

Questions & Answers

for the

Consultant Services: Monroe County Workforce System Scan RFP

Questions & Answers added 1-5-2023

Project Scope of Work

1. Can you define the coverage area RWI wants to include in this project? Is it just Monroe County, or does it include any neighboring counties?

The coverage area is limited to Monroe County.

2. Section IV, item A.5 in the RFP: Many school districts and individual K-12 schools have CTE-type training or workforce development mini-programs – some very developed; some limited and piecemeal (e.g., discussion of training options or a vocational visit might be a minor part of one particular class). What level of detail is RWI looking for on K-12 school programs? For example, is RWI primarily interested in large programs? Does RWI want to have info from every school district?

RWI is not interested in workforce development activities conducted as part of non-vocational class or program. RWI is interested in fully-developed programs offered in the Rochester City School District, a BOCES, a charter school, or any of the suburban school districts.

3. Section IV, item A.8 in the RFP: A large number of human/social services and organizations in Monroe County provide outreach/mentoring/support to people in poverty, without a specific focus on workforce development. Does RWI have any parameters or additional specifics on which type of programs or organizations might be plausibly included?

RWI would like to include in the inventory any programs that provide outreach/mentoring/support to individuals who are either in the labor force or who are of working age and may enter the labor force, particularly those living in poverty.

4. Is RWI primarily looking for straightforward identification and enumeration of the described programs, or will the vendor be expected to make more substantive connections

with these programs/organizations on behalf of RWI? (E.g., will the vendor be contacting them to have a discussion on their level of interest or capacity to coordinate/work directly with RWI, or similar topics?)

The role of the consultant would be to create an inventory of available resources to inform all system stakeholders. The consultant will not need to make connections or coordinate relationships among the programs/organizations described in the inventory.

5. We envision the final product to be along the lines of a detailed list or a database of programs/organizations. Is there a preferred format or structure that RWI has in mind for the final inventory product? (E.g., Would listings in Excel spreadsheets be acceptable?)

The final inventory should be in an electronic format that can be accessed and read by the intended audience and that can be owned and edited by RWI. A common file format such as an Excel spreadsheet would achieve that goal. An electronic file from a proprietary database application would not.

Proposal Format

6. Has RWI established a budget or a not-to-exceed amount for this project?

No, we have not. RWI reserves the right to negotiate a final hourly rate and projected total hours of work with the selected applicant.

General

7. Can you share the recently completed RWI strategic plan with us?

The RWI strategic plan is now available at <https://rochesterworks.org/about/workforce-development-board#policies>, under Local & Regional Plans.