

## RFQ 17-02 – Question & Answer Digest

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TO: Interested Parties  
FROM: Workforce Development Council of Seattle-King County  
POSTED: May 8, 2017  
REFERENCE: RFQ #17-02  
SUBJECT: Untapped Talent Third-Party Evaluator

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### MONDAY, MAY 8 – WEEKLY UPDATE

Question 11: Roughly how many people have been served so far?

**WDC Answer:** Providers will serve roughly 300 individuals through the demonstration pilots.

Question 12: How many will be served in total?

**WDC Answer:** Providers will serve roughly 300 individuals through the demonstration pilots.

Question 13: What are the main activities or resources being provided by:

a. The non-profits contracted to assist with the efforts?

**WDC Answer:** Activities and services provided through pilots vary but include employment and training services.

b. The WDC staff participating in the program?

**WDC Answer:** Activities and services are contracted through providers.

Question 14: What are the expected outcomes that you seek to have evaluated?

**WDC Answer:** Outcomes to be evaluated will be directly connected to the unique activities and services through the demonstration pilots.

Question 15: What kinds of data have you collected on participants either within the partner organizations or within the WDC?

**WDC Answer:** Data on participants have been collected through WorkSource Integrated Technology (WIT) and include; employment services, demographics, training, and support.

Question 16: Do you have consent from the participants:

a. For the use of data about them from the Employment Security Department?

**WDC Answer:** Use of data and consent from participants will be determined per evaluation framework.

b. For evaluators to contact them for surveys or interviews?

**WDC Answer:** Use of data and consent from participants will be determined per evaluation framework.

Question 17: In addition to the 3 evaluation objectives listed in the RFQ (page 1), has WDC identified any specific or measurable evaluation questions or grant outcomes that we should keep in mind to help tailor the proposed evaluation approach?

**WDC Answer:** Bidders should identify an evaluation framework to inform system change and improve access and services to individuals with barriers to employment.

Question 18: Where can we find more information about the Untapped Talent pilot program? Is there additional documentation that you could share with us? We've found an article at the WDC website (Forging Career Pathways for Untapped Talent) and an RFP for Untapped Talent pilots).

**WDC Answer:** Available information on Untapped Talent can be obtained on the WDC website.

Question 19: Is there a national evaluation for this program? If so, can you tell us more about the national evaluation? Particularly, we're interested in learning about the requirements for the local evaluator with regards to coordinating with the national evaluation.

**WDC Answer:** Untapped Talent does not have a national evaluation component.

Question 20: Our team for this proposal includes two co-principal investigators and three other staff. However, not all our team will be dedicating at least 50% of their time on this project. May we include the resumes of key project staff that will not spend 50% of their time on the project?

**WDC Answer:** Please include resumes of any other project staff who would be allocated (more than 50% of staff time) to the evaluation project.

## FRIDAY, APRIL 28 – WEEKLY UPDATE

Question 4: What are the current parameters on the pilot funding? For example, how much funding was awarded, and when did services start and when does it end? What is the originating funding source (where does the money come from)?

**WDC Answer:** Each pilot proposed a budget to fit their model. Programs launched 10/1/16 – end 6/30/17. Pilots were funded through a blended funding model.

Question 5: Are there other states using a similar model?

**WDC Answer:** Yes, other WDBs are exploring innovative approaches to addressing the unique needs of individuals with barriers to employment.

Question 6: Can you post the RFP that procured for the current mix of providers, and a description of overall design and indicators of success?

**WDC Answer:** RFP #16-04 is available under Funding Opportunities on our website.

Question 7: How many people are being served by Untapped Talent (proposed/total project)?

**WDC Answer:** Each pilot proposed a target to be served through their model/project.

Question 8: Does the WDC get detailed, identified client data from providers, or roll up reports (no client specific data)?

**WDC Answer:** Yes, target goals were set for each provider and Quarterly reports submitted detailing progress on performance and highlight individual success stories.

Question 9: Can you clarify what you intend by “systems change” (first paragraph in Project Overview)? Is this in reference to systemizing effective practices for the target population, or is this about how systems work together (eg, homeless systems, justice systems, etc.)

**WDC Answer:** We want to learn best practices that are scalable to advance the systems response to individuals with barriers to employment.

Question 10: While the budget isn’t immediately due, can you clarify the format you would expect that in? For example, is a cost per deliverable ok or do you want a line item budget with hourly rates, etc.

**WDC Answer:** Budgets should be structured around cost categories.

## FRIDAY, APRIL 21 – WEEKLY UPDATE

Question 1: Will the chosen evaluator have access to the following data to perform the evaluation:

- A. The initial grant proposals from the successful partner organizations in response to RFP #16-04
- B. WS customer and WIOA participant data that has been entered into WorkSourceWA.com, or participant data for WS Non-WIOA Enrolled and In-Community Services that has been entered into WorkSourceWA.com
- C. Data maintained in files by Untapped Talent participating agencies such as assessments, assessment results, eligibility documentation, self-sufficiency calculations Individual Employment Plans (IEP), service and training goals and expected completion dates, training progress and results
- D. Quarterly reports to WDC from Untapped Talent participating agencies

**WDC Answer:** Yes; all available program data will be provided to evaluator.

Question 2: The RFQ refers to a "local evaluation", and the Summary states the WDC will "fund a local third-party evaluator". Must the chosen evaluator be local to the Seattle-King County area? Or does this mean that the evaluation activities are local to the area? Would a submission from a qualified based outside of Washington State be considered?

**WDC Answer:** The evaluator does not need to be based in the State of Washington or in Seattle-King County. The Untapped Talent programs are local to the Seattle-King County area. The chosen evaluator will need to perform work in Seattle-King County.

Question 3: Will the WDC provide a project plan or narrative to define the scope of work?

**WDC Answer:** No. Interested parties should define proposed approach in the narrative of their response, as described in Section II. of the RFQ, Response Format.

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