



## Yuma Private Industry Council, Inc.

3834 W. 16<sup>th</sup> Street Yuma, AZ 85364 (928) 329-0990 Fax No. (928) 783-0886 TTY (928) 329-6466

**DBA: ARIZONA@WORK-Yuma County**

**Workforce Innovation and Opportunity Act**

***Services For Updated Research Report On Employment, Industry, And Occupational Trends In Yuma County***

### **Questions and Answers**

We have a few questions about the RFP for which we are seeking confirmation:

1. The schedule on page 4 refers to a date for the Research Analysis to be completed (May 31), and we are assuming that the 4-Year Plan will have a later due date depending on the specifics of that particular Plan. Please confirm.  
**Yes, the Research Analysis needs to be completed by May 31<sup>st</sup>.  
The 4-year plan needs to be submitted by July 1<sup>st</sup>.**
2. The Proposal Submission Guidelines, page 4, call for the Company Overview and Bios, and a work scope and budget are not required in the submittal. Is that correct?  
**Yes, you will be required to provide the Company Overview, Bios, the scope of work and budget.**
3. The bottom of page 3 notes that “Vendors can also send their proposals via electronic email . . .”, but Delivery Instructions starting at the bottom of page 5 do not mention email as an option, so we just want to clarify whether email is an optional acceptable delivery method, or hard-copy delivery to the physical mail address is required.  
**Yes, either email and/or regular mail (certified).**
4. The RFP Amendment of February 27 refers to limitations on “fees paid to a consultant,” but consulting work relative to the original RFP for the Updated Research Report would most likely be structured as a “contract for services,” for which federal contract guidance is quite different. May we assume at this point for purposes of our submittal that this distinction may be resolvable in the course of this assignment? (Federal contract guidance regarding the difference between hiring a consultant and contracting for consulting services is frankly confusing, and we can share some documentation in this regard if desired.)  
**Yes, this will be resolvable in the course of this assignment as long as the total cost doesn’t exceed the RFP amount.**

5. Does this RFP intend that the successful bidder write the entire 2024 WIOA Local Plan for Yuma County?  
**Yes, the successful bidder will write the entire 4-year plan with the support of the local board staff.**
6. Will the successful bidder have access to employers in Yuma County, Imperial County, California, ARIZONA@WORK, and YPIC staff, and providers of adult and dislocated worker and youth services?  
**YPIC will provide access to provider and local staff information as requested.**
7. When was the most recent economic analysis conducted, and where can this be accessed?  
**The most recent economic analysis was conducted in 2016.**
8. What was the impetus for this study at this time?  
**The impetus for this study at this time is for the following reasons:**
  - **Under WIOA Law we are required to write a 4 year plan every four years.**
  - **The current economic analysis is too old (2016).**
  - **The potential to make a significant impact on the services we offer.**
  - **Gather data to improve the quality of program services.**
  - **The need to address our areas' issues in the community.**
  - **The additional available funding for the research.**
  - **We have a deadline to meet of September 2024 to submit to the State.**
9. What is the source of funding for this project?  
**The source of funding comes from the Department of Labor (DOL) Workforce Innovation Opportunity Act (WIOA) Title 1-B One-Time Funding.**
10. Do you expect stakeholder engagement (partners involved with the mission of ARIZONA@WORK-Yuma County) to take place in person, virtually, or a combination?  
**A combination of in-person, virtual, and/or Hybrid.**