?

Funds are not expected to be expended 100% each year as there is a need for carryover to begin the following year due to the delay in funding from the state. Typically, Board's receive youth funds in July and the remaining funds in October/November from DWS. Carryover funds from the contractor and board level are reallocated based on need and availability to the providers the following year. We have not returned any program dollars to the state.

**January 30, 2020**

32. Can the required budget summary documents be modified?

It is preferred that the budget summary documents are not modified. If necessary, feel free to attach a supplemental document.

33. Can a link be used as a response related to travel/personnel policies rather than printing to include?

Yes, including a link to such policies is acceptable.

34. Please clarify bonding requirements.

Organizations should be sufficiently bonded based on the amount of their annual contracts.