



ADDENDUM #1

EMPLOYMENT ASSISTANCE SERVICES-FEDERALLY FUNDED RFP #22/23-018 PROPOSALS DUE NO LATER THAN: 4:00 PM ON JANUARY 4, 2023

This addendum is to notify all potential proposers of clarifications made to the RFP document as stated below.

CLARIFICATIONS FROM REQUESTS FOR INFORMATION:

QUESTION 1: What is the award period?

ANSWER 1: The period will be from the effective date of the contract to be awarded by the City Council in February 2023 through August 15, 2023.

QUESTION 2: Do we need to have signed MOUs from Sparks businesses or will letters of support and the opportunity to add more Sparks businesses during the period be amiable for our application?

ANSWER 2: No, an MOU is not required, nor are letters of support, but proposers are welcome to submit them if they choose to. Yes, more businesses can be added.

QUESTION 3: The RFP mentions providing financial support during the job training period, would subsidies be accepted as financial support or does our agency need to cover the client's full salary during their training?

ANSWER 3: The RFP states the following:

“Benefits provided to residents must include financial training, workforce development training, and work experience. Benefits provided to business must include temp-to-hire employees and financial support during the job training period, with the prospect of permanent employment. Desired outcomes should include permanent job placement, successful completion of training and workshops.”

As far as providing financial support, this will be left up to the organization responding to the RFP as long as they stay within the federal regulations.

The regulations state the following regarding ineligible uses of CDBG funds: – *“Income payments are payments to an individual or family, which are used to provide basic services such as food, shelter (including payment for rent, mortgage, and/or utilities) or clothing. – However, such expenditures are eligible under the following conditions: ú The income payments do not*

exceed three consecutive months; and ú The payments are made directly to the provider of such services on behalf of an individual or family.”

Please note and adjust your proposal according to the revisions, additions, deletions, clarifications or modifications as presented on this Addendum #1, which are made a part of this RFP.

Dan Marran, C.P.M., CPPO
Contracts and Risk Manager
December 19, 2022