**PRE-BID CONFERENCE: WSET CHILD CARE SERVICES PROVIDER 2025 RFP-2**

**RFP# CG-WFCCSP25R-2**

**QUESTIONS & STAFF RESPONSES**

**MARCH 10, 2025**

1. The RFP states that this grant would also entail training for youth, workforce development and those kinds of additional activities. What part of the budget will be for training?

Response:

***Direct training for youth, workforce development and those kinds of additional activities are not procured through this RFP. The budget will not cover direct training costs.*** *On page 3, it is stated the Purpose of the RFP is “to identify an operator of Child Care Services (CCS)”. Child Care Services are intended to support education, training and employment opportunities for the populations served by the Workforce Solutions East Texas Board described on page 2 of the RFP (1) adults (including economically disadvantaged adults); (2) dislocated workers; (3) youth/out-of-school (including economically disadvantaged youth); and (4) recipients of public assistance”.*

2. Does the Managing Director manage child care?

Response:

*Yes*

3. Is there already staff in place with knowledge?

Response:

*Yes, in the Longview and Tyler offices.*

4. Do you have reservations for a Houston management?

Response:

*No, we have contractors who have oversight that are out of state. They have local managers, but their executive team and their corporate headquarters are located elsewhere.*

5. Is there a workforce development component to this RFP, in case I did misread it, or is it primarily child care services and oversight?

Response:

*No, we have two major programs, one is child care, one is workforce. This Request for Proposal is for child care.*

6. Under subtopic, “Child care Performance Measures -Initial Job Search Success Rate, what would be a reasonable budget amount to apply to this performance metric?

Response:

*There is not a specific budget line item for Child Care Performance measures – Initial Job Search Success rate. The line items in the budget are intended to invest in personnel and resources to support all the Child Care Services activities and requirements, including performance measure attainment.*

7. Would you please share a previous budget of a Managing Director with an Employer of Record Organization for perspective?

Response:

*The Workforce Solutions East Texas Board has not contracted before with a Managing Director for Child Care Services or Workforce Center Services Provider activities.*

8. Could you include the budgeted expenses to give some reasonable amount to allocate to workforce training referenced on page 2 of the RFP?

Response:

***Direct training for youth, workforce development and those kinds of additional activities are not procured through this RFP. The budget will not cover direct training costs.*** *On page 3, it is stated the Purpose of the RFP is “to identify an operator of Child Care Services (CCS)”. Child Care Services are intended to support education, training and employment opportunities for the populations served by the Workforce Solutions East Texas Board described on page 2 of the RFP (1) adults (including economically disadvantaged adults); (2) dislocated workers; (3) youth/out-of-school (including economically disadvantaged youth); and (4) recipients of public assistance”.*

9. Could you please share a copy of the prior year’s monitoring report, including the region’s compliance rating dating back two years?

Response:

*The Board’s past two-year monitoring reports do not point to any significant findings or disallowed cost and indicate less than a 10% error rate. Reference attached copies of fiscal and program monitoring findings.*

10. Could the proposing agency visit the Longview and Tyler sites to gain an understanding of the culture prior to the RFP submission deadline?

Response:

*Workforce Centers are open to the public but no formal meetings or tours can be arranged. All communications for this RFP are to be made through Procurement Manager, who serves as the designated point of contact for the RFP.*

11. How many childcare centers are home-based care versus traditional child care centers in the 14-county region?

Response:

*We have 251 providers in our 14-county region. Of those, there are 222 Licensed Child Care Centers, 21 Licensed Child Care Home, and 8 Registered Child Care Homes.*

12. What is your waiting list in months for child care subsidy?

Response:

*Currently (March 2025), it is 1,700+ because of the TX3C system complications. Previously, the waitlist had fewer than 300 families each month.*

13. What entity served as the Managing Director and Employer of Record previously for the childcare in East Texas region?

Response:

*The Workforce Solutions East Texas Board has not contracted before with a Managing Director for Child Care Services or Workforce Center Services Provider activities.*

14. We are very knowledgeable about budgeting for costs related to child care centers, but we will not have prior knowledge on how to budget your facility costs as they relate to employees who work at the offices assisting with job search.   I believe that simply having a previous budget would answer all questions related to planning for Initial job search versus average number of children served daily. I went ahead and included the section that caused me to inquire how we might begin proposing a budget.

The following performance measures will serve as the outcome measure for Board Contract Year 2025:

Average Number of Children Served Per Day

Initial Job Search Success Rate

|  |  |
| --- | --- |
| MEASURE | CONTRACTED GOAL |
| “Average Number of Children Served Per Day based on current program year that ends September 30, 2025. | 5,783 |
| Initial Job Search Success Measure East Texas | 58.36% |

Response:

*Facilities costs are not included in the budget allocations provided in the RFP, as ETCOG covers these expenses on behalf of the subrecipient. This includes all facility-related costs such as office leases, associated costs, security, repairs, maintenance, and utilities. Additionally, ETCOG pays for supplies, postage, equipment maintenance/rental, equipment purchases (including laptops, desktops, monitors, peripherals, communications & Internet, IT software & licensing, and ICT service contractor costs).*

*Historically, previous child care contractors have allocated approximately 85% of their budget to Direct Care. There is no requirement to budget a specific amount for Direct Care or Operations costs, as long as the proposer demonstrates sufficient funding to meet the contracted goals.*