

RFP25-01: STAFFING AGENCY SERVICES OR JOB PLACEMENT SERVICES

Frequently Asked Questions

1. What is driving the RFP process?

This RFP is a result of Fresno County EDC's (EDC's) successful grant application for Workforce Innovation and Opportunity Act (WIOA) pass-through funds from California's Employment Development Department (EDD). EDC's application included a proposed subcontractor or subcontractors to provide transitional employment, to be subsidized by reimbursement from this grant for those referred to the project by a participating Employment Social Enterprise. As the anticipated contract or contracts exceeds the federal government's applicable simplified acquisition threshold (i.e., \$250,000) then an open, competitive procurement of the contract or contracts is required.

2. Why are you looking to make a change?

Fresno County EDC (EDC) is a private, non-profit corporation. Although EDC provides some similar services as the activities addressed in this RFP, this grant-funded project represents additional activities and/or other target populations. Additionally, this staffing agency (or intermediary) / social enterprise partnership model has been implemented in other cities and states of the U.S. by Social Finance, a partner on this grant award, and others.

3. What is the goal of the RFP initiative?

The goal of this RFP is to secure, in accordance with applicable rules and regulations, one or more contractor to assist Fresno County EDC and other partners with the following:

Part 2: Objectives & Scope of Work Objectives:

1. Secure 12 weeks of transitional / on-the-job training (OJT) for at least 80 participants in targeted industry sectors.
2. At least 90% of transitional / OJT participants complete their 12-week placement.
3. At least 75% of transitional / OJT participants remain employed with the employer of their initial placement in a similar or better role

4. What doesn't Fresno County Economic Development Corporation have today which you hope to have/accomplish with your new program?

Please see the Scope of Work Objectives listed in response to question 3. Additionally, Fresno County EDC would prefer to surpass these metrics to maximize the benefits of this grant.

5. What type of solution do you have in place today? How long has this program been in place?

Fresno County EDC partners with Fresno County DSS to provide partially subsidized, on-the-job training to eligible businesses who hire eligible Welfare to Work (CalWORKs) recipients. This program has some similarities to the grant that has motivated this RFP. However, the grant related to this RFP has many differences including the source of funding, the timeline and nature of the job placement, etc.

6. What changes are you looking to make to your current contingent labor program because of this RFP process?

Fresno County EDC does not utilize a contingent labor program. In addition to the response to question 5, the goal of the DSS / CalWORKs program is permanent employment. With the grant related to this RFP, permanent employment is also the end goal.

7. What result will make Fresno County Economic Development Corporation feel the RFP process was successful?

Securing one or more qualified contractors in accordance with applicable rules and regulations.

8. Can you provide job descriptions?

Part of the role of the successful contractor(s) applying to this RFP will be to assist with job matching among their existing and new client businesses. However, in addition to the text contained in the RFP, Fresno County EDC would reiterate that most placements would be focused on the following industry sectors: Business Services, Construction, Manufacturing, and Transportation Distribution and Logistics. Placements outside of these sectors would be permissible on a case-by-case basis. The placements will generally be individuals with limited work history who completed short-term vocational training programs within these sectors.

9. Specifically for the Logistics and Transportation industry, what are the qualifying duties and desired job description that will satisfy the requirements for a successful placement.

Specifically in this sector, Fresno County EDC and its partners currently provide vocational programs for truck drivers, forklift training, and work experience training in warehouse occupations. Many of the participants eligible for this project will have prior work experience in this industry sector or in related occupations in other sectors. Successful placements will be those that lead to permanent employment and qualify as a financially stabilizing job as discussed in response to question 25.

10. How many suppliers does Fresno County Economic Development Corporation currently utilize for temporary labor within the scope of this RFP?

Prior to the release of this RFP, Fresno County EDC does not use any contractors or supplies either for its own temporary labor or to place others in temporary labor as defined in this scope of work. There are similarities in the DSS / CalWORKs program, but there are differences in terms of population, placement duration, etc. Importantly, the objective of this RFP is permanent employment, as discussed in the RFP.

11. How many suppliers will be selected as a result of this RFP process?

The ultimate number of contractors selected in this RFP will be based on a number of factors including but not necessarily limited to the quality of applications, the specified industry and geographic scopes of the qualified respondents and potentially other factors.

12. What challenges have you faced in the past regarding your temporary labor program/use of temporary employees?

As stated above, Fresno County EDC (EDC) has not administered a program exactly like this in the past. Additionally, with this program and with similar programs, EDC strives for permanent placement for participants. However, common challenges in similar but not identical programs include participant career navigation, job readiness, and employer satisfaction with training programs.

13. What is the breakdown of spend by skill set, industry, and location?

The respondents to this RFP should include in their responses the outcomes they intend to achieve with additional details on geographic areas and locations they intend to serve. As noted above, the participants are expected to be individuals with limited work histories who in some instances have enrolled in short-term vocational training programs funded by the region's Good Jobs Challenge or other similar programs. In some instances, participants who have worked with Social Enterprises as employees will also be eligible for the transitional employment funded by this grant.

