

Green Country OSO RFP Technical Questions

1. Per the format requirements on page 18, it states we are to submit one electronic copy of the response and one copy of an abstract. Please clarify if the requirement is for both (a full copy of the response and an abstract version) or only one (and which one). **-Both**
2. Per page 19, the proposer is to submit an electronic version of the proposals. Is this to be emailed or provided on a flash drive to be submitted with the hard copies? **Provided with the hard copies**
3. Per the outline on page 18, the Budget Information Form is required in two different places in the proposal (as a Budget Narrative in Narrative section E and as attachment B). Please clarify if we should include the same information twice. **Yes**
4. Will you accept a PDF version of the electronic copy of our most recent monitoring reports (due to security on some documents, they cannot convert to a Word document)? **Yes**
5. On page 20, an **In-Kind-Contributions Form** is requested but was not in the attachments. Please provide the required form or guidance on the preferred format for response. **Attached.**
6. Will the board supply all equipment needed to perform the duties of the OSO Operator, or will we need to include this in the proposed budget? For example, Desktop or Laptop, MIFI, printer, etc. **Yes**
7. Will the Board (administrative entity) be responsible for purchasing shared office supplies for the comprehensive and affiliate centers? **yes**
8. Please describe the current staffing structure for One Stop Services in Green Country. Does the OSO/WSC have any direct reports funded under the current OSO costs? **No direct reports, currently changing staffing structure.**
9. How does GCWDB currently manage partner referral tracking? **It has not been tracked.**
10. Are workforce partners reporting their performance and services in Oklahoma Works, or are they using other tools (such as salesforce) to provide uniform reporting with the AJC? **OKJobMatch-only**
11. How many staff and partners are co-located in each AJC (please list by center)? **Attached.**
12. What is the current IFA structure? **The IFA is being redone.**
13. One more clarifying question, from page 26 of the RFP, currently reads as follows:

Business Contacts-Twelve meaningful, in person contacts, with private sector business per quarter, to promote workforce programs and services, with emphasis on Work-Based Learning opportunities as evident through validation in OSL and/or quarterly tracking reports provided by the Service Provider with details showing specifics of the business contact. Is 12 the benchmark for performance or is that an error on the RFP- **12 is the benchmark.**

14. **Can you provide the walk in traffic numbers for all AJCs in the GCWDB area- attached**
15. How many customer satisfaction surveys are received per quarter in PY 21? **State Survey PY21-6, Internally created survey PY21-132**
16. How many partner meeting occurred per quarter in PY 21? **4 per quarter per AJC**
17. How many cross trainings occurred per quarter in PY 21? **None**
18. I wanted to make sure that my understanding of the " Conflict of Interest clause " is correct

Certificate Regarding Conflict of Interest By signing and submitting this Certificate Regarding Conflict of Interest the undersigned covenants that no officers, members, or employees of its governing board have any interest, and that none shall acquire any

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interest, direct or indirect, that would conflict with full and complete execution of this contract. Contractor further covenants that in the performance of this contract, no person having any such interest will be employed. No employee, officer, or agent, any member of his or her immediate family, his or her partner, or an organization which employs or is about to employ any of the parties indicated herein, has a financial or other interest in the firm selected for an award. The officers, employees, and agents of the recipient shall neither solicit nor accept gratuities, favors or anything of monetary value from contractors, or parties to sub agreements

Since I am an employee of the Green Country Workforce Board would that mean Innovations Employment & Training LLC , in which I am a 51% owner would not be able to bid this RFP ? You would need to resign your position effective 11/30/2022 should your proposal be chosen.

Estimated In-Kind Costs Contributed

Proposer Name: _____

Budget for Period: 11/21/2022 through 6/30/2023

Detail of In-Kind Cost Item	Basis for Determining the Amount	Amount
Total of All in Kind Costs		

Center Staffing (5 American Job Centers, 4 Satellites Offices)

Sapulpa

5-OESC
2-WIOA

Tulsa

OESC-13, including Veteran's services
WIOA-6
Job Corp-1
Social Security Ticket to Work-2
Department of Veterans Affairs-1
Tulsa Responds-1
Tulsa Job Corps-1
GCWDB Staff-6

Tahlequah AJC

OESC	5
Title 1	1
ORO	2
DHS	1
DRS	2
ODVA	1
DVOP	1
ABE	1
Job Crop.	1

Muskogee AJC

OESC Staff- 4 ES & 1 DVOP (currently vacant)
WIOA-4 (less one effective Nov.1)

Okmulgee AJC

5 OESC
1 WIOA
3 DRS
1 DHS
1GED
1 DVOP (Every other Tuesday),
1 Veteran Service Rep. (every Tuesday)

(cont. next page)

Wagoner Satellite

1 WIOA on Tuesdays

Eufaula Satellite

1 WIOA on Thursdays

Stilwell Satellite

1 WIOA full time

Sallisaw WIOA

1 WIOA full time

TRAFFIC COUNTS AUGUST 22'

GREEN COUNTRY WORKS AMERICAN JOB CENTERS	First Visit	OESC	WIOA	VETERANS	OVDA	AMERICAN	TULSA RESPOND	ABE	DHS	DRS	TTW	TR	OTHER	YOUTH	TOTAL	
SAPULPA AMERICAN JOB CENTER	500	525	20	32	0	0	0	25	0	0	0	0	0	356	3	670
MUSKOGEE AMERICAN JOB CENTER	78	313	68	17	1	0	0	0	0	0	0	0	0	39	3	402
OKMULGEE AMERICAN JOB CENTER	34	224	30	20	0	0	0	0	3	30	0	0	0	39	0	330
TAHLEQUAH AMERICAN JOB CENTER	17	214	18	6	2	0	0	0	0	35	0	0	0	41	30	293
TULSA AMERICAN JOB CENTER	479	981	32	101	2	8	12	0	0	0	2	8	8	336	26	1318
STILWELL SATELLITE																
EUFAULA SATELLITE																
Total For All Centers	1108	2,257	168	344	5	0	12	25	3	65	2	8	811	62	3,013	