

# MINUTES

## TANF Youth Work Experience Bidders meeting 11-30-16

### SCPa Works

#### Introductions

Those in attendance

Doran Condon, SCPa Works, Wanda Jackson, SCPa Works, Joe Ziegler, EDSI, Adria Strausbaugh EDSI, John Hattery, KRA, Jamal Jones, ResCare, William Dickinson, Phase 4 Learning Center, Joshua Stuart, Phase 4 Learning Center, Holly Sell, Phase 4 Learning Center, Shana Scott, Crispus Attucks, Chuck Maxfield, Crispus Attucks, Mike Barba, Crispus Attucks.

#### RFP Overview

Last year we did not competitively procure TANF Youth Services, all contracts were extended. We are competitively procuring TANF Youth Work Experiences for the upcoming program year. Purpose of the meeting is to review questions posed during the question and answer period, and give the opportunity for additional questions to be asked. Purpose of the TANF RFP is to provide work experiences, and TANF programming primarily in the summer, for TANF eligible youth ages 14-18 who reside in the counties of SCPa Works. Participants are eligible for participation by being a resident of SCPa Works, and fall under a TANF household or be eligible under the 235% of poverty guidelines. Funding is primarily targeted for the months of July, August and September of 2017, but there is an option to utilize up to 25% of the funding for the months of October through June 2017. A proposer has the option to dedicate all the funding for a summer work experience, July through September, or propose a year round experience with 75% of the funds dedicated to summer and 25 % dedicated to year round work experience Our are entertains a low unemployment rate, and we believe that our program helps those youth who are competing for summer and work experiences with all the other youth in our area. RFP schedule reviewed and noted that we will not be accepting electronic copies, all proposals must be hand delivered or mailed by the due date and time. Please do not submit proposals in expensive packaging and bindings, it is not necessary.

At recent discussions of the Statewide Youth Technical Workgroup, there was discussion of possible changes in the eligibility process for TANF youth. There is a concern that eligibility for participants will be determined by the local CAO. No further information is available at the time. There will be a requirement to enter youth into CWDS and record activity codes.

Additional TANF monies MAY be made available this year, have not received formal notification.

The Commonwealth is stating that they will be also conducting a summer youth program.

Schedule of RFP:

***SOLICITATION SCHEDULE***

RFP Release Date	November 9, 2016
Proposer's Written Questions Due	November 22, 2016
Bidders Conference	November 30, 2016 10 a.m. -12 p.m.
Proposals Due Date	January 6, 2017 by noon.
Contract Awards Completed	March 2017
Transition begins	Upon approval by SCPa Works
Contract/Programs Start Date	July 1, 2017

**Additional questions asked:**

Is there any additional funding for college students under 21 for the summer?

No not as of now, you have the option of hiring them as staff/supervisors and pay them.

In the past, have you brought on more than one contractor?

We have multiple vendors currently, 4 at present for the 8 county area.

OSHA 10, is that something that should be included in the plan if the participants will be at an employer that would need it?

That should be included if it is part of your programming and plan. If you are placing them at an employer that would require it, make it part of your narrative.

Orientation, can that be included and paid for?

Yes, it can be included and paid for. No stipends for payment however, must be a check or part of the payroll

Does SCPa Works do any work readiness training?

No, we do not do that. It is up to the contracted vendor and must be in your work plan.

Do they have to receive a minimum amount of work readiness training prior to work?

No we do not mandate a minimum or maximum

When the activities pre-employment training activities take place, should we include that in our narrative and can they be paid for with contracted funds prior to July 1?

For any funds contracted after July 1<sup>st</sup>, any activity that would occur prior to that would not be able to be reimbursed. If you have current funds as a current contractor, you can use your current allocation. Include all the information in your proposals.

Following no further questions, the meeting was concluded.