



## **Request for Proposals WIOA Monitoring Services Pre-Proposal Q&A**

**Q:** Can you share the budget for these services or the amount of the previous contract for WIOA monitoring?

**A:** Previous monitoring was conducted in-house, therefore a budget has not been established. Negotiations will take place with the selected vendor.

**\*Q:** Please confirm that the “Project Cost Proposal” and “Proposers Financial Ability, Experience and Qualifications” are not subject to the double-spacing requirement.

**A:** Correct. However, the intent is to provide relevant and concise data.

**\*Q:** What is the anticipated budget range or not-to-exceed amount for this contract?

**A:** Answered previously. Negotiations will be conducted.

**\*Q:** Please clarify the relevance of security services to this scope of work.

**A:** As the majority of work will be performed virtually, please describe your process of cyber security of confidential data.

**\*Q:** Should pricing be structured as a lump sum fee, annual fee basis, or hourly rate structure?

**A:** Propose as a lump sum fee for the fiscal year July 2025 to June 2026. Parameters for when additional expenses would be compensated can be included in contract negotiations.

**\*Q:** Are there separate budget expectations for the virtual versus onsite monitoring visits?

**A:** As this is the first year, this distinction was not defined, but can be negotiated.

**\*Q:** Should travel expenses be included in the total contract price or billed separately?

**A:** A not-to-exceed travel amount should be included in the contract price. Parameters for when additional travel would be compensated can be included in contract negotiations.

**\*Q:** For the sample size mentioned (800-1,000 case management participants plus 1,000 basic career services), what percentage or number of files would typically constitute a 'statistically relevant sample' for each review period?

**A:** Qualitative sampling based on risk assessment would take priority over strictly defined quantitative sample sizes, however this would be subject to evolving TDLWD and local WFB policies.

**\* Questions were submitted before deadline but blocked by email server, thus answers are provided.**