

**Upper Shore Workforce Investment Board  
One Stop Operator Request for Proposals  
Questions and Information from Pre Bid Meeting  
and Pre-Bid meeting attendance sheet**

**March 12, 2019**

Bidders should be aware of the due date and the delivery schedule for shipping companies. There have been cases where overnight delivery did not result in a proposal reaching Chesapeake College by the due date and time. Bidders should give themselves the time necessary to have the proposal at Chesapeake College by March 29, 2019, 2pm EDT. **Late proposals will not be opened.**

**Selection process:**

There is a subcommittee of the Upper Shore Workforce Investment Board (USWIB) that will review the proposals and make a recommendation to the full Board. The contract for the One Stop Operator is signed by the One Stop Operator and the USWIB President. Staff support of the procurement is limited to making sure that proposals are received on time and are complete proposals for USWIB review.

**Who is the audience/Who will receive the services outlined in the solicitation? Chesapeake College, Rapid Response workers?**

- Page 3 Facilitation: The One Stop Operator facilitates collaboration and cooperation among One Stop Partners. The One Stop Partners are defined in the Workforce Innovation and Opportunity Act and the Memorandum of Understanding.
- The Memorandum of Understanding is available on [uswib.org](http://uswib.org) at the link:  
[http://uswib.org/wioa/UpperShoreWorkforceArea\\_MOU\\_and\\_RSA.pdf](http://uswib.org/wioa/UpperShoreWorkforceArea_MOU_and_RSA.pdf)
- Page 18 Narrative provides a list of the Partners and Stakeholders

**What is the capacity needed to successfully fulfill the requirements of the solicitation?**

- Page 3 One Stop Operator Tasks and Deliverables
- Page 18 Narrative
- Page 10 Criteria for Evaluation of Proposals and Award of Contract

**Is the One-Stop Operator responsible for identifying the One-Stop Partners?**

- The Partners are identified by the Workforce Innovation and Opportunity Act and the Memorandum of Understanding
- The Memorandum of Understanding is available on [uswib.org](http://uswib.org) at the link:  
[http://uswib.org/wioa/UpperShoreWorkforceArea\\_MOU\\_and\\_RSA.pdf](http://uswib.org/wioa/UpperShoreWorkforceArea_MOU_and_RSA.pdf)
- Many Stakeholders have been identified
- Additional Stakeholders may be identified by the One Stop Operator

**Is the incumbent eligible to re-bid for this contract?**

Yes. The incumbent Operator is KRA Corporation of Fulton, MD and KRA is eligible to bid. The One Stop Operator contract with KRA commenced on July 1, 2017 for one year with an option for a second year. The option for a second year was exercised on July 1, 2018. The Workforce Innovation and Opportunity Act requires the One Stop Operator procurement to take place at a minimum of every four years. The One Stop Operator procurement is driven by specifications in the Workforce Innovation and Opportunity Act.

**Will there be a conference call option be provided for the pre bid meeting on 12 March?**

No

**Is there one takeaway to improve collaboration among the American Job Center Partners and Stakeholders?**

Attention to the Partners and Stakeholders is the priority of the One Stop Operator.