14. Are there any benchmarks or goals, throughout the year to ensure compliance?

The anticipated period of performance for this contract is September 15, 2025, through March 31, 2027. In terms of outcomes, applicants should aim to achieve or exceed the objectives listed below or a portion thereof in specific industries and/or geographies:

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Additional requirements including but not limited to monthly invoicing and close collaboration with Fresno County EDC will be included in the terms and conditions of any contract.

15. Our standard payment terms are net 30 days. This allows us to provide the most competitive price up front. Will this be acceptable to Fresno County Economic Development Corporation?

Fresno County EDC (EDC) will be operating on a reimbursement basis for this grant from the funder, California's Employment Development Department (EDD). As such, EDC anticipates payments will not be issued for accepted invoices in a Net 30 period. EDC recommends anticipating Net 60 days in terms of payments, contingent upon approvals by EDC, EDD, and processing of funds.

16. What type of reporting for placement progress is required? Is a form method preferred?

A form will be provided from Fresno County EDC (EDC) for placement data. EDC will also have a dedicated individual on this project that is available to assist with questions related to reporting and other matters.

17. How many people would be in each group (i.e., Professional & Financial Services, Transportation, Distribution and Logistics, Manufacturing)?

The contract is anticipated to prioritize these sectors but on a case-by-case basis would include placements outside of these sectors. However, there is no requirement to allocate placements into any specific distribution across these sectors.

18. For background checks, we do what the client does to avoid discrimination claims so, if the client does not require a criminal or credit check or a drug screen, will this contract require it anyway?

No, if a background check is not required by a client, then the subcontractor(s) will not be required to perform these checks for these placements. The goal is to ensure participants are employed permanently after transitional employment.

19. Who are the Employment Social Enterprises?

The grant partners as of the time of grant submission can be found on this announcement from EDD (link downloads a DOC):

https://edd.ca.gov/siteassets/files/jobs_and_training/pubs/wssfp24-07award.docx

Employers and Employment Social Enterprises not listed on this announcement remain eligible to join the project.

20. Do they provide additional support for things like childcare, transportation?

Some Employment Social Enterprises provide additional assistance. Also, Fresno County EDC is a recipient of a Good Jobs Challenge grant and can leverage the supportive services available from that grant, including childcare and transportation, for eligible participants in this project.

21. Is the WIOA funding secure for the period of the contract?

The funding from WIOA has been obligated by EDD and will be available for the period(s) of the contract(s) resulting from this RFP, contingent upon continued obligation of the funds.

22. If the Objectives below are not met, do we still get fully compensated?

Part 2: Objectives & Scope of Work Objectives:

- 1. Secure 12 weeks of transitional / on-the-job training (OJT) for at least 80 participants in targeted industry sectors.***
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The exact structure of compensation will depend on the accepted proposal(s). The contractor will be required to provide monthly invoices in accordance with the contract terms and conditions. Once services have been rendered, invoiced, and approved, the compensation will be paid (after the anticipated processing timeline discussed above).

23. What is the payment cycle from when we send an invoice?

Invoices will be due monthly for the activities conducted in the previous month in accordance with the terms and conditions of the contract and applicable rules and regulations. Fresno County EDC (EDC) anticipates at least a Net 45-day payment from the funder which will then be processed by EDC to reimburse subcontractors. However, EDC will not be under any obligation to reimburse subcontractors for funds that have been requested and are not approved and reimbursed by the funder.

24. Will your staff also be in contact with the companies we recruit for possible placements?

Because the funding for this project is from WIOA, follow up reporting on job retention will be required after the transitional placement. Once a transitional placement concludes, Fresno County EDC anticipates that its grant team will become the primary group in contact with that employee to continue supporting their job retention efforts and fulfill reporting requirements to the funder. To more easily accomplish this, contact with the companies recruited in the project is expected at least to some extent.

25. What documentation would you require to demonstrate sufficient financial stability?

There are several factors that will influence the determination of financial stability and not one factor is necessarily determinative. The following are some of but not necessarily all the factors that will influence the determination of financial stability:

- Whether the job comes with benefits and the overall compensation provided through these benefits, if applicable.
- Whether the job is in a high-growth and/or in-demand sector as well as the overall anticipated stability of the job.
- Whether the job includes opportunities for future wage gains.
- Whether the job is a union job.
- How the job's wages compare to other prevalent jobs in that geography and among other employers.

26. Do you have a more detailed template for the Costs / Budget?

The budget template provided in the RFP was offered as an example. Other structures to compensation will be considered, if submitted. Applicants should ensure that their proposals and budgets provide sufficient detail so that the relative costs and benefits of their proposed services can be compared to others. Fresno County EDC reserves the right to ask clarifying questions regarding the budget as well as any other area of the proposal. Applicants are also encouraged to include an addendum with their budget that outlines the costs, services, outcomes, and industry / geographic areas of focus they would prioritize if they were to receive a portion of the overall funding available.