

April 3, 2019

TO: All Bidders under Invitation to Bid No. 19-101091

FROM: Department of Purchasing and Contracting, DeKalb County, Georgia

ADDENDUM NO. 1

Invitation to Bid (ITB) No. 19-101091 for Business Services (Sector Strategies) for WIOA Adults, Dislocated Workers, and Youth (Multi-year Contract with 1 Option to Renew) is hereby amended as follows:

1. We have received questions/comments pertaining to this ITB. The questions and their resulting answers appear below:
 - A. Question: Can the vendor add an event budget for food, catering, and event materials for events and after-hours receptions?

Answer: The vendor may do so only if the event backup documentation can support a direct association to individual client training and employment services.

WIOA Title I funds must not be spent on employment generating activities, investment in revolving loan funds, capitalization of businesses, investment in contract bidding resource centers, economic development activities, or similar activities, unless they are directly related to training for eligible individuals. For purposes of this prohibition, employer outreach and job development activities are directly related to training for eligible individuals. These employer outreach and job development activities may include, but are not limited to:

- Contacts with potential employers for the purpose of placement of WIOA participants*
- Participation in business associations (such as Chambers of Commerce), joint labor management committees, labor associations, and resource centers*
- WIOA staff participation on economic development boards and commissions, and work with economic development agencies to provide information about WIOA programs*

- B. Question: Can the vendor add Professional Membership Association fees for chamber memberships and additional business-related membership fees?

Answer: No. Membership fees would benefit the contractor beyond the scope of the agreement. In the event that the cost can be proven as solely beneficial to the awarded contract, the contractor may request approval by Worksource DeKalb Finance.

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- C. Question: Will the vendor need to work with Geographic Solutions software to track indirect placements? If so, is this software cost covered by DeKalb County, or does the vendor need to pay for this?

Answer: 1) No, WSD will provide access to Geographic Solutions.

2) N/A

- D. Question: Can the vendor add rental space costs for this contract?

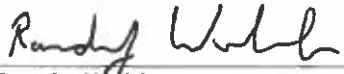
Answer: No. For the purpose of this solicitation, bidders' quotes should only include costs associated with the placement/activities/job development associated with each customer served.

This contract will not have a facility development allowance in the budget.

- E. Question: Will the indirect placements need to be tracked by another paid source such as the Work Number?

Answer: All placements that the selected bidder takes accountability for will need to have supporting documentation confirming the placement, such as a paystub/employment verification letter, etc. The Work Number and similar tracking systems are typically utilized for individuals disengaged and/or unresponsive and will not be allowed for this particular solicitation. The selected vendor will be held accountable to the direct placement goal listed in the contract.

- 3. It is the responsibility of each bidder to ensure that he is aware of all addenda issued under this ITB. Please sign and return this addendum. You may call Randy Webb, Senior Procurement Agent, at 404-371-2019 before the bids are due to confirm the number of addenda issued.
- 4. All other conditions remain in full force and effect.


 Randy Webb
 Senior Procurement Agent
 Department of Purchasing and Contracting

ACKNOWLEDGMENT

Date: _____

The above Addendum is hereby acknowledged:

(NAME OF BIDDER)

(Signature)

(Title)

CH:rw