



Date: January 4, 2022

ADDENDUM NO. 01
2021 REQUEST FOR QUALIFICATIONS – 20213012
DENVER WORKFORCE SERVICES – GOOD JOBS CHALLENGE

The above referenced RFQ is hereby addended as follows:

The following questions and their answers are hereby incorporated into and made part of this Request for Qualifications:

(Q) Questions and (A) **Answers**

Q1: We see the total funding listed as \$5,000,000 over the 36-month period, but \$25 million is listed on page 5 under the Metro Denver’s Work4Grant. Could you clarify the total amount of the contract?

A: *The \$25m will be shared among the fiscal agent and the 4 participating Local Areas (Denver, Adams, Arapahoe/Douglas, Jefferson/Tri-County). \$5m is the estimated amount that will be dedicated to program activities in the Denver Local Area, although that final allocated amount is subject to change and could include additional funding.*

Q2: On page 6, the document says that “employment and training activities in all 4 industries will be driven by their respective Sector Partnerships...”; however, we only see 3 industries listed – healthcare, aviation and aerospace. Could you please clarify, is there an additional sector that would be of focus?

A: *Correction, the grant application is focused on employment and training activities in Healthcare, Aviation and Aerospace.*

Q3: Do you have any length requirements or length recommendation for responses D through G? We see the 100 word count for part B, and we're hoping to give you a comprehensive picture of our qualifications without going overboard, but any guidance or expectations you have about length would be helpful.

A: *There are no recommended length requirements. This RFQ is a standalone piece to gather information regarding potential partners for the Economic Development Administration’s Good Jobs Challenge funding opportunity (<https://eda.gov/arpa/good-jobs-challenge>). Denver Economic Development and Opportunity (DEDO) and the Denver Workforce Services (DWS) is seeking to identify partners who are willing to collaborate on the grant application, and who are able to administer the program if awarded.*

Q4: The response submission deadline is Tuesday, January 11th; do you have any idea when you'll be responding to proposals by?

A: *Based upon the information provided by the respondents, the evaluation committee will evaluate responses. The evaluations will be ranked according to scores and proposed services, and recommendations forwarded to DEDO/Denver WDB and DEDO Senior Management for review and approval.*

Qualified respondents may be invited to enter into an agreement with the City or be provided with a copy of the RFP if one is issued. Any award(s) as a result of these responses shall be contingent upon the execution of an appropriate contract.

Q5: We're trying to do a good job modeling how many people we think we can accommodate in the three target areas (Healthcare, Aviation, Aerospace), relative to each other, and relative to the other skill tracks we offer. Can you offer any guidance as to:

a) If you'd be looking for specific numbers of enrollees in those three areas? (for example, 75 enrollees in each track per year, or just 225 enrollees across all three industries)

b) can you offer any guidance on what qualifies as a "job" in those three fields? For example, are jobs in aerospace just manufacturing skills based, or if someone completed our admin assistant program and got an Admin job, would that qualify as employment in "aerospace."

A: *The Denver Local Area will be required to serve at least 675 individuals which is an estimated number that is subject to change and could include as many as 1,100 individuals served over the 36-month period of performance. Based on the current status of the industry Sector Partnerships it is anticipated that a larger percentage of individuals will be trained in the Healthcare industry, however we will be requiring enrollments in all 3 industries.*

Training-related placements are the goal of all employment and training related services of the Work4 grant. The skills and occupations that we will be utilizing these funds for will be directly guided by industry. The 10 occupations identified by Healthcare are Medical Lab Technician, Certified Nurse Aide, Medical Assistant, Pharmacy Technician, Surgical Technologist, Sterile Processing Technician, Patient Care Technician, Medication Aide Technician, Radiology Technician, Phlebotomy Technician.

Aerospace has identified their occupational areas of focus as Jr. Software Developers, Systems Engineer/Systems Engineer Technician, Guidance Navigation and Control, Cyber Engineer/Cyber Engineer Technician, Project Management Specialist, Data Analyst, Geospatial Analyst, Business Operations, Flight Software Developer, Software Test Engineers.

Aviation will identify their skills and occupations of focus in the next 3-6 months. All employment and training activities should be designed for pathways into one of these occupations, and success

will be placement into these or occupations that pathway into the industry-identified areas of focus.

Employment is considered related to training when the:

- *knowledge or skills acquired during training directly relate to the job duties; or*
- *the credential, license or degree obtained through the training is required or preferred by the employer; or*
- *the employer's hiring decision is based on the training received; or*
- *the O*Net for the training program matches the O*Net for the occupation.*

Source documentation options for employment related to training can be:

- *UI wage records*
- *Supplemental data sources*
- *Surveys*
- *Record sharing and/or automated record matching with other employment and administrative databases*
- *Other out-of-state federal wage record systems*
- *Case notes from follow-up contacts*

Q6: Do the items in Section D: Additional Required Information need to be submitted with this application, or do we just need to have them ready in the event that the City would like to move forward with us as a partner? I read it as the former (we just need to have them ready to go), but D8. says "Failure to submit this form as instructed will render the proposal non-responsive and as such will not be considered." Do we need to submit the "Diversity and Inclusiveness in City Solicitations Request Form" prior to completing the application (and if so, where should we submit that, just fill out the first link in [this](#) document?), or can we wait till we hear back from you?

A: *Qualified respondents invited to enter into an agreement with the City must submit all items in Section "D" of this RFQ prior to entering into a contract with the City and County of Denver.*

The Diversity and Inclusiveness form may be submitted at any time but is not required to be considered responsive to this RFQ.

[Click here](#) to complete and electronically submit the Diversity and Inclusiveness in City Solicitations Information Request Form. To send confirmation email, enter DEDOBusinessDevelopmentProposals@denvergov.org when instructed to "Enter email address of City and County of Denver contact person facilitating this solicitation."