

# One Stop Operator KS LAIV

## Posted 12/11/2020

### Pre-Proposal Questions Prior to Conference with Official Responses (Posted 12/10/2020)

**#1 Does the contract require 1 full time One-Stop Operator? Are there any other positions required within this OSO contract?**

*The WA feels that it is at minimum 1 FTE project, it is up the bidder on how many positions they want to include in their proposal to completed the scope of services.*

**#2 I understand the provider is not responsible for occupancy costs. Does that include all utilities and equipment (computer/printers, etc)?**

*Occupancy costs including utilities will be paid by the Workforce Alliance. WA can provide a computer and printer if that is the best and most efficient for the contractor.*

**#3 The RFP mentioned Workforce Alliance performed the OSO duties. Are you currently performing that function?**

*The Workforce Alliance has been the One Stop Operator in the past, but has not since July 2017. Eckerd Youth Alternatives now Eckerd Connects has been the One Stop Operator since July 2017.*

**#4 What is the average One Stop Operator Salary?**

*Workforce Alliance doesn't have an average One Stop Operator salary. The current budget for wages in the current One Stop Operator Contract is \$65,037, but has more than 1 FTE in the budget.*

**#5 Is profit allowed?**

*No, this is a cost reimbursement contract.*

**#6 On page 12, under Order of Submission. 6.a.; Should the Statement of Qualifications forms be placed behind the cover sheet?**

*The Statement of Qualifications is considered an attachment, and should be included in the attachment section.*

**#7 Can proposals can be sent via electronic delivery OR mail (compared to doing both)?**

*The Workforce Alliance is not accepting proposals through the mail for this RFP. The 3<sup>rd</sup> sentence in the 2<sup>nd</sup> paragraph on page 5 and the 3<sup>rd</sup> paragraph on page 5 shall be stricken from the RFP. Proposals shall be delivered via email or an electronic file transmittal process.*

## **Pre-Proposal Questions asked during the Conference with Official Responses (Posted 12/11/2020)**

### **#1 When was the last One Stop Certification done and when is the next Certification due?**

*The current One Stop Certification is due December 2020, and we are currently working on the certification. The next One Stop Certification would be due in December 2023.*

### **#2 Is the operator a liaison between the board and the career center, or is the provider more involved? Is the operator a provider of services?**

*The Operator is located in the Wichita Workforce Center, and is active in the coordination of service delivery and the day to day operations. The One Stop Operator also provides staff development to co-located and non co-located staff and partners. The One Stop Operator doesn't provide any direct program services to customers nor have any staff that provide any career services.*

### **#3 Is there a state data system, what is used for data management?**

*We use KansasWorks.com for tracking of career services. We also use an online appointment scheduling portal called WaitWhile, that we use to track appointments.*

### **#4 Are the career centers currently open, are services virtual?**

*Services are being provided mostly virtually. We are doing some onsite services by appointment only, but those are limited.*

### **#5 Do we use a Kiosk System during normal non-Covid Operations?**

*Currently we don't use any kiosks, but we have the option with WaitWhile to deploy a kiosk to for check in functions, but don't currently use that option.*