

One Stop Operator Request for Proposal

- Who determines the partner organizations? Are the partners already selected?

Answer- The partners you work with as the One Stop Operator are your choice but there are mandatory partners in the One Stop Centers as designated by the WIOA legislation. The list of partners for Baltimore City can be found in the Baltimore WIOA local plan:

https://moed.baltimorecity.gov/sites/default/files/Local_Workforce_Plan_2020-2024%20BCity%2010.12.2021%20Final.pdf

- What are the covid protocols that are in place at the centers? Is any work virtual?

Answer: As an agency of Baltimore City government, the Mayor has made decisions for the opening and closing of the One Stop Centers. As of this date, the centers are fully operational with Title I staff and most partner organizations. We are still not holding large group meetings; instead opting for virtual sessions via Facebook live and other virtual mediums.

- Are there specific time expectations for the Operator to be on site?

Answer: This should be identified in your proposal.

- What reporting systems are used/will be used by the Operating Partner?

Answer: The state of Maryland, including Baltimore City uses the Maryland Workforce Exchange owned by GeoSolutions and administered by the Maryland Department of Labor

- How much innovation can we drive within the program and operational design?

Answer: Please explain in your proposal and all operational designs will be considered

- Can we evolve online or social media offerings?

Answer: MOED currently has a social media presence and conducts Facebook Live sessions on a variety of topics. Feel free to discuss your recommendations within your proposal

- How prescribed is the intervention curriculum?

Answer – This is up to you to discuss in your proposal

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- Could you clarify the length of the proposal? On page 8 it indicates a maximum of five pages and on page 10 it indicates 11 pages.

Answer – The narrative is to be no more than 5 pages with all other attachments (cover sheet, budget, etc) to not exceed 11 pages.

- Could you please provide a copy of the current MOU? I can't seem to locate the document on the Board's website. Thank you.

Answer: Because MOED has been the One Stop Operator since the inception of WIOA, we did not have an MOU with ourselves. There is however a Scope of Work that I have attached to this email.

- Could you please provide a copy of the pro forma or sample contract mentioned in paragraph 3 as "Contract General Terms and Conditions" under the Technical Details section?

Answer: Because MOED has been the One Stop Operator, there is not a previous contract that I can share. Traditionally, the contracts for Baltimore City include a cover page and the written response to the RFP becomes the Statement Of Work within the contract. All contracts must go through the Baltimore City approval process including a review form the legal department and final for the Board of Estimates approval.

- Under the compliance requirements section, can you please clarify if all bidders must be a minority and/or women-owned entity?

Answer: All bidders do not need to be minority and/ or women owned businesses

- Our company's gross annual revenue is less than \$100K. While we utilize the services of a professional accounting firm to review our books and prepare tax returns, we do not have audited books or financial statements. Will this circumstance prohibit our firm from doing business with the City?

Answer: A small firm bidding on this task given its narrow focus and relatively small cost will be acceptable and will not prohibit you from doing business with the city