

RESPONSES TO REQUESTS FOR CLARIFICATION
FOR
REQUEST FOR PROPOSALS
FOR
PROJECT MANAGEMENT SERVICES AND RELATED SERVICES
FOR A PROJECT TO BE FUNDED BY
THE UNITED STATES DEPARTMENT OF LABOR
UNDER AN
H1-B READY TO WORK PARTNERSHIP GRANT

Q1: How many vendors will be awarded the contract?

A1: One

Q2: Is subcontractor (MBE/WBE) required for this solicitation?

A2: The successful proposer is not required to propose to use any subcontractors. However, the successful proposer will be required to comply, at its own expense, with the provisions of all applicable local, state and federal laws, rules and regulations, including, without limitation, those that may concern MBE/WBE participation.

Q3: Is a team required to be proposed at this level or only a Project Manager or none of the two?

A3: As specified in the RFP, the successful proposer will provide all of the services necessary to manage the grant-funded services through a single "Project Manager".

Q4: Since we are Maryland based small business, are we eligible to bid on this solicitation? Do we need to have a local office in the mentioned county?

A4: There are no geographic limitations regarding the submission of a proposal.

Q5: We are a small MBE firm and we do not have audited financial statements since federal agencies require audited financial statements only in case of annual revenues in excess of \$5 million. We are working with lenders to provide a line of credit for working capital for this project. Would such a letter be acceptable in lieu of audited financial statements? (Some federal agencies do provide working capital to small firms like ours, since we are a certified 8a firm)

A5: No, such a letter will not be acceptable. Please provide a financial statement and financial audit in compliance with the requirements specified in the RFP.

Q6: We would like copies of the USDOL “Solicitation for Grant Application” (and the first and only amendment thereto) for the above-mentioned H1-B Ready to Work Partnership Grant, as well as the grant agreement (the “Grant Agreement”) subsequently entered into between the County and USDOL for the abovementioned grant. If you cannot or will not provide copies of the “Grant Agreement”, then

- Please provide the type and number of positions included in the “Grant Agreement” over and above 3.5 FTEs of Career Coaches and 3.0 FTEs of Job Developers.
- We’d like details about the federal measures promised in the “Grant Agreement”

A6: The “Solicitation for Grant Application” (and the first and only amendment thereto) and the Grant Agreement will be posted to the County’s website for RFPs, and is also anticipated to be posted to the WPLWIB’s website.

Q7: We’d like more guidance on the price proposal format. Should we include the cost plus indirect costs plus profit in the line item budget?

A7: Please use the price proposal forms in the RFP, as specified in the RFP. Those price proposal forms request all of the information the County requires.
