

April 2, 2019

TO: All Bidders under Invitation to Bid No. 19-101092

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

ADDENDUM NO. 1

Invitation to Bid (ITB) No. 19-101092, *Career and Training Services for Dislocated Workers (Multiyear Contract with One Option to Renew)*, is hereby amended as follows:

- The following questions are provided for proposers' information.

A.	Question:	Are you looking for instructor-led live training or would an online / app solution be of interest?
	Answer:	WSD is looking for a provider to determine eligibility for WIOA participants and provide case management for participants interested in Occupational Skills Training utilizing trainers on the State Training Eligible Provider List (ETPL). WorkSource DeKalb works with training providers listed (1) on the State ETPL located on workreadtga.gov and (2) Training Providers with current agreements with DeKalb County government.
B.	Question:	Would you consider a faith based career training program for your training needs? We work directly with employers, to ensure that we are developing a quality work force to exceed their expectations.
	Answer:	Yes, WorkSource DeKalb is interested in all providers that have proven success in employment & training services programs for participants that meet the Workforce Innovation & Opportunity (WIOA) Act guidelines for Adult and/or Dislocated Workers.
C.	Question:	In regards to tuition payments for Bids ITB 19-101092 and ITB 19-101093, is tuition payment contingent upon participant obtaining employment after graduation?

	Answer:	<p>WorkSource DeKalb’s current Individual Training Account (ITA) agreements currently indicate the payment schedule as: <i>Invoice Payment for Proprietary Vendors:</i> An invoice for the initial 50 % of approved training costs along with documentation of two weeks attendance (e.g. attendance rosters/sign-in sheets) and a copy of a voucher must be submitted to DeKalb County for payment. The second payment of 25% will be processed upon receipt of the invoice and a copy of the student’s Certificate of Completion. Documentation may include but not limited to the student’s transcript or a copy of the degree. The final payment of 25% will be processed within ninety (90) days upon receipt of the invoice and the student securing full-time training related employment. Documents verifying employment may include but not limited to pay check stubs, a new hire letter, or an employment contract.</p> <p><i>Invoice payment of Board Regents Schools:</i> An invoice for 100% will be reimbursed to the provider with the submission of verifiable documentation to include but not limited to a schedule with participants’ information. The County does not guarantee that any Provider will receive training participants in their training program or any compensation thereof. Provider is required to submit invoices in a timely manner as outlined in the above aforementioned payment schedule. Failure to submit timely may result in the provider invoice not being paid. Upon closure grants, the contractor does not have the authority to override state and federal regulations to pay late submissions. The contractor is not required to pay for services rendered to a participant outside of the period of availability.</p>
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2. It is the responsibility of each proposer to ensure that he is aware of all addenda issued under this RFP. Please sign and return this addendum. You may call Cathryn Horner, Procurement Manager – Team A, at 404-371-6334 before the bids are due to confirm the number of addenda issued.
3. All other conditions remain in full force and effect.

Cathryn Horner

Cathryn Horner
Procurement Manager – Team A
Department of Purchasing and Contracting

ACKNOWLEDGMENT

Date: _____

The above Addendum is hereby acknowledged:

(NAME OF PROPOSER)

(Signature)

(Title)